Depot Wet Waste Bay Management Plan (DWWBMP)

South Molton Depot

South Molton Highways Depot, Pathfields Industrial Estate, South Molton, EX36 3LH

Revision Control Schedule					
Rev	**Date**	**Description**	**Prepared By**	**Checked By**	**Approved By**
00	September 2020	Report Created	Hanna Dolling	Olly Beech	Gary Williams
01	December 2020	Update to include section 5-10	Hanna Dolling	Olly Beech	Gary Williams
02					
03					
04					
File Location:	Devon Highways Groups Page				

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Contents

Named Holder Details of the DWWBMP
Name: Gary Williams
Position: Operations Manager

(Non-controlled copies of the management plan will be issued to Skanska's on-site management team and suppliers).

Useful Links

Information	Link
South Molton Depot Environmental Management Plan	Click here
South Molton trade effluent discharge consent	Click here
Wet Waste Bay Method Statement and risk assessment (H001dh & WWBSM01)	Click here
Devon Highways Groups Page System	Click here
Depot Wet Waste Bay Odour Management Plan	Click here
Depot Wet Waste Bay Dust Management Plan	Click here
Depot Fire Prevention Plan	Click here

1. Depot Wet Waste Bay Management Plan Scope

Skanska staff at this depot are required to work in a manner that reduces the negative environmental impact of highways maintenance activities in accordance with Skanska's business policies. To achieve this the site team will comply with the contents of this Wet Waste Bay Management Plan. This document has been produced as it is a requirement of the bespoke waste permit application.

The objectives of this document are:

- To ensure no harm to the environment through wet waste dewatering operations
- To demonstrate an approach to sampling on the wet waste bays
- To confirm that the treatment is resulting in a water discharge which complies with the trade effluent discharge consent

2. General Information

2.1 Brief Description of Works

The wet waste bays are used to decant water from multiple highway maintenance activities, including gully emptying, cattle grid cleaning and street cleaning. This new infrastructure is designed to channel water through a series of treatments before entering the oil interceptor and discharging into the foul sewer. A trade effluent discharge consent is in place.

The solid waste (EWC 20 03 03) is taken to a facility licensed to accept the waste code.

2.2 Summary of environmental management system

There is a risk assessment and method statement (RAMS) (H001dh & WWBSM01) for the works. All operations will be in accordance to Skanska's Environmental Management System which is accredited to ISO14001:2015 and permit conditions.

The plans showing site infrastructure, site layout, drainage, monitoring locations, site surfacing are shown in SKA_SM_Permit-012 SP. The plan showing location of nearby receptors, site access for emergency services are shown in SKA_SM_Permit-012 SLM.

Potential impacts of wet waste bay operations, mitigation methods and nearby receptors are listed in Environmental Risk Assessment (SKA_SM_Permit-018 ERA). This also covers start up, normal operation (including adverse weather etc) and shut down controls. Contingency planning controls are included in the Environmental Risk Assessment (SKA_SM_Permit-018 ERA) and Environmental Incident Action Sheets (SKA_SM_Permit-024 EIAS)

The Fire Prevention Plan (SKA_SM_Permit-017 FPP) describes the risks and control measures relating to the flammability of the waste being stored.

A Dust Management Plan (SKA_SM_Permit-021 DMP) and Odour Management Plan (SKA_SM Permit 022 OMP) describe risks and control measures relating to potential emissions of dust and odour.

A Site and Equipment Maintenance Plan has not been developed as there is no machinery which requires calibration. Details of maintenance of the treatment products are included in section 7 of this management plan.

An Accident Prevention and Management Plan has not been developed as the risks relating to potential accidents, fires, vandalisms are described in the site RAMS H001dh & WWBSM01 and covered in 017 FPP and 018 ERA. Considerations for a changing climate, warmer summers and wetter winters and the associated risks are covered in the 018 ERA.

The Environmental Management System documentation for the wet waste bays are located on the Devon Highways Operations Teams Channel – 05 Wet Waste Bays which is a Sharepoint site and is accessible to staff operating the bays. This will contain the permit, legal requirements, risk assessment, management system plans, operating procedures, staff competence and training records, monitoring data, compliance checks including findings of investigations and actions taken, complaints made including findings of investigation and actions taken, audits of the management system, management reviews and changes to the environmental management system, certification audit reports and any actions.

2.3 Staff, Welfare and Operating Hours

The wet waste bay will generally be operational during standard depot hours, however there may be times where they are operated/maintained out of hours or at weekends. This include supporting emergency works.

2.4 Site Security

The security of a site is important, not only for the protection of the environment, but to prevent unauthorised access and fly tipping. During non-working hours the gully wagon will park in front of the bays to prevent unauthorised waste being tipped on / mixed with gully waste arisings. The whole perimeter of South Molton Depot is secured with metal palisade fencing. The main depot gates are located at the front of the depot and secured with a lock and key. Out of hours, during holiday or non-working periods only permitted key holders will be able to grant access to the depot. Access controls are managed by the Depot Site Agent.

In daytime hours the depot has sufficient staff on site to manage access and security arrangements, preventing unauthorised access.

2.5 Environmental Training

All staff that will operate the wet waste bays will receive a briefing on the RAMS and environmental control measures and this will be recorded on the TBT record sheet and saved on SharePoint (local document management system). The document is to be used by the following roles listed in table 3.1.

Staff training qualifications (such as WAMITAB certificates etc) are maintained through the Sharepoint page.

Any lessons learnt during operation will be cascaded to the staff through bulletins and toolbox talks.

3. Site Contact Information

3.1 Roles and Responsibilities

In addition to the roles and responsibilities established by the contract EMP, roles and responsibilities specific to this location are set out below:

Table 3.1A Depot Roles and Responsibilities

Role	Key Responsibilities	Name
Area Manager	• Ensuring all site licences, consents and authorisations are adhered to on site • Ensuring company procedures for waste management, waste minimisation, sustainability and emergency preparedness and response are implemented on site • Ensuring that site specific training needs are identified and training programmes are effectively undertaken	Dan Trott (Cyclic) & Andy Gerry (Area North)
Site Agent (SA)	• Implementing control measures to ensure compliance with all site licences, consents and authorisations applicable to this site • Ensuring that all incidents are reported and dealt with according to the Environmental Incident Plan • Delivering inductions, training, toolbox talks as necessary to staff at the Site • Ensuring all waste movements are accurately documented using the appropriate Waste Transfer Note (WTN) • Facilitate the collection and storage of the WTNs and waste tracker sheet • Ensure that waste is only removed by contractors who hold appropriate waste carriers licences to facilities authorised to accept 20 03 03 waste	Marc Young
Storeman	• Carrying out water quality sampling and ensure sufficient stock of sampling bottles and cool boxes in the depot • Ensuring any maintenance issues have been reported are actioned • Compliance with DMP and OMP	Paul Roberts
Technically Competent Manager (TCM)	• WAMITAB specific responsibilities shown in appointment letter • Ensure that the requirements of the Environmental Permit are complied with • Be present at the depot for the appropriate amount of time on site each week (as specified in the EA permit) and record this in the TCM site attendance log. • Maintain knowledge and skills with regards to waste management and demonstrate continuing competence every two years by passing the WAMITAB assessment • Trained in the Environmental Management System for the permit and know where to find all the key documentation (plans, training records, forms) including a copy of the permit • Maintain records (such as inspections) required by the permit • Ensure that the waste hierarchy is applied to the generation of waste by the activities on site and off site and that where disposal is necessary it is undertaken in a manner which minimises its impact on the environment • Ensure emergency procedures are in place and implemented when appropriate and that activities are controlled in an emergency • Regular liaison with operational teams including environmental advisor	Paul Roberts
Operatives	• Complete Waste Tracker and Transfer Notes when tipping at the site and removing waste from the site	All
Environmental advisor	• Checking all site specific licences and checking through regular monitoring that the conditions of such consents and permit are adhered to • Ensure records are in place for sampling and waste duty of care • Liaison with third parties • Carry out site inspections • Submit quarterly waste returns to EA	Hanna Dolling
H&S advisor	• Provide H&S advice to all staff involved in operating the Wet Waste Bays	Chris Booth
All Employees (Including Skanska Staff and Sub-Contractors)	• Implement the requirements of the Environmental Management Plan Documents • Monitor their workplace for potential threats to the environment and alert their supervisor or manager of any that are observed • Report all incidents that occur on site to OSHENS	All

3.2 Key Regulators, Contacts and Contact Details

Table 3.2A Key Regulatory Bodies

Contact	Location	Telephone Number
Environment Agency	Manley House, Kestrel Way, Sowton Industrial Estate, Exeter, Devon, EX2 7LQ	0800 807 060 Sam Oman 020 847 47077
Environmental Health	North Devon District Council, Lynton House, Commercial Rd, Barnstaple EX31 1DG	01271 388870
Local Water Authority Charlotte Power	South West Water, South West Water Limited, Peninsula House, Rydon Lane, Exeter, Devon, EX2 7HR	07776 681052

The Environmental Advisor is the key point of contact for these regulatory bodies and all communication should be directed through them. Visits and key agreements with regulatory bodies should be recorded on form EHS 008 F03 - confirmation of enforcement agency visit.

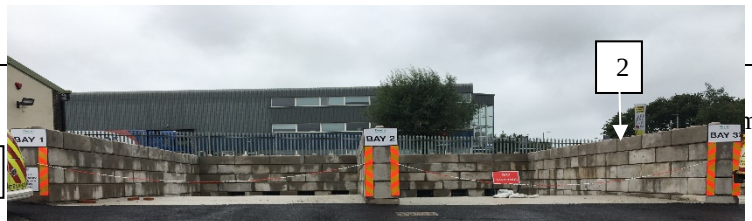
4. Sampling requirements

4.1 Location of water sampling points

1. Decanting manhole

2. Back channel manhole

3. Manhole after chamber



4.2 Types of sampling being carried out

Water quality sampling will be taken of the decanted liquid waste. The determinants are shown in the table below. This will be analysed by the laboratory Chemtest.

Determinants	Consent requirement
pH	6-10
Settled Chemical Oxygen Demand	175mg/l
Suspended Solids at 105ºC	610mg/l
Temperature	43 ºC
Chloride	1000mg/l
Total Oil and Grease	150mg/l

4.3 Sampling methodology

4.3.1 Method for sampling the decanting manhole

- Carefully open the manhole cover
- Use a container on a string to dip into the water contained in the gully and decant into the plastic bottle
- Fill the bottle to the very top and screw on the lid
- Place a label on the bottle – including date sampled and location (decanting manhole)
- Complete chain of custody record sheet requesting water quality suite, add date, time, signature and circling 5 day turn around.
- Phone Chemtest to order a collection (01638 606070)

4.3.2 Method for sampling the back channel manhole

- Use a container on a string to dip into the water in the channel and decant into the plastic bottle
- Fill the bottle to the very top and screw on the lid
- Place a label on the bottle – including date sampled and location (back channel manhole)
- Complete chain of custody record sheet requesting water quality suite, add date, time, signature and circling 5 day turn around.
- Phone Chemtest to order a collection (01638 606070)

4.3.3 Method for sampling the manhole after chamber (prior to entering the interceptor)

- Carefully open the manhole cover
- Use a container on a string to dip into the water contained in the gully and decant into the plastic bottle
- Fill the bottle to the very top and screw on the lid
- Place a label on the bottle – including date sampled and location (manhole after chamber)
- Complete chain of custody record sheet requesting water quality suite, add date, time, signature and circling 5 day turn around.
- Phone Chemtest to order a collection (01638 606070)

4.3.4 Method to sample the trade effluent

This is required for the discharge consent.

- Shut one side of the gate to provide a safe zone against any entering vehicles
- Go to the manhole next to the entrance (SWMH020 see drainage plan)
- Carefully open the manhole cover
- Use a container on a string to dip into the water and decant into the plastic bottle
- Fill the bottle to the very top and screw on the lid
- Place a label on the bottle – including date sampled and location (SWMH020)
- Complete chain of custody record sheet requesting water quality suite, add date, time, signature and circling 5 day turn around.
- Phone Chemtest to order a collection (01638 606070)

4.4 Frequency of sampling

- One sample will be taken from each sampling point (decanting manhole, back channel manhole, manhole after chamber) once a week for the first four weeks of operations.

- One sample will be taken from each sampling point once a fortnight from 4-8 weeks of operation.

- One sample will be each sampling point once a month from 8 weeks of operation.

- One sample will be taken from the trade effluent sampling point (SWMH 020) once per month.

4.5. Visual and olfactory testing
Visual and olfactory testing will take place on the solid gully waste to identify any potential contamination. Any litter, odour or oil in the waste should be treated as an unexpected find and reported on OSHENS as a positive intervention. The management of removing the litter/debris will be managed through advice from the H&S and environmental advisor on a case by case basis.

The solid gully waste is not required to be sampled as it is an absolutely non-hazardous EWC code, 20 03 03.

4.6 Records
The environmental advisor will maintain records of water quality on a spreadsheet which will be saved on the Sharepoint page with the other EMS documents.

5. Waste records

A waste tracker will be used to record incoming and outgoing waste. This includes the date, vehicle reg, corresponding waste transfer note, quantity, EWC code.

The Waste Transfer Notes (WTNs) will also show who was the waste producer, where the waste has come from and the date the waste was first produced.

Any quarantined waste will be recorded on OSHENS reporting system.

Duty of care information such as full copies of EA permits for onward disposal location and waste carriers. All copies of WTNs will be saved on Cr360 internal reporting system.

Detailed records will be maintained in order to submit the quarterly EA Waste Returns.

6. Ecology

The habitat screening report (dated 27 July 2020) shows a number of protected fish species have been identified in the River Mole within 500m of the site. There is also protected habitat consisting of deciduous woodland within 500m. The wet waste bays will not impact on the protected species or habitats as the water will be discharged to a foul sewer managed by the Local Water Company and not into an Environment Agency watercourse. The environment risk assessment details all the control measures to prevent any pollution incidents and how they will be managed to prevent any harmful substances entering the foul drainage network. Licences are not required.

7. Maintenance of treatment products

The Smart Chamber has two areas that require six monthly maintenance checks. This information has been supplied by the manufacturer, Naylor Industries. The silt collection chamber at the inlet pipe and the central chamber containing the Smart Pack filters. The Collection chamber should be visually check for silt build up and the silt removed as required. Silt removed will be placed back into the waste bays. The filter wall does not require and maintenance.

The Smart packs contained within the central chamber should be lifted out and weighed. If the recorded weight is twice their dry weight the pack should be replaced.
Product code 66600 - Smart Pack 305 x 305 x 65mm Dry Weight 1.95kg Maximum weight 4.6kg (Packs should be replaced at 3.9kg)

The enviroflow wall product located in the gabion baskets will be inspected and cleaned on a six monthly period. Records of maintenance will be detailed on a schedule.

8. Audit and annual review of EMS

Skanska will audit site performance against the EMS documentation which is accredited to ISO14001:2015 on an annual basis or if there are any operational or procedural changes, changes in equipment, variations in the permit, or after any accident or breach of the permit.

9. Communication

The highways depot already has an excellent working relationship with its neighbouring commercial, industrial units as well as the rugby club. This will be maintained through regular communication.

A noticeboard/sign will be displayed near the site entrance which will inform the public about the permitted waste facility. It will include permit holder's company name, an emergency contact name and telephone number and a statement that the site is permitted by the Environment Agency, permit reference number and EA contact number 03708 506506 and incident hotline 0800 807060.

10. Complaints

Any complaints received at the site in relation to the operations will be immediately investigated by the Agent and, where appropriate, remedial action taken. The complaint will be reported immediately using the OSHENS incident management system which is part of Skanska management system. This will contain details of the reporter, summary of complaint including date, time. This will require investigation and close out by the environmental advisor. The site will respond to the complainant within two working days. It may require feedback to the Environment Agency to Local Authority or updates to the EMS.