

CONSTRUCTION PHASE ENVIRONMENTAL MANAGEMENT PLAN

**16 Woodward Road
knowsley Industrial Park
L33 7UZ**

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REVISION HISTORY

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1.0 INTRODUCTION

1.1 Construction Phase Environmental Management Plan (CPEMP)

Prior to commencement of construction the Site Manager – Adam Donald is designated as the Unit Environmental Representative and is responsible for completing the project specific Environmental Risk Register to identify the risk & environmental impacts associated with this project, followed by this CPEMP, which has been developed for the Midland Heart Project addressing the risks identified and to summarise the environmental requirements during the construction phase of the project.

This document provides an outline of the environmental management controls that will be employed to mitigate potential environmental impacts during the construction of the project in accordance with:

- ✓ Legislation and other statutory and local requirements; (also refer to the Register of Environmental Legislation on DMS Policies and Procedures)
- ✓ The Countryside Properties Plc Environmental Policy, Climate Change Policy and Sustainable Construction Policy, associated policies and detailed objectives and targets established by the company to lessen the impact of Significant Environmental Aspects (available on DMS Policies and Procedures).
- ✓ Countryside Properties Plc Environmental Management System procedures.
- ✓ Project specific objectives and targets established by the company.
- ✓ Considerate Constructors Scheme

The CPEMP is a guideline for all those involved in the construction of the project (all company personnel, Trade Contractors, etc) on how the site will operate with respect to the environment, defining the environmental requirements, responsibilities and control measures. The plan must be reviewed and updated regularly, at least every 6 months or when the project requirements change, so that the document accurately reflects the project progress and associated environmental risk.

The issues that relate specifically to health and safety are dealt with separately in the project Construction Phase Health and Safety Plan.

The regularly updated hard copy of the plan will be kept in the site office. The electronic version will be issued via e-mail to all relevant personnel and the Trade Contractors upon request.

1.2 Definitions and Abbreviations

The definitions of BS EN ISO 14001 and BS EN ISO 9001 apply. In addition, the following abbreviations and definitions are used: -

The Company	Keda Construction Limited
EMS	Environmental Management System
H&S	Health and Safety
CPEMP	Construction Phase Environmental Management Plan
SWMP	Site Waste Management Plan
KPI	Key Performance Indicators
QM	Quality Manager
TC	Trade Contractor (may also include certain suppliers)
BREEAM	Building Research Establishment Environmental Assessment Method
CCS	Considerate Constructors Scheme

1.3 Project Description & Location

Proposed Development

The scheme, situated Knowsley, Merseyside and consists of the construction of 2 new light industrial units and the rebuilding of one unit currently demolished.

2.0 ENVIRONMENTAL MANAGEMENT

Effective Environmental Management is an important aspect of site control and its implementation is the responsibility of **all** employees and Trade Contractors.

This includes inputs from the Company, the Trade Contractors on site & their off-site organisations and all other parties involved in the project (e.g. designers, clients and suppliers).

Sustainability and Environmental Objectives:

- To target ZERO environmental incidents
- To reduce waste and target ZERO waste to landfill through the waste hierarchy
- To achieve a high percentage of certified sustainably sourced materials
- To lower our Co2 emissions through responsible energy use, and logistics management
- To ensure surrounding roads are clean;
- To reduce our water consumption
- To promote innovation and best practice

2.1 Primary Environmental obligations of the project

- To Achieve the Above Sustainability and Environmental Targets
- Prevent nuisance to local residents and businesses.
- To minimise vibration
- Air Quality - Dust suppression.
- Prevention of pollution to existing drainage and surrounding waterways.

- Minimisation of waste through prevention, segregation, reuse and recycling.
- Traffic control to reduce traffic impact on roads,
- Control of CO₂ emissions to achieve industry best practice;
- Use of sustainably sourced materials (e.g. timber & timber products);

2.2 Identification of primary environmental hazards associated with the site

- Water pollution when works are carried out adjacent to watercourses, drainage points etc.;
- Nuisance noise and vibration to sensitive receptors/neighbours;
- Air pollution through road movements, demolition, excavation, etc;
- Water and/or land pollution risk through incidents of storage and usage of oil's, fuels, paints etc.
- Inappropriate waste disposal;
- Risk to Ecology

3.0 MANAGEMENT RESPONSIBILITIES

3.1 Outline of the management and reporting structure

Responsible for the implementation of this is plan is

– (Site Manager) ADAM DONALD

Personnel with specific Environmental Responsibilities appointed for the project:

(Health and Safety Manager) TBC

3.2 Roles and Responsibilities

Overall responsibility for environmental management on site lies with the Site Manager for ensuring that the environmental management system and the specific provisions of this plan are fully implemented for the duration of the works. The Site Manager will carry out a monthly environmental site inspections.

The Unit ER should also assist in identifying training needs of the project team and in briefing the project personnel with respect to the Environmental Management System and its operation e.g. Tool Box Talks etc.

The Unit ER is responsible for logging, investigating and responding to environmental complaints relating to the performance of the site.

The Group Sustainability Manager (GSM) and/or the **Group Environment and Quality Co-Ordinator (GEQC)** are responsible for supporting all project teams' and enabling them to achieve the company's required level of environmental performance.

The GSM and/or GEQC work with Unit Environmental Representatives to ensure their understanding of the EMS so that effective project implementation and delivery meets the standards required.

This includes supporting the establishment and development of the project specific Environmental Risk Register, CPEMP, and SWMP (if required).

The GSM and/or GEQC are responsible for monitoring and auditing the Environmental Management System, processes and procedures including the project specific CPEMP, SWMP and Risk Register to ensure that the set ISO 14001 environmental management standard requirements are effectively

implemented. Also, to ensure that all records of environmental non-conformities of the project are maintained.

The Health and Safety Manager (H&S Manager) will work closely together with the Unit ER especially with regards to all matters, which have an impact on environmental issues as well as Health & Safety. The Site Manager or nominated representative will explain basic environmental site requirements during the site induction.

Trade Contractors

All Trade Contractors and their employees will be responsible for ensuring that the control measures and provisions of the CPEMP that are relevant to their particular activities are successfully implemented and maintained during their work. All Trade Contractors will also issue the required information to the Company to support the environmental management system outlined within this plan and its associated documents.

Note: Further detailed responsibilities regarding the Site Waste Management applicable to the roles identified within this document are noted within the Waste Management Procedure.

3.3 Responsibilities Matrix

The Responsibility Matrix below gives an overview of the different tasks to be carried out to control & monitor the environmental issues during the construction phase.

Responsibility	Action by	Frequency	Tool/ Control Measure
Review, read and understand CPEMP	All site personnel and Trade Contractors management	Tender process, Site Pre-Start Kick off meeting and issue of every revision	Tender documentation, Kick off meeting agenda and DMS to issue revisions;
Site Environmental Review and Inspections	Unit ER	Monthly	Monthly site inspection sheet
Environmental Performance Review of TC's	Project team	During Sub-contractor meetings	Address environmental issues as per meeting agenda and from site inspections where applicable;
Monitoring of electricity, water fuel and timber usage	Unit ER	Monthly	Obtain site consumption from meter readings
	Group Sustainability Department and Group Buying Department	Quarterly	Collate consumption data from invoices.
Waste Monitoring	Divisional Waste Champion	Monthly	Collate waste data from waste carriers and TCS.
	Trade Contractors	Monthly	Provide waste and recycling figures to the Waste Champion..
	Waste Carriers	Monthly	Provide waste and recycling figures to the Waste Champion.

4.0 ENVIRONMENTAL MONITORING AND CONTROL MEASURES

". Environmental monitoring (e.g. noise, dust, water quality, waste management, energy usage etc.) must be undertaken in accordance with any legal, company and/or planning requirements. The following describes the details of environmental monitoring to be undertaken and the applicable control measures to be used. In addition, the Company have adopted the principles of all applicable Environment Agency Pollution Prevention Guidelines (PPGs) in particular: -

- PPG1 – General Guide to the Prevention of Pollution
- PPG5 – Works in near or liable to affect water courses
- PPG6 - Working at demolition and construction sites

All Applicable PPGs can be found on DMS Policies and Procedures.

To enable the project to report on the environmental performance on a quarterly basis, the Group will calculate a number of Key Performance Indicators (KPIs) to demonstrate how environmental issues are being managed and improved upon.

As a minimum the following KPI's will be monitored during the construction process:

- Energy Use; electricity, gas and fuel oil
- Water Use;
- Waste Management; By type and disposal method

Performance will be displayed in the office and on site, visible to the workforce

4.1 Air Quality

Air quality and dust will be visually monitored as works progresses. Special attention will be given during demolition and 'dust suppression' will be continuous.

"Best Practice policies" with respect to Air (Dust) Pollution arising from site will be adopted and the control measures are to include:

- Wherever possible, plant and equipment shall not be left running for long periods when not directly in use.
- Stationery plant shall be required to be located as far from sensitive receptors and inhabited buildings as is reasonably practical;
- Vehicles transporting materials, capable of generating dust, to and from site shall be suitably sheeted on each journey to prevent release of materials and particulate matter. The sheeting material will be maintained in good order, free from excessive rips and tears;
- Burning of wastes or unwanted materials will not be permitted on site;
- All hazardous materials including, chemicals, cleaning agents, solvents and solvent containing products will be properly sealed in sealed containers at the end of each day by the contractor prior to storage in appropriately protected and bunded storage areas;
- Damping down of site activities where necessary;
- Routinely clean public roads and access routes using wet sweeping methods;

If complaints regarding dust or air quality are received, the Unit ER will log the complaint, deal with the cause of the complaints and if necessary, implement measures to monitor the dust levels.

Air quality shall also be promoted through Trade Contractor's use of well maintained and energy efficient plant equipment on site.

4.2 Noise

Noise is to be controlled at source where practicable (e.g. using screening, shielding).

Sensitive site boundaries will be protected by appropriate measures. Any damage or disruption to these protective measures will be made good by the Trade Contractor immediately.

During particularly noisy operations where noise may pose a nuisance to noise sensitive properties, then additional protection measures may be required.

Other control measures are to include:

- All vehicles, compressors and plant will be equipped with effective silencers and noise reducing insulation;
- Work practices will be adopted such that noise emissions are kept to a minimum, i.e. plant not in constant operational use will be switched off, excessive revving of vehicles will not be permitted and noise suppression covers will be closed at all times;
- Where possible noisy plant and equipment will be cited away from sensitive noise boundaries. Where this is not possible, noise emissions will be controlled by erection of acoustic shielding.
- Loading and unloading of vehicles, dismantling of site equipment such as scaffolding or moving equipment or materials around site will be conducted in such a manner as to minimise noise generation and where possible will be conducted away from noise sensitive areas. Reversing alarms should be set to the minimum setting allowable;
- Noise complaints, breaches of any statutory notices will be investigated by the Site Manager and documented.

Noisy works must not take place outside the following hours:

Monday to Friday: 8am - 4.30pm

Saturday: 8am – 1pm

Sunday – N/A

4.3 Water

4.3.1 Water Quality

It is vital that surface water and effluent discharge is properly managed and controlled on site to protect the environment. The Project must ensure that no water pollution is caused. Pollution could arise to rivers, streams and other water systems from:

- Discharge of contaminated water from pumps or de-watering wells
- Spillages or contaminated surface water entering watercourses or drainage systems;
- Unauthorised discharge or leaks from pipes passing through, over or adjacent to watercourses or drainage systems;
- Accidental dropping of material into watercourses or drainage systems;
- Unauthorised discharge into a foul sewer drain.
- Possible leakage of fuel oils that are delivered and stored on site;
- Use of pesticides adjacent to watercourses
- Washing down of concrete trucks, bins and silos;

Surface water drainage shall be monitored. Manholes and gullies will be identified on site (e.g. painted red for foul and blue for surface water), and a site drainage plan will be produced so that all drains are identified and known.

All waterways must be protected from silt run off from site.

“Best practice policies” will be adopted and measures to prevent water pollution include:

- Development of a dedicated fuel storage area that is appropriately concreted and bunded, where possible;
- Use of approved double skinned self-bunded fuel bowzers for refuelling of plant where use of dedicated refuelling area is impractical;
- Provision of ‘spill kits’, sand or other suitable containment and absorbent materials;
- Consents to discharge to foul sewer/surface water dykes.
- Consents for discharge and/or abstraction from surface water and groundwater systems (controlled waters);
- Storage of materials, wastes and fuels away from, surface water and drainage systems.

- Sand bags to capture silt next to water courses
- Netting to avoid material being blown into water courses;
- Clean Water bowsers must be clearly identified and locked to ensure accidental filling with diesel is prevented.

All Trade Contractors are prohibited from washing out tools or equipment or disposing of surplus water to drains without prior permission.

4.3.2 Water Consumption

The Company have a requirement to monitor and report the water consumption for the project.

On site water consumption will be monitored so that water wastage through for e.g. leaking hoses, running taps etc. can be minimised/ avoided.

4.4 Fuel and Chemicals

4.4.1 Storage

The storage of fuel and chemicals on site is to be limited to a small number of fixed, bunded locations, or double-skinned bowsers. The bowsers have to be locked. Diesel containers must be painted/ tagged with appropriate trade contractors' identification and situated away from water bowsers.

Containers must be located as far as practical from site traffic, waterways and drains.

All must comply with all laws and regulations covering the storage and disposal of diesel in particular the Control of Pollution (Oil Storage) Regulations 2001.

Accumulated rainwater is to be regarded as contaminated and is to be pumped out and disposed of in accordance with legal requirements.

4.4.2 Refuelling

- Plant and equipment will be refuelled by the use of approved double skinned bowsers operated by the Trade Contractor.
- An emergency spill kit containing sand or suitable absorbent materials to be kept readily available in order to contain any spillage and to prevent contamination.
- All bowsers to carry an emergency spill kit where mobile refuelling is necessary.
- Bowsers must be equipped with an automatic cut-out mechanism.
- All refuelling operations must be supervised by trained personnel.
- Valves and taps must not be left open unattended and must be locked when not in use.
- Small plant to be refuelled on a designated refuelling area consisting of a bunded platform lined with a non-permeable lining and sand or gravel. A spill kit must be adjacent.
- Personnel carrying out refuelling to be made aware of this refuelling protocol and trained in the use of spill kits.

If a spillage occurs, an incident report form must be completed and copied to the Group Health and Safety Manager, Group Sustainability Manager and Group Environment and Quality Co-Ordinator.

Drums and bottles must be accurately labelled, and empty containers must be removed promptly from site and disposed of in an appropriate manner.

All items of small plant, such as dewatering pumps and generators must be kept away from surface water drains or dykes and placed on a suitable 'drip tray' in order to contain any spillage or leakage.

4.5 Waste Management and Worksite Housekeeping

The policy of Countryside Properties plc is to prevent the production of waste where possible, to reduce the production of waste to a minimum, and to re-use or recycle waste where practicable. The Site Manager should promote best practice within the project.

The Company recognises its duty of care to check that the final destination of the waste complies with legislation. The Unit ER will ensure that only licensed waste carriers, waste management facilities and landfill sites are used to ensure compliance with legislative requirements.

For waste management activities taking place on site, e.g. reuse of soil, hard-core, or crushing an Environmental Permit or Exemption must be obtained from the Environment Agency prior to commencing the activities. If the site wishes to re-use clean soil it may be carried out under the Contaminated Land: Applications in Real Environments (CL:AIRE) Definition of Waste Code of Practice, in which case a Materials Management Plan must be produced and maintained.

Waste is to be removed by registered waste carriers only. Trade Contractors may only remove their own waste from site with prior agreement at the time of contract and must provide a copy of their waste carrier licence, waste permit for the transfer site/disposal site and must provide waste transfer notes/consignment notes for each waste removal from site. These must be held in Appendix 6. See the Waste Management Procedure for more details.

A Site Waste Management Plan has been prepared, and covers the following:

- Waste Management and Responsibilities
- Hazardous Waste
- Waste Disposal
- Waste Monitoring
- Project Close-out

4.6 Energy

The Project temporary lighting and power is to be designed and operated to minimise energy usage and will be controlled where possible through sensors, timers or switches. Energy efficient equipment is also to be specified and used on site

Night-time lighting will be such that it is sufficient to allow safe passage, but without causing shadows or visual intrusion to adjacent properties or land. The Company will treat any complaint relating glare from stray lighting seriously. In the event of a complaint being received, the complaint will then be logged and the cause investigated fully. Where appropriate, remedial action will be taken by the Company and the complainant informed of what action has been taken.

Appropriate signage is to be in place in the site office reminding staff to turn off electrical items and be energy efficient.

Interior lighting and electrical items should be turned off out of hours when not in use.

The following energy sources are in use on site:

- Diesel Generators
- Mains Electricity
- Temporary Builders Supply Electricity

4.7 Traffic Management

The Trade Contractors are fully responsible for their delivery vehicles and those entering the site on their behalf (e.g. suppliers).

All Trade Contractors will be required to regularly maintain plant and equipment in accordance with manufacturers' specifications. Copies of vehicle maintenance records will be made available to the Company on request.

A **maximum speed limit** of 5 mph will apply on site for the safety of the workforce and to minimize disturbance from noise and dust.

4.8 Materials

4.8.1 General Purchasing

The Company Sustainable Procurement Policy, Timber Policy and Group Buying procedure provides overarching guidance on Responsible Sourcing and applies to all Project Purchasing

4.8.2 Timber Usage

Timber – All timber or timber products for temporary or permanent use must be procured from approved sources.

The Company requires directly purchased timber and timber products to carry the Forest Stewardship Council's (FSC) or Programme for the Endorsement of Forest Certification (PEFC) trademarks, which takes into account environmental, ecological, biodiversity, social and economic needs, showing the timber (tropical, temperate, or boreal, hardwood or softwood) or timber product is from a credible sustainable source.

Timber from unknown/illegal sources is prohibited for use on projects.

4.8.3 Other materials

Trade Contractors must identify in the relevant Method Statement when materials are being used, which can be harmful to the environment and how those will be stored safely and disposed off in the proper manner

It is important that all materials purchased for the Project are in accordance with the specified design which has been developed to ensuring that material embodied and whole life impacts are minimised.

4.9 Contaminated Land

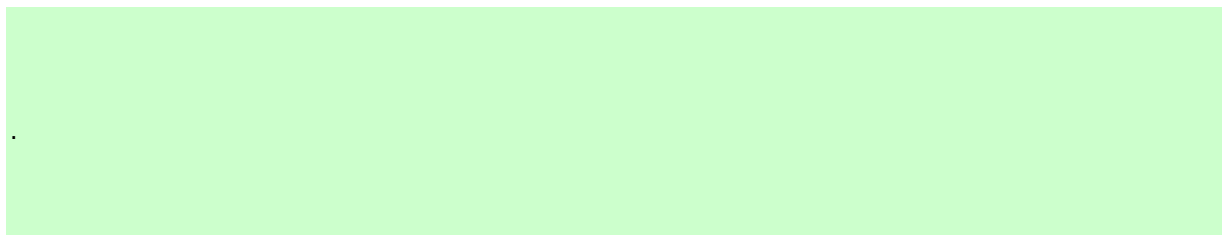
The issue of contaminated land is/is not applicable on this project.

Discovery of any tarry, fibrous, odorous or discoloured soil discovered on site must be reported to the Unit ER. All work must cease in the area until the contamination risk has been identified, additional control measures implemented as appropriate and clearance from the Site Manager has been given to proceed.

Contaminated soil requiring disposal will be excavated by the groundwork contractor and kept separate from other soil and waste materials in protected temporary stockpiles prior to disposal. The groundwork Trade Contractor must ensure that contaminated soil wastes are controlled and disposed of legally.

4.10 Flora and Fauna

Work surrounding surface water streams and rivers should proceed with care. If protected species are discovered or suspected, they must not be killed, expelled or disturbed. Where suspected protected habitats are discovered it must not be destroyed or disturbed. In such circumstances work in affected areas will immediately cease and the Site Manager will seek expert advice.





Storage of granular or liquid materials will not be permitted adjacent to surface water or other systems draining to controlled waters (i.e. surface water, groundwater, rivers, lakes, ponds or the sea), to minimise the risks to wildlife.

Trees protected by legislation, or to be retained must be adequately protected from damage by vehicle movements, materials storage and excavations (including the canopy and root system) for the duration of the project and signage in place identifying that they are subject to protection.

In the event that wildlife issues are identified during the course of the project, the Construction Director/ Development Director will consult with an Ecology Expert in order to develop and agree an appropriate management strategy.

4.11 Vermin Control

If any kind of vermin is noticed, the Unit ER must be informed and will notify the site manager to arrange “Pest Control”.

4.12 Public Relations and Community Relations

The project will maintain its own complaints log on site.

Where appropriate, remedial action will be taken, and the complainant informed of what action has been taken.

Trade Contractors, if approached by a member of the public, should politely refer them to the Project Management Team.

Communications with the media will only be undertaken by the Corporate Communications Department.

5.0 ENVIRONMENTAL INCIDENTS

In the event of an environmental incident or emergency, it is vital that prompt action to control and contain pollution is taken to prevent further environmental damage.

If an incident occurs the trade contractor has to record and report the environmental incident immediately to the Unit ER. The incident then shall be analysed and a “lesson learned” to be issued.

Environmental incidents must also be reported to the Group Sustainability Manager or Group Environment and Quality Co-Ordinator and the Group Health and Safety Manager. The Sustainability Department shall ensure that all incidents are logged and saved on the BEST shared drive.

The Spillage Procedure is to be followed in case of any kind of spillages, which could cause harm/pollution to the environment (land and water). Trade Contractors shall ensure that procedures are carried out in line with legislation and in an efficient manner on the Project.

Environmental Incidents that must be reported include:

Spills or unintended discharges to the atmosphere, water supplies, sewerage systems, rivers and other watercourses, or to the ground of:

- Any chemical product or formulation
- Oils and fuels
- Effluents
- Fumes and gases
- Waste or contaminated materials

Or, damage to existing:

- (Protected) Local Habitats
- (Protected) Fauna and Flora
- Trees
- Archaeology – unexpected finds

Or, any environmental incident that could lead to:

- Local Authority or Regulatory Enforcement
- Public Complaint
- Media Attention

6.0 DOCUMENTATION AND RECORDS

All relevant environmental information (e.g. permits, licences, consents) must be kept on site for the duration of the project. Any legal requirements for keeping documentation must also be adhered to (e.g. maintain general waste transfer notes for 2 years, hazardous waste transfer notes for 3 years). Refer to the Group Control of Records and Documents Procedure for further details.

7.0 ENVIRONMENTAL INSPECTIONS AND REVIEWS

The site manager will carry out Monthly Site Inspections, environmental issues are also addressed during the monthly site inspections by the H&S Manager.

Inspections and audits will identify whether environmental protection measures are being implemented effectively, establish whether specific environmental performance requirements are being met and assess any additional environmental aspects of the site that are not being managed effectively.

Specific activities to be undertaken during the course of an environmental inspection will include:

- Observations
- Inspections of monitoring and other environmental records
- Examination of the evidence of environmental incidents

The Inspector is responsible for following up the Actions to ensure that they are cleared, and for updating the Inspection Report with the clearance date(s). If necessary, he should get the help of the appropriate Manager to ensure that the Trade Contractor takes the necessary action.

The Unit ER will be responsible for ensuring that the project team are aware of any amendments to environmental legislation that may affect the environmental management system, additional requirements imposed by environmental regulatory authorities, or new concerns arising from complaints received that may have implications for activities on site.

The CPEMP is recommended to be reviewed at least 6 monthly by the Unit ER and other relevant personnel (e.g. Senior Managers amendments made to environmental procedures or management system as required).

APPENDIX 1

ENVIRONMENTAL RISK REGISTER

APPENDIX 2

ENVIRONMENTAL INCIDENT RESPONSE PLAN

APPENDIX 3

OIL STORAGE PROCEDURE

APPENDIX 4

SPILLAGE PROCEDURE

APPENDIX 5

WASTE MANAGEMENT PROCEDURE

APPENDIX 6

SITE WASTE MANAGEMENT DOCUMENTATION

- 1. SITE WASTE MANAGEMENT PLAN
(IF APPLICABLE)**
- 2. WASTE PERMITS/ EXEMPTIONS (IF
APPLICABLE)**
- 3. SITE WASTE MANAGEMENT DISPOSAL
CHECKLIST**
- 4. WASTE CARRIER LICENCES**
- 5. WASTE DISPOSAL PERMITS/LICENCES**
- 6. WASTE TRANSFER NOTES (IF NOT HELD
ELECTRONICALLY)**