

GLOBAL HSE SOLUTIONS Ltd

Environmental Management Policy



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Next review: 30 November 2024

Global HSE Solutions Ltd - Environmental Management Policy

1. Environmental Management Policy Commitment

1.1 Global HSE Solutions Ltd is committed to providing employees who will engage in construction, with training and information on construction-related environmental issues, ensuring that any supplier Global HSE Solutions Ltd engages with applies environmental protection measures that are appropriate to the activity for which they are being engaged and to check, review and where necessary improve Global HSE Solutions Ltd environmental management performance.

1.2 The business objectives of Global HSE Solutions Ltd are to provide professional, customer-focused services to our clients at optimum cost, with a commitment to complying with all environmental legislation applicable to our aspects and any other requirements that may be imposed upon us.

1.3 As part of our corporate and social responsibility agenda, environment is one of our key areas and we strive to improve the positive impacts of our operations upon the environment and work towards the reduction and elimination of the negative aspects wherever possible. These aspects include:

- Waste management
- Supplier and contractor management
- Use of raw materials
- Use of energy
- Noise management

1.4 We are committed to the prevention of pollution and will assess all new proposed processes to identify potential impacts upon the environment prior to implementation.

2. Objective framework

2.1 We are committed to the continual improvement (Plan Do Check Act - PDCA) of our Environmental Management System which is fully documented and provides the framework for setting and reviewing environmental objectives and targets. The Environmental Working Party acts as a steering committee for setting and delivering targets against our key impact areas. Objectives are to be set as environmentally As Low as Reasonably Practicable (ALARP), whilst allowing the organisation to carry out its day to day functions. It may not be practical or cost effective to make certain changes which impact negatively on the organisation. Objectives are to be discussed in Senior Leadership Team meetings and in the Health Safety and Environment committee, to discuss planning, implementation, progress and completion.

2.2 The policy of Global HSE Solutions Ltd is that our Environmental Management System in there should comply with BS EN ISO 14001:2015. We commit to implement, maintain and communicate this policy to suppliers, customers and any other interested parties. The organisation will aim to achieve ISO 14001:2015 accreditation by 31 December 2024.

Table 1: Senior Leadership Team (SLT) - accountable for the environmental management system (EMS) and for environmental management issues.

Name	Role
Andrew Cooper	Managing Director
Jonathan Harwood	Operations Director
Ross O'Loughlin	Director: Head of Global Technical Services
Sam Travis-Cavell	Head of Global Building Environment
Ian Jordan	Finance Director
Suzanne Eaton	Human Resources Manager
John Medd	Senior Contracts Manager
David Chilman	Quantity Surveyor
Callen Blockley	Business Development Manager
Christopher Clay	Safety Health Environment Quality Lead
Callum Brown	Operations Manager (South)
Steve Wilson	Operations Manager (North)

Table 2: Interested parties

Name	Organisation
Senior Leadership Team	Global HSE Solutions
Global HSE Solutions Ltd Employees	Global HSE Solutions
Agency workers	Various Agencies
Sub-Contractors	Various Sub-Contractors
Suppliers	Various Suppliers
Clients	Various Clients
Potential Clients	Various Tender Clients
Bingham Industrial Estate Businesses	Various Business on the estate
Bingham District Council	Bingham District Council
Executive team	Global Fire and Security
Environment Agency	Environment Agency
Social Action Committee	Global HSE Solutions Ltd
HSE Committee	Global HSE Solutions Ltd
Health and Safety Executive	HSE
Protected Hedgerows	Rural Payments Agency
ISO 14001 Auditors	British Assessment Bureau
Severn Trent Water	Severn Trent Water
Banks	Banks - Finances
Environmental Consultants	Croner
Third Party Accreditors	CHAS, Constructionline, Safe Contractor, Acclaim

3. Purpose and Scope:

3.1 Global HSE Solutions Ltd is committed to conducting its business in an environmentally responsible and sustainable manner. This Environmental Management Policy outlines our commitment to protecting the environment, preventing pollution and minimizing our environmental impact and continually improving our environmental performance. This policy applies to all aspects of our operations, including design, installation, maintenance, and servicing.

3.2 Compliance:

We will commit to comply with all applicable UK environmental laws, regulations, and other requirements relevant to our business activities. Our employees are expected to be aware of and adhere to these regulations to ensure our operations meet or exceed environmental standards.

Wildlife and Countryside Act 1981: This act protects wildlife and biodiversity, including the conservation of habitats and species. It also addresses issues related to hunting, poaching, and the protection of birds.

Environmental Protection Act 1990: This act provides a framework for environmental protection and waste management. It covers issues such as air and water quality, waste disposal, and the control of hazardous substances.

Water Resources Act 1991: This legislation regulates the use and management of water resources, including the protection of water quality and the prevention of water pollution.

The Hedgerows Regulations 1997: Apply to England and Wales and are designed to protect important hedgerows from removal. Global's Harris House office borders a protected hedgerow along the east car park perimeter.

Hazardous Waste Regulations 2005: These regulations control the disposal and management of hazardous waste, ensuring proper handling and disposal to prevent environmental harm.

Climate Change Act 2008: This legislation sets legally binding carbon budgets with the aim of reducing greenhouse gas emissions in the UK. It established the framework for achieving carbon reduction targets.

Waste (England and Wales) Regulations 2011: These regulations set out specific requirements for the management of waste in England and Wales. They cover areas such as waste hierarchy, waste prevention, recycling, and landfill.

Waste Electrical and Electronic Equipment (WEEE) Regulations 2013: These regulations aim to increase the recycling and recovery of electrical and electronic equipment, reducing the environmental impact of such waste.

Environmental Permitting (England and Wales) Regulations 2016: These regulations establish a system for permitting and regulating activities that could have environmental impacts, such as waste management and industrial processes.

Renewable Energy Directive 2018: The UK has been subject to various European Union directives promoting the use of renewable energy sources.

4. Pollution Prevention:

4.1 Global HSE Solutions Ltd is dedicated to preventing pollution at its source. We will implement measures to reduce emissions, discharges, and waste generation associated with our activities. This includes the proper disposal of hazardous materials and the promotion of recycling practices.

5. Resource conservation, responsible consumption and ethical sourcing:

5.1 Global HSE Solutions Ltd is committed to the efficient use of natural resources, including water, energy, and raw materials. Global HSE Solutions Ltd will implement practices to minimize resource consumption and explore opportunities for using sustainable materials and technologies in our operations. Environmental requirements are to be taken into consideration for the PQQs for any supplier and sub-contractor. This will include minimising single use plastics in the workplace, minimise purchasing single use items for the organisation and operations, asking suppliers to use alternative packaging and educating employees to use alternative packaging and to avoid bringing single use plastic to the workplace.

6. Training and awareness:

6.1 Employees at all levels will receive training on environmental awareness, the company's environmental policies, and their individual responsibilities. Global HSE Solutions Ltd will promote a culture of environmental responsibility and encourage employees to identify and report environmental concerns.

7. Continuous improvement:

7.1 Global HSE Solutions Ltd is committed to continually improving our environmental performance. We will regularly review and assess our environmental objectives and targets, seeking opportunities for innovation and efficiency in our operations. Feedback from employees, customers, and stakeholders will be considered in our ongoing efforts to enhance our environmental management system.

8. Emergency preparedness and response:

8.1 Global HSE Solutions Ltd will establish and maintain procedures to respond to environmental emergencies promptly. This includes incidents that may result in environmental harm or non-compliance with applicable regulations. Our response procedures will be regularly tested and updated to ensure their effectiveness.

9. Communication and stakeholder engagement:

9.1 Global HSE Solutions Ltd will communicate openly and transparently with our interest parties and stakeholders, including customers, suppliers, employees, and the local community. We will seek input from relevant stakeholders and engage in dialogue to address environmental concerns and share best practices.

10. Review and revision:

10.1 This Environmental Management Policy will be reviewed periodically to ensure its ongoing suitability and effectiveness. Any necessary revisions will be made to reflect changes in legislation, technology, or the company's operations.

11. Responsibility:

11.1 The Senior Leadership Team is responsible for the implementation of this policy, and all employees are expected to contribute to its success by adhering to the outlined principles.

12. Work areas:

12.1 As many employees work in an open plan area, it is important that your workstation and or desk remains clean and tidy and free of boxes, papers, and magazines. Our expectation is that your workstation will be cleared and tidied at the end of each day. Any items that require storage should be put away, hard copy paper files should be kept to a minimum, with soft copies of files stored on the relevant shared drive electronically. Laptops should not be left on desks overnight unless you have your own lockable office.

13. Security:

13.1 Entry to the building premises during and / or outside of normal business hours will be by way of keys and a fob.

13.2 It is the responsibility of every Global HSE Solutions employee to ensure that the keys are kept in safe custody. It must be returned on demand.

13.3 If building access keys are lost or misplaced, you must notify Andrew Dennett, Resource Manager immediately.

13.4 Employees must ensure that all confidential/sensitive documents are locked away at night. You should make sure that your personal belongings and valuables are locked away and secured. Personal property is not covered by Company insurance.

14. Kitchen and bathrooms:

14.1 Please keep the kitchen and bathroom areas always clean, cleaning up after use. You should be mindful that these are public areas, and you should be respectful to others by always cleaning up after yourself. If you use dishes, then wash them immediately after use. If there are any issues with these facilities, you should notify your manager immediately.

15. Printing

15.1 Save costs on printing wherever possible by printing on both sides of paper. Greyscale printing always unless Colour printing is required for official documents. Please pick up all printed matter off the printer and ensure that the printer is always stocked with paper.

16. Waste bins

16.1 Most individuals will have these under their desk. These bins should be used for any items which are not recyclable e.g., plastics, metal, old pens etc and emptied each week into the bins provided.

16.2 All food scraps must be placed into the bin in the kitchen labelled non-recyclable waste. Please use your discretion and be mindful of disposing food scraps in the office. Liquids should not be poured/ placed into bins.

17. Shred-it bins

17.1 All private & confidential documents must be placed into the Shred-it bins located in the main office. All wastepaper should be placed into the Shred It bins located in the main office.

18. Recycling bins

18.1 Please recycle where you can, using the appropriate bins. All paper waste must go in the Shred-It Bins provided. All cardboard must go in the cardboard skip located in the carpark. No general rubbish to be placed in these bins.

19. Construction waste

19.1 Waste from construction sites is to be disposed of at the construction sites. The waste needs to be segregated where possible on the construction sites where segregated waste bins and skips have been provided. Do not bring the waste back to Global HSE Solutions Ltd Harris House.

19.2 In accordance with our Environmental Policy all waste generated from our works will be, where practicable, segregated and disposed of to a licensed tipping facility utilising registered and licensed waste disposal contractors. Transfer notes will be retained by the Project Team, within the PMS Folder, for all waste removed from site.

19.3 In the case of hazardous waste, all products will be removed and disposed of in accordance with relevant local enforcing bodies, with all licenses obtained, and transfer notes retained as proof of correct disposal. Where there is more than 200kg of hazardous waste to be removed from site, the premise will be registered with the environmental agency as required by the Hazardous Waste Regulations 2005.

19.4 Where site conditions allow two debris skips will be utilised and all waste will be segregated into inert and general waste

20. Manufacturing waste

20.1 All manufacturing waste produced at Harris House is to be segregated into the different materials bins and skips provided in the car park. Audits of these bins take place regularly and the bins are monitored by CCTV. Failure to segregate will result in waste not being taken by the waste removal company. Anyone found not segregating waste and contaminating waste streams will face administrative consequences.

21. Energy efficiency

21.1 Global HSE Solutions Ltd installs energy-efficient lighting, HVAC systems, and appliances. Implements energy management systems to monitor and optimize energy usage and encourage employees to turn off lights and electronic devices when not in use. Energy efficient lighting will be adopted in the carpark. Global HSE Solutions Ltd will explore the usage of solar panels to generate renewable energy and using batteries to store electricity from solar panels.

22. Water conservation

22.1 Global HSE Solutions Ltd will fix leaks promptly and regularly check for water wastage. Encourage employees to adopt water-saving practices, such as turning off taps when not in use.

23. Green building design

23.1 Through the nature of the work conducted by Global HSE Solutions Ltd, we aim to improve the energy performance certification (EPC) of others.

24. Transportation

24.1 Global HSE Solutions Ltd promotes alternative transportation options such as cycling, walking and public transport. The organisation offers Electric Vehicle (EV) options for company cars and offers free EV charging on site at Harris House for all employees using EVs.

25. Green purchasing

25.1 Where possible Global HSE Solutions Ltd will source and purchase environmentally friendly office supplies and materials and consider the environmental impact of products and services when making purchasing decisions.

26. Landscaping and green spaces

26.1 Global HSE Solutions Ltd will plan and maintain green spaces around the Harris House office, to maintain the local environment. There is also a protected hedgerow running alongside the property car park, which the organisation will oversee and report to the local authority. The organisation will use native and drought-resistant plants to reduce water usage.

27. Carbon footprint reduction

27.1 Global HSE Solutions Ltd will measure and monitor the office's carbon footprint. The organisation will implement strategies to reduce carbon emissions, such as telecommuting options and energy efficient technologies.

28. Environmental policies and compliance

28.1 Global HSE Solutions Ltd develop will implement environmental policies to guide office practices and ensure compliance with local environmental regulations and standards.

29. Certifications

29.1 Global HSE Solutions Ltd will pursue and maintain environmental certifications such as ISO 14001 and provide opportunities to employees to further develop qualifications within environmental management, sustainability, and waste managements.

30. Monitoring and reporting

30.1 Global HSE Solutions Ltd will monitor and evaluate the effectiveness of environmental management initiatives and provide transparent reporting on environmental performance to stakeholders.

31. Stormwater management

31.1 Global HSE Solutions Ltd will implement measures to reduce storm water runoff and prevent pollution. Permeable surfaces are in place allowing for water to infiltrate and drain into the local drainage system.

32. Car park – traffic flow and congestion

32.1 Global HSE Solutions Ltd car park will be designed to optimize traffic flow and minimise congestion, reducing emissions idling vehicles. Global HSE Solutions Ltd also mandates that drivers do not sit in idle vehicles in parking spaces or when they are away from the main office. This is monitored on company vehicles through a car tracking system.

33. Car park – surface materials.

33.1 Where possible Global HSE Solutions Ltd uses surface materials that allow rainwater to permeate and reduce the heat island effect.

34. Maintenance practices

34.1 Global HSE Solutions Ltd implements environmentally friendly maintenance practices, such as the use of eco-friendly cleaning products and equipment.

35. Pollution control

35.1 Global HSE Solutions Ltd implements measures to control and minimise the release of pollutants like oil, gasoline, diesel and other petrochemicals from vehicles. Drainage into local drains is limited in the car park to reduce the risk of contamination into drainage systems. This further extends to minimising the use of scented products and air fresheners in the workplace. Air fresheners and scented products will be limited where possible to the bathrooms due to there being no windows to blow through fresh air.

36. Noise

36.1 Where practicable, Global HSE Solutions Ltd will ensure noise generation is reduced to an acceptable level for Contractors on site and the general public in the local vicinity.

36.2 All contractors will be reviewed to ensure they use plant & equipment with efficient noise suppression or controls fitted to assist us in attaining reduced noise output levels.

36.3 In line with our environmental policy, Global HSE Solutions Ltd will work in conjunction with any client to inform adjacent parties or persons likely to be affected by any noisy works during a project.

36.4 Global HSE Solutions Ltd will work within the requirements of any restrictions imposed on the project works. Furthermore, Global HSE Solutions Ltd will manage works in line with any guidelines imposed and ensure the client is fully aware of the requirements imposed on the project.

36.5 All complaints concerning noise emissions from our sites are to be reported as stipulated within our Environmental Management System on the necessary forms to maintain a register of complaints. Complaints will be investigated, and appropriate corrective and preventive measures taken to prevent reoccurrence.

37. Accessibility and inclusivity

37.1 Global HSE Solutions Ltd maintains accessibility to car parks and building to all individuals and promotes inclusivity in transportation options.

38. Global HSE Solution Ltd – discharging legal responsibility.

38.1 Board of Directors/Executive Leadership:

- Overall legal and ethical compliance.
- Strategic decision-making to ensure legal risks are considered.
- Oversight of corporate governance.

Compliance Officer/Compliance Team:

- Implementing and overseeing compliance programs.
- Monitoring changes in laws and regulations.
- Conducting internal audits and assessments.

Operations/Production Teams:

- Compliance with environmental regulations.
- Product safety and quality assurance.
- Workplace safety.

Risk Management Team:

- Identifying and assessing legal risks.
- Developing risk mitigation strategies.

Employees:

- Adherence to company policies and procedures.
- Reporting legal and ethical concerns through appropriate channels.

39. Reducing / preventing significant impacts on the environment.

39.1 Arrangements for ensuring Global HSE Solutions Ltd environmental management procedures are effective in reducing / preventing significant impacts on the environment: how the company discharges relevant legal responsibilities, how these arrangements are communicated to employees and workforce and how Global HSE Solutions Ltd. Responds to, monitors and records environmental incidents emergencies and complaints.

40. How environmental arrangements are communicated to employees / other workforce.

40.1 Employee training and awareness programs:

Conduct training sessions and workshops to educate employees about the Global HSE Solutions Ltd environmental policies, goals, and initiatives. Global HSE Solutions Ltd includes information on the importance of environmental sustainability and the impact of individual actions on the environment.

40.2 Employee manuals:

Global HSE Solutions Ltd provides clear guidelines on waste management, energy conservation, and other environmentally friendly practices.

40.3 Internal communications:

Global HSE Solutions Ltd uses internal communication channels such as newsletters, emails, or intranet platforms to regularly share updates and information related to environmental arrangements. Global HSE Solutions Ltd highlights success stories, achievements, and progress in meeting environmental goals.

40.4 Posters and visual aids:

Global HSE Solutions Ltd creates visually appealing posters and displays in common areas to reinforce key messages about environmental sustainability. Using infographics and images to convey information in an easy-to-understand manner.

40.5 Environmental committees and champions:

Global HSE Solutions Ltd established an environmental committee and appointed environmental champions within the organization. These individuals act as ambassadors for environmental initiatives, helping to communicate information and encourage participation.

40.6 Interactive workshops and events:

Global HSE Solutions Ltd organizes interactive workshops or events focused on environmental sustainability. Global HSE Solutions Ltd encourages employee involvement through hands-on activities, discussions, or competitions related to sustainable practices.

40.7 Incorporate environmental training into onboarding:

Global HSE Solutions Ltd includes environmental training as part of the onboarding process for new employees. Global HSE Solutions Ltd emphasizes the company's commitment to sustainability from the beginning of an employee's tenure.

40.8 Recognition and rewards:

Global HSE Solutions Ltd has a recognition program that acknowledges employees for their contributions to environmental sustainability. Global HSE Solutions Ltd considers rewards or incentives for innovative ideas or efforts that positively impact the environment.

40.9 Feedback mechanisms:

Global HSE Solutions Ltd established channels for employees to provide feedback, suggestions, or concerns regarding environmental practices.

40.10 Regular updates and reminders:

Global HSE Solutions Ltd shares updates on the company's environmental performance and any changes in policies. Global HSE Solutions Ltd sends reminders about simple actions employees can take to contribute to environmental conservation.

By employing a combination of these communication strategies, Global HSE Solutions Ltd can ensure that employees are well-informed, engaged, and motivated to actively participate in environmental initiatives. Global HSE Solutions Ltd aim to make the information accessible, relevant, and integrated into the company's overall communication culture.

41. Responding to, monitoring, and recording environmental incidents, emergencies, and complaints.

41.1 Immediate Actions:

Safety First: Ensure the safety of personnel and the public. If there is an immediate threat to health or the environment, take necessary measures to protect people and wildlife.

Containment: If possible, contain the incident to prevent further environmental damage. This may involve using barriers, absorbents, or other appropriate materials.

Notify Authorities: Report the incident to relevant environmental authorities and emergency services as required by local regulations. Provide detailed information about the incident, including location, type, and severity.

41.2 Document the incident:

Gather Information: Collect data on the incident, including the date, time, location, and the nature of the incident. Document weather conditions, the substances involved, and any observable impacts on the environment.

Photographic Evidence: Take clear photographs or videos of the incident to provide visual documentation. Include images of affected areas, any spills, and the surrounding environment.

41.3 Communication:

Internal Communication: Notify relevant internal stakeholders, including management, employees, and other relevant parties. Establish a clear communication plan to ensure everyone is informed and knows their role in the response.

External Communication: Develop a communication strategy for external stakeholders, such as the public, local communities, and regulatory agencies. Provide regular updates on the situation and actions being taken.

41.4 Environmental impact assessment:

Assess Impact: Conduct a thorough assessment of the environmental impact. This may involve analysing water and soil samples, assessing air quality, and evaluating the impact on flora and fauna.

Long-Term Effects: Consider the potential long-term effects of the incident on the ecosystem and plan remediation efforts accordingly.

41.5 Remediation and cleanup:

Develop a Cleanup Plan: Based on the assessment, develop a comprehensive plan for remediation and cleanup. This may involve deploying specialized teams, equipment, and materials.

Restoration: Work towards restoring the affected areas to their pre-incident condition. Implement measures to rehabilitate ecosystems and promote natural recovery processes.

41.6 Regulatory compliance:

Comply with Regulations: Ensure that all actions taken are following local, regional, and national environmental regulations. Keep detailed records of the response efforts for regulatory reporting.

41.7 Review and improve:


After-Action Review: Conduct a thorough review of the incident response. Identify strengths and areas for improvement. Use this information to update and enhance the organization's environmental incident response plan.

41.8 Legal considerations:

Legal Obligations: Be aware of any legal obligations, including reporting requirements and potential liabilities. Consult legal experts if necessary.

41.9 Contacts:

Environment Agency: 0800 807060
Rushcliffe Borough Council: 0115 981 9911
Nottinghamshire County Council: 0300 500 8080
Severn Trent Water: 0345 351 0208

Signature: 
Name: Christopher Clay
Role: SHEQ Compliance Lead
Date: 03 December 2024

Signature: 
Name: Andrew Cooper
Role: Managing Director
Date: 03 December 2024