

**Environmental Impacts and Aspects Register**

Activity	No:	Aspect	Impact	Opportunity	Initial Rating			Action to Mitigate Impact	Applicable Procedures	Revised Rating			Programme to address unacceptable residual risk
					(S)	(L)	Risk H,M,L			(S)	(L)	Risk H,M,L	
Corporate	CP1	Legal compliance	Direct: Uncontrolled release into water or land. Uncontrolled release of waste. Damage to ecology, archaeology, cultural heritage. Breach of planning leading to inappropriate development and negative visual impact. Statutory nuisance in release of noise, vibration, dust, odour, and lighting. Indirect: Nil.		4	4	16	BGL will maintain a register of applicable legal and other requirements and monitor and evaluate legal compliance.	Environmental Manual Environmental Legal Register	4	1	4	No further action required.
Corporate	CP2	Management structure	Direct: Nil. Indirect: Effects environmental resource within the business and therefore ability to comply with internal procedures, legislative and other requirements.		4	3	12	Management structure and staff resource will be reviewed on a regular basis to ensure adequate resource exists to support the Environmental Management System.	Management Review	4	1	4	No further action required.
Corporate	CP3	Employees awareness and training	Direct: Site activities causing possible: release into air, water or land; uncontrolled release of waste; damage to ecology; archaeology or cultural heritage; breach of planning and consents and negative visual impact. Statutory nuisance in release of noise, vibration, dust, odour, and lighting. Indirect: Effects staff awareness and motivation towards implementing environmental procedures etc.		4	3	12	Environmental induction training provided to all employees. Ongoing toolbox talk awareness training, subjects include: waste management; site rules; energy usage; protected species; emergency procedures; invasive species and green driving. Environmental alerts and updates to be displayed at all sites. Employees registered to Supply Chain Sustainability School.	Training and Awareness Environmental Manual	4	1	4	No further action required.
Corporate	CP4	Public relations	Direct: Local community issues, discontent of environmental organisations. Indirect: Nil.		4	3	12	BGL will develop, assess, review and implement mitigations for all aspects and impacts that could affect community relations. BGL will implement an accredited Environmental Management System (ISO 14001:2015).	Environmental Impacts and Aspects Register	4	1	4	No further action required.
Corporate	CP5	Contractor relations	Direct: Effects contractor's attitude (culture) towards environmental issues. This affects working procedures, training and working plans. Indirect: Nil.		4	3	12	Contractors must meet environmental expectations to support the effective running of the Environmental Management System. Evaluated at initial supplier approval.	Purchasing Environmental Manual	4	1	4	No further action required.
Corporate	CP6	Purchasing policy	Direct: Use of natural resources and impact sustainability issues. Indirect: Influence over suppliers purchasing.		4	3	12	Due regard shall be given by purchasing that the intended purchase of goods by other parties is made in sympathy with known environmental issues.	Purchasing Environmental Manual	4	1	4	No further action required.
Corporate	CP7	Selection of suppliers	Direct: Competency, environmental procedures or lack thereof could cause controlled release into water or land. Uncontrolled release of waste. Damage to ecology, archaeology, cultural heritage. Breach of planning leading to inappropriate development and negative visual impact. Statutory nuisance in release of noise, vibration, dust, odour, and lighting. Indirect: Suppliers purchasing, affecting natural resources and sustainability issues.	Quality of supply chain promoted by clients but continually undermined by cost demands.	5	4	20	Suppliers are required to complete a prequalification quality/environmental submission which is reviewed by the BGL team prior to becoming approved.	Purchasing Environmental Manual	5	1	5	No further action required.
Corporate	CP8	Use of road vehicles	Direct: Degradation of local air quality contribution to low level ozone, NOx's & VOC's. Noise nuisance. Indirect: Contributing to transboundary air pollutants and global warming.	Bourne to source low emissions vehicles wherever available. Reduce cost and be seen as a market leader. Opportunity likely in next 10 years.	4	2	8	Ensure vehicles are serviced regularly and modern filtering equipment and technology is fitted where practicable. Encourage car sharing and use of public transport where possible. Vehicle efficiency to be considered before hire and purchase.	Environmental Manual	4	1	4	No further action required.
Corporate	CP9	Cleaning of road vehicles	Direct: Pollution of water courses. Indirect: Nil.		3	2	6	Vehicles are only to be cleaned at suitable designated wash stations, i.e. petrol stations. Staff not to clean vehicles at BGL premises.		3	1	3	No further action required.
Corporate	CP10	Aspects register	Direct: Aspects omitted from the register could lead to environmental harm. Indirect: Nil.		4	4	16	At point of audit the aspect register will be checked for sufficiency against all known processes and legislation currently in use.	Environmental Manual	4	1	4	No further action required.
Product Design	PD1	Materials utilised	Direct: Waste disposal and recycling opportunity. Steel requires surface treatment to achieve acceptable fire ratings and longevity. Indirect: Recycling and sustainability issues: 95% of the cast iron manufactured is used in the production of steel. Steel is formed by treating molten iron with intense heat and alloying with carbon. The extra process increases embodied energy and releases further CO2 as well as dust, cadmium and fluorine compounds. The process requires a vast amount of energy.	Client requirements to achieve BREEAM and LEED points. Bourne have BES6001. BREEAM points may be issued according to BES6001 rating.	4	4	16	Ensure product is designed using sustainable and recyclable practices. Green design information given to Design Engineers. BES6001 sustainable procurement principles to be followed.	Environmental Manual	4	1	4	No further action required.
Product Design	PD2	Energy use	Direct: Depletion of natural resources (fossil fuels – electricity, gas). Indirect: Greenhouse gases adding to global warming.	Efficient design reduces material, energy and cost but reduces redundancy in the structure and potential future easy adaptations.	4	4	16	Ensure that energy consumption is a key consideration when developing new products.	BCSA carbon footprint tool Environmental Manual	4	1	4	No further action required.
Product Design	PD3	Reliability	Direct: New materials and disruption to repair faults. Indirect: Traffic pollution caused by revisits.	Paint failure has been a major legacy issue.	2	4	8	Ensure product is designed and manufactured to a high quality standard to minimise failure. Operate a QMS accredited to ISO9001.	Quality Management System	2	1	2	No further action required.
Product Design	PD4	Sick building syndrome	Direct: VOCs or other pollutants residual elements in the final product causing unwanted effects to the occupants. Indirect: Nil.	Currently no potential benefits identified that would be significantly worthwhile	2	1	2	Surface finishes used emit any VOCs during curing at sufficient rate that they are not expected to be detected once the final building is complete. Paint manufacturers have been consulted and there is not expected to ever be any issues.		2	1	2	No further action required.

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Sourcing Materials	SM1	Ethics	Sustaining unethical practices such as slavery, poor working practices etc. by using materials procured from unregulated sources. Possible damage to reputation and loss of business.	Currently no potential benefits identified that would be significantly worthwhile	3	4	12	Steel to be procured from European geographical area. Procurement policy in place to BES6001 standards.	Purchasing Environmental Manual Purchasing policy for steel	3	1	3	
Sourcing Materials	SM2	Energy usage, transport	Materials procured from further afield that could be procured locally. How is total carbon footprint measured? By product or from raw material. Different political and environmental considerations dependent on the requirements of the client.	UK government procurement guidelines for UK sourced material. Request for higher recycled content by clients	3	3	9	Client needs and requirements to be established. Conflicting requirements by different client to be understood and understand potential issues.	Environmental Manual Purchasing policy for steel	3	2	6	Ongoing surveillance
Office Management	OM1	Energy usage	Direct: Depletion of natural resources (fossil fuels – electricity, gas). Indirect: Greenhouse gases adding to global warming.	Low energy lighting to be revisited. Supplier cost constantly compared and switched. Installation of renewables.	3	4	12	BGL will set thermostats to reasonable levels and set timers to most efficient settings. All electronic devices will be turned off when not in use. Inefficient equipment to be replaced with efficient equivalents. Posters and briefings will be used to communicate and raise awareness of energy usage issues. Training provided to employees on energy conservation.	Environmental Manual	3	1	3	No further action required.
Office Management	OM2	Damaged or end of life office consumables, fixtures and fittings; recyclable, non-recyclable and hazardous.	Direct: Waste disposal, recycling, landfill, hazardous waste. Indirect: Nil.	Re-use wherever possible	3	3	9	Staff will use double sided printing where possible. Consider sending by e-mail rather than hard copy. BGL will actively seek to recycle all office consumables that can be recycled, e.g. paper, printer cartridges. Waste Electrical Equipment is disposed of in accordance with the WEEE Regulations.	Environmental Manual	3	1	3	No further action required.
Office Management	OM3	Uncontrolled release of air conditioning refrigerant and fire extinguishing equipment (Servicing)	Direct: Possible emission of liquid to ground or water. Indirect: Degradation of air quality		2	3	6	BGL will carry out a formal pre-qualification check to ensure contractors are competent to undertake the tasks they are selected for, i.e. air conditioning maintenance, extinguisher replacement.	Environmental Manual BSL PM 4.00 Purchasing Procedure	2	1	2	No further action required.
Construction	C1	Dust	Direct: Nuisance. Indirect: Community relations		3	2	6	Areas / activities which generate high levels of dust will be watered. Silty water must not be disposed of to water bodies without consent.	Environmental Manual	3	1	3	No further action required.
Construction	C2	Noise	Direct: Nuisance. Indirect: Community relations.	Low noise plant and equipment to be used. New solutions constantly available - to be monitored. Sell the solution of off site cutting as a benefit.	3	2	6	Plan the work activities to ensure that the minimum time is taken to complete the set up. Noise levels will be kept to a minimum at all times. Every attempt will be made to carry out operations with high noise levels during daylight hours. Sensitive areas will be barriered / screened to avoid noise and disturbance.		3	1	3	No further action required.
Construction	C3	Light	Direct: Nuisance. Indirect: Community relations.		3	2	6	Ensure that light impact on residences is minimal. Do not direct light towards residences. Switch lighting off when not required.		3	1	3	No further action required.
Construction	C4	Traffic	Direct: Nuisance. Indirect: Community relations.	Work with client and local communities. Achieve Considerate Constructors compliance.	3	2	6	Ensure vehicles attending site are kept to a minimum, schedule works for daytime, where vehicles must attend site at night brief all staff about noise issues. Distance of materials and manufacturing processes to be considered when making decisions on purchasing - in line with BES6001.		3	1	3	No further action required.
Construction	C5	Litter	Direct: Nuisance. Indirect: Community relations.		3	2	6	Materials must be kept in designated areas, waste disposed of appropriately and staff briefed on good housekeeping.		3	1	3	
Construction	C6	Mud on highway	Direct: Nuisance. Indirect: Community relations.		3	2	6	Avoid driving vehicles on soft verges, especially during poor weather. Any debris on highways must be cleaned up with a suitable cleaning vehicle.		3	1	3	No further action required.
Construction	C7	Excavating trenches	Direct: Disturbance of flora and fauna impacting upon wildlife breeding sites, shelter or food sources. Ecological damage to vegetations and habitats. Indirect: Nil.		4	3	12	Minimise damage to vegetation whilst working. Awareness training to take place. Routine site inspections. Site rules and protected species training given to all employees		Training and Awareness Environmental Site Rules	4	1	4
Construction	C8	Waste materials	Direct: Inert Waste Disposal. Indirect: Sustainability issues.		3	2	6	Principals of 4 Rs to be followed. Waste materials will be disposed of via a licensed waste carrier to an approved EA disposal unit.	Environmental Manual	3	1	3	No further action required.
Construction	C9	Waste florescent tubes, batteries and Portable Circuit Boards	Direct: Hazardous Waste Disposal. Indirect: Poor community relations.		5	4	20	Hazardous waste materials will be disposed of via a licensed waste carrier to a approved EA disposal unit.		5	1	5	No further action required.
Construction	C10	Use of pesticides	Direct: Destruction of fauna; Waste disposal Indirect: None		4	4	16	Store pesticides in a locked, sealed unit. Only trained staff are allowed to use product. Only use with permission of landowner. Dispose of Pesticides by returning to supplier.	Environmental Management System Manual	4	1	4	No further action required.
Construction	C11	Use of fuel powered plant (generators, stihl saws, etc.)	Direct: Pollution of land and/or watercourses. Indirect: Contributing to transboundary air pollutants and global warming.		4	4	16	All fuel powered plant is to be accompanied by a spill kit. Toolbox Talk training to be given on correct use of spill kits. Drip trays to be used where suitable. Double banded equipment to be used wherever possible.	Environmental Manual Training and Awareness Environmental Site Rules	4	1	4	No further action required.

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Construction	C12	Use and maintenance of lead acid batteries and florescent tubes	Direct: Hazardous waste disposal and emission to ground or water. Indirect: Resource and sustainability issues.		3	2	6	Batteries shall be subject to a scheme of planned preventative maintenance. All waste that can be returned under the Batteries Directive to the producer shall be returned. Hazardous waste batteries will be disposed of via a licensed waste carrier to a approved EA disposal unit.	Environmental Manual	3	1	3	No further action required.
Construction	C13	Repair and purchase of electronic equipment	Direct: Minimisation of waste disposal, disposal of waste packaging. Indirect: Use of resources and sustainability issues.		3	2	6	All electronic fixed equipment will be subject to a scheme of planned preventative maintenance and will be repaired and refurbished where possible. All packaging waste will be stored / disposed of in accordance with Duty of Care requirements.	Waste Management Procedure	2	1	2	No further action required.
Construction	C14	End-of-line product packaging and ancillary items	Direct: Waste disposal and recycling opportunity. Indirect: Recycling and sustainability issues.		3	3	9	All wastes will be stored / disposed of in accordance with Duty of Care Regulations, via licensed waste carrier to EA approved disposal unit.		3	1	3	No further action required.
Construction	C15	Working in and around the public	Direct: Nuisance to nearby neighbours though noise, littering. Indirect: Poor community relations.	Considerate Constructors points and awards	4	4	16	BGL will carry out toolbox talks to raise staff awareness on littering and noise. Noise levels will be kept to a minimum at all times. Every attempt will be made to carry out operations with high noise levels during daylight hours.	Environmental Manual	4	1	4	No further action required.
Construction	C16	Working in and around flora, fauna and protected species	Direct: Nuisance to nearby neighbours though noise, littering, damage to flora and fauna. Indirect: Poor community relations.		4	4	16	Noise levels will be kept to a minimum at all times. Sensitive areas will be barriered / screened to avoid noise and disturbance. Due regard to be given to the possibility of damage via parking and access / egress. Toolbox talk training to be provided.	Environmental Manual	4	1	4	No further action required.
Construction	C17	Removing water from flooded inspection chambers and ducts	Direct: Pollution of land and / or watercourses. Indirect: Nil.		4	4	16	Water to be tested before being pumped out of chambers. If found to be contaminated it is to be removed by a specialist waste company.	Method Statement / Risk Assessment	4	1	4	No further action required.
Construction	C18	Ethics	Employment of illegal immigrants. Not paying minimum wage. Potential modern slavery.	Little currently but the situation is fast evolving and there may be benefits in the future from going beyond basic compliance.	3	1	3	Direct employees are vetted for eligibility to work in UK. Subcontractors have to comply with UK law. The induction highlights correct ethical practices and what workers are to expect.	Procurement procedures Induction	3	1	3	No further action required.
Stores / Manufacturing	MAN1	End-of-line product packaging and ancillary items	Direct: Waste disposal and recycling opportunity. Indirect: Recycling and sustainability issues. Fly tipping.	Pallets sold. Metal sold. Reduced costs by waste reduction and segregation	3	3	9	All wastes will be stored / disposed of in accordance with Duty of Care Regulations, via licensed waste carrier to EA approved disposal unit.	Environmental Manual Waste Management Procedure	3	1	3	No further action required.
Stores / Manufacturing	MAN2	Energy Usage	Direct: Depletion of natural resources (fossil fuels – electricity, gas). Indirect: Greenhouse gases adding to global warming.	Reduced costs and income generation from solar panels.	3	4	12	BGL will set thermostats to reasonable levels and set timers to most efficient settings. All electronic devices will be turned off when not in use. Inefficient equipment to be replaced with efficient equivalents. Energy surveys to be conducted. Posters and briefings will be used to communicate and raise awareness of energy usage issues. Training provided to employees on energy conservation.	Environmental Manual	3	1	3	No further action required.
Stores / Manufacturing	MAN3	Litter	Direct: Nuisance. Indirect: Poor community relations.		3	2	6	Materials must be kept in designated areas, waste disposed of appropriately and staff briefed on good housekeeping.	Environmental Manual	3	1	3	No further action required.
Stores / Manufacturing	MAN4	Traffic / Transport	Direct: Nuisance. Indirect: Poor community relations.		3	2	6	Use of AdBlue to reduce emissions in diesel lorries. Ensure vehicles attending site are kept to a minimum, schedule works for daytime, where vehicles must attend site at night brief all staff about noise issues.	Environmental Manual	3	1	3	No further action required.
Stores / Manufacturing	MAN5	Works fuel and chemical storage. Spilt liquids	Direct: Pollution of water courses. Indirect: Nil.	Reduced waste.	4	3	12	Bunded diesel tanks. Leak warning systems. Reporting of spills. Control of vehicles. Issue spill kits and suitable training to site for the event of a spillage.	Traffic Management Plan Environmental Manual	4	1	4	No further action required.
Stores / Manufacturing	MAN6	Storage outside building	Direct: Disturbance of flora and fauna impacting upon wildlife breeding sites, shelter or food sources. Ecological damage to vegetation and habitat. Indirect: Nil.		4	3	12	Minimise damage to vegetation whilst working. Awareness training to take place. Routine site inspections. Toolbox talks on waste management	Environmental Manual Health, Safety & Environmental Audits	4	1	4	No further action required.
Stores / Manufacturing	MAN8	International spread of pests/diseases	Direct: Ecological damage to local flora and fauna. Indirect: Nil.		4	2	8	All export goods will only be shipped on either plastic pallets or treated branded wooden pallets.	Environmental Impacts and Aspects Register	4	1	4	No further action required.
Stores / Manufacturing	MAN9	Air emissions. Solvent emission	Direct: Environmental damage for local residents. Indirect: Greenhouse gases adding to global warming.	Reduced VOC content paint means easier compliance and reduces associated health risks to painters and fire risk.	4	4	16	Solvent management in place. LEV and filtration in place. Permit from Poole Borough Council.	Solvent Management Plan	4	1	4	No further action required.
Stores / Manufacturing	MAN10	Hazardous Waste	Direct: Danger to staff. Indirect: Pollution of environment. Dumped waste.	Less created equals less risk to workers.	3	2	6	Solvent management in place. LEV and filtration in place. Permit from Poole Borough Council. Hazardous waste registration. Waste removed by licenced supplier.	Solvent Management Plan	1	2	2	No further action required.