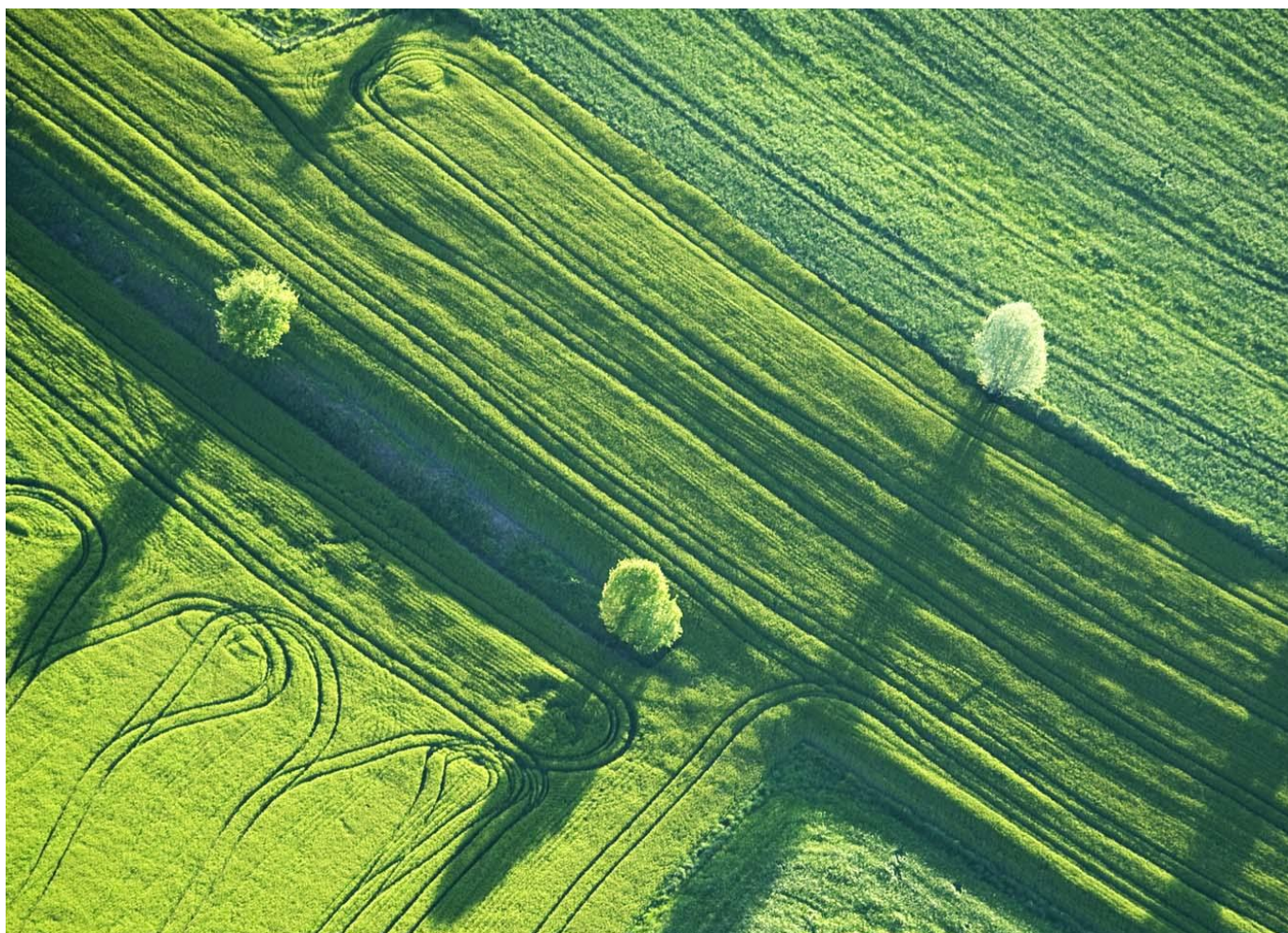




RoC Consulting

Sunbank Lane Car Park

Construction Method Statement

664143-00(01)

DECEMBER 2023



RSK GENERAL NOTES

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Title: Sunbank Lane Car Park Construction Method Statement

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1 INTRODUCTION

This site-specific Construction Method Statement(CMS) has been prepared on behalf of RoC consulting to support the planning application to Manchester City Council for the construction of a 163 space overspill car park to be used in connection with The Hut Group office complex on Sunbank Lane.

This CMS is a live document and is subject to change throughout the Project. Where necessary, agreement to the changes will be sought from the Client and statutory consultees.

1.1 Aim

The aim of this CMS is to ensure that at the pre-application stage measures are being considered to prevent unacceptable environmental impacts from predicted construction activities. In particular, the CMS aims to:

- Provide a mechanism for ensuring that measures to mitigate potentially adverse environmental impacts are implemented;
- Provide assurance to third parties that their requirements with respect to environmental performance will be met;
- Provide a framework for compliance auditing and inspection to enable the Project to be assured that its aims with respect to environmental performance are being met.

1.2 Objectives

The main objective of this CMS is to set out how construction works will be managed to avoid or mitigate adverse environmental impacts.

This CMS contains the site-specific control measures that will be applied by the Principal Contractor and where relevant its sub-contractors during the construction stage(s). In preparing this CMS the requirements of the following documents have been considered:

Preliminary Ecological Appraisal Feb 2021;

Traffic Management Plan,

Phase 2 Site Investigation

A copy of this CMS will be provided to each Contractor working on behalf of The Hut Group. The Principal Contractor is required to maintain a copy of the CMS at the work site office for reference by the entire workforce. It must be accessible to all site personnel and representatives of the relevant enforcement authority, and all sub-contractors.

1.3 Statutory Compliance, Guidance and Best Practices

All site works shall be undertaken in compliance with this CMS and with all applicable legal and regulatory requirements. It is the full responsibility of the Principal Contractor to ensure that their works do not contravene legal requirements, and adherence to this CMS alone cannot be a full defence regarding legal action against the Principal Contractor.

The Principle Contractor shall comply as necessary with the Construction (Design and Management) Regulations 2015 (CDM) and shall comply with all applicable pollution control regulations in which case the contractor shall obtain and keep current any necessary consent, authorisation, approval, or permission. The contractor shall actively maintain a regulatory compliance checklist; a Consents Register see Appendix 3.

The Principal Contractor shall where relevant undertake construction works in accordance with current guidance and best practice, including:

- Environmental Good Practice on Site Guide (C741, 4th edition, Ciria, 2015)
- Control of Dust from Construction Sites (BRE DTi Feb 2003)
- British Standard 5228-1:2009+A1:2014: 'Code of Practice for noise and vibration control on construction and open sites - Noise'
- RPS 235 'Treating and using water that contains concrete and silt at construction sites'
- Institute of Lighting Professionals. Guidance Notes for the Reduction of Obtrusive Light. ILP GN01:2011
- Manchester City Council requirements
- GD04 (Waste Storage and Collection Guidance for New Developments).

1.4 Environmental Management System

This document has been produced in accordance with principles outlined in ISO14001:2015. The Principal Contractor is required to adhere to these environmental values and standards whilst implementing this document, including the promotion of environmental awareness among their staff, sub-contractors and suppliers engaged on the construction works.

The Principal Contractor appointed to the Project will be expected to demonstrate the same level of commitment to the principles of ISO 14001:2015, and to have an EMS certified to the standard. The Principal Contractor is required to mirror the RSK environmental values and standards including the promotion of these values and standards among their staff, sub-contractors and suppliers engaged on the construction works.

2 THE PROJECT

The client is The Hut Group who shall have ultimate responsibility for the construction works. The client may employ a main contractor and (and directly or indirectly as required) sub-contractors to carry out the works on site. The roles and responsibilities of the main parties on the Project will be included once they are made available by the client.

The main details of the project, that are currently known at this stage of the work, are summarised in this section; the description is limited to an overview of the main elements/ approaches to provide an understanding of the approach to the planned works, and the roles of those main parties responsible for undertaking each part of the works. Any missing information will be included once it is made available.

2.1 Project Description

The proposed development comprises of the creation of a 163 space overspill car park, with associated access, landscaping and boundary treatment, to be used in connection with The Hut Group office complex on Sunbank Lane.

The CMS produced aims to assist with the planning application stage with Manchester City Council, to demonstrate the consideration of the necessary environmental management for the Project.

2.2 Site Location and Plan

The site is located to the south west of the main airport terminals and within the north western part of the Global Logistics Hub development site, between Sunbank Lane and the M56 Motorway. The site covers an area of approximately 0.5ha and is approximately 1.6km south east of Hale Barns village centre. It comprises of an arable field with two ponds on the eastern side of the site.

Construction vehicles and delivery vehicles will enter the site through the Airport City business park.

Refer to plan in Appendix 5 for location of Parking for Staff, Site Operatives and Visitors which is located in the area adjacent to the welfare units.



Figure 1.1: Site Location

2.3 General Site Arrangements

2.3.1 Site set up and compound

The site and compounds shall be constructed in accordance with the client HSE policy, its location is shown on the site compound plan in Appendix 5. Site specific information will be included once it is made available by the client however, as a minimum this will include the display of:

- Site Specific Environmental Action Plan Summary;
- Site Information/Services Plan;
- Traffic Management Plan;

I & H Brown will ensure that site welfare facilities are fully compliant with the relevant regulations. As a basic minimum, facilities will typically include:

- Suitable mess hut or canteen facilities containing backed chairs and tables, with facilities to heat food warm water and washing facilities for utensils.
- A drying room for wet clothing.
- A means of washing in warm water.
- Toilets that are sufficient for the numbers present on site, with both sexes catered for as necessary.
- Adequate first aid boxes, correctly stocked.
- At least one qualified first aider and/or an appointed person.

2.3.2 Working hours

The normal hours of working (including access and egress) on any part of the development during the construction period will be:

- 07:30 hours to 17:30 hours Mondays to Fridays.

- 08:30 hours to 14:00 hours on Saturdays.

An additional one hour start up and shut down period is permitted at the start and end of each day. This time may be used for deliveries, movement to place of work, unloading, maintenance and general preparation work. There will be no operation of plant or machinery liable to cause a nuisance.

The following controls will also apply to the works:

- No works will take place on Sundays or Public Holidays
- There will be no stacking of lorries on the site boundary outside of the working hours.

Any works outside these normal hours will be subject to the requirement to obtain consent from the Local Authority. The agreement should include working hours and methods to ensure that the 'best practicable means' to control potential nuisance are included.

Normal hours of work set out above do not apply to emergency works nor to equipment that is required to operate continuously.

2.3.3 Fencing and Site Security

The site fencing and security will be established in accordance with the client HSE policy. Details of fencing and site security are to be provided upon completion of the detailed design, however the outlined fencing strategy is shown on the site compound map in Appendix 5. This detail will be inclusive of the type and height of fencing (including perimeter fencing and gates) as well as temporary works area/ demarcation fencing and security arrangements including lock-down, guarding, holding areas, entrance/ exit requirements, etc.

The following measures will be used by contractors to prevent unauthorised access to the site:

- The site will be securely fenced prior to the commencement of any site works.
- The site fencing will be 2.4m in height, double clipped and the feet staked in the ground, maintained as a standard so as to deter trespassers onto the site.
- Solid hoarding will be used where possible to screen noisy construction activities from the near noise sensitive receptors as well as around dust generating activities and sections of the site boundary as appropriate in order to minimise dust impacts.
- All fences/hoardings shall be inspected daily by the Contractor and any defects or breaches will be rectified immediately.
- Site security shall undertake regular inspections of these fences/boundaries outside of working hours.
- The site's boundary will be adequately signed with relevant warning signs.
- The site's signs will be inspected on a daily basis and maintained at all times.
- The site's signage inspections are to be recorded in the site's diary.
- There will be no specific public viewing areas as the site will be visible through the Heras Fencing.

2.3.4 Site Lighting

Appropriate lighting will be installed on site to ensure that access/egress points are clearly visible during operational hours as detailed in [section 2.3.2](#). Care will be taken to ensure that lighting does not cause a nuisance to neighbouring properties or distract traffic. Details of lighting are to be provided upon completion of the detailed design.

Capped lighting will be applied to prevent any upwards light spill in accordance with recommendations by Manchester City Council regarding lighting near airports.

2.4 Project Programme and Key Dates

The client will submit the HSE F10 notification form or instruct the contractor to submit on their behalf. The contractor will prepare and submit all other notifiable Public, Private and Statutory requirements and obtain permits prior to commencement of construction works.

This section will be updated once the project programme and key dates are provided by the client.

2.5 Safety, Health and Environment

The Principal Contractor is to prepare a Safety, Health and Environment Risk Assessment Method Statement (SHE-RAMS) for all site activities prior to any works being undertaken. All SHE-RAMS are live documents and must be monitored, maintained and held on site, for all site and construction activities. This may require updating and reassessment of all risks as and when required to suit any proposed deviations or alterations from the plan of works.

3 ENVIRONMENTAL CONTEXT

The sites environmental context is summarised in this section with consideration as to how this may be affected by the construction works. Site specific context will be included in the below section once made available by the client.

Any required environmental mitigation will be considered in [Section 4](#).

3.1 Ecology

A preliminary ecological appraisal of the site had been completed by Pennine Ecology, the most updated version being completed in February 2021.

3.1.1 Designated and non-Designated Sites

- There are no statutory sites within 500m of the site. There is one site approximately 680m SW of the site, this is Cotteril Clough, Site of Special Scientific Interest (SSSI).
- There is one known Site of Biological importance within 500m of the site, this is Sunbank Wood, approximately 150m south of the site at its nearest point.

3.1.2 Species of Notable Importance

3.1.2.1 Badgers

No setts were found on site. Commuting and foraging badgers are known to be present in the area, particularly to the south of the site associated with the arms of Sunbank Wood and the field within 20m south of the site, to the south of Sunbank Lane. In particular extensive foraging was present in the field immediately east of Keepers Cottage and approximately 20m south of the site.

No definitive foraging evidence or conclusive signs were recorded. It is concluded however that the species is highly likely to be using this area for foraging.

Mitigation requirements are identified in [Section 4.1.1.1](#).

3.1.2.2 Bats

There are no trees within the site boundary that have potential to support bat roosts. Therefore It is considered that roost potential in relation to the trees on site overall is Negligible.

Mature trees on the northern boundary have potential to support bat roosts. These trees include main trunk wounds, crevices, knot holes and fissures that extend within the trees. Some of these trees are decaying / dead. It is considered that roost potential in relation to these trees is Moderate. However it is understood that these trees are not affected by development and will be retained.

The site is located in a rural location with extensive woodland habitats and hedgerows providing high quality foraging habitat for bats.

Mitigation requirements are identified in [Section 4.1.1.2](#).

3.1.2.3 *Great Crested Newts*

Greater Manchester Ecology Unit in February 2021 identified the presence of a pond immediately adjacent to the proposed car park. Further information regarding this will be added when provided by the client.

Mitigation requirements are identified in [Section 4.1.1.3](#).

3.2 **Air emissions**

Identify key sources of air emissions, the receptors and the effects – e.g. will there be significant earthworks creating dust/ long term site establishment with generators etc. What are the local receptors – residents/ agriculture etc.

Exhaust Emissions from Plant and Vehicles

The operation of site equipment, vehicles and machinery will result in emissions to atmosphere of exhaust gases, but such emissions are unlikely to be significant, particularly in comparison to levels of similar emission components from vehicle movements on the surrounding highways network.

Construction traffic is likely to comprise haulage/construction vehicles and vehicles used for workers' trips to and from the site.

Fugitive Dust Emissions from Construction Works

Construction activities that are considered to be the most significant potential sources of fugitive dust emissions are:

- Earth moving, due to the handling, storage and disposal of soil and subsoil materials;
- Construction aggregate usage, due to the transport, unloading, storage and use of dry and dusty materials (such as cement and sand);
- Movement of heavy site vehicles on dry or untreated haul routes; and
- Movement of vehicles over surfaces where muddy materials have been transferred off-site (for example, onto public highways).

Fugitive dust arising from construction and demolition activities can potentially impact upon human health)

Appropriate dust control measures, as described in the Control of Dust from Construction Sites (BRE DTi Feb 2003), will be implemented. These can be highly effective for controlling emissions from potentially dust generating activities identified above, and adverse effects can be greatly reduced or eliminated.

3.3 Noise and vibration

Construction phase noise and vibration impacts arising from equipment, vehicular movements and processes related to the construction of the proposed development have the potential for a short-term impact on sensitive receptors in the vicinity of the development site.

Control of Pollution Act 1974

The Control of Pollution Act 1974 (COPA 71) gives local authorities power for controlling noise and vibration from construction sites. If deemed necessary by the Local Authority, a Section 61 consent may be utilised to agree methods, times durations and noise levels.

To minimise the impact on receptors during the construction process, noise and mitigation measures have been detailed within [Section 4.6.1](#).

3.4 Land quality and ground conditions

RoC Consulting completed a Phase 2 Site investigation of the site which through exploratory holes found the following ground conditions:

- No Made Ground;
- Topsoil was encountered at all exploratory hole locations and was described as a sandy slightly clayey organic silt, ranging in thickness between 0.2 and 0.4m;
- Natural soils were reported at the base of topsoil deposits at all the majority of hole locations comprising a slightly gravelly slightly sandy silty clay;
- Ground conditions were found to alter to the north and west of the site;
- Bedrock was not encountered during the site works although the BGS indicate bedrock in the area to be the Bollin Mudstone.

3.4.1 Groundwater, Contamination and Below ground obstructions

- No visual or olfactory evidence of contamination was reported during site works;
- No groundwater strikes or resting ground water was encountered during the course of site investigation works;
- No below ground obstructions were encountered during the site works.

3.4.2 Soil Contamination

- No exceedances were found from the chemical testing undertaken;
- Asbestos was not identified.

3.5 Water resources and flood risk

The nearest bodies of water are the two ponds located adjacent to the site. The southern pond is within the boundaries of the site, the other is approximately 13m north of the boundary. A watercourse that branches from the River Bollin is circa 106m south of the site.

It is understood the site is underlain by a Secondary B Aquifer in the Bollin Mudstone bedrock and is not said to be located within any Environment Agency Zone source protection zones or in close proximity to sensitive groundwater abstraction boreholes.

The site is within flood zone 1 therefore has a low probability of surface water flooding. Figure 2 shows the zones and main rivers in the surrounding area of the proposed site area.

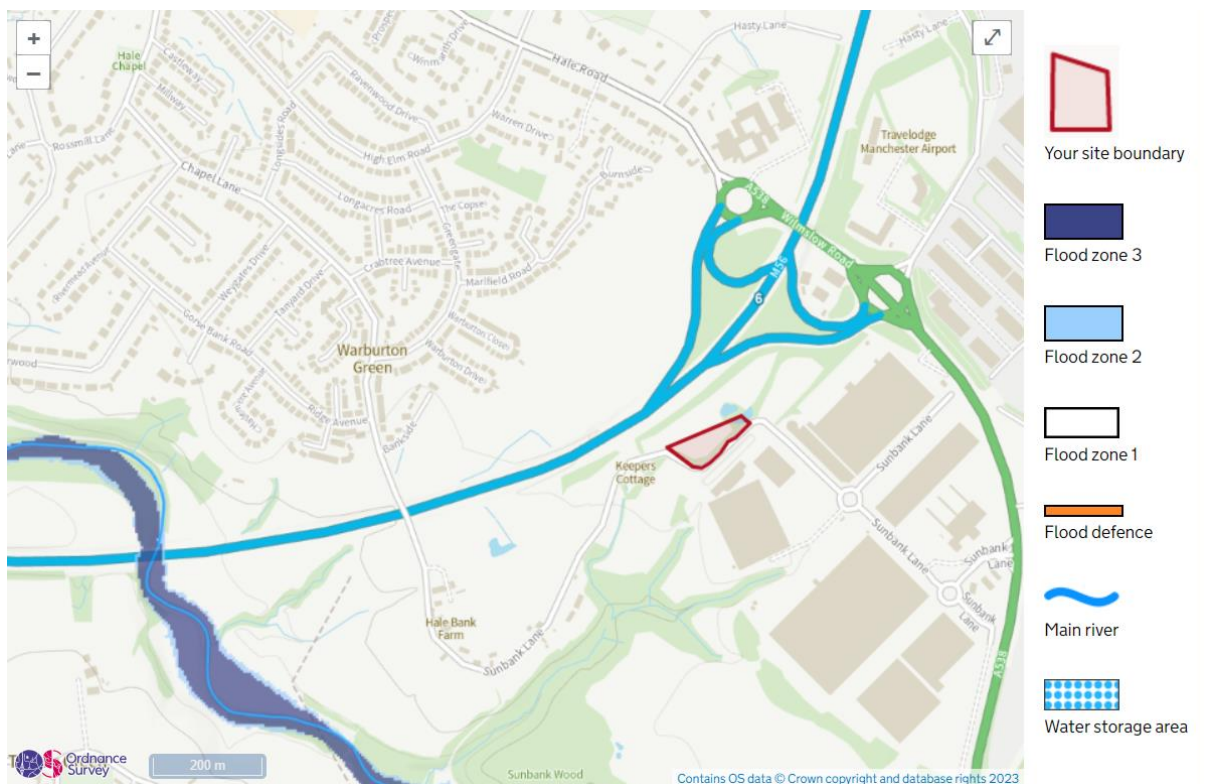


Figure 2: EA Flood Zone Map

Temporary measures to manage runoff (quality and quantity) during construction to prevent impacts or pollution of the ponds will be addressed within [Section 4.6.4](#). These measures will be inclusive of any required mitigation and/or monitoring, as required as well as current best practice measures.

3.6 Traffic and transport and rights of way

During construction it is anticipated that construction traffic will have a short-term impact on current traffic volumes as HGV movements will be scheduled to avoid peak times of

travel demand. Construction effects will be minimised through the implementation of a CMS. Construction effects are anticipated to be minor adverse or not significant and will be temporary.

All construction traffic will access the site through the Airport City business park. This agreed delivery route will be included in all Subcontractor and supply contracts and will be monitored by the project team. There will be no permitted access through Hale Barnes or Warburton Green.

A Traffic Management Plan has been provided and is included in Appendix 4. Further details of mitigation will be included in [Section 4.10](#).

The delivery of the construction materials, plant and equipment will be restricted to approved normal working hours unless in exceptional circumstances, the sites operational hours are detailed in [Section 2.3.2](#).

In addition, mitigation related to the management of dust and debris as well as noise and vibration from site activities and the provision of wheel washing facilities is detailed in [Section 4.6.3](#).

The nearest public right of way (PROW) is located approximately 65.3 metres west of the site boundary, accessible from Sunbank Lane approximately 74m south west of the site. It is not expected to be impacted by the intended development.

3.7 Waste management

Wherever possible, a principle of reduce-reuse-recycle will be adopted. This will be particularly appropriate with respect to the proportions of the site containing waste and potentially contaminated materials. An accurate record will be maintained which details all waste disposed from site such as waste types, quantity and disposal route.

The site will be operated in full compliance with the Environmental Protection Act 1990, the Environmental Protection (duty of care) Regulations 1991, all other relevant legislative requirements and the Construction Management Plan.

- The site will be maintained in a clean, litter-free condition throughout the works.
- Measures will be put in place to control pests or scavengers should they be noted during site inspections.

A full Site Waste Management Plan is to be inserted once provided by the client prior to the start of the works.

3.8 Residents and local community

The site is located within proximity to a number of residential properties located approximately 287m south of the site via Sunbank Lane. Businesses have been identified within 55m of the proposed development, mitigation will be required to minimise the impacts to businesses.

Given the location and nature of the development, the construction process may impact upon residential properties located within the vicinity of the proposed development,

however the sensitivity of each receptor may vary. It is considered that the following environmental issues may be of concern:

- Nuisance including:
 - Mud on roads spread by construction traffic;
 - Excessive or poorly directed light; and
 - Litter.
- Dust and fumes from transport and construction activity;
- Noise and vibration from transport and construction activity;
- Traffic and transport disruption;
- Disruption to business; and
- Reduction of access to amenity space.

Any mitigation requirements will be identified in [Section 4.6](#).

4 ENVIRONMENTAL MANAGEMENT MEASURES

Environmental management measures will be developed to avoid or reduce environmental impacts associated with the construction works. Appendix 1 includes an environmental management matrix that illustrates the association between construction activities, environmental aspects and impacts and the environmental management measures. The matrix defines responsibilities and frequency of actions.

Environmental management measures shall be incorporated into the Risk Assessments and Method Statements (RAMS) and will be communicated to the workforce. . All RAMS shall be communicated to the workforce by the Site Manager.

4.1 Ecological Mitigation

4.1.1 Species of Notable Importance

4.1.1.1 *Badgers*

There is no requirement for a badger licence in respect of the development at this site. However because badgers are known to be widely present in the area and likely enter the site for foraging / commuting the following precautions and recommendations are made:

- Any deep excavations (>1m) should be covered overnight or have a sloped access / scaffold boards to allow any animals that become trapped to escape.
- During the works the site must be monitored at regular intervals (1 x monthly). This is particularly important in respect of new spoil mounds which can be attractive to badgers for foraging and sett establishment.
- Chemicals must be stored in secure badger proof compounds or structures that prevent badger access.
- Badgers should be allowed to continue safe passage across site and under fences / hedges to gain access to foraging areas . Badgers are expected to continue to use the site, particularly for opportunistic feeding on any loose soil areas created during the works.
- Any dangers within the construction site to badgers must be identified and measures undertaken to minimise any such risk.

4.1.1.2 *Bats*

If any tree with bat roost potential are to be affected then torch and endoscope inspection will be required. Where this is not possible trees possessing 'Moderate' potential for crevice dwelling bats, two dusk emergence surveys would need to be undertaken to establish whether or not bats are using these features.

These surveys would need to be conducted during the main active season of bats i.e. between May – August.

4.1.1.3 *Great Crested Newts*

A method statement has been produced by Greater Manchester Ecology Unit, designed to minimise risk to amphibians other than great crested newt.

This will include but is not limited to;

- All existing site vegetation to be cut / strimmed to approx. 10cm above ground level and removed from site. No uprooting or ground disturbance.
- Monitoring of the area for minimum 7 days
- Erection of one-way 45° temporary amphibian fence
- With the exception general vegetation / subsoil stripping any deep trenches / linear excavations exceeding 300mm depth will be either infilled the same day before nightfall or covered by boards to prevent amphibian access or a means of escape for amphibians will be provided e.g. a scaffold plank at each end of the trench / excavation.
- Daily morning site checks for amphibians during development:
- No work will commence until the ecologist has given clearance to proceed.

In the highly remote possibility that Great Crested Newt are discovered during the implementation of the avoidance measures or during site development, then all work will stop and further advice will be sought from the acting ecologist and Natural England.

Further detail can be found in the method statement, see Appendix 6.

4.1.1.4 *Birds*

Any work intended to impact areas of woodland / scrub / hedgerow / swamp habitats must be completed outside of breeding season (between September 1st and February 28th) to remove impacts or disturbance.

Following the felling of trees/shrub etc, piles of brash should be removed from the site, failure to do so could provide potential nest sites if left in situ until the following breeding season.

If removal of woody vegetation or work on walls is envisaged during the breeding season, then checks should be made to establish any nesting or breeding activity, prior to removal.

4.2 **Fuel Storage and Refuelling**

Fuel storage and refuelling will be managed as follows during construction:

Fuel Storage

- The Fuel for the Plant will be stored in a bowser located in Re-Fuelling area which will be adjacent to the Material and Plant Storage Compound. The fuel for the generator connected to the welfare unit is stored in the integrated bowser.

- Fuel levels shall be monitored and recorded regularly (sudden changes may be a sign of leaks).
- Fuel tanks, secondary containers and storage compounds shall be inspected regularly for damage, corrosion, leaks, faults and vandalism. Repair defects/faults immediately and retain records.
- The secondary containment system must provide storage for at least 110% of the tank's maximum capacity and ensure that any valves, filters, sight gauges, vent pipes or other ancillary equipment are also situated within the secondary containment system and arranged so that any discharges would be contained.
- Fully lockable and labelled 'Fuel Safe Static Tank' will be deployed.
- Sufficient spill kits will be provided. Spill kit supply to be monitored regularly to ensure adequate stock remains full.
- All drains located adjacent or near to refuelling points shall be covered by Gully Guards before commencing transfer. All fuel transfers to be supervised.
- Drums must be stored in a secure interceptor drum store within the designated refuelling area.
- Oil spill and oil impacted water must be collected in a fuel safe container with fuel tag and fuel spills must be contained using the spill kits provided. Spills should be reported to the contractor's Site Manager immediately.
- Records must be maintained of all environmental incidents, mitigation works, clean up method and validation.
- A suitable container for hazardous wastes must be provided within the waste compound.

Refuelling

- Where possible, refuelling should only be carried out in a designated area, which will be secured/locked out of hours.
- The refuelling area shall be located away from drains and watercourses (>10 m from a watercourse and >50 m from a spring, well or borehole).
- Refuelling will always be supervised by a competent supervisor.
- Mobile plant must be refuelled away from surface waters, drains, permeable pavements and open excavations. A fuel drip tray must be used.

4.3 Use and Storage of Hazardous Materials/Substances

- The use and storage of solvents, cements, adhesives, grout and concrete shall be managed as follows during construction:
- All drains adjacent or near to concreting works shall be covered with Gully Guards before commencing mixing.
- Concrete washings must be treated in compliance with RPS 235 'Treating and using water that contains concrete and silt at construction sites.
- Surplus dry concrete, cement and grout is to be collected and reused where possible e.g., as inert rubble; Reuse of dried materials may require environmental permits or exemptions.
- Areas of permeable pavement are not to be used for the temporary storage of cement bags. If unavoidable ensure adequate protection measures are in place to prevent the pavement from becoming blocked.

- All hazardous materials shall be labelled, sealed and stored with their COSHH assessment in a bunded and lockable container away from drains and watercourses when not in use.
- Hazardous liquids shall be transferred using a funnel and drip tray and sealed and returned to the container immediately after use. Damaged containers shall be reported to the Site Manager.
- COSHH datasheet will be read and understood before using any hazardous material. All usage shall comply with its requirements.
- Hazardous liquids must be re-sealed after use. Empty containers are to be disposed of to the designated container within the waste compound.
- Construction workers are required to wear PPE such as gloves and face masks (where appropriate) to prevent dermal contact and inhalation or ingestion.

4.4 Use of Plant and Equipment

- Mains electricity shall be used where available. If not, generators are to be used and must be sized for the required output, if it is diesel they must be set up by the supplier.
- All plant shall be suitability maintained and noise screens shall be used where required. Use generators having a sound power level rating below 65 db(A), fully canopied and silenced. Position exhausts away from site boundaries and occupied areas when in use.
- To assist with noise attenuation, where possible, generators will be located away from adjacent residents, also taking account of prevailing wind conditions.
- Siting of portable generators must consider proximity to sensitive receptors (e.g., >10 m from a watercourse and >50 m from a spring, well or borehole) and must be fitted with a drip tray.
- Turn off all plant overnight.
- All equipment shall be inspected before use and any defects/faults reported to the Site Manager.
- Sufficient spill kits shall be provided. Kit must be replenished as required.

4.5 Site Set up, Groundwork and Construction

Groundwork and construction will be managed as follows during construction:

- Local Authority consent must be obtained for particularly noisy activities before starting works. For example, crushing and piling. Contractors and operatives must be informed of consent conditions.
- Minimise the use of builders skips and inspect lifting and locking points, doors and door locks and general condition weekly as a minimum.
- Ordered materials shall be adequately managed to avoid spoilage or over-ordering and surplus materials shall be minimised: provide a suitable and sufficiently sized materials storage compound that is lockable and provides an above-ground covered area, protected from wind and rain. Encourage the reuse of cut-offs and arrange for suppliers to take back unused surplus materials and packaging.
- Storage compounds will be located away from any identified water features.

- Surplus materials are to be reused on site where possible. All reuse and recycling to be carried out in accordance with the terms of a valid waste exemption or voluntary codes of practice/protocols.
- Excavated material surplus shall be minimised so far as practicable; details of all inert material reuse on site including composition and disposal location must be mapped and records retained.
- If necessary temporary bunding and/or settlement ponds will be installed to allow for isolation and onsite treatment of any sediment laden or contaminated water prior to discharge to the drainage system.

4.6 Pollution Control/ Nuisance and Disturbance

Mud, dust, noise, light, litter, and water pollution have the potential to cause nuisance, and in some cases complaints and statutory nuisance, therefore this must be minimised. The following processes and procedures shall be implemented to manage potential nuisance issues.

4.6.1 Noise and Vibration

- All work will be carried out where possible in accordance with BS 5228-1:2014 - Code of practice for noise and vibration control on construction and open sites.
- Plant shall be selected with noise levels in mind, and it is important that quiet plant or silent plant is used. If possible, electrically powered plant should be used.
- Careful selection of plant, construction methods and programming. Only plant conforming with relevant national or international standards, directives and recommendations on noise and vibration emissions should be used.
- Construction activities should be confined to times of the day when they are least likely to be disturbing. Likely to exclude work during the night-time and during Sundays and public holidays.
- Use of acoustic screens or covers where required.
- Noisy works and deliveries to and from the site shall be conducted within the core working hours. Where necessary, deliveries outside of these core hours would be agreed in advance with the local authority.
- If operations involving high noise levels have to take place, consideration should be given to the people in the immediate vicinity and such works should be limited to the times which will have least impact on the neighbourhood.
- No radios to be permitted on site.
- There will be no-idling on site with equipment being shut down when not in use. Static machines, if not in use will be sited as far away from inhabited buildings or other noise sensitive locations.
- Care will also be taken when loading and unloading to minimise noise.
- Static and semi-static plant/equipment (e.g., compressors and generators) should be fitted with suitable enclosures where practicable.
- Personnel will be instructed on best practice to reduce noise and vibration as part of their induction training and as required prior to specific work activities.
- Methods of work and vehicular routes will be selected with regard to minimising noise and vibration impact; and

- Toolbox talks will be delivered to ensure everyone on site are aware on environmental responsibilities and sensitive receptor.
- A quantitative assessment and further assessment of construction noise mitigation should be undertaken when a principal contractor has been appointed for each phase of development and detailed method statements and the detailed construction programme are available
- Locating noisy plant and equipment as far away from dwellings as reasonably possible and where practical, carry out loading and unloading in these areas.
- Screening plant to reduce noise which cannot be reduced by increasing the distance between the source and the receiver (i.e., by installing noisy plant and equipment behind large site buildings)
- Orienting plant that is known to emit noise strongly in one direction so that the noise is directed away from dwellings, where possible.
- Closing acoustic covers to engines when they are in use or idling; and lowering materials slowly, whenever practicable, and not dropping them.

4.6.2 Lighting

- Lighting shall be switched off when not in use unless specifically needed for construction activities or for security and / or health and safety requirements.
- Glare (and the potential for complaints) caused by poorly directed security and floodlighting shall be minimised by ensuring that light fittings are horizontally mounted and directed inwards on Site.
- Temporary lighting fixtures are to be installed and designed to provide full cut-off or should be directionally shielded to ensure that artificial light is controlled and substantially confined to the defined area intended to be illuminated.
- Post-installation checks and monitoring of the lighting installations shall be undertaken to ensure that correct tilting angles and appropriate direction of lighting is achieved. This will allow adjustments to be made, where practicable, should undue light spill or glare be identified.
- Wherever possible, lighting shall be located and directed so that it does not cause unnecessary intrusion to adjacent buildings.
- The construction areas close to walkways or roadways shall be lit in an appropriate way to minimise glare and shall be clearly defined at all times to ensure the safety of motorists, cyclists, pedestrians. This will also assist in defining the limits of the construction area for motorists, cyclists, and pedestrians.
- Temporary walkways, roads or parking areas shall be illuminated in accordance with current guidance stipulated in the current ILP Guidance Notes.
- Care should be taken to avoid casting shadows from hoarding on the surrounding and adjacent footpaths and roads.
- Light spillage shall be reduced by directing any construction lighting below the horizontal plane, at an angle of less than 70 degrees away from features that offer suitable bat roosting potential.
- Capped lighting will be applied to prevent any upwards light spill in accordance with recommendations by Manchester City Council regarding lighting near airports.

4.6.3 Dust and Mud

All work will be carried out where possible in accordance with Control of Dust from Construction Sites (BRE DTi Feb 2003). The proposed measures are consistent with those set out in the GLA Best Practice Guidance (GLA, 2006) for high-risk sites. Control measures should be rigorously applied close to existing dwellings, and when ongoing construction occurs close to completed dwellings, to reduce the risk of dust complaints and exposure to elevated PM10 concentrations.

Site Preparation:

- Set-up and secure the site with hoardings
- Machinery and dust-causing activities should be located away from sensitive receptors
- Put in place real-time dust monitors across site
- Hard surface site haul route

Construction Traffic:

- All vehicle engines should be switched off when not in use
- Effective wheel washing facilities are to be provided at the site entrance, see Appendix 4 for location. Additional road sweeping will be employed if required.
- All loads entering and leaving site to be covered
- No site runoff of water or mud
- On-road vehicles to comply to set emission standards
- Exhaust systems to be fitted with catalytic converters.
- Construction vehicles shall be regularly maintained to ensure mudflaps etc. are effective.
- Activities associated with the use of construction vehicles (such as washdown facilities) shall be appropriately managed to contain contaminants and regulate the release of water back into the natural environment.
- All vehicle engines will be switched off when not in use to reduce particulate emissions.
- Exhaust systems will be fitted with particulate filters and catalytic converters as necessary.

Site Activities:

- Minimise dust generating activities
- Use water as suppressant where applicable
- Cover, seed or fence stockpiles to prevent wind whipping.
- Stripping and stockpiling of soil shall be minimised where possible.
- Site roads shall be kept clear of soil and debris as much as possible.
- Timing of earthworks and material movements shall be planned to reduce double handling and minimise traffic movements and therefore associated dust and mud.

- Site layout shall be planned so that machinery and dust causing activities are located away from receptors, as far as is possible.
- Where feasible the site or specific operations shall be fully enclosed where there is a high potential for dust production and the site is active for an extensive period.
- The site shall be set up with hoarding to reduce the liberation of dust from the site. The contractor shall consider the use of a 'green'/ vegetated hoarding to reduce particles and reduce carbon dioxide levels.
- Haul routes shall be hard surfaced and/or effectively damped down.
- Excavated materials undergoing treatment shall be covered to reduce the release of odours and vapours.
- Mechanical road sweepers shall be employed to clean roads after movement of soil and of any dust and debris if it is generated within the vicinity of the site entrance.
- Drop heights must be kept to a minimum and conveyors and enclosed wherever possible.
- A tractor and water bowser will on site at all times to dampen down loose material as required.

4.6.4 Water Pollution

- Surface water and drains must be protected from silt run-off: use gully guards to protect drains and use straw bales, gravel traps or silt fencing to protect surface waters. All silt protection measures must be inspected frequently and maintained throughout the works.
- Stockpiles of contaminated material must be situated on an impermeable surface at least 10 m from any surface waters or drains, and run-off collected within a bund.
- Tracking or washing out next to drains/surface waters must be avoided.
- When dewatering, any pump shall be switched off before removing the last portion of water and suspended solids will be allowed to settle out before discharging.
- All drains located adjacent or near to generators to be covered with gully guards.
- Potentially contaminated water must be tested before dewatering. Contaminated water must be treated or discharged off site.
- Road sweepers shall be utilised where necessary.
- Silty water and associated run-off to surface water and drains must be avoided: minimise any areas of soil stripping and stockpiling, control water volumes used to suppress dust, batter/sheet stockpiles where required.
- If a discharge consent is required, then all conditions within the consent must be understood before commencement of dewatering.
- Prevent ponds forming and attracting birds

Should further mitigation be required based on further survey it will be included in this CMS.

4.7 Good Housekeeping

- Maintain good housekeeping and site working practices to control litter, insects or vermin. For example, dispose of food into appropriate receptacles.
- The site boundary shall be secured appropriately, and all site gates shall be kept locked / closed out of working hours and kept closed and /or manned during working hours.
- Out of working hours all plant and machinery will be stored in a designated areas identified in Appendix 5.
- Materials will be stored within a designated area within the compound, identified in the site compound map, see Appendix 5. Material will only be taken to the work face when required. Any surplus materials will be returned to the compound.

4.8 Soil Management Plan

Soil is a vulnerable resource which, as it can take more than 500 years to form 2 cm thickness, is essentially non-renewable. Some of the most significant adverse impacts on soil properties occur as a result of activities associated with construction including:

- Covering with impermeable materials.
- Cross contamination.
- Over-compaction.
- Reduction in quality by mixing with subsoil.
- Wasting soil by mixing it with construction waste.

4.8.1 General Soil Handling Mitigation

Adverse weather

Soil handling operations should not continue whilst heavy rain is falling when soil is waterlogged or when ground is frozen or covered with snow.

If sustained heavy rainfall (>10 mm in a 24-hour period) occurs soil handling operations will be suspended and not restarted until the ground has had at least on full dry day to dry.

Vehicle movements

In situ, stockpiled and placed soil will not be trafficked over and wherever possible tracked equipment must be used, and trucks and dumpers will be confined to haul roads.

4.8.2 Vegetation Strip and Removal

The vegetation will be removed from all areas that require the topsoil to be stripped. Vegetation removal will be undertaken in accordance with the methods outlined below:

- All arable/grassland areas will be close mown, and the cuttings collected for removal to a suitable green-waste recycling facility.
- Any trees/hedges will be pre-treated before soil stripping, in stages.
- Each tree will be felled and removed from site, including all branches/brash.
- All woody materials not required for the creation of log piles on site (tree trunks, stumps, branches brash and wood chippings etc), will be removed from site to a suitable green-waste material processing facility for recycling.
- Tree stumps and associated large roots (>20 mm diameter) will be lifted using a suitable excavator fitted with hydraulic grab.
- To minimise anaerobism during storage and preserve the quality of the topsoil as a growing media, woody materials will not be incorporated within the soils during stripping. This includes any chippings left on the surface after clearance of woodland/hedgerows.
- The use of on-site burning will not be permitted.

4.8.3 Soil Stripping

Undisturbed topsoil will be kept free from construction traffic and designated haul roads will be stripped of topsoil prior to the site wide strip.

Topsoil will be stripped and stockpiled separately, area for topsoil storage is identified in Appendix 5.

Topsoil will be stripped using a tracked excavator (or alternative subject to agreement with the soil scientist) in layers no thicker 200 mm.

Any compacted subsoil is to be broken up to allow free drainage and to enable topsoil to key into surface.

Any imported topsoil to be to BS3882, weed free, medium texture, neutral PH value, reasonably stone free with no stones over 20 mm in size.

4.8.4 Stockpiling

Stripped topsoil should be stored in separate resource bunds no more than 2 m high; at least 1.5 times the height in width; kept grassed; and free from construction traffic.

Should visual and olfactory examination of any unusual solid materials or liquids encountered during the construction works identify areas of contamination specific management procedures will be adopted. These procedures will allow for the short-term storage of the suspected material in stockpiles and/or storage tanks while verification testing for potential contamination is carried out:

- The storage area will be contained to ensure that contamination does not migrate and affect other areas of the site.
- Stockpiles will be positioned away from other construction activities, the root and crown of trees and watercourses (including ditches).
- Stockpiles should be spaced so as to allow access between them for tracked plant

- Stockpiles should be formed in accordance with the methods defined in DEFRA Code of Practice. Generally, they should be formed loosely and the surface firmed and shaped to shed water.
- If soil is to be stockpiled for more than six months, it should be sown with a deep rooting grass/legume seed mixture and managed to prevent seeding from adjacent land.
- Soil should not be stored in stockpiles for longer than two years.
- Soil mounding should be kept to a minimum to reduce run-off.

Site Workers

The risk to site workers during the construction works relates to the risk of skin contact, inhalation, and ingestion of contaminated material on the site. In accordance with current health and safety legislation, the contractor will be required to adopt measures to mitigate the risk to site workers. Such measures should include:

- Informing site workers of the contamination on the site and the potential health effects from exposure through site induction and 'Tool Box talks';
- The provision of appropriate protective clothing and equipment to be worn by site workers;
- The adoption of good standards of hygiene to prevent prolonged skin contact, inhalation, and ingestion of soils during construction; and
- Selection of appropriate methods of working to limit disturbance to the contaminated materials.

Off-Site Users

Measures will also be adopted to mitigate the risk to off-site users associated with air borne or settled dust arising from areas of potentially contaminated land. Such measures to reduce the disturbance to the existing near-surface soils present on site include:

- Spraying of stockpiles and other large, unsealed surfaces to limit the risk of generating air borne dust and covering of excavated materials undergoing treatment to reduce the release of odours and vapours.

4.9 Waste Management

The contractor shall apply the principles of the waste hierarchy (eliminate, reduce, reuse, recycle, dispose) to waste management of the site.

The development shall seek to promote the re-use of excavated materials through optimisation of cut and fill operations in order to improve the sustainable and cost-effective development of land, as per the Definition of Waste: Development Industry Code of Practice (DoWCoP). In many instances the DoWCoP can provide an alternative to Environmental Permits or Waste Exemptions when seeking to reuse excavated materials.

I&H Brown use several recycling companies including Recycling Lives, these waste contractors will be used to manage the recycling of materials on site.

A series of labelled skips for the designated waste stream will be located in the compound. These will be emptied as required. I&H Brown will employ a registered company to remove any material on site with all the required waste transfer notes in place.

4.9.1 Approach to Waste Management and Reuse

The approach to resource management is based on good business practice and the following hierarchy:

- Prevention or minimisation of waste through design.
- Maximisation of on-site recovery (reuse and recycling or treatment).
- Careful consideration of the options when there are materials surplus to a site's needs or a materials shortfall.
- Minimisation of disposal of waste to landfill

Resource efficiency progress will be measured, monitored, and reported annually along with continual improvement in resource management. A responsibility agreement with suppliers is set up to communicate priorities and seeks to increase resource efficiency in the supply chain by reducing waste through design, good site practice and minimisation of packaging materials. Employees, contractors, and suppliers are continually trained and informed about waste management and resource efficiency issues.

- Encouraging the reuse of inert wastes and soils on all sites when feasible and allowable within the current regulatory framework.
- Waste minimisation will have been considered during the design process and the following measures will have been implemented by commencement of development:
 - Consideration of build dimensions to reduce waste
 - Mass balance exercise has been undertaken to retain as much material on site as possible
 - Site layout/ programme review to maximise the reuse of site won materials
 - Materials specifications have been reviewed to reduce wastage
 - Review of materials schedule to ensure reduced over ordering of materials and have introduction of 'just in time' deliveries were appropriate
- Agreements made with suppliers to facilitate the reduction of waste on site such as:
 - The return of unused or damaged goods
 - The removal of all off cuts by carpet fitters
 - The removal of packaging associated with white goods by suppliers

Wherever possible, the following waste streams will be diverted from landfill:

- Plasterboard: All Plasterboard waste will be segregated on site and returned for recycling
- Soils: The site has been designed to retain as much soil on site as possible whilst maintaining protection of human health and the environment.

- Timber: All timber is to be segregated on site and sent to a local charity/similar for recycling (details provided in the Waste Management Matrix).
- Metal: All metal is to be segregated on site and sent for recycling (see waste management matrix for details).
- Inert waste (e.g. bricks, blocks, concrete): All inert waste will be segregated on site and used under roads, drives etc as appropriate.

4.9.2 Site Segregation

- A designated area will be identified for waste management for each phase
- All hazardous waste will be segregated from all other wastes and clearly labelled
- Clear signage will be provided for all skips

A Site Waste Management Plan (SWMP) will be used to aid site managers in completing duty of care checks for wastes that leave site. The SWMP lists all the wastes leaving site. The waste carriers and the sites receiving the waste including licence details. The SWMP covers all wastes from demolition through to site completion and is updated as appropriate (e.g., when a new disposal site or waste type is identified). All mixed waste removed from site will be taken to a material recycling facility for further segregation to maximise recycling and recovery.

The contractor is to comply with the Manchester City Council's waste management strategy with particular regard to policy GD04 (Waste Storage and Collection Guidance for New Developments).

4.10 Traffic Management

The contractor shall provide for the safe and secure management and control of pedestrians and vehicular movements, both on and off site, to ensure the safety of all members of the general public and workforce at all times throughout the construction work period in accordance with all requisite Acts and Regulations, including, but not limited to, the:

- Health and Safety at Work etc Act 1974;
- Management of Health and Safety at Work Regulations 1999;
- Construction (Design and Management) Regulations 2007;
- Supply of Machinery (Safety) Regulations 1992; and
- Provision and Use of Work Equipment Regulations 1998.

The contractor shall be responsible for:

- Promotion, management and control of such general provisions and measures for traffic management and control to be implemented by all contractors and sub-contractors throughout the extent and duration of the construction.
- On-site provision for site access roads and pedestrian footways, with controlled access from the public domain for pedestrians and vehicles, on-site parking provisions, standing, lay-down and unloading facilities for delivery vehicles, and on-site compound, welfare facilities and material holding areas for use by all contractors and sub-contractors.
- Ensuring that the on-site provisions are controlled, managed and shall be safe at all times through the provision of planned and informed procedures and segregation between vehicular and pedestrian traffic.

The traffic marshal will inspect all vehicles before they are released from the site onto the public highway. Wheel wash provisions will be provided on site prior to the site exit. Any cleaning will be carried out within the site in the wheel cleaning area to prevent detritus and deposits being transferred from the site onto the public highway.

The strategy for traffic management measures on Sunbank Lane can be seen on the Traffic Management Plan in Appendix 4, including but not limited to;

- Traffic control lights;
- Vehicle barriers;
- Closure of layby;
- Minimum of single lane running width.

In the interest of pedestrian and highway safety and residential amenity, as specified in policies SP1 and DM1 of Manchester Core Strategy.

Refer to plan in Appendix 5 for location of construction staff / visitor parking on site

4.10.1 On Site Vehicle Movements

Within the compound there will be a designated segregated area just for cars. All loading and unloading of plant and materials will be undertaken in a separated segregated area, in line with specific RAMS.

No vehicles will be able to access the site through Hale Barnes or Warburton Green to reduce the impacts to the local residents in close proximity to the site.

5 EMERGENCY PREPAREDNESS AND RESPONSE

5.1 Emergency Preparedness

5.1.1 Spill kits

Spill kits capable of dealing with hydrocarbon and chemical spills shall be available at all worksites. Each storage location shall be clearly visible to the workforce, for instance by deploying clear signage.

If a construction compound, fuel storage point or COSHH store is provided then additional spill kits will need to be available at each separate location.

The spill kit contents shall include absorbent pads, absorbent booms, absorbent granules and hazardous waste disposal sacks as a minimum. Regular checks of the spill kits shall be completed to ensure they remain adequately stocked to deal with environmental incidents.

Spill drills shall be performed periodically to confirm that the workforce can effectively contain and clear up potentially polluting spillages. All drills will be documented and details kept on record for the duration of the works.

5.1.2 Extreme weather

The Principal Contractor's Site Manager shall register to receive Met Office weather warnings. All warnings issued by the Met Office with the potential to impact upon the works shall be communicated by the Site Manager to the workforce in a timely manner so that measures can be implemented where necessary. In the absence of the Site Manager the Works Environment Manager shall also receive and act upon all alerts.

5.2 Incident Reporting and Investigation

5.2.1 Reporting

All incidents, including near misses, shall be classified according to the categories outlined in Table 5.1. All categories of environmental incident shall be reported by the Principal Contractor to the Client as outlined below.

Table 5.1: Incident classification

Incident Classification	Definition
Near Miss	An event, controlled through implementation of an effective incident control measure (e.g. drip tray used, effective use of noise barrier).
Minor Environmental Incident	Incidents that have caused minor harm or damage to the environment e.g. • a minor fuel spill below 20 litres onto ground which is immediately cleared; • a minor spill of a chemical not classified as presenting an ecotoxic risk; • exceeding noise levels; • silt runoff from site which does not enter into a surface water feature; or • excess dust emissions.
Major Environmental Incident	Incidents that have caused or may cause significant harm or damage to the environment e.g. • a minor fuel spill which impacts a sensitive land feature, a water body, or drains; • a major fuel spillage over 20 litres; • any spillage of a chemical which is classified as presenting an ecotoxic risk; • silt runoff from site which enters a water feature; or • receipt of a nuisance complaint.

Minor incidents and near misses must be reported to the Client within 24 hours. Major incidents must be reported to the Client as soon as reasonably practicable.

The Principal Contractor, after informing the Client, shall report all environmental incidents that are required to be reported to the Environment Agency and/or to any other relevant statutory or regulatory bodies. Emergency contact details are outlined in Section 5.2.3 for all contacts relevant to the works.

5.2.2 Investigation

Reporting of an incident to the Client shall where necessary commence the incident investigation which shall be jointly conducted between the Client and its Contractor[s].

The Principal Contractor shall prepare an investigation report for all environmental incidents. The report is to include:

- Summary of the environmental incident, describing the:
 - nature of the incident;
 - details of any pollutant released including the type and quantity of pollutant released;
 - location for the incident (e.g. grid reference);

- Receptors that were or could have been impacted;
- An analysis of what led to the incident occurring;
- Summary of immediate actions taken to mitigate the incident;
- Summary of any remedial action required; and
- Lessons learned and future measures or actions to be implemented.

The Client will verify the incident investigation and agree with its Contractors any further actions which are to be implemented to prevent a reoccurrence of comparable incidents. A timeline for the implementation of all actions shall be established and the Contractors shall provide details of when they have been implemented.

An incident investigation shall be complete when all details have been recorded on file.

5.2.3 Emergency Contacts

In the event of an emergency occurrence at the Site, the Client and its Contractors shall determine the relevant statutory and regulatory bodies that must be notified. Notification shall be in accordance with the measures outlined above in Section 5.2.1.

Table 5.2: List of emergency contacts

Emergency Contacts	
Contact	Contact details
Project Manager - Nick Robinson	01925 446699
Site Agent - Paul Gibson	01925 446699
H&S Manager - Andy Manson	01925 446699
Environment Agency Emergency Number	0800 807060
Natural England	0300 060 3900
Health and Safety Executive (HSE Construction)	0300 003 1647
Local Authority – Manchester City Council	0161 234 5000
Major Spill Emergency Response – RSK Response	0333 999 7687
Fire	999 / 112
Police	999 / 112
Ambulance	999 / 112

5.3 Incident Response

All pollution incidents should be managed through the STOP - CONTAIN - NOTIFY concept.

As soon as an incident is identified, the first action should be to **STOP** and prevent further discharge to drainage/river/ground.

CONTAIN may constitute control of discharge in the event of a spill, or cessation of works if it is the works that are resulting in the incident, e.g. halting excavations until silt runoff is contained. It is recognised that due to personal health and safety risks it may not always be safe to stop the source of the spill, for instance if a significant volume of an unidentified substance has been released.

NOTIFICATION should take place as soon as practicable, and frequently can take place while further release is being stopped or while a spill is being contained. The emergency contact numbers outlined in Table 5.2 should be used.

Appendix 2 consists of standard incident response procedures, intended to provide guidance for the containment and limitation of adverse effects.

6 GENERAL ENVIRONMENTAL REQUIREMENTS

6.1 Roles and responsibility and authority

The Principal Contractor shall make available sufficient time and resources for the effective management of environmental risks that could arise during construction work. This includes appointing adequately qualified personnel with knowledge and capability in the environmental management of construction site works. Persons having responsibility for environmental site management, and in particular any persons required to undertake and oversee response to any incidents with potential environmental consequences, shall be empowered to make decisions and take appropriate action necessary to avoid or mitigate adverse environmental effects, even when this may lead to delay and/or additional cost to the Principal Contractor.

6.1.1 Project Roles

The Hut Group Project team and all appointed Contractors will be responsible for ensuring that the potential risks to the environment are adequately avoided or controlled by the application of measures as documented within this CMS, which shall be complied with throughout construction. The main organisations and persons involved in the construction stage works are set out in Table 6.1.

Any additional roles identified to be necessary shall be included and distributed once they are made available from the client.

Table 6.1: Project roles and environmental responsibilities

RACI DETAILS – R - Responsible: The individual(s) who perform an activity responsible for action/implementation- although usually only one, Rs can be shared A - Accountable: the individual who is ultimately accountable including yes/no decision and power of veto – only one (A) can be assigned C - Consulted: the individual (s) to be consulted prior to a final decision being made or action taken – two way communication I – Informed: the individual (s) who need to be informed after a decision is made or action is taken – one-way communication	Key Control Activity	Developer	Project Manager/Director	Site Supervisor	Snr Foreman	SHEQ Manager	All Site Staff/ Contractors
	Process Task						
	Developing and maintaining the CMS.	C	A	C	I	R	I
	Monitor environmental aspects through review of construction method statement, identify and control issues.			A	C	R	I
	Monitoring construction works to ensure any necessary environmental issues and control measures are in place; ensuring they are effectively communicated and appropriate and implemented on site.			A	R	C	I
	Ensuring the work is performed by training and qualified staff; and providing training where necessary.		A	R	C	I	I
	Ensuring that adequate resources are allocated for environmental management.	I	A	R	C	C	I
	Ensuring that all relevant environmental documentation and information (including permissions, consents, permits and assessments) is communicated.	I	A	C	I	R	I
	Ensuring that environmental incidents and complaints are investigated, recorded and reported following the correct procedures and taking preventative action.	C	C	A	C	R	I
	Regular site inspections and maintaining a record of environmental performance; and reporting performance and monitoring environmental performance.	I	I	A	C	R	I
	Following good practice and minimising impact of activities on the environment.	C	C	A	R	C	I
	Understanding project environmental obligations and mitigation measures.	C	A	R	C	R	I
	Liaison with local authority, other statutory bodies, members of the public, press and the media.	R	C	A	C	R	I
	Supporting all site staff with environmental management including reviewing and commenting on method statements and risk assessments.		R	A	C	R	I
	Ensuring that the environmental policy of the client is delivered.		R	A	I	C	I
	Providing information on waste management/reduction procedures to relevant staff			A	C	R	I
	Development of the Construction Health& Safety, Environmental Plan, Quality & Traffic Management Plan, and the planning of the works and programme.		C	R	I	C	I

6.2 Competence, Training and Awareness

The Principal Contractor shall ensure that appropriate awareness and training is delivered to all site operatives and only appropriately qualified sub-contractors are appointed.

Every member of the workforce shall be required to participate in a site induction prior to starting to work on the Site. The level of induction training will depend upon the position and duties the person is to perform. The site induction will include:

- A brief overview of the works to be undertaken and any potential environmental aspects associated with the construction activities;
- A summary of the sensitive environmental receptors near the Site;
- An overview of the applicable environmental mitigation and pollution control measures; and
- An overview of the health & safety management measures in particular emergency response procedures required at the Site.

The Client will require its Contractors to provide continuing training and awareness raising of the workforce. This can be delivered in the form of Toolbox Talks tailored to the specific environmental mitigation measures required dependent on the work activities being undertaken and to raise awareness on environmental best practice.

Records of all inductions and Toolbox Talk deliveries shall be maintained at the site office. Copies shall be made available to the Client on request.

6.2.1 Internal Communication

The Principal Contractor's Site Manager, Works Environmental Manager and other relevant Team Members shall meet weekly to review the status of environmental aspects including but not limited to:

- Works activities underway and planned;
- Mitigation measures required to be implemented;
- Results of weekly inspections and any audit results/ feedback;
- Any corrective and preventive actions required to be implemented;
- Identification of areas for continual improvement;
- Status of staff competence and training needs; and
- Status of the CMS and of any required consents and approvals and the need for review and updating.

The Client shall be informed of the outcome/ minutes of all such meetings.

Additional and ongoing communication of environmental performance and requirements is to be determined by the Works Environmental Manager and provided as appropriate.

Site notice boards will display the Environmental Policy of the Client, emergency contacts list, relevant statutory and non-statutory advice and guidance; and any other relevant information. These environmental notice boards will be situated in prominent positions including the main reception area of the site office.

6.2.1.1 Toolbox Talks

Toolbox talks will regularly be delivered to site crews. The topic will be dependent on the work being carried out, the local environment and the time of year.

6.2.1.2 *Inductions and Briefings*

No personnel will be permitted to carry out work on site until they have attended a site induction, which includes:

- Site Rules
- Site Safety Briefing
- Environmental Briefing
- Site Specifics

In addition to site inductions, all Risk Assessments and Method Statements will be briefed to all relevant personnel before work starts. These briefings will be recorded and a copy of the attendance sheet kept on file. Toolbox Talks will also be carried out from time to time in topics that are relevant to the circumstances of the project.

All induction registers and copies of competence cards will be held in the SHEQ Filing System.

6.2.2 **External Communication**

The Principal Contractor, with the agreement of the Client, shall provide advanced notification of the works to those most affected. All local residents and where relevant businesses shall be notified via letter of the works commencing at least two weeks prior to the Principal Contractor starting on site.

All communications received by the Principal Contractor that are relevant to these works, including enquiries and complaints, shall be passed to the Client's Project Team. If required by the Client any relevant Contractors shall attend community engagement events, such as Parish Council meetings, details of which shall be communicated to stakeholders as part of the advance notification.

All complaints will be acknowledged by the Principal Contractor or Client on receipt and the Client and Principal Contractor shall assess the complaint and determine what information is required from all parties in order to formulate a response. The Principal Contractor will endeavour to contact the complainant on the same day. All complaints shall be recorded and investigated.

The Principal Contractor's Site Manager shall serve as the point of contact for the regulatory authorities for their specific activities. Communications from the regulatory authorities received at the worksite by the Site Manager shall be immediately reported to the Client. A record of all communications shall be maintained by the Principal Contractor.

Through the induction all members of the workforce shall be made aware that any direct approaches from members of the public should be directed to their Site Manager. The Site Manager shall record all approaches made by members of the public and shall advise the Client's Project Team of all comments received at the worksite from members of the public.

6.3 Documentation

The Site Manager and/or Environmental Manager shall be responsible for documenting and retaining safe all suitable records relating to environmental issues at the site and/or arising from site operations. Documents shall be stored in a suitable manner and backups created to safeguard the records. This CMS shall be a controlled document and authorised latest version shall be signed and dated by the responsible person[s]. Other site data records and environmental management documentation would include, but not necessarily be limited to the following:

- Copies of relevant consents, permissions, or other approvals/ authorisations;
- Environmental data records including waste transfer notes/ records of waste collection and treatment/disposal;
- Records of any environmental incidents including actions taken and resolution;
- Records of complaints including actions taken and resolution;
- Records of all plant / equipment entering / leaving site together with any relevant compliance documentation (for instance in respect of noise or air pollutant emissions class);
- Copies of any enforcement notices or instructions issued by the local authority or any statutory regulatory body;
- Record of any prosecutions pending or resolved and any penalties enforced;
- Records of environmental monitoring;
- Records of daily site inspections;
- Records of weekly/monthly audits and minutes of environmental team briefings; and
- Records of staff training including site inductions and toolbox talks.

I&H Brown use a cloud based documentation storage system with all members of staff inputting, updating the required information using hand held tablets. All documentation will be made available immediately if required.

6.3.1 Method Statements and Risk Assessments

I&H Brown have ISO 45001 (2018) which all are processes and procedures adhere to and map a clear system to determine risk, eliminate where possible and manage where required. Prior to commencing the works on site RAMS will be produced for all the planned activities.

All Method Statements/Safe Systems of Work and Risk Assessments will be compiled by the Site Agent or other competent person and recorded.

6.3.2 Suppliers and Sub-contractors

Only Sub-contractors that have been assessed as competent and having made adequate provision for health and safety shall be employed on site. The client shall favour using organisations that have already completed our SHEQ Questionnaire and that have been registered on our list of Approved Suppliers.

Materials supplied to the site must be accompanied by adequate health and safety information. (Control of Substances Hazardous to Health Regulations 2002 and Chemicals (Hazardous Information for Packaging and Supply) Regulations 2002.)

Plant and equipment brought to the site will be properly used and maintained and the relevant formal certification will be available on site. (Held in SHEQ Filing System in the site office).

6.4 Monitoring, Inspections and Audits

The Principal Contractor shall be responsible for managing environmental performance during all site works. This will be supported with a programme of monitoring, inspections and audits.

6.4.1 Monitoring

Monitoring will be undertaken to record performance against defined standards, parameters, planning requirements and consent conditions. Appendix 3 includes an outline Environmental Consents Register that lists monitoring requirements during this Project and will be reviewed monthly. Monitoring data will be recorded as described in [Section 6.3](#).

6.4.2 Management of Sub-contractors

I & H Brown require all Sub-contractors to conform to all Safety Rules, Statutory Regulations and Codes of Practice.

All Sub-contractors will be required to have available a statement of their Safety Policy and to bring it to the notice of their employees in accordance with the Health & Safety at Work, etc Act 1974.

Each Sub-contractor will be required to carry out regular SHEQ Inspections of their works and an inspection report raised. A copy of the closed out report will be submitted to the Site Manager. This requirement can be waived by the Contracts Manager dependent on the size and risk of the sub-contractors works. Where this is not waived, the SHEQ Department will audit this as appropriate during the monthly SHEQ site Audits.

All Sub-contractors and their own Sub-contractors will be required to appoint and name a competent person to liaise with our site management on matters of safety and attend any safety meeting as required by I & H Brown.

Each Sub-Contractor will be responsible for providing his employees with appropriate protective clothing and safety equipment and for ensuring its proper use.

All persons employed on site are required to take all reasonable care not to endanger themselves or others. Any employee who refuses to comply with the Safety Rules and Statutory Requirements under Health and Safety Legislation will be required to leave the site and may be subject to disciplinary action.

Sub-contractors will be required to have arrangements to assess the suitability and competence of their own Sub-contractors and for checking and assessing their safety

policies and procedures. No Sub-contractor shall employ a Sub-contractor without permission from I & H Brown.

6.4.3 Daily Inspections

Daily inspections shall be undertaken by the Principal Contractor and recorded as follows:

- i. Visual inspection of the site perimeter to check for dust deposition (evident as soiling and marking) on vegetation, cars and other objects.
- ii. Visual inspection of the local haul roads to check their condition to ensure there is no build-up of dust or earth deposits liable to cause dust emissions as vehicles pass.
- iii. Vehicle, equipment and plant inspections shall be completed to check the absence of damage or maintenance issues and that it is correctly functioning.
- iv. Visual inspection of all acoustic barriers / screening to check they are present and in good condition.
- v. Visual inspection of waste containers and waste storage areas to verify wastes are being correctly segregated and to confirm the absence of mixing of hazardous and non-hazardous wastes.
- vi. Visual inspection of all site areas to ensure there is no deposited or wind-blown litter.
- vii. If a waste collection is made, a check shall be made of the Waste Transfer Note / Hazardous Waste Consignment Note provided for the collection.

On all days when potentially dust emitting activities are being conducted, the level of dust generation shall be kept under constant review. A record shall be added to the official site diary when such activities are conducted, the dust emission conditions observed and; when necessary, the mitigation measures taken.

Any elements of the site management found to be in an unsatisfactory condition during the site inspection shall be addressed on the day. In the event it is not possible to address the matter on the day it is raised, a note of the reason why shall be made on the inspection record sheet.

6.4.4 Audits

Only suitably trained and competent staff will be authorised to perform environmental audits.

6.4.4.1 Internal Audits

Monthly Audits (or at a suitable frequency to be determined by the nature / duration of the work) of the worksites and Contractors shall be undertaken by or on behalf of the Client. All aspects of the environmental management at the site shall be assessed against this EMP. The audit shall include checks of the site records including the daily inspection record sheets, vehicle arrival logs and waste disposal paperwork. All audits

shall be documented; where audit actions are raised, close out of these actions shall be assessed at the following audit.

An audit of an Environmental Management Process will be undertaken by the Environment Manager quarterly throughout the Project duration and will typically cover the activities identified in the above chapters.

6.4.5 Non-conformity and corrective action

Where the Client has a concern or raises an issue for resolution, or where potential issues are raised from an inspection or audit of the site/ operations, or by a regulatory authority, the Principal Contractor shall investigate the root cause and any implications arising from the issue and shall if necessary following discussion with the Client implement measures to rectify the problem.

The Principal Contractor shall monitor the effectiveness of the corrective action and report the outcome to the Client and where relevant the regulatory authority. All documentation of the issue/ event and corrective action/ outcome shall be retained by the Principal Contractor.

Where necessary the CMS and any associated documentation shall be revised and re-issued to avoid recurrence of the issue/ problem.

6.5 Review and updates to the CMS

The site wide CMS will be reviewed every 6 months as a minimum; or following any significant change to the work activities, Client requirements, or legislation and updated as required. Therefore, this CMS is a live document and will be continuously updated as required.

6.6 Legal and other requirements

Certain aspects of the construction work for this Project may be subject to environmental permits, consents, authorisations and permissions.

6.6.1 Environmental Consents Register

The Environmental Consents Register includes a schedule of all consent submissions and a tracker to confirm they are in place for the start of works.

The register is a live document and will be reviewed monthly. The Site Manager will be responsible for ensuring appropriate resources are available and work is planned to meet the legislative requirements.

An outline Environmental Consent Register is attached as Appendix 3.

APPENDIX 1

ENVIRONMENTAL MANAGEMENT MATRIX

Environmental Management Matrix

Rev00

ACTIVITY	ASPECT	IMPACT	MITIGATION	WHO	FREQUENCY
Mobilisation/ site clearance and compound set-up					
Site establishment	Water quality	Works affecting watercourses	No works (in, over, under) will be undertaken within 20m of a watercourse bank without technical environmental advice regarding the requirement for a permit. Works can only proceed once appropriate mitigation (within technical environmental advice or permit conditions) has been installed and all conditions met.	Site Manager/ SHE Manager	Pre-construction planning
	Flora and fauna	Removal of habitat and disturbance to wildlife	Works will not commence until an Ecological Appraisal has been completed and appropriate mitigations have been implemented. If during work activities it is suspected that a protected species has been disturbed, all works in the immediate area must cease until a qualified ECoW attends the site.	Site Manager/ SHE Manager	Pre-construction planning
	Archaeology	Disturbance of archaeology	No ground intrusive works shall commence until an Archaeological Appraisal has been completed and appropriate mitigations have been implemented.	Site Manager/ SHE Manager	Pre-construction planning
	Public Rights of Way	Closure/ diversion of Public Rights of Way	Public Rights of Way (PRoWs) shall remain open where possible. Applications for consent for any closures/ diversions to existing PRoWs will be obtained and agreed with the local authority in advance of the required works. Advance provision of clear signs to indicate the reasons for, and duration of, the closure or diversion. Provision of adequate advance notification of any closure or diversion at car parks along the route and popular starting points for walkers, along with notices to walking clubs and ramblers' websites etc. Reinstating footpaths and bridleways/PRoWs fully on completion of construction and restoration works (to the satisfaction of the relevant rights of way officer).	Site Manager/ SHE Manager	Pre-construction planning
Hazardous material storage and use	Release to water/ groundwater/ land	Polluting environment	Storage and handling of hazardous substances (including fuels) should not occur within 10 metres from any inland freshwater or coastal waters, or within 50 metres from a well or borehole. The secondary containment system must provide storage for at least 110% of the tank's maximum capacity and ensure that any valves, filters, sight gauges, vent pipes or other ancillary equipment are also situated within the secondary containment system and arranged so that any discharges would be contained. Fuel tanks, secondary containers and storage compounds shall be inspected monthly for damage, corrosion, leaks, faults and vandalism. Repair defects/faults immediately and retain records. All hazardous materials shall be labelled, sealed and stored with their COSHH assessment in a bundled and lockable container away from drains and watercourses when not in use. Hazardous liquids shall be transferred using a funnel and drip tray and sealed and returned to the container immediately after use. Damaged containers shall be reported to the Site Manager. Fully lockable and labelled 'Fuel Safe Static Tank' will be deployed. All drains located adjacent or near to refuelling points shall be covered by Gully Guards before commencing transfer. All fuel transfers to be supervised. Where possible, refuelling should only be carried out in a designated area, which will be secured/locked out of hours. Suitable and sufficient spill kits shall be provided. Note: for sites close to water courses and drains, enhanced spill kits must be provided. Spill kit supply to be monitored weekly to ensure adequate stock remains full.	Snr Foreman	Weekly
	Visual intrusion	Cabins and site facilities will be placed, where possible, out of line-of-sight of local residents. Maintain good housekeeping and site working practices to control litter, insects or vermin. For example, dispose of food into appropriate receptacles. The site shall be set up with hoarding to reduce dust leaving the site. The site boundary shall be secured appropriately and all site gates shall be kept locked / closed out of working hours and kept closed and /or manned during working hours. Wherever possible, lighting shall be located and directed so that it does not cause unnecessary intrusion to local residents. Lighting shall be switched off when not in use unless specifically needed for construction activities or for security and /or health and safety requirements. (Glare (and the potential for complaints) caused by poorly directed security and floodlighting shall be minimised by ensuring that light fittings are horizontally mounted and directed inwards on site. Post-installation checks and monitoring of the lighting installations shall be undertaken to ensure that correct tilting angles and appropriate direction of lighting is achieved. This will allow adjustments to be made, where practicable, should undue light spill or glare be identified.	Site Manager/ SHE Manager	Weekly	
Site operations/ use of plant and equipment	Local issues (nuisance)	Noise impact to local residents	Local Authority consent must be obtained for particularly noisy activities before starting works. For example, crushing and piling. Contractors and operatives must be informed of consent conditions. Noisy works and deliveries to and from the site shall be conducted within the core working hours. Where necessary, deliveries outside of these core hours would be agreed in advance with the local authority. Plant shall be selected with noise levels in mind and it is important that quiet or silent plant is used. If possible, electrically powered plant should be used. All plant shall be suitably maintained and noise screens shall be used where required. Use generators having a sound power level rating below 65db(A), fully canopied and silenced. To assist with noise attenuation, where possible, generators will be located away from adjacent residents, also taking account of prevailing wind conditions. Position exhausts away from site boundaries and occupied areas when in use. All generators (and other noisy plant) shall be switched off overnight and when not in use. If heat is needed for drying rooms this should be provided via storage type heaters.	Site Manager/ SHE Manager	Pre-construction planning
	Deliveries and work force travel	Traffic and transport	Traffic affecting local residents	Effective traffic management will be planned and implemented, where required in agreement with the Local Authority. Sufficient parking arrangements will be provided for site staff, to prevent parking on the side of the road.	Site Manager/ SHE Manager
Deliveries and work force travel/ Use of plant and equipment.	Air emissions	Exhaust fumes affecting local residents/ environment	All equipment shall be inspected before use and any defects/faults reported to the Site Manager. All vehicle engines will be switched off when not in use to reduce particulate emissions. Exhaust systems will be fitted with particulate filters and catalytic converters as necessary.	Snr Foreman	Daily
Site operations	Waste management	Lack of suitable facilities leading to increased landfill	A waste collection area shall be set up before site works start. This area shall be as close to the site compound as possible with adequate hardstanding for the waste containers and unobstructed access for telehandler and waste removal vehicles. A waste management plan shall be made available on site and its requirements understood by all Contractors and operatives before starting work on site. Monthly updates on the amount of waste successfully recycled will be made available to the Site Manager and displayed in the site office and can also be issued to the council upon request.	Site Manager/ SHE Manager	Pre-construction planning/ Monthly
	Use of natural resource	Depletion of natural resources	Mains electricity shall be used where available. If unusable, generators are to be used and must be sized for the required output; if diesel they must be set up by the supplier.	Site Manager/ SHE Manager	Pre-construction planning
Groundworks					
Topsoil stripping/ excavations	Soil management	Mixing of soil strata and loss of structure	A soil management plan will be developed detailing procedures for soil handling, storage and transfer (aligned to CIRIA Guidance: Sustainable management of waste soils and aggregates (PP124)). The site works shall be designed to retain as much soil on site as possible whilst maintaining protection of human health and the environment. Excavated material surplus shall be minimised so far as practicable. Stockpiles shall be covered, seeded or fenced (as appropriate) to prevent wind whipping.	Site Manager/ SHE Manager	Pre-construction planning
	Flora and fauna	Removal of habitat and disturbance to wildlife.	Works will not commence until an Ecological Appraisal has been completed and appropriate mitigations have been implemented. If during work activities it is suspected that a protected species has been disturbed, all works in the immediate area must cease until a qualified ECoW attends the site.	Site Manager/ SHE Manager	Pre-construction planning
	Archaeology	Disturbance of archaeology	Groundwork activities will not commence until an Archaeological Appraisal has been completed and appropriate mitigations have been implemented.	Site Manager/ SHE Manager	Pre-construction planning
	Land contamination	Disturbance of contaminated ground	Known areas of contaminated land will be managed according to a method statement provided by a technical specialist. Where unknown contaminated land is disturbed, works will cease until analysis is completed by a technical specialist and appropriate mitigations have been implemented. Stockpiles of contaminated material must be situated on an impermeable surface at least 10m from any surface waters or drains, and run-off collected within a bund. Potentially contaminated water must be tested before dewatering. Contaminated water must be treated or discharged off site using an appropriate waste permit.	Snr Foreman/ SHE Manager	Pre-construction planning/ daily
Release to water	Silt run-off/ excavation dewatering entering watercourses and affecting aquatic life	Minimise any areas of soil stripping and stockpiling. Surface water and drains must be protected from silt run-off (e.g. silt fences/ bunds/ french drains) to prevent silt laden water from entering them. All silt protection measures must be inspected weekly and maintained throughout the works. Tracking or washing out next to drains/surface waters must be avoided. Permit to Pump to be used to remove water from excavations, aligned to statutory guidance. If a discharge consent is required, then all conditions within the consent must be understood before commencement of dewatering. If necessary temporary bunding and/or settlement ponds will be installed to allow for isolation and onsite treatment of any sediment laden or contaminated water prior to managed discharge. Vehicle washdown facilities shall be appropriately managed to contain contaminants and regulate reuse or disposal of the water.	Snr Foreman	Daily	
	Water quality	Works affecting watercourses	No works (in, over, under) will be undertaken within 20m of a watercourse bank without technical environmental advice regarding the requirement for a permit. Works can only proceed once appropriate mitigation (within technical environmental advice or permit conditions) has been installed and all conditions met.	Site Manager/ SHE Manager	Pre-construction planning
	Local issues (nuisance)	Dust generation potentially smothering crops or plants/ affecting local residents	Site layout shall be planned so that machinery and dust causing activities are located away from receptors, as far as is possible. Where foreseeable and significant dust is to be generated during an operation, dust fencing and/or barriers must be provided to minimise impact. Timing of earthworks and material movements shall be planned to reduce double handling and minimise traffic movements and therefore associated dust and mud. If dust levels remain excessively high when adequate control measures are in place and operating effectively, then reduce or postpone works during such times (e.g. during dry or windy periods).	Snr Foreman	Daily
	Air emissions	Exhaust fumes affecting local residents/ environment	All equipment shall be inspected before use and any defects/faults reported to the Site Manager. All vehicle engines will be switched off when not in use to reduce particulate emissions. Exhaust systems will be fitted with particulate filters and catalytic converters as necessary.	Snr Foreman	Daily
Muck-away and deliveries	Wagon movements affecting local residents	Effective traffic management will be planned and implemented, where required in agreement with the Local Authority.	Site Manager/ SHE Manager	Pre-construction planning	
	Mud/ dust on road affecting local residents	Wash facilities for vehicular use located close to the site entrance shall be connected to an offline gully and trap system located within the site boundary. Haul routes shall be hard surfaced and/or effectively damped down and shall be kept clear of soil as much as possible. All vehicles carrying soil off-site must be sheeted. All vehicle engines will be switched off when not in use to reduce particulate emissions. Mechanical road sweepers shall be employed to clean roads of any dust and debris if it is generated within the vicinity of the site entrance.	Snr Foreman	Daily	
Establishing haul roads/ hard-standings	Use of natural resource	Depletion of natural resources	The environmental impact of materials will be considered in the procurement process. Ordered materials shall be managed to avoid over-ordering or spoilage of surplus materials. Surplus materials are to be reused on site where possible.	Project Manager/ Site Manager	Pre-construction planning/ monthly
Civils					
Laying concrete foundations/ floorings etc	Use of natural resource	Depletion of natural resources	The environmental impact of materials will be considered in the procurement process. Ordered materials shall be managed to avoid over-ordering. Surplus materials are to be reused on site where possible.	Project Manager/ Site Manager	Pre-construction planning/ monthly
	Release to water/ groundwater/ land	Concrete wash-out water incorrectly treated and disposed of, polluting receiving environment	All drains adjacent or near to concreting works shall be covered with Gully Guards before commencing mixing. Concrete wagons should be instructed to not wash-out onsite. A designated wash-out container will be provided to clean the delivery chute. Concrete washings must be treated and tested prior to discharge onsite. RPS 235 'Treating and using water that contains concrete and silt at construction sites' provides further guidance.	Snr Foreman	Daily
Concrete wagon movements	Wagon movements affecting local residents	Effective traffic management will be planned and implemented, where required in agreement with the Local Authority.	Site Manager/ SHE Manager	Pre-construction planning	
	Mud/ dust on road affecting local residents	Wash facilities for vehicular use located close to the site entrance shall be connected to an offline gully and trap system located within the site boundary. Haul routes shall be hard surfaced and/or effectively damped down and shall be kept clear of soil as much as possible. All vehicle engines will be switched off when not in use to reduce particulate emissions. Mechanical road sweepers shall be employed to clean roads of any dust and debris if it is generated within the vicinity of the site entrance.	Snr Foreman	Daily	
Piling	Local issues (nuisance)	Noise and vibration affecting local residents	Employ rotary piling techniques where possible. Position piling rigs away from local residents, so noise is emitted away from them. Install acoustic sleeves around the piling hammer to contain the noise.	Site Manager	Pre-construction
Build and fit-out					
Procurement and material management	Housekeeping	Poor management of materials leading to wastage	The environmental impact of materials will be considered in the procurement process. Ordered materials shall be managed to avoid over-ordering or spoilage of surplus materials. A storage compound will be developed to safely store materials to prevent damage from traffic and weather. Surplus materials are to be reused on site where possible. Surplus dry (powder) concrete, cement and grout is to be collected and reused where possible e.g. as inert rubble. Reuse of dried materials may require environmental permits or exemptions. Encourage the reuse of cut-offs and arrange for suppliers to take back unused surplus materials and packaging. All reuse and recycling to be carried out in accordance with the terms of a valid waste exemption or voluntary codes of practice/protocols. Hazardous liquids must be re-sealed after use. Empty containers are to be disposed of to the designated container within the waste compound.	Project Manager/ Site Manager/ Snr Foreman	Pre-construction planning/ monthly/ weekly/ daily
	Air emissions	Exhaust fumes affecting local residents/ environment	All equipment shall be inspected before use and any defects/faults reported to the Site Manager. All vehicle engines will be switched off when not in use to reduce particulate emissions. Exhaust systems will be fitted with particulate filters and catalytic converters as necessary.	Snr Foreman	Daily
Block cutting/ aggregate deliveries etc	Local issues (nuisance)	Dust generation potentially smothering crops or plants/ affecting local residents	Where feasible the site or specific operations shall be fully enclosed where there is a high potential for dust production and the site is active for an extensive period. Drop heights must be kept to a minimum and conveyors and enclosed wherever possible.	Snr Foreman	Daily
Deliveries and work force travel	Wagon movements affecting local residents	Effective traffic management will be planned and implemented, where required in agreement with the Local Authority.	Site Manager/ SHE Manager	Pre-construction planning	
	Mud/ dust on road affecting local residents	Wash facilities for vehicular use located close to the site entrance shall be connected to an offline gully and trap system located within the site boundary. Haul routes shall be hard surfaced and/or effectively damped down and shall be kept clear of soil as much as possible. All vehicles carrying soil off-site must be sheeted. All vehicle engines will be switched off when not in use to reduce particulate emissions. Mechanical road sweepers shall be employed to clean roads of any dust and debris if it is generated within the vicinity of the site entrance.	Snr Foreman	Daily	
Waste management					

Waste management	Duty of Care	Non compliance to legislation	Wastes shall be collected by a licenced waste carrier. A copy of all Waste 'Duty of Care' documentation shall be held on site. Duty of Care documentation must be completed for all waste transfers and copies provided to the Client every week. Waste transfer notes or hazardous waste consignment notes and Duty of Care procedures are to be audited regularly (monthly as a minimum). Soil and recycled aggregate transfers shall be carried out in accordance with an approved Materials Management Plan (or Remediation Strategy in Scotland) and all transfer tickets must be retained on site.	Site Manager/ SHE Manager	Monthly/ Weekly/ Daily
	Segregation	Cross contamination of materials	Where possible, all waste shall be segregated on site. Skips shall be provided to segregate wastes including plasterboard, timber and metal. A designated area shall be provided for inert wastes, for example bricks, clay pipes and roof tiles. A designated container[s] shall be provided for hazardous wastes, which must be clearly labelled. Hazardous waste streams must be segregated and stored in accordance to their safety data sheets. All road sweepings must be removed from site accompanied with a completed waste transfer note from the driver. If road sweepings are inadvertently discharged on site, these should be disposed of appropriately. All plasterboard waste shall be segregated on site and returned for recycling (e.g. to British Gypsum). All timber is to be segregated on site and sent to a local churty (or similar outlet) for recycling. All metal is to be segregated on site and sent for recycling. All inert waste (e.g. bricks, blocks, concrete) will be segregated on site and used under roads, driveways etc (this may require environmental permits or exemptions). All mixed waste removed from site shall be taken to a material recycling facility for further segregation to maximise recycling and recovery.	Site Manager/ Srs Foreman	Pre-construction planning/ Weekly
Demobilisation					
Demobilisation	Traffic and transport	Wagon movements affecting local residents	Effective traffic management will be planned and implemented, where required in agreement with the Local Authority.	Site Manager/ SHE Manager	Pre-construction planning
		Mud/ dust on road affecting local residents	Wash facilities for vehicular use located close to the site entrance shall be connected to an offline gully and trap system located within the site boundary. Haul routes shall be hard surfaced and/or effectively damped down and shall be kept clear of soil as much as possible. All vehicles carrying soil off-site must be sheeted. All vehicle engines will be switched off when not in use to reduce particulate emissions. Mechanical road sweepers shall be employed to clean roads of any dust and debris if it is generated within the vicinity of the site entrance.	Srs Foreman	Daily

APPENDIX 2

INCIDENT RESPONSE



Incident Response



1 OIL, FUEL OR CHEMICAL SPILL

1.1 To ground

- i. Wearing protective clothing, prevent further release at source e.g. switch off tap/ valve, correct leaking drum and make safe the area.
- ii. If the spill is migrating, create a temporary bund to prevent further spread by using spill kit materials / sandbags.
- iii. If drains or field ditches are located nearby, install drain seals/ deploy additional spill kit materials to prevent the spill discharging to the drain or ditch.
- iv. Apply absorbent granules or pads (available from spill kit) to the affected area.
- v. The Contractor will notify the Environment Agency regarding the nature and scale of incident. The following information should be included in the notification:
 - Time of discharge;
 - Type/quantity of material discharged;
 - Location of discharge; and
 - Site contact details.
- vi. The Contractor will notify the Client of the incident and communicate the information provided to the Environment Agency.
- vii. The Client will notify the Local Planning Authority regarding the nature and scale of the incident as per the requirements of the Environmental Damage (England and Wales) Regulations 2015.
- viii. Containment measures should remain in place until the nature and extent of the contamination can be assessed and a remediation strategy must be prepared.

All impacted materials shall be disposed of in accordance with relevant legislative and regulatory requirements and the Duty of Care requirements outlined in the CoCP.

1.2 To surface water feature

- i. Wearing protective clothing, prevent further release at source e.g. switch off tap/ valve, correct leaking drum and make safe the area.
- ii. If source not readily identifiable, contain first (see below) then identify and prevent further release at source.
- iii. Immediately deploy appropriate sized boom from nearest spill kit across affected surface water feature. Use stakes to attach it to the sides of the surface water feature. Tie booms together to increase length if required.
- iv. Supplement with additional booms across the surface water feature, as required, to contain any migration of the spill not halted by the first installation.
- v. The Contractor shall notify the Environment Agency regarding the nature and scale of incident. The following information should be included in the notification:
 - Time of discharge;



- Type/quantity of material discharged to surface water feature;
 - Location of discharge; and
 - Site contact details.
- vi. The Contractor shall notify the Client of the incident and communicate the information provided to the Environment Agency.

All impacted materials will be disposed of in accordance with relevant legislative and regulatory requirements and relevant Duty of Care requirements.

1.3 To drainage system

- i. Wearing protective clothing, prevent further release at source e.g. switch off tap/ valve, correct leaking drum and make safe the area.
- ii. If source is not readily identifiable, contain the visible pollutant first, then identify and prevent further release at source.
- iii. Immediately deploy appropriate drain cover(s) to affected gullies.
- iv. Supplement with booms around the gully to contain any migration of the spill.
- v. The Contractor shall notify the Environment Agency and the relevant water company regarding the nature and scale of incident. The following information should be included in the notification:
 - Time of discharge;
 - Type/quantity of material discharged to the drain;
 - Location of discharge, specifically which drain; and
 - Site contact details.
- vi. The Contractor shall notify the Client of the incident and communicate the information provided to the Environment Agency.

All impacted materials shall be disposed of in accordance with relevant legislative and regulatory requirements and relevant Duty of Care requirements.

2.1 Discovery of unexpected contamination

- i. On the discovery of unexpected contamination, the Contractor will immediately halt works in the area.
- ii. If impacted materials have already been removed they shall be returned to the excavation or placed on to a membrane, e.g. terram, to prevent migration of the contaminant to another area.
- iii. Contractor to report the situation to the Client.
- iv. Arrangements will be made between the Contractor and the Client for samples of the contamination to be collected and tested on fast turnaround.
- v. Contractor to only continue with works in the area once the test results have confirmed the contaminant and a safe means of working has been established.

The Contractor shall be free to continue works in areas unaffected by the contamination, BUT the Contractor will not speculatively continue to excavate material to find the extent of the contamination without supervision from a geo-environmental engineer.

All impacted materials will be disposed of in accordance with relevant legislative and regulatory requirements as well as relevant Duty of Care requirements.

2.2 Contamination of or by waste materials

- i. Assess whether the area needs to be evacuated, such as if fumes are being given off.
- ii. Assess whether the damage can be undone through segregation.
- iii. Complete a risk assessment for the task including consideration of any COSHH risks.
- iv. If it is safe to do so segregate the waste. If it is not safe to do so, then the full waste quantity is to be consigned as hazardous waste.
- v. Contractor to report the incident to the Client.
- vi. Waste to be collected from site in accordance with normal practice.



3 DISCOVERY OF ARCHAEOLOGICAL ARTEFACT OR HERITAGE FEATURE

- i. Immediately stop works in the area of the artefact or feature.
- ii. Ensure the area is isolated from interference by erecting fencing around the discovery. Prevent vehicles from navigating through this area.
- iii. Provide a safe means for pedestrians; and if possible vehicles, to move around the isolated area.
- iv. Contractor shall report the find to the Client.
- v. Client to arrange for the find to be assessed by a qualified heritage or archaeological specialist. The Contractor is to prevent tampering with the find until it has been assessed.
- vi. Works to proceed in accordance with the recommendations given by the heritage or archaeological specialist.

In the event of an unexpected discharge of silty water, then:

- i. Prevent further release at source e.g. cease dewatering the excavations.
- ii. Contain silt and protect sensitive receptors from further discharge:
 - If a drain is located nearby, install drain seals or deploy spill kit materials to prevent discharge.
 - If silt flow is in the direction of surface water features deploy hay bales around surface the feature.
 - If silt is being generated by runoff from stockpiles deploy spill kit materials, silt fencing or move soil to form a bund at the base to prevent further silt laden runoff from the stockpile.
- iii. If silt is discharged without prior approval the Environment Agency shall be notified. If the silt discharge enters the drainage system the relevant water company shall also be notified regarding the nature and scale of incident. The following information should be included in all notifications:
 - Time of discharge;
 - Type/quantity of material discharged;
 - Location of discharge, e.g. which drain or surface water feature; and
 - Site contact details.

5 COMPLAINT OVER A NUISANCE

This procedure should be followed for all nuisance complaints including noise, dust and light.

- i. Immediately stop the activity leading to the complaint; or where not possible to entirely stop the activity reduce it to the lowest possible level e.g. shut off all non-essential plant.
- ii. Remain polite and courteous. If able to resolve the issue through discussion with the complainant, then determine what action is needed and put it into practice.
- iii. Record the details of the complainant including their name, contact details and address. Contractors shall report the details of the complaint and the complainant to the Client.
- iv. The Contractor and the Client will register the complaint on the Complaints Log.
- v. The Client will act on the complaint and remedial actions will be put in place within 24 hours.



6 ECOLOGICAL DISCOVERY OR DAMAGE

- i. Immediately stop works in the area.
- ii. Contractor to immediately report the incident to the Client.
- iii. Client to arrange for a qualified ecologist to assess the discovery or damage caused.
- iv. Works to proceed in accordance with the advice received from the ecologist.

7 VANDALISM/THEFT PROCEDURE

Acts of theft and vandalism present the risk that damage may be caused to equipment containing hazardous substances that could cause pollution, or damage may be caused to measures which have been installed to prevent the release of pollution. On identifying an act of vandalism or theft:

- i. The Contractor shall notify the Police of the incident.
- ii. Inspect all fuel storage tanks/drums and equipment to ensure there has been no release of the fuel or other hazardous substances, e.g. hydraulic fluid.
- iii. If a spill is identified follow the procedures for Oil, fuel or chemical spills.
- iv. Inspect pollution protection measures, e.g. drainage or silt protection, to ensure it has not been interfered with. Where it is possible, correct any issues identified without causing further release.
- v. Inspect site boundaries to identify the access point if not immediately clear and secure the site.

8 EXPLOSION / FIRE PROCEDURE

Explosion/fire incidents should also be dealt with through health and safety procedures. In the event that a fire is detected or an explosion occurs:

- i. Notify the emergency services and evacuate the area.
- ii. Attempt to tackle the fire with site equipment only when it is safe to do so.
- iii. Ensure that pollution of nearby water bodies including surface water drainage from fire control water or other substances is minimised. Where possible and safe to do so, any site drainage systems should be protected through the deployment of drain seals/ spill kit materials to ensure any firefighting waters are captured and can be disposed of appropriately.
- iv. At a time when it is acceptable to do so, the Environment Agency shall be notified regarding the nature and scale of incident. The following information should be included in the notification:
 - Nature of the incident;
 - Time and date of the incident;
 - Quantity of fire control water discharged to surface water feature/drainage, where relevant;
 - Location of discharge; and
 - Site contact details.

APPENDIX 3

ENVIRONMENTAL CONSENTS REGISTER

	Environmental Consents	Revision:	Date:
Site Location:			
Site Description:			
Project Manager			
SHE Manager			
Consent reference	Item	Status	Responsibility
ABC/123	Section 61	Open	Snr Foreman
DEF/456	Water abstraction exemption	Open	SHE Manager

APPENDIX 4

TRAFFIC MANAGEMENT PLAN

SUNBANK LANE TRAFFIC MANAGEMENT

ALL WORKS BEHIND TRAFFIC CONTROL
UNDERTAKEN UNDER SINGLE LANE
RUNNING UNDER TRAFFIC CONTROL

SURFACING WORKS UNDERTAKEN
UNDER ROAD CLOSURE

VEHICLE BARRIER.

LAY-BY TO BE
CLOSED.

SINGLE LANE RUNNING UNDER TRAFFIC CONTROL

LOCATION OF TRAFFIC
CONTROL LIGHTS.

MINIMUM SINGLE LANE
RUNNING WIDTH

LOCATION OF TRAFFIC
CONTROL LIGHTS.

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NOTES

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4. UNDERGROUND SERVICES MAY BE PRESENT IN THE AREA. THE CONTRACTOR SHALL ESTABLISH THE PRECISE LINE AND DEPTH OF ALL SERVICES PRIOR TO COMMENCING ANY EXCAVATION WORKS.

KEY

- RED LINE BOUNDARY TAKEN FROM RPS DRAWING NK017096-SK494 DATED 28/10/20
- NEW KERB LINE
- RG NEW ROAD GULLY
- VEHICLE RESTRAINT BARRIER
- CARRIAGEWAY CONSTRUCTION
- CARRIAGEWAY RESURFACING
- FOOTWAY CONSTRUCTION
- BUFF TACTILE PAVING

VEHICLE BARRIER.

P2	22.12.20	STAGE 3	ARJ	PAW
P1	13.11.20	PLANNING SUBMISSION	ARJ	PAW
REV	DATE	DETAILS	DRN	CHK

DRAWING STATUS

PRELIMINARY

RIBA STAGE

STAGE 3

RoC
CONSULTING

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T 0161 214 5390
W rocconsulting.com

DRAWN	DATE	SCALES
ARJ	11.11.20	1:250
CHECKED	DATE	THE ABOVE SCALES APPLY WHEN PLOTTED AT A2 SIZE -DO NOT SCALE-
PAW	13.11.20	
APPRVD.	DATE	EMAIL FOR DRAWINGS
RoC	13.11.20	info@rocconsulting.com

CLIENT

THE HUT GROUP

PROJECT TITLE

SUNBANK LANE
CAR PARK

DRAWING TITLE

S278 WORKS
GENERAL ARRANGEMENT

DRAWING No.	REV.
SLCP-ROC-ZZ-XX-DR-C-HA01	P2

4176

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APPENDIX 5

SITE COMPOUND PLAN

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 3. ANY DISCREPANCIES SHOULD BE REPORTED TO THE ENGINEER IMMEDIATELY SO THAT CLARIFICATION CAN BE SOUGHT PRIOR TO THE COMMENCEMENT OF WORK.
 4. UNDERGROUND SERVICES MAY BE PRESENT IN THE AREA. THE CONTRACTOR SHALL ESTABLISH THE PRECISE LINE AND DEPTH OF ALL SERVICES PRIOR TO COMMENCING ANY EXCAVATION WORKS.

- KEY
- RED LINE BOUNDARY TAKEN FROM RPS DRAWINGS N3017006-SK434 DATED 28/10/20
 - SECURITY FENCE
 - EXIT BARRIER & ANPR SYSTEM
 - KNEE RAIL FENCE
 - VEHICLE RESTRAINT BARRIER
 - BUFF TACTILE PAVING
 - NEW VEHICLE RESTRAINT BARRIER TO MATCH EXISTING
 - ASPHALT CAR PARK ABBES
 - ASPHALT FOOTWAY
 - GRAVEL GRD PARKING BAY
 - ASPHALT FULL CONSTRUCTION
 - ASPHALT RESURFACING
 - CELLULOSER TREE ROOT PROTECTION SYSTEM

REV	DESCRIPTION	DATE	BY	CHK
P1	PROJ01	STAGE 3 - FENCE TO WESTERN	ARI	PAW
P2	PROJ02	STAGE 3 - FENCE TO WESTERN	ARI	PAW
P3	PROJ03	STAGE 3 - FENCE TO WESTERN	ARI	PAW
P4	PROJ04	STAGE 3 - FENCE TO WESTERN	ARI	PAW
P5	PROJ05	STAGE 3 - FENCE TO WESTERN	ARI	PAW
P6	PROJ06	STAGE 3 - FENCE TO WESTERN	ARI	PAW
P7	PROJ07	STAGE 3 - FENCE TO WESTERN	ARI	PAW
P8	PROJ08	STAGE 3 - FENCE TO WESTERN	ARI	PAW
P9	PROJ09	STAGE 3 - FENCE TO WESTERN	ARI	PAW
P10	PROJ10	STAGE 3 - FENCE TO WESTERN	ARI	PAW

PRELIMINARY

STAGE 3

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DRAWN	DATE	SCALE
WJE	11.11.20	1:250
CHECKED	DATE	SCALE
AJ	NOV 20	THE ABOVE SCALE APPLIES WHEN PLOTTED AT A SIZE OF 1:250
APPROVED	DATE	SCALE
		THE ABOVE SCALE APPLIES WHEN PLOTTED AT A SIZE OF 1:250

CLIENT
THE HUT GROUP

PROJECT TITLE
SUNBANK LANE CAR PARK

DRAWING TITLE
PROPOSED CAR PARK & ACCESS GENERAL ARRANGEMENT

DRAWING NO.	REV.
SLCP-RJC-ZZ-XX-DR-C-CL02	P3

HERAS FENCING- 2.4M HIGH
DOUBLE CLIPPED, FEET STAKED

AREA OF CELL WEB ROOT
PROTECTION SEE DWG CLO8

TOPSAC STORAGE

SECURITY FENCE
SEE DWG CLO8

KNEE RAIL TIMBER
TREATED FENCE

TRAFFIC CONTROL

PEDESTRIAN GATE IN
SECURITY FENCE

CARPACE SURFACING
WORKS WILL BE CARRIED
OUT UNDER ROAD
CLOSURES

EXIT BARRIER AND ANPR
SYSTEM SEE DWG CLO8

CARRIAGE WAY & ROAD
CONSTRUCTION TO BE CARRIED
OUT TO ACCOMMODATE ROAD
CLOSURES

SUNBANK LANE

FOR DETAILS OF PROPOSED
LANDSCAPING REFER TO
TYLER GRANGE INFORMATION

SINGLE LANE RUNNING
UNDER TRAFFIC CONTROL

ALL SITE AND CONSTRUCTION
TRAFFIC WILL ACCESS SITE THROUGH
AIR PORT CITY BUSINESS PARK

REFER TO SECTION 278
DRAWING PACKAGE FOR
FURTHER DETAILS OF OFF
SITE HIGHWAY WORKS

TRAFFIC CONTROL

SITE CABINS + WELFARE
SITE PARKING
WHEEL WASH AREA

REFUELLING AREA
UNLOAD AREA
MATCHMA +
PLANT STORAGE

SITE ACCESS
AND
EGRESS

SITE COMPOUND INCLUDES SEGREGATED:
REFUELLING AREA, UNLOADING AREA
+ STORAGE FOR PLANT AND MATCHMA

APPENDIX 6

GREAT CRESTED NEWT METHOD STATEMENT

For details of Preliminary Ecological Assessment, Amphibian Precautionary and Ecological Safeguarding Measures and Ecological Enhancements required prior to and during construction works refer to reports and method statements prepared by Pennine Ecological and Tyler Grange.