Scott Walton Contracting

Environmental Focus
Achieving compliance & quality

Environmental Management System (EMS)

Scott Walton Contracting

Report compiled by:	Gareth Danter-Hill	Environmental Focus Ltd
Customer:	Scott Walton	Scott Walton Contracting
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Introduction

The EMS produced for site is designed to enable the permit and the activities undertaken within the parameters of it; to be compliant with all relevant Environmental legislation. Where appropriate Best Available Techniques (BAT) will be adopted on site to ensure that the environment and human health are protected.

This EMS is only applicable for the existing permit and includes all activities covered within the SR2009No6 permit. The following documents were used as to aid the formulation of this management system and the associated documents. The standards outlined within these documents will be adhered to throughout site operations:

How to Comply, SGN5.06, H1 guidance and the WRAP aggregate QP.

Environmental Policy

Scott Walton Contracting and its staff are committed to minimising its impact on the environment. The company recognises that environmental issues are of vital importance to a successful and responsible business programme.
All business operations are done with clear regard to environmental issues; where possible, the impact of operations at site are undertaken to minimise all impacts on the environment. Consequently, the company is committed, through a process of continual improvement that will aim to prevent pollution and minimise the environmental impact of all operations while improving performance.
In line with this commitment the company has a general policy of:

- Complying with all relevant legislation, customer and internal requirements
- Setting environmental objectives and targets that are reviewed regularly
- Undertake environmental risk assessments where required
- To minimise energy usage
- To re-use, segregate and recycle material where possible to achieve the best environmental outcome
- To undertake regular internal audits
- To review and revise this policy frequently to maintain effective working practices

The company will ensure that this policy and its objectives are understood, implemented, and maintained. This will be to achieve continuous improvement and lead to the progressive development of this Environmental Management System.

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TCM

The TCM for this permit and the activities undertaken within will be an external environmental consultant, Gareth Danter-Hill of Environmental Focus Ltd. He has successfully completed the course for WAMITAB Level 4 High Risk Operator Competence for Non-Hazardous and hazardous Transfer and Treatment to Produce Soil (HROC6). Continuing Competence certificated have been achieved for both hazardous and non-hazardous transfer and treatment of waste.

Site Plans

The extent and layout of the permitted operations are as shown within drawing permit issued (as submitted with the original permit application). If the activities on site vary or alter significantly from those identified within the drawing, a review will be undertaken and an updated site plan will be created.

Restraints

The activities shall not be carried out within:

(a) 500 metres of a European Designated Site or a SSSI;
(b) 50m of any well spring or borehole used for the supply of water for human consumption. This must include private water supplies.
(c) 250 metres of the presence of Great Crested Newts, where it is linked to the breeding ponds of
the newts by good habitat.
(d) a specified AQMA.
(e) 50m of an area that is subject to a specific Biodiversity Action plan that NRW considers at risk by the permitted activities.
(f) 10m of any watercourse.
(g) 50m of a National nature reserve, local nature reserve, Local Wildlife site, Ancient Woodland or Scheduled ancient monument.

At present, the Operator is not aware of any of the above being located within the stated distances of the site boundary and the permit is issued as such.

IED implications

Due to the nature of the waste currently permitted, the wastes to be accepted at site and the treatment processes to occur; it is not foreseen that the IED is a relevant consideration. Should this change in the future due to amendments to the Legislation etc., Scott Walton Contracting will address the requirements at this stage proactively.

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Site Operations

For all waste accepted on to the facility full upstream checks are to be carried out before new waste types or suppliers are to be allowed to import waste on to site.

Pre-acceptance Procedures

The pre-acceptance procedures adopted at the LRC are in accordance with the Sector Guidance Note 5.06 section 2.1.1 where appropriate. In order to ensure that unsuitable wastes are not accepted onto site, the senior management team will be used to ensure that the materials to be delivered are suitable to be recovered on site. This will be done by checking that the waste to be delivered firstly is coded correctly and secondly whether the EWC code is on the list of permitted wastes at site. The site management will also determine whether the waste is likely to be contaminated or already decomposing to such an extent that odour will be an issue. This assessment will be visually and olfactory only. If it is deemed that the wastes are not suitable to be recovered on site as a result of these procedures; they will not be accepted.

A pre-acceptance screening procedure will be used to ensure that the wastes that are being proposed for delivery comply with firstly the requirements of the environmental permit held and secondly, whether the wastes are suitable to be recovered. This process will involve a review of information from the waste producer which may include representative samples of the waste being brought to site before bulk loading inputs.

All waste deposits to be utilised within the above mentioned treatment process will therefore be pre-booked for acceptance to site.

On arrival all wastes will be visually checked to confirm that they meet the description and EWC assigned by the waste producer. If not, they will not be accepted on to site for any recovery operation and will either be returned to the waste producer or quarantined on site.

Pre-booked deliveries will have to have the following information assigned to them:

- The EWC code assigned for the waste.
- Chemical analysis (if required) and composition of the waste.
- Quantity of waste to be delivered.
- Any hazards within the waste.
- Contingency plans for non-conforming waste should the need arise.

It is not anticipated that wastes from companies outside of the control of Scott Walton Contracting are to be accepted, however, on occasion this may be acceptable if the waste meets the above pre-acceptance criteria. The wastes will still undergo full inspection at the site and will be directed away from any source segregated materials avoiding cross contamination. These wastes will then be visually checked by the management team via on site checks before being incorporated into any further recovery projects.

Testing of feedstock supplies will identify the following:

- Nature of the waste and how it has arisen

- Any variations in the feedstock
- Inhibitory values in the feedstock
- Biodegradability of the feedstock

Wastes should not be accepted at the installation without a clear method or defined treatment and disposal/recovery route with a full costing.

Acceptance procedures

All wastes that are received are both visually checked when excavated and when tipped off.

Duty of care paperwork is checked by the operative in the vehicle delivering to ensure that the waste is compliant with the EWCs on the permit of the site. It may be the case, as with some local authorities/large projects that a season ticket is used for wastes that are repeat loads.

All vehicles that are depositing materials onto site will be directed to the most appropriate waste reception area by the foreman on site (please traffic management plan for site). When the load is tipped off, the contents are visually checked for contaminants and to see if the waste matches that described and coded on the accompanying transfer note.

Due to the nature of the waste and how it is collected, there is inevitably going to be a certain amount of contamination in the waste. For example, materials such as wood, metal and plastic will remain in the wastes. In order to remove these contraries a picking operative has been employed on site and the material will be processed in order to remove all contaminants before being batched for onward processing.

Waste will then be stored in the appropriate bay awaiting the batching and screening/crushing process.

For all loads received, a detailed record is kept that will contain the following information:

- Description of waste
- EWC code
- Date and time of delivery
- Weight of load
- Waste carrier registration number

A monthly and quarterly log is kept (for waste return purposes) of all waste that is accepted at site. This log is checked each month and this ensures that the permitted tonnage will not be breached. If this figure is reached, then waste rejection procedures (detailed below) will be initiated to remain compliant on site.

The information to be retained and used as part of the batching process will include all information obtained during pre-acceptance, acceptance, storage, treatment and/or removal off-site.

These records will be kept in the site offices in dedicated files so that inspection of loads can be simply carried out.

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The tracking system should operate as a waste inventory/stock control system and include as a minimum:

- date of arrival on-site
- producer details
- all previous holders
- a unique reference number
- pre acceptance and acceptance analysis results if required
- package type and size
- intended treatment/disposal route
- record accurately the nature and quantity of wastes held on site
- where the waste is physically located in relation to a site plan
- identification of operator staff who have taken any decisions re acceptance or rejection of waste streams and decided upon recovery / disposal options

The adoption of such a tracking system will allow for accurate figures with regards current storage and treatment tonnages on site at any one time to be provided. However, deviations from the above may be possible as the site will adapt the tracking system to allow for efficiency improvement to be made.

Rejection procedures

Waste shall only be accepted at site if it conforms to the list of permitted wastes and if it conforms to the written description of the waste producer.

If, in the unlikely event a waste is accepted onto site that does not comply with the above then the usual site rejection procedures will be enforced:

- The waste will be separated from any other wastes currently on site and will be stored on an impermeable surface that benefits from sealed drainage (if deposited).
- The driver of the load will be instructed to return the load and provided will detailed reasons as to why the load has not been accepted at site (if not deposited).
- NRW will be informed of the non-compliant load and sent a copy of the on-site log of the activity that will detail the origin and carrier of the load.

Quarantine procedures

Scott Walton Contracting will identify a dedicated bay for any wastes that require to be quarantined. The reasons may be due to contamination within the material or that the waste does not match the EWC code attributed to it and therefore may not be a permitted waste under the permit held.

NRW will be notified of the acceptance and quarantine of the material as well as any actions that are being taken for its removal; inclusive of timescales.

For all wastes that have been quarantined a full investigation will be undertaken by senior management to understand the reasons for the acceptance and to ensure that the incident is not repeated. This report will be shared with NRW if required.

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Any waste material that has been quarantined will be removed from site within 7 days of its acceptance. If the material is thought to be hazardous (physical contamination i.e asbestos, Knotweed etc), this timescale will be reduced and the temporary storage of the material pending disposal will need to approved with NRW.

If chemical analysis is required to correctly classify the waste, then the material may be stored on site for longer than this period. The laboratory generally has a 10-day turn around on chemical soil analysis.

Permitted Wastes

Under the Standard Rules permit 2009 No6 the following waste types are permitted to be accepted onto site up to a total of 250,000T throughput per year; the site shall not accept any liquid waste, any hazardous wastes or that mainly consist of dusts, powders, loose fibres:

Waste Code	Description
17	**CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)**
17 01	**concrete, bricks, tiles and ceramics**
17 01 01	concrete
17 01 02	Bricks
17 01 03	tiles and ceramics
17 01 07	mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06

17 02	**wood, glass and plastic**
17 02 02	Glass
17 03	**bituminous mixtures, coal tar and tarred products**
17 03 02	bituminous mixtures other than those mentioned in 17 03 01
17 05	**soil (including excavated soil from contaminated sites), stones and dredging spoil**
17 05 04	soil and stones other than those mentioned in 17 05 03
17 05 08	track ballast other than those mentioned in 17 05 07
20	**MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS**
20 02	**garden and park wastes (including cemetery waste)**
20 02 02	soil and stones

Duty of Care

Scott Walton Contractors operates strictly within the requirements of Section 34 of the Environmental Protection Act 1990. For each load of waste that is collected and/or transferred a fully detailed transfer note will be provided and held for a minimum period of 2 years after the transfer.

The company holds an up-to-date waste carriers license reference: CBDU 020320

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Operational Procedures

Inert wastes

Aggregate and soils will be delivered to the site and stored in an unprocessed stockpile of up to approximately 25,000T on an area of hard standing. The operator hires mobile crushing and screening machinery. At intervals of between 1-2 weeks (to suit availability of the plant and the requirement for the replenishment of the stocks of processed materials) the mobile plant will be bought to site for periods of between 1-2 working days.

The plant will be used to crush and screen approximately 1000 – 2000 tonnes of material to provide a range of graded product and fill materials suitable for re-sale. The treated materials will be stored on hard standing or concrete in separated stockpiles. Each finished stockpile will be tested against the requirements of the WRAP QP for aggregate. Stockpiling of materials will not be done for prolonged periods of time as these materials are readily required for use on construction jobs at a high turnaround. However, if stockpiling does occur on site for periods greater than 6 months, the material will be re-tested to avoid it return to waste status.

All plant that is to be used on site for the screening and crushing of this type of waste material are fitted with water hoses that can be activated if required during periods of dry weather. This will act as a dust suppression system should the need be required. In addition to this, the operator has access to a road sweeper that is based in the transport yard adjacent to the site. This is used regularly on site to ensure that any dust on concreted areas and road ways is cleaned up preventing dust becoming a nuisance. The sweeper is also used to clean the local highways and haul roads if required.

Contaminants in material

Virgin timber (such as tree stumps and branches with minimal green matter) is produced from site clearance works. This is not classed as a waste but it will be bought to the site and stored separately to other materials – this material is removed from site frequently and doesn't get kept for periods longer than 2 weeks due to space constraints within the site boundary.

Wood wastes will be stored in an open skip towards the front of the yard awaiting removal and onward processing at another facility licensed to accept it. No further processing of the wood waste will be undertaken on site at present other than the manual picking and segregation of the wood from the inert materials if contaminants are seen.

There will also be skips on site for materials such as metals, plastic, general wastes and plasterboard if required. This material can be found in some of the incoming wastes as physical contamination that will need to be removed before the soil and aggregate are processed further for resale. The material is hand-picked and each of the contaminant materials are segregated and stored in separate skips on site pending collection and onward processing.

Screening/crushing procedures

The screening of the soils is undertaken when sufficient material is stockpiled on site to make the process commercially viable. Soils are removed from site as a waste as no end of waste status is

possible at this stage. Unless top soils have been tested against the relevant BS then an exemption or environmental permit will be required for its deposit and use on any site.

The CL:aire DoW CoP is currently not used on site, however, this may be a consideration in the future.

The screened material will produce a quantity of aggregate that has originated from construction and demolition sources. This material is bulked up with other Construction & Demolition aggregate wastes for processing on site.

Aggregates on site are treated in line with the following factory control system to allow for the end of waste status to be achieved. If the factory control system is followed correctly, the final product will not be classified as a waste and can be sold as a product. At this point the requirement for waste transfer notes ceases; however, a receipt or other similar document will be provided for tracking and invoicing purposes only.

Factory Control System

Introduction

This document is designed to present the treatment processes that are followed at Scott Walton Contracting. The processes covered within this document are the production of: WRAP QP standard aggregates. The processes adopted on site are based on the Quality Protocol for the production of aggregates from inert waste, found on the WRAP website. A quality control system has been adopted on site to ensure consistency across all waste treatment processes. This document is ever changing dependent upon waste levels and types, however, the fundamental core processes will remain the same.

Quality controls at various stages are required to ensure that the waste hierarchy is being followed and that wastes are fully recovered. These controls will be detailed throughout this document. This document acts as the Factory Production Control (FPC) for the purposes of aggregate treatment and processing. It is the responsibility of Scott Walton to ensure that this document and its processes are complied with. This procedure will be reviewed on an annual basis to ensure effectiveness of the system.

Sub-contractors are not anticipated to be used for the production of both WRAP QP, however, if the need arises then they will also comply with the requirements of this management system under the supervision of the recycling manager. It is the responsibility of the recycling manager to ensure that all relevant staff are suitably trained on the procedures surrounding waste acceptance, product sale, rejecting loads, testing and inspection of the systems.

Maintenance of plant will be carried out in-line with this EMS held for the site.

Pre-acceptance Procedures

The pre-acceptance procedures adopted at site are in accordance with the Sector Guidance Note 5.06 section 2.1.1 detailed above. In order to ensure that unsuitable wastes are not accepted onto site, the senior management team will be used to ensure that the materials delivered are suitable to be recovered both on site and as part of the control system.

Materials Acceptance

The acceptance of appropriate materials from gained contracts is the duty of head office staff and the waste acceptance process begins when the waste arrives at the processing facility. Contracted jobs are only allocated to site if the EWC codes match those that are permitted at the facility. It is the responsibility of the waste producer to classify their waste correctly.

On arrival, waste will firstly be visually checked before the site gates to ensure that the waste is suitable to be accepted. If waste arrives at site and it does not match either the EWC code assigned

or the description of the waste is not suitable, the waste will be returned to the producer and not accepted at the facility.
All complaints and reasons for waste rejection will be dealt with head office staff and recorded on a rejected waste spreadsheet in the office on site. If the waste is then correctly reclassified and the EWC is a permitted waste, then site will accept the waste for processing.

Only wastes on the permitted waste table within the permit held will be accepted for aggregate or soil processing:

Table S2.1 Permitted waste types:

EWC	Description
17 01 01	Concrete
17 01 02	Bricks
17 01 03	Ceramics and Tiles
17 01 07	Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06
17 02 02	Glass
17 03 02	Bituminous Mixtures
17 05 04	Soil and Stones
17 05 08	Track Ballast
20 02 02	Soil and Stones (garden and park only)

All of the above wastes are required to have less than 5% contamination as they are accepted on to site for the production of compliant product materials, any visual contaminants will be removed and quarantined within a sealed skip on site before being removed for recovery elsewhere. All accepted wastes will be inert as described by the Landfill Regulations as so will confirm that:

- It does not undergo any significant physical, chemical or biological transformations;
- It does not dissolve, burn or otherwise physically or chemically react, biodegrade or adversely affect other matter with which it comes into contact in a way likely to give rise to environmental pollution or harm to human health; and
- Its total leachability and pollutant content and the ecotoxicity of its leachate are insignificant and, in particular, do not endanger the quality of any surface or ground waters.

All records of waste acceptance will be maintained on site for inspection by NRW if required.
Using the criteria above, all waste identified as inert may be accepted without further treatment. Aggregate material will be stored in a designated bay awaiting treatment. Soil wastes that are accepted at the site, both from sites believed to be inert and from sites that are potentially contaminated (non-hazardous), will have representative samples taken to ensure that the soils are suitable to be accepted at the facility. Records of the representative samples will be maintained in the site office for inspection if required.

Any loads that do not conform to the requirements detailed within the above procedures will be quarantined in a designated bay and rejected.

Once accepted onto site, the loads will be checked once more after tipping. This is to ensure that the load doesn't have any hidden contaminants (deliberately placed at the bottom of the load). If contaminants are found, then the load will be reloaded and returned to the producer of the waste. Accepted loads will be stockpiled according to waste type in designated bays. Before this material is processed it will be checked by the recycling manager to maintain its suitability for processing. Loads with higher than 1% contamination may be accepted on to site if it is deemed by the recycling manager that the load can be treated on site to enable the contamination levels be removed from the wastes. Once they have been removed, the wastes can then be stockpiled with the remaining conforming material.

Material Processing-Aggregates

The processing area consists of the following equipment to allow segregation of the waste; site office, separate areas for waste segregation by type (aggregate, soils, mixed C&D, road scalping), front loading shovel, crushers/screener and a reception/picking area. Each load after being visually checked at the acceptance stage is tipped into the appropriate bay. Only suitable material for recycling will be stockpiled and so processed. These are only those materials that are permitted **and** included within the QP **and** that comply with the restrictions of the QP.

The material is picked manually at this stage allowing for the vast majority of physical contaminants to be removed. The tipped waste that is suitable for processing is treated using a 360 excavator that loads clean aggregate into the crusher which in turn feeds a three-way screen producing specific recycled product that is then put into designated stockpiles. A further excavator loads a separate screen that sorts a mixture of stone and soil into its separate fractions. A magnet is used within the screen and crushing machinery to ensure that no metal wastes remain within the materials. The metal wastes are removed from site and taken for onward recovery.

The aggregates are then stored in designated stockpiles, pending further processing and testing. The material is further processed via crushing and screening into a variety of grades takes place when the stockpiles are sufficient enough to make large product stockpiles, the grading is dependent upon customer requirements and will vary over time. Typically, at Scott Walton Contracting, Type 1, 6F5 and 50mm-80mm are to be sold. Processed aggregates are then labelled by stockpile, name and description. Before being offered to the market, the products will be tested to meet the requirements (see below) of the WRAP QP. Any materials that fail to meet the testing criteria will be re-processed following this management process once more. If repeat failing of the criteria is witnessed, the entire process will be reviewed on site by the recycling manager.

The responsibility for the testing and calibration etc for the testing equipment falls with the contractor. However, the recycling manager is responsible for checking whether these tests have been performed by the contractor. Testing frequencies and parameters to be adopted at site are detailed in the tables below. These are subject to change but updates to the factory control system will reflect any changes on site. The aggregates will be produced (dependent on market requirements) to the following British Standards that are required for the resale of aggregates in the UK for the specified contracts:

Product & Use	Standard	Specification	Quality Controls
Unbound recycled aggregate: Pipe bedding Drainage	BS EN 13242: Aggregates for unbound and hydraulically bound materials for use in civil engineering work and road construction	Highways Agency Specification for Highway Works (SHW): Series 500 Highway Authorities and Utilities Committee (HAUC): Specification for the reinstatement of openings in highways (SROH)	BS EN 13242: Level 4 Attestation Evaluation of Conformity to BS EN 16236* SHW: Quality Control procedures in accordance with the Quality Protocol for the production of aggregates from inert waste SROH: Compliance with SHW
Unbound recycled aggregate: Granular fill General fill Capping	BS EN 13242: Aggregates for unbound and hydraulically bound materials for use in civil engineering work and road construction	Highways Agency Specification for Highway Works: Series 600 HAUC: Specification for the reinstatement of openings in highways BS EN 13285: Unbound mixtures: Specifications	BS EN 13242: Level 4 Attestation Evaluation of Conformity to BS EN 16236* SHW: Quality Control procedures in accordance with the Quality Protocol for the production of aggregates from inert waste SROH: Compliance with SHW
Unbound recycled aggregate: sub base	BS EN 13242: Aggregates for unbound and hydraulically bound materials for use in civil engineering work and road construction	Highways Agency Specification for Highway Works: Series 800 HAUC: Specification for the reinstatement of openings in highways BS EN 13285: Unbound mixtures: Specifications	BS EN 13242: Level 4 Attestation Evaluation of Conformity to BS EN 16236* SHW: Quality Control procedures in accordance with the Quality Protocol for the production of aggregates from inert waste SROH: Compliance with SHW
Recycled aggregate for concrete	BS EN 12620: Aggregates for concrete	Highways Agency Specification for Highway Works: Series 1000 BS 8500-2: Concrete	BS EN 12620: Level 4 Attestation Evaluation of Conformity to BS EN 16236* SHW: Quality Control procedures in accordance with the Quality Protocol for the production of aggregates from inert waste
Recycled aggregate for hydraulically bound mixtures	BS EN 13242: Aggregates for unbound and hydraulically bound materials for use in civil engineering work and road construction	Highways Agency Specification for Highway Works: Series 800 HAUC: Specification for the reinstatement of openings in highways BS EN 14227-1 to 5 Hydraulically Bound Mixtures: Specifications	BS EN 13242: Level 4 Attestation Evaluation of Conformity to BS EN 16236* SHW: Quality Control procedures in accordance with the Quality Protocol for the production of aggregates from inert waste SROH: Compliance with SHW

The minimum testing frequency for each parameter to be tested against is detailed in the following table. For all testing that it is required a UKAS accredited laboratory is used. The days of production will be recorded within the site diary and used to log time periods for the production of aggregate.

End Use	Standard & Specification	Test	BS Test Reference	Minimum test frequency
All end uses	BS EN 13242 BS EN 12620	Particle size distribution Particle density Resistance to fragmentation (LA) Classification of constituents Water soluble sulfate	EN 933-1 EN 1097-6 EN 1097-2 EN 933-11 EN 1744-1	1 per week 1 per month 2 per year 1 per month 1 per month
Aggregates for concrete	BS EN 12620	Particle density and water absorption Sulfur containing compounds Chlorides Influence on setting time of cement	EN 1097-6 EN 1744-1 EN 1744-5 EN 1744-6	1 per month 2 per year 2 per year 2 per year
Unbound: Fills Capping Sub-base	SHW Series 600, & 800 SROH	California Bearing Ratio Plasticity of fines Frost Heave	1377: part 4 1377: part 2 812: part 124	1 per month 1 per week 1 per year

The aggregates that have passed the testing and are therefore allowable to be sold as a product will follow the procedures set out in the section for transport and delivery below.

Stockpiles of product will be stored on site pending sale to the open market. If the site becomes full or is at its permitted capacity, then the materials will be removed to another facility that is authorised to store the material. All product materials will aim to be sold within 6-12 months of production.

The process for obtaining the sample results can be seen if requested by the regulator.

Testing frequencies may change depending on whether material is being continuously produced or whether material is batch processed.

Manufactured Products

All products that are manufactured will firstly be subject to a visual inspection to ensure that all physical contaminants have been removed prior to testing. If this has not happened, then the materials will be picked once more to ensure that the product is of a high enough standard to meet the relevant criteria.

Once the appropriate materials have been sampled and tested to gain compliance with the relevant standard, the product material can then be sold without the Regulatory parameters for wastes.

All testing results will be maintained and kept within the site offices for inspection by the customer and regulator if required.

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All stockpiles of material will be labelled ready for export.

Transport & Delivery

All products that are to be transported and delivered to customers will be carried out by either Scott Walton Contracting haulage trucks or, on smaller scale projects, via collection by the customer themselves.

For aggregates that have been supplied to customers using the QP, the delivery of the product must maintain a record of:

- The date of supply to the customer
- Customers name and contact details
- Product detail
- Name, address and contact details of the producer of the product
- Quantity supplied

A statement that the material was produced in accordance with the QP. The supplier will also maintain records of testing, outline details of the quality control system in which the product was created and information on good practice for storage, transportation and handling of the aggregate in case is it requested by the customer.

Records will be kept for a minimum of 2 years.

The sale and delivery of the product materials under the WRAP QP for aggregates negates the need for the use of waste transfer notes. Instead the company will provide sale of goods receipts with the documented criteria listed above on them.

Monitoring and Emissions Regime

There are many different potential sources of emissions resultant from the treatment of wastes. For the activities at site the main areas/processes where emissions could occur are:

- Waste reception
- Screening
- Crushing
- Product storage
- Loading

Mitigation measures and corrective actions to eliminate and firstly to prevent emissions are detailed in this management system. The systems adopted on site to reduce odour can be used for several other areas of potential emission release.

As part of the management of the facility a monitoring programme will be used to ensure that no emissions that could either cause a nuisance to local receptors or harm to the environment and/or human health will be released. The emissions that will be monitored throughout the operation of the facility are:

- Water discharges
- Dust
- Noise and vibration

There will be no point source emission directly associated with any activity as infiltration will be the main element of water drainage for the site.

Water Discharge

There is no outlet for any surface waters to flow from the site. The site is made of areas of hardstanding allowing for natural infiltration of waters on the site to occur. If the hardstanding on site becomes severely compacted this may prevent the surface waters from infiltrating into the ground. If this does occur the management of the site will firstly, excavate the material that has been compacted and secondly, replace the hardstanding with new, clean aggregate that will allow for the free draining of liquid to occur on site once more.

In addition to this, as the site is not flat the water that falls on site may flow off the edges and therefore off the permitted area. To prevent this escape of water the site is in the process of creating an earth bund around the permitted area to prevent any water escape. This will consequently result in the water that has been in contact with waste operations being unable to leave site laterally.

Monitoring will continue in line with current permit requirements.

Dust and litter

Emissions may arise in the form of dust from the activities or as a result of vehicle movements associated with the process. Dust formation from the process itself generally occurs in material with moisture content lower than approximately 30%. Regular visual monitoring of the material will help

in the reduction of dust emissions as there will be water on site should conditions become too dry. Daily checks for dust will be carried out as part of the maintenance/inspection checklist annexed to this report. The initiation of dust suppression techniques including water mists and sprays could be adopted on site, in particular the damping down frequently during in dry weather. A street cleaner can also be stationed near to the site to allow for direct clean-up of the roadways on site should dust become an issue.

Water suppression will also be used in the form of spray cannons or similar when the drier material is being unloaded upon arrival if required.

If dust becomes a wider issue through complaints received, frisbee monitoring will be undertaken to ascertain the severity of the issue and an improvement plan will be initiated to reduce the dust emissions. A dust monitoring programme will be created to align with the severity of the issue depending on the outcome of the frisbee monitoring.

Litter will be monitored and cleaned up as per the requirement of the checklist annexed to this report. A site operative will monitor any wind-blown materials on site. Any material of this nature that has left the site boundary will be picked and collected daily to ensure that any waste that has blown out of the site does not remain an issue. If this does become a regular problem across the site, then Scott Walton Contracting will consider installing netting to catch any litter being blown before it leaves the site.

Noise and Vibration

Emissions from the activities shall be free from noise and vibration at levels likely to cause pollution outside the site, as perceived by an authorised officer of NRW. The majority of proposed operations do not generate excessive noise and vibration which may be a nuisance to nearby residents.

The crushing operations using mobile plant, brought to site from time to time, are those which will generate the greatest level of noise and vibration. The plant will be located in an area of the site that is surrounded by trees and hedges. To minimise the escape of noise outside of the site boundaries, there is a bank of trees surrounding the perimeter of the site and an earth bund has been constructed between the crushing equipment and the perimeter of the site nearest to the receptors. The crushing equipment will be maintained and used in accordance with manufacturer recommendations to avoid excessive noise and vibration. The crushing equipment will only be operated during normal working hours only to avoid any noise during evenings and night times.

It is not anticipated that site operations will be cause a noise nuisance because of the scale of operation. The site has been planned to ensure the best practicable means would be employed on site at all times to ensure that all plant and equipment does not produce excessive noise audible beyond the site boundary.

If noise becomes a wider issue through complaints received, detailed monitoring will be undertaken to ascertain the severity of the issue and an improvement plan will be initiated to reduce the noise emissions. A noise monitoring programme will be created to align with the severity of the issue depending on the outcome of the monitoring, this will be undertaken by a suitably qualified professional.

Other monitoring parameters

Control of pests

It is unlikely that vermin will present a problem because of the waste types handled at the site but a recognised pest control contractor will be brought in if any problems are encountered. The site will be inspected weekly for the presence of vermin and the results of the inspection noted on the site inspection form.

Control of mud and debris

The surfacing of the operational areas of the site with a compacted hard core surface and concrete increases the risk of mud flow during wet weather. The use of the road sweeper on site and the storage of waste within the bays significantly reduces the risk on the approach roads or public highway. The deposit of material on the public highway will be treated as an emergency and will be cleaned with a mechanical vacuum sweeper. No wheel cleaning facilities are proposed at the site. The waste types handled on site and the fact that the long site access road is surfaced with concrete reduces the likelihood of mud or debris being carried onto the highway.

Permitted Operations

The activities to be undertaken on site are in accordance with the requirements set out within the permit. The site is permitted to undertake the following activities:

Table 2.1 activities	
Description of activities	**Limits of activities**
D15: Storage pending any of the operations numbered D1 to D14 (excluding temporary storage, pending collection, on the site where it is produced) **R13**: Storage of wastes pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection, on the site where it is produced) **D14:** Repackaging prior to submission to any of the operations numbered D1 to 13 **D9**: Physico-chemical treatment not specified elsewhere in Annex IIA which results in final compounds or mixtures which are discarded by means of any of the operations numbered D1 to D8 and D10 to D12 **R3**: Recycling/reclamation of organic substances which are not used as solvents **R5**: Recycling/reclamation of other inorganic materials	Treatment consisting only of manual sorting, separation, screening or crushing of waste into different components for disposal, (no more than 50 tonnes per day) or recovery.

Site Engineering

The site is to be made up of both concrete and hard standing surfaces overtime. The storage bays for product and quarantined materials are constructed on a concrete surface that are enclosed on 3 sides by concrete 'lego' block type walls. This is to ensure that the materials are segregated from other wastes and materials to prevent any unauthorised blending and cross contamination of the material. The quarantined material will be stored in a sealed skip and so runoff will be minimal.

The rest of the yard is constructed with compacted hardcore materials. This allows for the free draining of all surface waters on site to naturally infiltrate the ground. A structured maintenance schedule of this area is operational and this allows for the excavation and re-construction of the hardstanding using fresh aggregate materials. This will only be done when the surface has become so compact (by the repeated use of heavy plant) that the surface water is being prevented from draining away.

An engineered earth bund is currently being constructed around the permitted area to maintain the site boundary. This will delineate the permitted area from the rest of the area and act as a sound barrier also. The bund will not be constructed to a height of greater than 3m and will be made of materials that will prevent any surface waters from flowing out of the permitted area.

Incident Plan

The site is only permitted to accept non-hazardous (inert) wastes and so the risks of contamination are very low.

The following list those items which require particular attention: -

Breakdowns and spillages

In the event of breakdown of the loading plant an alternative loading shovel or excavator will be brought on site until it is repaired. If an alternative machine cannot be used, then waste will be stored until the plant is repaired.

In the event of a long term breakdown of the loading plant an alternative machine will be brought on site until the faulty unit is repaired. Any spillages of fuel will be cleared immediately by depositing sand or other absorbent materials on the affected area. The sand or absorbents will be placed in a sealed container or skip to be taken to a suitably licensed site for disposal. All spillages of waste and windblown litter will be cleared by the end of the working day in which they occur where practicable.

All staff are trained to be able to identify a spillage quickly and initiate clean up and containment procedures as soon as possible to limit and impact on the environment.

Fully equipped spill kits are held on site and in the sites head office (a 2-minute drive away) should they be required to be used quickly to prevent any pollution leaving the site boundary or causing harm to the environment.

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Drums and other containers

The deposit of drummed waste will not be allowed at the site. If a drum is concealed within a load of material delivered to site and is not observed until the lorry is emptied onto the raw material stockpile then the following procedures will apply:

- The staff member will visually check the condition of the drum from a safe distance, noting any labels referring to the possible contents or hazards.
- The site manager will be contacted to verify the observations and to decide on further action.
- The producer of the waste and NRW will be contacted for advice and further information.
- If safe to do so, the waste will be quarantined in a safe location on site away from all other wastes and out of the way of staff and plant.
- All spillages will be cleared using a spill containment kit and all contaminated absorbents placed in a sealed container or skip for disposal to a suitably licensed waste management site.
- If the deposit results in serious reactions with other waste or harmful emissions or the drum contents cannot be identified, then the emergency services and/or specialist waste contractors brought in to assist. Staff will be evacuated from the transfer area to a safe area away from the hazard if required or advised to do so.

Fire

All areas across both the operational yard and the sites offices that are operated by Scott Walton Contracting are fully equipped with the most appropriate and correct fire extinguishers. These are tested and maintained by an approved contractor annually. Training will be provided to all site staff by a suitably qualified person to ensure that all staff are able and competent in the sue of the extinguishers.

Additionally, when fully operational, the operational site has a water bowser stored on site for quick action fire-fighting operations if required. The bowser has a capacity of 1000l.

The waste types that are accepted on to the site are not of high risk as far as fire is concerned. However, there may be contaminants within the loads that require picking and segregating from the inert materials and this will be stored in skips pending collection. This waste does pose a threat of fire.

Reporting

NRW are the regulating authority for the area in which Scott Walton Contracting operate. All reporting needs to be submitted to NRW for activities occurring under the control of the permit.

Waste returns data will be submitted within 30 days of the last day of the preceding quarterly period as detailed below:

- January to March figures will be reported before the end of April,
- April to June figures will be reported before the end of July,
- July to September figures will be reported before the end of October, and;
- October to December figures will be submitted before then of January the following year.

Any emissions or incidents that are not permitted and may impact upon the environment of human health will be reported to NRW as soon as possible to allow them to be fully aware of the situation and to take the appropriate action is required to limit the impacts.

Annex List

Maintenance/inspection Checklist

Week Commencing:

Area to Inspect	Frequency	Mon	Tue	Wed	Thur	Fri	Sat
Discharges off site	Daily						
Site security	Daily						
Fires	Daily						
Plant/equipment	Daily						
Litter	Daily						
Dust	Daily						
Mud on highway	Daily						
Odour—if required	Weekly						
Vermin	Weekly						
Fuel tank	Weekly						
Hard standing areas	Weekly						
Drainage of site	Weekly						
Waste composition	Monthly						
Spill kit contents	Monthly						
Waste quantities on site	Quarterly						

Inspection Completed By:	
Date:	
Time:	
Signature:	

If any defects are noted within the maintenance checks then they will be identified and logged through the defect reporting sheet below.

The defect reporting sheet will be passed to the TCM for the site to implement a mitigation action report.

The mitigation action report will highlight the works that are required to be undertaken to fix the defect. The report will also aim to eliminate any environmental impact that may have, or could potential result from the noted defect.

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Defect Report Sheet

Defect Assessment Reference	Date	Description	Environmental Impact	Permit condition breached	Management notified

Assessment undertaken by:	Management member contacted:
Date:	

Mitigation Action Report

Report Completed by:	
Date and Time:	

Responsible member of management:	
Defect Assessment Report Reference:	
External Complaint Reference Number (if applicable):	
Defect Description:	
Cause of Defect:	
Environmental Impacts:	
NRW contacted:	
Further Action Required on Site?	
Corrective Actions Undertaken:	
Complainant Contacted by:	
Defect Eliminated at Site:	
Permit condition(s) breached:	

Defect Closure completed by:	
Date and Time:	