

Noise Management PLAN

Morris & Co (Handlers) Ltd

Neath Abbey Wharf

Skewen

Neath

Castell-nedd Port Talbot

SA10 6BL

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Revision History

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AWAITING FEEDBACK FROM NRW

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1 Introduction

As a waste recycling facility the site is required to operate under an Environmental Permit and one of the conditions of that permit is to have an environmental management system.

The site currently operates 3 core documents relating to mitigating environmental risks within the companies environmental management system:

- Summary of Management Systems - this document highlights the steps taken to control day to day environmental risks.
- Accident Management Plan – this document considers the company's response to accidents on site.
- Fire Prevention Plan – this document identifies the potential Environmental hazards with a review to meeting the 3 Environment Agency objectives:

The site also has a number of controlled procedures and plans including this document – Noise Management Plan. Please note that the 3 above documents should be read in conjunction with the procedures and controlled document list held within the environmental management system.

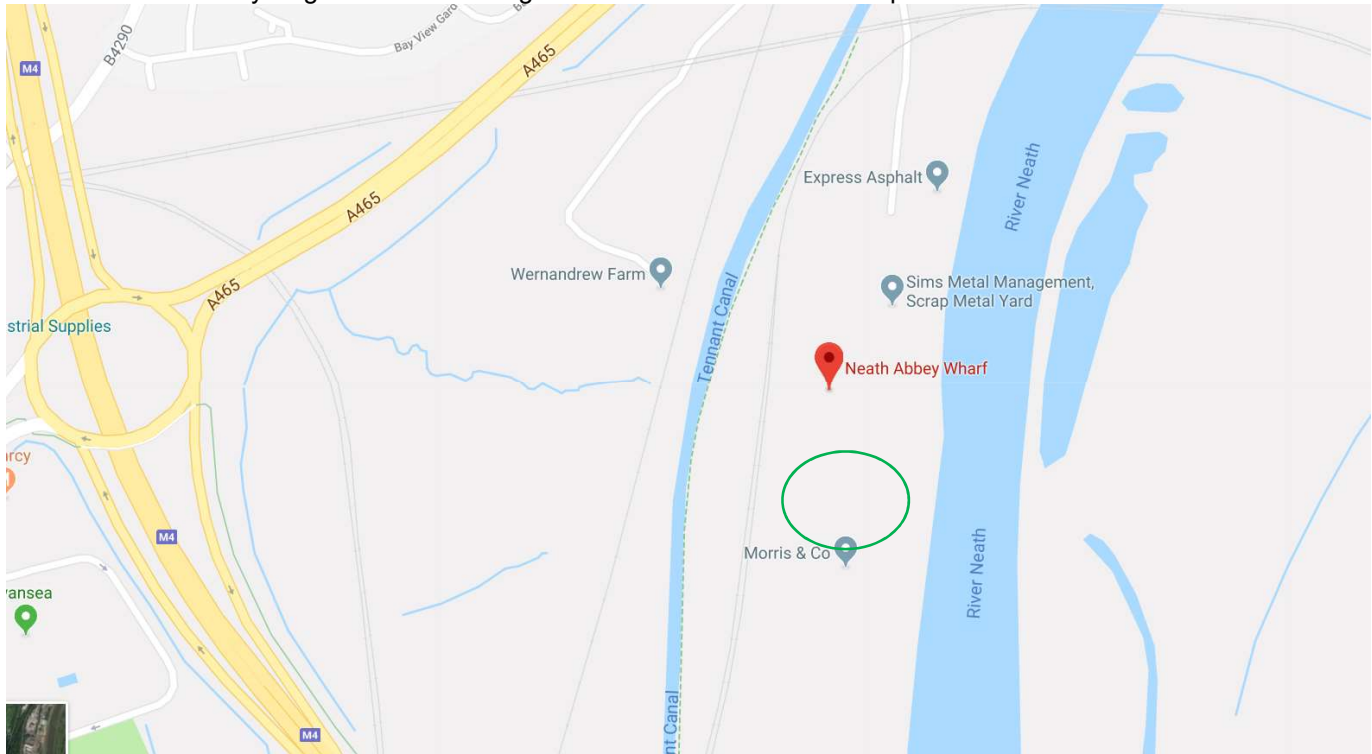
1.1 – Purpose

This Noise Management Plan (NMP) is intended to be used as a reference working document for all staff. It outlines the main potential noise sources identified on site, the mitigation measures implemented to reduce the risk of noise nuisance and the monitoring, maintenance and recording methods to be used during the lifetime of the sites operation. The NMP has a dual function of showing how existing controls control noise release potential and identifying where improvements can be made.

1.2 - Overview of the Site

Site is located at Neath Abbey Wharf, Skewen, Neath, Castell-nedd Port Talbot, SA10 6BL. Please see Site Location Plan (drawing no 02).

The site is located with easy access to the M4 and A465 road networks. The Neath Abbey Wharf area has a network of waste recycling facilities including Sims Metal and Derwen Group.



1.3 – Noise Sensitive Receptors

For the purpose of this assessment, a radius of 1km has been adopted for potential sensitive receptors. Please see Receptor Plan drawing no: 10

The site is located in Neath Abbey Wharf, an industrial area with a number of waste facilities. Within a 310m radius is a single residential noise sensitive receptor known as Wernandrew Farm. At a distance of approximately 500m are additional residential receptors and a school known as LLandarcy Academy of Sport.

1.4 – Drawings

All Morris & Co sites have the same numbering on the drawings, however some sites may not require the full suite of drawings as the sites are slightly different i.e owned or rented. The drawing numbers are maintained across the different sites for referencing purposes.

Copies of the drawings for the site are displayed in the weighbridge office and copies are included in separate appendices below. All site plans are 1:5,000 size and able to be printed to A1 size. All new staffs are shown the site drawings during induction training to make them familiar with the site.

The drawings for the site are:

Drawing Title	Drawing Number	Relevant to Neath
Site Planning Permission Boundary Plan	01	N/A
Site Location Plan	02	Yes
Site Ownership Boundary Plan	03	N/A as rented land
Environmental Permit Boundary	04	Yes
Fire Hydrant Locations	05	N/A as not available
Fire Protection Plan	06	Yes
Site Infrastructure Plan	07	Yes
Material Storage Plan	08	Yes
Site Drainage Plan	09	Yes
Receptor Plan 1km	10	Yes
Odour Plan	11	N/A
Habitat Plan	12	Yes

2 Site Operations

2.1 – Overview of The Operation and Products

The site receives incinerator scrap, steel UBCs and aluminium UBCs.

The incinerator scrap goes through a treatment shredding operation to separate and extract different metal grades to increase the recycling rate. The steel and aluminium UBCs are baled for onward sale.

2.2 – Operational Hours

Day	Staff on site	Operational hours	Weighbridge hours
Mon – Fri	6.30 – 18.00	7.00 - 17.00	7.00 – 16.30
Sat	6.30 – 13.00	7.00 - 12.00	Closed
Sun / BH	Maintenance only as required	Closed	Closed

2.3 – Potential Noise Sources on Site

As site operations are performed inside the building, noise is considered a low impact. Residential development is more than 50m away and the neighbouring industrial businesses are waste facilities and heavy industrial and therefore the background noise of the industrial estate is elevated. All on site mobile plant and machinery complies with current legislative requirements.

The following is a risk assessment of potential noise sources:

Source of Noise	Nature of Noise	Contribution to overall emission
Cleaning of the work area	Not dominant	Low
5 staff conversing and interaction	Not dominant	Low
Maintenance and repair	Not dominant	Low
HGV Movements	Delivery and collection of waste	Medium
Material Handler External including 360 Material Handlers	Movement of waste within building and external area	Medium
Tipping of metal deliveries onto the floor inside the building	Last for short periods not dominant.	Medium
Fixed shredder	Sorting of incinerator scrap continuously inside the building	High
Henschel Hydraulic Baler	Baling of steel cans inside the building	High

3 Noise Management

3.1 – Hierarchy for Noise Management

The site can effectively reduce noise simply by being aware of its presence as an issue for the site and by adopting procedures when carrying out everyday activities. Such procedures can be collectively called 'noise management' and can be particularly important where substantial noise control has been incorporated in a plant design.

The hierarchy for control should be to:

1. Prevent generation of noise at source by good design and maintenance.
2. Minimise or contain noise at source by observing good operational techniques and management practice.
3. Increase the distance between the source and receiver.
4. Sympathetic timing and control of unavoidable noisy operations.

3.2 – Noise Control Measures

The site does not have the following risks generally witnessed on a metal recycling site:

- The site does not accept fire extinguishers in the waste and thus there is no risk of explosion
- The site does not use a metal shear
- The site does not handle heavy metals, only soft metals are received on site
- There is no process that requires metals to be dropped from a height
- All treatment operations are performed in a building and the doors are facing away from the noise receptors
- Mobile plant is operated predominately in the building
- Hours of operation are working day hours only

:

3.3 – Maintenance

The site follows the Plant Maintenance Procedure (ProMaintenance) for all maintenance on site.

In high level detail, plant is maintained by:

- Regular servicing in accordance with manufacturers recommendations

- Issues highlighted in daily pre-operational checksheets .

There are daily pre-operational checksheets for all fixed and mobile plant (when in use) and a job sheet is completed for each specific machine which covers ongoing repairs and hours. It is recognised that regular servicing and maintenance of the plant minimises the risk of overheating. The sheets are handed into the weighbridge where a summary report is collated for mechanics. The report is given back when the items completed.

3.4 – Training

Training of new and existing employees is undertaken as per the Training Procedure (ProTrain) and is the responsibility of the Site Manager or Finance Officer dependent on role.

All new employees are inducted. There is an induction program which includes (but not limited too):

- Company awareness including no smoking policy
- Health and Safety
- Environmental permit awareness
- Emergency evacuation procedure

Following induction the employee is added to the company Training Matrix, where key training requirements are added dependent on role. The Training Matrix provides the full list of training available, trained, in progress or requiring training, all staff should make themselves familiar with this document, it is a live document and updated on an ongoing basis. The Training Matrix includes details of internal training, external training, SSOW¹/RA²/COSHH training one to one mentoring, toolbox talks or practice drills completed.

An illustration of the Training Matrix is below, further training is carried out than listed below, this is just an illustration. Also the names of the site staff are completed in the live document and a copy of the Training Matrix for the Neath site is readily available on the Compliance Drive.

Illustration only – Training Matrix:

STAFF TRAINING MATRIX																				
Name	Skill	Induction Inc H&S	Manual Handling	EA Technical Comp	WamitabContinuing Competence Certificate Transfer/Treatment of HW	Load Acceptance and Rejection Procedure	Waste Receipt Separation and Storage	Env Permit Awareness	Fire Prevention Plan	Fire Marshall & Extinguisher Users	Evacuation and emergency response	Spill Response	Noise Management Plan	Daily Checks and Maintenance - Baler	Daily Checks and Maintenance - shredder	Daily Checks and maintenance - 360	Daily Checks and Maintenance - Wheeled Loading Shovel	Daily Checks and maintenance - Counter Balance Forktruck	Plant re-fueling	Loading / Unloading
Site Manager																				
Site Supervisor																				
Operator 1																				
Operator 2																				
Operator 3																				
Trained																				
Training in Progress																				
Able to Train Others																				
Training Required																				

Visitors are supervised whilst on site. At the visitors sign in area, there is an instruction sheet to the site that makes them aware of the correct safety and fire prevention procedures whilst on site.

¹ Safe System of Work

² Risk Assessment

4 Noise Monitoring

4.1 – Noise Monitoring

Noise levels are considered daily by the site manager at the entrance to the site and recorded on the Daily Environmental Checksheet.

4.2 – Managing Noise Complaints

If complaints were received regarding noise the Noise Complaint Form together with a record of any likely causes noted at the time should be completed. The complaint shall be investigated and a concluding record made.

Example Noise Complaint Form:



Noise Complaint Form

Complaint No:

Time and date of complaint:	Name and address of complainant:	
	Telephone number of complainant:	
	Email of complainant:	
Location of caller in relation to the site?		

Date of noise event:	
Time of noise event:	
Duration of offending noise:	
Weather conditions at the time of offending noise (i.e., dry, rain, fog, snow):	
Temperature (very warm, warm, mild, cold or degrees if known):	
Wind strength (none, light, steady, strong, gusting):	
Wind direction (eg from NE):	
Complainant's description of noise: o What kind of noise is it?	
o Duration of the offending noise (time):	
o Is it a constant or intermittent noise in this period:	
o Does the complainant have any other comments about the noise?	

Are there any other complaints relating to this noise? (either previously or relating to the same exposure):		
Operating conditions at the time of the offending noise and any deviations from standard practices at the time:		
Do you accept that the noise is likely to be from your activities?		
What was happening on site at the time the noise occurred?		
Follow up, time and date caller contacted:		
Actions taken:		
Is an amendment to the Noise Mgt Plan required?		
Form completed by:	Date:	Signed:

Noise Complaint Form

Version 1

4.3 – Keeping NMP up to date

The NMP is a live document and any of the following circumstances may warrant a review:

- Noise complaint
- Installation of new equipment
- Change in metal types accepted on site
- Development of site infrastructure i.e increased external storage area
- Recommendations received from external parties or highlighted during ongoing risk assessments

Appendix 1 – Noise Survey Ltd Assessment 20th August 2018

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Appendix 2 – Receptor Plan Drawing No.10

