



S J Walchester Ltd

Demolition & Earthmoving

**Environmental Policy
&
Arrangements**

S J WALCHESTER LTD

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Prepared by

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Operations Director**

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Signed:

Kwalchester

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Foreword

This Environmental Policy Document has been produced for S. J. Walchester Ltd and for the following who are part of the S. J. Walchester Group of companies:

S. J. Walchester Group Ltd, S. J. Walchester Ltd, SJW Earthmoving Ltd and S. J. Walchester Recycling Ltd. Where the term S. J. Walchester Ltd is used in the following document it applies to all the aforementioned.

INTRODUCTORY NOTE

This safety, health and environmental management system (the policy) is divided into three sections – policy, health and safety arrangements, and environmental arrangements.

The **'policy'** section contains the company's policy statements together with the safety, health and environmental organisation and the responsibilities allocated to individuals.

The arrangements for putting the goals of the policy statement into practice are contained in more specific form in the **'arrangements'** sections, which includes guidance on procedures (including assessment and documentation procedures) to be observed and adhered to in the course of company operations. Such guidance would be applied in conjunction with task and site specific health and safety instructions and documentation pertinent to individual work activities and environments.

COMPLIANCE REVIEW

S J Walchester Ltd's safety, health and environmental policy shall be formally reviewed annually by The Health and Safety Manager. This review shall cover all sections of the policy and shall ensure that:

- a) The responsibilities reflect the current staffing of the company.
- b) The arrangements remain unchanged.
- c) The guidance is still applicable.

Additionally, the policy shall be reviewed as necessary to reflect any changes in legislation, appointments or working methods and materials used.

SAFETY, HEALTH AND ENVIRONMENTAL PROGRAMME

The Health and Safety Manager shall undertake an annual review of the company's safety programme to ensure that the company is in compliance with the policy. This review shall check that:

1. All the responsibilities allocated in the policy are understood and are being performed.
2. The arrangements set up in the policy are being complied with and remain effective.
3. Records, as required in the policy, are being adequately compiled and retained.
4. All the necessary reports are being prepared and forwarded to the relevant persons within the company and the relevant enforcing authorities.
5. Any additional training needs are identified at all levels as appropriate.
6. Accident and incidents records are being monitored in order to identify trends.

The results of the review shall be compiled into a report for the managing director and shall include recommendations of the actions to be taken in order to rectify any non-compliance and improve overall health and safety performance.

Environmental Policy Amendment Sheet

Record of Amendments

| Version No | Date | Index Ref. | Brief Description of Amendment |
|------------|------------|------------|---|
| One | 25.07.2010 | Page 5,6,7 | Management & Responsibilities changes |
| Two | 14/06/11 | All | General Review of whole Policy |
| Three | 05/01/12 | All | General Review |
| Four | 07.09.12 | All | General Review |
| Five | 05/01/13 | All | General Review |
| Six | 09/12/13 | All | General Review |
| Seven | 03/07/2014 | ALL | Policy Review |
| Eight | 09/06/2015 | All | General Policy review |
| Nine | 12/06/2017 | All | Policy Review |
| Ten | 05/10/2018 | All | Policy Review |
| Eleven | 22/06/2019 | All | Full policy review - Environmental management structure reviewed. |
| Twelve | 08/07/2020 | All | General Review |
| Thirteen | 03/06/2021 | All | General Review |
| Fourteen | 14/03/2022 | All | |
| Fifteen | 01/03/2023 | All | General Review |

| Distribution | Purpose of issue | Number |
|--------------|------------------|--------|
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Environmental Policy Statement

S. J. Walchester Ltd is committed to a policy of effectively managing environmental performance in order to minimise the impact of our business processes on the natural environment and the community at large.

S J Walchester Ltd is committed to the conservation and improvement of the environment and recognises its responsibility to manage and minimise the environmental impacts of our activities, products and services.

This commitment extends to all Group Businesses, workplaces, employees and others affected by our operations.

Our objective is to integrate the assessment, management and control of environmental issues into the management of our business. We will:

Assess the environmental impact of our operations during planning and implementation phases to prevent pollution of the external environment.

To prevent pollution, minimise our inputs of utilities and resources and the outputs of emissions to the atmosphere, effluents to waters/sewers and wastes to disposal facilities; endeavouring to re-use, recover or recycle materials where practicable, or safe disposal where not.

Ensure compliance with all relevant environmental legislation as a minimum and, where practical, approved codes of practice and other requirements such as those specified by our clients.

Develop and implement objectives and targets to ensure a continual improvement in our environmental performance.

Incorporate sustainable environmental considerations into our management standards and onsite practices having particular regard to Fuel, energy and water consumption, use of low environmental impact materials and recycling waste and reusing materials, wherever possible.

Play our part in minimising the amount of demolition and excavation waste going to landfill. We will work to adopt and

implement standards for good practice in reducing waste, recycling more, and increasing the use of recycled and recovered materials.

To ensure that suppliers and contractors understand the Company Policy and assist them in developing appropriate systems and a responsible approach with regard to environmental issues;

Adopt a risk-based approach to providing appropriate training in environmental issues for our employees according to their role, work they undertake and their environmental responsibilities.

S. J. Walchester Ltd management is responsible for the implementation of this Policy statement and for ensuring environmental risks are assessed and appropriate management controls are implemented in accordance with S. J. Walchester Ltd standards. Environmental responsibilities have been defined for all S. J. Walchester Ltd personnel and are contained within the Company Environmental Policy document.

All employees and contractors are expected to co-operate with S. J. Walchester Ltd in the implementation of the Environmental Policy document and will ensure that their own work, so far as is reasonably practicable, is carried out with minimum risk to the environment. Consultation with all relevant shareholders will be structured to ensure environmental awareness and to encourage feedback so as to continually improve our environmental management processes.

This Policy statement will be prominently displayed at all workplaces and made available to the public and other interested parties upon request.

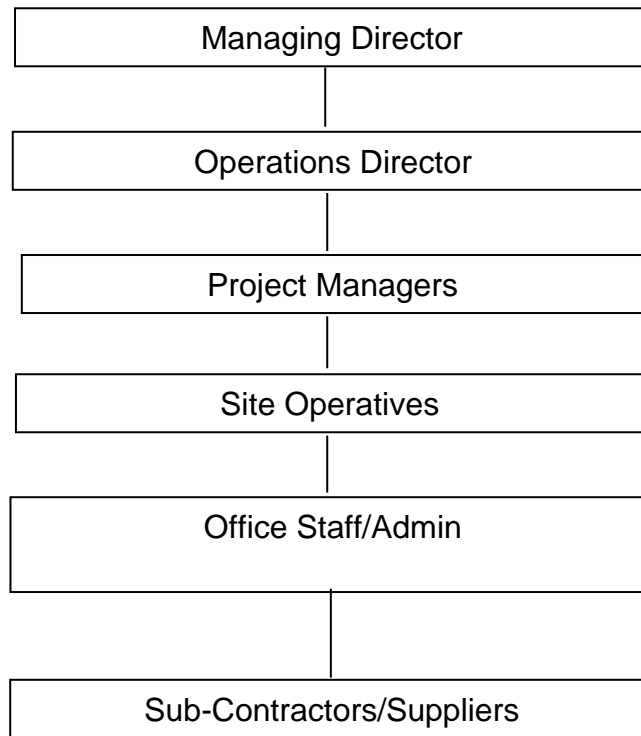
Signed:



Managing Director

Date: 01/03/2023

Management Structure for Environmental Policy



The **Managing Director's** environmental responsibilities are to:

1. Maintain overall responsibility for the performance and management (and strategies) of the Environmental Policy in all aspects including reporting, communications, co-ordination across activities, auditing and training.
2. Comply with the requirements of the Environmental Policy and act appropriately with regard to issues affecting impacts on the environment.
3. Contribute towards achieving environmental objectives and targets.
4. Ensure continual improvement in overall environmental performance.
5. Ensure appropriate forums exist (and are used) for discussion, debate and effective management of environmental issues.
6. Ensure legislative compliance.
7. Provide resources essential to the implementation and control of the company objectives, including human resources, specialised skills, technology and financial resources.

The **Operations Director's** environmental responsibilities are to:

1. Maintain overall responsibility for the performance and management (and strategies) of the Environmental Policy in all aspects including reporting, communications, co-ordination across activities, auditing and training.
2. Comply with the requirements of the Environmental Policy and act appropriately with regard to issues affecting impacts on the environment.
3. Contribute towards achieving environmental objectives and targets.
4. Ensure continual improvement in overall environmental performance.
5. Ensure appropriate forums exist (and are used) for discussion, debate and effective management of environmental issues.
6. Ensure legislative compliance.
7. Provide resources essential to the implementation and control of the company objectives, including human resources, specialised skills, technology and financial resources.

The **Project Manager's/Supervisor's** environmental responsibilities are to:

1. Maintain and co-ordinate environmental issues including the development of the Environmental Policy in all aspects.
2. Comply with the requirements of the Environmental Policy and act appropriately with regard to issues affecting impacts on the environment.
3. Contribute towards achieving environmental objectives and targets.
4. Identify aspects and impacts through the company's activities.
5. Manage and monitor environmental performance against set objectives and targets.
6. Propose and ensure agreement to objectives and targets through appropriate formal and informal discussions with staff and management.
7. Ensure effective communications across the activities, setting agenda's for discussion of environmental issues, ensuring co-ordination across all activities.
8. Ensure that employees under their management control operate in accordance with the requirements of the company environmental objectives. Collate, analyse and report on environmental data for assessing site environmental performance, including auditing.

9. Develop environmental targets for action plans for operational activities.
10. Comply with legal requirements, monitor new laws and government policy.

The **Operative's** environmental responsibilities are to:

1. Comply with the requirements of the Environmental Policy and act appropriately with regard to issues affecting impacts on the environment.
2. Contribute towards achieving environmental objectives and targets.

The **Accounts Manager's / Admin/ Secretary** environmental responsibilities are to:

1. Comply with the requirements of the Environmental Policy and act appropriately with regard to issues affecting impacts on the environment.
2. Contribute towards achieving environmental objectives and targets.

The **Contractors'** environmental responsibilities are to:

1. Comply with the requirements of the Environmental Policy and act appropriately with regard to issues affecting impacts on the environment.
2. Contribute towards achieving environmental objectives and targets.

The **Health and Safety Manager** shall:

1. Ensure that the safety, health and environmental policy and documentation, as prepared by them, is reviewed and updated as required.
2. Provide a telephone advisory service relating to all work-related aspects of health, safety and environmental work.
3. Carry out site safety inspections as requested by the company.
4. Provide written reports and assessments for the company subsequent to the inspections.
5. By arrangement, provide an accident/incident investigation service and liaise with the enforcing authority.
6. If requested, assess all method statements prepared by the company.
7. If requested, attend meetings regarding safety, health and environment on behalf of the company.
8. If requested, provide safety, health and environmental training to both management and staff.
9. Ensure that the staff act to reduce imminent danger wherever that may be seen in any area of the company's responsibilities.

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SECTION A

Arrangements for Managing Aspects, Impacts; Environmental Risks Arising from Work Activities

S J Walchester Ltd will establish and maintain (a) procedure(s) to identify the environmental aspects of its activities, products or services that it can control and those over which it can be expected to have an influence, in order to determine those which have significant impacts on the environment.

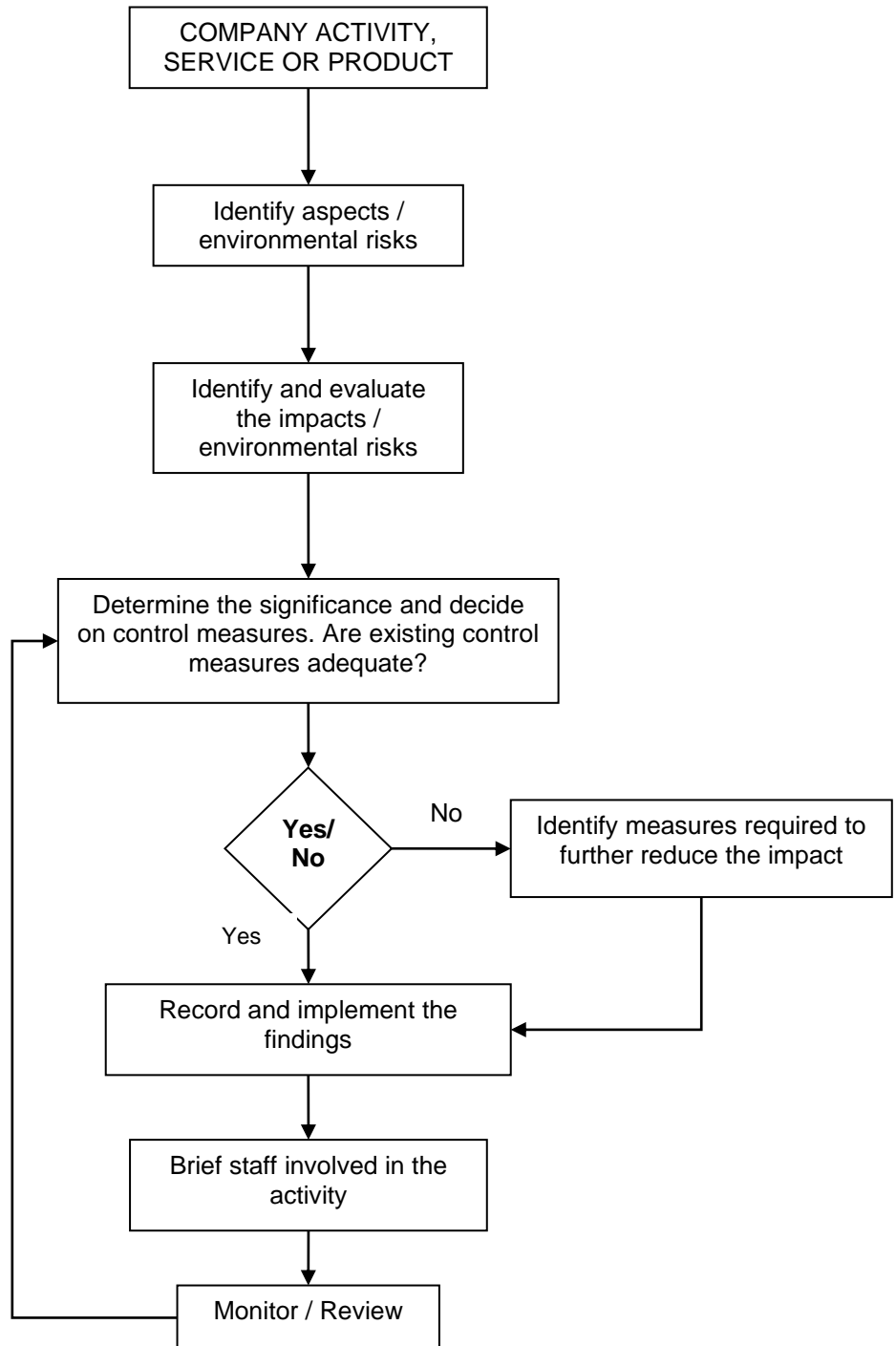
S J Walchester Ltd will ensure that all aspects related to the significant impacts from its activities, products and services are considered when setting its environmental objectives.

Procedures to identify all environmental aspects of the company's activities, services and products will be developed by the Managing Director who will be responsible for ensuring procedures are in place to determine which environmental aspects (past, present and potential) have had, have and can have a significant impact on the environment.

The MD will be responsible for ensuring that the company's aspects, impacts and environmental risks are identified and for ensuring that the control measures are implemented and communicated to employees.

The MD shall ensure the information on significant environmental aspects is continually updated, taking into account new activities, products, services etc.

Procedure for Managing Aspects and Impacts; Environmental Risks



See guidance notes section for details

SECTION B

Arrangements for Sustainable Evaluation and Development

S J Walchester Ltd take into account the principles of sustainable development in conducting its administrative, commercial and social activities, using the procurement of materials from local, sustainable sources.

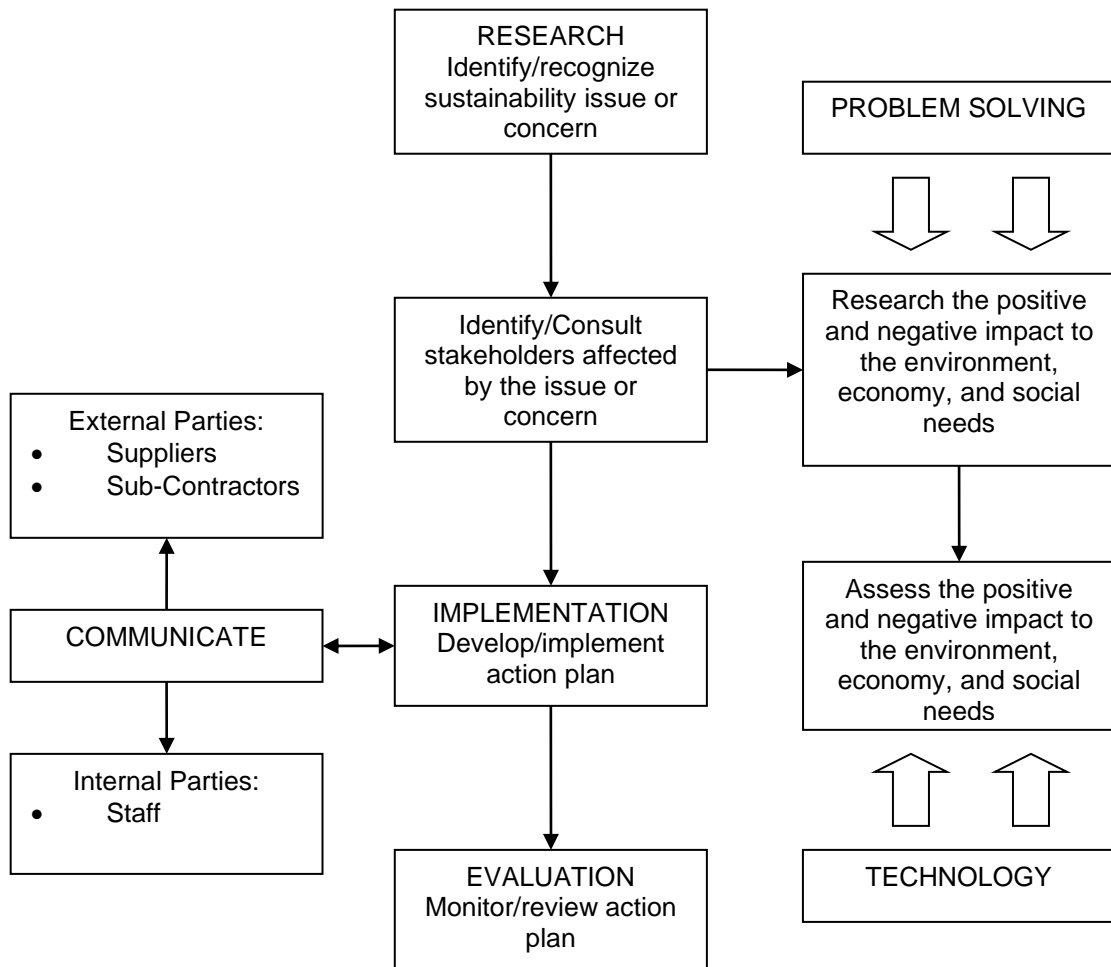
It is the aim of S J Walchester Ltd to prevent pollution, minimise our inputs of utilities and resources and the outputs of emissions to the atmosphere, effluents to waters/sewers and wastes to disposal facilities; endeavouring to re-use, recover or recycle materials where practicable, or safe disposal where not.

The Environmental & Waste Manager shall be responsible for identifying the strengths, weaknesses, opportunities and threats of the organisation to develop and implement strategies (action plans) for sustainable development.

Monitoring and measuring of sustainable development and strategies will be carried out by **The H&S and Environmental & Waste Manager**.

The MD has overall responsibility for the performance and management of strategies for sustainable evaluation and sustainable development, including the provision of resources essential to their implementation.

Procedure for Sustainable Evaluation and Development



SECTION C

Arrangements for Managing, Setting Objectives and Targets

In order to make continual improvements to our environmental performance, S J Walchester Ltd recognises the need to set achievable objectives and targets, implementing them through environmental improvement programmes.

S J Walchester Ltd's objectives and targets will be consistent with our environmental policy statement. **The H&S and Environmental & Waste Manager** will endorse and provide overall direction on environmental issues.

The H&S and Environmental & Waste Manager is responsible for implementing environmental aspects of the Safety, Health and Environmental Policy on a day to day basis.

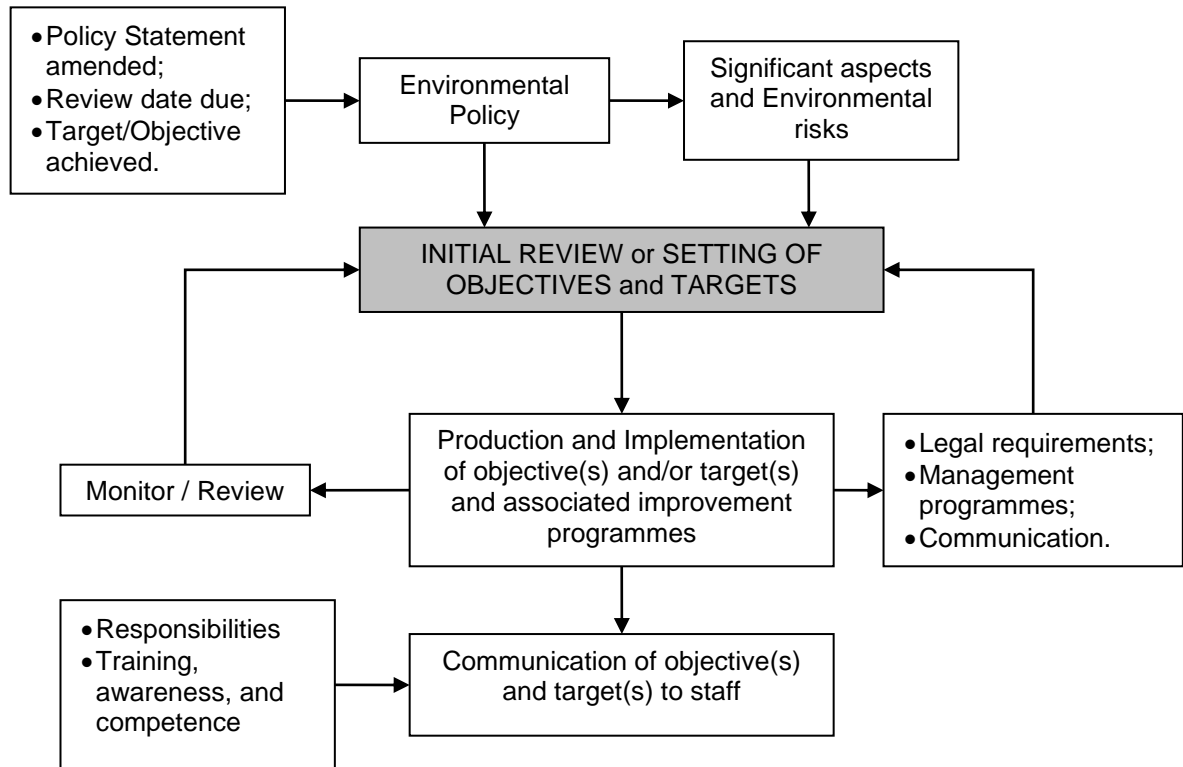
Any actions needed to ensure targets are properly managed, monitored and measured will be identified throughout the year and appropriate action undertaken by **The H&S and Environmental & Waste Manager** with the assistance from relevant departments and staff.

The H&S and Environmental & Waste Manager is responsible for ensuring adequate resources essential to the implementation and control of company objectives including personnel, specialised skills, technology and financial resources.

The H&S and Environmental & Waste Manager and employee representatives will identify, evaluate and recommend ideas for improvement programmes, objectives and targets.

A systematic audit by **H&S and Environmental & Waste Manager** of the organisations activities will help determine if the objectives and targets are being met. The results of these audits will be presented to senior management as part of S J Walchester Ltd's formal review.

Procedure for Objectives and Targets; Monitoring and Measurement



SECTION D

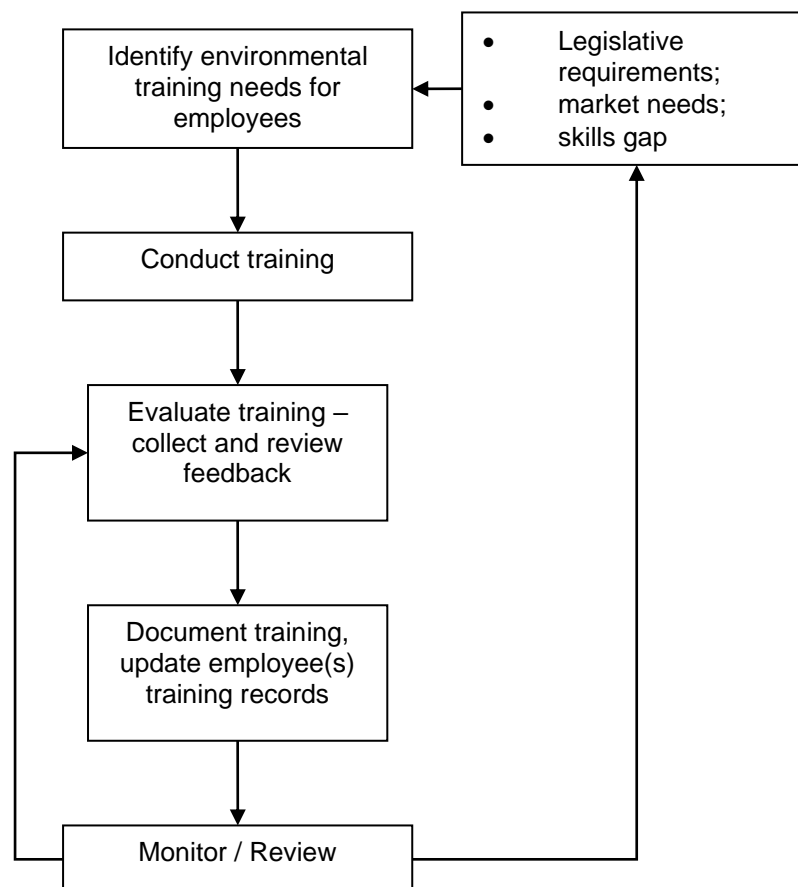
Arrangements for Competence, Training and Awareness

All employees must receive sufficient training to undertake their responsibilities effectively and competently. S J Walchester Ltd recognise that it is important to train all our staff in general environmental awareness and emergency preparedness, in particular to activities, products and services relating to our operations.

The MD will assist the **H&S and Environmental & Waste Manager** to identify environmental training requirements of different job types, processes and emergency response to maintain the environmental skills base. Additional training needs or requirements will be identified through the staff annual appraisal process by the employees immediate Manager or Supervisor.

Feedback from training undertaken will be collected and evaluated for effectiveness by **the H&S and Environmental & Waste Manager**.

Procedure for Competence, Training, and Awareness



SECTION E

Arrangements for Managing Environmental Emergencies and Incidents

S J Walchester Ltd recognise our duty to develop procedures which details the way in which potential environmental emergencies and incidents are identified and managed and how emergency response procedures will be documented, reviewed, amended and tested.

The **H&S and Environmental & Waste Manager** will identify potential environmental emergencies and incidents through the S J Walchester Ltd activities and environmental aspects and impacts. Incident specific procedures will be developed, describing the action to be taken in the event of such an emergency / incident with the aim of minimising the environmental consequences.

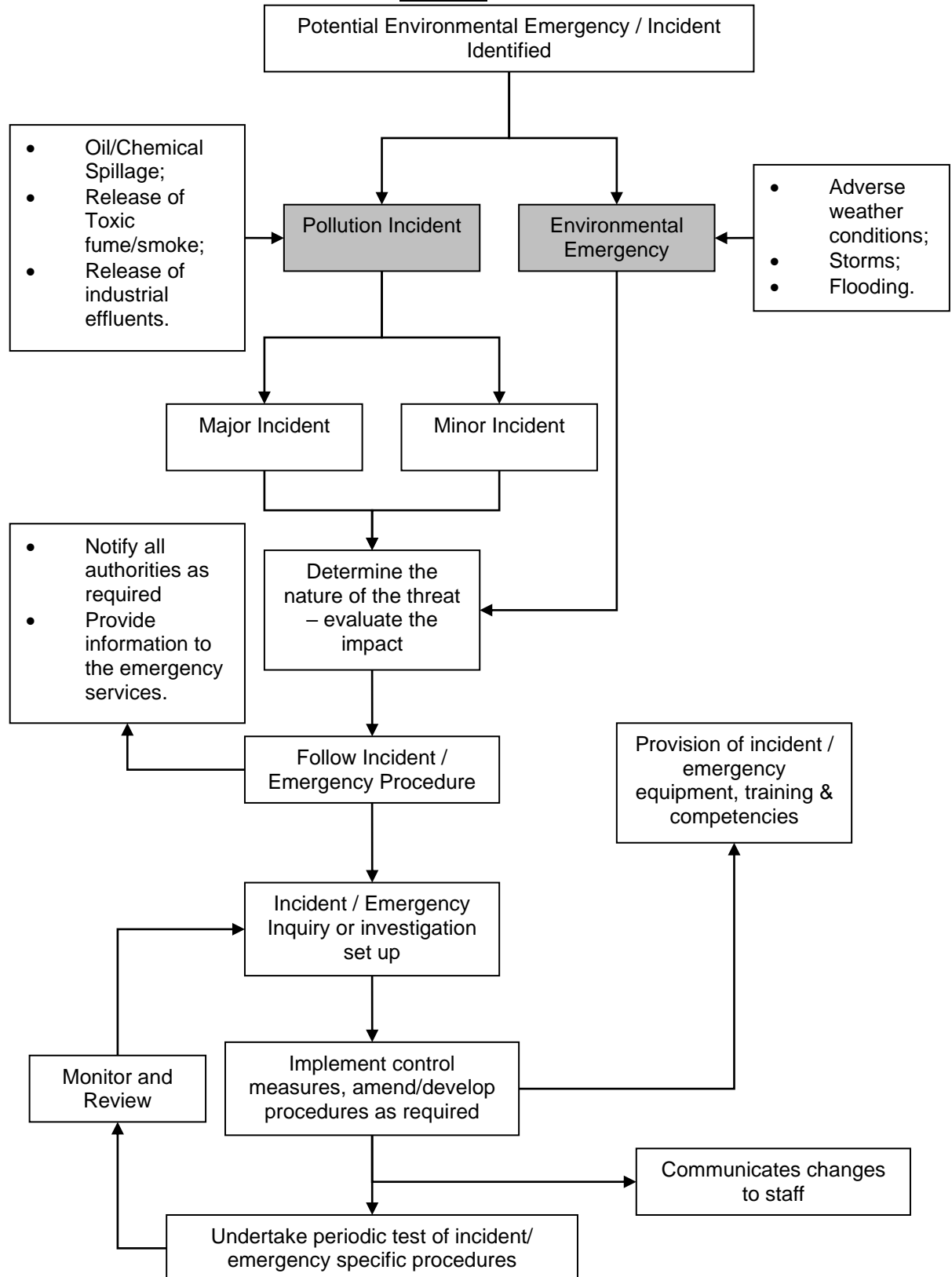
The **H&S and Environmental & Waste Manager** will be responsible for assessing if there is adequate incident specific management equipment and training for potential environmental emergencies / incidents. The **H&S Manager** will communicate emergency and incident preparedness response procedures to appropriate staff to a level that they can manage any environmental emergencies / incidents in their area of responsibility.

The **H&S and Environmental & Waste Manager** will review and amend the procedures following, a periodic review, an incident / investigation or testing effectiveness of procedures and emergency preparedness and response.

A register of incidents / emergencies and non-specific procedures will be maintained by the **H&S and Environmental & Waste Manager**, detailing the department to which the procedure and incident relates. The details will include a description of (a) how the incident occurred, the date, (b) the extent of the incident, (c) actions taken, (d) any necessary remedial steps, (e) involvement of external organisations, (f) overall environmental damage – costs and complaints, (g) breach of legislation, (h) action to prevent recurrence, and (I) any follow up actions.

After every environmental emergency / incident an investigation will be undertaken by The **H&S and Environmental & Waste Manager** forwarding details to senior management.

Procedure for Managing Environmental Emergencies and Incidents



SECTION F

Arrangements for Waste Disposal

All waste generated during the course of this company's activities shall be deemed "controlled waste" and disposed of in a responsible manner in accordance with our duty of care under the Environmental Protection Act.

The H&S Manager, Environmental & Waste Manager Project Managers & Site Supervisors shall ensure that all waste materials are stored and disposed of in accordance with company procedures and relevant legislation.

The Site Supervisor shall ensure that disposal of all "non-hazardous waste" is accompanied by and recorded through a system of signed "waste transfer notes".

The Site Supervisor shall ensure that disposal of all "hazardous waste" is accompanied and recorded through a system of signed "hazardous waste consignment notes".

The H&S Manager shall ensure that all Consignment and waste transfer notes are kept on file.

Procedures for Waste Disposal

