Site Environmental Management Plan

**Template section 1 – site**

*To be completed by Architect or Client in conjunction with main contractor.*

**Introduction:**

In this section, record information about the project site; accurately describe the site layout and drainage, surroundings, and the consents and permits currently held. This information is required to determine how you will identify and manage the actual and potential risks of your operation causing pollution to air, land or water. This information will form part of your EMP and some of the items below may require expert assistance.

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| **General Information** | |
| Project name: |  |
| Main Contacts: | Client: *[insert name and contact details]*  Builder/Contractor: *[insert name and contact details]*  Architect: *[insert name and contact details]* |
| Person responsible for coordination of EMP on site: | Name:  Phone:  Email: |
| Site address: |  |
| Site description, activities, and equipment: | *[Describe size of site and summary of works to be carried out, including quick overview of labour, equipment and site preparation works]* |
| Consent/ permit type purpose, status, issuing agency: | *[Number and expiry if already granted. Holding the consent/ permit or not? Applied or not? Consent/permit might be needed or not? Note: if there are any missing permits or additional requirements, please detail how you will rectify this as soon as possible]* |
| Site layout and drainage plan(s): | *[Provide here a brief description of buildings, all outdoor activity areas, and storage areas (particularly for environmental hazardous substances or materials)*   * *Include site plan or Google Earth printout with markups including immediate surrounding buildings/environment and showing any slopes, porous soil(s), hard run-off area(s), nearby waterways and prevailing wind directions.* * *For drainage plan, include a site plan with markups showing storm water flows path and areas of pounding, private &public drain/ pipework, mainholes, catchpits and soakholes; private & public sewer and tradewaste drains, mainholes, pipework, and cesspits.* |

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| **Identified Risks/impacts** | |
| Immediate receiving environments: | *[Based on the description provided above and the marked up site plans, provide here a description of how immediate areas of land, waterways, vegetation or neighbouring buildings could be affected by any activities conducted on your site: E.g. Dust, Smell, Noise, Chemical spillages or emissions, waste, etc.]* |
| Ultimate receiving environments: | *[Describe how any local pollution could end up migrating to further afield and cause pollutions of wetlands, estuaries, harbours and any deep underground water sources, soils and/or global air pollution.]* |
| Raw materials and chemicals: | *[Materials used for construction. Eg: concrete, timber*  *Chemical used for construction. Eg: coating materials.]* |
| Storage areas for Hazardous substance: | *[Eg: indoor container covered or exposed outdoor.]* |
| Waste and recycling targets: | *[Indicate here the recycling target you are aiming for as part of your Homestar rating.*  *Note: Use REBRI Guidelines and templates to record waste and recycling. Ensure you maintain a central copy on site and that all trades and subcontractors record their waste information in this centrally held document (or online using Google Docs or similar).]* |
| Bin areas: | *[Location of recycle bins and waste bins. Clearly indicate these locations on site drawings and attach as supporting evidence.]* |

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| Environmental Policy Statement, goals and targets | *[Write here a summary of the environmental objectives you are aiming to achieve on site as part of the Homestar Assessment (e.g. which credits you are going for that affect site, waste and materials and the associated requirements). Include a note on how this target and the reporting requirements will be communicated to all sub-contractors and trades working on site.]* |