

# **Ice Tech UK Environmental Policy**

## **Introduction**

Ice Tech UK is committed to its Environmental policy and to integrating good environmental management with safe, efficient operations on all of its work sites.

The company register and programme of environmental improvements is available at the company office.

The following document is designed to ensure ITUK staff, sub-contractors and suppliers act in accordance with the ITUK Environmental policy and in accordance with its environmental obligations and commitments.

## **Responsibilities**

ITUK is responsible for its Environmental actions whilst working on all sites.

In addition to this module, guidance will be given from Senior Management on any special measures, which must be adhered to on specific sites.

Senior Management and Site Personnel can be held personally liable and can be subject to an unlimited fine and/or up to two years in prison. If any member of staff is in any doubt as to their actions, they must stop and contact the Senior Management for confirmation.

If any staff are approached by a member of the public as to the environmental effects on site then the name and contact telephone number of a senior manager will be provided.

## **Sites of Specific Scientific Interest**

English and Scottish National Heritage or Welsh and Northern Ireland Nature designate SSI's or SSSI as areas of particular environmental value.

No work can be carried out on these sites without prior permission from the above authorities.

When working on SSI's and SSSI's a bespoke Environmental Management Plan (EMP) will be made available to cover all aspects of the job.

Other areas that require special consents prior to work commencement are

- Sites of Nature Conservation Interest
- Special Areas of Conservation
- National Nature Reserves, Special Protection Areas
- Sites of Biological Interest (SBI)
- Local Nature Reserves (LNR)
- Bird Reserves (BR).

These sites do not have legislative protection but damage to these sites should be avoided and there should be consultation with the appropriate authorities prior to work commencing.

## **Prevention of Pollution**

### *Hydrology Aquatic Resource (Water)*

Discharges to Controlled Waters must only occur when necessary consents are in place. Controlled waters are defined as any Coastal Waters, Inland Surface Waters i.e. lochs ponds, rivers, streams, canals, ditches and any ground water.

Certain engineering works such as drilling work and soil works that are to be carried out within 8 meters of a watercourse or where they are likely to affect a watercourse should be notified to the Scottish Environmental Protection Agency or the Environment Agency in England and Wales.

Any oil drums or containers containing chemical / fuels must be bunded when in proximity to Controlled Waters as per the requirements of the COSHH register.

Materials such as cement or concrete must be stored in a waterproof store.

Operatives washing down contaminated equipment must do so in a manner to prevent egress to the controlled water.

## **Refuelling / Fuel Storage**

Refuelling / Fuel Storage should never occur in or in close proximity to watercourses.

Reporting of Pollution Incidents – Near Misses All spillages of fuel or chemicals and near misses should be reported to senior management immediately.

If in doubt ask.

## **Minimising Impacts**

### *Noise / Vibration*

On all sites the ITUK will limit noise and vibration produced so far as is reasonably practical.

When working in built up noise sensitive areas, or when night time work is planned the company will letter drop the local residents detailing the scope of the work and duration prior to work commencing.

Staff will check all machinery and equipment to ensure that it is running correctly and that silencers / exhausts are satisfactory prior to taking to site.

Staff will comply with the Method Statements prescribed for that site to ensure defined PPE is used correctly.

### *Dust / Smoke / Odour*

Staff will reduce excessive dust wherever possible.

In confined spaces if visibility cannot be maintained work must cease and local exhaust evacuation (LEV) must be brought on site.

When work generating excessive smoke fumes is undertaken close to sensitive receptors i.e. schools, residences, hospitals or community facilities then these interested parties will be informed prior to work commencing.

### *Light*

Lighting for site purposes will be designed to minimise impacts on sensitive receptors.

When floodlights are to be used the company will minimise nocturnal habitat disturbance by planning works around sensitive time periods such as nesting and breeding times.

## **Ecology**

### *Introduction*

When working on site, staff need to be aware of their surroundings. The information below is guidance should any member of staff come into contact with something they are not already aware of. If staff have any questions about any of the items below they should contact senior management.

### *Trees*

Specific trees can be protected by law, either by location in a designated protection area or by specific tree preservation order (TPO). These protection measures are implemented by the local authority and prevent cutting down, lopping, topping, uprooting and willful damage of trees.

For protected trees, permission must be granted from the local authority thorough the local planning process before carrying out works.

When workings in the vicinity of trees observe the following: -

- Avoid excavations under the tree canopy where possible but where this is unavoidable dig with hand tools.
- Avoid cutting tree roots 25mm diameter or greater
- Carefully prune roots less than 25mm with sharp pruning tools.
- Retain clumps of small roots as far as is possible.
- Do not compact the soil under the tree canopy.
- Do not damage the bark of the tree roots, trunks or branches
- Do not expose tree roots to frost in winter nor allow them to dry out in summer.
- Do not store materials under the canopy or leaning against the tree trunk.
- Backfill all trenches with a mixture of granular material and top soil and do not over compact.
- Report all damage to trees to senior management.

Be aware that damaging tree roots can cause instability of the tree. This may not be immediately apparent, particularly if the excavations are carried out during winter. If there are high winds when the tree is in full leaf, it may then become apparent.

Be aware anyone contravening the TPO legislation is liable up to a £20,000 fine.

If in doubt ask

## **Driving the Costs and the Suggestions**

A lot has been written about how differing styles of driving can reduce the amount of fuel used in the course of routine operations below are some facts that will hopefully make you think the next time you get behind the wheel.

### *Slow down*

Keeping your speed down can reduce the fuel consumption of the engine. It goes without saying that we should all stick to the speed limit, but your van's handbook will tell you what the most fuel-efficient in-town and out-of-town speed is for your particular model.

### *Lose weight*

Avoid carrying any unnecessary weight in the van as heavy loads put more strain on the vehicle, leading to higher fuel consumption.

### *Find the shortest route*

Taking the trouble to find the shortest route to your destination can make the journey more economical. Close the windows Open windows and sunroofs create drag, which means that you won't travel as far per litre of fuel.

### *Shop around*

Check out the difference in prices charged by garages in your local area. Prices can vary, and if you are a high mileage driver who fills up regularly even one penny off a litre can make significant savings. Avoid filling up at motorway service stations, as their prices tend to be higher.

### *Check your pressure*

Checking tyre pressure regularly not only improves the safety and performance of the tyres, it also keeps the vehicle running at the optimum fuel efficiency.

### *Smoothly does it*

Try to drive as smoothly as possible and maintain a steady speed. Braking and then accelerating regularly will reduce the number of miles per litre the van can clock up. It's easier to drive smoothly (and also much safer) if you keep a gap of at least two seconds from the vehicle in front of you.

### *Give the car a break*

When queuing in heavy traffic, turn off the engine to avoid wasting fuel.

### *Stay tuned*

Have your vehicle's engine been tuned at the garage / dealers to ensure it is running at the optimum fuel usage level.

*Check the oil*

As well as maintaining the correct levels of oil, motorists who want to save money on fuel should check the type of oil used, as some energy-efficient types can increase the number of miles per litre.

*It pays to be green*

Improving your car's fuel efficiency can minimise the damage it causes to the environment, by reducing the amount of fossil fuels burnt. Burning fossil fuels releases greenhouse gasses into the atmosphere and contributes to global warming. By following our tips you can save money and protect the environment at the same time.

## **On site refueling**

1. First assess if there are any water features within 20 meters if so then fuelling must not commence.
2. If no water features are within 20 meters then following the below :
  1. PPE: - Gloves and Safety Glasses to be worn.
  2. Staff must first draw on to the Fuelling bay or if on site an area of hard standing if possible.
  3. Vehicles must be turned off.
  4. Pump should be switched on.
  5. Cap should be removed and fuelling nozzle fully inserted into tank opening.
  6. Trigger should be squeezed until back fill disengages the pump.
  7. Nozzle should be carefully removed avoiding dripping on to fuelling pad.
  8. Vehicles fuel sheet should then be completed.
  9. Follow the spills procedure, which is located at the pump or in each vehicle if there is any spillage

If there is any spillage this should be reported to the office immediately following incident.

## **Noise**

The below is designed in conjunction with the noise assessment of each Environmental Management Plan (EMP)

If in the event of being on site and a machine becomes excessively noisy then the equipment should be safely removed from the situation as soon as is reasonably practicable.

If a member of the public complains about excessive noise then pass them the office number and remove the equipment to a safe location and switch off and await instruction from senior management or the site agent / main contractor.

## **Light**

The below is designed in conjunction with the light assessment of each Environmental Management Plan (EMP)

In the event of being on site and there being a complaint from a member of the public about excessive light then pass on the office number to the complainant and then contact senior management or site agent to await instruction. Under no circumstance should you compromise safety by reducing lighting levels.

## **Ecology Disruption**

The following is designed in conjunction with the ecological assessment of each Environmental Management Plan (EMP)

If at any point whilst on site you recognise that your activities have come upon the dwelling place of any of the animals described earlier in this document, then cease work immediately and contact senior management and the site agent / main contractor's representative.

Do not recommence work until you are sure that your actions will not damage the habitat further. This instruction should be documented and the signature of person issuing instruction should be sought prior to recommencement.

If an animal welfare issue should occur then again contact main contractors representative / senior management and it may then be necessary to contact the SSPCA / RSPCA see numbers contained in the contact section of this document or the EMP.

## **Waste Transfer Note Completion Instruction**

When removing waste from a site the company is legally obliged to issue waste transfer notes. These should be completed by the most senior operative on site - the top copy (pink) should be issued to site representative whom waste is being removed from. Signatures of company operative and site representatives should be obtained where practicable.

If no site representatives are available then the top copy should be marked "no persons present" and the top copy should be forwarded to the office from where it will be posted out with the account.

The company is registered only to remove the following waste: -

General Waste including organic material. Some items that should not be removed from site under any circumstance include:

Waste Oil, Batteries, Asbestos, Light Bulbs, Contaminated Risings, Old Painted Railway Steel (risk of lead paint), and Chemicals of any kind.

Any other types of waste must under no circumstances be removed. If you find asbestos or any waste that you are not sure about, do not remove it, contact senior management and await their instruction.

No waste should be returned to HQ, as all waste should be sent to licensed disposal facilities for disposal and the Waste Disposal Notes / Weigh Bridge Notes should be returned to the office.

If in doubt ask.