

Project Name:	Salisbury Square
Client:	Gascoyne Estates
Decision Notices:	6/2021/3422/MAJ
Site Address:	Salisbury Square, Hatfield, AL9 5AD
Site Postcode:	AL9 5AD

Outline Construction Logistics Plan for Submission to Local Authority for Construction Phase of Project.
 This document addresses planning Condition Two

<p>Prior to Commencement</p> <p>Condition 2 (6/2021/3422/MAJ)</p>	<p>No development shall commence until and Construction Management Plan, to enable demolition, has been submitted to and approved in writing by the local planning authority:</p> <ul style="list-style-type: none"> A. Construction vehicle numbers, type, routing. (Pg. 5-10) B. Access arrangements to the site. (Pg. 5-6) C. Traffic management requirements. (Pg. 7) D. Construction and storage compounds (including areas designated for car parking) (Pg. 11) E. Siting and details of wheel washing facilities. (Pg. 7 & 11) F. Cleaning of site entrances, site tracks and the adjacent public highway. (Pg. 7& 11) G. Timing of construction activities (including delivery times and removal of waste) and to avoid school pick up/drop off times. (Pg. 5, 7 & 8) H. Provision of sufficient on-site parking prior to commencement of construction activities (Pg. 5) I. Post construction restoration/reinstatement of the working areas and temporary access to the public highway; and (Pg. 18) J. Where works cannot be contained wholly within the site a plan should be submitted showing the site layout on the highway including extent of hoarding, pedestrian routes and remaining road width for vehicle movements. (Pg. 11) K. Phasing Plan. (Pg. 8) <p><i>REASON: In order to protect highway safety and the amenity of other users of the public highway and rights of way in accordance with Policy SADM2 of the Emerging Welwyn Hatfield Local Plan 2016.</i></p>
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CMP Produced by (Contractor):		
Name:	Signature:	Date:
Matthew Melvin		26/09/2023
CMP Accreditation Date:		
CMP Reviewed by (Local Authority):		
Name:	Signature:	Date:

Schedule of Revision

Revision	Date	Summary of amendments	Amended by
-	25/04/2023	Original Copy	DJ
1	26/09/2023	Submitted Copy	MM
2	17/01/2024	(i) Largest vehicle type specified (page 6) (ii) Swept path analysis demonstrating largest vehicle can enter and exit the site in forward gear added (page 6) (iii) Routing plan added (page 5) (iv) Restricted hours for deliveries to fall outside of drop off and pick-up times (page 4) (v) Restoration/reinstatement of working areas (page 18)	MM

Introduction

Boom Construction has prepared this Outline Construction Management Plan (CMP) for planning condition discharge and this document will form the basis for subsequent detailed CMP documents to be developed and maintained during the construction phase until completion of the project.

1.1 Construction Management Plan Objectives

This Construction Management Plan has been developed for the Salisbury Square redevelopment project and will be subject to further development in response to changing constraints, methodologies, and variations.

The CMP sets out the methods and procedures that will be adopted with consideration to minimise the impact of the development on the local community, residents, businesses, the general public and environment. It will address the potential environmental impact of the construction and methods to mitigate the specific environmental disturbances such as noise, vibration.

The overall objectives of this Outline CMP are to:

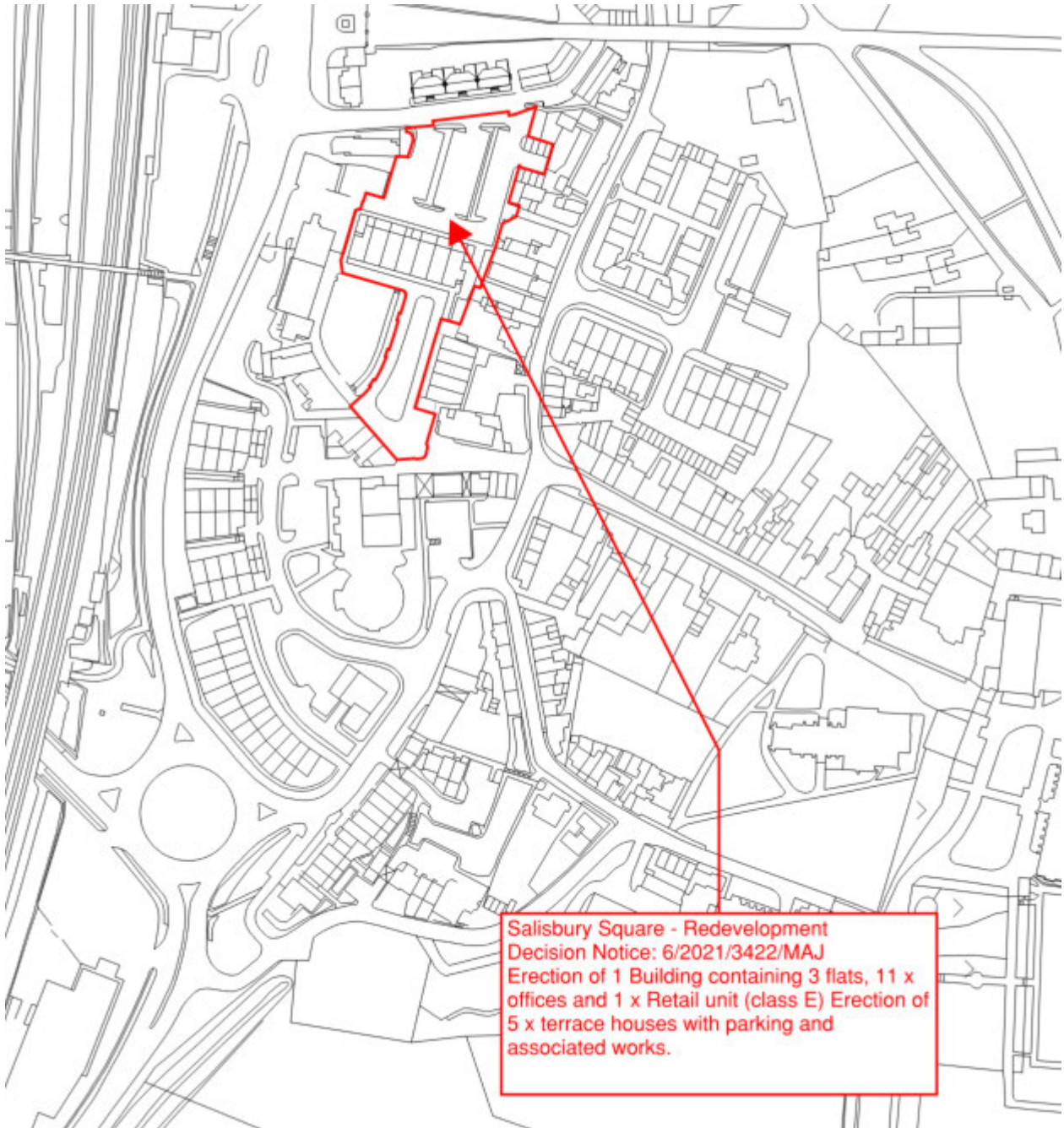
- Optimise the efficient delivery and collection of goods and materials to site.
- Improve adherence to the construction program by minimising delay created by poor logistics management.
- Lower the emissions caused by our sub-contractors' vehicles.
- Enhance safety by improving both vehicle and road user safety.
- Reduce congestion by reducing the overall number of trips required, especially during peak time periods.

1.2 Site Context

The site is at Salisbury Square, Hatfield, AL9 5AD and forms part of the heart of Old Hatfield town. It falls within the District of Welwyn & Hatfield. The site is served very well via local amenities, public transport, and the national road network.

Salisbury square is located 100 yards from Hatfield Railway Station which has trains to Cambridge heading Northeast serving local Hertfordshire stations, and to Kings Cross and Moorgate heading south east serving local Hertfordshire stations and into the London with trains departing every 10 minutes. The station also has 6 bus stops serving Hatfield and surrounding towns and villages with buses departing every 15 minutes.

The A414 is 0.8 miles away running east and west, the A1(M) is 1.8 miles away running north to south, the M25 Junction 23 is 7.6 Miles away, and the M1 Junction 8 is 11 Miles away and A1(M) is 5.2 miles away by car offering easy access to the national motorway network.



1.3 Development Proposal

The proposal is for Erection of 1 x Building containing 3 x flats, 11 x office and 1 x retail unit (class E), Erection of 5 x Terrace houses with parking and associated works. Including the demolition of the existing shopping parade with 7 maisonettes above, alterations to the existing parking area and erection of parking area. Both buildings being constructed at the same time will bring benefits to the local community by reducing disruption to a single co-ordinated construction management and delivery strategy.

1.4 Hours of Operation

In accordance with local plan. Any works during the demolition / construction phase that generate noise beyond the site boundary shall be only carried out between the hours of 08.00 and 18.00 Mondays to Fridays and between 08.00 and 13.00 on Saturdays and at no time whatsoever on Bank Holidays and Sundays.

2.0 Programme Milestone Date

The construction programme for the site has been initially developed with input from Boom Construction and their Supply Chain Partners. Construction is expected to last for approximately 92 weeks is scheduled to begin in January 2024.

The project will be completed and ready for handover and occupancy in November 25. Table 1 provides a breakdown of the approximate programme by key construction phases.

TABLE 1: Construction Programme

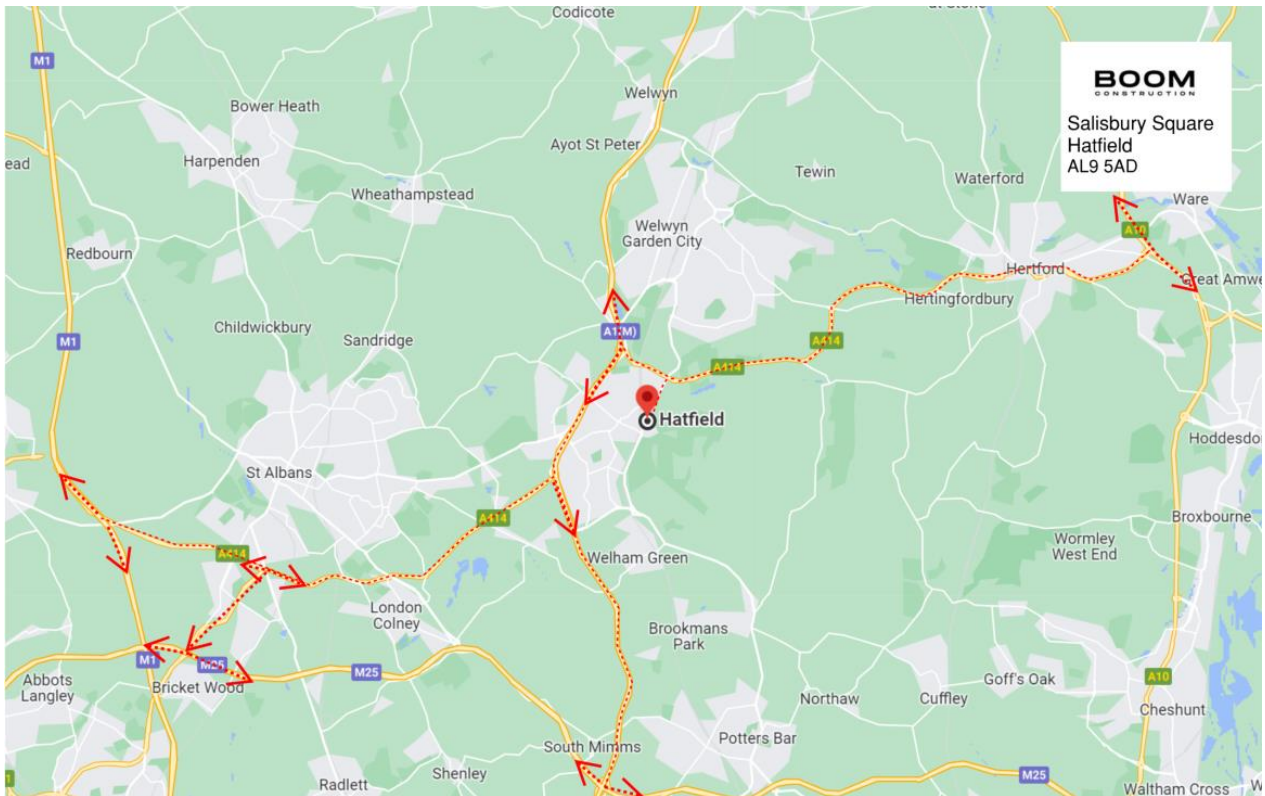
Construction Phase		
Site Setup	Q1 2024	Q1 2024
Substructure	Q2 2024	Q3 2024
Super Structure	Q3 2024	Q1 2025
Fit Out, Testing & Commissioning	Q1 2025	Q4 2025

3.0 Traffic & Transport

Access to Site

- There is one access / egress road in / out of the rear of the site, which is accessed via, Arm and Sword lane.
- Restricted delivery times: between **9:30hrs to 16:00hrs**
- Salisbury Square is the heart of Hatfield Old Town which public contains, Hatfield train station, key bus routes and stops, and the Old Town shopping district and amenities. As such this plan avoids any construction traffic or deliveries to Broadway or via Hatfield Old town.
- Nb, access along Arm and Sword lane also travels along the public realm. Subcontractors and suppliers will be notified within their order packs to ensure that caution is taken and that the speed limit is adhered to.
- Deliveries and removal of equipment / materials will be planned to avoid disruption to residents.
- There are no deviations or special controls in place that are in place on any of the local roads. As we are located close to the A414, A1, M25 & M1 most deliveries will get to site via major Roads.
- Welwyn & Hatfield council, typically collect refuse on Wednesdays and recycling on Mondays.
- Access provision is to be provided for the Fire Brigade service at all times.

Routing plan



Parking

There is limited onsite parking on site, however parking is available at Hatfield station car park. Contractors will be required to drop tools and equipment off to site to then go and park off site returning at the end of the day if required for collections.

Load Booking and Management Scheme

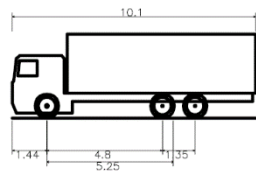
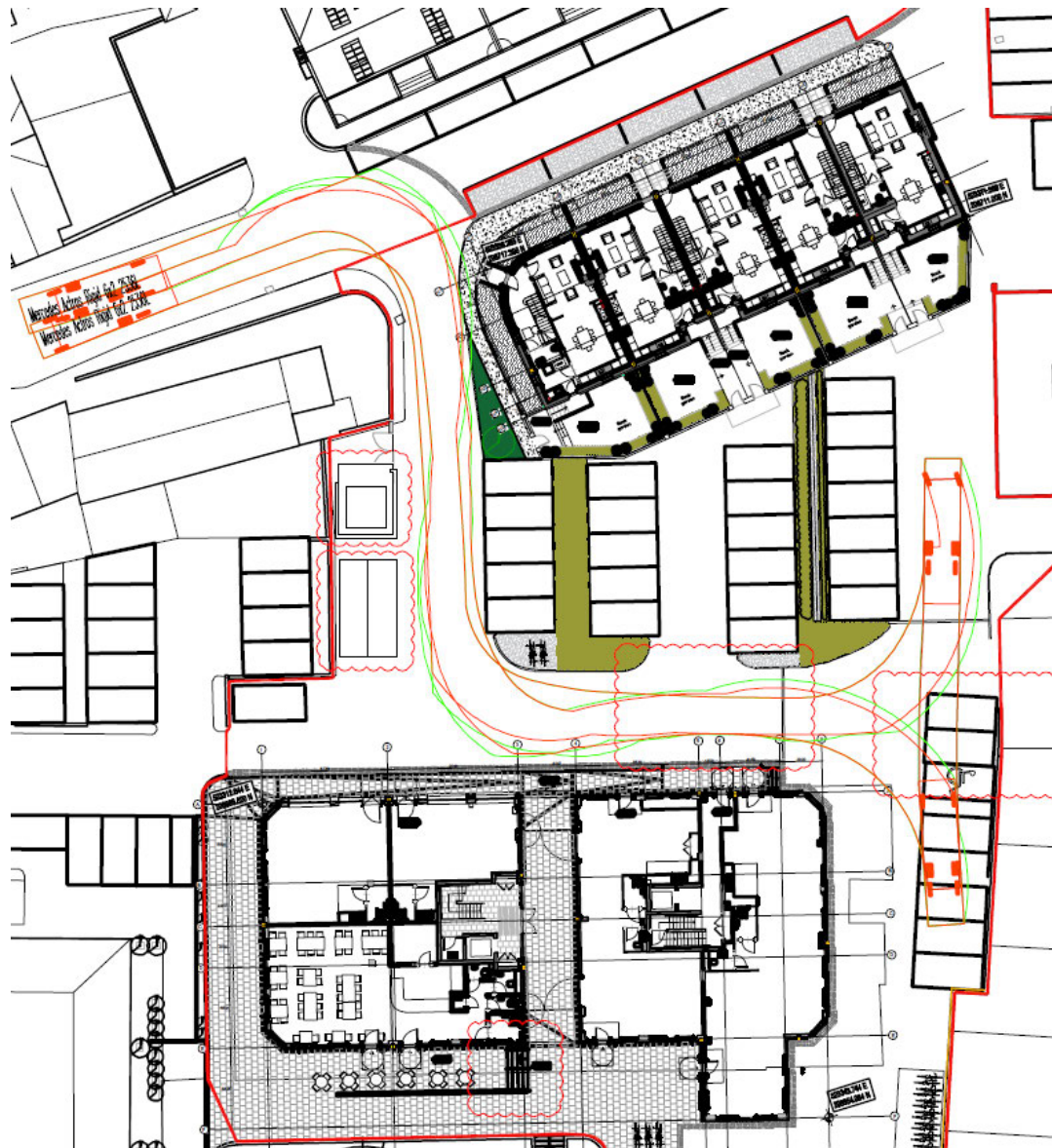
Strict procedures for deliveries will be in place as queuing of delivery vehicles is not an option for this site. Boom Construction Ltd will coordinate deliveries and collections to optimise the frequency of vehicle movements and reduce congestion. This will make more efficient use of the delivery vehicles. The Site Manager will produce a programme of deliveries.

All companies delivering to site are to contact the Site team one hour prior to departing their depot to confirm their allocated delivery slot.

If deliveries/vehicles arrive outside their allocated time, they may be turned away and the delivery organised for a different time. A Boom representative will contact the supplier and reschedule an alternative slot.

Suppliers and contractors are encouraged to optimise transport efficiency and minimise the impact from transport by adhering to the delivery plan. Boom Construction Ltd maintains a register of approved suppliers that are used on our projects.

Swept Path Analysis



Mercedes Actros Rigid 6x2 2536L	
Overall Length	10.100m
Overall Width	2.494m
Overall Body Height	3.495m
Min Body Ground Clearance	0.200m
Max Track Width	2.494m
Lock to lock time	5.00s
Wall to Wall Turning Radius	10.100m

- The red lines demonstrate the wheel track and green lines demonstrate vehicle overhang. Therefore it is acceptable that a green track line overlaps the kerblines as long as there are no structures blocking the way (e.g. lamppost, wall or tree).
- The largest vehicle to service the site will be a 10.1m long articulated lorry (40t).

Avoiding Peak Hour Deliveries

As part of the procedure for the allocation of delivery times to suppliers, care will be taken to restrict the amount of vehicle travelling time to site within peak periods. The last delivery to site will be scheduled such that it can be offloaded and leave the site before the evening peak commences.

There will be times when deliveries will only be allowed to arrive on site early / late in accordance with local Lorry Control Schemes e.g. heavy plant (abnormal loads). These vehicles will be offloaded during the peak period and then leave the site once the peak period has ended. This allows greater efficiency in predicting delivery times. The local council will be given reasonable notice when these infrequent movements will be required. Monitoring and the review of the procedures proposed in this plan will be carried out on a monthly basis or as required during the Health and Safety inspection carried out by the SHEQ Manager. This report will identify failures to comply with this plan and discussed with the Site Manager to action to ensure ongoing compliance.

Banksmen will be posted at the site entrance to protect pedestrians or warn approaching traffic whilst marshalling wagons or delivery vehicles on/off the site.

If at any time the number of Banksmen is considered inadequate the process will be reviewed and then number of banksmen increased, or the procedures adapted.

A. Timing of construction activities (including delivery times and removal of waste) and to avoid peak times

Restricted delivery times: between 9:30hrs to 16:00hrs

Unloading

Unloading of equipment and materials will be controlled and in accordance with the Manual Handling Operations Regulations 1992.

Flatbed delivery vehicles will have a handrail / edge protection system to be used when loading / unloading.

Prior to leaving site the Boom Construction Ltd banksman will liaise with all delivery drivers and ensure records (waste tickets etc) are in place.

All containers will be totally enclosed or covered by nets/tarpaulins to prevent escape of dust or waste materials during transfer from site to authorised waste recycling/disposal centres.

Local Roads & Cleaning of the Highway

The roadway adjacent to the site will be regularly swept during the course of the working day to maintain cleanliness and to minimise the mess that vehicles leaving the site can cause.

Site and road conditions will be continuously monitored, and adequate facilities will be provided for wheel washing (jet wash) inside the site entrance on an area of hardstanding and road cleaning should it be necessary.

The water runoff will be contained within a bunded area and drain naturally through holes punctured in the hardstanding. No water from the wheel washing will enter the local highway drainage system.

No contractor vehicles will park in the roads adjacent to the site.

Public Transport

Boom Construction Ltd will communicate the advantages of using public transport to all site personnel.

Details of the local bus and rail networks – identifying key routes to the project will be posted on site notice boards and will be covered in the site induction to promote the use of public transport if practicable.

4.0 Programme Overview & Vehicle Movements

Detailed programmes will be developed for the project and detailed short-term programmes will be produced monthly by the site team.

Lead in times for key elements for the construction and fit out works have been identified within the Tender Programme; these will be developed during the design development period.

Milestones will also be incorporated into the procurement programme during the pre-construction period.

The charts in this section are to be made using the construction logistics planning tool on the CLP website. The following are example outputs from the spreadsheet. Provide a high-level description of the construction programme and include tables generated through the linked tool.

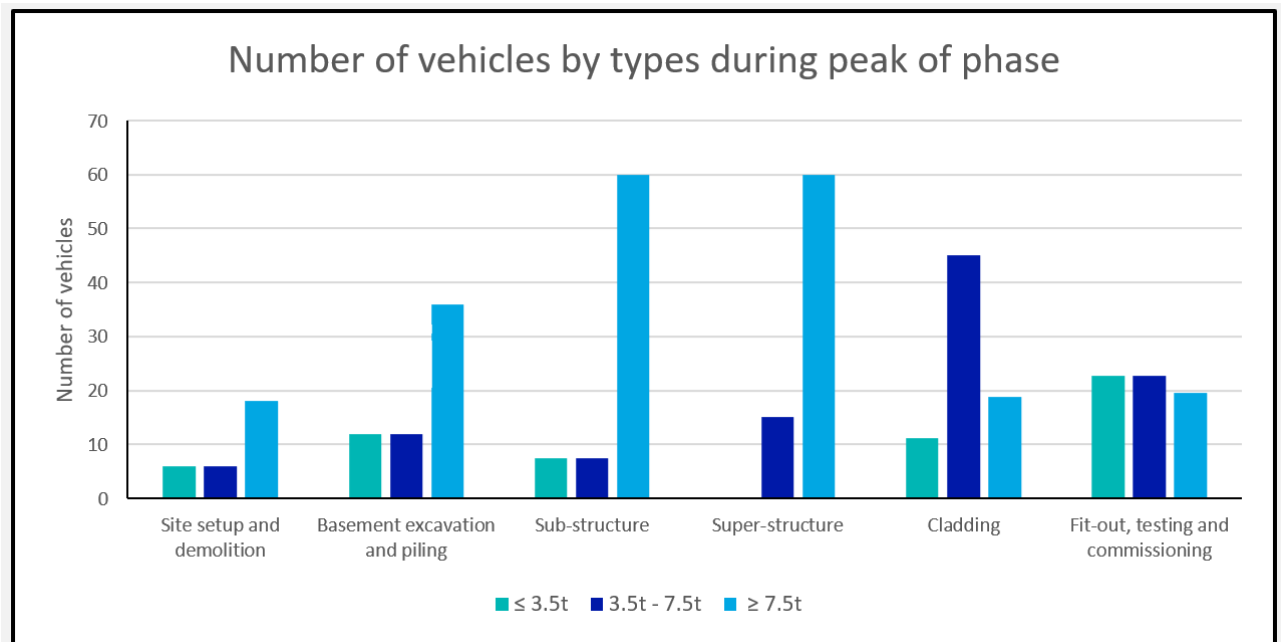
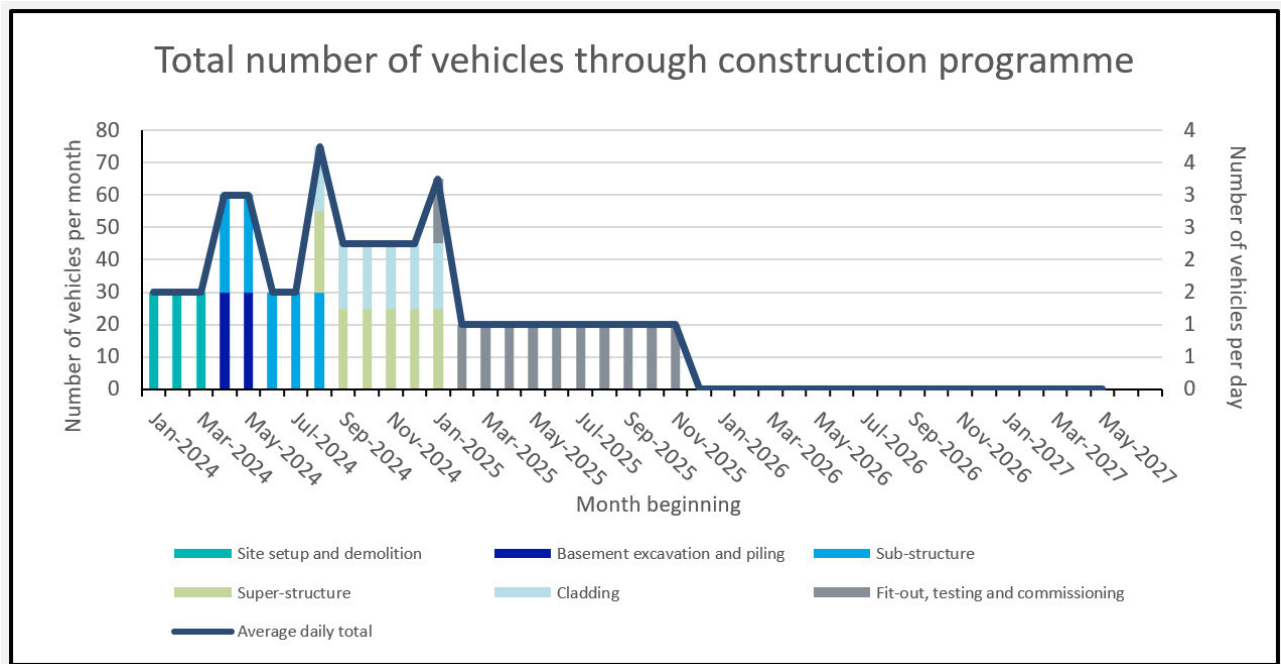
Construction Phase	Start	End
Site Set Up & Demolition	Q1 2024	Q1 2024
Sub- Structure	Q2 2024	Q3 2024
Super-Structure	Q3 2024	Q1 2025
Fit Out, Testing & Commissioning	Q1 2025	Q4 2025

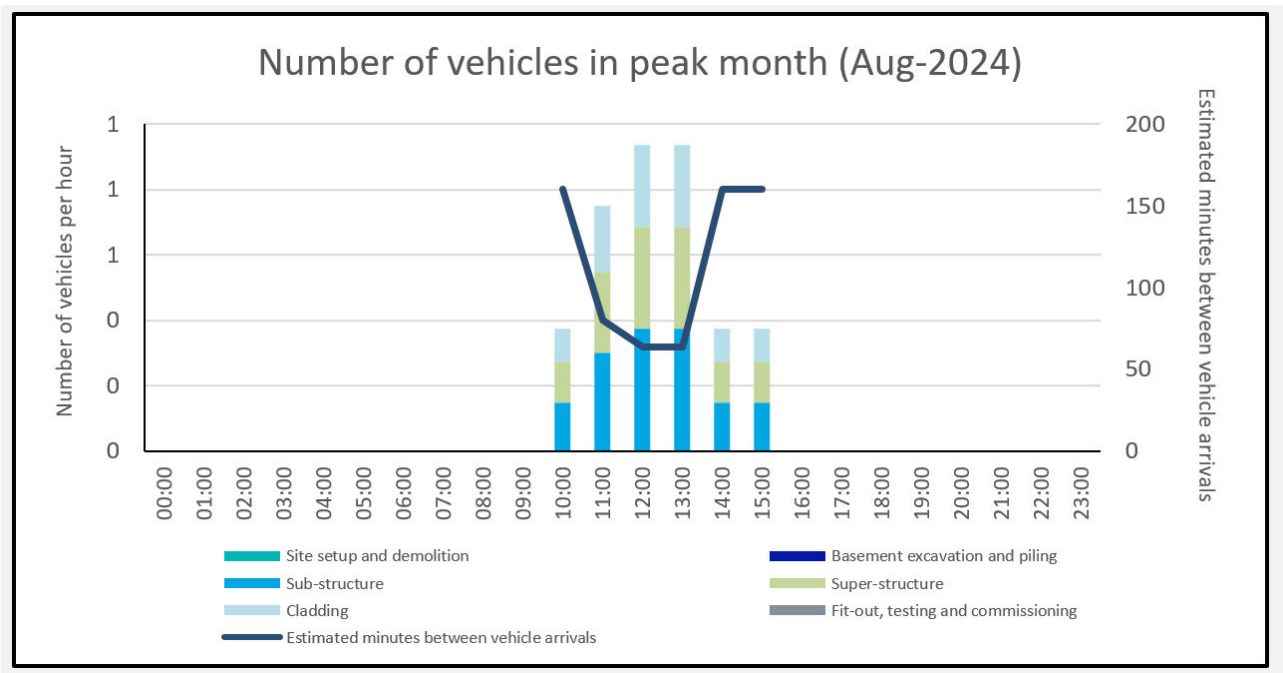
Number of Vehicles in peak Phase (Ex of Other Phases)

Construction phase	Period of stage	No. of trips (monthly avg.)	Peak no. of trips (daily)
Site setup and demolition	Q1 2024 – Q1 2024	30	4
Sub-structure	Q2 2024 – Q3 2024	30	6
Super-structure	Q3 2023 – Q1 2025	25	3
Fit out, testing and commissioning	Q1 2025 – Q4 2025	20	2
Peak period of construction	Q3 2023 – Q4 2025	35	2

No of Vehicles in Peak Phase (inc possible overlap of subsequent phases)

Construction phase	Period of stage	No. of trips (monthly avg.)	Peak no. of trips (daily)
Site setup and demolition	Q1 2024 – Q1 2024	35	4
Sub-structure	Q2 2024 – Q3 2024	40	6
Super-structure	Q3 2023 – Q1 2025	45	3
Fit out, testing and commissioning	Q1 2025 – Q4 2025	25	2





5.0 Procurement Strategy

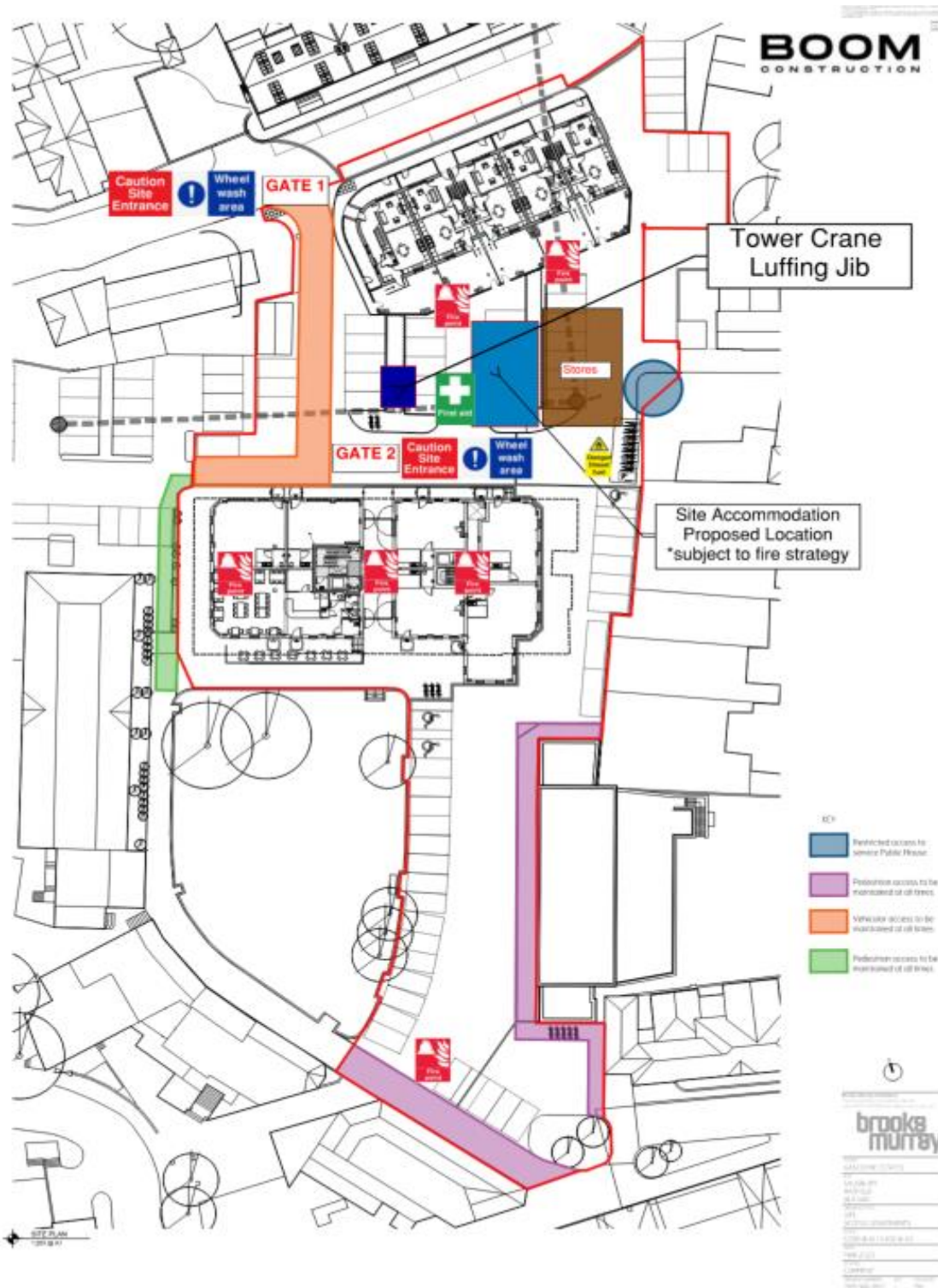
To meet the construction activities within the Whole Life Programme, our procurement team will strictly adhere to the supply chain order schedule and the materials schedule. This will be developed by the Delivery Team into a schedule format to facilitate control and identifies the following activities:

- Tender analysis and recommendations for each package (based on tender stage enquiries.)
- Agreed dates for issue of construction issue status drawings and specifications.
- Specialist design development and approval periods for the Supply chain Design packages
- Lead in and manufacture periods
- Start on site date.

6.0 Proposed Site Set Up

The figure below demonstrates the currently proposed site set up.

Provision of storage / access arrangements for pedestrians & Vehicles / Temporary Accommodation Units / Wheel washing Facilities



7.0 Community Engagement

Boom Construction recognise the importance of minimising the impact of our construction activities on the communities in which we operate. We follow a procedure of early and sustained community liaison in order to avoid causing nuisance to our neighbours and maintain a good relationship.

7.1 Notification of neighbours

First impressions of the project are considered from the outset in order to maintain a positive image of the company and the industry.

Neighbours are notified via the following methods:

- **Prestart notification of works / newsletter** – highlighting scope of works, hours of operation, site/emergency contact details, client details, Considerate Constructors Scheme contact information, construction programme and key milestone targets.
- **Quarterly newsletter** – updated as per prestart notification of works.
- **Notice board attached on our hoarding** - Once works start on site, there will be a copy the Newsletter, with contact details (both the site teams daytime telephone number & out of office number
- **Meetings with neighbours** - The site team will have a record of contact details for nearby offices and commercial entities and will communicate with neighbours as necessary and/or in line with any planned noisy work or activities that may be deemed to cause a nuisance.

All works will be planned to ensure noisy activities are identified with timescales allowing for such information to be advised to all neighbours concerned.

Neighbours and groups of interest

Details of stakeholders who may be consulted with or affected by site activities are:



7.2 Neighbour Liaison Strategy

The Boom Project Manager will act as the community liaison officer/ Project Lead / first point of contact for the project and will visit all neighbours prior to commencement or significant phases of work. The Boom Project Manager will introduce themselves and agree a timetable for regular visits and updates.

Regular meetings to those who may be affected by works will advise on potential noisy activities and identify if there are any sensitive times. Boom Construction will ensure a level of courtesy is always maintained by all site personnel to residents, site visitors and the passing public.

The project contact details will be on display on the perimeter hoarding along with all contact details in case of a complaint, including Boom Construction Head Office postal address, telephone number and email address.

If a complaint is received, the noisy activities will be ceased immediately, and the Project Lead will record the nature of this work before visiting the neighbour to record their complaint.

All complaints will be recorded – time, date, and nature of complaint – and proposed action with immediate effect.

8.0 Environmental Mitigation/Construction Control Measures

8.1 Noise Control

Regulatory Overview

The principal legislative controls on noise which includes vibration are contained within the Control of Pollution Act 1974. In addition, statutory nuisance provisions contained within the Environmental Protection Act 1990

Section 72 of the Control of Pollution Act 1974 requires that 'Best Practicable Means' (BPM) is employed at all times when controlling noise and vibration on construction sites. This means that the measures must be taken to control environmental impacts and the recommendations and good practice that is outlined in British Standard 52281&2:2009+2014 Code of practice for noise and vibration control on construction and open sites shall be followed. It is the responsibility of Boom Construction that all activities adhere to current codes of practice and environmental law.

Detailed Provisions

The site will be surrounded by fencing or hoarding to the required height and density appropriate to the noise sensitivity of the location concerned.

All worksite gates will be controlled to give the minimum amount of time open for passage of vehicles, in order to minimise stray noise to the external surrounding area.

Vehicles and mechanical plant used for the purpose of the works shall be fitted with effective exhaust silencers, will be maintained in good and efficient working order and operated in such a manner as to minimise noise emissions.

On site where environmental disturbance may arise, compressors will be 'sound reduced' models fitted with properly lined and sealed acoustic covers which must be kept closed whenever the machines are in use, and pneumatic percussive tools can be fitted with shrouding or silencers

Equipment that breaks concrete by munching or similar, rather than by percussion, will be used as far as is practicable. Noisy plant or equipment will be sited as far away as is practicable from noise sensitive buildings. The use of barriers, e.g. acoustic partitions to deflect noise away from noise sensitive areas will be employed wherever practicable.

Care shall be taken when loading or unloading vehicles or dismantling scaffolding or moving materials, etc. to reduce impact noise.

Should a need ever arise to work past the specified site operating hours due to unforeseen circumstances Boom Construction will inform the council immediately and the surrounding community by form of a letter drop.

Scaffold may require monoflex and/or debris netting to all levels and all elevations.

General

- Noise assessments will be carried out as per Control of Noise at Work Regulations 2005.
- There will be careful selection of the plant to be used to reduce noise.
- On site noise assessments will be carried out and recorded.
- All supply chain partners will provide full risk assessments and method statements.
- Toolbox talks and method statement briefings will be given as the work proceeds and will cover the environmental management and control measures related to specific activities undertaken during the works. A full register of toolbox talks and method statement briefing attendance shall be maintained on site.

8.2 Vibration

General

We shall ensure that measures are taken to: -

- Protect the residents, users of buildings close by and passers-by from nuisance or harm and
- Protect buildings from physical damage.

Upon determining appropriate vibration levels, we shall consider: -

- Human exposure
- Protection of structures

Reference will be made to the BS 5228:2009_2014, where guidance is given in relation to vibration from construction activities.

Construction activities will be carried out in such a way that vibrations arising will not cause significant damage to adjacent structures.

Due to the size of the development and early outline stage of the proposals, a quantitative construction noise and vibration assessment has not been carried out. Instead, a qualitative assessment focussing on best practicable means has been completed. In general, the construction works with the greatest potential to generate noise are initial earthworks to level out the site, demolition, and the construction of foundations. Building construction itself generally results in lower noise levels.

It is proposed that to minimise construction noise impacts, all construction work should take place in standard construction hours, which are:

Monday – Friday: 08:00 – 18:00
Saturdays: 08:00 - 13:00; and
Sundays and Public Holidays: No construction

In accordance with local plan, any works during the demolition / construction phase that generate noise beyond the site boundary shall be only carried out between the hours of 08.00 and 18.00 Mondays to Fridays and between 08.00 and 13.00 on Saturdays and at no time whatsoever on Bank Holidays and Sundays.

Boom Construction follow Best Practicable Means to reduce the noise impact upon the local community including the following:

- Operating hours should be adhered to, with local residents being notified of any changes to the operating hours of the site;
- All construction plant and equipment should comply with EU noise emission limits.
- Where practicable, design and use of site hoardings and screens to provide acoustic screening of noise emitting equipment.
- Proper use of plant with respect to minimising noise emissions and regular maintenance. All vehicles and mechanical plant used for the purpose of the works should be fitted with effective exhaust silencers and should be maintained in good efficient working order.
- Selection of inherently quiet plant where appropriate. All major compressors should be 'sound reduced' models fitted with properly lined and sealed acoustic covers which should be kept closed whenever the machines are in use and all ancillary pneumatic percussive tools should be fitted with mufflers or silencers of the type recommended by the manufacturers.
- Machines in intermittent use should be shut down in the intervening periods between work or throttled down to a minimum.
- Materials should be handled with care and be placed, not dropped. Materials should be delivered during normal working hours.

- All ancillary plant such as generators, compressors and pumps should be positioned so as to cause minimum noise disturbance, i.e., furthest from receptors or behind close boarded noise barriers. If necessary, acoustic enclosures should be provided and/or acoustic shielding.
- Making positive contact with local residents and providing information on the construction can be the most effective method of reducing the impact of construction noise on sensitive receptors.
- Compressors fitted with lined and sealed acoustic covers, kept closed whenever in use.
- Heavy plant in intermittent use being shut down in intervening periods between work activities.
- Planned deliveries to avoid congestion within the, or on the approach to the site.

Precautions will be taken to minimise noise and the detrimental effects thereof on local community and operatives on site. Thorough planning of the works will precede identifying any noisy operations and the impacts they may have on key receptors.

All operatives will be instructed at safety inductions to ensure noise levels are kept to a minimum and that unnecessary shouting, abusive language or other verbal disruptions are forbidden.

9.0 Waste Management

Waste is managed in the most efficient way by encouraging re-use and re-cycling on-site and maximising segregation. Rubbish will not be allowed to accumulate and cause a fire hazard; all waste will be collected from site in skips and/or wheelie bins. These shall be emptied regularly.

Drawing upon our extensive residential expertise, we have developed a number of ways in which we could bring efficiencies and savings to this project.

These include:

- Cutting plasterboards off site for window and door reveals reducing waste and saving time.
- Slab thickening and the use of acoustic matting to reduce the need for a floor screed.
- Temporary waterproofing strategies prior to the final roof finishes being installed to provide programme savings.
- The use of door sets procured in packs and installed by qualified carpenters to save time and improve quality
- We will cast in elements to assist follow on trades when constructing the concrete frame, such as cast in fixing slots for services containment to reduce work at height, exposure to dust and speed of installation.
- Priority will be given to the early installation of important materials.
- Weekly planning workshops with the supply chain

The project team will undertake a waste audit to identify waste streams, forecast waste volumes and identify suitable methods to eliminate, or where this is not practicable, reduce waste generated by the project.

The project team and supply chain members will ensure waste is stored away from drains, boreholes, wells, and controlled waters. Containers shall be in good condition and, where required, covered to prevent dust and litter being blown out. If there is any likelihood of stored waste contaminating the surrounding environs, all necessary precautions will be taken to ensure no contamination occurs. This may include the use of containment bunds with rain shelters and the use of sealed containers, i.e. lockable skips, clip top drums and fluorescent tube coffins.

Before waste is treated and / removed from the project, all subcontractors and waste contractors must supply the project team with legible copies of the following documentation:

- Waste carrier's registration certificates.
- Environmental permits, (Waste Management License and PPC Permits).
- Notification certificate of exemption from environmental permitting.

The project team and, where applicable, subcontractors will ensure that the removal of all inert / non-hazardous waste is recorded on waste transfer notes. These documents must be kept for a minimum of two years. These documents will be kept on site and made available upon request.

The project team and, where applicable, subcontractors will ensure that the removal of any hazardous waste is recorded on hazardous waste consignment notes. These documents must be kept for a minimum of two years. These documents will be kept on site and made available upon request.

Legible copies of all waste transfer and consignment notes, recording the removal of waste from site must be issued to the project team. This includes waste generated on site by subcontractors.

Designing Out Waste

Waste is a consideration right at the very beginning of a project, so we use Building Information Modelling Management (BIMM) to avoid costly mistakes in time and resources. "Designing out Waste" workshops will help as the design progresses and we use an IMPACT tool which helps us undertake whole life analysis and whole life costing on different materials, so we select the right ones for the job.

Recycled Content

We recognise the need to 'close the loop' by specifying materials with higher recycled content, since this will support markets for the materials we and others send for recycling. This also helps to reduce the quantities of materials we send to landfill, and the amount of virgin materials we use.

Working with Suppliers

We work with product suppliers to apply the waste hierarchy to the management of waste materials and encourage re-use ahead of recycling and recovery, for example making use of discarded furniture and the repair and repatriation of pallets. These initiatives are improving our management of waste and increasing diversion from landfill, as well as helping us reduce costs.

Where re-use is not possible, we work with suppliers to develop and identify take-back schemes, and we keep a comprehensive list of these for our site teams to use. The list and accompanying guidance help our design teams understand where 'closed loop' takeback schemes are available and gives our project teams an understanding of which products and materials they can send directly back to manufacturers. A suite of toolbox talks, posters and guidance notes are available within our Environmental Management System.

Waste Contractors

All our waste contractors must complete a pre-qualification questionnaire to assess that they meet our standards, before they can become approved and listed within our Supply Chain System. This asks that they report their performance in accordance with PAS 402 (a specification for performance reporting for waste management organisations) in accordance with our Sustainable Procurement Policy. We carry out a detailed on-site audit on their premises, so we can be sure that they have the right segregation capabilities and can meet our data return requirements. We check their documentation for duty of care compliance and view working conditions for their employees.

10.0 Pest Control

We will ensure that the risk of infestation by pest or vermin is minimised by adequate arrangements for disposal of food waste or other material attractive to pests. If infestation occurs, we will take such action to deal with it as required.

11.0 Drainage

Site drainage, including surface runoff and dewatering effluents, will be discharged to sewers where reasonably practicable. Site drainage will meet the requirements for effluent and flood risk standards required by the sewerage undertaker.

During construction, protection measures to control the risk of pollution to surface water will be adopted. These will include:

- Any containers of contaminating substances on site will be leak proof and kept in a safe and secure building or compound from which they cannot leak, spill or be open to vandalism. The containers will be protected by temporary Impermeable bunds with a capacity of 110% of the maximum stored volume.
- Areas for transfer of contaminating substances will be similarly protected.
- All refuelling, oiling, and greasing will take place above drip trays or on an impermeable surface which provides protection to underground strata and Watercourses and away from drains as far as reasonably practicable. Vehicles Will not be left unattended during refuelling.
- All wash down of vehicles and equipment will take place in designated areas and wash water will be prevented from passing untreated into watercourses and will comply with EA's Pollution Prevention Guidance.

The Pollution Prevention Measures and good construction practices will ensure that any oils, hydrocarbons, or hazardous materials stored on site will not leak onto the ground surface and thereby ensure that there is no pathway for contaminants to affect the water course.

12.0 Condition Report and Post Restoration

Prior to the commencement of the works a full site condition report will be produced by the site management team. The condition report will be produced using video and photographic records of the site.

Any areas disturbed during the works will be addressed with restoration / reinstatement being undertaken immediately upon completion.

13.0 Emergency Plan

A set of standardised emergency response procedures will govern the management of environmental and emergency incidents. All Boom management will be required to adhere to and implement these procedures and ensure that site operatives are familiar with the emergency arrangements for the site. This will be generally communicated in the site induction but also at the weekly meetings and as the site progresses.

The emergency procedure will contain 24-hour emergency phone numbers and the method of notifying local authorities, statutory authorities and the emergency services should an incident occur.

Practice drills will be scheduled throughout the construction process for both environmental and emergency incidents.

The plan will include.

- Roles and responsibilities in an emergency
- Contacting the emergency services
- Emergency assembly points
- Provision and use of firefighting equipment
- First Aid cover
- Location of nearest A&E Hospital
- Any necessary notification of neighbouring occupiers

- Investigation and reporting
- Notification of the HSE including RIDDOR

We will issue site specific fire escape details and muster points for the building at Site Induction and Method Statement Induction.

If details change a further Induction will be given to the operatives during a daily briefing.

The Evacuation Plan will be updated accordingly by the Site Manager as and when conditions alter, work zones change or are completed.

Boom staff shall direct the emergency service to the scene of the incident. Boom Construction Ltd will send a Banksman to assist with directing any emergency vehicles.

Boom will provide trained first aiders with a first aid kit located in the site office.

It is a requirement of the (current) Reporting of Injuries, Diseases and Dangerous Occurrence Regulations that certain type of Injuries, dangerous occurrences and diseases are reported to the Health and Safety Executive.

Reportable specified injuries, disease and dangerous occurrences will be reported to the local HSE office within the time frames specified under the current regulations by Boom SHEQ Manager using the appropriate online form. Records of all accidents will be kept for at least 3 years.

13.1 Medical Emergency

Names and locations of first aiders/appointed persons, introduction to them and position of first aid boxes and rules for their use shall be part of the induction training.

The name of the First Aider on site will be nominated. Our procedure ensures that all operational managers are First Aid Trained.

In the event of an injury or sudden illness on site the following action is to be taken:

- The Site Manager and General Foreman are to be immediately informed of the incident.
- First Aid assistance is to be obtained, if appropriate.
- the injured or ill person is to be conveyed to hospital by the quickest possible means.
- If an ambulance is to be summoned, by the Site Manager or General Foreman, ensure that the address is given accurately.
- Any reportable incident prescribed under the 'Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995' is to be reported to the Health & Safety Executive on form F2508 within the prescribed notice period for that event.

The nearest Hospital with Accident and Emergency is 9.9 miles away:

Barnet Hospital
Wellhouse Lane
Barnet
Hertfordshire
EN5 3DJ

