Construction Method Statement
And
Environmental Protection Statement

Residential Development at De Clare Drive, Radyr

All work to be carried out as the agreed strategy listed below. Primary consideration whilst drafting this statement has been Health and Safety and the safety to the public and the workforce

Site Working Hours

The site working hours for the week are 7.30 am to 5.00 pm Monday to Thursday and Friday 7.30am – 4.30pm.
Saturdays is 7.30am – 1.00pm if agreed upon,

Principle Contractor Details

Hale construction ltd
Unit 2
Milland Road
Neath, SA11 1NJ
Phone Number 01639 620240
Fax Number 016939 642008
Contracts Manager Phone Number – Tom Bevan 07973623880
Site Managers Phone Number - to be confirmed.

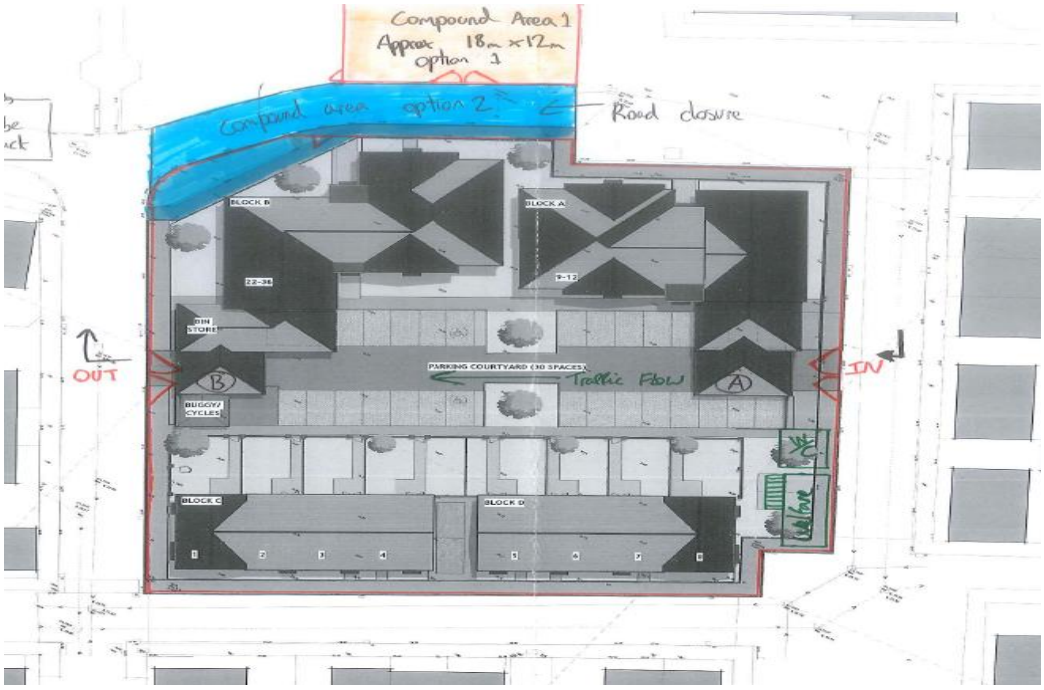
Approach Road to site

Consideration to other Road Users

- **Signage erected to warn approaching vehicles of moving plant and speed restrictions**
- **Speed restriction on site traffic coming through the estate relay information to all sub-contractors and delivery vehicles**
- **Minimise any obstructions on the public highway by maintaining a clear access to the site.**
- **Keeping the road clean and well maintained and free from debris**
- **Erect signs along De Clare Drive depicting speed limit and site access area**
- **Minimise speed limits to lower the risk of dust**
- **Interface with local resident on entrance to site**

The parking of vehicles of site operatives and visitors –

Due to the layout of the development there is very little space within the site for on site parking facilites for operatives and visitors. There are 2 options available subject to approval regarding off-site parking, one is the use an area on the re-creational ground and other is a temporary road closure, awaiting approval from Cardiff Highway Department, please see below plan showing temporary options currently being discussed



Loading and unloading of Plant and Machinery

- **All loading and off loading of plant and machinery will take place within the site boundaries within to the site compound.**
- **Access to the site will be through the main entrance off and deliveries will be between 08.00 – 16.00 hrs.**
- **All vehicles will be banked into the site using an experienced banks man.**

Storage of Plant and Materials used in constructing the development

- **Outside working hours and when not in use the vehicles will be stored within to the site compound. As per site TMP**
- **All Plant and machinery will be fitted with anti-vandal shutters**
- **No Keys will be left in any machinery during out of hours**
- **A compound will be set up for the storage of materials which are to be used in constructing the Development.**
- **Fueling of all vehicles will take place next to the bunded fuel tank where spill kits will be stored in case required. Additional spill kits will be kept in the site stores.**

Site accommodation and compound example

- **Considerate Constructor notices will be displayed with contact details of the site management team attached.**

Wheel washing Facilities and Surface Water run off

The volume of traffic from the site will be considerably lower than normal due to the level topography of the site limiting the amount of soil to be taken off site. We expect a standard number of deliveries for this scheme. A Temporary access road crossing the site will be established prior to main construction works starting to encourage the use of a one way vehicle route across the site. A Suitable wheel washing facility will be established on site to minimise mud or dust from carrying out onto the road. This will be continually monitored throughout the contract period.

- **A road sweeper will be brought in when necessary to ensure the roads are kept clean and tidy.**
- **Gully covers will be covered with Terram to prevent them from becoming blocked from dirt and mud build up.**
- **Care will be taken during winter months to ensure water does not run onto the road where it may freeze causing a hazard**
- **The entrance to the site will be swept and washed regularly and whenever a build up of excess debris/muck/clay occurs.**
- **Regular inspections of manholes and local water courses will be carried out to monitor and prevent any interference from site activities.**

The Emission of Dust

- **As part of the environmental Risk Assessment the requirement for wetting down road surfaces and water suppression during construction activities such as the use of disk cutters and soil storage, vehicles leaving site will be covered and soil will be wetted down during high wind weather,**
- **Speed limit to be 10mph to minimise dust by vehicles**
- **Daily inspections will be undertaken by the site manager who will ensure such requirements are identified and that the appropriate actions are taken.**
- **Site vehicles will be regularly checked and monitored for cleanliness to prevent dirt carrying out on residential roads and to present a good image.**
- **Wheel wash facilities to be installed close to exit**
- **All Plant vehicles will be maintained and in good working order,**
- **Block splitters will be used on site rather than hand held disc cutter,**
- **Dust extraction equipment will be used on all hand-held power tools regarding cutting/planeing and drilling,**
- **All waste skips will be covered over to prevent dust**
- **Stockpiles will be kept to a minimum on site and compacted**
- **Deliveries will be controlled to prevent queuing and will minimise fumes,**
- **All engines will be switched of during non-operations**

Storage of Soil on Site

It will be necessary to store some topsoil on site which has been striped for the construction process to continue. This material will be carefully stored on site with bunds sealed to avoid water saturation and silt build up. Shallow drainage trenches will be excavated around the bunds to contain water discharged during wet periods.
Where there it is likely that silt may discharge off the site silt fencing will be erected to contain any discharge.
To dampen down soil during dry weather,
Stockpile will be kept to a minimum,
Minimise the grade of the stockpile
During dry periods, it may become necessary to dampen or cover the stored soil to prevent dust from becoming a nuisance.

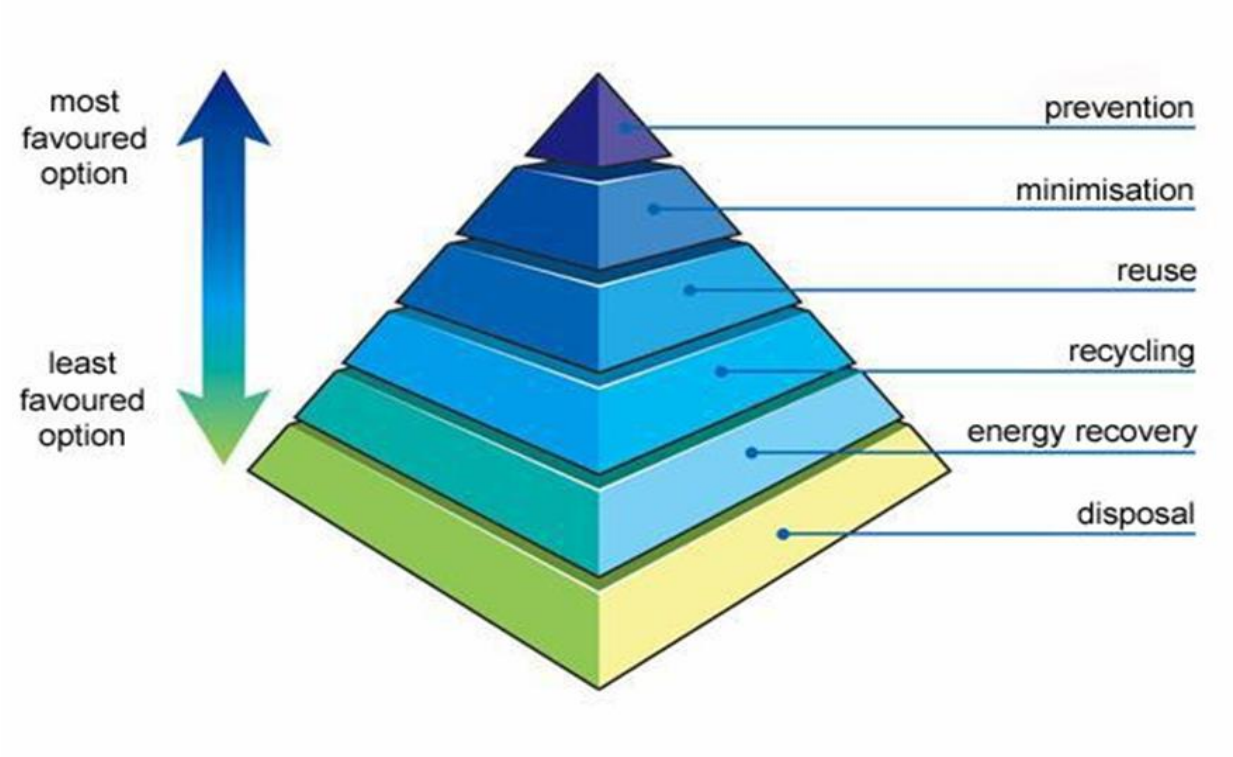
Waste Recycling during Construction Period

- **The site will be monitored using our in-house waste management system and as such all waste will be recorded**
- **Waste material will be segregated and stored in separate skips.**
- **The Skips will be supplied and changed by GD Environmental Ltd who will then send the waste for recycling and report back as to the percentage of material recycled.**
- **To minimise the creation of waste wherever possible;**

- **To remove rubbish, debris, surplus material and spoil regularly and keep the site clean and tidy**
- **To ensure that waste disposal is managed in a controlled way**
- **To ensure that surplus material is minimised, and any non- usable surplus is recycled;**
- **To provide all necessary waste transfer documentation**

- **MONITORING**

- **The skips will need to be monitored to ensure that contamination of segregated skips does not occur. Therefore, we will advise regularly on how the waste management system is working.**
- **We will continually review the type of surplus materials being produced and where we can change the site set up to maximise on re-use or recycling and the use of landfill will be the last resort.**
- **The plan will be communicated to the whole project team regularly. Updates will be communicated and discussed at Management and Health and Safety Committee meetings.**



Enabling Works (including Demolition)	
Concrete	Re-use on Site
Tarmac	Re-use on site/Dry
Bricks/Blocks	Re-use on Site
Timber	Re -cycle
Subsoils	Re-use on site/Recycle
Metals	Scrap value
Asbestos	No usage/Landfill
Plasterboard	Return/Recycle/Landfill
Construction Works	
Plasterboard	Return/Recycle
Brick/Blocks	Recycle
Timber	Recycle
Cardboard	Recycle
Mortar	No usage/Dry to skip
Metals	Recycle
Paints	Recycle
Soils	Use/Sell

Noise

We propose to carry out noise logging to produce accurate data and give us a much clearer picture of noise patterns and how they can be controlled to minimise their impact on the Site, this also allows us to confirm the noise level at the time of any alleged noise incident,
The escalation procedure proposed is: -

In the case of a noise complaint, the first contact should be directed to the responsible manager or in the case of a weekend, the weekend manager. [Contact details will be distributed separately]. They will immediately check site activities, intervening where necessary.

Noise management procedure

BS 5228-1:2009+A1:2014

It is noted that main periods of concern are as follows:
Quiet periods as noted in the Project Agreement
Noise before 0800 on Weekdays
Noise after 16.30 on Weekdays

The operation of plant and the acceptance of deliveries will be permitted only within normal site operating hours. We may park up deliveries that arrive early on site.

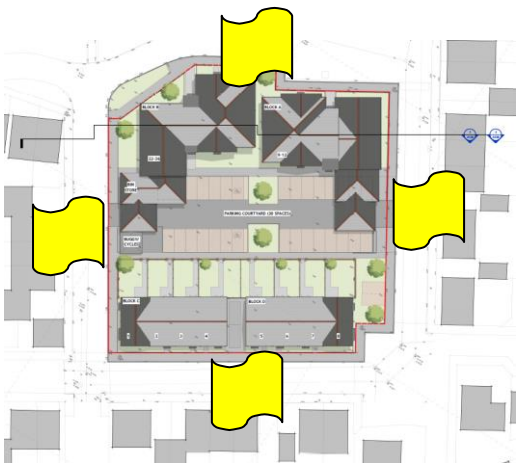
Management staff will patrol the interface zone during quiet times
The workforce will be thoroughly briefed
Briefings before 0745 to allow 0800 starts but not before
Regular spot checks to be carried out
Identification of noisy works at planning stage
Policing the control zone at sensitive times

1-There will be no use of compressed air powered drills on site,
2-Engine will be switched off during loading/unloading and vehicles waiting deliveries.
3-Noise Reduction of Stationary Plant and Tools Possible noise reduction measures for compressors or generators are as follows:
4-Use of electric powered compressors as opposed to diesel or petrol;
5-Sound reduced compressor or generator can be used to supply several pieces of plant;
6-Use of centralized generator system;
7-Efficient sound reduction equipment should be fitted to engines;
8-Metal casings should be acoustically dampened;
9-Manufacturers' enclosure panels should be kept closed;
10-Erection of an acoustic screen between the compressor or generator and noise sensitive locations;
11-Enclosure of compressor or generator in a ventilated acoustic enclosure.

Possible noise reduction measures for tools are as follows:

1-Use of hydraulic or electric tools where possible;
2-Use of alternative quieter equipment for concrete breaking/cutting;
3-Fitting suitably designed sound reduction equipment to reduce noise without impairing efficiency;
4-Use of damped tool piece or saw blade;
5-Enclose in a suitably designed portable or fixed acoustic enclosure with suitable ventilation (with due regard to the health and safety of operatives).

Area where noise monitoring will be carried out in Yellow Flag



Erection of Temporary/ semi Temporary Site signage and Site Hoarding

- **Signs will be displayed around the site and policed to control site traffic and maintain a site speed limit of 5MPH.**
- **Direction signage will be erected to guide delivery drivers and visitors to the site entrance off Pentland Close and Malvern Drive**
- **Viewing points to be installed on site hoarding and fencing at the SM discretion**
- **Welfare signs for first aid post and assembly area will be visible on site**
- **Site Contact Telephone numbers will be installed on site notice boards,**
- **Entrance gates will be locked at all times**

Communication with Residents and Emergency Services

- **The Site Management team are to visit the residents to discuss general safety issues with the Residents and offer support regarding a Talk on general Site Safety and Awareness.**
- **A regular meeting will be held with a representative of the residents to ensure ongoing good relationships and standards of Safety.**
- **Contact details of the Site Team will be given to the residents in case of emergency**
- **Where the Site needs to deviate from working practices which could influence the Residents discussions will be held to minimise disruption.**
- **The Site Manager will contact the Emergency Services and suggest a Site Familiarisation visit to ensure that there would be no problems with access should an emergency occur.**

It is of utmost importance that the Residents located on either side of the main access road are protected from the construction works and associated site traffic for the duration of the project.

LIASON BETWEEN PARTIES

Liaison with Parties Involved in the Project

Staff members of Hale Construction Ltd and the sub-contractors are required to co-operate fully with other parties involved in the projects for issues that affect health and safety arrangements on the project.
Regular project progress meetings will be held with the Client, Designers and other parties involved in the project to ensure liaison between the parties involved in the project. Meeting minutes and any other relevant information will be circulated to the relevant parties involved in the project.

Liaison with Parties Outside the Project Hale Construction Ltd will ensure that regular liaison is carried out between the site and residents and local businesses.

H&S INFORMATION FOR (SUB-) CONTRACTORS

Sub-contractors have been issued with relevant health and safety information during the tender process to allow them to resource and plan their works accordingly.
The Health and Safety Conditions for Sub-contractors have been issued to every sub-contractor and is applicable to this project.

Every sub-contractor will attend a pre-start meeting at which the sub-contractor Quality and Safety Summary is completed to identify duty holders, allocate responsibilities, record common facilities and identify high risk activities and associated controls.
Everyone prior to starting work on site will receive Induction Training at which time all appropriate health and safety information will be given.
In addition to the daily management and monitoring of site activities there will be specific Progress Meetings where health and safety will be discussed, Health and Safety Meetings where Sub-contractors and the workforce will be consulted and there will also be briefings for all personnel engaged in high risk activities.

Entrance to existing property

All deliveries will be on rigid loads preferably or on larger articulated loads only with prior agreement of the Site Manager, as shorter vehicles are unlikely to cause disruption or damage to the highway. Signage will be erected to assist delivery drivers as well as sending directions to the site when placing orders. All deliveries are to be unloaded within the safety of the site boundaries. Delivery times to be between 9.00am and 3.30pm unless with prior agreement of the Site Manager.

The position of the site compound and car park will be located as shown on the attached site plan.

Emergency services will be contacted to advise them of access arrangements.

Police, Ambulance, and Fire Brigade services are to be notified prior to commencement of works on site. All services will be invited for a prestart familiarisation visit.

Hales example of emergency Chart

Site Safety Organisation & Emergency Response Chart			
Contract name and number	Llanishen		
MANAGEMENT DUTY HOLDERS	**HOLDER**	**DEPUTY**	**EMERGENCY RESPONSE TEAM**
Management Safety Representative	MP Whelan	G Landrygan	M Hall 07980 314818
Temporary Works Co-Ordinator	M P Whelan	G Landrygan	
Electrical Safety Co-Ordinator	M Hall	G Landrygan	
Manual Handling Co-Ordinator	M Hall	Mike Whelan	
Lifting Appliances Appointed Person	MP Whelan	J Thomas	
COSHH Co-Ordinator	Mike Whelan	M Hall	**DEPUTY EMERGENCY RESPONSE TEAM**
Fire Safety Co-Ordinator	Mike Whelan	M Hall	Mike Whelan 07538432098
Plant Co-Ordinator	M Hall	G Landrygan	
Asbestos Co-Ordinator	Mike Whelan	M Hall	
Underground Services Co-Ordinator	M Hall	G Landrygan	
Environmental Co-Ordinator	Mike Whelan	Mike Whelan	
FIRST AIDER(S)	**SAFETY MANAGER**	**ALTERNATIVE SAFETY CONTACT**	
M Hall-07980 314818	Mike Whelan 07538432098	M Thomas-07966088281	
KEY LOCATIONS			
First Aid Kit(s) First Aid Kits are located at the Site Office		Fire Fighting Kit (s) Located in the Welfare.To be positioned in every core area of each block. See Fire Plan	
Telephones		Doctor 02920747747	
Washing Facilities Canteen area, Toilet Facilities		Hospital Tel:- 02920747747	
COSHH Register Site Office H&S File no. 5 (Electronically on drive).		Emergency Exit Signal Push Button Howlers. These are interlinked howlers which sound on site and in the compound.	
Spill Kit(s) Within Refuelling Area. Clearly signposted. Spill kits store in yellow bins. Absorbent granules in store. (Refer to Environmental Plan.)		Muster Points Out- side gate by Canteen Facilities	
REGISTERS/PERMIT HOLDERS			
Scaffolding	M Hall	Lifting Appliances/Plant	M Hall
Excavations	M Hall	Permit to Dig	M Hall
Electrical	M Hall	Hot Work Permit	M Hall
Confined Space Permit	M Hall	CITB GE700	MP Whelan
Plant Certicates	M Hall	MEWPS	MP Whelan

KEY TELEPHONE NUMBERS					
Police	01656656980	Fire Brigade	01792-702222	Ambulance	Tel:- 01792-702222
NRW	0800 807060	HSE Local Office	0345 300 9923	Environmental Health	08459 335577
Gas	0800 111999	Electricity	0800 6783 105	Water	0800 520130
Waste Disposal Contractor	01554 772478	Hazardous Waste Disposal	01443 865965	Spill Clean Up	01656 741799

Site Plan

A copy of the site plan can be found on site notice board of this document and includes some of the following:

- **Surface water drains**
- **Combined drains/sewers**
- **Water abstraction points/borehole/private water supply**
- **Sustainable drainage system area/water environment/river/pond**
- **Drainage interceptor**
- **Site services and shut off valves/points**
- **Raw material storage/bays**
- **Fuel & chemical storage**
- **Waste collection points/skips**
- **Spill kits/emergency response equipment**
- **Ecology/sensitive areas**
- **Legal Consents and Licences**

The construction site will have the legal consents, licences and exemptions in place.

Aspect	Activity	Impact	Control Measures	Legislation
Air	Breakout of Concrete Grinding / Cutting of Concrete Drilling / Coring Traffic Management Hot Work Buying Materials in Small Quantities	Air Pollution by dust Third party impact Air Pollution from emissions, third party impact Air pollution - excessive exhaust fumes causing Third party impact Pollution of Air from Emissions - Third Party Impact Air Pollution because of increased fuel use for unnecessary deliveries	<u>Normal & abnormal condition</u> Extraction / Air monitoring / Adequate ventilation / No measure required Look at Process - Substitute Method if possible/Screens/Fences/Out of Hours Work/Move Third Party or Process during Operations <u>Emergency</u> Stop Work. Refer to Project Management Plan - Fire & Emergency Response	Environmental Protection Act 1990
Fuel Storage	Spillage of Diesel through either a damaged tank or drips Accidental spillages of fuel	Contaminates ground / groundwater / surface water	<u>Normal / Abnormal Conditions</u> Double skinned fuel tank / Tank & associated pipework within bund / Drums stored on catchments trays / Locked tank Drip trays / concrete hard stand in fueling area / Spillage kit available/tank and bund maintenance <u>Emergency</u>	Control of Pollution (Oil Storage) (England) Regulations 2001 Water Environment (Oil Storage) Regulations 2006

			Stop source of leak. Refer to Project Management Plan - Fire & Emergency Procedure.	
Ground	**Material Storage Excavation Mechanical Plant**	**Accidental spillages of fuel Soil / Groundwater contamination because of seepage or accidental spillage of stored materials into subsoil Debris and Mud on Public Highways Change of Ground Conditions due to Hitting Water Main/Washing the Excavated Material into Water Courses Damage to Plants, Trees and Ground Condition Maintenance operations resulting in spill of oil / fuel contaminating ground/surface water/groundwater**	**<u>Normal & abnormal condition</u> Spillage kits / Fuel plant at contracted location / Use drip trays / Fuel tanks in bunds/maintenance of tanks and bunds/locked fuel tank <u>Normal & abnormal condition</u> Designated hard standing / bunded storage / drip trays / spill kits / Operative awareness / Maintenance of storage containers/ regular checks on storage area <u>Normal & Abnormal Condition</u> Set up Bunded Wheel Wash/Set up Contract with Road Sweeper Contractor <u>Emergency</u> Set up Warning Signs to Traffic/Use Road Sweeper <u>Normal & Abnormal Conditions</u> Locate all Live Water Mains and mark out prior to commencing Excavation/Issue Permit to Break Ground/Hand Dig in High Risk Areas <u>Emergency</u> Notify Statutory Authority/Put Filter Membrane over Draws/Set Up Sand Bag Bunds**	**Environmental Protection Act 1990 Highways Act 1980 Environmental Protection Act 1990; Control of Pollution (Oil Storage) (England) Regulations 2001 Water Environment (Oil Storage) Regulations 2006**
Noise	**Breakout of Concrete Grinding / Cutting of Concrete, Drilling / Coring Mechanical Plant Loading and unloading deliveries Bituminous works Screening/Crushing**	**Third party impact Nuisance Nuisance to neighbors - noise Noise Pollution - Third party impact**	**<u>Normal/Abnormal Condition</u> Avoid night-time working in sensitive areas/ Use of whisperised plant. Use of baffles and consideration of positioning of plant. Noise assessment prior to works. Noise apology notices. <u>Normal & abnormal condition</u> Acoustic Sheeting / Noise Assessment / Out of hours working / Identify noise levels prior to commencement / Muffled tools / Silenced plant / No measure required <u>Emergency</u> Stop Work <u>Normal & abnormal condition</u> Review equipment locations / Obtain Noise readings prior to commencement / Use Silenced plant / Enclose plant with acoustic box / Out of**	**Control of Pollution Act 1974; Environmental Protection Act 1990**

			hours working / No controls	
Vibration	**Vibration works**	**Third party impact Nuisance resulting from works such as Piling, Vibration rolling, Breaking out etc.**	**<u>Normal & abnormal condition</u>** **Vibration Assessment / Out of hours working / Identify vibration levels prior to commencement** **<u>Emergency</u>** **Stop Work**	**Control of Pollution Act 1974; Environmental Protection Act 1990**
Water	**Concreting** **Accidental spillages** **Hydro demolition of Concrete** **Cleaning of structure using Water jetting** **Working in watercourse** **Material Storage** **Excavation** **Vandalism by Third Party** **Use of water**	**Contamination of groundwater and / or surface waters with grout** **Contamination of groundwater and / or surface waters with wash-out of delivery trucks** **Pollution of natural watercourse** **Pollution to Watercourse via surface water drain** **Silting of watercourse and potential for mobilization of contaminants** **Pollution to the watercourse via surface water drainage after seepage or accidental spillage of stored materials** **Pollution of water course caused by breaking into live sewer** **Contamination of Natural Water Course caused by excavated material being washed off site** **Pollution to Watercourse**	**<u>Normal & Abnormal Condition</u>** **Set up Bunded Hard standing and Settlement Tank/Specific area for wash out/Supervisor or Foreman to advise at appropriate time.** **<u>Normal & abnormal condition</u>** **Fuel tanks and associated pipework in bunds/ Drip trays/ Good material storage / Spillage kits to prevent material entering the watercourse / Locate the potential pollutants as far from watercourse as possible/ tank and bund maintenance** **<u>Emergency</u>** **Remove source of spillage/Use lock gates/Use a boom to prevent spread of spill/Refer to Project Management Plan - Fire & Emergency Procedure.** **<u>Normal & abnormal condition</u>** **Fuel tanks in bunds/ Drip trays/ Good material storage / Spillage kits / Sand bags over drains / Filter over drains / Filter over outlets / Maintenance of tanks, bunds and interceptors / Locate the potential pollutants as far from surface drains as possible** **<u>Normal & abnormal condition</u>** **Locate all live sewers prior to commencing excavation and mark out/Issue Permit to Break Ground/Hand Dig in High Risk Areas** **<u>Normal & abnormal condition</u>** **Designated hard standing / bunded storage / drip trays / spill kits / Operative awareness / Maintenance of storage containers/regular checks on storage areas** **<u>Normal & abnormal condition</u>** **Locate all live sewers prior to commencing excavation and**	**Water Resources Act 1991** **Water Resources Act 1991; Control of Pollution (Oil) Storage (England) Regulations 2001; Water Environment (Oil Storage) (Scotland) Regulations 2006;**

			mark out/Issue Permit to Break Ground/Hand Dig in High Risk Areas **<u>Emergency</u>** **Refer to Project Management Plan - Fire & Emergency Procedure.**	
Wildlife	**Accidental spillages** **Accidental Emissions** **Traffic Management** **Mechanical Plant Works are within "Greenfield Site"** **General Construction Works**	**Accidental spillages** **Accidental Emissions** **Application of Paint / Coatings** **Usage of Epoxies / Resins / Adhesives** **Noise Disturbance to Wildlife and Livestock** **Loss of or damage to flora / fauna /habitats / protected areas etc.** **Disturbance of Wildlife due to Air Pollution from Emissions**	**<u>Normal & abnormal condition</u>** **Wet blasting & water techniques where appropriate/ Sheeting/ Fuel tanks in bunds/ Drip trays/ Good material storage/ Operative training / Spillage kits for collection of contaminated material** **<u>Normal & abnormal condition</u>** **Extraction / Air monitoring / Adequate ventilation / Investigate likelihood of livestock being present prior to commencement / No controls / If site is particularly sensitive, consider relocation; if impossible implement extra precautions.** **<u>Normal & abnormal condition</u>** **Install adequate barriers & fencing / Mask off areas prior to application / Use water based material / Use non-harmful deterrents (e.g. harrier call recordings to deter small birds) / No control** **<u>Normal & abnormal condition</u>** **Advanced signing / Minimize standing traffic by TM operations** **<u>Emergency</u>** **No controls** **<u>Normal & abnormal condition</u>** **Review equipment locations / Obtain Noise readings prior to commencement / Use Silenced plant / Enclose plant with acoustic box / No controls** **<u>Emergency</u>** **Stop work** **<u>Normal & abnormal condition</u>** **Identify sensitive environmental receptors & assess likely impacts prior to commencement / Implement controls / Install adequate barriers / fencing. / Alternative access** **<u>Normal & Abnormal</u>**	**Wildlife & Countryside Act 1981; Badgers Act 1992; Countryside & Rights of Way 2000; Conservation of Habitats & Species Regulations 2010; Conservation (Natural Habitats) Regulations 2007** **Wildlife & Countryside Act 1981; Badgers Act 1992; Countryside & Rights of Way 2000; Conservation of Habitats & Species Regulations 2010; Conservation (Natural Habitats) Regulations 2007**

			Conditions **Identify any Protected Species on Site/Involve Client and Wildlife Organizations / Identify breeding and nesting seasons and avoid work then / minimize disturbing activities in areas where susceptible species have been identified.** **Emergency** **Stop work/Inform Client/Seek Specialist Advice from Wildlife Organizations.**	
Ecology	**Invasive Species Site Clearance**	**Contamination of local environment, Spread of invasive species Removal/Damage of trees with a Tree Preservation Order**	**Normal/Abnormal Condition** **Quarantine area (at least 7 metres in all directions)/ Contact HSEQ Department/Identify plant/seek advice from Local Environment Agency contact/Implement action plan** **Normal/Abnormal Condition** **Protect trees with fencing**	**Environmental Protection Act 1990 Wildlife & Countryside Act 1981 Nature Conservation (Scotland) 2004 Tree Preservation Orders**

ENVIRONMENTAL EMERGENCY PROCEDURES

Detail of emergency procedures and contingency measures to deal with spillages, can be found in the in the previous section on emergency procedures.
The following should be contacted in the event of any emergency (work/home/mobile)
[insert name and contact details]
In the event of a situation which could have an environmental impact the following procedures will be implemented to mitigate any environmental impact.

Deliveries

a. **Special care will be taken during deliveries, especially when fuels and hazardous materials are being handled.**
b. **The Project Manager supervises all deliveries.**
c. **Storage tanks levels are checked by the Project Manager before delivery, to prevent overfilling and that the product is delivered to the correct location or tank.**
d. **In the event of a spillage of fuel during a delivery see point 5 below on oil pollution.**
e. **In the event of a spillage of chemicals during a delivery see point below on chemical pollution.**

Storage

a. **The Project Manager is responsible for ensuring that all fuel, oil and chemical storage is sited on an impervious base within a bund and secured.**

b. **The Project Manager will ensure that any leaking or empty oil drums are removed from the site and disposed of via a licensed waste disposal contractor.**
c. **All values and triggers are protected against vandalism and unauthorised use and turned off and made secure when not in use.**
d. **The Project Manager ensures that the contents of all tanks are clearly marked.**

Precautions to Prevent Pollution

a. **The Project Manager identifies all drainage including; storm, foul and surface water drains on the site in the Contract Quality Plan (Sheet 4 – site preservation features) and ensures these are clearly marked before work begins.**
b. **Precautions identified on Sheet 4 are taken to prevent damaging the preservation features.**
c. **The Project Manager has responsibility to ensure site workers are familiar with the COSHH assessment prior to work on site with particular substances, so that they are aware of what absorbent material to use in the event of a spillage and when to protect entry to open land or water.**
d.

Silt Pollution

a. **Virtually all development, construction and maintenance works are possible sources of silt pollution.**
b. **The Project Manager has responsibility to ensure that all surface water drains are protected to prevent silt entering controlled waters.**
c. **Where possible silty water is discharged to a foul drain.**
d. **If work requires effluent to be discharged to controlled waters, the Project Manager contacts Natural Resources Waleson 08708 506 506 for advice and to obtain a consent in accordance with the Water Resources Act 1991, before any discharges are made.**
If silt pollution occurs accidentally on site. It is the Project Managers responsibility to stop
the source of the silt pollution and protect the surface water drains.
e. **For general advice on silt pollution the Environment Agency are contacted on 08708 506 506 or in an emergency on 0800 80 70 60.**

Oil Pollution

a. **To prevent pollution from the storage of oil, it is sited on an impervious base, within a bund that is large enough to contain 110% of the volume of the tank.**
b. **The Project Manager ensures that storage tanks are not overfilled and stops the delivery if any spillage occurs.**
c. **If a spillage occurs, it is the Project Managers responsibility to ensure that the oil is stopped from entering any drains or watercourses using earth or sandbags to absorb it.**
d. **For general advice on oil pollution the Environment Agency are contacted on 08708 506 506 or in an emergency on 0800 80 70 60.**

Chemical Pollution

a. **The Project Manager ensures that all drums and containers of chemicals are kept in a secure store with a supply of absorbent material.**
b. **In the event of a spillage, the Project Manager ensures that the liquid is contained and absorbent material is used to soak up the spillage, and that access to drains, manholes and gullies is blocked off.**
c. **For general advice on chemical pollution the Environment Agency are contacted on 08708 506 506 or in an emergency on 0800 80 70 60.**

Use of Concrete

a. **Concrete is highly alkaline and corrosive and can have a devastating impact on watercourse. The Project Manager ensures that concrete does not enter rivers, streams or surface water drains.**

MP Whelan
9/10/18