

# WORBEY

Soft Strip Demolition Services UK Limited

175 CLIFTON STREET, SWINDON, SN1 3QB

## ENVIRONMENTAL POLICY

November 2020

Document approved by  
Frank Worbey  
Managing Director

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Signed

Date

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## 1. ENVIRONMENTAL POLICY STATEMENT

**1.1** The Directors and Senior Management of Worbey Soft Strip Demolition Services UK Limited recognise that our day-to-day operations impact upon the environment in a number of ways. We are committed to achieving continuous improvement in environmental performance and to prevent pollution. **In this respect, it is our policy to:**

- 1.1.1 Quantify and monitor all environmental impacts of the business.
- 1.1.2 Comply with current legislation and, where practical, seek to meet future legislative requirements ahead of relevant deadlines.
- 1.1.3 Integrate environmental objectives into relevant business decisions, in a cost effective manner.
- 1.1.4 Require all staff and contractors to address environmental responsibilities within the framework of normal operating procedures.
- 1.1.5 Minimise waste, seek to recover as much as is economically practical and ensure that the remainder is disposed of responsibly.
- 1.1.6 Develop appropriate emergency plans to minimise the environmental impact of foreseeable incidents.
- 1.1.7 Influence suppliers of services to reduce their impact on the environment, and to assist us by developing environmentally friendly products where practical.
- 1.1.8 Enhance awareness of relevant issues amongst customers, staff and suppliers alike.
- 1.1.9 Protect the public, staff and contractors from dangerous substances, by ensuring that the COSHH regulations are followed

### **1.2 Our three key priorities shall be:**

- 1.2.1 To reduce the environmental impact of our services. To reduce CO<sup>2</sup> emissions. To reduce waste.

### **1.3 We intent to achieve these priorities through improvements in:**

- 1.3.1 Energy & water use. Waste reduction increasing recycling (including office paper). Care in purchasing and contract management and purchasing of more efficient plant and vehicles. Encourage the use of recycled products wherever practical. Consider noise and air pollution levels for all vehicle/plant purchases

### **1.4 Specific to our work but not limited to this statement:**

- 1.4.1 All purchases of plant and equipment, stores, spares, stationery and any other products we purchase, will be made only after taking into account fully the effect our choices may have on the environment wherever practically possible, recycling processes will be operated at all company premises
- 1.4.2 Plant and equipment will be regularly serviced and maintained in order to prevent pollution by noise, fumes or fuels and lubricants, silenced plant and equipment will be used whenever possible.
- 1.4.3 Diesel bowsers are to be double-skinned or suitably banded and free of leaks or other defects that may lead to the spillage of diesel into the surrounding ground, watercourses or surface water drainage systems etc. Waste oils and filters are returned to depots if changed on site, and recycled through waste oil collection
- 1.4.4 Suitable measures will be undertaken to protect local flora and fauna, especially where protected or endangered species are involved. All necessary measures will be implemented to prevent the accidental spillage or discharge of hazardous materials into the environment. All hazardous waste or surplus material shall be disposed of in accordance with the suppliers' instructions or under current regulations. All waste products will be recycled wherever they can be, except where cost is not proportional to the environmental benefit gained. Where practical, recycled materials will be imported or re-used on site.
- 1.4.5 Dust avoidance measures must be taken and dust suppression techniques will be employed as required. Suitable precautions shall be taken to minimise nuisance caused by dust or noise from operations.
- 1.4.6 Rubbish and food waste from mess facilities will be disposed of in suitable receptacles. Wherever possible, packaging, pallets and containers are to be returned to supplier for re-use. Waste paper is to be separated from rubbish and sent for recycling. Laser toners and inkjet printer cartridges are returned to suppliers for recycling. Careful route planning will be used to minimise unnecessary mileage and therefore pollution from delivery vehicles. All company buildings and properties are to be maintained using materials that will cause the minimum damage to the environment. Environmental awareness will form an integral part of the induction of the Company's employees
- 1.4.7 All staff are to be instructed of their responsibility during their company induction, and are expected to carry out their responsibilities as part of the company, helping to protect the environment by sensible action on their part and following environmental guidelines. Environmental protection will form part of the Risk Assessments and Method Statements and specific topics or legislation changes will be communicated to the work force by letter, meeting, instruction or advertising on site notice boards

Signed: *Frank Worbey*

Frank Worbey (Managing Director)

Date: 10.11.2020

## 2. LEGISLATION AND GUIDANCE

The following schedule of legislation and guidance is pertinent to the operations undertaken by this Company. The list is not exhaustive, and references include subsequent updates, amendments, repeals and revocations.

- The Waste (England and Wales) (Amendment) Regulations 2012
- The Controlled Waste Regulations 1996 & The Controlled Waste (England and Wales) (Amendment) Regulations 2012
- The Environmental Protection Act 1990
- The Pollution Prevention and Control Act 1999
- The Clean Air Act 1993
- The Environment Act 1995
- The Water Resources Act 1991
- Water Resources (Environmental Impact Assessment) (England and Wales) Regulations 2003
- The Land Drainage Act 1994
- The Wildlife and Countryside Act 1981 & Wildlife and Countryside (Amendment Act 1991)
- Conservation of Habitats and Species Regulations 2010
- The Control of Pollution (Oil Storage) (England) Regulations 2001
- The Special Waste Regulations 1996 & Special Waste (Amendment) (England & Wales) Regulation 2001
- The Control of Asbestos at Work Regulations 2012
- The Control of Lead at Work Regulations 2002
- The Control of Substances Hazardous to the Health Regulations 2002
- The CDM Regulations 2015
- CIRIA (Construction industry research and information association) Publication C502 – Good Environmental Practice on Site
- The Environment Agency – Pollution prevention guidelines
- Worbey Demolition Soft Strip Services UK Limited’s Environmental Policy

## 3. KEY ROLES AND RESPONSIBILITIES

### 3.1 DIRECTORS

- 3.1.1 To maintain the Environmental Policy in respect of legal compliance
- 3.1.2 To promote good practice and continual improvement at all levels in respect of environmental issues and procedures
- 3.1.3 To provide adequate equipment, training and resources to enable tasks to be carried out responsibly toward the environment
- 3.1.4 To review and update environmental procedures following changes in legislation or Company procedures
- 3.1.5 To ensure that environmental issues are taken into consideration when preparing tenders, programming work and resources, and purchasing or hiring plant and equipment
- 3.1.6 To ensure that all environmental issues are implemented and communicated to those involved
- 3.1.7 To ensure that there are adequate and open channels of communication and consultation between all levels of management

### 3.2 SUPERVISORS / FOREMEN

- 3.2.1 To know and understand the Company’s Environmental Policy
- 3.2.2 To operate within the requirements and limitations of the Policy
- 3.2.3 To obtain any necessary consents from, and to liaise with, relevant external Agencies
- 3.2.4 To ensure that operatives are aware of their responsibilities, and perform accordingly
- 3.2.5 To ensure that all plant and equipment is properly maintained.
- 3.2.6 To follow all instructions and systems of work in relating to environmental issues
- 3.2.7 To report any defects in plant or equipment that may impact on the environment
- 3.2.8 To report any spillage or escape of a substance that could harm the environment, and undertake reasonable measures to contain or clean up any such spillage or escape
- 3.2.9 To work and act in a responsible manner at all times

- 3.2.10 To monitor environmental issues within the Company and communicate with senior management freely
- 3.2.11 To advise senior management in respect of environmental training issues

### 3.3 COMPANY ENVIRONMENTAL ADVISOR

- 3.3.1 To advise senior management on changes in legislation and environmental requirements
- 3.3.2 To advise senior management in respect of environmental training issue
- 3.3.3 To monitor environmental issues within the company
- 3.3.4 To review this document as required and audit its compliance

### 3.4 OPERATIVES / PLANT OPERATORS

- 3.4.1 To know and understand the Company's Environmental Policy
- 3.4.2 To operate within the requirements and limitations of the Policy
- 3.4.3 To follow all instructions and systems of work in relating to environmental issues
- 3.4.4 To report any defects in plant or equipment that may impact on the environment
- 3.4.5 To report any spillage or escape of a substance that could harm the environment, and undertake reasonable measures to contain or clean up any such spillage or escape
- 3.4.6 To work and act in a responsible manner at all times

## 4. IDENTIFICATION OF ENVIRONMENTAL ASPECTS

### 4.1 WASTE MANAGEMENT

- 4.1.1 All waste materials produced by the Company's operations will be disposed of in an appropriate manner, and will be controlled on site if stockpiled for later disposal
- 4.1.2 Segregation of materials will take place on site where possible to reduce cross contamination of materials and maximize the potential for recycling of materials and diversion from landfill. Waste streams will be used and planned works to segregate different wastes at source
- 4.1.3 Methods employed will include the use of skips, careful stockpiling, or loading into Lorries for immediate disposal
- 4.1.4 Contaminated waste will be segregated from inert waste, and suitable labeled as required if stockpiled on site for later disposal

### 4.2 DISPOSAL OF MATERIAL

- 4.2.1 Where possible, suitable material will be re-used on site
- 4.2.2 Recyclable waste will be separated from unsuitable material where practical in order to rationalize disposal.
- 4.2.3 All material for disposal off-site will be transported by a registered waste carrier, and will be covered by a waste transfer note. Only approved waste disposal facilities will be utilized.
- 4.2.4 Special or contaminated waste will only be disposed of at a suitably licensed disposal facility, and details of the material will be provided to the receiver of the waste prior to disposal to ensure appropriate handling and treatment.
- 4.2.5 Removal of asbestos materials will be carried out in accordance with the Control of Asbestos at Work Regulations 2012, and may need to be undertaken by specialist contractor. All such waste material will be double-bagged/sealed and labeled; including any Personal Protective Equipment or other materials used in the process, and disposed of at a suitable licensed facility
- 4.2.6 The hierarchy of waste management is as follows:



#### **4.3 POLLUTION OF WATERCOURSES**

- 4.3.1 All necessary measures will be implemented to prevent pollution of any watercourse. Site specific environmental risk assessments will be carried out in this respect, and the measures detailed below will be given consideration
- 4.3.2 Plant and machinery that may work in contact with water shall be thoroughly cleaned and de-greased prior to commencing, and shall be maintained in good order to prevent leaks of fuel or oils
- 4.3.3 Hazardous materials shall be stored at a suitable distance away from watercourses and in suitable containers. Bunds must be used where necessary in case of spillage and spill kits and firefighting equipment at hand in case of an incident
- 4.3.4 Lightweight or dusty substances shall be secured and covered during windy conditions, and oils, petrol, diesel etc will be stored in suitable bunded bowsers or containers away from water courses or drainage gullies with spill kits and firefighting equipment near by in case of incident
- 4.3.5 Pumped groundwater will be filtered as necessary prior to discharging into watercourses. Suitable protection, such as the provision of hay bales etc., will be established if silt from excessive surface water run-off is likely. All necessary liaisons will be undertaken with the Environment Agency where watercourses are at risk or following any pollution incident

#### **4.4 FUMES**

- 4.4.1 All plant and vehicles are to be effectively maintained to prevent the emission of excessive fumes
- 4.4.2 No materials or waste will be burnt that may emit noxious fumes or smoke or that may be within smoke free zones
- 4.4.3 New equipment bought will have emissions taken into account and the lowest impact product chosen within reason
- 4.4.4 All fume emission must be allowed to safely dissipate to the atmosphere. Forced air or extract systems must be considered if working inside building, near excavations or other areas where the congregation of dangerous gases may cause a nuisance or asphyxiation

#### **4.5 NOISE**

- 4.5.1 All necessary precautions will be taken to prevent excessive noise. Warning exclusion signage will be posted to prevent access into areas where noise may rise above 85dB(A) and areas outside the site boundary should not exceed 80dB(A). Noisy works must not be carried out during unsociable hours
- 4.5.2 All plant and equipment will be properly maintained and effectively silenced
- 4.5.3 Static plant, such as pumps or compressors, will be effectively screened or appropriately sited to mask noise emissions
- 4.5.4 Silent running pumps and compressors will be selected when purchasing or hiring equipment
- 4.5.5 Silenced pneumatic tools will be used, and mufflers will be replaced if not in a serviceable condition
- 4.5.6 The playing of loud portable radios etc. is not permitted in the workplace
- 4.5.7 Non-emergency work will be restricted to the least sensitive working hours

#### **4.6 DUST**

- 4.6.1 Where possible, techniques which remove the creation of dust must be used or reduce dust as far as possible. Suitable techniques will be employed to reduce the production and emission of dust, such as damping down with jet sprays during demolition, damping down haul roads, on-tool vacuum dust extraction, localised hand spraying for small works, ventilation or forced air exchange. Screens or membranes to arrest and isolate the progress of dust through work areas will be used where appropriate
- 4.6.2 Certain operations may be suspended during windy conditions
- 4.6.3 Stockpiled materials will be covered over or damped down as necessary during windy conditions

#### **4.7 SILT**

- 4.7.1 All necessary measures are to be taken to prevent the passage of silt from the site into watercourses, drainage systems or trafficked highway
- 4.7.2 Wheel washes may be used to prevent the transference of soils or mechanical sweeping shall be provided if required and necessary on local roads

#### **4.8 HAZARDOUS MATERIALS**

- 4.8.1 The use of hazardous materials will be effectively controlled to prevent accidental spillage or release into the atmosphere. COSSH assessments and data sheets must be consulted before work on/near/with any hazardous materials
- 4.8.2 Use and disposal of materials and containers will be strictly in accordance with the suppliers' instructions
- 4.8.3 Storage of diesel and petrol fuel will be kept to a minimum
- 4.8.4 Spillage of liquids will be contained using bunds or a suitable absorbent material, and collected and disposed of in accordance with the suppliers' instructions, including any resultant contaminated ground
- 4.8.5 Adequate facilities to mitigate environmental accidents will be supplied and available on site such as spill kits
- 4.8.6 Items will be identified that will need to be controlled during refurbishment and demolition operations which may include asbestos, lead, crystalline silica dust, manmade mineral fibers, mercury and other such items that must be prevented from entering the atmosphere above the allowable quantities

#### **4.9 MOBILE EQUIPMENT**

- 4.9.1 Mobile equipment is to be properly maintained and is to be operated over drip trays where practical. Small plant such as generators will require drip trays to run on where larger equipment such as excavators may only require a drip trays and spill kits during fuel transfers in case of spillage

#### **4.10 ECOLOGY**

- 4.10.1 All necessary measures will be implemented to protect local flora and fauna, such as the siting of plant away from tree canopies, and cordoning off endangered or protected plant species
- 4.10.2 No materials will be placed or stored over tree roots, and any trees protected by a Preservation Order will be adequately fenced off prior to work commencing
- 4.10.3 Tree roots exposed during excavation will be suitably protected from frost or drying out as specified by the Local Authority
- 4.10.4 External Agency requirements will be taken into consideration in respect of wildlife such as newts, bats and badgers etc., and any necessary barriers, exclusion zones or cessation of activities will be provided
- 4.10.5 Tree-felling or grubbing out of hedges and shrubs will not be carried out during the nesting season without express permission from the relevant authority

#### **4.11 ENVIRONMENTAL INCIDENTS**

- 4.11.1 All incidents that may have a detrimental impact on the environment are to be reported immediately to the Director, the Client and the relevant Authority as required. Any protective or remedial measures stipulated by an Authority are to be executed without delay and containment and disposal of material is to be carried out as detailed within this Policy
- 4.11.2 Such incidents will be investigated by Senior Management to ensure that appropriate action has been taken and to prevent any re-occurrence
- 4.11.3 The following schedule details typical environmental incidents:
  - Spillage of fuels, chemicals or other hazardous substances
  - Silt run-off into watercourses or surface water drainage
  - Hydraulic bursts of pipes on site plant and equipment
  - Uncontrolled storage or stockpiling of waste materials on site
  - Wind-borne dust from site operations or stored materials
  - Disturbance of protected wildlife such as animals, birds and plants
  - Damage to trees above and below ground
  - Complaints regarding fumes, noise, dust or vibration

#### **4.12 EMERGENCY PROCEDURES**

- 4.12.1 Emergency procedures are to be implemented as detailed in the various sections above. Outside agencies must be contacted and consulted with prior to works if there is a risk of pollution

### **5. RESOURCES, TRAINING AND REVIEW**

#### **5.1 RESOURCES**

- 5.1.1 Where possible, recycled materials or materials from a sustainable source are to be used during the Company's operations. If appropriate, materials arising from site operations will be re-used on that site
- 5.1.2 The company will make available adequate funds and resources for the emergency kits and other mitigating measures such as training and low risk equipment where required

#### **5.2 INDUCTION / TRAINING**

- 5.2.1 All employees and sub-contractors are to attend an induction where the contents of this Policy will be explained. Employees and sub-contractors are also to attend any site induction required by the Client upon their commencement on site
- 5.2.2 Further training as deemed necessary will be provided as and when appropriate, and site specific tool-box talks will be held if the need arises or if site specific issues are relevant

#### **5.3 MONITORING / REVIEW**

- 5.3.1 The effectiveness of this policy will be monitored by the Company management, taking into account the frequency of incidents and feedback from Clients and External Agencies. The Policy will be reviewed and updated as necessary following changes in legislation or the Company's activities