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Design Environmental Contract Documentation - Review and Acceptance Form

Project Name:	Chesterton Interchange
OP Reference:	131511
Sponsor:	Julie Houghton
Project Manager:	Jon Clarke

Prepared By Name: Katherine Scott	Signature: 
	Job Title: Project Management Manager
Accepted By Name: Liz Howarth	Signature: 
	Job Title: Environment Manager

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Revision History

Review	Status	Details	Date
LH	checked	1 st Review	15/11
Atkins	Responded	Atkins comments	10/12
KS	Updated	Updated to show acceptance of changes	16/12

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1 First Review

The first review of the Design Environmental Contract Documentation, as required by Contract Requirements Environment (NR/L3/ENV/015), was undertaken on the 15th November 2013 by Liz Howarth (Environment Manager) and Peter Ives (Environment Specialist) and the findings of the review have been recorded in Appendix A.

The outcome of the review was that further information/clarification is required before acceptance and hence the documentation will progress to a second review.

2 Subsequent Reviews

The second review of the Design Environmental contract documentation was undertaken on the 10th December by Liz Howarth and role and the findings of the review have been recorded in Appendix B.

The outcome of the review was second round acceptance.

3 Ongoing Reviews

These documents will be reviewed and updated throughout the GRIP lifecycle.

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Appendix A – First Round Review Findings

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(Design) EMP – Cambridge Science Park

Clause	Requirement	Acceptable	Not Acceptable	Comments	Atkins Response
Environmental Risk Assessment (may be a standalone document or combined within the EMP)					
5.2.2 & 6	Has an appropriate Environmental Risk Assessment (ERA) been undertaken? The ERA should identify risks and opportunities associated with the Network Rail sustainability policy, standards, legal requirements and any other environmental obligations. Its should include all activities to be carried out, identify potential risk/opportunities and include an assessment of the risks/opportunities for impact areas such as air quality, archaeology, contaminated land, ecology, energy, landscape, materials, noise, waste, water protection etc. associated with the actual works, it should not be a generic document.	Y			No Action
Environmental Management Plan (EMP) General Requirements					

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5.2.3	<p>Format – has the mandated template from NR/L2/ENV/015 been used?</p> <p>Review arrangements - Has the process and timescales for updating the EMP been documented within the EMP?</p>		N	<p>Not exactly but all the headings are covered.</p> <p>Document doesn't include any timescales for updating the EMP</p>	<p>The submitted Environmental Management Plan (EMP) has been updated to reflect template from NR/L2/ENV/015.</p> <p>Timescales are included in Section 3.</p>
Environmental Requirements – All Contracts					
7.1	Requirements and Consents				
a)	Does the EMP identify or refer to a record of potential/actual environmental consents held and required by the project?		N	Could not find consents register	Consents Summary contained in Appendix D.
b)	Does the EMP specify a programme for applying for and obtaining consents?		N	Could not find consents register	Consents Summary contained in Appendix D.
c)	Does the EMP specify that the designer, when instructed by the Employer's Rep, will become holder of any existing permissions and consents?		N	Could not find consents register	Consents Summary contained in Appendix D.

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d)	Does the EMP specify that the designer, when instructed by the Employer's Rep, will transfer existing permissions and consents to Network Rail (or any persons nominated)?		N	Could not find consents register	Consents Summary contained in Appendix D.
e)	Does the EMP specify that copies of any permits/consents/licenses will be provided to the Employer's Representative within 7 days of receiving them?		N	Could not find consents register	Consents Summary contained in Appendix D.
7.2	Objectives and Targets				
a)	Have environmental objectives, targets and EPIs been agreed and detailed in the EMP?		N	Objectives are cover relevant topics but are not challenging enough considering the scale of the project. There are no targets to measure their implementation. For example the energy section states that 10% of the station's energy will come from renewables and BREEAM Very Good will be achieved. The 80% figure	Objectives will be identified at GRIP 4 stage and not confirmed. Targets and timescales will be agreed upon appointment of a contractor to carry out the works as required by NL/L2/ENV/015. This is subject to the project being taken over by NR.

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				for reuse and recycling could also be included. They do not indicate how design measures will be monitored.	
b)	Does the EMP confirm that provision has been made to collect and monitor EPI information as required per NR/L3/INI/CP0050? <i>(this clause will not be relevant in the majority of cases and hence assessment against this criteria is optional in this review)</i>			N/A	No action
c)	Does the EMP define how progress against the objectives, targets and EPIs will be reported to the Employer's Representative?		N	Need to include information on how progress against targets will be measured and reported to NR	NL/L2/ENV/015 states "report progress to the Employer's Representative against all the agreed objectives, targets and EPIs, periodically or as otherwise agreed with the Employer's representative." This is subject to appointment of the contractor.
7.3	Roles and Responsibilities				
a)	Does the EMP provide evidence that suitably qualified and competent		N	There are lots of roles mentioned here. Who will be	Section 1.5 of the EMP states that PMs/Client rep will

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	personnel (to support delivery of the environmental requirements), including the nominated lead on environment, will be in place for duration of the project?			working on this project? For how long and what are their qualifications?	ensure that all individuals on the project will have the appropriate training and experience required. Timescales are not required to be identified by NR/L2/ENV/015.
b)	Does the EMP clarify that the designer will notify the Employer's Representative of any intended changes in personnel with core environmental responsibilities?		N		Section 1.7 states "An effective communication programme will be established with Network Rail and relevant Contractors and include: regular progress reports, formal reporting methods, and a system for establishing and maintaining effective communication channels both internally and externally at the meetings detailed below." This will cover any changes in personnel with core environmental responsibilities.
7.4	Competence, Training and Awareness				
a)	Does the EMP provide evidence that	Y			No action

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	the designer has assessed the competency and training requirements of personnel relating to the environmental requirements (i.e. through the production of an environment competency and training plan)?				
b)	Does the EMP provide evidence that the designer provides training and awareness of the specific contract risks and opportunities to directly employed and sub contracted?	Y			No action
c)	Does the EMP specify where records of competency requirements and training will maintained?		N	Just need to update with a location	NR/L2/ENV/015 does not require a location to be provided. The records should be available on request by Employers Representative
7.4.1	Internal Communication				
a)	Does the EMP provide evidence of how communication of the ERA and associated controls with direct employees and sub-contractors, will be managed?	Y			No action

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b)	Does the EMP specify that a copy of the Designer's environmental policy and other appropriate environmental information will be displayed on all notice boards?		N	Where is the designer's environmental policy displayed?	Section 1.6 of the EMP states "Communication, including environmentally-related information for the project, will be by means of: project induction, environmental briefings/toolbox talks, written environmental briefs, memos, publications, COSS packs and information posted on safety notice boards."
c)	Does the EMP specify how appropriate environmental communications will be managed?		N	No information about how environmental information will be managed.	See above
d)	Does the EMP specify a nominated person with responsibility for maintaining internal communication on environmental matters?		N	No one has been nominated	Section 1.5.1 of the EMP indicates the PM has this responsibility: "Acts as the interface between various design disciplines to ensure that environmental considerations have been taken account of in final design output."
7.5	External Communication and Managing Lineside Neighbours				

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7.5.1	With Network Rail - Does the EMP specify that a progress meeting regarding environmental performance (risk mitigation, EPIs, progress against objectives, audit review etc.) with the Employer's Representative is to be regularly organised at an agreed (with the Employer's Representative, interval?		N	This section is too general and does not state where environmental performance will be discussed	NR/L2/ENV015 does not require a location for the environmental performance to be discussed. The environmental performance will
7.5.2	With Statutory Authorities and Non Governmental Organisations – Does the EMP specify that it will maintain a record of discussions held with statutory authorities and that the Employer's Representative shall be informed of any unplanned approaches from one of these bodies.		N	This section is also too generic. How is liaison with statutory authorities managed (e.g. with the local authority?)	EMP has been updated to include information with liaison with statutory authorities.
7.5.3	With Other Stakeholders (i.e. lineside neighbours, interest groups etc) – Does the EMP identify all other stakeholders affected by works and detail how they will be consulted/informed of		N	Other stakeholders not identified	EMP has been updated to include information on relevant stakeholders.

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	works?				
Specified Environmental Impact Areas – Works Contracts					
8.1	General Environmental Management Design – Does the EMP specify how environmental performance data is to be collected and its accuracy verified to support the gaining of any award including LEED, BREEAM and CEEQUAL (<i>where appropriate</i>)?	Y			No action
8.2	Air quality –Does the EMP specify which BPM have been included in design (i.e. design to minimise emissions such as dust, smoke, particulates, fumes and smells)?	Y			No action
8.3	Archaeology and Cultural Heritage – Does the EMP identify features affected and the associated consent requirements? Does the EMP specify the design measures to minimise disturbance?	Y			No action

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8.4	Contaminated Land – Does the EMP identify areas of potentially contaminated land? Does the EMP specify how the design will minimise disturbance or remediate/remove the contaminated land?	Y			No action
8.5	Ecology – Does the EMP identify ways the project can contribute to the Network Rail sustainability policy? Does the EMP identify habitats and likely species to be affected by the works and specify how the design will minimise this disturbance? Where not enough information is known, has the contractor outlined the ecological surveys it will undertake to identify the site specifics? Does the EMP recognise the requirement to look for opportunities to enhance the ecology through design (i.e. planting schemes)?		N	This section should state what actions need to be taken as a result of the ecology surveys. For example were any Great Crested Newts found and what further action is required.	EMP has been updated to include relevant information.

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8.6	Energy –Does the EMP specify the appropriate assessment and recording of predicted energy consumption and/or Co2(e) emissions over the whole life of the project? Have appropriate low energy/CO2(e) solutions been proposed (i.e. use of insulations, use of building management systems, optimising sunlight, assessing potential use of renewables)?		N	<i>‘ The main energy implication for the proposed works is the extraction, in the case of primary aggregates and fill, and transport of materials, both to and from site’</i> How have you come to this conclusion? Have you used a carbon calculator? Please include some more detail about how you will achieve the 10% figure and BREEAM very good.	EMP has been updated to include relevant information
8.7	Landscape – Does the EMP identify visual impacts that may potentially impact on the landscape? Does the EMP specify how these adverse visual impacts will be managed (i.e. retaining original features and safeguarding trees, soil and water conditions, enhancement opportunities)?	Y			No action

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8.8	Lighting –Does the EMP specify how BPM has been include in the design to reduce light intrusion (i.e. avoid use of lighting or specifying appropriate lux levels, specifying directional lighting etc)	Y			
8.9	<p>Materials – Does the EMP specify how the use of non-sustainable resources will be incorporated into the design (i.e. designing solutions to reduce material consumption, minimise the requirement for primary products, identify potential for reuse of products or materials within the project)?</p> <p>Does the EMP state that the design shall specify the use of WWF Global Forest Trade Network (GFTN) certified timber been sourced for all temporary and permanent uses (unless otherwise agreed and recorded as such)?</p>		N	<p>This section should include information about reducing the materials used in the final scheme.</p> <p>This section does also not make a statement using GFTN timber.</p>	EMP has been updated to include relevant information

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8.10	Noise and Vibration – Does the EMP identify sensitive receptors and specify how the design will implement BPM to manage noise and vibration (i.e. appropriate assessment of the noise and vibration impact from the design, designing to minimise constriction and operational noise and vibration, designing to reduce the impact on receptor sites where elimination of the impacts is not reasonably practicable)?		N	Does not include information about noise from the new station e.g. PA announcements	This is recorded in the Environmental Impact Assessment/Environmental Statement submitted for planning purposes. EMP has been updated to include relevant information
8.11	Waste – Does the EMP reference the project Site Waste Management Plan (SWMP)? Does the EMP specify how the design will actively seek to reduce the volume of waste produced (maximising opportunities for reuse, recycling and recovery, assessment of end-of life options,	Y			No action

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	specification of recycled and recyclable materials, inclusion of space on site for recycling etc)?				
8.12	<p>Water – Does the EMP identity water features that may be affected by the works? Does the EMP specify how the design will seek to protect and enhance the water environment (i.e. identifying drains, designing operational pollution prevention measures, assessment of the use of sustainable drainage systems etc)?</p> <p>Does the EMP specify how the design will seek to minimise construction and operational water consumption (i.e. specifying water efficient plan and equipment, specifying the use of appropriate quality of water for its use such as harvested water, grey water, abstracted water or tanker delivery)?</p>		N	How will water use / water runoff be managed in the final design?	SUDS will be included in the design. Details are not available at present and will be further discussed at detailed design stage. The final design is being discussed with the Environment Agency to comply with their requirements.

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General/Overall Comments					
				This plan does not seem site specific enough. It also concentrates too much on the construction issues and not enough on the final design. The information required is probably available but it is not reflected in this plan.	Only AiP has been produced at this stage and this EMP uses this information. Please note that AiP have already been approved by NR.

Design Environmental Risk Assessment and EMP Accepted? Yes

Signed:  Date: 8.1.14

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Appendix B –Second Round Review Findings

N/A actions closed out