

Construction Environmental Management Plan



BP Pinkham Way

North Circular Rd., London N11 2UU

Commencement Date – TBD

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Project Environmental Management Plan Amendment Record

Date of Revision	Section	Revised by	Revision Authorised by	Description	Reason
27/10/2016	All Sections	Pedro Flores	Pedro Flores	Added Page Number Added Rev number Review of content	Added Project detailing
16/11/2016	All Sections	Pedro Flores	Pedro Flores	Added new sections	Added Project detailing
20/01/2017	All Sections	Pedro Flores	Pedro Flores	Revision of existing sections New content added	New legal Requirements Added Project detailing
10/04/2017	All Sections	Pedro Flores	Pedro Flores	Revision of section 1.9 & Section 2.1/2.2 Added Section 1.4 and 2.5	Document becomes more site specific
27/06/2017	All Sections	Pedro Flores	Pedro Flores	Revision of section 2.5 and 2.7	Legislation requirement

Construction Management Plan Amendment record

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11/01/23		E.Sweeney	E.Sweeney	Created for BP Pinkham Way

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1 Project Details

1.1 Purpose

The purpose of the current CEMP is to:

- Identify stakeholders' requirements
- Set out the Environmental Management System requirements (as described in ISO 14001:2015)
- Ensure compliance with legal requirements
- Prevent and minimize any adverse environmental effects during all construction phases

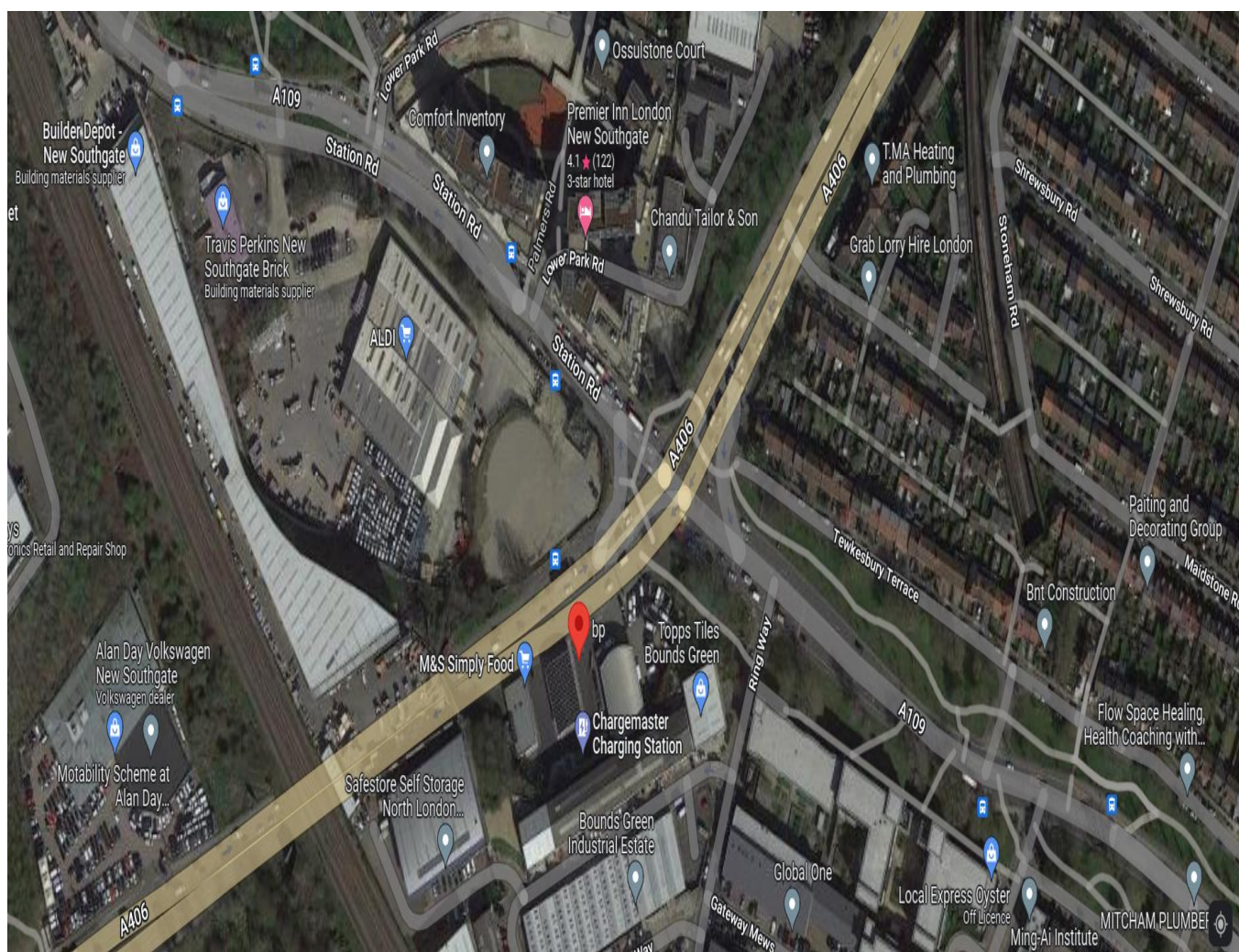
1.2 Location

BP Pinkham Way is located on the south bound side of the North Circular (A406).

To the North of the site there is the North Circular

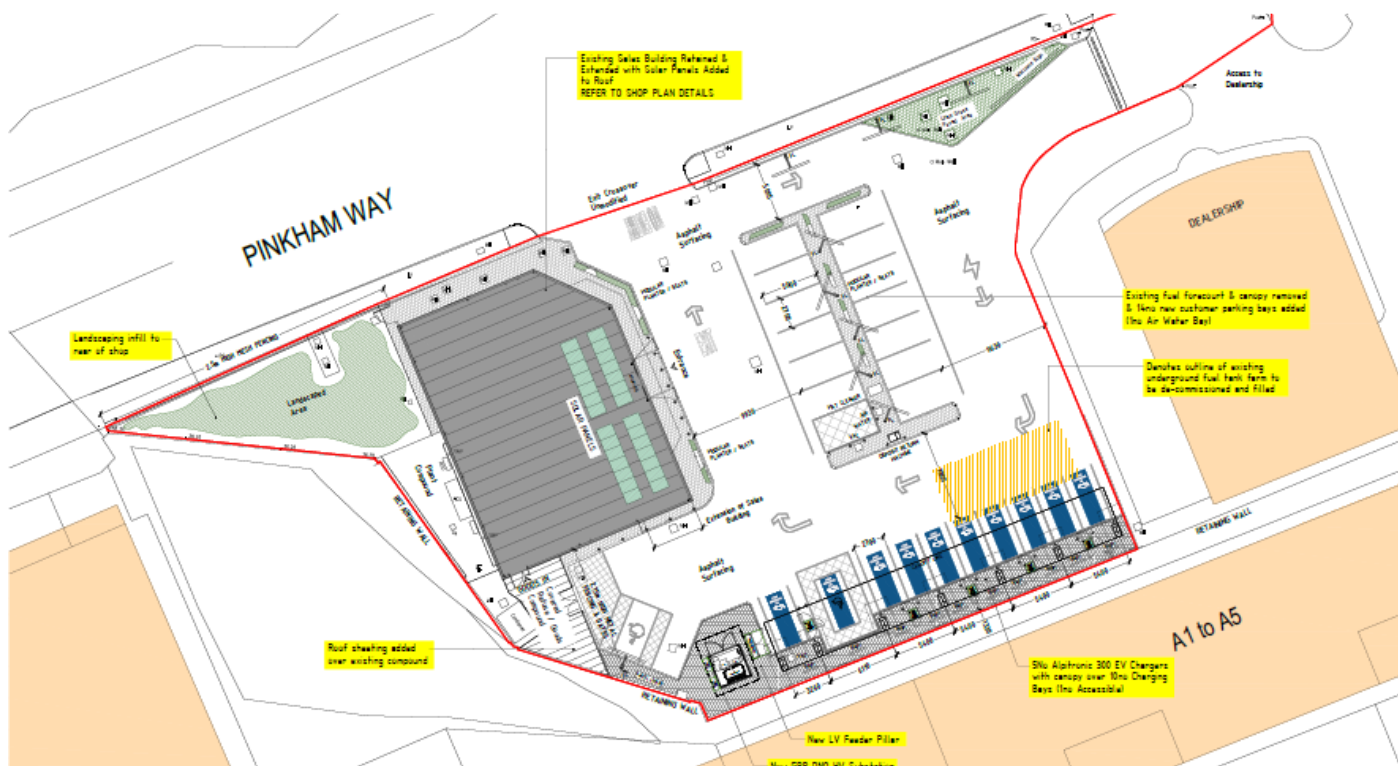
To the East, South and West of the site there is commercial units including a VW van sales center and a self-storage unit.

The entrance to BP Pinkham Way is via a crossing from the North Circular.



1.3 Description of works

The scope of works includes for the making safe of the fuel tanks and removal of associated petroleum infrastructure. Demolition of the existing canopy. Extension and refit of existing sales building. Installation of services and infrastructure to create ten EV charging bays.



1.4 Project Targets

Objective	Target	Evidence
Effective Site Environmental Controls	Achieve 0 Environmental Non-conformities during site environmental inspections	Records - (Environmental Form 05)
Monitor amount of waste being recycled	95% of waste to be recycled.	Records – Site Waste Management Plan Waste Contractors records
Environmental Performance	Zero major environmental incidents Zero infringement notices All environmental accidents to be reported to SHEQ team within 2 hours of occurrence	Incident Reporting records
Carbon Emissions	Carbon emissions for project must be below company established targets.	Site Waste Management Plan / Carbon Reports
Community Impact	Zero valid complaints registered	Complaints register

1.5 Hours of Work

Permitted hours of work throughout the duration of the project are in accordance with industry standard working hours and shall be restricted to:

Monday to Friday – 8am to 6pm

Saturdays - 9:00am to 1pm

No work on Sundays, Bank or Public Holidays.

1.6 Roles & Responsibilities

For specific duties please see Toureen responsibilities and duties procedures:

Title	Name	Tel. No.
Managing Director	Ciaran McClearn	0208 424 7999
Director	Daniel Nolan	0208 424 7999
Contracts Manager	Eamon Sweeney	0208 424 7999
Project Manager	TBC	
Safety Advisor / SHEP Manager	Dominic Bostock	0208 424 7999
Environmental Manager	Claire Fundrey	0208 424 7999
Site Supervisor	TBC	

1.7 Regulatory Liaison

Toureen's Environmental Management System (EMS) is established according to ISO 14001:2015 requirements, which demands total compliance with any legal applicable requirements.

Regulatory organisations include, but are not limited to:

- Environment Agency (EA)
- English Heritage
- LA (Local Authority) – London Borough of Haringey

Close liaison with surrounding neighbours prior to any major works occurring to ensure the least impact is created.

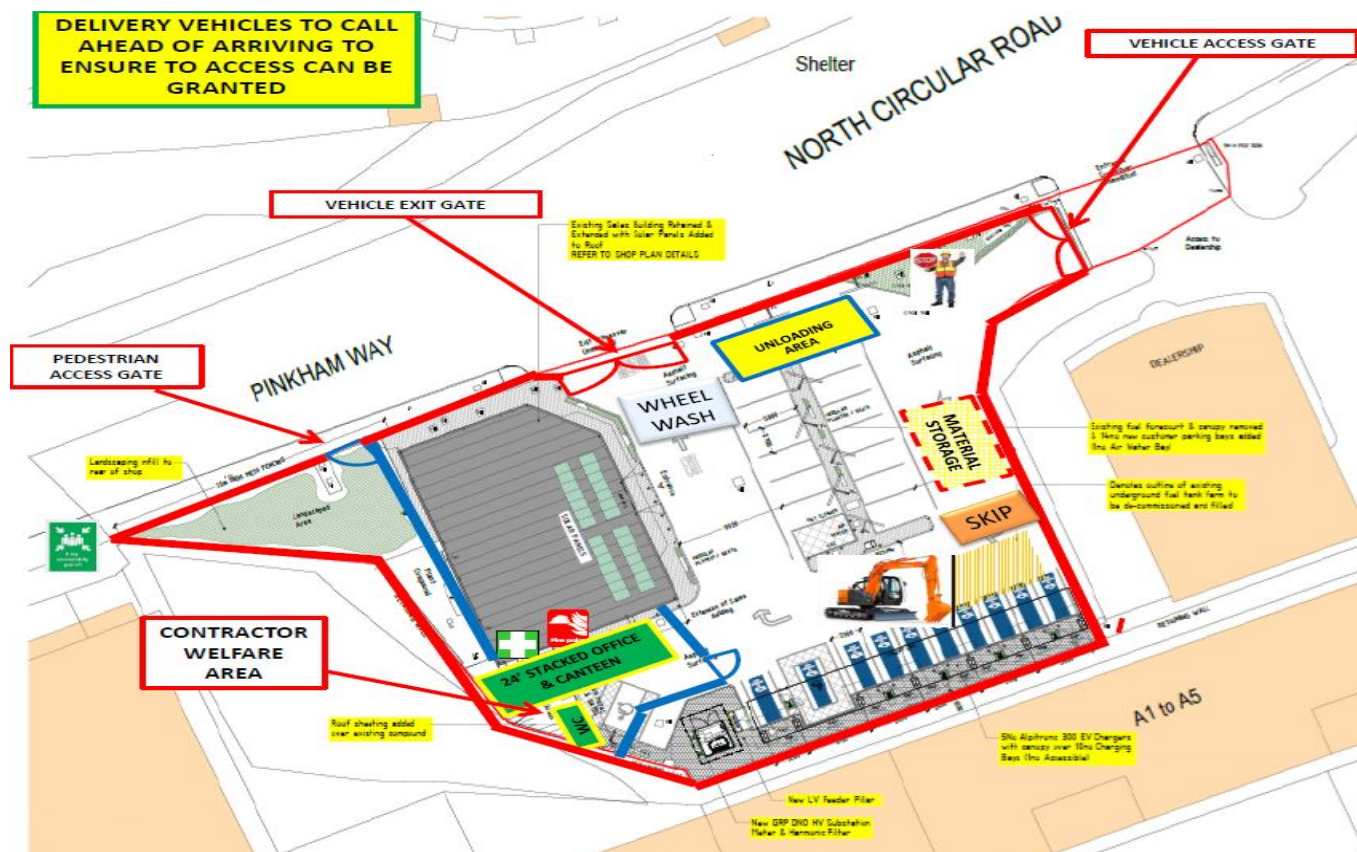
Liaison with External parties will be undertaken by Toureen Retail site team, however the following will be interested in this site and our works:

- Environmental Health Officer (EHO) for London Borough of Haringey
- Environmental Agency
- Representatives from neighbouring residents.

1.7.1 Parties involved with the project

Client		Principal Designer	
Name	BP UK Oil Ltd	Name	MBH Design Studio
Address	Witan Gate House 500-600 Witan Gate Milton Keynes MK9 1ES	Address	Rosemount House Rosemount Avenue West Byfleet KT14 6LB
Contact	Stephanie Burns	Contact	Warren Smith
Tel.	01908 853000	Tel.	01932 352727
Email	stephanie.burns@bp.com	Email	warren@mbhltd.com
Principal Contractor		Designers, e.g., Structural, Civil, Mechanical, Electrical, etc.	
Name	TBC	Name	MBH
Address		Address	Rosemount House Rosemount Avenue West Byfleet KT14 6LB
Contact		Contact	Warren Smith
Tel.		Email	warren@mbhltd.com
Other Contractor		Other Contractor	
Name		Name	
Address		Address	

1.8 Site Layout



2 Operational Controls

The controls described below apply to all personnel associated with Toureen Retail staff, suppliers and third parties and all activities and operations associated with the project.

2.1 Induction & Training

The induction given to all site personnel shall include a general overview of site-specific environmental issues, as well as details of how these issues shall be managed.

Environmental training will be provided on site, during inspections carried out by the Environmental or SHEP Managers. The training will cover a wide range of areas, such spill control, filling waste transfer notes or completing a site waste management plan.

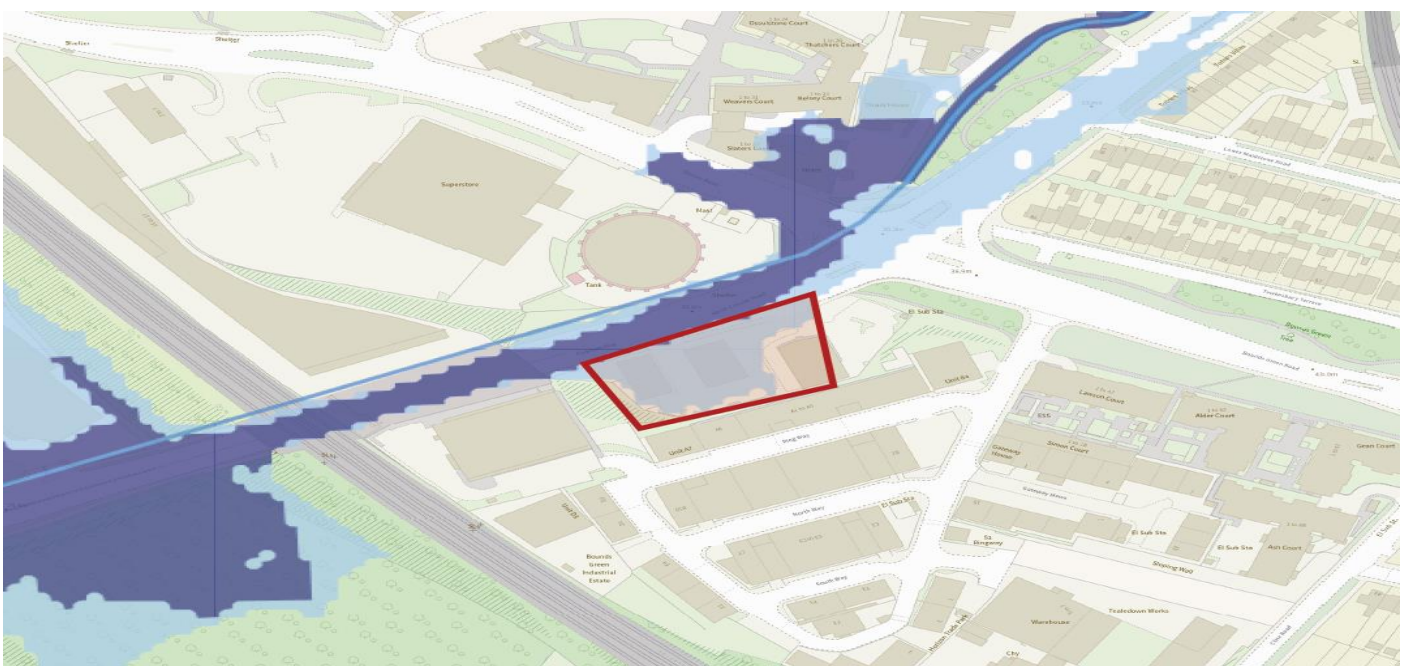
An Environmental Notice Board will be displayed on site, which will contain the following information:

- Toureen Environmental Policy
- Latest Environmental Alert
- Site Environmental Response Plan
- Site sensitive receptors
- Environmental good practice example
- Identification of SHEQ REP on site

Environmental toolbox talks relevant to site activities are to be conducted every week. The attendance and topic discussed are recorded and communicated back to management team.

2.2 Water Management

In accordance with the Environment Agency flood map, the site is located within a Flood Zone 3. Flood zone 3 is distinguished as land which has a 1% or greater annual probability of river flooding or a 0.5% or greater annual probability of sea flooding.



During the induction briefing all site personnel will be briefed on the importance of water resources, their location and pollution prevention measures. A spillage response plan will be produced and implemented by Toureen to manage spillages and environmental incidents. Spill kits will be held on-site, close to main storage areas, with a variety of absorbent materials to be used in the event of a spill of fuel, oils or chemicals. Staff will be trained on how to use these correctly and on other details of the spillage response plan. The site manager is to be notified of all spillages, however minor.

The storage of all potentially polluting substances (primarily fuel, oil and lubricants for plant) should be in accordance with the Oil Storage Regulations. All areas presenting a risk of spillage, such as vehicle maintenance areas and fuel stores, will be located on impermeable surfacing, and will have controlled drainage or appropriate drip trays/bunds. Any damaged, leaking or empty drums will be removed from the site and disposed via a registered waste disposal contractor.

A COSHH register will be kept on site. All COSHH items will be kept on a locked and protected COSHH box unit. Bunds will be able to contain 110% of the volume of the largest container stored within it or 25% of the aggregate capacity of all storage containers. For drum storage a drip tray with a capacity of 25% of the maximum volume of material stored is sufficient. The maximum number of barrels and/or containers that can be stored in a bund at any one time will be indicated on a notice close to the bund. It will be ensured that the bund volume is not compromised by rainwater.

A trade effluent licence will be obtained if any water from works is created that will enter the drainage system.

2.3 Historic Geological information

There is currently no geological data or Site Investigation report available for this site.

From the BGS Online viewer the nearest available borehole suggests the ground strata is clay.

2.4 Waste

Toureen Retail will consider the valid waste streams associated with the current project and their volume/tonnage.

All waste carriers will have valid waste carrier licences. All waste facilities will provide valid environmental waste operations permits.

The following table explains the construction waste groups considered for the project, as well as their EWC code.

European Waste Catalogue	Key Group	Examples
170102	Bricks	Bricks
170101	Concrete	Pipes, kerb stones, paving slabs, concrete rubble, precast and in situ
170504	Inert soils & stones	Soils to be removed from excavations
1501	Packaging	Paint pots, pallets, cardboard, cable drums, wrapping bands, polythene sheets
170201	Timber	Softwood, hardwood, board products such as plywood, chipboard, medium density fibreboard (MDF)
200301	Canteen/office	Office waste, canteen waste, vegetation

170103	Tiles and ceramics	Ceramic tiles, clay roof tiles, ceramic, sanitary ware
1704	Metals	Radiators, cables, wires, bars, sheet
170802	Gypsum	Plasterboard, plaster, fibre cement sheets
170203	Plastics	Pipes, cladding, frames, non-packaging sheet
Most relevant EWC	Hazardous	Defined in the Hazardous Waste List (HWL) of the European Waste Catalogue (EWC)

A Site Waste Management Plan has been developed by Toureen as a separate standalone document subject to its own review process. This has been developed using the WRAP SWMP Tool.

The SWMP will log all waste movements regarding waste that leaves site. The SWMP will also calculate the CO2 emissions associated with the waste disposal movements.

2.5 Nuisance Prevention

2.5.1 Noise & Vibration Management

Toureen Retail will ensure that noise and vibration levels on site are controlled as defined by the British Standard 5228.

The expected plant on site is outlined below:

- 6T Excavator
- 20T Excavator
- 3T Roller
- Cut-off Saw
- 7T Boom
- Scissor Lifts
- JCB Telehandler
- 13T Excavator
- Plate compactor

The nearest sensitive receptors to site is the commercial properties next door which will require co-ordination and discussion during the demolition phase. The nearest residential properties are approx. 100m to the east of site.

Toureen Retail will use noise and vibration mitigation measures at this project, to ensure the minimum adverse impact on the residential dwellings, business and facilities around areas of work. These measures will include considerate positioning of plant and the use of silencers on generators where practicable. We will use BPM to minimise noise and vibration from the works including:

- Plant and machinery will be switched off when not in use. Side panels shall be closed when the plant is in operation.
- Construction traffic including deliveries to site and the removal of plant from site will only take place during the site working hours listed within this plan
- Stationary plant such as temporary generators will be located as far as practicably away from the nearest sensitive receptor.
- Plant will be used in accordance with the manufacturers' recommendations.
- Plant such as mobile cranes which may be used intermittently will be shut down between work periods or throttled down to a minimum.
- Appropriate screens or enclosures will be provided where required.
- Site personnel will be instructed in environmental matters and BPM to reduce noise and vibration.
- They will be informed in the site induction into the surrounding environment.
- Loading of material into vehicles within designated loading areas only

Toureen Retail actively communicates with neighbours in writing, in particular to households, regarding the work taking place when noise levels are expected to be significant, as it may be the case on this project.

In the event of any complaints in regards to noise or vibration, Toureen's Environmental Manager will carry out attended portable noise and vibration monitoring.



Example Photo of Noise screens erected

2.5.2 Dust Management Mitigation actions

As described in the practical guide to NRMM compliance (September 2018), it was established that 8% PM10 , 7% NOx and 14.5% of PM2.5 are emitted from NRMM (non road mobile machinery). All machinery used on this site will meet stage IIIB.

Toureen's Environmental Manager will carry out noise monitoring during site inspections.

Toureen Retail will ensure that noise and vibration levels on site are controlled as defined by the British Standard 5228.

Toureen Retail will manage any noise, dust, vibration activities associated with the demolition phase in a proactive way with the following control measures:

- ✓ All plant and machinery will be switched off when not in use.
- ✓ All construction traffic including deliveries to site and the removal of plant from site will only take place during these site working hours listed above
- ✓ Stockpiles of dust producing materials will be positioned well away from boundaries and, if necessary, in dry and windy periods will be covered or screened to prevent wind-blown dust.
- ✓ Minimise cutting and grinding and use wet cutting when it is unavoidable.
- ✓ When feasible, mobile plant such as compressors shall have sound reducing features and efficient silencers. All covers and side panels shall be closed when the plant is in operation.
- ✓ All noise generating equipment shall be sited as far as is practical away from site boundaries.
- ✓ All plant and machinery will be switched off when not in use. Motor housing doors shall be kept shut when plant is being operated
- ✓ To prevent mud on the roads, jet wash will utilised to ensure that deleterious material gets past the site entrance. Delivery vehicles will not be permitted to leave site until they have been suitably cleaned.

- ✓ All NRMM used onsite will be Stage IIIB as per minimum standard.

The following dust management actions have been considered for the current project:

Activity	Mitigation measures
Communications	Develop and implement a stakeholder communications plan that includes community engagement before work commences on site.
	Display the name and contact details of person(s) accountable for air quality pollutant emissions and dust issues on the site boundary. This will be the Project's Contracts Manager.
Site Management	Record all dust and air quality complaints, identify cause(s), take appropriate measures to reduce emissions in a timely manner, and record the measures taken.
	Make the complaints log available to the local authority when asked.
	Record any exceptional incidents that cause dust and/or air emissions, either on- or off- site, and the action taken to resolve the situation in the log book.
Monitoring	Carry out regular site inspections which will ascertain the success of the implemented dust management controls. These inspections will be recorded and any recommendation which results from these inspections is to be followed up by site management.
	Undertake weekly on-site and off-site inspection, where receptors (including roads) are nearby, to monitor dust, record inspection results, and make the log available to the local authority when asked.
Preparing and maintaining the site	Erect solid screens or barriers around dusty activities or the site boundary that are at least as high as any stockpiles on site.
	Fully enclose site or specific operations where there is a high potential for dust production and the site is active for an extensive period.
	Avoid site runoff of water or mud.
	Keep site fencing, barriers and scaffolding clean using wet methods
	Remove materials that have a potential to produce dust from site as soon as possible, unless being re-used on site. If they are being re-used onsite cover as described below
	Cover, seed or fence stockpiles to prevent wind whipping.
	The hardstanding surface will be kept as long as possible. The entrance/exit area will also be retained and will always be linked to an interceptor.
Operating vehicle/machinery	Ensure all vehicles switch off engines when stationary - no idling vehicles
	Avoid the use of diesel or petrol powered generators and use mains electricity or battery powered equipment where practicable.
	Impose and signpost a maximum – speed-limit of 15 mph on surfaced and 10 mph on un-surfaced haul roads and work areas
	Produce a Construction Logistics Plan to manage the sustainable delivery of goods and materials.
Operations	Only use cutting, grinding or sawing equipment fitted or in conjunction with suitable dust suppression techniques such as water sprays or local extraction, e.g. suitable local exhaust ventilation systems.
	Ensure an adequate water supply on the site for effective dust/particulate matter suppression/mitigation, using non-potable water where possible and appropriate.
	Ensure equipment is readily available on site to clean any dry spillages, and clean up spillages as soon as reasonably practicable after the event using wet cleaning methods.
Waste Management	No burning of waste or materials on site.
Demolition	Soft strip inside buildings before demolition (retaining walls and windows in the rest of the building where possible, to provide a screen against dust).
	Bag and remove any biological debris or damp down such material before demolition.
	Ensure effective water suppression is used during demolition operations.

2.5.3 Light Pollution – Controls and Management

- ✓ Lighting will not be in use outside of working hours.
- ✓ Flood lighting and security lights shall be sensitively located to avoid nuisance to neighbouring properties and should only provide the necessary luminance for the relevant task(s).

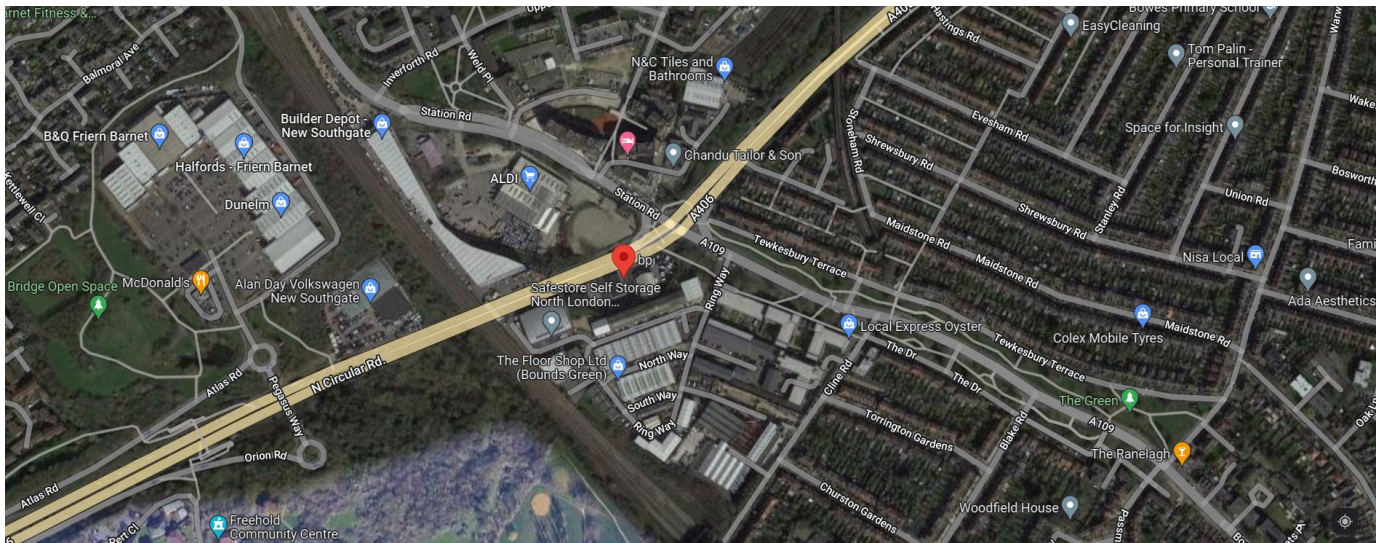
- ✓ The direction and angle of any external lighting will not cause light spill, glare, or nuisance to neighbouring properties or highway users. Where practicable, the use of shields or covers will be used to minimise the level of obtrusive light beyond the site boundary.
- ✓ Any light sensors fitted will be adjusted as such to ensure that they are only activated from activity on the development site.

2.5.4 Complaints

Any complaints for nuisance received will be acknowledged within 24 hours, the source of the nuisance will be investigated and action taken to immediately mitigate, with any additional actions required for long term mitigation.

3 Traffic Management & Logistics

3.1 Overview



Access to the site is taken from the existing crossovers from the North Circular.

3.2 Parking

There will be No onsite parking. Contractors will be directed to the nearest local car park, which is Station Rd, Arnos Grove, London N11 1QH. This is a 0.5 mile walk from site

3.3 Construction Plant

Plant items identified for delivery, use on site and off-hiring during Toureen Group project period are as follows: -

- 6T, 13T Excavator
- 3T Roller
- Telehandler
- 7T Boom
- Scissor Lifts
- Plate Compactor
- Cut off Saw
- Delivery Lorries

3.4 Equipment & Materials

Equipment and Materials of significance identified for delivery, use on site and for some elements - off-hiring, during the Toureen Project period are as follows:

- Site cabins /fence
- Plant & machinery deliveries
- New steel frame and composite clad building
- Concrete
- Muck away
- Aggregates
- Drainage / mesh / kerbs
- Shop internal equipment / refrigeration
- Sub station delivery
- EV Canopy delivery
- EV Charger unit delivery

3.5 Traffic Management Personnel

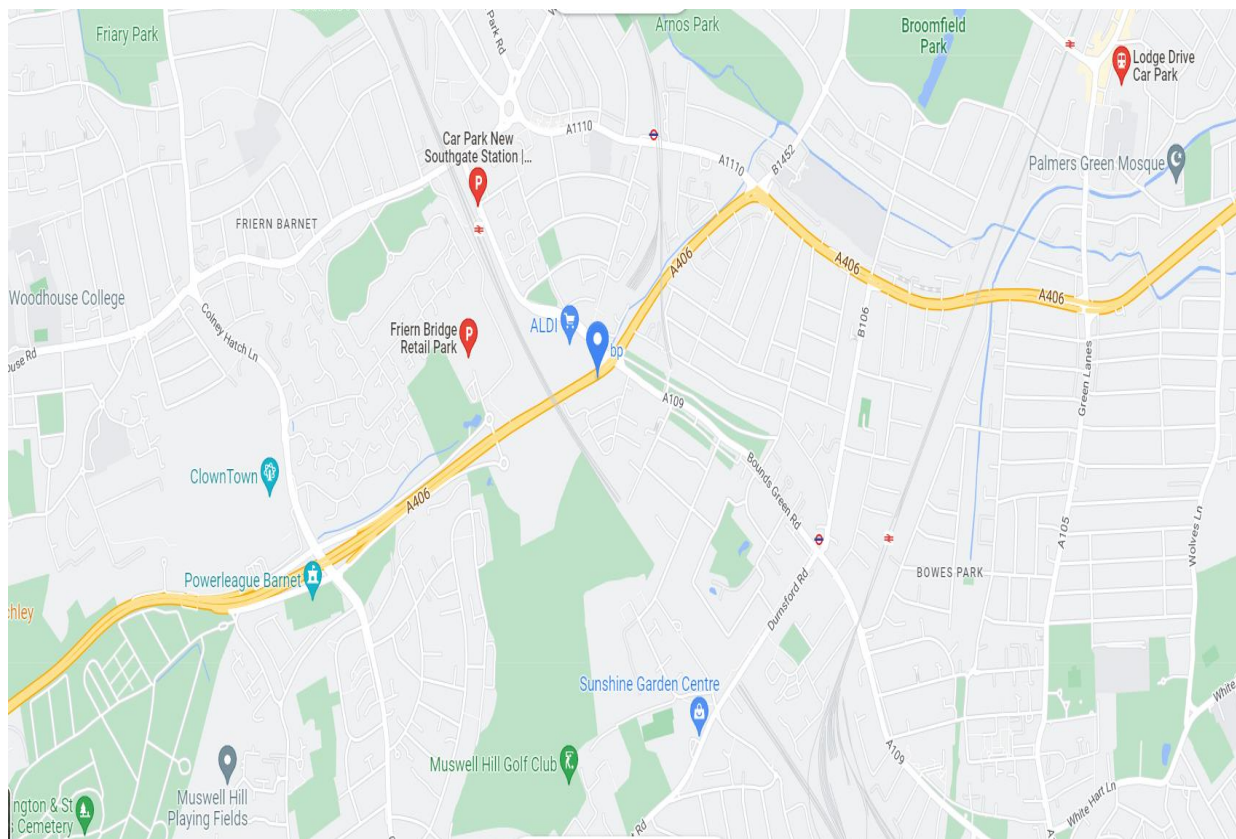
Toureen Retail Contracts Manager: TBC

Toureen Retail site manager: TBC

No 1 Traffic Marshals (TMs): - TBC

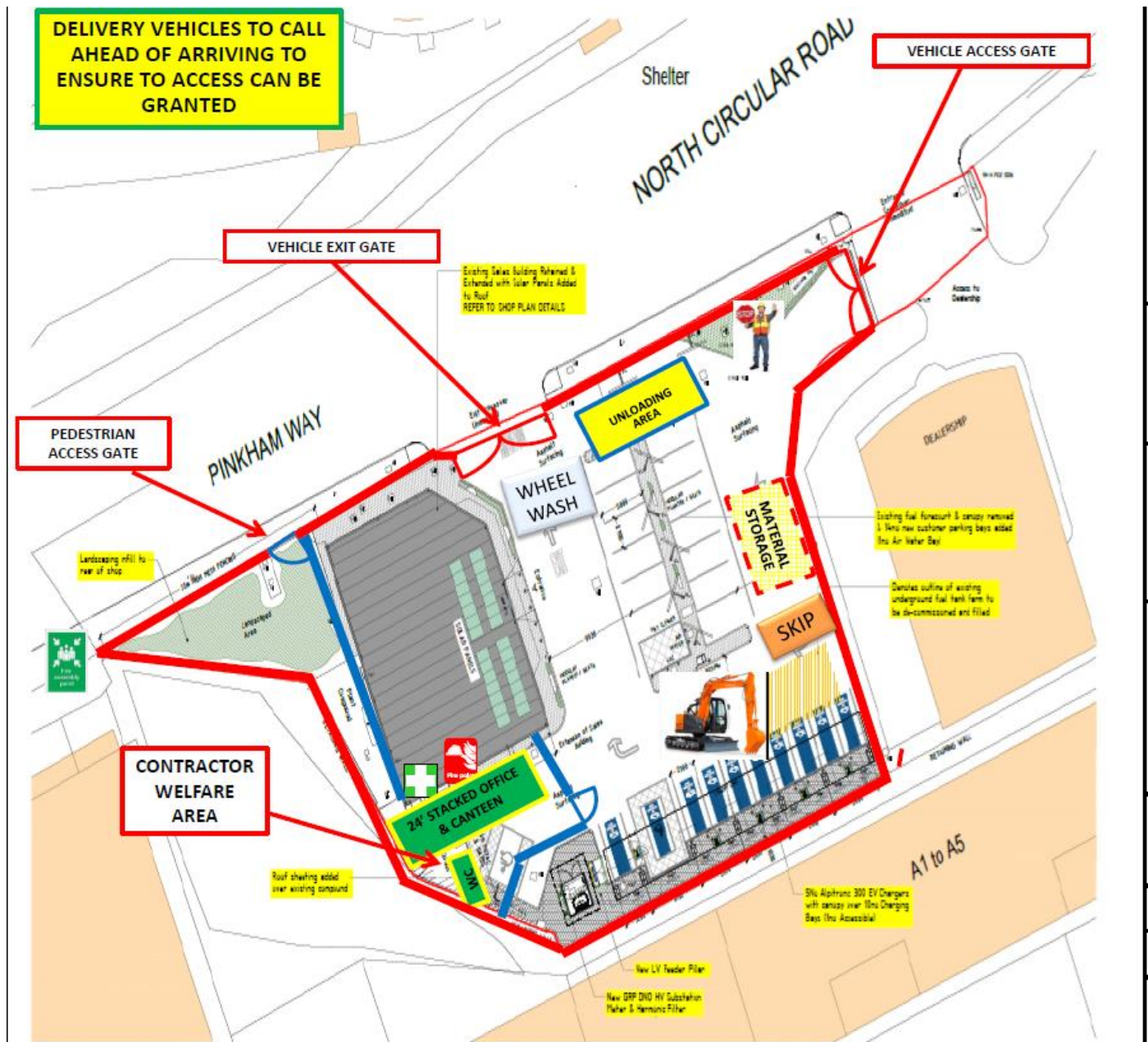
No 2 Traffic Marshals (TMs): - TBC

3.6 Location Map



3.7 Site Layout and Access

Dedicated site entrances will be created. The gates will be in stepped & set back from the crossover allowing vehicles to pull in from the road prior to the gates being opened by the gateman / banks man.



3.8 General Management of Deliveries

3.8.1 Schedule of Deliveries

A schedule of deliveries for the day and/or week ahead (latter where known) will be prepared by the Toureen Retail Project Manager. Each day the Traffic Marshals will be addressed by the Toureen Retail Project Manager as to the known deliveries for the day and provided with a copy of the schedule and briefed on the method of manoeuvre for the delivery to the site.

3.8.2 Notification to Suppliers / Plant Companies

All suppliers of plant, materials and equipment will be requested to provide suitably sized vehicles to facilitate the deliveries. Suppliers will be asked to adhere to the delivery times provided to ease road congestion and synchronise with the site activities.

3.8.3 Daily Checks

The Project Manager and Traffic Marshals will consider other unforeseen activities that are occurring while vehicles are accessing and egressing the site.

3.9 Traffic Routing

Vehicles will be directed to make their way to the site by the road signage and once in the services to make their way to the dedicated entrance gate by the gateman who will direct the vehicle into the site. The Toureen gateman will confirm (1) who they are, (2) what they are delivering, and (3) the size and type of vehicle, and undertake a delivery driver induction.

Onsite parking for Staff will be available.

3.10 Delivery Method

METHOD A				
Overview	Access to the site is taken from the North Circular			
Vehicles	Long Wheelbase transit van, skip exchange truck			
Delivery of	Waste skips, material, site cabin and heras fence			
Frequency	During peak construction >10 movements per day			
Delivery Window	Monday to Friday and Saturday morning			
Traffic Marshals	1nr personnel			
Suspended Bays	N/A			
Dimensions	Length		Width	
Clearance	Length		Width	

Schedule of delivery type and time provided to Toureen Retail Project Manager giving at least 24-hours notice.

1. 1nr Traffic Marshals briefed by Project Manager on site at start-of-day on delivery expected, time of arrival, and type of delivery vehicle expected.
2. Traffic Marshals don orange Traffic Marshal Hi- Vis Vest and agree upon who will act as lead Traffic Marshal.
3. Vigil kept by Traffic Marshals to ensure the road is kept free of traffic around the site entrance
4. The Traffic Marshals will assist the driver entering into site ensuring the control of traffic and pedestrians around the site gate.
5. Once inside the site entrance gate and parked.
6. There will be a controlled offloading/loading requirement to expedite the transfer of plant and equipment off the delivery vehicle.
7. Once the delivery is complete, the Traffic Marshal will check the road is clear for the driver to leave.
8. The delivery area will be checked for litter and debris and tidied. Site gate will then be locked.

Outline Pollution Control

3.11 Emergency Spill Response

Ref	Action	Evidence Required
3.1.1	Establish spill response procedure (Consult EWP2) Spill response posters to be distributed on boards around site.	Site inspection EWP 02
3.1.2	Communicate procedure to all site personnel and post instructions at suitable places around site.	Induction Records Posters
3.1.3	Place and maintain stocks of spill response equipment appropriate to materials on site	Site inspection
3.1.4	Train personnel on use of spill response equipment and update training as appropriate. Training to be included with the site induction and tool box talks.	Site inspection
3.1.5	Report significant spills immediately	Incident records

3.12 Waste Control

Ref	Action	Evidence Required
3.2.1	Ensure Site Waste Management Plan in place to include Waste Minimisation strategy.	EMS 17 (SWMP)
3.2.2	Skips should be covered (if material can be blown away or if it is a plasterboard-only skip).	Site Inspection Reports
3.2.3	Label waste skips with allowable contents	Site Inspection Reports
3.2.4	Manage wastes in accordance with Site Waste Management Plan.	Duty of care records. Waste Transfer Notes
3.2.5	Adopt waste minimisation schemes such as compaction, segregation, re-use and recycling, where appropriate.	Site Inspection Reports
3.2.6	Report waste figures with the Site Waste Management Plan	EMS 11 (SWMP)

3.13 Protection of Surface and Ground Waters

Ref	Action	Evidence Required
3.3.1	Agree with Environment Agency works likely to disturb Controlled Waters	Records of Agreement
3.3.2	Identify pollution prevention measures in risk assessments (RA) and method statements (MS)	EMS 14 (Environmental Risk Assessments)
3.3.3	Visually inspect water courses etc. for pollution on regular basis and take remedial action as necessary	Monitoring Records or site diary

3.3.4	Provide arrangements for wash out of concrete wagons to prevent pollution. Wash out skips to be provided.	Site Inspection Reports
3.3.5	Stockpiles to be located away from water courses	Site Inspection Reports

3.14 Controlled Water Courses and Discharges

Ref	Action	Evidence Required
3.4.1	Obtain consent from local water company before discharging to storm or foul sewers.	Records of consent
3.4.2	Monitor discharges in accordance with requirements of consent. Visually inspect discharge quality and take remedial action as necessary	Monitoring Records
3.4.3	Report any significant noncompliance with consent conditions immediately to Project Manager.	SHEQ Reports

3.15 Water Settlement Facilities

Ref	Action	Evidence Required
3.5.1	Size settlement facilities appropriately and by observational method. Settlement and/or Siltbuster tanks as required to be provided.	Site Inspection Records
3.5.2	Locate settlement facility away from potential sources of contamination, including topsoil stores.	Site Inspection Records
3.5.3	Maintain settlement facilities to remove sediment build up. Prevent surface floating material, including oil, from entering the discharge outlet. Assess effectiveness of settlement facility and modify as necessary.	Site Inspection Records Maintenance Records

3.16 Oils, Fuels and Chemicals Storage

Ref	Action	Evidence Required
3.6.1	Locate storage facilities in marked zones away from sewers, gullies and at least 10m from channels and water courses. If not feasible, take or adequate measures to protect against pollution.	Site Inspection Records Site Plan
3.6.2	Store fuels, oils and COSHH materials in accordance with good practice. Locate storage facilities on impermeable surfaces where possible. Ensure storage bunds/trays/pallets are minimum volume of 110% and maintained in good condition. Empty buds/trays/pallets regularly and in accordance with waste disposal procedures. Protect fuel facility from vandalism and lock when not in use.	Site Inspection Records Contract Manager inspection record
3.6.2	Appoint responsible individuals trained in emergency response. Communicate emergency responses in site induction.	Site Induction Records
3.6.3	Keep spill response equipment, appropriate to the size of the facility, in close proximity to the facility.	Site Inspection Reports
3.6.4	Appoint designated person for fuel-filling operation.	Appointment record

3.6.5	Vehicle re-fuelling to take place on an impermeable surface.	Site Rules
3.6.6	Mobile fuel bowzers and stores to have fuel automatic shut off, pistol grip nozzles and lockable flow controls and are secured against vandalism.	Site Rules

3.17 Noise and Vibration

Ref	Action	Evidence Required
3.7.1	Prior to the commencement of works, identify all potentially noise and vibration sensitive properties and boundaries and carry out baseline noise and vibration surveys.	Noise and vibration surveys
3.7.2	Carry out environmental and occupational health noise and vibration surveys during the Works as necessary	Noise and vibration surveys
3.7.3	Detail any necessary measures to mitigate noise and vibration impacts in risk assessments (RAs) and method statements (MSs). Select construction methods and plant that minimise noise and vibration	EMS 14 – Environmental Risk Assessment
3.7.4	Communicate noise and vibration issues to site personnel and visitors.	Induction records
3.7.5	Monitor measures to mitigate noise and vibration periodically to ensure effectiveness	Site Inspection records
3.7.6	Adopt Best Practicable Means for noise reduction. Consult EWP 04 and EWP 07 for Guidance.	Site Inspection records
3.7.7	Establish procedure for notifying local authority, local residents (and general public if necessary) of extended working hours, with one week notice period whenever possible.	Site Records

3.18 Dust and Fumes

Ref	Action	Evidence Required
3.8.1	Maintain high standard of housekeeping. Avoid infestation with vermin.	Site inspection Reports
3.8.2	Monitor cleanliness of access routes regularly and use road sweepers when required	
3.8.3	Damp down surfaces during periods of dry weather to prevent dust nuisance.	
3.8.4	Provide wheel-washing facilities at exits onto public roads, where required.	Site setup Site layout Plan
3.8.5	Establish and monitor speed limits on approach roads.	Site Rules
3.8.6	Stockpile shall be located downwind of sensitive receptor sites	Site Inspection reports

3.19 Contaminated Land

Ref	Action	Evidence Required
3.9.1	Establish plans of action for dealing with identified contaminants	Action plans Site inspections
3.9.2	Ensure there is adequate planned prevention of pollution of any watercourses, land or air contained in method statements.	
3.9.3	Report any significant contamination identified on site during construction	Incident Report
3.9.4	Correct planning for the removal of contaminated soils first when on site	Site Assessment Report Pre-Construction Report

3.20 Ecology, Archaeology and Built Heritage

Archaeology and Built Heritage are/are not a concern for this project.

Ref	Action	Evidence Required
3.10.1	Report any protected animals, habitats, plant, building, structure, etc, discovered during construction.	Ecological and Archaeological survey
3.10.2	Identify any protective/mitigation measures required by regulatory bodies.	Site inspections
3.10.3	Protect habitats, protected trees and hedgerows, nesting birds or archaeological remains from disturbance.	Incident Records
3.10.4	If unexpected archaeological remains or geological features of interest are uncovered then: - Stop work immediately in the area; - Protect the finds with fencing and notify the Local Authority County Archaeologist for advice.	Incident Records

3.21 Construction Plant

Ref	Action	Evidence Required
3.11.1	Create dedicated plant storage area.	Site Inspection Reports
3.11.2	Locate plant from sensitive noise boundaries and water bodies.	Site Inspection Reports
3.11.3	Never leave plant running unnecessarily. Ensure it is well maintained, fit for purpose and in a safe condition. Where appropriate, place drip trays beneath static plant and maintain. Keep emergency spill kits either on or near working plant. Ensure exhausts do not point towards ground.	Site Inspection Reports Site Rules
3.11.4	Report major environmental incidents or problems involving plant.	Environmental Incident Report

3.22 Energy Efficiency and use of Natural Resources

Ref	Action	Evidence Required
3.12.1	Operate construction plant in accordance with point 3.11.3	Site Inspection Reports
3.12.2	Use artificial lighting only where and when required. May be necessary for security reasons. Turn lighting and heating off after use.	Site Inspection Reports
3.12.3	Store materials properly to guard against breakage, theft and damage.	Site Inspection Reports
3.12.4	Where appropriate, resource use shall be reduced, reused and/or recycled.	Incident Reports
3.12.5	Where possible, use local suppliers to minimise travel distances.	Purchase Records
3.12.5	Report examples of good site practice and report energy figures, where available, for sustainability returns	Energy usage reports - Invoices

3.23 Transportation & Haulage

Ref	Action	Evidence Required
3.13.1	Site deliveries to be limited to between 08:30hrs and 16:00hrs Monday to Friday	Delivery Tickets
3.13.2	All vehicles to enter / exit site in a forward direction except where space restrictions do not allow this. Where vehicles are required to reverse a competent banksman is to be provided.	Site Inspection reports
3.13.3	All access onto the highway should be sufficient width to accommodate 2-way traffic where practical	Site Inspection reports
3.13.4	Haul roads to be constructed of suitable surface for use	Site Inspection reports
3.13.5	Vehicle protection zone of 10m from rivers to be provided. Protection zone to be fenced. For works within 10m of watercourse, a method statement and risk assessment shall be prepared to mitigate, reduce impact upon watercourses	Environmental Risk Assessment – EMS 14

3.24 Concrete Washout

Ref	Action	Evidence Required
3.14.1	Perform washout of concrete trucks offsite or in designated concrete washout areas only	Site design Site Inspection
3.14.2	Do not wash out concrete trucks onto the ground, or into storm drains, open ditches, streets or drains.	Site design Site Inspection
3.14.3	Do not allow excess concrete to be dumped onsite, except in designated concrete washout areas	Site design Site Inspection
3.14.4	Washout area is at least 10 meters away from sensitive areas such as storm drains or water bodies.	Site Design
3.14.5	Once concrete wastes are washed into the designated area and allowed to harden, the concrete should be broken up, removed, and disposed of per applicable solid waste regulations. Dispose of hardened concrete on a regular basis.	Site inspection

4 Monitoring and Measuring

4.1 Inspections and Audits

The following audits and monitoring will occur on a regular basis and as required:

- Regular site surveillances to check environmental good practice and compliance with the code of construction practice
- Regular site surveillances to assess compliance with the environmental management system

The on-site SHEQ Representative will undertake monthly inspections using Form 44 SHEQ Representative Site Inspection.

The Safety, Health, Environmental and Procedures (SHEP) Manager shall also carry out random inspections of site and complete an inspection report. External Health and Safety Advisors may also carry out site inspections on behalf of the company.

Environmental Audits can be executed by the Environmental Manager. The main objective of the audits is to find any non-compliances or deviations from procedures. The non-conformances will be tracked down on the appropriated EMS document and evaluated to identify any trends. These will allow to implement effective preventive measures as well as corrective measures.

A copy of the SHEP Inspection Reports shall be issued to the Project Manager for action. The Project Manager shall be responsible for ensuring, by review, that such items have been addressed. Additional copies of the SHEP Manager's Reports will be given to the Contracts Manager responsible for the project.

The project may be visited by the EA or Local Authority. In this case, Toureen procedure must be followed.

4.2 CO-ORDINATION AND COMMUNICATION

The meetings below will be minuted and made available to all relevant parties. Where there are changes in design or where there is an in-house design and build element to the project it will be the responsibility of line management to ensure the appropriate information is collated and made available to all relevant parties, including the Client, Contractors and Principal Designer.

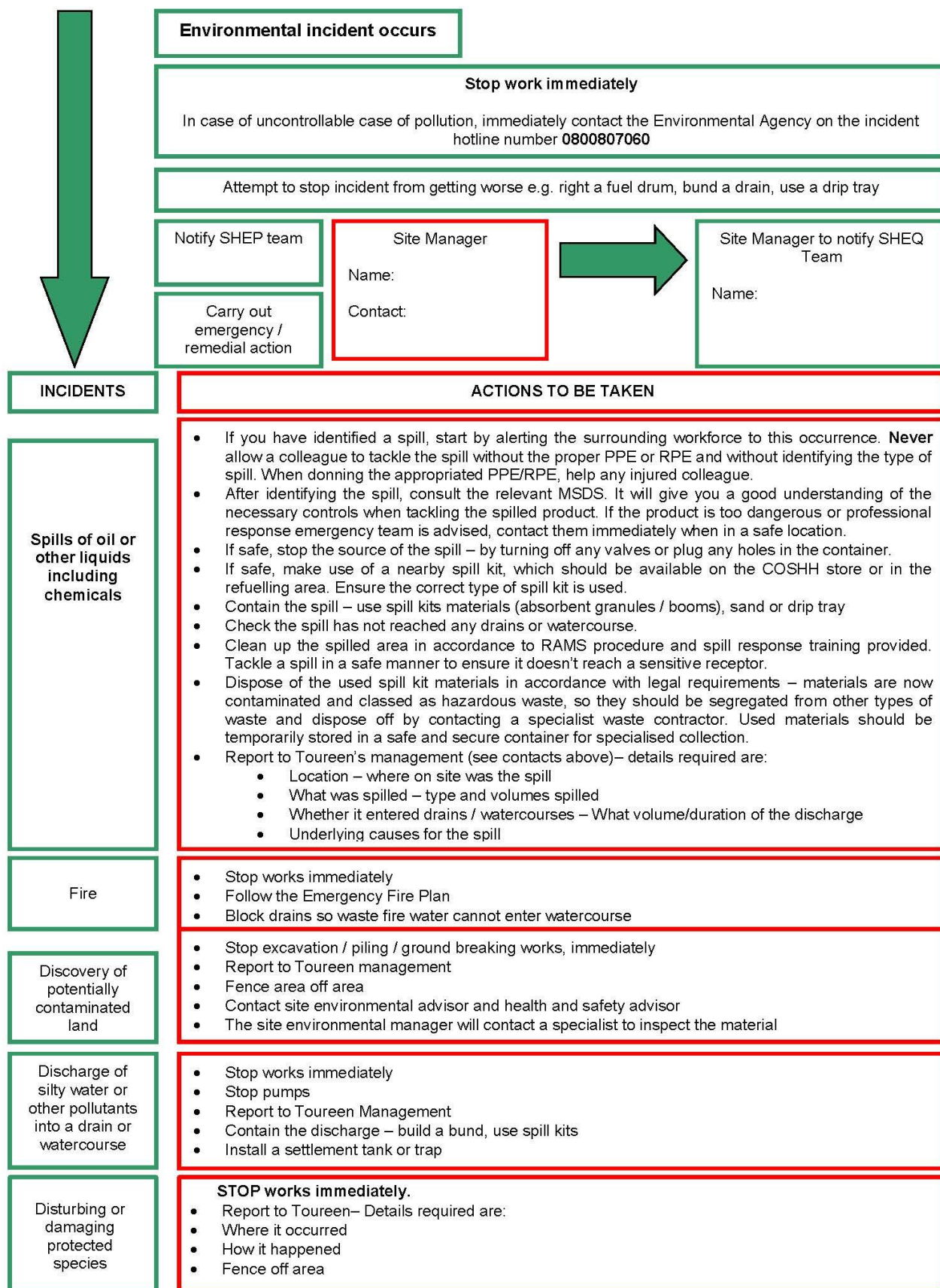
Frequency	Type of Communication	Subjects	Persons Involved
Contract Start Up/new starters/visitors/deliveries	Site briefing	- Site specific induction (incl. site rules) - Risk Assessment & Method Statements - Visitor / Driver induction	Project Manager/Subcontractor Manager Site Operatives Visitors Delivery Drivers
Contract Start Up/on-going through project	Posters and signage H&S Information Board Permit Board Safe Start Board Near Miss/Potential Incident Board	- Health and Safety Law poster - Toureen Group Health and Safety Policy Statement - Environmental Policy Statement - Employers' Liability Insurance Certificate - Accident Procedures - Latest Safety Alert - Site Organisational Chart - Map to hospital - Site Specific Safety Rules - Copy of F10 Notification - Fire and Emergency Procedures - Site Layout Plan	Project Manager Assistant Project Manager Site Operatives Visitors
2 per week(SHEQ)	Tool Box Talk Briefing	- Subjects to be determined at 4-weekly look ahead - Subjects to be determined by site activities and any influences - Safety Alerts and Group H&S information	Project Manager Project Team Subcontractor Supervisor Site Operatives
Fortnightly (or as otherwise agreed)	Progress Meetings	Agenda includes progress, design, and health and safety	Project Manager Contracts Manager/Operations Director Client Principal Designer/Designers Engineers Representative

			Subcontract Management
Monthly	SHEQ Meetings	• Health, safety, environmental and Quality performance • New health, safety and environmental standards, regulations and guidance • Accident/incident/near miss review • Risk Assessment and Method Statement (RAMS) review • Training requirements • Future works and forthcoming events	Project Management Team Sub-contract management SHEQ Representative.
Daily	Safe Start Briefing (incl. Safe Start Board and sign-up sheet)	• Verbal discussion highlighting the hazards of the work activities for the day, existing environment and controls to be implemented	Site Management Site Operatives
Prior to the start of a new task	Formal record of transfer of safety information	• Risk Assessment & Method Statements (incl. COSHH) • Task Sheets • Job Hazard Analysis	Site Management Site Operatives

5 Emergency Response

The Environmental Emergency Response Controls are set out to:

- Establish the emergency response management procedure for the project.
- Outline the controls for any uncontrolled spillages or unforeseen emissions or events which effect 3rd Parties.
- State the measures applicable to the project under the requirements of company procedure Emergency Preparedness.
- Ensure all project activities comply with applicable statutory United Kingdom and European Legislation, the Code of Construction Practice, and client requirements and statutory approvals.



5.1 Definitions

For the purpose of implementing the CEMP the following definitions apply.

Minor/Incident

An uncontrolled and unexpected release of a substance with the potential to pollute air, land and water resources but that can be contained and mitigated against using on-site equipment and personnel. After controlling this incident, inform the Environmental Manager.

Intermediate/Incident

An accident where the effects of the event cannot be controlled, e.g., discharge of large volume of silt, oil and fire water to river or large spillages of hazardous materials, and outside assistance from external bodies (Environment Agency) is required to bring it under control.

Major/Incident

A major accident may attract the interest of local press or environmental regulators, i.e., Environment Agency, Local Authority, Natural heritage, etc. It could have an adverse effect on the company name or a major financial impact.

Contact details for key site and emergency response personnel with responsibilities relating to the protection of the environment will be kept and publicised in key locations on site.

Key contacts will include:

- Contractor's Project Manager
- Construction Manager
- Environmental Manager
- Client Project Manager
- Environment Agency

5.2 Control Measures and Reporting

When an incident is able to be controlled by facilities on site, and no intervention is required from a third party or a statutory authority, controls should be implemented, the incident cleaned up and reported in the site diary. All incidents are being recorded.

Where an environmental incident occurs that has been dealt with in a manner which follows best practice and poses no further threat to the environment, an entry is made in the environmental incident log to record the issue. The environmental Non-Conformance/Incident Log will also be used to identify any trends in environmental incidents.

Where an uncontrolled incident is classed as an emergency or a major incident, the Environmental Manager may wish to investigate the root causes, communication systems and issue a "lessons learnt" memo to the workforce concerned in addition to any NCRs that may have been raised.

This procedure also relates to environmental emergencies relating to complaints raised from 3rd parties that involve the statutory authorities whereby the NCR process is being followed.

5.3 Summary of the Emergency arrangements for Environmental Incidents

Environment incidents	Spills of diesel or other liquids including chemicals	• Locate the spill and try to stop it. • Contain the spill – use spill kits materials (absorbent granules / booms), sand or drip tray • Check the spill has not reached any drains or watercourse • Report to Toureen's management – details required are: • Location • What was spilled • Whether it entered drains / watercourses • Clear up using spill kits • Dispose of used spill kits as hazardous waste	Contact number: 0208 424 7999
	Fly tipping of non-hazardous/hazardous waste	• Report to Toureen Environmental Manager • Details required are: • Quantity • Location i.e. risk of pollution of land or watercourses, or is obstructing or causing potential flooding in watercourses • Do not touch waste and stay up-wind	Contact number: 0208 424 7999
	Discovery of potentially contaminated land	• Stop excavation / piling / ground breaking works, immediately • Report to Toureen management • Fence off area • Contact site environmental advisor and health and safety advisor • The site environmental manager will contact a specialist to inspect the material	Contact number: 0208 424 7999
	Discharge of silty water or other pollutants into a drain or watercourse	• Stop works immediately • Stop pumps • Report to Toureen Management • Contain the discharge – build a bund, use spill kits • Install a settlement tank or trap	Contact number: 0208 424 7999
	Disturbing or damaging protected species and/or adjacent residents or stakeholders	• Stop works immediately • Report to Toureen– Details required are: • What/Who has been disturbed or damaged (resident/stakeholder/plant or animal) • Where it occurred • How it happened • Fence off area • Contact Environmental Manager	Contact number: 0208 424 7999
	Discovery of items of conservation value (flora/fauna/heritage)	• Fence off the area as a “no go” zone and contact the site Manager or Project manager immediately for further action	Contact number: 0208 424 7999
	Waste Contractor not submitting waste tickets and/or disposing waste in an authorized facility	• Cease all off site waste transfer movement's • Contact contractor and conduct an incident report • Hold all payments to contractor • Request waste tickets and license for the facility where waste has been taken	Contact number: 0208 424 7999