wilten CONSTRUCTION LTD

E06 CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN

IMAGINATION TWO, ACORNFIELD ROAD, KNOWSLEY

QUARTZ

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Revision Number:	Description of changes made:	Updated by:	Date of Update:
1	First Draft	Ben Harrison	01/04/2025
2	Second Draft	Sarah Purvey	13/05/2025

1. PROJECT PARTICULARS AND OBJECTIVES

1.1 Development Description

Seybourne Estates requires the design and construction of Imagination Two at Image Business Park, Knowsley, to provide a warehouse / industrial unit. We will deliver this project in accordance with Seybourne's values, delivering project solutions with integrity and high quality (please see our aligned values on the following page). The completion of this unit will provide the following benefits for the area and occupier:

- Contribute positively to the local economy by complementing and adding to the facilities in the area
- Efficient and sustainable design, achieving BREEAM Very Good and EPC A, to improve the buildings in operation
- Increase the biodiversity value of the site to allow wildlife to coexist with the operational development

The area of the proposed development covers approximately 60,000ft2.

To successfully deliver this development for Seybourne Estates and Quartz Project Services we will ensure high environmental standards are met. We will:

- Achieve BREEAM Very Good in accordance with the BREEAM Pre-assessment, monitoring, and reporting on progress monthly throughout the design and construction stage
- Improve the buildings' energy efficiency and sustainability performance by incorporating renewable or low carbon technologies
- Promote skills development in the construction industry for local people, for example, by engaging with local schools and colleges via site visits to promote routes into the industry

1.2 Explanation / Purpose of this Document

Wilten Construction is committed to managing the environmental impacts associated with Imagination 2, Knowsley, and achieving consistently high standards of performance throughout the duration of the project.

This Construction Environmental Management Plan (CEMP) has been developed to identify and manage the construction and environmental risks associated with the project on Image business park, Knowsley, and is a fundamental requirement of the Wilten Construction Limited (WCL) Environmental Management System.

The WCL ISO14001 Certificate and Environment Policy Statement should be clearly displayed, on site noticeboards. WCL recognises the environmental impacts associated with this project and is committed to continually improving its environmental performance.

The WCL Policy sets out the aims of the CEMP for the construction of the proposed development with the various aims summarised below:

- To ensure compliance with all applicable legislation and statutory controls, this includes planning conditions, Section 106 agreements, and client's environmental requirements
- To ensure that all environmental undertakings and obligations of WCL are fulfilled

- To adopt working practices that will achieve good environmental practice on site – this means preventing pollution, minimising adverse environmental impacts, and securing the potential benefits associated with higher standards of environmental performance.
- To ensure that subcontractors and suppliers are aware of the environmental constraints and opportunities of the site and follow any necessary procedures in order to ensure good environmental practice
- To identify the responsibilities of staff and contractors in achieving good environmental practice on site
- To mitigate the effects of the construction works on businesses, highway users and the general public
- To assist in the development of the company environmental management system, not only for the requirements of this project but for future use

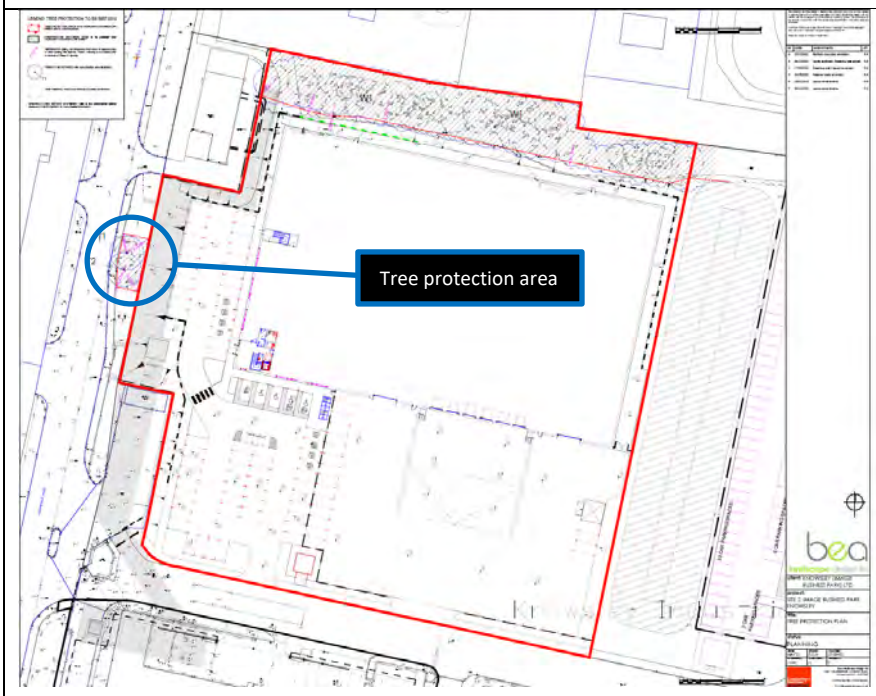
Prior to issue this CEMP has been reviewed and approved by Justin Watts, Construction Director, as well as being reviewed by Mario LaBarbera, HSEQ Manager. All amendments to this CEMP must be made by project management in consultation with the HSEQ Manager.

WCL will maintain records for all aspects of the work on Procore, namely:

- Permits
- Risk register and management systems, including instructions for methods of work and any pollution control plans
- All operating procedures
- Staff competence and training records
- Routine monitoring results such as water quality
- Monitoring and compliance checks, findings of investigation and actions taken
- Environmental incidents, non-conformance and near miss reports, findings of investigation and actions taken
- Complaints made, findings of investigation and actions taken
- Audits of management systems
- Management reviews and changes made to the management system

1.3 Overview of Site Specific Constraints and Challenges

Challenge	Our Approach
Environmental Sensitivities	**Ecology / Landscaping:** We acknowledge that the site has previously been checked and cleared by a suitable, competent Ecologist, appointed directly by the client. No ecological protection measures are required to be implemented. **Trees:** The tree protection area will be set up before any works commence onsite, retained trees within the site will be protected by implementing a Construction Exclusion Zone (CEZ) using a suitable temporary fencing solution to provide sufficient protection in the interests of amenity and biodiversity. Signage will also be erected in this area. • We will utilise orange mesh for trees not protected by a TPO • Where trees are protected by a TPO, we will use Heras fencing

	
Nuisance	Noise and dust will be monitored, and we will comply with all Air Quality and Dust Management for the period of the contract. We will undertake daily monitoring and position the compound away from sensitive receptors.
Managing Traffic to and from site	We will use designated construction traffic routes for deliveries to the site and removal of waste etc. Deliveries and other vehicle movements will be planned to eliminate congestion. We will manage deliveries to be just in time, provide safe segregation, and adequate security including a gateman to manage the site entrance.
Public Relations	We will protect people and adjacent properties within Image Business Park, Knowsley Industrial Estate and Capitol Trading Park - Our approach is based on: ▪ Compliance with the Considerate Constructors Scheme, achieving excellent and being a good neighbour to all ▪ Monitoring and maintaining the access route and our site to mitigate any nuisance, maintaining a high quality appearance in keeping with the standards expected for the Imagination Two development

	▪ Engaging with neighbours in and around the existing industrial estates, informing and involving them throughout the construction phase We will commence liaison with the potentially affected neighbours prior to the works starting. We will issue a pre-commencement letter drop informing them of the start date, project details and activities and contact details for any queries while the project is in progress. We will maintain a community notice board (shown below) at the site entrance on the hoarding which will detail contact details for the Project Manager and Site Manager, should any member of the public need to raise a query.
Residents/Neighbours	We will maintain access to neighbouring properties on Image Business Park, Knowsley Industrial Estate and Capitol Trading Park We will commence liaison with those potentially affected prior to the works starting. We will issue a pre-commencement letter drop to neighbours informing them of the start date and contact details for any queries while the project is in progress.
Access	We will access the site from the A5208 onto Lees Road, turning into Gores Road which leads to Acornfield Road where we will access the site from the existing entrance. There will be a separate entrance into the car park and service yard to separate vehicle movements. We will monitor the surrounding roads and will not permit our vehicles to park or wait in these areas. All deliveries will be planned to be with in a designated working hours slot to avoid disturbance to the local area. Monitoring of deliveries will be a constant. We will undertake constant monitoring of the road for cleanliness and

	provide a wheel wash facility at the entrance / exit point to clean down vehicles before they leave the site, preventing any mud or debris being deposited onto the public highway. If the road does become particularly muddy we will ensure a road sweeper attends to this swifty.
Services	We will liaise with the Statutory Undertakers to organise, co-ordinate and programme their work to ensure the identification / protection / diversion / installation of services in accordance with our programme.

Please see Section 15 for site constraints plans.

1.4 Goals for this Project

Wilten Construction's aim is to complete this project to its satisfaction with zero environmental incidents and zero accidents or instances of work-related ill health. In addition, Wilten expects any contractors (and all others associated with the project that Wilten may appoint) to approach all matters in a similar way to achieve the highest standards of performance. Any incident or accident is to be properly investigated and recorded.

In addition to achieving Company level objectives, KPI's thresholds etc. which can be located within Wilten Constructions Policies and Procedures, the project has the following objectives and targets:

- To meet HSE and EA priorities and strive to raise the standards above legal compliance
- To ensure co-operation between all parties involved to complete the project safely and to the highest standards of environmental management
- To raise the awareness of interaction between site operatives and operations and members of the public, preventing trespass etc. and ensure liaison with the community occurs at all stages of the project
- To have the works carried out in a manner which seeks to safeguard the safety, health and welfare of all those engaged in, or affected by, the works
- To assist HSEQ Manager to undertake 2 Weekly Inspections
- 4 Weekly HSEQ Reviews to be undertaken
- Attend monthly reviews of the project's HSEQ performance with the HSEQ Manager.
- Zero Environmental incidents
- Zero RIDDOR accidents
- > 90% waste diversion from landfill
- Early connection to grid
- Surface water attenuated and used for dust suppression
- Energy efficient cabin selection with sensor lighting / LED lights in cabins and offices and electric charging points for vehicles
- Bulk procurement
- Hybrid generator used
- Green Diesel/HVO used on site
- Nuisance monitors powered by renewables
- Offsite manufacture
- Carbon wise water treatment options
- Reuse of materials

2. KEY CONTACTS, ROLES AND REPSONSIBILITIES

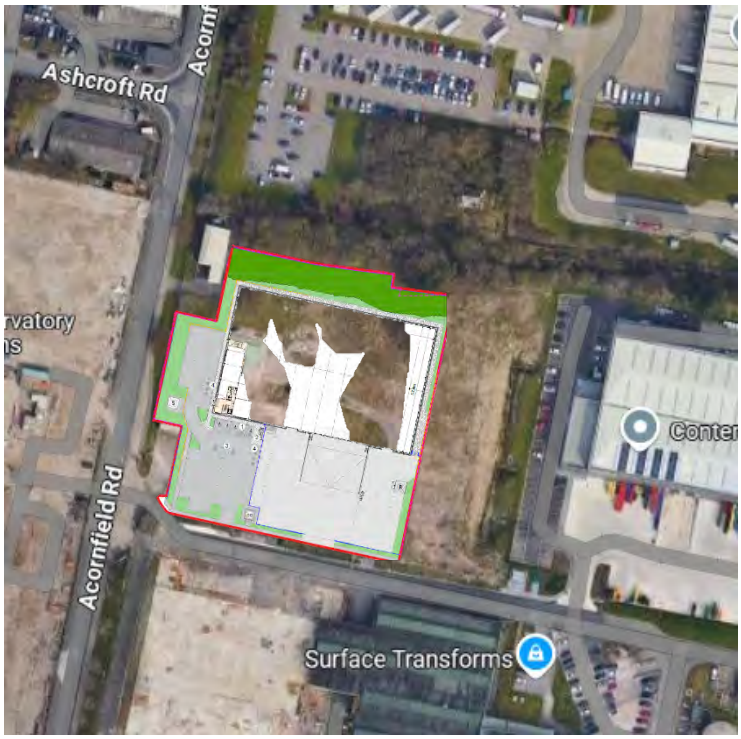
Employer (Client)	**Principal Contractor**
Seybourne Estates Limited Hyde House, The Hyde. Edgware Road, London, NW9 6LA	Wilten Construction 8 The Point, Rockingham Road, Market Harborough, LE16 7QU
Architect	**Principal Designer**
Hale Architecture Ltd 22c Leathermarket St, London SE1 3HP	Hyperion Property Consultants KKG House, Kingsfield Way, Northampton NN5 7QS
Structural Engineer	**Client Project Management**
Powell Tolner and Associates Limited 29 Red Lion Street, Chesham, Bucks., HP5 1EJ	Quartz Project Services Limited 34 Dover Street, London, W1S 4NG

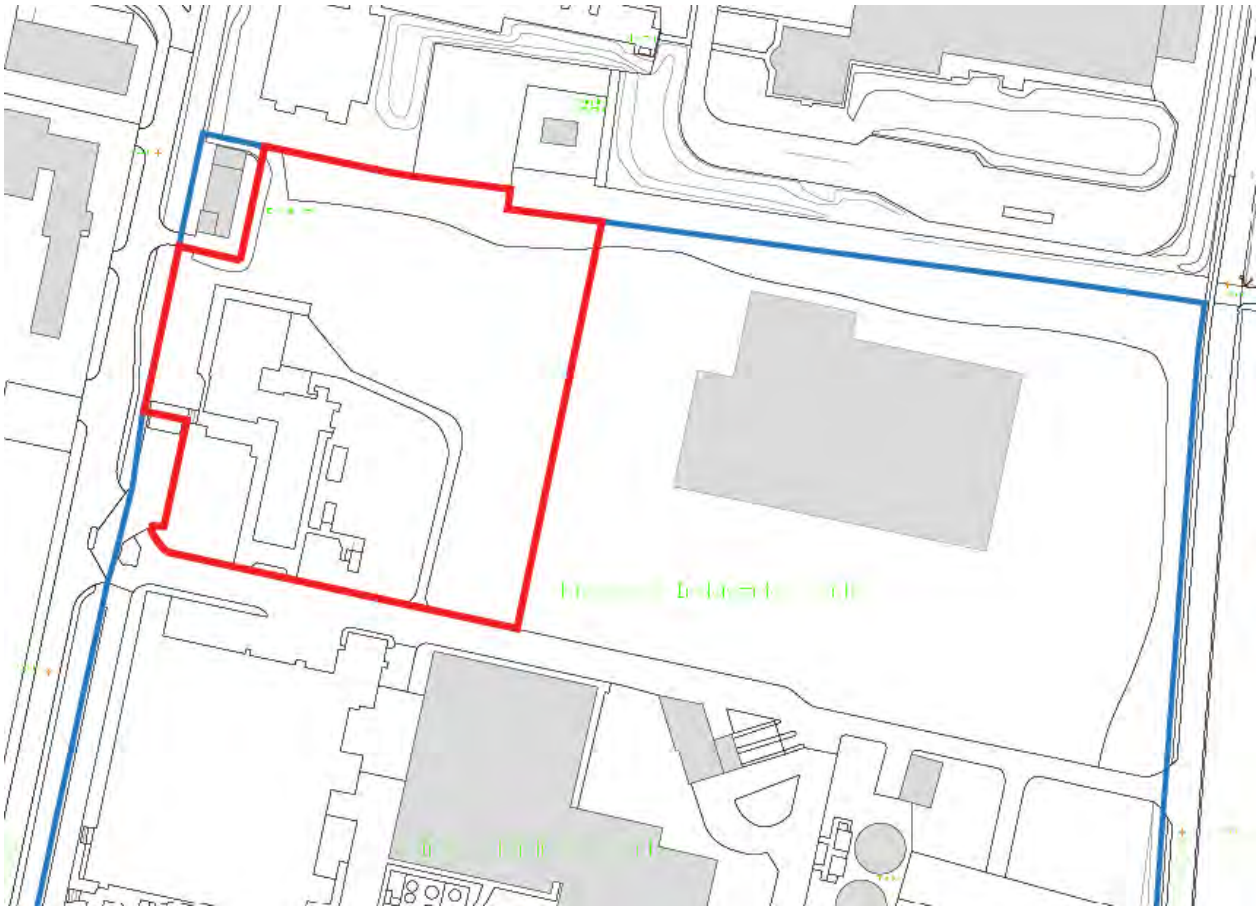
Title	**Name**	**Contact Number**	**Email**
Construction Director	Justin Watts	01858 457242	justinwatts@wilten.co.uk
Contracts Manager	Jim Potts	01858 457242	jimpotts@wilten.co.uk
Site Manager	Ben Harrison	01858 457242	benharrison@wilten.co.uk
Wilten Construction	Head Office	01858 457242	enquiries@wilten.co.uk
Managing Director	Naim Basha	07706 524826	naimbasha@wilten.co.uk
Head of Design	Tom Corbett	01858 457242	tomcorbett@wilten.co.uk
HSEQ Manager	Mario LaBarbera	01858 457242	mariolabarbera@wilten.co.uk

Please also see Section 9 for details of Site Responsibilities on the project.

3. SITE LOCATION

The site is located at Plot B, Image Business Park, Acornfield Road, Knowsley L33 7UF.





Plot B comprises an open field which was most recently used as playing field, within the Image Business Park Estate.

Previously the Site was in agricultural use from at least 1850 with a small building and marl pit in the north-eastern corner. The marl pit was extended and subsequently infilled by the 1950s. Anecdotal evidence suggests that the Site may have historically been associated with a munitions factory and buried/burned waste from the adjacent Kodak Ltd operations.

3.1 Relevant Documents

Pre-Construction Information file issued by Client Team.
Existing Site Location Plan.
Proposed Site Plan.
Tree Protection Plan.
Landscape and Ecological Management Plan.
Additional Ground Investigation Report.
Geo-environmental Assessment.
Survey inc Utilities
Site Constraints Existing Proposed Site Plan

4. SITE OPERATIONS

4.1 Site Construction Operations

Please see the enclosed plans and the following key activities:

Pre-construction

Following an order, we will hold an Initial Design Team Meeting(DTM) with the consultants and key subcontractors followed by weekly or fortnightly DTMs to suit the project. These will provide a collaborative environment to co-ordinate the design and construction elements with consultants and subcontractors. Progress will be tracked to ensure all elements of the construction phase on site commence and complete on time.

We will use Procore, our Electronic Document Management System, to allow the construction issue drawings to be available for the site team including all subcontractors. These meetings will continue until all elements are designed and we have a full construction portfolio of drawings to complete the works as planned.

Demolition

Demolition should all be complete prior to the arrival of Wilten Construction.

Site Clearance

Tree protection areas to be set up immediately.

Following confirmation of services isolation / diversion / protection, we will commence the site clearance works.

The old building footprint of floor slab and bases will be removed and materials crushed on site for reuse where possible, avoiding offsite disposal.

The external areas of vegetation / concrete etc will be removed in preparation for the cut to fill operation.

Unit Construction

We will then commence the earthworks / cut and fill and ground improvement comprising vibro / VSC piling which will take place for approximately 2 weeks. Vibration monitoring will be implemented as detailed in Section 8.33 of this CEMP.

There are several new retaining walls to be included on site which will be installed as soon as possible along with associated groundwork, drainage, ducting etc.

When steel is erected, we will work from west to east, to ensure the offices are progressed first. Cladding will also start with priority given to the roof and west elevation, then install metal decking and pour first and second floor concrete. We can then progress internals and prep for the internal floor slab. When cladding is finished the office fit out can start.

PCC docks and prowalls will be installed during the steel frame erection, but only when a safe working zone has been established between the trades.

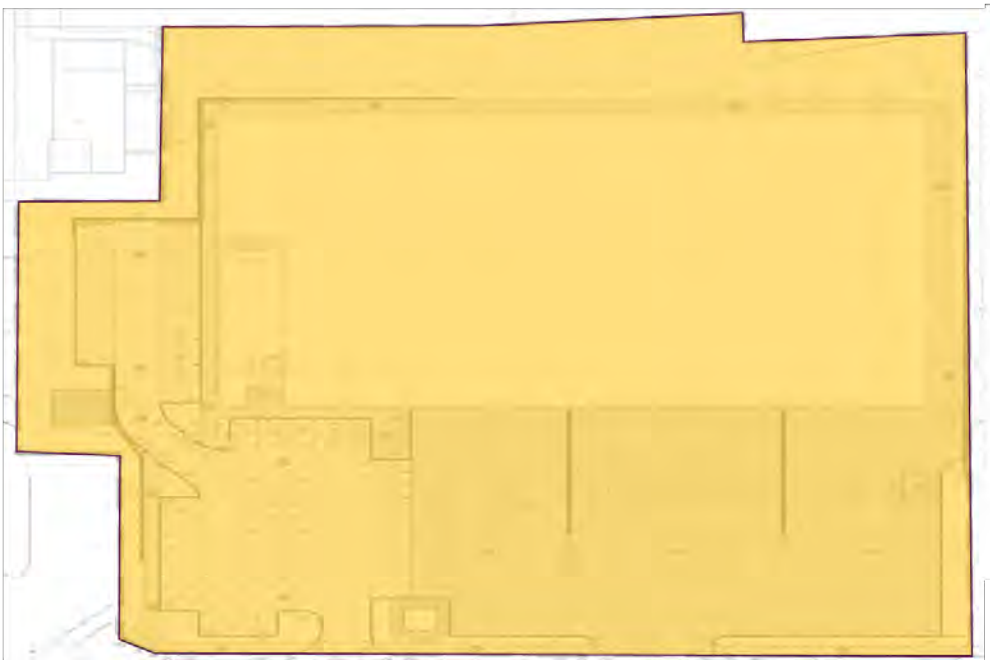
Dock levellers and doors will be installed as soon as possible to provide a watertight unit. The shelters, wheel guides etc. will be installed following the completion of the cladding.

Works Completion and Demobilisation

Once all construction works are complete, we will undertake the final tarmac finishes, white lining etc. to provide a clean and presentable finish to the site works.

We will demobilise our cabins to enable the final works to be undertaken, but we will always maintain sufficient facilities to meet current legislation and CDM Regulations.

Weeks 02 - 03 27/05/2025 – 06/06/2025 Weeks 13 - 19 DD/MM/YYYY – DD/MM/YYYY

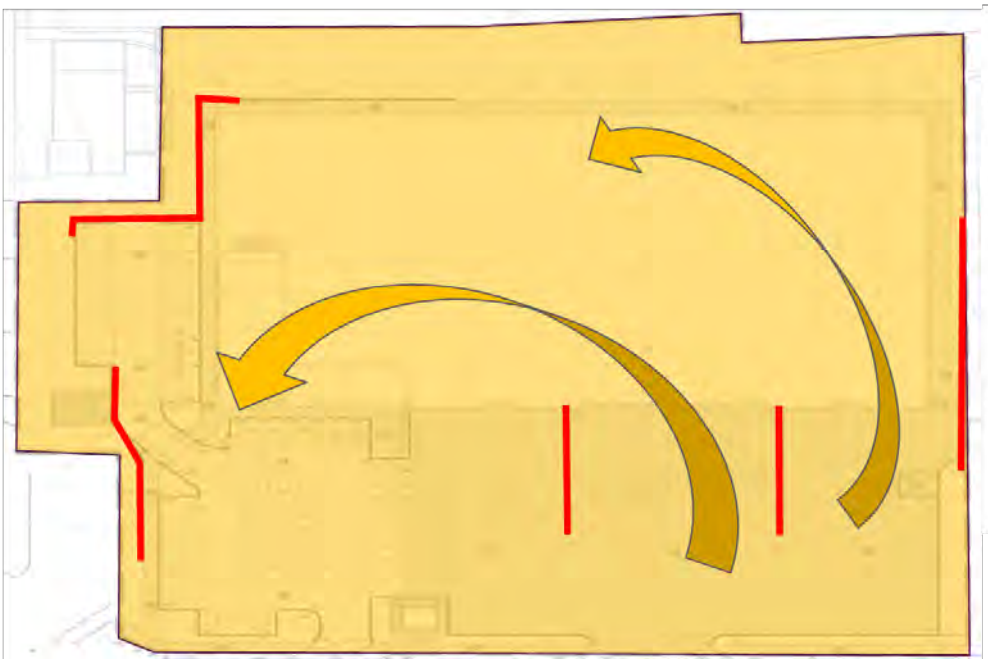


Site Clearance – Service Diversions

1. Service Detection and Isolation
2. Service Diversions
3. Removal of old Floors & Bases
4. Site Strip

- We will commence with the location of all services within the site boundary, which will be marked on site to ensure all are away of the locations and depths.
- Service diversions and isolations will be completed by the service providers to make the site safe
- The old unit floors and bases will be removed and the materials crushed on site to reuse where possible.
- The site vegetation and other external finishes will be cleared ready for the cut to fill operation

Weeks 03 - 06 02/06/2025 – 27/06/2025 Weeks 13 - 19 DD/MM/YYYY – DD/MM/YYYY



Earthworks & Retaining Walls

1. Cut to Fill
2. Retaining Walls
3. Stone to level

- The cut to fill works will be completed to the required levels and specification. As the areas are brought to the required levels, we will look to place the stone layer allowing a clean working platform. We will concentrate on the building footprint first to allow the building foundation to commence as soon as possible
- Retaining walls will be installed during the earthworks phase to allow all areas to be completed to the required levels.

Weeks 06 - 10 23/06/2025 – 25/07/2025 DD/MM/YYYY – DD/MM/YYYY

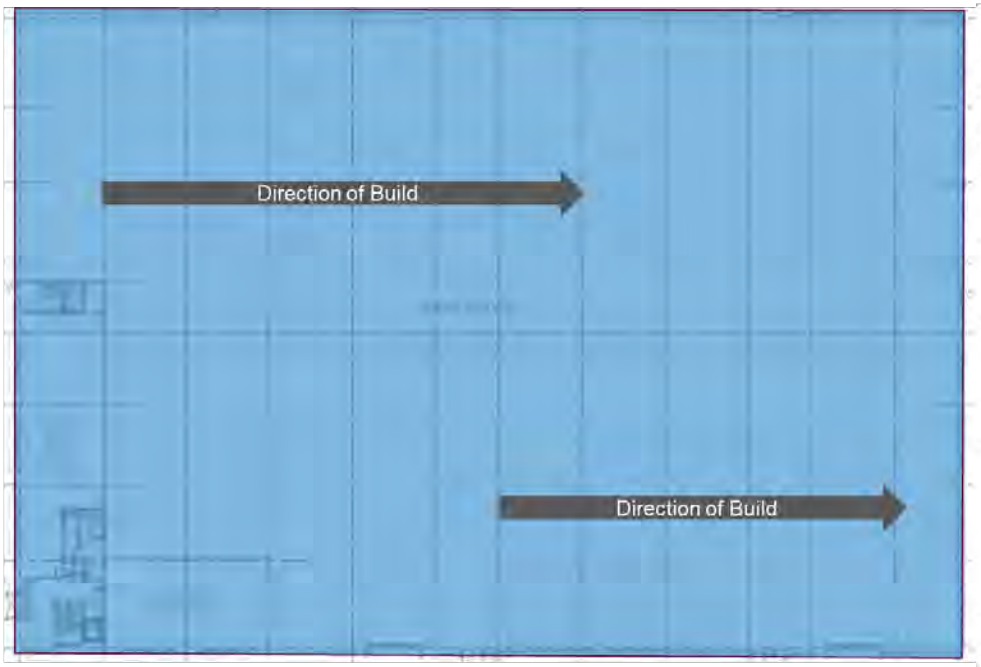
Initial Groundworks

1. Drainage and Ducts
2. Tanks and Interceptors
3. Concrete Service Yard

To provide high quality finishes, protect the works, and keep the external highways clean for public use, we will:

- Complete the underground services in this phase to enable the initial finishes of the concrete yard to be undertaken. This gives the site access and main works a clean surface to work, preventing mud entering onto the public roads
- No kerbs and edgings will be installed at this time to prevent damage, these will be installed in the second phase of groundworks

Weeks 06 - 14 23/06/2025 – 22/08/2025

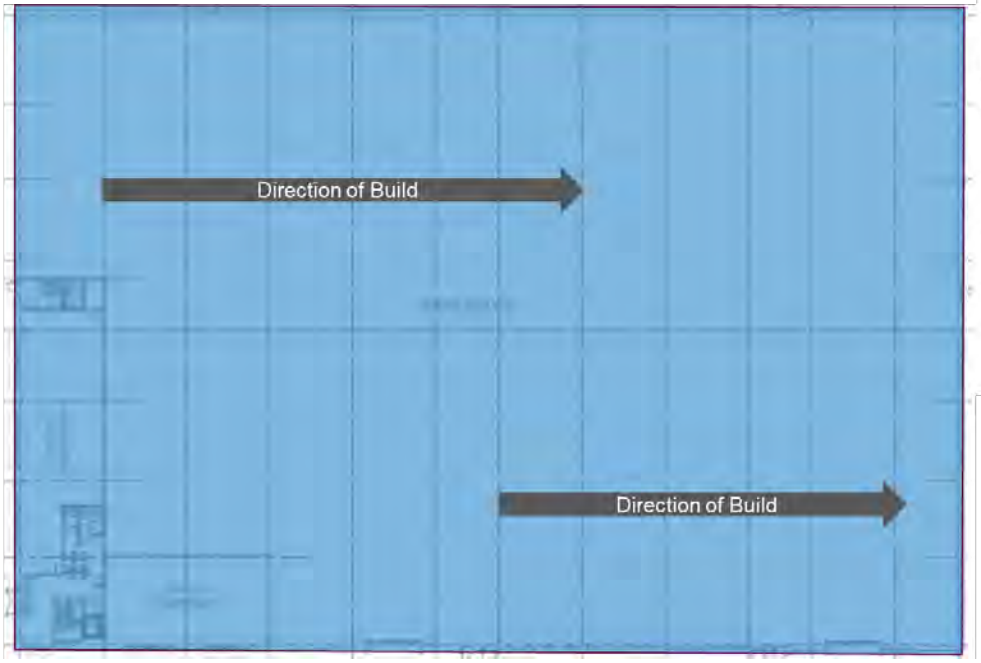


Substructure & Frame

1. Ground Improvement
2. Foundations
3. Steel Frame
4. Decking and Stud Weld
5. Concreting of Ground and Upper Floors.

- As we get areas of stone to the building footprint we will look to commence the ground improvement
- The foundation including the dock slab works will be commenced as soon as we have a safe working zone between trades and allowed to cure prior to the steel frame erection
- After sufficient curing of the bases the steel frame will be erected, during which period the lift shaft will be installed and the upper office floor decking loaded out. The PCC docks and will be installed as the steel clears this area
- The ground floor will be prepared and the ground, uppers floors and roof will be concreted.

Weeks 12 - 17 04/08/2025 – 12/09/2025

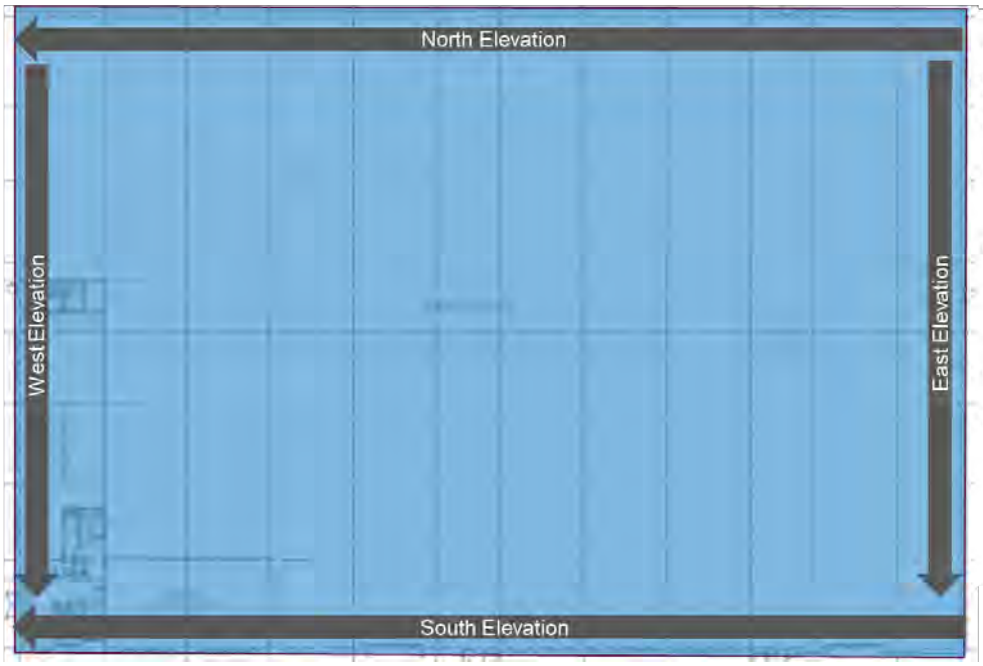


Roof Works

1. Nets and Handrails Installation
2. Roof Cladding
3. Fall Arrest System
4. Removal of Nets and Handrails

- Following the steel handover and the grouting of the bases we will commence the roof cladding.
- A fall arrest system will be completed during this phase of the works
- Once all works are completed the nets and handrails will be removed

Weeks 13 - 21 11/08/2025 – 10/10/2025

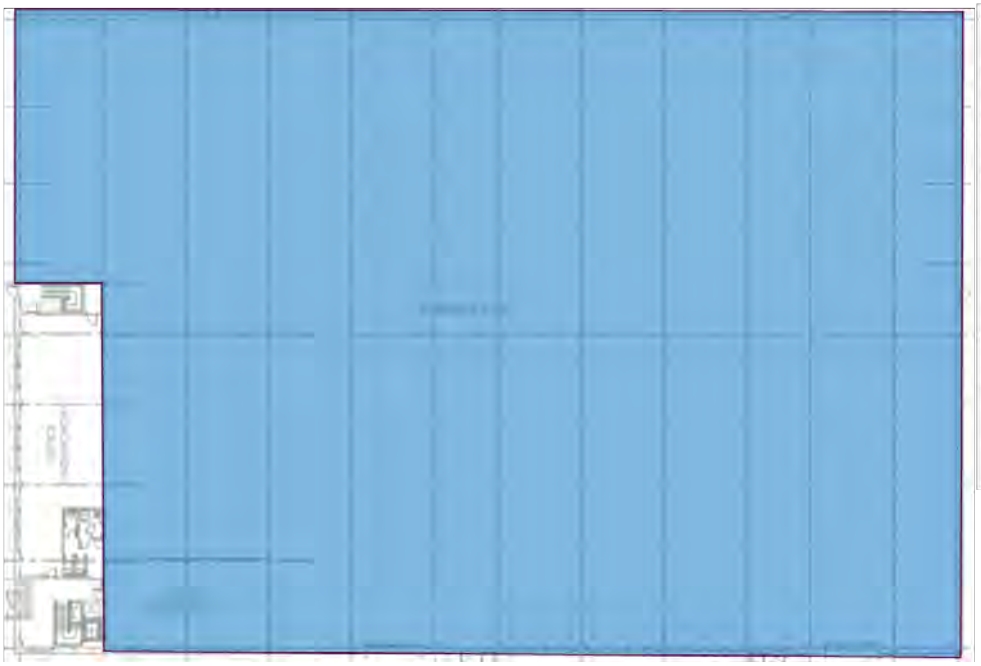


Envelope Works

1. Wall Cladding
2. Windows & Personal Doors
3. Level access Doors
4. Dock Levellers & Doors

- The wall cladding will commence as soon as we have the steel handed over working from West to East.
- Flashings & trims etc. are all included in the cladding period to allow the earliest commencement of the windows, doors and level access doors.
- The dock levellers will be completed & doors installed during this period
- Dock shelters, wheels guides etc. will follow the completion of the wall cladding and flashings

Weeks 21 - 25 06/10/2025 – 07/11/2025



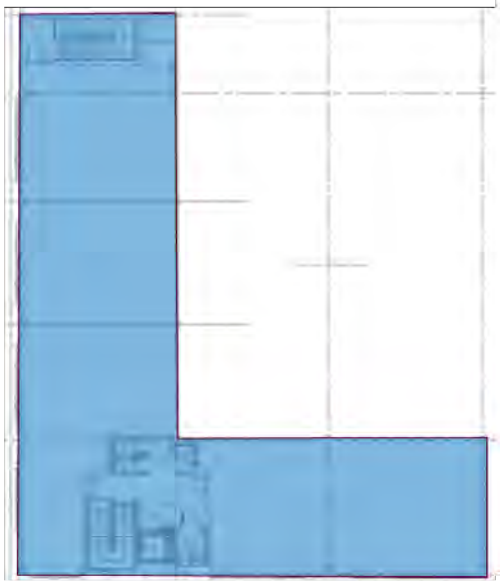
Warehouse Internals

1. Warehouse Floor preparation and pouring
2. Office Warehouse Division Walls
3. Unit Division Walls
4. M&E to Doors etc.

- As soon as we have a watertight unit, we will look to complete the warehouse floor slab. The area will be graded to the correct tolerances prior to casting of the concrete.
- The floor will be allowed to cure prior to any access for construction works
- After the floor curing the division walls between the office and warehouse will be installed followed by M&E install to doors Etc.

Weeks 19 - 31 22/09/2025 – 19/12/2025

Ground Floor



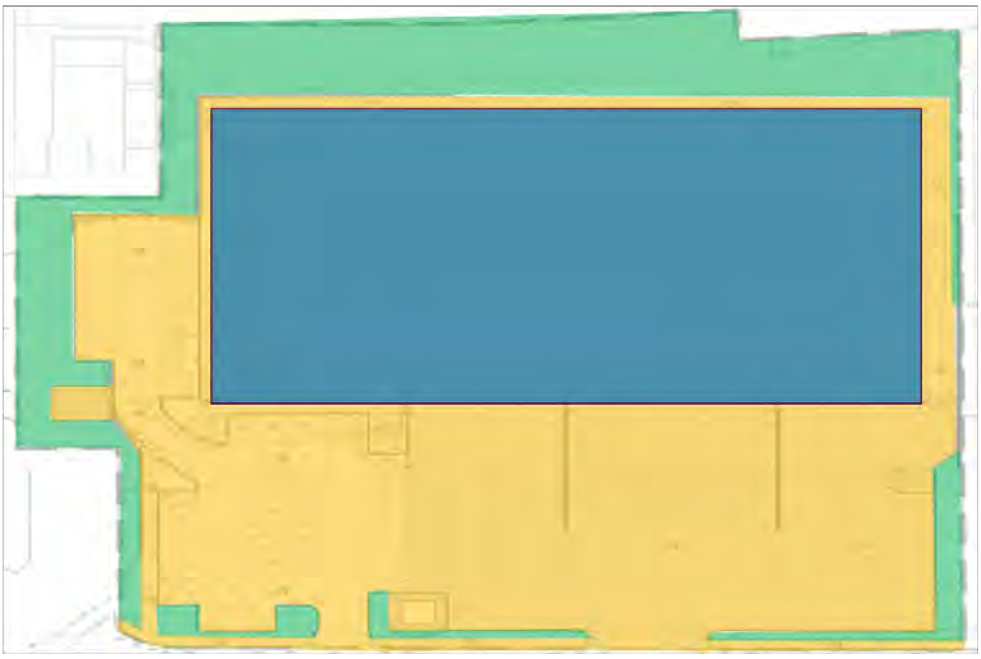
First Floor

Office Fit Out

1. First Floor Fit-out
2. Ground Floor Fit-out
3. Lift Installs
4. Staircore Fit-out Works
5. Testing and Commissioning
6. Final Inspection and Clean

- The initial first fix will commence working from the first floor down and will include M&E stud walls, tape & joint / plaster and initial decorations
- The ceiling grids will be installed and the second fix elements, e.g., IPS ceramic tiling, joinery etc. will be undertaken to enable the M&E second fix works to be undertaken
- When we have a clean environment, we will begin final decorations, feature wall and ceiling and floor finishes
- Time is allowed for full commissioning along with final inspection and cleaning

Weeks 25-31 03/11/2025 – 19/12/2025 Weeks 33 - 40 DD/MM/YYYY – DD/MM/YYYY



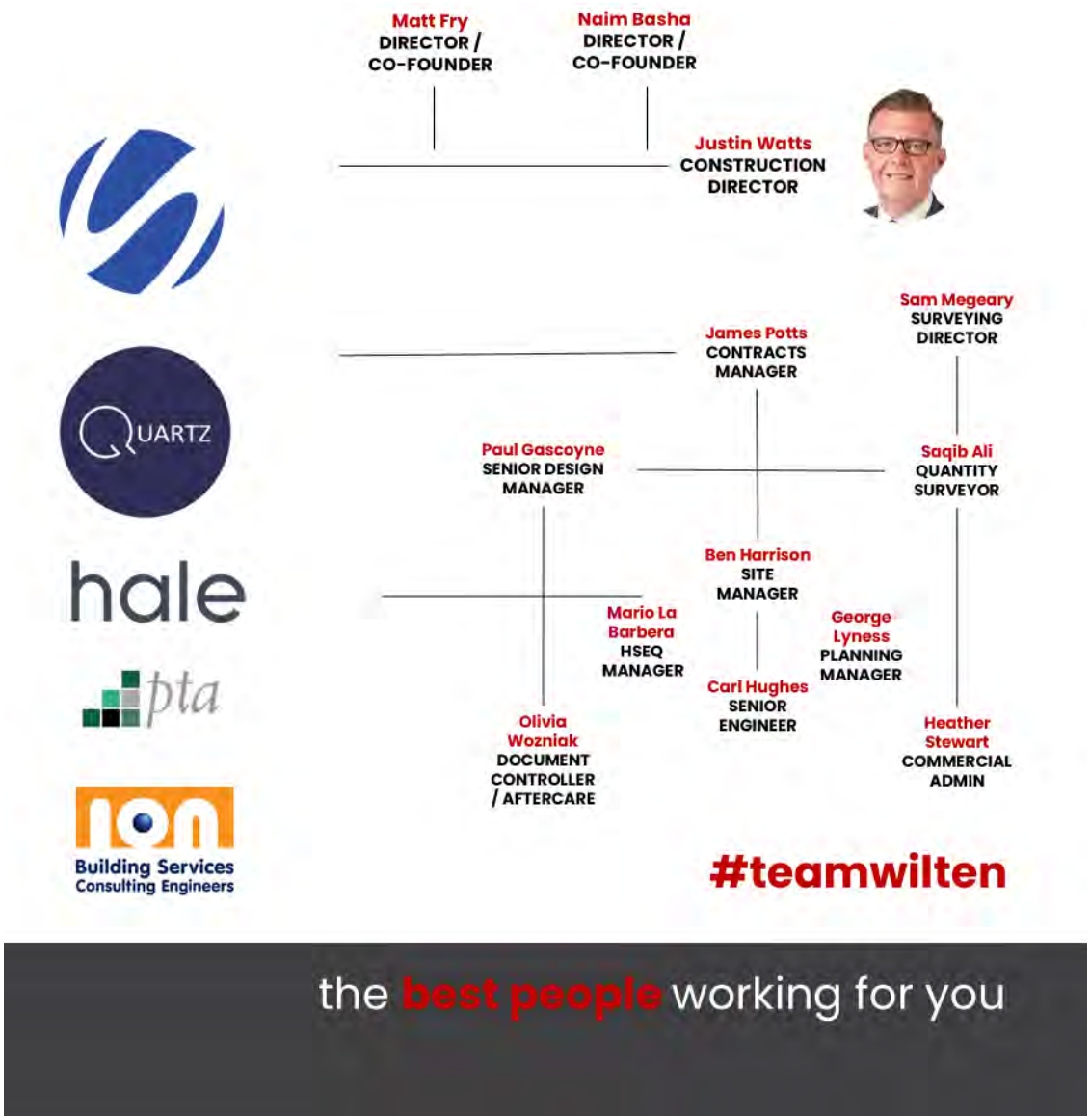
Final Groundworks & Finishes

1. Kerbs and Edgings
2. Block Paving / Paving
3. Topsoil and Landscape Works
4. Fencing and Gates etc.
5. Shelters and Stores
6. Tarmac Finishes and Lining
7. Remaining service yard

- Once the main envelope is complete, we can commence the final externals finishes.
- We will install the kerbs and edgings around the site working from the carpark to finally around the unit.
- Block paving will be installed along with the unit paving and final concrete yard
- Landscape and fencing will be completed along with shelters and stores.
- When all areas are complete we will install the tarmac wearing course and white lining to leave a clean finish at handover

5. PROJECT STRUCTURE

5.1 Project Team



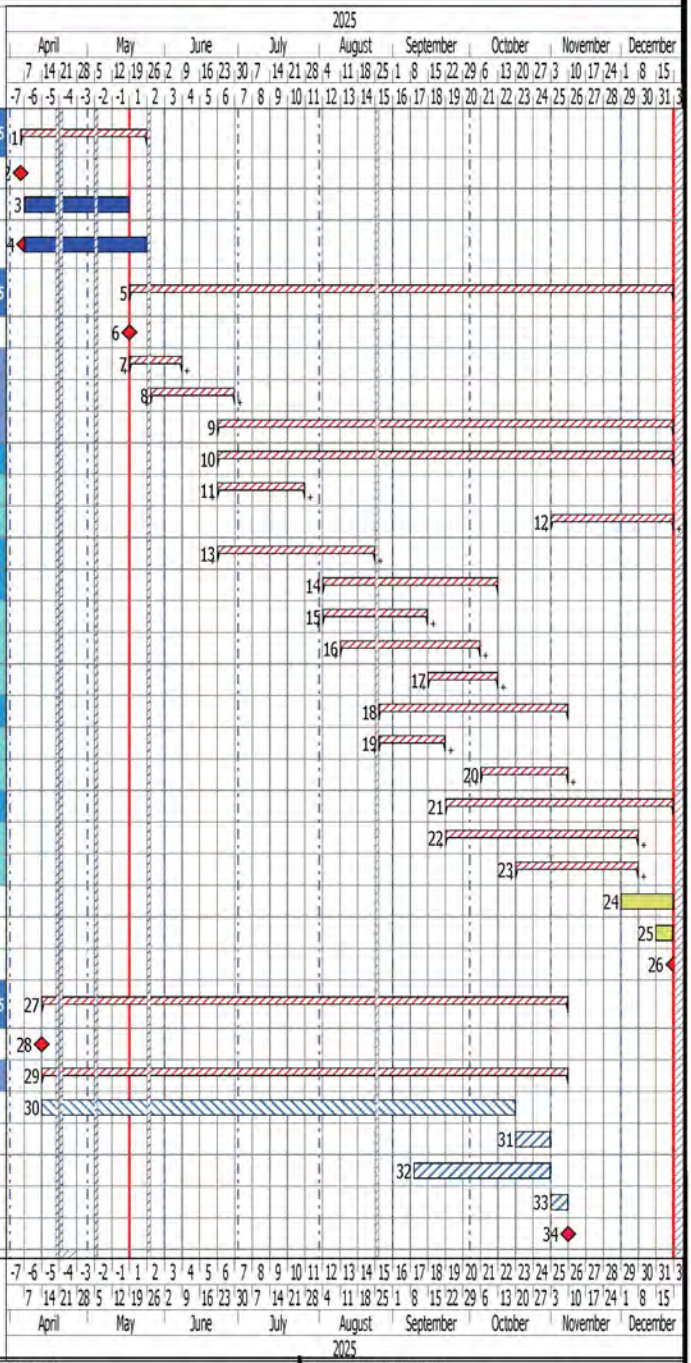
6. PROGRAMME

Please see the programme on the following pages.

1OF1

Imagination Two
Tender Programme
Client: Seybourne Estates Limited

Line	Name	Start	Duration	Finish
	Pre- Construction	04/04/2025	6w 3d	23/05/2025
2	LOI / Appointment	04/04/2025		04/04/2025
3	Mobilisation	07/04/2025	5w 2d	16/05/2025
4	Orders & Lead in for Stats Isolation & Diversion	07/04/2025	6w 2d	23/05/2025
	Construction Phase	19/05/2025	30w 3d	19/12/2025
6	Commence on site	19/05/2025		19/05/2025
7	Site Set Up & Preparation	19/05/2025	2w 4d	06/06/2025
8	Site Clearance / Earthworks	27/05/2025	4w 4d	27/06/2025
9	Units Construction	23/06/2025	25w 4d	19/12/2025
10	Externals	23/06/2025	25w 4d	19/12/2025
11	Initial Works	23/06/2025	5w	25/07/2025
12	External Final Finishes	03/11/2025	7w	19/12/2025
13	Substructure & Frame	23/06/2025	9w	22/08/2025
14	Envelope	04/08/2025	9w 4d	10/10/2025
15	Roof	04/08/2025	5w 4d	12/09/2025
16	Wall Cladding	11/08/2025	7w 4d	03/10/2025
17	Doors & Windows	15/09/2025	4w	10/10/2025
18	Internals	26/08/2025	10w 4d	07/11/2025
19	Office Footprint	26/08/2025	3w 4d	19/09/2025
20	Warehouse Floor	06/10/2025	5w	07/11/2025
21	Internal Fit Out	22/09/2025	13w	19/12/2025
22	Office & Cores	22/09/2025	11w	05/12/2025
23	Escape Staircore	20/10/2025	7w	05/12/2025
24	Testing & Commissioning	01/12/2025	3w	19/12/2025
25	Final Clean / Inspection	12/12/2025	1w	19/12/2025
26	Practical Completion	19/12/2025		19/12/2025
	Statutory Connections	14/04/25	29w	10/11/2025
28	Place Orders (Client)	14/04/2025		14/04/2025
29	New Services	14/04/2025	29w	10/11/2025
30	Stats lead in	14/04/2025	26w	17/10/2025
31	On Site Installs / Connections	20/10/2025	2w	31/10/2025
32	Arrange Meters	09/09/2025	7w 4d	31/10/2025
33	Meter Installs	03/11/2025	1w	07/11/2025
34	All Services Live	10/11/2025		10/11/2025



Programme No: E24-041	Issue Date: 02/01/2025
Programme Status: Tender Programme	Revision Date : 02/04/2025 Revision No: 002
Chart Comments : Revised LOI Date	Chart Author : MAC

7. HAZARD IDENTIFICATION FORM AND ENVIRONMENTAL RISK ASSESSMENT

Higher Risk activities are in **Bold** and where these are identified as being present additional technical and specialist advice should be sought from competent persons for advice on the provision of additional controls. Hazards identified on this form should be communicated to contractors requested to tender / carry out the works and the construction team.

DESIGN & TENDER PLANNING	**Yes**	**No**		**Yes**	**No**
Adjacent to water		X	Working over water		X
Public highways adjacent	X		Diving Operations		X
Residential area		X	Lifting Operations	X	
Schools / play areas close by		X	Highways Work		X
Members of the public in the area	X		Working at Height	X	
Other vehicles in the area	X		**PHYSICAL ACTIVITY HAZARDS**		
Restricted parking in the area	X		Use of Vibrating Tools	X	
Restricted access to site	X		Substances Hazardous to Health	X	
Livestock in the area		X	Welding / hot work	X	
Overhead services in the area		X	Dust / Fume inside building	X	
Railway services in the area		X	Plant / Equipment used inside	X	
Narrow roads		X	High Noise Levels	X	
Steep / uneven ground		X	Manual Handling Operations	X	
Other buildings / structures / bridges	X		**MOBILE PLANT**		
Height restrictions		X	Mobile Plant to be used	X	
Security issues	X		Mobile Elevated Working Platforms	X	
Compact building plot	X		Materials Hoists	X	
Roof lights	X		Person Hoists		X
Underground shafts		X	Tower Cranes		X
Underground gases		X	Mobile Cranes	X	
Asbestos materials present		X	Piling operations	X	
Contaminated land		X	**WORK AT HEIGHT**		
HAZARDOUS MATERIALS			Scaffold to be erected	X	
Vermin		X	Ladders to be worked off	X	
Pigeons (excrement)		X	Use of Stepladders	X	
Fumes and gases		X			
Chemical works		X	**PEOPLE**		
Lead		X	Working in Isolation		X
Oil storage	X		Winter Working	X	
Underground gas services	X		Young Persons employed		X
Underground electrics	X				
Underground water pipes	X		**Other Hazards Identified**		
Live electrics present	X				
PCB's		X			
Radiation emitting devices		X			
Compressed/Flammable Gas		X			
HIGH RISK ACTIVITIES					
Excavations	X				
Demolition Works		X			
Working Adjacent to Railway		X			
Temporary Works / Falsework	X				
Electrical Works / Testing	X				
Confined Spaces	X				

8. SITE PROCEDURES AND ENVIRONMENTAL CONTROL MEASURES

8.1 Site Inductions and Risk Assessment

- All operatives will attend a specific site induction prior to starting work on site
- A site-specific Risk Assessment and Method Statement will be prepared for all activities by the specialist Subcontractor
- All operatives to give briefing on their method statement prior to commencing work

8.2 Site Establishment

Conditions / Dilapidation Survey
Prior to commencing on site, we will carry out a condition survey of the existing roads and boundaries, and will issue dilapidation photographs digitally to the client which we will retain as part of the site records.

Site Compound
Whilst the site compound is a temporary facility, it will be planned and constructed to a high standard commensurate with a project of this prestige, to include mains services such as a mains water supply necessary for our welfare and site activities e.g. dampening down for dust suppression, use of a jet wash for wheel cleaning etc (mains supply is always the preferred option. If there is no option for us to connect to the mains, we will have a 10,000Litre water tank which will be used for dust suppression onsite). Our site cabins will be fully serviced, cleaned, and maintained throughout the contract duration. Any defects or degradation of buildings or structures will be rectified accordingly.

The site compound and proposed access routes to and from the construction zones will be located as deemed appropriate to suit the evolving site logistics.

The site compound will consist of site offices, meeting rooms, washing facilities, changing room facilities, toilets, subcontractor accommodation, store containers and parking. The welfare facilities provide will be sufficient to comply with the CDM Regulations 2015.

Parking of Site Staff and Visitors
The contractor's staff car park will be located within the site boundary, in an area defined by Wilten Construction.

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Site Set Up / Enabling Works

1. Site Access Via Existing Entrance
2. Set Up Office and Welfare
3. Form Pedestrian Walkways to Works Areas
4. Site Boundary Fencing & Hoarding

- The main site access will be from the A5208 into Lees Road which turns to Acornfield Road where we will enter via an existing site entrance.
- A one-way traffic system will be installed with signage and separate routes installed for deliveries and small vehicles to the carparking areas.
- Welfare and office facilities will be set up in the new carpark area
- Pedestrian routes to the work areas will be set up to separate traffic and pedestrians

Site Security - Erection and Maintenance of Security Hoarding including Displays

We will install branded, solid panel hoarding to the site entrance / exit with fencing and debris netting to the remaining perimeter to include tree protection if required.

The hoarding and heras fencing will be installed and maintained by us for the duration of the work. It will be inspected each morning and prior to the end of each working day. Replacement sections and/or repairs will be implemented as required.

Examples are shown below, please also see the plan provided above.

All traffic will be directed to the entrance where there will be a staffed gatehouse to manage all incoming vehicles. The gateman will be responsible for:

- Providing a welcome brief including details of where to park and the current hazards
- Checking all vehicular arrivals/departures and material deliveries against a predetermined log
- Controlling all pedestrian access points; site security will record all staff, operatives and visitors accessing and leaving the site

The site will be secured out of working hours to reduce the risk of unauthorised access.

Signage and Notice Boards

A site Sign Board with client details and main contract details will be erect at the main gate as will construction site signage and warnings. There will be a Community Notice Board at the main entrance that will be updated for the residents informing them of any activities.

Storage of Materials

Materials will be stored within the secure site compound / storage areas which will be located away from sensitive receptors. We will ensure that:

- Valuable materials and equipment, and materials sensitive to the weather, are kept within locked steel containers or within the newly constructed buildings
- Palleted materials are kept within a surfaced storage area
- Loose materials are kept within designated areas and covered as appropriate
- Plant is locked and stored within designated areas outside working hours

With regards to the storage and management of waste, we will ensure that in liaison with our subcontractors, we:

- Identify the waste types that are likely to be produced and aim to reduce the amount of waste as much as possible, through identifying routes to reuse or recycle materials
- Control access to storage areas to minimise risk of theft or damage.
- Store any materials away from sensitive locations in fenced off areas
- Label all waste storage and skips, detailing the type of waste

8.3 Segregation of Pedestrians and Works Traffic

Pedestrian barriers will be installed within the compound and parking zones, with applicable segregation being implemented between the accommodation / welfare and the on-site works. Appropriate crossing points will be installed providing adequate on-site segregation from plant and operatives and visitors.

In summary:

- Operatives must be inducted before they start work and all visitors will register with our gateman, either via Procore or manually in register
- All operatives/visitors must wear high visibility vests while on the site

8.4 Access to Site and Management of Deliveries

We will access the site from the A5208 onto Lees Road, turning into Gores Road which leads to Acornfield Road where we will access the site from the existing entrance. There will be a separate entrance into the car park and service yard to separate vehicle movements.

Construction vehicles including deliveries of plant and materials, site team, waste removal, and site visitors will be instructed to use designated routes identified for access to and egress from the site. This will form part of the Site Traffic Management Plan. All orders for materials, plant and waste removal will include a copy of the route plan. Directional signs to the site will also be located along the route.

Deliveries to site will be:

- Pre-booked on a just in time basis to prevent unnecessary vehicles on site and minimise disruption on the adjacent road network
- Co-ordinated to avoid queuing and parking of vehicles on the main trunk roads
- Directed to the site through the main access gates and directed by security on to the construction site as required. These deliveries will be supervised by the security guard and our site management
- Unloaded and loaded within the confines of the construction site and will be covered. Unloading will be supervised and sufficient space allowed for within the various lay down areas on site
- Covered to mitigate dust and dirt being deposited onto the highway
- Registered under the Freight Operators Recognition Scheme (FORS) achieving a minimum of silver status

Once on site, vehicles will follow the route and use turning circles to avoid reversing.

Keeping the Site and External Highways Clean – Wheel Washing
All vehicles and plant will be cleaned prior to leaving the site to prevent soil, mud, debris and the like being deposited on the public highway. This will be carried out with the use of a wheel wash at the site entrance / exit shown on the Site Compound Plan in Section 8.2 above. This activity will take place within the site boundary before exiting the site gates.

The gateman will not permit any vehicle to leave site until it has been through the wheel cleaning process.

In addition, we will maintain the cleanliness of the road with regular road sweeper visits where required, particularly during the earthworks phase.

8.5 Site Hours

The general working hours will be 08:00 to 18:00 Monday to Friday's, and occasionally 08.00 – 13:00 pm on Saturdays.

Noisy works shall be limited to progressing after 8am.

All deliveries will be made during normal site working hours. No works will be planned to be carried out on Sunday's or Bank Holiday's unless absolutely necessary (for eg concrete finishing, slab saw cutting).

8.6 Logistics Plan

Please refer to Site Traffic Management Plan.

8.7 Movement of Vehicles on Site

- Offloading areas will be indicated on the Traffic Management Plan located in the induction room
- No parking on the roads or local car park

- 10mph speed limit
- Manned gatehouse with verbal driver induction to be provided to all delivery drivers
- Site personnel and visitors to park vehicles in the areas marked on the Traffic Management Plan
- Deliveries of materials and plant will be unloaded and loaded within the confines of construction site
- All deliveries to and from site will be covered to mitigate dust and dirt being deposited onto the highway

8.8 Mobile Plant

- Immobilise equipment when not in use
- Keys removed (including the dead-man key), cabs locked at end of day. Plant parked not within 10m of existing buildings, temporary or permanent
- Small plant stored in lockable container or taken away from site
- All mobile plant to be parked within the site boundary
- Plant to carry spill kits where practicable, to mitigate contamination in the event of hydraulic oil or fuel oil leak.

8.9 Access For Emergency Vehicles

- Minimum of 3m access width to be maintained onto site or to site compound at all times
- Site access clearly identified
- Wilten gatekeeper will flag down any imminent emergency vehicles

General Environmental Requirements

8.10 Dust Management Plan

General

The hardcore will be well compacted and laid on a geotextile membrane laid on sub soil. Damping down will be undertaken in dry and/or windy periods to mitigate as much as possible the production of dust in the area.

Loading and Unloading of Plant & Materials

- Deliveries of materials and plant will be unloaded and loaded within the confines of construction site.

- All deliveries to and from the site will be covered.

- Delivery times will be coordinated to avoid queuing and parking vehicles on the main trunk roads. Any vehicles that must wait for offloading will be parked on haul roads within the confines of the development site.

- Hardcore areas will be provided for parking and access roads until tarmac/concrete yards have been laid.

- Delivery vehicles are registered under the Freight Operators Recognition Scheme (FORS) achieving a minimum of silver status.

- Visitors' book / complaints register located within the site office will be under constant review and any actions brought to the attention of the client and EA, with follow up actions implemented and addressed immediately.

- Pedestrian barriers will be installed within the compound and parking zones, with applicable segregation being implemented between the welfare zone and the various sections of the on-site works. Appropriate crossing points will be installed.

Wheel Washing Facilities and Measures to Prevent Mud and Debris on the Highway
Our measures to ensure the highway is kept clean include:

- Prior to leaving site all vehicles will be subject to a thorough assessment on their cleanliness, and a vehicle clean down facility will be installed at the site entrance to produce clean vehicles leaving site. A regular road sweeper will be employed to clean the site and adjacent roads

- As well as the washing down of vehicles prior to leaving site, we will keep the site entrance clean. The site entrance will be of a tarmac nature and will receive regular washing down by the Gateman managing the main site entrance.

Measures to Control the Emission of Dust and Dirt During Construction
The following measures are to be imposed upon all contractors undertaking works on the development and these will form part of the contract documentation with Wilten Construction Ltd.

- All loads entering and leaving the site are to be covered.

- Hard surfaces to be provided for haul routes – roads to be constructed to base course level where programmed and the works permit it. All areas of the site shall be delineated on a regular basis, so that vehicles are confined as appropriate to areas that can be subjected to appropriate dust control measures.

- Temporary haul routes are to have a hardcore surface as a minimum and are to be damped down in dry and windy conditions. All delineated areas shall be sprayed with water as and when conditions dictate.

- Delineation of dedicated unpaved haul routes, particularly for long on-site haul operations shall be avoided.

- Where possible, existing paved routes shall be used. All routes, (paved or otherwise) shall in any event be treated by spraying using appropriate water bowsers, when necessary.

- If complaints arise or incidents of dust deposition occur, these will be investigated immediately.

- No water to be discharged from the site on to the public highway.

- Where appropriate, vehicle wheels to be washed before leaving the site.

- Road cleaning sweepers to be utilised on adjacent trunk roads.

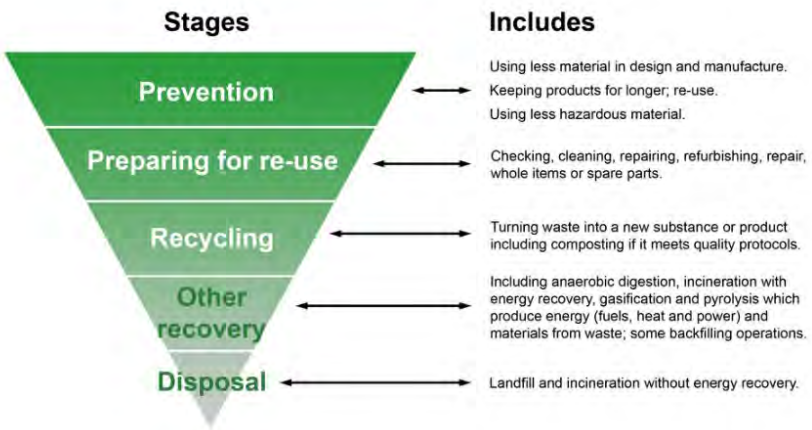
- Forklift attachment to maintain site access roads.

- Burning of waste on site is not permitted.

- A speed limit of 10mph is to be imposed to all vehicles within the development site during the construction period.

8.11 Waste Management

Wilten Construction and supply chain members will adhere to the principles outlined in the waste hierarchy.



Wilten Construction and supply chain members will ensure waste is stored away from drains, boreholes, wells, and controlled waters.

Containers shall be in good condition and, where required, covered to prevent dust and litter being blown out. If there is any likelihood of stored waste contaminating the surrounding environs, all necessary steps will be taken to ensure no contamination occurs. This may include the use of containment bunds with rain shelters and the use of sealed containers, i.e., clip-top drums and fluorescent tube coffins. Before waste is treated and / or removed from the site, all subcontractor's / waste contractors must provide the project team with legible copies of the following documentation:

- Environmental permits (mobile plant licences) and exemption certificates authorising on-site crushing and screening activities
- Waste Carriers Registration Certificates
- Environmental Permits, (Waste Management Licences and PPC Permits
- Notification certificate of exemption from environmental permitting.

The project team and, where applicable, subcontractors will ensure that the removal of all inert / non-hazardous waste is recorded on Waste Transfer Notes. These documents must be kept for a minimum of two years. These documents will be stored on site and made available on request.

The project team and, where applicable, subcontractors will ensure the removal of all hazardous waste is recorded on Hazardous Waste Consignment Notes. These documents must be kept for a minimum of three years. These documents will be stored on site and made available on request.

Legible copies of all Waste Transfer and Consignments Notes, recording the removal of waste from the project/site must be issued to Wilten Construction. This includes waste generated on site by subcontractors).

Where applicable, when removing hazardous waste from a project/site, a Premises Code must be used on all Hazardous Waste Consignment Notes: This is the 6-digit alpha numeric code given to the project when registering the site as a producer of hazardous waste with the Environment Agency

8.12 Mobile Crushing & Screening Process

Crushing and screening of material must be conducted in accordance with the plant operators' manual and, where applicable, environmental permit (mobile plant licence) / waste exemption certificate. The operator must use the Best Available Techniques (BAT) for preventing or, where this is not practicable, reducing emissions from the installation. The following items must be considered when attempting to reduce the environmental impact of this process:

- Location
- Operation
- Maintenance
- On-site transfer of dusty materials
- Condition of roadways / haulage routes
- Stockpiling materials

8.13 General Site Activities

With regard to nuisance, the methodology in which work activities are undertaken must apply Best Practicable Means (BPM) in order to minimise negative impact on local, sensitive receptors, such as schools and domestic dwellings. However, if measures to reduce excessive dust and noise are unsuccessful, work must stop, and an alternative method devised before work can resume.

The following measures will be implemented to reduce noise and dust:

- Use sheeted lorries and sealed / covered skips
- Use dust extraction equipment when drilling and cutting
- Damp down haulage roads and stockpiled materials in dry or windy weather
- Sweep access roads regularly
- Grass over topsoil which is being stockpiled for landscaping or off-site re-use
- Locate plant and equipment away from sensitive receptors
- Use screens, including earth bunds to act as acoustic barriers
- Isolate plant and equipment when not in use
- Vehicles used regularly on site, for example forklift trucks / JCB's, must have white noise / broadband reversing alarms fitted
- Keep engine compartment doors closed
- Limit vehicle movements on-site, i.e., use of one-way system

8.14 Previously Unidentified Issues

If one or more of the following is discovered, work in that location must stop immediately and the Director(s) must be informed:

- Contaminated soils
- Archaeological remains or features
- Suspicious objects
- Underground storage tanks
- Invasive species, i.e., Japanese Knotweed
- Protected species, i.e., badgers, bats, amphibians, reptiles, and plant life

Project Specific Environmental Requirements

8.15 Environmental Setting and Requirements

The scope of the construction site is subject to a number of environmental sensitivities as summarised below.

Environmental Sensitivity	Site Description
Geology and Hydrogeology	Based on the ground conditions encountered by intrusive investigation the Made Ground is considered to be too variable in composition and unpredictable in engineering response to external forces in its existing condition for conventional foundations, particularly where greater depths of the deposits are located in the vicinity of the former marl pit/landfill. Suspended floor slabs are recommended where untreated Made Ground is greater than 600mm thick.
Hydrology	The site is underlain by Secondary A aquifer (Shirdley Hill Sand Formation) and Principal Aquifer strata (Chester formation) and there are surface water features within close proximity to the Site (20 m south and 100 m east). The site is located within a groundwater SPZ and there are several groundwater abstractions within 1 km of the Site.
Ecology (flora / fauna)	We acknowledge that the site has previously been checked and cleared by a suitable, competent Ecologist, appointed directly by the client. No ecological protection measures are required to be implemented.
Cultural Heritage (archaeology / SAMS / listed buildings)	Not applicable.
Existing Site and Surrounding Land Use (neighbours / protected areas)	The site is located off Acornfield Road within Image Business Park in Knowsley, approximately 9 miles east of Liverpool. The Site is bordered by commercial/industrial development to the north and south. A vacant plot (former commercial building, now demolished) lies to the east and Perimeter Road and open fields lie to the east.
Contamination	Widespread significant contamination was not identified. The Geo-Environmental Assessment states “loose asbestos fibres were recorded in the shallow Made Ground in one exploratory hole location. Clean imported topsoil will be required in proposed landscaped areas, to act as an

	appropriate cover layer". If asbestos is in the ground, we can liaise with the client team and use trained personnel. The risks to ground and construction workers will be mitigated though the adoption of robust health and safety practices and the use of PPE. Ground Gas - Preliminary ground gas monitoring indicates the site can be provisionally classified as CS3.

8.16 Waste (Significant Waste Streams that will be Generated)

Risk	Environmental Control Measure(s)	Project Applicable (Yes / No)
Waste storage, handling and segregation	• Store wastes in areas away from surface / foul drains and watercourses • Segregate all construction wastes, at a minimum, into hazardous and non-hazardous waste streams. • Segregate construction wastes into dry recyclables • Cover waste containers if there is a risk that wastes may be blown out or the wastes contained therein are water sensitive e.g., plasterboard wastes. • Use waste signage i.e., labels that specify waste contents. • Secure waste containers *(Note: On insecure sites or in areas where theft and vandalism may occur, skips should be lockable)*.	**Yes**
Off-site disposal of site waste streams	• Develop, implement, and maintain a Site Waste Management Plan (E05) throughout the duration of the project. • Ensure the removal of inert / non-hazardous wastes is recorded on Waste Transfer Notes (WTNs). Season tickets may also be used for multiple transfers over a 12-month period. • Use consignment notes for the off-site disposal of all hazardous wastes. • Retain all WTNs for at least three years. • Only use licensed waste carriers to transport wastes from site and obtain documentation to demonstrate registration. • Obtain full copies of the Environmental Permits or Exemptions for the disposal locations of site waste streams. • Periodically follow a waste vehicle to its destination, where: – The condition of the waste contractor's vehicle is poor, or – The waste contractor's waste paperwork is weak, or – A waste contractor uses a lower tier waste haulage company, or – A higher risk waste is being transported e.g., asbestos, or oily wastes. – There is a suspicion that wastes may be taken to a non-licensed site. • Contact the HSEQ Manager immediately if site wastes are not taken to a licensed waste disposal / recycling facility.	**Yes**
Reporting	Report project waste performance on a monthly basis.	**Yes**

8.17 Water Management

Risk	Environmental Control Measure(s)	Project Applicable (Yes / No)
Site Drainage	• Develop and display a site drainage plan that identifies surface and foul water drainage systems and nearby controlled waters. • Implement and maintain control measures to ensure site drainage does not contaminate drains or watercourses e.g., cut-off ditches / silt fences. • Provide toolbox talks to relevant personnel and contractors that effluent must not be poured down surface / foul water drains without permission.	**Yes**
Washing Activities	• Conduct all washing and cleaning operations (including the washing of vehicles and / or plant) in a designated area, which should be isolated from the surface water drainage systems and within hardstanding areas. • Ensure no detergent contaminated wash down effluent is allowed to enter controlled waters unless permitted by the EA • Direct detergent contaminated wash down effluent via the foul sewer, after having gained permission from the Water Company, or ensure that it is contained for off-site disposal. • Establish an impermeable concrete / mortar washout area at least 10m away from drains, surface waters or trees.	**Yes**

8.18 Ecology

Risk	Environmental Control Measure(s)	Project Applicable (Yes / No)
Tree & hedgerow protection	• Consult with the local planning authority to determine whether there are any TPOs in effect or whether trees are within a conservation area. • Consult with the local planning authority to determine whether hedgerows are designated as an 'important' hedgerow. • Ensure permission (i.e., section 211 Notice / Tree Felling Licence) is obtained from the local planning authority / Forestry Commission for works to protected trees e.g., tree surgery / felling and / or uprooting. • Ensure a Tree Felling Licence is obtained from the Forestry Commission for the felling of more than 5m^3 of non-protected trees. • Ensure a Hedgerow Removal Notice is formally submitted to the local planning authority if the full or part removal of a hedgerow is required. • Ensure a Phase 1 Habitat Survey has been conducted by a competent person (e.g., qualified arboriculturist) where the presence of Tree Preservation Orders (TPOs) / important hedgerows is known / suspected. • Create a physical separation between construction operations and ecologically sensitive areas e.g., fencing. • Erect tree fencing to protect tree roots from construction activities e.g., vehicle and / or plant use, installation of underground services and / or hard or soft surfaces. • Provide information (e.g., site induction / toolbox talks) to site personnel.	**Yes**
Biodiversity Net Gain	All recommendations stipulated within the biodiversity enhancement plan, developed by the Pre-construction / Design team, should be implemented.	**Yes**

8.19 Nuisance Management

Risk	Environmental Control Measure(s)	Project Applicable (Yes / No)
Noise and vibration controls	• Limit operation times to agreed working hours. • Comply with Section 61 Agreements, (agreement with Local Authority to limit noise), if applicable • Notify and consult with all potentially affected parties that may be adversely affected from construction site noise either via verbal face to face communications or letter drops. • Provide the local authority with advance notice of any works scheduled to take place outside agreed working hours. • Assess (e.g., via structural surveys) any and all structures that may be adversely impacted by vibration from vehicles or site activities. • Undertake baseline monitoring prior to commencement and implement full time vibration monitoring near to the closest sensitive receptor, which will alert the team should agreed limits be exceeded. If any complaints are received, we will review our techniques • Select inherently quiet plant, where appropriate • Ensure all major compressors are 'sound reduced' models fitted with properly lined and sealed acoustic covers, where appropriate, that are kept closed whenever the machines are in use. • Ensure all ancillary pneumatic percussive tools are fitted with mufflers or silencers of the type recommended by the manufacturers. • Position ancillary plant (e.g., crushers, screeners, generators, compressors, pumps) to reduce noise disturbance i.e., furthest from receptors or behind noise barriers. • Ensure subcontractors properly maintain and operate all plant according to manufacturer's recommendations so as to avoid causing excessive noise. • Place vibrating equipment or plant on a base separate to that on which any sensitive structure is located, to reduce vibration impacts. • Programme deliveries to arrive during daytime hours only. • Take care when unloading vehicles to minimise noise. • Route delivery vehicles so as to minimise any noise disturbance to local residents as well as reducing potential vibration impacts upon structures. • Do not leave plant engines unnecessarily idling. • Erect site hoarding, screens, or barriers, as necessary and practicable, to shield noisy activities. • Regularly monitor both on and off site to ensure minimal noise and vibration impacts upon local neighbours and wildlife.	**Yes**
Dust & Odour Controls	• Finished ground / road surfaces will be set down as early as is feasible to seal the ground to ensure that the generation of dust is kept to a minimum. • Surfaced and unsurfaced access roads will be kept clean and will be watered as necessary using a water bowser, which will be monitored on a daily basis during dry weather. • A means of wheel washing will be utilised, as required. • No burning of waste or any other materials • Ensure all construction traffic follows specifically designated routes: – Implement speed limits for all vehicular movements. – Cover all vehicles carrying loose materials. – Dampen down haul roads, as necessary, to reduce dust emissions. • Conduct all cutting and grinding operations in a manner to reduce the risk of dust migration e.g., wet cutting techniques. • Adopt dust suppression techniques (e.g., water suppression) to reduce dust emissions from crushing and screening activities.	**Yes**

	• Locate stockpiles away from any sensitive receptors, where feasible • Seed / seal soil stockpiles to reduce the risk of dust migration. • Any exposed soil or material stockpiles will be damped, if necessary, using sprinklers and hoses. A windsock will be located on the site and where this indicates a prevailing wind toward sensitive receptors, particular attention will be given to the damping of exposed soil and material stockpiles. • All areas of completed earthworks that are not subject to subsequent works such as drainage will be covered with topsoil and vegetated, as soon as is practicable.	
Visual impact & Light controls	• Erect site hoarding, screens, or barriers, as necessary, to screen site activities • Choose and assemble site lighting to reduce light nuisance impacts to local neighbours and wildlife. • Position lighting properly and direct light downwards to minimise impacts of light pollution on neighbours and wildlife. • Switch off site lighting or minimise its use during periods of site inactivity. • Lighting will be directed downwards to illuminate the target area to reduce spill light. • Specifically designed lighting equipment will be installed to minimise the spread of light near to or above the horizontal • To keep glare to a minimum, the main beam angle of all lights directed towards any potential observer will be kept below 70° • Keep site boundaries clean and tidy at all times. • Maintain hoarding and / or fencing to be free of graffiti and non-project specific posters. • Repair damaged or unsightly hoarding and / or fencing, as soon as possible.	**Yes**
Noise & Vibration Monitoring	• To establish the noise emission levels, a noise monitoring programme will be carried out to determine the noise levels at the closest receptors. • The following will be used to determine the severity of the **noise nuisance**: – **Negligible**: 0 to <3 dBA above baseline – **Low**: >3 to <5 dBA above baseline – **Moderate**: >5 to <10 dBA above baseline – **Major**: ≥10 dBA above baseline. • The following will be used to determine the severity of the **vibration nuisance**: – **Negligible**: <0.3 mm/s – **Low**: >0.3 to <1 mm/s – **Moderate**: >1 to <10 mm/s – **Major**: ≥10 mm/s. • If construction noise or vibration emissions have been identified as a potential source of annoyance to neighbours, a Noise and vibration Management Plan will be developed and implemented.	**Yes**
Dust Monitoring	• Weekly visual dust monitoring will be conducted around the site perimeter during dry periods to check for dust deposition on vegetation, cars, and other objects. • The following will be used to determine the severity of the **dust nuisance**: – **Negligible**: 1% increase in dust concentration levels above baseline – **Low**: 2 – 5% increase in dust concentration levels above baseline – **Moderate**: 6 – 10% increase in dust concentration levels above baseline – **Major**: >10% increase in dust concentration levels above baseline.	**Yes**

8.20 Resource Management

Risk	Environmental Control Measure(s)	Project Applicable (Yes / No)
Energy conservation	• When possible, procure electricity supplies through WCL preferred suppliers. • Ensure time controls and thermostats are set to take account of unoccupied periods so that heaters are off when there is no one around. • Ensure WCL and subcontractors use ECO-rated site accommodation WITH LED lighting, PIR switches, and hybrid generators, and reduce energy and nighttime pollution by using external lighting that can be automatically switched off when not in use. • Ensure windows / doors are closed when the heating systems are on • Ensure light sensors and timers are correctly set. • Make sure generator(s) are correctly sized for their proposed use. • Ensure generators or other diesel plant are not left unnecessarily idling. • Ensure generator(s) are regularly maintained by the owner / supplier. • Ensure construction plant are well maintained to maximise fuel efficiency. • Ensure compressors are correctly sized for their proposed use. • Ensure compressors are turned off to avoid being left unnecessarily idling. • Make sure compressor(s) are regularly maintained by the owner / supplier. • Ensure unused office equipment (e.g., printers, fans, coffeemakers, radios), that drain energy when not in use, are turned off and / or unplugged. • Ensure power management features are enabled (i.e., sleep mode) on all office equipment (e.g., photocopiers, printers, and computers) • Ensure office equipment (e.g., computers, monitors, photocopiers) are turned off at the end of the workday. • Ensure photocopiers / printers are set to default by printing on both sides. • Ensure electrical appliances (e.g., fridges) have an Energy Rating of A or B • Provide employees / subcontractors with awareness training regarding conserving energy and hence reducing costs. • Encourage employees / subcontractors to suggest energy saving ideas. • Promote and implement sustainable transport measures, encouraging the use of low emission transport modes where possible e.g., public transport and shared travel to and from site, and provide EV charging points within the site compound	**Yes**
Water Conservation	• Turn off hose pipes when not in use. • Switch off taps when not in use. • Ensure there are no water leaks. • Within site accommodation, use water boilers rather than kettles to encourage water savings. • Where possible, install water efficiency measures e.g., low water flush toilet cisterns. • Where feasible, implement rainwater harvesting on site. • Provide employees / subcontractors with awareness training regarding water conservation. • Encourage employees / subcontractors to suggest ideas for saving water.	**Yes**
Material Reuse	• Records of material reuse will be retained to demonstrate actions taken to avoid waste. • Records will summarise materials provided to exchange / reuse networks, charitable and community groups, and reuse with other WCL projects. • Aim to maximise the use of materials with recycled content & low embodied energy • Adopt sustainable procurement i.e., use of local suppliers & labour	**Yes**

	• Adopt responsible timber purchasing i.e., use of FSC, PEFC • Maximise the use Local supply chain (reducing nuisance, carbon emissions & simultaneously bringing socioconomic benefits to the immediate and surrounding area)	

8.21 Sustainable Procurement

Risk	Environmental Control Measure(s)	Project Applicable (Yes / No)
Supplier assessment	Ensure procurement teams undertake a supplier pre-qualification assessment that focuses on business management including environmental and social issues.	**Yes**
Material ordering	• Avoid over-ordering of construction materials i.e., material waste allowance rates should be kept ≤5% • Encourage suppliers and subcontractors to provide take-back construction / product wastes e.g., pallets, packaging.	**Yes**
Timber Procurement	• Ensure all timber / timber products purchased for either temporary or permanent works are certified as legally and sustainably sourced, as defined by the UK Government Central Point of Expertise on Timber • Periodically conduct checks upon the delivery of timber / timber products to site: – Verify that FSC / PEFC Chain of Custody (CoC) certificate(s) are valid and genuine. – Check the CoC certificate number matches the delivery note. – Check that the relevant claim to each product supplied (e.g., Mix 70%, 100%, Recycled Credit) is specified on the delivery note.	**Yes**
Aggregates procurement	• Maximise the use of cement replacement products in concrete mixes. • Maximise the use of Recycled Concrete Aggregate (RCA).	**Yes**
Reduce packaging waste	• Minimise packaging waste on products supplied. • Work with suppliers to implement packaging take back schemes.	
Local suppliers	Where possible, use local suppliers to reduce transportation costs and maintain a low carbon footprint.	**Yes**

8.22 Hazardous Materials Management

Risk	Environmental Control Measure(s)	Project Applicable (Yes / No)
Hazardous materials storage	• Develop a Spill Response Plan • Store hazardous materials more than 10m from a watercourse or surface water and / or foul water drainage gullies • Undertake COSHH assessment for hazardous materials. • Segregate COSHH raw material stores and COSHH waste stores • Develop a COSHH Register for materials stored and handling requirements (E03) • Store hazardous material containers on secondary containment systems that will contain 110% of the contents of the largest container or 25% of the total, whichever is greater. • Protect hazardous material containers so as to minimise the ingress of rainwater and secure them against accidental damage. • Maintain and inspect hazardous material bunds and spill kits. • Monitor hazardous material storage areas for leaks and signs of spillage. • Provide site spill kits with instructions in areas of high risk (refer to EG04)	**Yes**

	• Undertake spill response exercises / drills at a frequency as defined within the Spill Response Plan • Train staff in the use of spill kits and the correct disposal of used material.	
Refuelling	• Undertake all plant refuelling on hardstanding or within defined areas that utilise drip trays / plant nappies. • Provide secure valves and nozzles on fuel storage tanks / bowsers. • Conduct refuelling activities at least 10m away from watercourses or surface / foul water drainage gullies. • Locate spill kits in all appropriate locations, with instructions for use. • Ensure training has been provided to those that conduct refuelling activities on correct refuelling procedures.	**Yes**

8.23 Raw Material Storage

Risk	Environmental Control Measure(s)	Project Applicable (Yes / No)
Storage of raw materials	• Store and handle all construction related materials so as to prevent: – Damage & degradation of material quality characteristics – Contamination of the material and / or the external environment – Excessively long on-site storage periods – Loss through theft and vandalism • Conduct site inspections to review construction related material handling and storage practices to ensure that material integrity and quality are being maintained and that their handling and storage is not contributing to an adverse environmental impact.	**Yes**

9. APPOINTMENT OF SITE RESPONSIBILITIES

Project Manager (PM)
Site Manager (SM)

DESCRIPTION	PERSON RESPONSIBLE	DEPUTY IN CASE OF ASBSENCE	Signature of person accepting responsibility
Temporary Works Co-Ordinator	PM	SM	
Secure permits in collaboration with the HSEQ Manager	PM	SM	
Act as the main point of contact between the regulatory authorities (EA / local authority) and the project on environmental issues.	PM	HSEQ Manager	
Act as the main point of contact between neighbours and the project.	PM	SM	
Prepare, Review and Update the Construction Phase and Environmental Plans and ensure compliance at all times	PM	SM	
Prepare Site Waste Management Plan / Waste Management File	PM	SM	
Review Risk Assessments / Method Statements (HS05)	PM	SM	
Ensure the Environmental Risk Register is formally reviewed monthly during '4. weekly' meetings	PM	HSEQ Manager	
Authorised to Issue each Permit: - Permit to Break ground Hot Works Permit Permit to Operate Crane Permit to work at Height	SM	Engineer	
Prepare & Review Fire and Emergency Response Plans	PM	SM	
Produce & Review Hazardous Materials / COSHH Register	PM	SM	
Review of traffic management	PM	SM	
Protection of the public, maintenance of protective controls, signage, fencing, coordination with banksmen etc. particularly in regard to footpaths etc.	PM	SM	
Carry Out & Record Site Inductions	PM	SM	
Obtain evidence of competency of personnel, plant and equipment of thorough examination, maintenance and calibration evidence for all plant	PM	SM	

and equipment			
Inspect plant and authorise operators on site	SM	Engineer	
Record plant inspections	SM	Engineer	
Carry out inspections	PM	SM	
Deliver toolbox talks	PM	SM	
Carry out 4 weekly monitoring	HSEQ Manager	PM	
Provide first aid treatment	PM	SM	
Record and investigate accident / incident details and act in accordance with the necessary actions	PM	SM	
Carry out incident investigations	PM	SM	
Fire Coordinator	PM	SM	
Fire Warden	PM	SM	
Carry out Weekly Fire Inspections	PM	SM	
Working with and near existing services– For Underground Services guidance refer to HSG 47 as required.	PM	SM	
Cleanliness and acceptability of the surrounding roads and paths etc. Avoidance of dust and debris onto adjacent properties, roads and highways.	PM	SM	
Carry out and record excavation inspections	PM	SM	
Carry out and record scaffold inspections	PM	SM	
Carry out and record lifting equipment inspections	PM	SM	
Carry out & record daily briefings	PM	SM	
Management of the monitoring programme, including dust, noise, smoke, light, and land contamination.	PM	SM	
Ensure spill response equipment is available and well maintained, and respond to any spill incident that occurs if it is safe to do so	PM	SM	

10. HOSPITAL ROUTE

The nearest Accident and Emergency is located approximately 5.2 miles from the site at Aintree University Hospital.

11. FIRE AND EMERGENCY PLAN

EMERGENCY PLAN

1. CALL EMERGENCY SERVICES 999

1.1 Give details of scale of the accident/incident, exact details of the location and access reference point.

1.2 Arrange to meet the emergency services at entrance to site and escort them to the location of the accident/incident.

1.3 The First Aider is to administer first aid until the emergency services arrive.

1.4 Maintain contact with Contract/Project Manager.

2. CALL PUBLIC SERVICES

GAS Tel No: 0800 111 999	**ENVIRONMENTAL AGENCY.** Tel No: 0800 807 060
ELECTRICITY Tel No: 0800 056 8090	**BRITISH TELECOM.** Tel No: 0800 800 865
WATER Tel No: 0800 783 4444	**HEALTH & SAFETY EXECUTIVE.** Tel No: Via HSE Manager
EMERGENCY E RESPONSE - Frogson Waste Management 0114 270 1551	
SPILL INCIDENTS – HESUS UK - Response Time: Within 4 – 6 hours – 07894 820860	

2.1 Give details of location access reference point.

2.2 Keep non - essential personnel clear.

2.3 Isolate the service, if possible, to do so **Safely.**

2.4 Check with ambulance service which hospital casualties will be taken.

3.0 NOTIFY SENIOR MANAGEMENT

3.1 Managing Director – **Naim Basha 07706 524826**

3.2 Construction Director – Justin Watts

3.3 HSEQ Manager - Mario LaBarbera

3.4 Head of Design - Tom Corbett

12. LOGISTICS PLAN (TRAFFIC MANAGEMENT PLAN)

Weeks 01 - 03 19/05/2025 – 06/06/2025

Site Set Up / Enabling Works

1. Site Access Via Existing Entrance
2. Set Up Office and Welfare
3. Form Pedestrian Walkways to Works Areas
4. Site Boundary Fencing & Hoarding

- The main site access will be from the A5208 into Lees Road which turns to Acornfield Road where we will enter via an existing site entrance.
- A one-way traffic system will be installed with signage and separate routes installed for deliveries and small vehicles to the carparking areas.
- Welfare and office facilities will be set up in the new carpark area
- Pedestrian routes to the work areas will be set up to separate traffic and pedestrians

13. SITE RULES

Site Rules

As a minimum standard on all Wilten sites, the following rules must be adhered to: -

- Safety footwear MUST be worn on site AT ALL TIMES
- Personal Protective Equipment MUST BE WORN – hard hats, suitable gloves and high visibility vests as according to the method statement
- ALL site personnel and visitors MUST sign in with the Principal Contractor on ENTRY and EXIT
- NO food or drinks are to be consumed on site, canteen facilities are provided
- DO NOT enter the site under the influence of alcohol or drugs
- The whole site is a NO SMOKING area, only smoke in designated areas
- Be aware of and comply with PERMITS TO WORK that may apply
- ISOLATE all power tools when not in use
- Keep all work areas as CLEAN as possible, remove all rubbish to the skips regularly
- Do not bring onto the site RADIOS/CD PLAYERS including headsets etc.
- Risk Assessments and Method Statements are to be complied with at all times

Fire Emergency

On hearing the site fire Alarm:

All personnel to leave the building and assemble at the muster point
Do not stop to collect personal belongings
Turn off all heat producing equipment
Obey instructions from Site Fire Safety Coordinator
Attack fire with the equipment provided if it is safe to do so
Do not re-enter site until told it is safe to do so

Smoking:

For the safety and comfort of everyone, smoking is not permitted within the site. Please only use the designated smoking areas.

First Aid:

Should such a situation arise then site management will ensure treatment is provided by a qualified first aider or the emergency services.

General Rules

Reporting of Incidents/ Hazards:

If you have an incident whilst on site please report it immediately to your host or a member of the site team, who will contact a first aider and a member of the management team

P.P.E to be worn on site:

14. SITE LAYOUT PLAN

15. EXISTING SITE SERVICES AND CONSTRAINTS PLANS

16. INSPECTION REPORTS

Wilten's HSEQ Manager will carry out monthly General Inspections of site (HS24), together with monthly planning reviews, alternating fortnightly.

General Inspection HS24 reports are held electronically within our digital construction management platform (Procore) and will be included within Monthly Contractor Progress Report.

Environmental information from HS24s will be collated by the HSEQ Department and analysed for any arising trends. From this analysis, preventative action will be taken to prevent recurrence e.g., re-briefings, toolbox talks. Project environmental audits will be conducted by the HSEQ Manager to ISO14001 standards, to ensure compliance with our Environmental Management System. The HSEQ Manager will also include environmental observations and corrective actions as part of their site visit reports.

We will undertake an Environmental Site Visit and complete our checklist either on a 2 weekly or 4 weekly basis to suit the project requirements. The completed checklist will be maintained on Procore in the relevant project folder. This will cover recording any activities close to controlled waters, if the site is liable to flooding, and regulatory commitments.

17. FORMS AND RECORDS

Reference	Title	To be Used Yes or No
HS01	HSE General Inspection and Planning	Y
HS02	Record of Site Induction	Y
HS03	Client Management/Visitor Contract Safety Instructions	Y
HS04	Method Statement Briefing Attendance	Y
HS05	Method Statement Review Sheet	Y
HS06	Method Statement Register	Y
HS07	Permit to Enter	Y
HS08	Permit to Break Ground	Y
HS09	Permit to Operate Crane	Y
HS10	Hot Works Permit	Y
HS11	Noise Assessment	Y
HS12	PPE Register	Y
HS13	PUWER Register	Y
HS15	Permit To Work at Height	Y
HS16	Site Induction Register	Y
HS17	Working at Height Regulations Inspection Report	Y
HS18	Work Equipment Inspections	Y
HS19	Inspection of Excavations	Y
HS20	Young Persons Induction	Y
HS21	Display Screen Equipment Assessment	Y
HS22	Expectant Mothers Risk Assessment	Y
HS23	H&S Planning Meeting Agenda	Y
HS24	HSEQ General Inspection	Y
HS25	Risk Assessment Form	Y
HS26	Wilten Incident Reporting	Y
HS27	Hazard Identification Form	Y
HS28	Manual Handling Assessment Form	Y
HS29	Training Attendance Register	Y
HS30	Fire Risk Assessment	Y
HS31	Workplace Fire Inspection Log	Y
HS32	Fire Evacuation Drill Log	Y
HS34	Letter of Appointment TWS	Y
HS35	Letter of Appointment TWC	Y
HS36	Temporary Works Register	Y
HS37	Telehandler Daily Inspection	Y
HS38	Do you need to issue a permit to work at height	Y
HS39	Construction Phase Plan	Y
HS40	Project Start up Checklist	Y
HS41	Temporary Shutdown Checklist	Y
HS43	Permit Register	Y
HS44	Office Inspection	Y
HS45	TW Permit to Load/Unload	Y
HS46	Scaffold Design Brief	Y
HS47	Clean up Notice	Y
HS49	TW Design Brief	Y

HS52	Utility Strike Report	Y
HS54	Overhead Cable Permit	Y
HS56	Weekly HSE Inspection	Y
HS60	Site Signing in and out	Y
HS68	Site Safety Supervisors HSEQ Induction	Y

Reference	**Title**	**To be Used Yes or No**
E01	Environmental Site Visit Checklist	Y
E02	Hazardous Material COSHH Assessment Form	Y
E03	COSHH Master	Y
E04	Environmental Risk Assessment	Y
E05	Site Waste Management Plan	Y
E06	CEMP	Y
E07	Spill Response Plan	Y
E08	Water Management Plan	N
E09	Flood Risk Activity Permit	N
E10	Aspects and Impacts Tracker	Y

Reference	**Title**	**To be Used Yes or No**
FO1	Management System Improvement Report	Y
FO2	Project Start Tracker Week -6 to +1	Y
FO3	Subcontractor Prequalification Questionnaire	Y
FO4	Tender Process	Y
FO5	Design Management Procedure	Y
FO6	Design Document Process	Y
CP3	Quality Policy	Y
FO9	Design Management	Y
FO10	Procurement Procedure	Y
FO11	Inspection and Test Plans (a-c)	Y
FO12	Variation	Y
FO13	Subcontractor Management	Y
FO14	Internal Project Review	Y
FO15	Post Construction Process	Y
FO16	Customer Satisfaction Process	Y
FO17	Management Review	Y
FO18	Training Process	Y
FO19	Document Control	Y
FO20	Records Procedure	Y
FO21	Non-Conformance Procedure	Y
FO22	Internal Audit	N

FO23	Practical Completion Checklist	Y
FO24	Weekly Headlines Report	Y
FO25	Contractor's Report	Y
FO26	Internal Audit Checklist	Y
FO27	Records Register	Y
FO28	Audit Action Plan	Y
FO29	Project Quality Plan	Y
FO31	Customer Satisfaction Questionnaire	Y
FO32	Instrument Check Record	Y
FO33	Survey Control	Y
FO34	Room Inspection Record	Y
FO35	Chamber and Inspection Sheet	Y
FO36	Drainage Run Inspection Sheet	Y
FO38	Structural Concrete Inspection	Y
FO39	Notice of Practical Completion	Y
FO40	Structural Concrete Pour Record	Y
FO41	Site Instrument Register	Y
FO42	Subcontractor Review	Y
FO44	Good Practice and Lessons Learnt Record	Y
FO45	Defect Notification Form	Y
FO47	Subcontractor Preorder Minute	Y
FO51	Material Procurement	Y
FO52	Material Tracker	Y
FO53	Non Conformance Report	Y
FO54	Internal Concrete Inspection	Y
FO55	OM Tracker	Y
FO56	Wilten Aftercare Plan	Y
FO57	Health and Safety File	Y
FO58	Building Manual	Y
FO59	How to use these manuals	Y