

ENVIRONMENT

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KEY

[A31] = Electronic Folder Reference

REVISION TABLE

Revision*	Date	Comments
A	NA	-
B	18/09/07	-
C	20/10/09	-
D	20/10/10	-
E	19/10/12	-
1	25/07/14	-
2	09/09/14	Incidents/accidents section added.
3	19/05/15	Environmental Aspects and Impacts assessment added.
4	23/05/16	Environmental legislation updates.
5	19/05/17	Update for greenhouse gas emissions, waste, and responsibilities
6	23/07/18	Policy statement update
7	02/09/19	Update to greenhouse gas emissions monitoring
8	26/10/20	Added Roles and Responsibilities section

*Following re-formatting and consolidation in July 2014 revision naming was changed from letters to numbers.

1. ENVIRONMENTAL POLICY STATEMENT

Robert Walpole and Partners considers the impact of its work on the environment and regards good environmental management as part of the operation of its business.

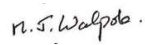
Robert Walpole and Partners, where practical, seeks to implement the latest environmental standards and practices and to comply with all current environmental legislation and regulations.

Robert Walpole and Partners seeks to design and prepare specifications with regard to impact on the environment.

Robert Walpole and Partners is committed to:

- a) increase awareness of environmental responsibilities among staff, supply chain and customers where possible.
- b) protect the environment by minimising waste and pollution and operating environmentally sound waste management procedures.
- c) minimising the environmental impact by reduction in consumption of unnecessary resources and power.
- d) avoid wherever practicable the use of environmentally damaging substances, materials and processes.
- e) consider environmental factor in respect of the growth of the business, seeking as far as possible to reduce harmful environmental impacts.
- f) consider and mitigate environmental hazards in our delivered work through assessing risks and working closely with clients.
- g) set annual environmental objectives to help meet our commitments.
- h) and continual improvement in our environmental performance wherever practicable.

Progress in implementing this policy will be reviewed annually by the partners.

Signed: 

M. J. Walpole
Partner

Date: 26.10.20

2. REVIEW OF ENVIRONMENTAL ASPECTS ASSOCIATED WITH COMPANY ACTIVITIES

Table 1 summarises the measures Robert Walpole and Partners utilises to mitigate its environmental impact.

Table 1: Mitigation measures of environmental impact

No.	Aspect	Impact	Mitigation
1.	Waste Generation	Disposal of waste to landfill	Food waste is to be separated from other waste prior to disposal. Printer cartridges are to be collected separately and sent for refurbishment. Any electrical equipment is taken to appropriate collection centre. Used batteries are collected and taken to recycling points.
2.	Electricity Consumption	Global warming	All electrical equipment and lights are switched off when not in use. Old IT equipment is to be replaced with modern and more energy efficient.
3.	Water Consumption	Depleting natural resources	Water usage is limited to Public Health purposes.
4.	Vehicle Emissions	Global warming	Replace any vehicles with smaller engine vehicles. Encourage travel on public transport and shared car travel.
5.	Office Consumables	Depleting natural resources	Office consumables are ordered as and when required with minimal stocks stored. Most design submissions are made electronically minimising requirement for paper and packaging. Staff are encouraged to utilise double-sided printing where possible.
6.	Protected Species	Reduced biodiversity	A desktop study should be undertaken prior to any site visit in order to identify the possibility of encountering any protected species. This information should be further passed onto construction teams as part of design deliverables.
7.	Invasive Species	Degradation of habitat	A desktop study should be undertaken prior to any site visit in order to identify the possibility of encountering any invasive species. This information should be further passed onto construction teams as part of design deliverables.
8.	Site Surveys	Environmental noise	No loud conversations are to take place when surveys are undertaken during night. Engines of stationery vehicles should be switched off.

3. ROLES AND RESPONSIBILITIES

General responsibilities based on staff roles are noted in the Quality Assurance policy [A44.01]. All employees are responsible for complying with provisions of this policy.

Typical environmental issues that can be encountered on managed infrastructure (for instance protected or invasive species) are covered during basic safety training. This is supplemented by site specific risk assessment prepared in advance of site activities.

Health, safety and environmental risks specific to individual projects are identified during the design process in the form of a Designer's Risk Assessment. The responsibility for identifying and reducing environmental risks falls with the Project Engineer. Should an advice from a specialist be needed, a suitable external consultant will be engaged based on environmental issue identified. Minimum competence requirements of consultant providing rail-specific advice shall be:

- a) Relevant training,
- b) Membership of relevant professional institution,
- c) Knowledge of the relevant legislation and standards,
- d) Suitable experience in providing advice and tactical support.

4. ENVIRONMENTAL LEGISLATION UPDATE

The business receives information and updates about legislation in a variety of ways summarised in Table 2.

Table 2: Sources of environmental legislation

Journals and magazine subscriptions	Websites and electronic resources
<ul style="list-style-type: none">a) ICE New Civil Engineer (NCE)b) CIWEM Environment Magazine	<ul style="list-style-type: none">a) Environment Agency websiteb) Croner-i websitec) Large compilation of electronic resources through the TfL Intranetd) CEDREC Environment Monthly Bulletin

5. INCIDENTS/ACCIDENTS

Any environmental incidents/accidents need to be reported using the Accident Report form (located within Health and Safety policy A44.02).

Any environment related queries should be forwarded to one of the partners for review and further action.

6. SUB-CONSULTANTS

Any appointed suppliers will be required to comply with this policy in addition to any environmental controls that they might already have in place. Suppliers are checked to ensure adequate environmental management through the Supplier's Questionnaire [A46].

7. WASTE AND RECYCLING

Office waste is separated by use of two types of bin (general and recycling), as well as separate disposal and recycling of empty batteries, plotter ink cartridges, and electronic equipment as noted in section 2.

Bin waste is removed from the premises by Suez Recycling and Recovery UK Ltd. On site, waste is disposed of through means provided and approved by the client. Where this is not available waste is to be returned to the office where it can be disposed of or recycled as appropriate.

8. GREENHOUSE GAS EMISSIONS AND MONITORING

Robert Walpole and Partners aims to reduce greenhouse gas emissions through the mitigations in section 2 and action plans described in the Annual Environmental Objectives [A44.09].

Robert Walpole and Partners has tested and assessed the usefulness of Greenhouse Gas emission calculation and monitoring within the business. During this process it was determined that such monitoring was of minimal use to the business as emissions fluctuated too greatly depending on site location and site visit requirements. Both of these factors are client driven and are outside of our control. Emissions monitoring remains the responsibility of the Quality Manager who will review the need for future monitoring as required.