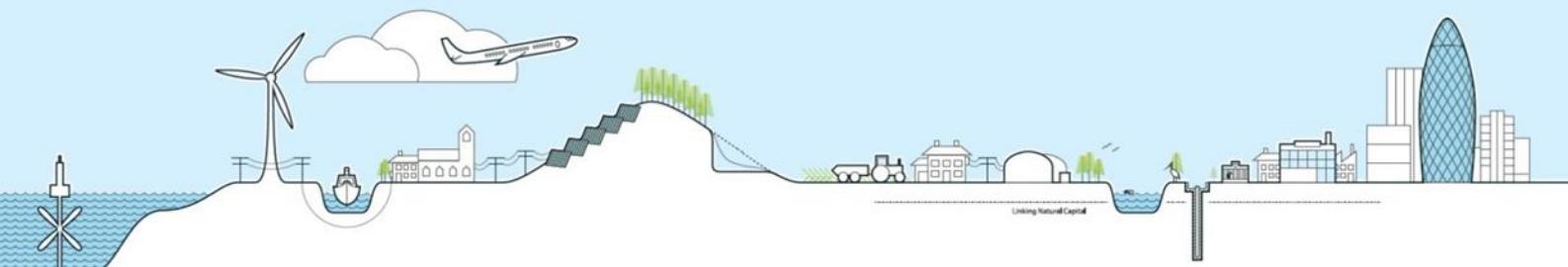


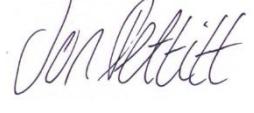
**Freighter House**  
**Chelmsford City Council**  
**Environmental Permit Application**  
**Dust Management Plan**

**June 2025**

**Prepared By**



## Project Quality Control Sheet

ORIGINAL	Author	Checked by	Approved by
Signature			
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**Grid Reference:** TL 73797 09224

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**Report Number:** 2513 - R006

**Report Status:** FINAL

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## Contents

<b>1</b>	<b>Introduction.....</b>	<b>1</b>
1.1	Objectives of a Dust Management Plan (DMP) .....	1
<b>2</b>	<b>Site Details .....</b>	<b>2</b>
2.1	Site Location.....	2
2.2	Site Layout.....	4
2.3	Site Layout Plan .....	5
		5
2.4	Site Activities .....	6
2.4.1	Operating Hours .....	6
2.4.2	Permitted Waste Codes .....	6
2.4.3	Waste Containment.....	8
<b>3</b>	<b>Site Setting: Receptors and Meteorological Conditions.....</b>	<b>10</b>
3.1	Local Sensitive Receptors.....	10
3.2	Meteorological Conditions .....	12
3.3	Sensitivity to Dust Effects.....	12
<b>4</b>	<b>Site Operations .....</b>	<b>14</b>
4.1	Potential Dust Sources Related to Site Operations .....	14
4.2	Dust Control Measures.....	15
4.3	Site Housekeeping Schedule .....	17
4.4	Monitoring .....	19
4.4.1	Weather Forecast.....	19
4.4.2	Wind Conditions .....	19
4.4.3	Visual Dust Monitoring .....	21
4.4.4	Unfavourable Conditions.....	21
4.5	Site Action Plans .....	21
4.5.1	Complaint(s) Received (during dust event) .....	22
4.5.2	Complaint(s) Received (post dust event).....	23
4.5.3	Dust Event Complaints Form .....	24
4.5.4	Visual Monitoring of Dust Plumes Across the Site Boundary.....	25
4.6	Communications.....	26
4.6.1	Contact Information.....	26
4.6.2	Communication with Local Businesses and Residents .....	26
4.7	Records and Reporting .....	26
4.7.1	Daily records .....	26
4.7.2	Dust Event Reporting .....	27
4.7.3	Dust EMP Responsibilities .....	27
4.8	Dust Mitigation Measures.....	28
4.8.1	Dust Suppression System.....	28
4.8.2	Dust Suppression Water Supply .....	28
4.8.3	Contingency Measures .....	28
<b>5</b>	<b>Summary and Conclusion .....</b>	<b>29</b>
<b>Appendix .....</b>		<b>30</b>
Record of amendments .....		30

## Figures

<b>Figure 1: Site Location Plan.....</b>	<b>3</b>
<b>Figure 2: Site Layout Plan.....</b>	<b>5</b>
<b>Figure 3. Nearby Sensitive receptors .....</b>	<b>11</b>
<b>Figure 4. Windrose Diagram (Chelmsford).....</b>	<b>19</b>
<b>Figure 5. Windrose Diagram - Wind speed.....</b>	<b>20</b>

## Tables

<b>Table 1: List of Waste Codes .....</b>	<b>7</b>
<b>Table 2: Waste Containment.....</b>	<b>9</b>
<b>Table 3: Long Term Station Averages for Writtle .....</b>	<b>12</b>
<b>Table 4: Dust risk register.....</b>	<b>16</b>
<b>Table 5: Site housekeeping schedule.....</b>	<b>18</b>
<b>Table 6: Dust event action plan .....</b>	<b>22</b>
<b>Table 7: Post-dust event action plan .....</b>	<b>23</b>
<b>Table 8: Example dust complaints form.....</b>	<b>24</b>
<b>Table 9: Visual plume monitoring procedure.....</b>	<b>25</b>
<b>Table 10: Dust event reporting .....</b>	<b>27</b>

## 1 Introduction

This Dust Management Plan (DMP) has been prepared for the Freight House Depot, operated by Chelmsford City Council.

### 1.1 *Objectives of a Dust Management Plan (DMP)*

The objective of this document is to detail the measures that will be employed to monitor and control potential dust emissions and manage the potential environmental impacts from dust that could arise during the operations of the facility.

Specifically, the scope of this report will consider:

- The site setting: identification of sensitive receptors and meteorological conditions on site which may affect dust travel,
- Potential dust sources which may arise on site,
- Monitoring procedures,
- Triggers for management actions, and
- Management, communication and reporting information and incidents.

This DMP considers the potential environmental and amenity impacts associated with the operation of the site at Drovers Way, on the nearby existing sensitive receptors. It demonstrates a commitment to the operation of the site that is sensitive to the local environmental and social receptors.

This is a live document, subject to monitoring and review throughout the lifetime of the site. All additions will be recorded in a record of amendments to be attached within the Appendix of this document. Any changes to activities on site will be discussed and approved by the appropriate authority before being actioned.

## 2 Site Details

### 2.1 Site Location

The site is located within Chelmsford, approximately 3.5km to the north-east of the town centre. The Depot is located on Drovers Way, adjacent to the Council Recycling Centre. The immediate land uses surrounding the site and commercial and industrial. The site is located on the north-east fringes of Chelmsford, with the land to the north and east being predominantly rural.

The site access Drovers Way off the Boreham Interchange roundabout. The A138 passes immediately to the north-west of the site. The A12 passes to the south-west of the site, with Junction 19 slip road is located to the south.

The prevailing wind direction recorded at the site is predominantly south-westerly, any impacts can be expected to the north-east of the site. A wind rose diagram is provided within Appendix 1.

See the Site location plan below in Figure 1.

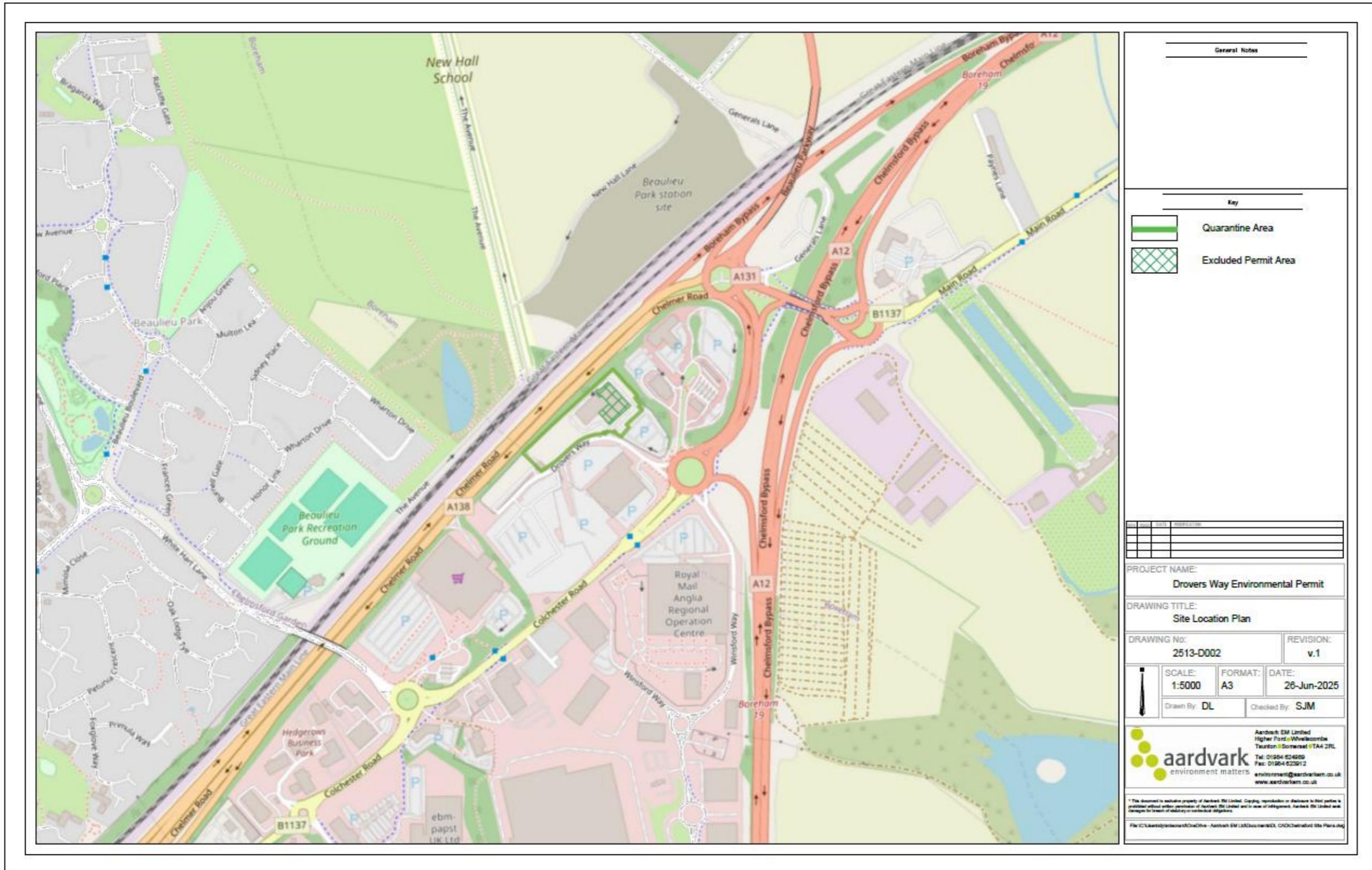


Figure 1: Site Location Plan

## **2.2 Site Layout**

The site entrance is to the south of the site, accessed from Drovers Way. Vehicles entering the site will be logged via an Automatic Number Plate Recognition (ANPR) system. Only authorised vehicles (Chelmsford City Council vehicles) will be able to gain automatic entry to the site. All other vehicles, including approved contractors collecting waste will have to confirm entry via the intercom. They will then be directed to the appropriate supervisor where they will be given further instruction, for example where to deposit the waste.

The following wastes are stored at the site within a dedicated area for containment:

- Street cleaning and fly tipped materials,
- Waste Electrical and Electronic Equipment (WEEE),
- Tyres,
- Paper recyclates,
- Plastic recyclates,
- Glass recyclates,
- Metal cans/tins recyclates,
- Scrap metal,
- Textiles,
- Orphan gas bottles,
- Non-LPG bottles,
- Oxygen bottles,
- Acetylene bottles

Waste dropped at the site will be inspected by a member of the site team to ensure it is an accepted site waste.

In addition to the waste storage area the site houses a large site office and welfare block to the north-east of the site, attached to the sites materials sorting facility (MSF) which bales recyclates ready for transfer to a recycling centre. In the south-eastern corner of the site is an equipment storage building, with space outside dedicated to the storage of new bins.

The layout of the site and containment plan is shown below:

## 2.3 Site Layout Plan

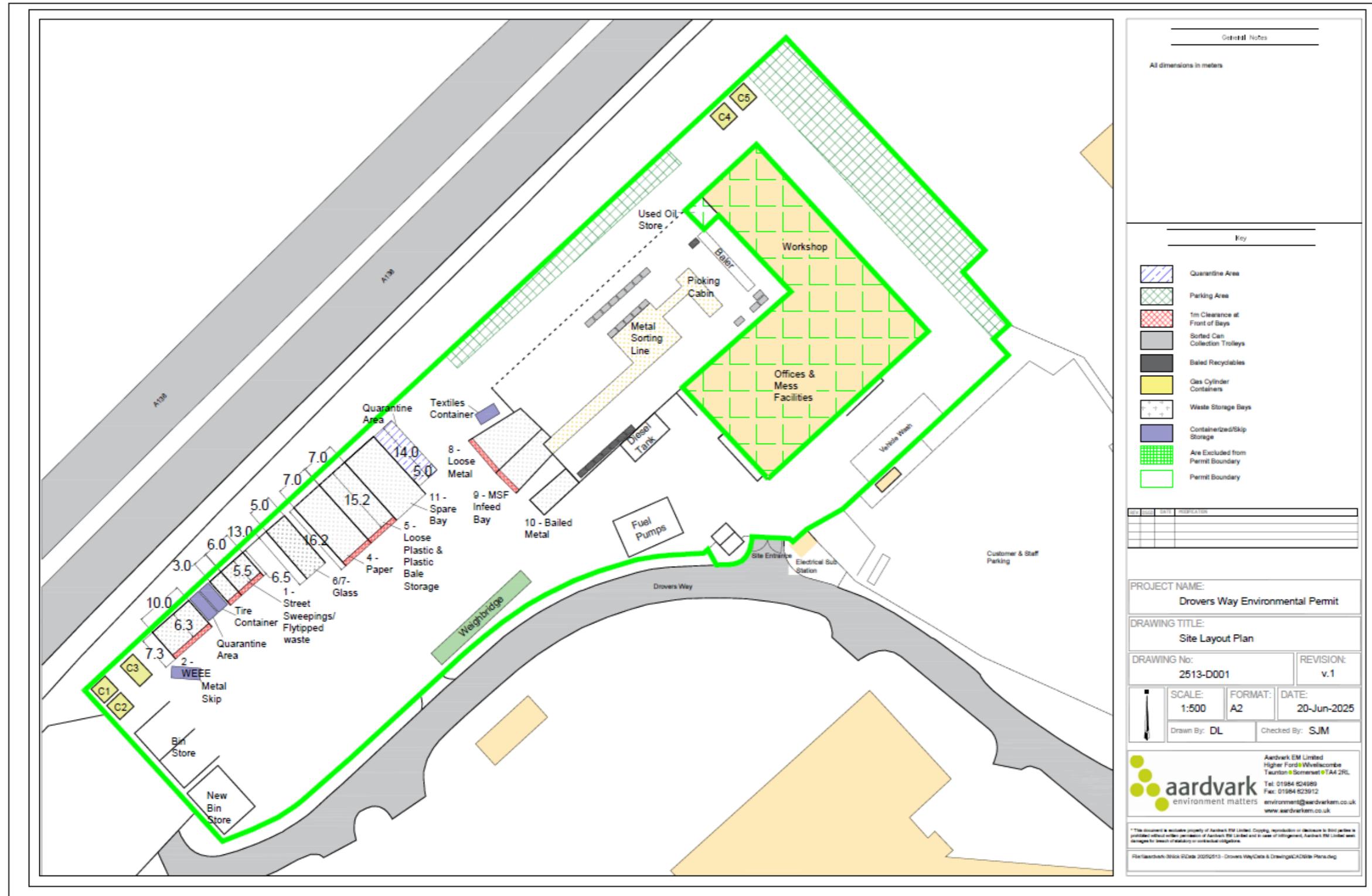


Figure 2: Site Layout Plan

## **2.4 Site Activities**

The Freighter House site is operating as a Waste transfer station, accepting waste delivered to the site by the Chelmsford City Council. Waste includes; fly-tipped litter and street sweepings, WEEE, tyres and a number of recyclable materials, such as; cans, glass bottles, plastics and paper. The site has an on-site MRF which will bale recyclable materials ready for further transfer and processing.

The site is operated by Chelmsford City Council, responsible for the daily running and upkeep of the site.

### **2.4.1 Operating Hours**

Freighter House operates Monday to Friday from 06:00 to 17:00. Weekend hours vary with reduced working staff. Weekend operations are limited to only fly tipped wastes and litter bin wastes arriving on site, these are tipped at the top of the depot in Bay 1. Other weekend ad hoc work takes place when low staffing levels prevent regular operations during the week. No other waste movements are carried out during the weekend.

On weekdays, commercial waste collection vehicles depart the depot promptly at 06:00. Kerbside Recycling collections commence from 07:00. Operations within the Materials Recovery Facility (MRF) do not commence until 07:00.

Deliveries and removal of wastes are made throughout the day to maintain safe access and ensure clear vehicle movement through the depot during this busy early period, hauliers are requested not to arrive at the site before 07:30 or after 12:00pm (midday). Outside of these times, active vehicle movements within the yard may be restricted to prevent obstruction to access routes that may present potential safety risks.

### **2.4.2 Permitted Waste Codes**

As part of the site operations the following wastes are to be permitted. The site will only accept waste brought into the site by Chelmsford City Council vehicles, all other waste will originate from the site itself. Any wastes brought onto the site that are not accepted will be rejected following inspection. Rejected wastes will either be taken away straight away or stored on site within a separate isolation or quarantine cage and disposed of appropriately as soon as practicable. The wastes most associated with dust are highlighted below:

Waste Type	Waste Codes	Description	Hazardous waste properties	Physical form	Nature / attributes of waste	Exclusions
WEEE	20 01 23 20 01 35* 20 01 36	WEEE and unwanted household white goods	Possibly hazardous properties	Solid WEEE waste materials	Large and small WEEE items	Any food and putrescible matter is removed
Fluorescent tubes	20 01 21* 20 01 35*	Fluorescent tubes	Possibly hazardous properties	Solid	Solid fluorescent tubes	N/A
Tyres	16 01 03	Fly-tipped tyres	N/a	Solid rubber tyres	Whole or part tyres	N/A
Street sweepings	20 03 03	Material from street sweeping activities	N/a	Sweepings	Grit, Plastic, Leaves etc. Picked up by road sweepers.	Damp gutter material is not accepted
Fly-tipped waste and street cleansing	20 03 01	Waste arising from clearances of fly tipped material from households and similar only	N/a	Solid mixed wastes	General mixed waste	N/A
Glass	15 01 07	Municipal glass	N/a	Solid glass items	Mixture of coloured and clear glass	N/A
Paper and Cardboard	20 01 01	Municipal paper and cardboard	N/a	Cardboard and paper	General recyclable paper and cardboard	N/A
Plastic packaging	15 01 02	Municipal plastics	N/a	Plastic packaging	General recyclable plastic materials	N/A
Plastic	20 01 39	End of life plastic bins		Solid plastic waste		
Metal cans for recycling	20 01 40	Municipal metals, cans for recycling	N/a	Solid metal items	General recyclable metal cans	N/A
Scrap metal	20 01 40	Scrap metal	N/a	Solid	Scrap metal	N/A
Textiles	20 01 10 20 01 11	Bagged textiles	N/a	Solid	Clothing/textiles	N/A
Gas cylinders	16 05 04* 16 05 05	Fly-tipped gas cylinders	Possibly hazardous properties	Metal gas cylinders, possible gas remnants inside	Discarded gas cylinders	N/A

Table 1: List of Waste Codes

Waste oil and wooden pallets/packaging although stored on site, are not part of the permitted waste transfer process. These wastes originate at the site.

### **2.4.3 Waste Containment**

Waste brought to the site will be stored in the appropriate bays or containers.

- All waste will be stored on an impermeable surface and have sealed drainage,
- Waste containment is kept on concrete surfaces, allowing for easy cleaning,
- Load lines are used on containment walls to ensure waste is well below the wall height (0.5m below) reducing the likelihood of windblown dust,
- Waste containment areas will be monitored regularly to prevent any overspill,
- When a waste container or bay is almost full a site operative will contact the appropriate contractor to arrange a collection,
- Waste storage containers and bays will be inspected regularly to ensure they are fit for purpose (no cracking in the impermeable surface, drainage functioning correctly etc),

Waste oil and wooden pallets/packaging although stored on site, are not part of the permitted waste transfer process. These wastes originate at the site.

Waste containment details are listed below.

The entire usable area of the site is impermeable, with a kerbed edge at the site boundary to ensure no waste residues will leave the site boundary or travel between areas of the site.

<b>Storage location and containment</b>	<b>General waste category</b>	<b>Containment</b>	<b>Max storage quantity</b>
Container	Tyres	20m <sup>3</sup> closed container	100m <sup>3</sup> / 5 tonnes
Storage Bay 1	Street cleansing and fly-tips	Covered lockable cage	70m <sup>3</sup> / 100 tonnes
Storage Bay 2	WEEE	Covered lockable cage. Large items are stored on the floor of the bay and smaller items placed in cages supplied by the contractor.	20m <sup>3</sup> / 5 tonnes
Storage bay 6 & 7	Glass recycling	Stored in Clear glass placed in one bay coloured glass placed in another.	100m <sup>3</sup> each
Storage Bay 4	Paper recycling	Stored loose within a covered bay area.	100m <sup>3</sup>
Storage Bay 5	Plastic recycling	Stored loose within a covered bay area.	100m <sup>3</sup>
Storage Bay 11	Temporary storage	Stored loose within a bay area.	100m <sup>3</sup>
Storage bay 8	Metal can/tin recyclates	Stored loose within a bay area.	100m <sup>3</sup>
Storage bay 9	MSF infeed bay	Stored loose within a bay area.	100m <sup>3</sup>
Storage bay 10	Aluminium/steel bales	Recyclate bales are piled within a bay area	100m <sup>3</sup>
Quarantine area	No waste to be stored in this area	Open bay to only be used as set out in the FPP	120m <sup>3</sup>
Textiles container	Textiles	Specialised Textiles container, textiles placed within container is bagged.	14m <sup>3</sup>
Metal container	Scrap metal	40m <sup>3</sup> open skip	40m <sup>3</sup>
C1 Storage	Orphan Gas Bottles	Multiple lockable gas bottle cages	70m <sup>3</sup>
C2 Storage	Non-LPG Bottle		
C3 Storage	LPG Bottle		
C4 Storage	Oxygen Bottle		
C5 Storage	Acetylene Bottle		

**Table 2: Waste Containment.**

## 3 Site Setting: Receptors and Meteorological Conditions

### 3.1 Local Sensitive Receptors

The determination of appropriate dust control measures requires consideration of the potential for dust generation and its impact on relevant receptors. The distance to, and sensitivity of, receptors in the surrounding area and prevailing metrological conditions (precipitation, wind speed and direction) is detailed below.

The site is located within the Springfield Business Park, highlighted in blue in the below figure. There are a number of commercial units within the vicinity of the site including a recycling centre, mail centre and a number of automotive businesses.

The nearest residential areas are located approximately 150m to the west of the site, 1km south and 1.4km to the east. Please see the areas marked in green in the figure below.

The site will utilise an active complaints line allowing members of the public to report any above average levels of dust emanating from the site.

The predominant wind direct is south-westerly, and as there are limited sensitive receptors to the immediate north-east direction, dust complaints would be expected to be limited.



Figure 3. Nearby Sensitive receptors

### **3.2 Meteorological Conditions**

The data presented in Table 1 below presents average rainfall data for the area and indicates that typically in any month there may be days in which dust control measures may need to be applied in the absence of sufficient rainfall to control fugitive dust emissions. This highlights the need for monitoring weather forecasts to be pro-active in the application of dust control measures.

Data was utilised from the closest climate station to the site, Writtle, (approximately 6km to the south-west of the site) taking the daily averaged values over the period between 1991 and 2020.

Month	Maximum Temperature (°C)	Minimum Temperature (°C)	Days of air frost (days)	Sunshine (Hours)	Rainfall (mm)	Days of rainfall $\geq 1$ mm (days)	Monthly mean windspeed at 10m (knots)
January	7.79	1.78	9.60	58.41	54.11	10.70	-
February	8.36	1.58	9.70	75.94	42.53	9.37	-
March	11.06	2.79	7.17	121.04	35.52	8.23	-
April	14.31	4.15	4.40	173.04	38.62	8.50	-
May	17.54	7.08	0.96	203.32	43.63	7.67	-
June	20.68	9.97	0.00	206.05	49.06	7.67	-
July	23.28	12.17	0.00	216.60	44.42	7.97	-
August	23.01	12.17	0.00	203.93	51.48	8.33	-
September	19.71	7.79	0.03	154.00	47.30	7.77	-
October	15.29	7.32	1.80	111.19	62.72	10.63	-
November	10.92	4.12	5.03	68.35	60.54	10.47	-
December	8.17	2.05	10.10	52.04	56.38	11.17	-
Monthly average	15.04	6.27	-	-	-	-	-
Annual	-	-	48.79	1643.91	586.31	108.48	-

**Table 3: Long Term Station Averages for Writtle<sup>1</sup>**

### **3.3 Sensitivity to Dust Effects**

The impact of dust spread on sensitive local receptors is influenced by the following factors;

- The activity being undertaken,
- Location of the activity giving rise to dust,
- The duration of the dust producing activity,
- The size of the site,
- Meteorological conditions,

---

<sup>1</sup> [Writtle \(Essex\) UK climate averages - Met Office](#)

- Distance from activity to the NSRs,
- Success of the mitigation measures put in place, and
- The sensitivity of the NSR to dust.

For example, if the site is experiencing dry windy conditions the greater the likelihood of dust spread. Different wind directions will also have different effects on receptors, as conditions could be similar but based on wind direction have vastly different impacts on local sensitive receptors. Specific activities will give rise to more dust than others and the effectiveness of any mitigation will determine the level of dust effecting local receptors.

## 4 Site Operations

### 4.1 Potential Dust Sources Related to Site Operations

During the operation of the site the activities identified which are most likely to generate dust are:

- Vehicles entering and leaving the public highway;
- Transportation and depositing of material around the site;
- Containment of dust producing materials,
- Use of heavy equipment,
- Treatment of material within the MSF.

## 4.2 Dust Control Measures

Dust control measures that will be applied as required to mitigate the dust sources or dust generating activities are detailed in the below risk register.

Hazard	Receptor	Pathway	Dust Control Measures	Probability of exposure	Consequence	What is the overall risk?
<i>What has the potential to cause harm?</i>	<i>What is at risk? What do I wish to protect?</i>	<i>How can the hazard get to the receptor?</i>	<i>What measures will you take to reduce the risk? (who is responsible?)</i>	<i>How likely is this contact?</i>	<i>What is the harm that can be caused?</i>	<i>What is the risk that still remains?</i>
Dust generated from vehicles on site	Local residence Local businesses Local roads	Airbourne	<ul style="list-style-type: none"> <li>Encourage vehicles to switch off engines when not in use (signs in place on site for the public, part of protocol for site staff),</li> <li>Regularly inspect all on-site vehicles to ensure they are all in good working order.</li> </ul>	Unlikely	Dust annoyance	Not significant if management effective
Dust generated from unloading materials on site	Local residence Local businesses Local roads	Airbourne	<ul style="list-style-type: none"> <li>Materials unloaded from a low height to reduce the fall,</li> <li>Most waste is unlikely to produce a high amount of dust (tyres, WEEE, gas cylinders). The street sweepings are generally damp, acting as an inbuilt suppression system,</li> <li>Any wastes that could be considered dusty, can be damped down using the on-site jetting system.</li> </ul>	Unlikely	Dust annoyance	Not significant if management effective
Dust generated through processing of waste	Local residence Local businesses Local roads	Airbourne	<ul style="list-style-type: none"> <li>MSF area cleaned regularly,</li> <li>Waste types unlikely to create a high amount of dust,</li> <li>MSF in a partly enclosed building, reducing the ability of dust spread.</li> </ul>	Unlikely	Dust annoyance	Not significant if management effective
Dust gathering on areas of hardstanding	Local residence Local businesses Local roads	Airbourne	<ul style="list-style-type: none"> <li>Areas of hardstanding cleaned regularly to reduce dust build up (utilising a mechanical sweeper),</li> <li>Jetting system can be utilised to damp down site area,</li> </ul>	Unlikely	Dust annoyance	Not significant if management effective

## Freighter House Environmental Permit Application – Dust Management Plan

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<b>Hazard</b>	<b>Receptor</b>	<b>Pathway</b>	<b>Dust Control Measures</b>	<b>Probability of exposure</b>	<b>Consequence</b>	<b>What is the overall risk?</b>
<i>What has the potential to cause harm?</i>	<i>What is at risk? What do I wish to protect?</i>	<i>How can the hazard get to the receptor?</i>	<i>What measures will you take to reduce the risk? (who is responsible?)</i>	<i>How likely is this contact?</i>	<i>What is the harm that can be caused?</i>	<i>What is the risk that still remains?</i>
			<ul style="list-style-type: none"> <li>• Containment used to reduce the likelihood of dust spread around site,</li> <li>• Site inspections completed regularly.</li> </ul>			
Dust gathering on vehicle tyres	Local residence Local businesses Local roads	Airbourne	<ul style="list-style-type: none"> <li>• The site has a fully automated vehicle wash available on site and is fitted with an underbody wash system and hand lances,</li> <li>• All vehicles are washed at least once a week and in the event that they arrive on site in need of a clean, they will be washed down.</li> </ul>	Unlikely	Dust annoyance	Not significant if management effective
Dust travelling beyond the site boundary	Local residence Local businesses Local roads	Airbourne	<ul style="list-style-type: none"> <li>• If dust is seen exiting the site boundary, the water suppression system will be deployed to contain the dust.</li> <li>• Site checks are conducted regularly to ensure there is not an above average likelihood of dust forming.</li> </ul>	Unlikely	Dust annoyance	Not significant if management effective

**Table 4: Dust risk register**

### **4.3 Site Housekeeping Schedule**

During each working day the site manager or an appropriately trained member of staff will undertake a brief walk over survey(s) to ensure that the site is being maintained and works carried out in accordance with the standards described in this document. This will ensure site procedure is followed throughout the day and that staff are able to record and address any dust issues within the same working day that they occur.

The site housekeeping schedule format is provided below:

## Freighter House Environmental Permit Application – Dust Management Plan

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Week Commencing:							
Housekeeping schedule daily tasks	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Inspected Items (to be initialled by person completing the checks):-							
A record of any instances of high levels of dust and any dust suppression measures utilised are to be recorded in the site dairy.							
The sites water bowser will be checked daily to ensure it is in good working order and contains sufficient amounts of water for general site operations and any instances of dust.							
Visual inspection of mud/debris on access routes at close of operations. This should be completed at the site entrance and at the site access point on Drovers Way.							
Vehicles entering the site are checked to ensure they are compliant with the sites waste acceptance codes.							
Visual inspection of site stockpiles, length of storage time to be noted. Ensure any material piles are covered in the event of extreme weather likely to cause dust.							
Record of any abnormal weather conditions, current and predicted, (i.e. high wind, heavy rainfall, or prolonged period of drought which could give rise to dust emissions) to be made in the site dairy.							

**Table 5: Site housekeeping schedule**

## 4.4 Monitoring

### 4.4.1 Weather Forecast

Weather forecasts will be used to aid decision making on site, for example when high wind conditions are predicted site activities can be tailored to minimise the likelihood of dust generation.

The site operatives will check current and predicted weather conditions on a daily basis utilising a weather forecasting website. This allows operatives to action dust minimising techniques and plan for future weather conditions. Daily site conditions will be noted in the site diary, future predictions will also be noted and monitored if these conditions are likely to become an issue.

The team leader or site manager will then assess the weather conditions and amend site activities to minimise the arising of dust. Should conditions on site become severe enough that dust cannot be mitigated, site activities will be suspended until these conditions subside.

### 4.4.2 Wind Conditions

Wind conditions will be monitored using internet forecasts to aid decision making with regard to the risk of dust impacts and appropriate mitigation. The prevailing wind direction at the site is south-west, south-south-west, west-south-west. The wind rose below (figures 4 & 5) shows the wind direction frequency (%) at 100m and 200, above ground level. Figure 6 provides further detail on the wind speeds at 100m an 200m above ground level.

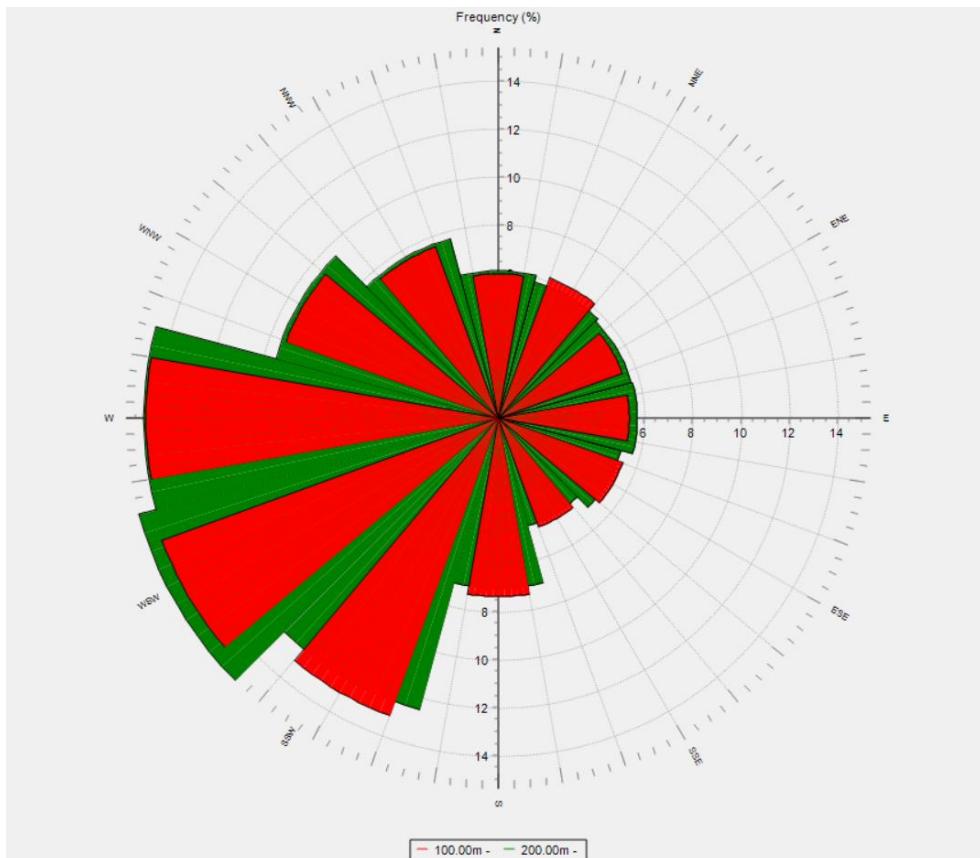
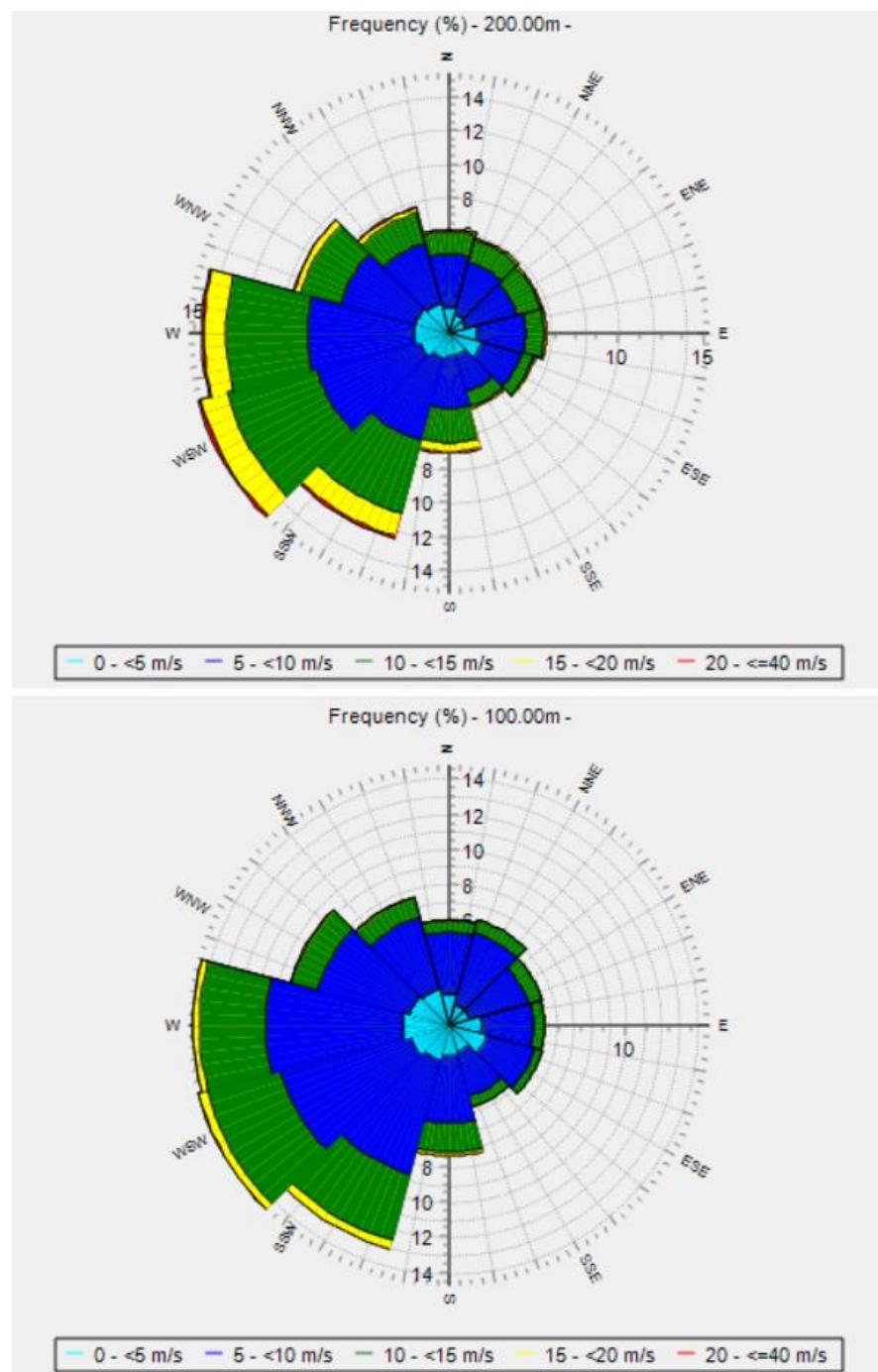


Figure 4. Windrose Diagram (Chelmsford)



**Figure 5. Windrose Diagram - Wind speed**

#### **4.4.3 Visual Dust Monitoring**

A daily on-site visual inspection will be made and recorded in the site log. Daily inspections during the will be the responsibility of site operatives and carried out in accordance with this document (DMP).

The visual surveys will make observations on:

- Dust plumes (dusts dispersing beyond the site boundary), and
- Dust soiling on surfaces such as cars or site buildings.

The frequency of inspections will be increased as appropriate in response to:

- Activities with a high potential to produce dust are being carried out, and
- As part of an action in response to complaints.

Inspection results will be recorded in the site log. The site log will be reviewed by senior management on a monthly basis.

Should the visual dust monitoring undertaken detect signs of dust, investigate further mitigation methods that can be applied to the operation or activity.

#### **4.4.4 Unfavourable Conditions**

Following a review of the weather forecast, wind conditions and visual dust monitoring site personal may determine that the prevailing conditions are not suitable for certain activities. Unfavourable conditions may be defined as those which would cause definite dust pollution should normal site activities be undertaken.

### **4.5 Site Action Plans**

The site action plans shall be 'triggered' in the event of:

- Complaints received during or after a dust event, or
- Identification from visual monitoring of dust plumes crossing the site boundary.

#### 4.5.1 Complaint(s) Received (during dust event)

The following actions will be undertaken if a complaint is registered by a member of the public whilst the problem is still occurring.

<b>1</b>	Complaint registered by a member of the public.
<b>2</b>	Identify source of dust emissions on site and mitigate as soon as practicable.
<b>3</b>	If mitigation ineffective, cease operations until activity can be undertaken without significant dust emissions.
<b>4</b>	Complete dust event reporting in log book, including record of meteorological conditions (including wind speed, wind direction and recent rainfall patterns).
<b>5</b>	If dust complaints continue – investigate further mitigation methods that can be applied to the operation or activity.
<b>6</b>	Maintain correspondence with complainant and inform of actions taken. A response will be issued within 5 working days of receipt.
<b>7</b>	Senior management will review all complaints and their responses as part of a monthly review of the site log book.
<b>8</b>	If a number of complaints are received during a dust event they will be marked as urgent, everything will be done to minimise the effects of the dust event and the matter will be escalated with senior management.

**Table 6: Dust event action plan**

#### 4.5.2 Complaint(s) Received (post dust event)

The following actions will be undertaken in response to a complaint by a member of public after a dust event has occurred.

<b>1</b>	Complaint received by a member of the public.
<b>2</b>	Investigate operations and weather conditions at the time of the event to identify the source of dust emissions.
<b>3</b>	Complete dust event reporting in log book.
<b>4</b>	Ensure complaint is reviewed by senior management.
<b>5</b>	Implement dust mitigation measures reduce potential for repeat episode.
<b>6</b>	If dust complaints continue – investigate further mitigation methods that can be applied to the operation or activity.
<b>7</b>	Maintain correspondence with complainants and inform of actions taken. A response will be issued within 5 working days of receipt.
<b>8</b>	Senior management will review all complaints and their responses as part of a monthly review of the site log book.
<b>9</b>	If a number are received they will be marked as urgent, a thorough investigation into the cause of the dust event will be undertaken and the matter will be escalated with senior management.

**Table 7: Post-dust event action plan**

#### 4.5.3 Dust Event Complaints Form

Members of the public can file complaints via an emergency contact number which will be visibly displayed near to the site entrance.

When a complaint is received, the following form will be filled out by site operatives to ensure detailed records are noted for each complaint received. These records will then be investigated to ensure that the complaint can be accurately addressed and steps taken to further reduce the impact of dust on local sensitive receptors.

<b>Dust Event Complaints Form</b>	
Name	
Address	
Contact Number	
Location of compliant source, if not at above address	
Date of dust event (dd/mm/yyyy)	
Weather conditions	
Temperature	
Wind strength	
Wind direction	
Complainant's description of dust event	
Duration of dust event	
Any further comments relating to the dust event	
Signed	
Current date (dd/mm/yyyy)	

**Table 8: Example dust complaints form**

#### 4.5.4 Visual Monitoring of Dust Plumes Across the Site Boundary

The following actions shall be taken in the event that a member of site personnel report visible plumes of particulate matter crossing the site boundary.

<b>1</b>	Daily visual monitoring identifies dust plumes beyond site boundary.
<b>2</b>	Record details of events and operations currently being undertaken on site.
<b>3</b>	Assess wind direction, i.e. whether the dust plume is travelling in the direction of sensitive receptors.
<b>4</b>	Identify dust source on site and investigate further mitigation measures of cease operations if mitigation proves in-effective.
<b>5</b>	Complete dust event reporting in log book.
<b>6</b>	Continue visual monitoring to ensure source of dust has been effectively managed.

**Table 9: Visual plume monitoring procedure**

## **4.6 Communications**

### **4.6.1 Contact Information**

The relevant contact details shall be displayed at the site entrance to ensure that complaints can be registered.

The site will operate:

- Between 05:30 and 21:00 Monday to Friday
- Between 05:30 and 21:00 Saturdays and Sundays

### **4.6.2 Communication with Local Businesses and Residents**

Communications with local businesses and residents will be conducted via a site notice board at the site entrance. Businesses and residents can contact the site via the contact details displayed at the site entrance.

## **4.7 Records and Reporting**

Records relating to the management and monitoring of dust will be maintained as described below.

### **4.7.1 Daily records**

Daily records shall be maintained in the site log book and includes the following details:

- Results of inspections and monitoring carried out by site personnel,
- Weather conditions from site observations,
- Problems including date, time, duration, prevailing weather conditions and the cause of the problem; Details of corrective action taken and any subsequent changes to operational procedures, and
- Complaints received including address of complainant (if available).

Records of all monitoring, inspections and services of equipment shall be maintained on site and these records shall be made available to the regulator to examine on request.

#### 4.7.2 Dust Event Reporting

Reporting of dust events shall be completed in the site log book; an example of the details to be recorded is presented below:

<b>Dust Event Reporting</b>	
Name of author	
Date/time	
Description of event (a)	
Activities taking place during time of the event	
Dust mitigation techniques employed at the time of the event	
Summary of weather conditions leading up to and during the event (Inc. wind speed, prevailing wind direction and rainfall patterns)	
Details of corrective actions	
Notes	
(a) e.g. complaint registered (name and address) or visible dust crossing site boundary during visual assessment	

**Table 10: Dust event reporting**

#### 4.7.3 Dust EMP Responsibilities

Maintenance of the Dust EMP and reporting will be the responsibility of the site manager or appropriately trained site staff.

## **4.8 Dust Mitigation Measures**

The following dust mitigation measures can be utilised as required at the site:

### **4.8.1 Dust Suppression System**

The sites jetting system can be utilised during conditions which increase the risk of problematic dust emissions, such as prolonged periods of dry weather and wind direction and strength which increase risk to local receptors. The jetting system will be operated by appropriately trained member of staff.

### **4.8.2 Dust Suppression Water Supply**

A reliable water supply is required for use of the sites jetting system and for damping down of the site area and stockpiles. Water supply is achieved through utilising the sites water supply.

Piping and other water supply related equipment will be maintained and checked on a regular basis. Spare parts will be readily available to ensure that failure of a key part does not leave the site without a suppression system. Checking equipment daily allows for any issues to be resolved quickly to ensure there is always a supply of water.

### **4.8.3 Contingency Measures**

In the event of a prolonged period of dry weather leading to the shortage of water, a risk assessment for off-site dust issues will be made. Should it be determined that the emission of dust off-site cannot be controlled through employing the measures described here, then a decision to temporarily suspend operations will be made, until conditions improve such as to reduce the level of risk at any of the off-site sensitive receptors.

## **5 Summary and Conclusion**

The following measures, described in this report will, when appropriately deployed, avoid, reduce and mitigate potential adverse effects of dust on the environment and local social receptors:

- Maintaining awareness of potential dust sources,
- Management of dust control measures,
- Completion of the daily housekeeping schedule,
- Undertaking weather forecast, wind condition, visual dust and unfavourable conditions monitoring,
- Managing and actioning complaints, and
- Maintaining accurate records and reports.

The main source of dust at the site is anticipated to be associated with:

- Dust generated from vehicles on site;
- Unloading materials on-site; and
- Waste stored within waste bays.

However within this report; waste acceptance, processing of waste, dust gathering on areas of hardstanding and site roads, dust gathering on vehicle tyres, dust travelling beyond the site boundary, have also been considered.

## Appendix

## ***Record of amendments***