# Site traffic management and plan

| | |
|---|---|
| **Project name** | Ysgol Oak Field |
| **Project no** | SWW00TBC |
| **Original issue date** | 1st July 2014 |
| **Revised date** | |
| **Revised date** | |
| **Revised date** | |

# Site traffic management and plan

**Contents**

# Site traffic management and plan

| 1. Introduction |
|---|
| This site traffic management assessment and plan has been developed so that operations on company sites may continue without risk of personal injury, damage to plant / vehicles and property etc. The control measures identified in the assessment / plan should be effectively implemented, monitored and reviewed. Any alteration to working practices must be evaluated and incorporated into the assessment / plan and the review date recorded.<br><br>Once complete this assessment / plan should be brought to the attention of those concerned and a copy readily displayed on site. |

| 2. Management | | |
|---|---|---|
| Has the traffic management risk assessment been completed to the rear of this document? | Yes ☑ | No ☐ |
| Is the site wholly owned / operated by the Company? If not, are there clear boundaries between operations? If not, what control measures have been implemented? All persons driving/operating plant on site will be training and will drive in accordance with site rules regarding speed and loading security and capacity. | Yes ☑ | No ☐ |
| **List of control measures**<br>• Site sign drawing approved by Head of Campus.<br>• Site sign drawing approved by 'PM'-to follow<br>• Supply chain 'Application' in use-to follow<br>• Pre-Construction traffic count.-to follow | | |

| 3. Proximity hazards | | |
|---|---|---|
| Are there any overhead electric powers lines present on the site? | Yes ☐ | No ☑ |
| **Details** | | |
| Are there any underground services present on site? If yes, are they effectively demarcated so as to prevent damage? If not, what controls are in place to prevent accidental contact? All areas of excavation will be scanned in accordance with safe system of work 3 'avoidance of danger from underground electricity cables, using the cable avoidance tool' | Yes ☑ | No ☐ |
| Are there any other proximity hazards and considerations on site such as water courses, railway lines, schools, community centers, residential areas etc. likely to affect or be affected by site traffic? If yes, what are they and what control measures are in place? **Mobile Plant and Site Traffic will not exceed 10 MPH whilst travelling around residential / pedestrianised areas.** | Yes ☑ | No ☐ |
| **Details**<br>The project is based on a live duel school so the ISG signs will show a max speed limit of 5mph. | | |
| Are there any restrictions on plant / vehicle movements due to nearby schools etc. | Yes ☑ | No ☐ |
| **Details**<br>Limited working hours. | | |

# Site traffic management and plan

| 4. Plant / vehicles operating on public highways | | |
|---|---|---|
| Are there any overhead electrical power lines on site? **If yes please provide details of control in place and consultation with service provider.** | Yes ☐ | No ☑ |
| Are plant / vehicles wholly owned / operated by company employees? | Yes ☐ | No ☑ |
| All operators who operate plant / vehicles on a public highway must have a valid driving license in addition to a valid CPCS operator's card or equivalent. | Yes ☑ | No ☐ |
| If plant is operating outside of day light hour's plant must be fitted with suitable lights in accordance with the Road Vehicles Lighting Regulations 1989. | Yes ☑ | No ☐ |
| Plant / vehicles operating on adopted roads must be operated in accordance with the Road Traffic Act 1988. | Yes ☑ | No ☐ |

| 5. Site plant / vehicles | | |
|---|---|---|
| Is there a planned maintenance procedure in place? | Yes ☑ | No ☐ |
| Are plant vehicles inspected daily and defects reported? | Yes ☑ | No ☐ |
| Is CCTV fitted to all required plant? | Yes ☐ | No ☑ |
| Are vehicles fitted with effective mirrors? | Yes ☑ | No ☐ |
| Are vehicles fitted with reversing bleeper's and flashing beacons? | Yes ☑ | No ☐ |
| Are risk assessments and method statements available for specific site operations? | Yes ☑ | No ☐ |
| Are all plant operatives trained and authorised? | Yes ☑ | No ☐ |

| 6. Personal and pedestrians | | |
|---|---|---|
| All employees, contractors and visitors are required to wear high visibility clothing i.e. vests or coats. | Yes ☑ | No ☐ |
| Have banksmen been deployed on site? If yes, have the banksmen been issued with information, instruction and training? | Yes ☑ | No ☐ |
| **Provide details**<br>The banksman will have site specific tbt from RB. | | |

| 7. Site travelling routes | | |
|---|---|---|
| Are travelling routes clearly demarcated? | Yes ☑ | No ☐ |
| Does the site have a one-way system? | Yes ☑ | No ☐ |
| Does the site have passing points? | Yes ☐ | No ☑ |
| Is there a maximum speed limit in place and signs indicating such? | Yes ☑ | No ☐ |
| Are there effective earth bunds in place? N.B. earth bunds must be 1.5m | Yes ☑ | No ☐ |
| Are travelling routes on a reasonable gradient? | Yes ☑ | No ☐ |
| Are there any blind corners, which cannot be eliminated? | Yes ☐ | No ☑ |

| 8. Tipping areas | | |
|---|---|---|
| Does the site have designated tipping areas? | Yes ☑ | No ☐ |
| If yes, are tipping areas provided with suitable turning areas? | Yes ☐ | No ☑ |

# Site traffic management and plan

| 9. Terrain | | |
|---|---|---|
| Does the terrain represent any abnormal risks of plant / vehicle overturning or other hazard associated with working on gradients? | Yes ☐ | No ☑ |

| 10. Site parking | | |
|---|---|---|
| Does the site have a designated parking area for employees and visitors? If not, what parking arrangements are in place? **All site staff will be asked to park on the local public highway** | Yes ☑ | No ☐ |

| 11. Training | | |
|---|---|---|
| Only trained and authorised operatives are permitted to operate site plant and vehicles. | Yes ☑ | No ☐ |

| 12. Compound area | | |
|---|---|---|
| Is there a designated compound area with a designated pedestrian area? | Yes ☑ | No ☐ |

| 13. public highways | | |
|---|---|---|
| Does the Does the work entail working on adopted highways as defined in the New Roads and Street works Act? | Yes ☐ | No ☑ |
| Yes, have the control measures, detailed in chapter 8, been implemented | Yes ☐ | No ☑ |

| 14. Road clearance | | |
|---|---|---|
| Are road clearance operations required and in place?<br>Road sweeper? | Yes ☑ | No ☐ |
| Are there any other requirements for road clearance on this site? | Yes ☑ | No ☐ |
| **Details**<br>A stiff bass broom and power washer will be used when required. | | |

| 15. Material delivery, storage and collection | | |
|---|---|---|
| Has the safe system of work / site rules for delivery drivers been issued to all drivers? | Yes ☑ | No ☐ |
| Are there any restrictions on deliveries or collections? | Yes ☑ | No ☐ |
| Is there a designated storage area for materials? | Yes ☑ | No ☐ |
| Is there a clear and safe route to the designated area? | Yes ☑ | No ☐ |
| All drivers are required to wear high visibility clothing whilst out of the vehicle cab. | Yes ☑ | No ☐ |

| 16. Monitoring and control | | |
|---|---|---|
| This is the responsibility of the site manager / general foreman and visiting health and safety advisor(s). | Yes ☑ | No ☐ |

| 17. Further guidance | | |
|---|---|---|
| Further guidance on site traffic management can be found in the group health and safety manual and C.I.T.B. GE700 (yellow manual) and this document should be referred to when making amendments to this document. Other guidance includes: ‘protecting the public’ HSG 151 and ‘safe use of vehicles on construction sites’ HSG 144. | Yes ☑ | No ☐ |

# Site traffic management and plan

| **18. Additional information –** Enter any other information relating to the management of traffic on site together with additional control measures that may be necessary |
|---|
| Reference should be made to following document when reading this TMP;<br><br>Construction Phase HSQE Plan.<br>Supply chain 'APP'<br>Site logistic plans (all phases)<br>Approved site sign drawing |

# Site traffic management and plan

# Site traffic management and plan

| **19. Traffic management risk assessment** | | | |
|---|---|---|---|
| **Project** | Ysgol Oak Field | **Project No** | SWW00TBC |
| **Risk assessment no** | HD01 | **Person conducting assessment** | HD |
| **Supervisor** | RB | **Date** | 1.7.14 |
| **Location** | Site-Preconstruction | | |
| **Notes –** 1. Control measures are to ensure that residual risks are reduced to a minimum. Where controls fail to reduce from high refer assessment to your line manager.<br>2. If the operations are likely to affect the public or the safe operation of a public transport system, the control measures must reduce the likelihood of significant harm to the level that existed before our work commenced. | | | |
| **Impact** - Uncontrolled runoff with high suspended solid load and/or contamination | | | |

**Risk rating: H = High, M = Medium, L = Low**

# Site traffic management and plan

| Hazard | Persons in danger | Harmful consequences | Risk rating | Control measures | Residual risk |
|---|---|---|---|---|---|
| Vehicular / Pedestrian Movements - consideration must be given to the following: | | | | Ensure a Site Traffic Assessment and Plan is completed. | |
| Unauthorised operators / drivers. | Operatives / General Public / Site Visitors etc. | Personal injury, possible death. Damage to plant / vehicles. | **H** | Only trained and authorised operatives to operate site plant / vehicles (CPCS or equivalent).<br><br>Site Management to monitor the use of site plant / vehicles. | **L** |
| Contact between site plant / vehicles / site user vehicles and pedestrians. | Operatives / General Public / Site Visitors etc. | Personal injury, possible death. Damage to plant / vehicles. | **H** | Only trained and authorised operatives to operate site plant / vehicles (CPCS or equivalent). Ensure that operatives have a valid driving licence if operating on adopted highway.<br><br>Segregate site plant from public vehicles - if this is not practicable then:-<br><br>Ensure minimal construction vehicle movements / journeys by good planning / sequencing of work.<br><br>Ensure that the route of least inconvenience and most safe is used at all times.<br><br>Ensure that pedestrians at work wear high visibility vest coats. | **L** |

# Site traffic management and plan

| Hazard | Persons in danger | Harmful consequences | Risk rating | Control measures | Residual risk |
|---|---|---|---|---|---|
| Cont … | | | | Deploy a banksman whilst depositing or removing materials in the build areas from adopted highways.<br><br>Ensure that plant is operated at a safe speed as site conditions permit (e.g. gradient, weather etc.) and does not exceed the specified site speed.<br><br>Ensure that site plant has suitable warning devices - flashing beacons, reversing alarms as appropriate.<br><br>Ensure that plant / vehicles are maintained to manufacturers standards.<br><br>Erect suitable signage.<br><br>Ensure that plant / vehicles operating on adopted highways have the appropriate Road Fund License (Road Tax).<br><br>Site Management to monitor the above control measures. | |

# Site traffic management and plan

| Hazard | Persons in danger | Harmful consequences | Risk rating | Control measures | Residual risk |
|---|---|---|---|---|---|
| Cont … | | | | | |
| Terrain – working / travelling on gradients. | Operatives / General Public / Site Visitors etc. | Personal injury, possible death. Damage to plant / vehicles. | **H** | Only trained and authorised operatives to operate site plant / vehicles (CPCS or equivalent).<br>Ensure that the machine is operated within the safe operating capability of the machine.<br>ROPs fitted as required.<br><br>Consideration should be given to the travelling surface.<br><br>Ensure that the route of least inconvenience and most safe is used at all times.<br><br>Ensure that plant is operated at a safe speed as site conditions permit (e.g. gradient, weather etc.) and does not exceed the specified site speed.<br><br>Site Management to monitor the above control measures. | **L** |
| Existing structures / overhead cables etc. | Operatives / General Public / Site Visitors etc. | Personal injury, possible death. Damage to plant / vehicles. | **H** | Only trained and authorised operatives to operate site plant / vehicles (CPCS or equivalent). | **L** |

# Site traffic management and plan

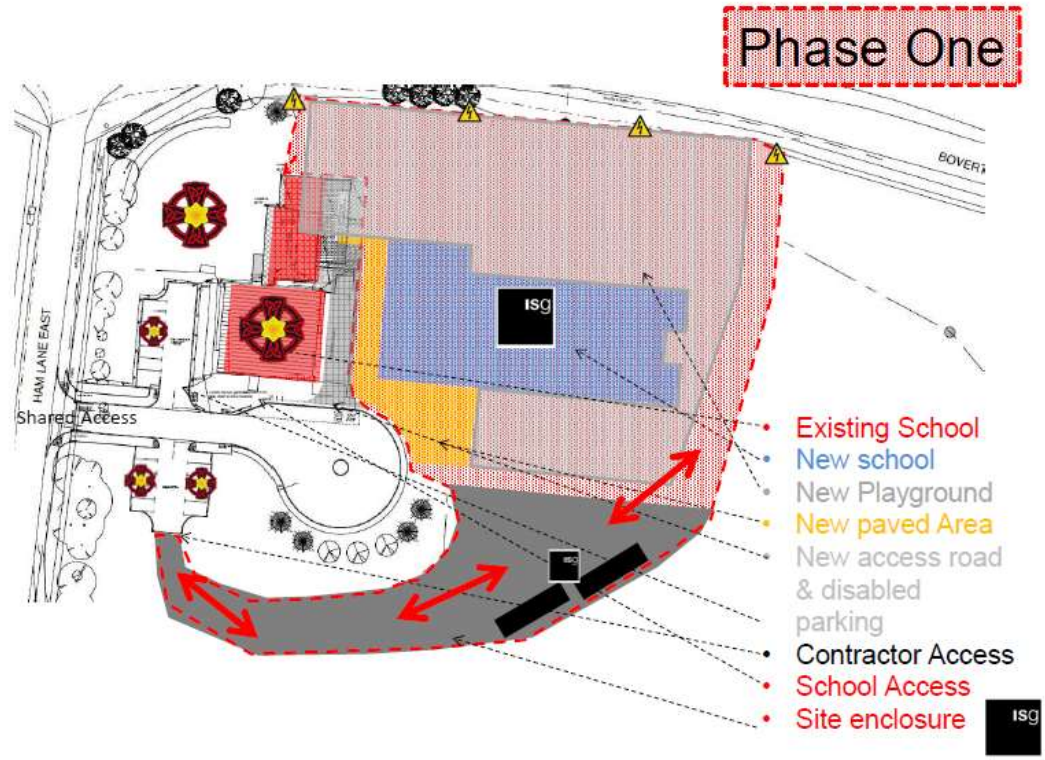
| Hazard | Persons in danger | Harmful consequences | Risk rating | Control measures | Residual risk |
|---|---|---|---|---|---|
| Cont …..<br><br>Material deliveries / storage. | Operatives / General Public / Site Visitors etc. | Personal injury, possible death. Damage to plant / vehicles. | **H** | Ensure that structures and overhead services are effectively demarcated and brought to the attention of those concerned.<br><br>Ensure that the route of least inconvenience and most safe is used at all times.<br><br>Site Management to monitor the above control measures.<br><br>Ensure that there is no un-authorised access to any unloading /storage area. - set up an exclusion zone. Provide Banksmen as required<br><br>Limit deliveries to periods of low pedestrian / vehicular traffic.<br><br>Ensure that materials are unloaded / loaded in a safe and controlled manner using the correct plant / equipment.<br><br>Ensure that any plant used during this activity is maintained and used in accordance with the manufacturers instructions and current legislation.<br><br>Site Management to monitor the above control measures. | **L** |

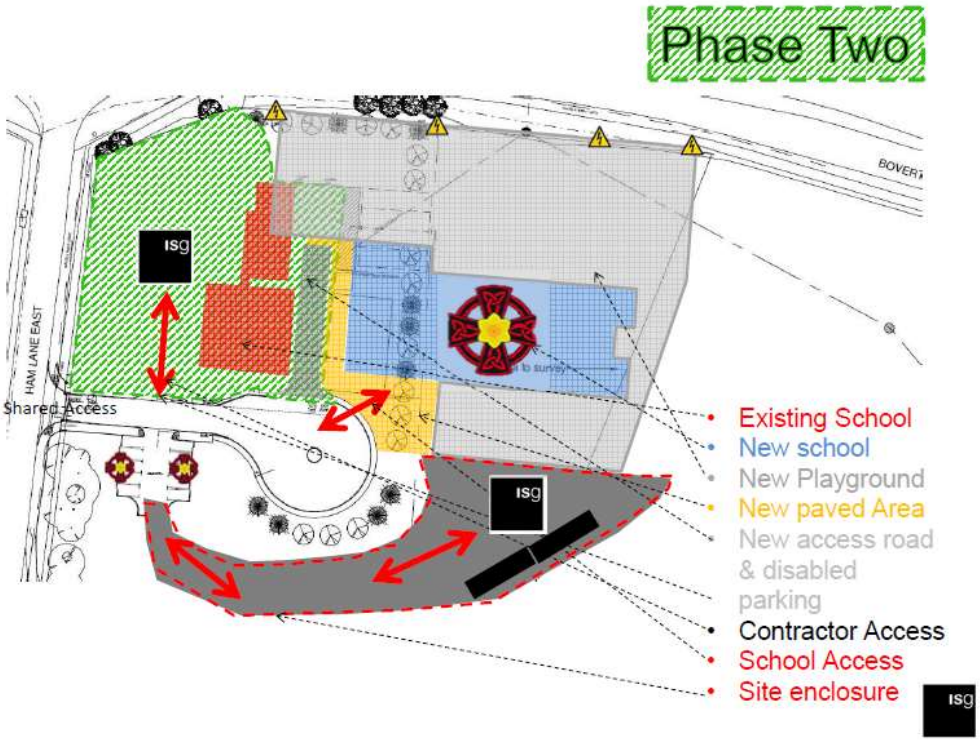
# Site traffic management and plan

| Hazard | Persons in danger | Harmful consequences | Risk rating | Control measures | Residual risk |
|---|---|---|---|---|---|
| Cont …. | | | | | |
| Compound areas. | Operatives / General Public / Site Visitors etc. | Personal injury, possible death. Damage to plant / vehicles. | H | Ensure that consideration is given to the position of compound areas e.g. safe access and egress.<br><br>Ensure that the compound is situated safe from structures and overhead services.<br><br>Ensure that there is no un-authorised access to compound area.<br><br>In the event of un-authorised access ensure that materials, substances are stored in a safe manner to further prevent the risk of injury or damage.<br><br>Site Management to monitor the above control measures. | **L** |
| Road clearance. | Operatives / General Public / Site Visitors etc. | Personal injury, possible death. Damage to plant / vehicles. | **H** | Ensure that roads are kept free from debris.<br><br>Ensure road cleaning plant / vehicles are provided with flashing beacons,<br><br>Site Management to monitor the above control measures. | **L** |

# Site traffic management and plan

**20. Traffic management diagram**



**Emergency 'lay-up' point within upper car park here.**

**Type 1 delivery=Unloading & Drop off's here for refurbishment phase**

Pedestrian Access remains unchanged during the construction phase to ensure continuity for parents, pupils & staff.

ISG access to be agreed/developed for refurbishment phase to ensure staff car park remains functional

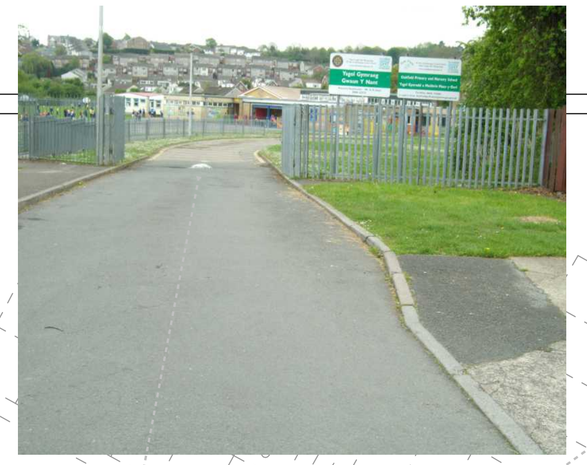
New School in Use

## Legend

- Crossing point with closed 'pen' gates
- ISG site
- Sewer
- Accommodation
- 'Works'
- Two way/Crabbing access
- 'H'erras/ 'S'olid Hoarding
- Free Access
- Gates

**Oakfield Site Logistics Layout**
**Refurbishment Phase**
ISG Construction
21st May 2014 Rev A
1:500
HD

**Emergency 'lay-up' point within upper car park here.**

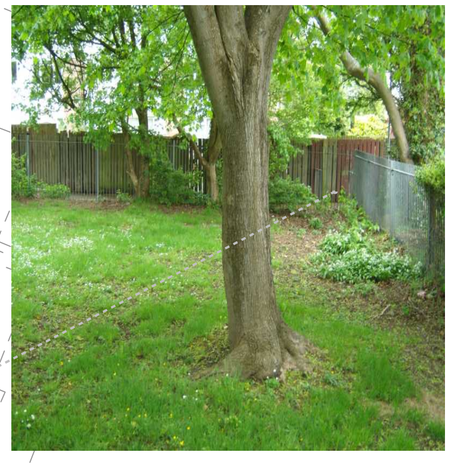


**Type 1 delivery=Unloading & Drop off's here**

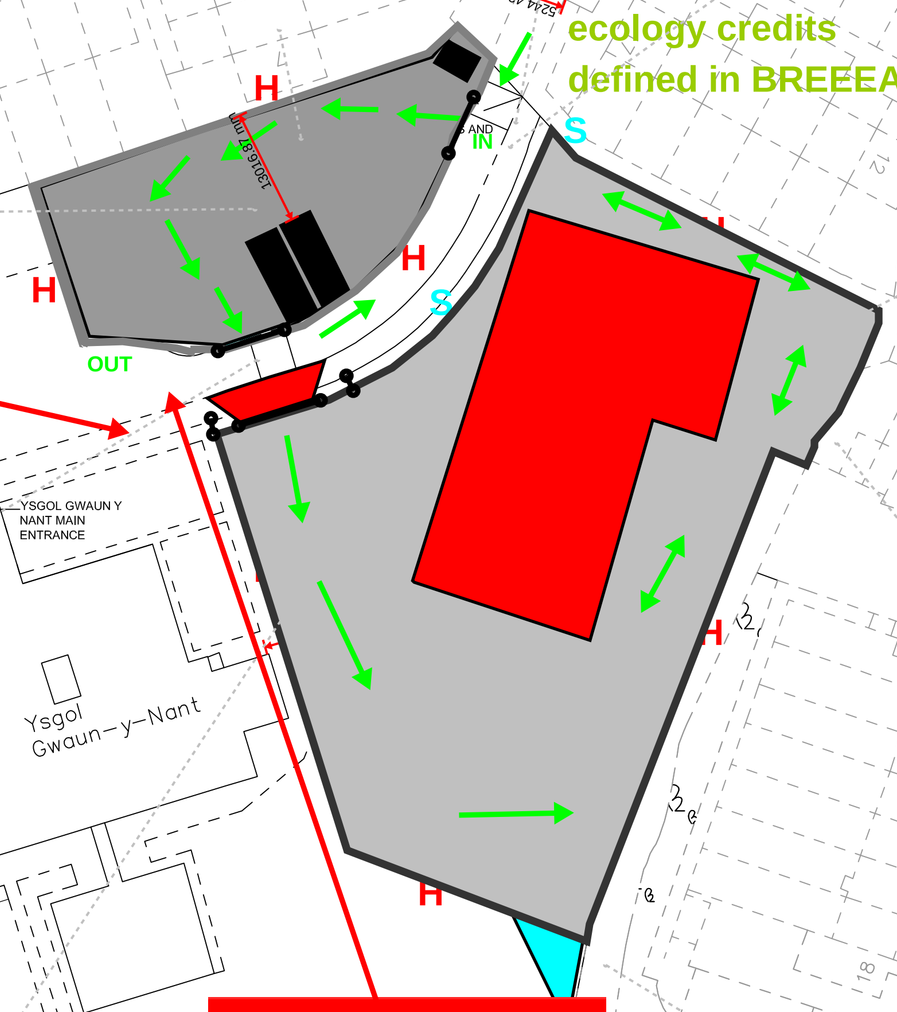
**Type 2 delivery=Larger 'banked' deliveries directly into site**

breeam

**Compound Reinstated to gain ecology credits defined in BREEEAM guidance**



Height restrictor 'potential' here

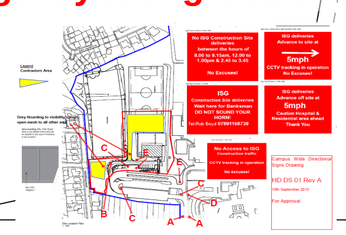



**No Access to ISG**
**Construction traffic**

**CCTV tracking in operation**

**No excuses!**

**Site specific signage layout agreed with users before construction phase**



**'H'erras/ 'S'olid Hoarding**

## Legend

**Crossing point with closed 'pen' gates**

**Sewer**

**ISG site**

**Accommodation**

**'Works'**

**Two way/Crabbing access**

**Free Access**

**Gates**

**Oakfield Site Logistics Layout**

ISG Construction

21st May 2014 Rev A

1:500

HD

Oak field RAMS review tracker

Legend; Review duration & due date =

Tender Programme

# Oakfield Primary School, Barry
## Cyngor Bro Morgannwg - Vale of Glamorgan Council

| Line | Name | Start | Duration | Finish | Notes |
|---|---|---|---|---|---|
| | **CONSTRUCTION PROGRAMME** | | | | |
| 1 | Possession | 27 Nov 14 | | 27 Nov 14 | |
| | **SECTION 1 - NEW BUILD AGILIS SCHOOL** | | | | |
| 2 | **SITE PREPARATION & SUBSTRUCTURE** | **01 Dec 14** | **7w 3d** | **30 Jan 15** | |
| 3 | Temporary Fencing & Compound Area | 01 Dec 14 | 1w | 05 Dec 14 | |
| 4 | Temporary Office Set-up | 08 Dec 14 | 1w | 12 Dec 14 | |
| 5 | Excavations to Formation Level | 08 Dec 14 | 2w | 19 Dec 14 | |
| 6 | Foundations | 15 Dec 14 | 4w | 20 Jan 15 | |
| 7 | Masonry to DPC / Instu Stub Columns | 05 Jan 15 | 4w | 30 Jan 15 | |
| 8 | Underslab Drainage & Ductwork | 05 Jan 15 | 4w | 30 Jan 15 | |
| 9 | **SUPERSTRUCTURE** | **02 Feb 15** | **18w 3d** | **16 Jun 15** | |
| 10 | Steel Frame | 02 Feb 15 | 4w | 27 Feb 15 | |
| 11 | PCC Floor Planks | 16 Feb 15 | 1w | 20 Feb 15 | |
| 12 | Scaffold to Hall | 23 Feb 15 | 1w | 27 Feb 15 | |
| 13 | Hall Roof Liner Sheets | 02 Mar 15 | 2w | 13 Mar 15 | |
| 14 | Hall Standing Seam Roofing | 09 Mar 15 | 3w | 27 Mar 15 | |
| 15 | Hall High Level Cladding | 16 Mar 15 | 2w | 27 Mar 15 | |
| 16 | Lower Scaffold Around Hall | 30 Mar 15 | 1w | 07 Apr 15 | |
| 17 | Masonry Walls & Columns | 02 Mar 15 | 6w | 14 Apr 15 | |
| 18 | Roof Liner Sheets | 30 Mar 15 | 3w | 21 Apr 15 | |
| 19 | Windows & Doors | 08 Apr 15 | 5w | 13 May 15 | |
| 20 | Standing Seam Roof Covering | 13 Apr 15 | 6w | 26 May 15 | |
| 21 | Single Ply Roof Covering | 12 May 15 | 2w | 26 May 15 | |
| 22 | Envelope Finishes - Soffit, Flashings, RW, Access System & Canopies | 27 May 15 | 3w | 16 Jun 15 | |
| 23 | **INTERNAL WORKS** | **13 Apr 15** | **19w 1d** | **26 Aug 15** | |
| 24 | Mechanical & Electrical 1st Fix | 13 Apr 15 | 4w | 11 May 15 | |
| 25 | Carpentry 1st Fix - Box-outs, Linings & Window Boards | 22 Apr 15 | 2w | 06 May 15 | |
| 26 | Partitions & Plastering | 29 Apr 15 | 8w | 25 Jun 15 | |
| 27 | Underfloor Heating & Screed | 12 May 15 | 4w | 09 Jun 15 | |
| 28 | Mechanical & Electrical 2nd Fix | 12 May 15 | 8w | 07 Jul 15 | |
| 29 | Carpentry 2nd Fix - Skirtings, Doors, Screens, Architraves & IPS... | 03 Jun 15 | 8w | 28 Jul 15 | |
| 30 | MF Bulkheads & Suspended Ceilings | 22 Jun 15 | 6w | 31 Jul 15 | |
| 31 | Paint, Decoration, Tiling & Whiterock | 24 Jun 15 | 7w | 11 Aug 15 | |
| 32 | Mechanical & Electrical Final Fix | 22 Jul 15 | 3w | 11 Aug 15 | |
| 33 | Test & Commission, Building Inspections & Completions | 30 Jul 15 | 4w | 26 Aug 15 | |
| 34 | Soft Floor Finishes | 05 Aug 15 | 3w | 25 Aug 15 | |
| 35 | Fixed Furniture & Equipment (Incl Shutters) | 05 Aug 15 | 3w | 25 Aug 15 | |
| 36 | **EXTERNAL WORKS - AROUND BUILDING** | **27 May 15** | **13w** | **25 Aug 15** | |
| 37 | Permanent Fencing | 27 May 15 | 4w | 23 Jun 15 | |
| 38 | Drainage Completions & Incoming Services | 27 May 15 | 6w | 07 Jul 15 | |
| 39 | Kerbs, Edgings & Paving | 24 Jun 15 | 5w | 28 Jul 15 | |
| 40 | Soft Play | 29 Jul 15 | 2w | 11 Aug 15 | |
| 41 | Tree Pits & Trees | 05 Aug 15 | 3w | 25 Aug 15 | |
| 42 | Asphalt Surfacing | 12 Aug 15 | 2w | 25 Aug 15 | |
| 43 | Planting & Seeding | 29 Jul 15 | 3w | 18 Aug 15 | |
| 44 | External Furniture & Equipment | 12 Aug 15 | 2w | 25 Aug 15 | |
| 45 | Signage | 19 Aug 15 | 1w | 25 Aug 15 | |
| | **SECTIONAL COMPLETION 1** | | | | |
| 46 | Completion & Hand Over | 27 Aug 15 | | 27 Aug 15 | |
| 47 | | 07 Sep 15 | | 07 Sep 15 | |
| | **SECTION 2 - REFURBISH EXISTING SCHOOL** | | | | |
| 48 | **PROV SUM - UNDEFINED £750,000** | 27 Jul 15 | 13w 4d | 30 Oct 15 | |
| 49 | De-mobilise site | 12 Oct 15 | 2w | 23 Oct 15 | |
| 50 | Prepare Ecology Area | 26 Oct 15 | 1w | 30 Oct 15 | |
| | **SECTIONAL COMPLETION 2** | | | | |
| 51 | Completion & Hand Over | 02 Nov 15 | | 02 Nov 15 | |

POSSESSION 27 NOVEMBER 2014

SECTIONAL COMPLETION 27 AUGUST 2015 COMPLETION OF NEW SCHOOL BUILDING

SCHOOL RE-OPENS IN NEW BIULDING

SECTIONAL COMPLETION 02 NOVEMBER 2015 COMPLETION OF REFURBISHMENT WORKS

Construction

Milestone Date

Construction Works

General Comment : Tender Programme using Agilis Baseline Design

Rev. Comment : B 23/05/2014 First Issue

Author : Graham Perry

First Issued : 09/05/2014

Programme No: 1

Revision: B

ISG CONSTRUCTION SOUTH WEST

# Site waste management plan

| | | | |
|---|---|---|---|
| **Project name** | Oak Field | **Project start date** | November 1st 2014 |
| **Project no** | SWW00TBC | **Planned completion date** | October 2015 |
| **Site address** | Oak Field | **Approx value of work** | 2.6m |
| | | **Original issue date** | 31.7.14 |
| **Client name** | Vale of Glamorgan Council | **Latest revision date** | |
| **Client contact name** | Jane Wade (operation manager) | **SWMP Drafted By** | Alison Morrissy |
| **Brief description of works** | | | |

| **Version Control** | | | |
|---|---|---|---|
| **Rev** | **Date** | **Description of changes** | **Reviewed by** |
| A | 17/10/2013 | First draft for planning | AM |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

# Site waste management plan

| Responsibilities for this Site Waste Management Plan | |
|---|---|
| ISG person responsible for management of waste on site | Rob Boyd |
| ISG person responsible for management of waste on site (deputy) | Rob Boyd |
| ISG Manager with overall responsibility for waste management | Rob Boyd |

**The legal declaration**

The Client and ISG will take all reasonable steps to ensure that:

- all waste from site is dealt with in accordance with the waste duty of care in Section 34 of the Environmental Protection Act 1990 and the Environmental Protection (Duty of Care) Regulations 1991;
- materials will be handled efficiently and waste managed appropriately; and
- sufficient site security measures are in place to prevent the illegal disposal of waste from the site.

| | | | | | |
|---|---|---|---|---|---|
| **Client's representative name** | Jane Wade | **Signature** | | **Date** | |
| **ISG Project Manager** | Rob Boyd | **Signature** | | **Date** | |

**Monitoring and review**

It is a legal requirement to complete a Site Waste Management Plan and undertake regular reviews. Review periods and responsibilities are as follows:

| Review | Interval | Responsibility |
|---|---|---|
| Review of quantities of waste produced | Monthly [Site Monthly Return 300.06.033] | ISG person responsible for management of waste on site |
| Update this plan to reflect actual quantities of waste produced | Every 3 months as a minimum | ISG person responsible for management of waste on site |
| Formal review to reflect any changes to the design, site set up, materials or construction methods that affect this plan | Every 6 months as a minimum | ISG Manager with overall responsibility for waste management (or delegated) |
| Post construction review | Within one month of project completion | ISG Manager with overall responsibility for waste management |

# Site waste management plan

| **ISG Waste Policy** | |
|---|---|
| ISG is committed to minimising the environmental impacts with waste produced during our operations. We will do this by:<br>• Complying with legislation.<br>• Using and promoting the waste hierarchy to prevent waste arising and avoiding waste to landfill.<br>• Encouraging subcontractors and suppliers to operate 'take-back' schemes for materials and packaging.<br>• Segregating as many waste streams as is feasible on site and in offices.<br>• Reducing hazardous waste by encouraging the use of alternatives.<br>• Setting targets for diversion of waste from landfill (our current company target is 85% by weight)<br>• Monitoring and reporting waste produced and diverted from landfill.<br>• Training staff and operatives on the importance of good waste strategy. | |
| **In order the implement this policy, the following actions are to be completed:** | **Complete?** |
| 1. A forecast of the types and quantities of waste expected to be generated on the project will be identified and recorded in this plan. | ☒ |
| 2. Sub-contractors have been provided with a suitable site induction which enables them to understand what is expected on them with regards to this plan. | ☐ |
| 3. The SWMP is available on site for review by other contractors and the client during the project period. | ☒ |
| 4. Material and offcut storage areas have been established on site to minimise the damage to new materials and encourage the reuse of offcuts and spares. | ☐ |
| 5. Waste segregation has been implemented where there is sufficient working room and where the facilities exist locally in order to process the various waste streams segregated on site. | ☒ |
| 6. Waste carriers and destinations have been planned, identified and recorded in this plan. | ☒ |
| Correct legal 'duty of care' documentation must be provided to support all waste transfer activity including certificates of registration, waste management licences, waste transfer notes (for controlled waste) and consignment notes (for hazardous waste). All waste transfer notes will be kept for two years and all consignment notes will be kept for three years. | |

# Site waste management plan

| Waste minimisation actions | |
|---|---|
| ***Design Stage:*** Decisions taken pre-construction on waste minimisation e.g. reuse of materials, design decisions, construction methods, materials selection etc to be taken from the Client's SWMP | • Design is based on the model school which uses some precast concrete and steel frame to take advantage of off-site construction, and minimise waste production and environmental risk on site. |
| ***Pre-Construction:*** Detail any further decisions taken pre-construction on waste minimisation, e.g. reuse of materials, design development, reuse of packaging etc. | • Reduce waste production – before you buy, investigate whether the item is available from another source. If not, then make sure that waste from any product purchased can be effectively reused or recycled. Where possible make attempts to repair items before going on to purchase new goods. Get suppliers to take back unwanted packaging when delivery is made.<br>• Reuse items – Explore opportunities to reuse items before disposing as waste. Seek community reuse groups or other local beneficial use before recycling materials.<br>• Recover useful materials from waste through segregation on site – e.g. metal can be separated and taken to scrap yards and food waste can be collected and turned into compost<br>• Disposal – Disposal to landfill is the last resort for items that cannot be dealt with by any of the above options.<br>• Order the amount of materials needed as accurately as possible and avoiding damage to materials in storage.<br>• Printing of only necessary paperwork. |

| Waste disposal codes and consents | | | | | | |
|---|---|---|---|---|---|---|
| Environment Agency Hazardous Premises Code (attach a print out to this SWMP in Appendix 3) | OIL093 | **Date of application** | 15-10-2013 | **Expiry date** | 10-11-14 | |
| | | **SIC Code 2003 (Hazardous Waste)** | **45.25/1** | **SIC Code 2007 (Non-Hazardous Waste)** | 41.21/1 | |
| | | **Ensure the correct SIC codes are included on waste transfer notes** | | | | |
| Where relevant, has discharge consent been obtained from the environment agency? **n/a** | | Yes ☐ | No ☐ | Attach a copy to this SWMP – Appendix 3 | | |
| Has agreement been sought from the statutory authority for effluent discharge? **n/a** | | Yes ☐ | No ☐ | Attach a copy to this SWMP – Appendix 3 | | |

# Site waste management plan

| **Project waste targets** | | | |
|---|---|---|---|
| Recycling rate/diversion from landfill target (%): | 90% | Actual recycling rate/diversion from landfill achieved (%): | |
| **BREEAM targets** | | | |
| Is the project aiming to achieve credits under WST 1? (if yes, indicate credits targeted below). *The targets pre-set below are for BREEAM 2011, and should be adjusted for older schemes.* | Yes ☒ No ☐ | Gross internal floor area (m²): | 1.200m2 |

***Construction Resource Efficiency:*** Non-hazardous construction waste (excluding demolition & excavation) generated per 100m² (of gross internal floor area):

| BREEAM credits available | m³ of waste per 100m² | Tonnes of waste per 100m² | Targeted | |
|---|---|---|---|---|
| One credit | 7.6 - ≤ 13.3 | 6.6 - ≤ 11.1 | Yes ☐ | No ☐ |
| Two credits | 3.5 - ≤7.5 | 3.3 - ≤ 6.5 | Yes ☐ | No ☐ |
| Three credits | 1.7 - ≤ 3.4 | 2.0 - ≤ 3.2 | Yes ☒ | No ☐ |
| Exemplary Level | ≤ 1.6 | ≤ 1.9 | Yes ☐ | No ☐ |

***Diversion of Resources from Landfill:*** Non-hazardous construction & demolition waste that has been diverted from landfill:

| BREEAM credits available | Type of Waste | Volume | Tonnage | Targeted | |
|---|---|---|---|---|---|
| One credit | Construction | 70% | 80% | Yes ☒ | No ☐ |
| | Demolition | 80% | 90% | | |
| Exemplary Level | Construction | 85% | 90% | Yes ☐ | No ☐ |
| | Demolition | 85% | 95% | | |

| **Waste forecasting** |
|---|
| Use this section to predict the key waste groups to be generated by the project, and opportunities to discard in accordance with the waste hierarchy (avoid > reduce > reuse > recycle > waste to energy > landfill). |

# Site waste management plan

| | |
|---|---|
| Provide plan showing waste collation locations and material storage areas (drawing /plan reference). | |

| Waste types | | | Notes & details, including storage or segregation requirements |
|---|---|---|---|
| ☒ | Soils | | Excavated materials to be bunded prior to removal from site |
| ☒ | Aggregates/concrete/masonry | | Stockpile to be utilised for fill purposes under road/footpath construction – U1 Waste Exemption to be registered |
| ☒ | Timber | | Segregated skip |
| ☒ | Metals | | Segregated skip |
| ☒ | Plasterboard / gypsum | | Designated lidded skip to be provided by Atlantic |
| ☒ | Paper/cardboard | | Light recyclables bin to be obtained from Biffa |
| ☒ | Plastics | | Light recyclables bin to be obtained from Biffa |
| ☐ | Glass | | |
| ☒ | Canteen/office waste | | All waste to be placed in lockable sealed bin from Biffa |
| ☒ | General waste other than segregated waste | | Segregation to be undertaken at Atlantic Recycling Waste Transfer Station |
| ☐ | Other (define) | | |
| ☐ | Other (define) | | |
| ☐ | Other (define) | | |
| ☐ | Other (define) | | |

| **Waste forecast, actual movements, carriers and disposal arrangements** |
|---|
| Tick the relevant waste streams that will be generated on the project from Construction, Demolition or Excavation activities. Estimate the quantity in tonnes for each type of waste |

# Site waste management plan

and define the area

Enter more lines where these will be generated by different activities or managed by different waste carriers/destinations.

Determine what is going to happen to the waste at its end destination: RU = reused, RC = recycled, LF = landfill, OD = other.

Add the carrier details for each type of waste and complete Appendix 1 with their associated 'Certificate of Registration' number. Add the destination details for each waste type and complete Appendix 2 with their associated waste management licence number. Copies of all licences and registrations must be cross-checked with the Environment Agency's Public Registers and copies be appended to this plan http://epr.environment-agency.gov.uk/ePRInternet/SearchRegisters.aspx

| Tick | Description | EWC code | C, D or E? | Hazardous waste? | Estimated quantities (tonnes) | Actual waste produced (tonnes) | What happens to waste? | Waste carrier | Appendix 1 Completed? | Waste destination | Appendix 2 Completed? |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ☒ | Soils & stones NOT contaminated with dangerous substances | 17.05.04 | E | No | 200 | | RC | Atlantic Recycling | ☒ | Atlantic waste transfer station | ☒ |
| ☒ | Mixed construction & demolition waste NOT containing dangerous substances | 17.09.04 | C | No | 100 | | RC | Atlantic Recycling | ☒ | Atlantic waste transfer station | ☒ |
| ☐ | Construction materials containing asbestos | 17.06.05 | | yes | | | - | | ☐ | | ☐ |
| ☒ | Mixtures of concrete, bricks, tiles & ceramics | 17.01.09 | C | No | 50 | | RC | Atlantic Recycling | ☒ | Atlantic waste transfer station | ☒ |
| ☒ | Wood | 17.02.01 | C | No | 5 | | RC | Atlantic Recycling | ☒ | Atlantic waste transfer station | ☒ |
| ☐ | Glass | 17.02.02 | | No | | | - | | ☐ | | ☐ |
| ☒ | Plastic | 17.02.03 | C | No | 1 | | RC | Atlantic Recycling | ☒ | Atlantic waste transfer station | ☒ |
| ☒ | Mixed metals | 17.04.07 | C | No | 1 | | RC | Atlantic Recycling | ☒ | Atlantic waste transfer station | ☒ |
| ☒ | Gypsum based construction | 17.08.02 | C | No | 10 | | RC | Atlantic Recycling | ☒ | Atlantic waste transfer station | ☒ |

# Site waste management plan

| Tick | Description | EWC code | C, D or E? | Hazardous waste? | Estimated quantities (tonnes) | Actual waste produced (tonnes) | What happens to waste? | Waste carrier | Appendix 1 Completed? | Waste destination | Appendix 2 Completed? |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | materials NOT containing dangerous substances | | | | | | | | | | |
| ☒ | Paper & card packaging | 15.01.01 | C | No | 1 | | RC | Biffa | ☒ | Biffa | ☒ |
| ☒ | Insulation materials NOT containing dangerous substances | 17.06.04 | C | No | 1 | | RC | Atlantic Recycling | ☒ | Atlantic waste transfer station | ☒ |
| ☒ | Paper & card packaging | 15.01.01 | C | No | 2 | | RC | Biffa | ☒ | Biffa | ☒ |
| ☒ | Plastic packaging | 15.01.02 | C | No | 2 | | RC | Biffa | ☒ | Biffa | ☒ |
| ☒ | Wooden packaging | 15.01.03 | C | No | 2 | | RC | Atlantic Recycling | ☒ | Atlantic waste transfer station | ☒ |
| ☒ | Mixed packaging | 15.01.06 | C | No | 2 | | RC | Biffa | ☒ | Biffa | ☒ |

# Site waste management plan

| Subcontractor review and signatures | | | |
|---|---|---|---|
| ISG have a duty to ensure that all operatives working on site coordinate to achieve the requirements of this SWMP. By signing this section, supervisors are confirming that they and their team have been made aware of the SWMP contents and general waste management requirements expected on site during the site induction. The SWMP is available on site and can be viewed at any time. | | | |
| **Subcontractor** | **Name of person signing on behalf of S/C** | **Signature** | **Date** |
| | | | |
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# Site waste management plan

| | | | |
|---|---|---|---|
| **Post Completion Review** (This section is to be completed by the ISG person responsible for waste on site within one month of the works being completed) | | | |
| This SWMP has been monitored on a regular basis to ensure that the work has progressed to the plan. The plan has been updated and reviewed on a regular basis as required by the Site Waste Management Plan Regulations (2008). | | | |
| Please indicate any initial waste forecasts that have now been found to be inaccurate and provide brief reasons for this. | | | |
| Did the project meet the targets set out when the plan was initially prepared? | | | |
| Did any of the actions taken as part of this plan generate any cost savings for the project? | **Action taken** *e.g. design changes, reuse opportunities taken, innovative ideas* | **Estimated Cost Saving** | |
| | | | |
| | | | |
| | | | |
| Are there any lessons to be learnt for future projects? Please note any positive or negative experiences that future projects could benefit from. | | | |
| Did you deviate from the plan at any point?<br>Please provide a brief explanation of any deviation to the planned arrangements. | | | |
| **Archiving** | | | |
| Waste transfer notes and consignment notes for all waste removed from the project must be recorded, filed and made available as part of this plan.<br>A copy of this plan must be forwarded to the regional HSQ&E Manager (and Sustainability Manager where relevant) who will retain a copy for a minimum of three years. | | | |
| The following person(s) had responsibility for implementing this plan: | | | |
| **Name** | | **Signed** | **Date** |

# Site waste management plan

| **Appendix 1 - Certificates of Registration:** List details of certificates and cross check these with the Environment Agency Public Registers (or equivalent): http://epr.environment-agency.gov.uk/ePRInternet/SearchRegisters.aspx or SEPA http://www.sepa.org.uk/waste/waste_regulation/waste_carriers_and_brokers/who_is_registered.aspx. Copies of licences and EA checks are to be appended to this plan. | | | | |
|---|---|---|---|---|
| **Name & address of carrier** | **Certificate of Registration No.** | **Expiry date** | **EA Cross-check completed (Date)** | **Documents Appended** |
| Atlantic Recycling, TY-To-Maen Farm, Newton Road, Rumney,Cardiff CF3 2EJ | CB/LP3575SZ | 25th May 2016 | 17/10/2013 | ☐ |
| Biffa | CB/WE5237GH/R004 | 23/5/2016 | 22/7/2013 | ☐ |
| | | | | ☐ |
| | | | | ☐ |
| | | | | ☐ |

| **Appendix 2 – Waste Management Licences or exemption permits:** (list details of licences or permits and append to this SWMP) | | | |
|---|---|---|---|
| **Waste destination name & address** | **Waste Management Licence or exemption permit No.** | **EA Cross-check completed (Date)** | **Documents Appended** |
| Atlantic Recycling, TY-To-Maen Farm, Newton Road, Rumney,Cardiff CF3 2EJ | CB/LP3575SZ | 17/10/2013 | ☐ |
| Biffa Waste Services, Trecatti Landfill Site, Fochriw Rd, Merthyr Tydfil, CF48 4AB | HP3395FZ/a0001 | 22/7/13 | ☐ |
| Biffa, Bessemer Close, Cardiff | VP3199FC/A001 | 22/7/13 | ☐ |
| | | | ☐ |
| | | | ☐ |

| **Appendix 3 – Consents:** (list details of consents and append to this SWMP) | |
|---|---|
| | |
| | |

# Site rules form

| Project name | Oak Field | Project no | SWW00tbc |
|---|---|---|---|

- Safety Helmets, High Visibility Vests, Light Eye Protection, Gloves and Safety Footwear are mandatory on this site at all times.
- All ISG Construction sites are NO SMOKING unless designated areas have been provided by the site management.
- Additional, suitable PPE shall be worn at all times where the risk assessment requires it.
- Operators of Plant and equipment shall be trained in the use of the equipment they are using and be trained to a standard acceptable to ISG Construction. These qualifications are to be produced at induction to the site management and on request.
- All access and emergency routes shall be kept free from obstruction at all times.
- It is strictly forbidden to ride on plant as a passenger (e.g. Dump trucks / JCB).
- The consumption or possession of alcohol on the site is strictly prohibited. No person will be allowed to work on this site either having consumed alcohol or if suspected of being unfit for work as a result of alcohol.
- The possession or taking of drugs on this site other than for authorised medical purposes is strictly prohibited. Anyone found to be in possession or taking such drugs will be removed from all ISG Construction sites. The taking of drugs for medical purposes is to be notified to the Site Manager.
- All site employees are to make themselves aware of the emergency, first aid arrangements and escape routes on the site and the site assembly point. If in any doubt they are to ask their supervisor or manager.
- All site employees are to make themselves aware of the emergency spill kits and their use. No one is to remove or interfere with the spill kits unless they are to be used in a spill emergency.
- All site employees shall co- operate in keeping the site tidy and clear away debris and rubbish at the end of each work shift. This includes the site welfare facilities.
- No site employee is to interfere, damage or abuse any safety sign or item provided in the interests of site safety.
- All site employees will attend a site-specific induction and are required to confirm they understand the requirements of Method Statements/Risk Assessments associated with their work.
- No one is to remove or interfere with any scaffold structure/work platform unless they are trained to do so. (i.e.CISRS Scaffolders Certificate or PASMA for aluminium towers).
- Ladders or stepladders or not permitted as working platforms on this site without permission by the project team and submission of a project specific risk assessment
- Site employees are to report any defects to plant or equipment to their manager immediately.
- This site operates a red, yellow & green card system

Name:……. Signature: …… Date: ……..

# Inspection & Test Plan Procedure

| | | | |
|---|---|---|---|
| | | **Reference** | 304.08 |
| **Responsibility** | Site Management | **Current at** | 19/07/2014 |

| | |
|---|---|
| 1.0 | **Purpose** |
| 1.1 | To define the Inspection & Test Plan (ITP) compilation and use.<br>The ITP is an appendix to the Project Quality Plan.<br>Construction sites are complex with multiple trades installing different elements, often concurrently, so it is not realistic for the site team to remember to check everything from memory alone; so we need a Test and Inspection Plan to follow. |
| 2.0 | **Stages:**  |
| 3.0 | **Key References –** 304.08.02 Project Quality Plan |
| 4.0 | **Procedure** |
| 4.1 | Components of a Project Inspection & Test Plan. |

## PROJECT INSPECTION & TEST PLAN

**Quality Control Register**

This document records:-
- A register of samples to be provided
- A record of workmanship sample areas
- A record of Off-site inspections planned

**Trade Contractor Master Inspection & Test Plan**

This document records:-
- For each trade a list of areas to be inspected.
- A record of the inspection checklist used

**Element checklist and supporting records appended.**

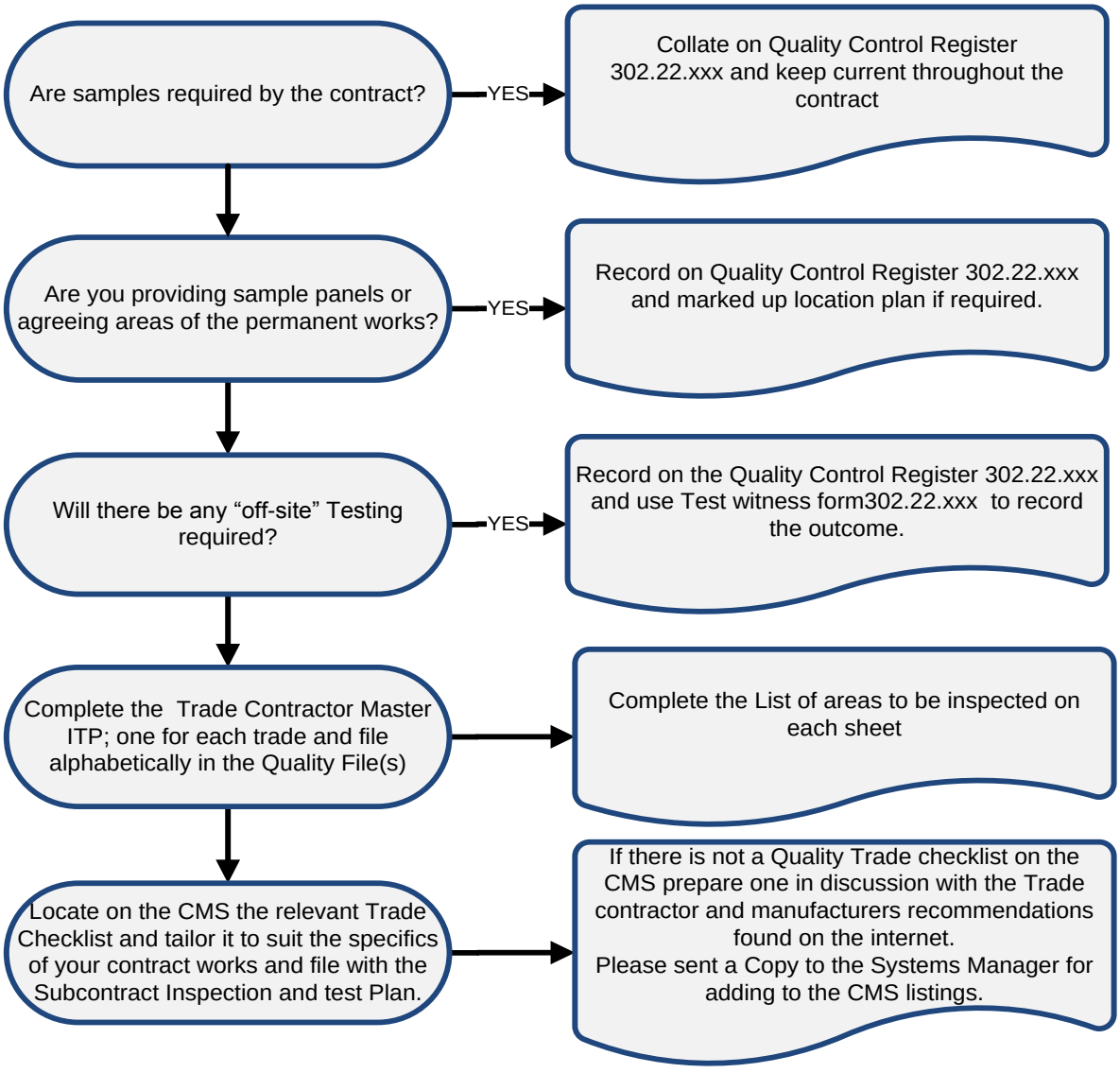
**Trade Checklists on the CMS**

This document records:
- What we have checked and when.
- A record of Non conformities and their correction
- A sign off record
- Appended materials delivery sheets, photographic records and marked up location drawings as required.

The library of trade checklists on the CMS for the basis of this document.

| | | | |
|---|---|---|---|
| | | **Reference** | 304.08 |
| **Responsibility** | Site Management | **Current at** | 19/07/2014 |

4.2 **Preparation at Mobilisation**




6.0 **Management on site**

<u>Pre contract subcontract briefing</u>

The site management shall:-

- As part of the subcontract pre-start meeting, advice subcontractors of their specific obligations under the ISG inspection and test plan. If they are BSi accredited ask to see their procedures and documentation.
- Review and approve any subcontractor inspection and test plans prior to the commencement of any works.
- Periodically audit that the subcontractor is following their procedure.

On site implementation

.The site management shall ensure:-

- Consider each planned inspection and test activity, and sub-divide work into appropriate areas for inspection on site. Identify any hold points required by the ISG Inspection and test plan and/or client/consultants requirements
- Determine the 'standard' against which workmanship is to be inspected. This may include:
  - Drawings / specification
  - British /EN standards
  - Specific approved manufactures samples or specific sample panels.eg Brickwork sample panels.
  - agreed area of workmanship on the project which is used as the standard for subsequent work ie a particular area of plastering or ceramic tiles for example
- Inspection activity is undertaken by ISG management or by suitably qualified representatives of subcontractors.
- Any test or measurement equipment used as a part of the inspection activity is appropriately calibrated and current certificates are kept filed on site.
- 'Signed-off' records are prepared and maintained of each specific inspection and test activity. These records may include:
  - general inspection and test records
  - concrete record sheets
  - material inspection records
  - concrete cube test results
  - drainage test records
  - M&E test certificates/results
  - subcontractor's records
  - Highlighted drawings
  - Photographic records
- Maintained 'marking-up' area drawings to record inspection locations/dates and to provide suitable reference point/record.
- Inspection records are signature by client/client's representative as appropriate.
- Maintained inspection records are appropriately divided and indexed in the site files
- Monitor the implementation of the ISG and sub contractors inspection and test plan, and the records produced.

Management of non-conformance

The site management shall:-

- Where inspection and test activity reveals at non-conformance, raise a 304.02.007 Site non-conformance report (NCR) form in accordance with company procedure.
- Keep Inspection records marked as 'open' if there are still issues to be resolved or corrective action to be completed.
- Ensure all NCR's are closed out.

Contract completion inspections

The site management shall:-

- Undertake final inspections in conjunction with the client's representatives and obtain appropriate sign off.

7.0 See worked example 304.08.04a PQP Appendix I Inspection and Test Plan

# Aspects and impacts register Oak Field School

| Environmental Impact Assessment<br>Activity (Aspect)* | Environmental Impact* | Applicable | Control measures** | Monitoring / action required** | Person responsible |
|---|---|---|---|---|---|
| **Emissions to air** | | | | | |
| Movement and operation of equipment and plant | Excessive aiAMorne ground dust from plant movement / wind.<br>Excessive dust / fumes and noise from use of plant and tools e.g. disc cutter | ☑ | • Ensure all plant is correctly maintained.<br>• Net skips and wagons leaving site<br>• Instigate dust suppression measures when required e.g. dampening down, enforcing speed limits. | • PUWER checks and any required servicing/calibration are completed<br>• Ensure subcontract equipment is similarly managed.<br>• An abstraction license maybe required for dampening down if abstracting >20m³ from a watercourse | AM |
| Demolition | Emissions of dust, noise and other polluting materials annoying neighbours and damage to ecology plus possible pollution of ground or water courses | ☑ | • Ensure all services and drains are sealed if required.<br>• Review disposal options for materials<br>• Consider local environment and community issues<br>• Dampen down if required. | • Monitor dust and noise levels on site and at boundary and of lorries leaving site | AM |
| Operations using abrasive cutting | Dust and noise nuisance | ☑ | • Use wet cutting techniques where possible<br>• Consider erecting noise or dust screens | • Monitor dust and noise levels | AM |
| Storage of materials, spoil, aggregates etc | Emissions of dust or wind blown debris. Spillage of aggregates etc. | ☑ | • Dampen down if required.<br>• fence off storage area if required<br>• consider enclosed skips etc | • Brief out site storage protocol at induction, monitor daily, record on weekly HS&E inspection. | AM |
| Other | | ☑ | | | AM |

# Aspects and impacts register Oak Field School

| Releases to water or land | | | | | |
|---|---|---|---|---|---|
| Storage of materials, spoil, aggregates etc<br><br>Topsoil strip / reduced dig / excavations | Site run off polluting ground, roads or controlled waters<br>Removal and reinstatement of vegetation<br>Effects on local habitats by altering ground conditions | ☑ | • Keep areas of hard standing clean<br>• Minimise the area stripped of vegetation and topsoil. Vegetation stops silt build up by protecting the soil and acting as a filter.<br>• Construct silt traps, fences, straw bales or grips to control the flows of surface run-off and settle out suspended solids. | • Undertake regular inspections of the controls to ensure they are working effectively and record findings etc. | AM |
| Oil & chemical & fuel storage | Direct pollution of watercourses/groundwater | ☑ | • If possible, do not store oil in significant risk locations (these can include within 10metres of a watercourse/drain/sewer or 50metres of a spring, well or borehole)<br>• Protect from vandalism and theft<br>• Site drums and containers on drip trays<br>• Protect drip trays, bunds etc from filling up with rainwater<br>• Clearly mark volume and contents | • Refer to the CMS procedures manual or HSQ&E Advisor to ensure all oil and fuel storage (including subcontractors) comply with the Oil Storage Regulations | AM |
| Refuelling | Direct pollution of watercourses/groundwater by spillages | ☑ | • Position tanks or take other steps to minimise the risk of damage by vehicle impact<br>• Ensure those refuelling know what to do in the event of a spill.<br>• Provide spill kits that are suitable for the potential incident (e.g. floating booms if near a watercourse) | • Re fuelling method statement required<br>• Dispose of anything used to clean up a spill (e.g. sand, spill kits etc) as hazardous waste. | AM |
| Abstraction | Changes of flow, level or temperature of water in controlled waters and water levels in surrounding land | ☑ | • An abstraction licence maybe required (generally not needed for less than 20m³ / day but always check with EA first)<br>• Notify EA where extensive dewatering is to occur as they may issue a conservation notice<br>• Any abstracted groundwater needs to be disposed of or returned to ground. Seek advice from the EA before | • Regularly check that abstraction license conditions are being followed, keep records where required and maintain and calibrate any monitoring equipment | AM |

| | | | | | |
|---|---|---|---|---|---|
| | | | abstracting as a license to abstract and discharge may be required. | | |
| Concreting | Direct pollution of watercourses/groundwater | ☑ | • Wash out concrete lorries, equipment, mortar bins etc in a suitably contained designated area<br>• Locate designated washout areas away from drains and watercourses – ideally at least 10m | • ISG Construction have national agreements with concrete suppliers regarding washing out on site | AM |
| Vehicle Washing & maintenance (including wheel wash's) | Direct pollution of watercourses/groundwater<br>Discharges with high suspended solid load | ☑ | • Check with the Environment Agency if a discharge consent is needed to dispose of waste water or and abstraction license if taking water from a watercourse, or Statutory undertaker if disposing in to foul sewer<br>• Where possible use an enclosed water system or wash in a bunded area | • Obtain discharge consent from statutory undertaker and monitor any constraints and keep records | AM |
| Dewatering, abstraction or discharge | Changes of flow, level or temperature of water in controlled waters and water levels in surrounding land<br>Discharges with high suspended solid load. | ☑ | • An abstraction licence maybe required (generally not needed for less than 20m³ / day but always check with EA first)<br>• Where practicable ensure localised dewatering is discharged to vegetated areas at least 10 metres away from a watercourse, you may only discharge CLEAN water in this manner.<br>• Only discharge direct to a watercourse or drain if permitted by the EA or SEPA and have consent in writing; | • If direct to a watercourse or road gulley follow the constraints of your consent i.e. settlement or filtering devices are in use. And record readings, inspections, flow rates etc | AM |
| Other | | ☑ | | | AM |

# Aspects and impacts register Oak Field School

| Waste management | | | | | |
|---|---|---|---|---|---|
| Storage of Waste on site | Unauthorised / unlicensed storage or departure from project's planning permission or constraints | ☑ | • Above 90 cubic metres, a waste management license (or exemption) will be required to store arisings on site in accordance with the Waste Management Licensing Regulations<br>• Ensure stored waste does not leach into ground or blow away | • Liaise with Environment Agency | AM |
| Waste disposal | Incorrect disposal of waste | ☑ | • Only use licensed waste carriers<br>• Ensure waste destination has a waste management license or an exemption<br>• ALWAYS Ensure hazardous waste is kept separate from general waste<br>• Register site as a hazardous waste producer where required | • Check waste carriers license and waste management license<br>• Ditto for muck away etc<br>• Ensure 6 figure EWC code is entered on all waste transfer notes | AM |
| Disposal of road sweepings | Direct pollution of watercourses or / groundwater / ground<br>Discharges with high suspended solid load | ☑ | • Do not empty any road or gulley sweeper arisings on to site unless the site has the approval of the EA as it can be considered as waste | • If the arisings are disposed of off site, ensure the disposal site has a waste management license or appropriate exemption | AM |
| Waste water disposal – offices and other facilities | Direct pollution of watercourses/groundwater or unauthorised discharge to foul or surface water drain | ☑ | • Discharge to foul sewer where ever possible<br>• Install septic tank (in ground or under facilities)<br>Note:' human septic' waste is not classed as hazardous waste for disposal purposes. | • Obtain discharge consent from statutory undertaker and monitor any constraints and keep records<br>• Use licensed waste carrier to remove septic waste. | AM |
| Other | | | | | |

# Aspects and impacts register Oak Field School

| | | | | | |
|---|---|---|---|---|---|
| **Local environment and community issues** | | | | | |
| Movement and operation of equipment, plant and vehicles | Excessive noise & exhaust emissions | ☑ | • Ensure all plant and equipment is well maintained and not overdue a service<br>• Switch of plant when not in use | • Ensure all subcontractors monitor their plant and equipment too | AM |
| Vegetation clearance | DistuAMance of ecology, habitats, nesting birds etc Unauthorised / illegal clearance of flora (hedgerows, trees etc | ☑ | • Check contract documents for any environmental constraints and comply<br>• Check for nesting birds etc<br>• Check if existing trees have any Tree Preservation Orders (TPO's) | • Protect surrounding vegetation, tree roots etc by enforcing exclusion zones, barriers etc | AM |
| Building activities and use of plant and equipment, noisy operations,<br>Out of hours working | Excessive noise, vibration or light pollution | ☑ | • Minimise noise by using silencers, baffles, alternative methods etc<br>• Keep light sources from shining directly at occupied premises<br>• Consider letter drops etc to neighbours to warn of any foreseen out of hours work that may cause nuisance | • Ensure plant ids switched off when not in use, keep engine covers closed etc<br>• DO NOT ignore any complaints. Record incident and action where appropriate | AM |
| Other | | ☑ | | | AM |

# Aspects and impacts register Oak Field School

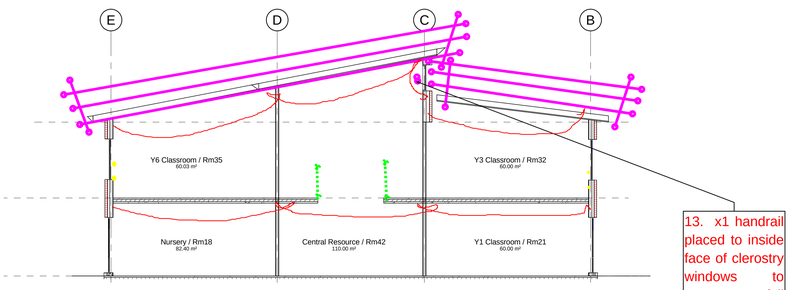
| Use of raw materials and natural resources | | | | | |
|---|---|---|---|---|---|
| Crushing and screening of materials | Unauthorised use, dust and noise | ☑ | • Under the Environmental protection Act 1990 authorisation is needed to operate a crusher and screener on site<br>• crush away from sensitive receptors<br>• Ensure screens are erected around crushers to minimise impacts of dust and noise<br>• Prevent dust arising from stockpiles | • Work within the requirements of the consent in terms of emissions, working hours and monitoring regime | AM |
| Use of materials | Unnecessary wastage of materials through incorrect use, unprotected storage or theft | ☑ | • Create designated storage areas, which include protection from weather, mud etc<br>• Store securely to avoid theft / vandalism<br>• Consider disposal costs of 'over ordering' material at purchase stage<br>• Consider setting waste targets for certain materials | • Regularly check for damage, leakage, run-off etc<br>• Monitor waste levels of materials against amount allowed | AM |
| Procurement of materials | Depletion of finite resources, non-local materials - impact of unnecessary haulage | ☑ | • Consider feasibility of using recycled or reclaimed materials<br>• Ethical procurement in accordance with group purchasing protocol<br>• Option to purchase materials locally to minimise haulage costs and impact | | AM |
| Other | | | | | |

# Aspects and impacts register Oak Field School

| Communication | | | | | |
|---|---|---|---|---|---|
| Level of managers environmental awareness | Poor planning, control or improvement of impacts. | ☑ | • Ensure any clients requirements or environmental considerations are included in the production of the project H&S plan<br>• Use HSQ&E Advisor assistance when preparing project EIA | | AM |
| Level of employee's environmental awareness | Deviating from agreed method of work. Not appreciating consequences or impacts | ☑ | • Ensure common environmental controls above form part of the induction process.<br>• Produce and display emergency preparedness and response action | • Any significant impacts an activity may have can be addressed and controlled in the method statement and briefed out to relevant personnel | AM |

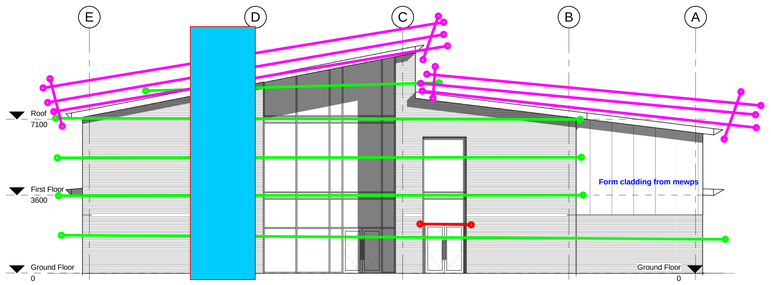
* Include any additional site specific activities that could have a significant impact

** Additional site control measures or monitoring action may be added where identified for existing or new activities

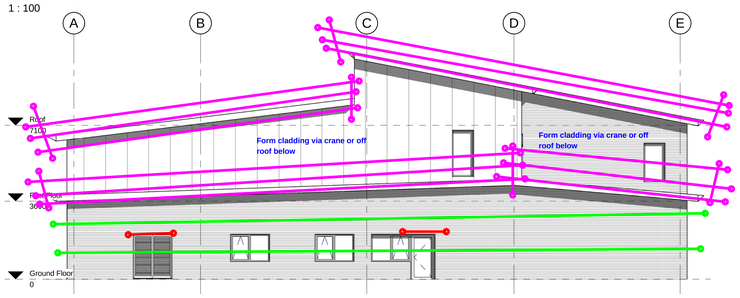



13. x1 handrail placed to inside face of clerostry windows to prevent fall here!

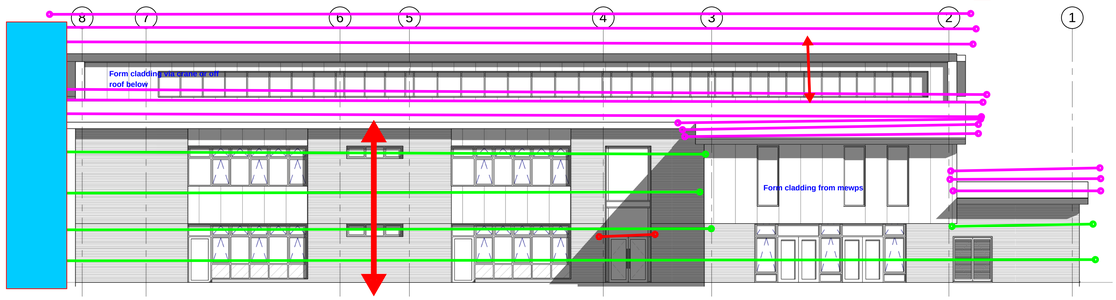
Section 1
1 : 100



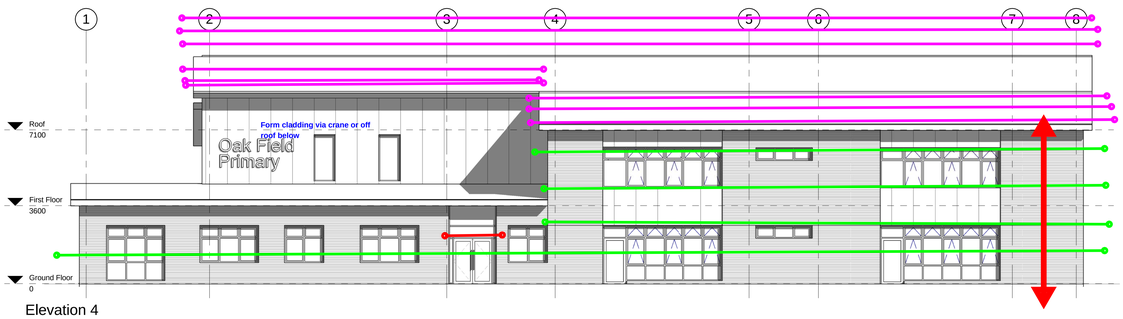

Elevation 1
1 : 100




Elevation 2
1 : 100




Elevation 3
1 : 100




Elevation 4
1 : 100

| Room Schedule | | |
|---|---|---|
| Department | Name | Area |
| Basic Teaching | Reception Class | 68.93 m² |
| Basic Teaching | Y2 Classroom | 60.00 m² |
| Basic Teaching | Y1 Classroom | 60.00 m² |
| Basic Teaching | Y3 Classroom | 60.00 m² |
| Basic Teaching | Y4 Classroom | 60.00 m² |
| Basic Teaching | Y6 Classroom | 60.03 m² |
| Basic Teaching | Y5 Classroom | 60.00 m² |
| | | 428.97 m² |
| Halls | Hall | 180.00 m² |
| | | 180.00 m² |
| Learning Resources | Central Resource | 110.00 m² |
| Learning Resources | Life Skills / Group | 29.29 m² |
| | | 139.29 m² |
| Non net area | Lobby | 6.58 m² |
| Non net area | Nursery / Reception WCs | 22.49 m² |
| Non net area | KS2 M WCs | 20.42 m² |
| Non net area | KS2 F WCs | 22.88 m² |
| Non net area | Dis WC / Shower | 6.38 m² |
| Non net area | Kitchen Store | 5.80 m² |
| Non net area | Kitchen Staff Changing | 8.56 m² |
| Non net area | Kitchen | 53.20 m² |
| Non net area | Kitchen Office | 5.00 m² |
| Non net area | Staff Dis WC | 3.74 m² |
| Non net area | Visitor Dis WC | 3.74 m² |
| Non net area | Dis Staff WC | 3.49 m² |
| Non net area | Room | 31.06 m² |
| Non net area | Circulation - First Floor | 118.84 m² |
| Non net area | Circulation | 20.85 m² |
| Non net area | Circulation | 31.06 m² |
| Non net area | Y1 Unisex WCs | 18.81 m² |
| Non net area | Circulation | 32.81 m² |
| Non net area | Circulation | 116.25 m² |
| Non net area | Circulation | 20.85 m² |
| | | 552.78 m² |
| Nursery | Nursery | 82.40 m² |
| | | 82.40 m² |
| Staff & Admin | General Office / Repro | 15.15 m² |
| Staff & Admin | Interview | 8.00 m² |
| Staff & Admin | Headteacher | 12.00 m² |
| Staff & Admin | Staff | 32.00 m² |
| Staff & Admin | SEN Therapy MI | 12.00 m² |
| | | 79.15 m² |
| Storage | Comms | 5.15 m² |
| Storage | Spec Store | 3.49 m² |
| Storage | Clnr | 3.00 m² |
| Storage | Clnr | 2.00 m² |
| Storage | Spec. Store | 20.85 m² |
| Storage | PE Store Ext | 3.85 m² |
| Storage | PE Store | 12.00 m² |
| Storage | Chair / Stage Store | 11.15 m² |
| Storage | Caretaker | 5.00 m² |
| Storage | Stock | 10.72 m² |
| Storage | Storage | 3.00 m² |
| Storage | Cloaks | 3.00 m² |
| Storage | Storage | 3.00 m² |
| Storage | Cloaks | 3.00 m² |
| Storage | Cloaks | 3.00 m² |
| Storage | Storage | 3.00 m² |
| Storage | Storage | 3.00 m² |
| Storage | Cloaks | 3.00 m² |
| Storage | Cloaks | 3.00 m² |
| Storage | Storage | 3.00 m² |
| Storage | Room | 3.00 m² |
| Storage | Room | 3.00 m² |
| Storage | Storage | 2.93 m² |
| | | 116.12 m² |

**External Legend;**

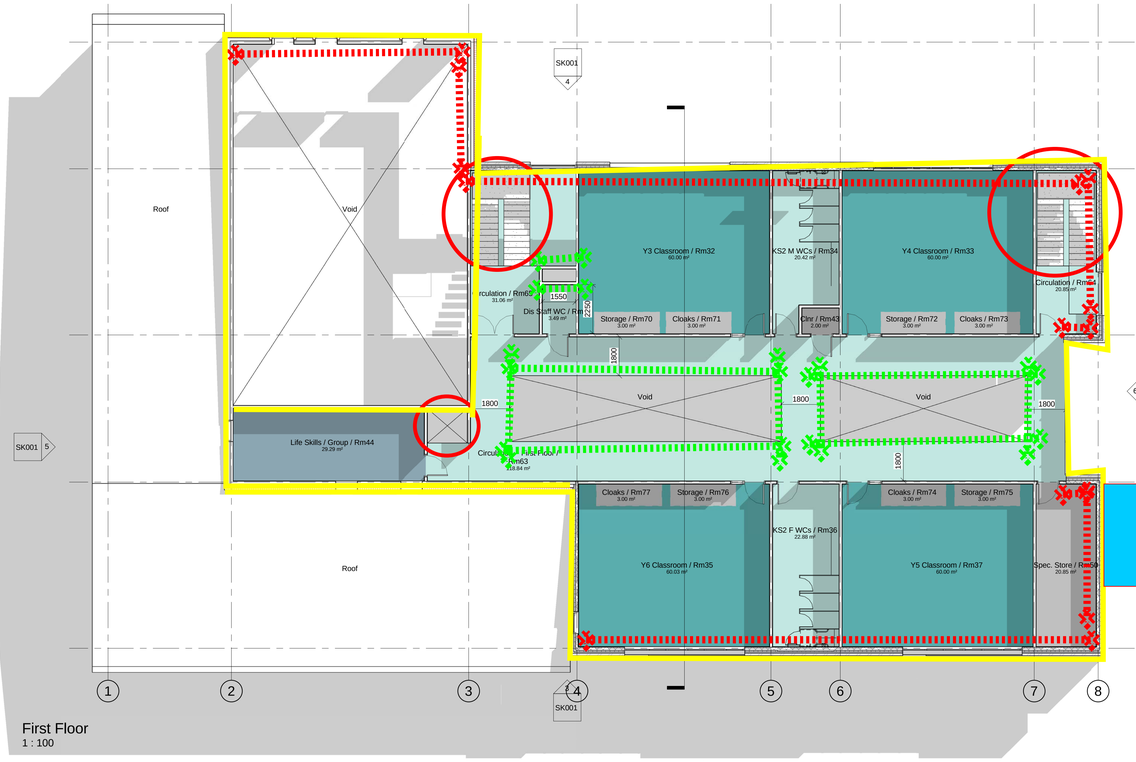
**1.All scaffold to all areas should include for gates, tagging, signage and inspections to institutional & ISG supply chain safety standards for the duration of the works.**

**2.4+1 standing scaffold with brick-guards, 9 weeks.**

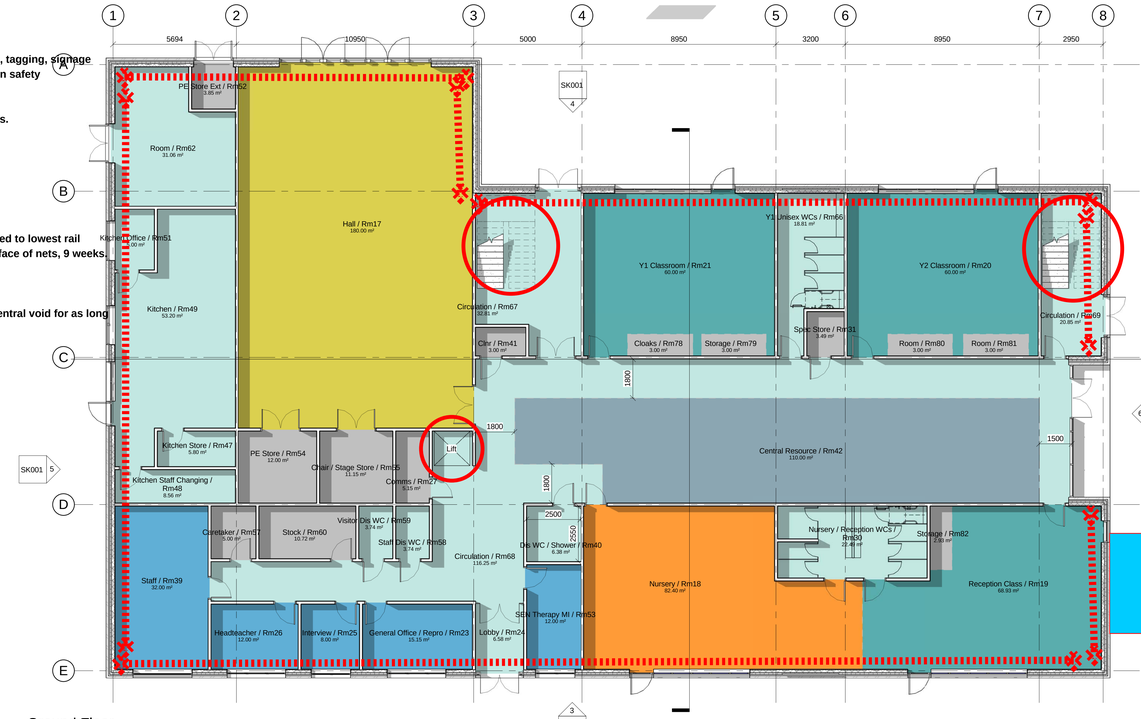
**3.Overhead protection to scaffold in the form of debris wrapping, item.**

**4.Tripple g.rail for all roof work-with debris net fixed to lowest rail complemented by debris netting placed to upper face of nets, 9 weeks.**

**5.Man netting -note netting to be left in place to central void for as long as possible!-6 weeks**




First Floor
1 : 100




Ground Floor
1 : 100


3D View - Front

3D View - Rear

Responsibility is not accepted for errors made by others in scaling from this drawing. All construction information should be taken from figured dimensions only.

0mm 50mm 100mm

A0 Original Sheet Size

Basic Teaching
Learning Resources
Non net area
Storage

**Internal Legend;**

**6. 4+1 internal scaffold for block work with lifts at 1.4m per lifts allow for lift where pitch demands!, 4 weeks**

**7. Triple g.rail to core with toe boards and brick-guards for duration built off 1st floor; 5 weeks**

**8. Stair / Void guarding- build off treads ensure rail is placed on all four sides of well, 17 weeks**

**9. Guarding for first floor construction and up to a point where the f/f walls are formed, 9 weeks**

**10. System stairs, 11weeks**

**11.Emergency ladder Access,11weeks**

**12 . Loading Bay for x2 pack of blocks, 9 weeks.**

| date | rev | name | chk | note |
|---|---|---|---|---|



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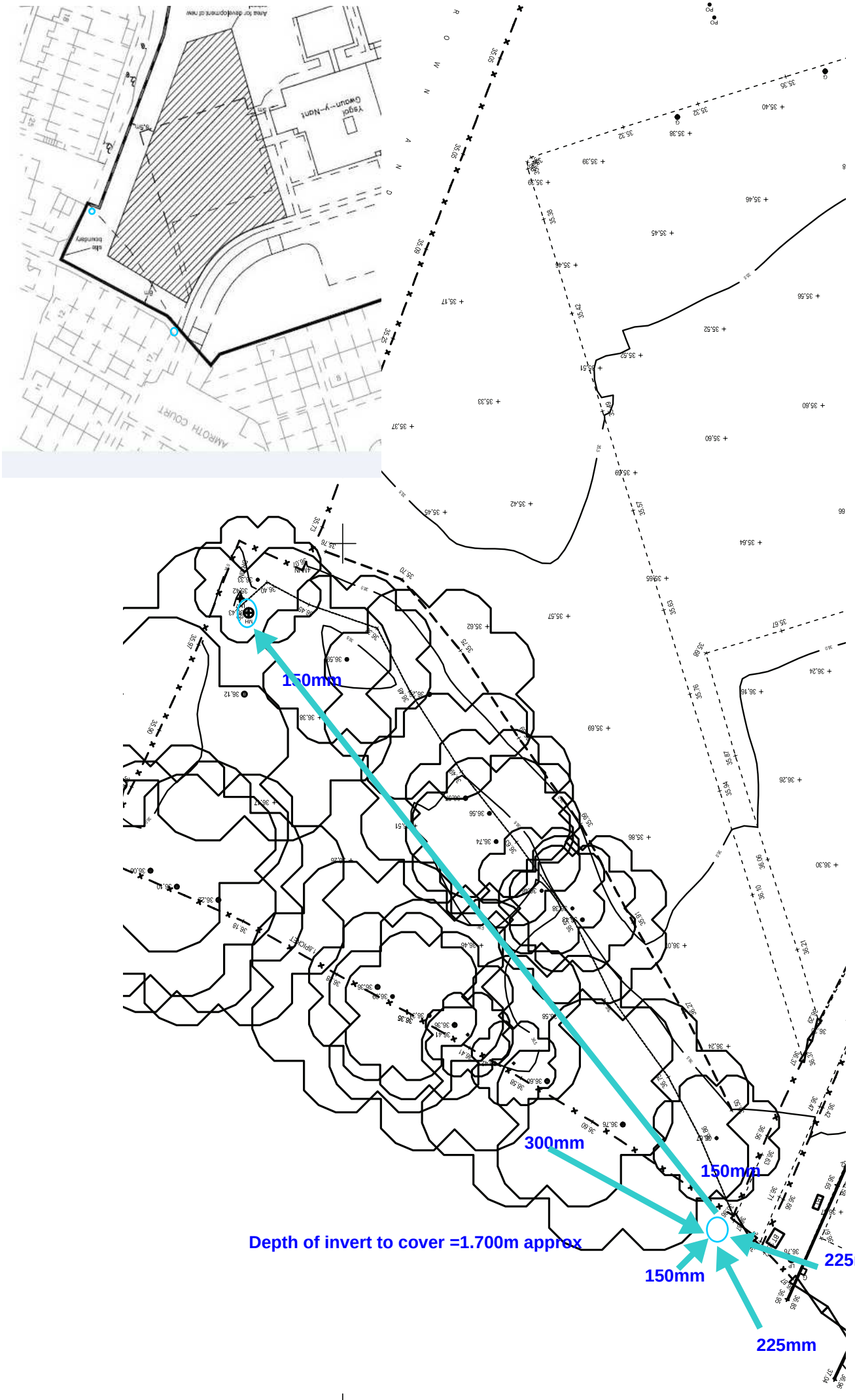
PROJECT
Oak Field Primary School, Barry
for
Vale of Glamorgan

DRAWING TITLE
Plans & Elevations

STATUS
PRELIMINARY

| SCALE | DATE | DRAWN BY | CHECKED BY |
|---|---|---|---|
| 1 : 100 | 11/04/2014 | JP | SCT |

| PROJECT NUMBER | DRAWING NUMBER | REVISION |
|---|---|---|
| 70180 | SK001 | |




ISG /2.5.14/Storm survey