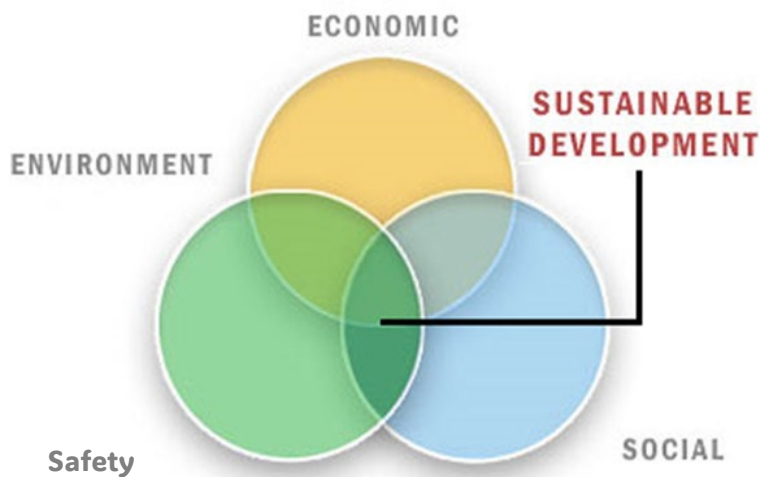




CONSTRUCTION MANAGEMENT PLAN

Castlefield House Fit Out & external works

Issue No: 3



Prepared by:	James Smith
Contracts Manager:	Adam Burrows
Project Manager:	Adam Wood
Site Manager:	Adam Wood

	Construction Environmental Management Plan			Client	Allied London	
				Date of works:	10/03/2025	
Site Address	Castlefield House, Liverpool Road, Manchester, M3 4SB				Date of Issue	05/03/2025
Review status	Date:	Version Number:	Changes:	Job Reference:		
	05/03/2025	1	First Issue	3506		
	14/05/2025	2	Updated working hours on a Saturday			
	02/06/2025	3	Updated following comments from MCC			
NOTE: This Construction Management Plan should be read in conjunction with any relevant TJM Construction Phase Plan, Risk Assessments, SSOW, Method Statement, COSHH Assessments, Emergency Arrangements and Manufacturer's instructions.						
Document Issue:	This record confirms all relevant documents included or referred to within the construction phase plan. All recipients should ensure the relevant information is reviewed continually and updated information reviewed as current works proceed. Any discrepancies (such as the above revised information) should be notified to the principal designer who will ensure information is re-issued to the relevant party as required.					
Document Title	Reference	Applicable	Prepared By	Date of Issue	Issued to / by Comments	
PCI Document	PCI	Yes	OBI	Oct-24		
Contamination Survey	CS	N/A				
Schedule and Specification	Spec	Yes	OBI	Nov-24		
Design Risk Register	DRR	Yes	OBI	Nov-24		
Emergency Procedures	EMP	Yes	TJM	Dec-24		
Project Drawings	DWG	Yes	OBI	Nov-24		
Site Waste Plan	N/A	N/A	N/A	N/A	No current legal requirement	
Site Rules	SR	Yes	TJM	Mar-25		
Traffic Management	TMP	Yes	TJM	Mar-25		

Section 1 Introduction

1.1 Introduction:

1.1.1 TJM as part of their project planning have produced a Construction Management Plan (CMP) for the works. TJM operate an Integrated Management system (IMS) including Environment, Quality & safety standards. This document is to be read in conjunction with the TJM IMS.

1.1.2 This CMP has been developed to provide the management framework needed for the planning and implementation of construction activities in accordance with environmental commitments identified in the IMS and in regulatory requirements.

1.1.3 The CMP should be considered by TJM project team as a 'live' document with reviews being undertaken at predetermined intervals and data added as appropriate. The measures identified in the CMP should be:

Viewed as mandatory and common practice on-site.

Embedded within the company's policies and site procedures

1.2 Purpose

1.2.1 The purpose of the adopted CMP is to:

Identify stakeholder requirements.

Set out the Integrated Management System requirements (in line with ISO 14001, 45001 and 9001).

Ensure compliance with current legislation.

Effectively minimise any potential adverse environmental effects during construction including how site specific method statements will be developed to avoid, minimise and mitigate construction effects on the environment.

Translate committed mitigation, set out in the IMS, into committed site procedure.

1.3 Structure

1.3.1 This CMP has been drafted during the planning phase to ensure that the necessary measures become incorporated as the project progresses.

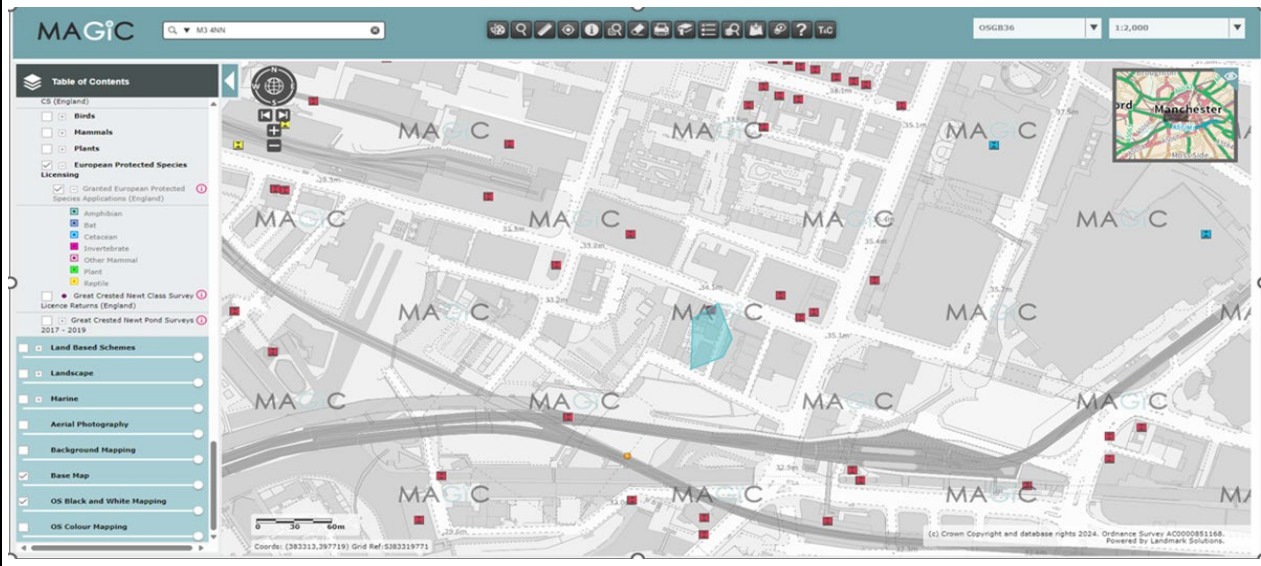
1.3.2 Prior to construction, this CMP may be revised to address all construction issues and ensure that any residual effects following the planning process are mitigated as far as reasonably practicable.

1.3.3 Section 2 provides a summary of the works and principal components. Section 3 sets out the Management Framework. Section 4 sets out the legal and other requirements. Section 5 addresses operational control requirements. Section 6 provides an outline pollution control and contingency plan.

Section 2 Scope of Works

2.1 Location

2.1.1 The site is located On Liverpool Road in Central Manchester. There is good access into site from surrounding routes, the main access road to site will be via Tonman Street. Upper Campfield & Lower Campfield located either side of Castlefield House are grade II listed buildings.



2.2 Description of the works	
<p>The planned works consists of refurbishment to ground, 1st and 5th floor. Works consists of fire protection to existing steelwork, Partitions & bulkheads, decoration, flooring and ceiling works. Mechanical & electrical works to suit proposed layout. External works consists of uplifting existing block paving and forming cycle shelter. Uplifting existing block paving to front of Castlefield house. Removing existing fencing. Levelling the area, installation of ACO drainage. Installation of new paving sets.</p>	
<p>2.1.1 There are sensitive environmental receptors within or adjacent to the site, these include: Local housing, within 10m to the North of the site. Lower Campfield within 30m & Upper Campfield within 10m both of which are Grade II listed buildings.</p>	
<p>2.2.2 The main construction activities are: Site establishment. Uplifting existing block paving to the east side and reduced level dig to create concrete base for cycle store approx. 48m² Carefully remove and set aside existing vehicle gate & fencing to Liverpool Road & Byrom Street approx. 49 Lin M Uplift existing block paving to Liverpool road elevation and Byrom Street elevation approx. 450m² Installation and adaption of existing surface water drainage approx. 49Lin M Levelling area and new blinding course to facilitate new paving sets approx. 450m²</p>	
2.3 Construction Programme	
Date planned for the start of the construction phase:	09/12/2024
Mobilisation / preparation period:	2 weeks
Planned duration of the construction phase:	21 weeks including 2 week Christmas Shutdown
Standard site working hours:	Site opening hours will be 7.30 am to 6.00 pm Monday to Friday with working hours from 08:00am to 18:00pm
Weekend working hours:	When required, there will be working from 8.30 am to 1 pm on a Saturday. There will be no work done on Sundays or bank holidays.
2.4 Planning Conditions	
<p>TJM Projects have carried out a detailed review of the Castlefield House plannings conditions identified in Application number: 141586/FO2024 dated 25/11/2024 and will monitor and submit information is required. Specific points relating to the CMP have been written below, with TJM Projects comments noted in blue text:</p>	
<p>1) The development must be begun not later than the expiration of three years beginning with the date of this permission. Works are due to commence 10/03/2025</p>	
<p>2) The development hereby approved shall be carried out in accordance with the following drawings and documents: CH_LP-01 Revision P1: Location Plan (Received 25/11/2024) CH-GE-01 Revision P3: Proposed South Elevation CH-GE-02 Revision P3: Proposed North Elevation CH-GE-03 Revision P3: Proposed West Elevation CH-GE-04 Revision P3: Proposed East Elevation CH-GE-10 Revision P2: Proposed Detailed Elevation CH-GE-11 Revision P3: Proposed Detailed Elevation CH-SP-01 Revision P3: Proposed Site Plan CH-SP-02 Revision P2: Liverpool Road Public Realm Detailed Plan CH-SP-03 Revision P3: Barton Street Cycle Store Detailed Plan Sketch - SK-4 Rev A: Metal Screening to Cycle Store</p>	
<p>3) Prior to the commencement of the development hereby approved, a construction management plan outlining working practices during the construction phase of the development shall be submitted to and approved in writing by the City Council as Local Planning Authority. This CMP has been developed for the works</p>	
<p>4) a) Before the development commences, a full condition survey of the carriageways/footways on construction vehicle routes immediately surrounding the site shall be undertaken and submitted to the City Council as Local Planning Authority. b) When all construction/fit-out works are complete, the same carriageways/footways shall be re-surveyed and the results submitted to the City Council as Local Planning Authority for assessment. A pre condition survey has been undertaken & a post survey will be completed when the works are finished.</p>	

5) No development works shall take place until the applicant or their agents or their successors in title has secured the implementation of a programme of archaeological works in accordance with a Project Design that has been submitted to and approved in writing by the City Council as local planning authority. The clients project managers have arranged for a watching brief to be present during the paving refurbishment works
6) Prior to the commencement of the development hereby approved, a surface water drainage layout for the development site shall be submitted and approved in writing by the City Council, as Local Planning Authority. Updated drawings are to be provided by CIVIC
7) Prior to the commencement of any of the following works hereby approved, exact details regarding their dimensions and finish, including material samples, shall be submitted to and approved in writing by the City Council as Local Planning Authority. Updated drawings & specifications are to be provided by CIVIC
8) Prior to the insertion of the new doorway on the property's southern facing elevation, and the installation of the emergency access gate along Barton Street, material samples and exact details regarding their finish and profile shall be submitted to and approved in writing by the City Council as Local Planning Authority. Samples & finishes to be submitted for approval.
9) Prior to the commencement of any works in relation to the external cycle store hereby approved, final details that shall confirm the store's dimensions and material finish shall be submitted to and approved in writing by the City Council as Local Planning Authority. HART drawing to be submitted for approval
10) a) Prior to the commencement of development of, with the exception of site clearance works, a programme for the submission of final details of the public and private realm works shall be submitted to and approved in writing by the City Council as Local Planning Authority. Programme for external works is to be finalised and submitted.
12) Prior to the completion of the development hereby approved, a scheme of highway works and details of footpath reinstatement along Liverpool Road shall be submitted for approval in writing by the City as Local Planning Authority. It is anticipated that there will be no requirements for reinstatement works on the footpath. This will be monitored and the local authority informed if anything changes.
13) Prior to the completion of the development, a scheme for the provision of bird and bat boxes on site shall be submitted to and approved in writing by the City Council as Local Planning Authority. Specification & locations are to be provided by OBI.

Section 3 Management Framework

3.1 Policy

3.1.1 The project will be carried out in accordance with the policies / objectives listed below:

TJM SHEQ Policies and Integrated Management system (IMS)

Planning permission 141586/FO/2024 dated 25 Nov 2024

3.2 Asbestos

3.1.1 As the property was constructed pre year 2000 an asbestos refurbishment/ demolition survey is required for the works. The survey will be held on site and operatives briefed on the contents of the survey.

3.1.2 A Refurbishment/Demolition Survey was carried out by AAC and the following items have been identified in the asbestos survey:



SUMMARY OF FINDINGS

A Targeted Asbestos Survey was undertaken to enable the Refurbishment Works to the Ground Floor, First Floor, Fifth Floor & Common Areas at Castlefield House, Liverpool Road, Manchester M3 4SB, on the 9th September 2024. The purpose of the survey is to identify, so far as reasonably practicable, asbestos containing materials (ACM's) and was conducted by a team of experienced asbestos Surveyors from Asbestos Assessment and Control Ltd.

We found the following asbestos containing materials within the specified work areas: -

- A small section of asbestos cement pipework was identified to the 5th Floor Riser ceiling, passing through to the roof, with a further 1 Lin m Externally. The material was presumed to contain asbestos. If works are likely to disturb the material, it should be removed and disposed of as asbestos waste prior to the works commencing.

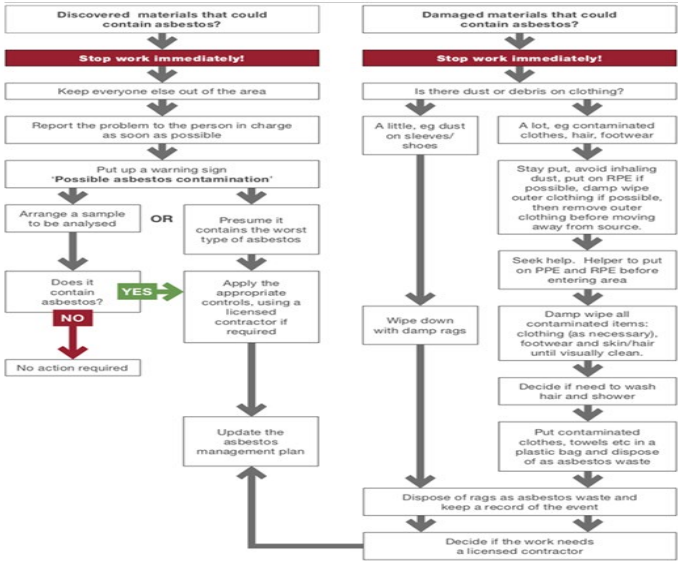
Other non-asbestos materials identified: -

- Non-asbestos insulation board was identified to the Lift Motor Room ceiling. The material was sampled and was found not to contain asbestos. No further action is required for this material, it is mentioned for identification purposes only. (S# 01)

Limited destructive inspections were undertaken within the common areas, due to the ongoing occupation. However, no further asbestos containing materials are presumed to be present within these areas.

Fuse/electric boxes located throughout the survey were not accessed, due to the risk of electrocution. Some older fuse boxes have been known to contain asbestos products. We presume asbestos is present in this location until proven otherwise.

3.1.3 If any suspect materials are identified whilst working on site, all works will stop and an asbestos consultant will be asked to attend site, carry out samples and advise. The client and PD will be advised and kept up to date. The below action plan will be implemented:



3.2 Environmental Aspects & Impacts

3.2.1 A schedule of potential significant environmental aspects and impacts relating to the construction activities has been developed by TJM and are included within the IMS.

3.2.2 The aspects and impacts will be reviewed and updated at each project phase or where changes are made to the project scope, changes should be reflected in the CMP and Impacts and Aspects register.

3.3 Objectives & Targets

3.3.1 Environmental objectives for the construction phase have been developed and refer to legal compliance and environmental good practice, these include:

Zero pollution incidents.

Minimise waste sent to landfill.

Minimise disruption to occupiers, contractors and local residents (and therefore complaints).

Protect biodiversity.

Procedures for monitoring construction processes against the project environmental objectives will be carried out by way of site audits (internally and or external)

3.4 Management structure and responsibilities

3.4.1 TJM are committed to protecting the environment this is lead from senior management all the way down. Roles and responsibilities are detailed in the IMS for illustrative purposes key roles and responsibilities are set out in Table 1 below.

Allied London are the client for these works and OBI are the contract administrator. Allied London have been appointed as principal designer. Booth King are the structural engineers with the M+E designers being MEP. TJM Projects Ltd have been appointed as principal contractor.

3.4.2 A TJM company organogram is included within the CPP file for reference. The list of TJM individuals with specific responsibilities on this project currently are:

3.5 Project Directory

Client Contact details:	Company Name: Allied London Telephone: 07384 53852 Address: No.1 Spinningfields 1 Hardman Square Manchester M3 3EB Email address: Eva.atab@alliedlondon.com Lead contact: Eva Aftab
Contract Administrator:	Company Name: OBI Property Telephone: 07825 703834 Address: 80 Mosley Street Manchester M2 3FX Email address: dhorridge@obiproperty.co.uk Lead contact: Dominic Horridge
Principal Designer:	Company Name: Allied London Telephone: 07584 068172 Address: 7-8 Saville Row London W1S 3PE Email address: Grace.Cooper@alliedlondon.com Lead contact: Grace Cooper
Principal Contractor:	Company Name: TJM Projects Limited Telephone: 01744 212 12 Address: Unit 10 Westside Industrial Estate, Jackson Street, St Helens WA9 3AT Email address: Adam@tjmprojects.co.uk Lead contact: Adam Burrows
Structural Engineer:	Company Name: Booth King Telephone: 07974 414 562 Address: Calico 55 Mosley Street Manchester M2 3HQ Email address: Barry.j@booth-king.co.uk Lead contact: Barry Jefcote
M+E Designer:	Company Name: MEP Telephone: 07850 709 541 Address: Bridgeway House Mellor Road Cheadle Hulme SK8 5AU Email address: barry@mepdesign.co.uk Lead contact: Barry James

Table 1: Roles & responsibilities

Contract manager	Responsible for management of the construction phase of the project. Has overall responsibility for the environmental performance of the project.
Project Manager TJM	Responsible for implementing the Construction Management Plan, The Construction Phase Health & Safety Plan, Site Waste Management Plan and sustainability plan during the construction phase to ensure that waste is disposed of legally, economically and safely.
SHEQ Manager	Compliance with SHEQ legislation, consents, objectives, targets and other environmental commitments.
Site Staff	To receive general environmental awareness training, and undertake work in accordance with Method Statement Briefings and toolbox talks. Trained personnel to manage particular tasks such as refuelling plant and equipment, managing the stores, water quality monitoring and supervising the segregation and collection of waste.
Client Project Manager	To ensure that the Contractor complies with all the relevant legal requirements, commitments and targets agreed for the scheme.
Community Liaison Officer	Communications with the public and interested parties, outreach and education, where appropriate.

Table 2: TJM Project Management Arrangements

Title	Name	Contact Details
Managing Director	Matthew Burrows	07710 751 352
Operations Director	Tony McCabe	07834 488 790
SHEQ Manager	James Smith	07850 054 776
Contracts Manager	Adam Burrows	07780 614 570
Project Manager	Adam Wood	07503 917 881
Site Manager, First Aider, Fire Warden	Adam Wood	07503 917 881
Temporary works Co-Ordinator	James Smith	07850 054 776
Temporary Works Supervisor	Simon Leakey	07469 710 316
BREEAM Appointed Person	Chris Balmer	07531 482 870
Considerate Constructors Contacts	James Smith	07850 054 776

3.6 Training Awareness & Competence

3.6.1 TJM maintain staff training records of all direct TJM personnel on the sites and copies of relevant training or qualifications can be made available on request. TJM apply the principles of SKET (skills, knowledge experience and training). All allocated staff are deemed to be competent for the tasks they are required to undertake.

3.6.2 TJM sub-contractors are required to present training records and information upon request, as part of the PQQ process. Any client-nominated sub-contractors will also be required to provide the above information on request, to ensure all persons are suitably qualified to undertake their designated tasks. Copies of such are retained by TJM for access and inspection by any relevant party and to aid onsite audit.

Toolbox talks, including instruction on incident response procedures

3.6.3 All managers and supervisors will be briefed on the CMP.

Method Statements will be prepared for specific activities prior to the works commencing and will include protection and mitigation measures and emergency preparedness appropriate to the activity covered. The Contracts Manager will review key Method Statements prior to their issue.

3.6.4 Method Statement briefings will be given before personnel carry out key activities for the first time.

3.7 Liaison and communication

3.7.1 The CMP will be distributed to the project team, including sub-contractors, to ensure that the project specific requirements are communicated effectively. Key activities and any particular sensitive operations will also be briefed to staff and Contractors. Project, client and company SHEQ policies, where available, should be displayed on site.

3.7.2 TJM have define procedures within the IMS for internal and external communication. The client may require that any communication with external parties such as environmental regulators or the public is undertaken through a nominated client representative.

3.7.3 During the construction phase, internal communications may include a regular review of the following:

Monthly progress meetings

Weekly co-ordination meetings

Training undertaken

Progress reports

Inspections, audits and non-conformance

Complaints received

Visits by external bodies and the outcome or feedback from such visits

Objective / target achievement, including reporting on environmental Safety and sustainability performance.

3.7.4 External communication (where relevant), including letter drops or meetings, and liaison with statutory authorities will be overseen by the TJM Project Manager.

3.8 Complaints, Compliments, and Inquiries

3.8.1 The site Managers Contact details will be available on site and a telephone number will be published for use by members of the public wishing to complain, provide other feedback, or make enquiries.

3.8.2 All complaints or information requests will be made aware to the Client Project Manager and will be logged promptly.

3.8.3 Noise may be a key subject of complaint where construction works take place close to residential areas. Working hours, plant types, construction methods and noise mitigation measures are likely to be subject to Section 61 consent, under the Control of Pollution Act which is granted by the local authority. Close liaison maybe necessary with the local authority environmental health team is likely to be necessary to develop mitigation measures.

3.8.4 If necessary liaison will also be undertaken with local councillors and town/parish councils as representatives of the local community to discuss and address any issues.

3.8.5 The local authority environmental health team may also be the first to be contacted by residents affected by noise and will require to be kept apprised of progress, programme and upcoming phases of works that are likely to give rise to disturbance in order that they can respond to complainants.

3.8.6 Careful monitoring of complaints received, including recording details of the location of the affected party, time of the disturbance and nature of the noise can assist with managing the works to reduce the likelihood of further complaint.

3.8.7 A complaint can be made via email, the company website, telephone or post.

Emails to info@tjmprojects.co.uk or

Website: www.tjmprojects.co.uk/contact/

In writing to TJM Projects Ltd 10 Westside Industrial Estate, Jackson Street, St Helens, Merseyside WA9 3AT

Tel: 01744 21212

The Castlefield House project is also registered with the Considerate Constructor Scheme, complaints can be made directly via this portal on the public voice section.

<https://www.ccscheme.org.uk/for-the-public/get-in-touch/>

Complaint response times will not exceed 12 hours from the receipt of the complaint.

3.9 Checking

3.9.1 Routine Project monitoring e.g. via site audits, noise monitoring, vibration monitoring may be undertaken in order to provide information to be taken into account during construction and to feed back into the CMP and method statements, and to evaluate the effects of the construction process.

3.9.2 Pre-construction monitoring should be considered, in order to set a baseline against which construction effects can be assessed. The IMS should be referred to in establishing baseline conditions.

3.10 Arrangements for Monitoring and Reviewing

3.10.1 The following guidance will be used for monitoring compliance:

Legal Requirements

The procedures for contractor selection and management of trades

Special requirements for public interfaces

Routine Inspections

3.10.2 The site will be inspected periodically throughout the duration of the works, inspections may include site managers, Project Managers, SHEQ Managers and by our external Consultants as necessary.

A formal weekly inspection will also be carried out by the site manager this will be used to record the observations made and any remedial actions to be taken. Issues will be raised at weekly progress meeting to ensure safety messages are effectively communicated to all parties.

Further Inspections

3.10.3 When on site, project managers will carry out informal inspections and report any findings back to the site manager/supervisor for corrective action to be taken.

TJM Projects SHEQ Manager will make regular unannounced site visits to carry out site inspections. All such inspections will be formally recorded and adverse findings will be communicated to all those involved including at Director level within TJM Projects and management level within sub contractors where their operatives may be involved.

Compliance Monitoring

3.10.4 Compliance monitoring will be carried out to verify that agreed procedures and methods are being implemented and are producing the required results. Compliance monitoring will be carried out by the Site Manager / Supervisor.
Visiting personnel, including Project Manager, Safety Manager & Project Director
Observations and actions arising from monitoring will be tabled at the weekly meetings.

3.10.5 BREEAM (Building Research Establishment Environmental Assessment Methodology)

3.11 Non-conformance and Corrective / Preventative Action

3.11.1 Procedures for addressing non-conformance and corrective actions are to be provided. These include, for example:
A Non Conformance Report (NCR) that will be raised to record any environmental incident and work that has not been carried out in accordance with the CMP or Method Statement.

Where a deficiency is identified as a result of monitoring, inspection, surveillance and valid complaints these will be recorded in Site Audits and the Site Diary. Any actions identified shall nominate an owner to follow through the action to be taken, along with a specified timescale for it to be closed out.

3.11.2 Incident reporting and investigation

3.11.3 Incident report and investigation forms are available from the TJM site manager's manual. The site induction has a section on the both the principles and reporting of incidents (near-misses), potential hazards and relevant site-specific H+S issues that may affect the project.

3.11.4 All accidents, incidents and near misses are to be reported to TJM health and safety manager using the online reporting system via the QR code displayed on the site noticeboards, as detailed in the site induction.

3.11.5 Should any incident investigations be required, these will be carried out by TJM's senior management team and our external H+S consultants (Socotec) as appropriate. Any incident occurring which falls under the RIDDOR Regulations (2013) will be reported via the online HSE portal by the relevant employer with an electronic copy issued to TJM.

3.11.6 TJM Projects will ensure any spillages are handled correctly.

For any hazardous substances, a COSHH assessment will be carried out and the emergency arrangements for the product will be included at the induction

3.11.7 TJM Projects will carry out regular inspection of the site for spillages and take action with any identified

Spill Kits will be readily available on site.

3.11.8 Vacuum and sweeping regularly prevent the build-up of fine waste material which may spill on the site and is designated as waste that is no longer fit for use.

3.12 Control of Records

3.12.1 Project specific records, including RAMS, CPP, CMP, Sustainable Procurement, waste management records, noise and vibration monitoring where applicable will be maintained in accordance with the TJM procedure and legal requirements. The records are to be maintained, in either hard copy or electronic format as required. The procedure in the IMS section 5.4 that the records relate to also specifies the retention time for the records and who has authority to dispose of them.

3.12 Management Review

3.12.1 The outputs from section 3.8 Checking, will be reviewed on an on-going basis at progress meetings to ensure continual improvement in accordance with TJM IMS.

3.12.2 Review of the CMP will be carried out at each project phase and where changes are made that affect the scope of the works to ensure its continuing relevance and accuracy.

Section 4 Legal & Other Requirements

4.1 Legislation

4.1.1 TJM have identified a schedule of appropriate environmental legislation and good practice within the IMS that will be adhered to. TJM maintain the legal register (at head office) on a regular basis and identify how we comply with the legislation.

4.2 Consents & licenses

4.2.1 Environmental consents and licenses that may be required to enable the construction works are given in Table 2. TJM and the clients Project Manager are to establish responsibilities for obtaining consents and permits.

Environmental Consents & Licences

Legislation License / permission requirement

Planning Act 2008 Consent for the scheme. Any requirements attached to the consent will need to be adhered to.

Control of Pollution Act 1974 Prior consent to carry out construction works from the Local Authority under Section 61.

A license may be required if protected species are disturbed by a development e.g. bats Environmental Permitting Regulations 2007

It is not anticipated that a waste management permit will be required as part of the works. However certain activities are exempt from waste management licensing and must be notified to EA in advance.

5 Operational Control Procedures

5.1 General

5.1.1 Specific management included in the CMP are to be developed relating to including the following topics:

- Site establishment
- Welfare Facilities
- Boundary fencing
- Protection of existing environmental features
- Access routes/points
- Site housekeeping
- Parking
- Deliveries
- Storage of Materials
- Accommodating adjacent land users
- Water quality and drainage
- Nature conservation
- Compensation & enhancement
- Landscape design
- Noise and vibration
- Air quality
- Archaeology and cultural heritage
- Historical buildings & monuments
- Contaminated land
- Waste
- Energy
- Management of dust & dusty works
- Fire
- Working at height

5.2 Site Establishment

5.2.1 Facilities will be established to minimise risk to the environment and promote efficient use of resources. This will include:

Temporary protective fencing will be erected to delineate the working areas, site boundaries and protect sensitive features from disturbance.

Temporary offices, and secure storage of equipment within ground floor Castlefield house.

Any necessary fuel and oil will be stored in accordance with The Control of Pollution (Oil Storage) Regulations (2001). Refuelling will only be undertaken in a designated area, designed to contain contaminated runoff, and by trained personnel. Emergency spill kits are to be readily available.

Materials storage areas will be set up and managed as close as possible to the work areas away from existing drainage.

Waste segregation areas will be established utilising containers of an appropriate design to ensure that no waste can escape.

Sewerage effluent from the site office and welfare facilities will be via mains sewer connection.

Temporary lighting will be designed to minimise spillage of light, and oriented away from residential properties.

Site parking for contractors and visitors will be either pay & display on street parking or local car parks.



5.3 Welfare Facilities

5.3.1 TJM will establish an area within the works for designation of welfare there will be access on site to fridge microwave, kettle, toilet facilities and running water.

5.3.2 Toilets provided will be flushable (where possible) and have running water that is connected to mains water and drainage system. If existing drainage is not available the provision of a foul storage tank will be used and this will be serviced on a regular basis inline with the numbers of operatives on site. Men and women are permitted to share facilities providing this is in a lockable room and partitioned from urinals. If this is not possible, separate facilities will be provided.

An adequate supply of toilet paper will be maintained at all times

Sanitary waste disposal will be provided in facilities used by female workers.

Cleaning regimes will be implemented to ensure that surfaces and facilities are cleaned regularly

Provision of hand soap and sanitisers will be maintained throughout the construction phase

Smoking is not permitted in any toilet facilities.

The minimum number of facilities will be monitored throughout the project to ensure adequate facilities are provided throughout the construction phase.

5.3 Boundary Fencing

5.3.1 Hoarding may be installed around agreed locations internally, a layout drawing to be developed and agreed before any hoarding is installed

Heras fencing will be installed around any external skip locations

These barriers will be installed by competent operatives and will be installed to the manufacturers guidance

Where required a specific design will be produced if the manufacturers design / guidance is not suitable for the site conditions

Hoarding & heras fencing will be managed under the Temporary works procedure

Any gaps underneath fencing will be kept as narrow / small as possible to prevent unauthorised access

If feet of sectional fencing protrude into pedestrian areas, these will be highlighted to prevent tripping hazards

Securable gates and access points will be installed, these will form part of the fence and will be of the same size

Warning signage will be displayed to warn others of construction activity taking place, including personal protective equipment requirements and possible hazards, these will also notify of areas of no access

All gates will be locked and secured when the site is not occupied

Fencing or gates will not compromise existing or temporary emergency exit routes or points

Perimeter fencing will be included on the temporary works register and will be regularly inspected for signs of damage, defect or tampering

Daily checks carried out by site management

Weekly checks carried out by the Temporary works supervisor

Monthly checks carried out by the Temporary works co-ordinator

Monthly checks carried out by the Health, Safety & compliance co-ordinator

Monthly checks carried out by the external Health and Safety Consultant

If hoarding (plywood or equivalent) is used externally wind loading will be considered and factored into the design process

For delivery of materials or skip exchanges, banksmen will be used

Additional to the site permitter protection, additional control measures will be implemented for protection of significant hazards within the site demise.

5.4 Protection of Existing Environmental Features

5.4.1 There are trees located on Tonman Street however these are on the opposite side of the road and will not be impacted by the works at Castlefield House.

5.5 Access Routes / Points

5.5.1 Every effort will be made to arrange delivery times will be 8.00am – 4.30pm, Monday to Friday and where required 8.30am - 1.00pm on a Saturday. Access to the general site and workers access will be via Tonman Street. Where deliveries are required for the external works located on the front of Castlefield house, they will be directed to Liverpool road and unloaded with the existing car park area that is being refurbished as part of these works. Deliveries for the internal works will be directed to Tonman Street and taken into the building via the site entrance. Deansgate is now one way following a recent change in traffic arrangements by MCC, Tonman street now also does not discharge traffic directly onto Deansgate and needs to exit via Porchfield Square.

Contact will be made by delivery drivers of larger vehicles before reaching the site to arrange a banksman to meet the driver, control and monitor the movement of the vehicle on and off site.

Plant and material deliveries will be carefully planned and closely monitored to minimise nuisance and inconvenience to nearby residents.

All Plant & deliveries will be under the supervision of a banksman, this will be required for any vehicular movement on and off the site

Pedestrian access for visitors & occupiers at Castlefield house will be directed to Byrom Street where heras fencing has been installed to designate the work area and maintain pedestrian access to the building during the works. The heras fencing will need to be relocated during the works to swap the work areas over and maintain safe access & egress, access will then be via Liverpool Road.

5.6 Site Housekeeping

5.6.1 A 'good housekeeping' policy will be adopted across the site. This will include the following requirements:

- No fires on site
- Considerate behaviour of all site staff, including on the highways
- Maintenance of staff welfare facilities
- Removal of food waste and other rubbish at frequent intervals
- Maintenance of road cleanliness surrounding the site

5.7 Parking

5.7.1 There is no parking on site available however, there is local pay & display parking available.

- Work vehicles must be parked safely at all times
- They must not obstruct any emergency exit routes, doors, public /pedestrian highways
- Vehicles must not block or obstruct access and egress routes

Where possible public transport is encouraged, and car/van sharing must be implemented to reduce travelling to the site via van or car. Closest parking available is displayed on the map & information below.



5.8 Deliveries

5.8.1 Deliveries will be scheduled to avoid peak times within the building, before 9am between 10 & 12 noon and after 3pm. Deliveries will be booked in advance with the site manager who will coordinate the deliveries to minimise disruption with building users and other contractors. Any vehicles will be directed to Tonman Street for unloading. Any reversing vehicles will be guided by a banksman to ensure other vehicles, cyclists and pedestrians are managed safely.

5.8.2 Frequency and quantification of vehicular activity at the site;

On a daily basis we have approx. 10x transit vans weighing 3 tonnes.

For the works to the front car park, we are using an 8 tonne and 3 tonne excavators, and a 1.5 tonne dumper truck.

Once a week we will have a 20 tonne HIAB truck removing excavated material.

15 tonne flat back delivering new groundworks materials intermittently.

15 tonne skip lorry delivers 20 yard skip once a week.

Largest delivery and construction vehicle;

Largest delivery vehicle – 15 tonne skip lorry reverses in and out of Barton Street via Tonman Street to deliver/remove 20-yard skip.

Largest construction vehicle – 8 tonne excavator used in front car park for digging up ground to enable new drainage works.

5.8.3 Separate arrangements will be made for large vehicle (HGV) access.

A traffic management plan will be developed separately and appended to the CMP

There is interaction between adjacent businesses who will be accepting deliveries throughout the day.

Pedestrian activity must be considered when deliveries are being made

A banksman must be in place during this time

5.8.4 Vehicle movements

Reversing will be eliminated where possible, if reversing is unavoidable the reversing route will be minimised as much as possible.

Drive in loading areas will be implemented where possible to accommodate safer movement.

Deliveries will be made with a just in time approach.

Banksman will be used when large deliveries are made.

Smaller deliveries will be taken to the working area, this will be organised in advance by site management.

Large vehicle deliveries will be kept to a minimum and completely avoided if possible

All deliveries will be planned in advance with the projects team and site management team

Deliveries will be co-ordinated to ensure that this can be accepted on site immediately upon arrival

Materials / deliveries will not obstruct any access or egress routes or emergency escape doors or routes

Deliveries will be co-ordinated during quieter periods (avoiding heavy pedestrian traffic where possible, such as school times / rush hour)

5.9 Storage of Materials (including hazardous materials)

5.9.1 Materials will be requested on a just in time basis. Where deliveries are made in advance they will be stored as close as possible to the work areas, mainly on the front elevation of Castlefield House.

5.9.2 Materials are requested on a just-in-time basis to prevent over-accumulation on site. All stored materials are securely stacked with any skids and if kept externally are sheeted or banded where required and kept a sufficiently safe distance away from buildings to prevent increased fire risks.

5.9.3 Where it is practical to do so and referencing the just-in-time delivery basis, materials will be transferred upon delivery to their use point to prevent repetitive handling and avoid increased risk of damage. Hazardous materials will be kept in lockable containers which will be managed by the site Foreman. Hazardous materials must be kept in small quantities only and COSHH assessments will be completed for all relevant materials

5.10 Accommodating adjacent land users

5.10.1 The adjacent land users comprises of residential properties and other local businesses. The works are contained within the footprint of Castlefield House site, fencing will need to be installed to Liverpool Road & Byrom Street to manage the safety of the works. A hoarding Permit will be required from Manchester City Council. However deliveries and vehicle movements will be coordinated to avoid peak times between 8.30am and 10.30am and 4.00pm and 5.00pm.

5.10.2 The following measures will be implemented;

Information provided at induction to all operatives

Excessive noisy works will be arranged out of hours to minimise disruption

Dust will be controlled by use of extraction, mechanical ventilation and vacuum's with HEPA filters, damping down with water, RPE with FFP3 filters, face fit testing to be carried out

Warning signage will be used to inform of potential hazards

Physical barriers will be used to segregate the work

All materials and tools will be stored securely at all times , kept in a secure container or removed off site completely where possible

Materials will be stored in a secure area at all times (or removed from site completely where possible)

5.11 Water Quality and Drainage

5.11.1 TJM adopt good construction management practices that will reduce the risks of accidental discharge of pollutants into streams, rivers, culverts or ponds, or contamination of groundwater.

5.11.2 A pollution control and contingency plan will be prepared to set out the requirements for pollution prevention during the works. See Section 6 for the outline plan.

5.11.3 As work is being undertaken close to a former culvert, environmentally sensitive lubricants, such as synthetic non-toxic biodegradable hydraulic fluids, will be used. Biodegradable oils must be stored, handled and disposed of as any other oil and must not be disposed to surface water or foul drains.

5.11.4 Drainage for site accommodation during the construction phase will use the permanent drainage system.

5.11.5 TJM will give consideration to minimisation of water use during the construction phase.

5.11.6 The works shall comply with The Groundwater (England and Wales) Regulations 2009

5.11.7 TJM will consult EA if necessary and agree with them any special measures to be taken in respect of the construction, the siting of Contractor's facilities and measures to prevent the spillage of potential pollutants.

5.12 Nature Conservation

5.12.1 Plans for managing any protected species are to be finalised, implemented and monitored. The TJM SHEQ Manager is required to monitor ecological measures and ensure protected species are safeguarded.

5.12.2 The Clients Project Manager is to confirm that ecological surveys have been undertaken to establish whether protected species use the habitat types found within the site such as:

Buildings

Drainage close to the work area

5.12.3 There are potentially protected species using the site, these may include:

Nesting birds

Bats

Specific mitigation measures to prevent adverse impacts on protected species and high quality habitats are set out below.

5.12.4 Site clearance works (e.g. tree and shrub removal if required) will in general take place outside the bird breeding season (late February to early August). If any clearance is necessary within the bird breeding season then it will only take place if the areas concerned have been checked by a competent ecologist and found not to contain any breeding birds.

5.12.5 Bats are protected under the Conservation (Natural Habitats, &c) Regulations

1994 and the Wildlife & Countryside Act 1981. Construction may need to be supervised by an ecologist and/or undertaken under control of a European Protected Species licence from Natural England.

5.13 Compensation & Enhancement

5.13.1 Habitat loss is anticipated by TJM for the works at Castlefield House. Mitigation measures may include:

To compensate for any adverse effects of the works.

By the use of locally appropriate species, to create semi-natural habitats that reflect and complement those existing in the surrounding area.

To contribute to appropriate local Biodiversity Action Plan (BAP) targets.

5.14 Noise and Vibration

5.14.1 TJM if required, will prepare a management plan for the control and monitoring of noise and vibration.

5.14.2 If required, TJM will make any necessary separate application(s) to all relevant Local Authorities, under Section 61 of the Control of Pollution Act 1974, and obtain consent(s) to undertake the works. Application(s) shall be made at least 28 days before commencement of any activity or works, which may cause noise and vibration disturbance. The application(s) shall include the Contractor's proposals for minimising noise from the construction works to the level(s) agreed with the Local Authority.

TJM shall comply with the terms of the consent(s) so obtained. Notwithstanding the terms of any consent obtained under Section 61 of the Control of Pollution Act 1974, the Contractor is required to comply with the provisions of the statutory code of practice BS5228: Noise Control on Open and Construction Sites. TJM will provide a draft copy of the Section 61 Agreement to the Client Project Manager for comments and a copy of the final agreement.

5.14.3 Noise and vibration will be controlled and limited so far as reasonably practicable so that sensitive receptors are protected from excessive noise and vibration arising from construction.

5.14.4 Certain activities may extend outside normal working hours to enable safe working or as a result of unforeseen events and if required the Environmental Health Team will be contacted to agree the activities required.

5.14.5 The principles of Best Practicable Means will be employed to minimise noise levels during Construction. Recommendations for the control of noise and vibration on construction sites are set out in BS 5228. The following measures will be used where appropriate:

Hydraulic plant will be used in preference to pneumatic plant where possible.

Plant and equipment will be maintained in good working order and fitted with silencers and acoustic panels where appropriate.

All plant will be shut down or throttled back between periods of use.

Methods used for concrete breaking and construction should be carefully considered, non-percussive means should be used where possible.

In sensitive locations, acoustic enclosures may be required for fixed plant such as generators.

'White noise' type reversing warnings should be used on mobile plant in preference to 'bleepers', in order to minimise intrusion.

5.15 Air Quality

5.15.1 TJM if required will prepare a Management Plan for the control and monitoring of dust, smoke and any other airborne pollutants.

5.15.2 TJM prior to the commencement of the works on site, will if required make any necessary application(s) for authorisation to the relevant Pollution Control Authority (Local Authorities and the Environment Agency) under the terms of the Environmental Protection Act 1990 and the Pollution Prevention and Control Act 1999.

5.15.3 Emissions to the air including dust and exhaust fumes can be caused from certain construction activities, including:

Earthworks / excavation / construction

Use of diesel powered plant and equipment

5.15.4 The site is close to residential properties. Best Practicable Means shall be employed where appropriate.

5.15.5 All necessary and practicable measures to control dust emissions through good housekeeping and site operational practices shall be carried out including:

Sheeting of vehicles: all HGVs carrying loose material capable of spillage or which has the potential to give rise to dusty emissions from the vehicles during transit shall be sheeted. This requirement shall be enforced by TJM and any transgressions shall be recorded in the site diary by TJM with details of measures to be taken to prevent further occurrences. The site diary shall be available for inspection by the Client's Project Manager and local authority at any time during working hours.

Compound: an area of hard standing of reasonable size has been provided by the client around site offices and over vehicle management areas, so that dust will be kept to a minimum by appropriate control methods, this will include the provision of jet wash for wheel washing. Plant will be available during the foundation stages with toothless ditching bucket for scraping of surfaces if they are heavily impacted. TJM projects will also have provision available for a road sweeper as required. This will be monitored and implemented by the site manager.

Water bowsers/sprays: Water sprays shall be applied to all construction operations as the Site Manager considers appropriate.

Prevention of wind-blown dust arising from storage mounds: storage mounds shall be profiled to reduce erosion where the nature of the material could lead to it being rain washed or windblown. Mound surfaces shall be kept sufficiently damp to prevent windblown unless and until the surface is sprayed, sealed or stabilised by means of vegetation. Materials that have the potential to give rise to dust emissions shall be stored as far away from the site boundaries as is reasonably practicable.

Fires: these will be prohibited on site.

Compliance by construction vehicles with emissions legislation, servicing and MOT requirements: all vehicles regularly used on site shall comply with the relevant emissions standards and shall be serviced in accordance with the manufacturer's recommendations. MOT and service documentation shall be produced for the local authority's inspection. TJM use vehicles and plant that meet the latest emissions regulations.

Engine idling time: No construction plant or vehicle shall leave its engine running when not directly in use, except where the Site Manager considers that there are operational or other reasons to justify an exception.

5.15.6 TJM shall keep a site diary available for inspection by the local authorities, in order to record the following matters:

Any complaint relating to emissions alleged to be due to Construction activity received from a local resident or business, including date and nature of the complaint and any measures taken as a result of that complaint;

The date and location of cleaning of paved areas and off-site roads; and

The date and vehicle registration number of any construction vehicle that is observed carrying material that has the potential to release dust during transit and is not covered. Details of measures taken to prevent further occurrence shall be included.

5.16 Archaeology and Cultural Heritage

5.16.1 Where designated sites of archaeological sensitivity have been identified by the clients Project Manager, TJM will have measures in place to manage the risk of adversely affecting historic resources, including reporting any potential finds. A watching brief by an appointed archaeologist will be undertaken during the excavation works. If any items of interest are uncovered TJM will pause works until further investigation is carried out and local authority informed.

5.17 Historical buildings & monuments

5.17.1 Before commencing any work on a listed building, it's crucial to understand its listing status, as this will dictate the type of work you can carry out and the required permissions.

While work on Grade II buildings is common, gaining consent for works on Grade I and Grade II* buildings is much harder.

Work to listed buildings requires Listed Building Consent if it involves the 'fabric of the building,' i.e., the roof, walls, and windows. In addition, some interior features like fireplaces are also protected.

It's advisable to consult with experts with specific experience with historic and listed buildings. Experts range from surveyors and conservation officers to architects and structural engineers.

When working on listed buildings, it's typically necessary to use materials and techniques compatible with the original structure.

The choice of materials and techniques depends on the scope of the development – it's often possible to pair traditional methods with modern materials or vice versa.

The construction process may involve sourcing traditional building materials or employing specific construction methods to preserve the building's historic character.

A construction professional experienced in working with listed buildings, such as a structural engineer, will advise on appropriate materials and building techniques.

Regular monitoring and supervision of the work are crucial to ensure the project stays on track and complies with the legal requirements.

Monitoring includes checking that the correct materials and techniques are used, and that health, safety and sustainability measures are followed to the letter.

Carrying out work on listed buildings requires carefully preserving the structure's historical integrity while ensuring the work is safe and compliant.

5.18 Contaminated Land

5.18.1 The Clients Project Managers are to identify any potential contaminated land before the works commence. TJM are to monitor the works as they go, if contaminated ground is identified during the works, the site supervisor will stop work and report to the Contracts Manager.

5.19 Waste

5.19.1 The Clean Neighbourhoods & Environment Act 2005 established powers to create Regulations to require the mandatory production of Site Waste Management Plans (SWMP) for construction projects. SWMPs are no longer a legal requirement in England however, as best practise where necessary TJM will complete a SWMP.

5.19.2 TJM, in order to reduce the need for waste disposal, minimise the generation and environmental impacts of wastes arising during the works and shall maximise opportunities for the re-use and recovery of wastes. Where applicable TJM will included proposals for the identification, segregation, handling and storage, with necessary protection to prevent contamination of surrounding stockpiles and underlying ground, of the different types of wastes identified as arising from the works.

5.19.3 The use of on-site skips forms the vast majority of the waste handling provision for the project. Segregation is being performed off-site by the waste carrier / processor. Recycling reports are available electronically for inspection and filing if required.

5.19.4 For these works TJM's SIC code is 41201, and unless otherwise notified all skips will be classed EWC 17.09.04.

5.20 Energy

5.20.1 In line with the UK Energy Efficiency Action Plan, energy efficiency measures and greener energy sources have been considered and implemented where possible. Using energy more efficiently assists with cutting carbon dioxide emissions:

Energy consumption is to be minimised and monitored.

Construction plant and equipment is to be maintained to maximise fuel efficiency.

Utilise energy from renewable sources where practicable.

Ensure efficient materials handling / husbandry.

Minimise workforce travel.

Where relevant TJM will source local materials to minimise associated transportation.

5.21 Management of dust and dusty works

5.21.1 TJM are aware of the risks posed by all types of dust, especially respiratory crystalline silica (RCS). Any works operations that may give rise to the production of dust and debris will be identified prior to commencement. All dust generating equipment will be fitted with the most suitable extraction equipment (manufacturer supplied). Where this is not practicable a damping down procedure will be put in place.

Should PPE be identified as the last or most practicable control measure then all masks will be FFP3 rated, of the half face type, and face-fitted by a competent person.

5.22 Fire

5.22.1 On finding a fire or other emergency situation site personnel are to use air horns on site to raise the alarm in the first instance. If the emergency situation is likely to affect the occupants of the building, the existing fire alarm system, where available will be used to raise the alarm, to ensure all building occupants (site operatives and existing building users) are alerted to the emergency immediately. They should then contact the TJM Site Manager / Supervisor whose contact details are given during the site induction and are posted at various key site areas, and inform him of the situation and then make their way from the building to the assembly point via the nearest available safe exit

5.22.2 On finding a fire or other emergency situation site personnel are to use the building's existing fire alarm system, where available, to ensure all building occupants (site operatives and existing building users) are alerted to the emergency immediately. They should then contact the TJM Projects Limited's Site Manager / Supervisor whose contact details are given during the site induction and are posted at various key site areas, and inform him of the situation and then make their way from the building to the assembly point via the nearest available safe exit

5.22.3 The Site Manager / Supervisor will call the Emergency Services if necessary and will collect the site daily sign in register as he leaves the building and a roll call will be taken once personnel are gathered at the Assembly point.

5.22.4 Once the emergency services arrive the Site Manager will inform them of the situation giving as much accurate information as he can regarding location of the emergency and any hazards that are to be found on site. He will also inform them of the results of the roll call.

5.22.5 No TJM Projects Limited personnel or contractors will re enter the building until told it is safe to do so by the emergency services

5.23 Working at height

5.23.1 The first thought should always be CAN WORK AT HEIGHT BE AVOIDED, is there an alternative working method that can be used to avoid working at height completely, if not

The work at height hierarchy of control measures will be followed.

All operatives will have appropriate skills, knowledge, experience and training for

Working at height

Erection/dismantling/inspection of work at height equipment (such as mobile towers, podiums etc.).

Suitable exclusion zones to be in place around the work at height activities

The activity will be assessed to select to correct access equipment for the task

For all working at height activities, tools must be tethered to prevent them falling from height.

5.23.2 All scaffolds fall under temporary works and will be monitored by the site manager (allocated TWS) on site. Scaffolds are inspected weekly (or after severe weather / impact) by a competent person and the inspection register / Scaffold tag maintained. The scaffold itself will be fully compliant with Working at Height Regulations 2005 and will have all the necessary guard rails, toe boards and safety netting required. Existing adjacent structures will be protected where required prior to works commencing, especially with regard to debris and materials falling that could cause damage.

5.23.3 Other height access equipment such as stepladders, ladders (for short duration works) and mobile towers will be inspected weekly, and the details recorded on the relevant inspection sheets. Any mobile towers will be erected and dismantled by PASMA trained operatives only. The use of hop-ups must be pre-authorised by the TJM project management team.

5.23.4 MEWPs are detailed in the plant section of this CPP. Only TJM authorised and IPAF trained operatives can access and use any MEWPs on site.

Section 6 Outline Pollution Control and Contingency Plan**6.1 General**

6.1.1 A pollution control and contingency plan will be developed by TJM and included within the site documentation to provide details of the measures to be implemented to prevent pollution of the aquifer and the actions to be taken in the event of an environmental incident or emergency.

6.1.2 An 'environmental incident' is defined as any event, activity or condition that causes, or has the potential to cause harm to people, or damage to property or the environment. 'Pollution' is defined as any harmful impact on the local atmospheric, aquatic or land environment caused by release of hazardous or nuisance-causing substances or excessive noise and vibration.

6.2 Pollution Prevention

6.2.1 Works will be taking place close to the drainage ditch. Potential pollutants from the works include:

Dust
Oils and fuels
Waste materials
Effluent/waste water from site accommodation
Contamination of surface/ sub surface water bodies

6.2.2 To minimise the risk of pollution from oils on site, measures are required in relation to their storage, use and disposal. Environmentally considerate lubricants, such as synthetic, non-toxic biodegradable hydraulic fluids are available and may be used at sensitive locations.

6.2.3 If required, measures will be developed to control site runoff and prevent contamination. Account will be taken of the government Pollution Prevention Guidelines:

Polluting substances
Activities that produce contaminated water
Correct use of drains
Storing materials, products and waste
Unloading and moving potential pollutants
Construction, inspection and maintenance

6.2.4 Site manager on site set up will establish foul and surface water drains within the construction and site up zones and identify these on a site plan. TJM will provide a spill kit on site including the provision of clay drain mats which would be deployed in the event of a spill or major surface run off.

6.3 Fuel and Oil Handling

6.3.1 All fuel and oil will be stored in accordance with The Control of Pollution (Oil Storage) (England) Regulations 2001 and they will be handled in such a way that risk of pollution is minimised, this will include:

Fuel and oil storage tanks will comply with The Control of Pollution (Oil Storage) (England) Regulations 2001 and will be locked when not in use.
Storage areas will not be located within 10m of the watercourse or highway gully.
Mobile bowsters will be bunded and will comply with The Control of Pollution (Oil Storage) (England) Regulations 2001 and will be locked when not in use.
Drums will be stored in bunded areas with a minimum capacity of 25% of the total volume contained within the bund, or 110% of the largest container, whichever is greater.
Drums will be maintained in good condition, fitted with lids and labelled to indicate the contents.
Trained operatives only will carry out refuelling of plant and equipment.
Static combustion engine plant (e.g. compressors, lighting sets) will be integrally bunded or placed on drip trays.
Plant will be regularly checked for leaks and will be regularly maintained.
Spill kits will be provided within close proximity to fuel and oil storage areas and operatives will be trained in their use.

6.4 Maintenance of Plant

6.4.1 Any maintenance of plant and equipment will be carried out at least 10m away from any watercourse or drain. Spill kits will be available during all plant maintenance operations and drip trays used to contain any leakage of oil

6.4.2 Any plant or equipment considered to be a pollution risk will either be repaired or removed from site.

6.5 Notification Procedure

6.5.1 Procedures for reporting any spillages or pollution incidents are set out in the IMS.

6.5.1 Contact details for key site and emergency response personnel with responsibilities relating to the protection of the environment are kept in the Construction Phase Plan. Key contacts will include:

Contracts Manager
Site Manager
SHEQ Manager
Client Project Manager
Community Liaison Officer
Fire, Police, Ambulance 999
Environment Agency 0800 80 70 60

	(Further control measures that could be implemented to improve safety)		Action by Who & Date
	Name		Position & Signature