Environmental and Social Management Plan for Capital Works

[click and type project name]

[click and type date of issue]

[click and type document reference]

Draft, no substantive changes anticipated, subject to minor modifications and the NZTA internal approval process

[This is a template to be used to prepare an Environmental and Social Management Plan for Capital Works.

All notes in square brackets should be deleted or edited and should not form part of the plan without modification.

Further information on preparing and implementing an Environmental and Social Management Plan for Capital Works is provided in the NZTA Guideline for Preparing an Environmental and Social Management Plan, which is available from http://www.nzta.govt.nz/network/operating/sustainably/plans.html

Template version 1.2, April 2014]

Record of amendment

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| --- | --- | --- | --- |
| Amendment number | Description of change | Effective date | Updated by |
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# 1. Background

## 1.1 Scope

The scope sets out the project description, location and the management plan framework in which the Environmental and Social Management Plan (ESMP) operates in.

### Description

[Project description requires: The project name (including State highway number); Territorial/regional/unitary council(s) who have jurisdiction; Construction period; State highway classification; Nature of the works being undertaken]

* Project name and State highway number: [Insert project name and SH number]
* Council(s) who have jurisdiction: [Insert territorial/regional/unitary council(s) who have jurisdiction]
* Construction period: [Insert construction period]
* State highway classification: [Insert state highway classification]
* Nature of works being undertaken: [Insert nature of works being undertaken]

### 1.1.2 Location

[insert a national scale graphic]

[insert a regional scale graphic]

[insert a local scale graphic]

### 1.1.3 Management Plan Framework

[insert a schematic illustrating the management plan framework]

**1.2 Environmental Policy**

[Individual contractors or project policies can also be included alongside the following NZTA policy]



## 1.3 Environmental Objectives/Key Performance Indicators

[Select the applicable environmental objectives below from the NZTA Environmental Plan, also add any contract specific key performance indicators]

Noise:

N1 Reduce exposure to high traffic noise levels from the existing State highway network.

N2 Determine reasonable noise requirements when seeking or altering existing designations

 including when designating existing local roads by using RMA procedures.

N3 Manage construction and maintenance noise to acceptable levels.

N4 Influence activities adjacent to State highways to discourage noise-sensitive activities establishing in areas adversely affected, or likely to be in the future, by State highway traffic noise.

Air Quality:

A1 Understand the contribution of vehicle traffic to air quality.

A2 Ensure new State highway projects do not directly cause national environment standards for ambient air quality to be exceeded.

A3 Contribute to reducing emissions where the State highway network is a significant source of exceedances of national ambient air quality standards.

Water Resources:

W1 Ensure run-off from State highways complies with RMA requirements.

W2 Limit the adverse effects of run-off from State highways on sensitive receiving environments.

W3 Ensure stormwater treatment devices on the network are effective.

W4 Optimise the value of water management through partnerships with others.

Erosion and Sediment Control:

ES1 Ensure construction and maintenance activities avoid, remedy or mitigate effects of soil erosion, sediment run-off and sediment deposition.

ES2 Identify areas susceptible to erosion and sediment deposition and implement erosion and sediment control measures appropriate to each situation with particular emphasis on high-risk areas.

ES3 Use bio-engineering and low-impact design practices where practicable.

Social Responsibility:

SR1 Enhance and contribute to community cohesion.

Culture and Heritage:

H1 Proactively limit the disturbance of significant cultural and heritage features along State highways.

H2 For historic buildings we own, show a respect for them and maintain their integrity.

Ecological Resources:

E1 Promote biodiversity on the State highway network.

E2 No net loss of native vegetation, wetlands, critical habitat or endangered species.

E3 Limit the spread of plant pests.

Spill Response and Contamination:

S1 Design stormwater control and retention devices that can accommodate spills in areas of high environmental risk.

S2 Ensure the removal, placement and disposal of contaminated soils is achieved in accordance with best practices.

Resource Efficiency:

RE1 Manage energy consumption and waste associated with NZTA’s business in a cost effective and sustainable manner.

RE2 Make resource efficiency an integral part of all State highway activities.

Climate Change: Adaptation and Mitigation

C1 Manage increased hazards of climate change impacts on State highway infrastructure.

C2 Collect and analyse information on greenhouse gas (GHG) emissions and the impact of climate change on the functioning of the State highway to support decision-making.

C3 Mitigate activities associated with the construction, operation and maintenance of State highways to effect a net reduction of GHG from transport.

Visual Quality:

VQ1 Incorporate multi-purpose landscaping as an integral part of all new State highway construction projects.

VQ2 Improve the visual quality of the existing State highway network.

Vibration:

V1 Plan and design new State highways to avoid or reduce adverse vibration effects .

V2 Mitigate vibration where levels are unreasonable and exceed relevant criteria set in New Zealand or internationally accepted thresholds.

V3 Avoid or reduce, as far as practicable, the disturbance to communities from vibration during construction and maintenance.

## 1.4 Roles and Responsibility

[Use a structure chart with supporting text to clearly identify: Individuals by name and position; What their responsibilities are; Their authorities; The technical skills and resources they have to support the implementation of their environmental management responsibilities]

[Use a structure diagram illustrating how environmental management roles and responsibilities are integrated and how the structure will operate within the delivery team. Assign accountability within the ESMP to support the requirements of CS-VUE, which can be done using the following table]

Table 1: Accountabilities in the ESMP

|  |  |  |
| --- | --- | --- |
| Role | Whom | Responsibilities |
| *e.g. Environmental Manager* | *Harvey Wilson* | *Environmental compliance and management, including being the CS VUE condition manager* |
|  |  |  |
|  |  |  |

# 2. **Environmental and Social Management**

## 2.1 Environmental and Social Impacts

[Include a table which identifies the key environmental and social impacts]

Table 2: The key environmental and social impacts

|  |  |  |
| --- | --- | --- |
| Environmental Aspect  | Activity | Impact |
| *e.g. Noise and Vibration*  | *Work near sensitive receivers* *Work near heritage sites/structures**Operation of machinery either over a continued period or over noise limits* | *Physical damage to land/buildings**Human disturbance and likely to result in complaints*  |
|  |  |  |
|  |  |  |

## 2.2 Legislative Requirements

[Identify the legislative requirements in the following table]

Table 3: The legislative requirements and accountabilities

|  |  |  |  |
| --- | --- | --- | --- |
| Requirement | Reference | Current Status | Responsibility |
| *e.g. Erosion & Sediment Control (ESC) – Maintenance / Amendments / Removal and Stabilisation* | *Project Spec 9.2**ESCP (CSEMP,Appendix A)**093718 Conditions 14-17.**NOR Condition 12.* | *The PM or nominee will carry out regular inspections. This will include Before / After Rain.**These inspections will be recorded on HEB Form ER10**♠ Accumulated sediment will be removed from ESC devices when they reach 20% of storage capacity for each device.**♠ Prior approval from the ‘The RMA Compliance and Enforcement Manager’ will be obtained before any amendments to the ESCP are implemented.**Etc etc*  | *Environmental manager**Site supervisor*  |
|  |  |  |  |
|  |  |  |  |

# 3. **Implementation and Operation**

**3.1 Environmental Aspect Management Plans or Maps**

[Include a summary of all Environmental aspect specific management plans or maps that form part of this ESMP. E.g.: erosion and sediment control plan, construction noise and vibration management plan etc]

**3.2 Operating Procedures**

[Include the procedures required for implementation of the Plan]

## 3.3 Emergency Contacts and Response

[Use the following tables to identify internal and external emergency contact details]

Table 4: Internal Environmental Emergency Contact Details

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Role | Name | Organisation | Phone | Email |
| *e.g. Environmental Manager* | *J Smith*  | *Smith and Co*  | *024 56 06 09* | *jsmith@smith.co.nz* |
|  |  |  |  |  |
|  |  |  |  |  |

Table 5: External Environmental Emergency Contact Details

|  |  |  |  |
| --- | --- | --- | --- |
| Role | Organisation | Phone | Email |
| *e.g. Emergency Services*  | *Fire, Police, Ambulance* | *111* |  |
|  |  |  |  |
|  |  |  |  |

## 3.4 Training

[Use the following table to identify the training that takes place]

Table 6: Training Log

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Type of Training  | Purpose | Convenor | Attendees | Date completed |
| *e.g. Erosion and Sediment Control Course*  | *To train the teams awareness of erosion and sediment control on site* | *R Mitchell*  | *D Greig* *R Hannaby* *J Bell*  | *21 12 2012* |
|  |  |  |  |  |
|  |  |  |  |  |

# 4. Monitoring and Review

## 4.1 Compliance Monitoring

[The compliance monitoring procedure should state who has responsibility for the monitoring, the frequency and how the records will be collated, reported and stored]

## 4.2 Audits

[Establish a procedure for internal audits of the ESMP. Procedure shall detail who is involved in the audit and the frequency of the audits, who is responsible for ensuring audit recommendations are undertaken]

## 4.3 Corrective and Preventive Action

[Need to state the responsibility for corrective and preventive action, including actions resulting from compliance monitoring, audits and external regulatory compliance monitoring]

## 4.4 Management Review

[Overall management review procedure shall detail who will be involved, the frequency and who is responsible for ensuring the management review takes place]

# Appendix A. Requirements Checklist

[This checklist is to be filled in, which will allow the reviewer of the Environmental and Social Management Plan to clearly establish if the minimum requirements have been complied with]

|  |  |  |
| --- | --- | --- |
|  | **Included**  | **Comment** |
| **Yes**  | **No**  |
| **1. Background** |
| ESMP Scope* Description
* Location
* Management Plan Framework
 |  |  |  |
| Environmental and Social Responsibility Policy |  |  |  |
| Environmental Objectives |  |  |  |
| Roles and Responsibility |  |  |  |
| **2. Environmental and Social Management**  |
| Environmental and Social Impacts |  |  |  |
| Legislative Requirements |  |  |  |
| **3. Implementation and Operation**  |
| Environmental Aspect Management Plans or Maps |  |  |  |
| Operating Procedures |  |  |  |
| Emergency Contacts  |  |  |  |
| Training |  |  |  |
| **4. Monitor and Review** |
| Monitoring |  |  |  |
| Audits |  |  |  |
| Corrective and Preventive Action |  |  |  |
| Management Review |  |  |  |