

CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN

Project Name: St Matthews Catholic School Mudgee-
Secondary Campus

Project Number: 22110

Address: 48 Broadhead Road, Spring Flat

AUTHORITY FOR USE: This Integrated Management Plan is issued with the authority of the following persons:

Rev #	Date	Senior Project Manager	Construction Manager	Safety Manager	Site Manager	System Administrator
1	4.3.21	Nick Windsor	Tom Longhurst	John Melvin		Tom Glynn
2	3.6.21	Nick Windsor	Tom Longhurst	John Melvin		Tom Glynn
<u>3</u>	<u>19.10.21</u>	<u>Nick Windsor</u>	<u>Tom Longhurst</u>	<u>John Melvin</u>	<u>Mark Fuller</u>	<u>Tom Glynn</u>

CEMP Revision 3- Only change is the update of Appendix 1 attachment (CTPMSP), no content of the CEMP has changed, just internal review, date & signature- K Jones 7.12.21

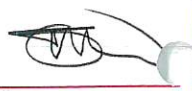
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TABLE OF CONTENTS

1	SSD COMPLIANCE MATRIXES	3
	CONDITION C9 – CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN COMPLIANCE MATRIX	3
	CONDITION C11 – CONSTRUCTION TRAFFIC MANAGEMENT SUB-PLAN COMPLIANCE MATRIX	3
	CONDITION C12 – CONSTRUCTION NOISE & VIBRATION MANAGEMENT SUB PLAN COMPLIANCE MATRIX	4
	CONDITION C13 – CONSTRUCTION WASTE MANAGEMENT REPORT - COMPLIANCE MATRIX	4
	CONDITION C14 – CONSTRUCTION SOIL & WATER MANAGEMENT SUB PLAN - COMPLIANCE MATRIX	4
	CONDITION C15 – FLOOD EMERGENCY RESPONSE SUB-PLAN - COMPLIANCE MATRIX	5
2	CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN	6
	PROJECT DETAILS	6
	OBJECTIVES OF THE SITE SPECIFIC PROJECT ENVIRONMENTAL MANAGEMENT PLAN	8
	SSD APPENDIX 2 WRITTEN INCIDENT NOTIFICATION AND REPORTING REQUIREMENTS	8
	CONTENT OF THE SITE SPECIFIC PROJECT ENVIRONMENTAL MANAGEMENT PLAN	9
	RECORDS OF ENVIRONMENTAL ACTIVITIES	9
	TRAINING	9
	ENVIRONMENTAL PLAN IMPLEMENTATION	9
	AIR QUALITY & DUST CONTROL	10
	EXTERNAL & COMMUNITY COMMUNICATION	12
	ABORIGINAL HERITAGE	13
	EUROPEAN HERITAGE	13
	CONTAMINATION	13
	PLANT AND EQUIPMENT	13
	SITE COMPOUND AND WORKING AREA	14
	FUEL AND CHEMICALS	14
	HERBICIDES AND OTHER CONTAMINANTS	15
	ENVIRONMENTAL/POLLUTION INCIDENT RESPONSE MANAGEMENT	16
	ENVIRONMENTAL ACTIONS MONITORING	17
	HERBICIDES AND OTHER CONTAMINANTS	17
	LIGHT SPILL	17
	ROLES AND RESPONSIBILITIES	18
	SUBCONTRACTORS	20
	RELEVANT LEGISLATION	22
3	APPENDIX 1 – SUB PLAN - CONSTRUCTION TRAFFIC AND PEDESTRIAN MANAGEMENT (CONDITION C11)	23
4	APPENDIX 2 – SUB PLAN - CONSTRUCTION NOISE AND VIBRATION MANAGEMENT (CONDITION C12)	24
5	APPENDIX 3 – SUB PLAN - CONSTRUCTION WASTE MANAGEMENT (CONDITION C13)	25
6	APPENDIX 4 – SUB PLAN - CONSTRUCTION SOIL AND WATER MANAGEMENT PLAN (CONDITION C14)	26
7	APPENDIX 5 – SUB PLAN – FLOOD EMERGENCY SUB-PLAN (CONDITION C15)	27
8	APPENDIX 6 – ENVIRONMENTAL IMPACT STATEMENT	28
9	APPENDIX 7 – STATE SIGNIFICANT DEVELOPMENT CONSENT SSD 8972	29

1 SSD COMPLIANCE MATRIXES

CONDITION C9 – CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN COMPLIANCE MATRIX

(i) hours of work;	Please see section 2.1.3 of this document
(ii) 24-hour contact details of site manager;	Please see section 2.1.6 of this document
(iii) management of dust and odour to protect the amenity of the neighbourhood;	Please see section 2.2.12 of this document
(iv) stormwater control and discharge;	Please see appendix 5 section 3.1
(v) measures, including fencing, to prohibit access into the Exclusion Area to prevent construction work impacts	Please see section 2.1.7- builders fencing will close off the Exclusion Area.
(vi) measures to ensure that sediment and other materials are not tracked onto the roadway by vehicles leaving the site;	Please see section 2.1.7- cattle grid at exit will mitigate sediment onto roadways.
(vii) external lighting in compliance with AS4282-2019 control of the obtrusive effects of outdoor lighting;	Please see “Light Spill” of this document
(viii) community consultation and complaints handling as set out in Community Communication Strategy required by condition C6	Please see “external & community communication” of this document
(b) Construction Traffic and Pedestrian Management Sub-Plan CTPMSP (see condition C11);	Please see appendix 1
(c) Construction Noise and Vibration Management Sub-Plan CNVMSP (see condition C12);	Please see appendix 2
(d) Construction Waste Management Sub-Plan CWMSP (see condition C13);	Please see appendix 3
(e) Construction Soil and Water Management Sub-Plan CSMSP (see condition C14);	Please see appendix 4
(f) Construction Flood Emergency Response Sub-Plan FERSP (see condition C15)	Please see appendix 5
(g) Unexpected finds protocol for contamination & associated communications procedure	Please see “Contamination” of this document
(h) Unexpected finds protocol for Aboriginal & non-Aboriginal Heritage	Please see “Aboriginal & European Heritage” of this document

CONDITION C11 – CONSTRUCTION TRAFFIC MANAGEMENT SUB-PLAN COMPLIANCE MATRIX

(a) be prepared by a suitably qualified and experienced person(s);	TTPP – Suitably qualified
(b) be prepared in consultation with Council and TfNSW (RMS);	Please refer to Section 2 of appendix 1- CTMSP
(c) detail the measures that are to be implemented to ensure road safety and network efficiency during construction in consideration of potential impacts on general traffic, cyclists and pedestrians and bus services;	Please see appendix 1 – CTPMSP. Entire report also covers the requirements of this clause.
(d) detail on- site construction worker parking arrangements	Please see appendix 1- CTPMSP- section 4.6 & 4.7
(e) detail heavy vehicle routes, access and parking arrangements;	Please see appendix 1- CTPMSP- section 4.8, 5.5 & 6.4

CONDITION C12 – CONSTRUCTION NOISE & VIBRATION MANAGEMENT SUB PLAN COMPLIANCE MATRIX

(a) be prepared by a suitably qualified and experienced noise expert;	Prepared in consultation with RAPT Consulting- Suitably qualified
(b) describe procedures for achieving the noise management levels in EPA's <i>Interim Construction Noise Guideline</i> (DECC, 2009);	Please see appendix 2 section 2.1 & 2.2
(c) describe the measures to be implemented to manage high noise generating works such as piling, in close proximity to sensitive receivers;	Please see appendix 2 section 6
(d) include strategies that have been developed with the community for managing high noise generating works;	Please see appendix 2 section 6
(e) describe the community consultation undertaken to develop the strategies in condition C12(d); and	Please see appendix 2 section 6
(f) include a complaints management system that would be implemented for the duration of the construction.	Please see appendix 2 section 7.4
(g) Include a program to monitor and report on the impacts and environmental performance of the development and the effectiveness of the management measures in accordance with condition C8	Please see appendix 2 section 6

CONDITION C13 – CONSTRUCTION WASTE MANAGEMENT REPORT - COMPLIANCE MATRIX

(a) detail the quantities of each waste type generated during construction and the proposed reuse, recycling and disposal locations;	Please see appendix 3 section 6.1
(b) removal of hazardous materials, particularly the method of containment and control of emission of fibres to the air, and disposal at an approved waste disposal facility in accordance with the requirements of the relevant legislation, codes, standards and guidelines, prior to the commencement of construction	Please see appendix 3 section 6.1- No hazardous materials will be used during construction.

CONDITION C14 – CONSTRUCTION SOIL & WATER MANAGEMENT SUB PLAN - COMPLIANCE MATRIX

(a) be prepared by a suitably qualified expert, in consultation with Council;	Prepared in Consultation with Triaxial- Suitably Qualified
(b) describe all erosion and sediment controls to be implemented during construction as a minimum, in accordance with the publication <i>Managing Urban Stormwater: Soils & Construction</i> (4 th edition, Landcom 2004) commonly referred to as the Blue Book	Please see appendix 4 section 3.2
(c) include an Acid Sulfate Soils Management Plan, if required, including measures for the management, handling, treatment and disposal of acid sulfate soils, including monitoring of water quality at acid sulfate soils treatment areas.	Please see appendix 4 section 2.2
(d) provide a plan of how all construction works will be managed in a wet-weather events (i.e. storage of equipment, stabilisation of the Site);	Please see appendix 4 section 3.3
(e) detail all off-Site flows from the Site; and	Please see appendix 4 section 2.1 & drawing C3.0

(f) describe the measures that must be implemented to manage stormwater and flood flows for small and large sized events, including, but not limited to 1 in 5-year ARI and 1 in 100-year ARI).	Please see appendix 4 section 3.3
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CONDITION C15 – FLOOD EMERGENCY RESPONSE SUB-PLAN - COMPLIANCE MATRIX

(a) be prepared by a suitably qualified expert& experienced person	Prepared in consultation with Triaxial- Suitably qualified
(b) address the provisions of the Floodplain Risk Management Guidelines (EESG)	Please see appendix 5 section 2.2
(c) include details of (i) the flood emergency responses for both construction & operation phases of the development (ii) predicted flood levels (iii) flood warning time & notification (iv) assembly points & evacuation routes (v) awareness training for employees & contractors, and students	Please see appendix 5 Section 3.3, 3.4 & 3.5 Appendices A, B & C Section 3.2 Section 3.3 Appendix A, B & C Appendix A, B & C

2 CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN

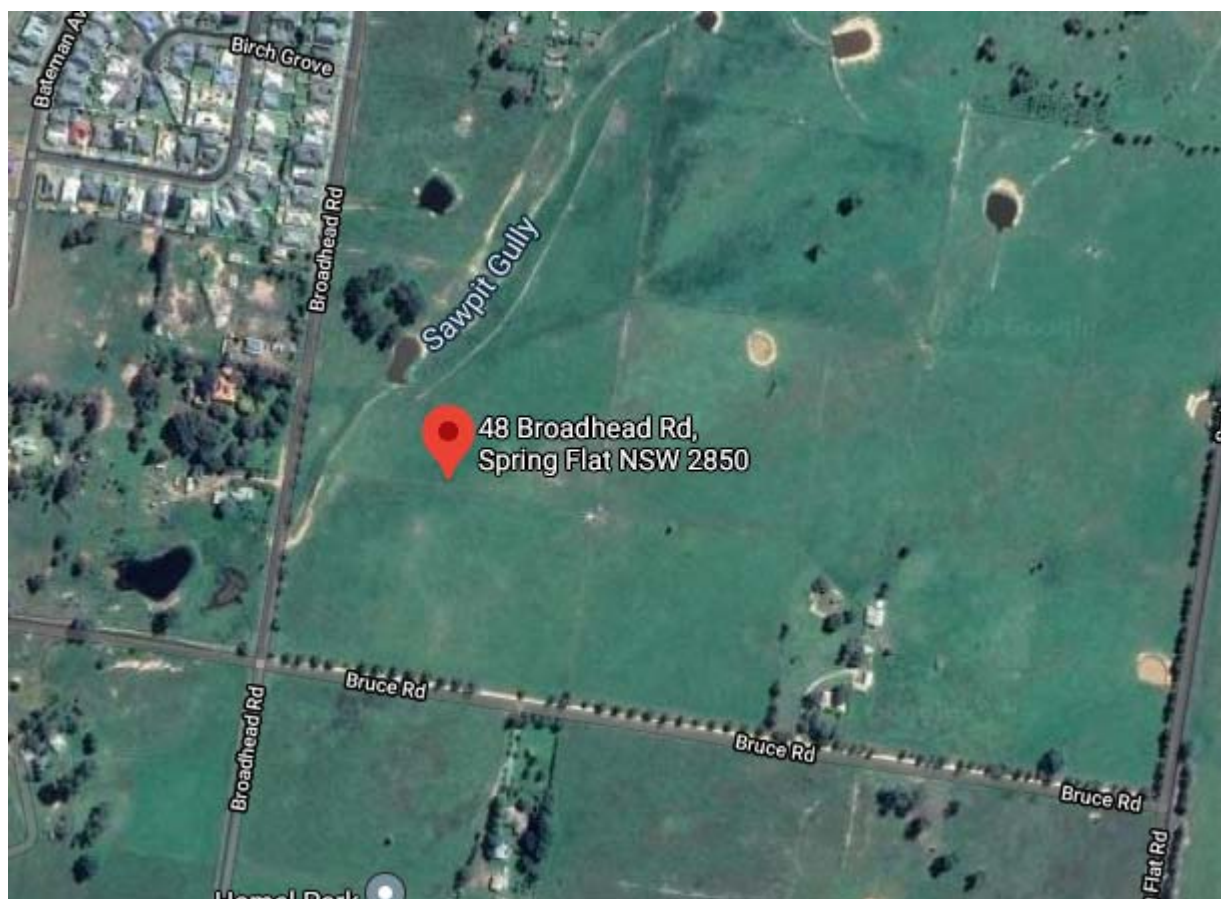
PROJECT DETAILS

St Matthews Catholic School is a brand new School located within Mudgee, the new secondary school will cater for 680 secondary school students year 7-12 and will comprise of a cluster of five low-rise school buildings. Project works include the construction of 5 new school buildings, carparking, bus zone & infrastructure upgrades to roads, water & sewer.

Buildings will be identified as follows;

- o Block A – Administration (Professional Hub & offices)
- o Block B - Chapel
- o Block C – Multi-purpose hall, Music/Drama & canteen)
- o Block D – STEM (Science, Art, Technology)
- o Block E - General Learning Hubs (General Teaching spaces & Wellness Centre)

2.1.1 Site Location



2.1.2 Programme Details

The works are estimated to commence in March 2021 with an aim to complete construction for occupation of the facility for second half of the School year in 2022

2.1.3 Working Hours

The site will be in operation during the working hours of:

- between 7am and 6pm, Mondays to Fridays inclusive; and
- between 8am and 1pm, Saturdays.

2.1.4 Client

Catholic Education Office, Diocese of Bathurst

Address: Gilmour Street, Kelso 2795

Phone: 02 6338 3000

2.1.5 Head Contractor

North Construction & Building Pty Ltd (ABN 15 147 507 702)

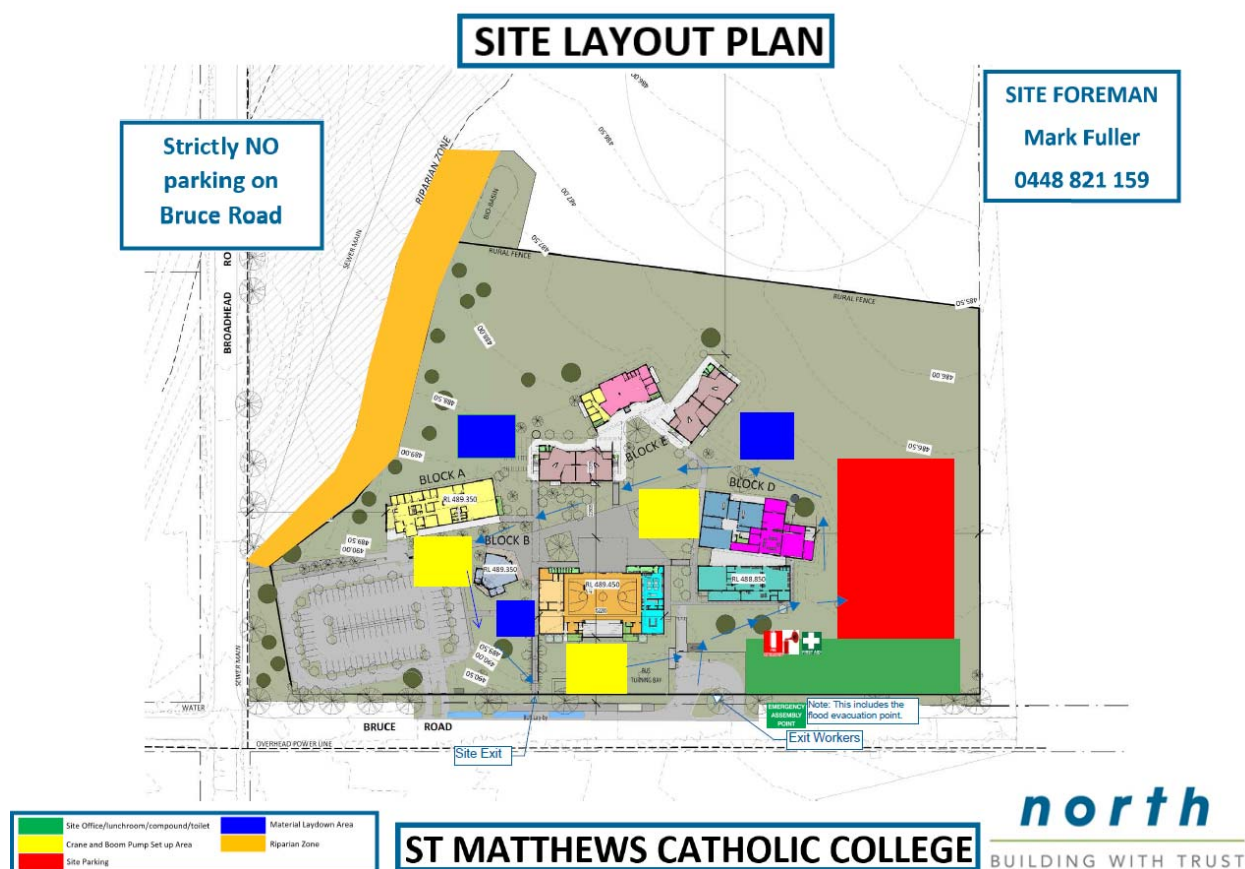
Address: Level 5, Suite 501, 1 Bryant Drive, Tuggerah NSW 2259

Phone: 02 4323 2633

2.1.6 24 Hour Site Contact

Josh Wilson 0417 908 292

2.1.7 Site Setup Layout



OBJECTIVES OF THE SITE SPECIFIC PROJECT ENVIRONMENTAL MANAGEMENT PLAN

- Ensure environmental safeguards are implemented correctly;
- Ensure compliance with the requirements of all relevant environmental legislation, conditions of any applicable Licence, approval and permit;
- Ensure that works are managed to reduce adverse impacts on the environment
- Ensure all requirements of State Significant Development approved consent SSD 9872 dated 16.12.21 are achieved.
- Ensure that all mitigation measures detailed within Section 8.2 of the Environmental Impact Statement approved under SSD 9872 are implemented and fully adhered too. Refer to Appendix 6
- Ensure that Incident Notification, Reporting and Response processes detailed within A28 and A29 of the approved SSD 9872 are adhered too. Refer to Appendix 7
- Ensure that Non- Compliance Notification processes detailed within A30 and A31 of the approved SSD 9872 are adhered too. Refer to Appendix 7
- Ensure that the Written Incident Notification and Reporting Requirements processes detailed within Appendix 2 of the approved SSD 9872 are adopted and adhered too. Refer to Appendix 7

SSD APPENDIX 2 WRITTEN INCIDENT NOTIFICATION AND REPORTING REQUIREMENTS

Written Incident Notification Requirements

1. *A written incident notification addressing the requirements set out below must be notified to the Planning Secretary through the major projects portal within seven days after the Applicant becomes aware of an incident. Notification is required to be given under this condition even if the Applicant fails to give the notification required under condition A28 or, having given such notification, subsequently forms the view that an incident has not occurred.*
2. *Written notification of an incident must:*
 - a. *identify the development and application number;*
 - b. *provide details of the incident (date, time, location, a brief description of what occurred and why it is classified as an incident);*
 - c. *identify how the incident was detected;*
 - d. *identify when the applicant became aware of the incident;*
 - e. *identify any actual or potential non-compliance with conditions of consent;*
 - f. *describe what immediate steps were taken in relation to the incident;*
 - g. *identify further action(s) that will be taken in relation to the incident; and*
 - h. *identify a project contact for further communication regarding the incident.*
3. *Within 30 days of the date on which the incident occurred or as otherwise agreed to by the Planning Secretary, the Applicant must provide the Planning Secretary and any relevant public authorities (as determined by the Planning Secretary) with a detailed report on the incident addressing all requirements below, and such further reports as may be requested.*
4. *The Incident Report must include:*
 - a. *a summary of the incident;*
 - b. *outcomes of an incident investigation, including identification of the cause of the incident;*
 - c. *details of the corrective and preventative actions that have been, or will be, implemented to address the incident and prevent recurrence; and*
 - d. *details of any communication with other stakeholders regarding the incident.*

CONTENT OF THE SITE SPECIFIC PROJECT ENVIRONMENTAL MANAGEMENT PLAN

- This section is the site specific management plan for this project
- assignment of responsibility for planning, approving, implementing, maintaining, assessing and monitoring of environmental controls
- details of the potential environmental effects and the operational control measures which are to be implemented to comply with statutory requirements and provide environmental protection in accordance with the requirements of the Contract
- details of how environmental protection will be maintained for each subcontractor's activities, including full details in accordance with above
- environmental monitoring program and report forms for recording all monitoring activities, including periodic inspections and inspections essential for monitoring high risk events, of the adequacy of operational controls together with measurements for aspects where compliance limits have been specified
- locations of environmental controls and environmentally sensitive areas, with particular reference to how the effectiveness of such controls will be ensured in any environmentally sensitive areas
- how actions will be taken to ensure compliance and improvement issues are controlled and managed
- communication procedures
- emergency response procedures for containing environmental damage and procedures for planning restoration activities
- environmental training and induction program
- details of how the changes to environmental management documentation and data are to be identified and communicated to relevant project personnel
- mechanism for regular evaluation of environmental performance
- Environmental auditing program

RECORDS OF ENVIRONMENTAL ACTIVITIES

Refer to the procedures set out in the [PR0023 Control of Records](#).

TRAINING

The Project Manager and Site Foreman have compiled this document and will be responsible for its implementation. This document will continue to be developed as the project progresses and evolves. Prior to subcontractors starting onsite the Site Foreman will ensure that they have an understanding of their requirements of this plan and will, if required, implement environmental controls into their SWMS. Once the subcontractors enter the site, the site foreman will induct workers to ensure that they are made aware of their requirements under this Plan. The site foreman will monitor compliance with this plan through work inspections, and HSE walks which include SWMS compliance to ensure that the subcontractor's obligations are met.

ENVIRONMENTAL PLAN IMPLEMENTATION

2.1.8 Site Induction & Internal Communication with Workers

Prior to working on site, all personnel and subcontractors will undertake an environmental site induction. This induction will form part of the site specific induction. The induction addresses a range of issues including, but not limited to:

- Legal requirements including due diligence and duty of care.
- Environmental responsibilities.
- Conditions of any licences, permits and approvals.
- The North Environmental Policy.
- Significant environmental issues and sensitive environmental areas of the site.

- Environmental Incident management and reporting process.
- Emergency Response Plans.
- Protection and maintenance of environmental controls.
- Storage location of hazardous materials and SDS Register.
- Finding heritage (Indigenous / Non-Indigenous) items on site.
- Mitigating dust during construction works.
- Environmental control installation must be in place before construction works begins.

2.1.9 Training Records

Records of all training would be kept and maintained on site in accordance with [PRO023 Control of Records](#) and should include:

- Who was trained
- When the person was trained
- The name of the trainer
- A general description of the training content

2.1.10 Training

- The Project Manager and Site Foreman will be familiar with the environmental issues raised in the Site Specific Project Environmental Management Plan.
- Relevant environmental issues will be passed onto the subcontractors prior to entering the site and during the site induction;
- If required, regular tool box talks will be scheduled to remind site workers of the environmental issues and their required compliance;
- If there is a change to the Site Specific Project Environmental Management Plan (Section 27 of this document) or environmental requirement, the Contracts Administrator will alert the subcontractors in writing and ensure SWMS are adjusted to suit. Where necessary the Site Supervisor will call a site meeting / tool box talk and alert all relevant site personnel.
- Site induction records of environmental issues will be kept along with minutes from tool box talks / site meetings.

2.1.11 Compliance and Improvement Issues

North Construction will apply non-conformance control and corrective and preventive action procedures in accordance with the quality system to address any environmental management deficiencies. As part of this the detected non-conformance will be reviewed and developed to enable corrective action to eliminate the cause of non-conformities. This would include both the determination of immediate action to prevent recurrence, as well as long term corrective action.

2.1.12 Consequences of non-compliance

Consequences may include contractual recourse, fines or legislative recourse, programme and cost impacts, if North Construction fails to comply with its environmental obligations under the Contract. Failure includes:

- Comply with, and to ensure compliance by subcontractors with, any requirements of the Specification involving environmental control or rehabilitation; or
- Act promptly when environmental controls are observed not to be effective by the Contractor, Client, or by any Statutory Authority having jurisdiction over the Works.

Notification to governing bodies to be made immediately if any non-compliances are identified.

AIR QUALITY & DUST CONTROL

2.1.13 During Construction

- Review Sediment & Erosion control measures in Appendix 4 in addition to the below requirements.
- North Constructions will ensure that all its construction facilities erected on the site are operated to minimise the emission of odours, smoke, dust, cement dust and other substances into the atmosphere.
- Construction methods will be employed as required that will keep air pollution to a minimum, to ensure that airborne pollutants from activities onsite do not cause undue disruption or inconvenience.
- Where appropriate and/or required by the client, removal of mud from the wheels and bodies of haulage equipment before they enter public roads or other sealed pavements by means of facilities such as truck wash downs and wheel washes.
- NCB will cease dust generating activities which cannot be adequately controlled by water or other means;
- Where applicable;
 - plant and equipment not be left idling when not in use.
 - Stabilise unsealed construction access routes through use of coarse aggregates;
 - Progressively rehabilitate and revegetate areas of disturbance including, where necessary undertaking short-term stabilisation of temporary stockpiles and disturbed areas.
 - Limiting areas of vegetation and soil disturbance through delineating work areas to minimise the potential for erosion.
 - Delivery of raw materials (gravel and sand) in load covered trucks.
- Trucks not to be overfilled so that excavated material drops onto the roadways. All loads carried on public roads or in areas that could affect private property, to be covered.
- Any excessive materials dropped onto externally sealed roads to be cleaned up as soon as possible.
- Truck tailgates to be securely closed before leaving the site.
- All vehicles and machinery must comply with the Office of Environment & Heritage requirements and be fitted with properly maintained emission controls relevant to their date of manufacture.
- The area of construction disturbance to be minimised wherever possible.
- The burning of timber and other combustible materials shall not be permitted.

EXTERNAL & COMMUNITY COMMUNICATION

Community Liaison Works will be under the control of the Catholic Education Office Diocese of Bathurst for this project. NCB will coordinate with the Principal to assist with any construction related announcements. Construction relation communication will adhere to the below requirements.

2.1.14 Prior to Construction

- A dilapidation Report of adjacent roads and properties will be undertaken prior to construction.
- All community relevant announcements and safety documentation is to be sent to the Principal for their upload to the Public website for the project. This includes:
 - o Approvals
 - o Reports
 - o Community Communication Strategy
 - o Construction Updates
 - o Traffic Management details
 - o Commencement of Construction Notices
- All personnel performing works on Site (including subcontractors) are to be made fully aware during their site inductions that complaints received from the general public must be courteously directed to the North Construction & Building site supervisor.

2.1.15 During Construction

- The community should be kept informed of any disruptions which may affect the community via submissions to the Principal for their inclusion on the Project Website.
- A contact number / email address will be provided for the community to call to lodge any concerns on site notices.
- Monthly construction update reports will be submitted to the Principal for their inclusion on the Project Website.
- The local community shall be kept informed of any construction activities outside normal working hours which may generate noise via submissions to the Principal for their inclusion on the Project Website.
- Signage will be erected in a prominent position on any work site on which work is being carried out stating that "unauthorised entry to the work site is prohibited"
- The North Construction site signage will include contact telephone number(s) for the person in charge of the work site for all hours.

ABORIGINAL HERITAGE

2.1.16 Prior to Construction

- The Local Aboriginal Land Council will be given the opportunity to be present on commencement of site work.
- The local Indigenous community was consulted with prior to SSD submission
- A qualified professional was engaged to prepare a ACHAR & carry out a AHIMS search

2.1.17 During Construction

- Should any unidentified objects potentially being of Aboriginal heritage be discovered on site, works in the area are to cease, and contact is to be made to Artefact (The Aboriginal Cultural experts engaged on this project).
- Works are not to commence until such time that the unidentified object has been investigated, catalogued and clearance provided by Artefact.

EUROPEAN HERITAGE

- Should any item be encountered which is suspected to be a relic of heritage value, all construction work will cease that might affect the item and protect the item from damage or disturbance. The Clients representative will be notified by North Construction immediately, who will then arrange for an officer of the Office of Environment & Heritage to be consulted.
- Any heritage relics or sites discovered during construction shall be reported to the NSW Heritage Office and the immediate area made secure. If disturbance to any suspected relics or site is proposed, an excavation permit (s140 Heritage Act) if required, shall be sought from the Heritage Council.

CONTAMINATION

2.1.18 Prior to Construction

- If there is any evidence of contamination not previously identified in the contamination assessment (Asbestos, heavy metals, etc.), Works in the area shall cease and further testing should be carried out by an appropriately trained contractor to identify the level of contamination and determine the appropriate procedure for works to continue.

2.1.19 During Construction

- In the event that construction personnel unearth potentially contaminated soils (due to suspicious odour or appearance) works must cease and the North Construction Environmental Manager contacted;
- NCB and its subcontractors will comply with the Contaminated Land Management Act 1997 in relation to disturbance or treatment of potentially contaminated ground.
- Further testing should be carried out by a qualified consultant.
- Soil which is required to be disposed of offsite will be classified against the guideline values presented in the Office of Environment & Heritage NSW (1999) Environmental Guidelines, Assessment, Classification and Management of Liquid and Non-Liquid Wastes before being transported and disposed of to a suitably licensed waste treatment facility.
- Any unexpected suspicious material will be stockpiled, tested and then disposed of to an Office of Environment & Heritage approved landfill or facility according to the results of the testing.

PLANT AND EQUIPMENT

2.1.20 During Construction

- All plant/equipment operators and employees shall be instructed to confine operations to within the clearly marked area of site operations.
- Vehicles or equipment hauling material over public roads shall be fitted with tight tailgates, dust covers and be free of soil.

- All exhausts from plant/equipment shall be visually monitored to ensure they are kept to a minimum acceptable level.
- All plant/equipment shall be inspected daily to avoid leakage of fuel, oil or hydraulic fluid. Machinery found to be leaking shall be repaired or replaced.
- Mufflers shall be fitted to all construction plant and equipment to meet Environment Protection Authority requirements.
- Cleaning out of batched concrete mixing plant at approved areas within the site for drying out and recycling.
- Operators of plant/equipment shall be instructed to carry out re-fuelling and maintenance within a bunted area. No vehicle maintenance permitted outside the construction compounds.
- All machinery shall be secured against vandalism outside working hours.
- All plant/equipment shall be washed out in an appropriately protected and bunted area to prevent erosion and pollution the permanent drainage system.
- Utilisation of appropriately sized plant and machinery for each application in order to minimise the production of waste and to minimise consumption of resources.

2.1.21 Post Construction

- All false work, formwork or piles used during construction and not forming part of the permanent works, shall be completely removed from the site.
- All work sites shall be restored in a satisfactory manner and where necessary in accordance with the appropriate regulations.

SITE COMPOUND AND WORKING AREA

2.1.22 Prior to Construction

- A construction compound shall be appropriately secured and shall be made safe to the public.
- The site compound shall include a site office, meal and wash sheds, toilet facilities, storage for fuel, oil, chemical and other materials, waste/rubbish facilities and shall display emergency procedure signs.
- The site working area for construction shall be located within the designated area as identified on the site plan.
- Designated appropriate area for parking that will minimise any impact upon the environment.
- Designate appropriate areas for plant maintenance and repairs; fuel and chemical storage; stockpiles; storage; that will minimise any impact upon the environment.

FUEL AND CHEMICALS

2.1.23 Prior to Construction

- The use and storage of all chemicals will be in accordance with [HRPRO011 Hazardous Chemicals](#).
- The spillage of a chemical, fuel or lubricant must be rectified and contained immediately to prevent drainage to any nearby water way or groundwater.
- A secure, lockable storage area shall be provided for storage of fuel, oil and other chemicals within the site compound/storage shed.
- Products and processes that are non-toxic or less hazardous to the environment are to be encouraged at the procurement stage.

2.1.24 During Construction

- Chemical, fuel and lubricant storage areas must be suitably located and protected to minimise the impact of any spillage or contamination on or around the site.
- If any contaminant material (for example leachate, waste oil, drums of chemicals and asbestos) is encountered during excavation and piling, then all work shall cease at that site until the nature and extent of the material has been established and an appropriate disposal strategy has been developed.

- Subcontractors are strongly encouraged to purchase non-toxic or less hazardous products that will not (or have less impact) harm the wellbeing of people and the surrounding environment. They will also be required to provide SDS for all products used on the site.
- Contaminated materials collected after an accidental spill shall be handled and disposed of in accordance with SDS and Statutory requirements.

2.1.25 Post Construction

- Any contaminated material (empty drums, rags, contaminated soils etc) shall be removed immediately from the site and disposed of in accordance with the appropriate regulations.

HERBICIDES AND OTHER CONTAMINANTS

- For this project it is not expected that Herbicides will be used on site
- If Herbicides or other contaminants are required on site, then a risk assessment will be conducted to determine the potential impacts and appropriate controls that will be put in place (based on the HoC) prior to the chemical being used on site.

ENVIRONMENTAL/POLLUTION INCIDENT RESPONSE MANAGEMENT

2.1.26 Environmental Issue/ Community Complaint/Incident reporting

All workers on site are required to report incident immediately to the site supervisor/foreman. North will report and investigate the incident in accordance with [PRO022 Incident Reporting](#) and Investigation.

Monitoring and close out of corrective actions will be conducted in accordance with [PRO021 Corrective & Preventative Action](#).

North Construction will, within one (1) working day of receiving a complaint about any environmental issue, arising from the work under the Contract, supply a written report to the Client detailing the complaint and immediate action taken to alleviate the problem. A final report with proposed measures to prevent the occurrence of a similar incident must be submitted to the Client within five (5) (insert actual reporting timeframe) working days using the Standard Form [NCB016 Incident Report](#) & the "Incident Investigation & Report" form [NCB017](#).

A complaints register will be kept on site as part as part of the incident reporting and investigation records file, which is within the North's Site Folder.

2.1.27 Liaison with Authorities

NCB will notify the appropriate authority of pollution incidents on or around the site which have occurred in the course of the project activities in the following circumstances:

- if the actual or potential harm to the health or safety of human beings or ecosystems is not trivial,
- If actual or potential loss or property damage (including clean-up costs) associated with a pollution incident exceeds \$10,000.

In the event of a pollution incident NCB will notify each relevant authority (identified below) when material harm to the environment is caused or threatened. The following information and procedures may assist those responsible for reporting a pollution incident.

- Firstly, call 000 if the incident presents an immediate threat to human health or property. Fire and Rescue NSW, the NSW Police and the NSW Ambulance Service are the first responders, as they are responsible for controlling and containing incidents.
- If the incident does not require an initial combat agency, or once the 000 call has been made, notify the relevant authorities in the following order. The 24-hour hotline for each authority is given when available:
- the appropriate regulatory authority for the activity under the POEO Act (usually the EPA or local authority – the local authority is a local council of an area under the Local Government Act 1993),
- the EPA, phone Environment Line on 131 555
- the Safework Authority – phone 13 10 50

North Construction will notify the Client in writing within 24 hours of any pollution incidents which involve the Office of Environment & Heritage. North Construction will prepare a report, using standard form [NCB017](#) on each occasion when the site is visited by the Office of Environment & Heritage, notifying the Client (where appropriate) of the purpose and outcome of the Office of Environment & Heritage visit and of all actions being taken by the Contractor in response to the Office of Environment & Heritage visit. *This report should be submitted to the Client within 5 working days of the Office of Environment & Heritage site visit*

ENVIRONMENTAL ACTIONS MONITORING

Daily monitoring along with weekly site inspections (NCB010) will be conducted to check that the environmental control measures are being employed. This will be adjusted and addressed to suit the stage of the project at the time of inspection.

2.1.28 Auditing

Weekly inspections (NCB010) will be kept onsite along with the [quarterly audit \(NCB011\)](#) that is completed by the Project Manager / Site Foreman. The quarterly audit will include aspects of the Site Specific Project Environmental Management Plan (section 27) to verify targets and requirements are being met.

Should an environmental incident or non-compliance occur, an out of sequence Quarterly Audit (NCB011) is to be undertaken, and all plans reviewed for effectiveness. Updates are to be made to ensure issues do not recur.

HERBICIDES AND OTHER CONTAMINANTS

- For this project it is not expected that Herbicides will be used on site
- If Herbicides or other contaminants are required on site, then a risk assessment will be conducted to determine the potential impacts and appropriate controls that will be put in place (based of the HoC) prior to them the chemical being used on site.

LIGHT SPILL

External lighting will be in compliance with AS4282-2019 control of obtrusive lighting effects of outdoor lighting. Consideration will be made with regards to light spill, particularly at night. Site Manager shall be responsible for ensuring all lights are turned off at the end of the day to ensure no light spill at night. Any security lights are to be aimed at the ground, not upwards.

ROLES AND RESPONSIBILITIES

Refer to Project roles & Responsibilities

Environmental Manager	North Construction & Building Safety Manager (John Melvin) is the Company's Senior Management representative for Environment. The Safety Manager has a general overview of the project and provides reports to the Managing Director North Construction.
Project Manager	- Development of project specific environmental management plans & communicating adequately to site supervisors - Ensuring compliance with Environmental Protection Authority legislation, regulations, standards and codes for each project. - Developing emergency procedures for site, and implementing same. - Ensuring site personnel complete risk assessments - Determining procedures for managing environmentally sensitive areas - Determining procedures for managing hazardous products including its removal from site - Reviewing the Development Consent for the Project and ensuring the appropriate controls are included in this Plan - Reporting of environmental incidents to the relevant Authorities and to the Client if required. - Assessing subcontractors and suppliers abilities to comply with Environmental Management System requirements. - reviewing and authorising the Project Environmental Management Plan and other project plans; - assigning Environment responsibilities to all project personnel; - ensuring all project personnel are suitably trained, and possess the necessary skills, to undertake their designated Environment responsibilities; - continually monitoring of Environment performance to ensure compatibility and continued effectiveness with the policy and objectives; - communicating Environment performance to the Senior Project Manager; - providing sufficient resources to ensure the Site Specific Project Environmental Management Plan practices are implemented; - participating in the review of the project Environment system and other relevant Environment meetings and programs; - ensuring appropriate training in Environment is provided to all project personnel. - ensuring the Site Specific Project Environmental Management Plan is correctly implemented to meet the requirements of the project; - liaising with project staff in the monitoring of environmental controls; - ensuring nonconforming environmental controls and practices are reported; - reviewing environmental monitoring & inspection reports and ensuring any actions required are initiated; - ensuring subcontractors fulfill their environment obligations; - attending meetings called to discuss environment issues; - identifying and documenting environment system problems; - assisting with the updating of the Site Specific Project Environmental Management Plan; - reviewing environmental activities in Inspection and Test Plans, Project Forms/Checklists; - registering and investigating environmental complaints - liaising with the Environment assurance representative from the client, stakeholders and Interested Parties

Site Foreman/ Site Supervisors	• assisting in the auditing/assessment of suppliers/subcontractors; • Ensuring compliance with EPA legislation, regulations, standards and codes at a site based level. • Developing and implementing emergency procedures for site. • Ensuring site personnel complete environmental risk assessments • Ensuring the workplace is protected & safe • Determining procedures for managing unsafe materials, plant and equipment • Verifying, by way of inspections and tests, that work areas, work methods, materials, plant and equipment comply with EPA legislation, regulations, standards and codes. • Implementing corrective actions to prevent recurrences of work site incidents and illness/injury. • Undertaking environmental hazard identification and risk assessment and implementing appropriate risk controls. • Initial reporting of environmental incidents to the Project Manager • ensuring environmental controls are established prior to commencement of construction activities; • ensure environmental aspects are included in the preparation of ITP's and Safe Work Method Statements; • performing Environment inspections as required by the system; • identifying and reporting environmental nonconformance and notifying the PM of the suspected nonconformance; • ensuring and verifying that corrective action is taken when required for nonconforming work. • ensuring procedures in the Site Specific Project Environmental Management Plan are followed; • perform surveillance and monitoring of environmental controls to ensure that they are established and maintained with requirements; • ensuring that environmental protection requirements are communicated to all personnel and subcontractors; • carrying out the agreed rectification works after identification of nonconformance.
Workers	• Are charged with complying with and participating in the active management of the Site Specific Project Environmental Management Plan, including implementation of agreed policy and procedures, review of the procedures and the use of personal common sense. • Preparation of trade specific Safe Work Method Statements & environmental risk assessments. • Details of the activities each subcontractor will be performing and the environmental implications; • The environmental controls the subcontractor will plan, implement and monitor regarding environmental protection measures and how environmental records will be kept; • How environmental protection measures on subcontracted work interface with adjacent work areas

SUBCONTRACTORS

North Construction will monitor the subcontractor's environmental compliance and the effectiveness of the subcontractor's environmental protection measures through the following methods.

SUB-CONTRACTOR ENVIRONMENTAL COMPLIANCE			
Sub-contractor	Activity	Proposed Environmental Controls	Monitoring of Environmental Compliance by Principal Contractor
Earthworks	Excavate & Fill to site, compaction of material	Will follow all the relevant environmental safeguards of within this document	• Inspection of work practices on a daily basis • Site H.S.E. Inspection Checklist (NCB010) to be completed weekly.
Concrete	Detail Excavation, formwork, concrete	Will follow all the relevant environmental safeguards of within this document	• Inspection of work practices on a daily basis • Site H.S.E. Inspection Checklist (NCB010) to be completed weekly.
Structural Steel	Installation of structural steel	Will follow all the relevant environmental safeguards of within this document	• Inspection of work practices on a daily basis • Site H.S.E. Inspection Checklist (NCB010) to be completed weekly.
Masonry	Laying of Blocks, Bricks	Will follow all the relevant environmental safeguards of within this document	• Inspection of work practices on a daily basis • Site H.S.E. Inspection Checklist (NCB010) to be completed weekly.
Roofing and Cladding	Installation of cladding and roofing products	Will follow all the relevant environmental safeguards of within this document	• Inspection of work practices on a daily basis • Site H.S.E. Inspection Checklist (NCB010) to be completed weekly.
Linings	Installation of Plasterboard and Linings	Will follow all the relevant environmental safeguards of within this document	• Inspection of work practices on a daily basis • Site H.S.E. Inspection Checklist (NCB010) to be completed weekly.
Tiling	Installation of Floor and Wall Tiles	Will follow all the relevant environmental safeguards of within this document	• Inspection of work practices on a daily basis • Site H.S.E. Inspection Checklist (NCB010) to be completed weekly.

Painting	Applications of paint to various surfaces	Will follow all the relevant environmental safeguards of within this document	• Inspection of work practices on a daily basis • Site H.S.E. Inspection Checklist (NCB010) to be completed weekly.
Floor Finishes	Application of epoxy paints and floor toppings	Will follow all the relevant environmental safeguards of within this document	• Inspection of work practices on a daily basis • Site H.S.E. Inspection Checklist (NCB010) to be completed weekly.
Electrical Services	Installation of all electrical services	Will follow all the relevant environmental safeguards of within Section this document	• Inspection of work practices on a daily basis • Site H.S.E. Inspection Checklist (NCB010) to be completed weekly.
Hydraulic Services	Installation of all Hydraulic Services	Will follow all the relevant environmental safeguards of within this document	• Inspection of work practices on a daily basis • Site H.S.E. Inspection Checklist (NCB010) to be completed weekly.

RELEVANT LEGISLATION

North Construction will comply with the relevant local, state & federal environmental legislations were appropriate. Please see the following acts environmental legislation which may apply: (Note: Copies of all legislation are available online)

Environmental Planning Legislation

Environmental Planning and Assessment Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/epaaa1979389/

Local Government Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/lga1993182/

Roads Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/ra199373/

Soil Conservation Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/sca1938215/

National Parks and Wildlife Conservation Act, (Cwlth) http://www.austlii.edu.au/au/legis/cth/num_act/npawca1975390/

Conservation and Heritage Legislation

Native Vegetation Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/nva2003194/

National Parks and Wildlife Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/npawa1974247/

Threatened Species Conservation Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/tsca1995323/

Environment Protection and Biodiversity Conservation Act, (Cwlth)

http://www.austlii.edu.au/au/legis/cth/consol_act/epabca1999588/

Noxious Weeds Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/nwa1993182/

Water Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/wa191283/

Water Management Act (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/wma2000166/

Heritage Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/ha197786/

Australian Heritage Commission Act, (Cwlth) http://www.austlii.edu.au/au/legis/cth/num_act/ahca1975311/

Aboriginal and Torres Strait Islander Heritage Protection Act, (Cwlth)

http://www.austlii.edu.au/au/legis/cth/consol_act/aatsihpa1984549/

Pollution and Waste Management Legislation

Protection of the Environment Operations Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/poteoa1997455/

Waste Avoidance and Recovery Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/waarra2001364/

Contaminated Land Legislation

Contaminated Land Management Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/clma1997238/

Fire Control

Rural Fires Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/rfa1997138/

Hazardous Substances

Environmentally Hazardous Chemicals Act, (NSW) http://www.austlii.edu.au/au/legis/nsw/consol_act/ehca1985373/

Tasks will be reviewed prior to commencing and the site team will assess if these tasks fall within the requirements of the development application or legislative acts. If this is the case, an application will be made to the relevant legislative body.

3 APPENDIX 1 – SUB PLAN - CONSTRUCTION TRAFFIC AND PEDESTRIAN MANAGEMENT (CONDITION C11)

**4 APPENDIX 2 – SUB PLAN - CONSTRUCTION NOISE AND VIBRATION
MANAGEMENT (CONDITION C12)**

**5 APPENDIX 3 – SUB PLAN - CONSTRUCTION WASTE MANAGEMENT
(CONDITION C13)**

6 APPENDIX 4 – SUB PLAN - CONSTRUCTION SOIL AND WATER MANAGEMENT PLAN (CONDITION C14)

7 APPENDIX 5 – SUB PLAN – FLOOD EMERGENCY SUB-PLAN (CONDITION C15)

8 APPENDIX 6 – ENVIRONMENTAL IMPACT STATEMENT

9 APPENDIX 7 – STATE SIGNIFICANT DEVELOPMENT CONSENT SSD 8972