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The North Wales Wind Farms Connection Project

Environmental Statement Chapter 2 - Description of Proposed Development Technical Appendix 2.1 Part A

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Regulation 5(2)(a)

The North Wales Wind Farms Connection Project
Appendix 1 – Example Toolbox Talks

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Hazardous Substances

WHAT?

The **Control of Substances Hazardous to Health Regulations (2002) (COSHH)** and the **Management of Health and Safety at Work Regulations 1999** control the use and storage of hazardous substances on site, including chemicals and pesticides.

COSHH assessments must be made for all potentially hazardous materials on site and together with safety datasheets are important because they determine the:

- hazardous properties of a substance/material and potential risks to the environment
- necessary storage and disposal arrangements
- emergency arrangements and what to do in the event of a spill.

WHY?

Proper storage and use of hazardous substances, chemicals and pesticides reduces wastage and the risk of spillages that could result in possible ground or water contamination or health and safety incidents.

DO

- ✓ **Ensure** that any required COSHH assessments have been undertaken
- ✓ **Ensure** that the storage of all substances/materials on site conforms to the specific COSHH requirements e.g. storage in a bunded area
- ✓ **Ensure** that safety datasheets are stored in an easily accessible location which site staff are aware of
- ✓ **Keep** the site tidy so that hazardous substances are not at risk
- ✓ **Transfer** chemicals between containers only within a suitably bunded and protected area
- ✓ **Minimise** accidental spillage and ensure that adequate emergency procedures and spill kits are in place before use of hazardous substances
- ✓ **Use** hazardous substances in accordance with manufacturer's directions, including use of specified PPE
- ✓ **Dispose** of any leftover product or empty product containers in accordance with COSHH datasheets
- ✓ **Ensure** all containers are adequately labelled at all times – check regularly

DO NOT

- ✗ **Store** more hazardous substances than is necessary. This costs money and increases the pollution risk
- ✗ **Use** hazardous substances without referring to the COSHH documents and safety datasheets
- ✗ **Use** hazardous substances without the correct PPE
- ✗ **Ignore** leaking containers or spillages on site
- ✗ **Wash away** spillages into drains and watercourses
- ✗ **Ignore** peeling or faded labels – replace

Soils and Aggregates

WHAT?

Soil is made up of minerals that come from rocks below or nearby and decomposed organic matter. The proportion of each of these is important in determining the type of soil that is present. Other factors such as climate, vegetation, time, the surrounding terrain and human activities are important in influencing how soil is formed and the types and quality of soils. Aggregates are mineral materials, such as sand or stone, used in civil engineering.

WHY?

Soil supports diverse ecological systems and habitats and provides the growing medium for crops. It also absorbs rainfall, delaying its movement into watercourses and filters or transforms chemicals that pass through it, preventing pollution of water or air.

Any damage to soil quality affects its long-term functioning and has an impact not only on ecological diversity, the performance and visual quality of vegetated areas but can have impacts off-site, such as flooding, aquifer recharge and water quality.

It is therefore essential that impacts are reduced to the minimum necessary for the works and that all work is undertaken in accordance with best practice.

DO

- ✓ **Plan** soil stripping carefully, in advance
- ✓ **Follow** all identified mitigation requirements for the location to be stripped
- ✓ **Check** whether the project archaeologist should be on site during the soil stripping
- ✓ **Strip, segregate and store** within the identified site working areas for reuse
- ✓ **Consult** the team leader/site manager and discuss with landowner/occupier in advance if space does not allow this
- ✓ **Keep records** of where all removed soils are stored including the different layers
- ✓ **Create** separate bunds for the different layers which are removed
- ✓ **Locate** soil storage bunds away from watercourses (30m)
- ✓ **Protect** long-term mounds from run-off/ponding by a cut-off ditch linked to discharge facilities
- ✓ **Locate** storage bunds away from other site operations/traffic to prevent damage
- ✓ **Dispose** of any stored soil that are contaminated in accordance with the contaminated land plan
- ✓ **Form** bunds of no more than 1.5m and design to shed water
- ✓ **Check** the need for measures to reduce dust and potential nuisance
- ✓ **Return** soils to their original location

DO NOT

- ✗ **Mix** topsoil with subsoil layers
- ✗ **Store** soil in wet areas. If the storage area is wet it will need to de drained
- ✗ **Track** over stored soils – this can compact and destroy soil structure
- ✗ **Store** topsoils in bunds over 1.5m
- ✗ **Store soils carelessly** – plan restoration in advance

Working in or Close to Protected/ Designated Sites

WHAT?

Sites with important habitats, plant and animal species or natural landforms can be given special protection under legislation at the regional, national or international level according to their importance, rarity or typicalness.

WHY?

Avoid Prosecution:

Unless in an emergency situation it is an offence to carry out works in a designated site without prior permissions of the Government, nature conservation agencies and/or local authority.

Public Relations:

Avoid negative publicity for the company and its contractors by planning works and obtaining necessary permissions in advance.

DO

- ✓ **Check** whether the area of the planned works or access to them are designated
- ✓ **Check** all necessary permissions for working in the area are in place
- ✓ **Ensure** you know what the site is designated for and what special mitigation measures may apply
- ✓ **Adhere** to working methods once they have been agreed
- ✓ **Follow** all advice provided by the team leader/site manager before working in any protected site
- ✓ **Plan** works carefully to ensure restoration will be successful
- ✓ **Store** removed turfs and soils carefully for use in the reinstatement of the site
- ✓ **Carefully restore** the area of the works at completion
- ✓ **Ask** for further advice from the team leader/site manager if necessary
- ✓ **Always** notify emergency works to the appropriate environmental regulator(s) after the works are completed

DO NOT

- ✗ **Carry out** works on a designated site without necessary permissions
- ✗ **Ignore** any special requirements/ working methods that have been agreed to because of the designation/ protection afforded to a site
- ✗ **Go** outside the areas marked for access during construction
- ✗ **Bring in** soils or other materials for use on site without first getting approval from the environmental regulator or the council
- ✗ **Disturb** wildlife unnecessarily
- ✗ **Leave** sites without restoring fully
- ✗ **Ignore** any signs of protected species, breeding birds etc – seek help and advice before proceeding with the works

Archaeology

WHAT?

Archaeological sites are the physical remains of our past. Many such remains relating to early human communities are either on, or close to, the surface, although they may be buried in peat. Once an archaeological site has been destroyed it is gone forever. Once uncovered, it is important that archaeological remains are expertly examined and, where appropriate, protected.

The perception that archaeological finds on construction sites will cause major delays is widespread but incorrect. If addressed at the right time and in the right way, finds may not necessarily affect the progress of works.

It is not just buildings and their foundations, but also artefacts such as jewellery, pottery and coins, as well as bones and skeletons, that need expert examination before removal.

WHY?

Avoid Environmental Harm:

Archaeology is an important part of our heritage and valuable and irreplaceable remains can easily be damaged on construction sites through:

- excavation of foundations
- driving heavy vehicles over buried sites, which can cause erosion
- allowing vehicles to bog down and make deep ruts which can destroy the buried parts of sites
- undertaking works which may affect the setting of monuments/listed buildings.

Avoid Prosecution:

It is illegal to damage some protected monuments, archaeological structures and human remains. Contractors are not expected to be archaeological experts, but we all have legal obligations relating to archaeology and cultural heritage.

DO

- ✓ **Ensure** all of the required consents are in place before working in or near designated monuments
- ✓ **Protect** any known archaeological features in accordance with contract and planning conditions
- ✓ **Be prepared** for unexpected finds whether or not known archaeological or historical features have been identified on your site
- ✓ **Look out** for burned or blackened material, brick or tile fragments, coins, pottery or bone fragments, skeletons, timber joists or post hole, brick or stone foundations and in-filled ditches
- ✓ **Stop** work and inform your team leader/site manager if you think you have discovered archaeological features
- ✓ **Protect** the site by fencing it off
- ✓ **Take** the advice provided by any appointed archaeologist

DO NOT

- ✗ **Assume** that any artefacts or features discovered are unimportant
- ✗ **Remove** any 'finds' such as coins, pottery, or bones from the site. **This is illegal**
- ✗ **Undertake** any work adjacent to areas of archaeological importance without considering the risk that damage may be caused
- ✗ **Drive** vehicles through protected sites
- ✗ **Work** in sites without necessary consents in place
- ✗ **Plant** in designated areas without consulting with the environmental regulators

Otters

WHAT?

Otter numbers have been diminishing in the UK due to river pollution and diminishing fish stocks. Noise and disturbance from construction works and increased human activity afterwards can affect their use of waterbodies.

Both otters and their holts are protected under national and European law. A licence is required to work within 20m of a lying up site and 30m of a breeding holt site.

WHY?

Avoid Prosecution:

It is an offence to:

- intentionally or recklessly kill, injure or take a wild otter without a licence
- intentionally or recklessly damage, destroy or obstruct a holt
- disturb an otter in its resting place

If work is likely to impact on otters then a licence(s) must been obtained from the appropriate environmental regulator to enable construction of works that would otherwise contravene the law.

This licence must remain valid at all times during the construction period.

DO

- ✓ **Ensure** that if applicable, a pre-construction survey is undertaken within 6 months of works beginning on site prior to works beginning
- ✓ **Stop** work and inform your site manager if you think you have discovered an otter holt or resting place
- ✓ **Look out** for otters and signs of otter, such as holts and spraints, in rivers and their tributaries. Otters favour all wetlands. Holts can be situated in peat banks, tree roots or consist of piles of logs or stones in close proximity to waterbodies
- ✓ **Ensure** any licence for otter disturbance remains valid at all times during the construction period
- ✓ **Adhere** to working methods once they have been agreed with wildlife agencies and government

DO NOT

- ✗ **Ignore** signs of otters – you could be breaking the law
- ✗ **Try** to touch or handle an otter
- ✗ **Use** machines within 30m of known breeding sites
- ✗ **Hand dig** or clear scrub within 10m of a holt before checking with your team leader/site manager whether a licence has been obtained for this purpose
- ✗ **Direct** security lighting at holts
- ✗ **Store** materials, waste or chemicals close to holts or otter paths

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Spill Kit Use

WHAT?

At SP Energy Networks depots, some substation sites and larger construction sites and vehicles spill response kits have been provided with a range of materials and equipment to provide an initial response to spills of oil or other chemicals. Types and uses and appearance will vary by manufacturer. This guide provides an indication of typical kit contents and their uses.

WHY?

A prompt response to spills large or small is essential to contain pollutants, prevent their movement and contain/collect the pollutants, preventing wider pollution and possible prosecution.

Typical Spill Kit

CONTENTS AND USE OUTLINE

Oil Rolls and Pads
Apply over spills of oil or chemical spillage particularly on hard surfaces, use the roll for larger areas and the pads for small ones. Pads can be used floating on watercourses.

Oil Cushions
Apply where oil has pooled in holes, drains, depressions or gullies floating on water.

Oil Socks
Apply on hard surfaces to surround surfaces forming a barrier to escape of oil. Join multiple socks tightly together with an overlap for wider applications.

Oil Booms
Apply across watercourses and drain outlets to form a barrier to movement and to absorb and contain oils. Join multiple booms tightly together with an overlap for wider applications.

Clay Putty
Force into holes that are leaking oils to form a temporary seal on oil or chemical drums, transformers, tanks or other equipment.

PPE and Poly Bags
Use to protect you and to contain used absorbents and contaminated overalls and gloves ready for disposal.

Always report use of this equipment to your team leader or site manager to ensure prompt replacement!

Water Pollution Prevention (Fuels and Oils)

WHAT?

Most pollution incidents caused by construction activities in the UK are related to the accidental release of petrol/diesel/oil onto land or into watercourses. Pollution is most likely to be caused by:

- leaks from unbunded or unsuitable tanks
- spills during unsupervised refuelling activities
- leaks from damaged plant

A small volume of oil can cause long-lasting pollution and environmental harm over a very large area – one gallon of oil can completely cover a lake the size of two football pitches.

Most pollution incidents can be prevented by following simple guidelines.

WHY?

Avoid potential prosecution:
Discharging fuel or oil (or water containing fuel or oil) into drains or watercourses is illegal. Your employer or you as an individual can be prosecuted for causing water pollution.

Avoid additional costs:
The cost of cleanup and legal proceedings following a spillage far exceeds the cost of putting proper control measures in place.

Avoid environmental harm:
Pollution by fuels and oils can cause long-term damage to watercourses, including death to aquatic life.

DO

- ✓ **Identify** all watercourses, gullies and drains prior to commencing work
- ✓ **Ensure** that appropriate risk assessments have been undertaken and that method statements have been compiled and communicated to staff before the commencement of activities that have the potential to cause pollution from fuels or oils
- ✓ **Locate** oil stores away from drains or watercourses and areas of high vehicular movement to prevent accidental damage
- ✓ **Return** fuels and oils to designated storage areas after use and lock oil stores when not in use
- ✓ **Supervise** all fuel deliveries and on-site plant refuelling operations
- ✓ **Ensure** that refuelling takes place only in designated areas
- ✓ **Use** drip trays under all static plant
- ✓ **Regularly inspect** all tanks, drums, bunds and drip trays for cracks and leaks
- ✓ **Report** any irregularities and ensure prompt action to repair/replace defective items
- ✓ **Ensure** that all plant is well maintained to prevent leaks
- ✓ **Ensure** that spill kits are easily accessible, well-stocked and that staff know what to do in the event of an incident

DO NOT

- ✗ **Refuel or store** oil in non-designated areas and certainly not within 10m of watercourses or surface water drains
- ✗ **Leave** bunds and drip trays to overflow – rainwater from bunds and drip trays must be treated as contaminated and disposed of appropriately
- ✗ **Leave** refuelling hoses outside of bunds after use
- ✗ **Use** high pressure delivery systems when filling small containers
- ✗ **Hose down** spills
- ✗ **Ignore spillages** – no matter how minor
- ✗ **Neglect** to re-stock spill kits after an incident
- ✗ **Leave** refuelling operations unattended at any time
- ✗ **Leave** oil-filled equipment unattended or unsecured, particularly in public areas
- ✗ **Handle** small plant in a way that could damage cooling fins, valves, vents or tanks, resulting in a release of fuel

Nuisance and Statutory Nuisance

WHAT?

Our activities may have the potential to cause negative impact on surrounding communities. This may generate complaints from individuals, groups of individuals, special interest groups or environmental regulators. Complaints usually stem from proximity to our activities or asset operations. Activities such as noise from transformers or construction activity, weeds, litter or fly tipped wastes on our land, light pollution, vibration, tree cutting or odours may all cause offence. General nuisance should be considered in the light of what is reasonable in the circumstances and timescales involved.

Statutory nuisance is set out in law and may involve regulatory action for unreasonable and persistent nuisance such as noise, dust, odours, smoke, vibration etc. Local authorities are the regulatory bodies and may declare a nuisance as a statutory nuisance and may issue an enforcement notice.

WHY?

The communities surrounding our assets and workplaces are also our customers.
It is just good business to not cause offence, if we can help it.

Local authorities, the Environment Agency, SEPA or other regulators may become involved in complaints regarding nuisance and have statutory powers in some instances to require abatement of the nuisance within certain timeframes. Failure to meet these requirements may lead to prosecution.

DO

- ✓ **Take note** of any local complaints received from surrounding customers
- ✓ **Take** direct action where possible to remove or reduce the problem
- ✓ **Apologise** in advance on planned works where likely nuisance cannot be avoided and seek options for compromise with customers
- ✓ **Take note** of any pre agreed restrictions imposed by planning conditions etc or agreed mitigation
- ✓ **Be courteous** to customers even though they may be irate or even offensive
- ✓ **Pass** any communications especially any statutory notices issued by regulators to your team leader/site manager
- ✓ **Learn** by what worked well at previous jobs

DO NOT

- ✗ **Cause** unnecessary noise, vibration, odours, or littering of worksites, substations or depots
- ✗ **Be rude** to any customers
- ✗ **Ignore** any complaints or regulatory notices
- ✗ **Ignore** lessons learnt elsewhere

Waste Management

WHAT?

Waste includes materials that are unwanted and that we are required to discard. Where possible we should find a beneficial use for waste and prioritise recovering and recycling.

Waste can range from office and food waste to construction materials, waste oils, asbestos and clinical waste that require careful management.

All those who produce or handle wastes from demolition, earthworks and construction activities have legal responsibilities, a **duty of care,** for the safe keeping, transport and subsequent recovery or disposal of waste and the keeping of records.

Waste can be categorised as hazardous/special, non-hazardous, inert, active or even clinical waste and requires segregation by waste type.

WHY?

Avoid prosecution:

Duty of Care is a legal requirement under waste law. Failure to comply can result in an unlimited fine. It is also illegal to mix hazardous/special waste with non-hazardous waste.

Reduce costs:

Effective segregation can reduce costs by turning wastes into useful materials that can be reused on site or sold to specialist contractors rather than paying for disposal at landfill.

Avoid environmental harm:

Proper waste management minimises the environmental impact of disposal of waste to landfill. Segregation at source enhances opportunities for reuse, recovery and recycling by improving the quality of the materials available.

DO

- ✓ Follow the waste hierarchy: **reduce, reuse, recycle**
- ✓ **Adhere** to the site waste management plan (if available) compiled for the site/project
- ✓ **Put** wastes in the correct containers – look out for standardised signage denoting skip contents
- ✓ **Use** covered skips where possible to prevent dust creation and damage to waste materials that could be reused/recovered
- ✓ **Ensure** that all waste carriers and disposal sites are appropriately licensed
- ✓ **Complete** all necessary waste transfer consignment notes fully
- ✓ **Ensure** that, if you are dealing with hazardous wastes, such as asbestos, chemicals, oils or contaminated soils, you comply with the extra legal responsibilities such as detailed waste transfer consignment notes
- ✓ **Produce** and archive waste transfer records for the appropriate period

DO NOT

- ✗ **Let** materials become damaged so that they have to be replaced
- ✗ **Mix** waste types at the site
- ✗ **Mix** hazardous wastes with other types of wastes
- ✗ **Put** wastes into the wrong containers
- ✗ **Burn or bury waste** – it's illegal
- ✗ **Leave** waste containers uncovered or allow waste to blow around and cause litter