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Rhymney River Bridge Road,
Cardiff
CF23 9FP

CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN

Open Hearth

Hendre Farm Drive,
Newport,
NP19 9LD

Existing Site



Proposed Site Plan



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7.1 REQUIREMENTS

1 INTRODUCTION

1.1 GENERAL

1.1.1 Willis Construction Ltd are required to produce a CEMP as a precondition to the planning consent to produce. This document, the Construction Environmental Management Plan (CEMP), has been produced to describe how a detailed, site-specific CEMP will be developed to avoid, minimise, or mitigate any construction effects on the environment and the surrounding community.

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

1.1.3 The adopted construction stage CEMP should be considered a mandatory document providing base compliance to ensure works are carried out with due diligence in relation to the how the scheme will be constructed and managed in relation to the site and the surrounding environment.

The measures identified in the CEMP should be:

- Viewed as mandatory and common practice on-site.
- Embedded within the company's policies and site procedures, e.g., within
- an existing environmental management system framework.

1.2 PURPOSE

1.2.1 The purpose of the adopted CEMP is to:

- Identify stakeholder requirements.
- Set out the Environmental Management System requirements (in line with ISO 14001).
- Ensure compliance with current legislation.
- Effectively minimise any potential adverse environmental effects during
- construction including how site-specific method statements will be developed to avoid, minimise and mitigate construction effects on the environment.
- Translate committed mitigation, set out in the site procedure.

1.3 STRUCTURE

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

1.3.2 Prior to construction, this CEMP may be revised to address all construction issues and ensure that any residual effects following the design process are mitigated as far as reasonably practicable. The document is to be reissued by the Contractor as the Construction Environmental Management Plan (CEMP).

1.3.3 Section 2 provides a summary of the works and principal components. Section 3 sets out the Environmental Management Framework. Section 4 sets out the legal and other requirements. Section 5 addresses operational control requirements. Section 6 provides an outline pollution control and contingency plan. Section 7 details the Handover requirements.

2 SCOPE OF WORK

2.1 LOCATION

2.1.1 The proposed works are located at the former Open Hearth Public House
Hendre Farm Drive,
Newport,
NP19 9LD

2.2 A DESCRIPTION OF THE WORKS

This development will provide 32 residential units consisting of 6 number 4P2B houses and 26 number 1B2P flats over 2 blocks with associated hard and soft landscaping, including stopping up an adopted highway and undertaking a new entrance under a S38 agreement off Hendre Farm Rd.

2.2.2 THE MAIN CONSTRUCTION ACTIVITIES ARE:

Site Establishment

Prior to commencing any works on the building themselves there is an extensive enabling works package which entails extending the existing box culvert of the open water course to the southern boundary, diversion under a section 185 of the existing storm and foul drainage infrastructure and removal of existing slabs and foundations of the previous public house.

Once these works are complete installation of retaining walls will provide 'plateauing' of the site and the new drainage infrastructure along with storm cells for attenuation will be completed thus allowing for the buildings to be commenced.

The buildings are a mixture of piles and mass foundations, floor slabs are suspended beam and block concrete structures, with the superstructures timber frame clad in masonry.

2.3 CONSTRUCTION PROGRAMME

2.3.1 The works are due to commence July 2026 and will run for a duration of 90 weeks.

2.3.2 Working hours for the site will generally be weekdays - Monday to Friday 0800 hrs – 1700 hrs, Saturday 0800hrs- 1300hrs, No work on Sundays, Public Holidays, and Bank Holidays, unless written consent is given by the local planning authority.

If any additional hours are required, then consultation with the local council and highways dept. will be sought.

2.4 EQUIPMENT AND PLANT

2.4.1 Willis Construction will identify the equipment and plant to be used, including type, size and expected number. Plant used for the scheme is likely to comprise of earth works, piling rig, mobile cranes, telehandler and landscaping construction plant.

3 ENVIRONMENTAL MANAGEMENT FRAMEWORK

3.1 ENVIRONMENTAL POLICY

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

The designer's environmental policy and procedures.

During the pre-construction and construction phases, management of the project will comply with the Willis Construction's Environmental Policy and procedures.

3.2 ENVIRONMENTAL ASPECTS AND IMPACTS

3.2.1 A schedule of potential significant environmental effects relating to each activity will be developed by the Willis Construction and included within the CEMP.

This information should be drawn on by the Contractor when developing the schedule of significant effects prior to construction.

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

3.3 OBJECTIVES AND TARGETS

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

- Zero pollution incidents.
- Minimise waste sent to landfill.
- Minimise disruption to the working of the school at all times, in particular noise and vibration
- Minimise disruption to residents, carefully planned logistical movements
- Protect and where possible enhance biodiversity.

3.3.2 Procedures for monitoring construction processes against the project environmental objectives will be proposed by the Contractor and agreed with the Client Project Manager.

3.4 STRUCTURE AND RESPONSIBILITIES

3.4.1 MANAGEMENT STRUCTURE

A management structure that includes an organisational chart encompassing all staff responsible for environmental work is to be included within the CEMP. This will set out the respective roles and responsibilities regarding the environment and identify the nominated Construction Environmental Manager. Illustrative key roles and responsibilities are set out in Table 1 below.

TABLE 1: ROLES AND RESPONSIBILITIES

Table 1 – Environmental Roles and Responsibilities (CEMP)

A management structure that includes an organisational chart encompassing all staff responsible for environmental work is to be included within the CEMP. This table sets out the respective roles and responsibilities regarding the environment and identifies the nominated Construction Environmental Manager (CEM).

Role / Position	Key Environmental Responsibilities	Reports To
Operations Director (Chris Parks)	Overall accountability for environmental performance and compliance with contract and legislation. Ensures adequate resources are provided for environmental management. Trains site staff in environmental procedures Approves Environmental Policy and CEMP.	Managing Director (Rhys Ford)
Construction Manager (Nyron Wood)	Implements the CEMP on site. Ensures all environmental requirements are integrated into planning and delivery. Monitors performance and reports to senior management. Escalates major environmental issues or incidents. Liaises with regulatory bodies (EA, local authority)	Operations Director (Chris Parks)
Construction Environmental Manager (Gary Burgess)	Nominated lead for environmental management on site. Develops and maintains the CEMP and Site Environmental Risk Register. Coordinates environmental inspections and audits. Reports incidents and manages corrective actions. Ensures <u>works are</u> carried out in line with environmental controls (dust, noise, waste, water, etc.). Communicates environmental requirements to subcontractors. Stops work if non-compliance occurs.	Construction Manager (Nyron Wood)
Health, Safety & Environment (HSE) Manager (Paul Cachia)	Provides technical support on specific environmental issues (e.g. ecology, archaeology, contaminated land). Undertakes specialist monitoring or assessments. Advises Construction Manager on mitigation measures. Integrates environmental considerations with site health & safety activities. Oversees compliance audits. Supports incident investigation.	Operations Director (Chris Parks)
Subcontractors (TBC)	Comply with the CEMP and method statements. Follow site environmental controls (waste segregation, spill response, etc.). Report any environmental incidents or near misses immediately.	Construction Environmental Manager (Gary Burgess)
Design Team (Architects, Engineers)	Incorporate sustainability and environmental protection measures in design. Identify design risks and mitigation opportunities (e.g. materials, energy efficiency).	Construction Manager
Employer's Agent	Reviews the CEMP and approves environmental documentation. Monitors Contractor's environmental performance. Receives and reviews environmental reports and audits.	Employer

ROLE RESPONSIBILITY

Construction Manager Responsible for management of the construction phase of the project. Has overall responsibility for the environmental performance of the project.

Site Materials & Waste Manager Responsible for implementing the Site Waste Management Plan during the construction phase to ensure that waste is disposed of legally, economically and safely.

Site staff to receive general environmental awareness training and undertake work in accordance with Method Statement Briefings and toolbox talks. Trained personnel to manage particular tasks as refuelling plant and equipment, managing the stores, water, quality monitoring and supervising the segregation and collection of waste.

Client Project Manager to ensure that the Contractor complies with all the relevant legal requirements, commitments and targets agreed for the scheme. Designer To provide information relevant to construction that may assist the Contractor to manage environmental aspects of the scheme. Community Liaison Officer, Communications with the public and interested parties, outreach. and education, where appropriate.

3.5 TRAINING AWARENESS AND COMPETENCE

3.5.1 Site staff shall be competent to perform tasks that have the potential to cause a significant environmental impact. Competence is defined in terms of appropriate education, training and experience. Project specific training is required.

3.5.2 Environmental awareness and training shall be achieved by:

- Site induction, including relevant environmental issues.
- Environmental posters and site notices.
- Method statement and risk assessment briefings.
- Toolbox talks, including instruction on incident response procedures.
- Key project specific environmental issues briefings.
- All managers and supervisors will be briefed on the CEMP.

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

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

3.6 COMMUNICATION

3.6.1 The CEMP will be distributed to the project team, including sub-contractors, to ensure that the environmental requirements are communicated effectively. Key activities and environmentally sensitive operations will also be briefed to staff and Contractors. Project, client and company environmental policies, where available, should be displayed on site.

3.6.2 Willis Construction will define procedures for internal and external communication. The client may require that any communication with external parties such as environmental regulators or the public is undertaken through a nominated client representative.

3.6.3 During the construction phase, internal communication will include regular progress meetings, which should cover:

- Training undertaken.
- Progress reports
- Inspections, audits and non-conformance
- Complaints received.
- Visits by external bodies and the outcome or feedback from such visits
- Objective / target achievement, including reporting on environmental performance.
- External communication, including letter drops or meetings, and liaison with statutory authorities will be overseen by the Client Project Manager.

3.7 COMPLAINTS, COMPLIMENTS AND INQUIRIES

3.7.1 A Community Liaison Officer will be available, and a telephone number will be published for use by members of the public wishing to complain, provide other feedback, or make enquiries.

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

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

3.7.4 Liaison will also be undertaken with local councillors and town/parish councils as representatives of the local community to discuss and address any issues.

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

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

3.8 CHECKING

3.8.1 Environmental monitoring will be undertaken to provide information to be considered during construction and to feed back into the CEMP and method statements, and to evaluate the environmental effects of the construction process.

3.8.2 The Contractor's Environmental Advisor is responsible for establishing a programme of environmental monitoring. This will include monitoring against

any consent requirements and objectives and targets.

3.8.3 Pre-construction monitoring shall be considered, to set a baseline against which construction effects can be assessed.

3.9 EVALUATION OF COMPLIANCE

3.9.1 Willis Construction will define procedures for regular site surveillance to evaluate performance against legal requirements and the requirements of the CEMP.

3.10 NON-CONFORMANCE AND CORRECTIVE / PREVENTATIVE ACTION

3.10.1 Procedures for addressing non-conformance and corrective actions are to be provided. These may include, for example:

A Non-Conformance Report (NCR) that will be raised to record any environmental incident and work that has not been carried out in accordance with the CEMP or Method Statement.

A Corrective Action Report (CAR) that will be raised where a deficiency is identified because of monitoring, inspection, surveillance and valid complaints.

Any actions identified shall nominate an owner to follow through the action to be taken, along with a specified timescale for it to be closed out.

3.11 CONTROL OF RECORDS

3.11.1 Environmental records, including waste management records, will be maintained in accordance with the respective company procedure and legal requirements. The records are to be maintained, in either hard copy or electronic format as required by the individual procedure that the records relate to, in such a way that they are readily identifiable, retrievable and protected against damage, deterioration or loss. The procedure that the records relate to also specifies the retention time for the records and who has the authority to dispose of them.

3.12 MANAGEMENT REVIEW

3.12.1 The outputs from section 3.8 Checking, will be reviewed on an on-going basis

at progress meetings to ensure continual improvement in accordance with the BS EN ISO 14001 model.

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

4 LEGAL AND OTHER REQUIREMENTS

4.1 LEGISLATION

4.1.1 A schedule of appropriate environmental legislation and good practice that will be adhered to is to be included within the CEMP.

4.2 CONSENTS AND LICENSES

4.2.1 A register of permissions and consents that may be required, with responsibilities allocated and a programme for obtaining them is to be developed by the Principal Contractor. Environmental consents and licenses that may be required to enable the construction works are given in Table 2.

TABLE 2: ENVIRONMENTAL CONSENTS & LICENCES

See appended

LEGISLATION LICENSE / PERMISSION REQUIREMENT

Planning Act 2008 Consent for the scheme.

Any requirements attached to the consent will need to be adhered to Control of Pollution Act 1974 Prior consent to carry out construction works from the Local Authority. Conservation (Natural Habitats &c.) Regulations 1994 A license may be required if protected species are disturbed by a development e.g. bats Environmental Permitting Regulations 2007 It is not anticipated that a waste management permit will be required as part of the works. However certain activities are exempt from waste management licensing and must be notified to the Environment Agency in advance.

5 OPERATIONAL CONTROL PROCEDURES

5.1 GENERAL

5.1.1 Specific management proposals to be included in the CEMP are to be developed relating to the following topics:

- Site establishment
- Boundary fencing
- Protection of existing environmental features
- Access routes/points
- Site housekeeping
- Water quality and drainage
- Nature conservation if required
- Compensation & Enhancement
- Landscape design
- Noise and vibration
- Air quality
- Soils
- Contaminated land
- Waste
- Energy
- Materials
- Transport

5.1.2 Outline management proposals for each of these topics are described in sections 5.2 to 5.19 below.

5.2 SITE ESTABLISHMENT

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

A combination of permanent and temporary protective fencing will be erected to delineate the working areas, site boundaries and protect sensitive features from disturbance.

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

Materials storage areas will be set up and managed. Waste segregation areas will be established utilising containers of an appropriate design to ensure that no waste can escape.

Temporary lighting will be designed to minimise spillage of light, and oriented away from residential properties. During the construction phase artificial lighting will be limited to the site compound and concentrate on walkways to the site entrance, activating under PIR for a limited duration. It is envisaged the activation of the lighting will furthermore be limited to seasonal times, October to March, when the clocks go back, and from 7:30am - 8:00am and 4pm - 6pm when Willis personnel will be opening / closing the. Due to the need to safeguard the operatives during the works it is envisaged activities on site will be limited to working during day light hours to ensure the safety and wellbeing of the operatives.

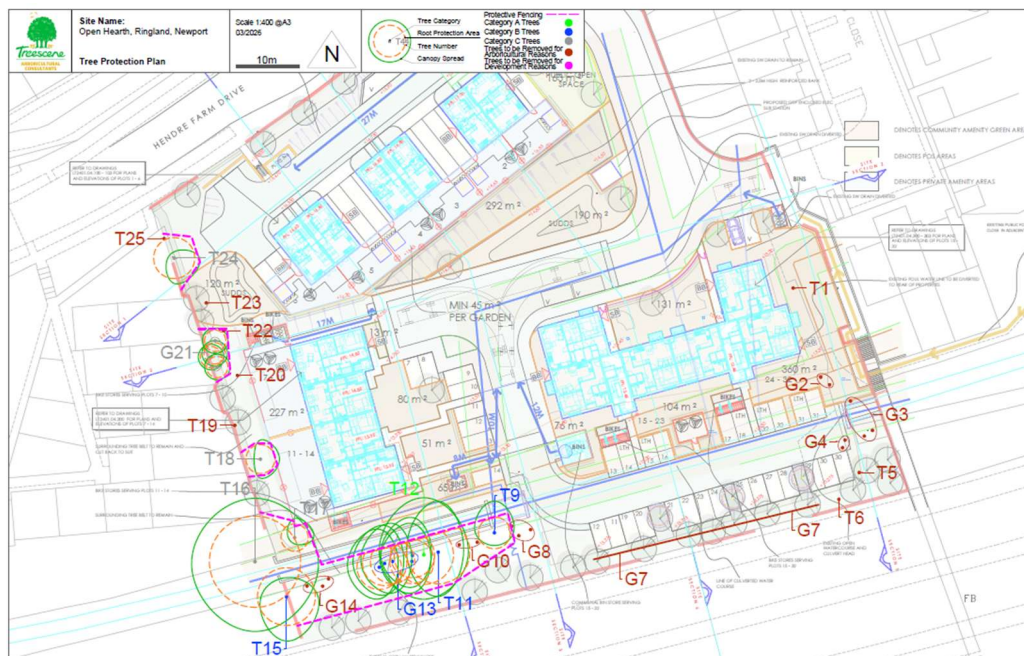
5.3 BOUNDARY FENCING

Willis Construction will ensure that the construction site is fully defined and enclosed to deter entry by unauthorised persons. Due to the location of the site withing a densely populated residential area site will be secured by a 2.4m solid fence to ernsure robust and prevents unauthorised access. There will once the new access is formed 2 access points into the site from Hendre Farm Dr which will each have lockable gates for vehicular access with pedestrian access afforded off the rear of the existing footway directly into the site compound to ensure vehicular and pedestrian movements are segregated will be used and all necessary safety signs will be displayed to this effect. Our company will take all necessary steps to ensure that we limit the number of people on site at any one time to those persons directly involved in the construction work. Due to the nature of the works all construction site personnel will have been vetted before-hand by Willis Construction and at the site induction they will have

received instruction and information specific to the site. We will ensure safe access and egress all persons affected by our activities.

5.4 PROTECTION OF EXISTING ENVIRONMENTAL FEATURES

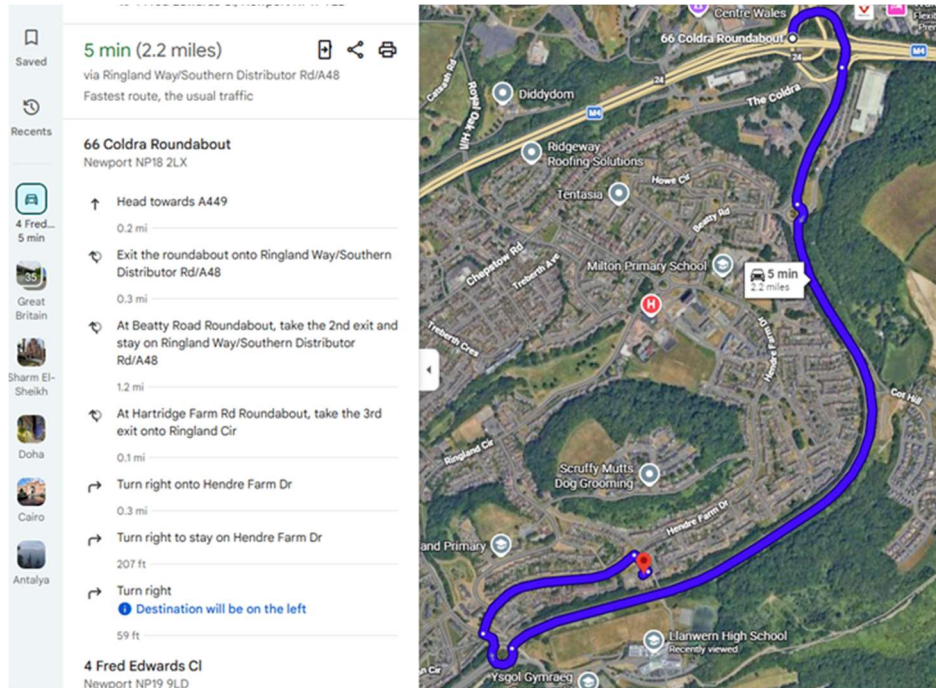
5.4.1 Temporary fencing will be provided to protect any existing environmental features to be retained. The fencing will be of sufficient durability to be in place for the duration of the works. During the pre-construction phase an arboriculture impact assessment was undertaken which noted the trees and hedgerows which required protection throughout the works. These areas are as highlighted below and will have an root protection fence installed and signed off by our ecological consultant prior to any works commencing on site



We will also pay particular attention to the open water course to the southern boundary ensuring access to this is secured to all personnel

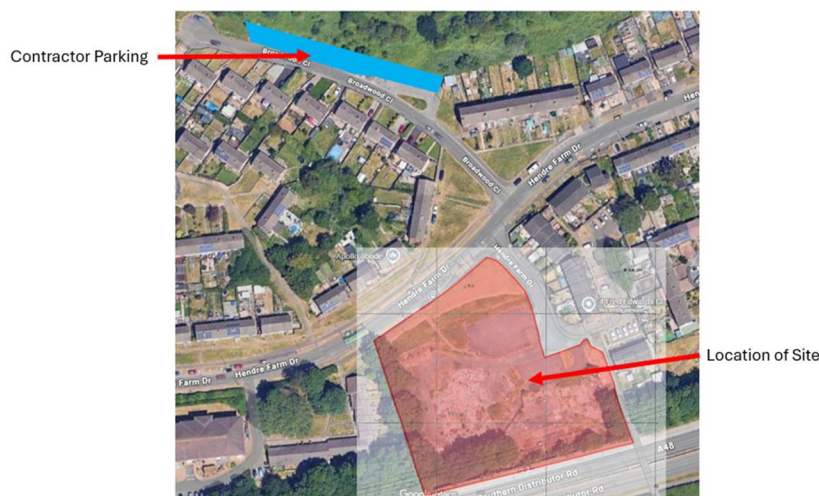
5.5 TRANSPORT / ACCESS ROUTES / CONTRACTOR PARKING.

5.5.1 Willis Construction have defined the method of delivery / removal of materials and plant from the site, including the identification of access routes for deliveries and personnel by a site-specific Traffic Management Plan which has been issued to the client for approval. This will be monitored throughout the construction phase and amended as the site develops.

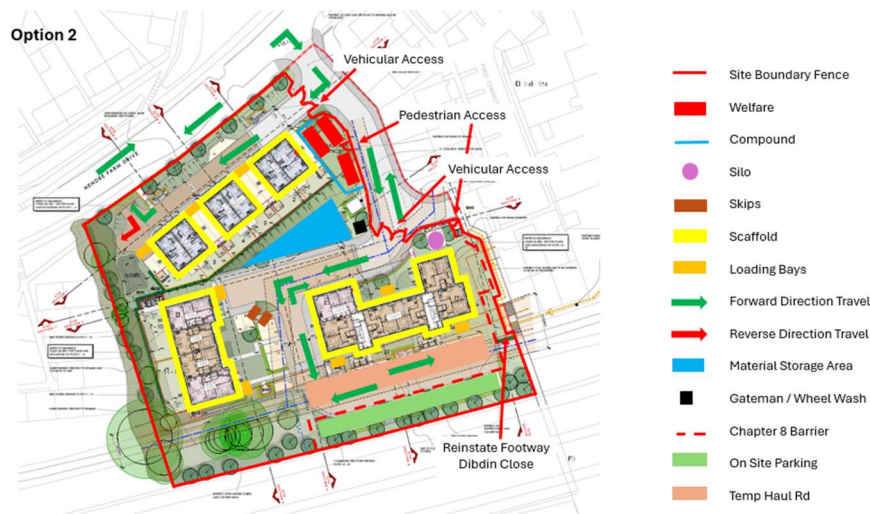


It is noted initially all parking and personnel will be managed within the confines of the site initially but as development progresses, when super structure works commence we will see an influx of trades and personnel which we envisage at maximum workflow to be 46.

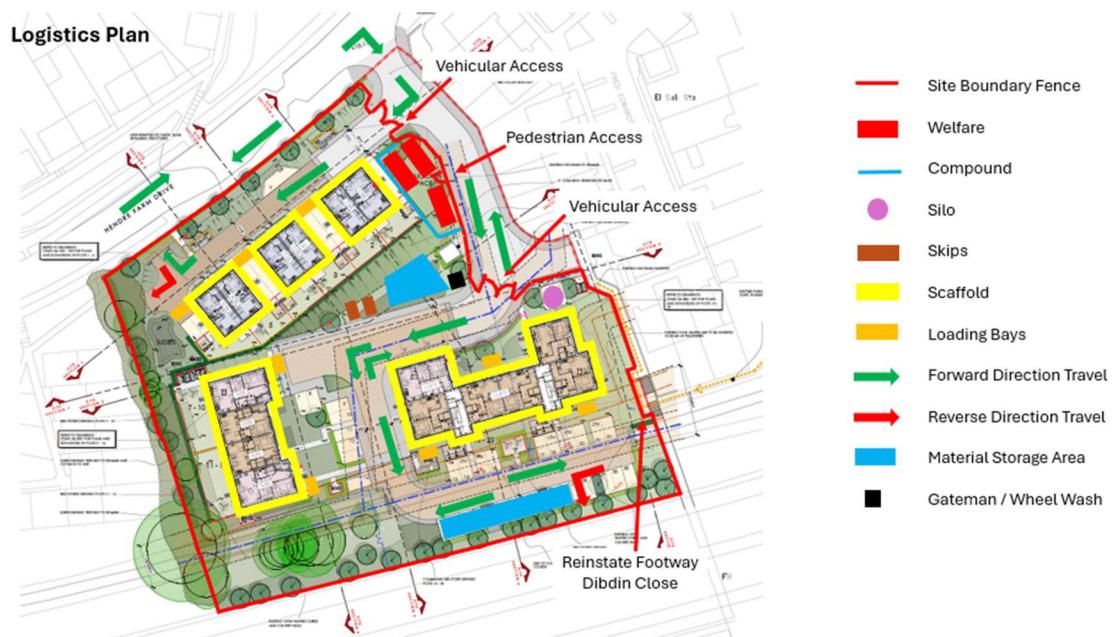
Option 1 would be to have contractor parking utilise the a parking overflow provision to the north of Hendre Farm Rd in agreement with the land owner as shown below. This option is preferred as ensure maximum space available for the works during construction and affords easier segregation between the works and pedestrians



If discussion with the landowner aren't productive then there is another option we have available to ourselves, Option 2 whereby the site would be set up as below. This affords sufficient parking for the intended numbers expected on site but does entail a temporary haul road being undertaken along with an additional pedestrian access. This would also require the gate person located at the southern vehicle gate to ensure vehicles are guided to the parking bay and marshalled to the pedestrian access to prevent unauthorised access to the site works.



5.6 LOGISTICS PLAN

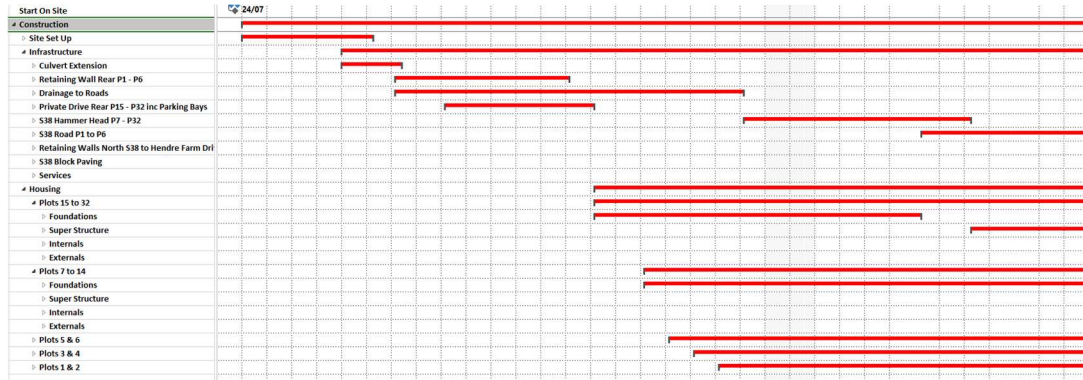


During the construction phase, all deliveries will be undertaken by rigid body vehicles comparable in scale and turning characteristics to standard refuse collection vehicles. A swept path analysis has been completed, which demonstrates that, subject to the early delivery of the internal road network and associated infrastructure, all site vehicle manoeuvring can be safely accommodated within the site boundary during the superstructure phase of the development.

The provision of roads and infrastructure at an early stage is a critical programme dependency. This sequencing facilitates the completion of all deep excavation and below-ground works in advance of superstructure activities, thereby enabling the groundworks contractor to operate with full site access and without interface constraints from concurrent trades.

Furthermore, the development is not capable of being delivered on a phased basis. Consequently, no early occupation can be permitted. Plots 156 to 32 form part of the critical path for the overall programme, and as these plots are located to the rear of the site, any attempt to occupy units prior to their completion would introduce unacceptable health and safety risks and cannot be effectively managed





5.7 SITE HOUSEKEEPING

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

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

5.8 WATER QUALITY AND DRAINAGE

5.8.1 Willis Construction will adopt good construction management practices that will reduce the risks of accidental discharge of pollutants into any watercourse or contamination of groundwater. Such practices shall be incorporated into the CEMP and adhered to.

5.8.2 Drainage during the construction phase will use the permanent drainage system where possible.

5.8.3 Willis Construction will consider minimisation of water use during the construction phase.

5.8.4 The works shall comply with the "Policy and Practice for the Protection of Groundwater. Environment Agency; TSO 1998 ISBN 0-11-310145-7".

5.8.5 Willis Construction will consult the Environment Agency and agree with them any special measures to be taken within source protection zones (if present) in respect of

the excavation and tipping of materials, the siting of Contractor's facilities and measures to prevent the spillage of potential pollutants.

5.9 LANDSCAPE DESIGN

5.9.1 Landscaping will be installed during the appropriate planting season which may follow completion of that Component

5.10 NOISE AND VIBRATION

5.10.1 Willis Construction will prepare a Management Plan for the control and monitoring of noise and vibration.

5.10.2 Willis Construction will make any necessary separate application(s) to all relevant Local Authorities, under Section 61 of the Control of Pollution Act 1974 and obtain consent(s) to undertake the works. Application(s) shall be made at least 28 days before commencement of any activity or works, which may cause noise and vibration disturbance. The application(s) shall include the Willis Construction proposals for minimising noise from the construction works to the level(s) agreed with the Local Authority. The Contractor shall comply with the terms of the consent(s) so obtained. Notwithstanding the terms of any consent obtained under Section 61 of the Control of Pollution Act 1974, the Contractor is required to comply with the provisions of the statutory code of practice BS5228: Noise Control on Open and Construction Sites. The Contractor shall provide a draft copy of the Section 61 Agreement to the Client Project Manager for comments and a copy of the final agreement.

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

5.10.4 Certain activities may extend outside normal working hours to enable safe working or because of unforeseen events. The Environmental Health Team will be contacted to agree the activities required.

5.10.5 The principles of Best Practicable Means will be employed to minimise noise levels during construction. Recommendations for the control of noise and vibration on

construction sites is set out in BS 5228. The following measures will be used where appropriate:

- Hydraulic plant will be used in preference to pneumatic plant where possible.
- Plant and equipment will be maintained in good working order and fitted with silencers and acoustic panels where appropriate.
- All plant will be shut down or throttled back between periods of use.
- Methods used for concrete breaking and demolition should be carefully considered, non-percussive means should be used where possible.
- In sensitive locations, acoustic enclosures may be required for fixed plant such as generators.
- 'White noise' type reversing warnings should be used on mobile plant in preference to 'bleepers', to minimise intrusion.

5.11 AIR QUALITY

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

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

- Earthworks / excavation / demolition
- Use of diesel-powered plant and equipment

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

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

- Compound: an area of hard standing of reasonable size shall be provided by the Contractor around site offices and over vehicle management areas, so that dust will be kept to a minimum by appropriate control methods. Drainage arrangements will be included where necessary. The area will be swept at least once every two days or more frequently as the Client Project Manager considers appropriate. Water bowsters/sprays: Water sprays shall be applied to all demolition operations as the Client Project Manager considers appropriate. Prevention of wind-blown dust arising from storage mounds: Storage mounds shall be profiled to reduce erosion where the nature of the material could lead to it being rain washed or windblown. Dust collection during cutting and grinding works: if this is not carried out in an enclosure, tools shall be used that are fitted with dust collection devices (excluding small tools which require a continuously wet working surface). Fires: these will be prohibited on site. Compliance by construction vehicles with emissions legislation, servicing and MOT requirements: all vehicles regularly used on site shall comply with the relevant emissions standards and shall be serviced in accordance with the manufacturer's recommendations. MOT and service documentation shall be produced for the local authority's inspection. The Contractor is encouraged to use vehicles and plant that meet the latest emissions regulations. Engine idling time: No construction plant or vehicle shall leave its engine running when not directly in use, except where the Client Project Manager considers that there are operational or other reasons to justify an exception.

5.11.4 Willis Construction will keep a logbook available for inspection by the local authorities, to record the following matters:

Any complaint relating to emissions alleged to be due to construction activity received from a local resident or business, including date and nature of the complaint and any measures taken because of that complaint. The date and location of cleaning of paved areas and off-site roads; and the date and vehicle registration number of any construction vehicle that is observed carrying material that has the potential to release dust during transit and is not covered. Details of measures taken to prevent further occurrence shall be included.

5.12 SOILS

Comprehensive survey, prior to works of the soils and soil types present on site, to quantify material types and plan their use and handling.

5.13 CONTAMINATED LAND

No contaminated land has been identified during the soil investigations; a copy was contained within the existing O+M manuals provided for the tender. Additional soil testing will be required to allow cart away of materials arising from the works to a licenced tip

5.14 WASTE

5.14.1 Waste will be collected and placed into suitable receptacles. As there is limited space for delivery and siting of skips, where possible, waste material will be removed off site daily. Where skips are required, they will be sited within the confines of the site, with a record of all and any waste produced through the contract.

5.14.2 Materials will be disposed of via licensed waste disposal contractors, and as necessary to a specialised licensed waste tip, e.g., for any contaminated ground materials, hazardous materials, etc. The Site Manager will ensure regular collections of waste materials. Waste collections will be planned in line with our traffic management arrangements and be timed to minimise disruption and risk to non-construction personnel.

5.14.3 If required an outline SWMP will be drafted at the detailed design/construction stage.

5.14.4 Willis Construction will, to reduce the need for waste disposal, minimise the generation and environmental impacts of wastes arising during the works and shall maximise opportunities for the re-use and recovery of wastes.

5.14.5 Willis Construction will make any necessary applications to the Local Authority and/or the Environment Agency, under the terms of the Environmental Permitting Regulations 2007, and the Town and Country Planning Act (1990) for the storage, treatment or disposal of wastes.

5.15 ENERGY

5.15.1 In line with the UK Energy Efficiency Action Plan, energy efficiency measures and greener energy sources should be considered and implemented where possible.

Using energy more efficiently assists with cutting carbon dioxide emissions:

- Energy consumption is to be minimised and energy use during construction monitored.
- Construction plant and equipment is to be maintained to maximise fuel efficiency.
- Utilise energy from renewable sources where practicable.
- Ensure efficient materials handling / husbandry.
- Minimise workforce travel.
- Incorporate and source local materials to minimise associated transportation.

5.16 MATERIALS

5.16.1 Local materials will be sourced to minimise associated transportation, where possible.

5.16.2 Material procurement procedures are to be employed that involve purchasing materials based on their environmental impact.

5.16.3 A materials register is to be provided to the Client Project Manager at hand-over that identifies the main material types to facilitate recycling on demolition.

6 OUTLINE POLLUTION CONTROL AND CONTINGENCY PLAN

6.1 GENERAL

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

6.2 POLLUTION PREVENTION

6.2.1 Concrete and cement are very alkaline and can cause serious pollution. To minimise the risk of run-off entering any watercourse, concrete and cement mixing will be sited at least 10m away from any watercourse and plant cleaned within designated washout areas. Wash water from concrete and cement works must never be discharged into a watercourse.

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

6.2.3 Measures will be developed to control site runoff and prevent contamination. Account will be taken of the Environment Agency Pollution Prevention Guidelines:

- PPG 1 'General guide to the prevention of pollution'
- PPG 5 'Works and maintenance in or near water'
- PPG 6 'Working at construction and demolition sites'
- PPG 18 'Managing firewater and major spillages'
- PPG 21 'Pollution Incident Response Planning'
- PPG 22 'Dealing with spillages on highways'

6.3 FUEL AND OIL HANDLING

6.3.1 All fuel and oil will be stored in accordance with the Control of Pollution (Oil Storage) (England) Regulations 2001 and they will be handled in such a way that risk of pollution is minimised, this will include: Storage areas will not be located within 10m of the watercourse or highway gully. Drums will be stored in bunded areas with a minimum capacity of 25% of the total volume contained within the bund, or 110% of the largest container, whichever is greater. Drums will be maintained in good condition, fitted with lids and labelled to indicate the contents. Trained operatives only will carry out refuelling of plant and equipment. Static combustion engine plant (e.g. Compressors, lighting sets) will be integrally bunded or placed on drip trays. Plant will be regularly checked for leaks and will be regularly maintained.

Spill kits will be provided within proximity to fuel and oil storage areas and operatives will be trained in their use.

6.4 MAINTENANCE OF PLANT

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

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

6.5 CONCRETE WASHOUT

6.5.1 A designated concrete washout area will be provided for washing out concrete delivery lorries, concrete pumps and grout lines. This will consist of a small skip lined with an impermeable membrane and be located adjacent to the existing skips as noted within the logistics plan.

6.6 CONTROL OF SEDIMENTATION

6.6.1 Natural, local materials can present a pollution risk in some contexts. Disturbance and handling of soils, particularly in wet weather, can lead to particles being carried by running water into watercourses. Locating activities likely to give rise to sediment away from watercourses. Ensuring vegetated areas are set aside to act as buffer zones along the top of each bank of a watercourse. The provision of silt fencing to remove suspended particles from running water. Settlement tanks or lagoons or the use of flocculants to treat water containing suspended particles prior to its release to any water body. Existing gulleys will have silty traps installed into them with weekly maintenance undertaken to ensure blockages are avoided, thus taking away from the natural filtration systems

6.7 NOTIFICATION PROCEDURE

6.7.1 The procedure will include recording all incidents in the project progress report and providing details to the Client Project Manager / client.

6.7.2 Contact details for key site and emergency response personnel with

responsibilities relating to the protection of the environment will be kept and publicised in key locations on site. Key contacts will include:

- Contractor's Project Manager
- Construction Manager
- Construction Environmental Manager
- Client Project Manager
- Community Liaison Officer / BDM
- Fire, Police, Ambulance
- Environment Agency 0800 80 70 60

7 HANDOVER ENVIRONMENTAL MANAGEMENT PLAN

7.1 REQUIREMENTS

7.1.1 The CEMP is a live document that will consider maintenance implications of the design and construction phase of the project. Maintenance requirements will be recorded in the relevant section of the CEMP and will be updated to provide a Handover Environmental Management Plan (HEMP) at the end of the construction phase. The HEMP will set out the proposed strategy for the future maintenance and management of all environmental areas and will include the following:

- Strategies for the regular maintenance of all Environmental Areas. A timetable for the implementation of each regular maintenance operation.
- A timetable showing the anticipated date at which the 'Environmental Function' attributed to each Environmental Area will be achieved.
- A timetable showing the regular monitoring requirements for each Environmental Area, including those in relation to protected species and/or water quality, as agreed with the relevant Statutory and Non-Statutory bodies. Any supporting information e.g. agreements made with third parties.

Appendix

ENVIRONMENTAL CONSENTS CHECKLIST

Project Name:	Open Hearth
The Construction Manager is to ensure this checklist is reviewed and that adequate time has been allowed in the programming to enable any necessary licences to be obtained after appointment without disrupting the construction programme. <i>Note – Licensing is a complex issue and only generic guidance can be given here. You are strongly advised to discuss site-specific licensing, consents or permits with the appropriate Regulator at the earliest opportunity.</i> On appointment, the Project Manager should review and complete this checklist, determine the date by which any permits / licenses / exemptions required, and the Environmental Coordinator(s) responsible for obtaining them	

Checklist - Permits, Licenses, Consents and Exemptions					
Water Abstraction License No permit is required to abstract less than 20 m³ (4000 gallons) per day (10m³ in Scotland) from the natural environment (dewatering excavations, draining ponds etc). For abstractions in excess of this, either a Transfer License or a Full license will be required. Full Licence can take up to 4 months, temp licence/registration can take up to 1 month					
Licence/Consent Required?	N	Required before date?		Responsible Person?	

Checklist - Permits, Licenses, Consents and Exemptions

Discharge Consents, including Trade Effluent Consents

It is an offence to cause or knowingly permit a water discharge activity, unless authorised to do so by an environmental permit. A water discharge activity includes discharging trade effluent, or anything which is poisonous, noxious or polluting. Trade effluent discharge consents can take up to **3 months** to obtain.

- Discharges to controlled waters are regulated by the Environment Agency (EA) in England, Natural Resources Wales (NRW) and by the Scottish Environment Protection Agency (SEPA) in Scotland.
- If you want to discharge trade effluent into the public sewer, you will need permission from the local drainage authority before you are allowed to do so, refer to [Statutory water and wastewater service providers](#) for access to service providers in England, Scotland, Wales and Northern Ireland
- Discharges to private sewer systems (for example those within a Client's estate) are regulated by the owner.
- The Environment Agency has published a Regulatory Position Statement stating that provided there is compliance with the conditions detailed in the statement uncontaminated water from excavations may be discharged to inland freshwaters, coastal waters or relevant territorial waters without the need for an environmental permit. Refer to [Dewatering building sites and other excavations: environmental permits](#)

Licence/Consent Required?	N	Required before date?		Responsible Person?	
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Checklist - Permits, Licenses, Consents and Exemptions

Working in or near Main Watercourses

If you are working within 10m of a main* water watercourses or flood defences, or if any works, temporary or permanent, are to be completed in, on or under the watercourse (bridge, pipeline etc.):

- In England you must have an Environmental Permit from the EA and
- In Wales you must have a Flood Risk Activity Permit (from NRW). In England and Wales it can take 2 Months to complete.
- In Scotland the works must be registered or authorised by a simple or complex permit depending on quantities. Note some works do not require registration - check with SEPA. SEPA can take 30 days for a registration / 4 months for a licence
- In Northern Ireland if you intend to carry out works that will impact on the free flow of a watercourse; approval is required from Rivers Agency

If water is to be impounded on a watercourse (e.g. damming a river or stream) or the flow interfered with (e.g. by culverting) then an impounding licence must be obtained beforehand from the EA/NRW/SEPA.

** A main river is defined as any watercourse shown as a 'blue line' on the flood map published by the EA / NRW / SEPA.*

Licence/Consent Required?	N	Required before date?		Responsible Person?	
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Working in or near Ordinary Watercourses

If any of the works be within 10 metres (may be less dependent on local bylaws) of any ordinary* watercourses or flood defences which could affect the watercourse flow an environmental permit is no longer required from the EA (post Apr 2016) however land drainage consent from local council or internal drainage board may be required, it can take 2 Months to complete.

** An ordinary watercourse includes any other river, stream, ditch, drain, cut, dyke, sluice, sewer (not public sewer), dry ditch or passage through which water flows or may flow.*

Licence/Consent Required?	Y	Required before date?	1st July 2026	Responsible Person?	Nyron Wood
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Checklist - Permits, Licenses, Consents and Exemptions

Works On Or Adjacent Canals

The Canal and River Trust (C&RT), run as a charity, has responsibility for the operation and maintenance of all canals in England and Wales. In Scotland the British Waterways Board operates as Scottish Canals, a stand-alone public body. Where works are planned that include installing, maintaining or removing of structures close to a canal a licence likely to be required from Canal and Rivers Trust (England and Wales) or Scottish Canal and can take 3 months in advance of works, or 12 months if closure.

Refer to [C&RT Undertaking works on our property](#)

Licence/Consent Required?	N	Required before date?		Responsible Person?	
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Work In The Marine Environment

Unless an exemption is available, any construction work carried out on, in, under or over 'the sea' requires a licence to be obtained from the appropriate licensing authority.

Various consents/licences are required depending on area of works - refer to Marine Management Organisation or Natural Resources Wales. Can take in excess of 10 weeks.

Licence/Consent Required?	N	Required before date?		Responsible Person?	
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Protected Species on Site

Examples of protected species are as below:-

- BADGERS
- BATS
- BIRDS
- DORMICE
- FISH
- GREAT CRESTED NEWT
- INJURIOUS WEEDS
- INVASIVE PLANTS
- REPTILES
- OTTERS
- OTTERS
- WHITE CLAWED CRAYFISH

Licences can take up 1-4 Months

Statutory Nature Conservation Organisations (SNCOs) should be the primary point of contact for issues associated with wildlife or protected sites and the main statutory nature conservation organisations (SNCOs) in the UK are:-

England – Natural England

Customer Services Wildlife Licensing

Natural England, First Floor, Temple Quay House, 2 The Square, Bristol BS1 6EB

T: General and licensing enquiries 0845 601 4523

www.naturalengland.org.uk

Wales – Natural Resources Wales

Natural Resources Wales, Tŷ Cambria, 29 Newport Road, Cardiff, CF24 0TP

T: General enquiries: 0300 065 3000

<http://naturalresourceswales.gov.uk>

Scotland – Scottish Natural Heritage

Great Glen House, Leachkin Road, INVERNESS, IV3 8NW

T: 01463 725000

www.snh.org.uk

Checklist - Permits, Licenses, Consents and Exemptions

Species advice:

Badgers The Badger Trust www.badger.org.uk T: 08458 287878

Bats Bat Conservation Trust www.bats.org.uk T: 0845 1300 228

Birds Royal Society for the Protection of Birds www.rspb.or.uk T: 01767 693690

Other Wildlife Trusts www.wildlifetrusts.org T: 01636 677711

To contact any of the 47 Wildlife Trusts covering the whole of the UK access the interactive map at:

www.wildlifetrusts.org/map

Licence/Consent Required?	Y/N	Required before date?		Responsible Person?	
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Carrying out works to Protected Trees

Trees covered by a Tree Preservation Order or within a Conservation Area are protected, and permission must be obtained for any work to them via the Local Authority Planning process. Planning permission for works on TPO trees normally takes up to **8 weeks** from acceptance of a Planning Application by the authority.

In the case of trees within a Conservation Area, once details of the proposals have been submitted, the Local Authority have up to **6 weeks** to determine the amenity value of any trees affected by the works, and to protect any trees they consider to be of value with a TPO. Consent for works to TPO trees (as above) would then be required.

Licence/Consent Required?	N	Required before date?		Responsible Person?	
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Hedgerows

The Hedgerows Regulations 1997 protect most countryside hedgerows from being removed (including being uprooted or otherwise destroyed). There are rules you have to follow to avoid breaking the law. They apply in particular to hedgerows which are 20 metres or more long, or those of less than 20m which meet another hedgerow at each end and to those that have existed for more than 30 years, or those marking a parish boundary since before 1850.

The local planning authority (LPA) administers the regulations. If you want to remove a hedgerow (or part of a hedgerow) you will need to apply to your LPA in writing before you do so. The LPA has 42 days to respond to your written notice to remove a hedgerow

Checklist - Permits, Licenses, Consents and Exemptions

Licence/Consent Required?	N	Required before date?		Responsible Person?	
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Sites of Special Scientific Interest (SSSI)

Where works are planned that affect SSSI, consent required from Natural England, Scottish Natural Heritage or Natural Resources Wales and can take up to 4 months.

A licence for development or construction work will only be issued if the development meets the requirements

of the EC Directive on the Conservation of Natural Habitats and Wild Fauna and Flora, which are as

follows:

- There is no satisfactory alternative
- The development will not be detrimental to the maintenance of the populations of the species concerned at a favourable conservation status in their natural range
- The development must be for "imperative reasons of overriding public interest, including those of a social and economic nature".

Licence/Consent Required?	N	Required before date?		Responsible Person?	
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Archaeology & Heritage

Where works are planned that affect a Listed Building or Conservation Area, consent is required from Local Authority and can take 8 Weeks

Where works are planned that affect a Scheduled Ancient Monument, scheduled ancient monument consent is required from the Local Authority or Secretary of State, and this carries no time limit.

Where works are planned that affect an area of Archaeological Importance you must notify Local Authority 6 weeks prior to works starting

Where works are planned that require the removal of human remains or affect burial grounds, a licence is required from the Home Office is required. Contact the Local Authority. Can take Several days for Human Remains; up to 3 months for burial grounds.

Licence/Consent Required?	N	Required before date?		Responsible Person?	
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Checklist - Permits, Licenses, Consents and Exemptions

Reusing Materials Arising On Site

If it was always the intention of the project to use material arising on one part of the site in another part of the same site to complete the works, that is, the use was certain in accordance with design and any applicable planning permission e.g. excavated soil in noise bunds, cut and fill etc., **then the material has not been discarded and is not waste.**

If, however, the material that arises cannot be used in its current form and needs to go through a process before being reused / recycled e.g. concrete being crushed prior to reuse, then the material arising would be regarded as a waste. The process would be deemed waste treatment, which would require an [Environmental Permit \(England and Wales\)](#) / [Waste Management Licence \(Scotland\)](#) or a [waste exemption](#).

In the case of the process producing an aggregate in accordance with the WRAP Quality Protocol: Aggregates from inert waste, whilst the processing activity itself will need a Permit / Licence the aggregate produced will no longer be regarded as a waste and hence can be used without a Permit / Licence.

Licence/Consent Required?	N	Required before date?		Responsible Person?	
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Arising On One Site, Used On Another Site

Any material that arises on one site but which is not to be used on that same site will be regarded as waste when it leaves the site. There are exemptions from Environmental Permitting / Waste Management Licensing that will allow 'waste' to be used on another site provided the receiving site has registered/obtained the necessary [waste exemption](#).

In addition and provided the required conditions are met in full, certain 'wastes' can be transferred from one site for use on another site in accordance with the [CL:AIRE Code of Practice](#).

Licence/Consent Required?	N	Required before date?		Responsible Person?	
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Checklist – Other Related Issues

Hazardous Waste Premises Registration

Wales - Where more than 500kg of hazardous waste is produced at, collected at or removed from any premises other than exempt premises in any 12 month period the premises must be registered with NRW. Register online via the Natural Resources Wales website. Registration is immediate.

Checklist - Permits, Licenses, Consents and Exemptions

In England unique numbering of consignment notes is required (6 digit Company name (ABCDEF)/ 5 digit alphanumeric specific to that particular waste movement) for example: - ABCDEF/1234A

Licence/Consent Required?	N	Required before date?		Responsible Person?	
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Section 61 Agreement

Used to pre-agree working hours and operations with the Local Authority Environmental Health Officer under discussion where working hours have not been imposed as part of a Planning Condition. Not mandatory, but a useful approach when working in sensitive areas or when extensive working outside "normal" working hours. Applications should be submitted 28 Days in advance but may take up to 3 months to prepare.

Licence/Consent Required?	N	Required before date?		Responsible Person?	
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Note: *Regulator refers to Environment Agency (England); Natural Resources Wales, Scottish Environment Protection Agency, Inland Drainage board or local authority as applicable

Key reference points:

England

<https://www.gov.uk/topic/environmental-management/environmental-permits>

<https://www.gov.uk/topic/environmental-management/water>

<https://www.gov.uk/government/publications/european-protected-species-apply-for-a-mitigation-licence>

www.marinemanagement.org.uk

Wales

<http://naturalresources.wales/apply-for-a-permit/?lang=en>

Scotland

<http://www.sepa.org.uk/regulations/authorisations-and-permits/>

<http://www.snh.gov.uk/protecting-scotlands-nature/species-licensing/>

Northern Ireland

<https://www.nidirect.gov.uk/articles/rivers-and-watercourses>

