

Environmental Management System Summary

1. This Environmental Management System (EMS) summary should be read in conjunction with application report reference AI/BAR/NCW/5673/01 submitted to the Environment Agency (EA) for a new bespoke Environmental Permit for the incinerator bottom ash aggregate (IBAA) blending facility operated by Aggregate Industries UK Limited (AIUK) at Bardon Hill Quarry, Coalville, Leicestershire, LE67 1TL (the site).
2. This EMS summary, which has been prepared pursuant to Question 3d of EA Application Form Part B2, explains how the operations which will be undertaken at the site under the AIUK EMS are consistent with the main headings in the EA guidance presented at <https://www.gov.uk/guidance/develop-a-management-system-environmental-permits>. The headings from the EA management system guidance (the EAMS guidance) are reproduced for clarity.

What to put in your management system and how to organise it

3. The EAMS guidance states that *“If you have a number of permits they may be covered by an overall management system. You may carry out certain things in the same way at different permitted sites and you may also have site specific procedures.”*
4. The EMS for the site is a site specific EMS. The EMS has been prepared based on the aspects which are specific to the site and the site operations and includes site specific procedures and management plans which have been developed based on the assessment of the risks associated with the activities undertaken taking into consideration the site setting. The EMS includes the following sections:
 - Introduction
 - Permitted Activities
 - Site Information
 - Waste Acceptance and Storage Procedures
 - Waste Treatment Procedures
 - Emissions Control
 - Site Management
 - Records and Reporting

5. The following site specific documents, which are included in application report reference AI/BAR/NCW/5673/01 submitted to the EA for the new bespoke Environmental Permit at Bardon Hill Quarry are included in the site EMS:
- Environmental Risk Assessment – Report reference AI/BAR/NCW/5673/01/ERA dated March 2022
 - Dust and particulate matter emissions management plan (DEMP) for the treatment of processed incinerator bottom ash aggregate and construction and demolition waste operated by Aggregate Industries Limited at Bardon Hill Quarry, Coalville, Leicestershire, LE67 1TL – Report reference AI/BAR/NCW/5630/01/DEMP Version 1.1 dated March 2022
 - Noise Assessment – Environmental Permit Application, Recycling, Importation, Processing, Storage and Sale of Inert Materials. Bardon Hill Quarry, Coalville, Leicestershire, LE67 1TL. Report reference R22.11395/1/AP dated May 2022.
6. These documents are referred to later in this summary document as their contents address a number of the aspects specified in the EAMS guidance.

How to develop your management system

7. The EAMS guidance states that *“You can develop and maintain your own management system or use an environmental management system scheme or standard.”*
8. The EMS has been developed by AIUK with reference to the EAMS guidance and with reference to the EMS’ for other similar sites operated by AIUK in Leicestershire and across the UK. The site specific documents listed under paragraph 5 above form part of the EMS.

Prepare your site infrastructure plan

9. The EAMS guidance states that *“Your management system must include a plan of your site, drawn to scale. The plan must highlight where you do the activities covered by your permits”* and goes on to describe the aspects which must be shown for sites with waste permits such as Bardon Hill Quarry.

10. Site infrastructure plans are held and maintained in section 3 (Site Information) of the EMS. The site infrastructure plans, which are drawn to scale, include details of waste treatment and waste storage locations at the site, locations of items for use in accidents and emergencies (eg spill kits), fuel storage locations, the site entrance, etc and include details of the various aspects identified through the risk assessment as those site specific aspects which require control measures, for example dust. The management plans referred to under paragraph 5 above complement the site infrastructure plan included in the EMS.

Site operations

11. The EAMS guidance states *“Break down the operations that will be carried out on your site ... into a list of activities and processes, for example unloading waste, storing waste,...List the steps you will take to prevent or minimise risks to the environment from each activity or process and type of waste. Be specific about the actions you will carry out to do this.”*
12. The management plans described under paragraph 5 above, which form part of the EMS, describe the operations and activities that will be undertaken at the site including details of waste types and storage arrangements and provide details of the control measures which will be implemented to minimise the risks to the environment from the activities and specific waste types.
13. The EMS includes details of the roles and responsibilities of key personnel including the Technically Competent Manager, the Site Manager and site staff. The responsibilities relevant to site operations include:
- The Site Manager and the COTC holder are available to attend any specific incidents of compliance and non-compliance.
 - Weekly recorded site perimeter inspections will be completed by the Site Manager.
 - Regular recorded inspections of stored materials will be carried out by the Site Manager.
 - Visual dust monitoring to be completed by the Site Manager.

Site and equipment maintenance plan

14. The EMS includes maintenance schedules and records for all key site infrastructure and mobile plant which are maintained according to the manufacturer's recommendations. Copies of the equipment manuals are available for reference.

Contingency plans

15. The EMS includes details of the roles and responsibilities of key personnel including the Technically Competent Manager, the Site Manager and site staff. The EMS and management plans referred to in paragraph 5 above and the site waste acceptance procedures include contingency measures, remedial measures and action plans in the event of certain events such as the receipt of a dust complaint, the rejection of an unsuitable waste load or the observation during the routine monitoring and site inspections of an aspect which could potentially lead to an unacceptable emission from the site. The plans include details of the actions which will be taken to address the events.

Accident prevention and management plan

16. The Environmental Risk Assessment submitted to the EA as part of application report reference AI/BAR/NCW/5673/01 for a bespoke Environmental Permit includes consideration of accidents including spillages, flooding, fires etc and the management plans developed for the site include details of the measures to minimise the potential for accidents and the procedures that will be followed in the event of an incident.

17. The EMS includes details of the roles and responsibilities of key personnel including the Technically Competent Manager, the Site Manager and site staff. The responsibilities include:

- The Site Manager and the COTC holder will attend any specific incidents of compliance and non-compliance.
- The Site Manager will conduct environmental inspections on aspects such as waste acceptance, dust levels and the site perimeter.
- Ensure incident reporting is completed in the Site Diary along with the relevant remedial action taken.

A changing climate

18. The EAMS guidance lists under 'A changing climate' several aspects to be considered such as *'higher average temperatures, more heat waves and hot days, rising sea levels, changes in rainfall patterns and intensity, more storms'*.
19. The management plans described under paragraph 5 above, which form part of the EMS, present details of procedures to be followed in the event of prolonged dry spells of weather. The Environmental Risk Assessment – Report reference AI/BAR/NCW/5673/01/ERA dated March 2022 submitted with application report reference AI/BAR/NCW/5673/01 considers the aspects listed in the EAMS guidance and provides details, where relevant, of the mitigation that will be employed to address these aspects.

Complaints procedure

20. Details of the complaint procedure are set out in Section 6 of the EMS relevant to emissions control (dust, mud, litter, odour, noise and vibration). The relevant sections include details of how complaints are investigated and provides examples of the actions that are taken to address complaints.
21. Environmental complaints shall be dealt with in accordance with IMS Corporate Standard 70120/MAN4/Legal and other requirements.
22. All Aggregate Industries Corporate Standards are available in the Integrated Management System (IMS) section of the company intranet.

Managing staff competence and training records

23. The EMS includes details of the roles and responsibilities of key personnel including the Technically Competent Manager, the Site Manager, site staff and contractors. The responsibilities include:
- The briefing of plant operators (including contractors) on the correct site operational practices including spillage and reporting procedures, pollution control, dust, odour and noise.

Keeping records

24. All documentation required to be retained under the Environmental Permit is retained for the necessary time period including Duty of Care documentation. Records of site inspections and audits are retained.
25. A quarterly waste return shall be submitted to the Environment Agency within one month of the end of each quarter; the four quarters are 1 January to 31 March, 1 April to 30 June, 1 July to 30 September and 1 October to 31 December. If no waste has been received in the quarter, a nil return shall be submitted.
26. A Site Diary shall be kept in the site office and updated on a daily basis. This diary shall be used to record all incidents on site involving accidents, spillages, vandalism, complaints etc.
27. In addition to this, daily and weekly environmental monitoring checks shall be completed.

Review your management system

28. The EMS and the procedures within the EMS are subject of periodic review taking into consideration the results of the monitoring and site inspections and any changes to the activities at the site.

Site closure

29. This aspect of the EAMS guidance is relevant only to sites which hold a permit for a landfill or category A mining waste facility hence is not relevant to the Bardon Hill Quarry waste treatment site.

Make sure people understand what you do

30. Awareness of the EMS and the aspects relevant to the specific roles is a key aspect of the staff training. It is implicit in the EMS that AIUK consult with relevant site personnel, including contractors, on various aspects including:

- Completing or reviewing risk assessments and safe working procedures;
- Investigating accidents, incidents or near misses;
- Introducing or changing procedures, or any safety procedure, or control measure;
- Introducing any new plant or equipment;
- Team briefings.

31. A copy of the Environmental Permit shall be kept in a convenient location in the site office, allowing suitable access for all persons working on or visiting the site.