

CONTENTS

- 1.0 INTRODUCTION
 - 1.1 General Considerations
 - 1.2 Site Details
- 2.0 SITE OPERATIONS (GENERAL)
 - 2.1 Total Capacity
 - 2.2 Material Delivery
 - 2.3 Hours of Operation
 - 2.4 Waste Types
 - 2.5 Staffing and Management
 - 2.6 Exempt activities
 - 2.7 Health and Safety Policy
- 3.0 SITE FACILITIES AND INFRASTRUCTURE
 - 3.1 Access and Parking
 - 3.2 Site Infrastructure
 - 3.3 Weighbridge
 - 3.4 Wheel Cleaning Facilities
 - 3.5 Fuel/Chemical Storage
 - 3.6 Site Security
- 4.0 OPERATIONS AND WASTE STORAGE
 - 4.1 Waste Operations
 - 4.2 Recycling Facility
- 5.0 WASTE ACCEPTANCE PROCEDURE
 - 5.1 Preliminary Procedures
 - 5.2 Checking and Initial Inspection of Loads
 - 5.3 Drainage
 - 5.4 Record Keeping
- 6.0 ENVIRONMENTAL CONTROL, MONITORING AND REPORTING
 - 6.1 Breakdowns and Spillages
 - 6.2 Site inspections and maintenance
 - 6.3 Control of mud and debris
 - 6.4 Control and monitoring of dust
 - 6.5 Stockpile management
 - 6.6 Odour Control
 - 6.7 Litter control
- 7.0 EMERGENCY PROCEDURES
 - 7.1 General
 - 7.2 Fire
 - 7.3 Spillages
 - 7.4 Drums
 - 7.5 Adverse Reactions
 - 7.6 Poor Visibility
 - 7.7 Operational failure
 - 7.8 Overturned vehicle

APPENDICES:

Appendix I - Drawings:

Drawing No.	Title	Size
2928/772/01	Site Location Map	A4
2928/772/02	Permit Boundary Plan	A13
2928/772/03 Sheet 1	Existing Ground Levels sheet 1	A0
2928/772/03 Sheet 2	Existing Ground Levels sheet 2	A0
2928/772/04 Sheet 1	Proposed Ground Levels sheet 1	A0
2928/772/04 Sheet 2	Proposed Ground Levels sheet 2	A0
2928/772/05	Sections	A1

Appendix II - Record Keeping Forms

- BRT/RF/1 - Waste Input Record Form
- BRT/RF/2 - Rejected Waste
- BRT/RF/3 - Waste Output Form
- BRT/RF/4 - Inspection Form/Site Diary Inc. TCM attendance
- BRT/RF/5 - Visitors log
- BRT/RF/7 - Complaints record.

Appendix III - Health and Safety - Conditions of site use for staff and visitors
Employment Training Record

Appendix IV - Planning Permission

Appendix V - Waste Recovery Plan

Appendix VI - Environmental Risk Assessment

Document history:

Document Versions	Issue date	Status	Revisions/comments
1.0	29 March 2019	Application copy	

1.0 INTRODUCTION

1.1 General Considerations

1.1.1 The scope of this document is to provide a Management System detailing the works for Bristol & Avon Transport & Recycling Ltd (the operator) for the construction development platform for the construction of new commercial units at Westgate Phase 2, using excavated materials (soils, subsoils and rubble) suitable for the proposed scheme and permitted under the Planning Permission and Environmental Permit.

1.1.2 The area which is the subject of this permit application is outlined in Green on Permit Boundary Drawing, 2928/772/02. All references to 'the site' in this statement shall mean this area. The site area is approximately 46.83 hectares.

1.1.3 Bristol & Avon Transport & Recycling Ltd (the applicant) will carry out the construction works at the site according to the operations described in this Management System. Further details regarding the site and the associated operations can be found in the Waste Recovery Plan reference BATPA18/01 dated 09 January 2019 (copy in Appendix V to this document).

1.1.4 The registered address and contact details for Bristol & Avon Transport & Recycling Ltd are:

Helen Griffin
Bristol & Avon Transport &
Recycling Ltd Tel:
423 Gloucester Road
Horfield
Bristol
Avon,
BS7 8TX
07971 409520

1.2 Site Details

1.2.1 The site is located at National Grid reference ST56101 83191. The area which is the subject of this permit application is outlined in Green on Drawing No. 2928/772/02. All references to 'the site' in this statement shall mean this area. The site area is approximately 46.83 hectares.

The application site is located between Marsh Common Road to the East and the M49 to the West. It is currently in agricultural use with Ellinghurst Farm and its outbuildings at its Northern end and Brook and Church Farm to the Southern end.

Tesco Distribution Depot is located to the North East of the site. There is an area of Farmland included in the Masterplan but not included within this Phase of the Permit application. It is the north eastern fringe area which runs in line with Marsh Common Road. This area will form part of Phase 3.

The site is fairly level, averaging at 5.9 AOD.

Bristol and Avon Transport and Recycling Ltd are the principal contractor for the development of land at Westgate Phase 2, Western Approach. The land is currently classified as Commercial/industrial land and the proposed development is to construct 8 large commercial units and associated yard and parking areas, these units range in size from 14,709m² to 127,169m². There is a requirement to import suitable engineering fill to an agreed level of 7.1 AOD beneath the buildings.

1.3 Planning & Permitting Status

1.3.1 The site was granted planning permission in 1957 and 1958 for several uses, including 'for the construction and operation of offices, warehouses, stores, reservoirs, pumphouses, canteens, clubs, hostels, training establishments, amenity and welfare buildings, sports pavilion and sports and playing fields', please refer to Planning Permission SG4244 in Appendix C.

2.0 SITE OPERATIONS (GENERAL)

2.1 Total capacity

2.1.1 The estimated volume of material required to complete the proposed construction works is approximately 668,919m³.

2.1.2 Using the common industry led conversion factor of 1.7 for converting inert soils and stones from volume to mass, the total tonnage including 10% compaction, required to complete the restoration works is approximately 1,137,162 tonnes.

2.1.3

Specified waste management operations include waste disposal and waste recovery operations listed Annex IIA and IIB of The Waste Framework Directive 2000/EEC. They are listed in summary below:

- R13: Storage of waste pending recovery.
- R3: Recycling or reclamation of organic substances
- R5: Recycling or reclamation of other inorganic materials

2.2 Material delivery

2.2.1 Material delivered to the site will be predominantly contained within fixed body, 8-wheeled tipper vehicles (these vehicles have an average payload of 20 tonnes / 8 m³).

2.3 Hours of operation

2.3.1 The site will be operated during the following hours for the receipt of waste and all other operations:

Monday to Friday	06:30 - 18:00
Saturday	06:30 - 13:00
Sunday/Bank/Public holidays	Closed

2.3.2 Mobile floodlights will be used if necessary operations or emergency procedures are carried out after official lighting up times. The floodlights will be set up such that there is no scatter from the lights which could affect sensitive properties and the locations of the floodlights will be agreed with the project supervisor prior to installation.

Waste Code	Description
17	Construction and demolition wastes (including excavated soil from contaminated sites)
17 05	Soil (including excavated soil from contaminated sites) stones and dredging spoil
17 05 04	Soil and stones
19	Materials from Waste and Water Treatment
19 13 02	Solid wastes from soil remediation other than those mentioned in 19 13 01

2.4 Waste types

2.4.1 The waste types to be accepted at the site for the construction will predominantly be solid, dry, non-hazardous soils, subsoils as defined in the Controlled Waste Regulations 1992 and Section 75 of the Environmental Protection Act 1990.

2.4.2 Materials imported will be chosen as to their suitability for the end use e.g. restricted to mainly soils/subsoils and clays and stone for drainage. The materials will be sourced predominantly from local construction /demolition and excavation sites or from Bristol & Avon Transport & Recycling Soil Facility at Hallen.

2.5 Staffing & management

2.5.1 The site will be available to open for the deposit of waste or for other essential operations during the hours listed above, however if no waste is scheduled to be brought onto the Site the Site will be closed (non operational). The list below details the staff structure of the site when it is operating at full capacity. The minimum staffing requirements when the site is operational are shown in bold italic font in brackets below. No staff members will be on site when the site is closed (non-operational):

Position	No.	Responsibilities
Site Manager	1	Overall site management
Administrator	1	Managing site administration/
Plant operators	2 (1)	operation of earthmoving/levelling compaction plant/ticket collection/waste acceptance

2.5.2 Additional staff may be employed on site during any busy periods which may occur in order to carry out site maintenance works, plant maintenance, administration and record keeping.

2.5.3 Helen Griffin of Bristol & Avon Transport & Recycling Ltd will be the sites technically competent manager. He will be registered with WAMITAB and will hold the relevant 6-unit NVQ qualification or equivalent (COTC). He will oversee all operations on a day-to-day basis to ensure that operating conditions are met. He will also undertake regular site inspections to ensure that the site infrastructure and plant are functioning correctly. Bristol and Avon Transport and Recycling have a number of other suitably qualified Technically Competent Managers who will also be taking on this role when Helen Griffin is not available.

2.5.4 None of the relevant people with Bristol & Avon Transport & Recycling Ltd have any relevant convictions.

2.6 Exempt activities

2.6.1 Should the site require; the applicant will notify the Environment Agency of any activities they wish to carry out under any of the exemptions under Schedule 3 of The Environment Permitting (England & Wales) Regulations 2010.

2.7 Vehicles, plant & machinery

2.7.1 A summary of the plant which could be used for the construction and landscaping operation is presented below:

Type of plant/equipment	No.	Function
3600 Tracked Excavator	1	Waste movement/compaction
Loading Shovel	1	Waste loading/movement
Tracked Dozer	1	Waste movement/compaction
Water Bowser	1	Dust suppression
Road sweeper/Jet washer	1	Vehicle cleaning

2.7.2 The above list may be subject to change and not all plant/equipment maybe on site at one given time. Additional plant will be hired to cover any very busy periods.

2.8 Health and safety policy

2.8.1 All operations on site will be carried out in accordance with the relevant requirements of the Health and Safety at Work Act 1974. Conditions of site use for employees, visitors and contractors are attached to this method statement as Appendix III. These conditions will be shown to all site users and must be signed prior to using the site. Anyone not complying with the conditions of use will be asked to leave the site.

2.8.2 Fire extinguishers will be kept in the machines on site, as set out in the Company's emergency procedures. A first aid kit will also be kept in the machines and will be maintained to the required standard i.e. as stated in the Health and Safety (First-aid) Regulations 1981.

3.0 SITE FACILITIES AND INFRASTRUCTURE

3.1 Access & parking

3.1.1 Vehicles delivering material to and leaving the site will do so using the main entrance to the site.

3.1.2 Parking will be available at the site by the site entrance.

3.2 Site Infrastructure

3.2.1 A site diary, waste recording forms and transfer notes may be kept on site during operating hours and transferred to the main office at the end of each working day.

3.2.2 The list below details the relevant site documentation which will be kept:

Environmental Permit and all attached conditions

The Management System

Planning Permission

The Waste Recovery Plan

Site diary (to record all inspections/visitors to the site)

In-house inspection sheets/recording forms

Duty of care transfer notes (for 2 years minimum)

Waste delivery tickets / collection notes

Accident book/ RIDDOR notifications (& 1st aid kit) - to be kept on site

3.3 Weighbridge

3.3.1 No weighbridge facilities are proposed. The weight of loads will be calculated using conversion factor for 8m³ per 8-wheeled tipper vehicle.

3.4 Wheel cleaning facilities

3.4.1 A wheel wash and or a pressure washer will be used to clean mud from vehicles wheels and bodies when necessary. No detergents will be used and all debris will be removed by water pressure alone. Additional procedures will be in place to ensure that mud and debris are not tracked onto the public highway (see Section 6.3).

3.5 Fuel / chemical storage

3.5.1 No fuel or chemicals will be stored on the application site.

3.6 Site security

3.6.1 The site is gated and locked during non operational hours.

3.6.2 Mobile floodlights may be used if necessary operations or emergency procedures are carried out in poor light.

4.0 OPERATIONS AND WASTE STORAGE

4.1 Waste operations

4.1.1 The importation operations will be controlled by a reputable waste haulier to ensure the construction is carried out in compliance with the Planning Permission and the stipulations of the Environmental Permit.

4.1.2 The scheme will be carried out as detailed in the Waste Recovery Plan. See Appendix V for details.

4.1.4 The scheme will be managed taking into account the advice in DEFRA's Code of Practice for the Sustainable Use of Soils on Construction sites.

5.0 WASTE ACCEPTANCE PROCEDURE

5.1 Preliminary procedures

5.1.1 Guidance will be given by the site operator to all employees, sub-contractors, other waste carriers and customers regarding the waste types which are acceptable at the site i.e. a copy of the Planning Permission (also see Section 2.4). It is the intension of the applicant to use one main named contractor. If waste is brought in under sub-contract or delivered by other known hauliers then the carrier registration details will be taken. Any

new haulage operators bringing waste to the site will be periodically checked with the Environment Agency to ensure that they are still registered. The procedures below are followed prior to the receipt of loads on site.

5.1.2 For the protection of the operator and site supervisor any loads containing material from an industrial site/area must be accompanied by written documentation to demonstrate that it is not contaminated. To ensure that only clean loads are accepted the following information will be requested from waste producers (if relevant) at the start of each contract to ensure compliance with the requirements (basic characterisation of the waste). The operator reserves the right to refuse such loads and contact the Environment Agency where necessary (prior to acceptance of the loads) to ensure that the load is acceptable.

- (i) A site investigation report, including borehole logs (if available).
- (ii) Waste analyses (if available), including leachability tests.
- (iii) Name and address of the site from which the waste was excavated/produced.
- (iv) Detailed waste description, including EWC code and transfer note.

5.2 Checking in & initial inspection of loads

5.2.1 No top soil or fill material will be imported on site until it has been characterized and assessed for its suitability.

5.2.2 All incoming vehicles are required to report to a representative of Bristol & Avon Transport & Recycling Ltd. The details of the load will be recorded and the duty of care note/company documentation will be further checked by the operator to ensure that the load is acceptable at the site, including a visual check prior to the vehicle proceeding to the tipping area. Any deviation from the procedures or problems with any loads will result in tipping facilities being suspended for the offending company. Loads which are not acceptable within the above terms will be rejected as stated in Section 5.2.3 below.

5.2.3 The nature of bulk loads makes full inspection difficult until the load is deposited. If unauthorised waste is discovered the load will not be tipped and will be rejected by the operator and returned to the producer.

5.2.4 Materials which are suitable for the construction development will be placed in dry weather conditions and when the stored materials are dry and friable condition. In landscaped areas the compaction of soils in the upper 500 mm will be avoided to prevent damage to the soil structure, reduction in available oxygen, reduction in surface water infiltration and erosion.

5.3 Drainage

5.3.1 During the construction phase, operations will be carried out to ensure that surface drainage is contained within the working area. A holding pond is being constructed to contain surface water during the operational phase.

5.3.3 Finished levels are shown on Drawing No.2928/772/04

5.4 Record keeping

5.4.1 The following details will be recorded for every batch of waste deposited at the site:

- (i) The date and time of delivery.
- (ii) The name and address of the waste producer.
- (iii) The type and quantity of waste.
- (iv) The carrier's name/driver name.
- (v) Vehicle registration No.
- (vi) Signature of person inspecting the waste.

The details will be recorded on specific forms and/or controlled waste transfer notes.

5.4.2 The following details will be recorded for all deposits of unauthorised waste at the site and will be forwarded to the Environment Agency at the discretion of the operator:

- (i) Date and time of deposit.
- (ii) A description of the waste.
- (iii) The quantity of waste (in tonnes or cubic metres).
- (iv) Name, address and telephone No. of waste producer.
- (v) The carrier's name, registration number and vehicle registration.
- (vi) Reason for the rejection of waste and action taken.

5.4.3 Visitors to the site will be required to sign the visitors book upon arrival and exit stating the purpose of their visit and whom they represent.

6.0 ENVIRONMENTAL CONTROL, MONITORING AND REPORTING

6.1 Breakdowns and spillages

6.1.1 In the event of breakdown of the loading plant an alternative loading shovel/360o machine will be brought on site until it is repaired. Minor repairs will be carried out on site with absorbents used to clear oil or fuel spillages.

6.1.2 All site surfaces will be inspected daily when the site is in operation. Debris will be cleared by the end of the working day. All litter will also be cleared by the end of the working day.

6.2 Site inspections and maintenance

6.2.1 The inspection frequencies for maintenance/housekeeping are listed on record form BTR/RF/4. The inspection form will be completed by a person who is familiar with the requirements of the Management System for the site. All details of defects, problems and

repairs carried out will be recorded on the form on the day that each event occurs. Detailed comments may also be recorded in the site diary. All repairs will be carried out within 5 working days unless agreed otherwise with the Environment Agency.

6.2.2 Any major defects found during the daily site inspection which are likely to lead to a breach of permit conditions will be repaired by the end of the working day in which they are found where possible. If a repair is not possible by the end of the working day the Environment Agency will be contacted to agree a suitable timescale for repair.

6.2.3 All defects and problems which have the potential to give rise to pollution will be recorded on the form BTR/RF/4 with repairs/solutions being carried out immediately.

6.3 Control of mud and debris

6.3.1 Vehicles will be visually inspected before exit to check that loads are safe and that no mud is carried out on the wheels or body of the vehicle. Visual inspections of the site roads are carried out daily (see BTR/RF/4), however, staff will report any problems with mud or debris on the site roads immediately to the site manager.

6.3.2 Site roads and the adjacent highway will be inspected twice daily. The deposit of material on the public highway will be treated as an emergency and will be cleaned with a road sweeper. The following control measures are in place at the site to ensure mud and debris are not deposited off site:

- i Visual assessment for the presence of any debris on vehicles as they leave the site.
- ii Road vehicles will only operate in areas which are away from waste stockpiles.
- iii All vehicle running surfaces will be hard-surfaced or well compacted to the tipping area.
- iv Vehicle running surfaces will be inspected throughout the day for the presence of mud and debris. If any is present will be removed by brush and shovel or if necessary by the use of a road sweeper.

6.4 Control and monitoring of dust

6.4.1 Water will be made available during dusty conditions.

6.4.2 All site operations will be carried out to minimise the creation of dust. Formal inspections for the appearance of dust at the site boundary will take place twice daily and any actions taken will be recorded on record form BTR/RF/4.

6.4.3 If dust is observed the plant operator will use the hose to spray the site roads, any dusty surfaces and stockpiled soils to prevent the formation of excessive dust.

6.4.4 Vehicles carrying potentially dusty loads off site will be securely sheeted before leaving the site.

6.5 Stockpile management

- i. Stockpiles shall not exceed 3 metres in height in the case of topsoil, or exceed 5m in height in the case of subsoil and all other materials, unless otherwise agreed in writing by the Local planning Authority.
- ii. Drop heights will be kept to a minimum to prevent dust emissions.

6.6 Odour control

6.6.1 The containment of waste within the site and the range of waste types accepted at the site present a very low risk of odour nuisance. Indeed malodorous waste should be identified at the checking in and inspection of loads stage of waste reception.

6.6.2 In the unlikely event that malodorous waste is deposited on site it will be loaded back onto the delivery vehicle and removed from the site immediately to the producer's premises or to a site suitably permitted to accept the waste.

6.7 Litter control

6.7.1 Although unlikely to present a problem due to the waste types accepted, daily inspections of the site will be carried out for the presence of any windblown litter and site operatives will be instructed to collect the litter and place it in a skip/container for disposal/recovery before the end of the working day.

6.8 Control of pests, birds and other scavengers

6.8.1 It is highly 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 within 48 hours if any problems are encountered. The site will be inspected daily for the presence of vermin and any actions noted in the site diary or site inspection form.

6.9 Control and monitoring of noise & vibration

6.9.1 It is not anticipated that site operations will cause a noise or vibration nuisance to the surrounding areas, however the Best Practicable Means will be employed on site at all times to ensure that all plant and equipment does not exceed agreed background levels by more than 5dB, measured at the nearest noise sensitive property.

6.10 Complaint procedure

6.10.1 All complaints will be noted in the site diary and a record of the complaint, including and action taken to alleviate the problem will be recorded BTR/RF/5.

7.0 EMERGENCY PROCEDURES

7.1 General

7.1.1 In addition to obligations imposed by RIDDOR >95 (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995) the permit holder will notify the Environment Agency of any serious injuries to employees of Bristol & Avon Transport & Recycling Ltd, other site users or members of the public arising as a result of operations on site. Minor injuries such as cuts and grazes etc. will be recorded in the accident book on site. Separate procedures will be used for different types of emergency. An emergency at the site is defined by the site management as follows:

‘Any incident which is likely to result in harm to human health or pollution of the environment or serious breach of permit conditions and serious detriment to the amenities of the locality’

7.1.2 For all emergency situations the deposit of any further waste will be suspended where necessary to allow action to be taken safely. If necessary, staff and other users of the site will be evacuated to an area which is a safe distance away from the hazards. Staff handling the emergency will be provided with and trained to use the necessary PPE (personal protective equipment) unless the manager instructs them that the hazard is too severe and outside help is needed from the emergency services or specialist waste contractors. A visitor’s book will be kept to check who is on site at all times.

7.2 Fire

7.2.1 No waste will be burnt on site. In the event of a fire occurring on site the operator/site supervisor will exercise his judgment and extinguish the fire with the water hose or suitable fire extinguisher and/or call the fire service for assistance. Any fires will be reported to the Environment Agency on the working day that they occur and will be confirmed in writing by fax or letter within 3 working days. All staff will be evacuated from the site if necessary. Smoking is not permitted on site. Firefighting residues will be disposed of to a permitted waste management facility.

7.3 Spillages

7.3.1 If any spills occur a spill containment kit (absorbent pads, booms or granules) will be used to prevent further spillage and the contaminated absorbents placed in a skip/container for disposal to a suitably permitted landfill.

7.4 Drums

7.4.1 The deposit of drummed waste will not be allowed at the site. In the unlikely event that a drum is concealed within a load and is not observed until the load is deposited in the working area then the following procedure will apply:

- i. 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.
- ii. The site manager will be contacted to verify the observations and to decide on further action.
- iii. The producer of the waste and the Environment Agency will be contacted for advice and further information if necessary and both will be informed that a breach of the Duty of Care and site permit conditions has occurred as the result of the unauthorised deposit.
- iv. No further waste will be deposited until the emergency has been dealt with.
- v. All spillages will be cleared using a spill containment kit and all contaminated absorbents placed in a skip for disposal to a suitably permitted waste management site.
- vi. 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. If necessary staff will be evacuated from the site or to a safe area within the site.

7.5 Adverse reactions

7.5.1 No wastes are accepted which will react to present such a hazard. If unauthorised waste is found in a load and does present such a hazard the same procedures as for the deposit of drums (above) shall apply.

7.6 Poor visibility

7.6.1 The site will not operate in conditions of poor visibility such as dense fog to reduce the risk of vehicle collision.

7.7 Operational failure

7.7.1 The manager will be contacted by staff in the event of any operational failure such as the breakdown of plant, systems or equipment and will decide whether operations are to continue or be suspended prior to corrective action being taken. Serious operational failures which result in the closure of the site will be recorded in the site diary.

7.8 Overturned vehicle

7.8.1 If a vehicle is overturned on the site then operations will cease until the item has been righted and any spillages have been cleared as described in Section 7.3.