Environmental Permit Variation Application Report

Bryan Bransom
(Trading as BB Contracting Ltd)

Brands Farm Recycling Facility,
Off Brands Lane,
Felthorpe,
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1	Original Permit Variation Application Report	Sian Wilcox	Tracey Westbury	26 June 2025
2	Updated operators name in 1.1, 4.1, 4.6	Sian Wilcox	Tracey Westbury	05 January 2026
3	Updated 1.3. Removed waste codes 03 01 01, 03 03 01, 19 05 03, 19 09 02, 19 13 04 from Table 6.1.	Sian Wilcox	Tracey Westbury	08 April 2026

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1. Introduction

1.1. Westbury Environmental Limited have been instructed to prepare this Environmental Permit Variation Application for a bespoke Environmental Permit on behalf of Bryan Bransom – Trading as BB Contracting Ltd (Operator) for a waste treatment facility at Brands Farm Recycling Facility, Off Brands Lane, Felthorpe, Norwich, NR10 4EA (Site).

1.2. This Site operated under the conditions of standard rules set SR2010 No.12, permit reference EPR/WE1623AB, which allowed for the recycling of construction/demolition waste to produce soil, soil substitutes and aggregates.

1.3. This bespoke permit variation application has been prepared as the Operator was assigned the new standard rules set SR2022 No. 1 on 18th December 2024. However, due to the presence of a protected area under the biodiversity action plan (BAP), and a Local Wildlife Site in close proximity to Site, it cannot retain this standard rule set.

1.4. This application for a bespoke Environmental Permit to replace the standard rules set, proposes the same waste activities and waste codes as in standard rules set SR2022 No.1.

1.5. This application seeks to allow up to 75,000 tonnes per year of waste to be accepted.

1.6. More details on the proposed waste operations that will be carried out on Site are included in Section 5, Non-technical Summary and Section 6, List of waste codes, of this report.

1.7. The site-specific environmental risk assessment considers the risk from the waste activities on the local environment with particular regard to the nearby BAP area and Local Wildlife Site.

1.8. The Site is located in a largely agricultural area, with some residential properties and commercial work yards in the immediate vicinity.

1.9. There is no change to the permit boundary proposed as part of this permit variation application, however a permit boundary drawing has been produced in accordance with the example site plan in Appendix 3 of application form Part C2, see Drawing No. 21/001b Permit Boundary Plan.

1.10. The relevant Environment Agency forms (Part A, C2, C4 and F1) and necessary supporting information, including TCM details and Environmental Risk Assessment are included within this Environmental Permit Variation Application.

2. Site Location and Setting

2.1. The Site is located at Brands Farm, Recycling Facility, Off Brands Lane, Felthorpe, Norwich, NR10 4EA.

2.2. The Site is located in a largely agricultural area, with some residential properties and commercial work yards and buildings in the immediate vicinity, including a training venue for a plant operations training company, and an office for an occupational health company.

2.3. The Site is located within 50 metres of a habitat that is protected under the BAP, and a Local Habitat Site. The BAP and Local Habitat Site cover largely the same area of woodland and border the Site to the northwest.

2.4. The area identified under the BAP consists of designated Deciduous Woodland, located immediately north and northwest of the Site.

2.5. The designated Local Wildlife site encompasses nearly the same area as the BAP, located directly to the north and northwest of the Site.

2.6. The Site is located:

- Within a Groundwater Water Protection Zone 3 – Total Catchment.
- On a Principal bedrock aquifer. The bedrock geology is Wroxham Crag Formation comprising of sand and gravel.
- On a Secondary B Aquifer.
- In flood zone 1, therefore there is a low risk of flooding.

3. Receptor Sensitivity and Emission Management

3.1. The sensitivity of receptors located within 1km of the Site has been considered by way of "Desktop Screening" to determine the appropriate emission management plans that are required to support this application.

3.2. The "Desktop Screening" process considers the following:

- The distance from the Site to the sensitive receptor.
- The layout of the Site.
- Surrounding vegetation and infrastructure.
- The topography of the Site and the surrounding area.
- The predominant wind direction in the area.
- Other potential sources of emissions near to the Site.

3.3. The predominant wind direction blows towards the northeast, meaning that receptors to the northeast are more likely to be impacted from emissions such as dust and noise from the Site.

3.4. The sensitive receptors and their distances from the boundary of the Site are provided in Table 3.1.

Table 3.1: Sensitive Receptors within 1km of the Site boundary

No	Receptor	Type of Receptor	Sensitivity*	Bearing from Site	Approx Distance from Site boundary to receptor boundary (m)
1	Deciduous Woodland under the Biodiversity Action Plan (BAP) and Local Wildlife Site	Protected Area	N,D,F	North/Northwest	<10
2	Houses on Brands Lane	Residential	N,D,O,F	West	110
3	Houses on Brands Lane	Residential	N,D,O,F	Northwest	120
4	Houses on Brands Lane	Residential	N,D,O,F	Northwest	245
5	Pet Groomer	Commercial	N,D,O,F	South	250
6	Hiking Area	Leisure	N,O,F	Southeast	494
7	Commercial Units	Commercial	N,D,O,F	Southwest	680
8	Commercial Units	Commercial	N,D,O,F	Southwest	705
9	Felthorpe Airfield	Commercial/Leisure	D,O,F	Northwest	755
10	Houses on Fir Covert Road	Residential	N,D,O,F	West	790
11	St Margarets of Antioch	Church	N,D,O,F	Northeast	815
12	Thorpe Marriott (closest point)	Residential	N,D,O,F	Southeast	880

13	Horsford Dog Lane Plantation Park	Leisure	N,D,O,F	Southeast	888
14	Church Farm	Agricultural	F	Northeast	1km

**Sensitivity describes the types of emissions that may impact the sensitive receptor: Noise (N), Dust (D), Odour (O), Fire (F).*

Dust Management Plan

3.5. Due to the nature of the waste types and waste activities on the Site, it is considered that there is a risk of dust emissions impacting nearby dust sensitive receptors.

3.6. A Dust Management Plan (DMP) has been produced to support this application, see Appendix 1 Dust Management Plan.

3.7. The DMP outlines the management and mitigation measures for dust emissions produced by waste operations on Site.

Noise Management Plan

3.8. Due to the nature of the waste treatment activities on the Site, it is considered that there is a risk of noise emissions impacting nearby sensitive receptors.

3.9. A Noise Management Plan (NMP) has been produced to support this application, see Appendix 2 Noise Management Plan.

3.10. The NMP outlines the management and mitigation measures for noise emissions produced by waste operations on Site.

Odour Management Plan

3.11. Due to the nature of the waste types and waste activities on the Site, there is not considered to be a risk of odour emissions impacting nearby sensitive receptors. As such, an Odour Management Plan has not been included in this application.

3.12. Odour mitigation measures are implemented on site in accordance with the Odour Control Procedure that is included in the Environmental Management System (EMS). It is considered that these measures are sufficiently effective to minimise odour emissions from the Site.

Fire Prevention Plan

3.13. Due to the fact that combustible wastes are not accepted on Site, a Fire Prevention Plan has not been included in this application.

3.14. Fire prevention measures are implemented on site in accordance with EMS. It is considered that these measures are sufficiently effective to minimise the risk and impact of fire on the Site.

4. Site Management

4.1. Bryan Bransom (Trading as BB Contracting Ltd) operates the Site in accordance with an Environmental Management System (EMS).

4.2. A hard copy of the EMS is kept on Site at all times. The EMS folder includes a copy of the Environmental Permit along with the following sections of the EMS:

EMS Report: This report contains a description of the purpose and scope of the EMS, all Site details including the location of the Site, receptors located in close proximity to the Site boundary, waste storage, the plant and equipment that is used on the Site, the waste handling procedures carried out on Site, the Site security measures, information on the competence of the staff working on Site, roles and responsibilities for each member of staff and details for Site closure.

Site Condition Report: This records the condition of land covered by the Environmental Permit at various stages during the life of the permit.

Environmental Impacts and Controls Assessment: This assessment provides information on the processes, activities and equipment on site, the potential emissions and impact that they may have on air, water, energy usage, waste disposal, land contamination, nuisance, and resource consumption and how any identified impact may be controlled.

Environmental Accident Management Plan: This report contains an assessment of the potential accidents that could occur on Site, details of the likelihood of each accident occurring, the preventative measures taken to reduce the risk of each accident occurring, actions to be taken in the case of an accident on Site and an explanation on how to record any accidents that occur on Site. The types of accident included in this report include.

- Leaks or Spillages.
- Fire.
- Flooding (increasing risk from climate change).
- Unauthorised entry.
- Failure of plant and equipment.
- Cross-contamination.
- Failure of Services.

Flood Management Plan: This document contains a brief description of the Site, its size, the key contacts to contact in an emergency, whether there are staff employed with any special needs, the locations of any gas, water and / or electric cut-off points of Site and ways to keep all plant and computers / files safe in the event of a flood.

Climate Change Risk Assessment and Adaptation Plan: This report identifies how climate change will impact the Site and what will be done to mitigate the impacts of climate change.

Contingency Plan: This document sets out the procedures to:

- Ensure compliance with the Environmental Permit and operating procedures during maintenance or shutdown on Site.
- Minimise the impact of non-operation of associated third-party facilities.
- Ensure Site storage capacity limits are not exceeded.
- Minimise the impact on the environment and ensure business continuity, from any breakdowns, enforced shutdowns and any other changes from normal operations.

WRAP Quality Manual: This document defines the nature and scope of the production of recycled aggregate products by the Operator, ensuring that the production of recycled aggregate products is compliant with the requirements of the WRAP 'Quality Protocol to produce aggregates from Inert Waste'.

Appendix B Authorisations: Including a copy of the permit and EA Registrations for the Site.

Appendix C Procedures & Forms: The EMS contains a number of procedures that cover its implementation, waste acceptance & storage, site management, environmental protection, maintenance, emergency provisions and reporting. Records to be produced in accordance with

these procedures are provided in the EMS as forms. These completed forms provide records that evidence the implementation of the EMS. The following list details procedures that are included in the EMS.

Implementation

- Environmental Training.
- Roles and Responsibilities.
- Reviewing & Auditing Documentation.
- Compliance with Legal & Other Requirements.
- EMS Schedule

Waste Acceptance & Storage

- Waste Acceptance.
- Waste Classification.
- Waste Rejection.
- Waste Storage & Handling.
- Product Storage & Handling.

Site Management

- Fuel & Oil Storage.
- Refuelling of Plant / Equipment
- Maintenance
- Housekeeping, Litter, Pest & Vermin Control.
- Wheel Washing.
- Site Security.
- Removal of Waste.
- Manufactured Soils

Environmental Protection

- Dust, Fibres and Particulates.
- Mud and Debris.
- Noise Control.
- Odour Control.
- Surface Water Management.

End of Waste

- Removal of products
- WRAP Review
- WRAP Sampling and Testing
- WRAP Non-Conformance

Emergency Provisions

- Environmental Accidents / Incidents / Complaints.
- Near Miss Reporting.
- Spill Response.
- Flood Management.
- Utility / Equipment Failure.
- Fire Prevention.

Reporting

- Waste Returns.
- Notifications to the Environment Agency.

(This list is not exhaustive)

Drawings

The drawings included in the EMS include:

- Permit Boundary Plan – showing the boundary of the permitted area.
- Site Layout Plan – showing waste storage and treatment areas, quarantine area and access for emergency services.
- Sensitive Receptors Plan – showing nearby sensitive receptors.

4.3. The Waste Storage and Handling Procedure includes a Waste Storage Plan that specifies maximum storage times, maximum storage area capacities, and where different waste types are stored on Site.

4.4. The Maintenance Procedure ensures inspections of infrastructure, plant and equipment will be carried out on a daily, weekly, and monthly basis. This procedure also specifies when planned preventative maintenance should be carried out on each item of plant and equipment located on the Site.

4.5. The EMS includes a Utility / Equipment Failure Procedure and Flood Management Procedure to ensure contingency measures are implemented in the event of a utility / equipment failure or a flood on the Site. The Flood Management Procedure accounts for the potential increase in the risk of flooding at the Site due to climate change.

4.6. The Site displays a notice board at its entrance, this includes the following details:

- The permit holder's name – Bryan Bransom (Trading as BB Contracting Ltd)
- An emergency contact name and telephone number.
- A statement that the site is permitted by the Environment Agency.
- The permit number.
- Environment Agency telephone number and the incident hotline telephone number.

4.7. The EMS includes a Complaints Procedure that provides details for recording, investigating, and resolving complaints in regard to the permitted activities.

4.8. Each procedure within the EMS specifies who is responsible for implementing the required actions. The EMS includes a staff organogram which shows the roles and responsibilities of each staff member in relation to the activities covered by the permit.

4.9. An Environmental Training Procedure is included in the EMS to ensure regular training on the EMS procedures is given to all site staff and is well documented.

4.10. Records required by the permit e.g. waste transfer notes, chemical analysis, hazardous waste assessments, maintenance records, staff training records etc. are kept on file within the EMS.

4.11. The Reviewing & Auditing Documentation Procedure included within the EMS ensures regular checks are carried out on the EMS documentation in order to assess whether the EMS implements the requirements of the permit and relevant environmental legislation. Any changes to the permit or Site operations are recorded within the EMS and the relevant EMS documents will be updated accordingly.

4.12. Each member of staff at the Site will have access to the EMS.

Technically Competent Management

4.13. Bryan Bransom is the Technically Competent Manager (TCM) for the Site. A copy of the relevant TCM certificates is provided in Appendix 3 Evidence of Technically Competent Management.

Environmental Risk

4.14. An Environmental Risk Assessment has been completed as part of this permit application, see Appendix 4 Environmental Risk Assessment.

4.15. The Environmental Risk Assessment considers the risk from the waste activities on the local environment with particular regard to the nearby BAP area and Local Wildlife Site.

4.16. Robust risk management measures will continue to be implemented while the Site is operating to ensure the identified risks are minimised.

5. Non-technical Summary

5.1. Construction / demolition waste is imported on to the Site and is treated to produce recycled aggregates and soil / soil substitutes.

5.2. The waste activities take place in the area shown on the site layout drawing, see Drawing No. 21/001c 002 Site Layout Plan.

5.3. There is no intention to change the activities undertaken on the Site as a result of this application.

5.4. This application proposes operations that include the physical treatment and storage of waste, see Table 5.1 below. (These are the same waste activities as in standard rules set SR2022 No.1)

Table 5.1 List of waste activities

Activity Reference	Description of Specified Activity	Limits of specified activity
AR1 – Treatment of waste to produce soil, soil substitutes and aggregates.	R3: Recycling and reclamation of organic substances which are not used as solvents. R5: Recycling and reclamation of other inorganic materials. R13: Storage of wastes pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection, on the site where it is produced).	Treatment is limited to sorting, separation, screening, crushing and blending of waste for recovery as a soil, soil substitute or aggregate. Treatment does not include soil or aggregate washing. No more than 75,000 tonnes of waste in total shall be accepted per year. Treatment of slags and ashes for recovery shall not exceed 75 tonnes per day. Wastes used to produce aggregate are limited to those waste codes and types listed in Table 6.1. Wastes used to produce soil and soil substitutes are limited to those waste codes and types listed in Table 6.2. No more than 50,000 tonnes in total of waste shall be stored at any one time. Waste types listed in Table 6.1 and 6.2 will be stored outside on a hardstanding surface. No more than 10,000 tonnes of waste types listed in Table 6.3 shall be stored at any one time. No waste shall be stored for longer than 12 months.

5.5. Waste is delivered onto the Site by Heavy Goods Vehicles (HGV's). Waste is tipped off and stored in a designated storage area within the permit boundary.

5.6. All waste is treated and stored outside on a hardstanding surface.

5.7. The sources of dust emissions from the waste activities and the mitigation measures, which are required to ensure that the risk of causing nuisance is minimised, have been assessed, see Appendix 1, Dust Management Plan.

5.8. Contravening wastes are hand-picked from the incoming waste to prevent them entering the treatment process.

5.9. Contravening waste is stored within a secured container and removed from Site on a regular basis to a suitably licensed facility.

6. List of Waste Codes

6.1. This application proposes the same waste types as in standard rules set 2022 No.1, see Table 6.1, Table 6.2 and Table 6.3.

Table 6.1 List of waste codes for the production of aggregates

Waste Code	Description
01	**WASTE RESULTING FROM EXPLORATION, MINING, QUARRYING, AND PHYSICAL AND CHEMICAL TREATMENT OF MINERALS**
01 04	**Wastes from physical and chemical processing of non-metalliferous minerals**
01 04 08	Gravel and crushed rocks other than those mentioned in 01 04 07
01 04 09	Sand and clays
02	**WASTES FROM AGRICULTURE, HORTICULTURE, AQUACULTURE, FORESTRY, HUNTING AND FISHING, FOOD PREPARATION AND PROCESSING**
02 02	**Wastes from the preparation and processing of meat, fish and other foods of animal origin**
02 02 02	Shellfish shells from which the soft tissue or flesh has been removed
10	**WASTES FROM THERMAL PROCESSES**
10 01	**Wastes from power stations and other combustion plants (except 19)**
10 01 01	Bottom ash and slag
10 01 02	Pulverised fuel ash
10 01 15	Bottom ash and slag from co-incineration other than those mentioned in 10 01 14
10 02	**Wastes from the iron and steel industry**
10 02 01	Blast furnace slag filter bed media free from sewage contamination
10 11	**wastes from manufacture of glass and glass products**
10 11 12	clean glass other than those mentioned in 10 11 11
10 12	**wastes from manufacture of ceramic goods, bricks, tiles and construction products**
10 12 08	ceramics, bricks, tiles and construction products (after thermal processing)
10 13	**wastes from manufacture of cement, lime and plaster and articles and products made from them**
10 13 14	concrete
15	**WASTE PACKAGING; ABSORBENTS, WIPING CLOTHS, FILTER MATERIALS AND PROTECTIVE CLOTHING NOT OTHERWISE SPECIFIED**
15 01	**packaging (including separately collected municipal packaging waste)**
15 01 07	clean glass
17	**CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)**
17 01	**concrete, bricks, tiles and ceramics**
17 01 01	concrete
17 01 02	bricks
17 01 03	tiles and ceramics
17 01 07	mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06

17 02	**wood, glass and plastic**
17 02 02	glass
17 03	**bituminous mixtures, coal tar and tarred products**
17 03 02	Road base and road planings (other than those containing coal tar)
17 05	**Soil (including excavated soil from contaminated sites), stones and dredging spoil**
17 05 04	Soil and stones other than those mentioned in 17 05 03 including stone filter media free from sewage contamination
17 05 06	Dredging spoil other than those mentioned in 17 05 05 (sand and aggregate only)
17 05 08	track ballast other than those mentioned in 17 05 07
17 09	**other construction and demolition wastes**
17 09 04	Mixtures of soil, bricks, stones and concrete
19	**WASTES FROM WASTE MANAGEMENT FACILITIES, OFF-SITE WASTE WATER TREATMENT PLANTS AND PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION/INDUSTRIAL USE**
19 08	**wastes from aerobic treatment of solid wastes**
19 08 02	Washed sewage grit (waste from desanding) free from sewage contamination
19 12	**wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified**
19 12 05	Glass free from contamination
19 12 09	minerals (for example sand, stones)
19 12 12	Incinerator bottom ash aggregate (IBAA)
20	**MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS**
20 01	**separately collected fractions (except 15 01)**
20 01 02	glass
20 02	**garden and park wastes (including cemetery waste)**
20 02 02	soil and stones

Table 6.2 List of waste codes for the production of soils and soil substitutes

01	**WASTE RESULTING FROM EXPLORATION, MINING, QUARRYING, AND PHYSICAL AND CHEMICAL TREATMENT OF MINERALS**
01 04	**Wastes from physical and chemical processing of non-metalliferous minerals**
01 04 09	Sand and clays
02	**WASTES FROM AGRICULTURE, HORTICULTURE, AQUACULTURE, FORESTRY, HUNTING AND FISHING**
02 01	**Wastes from the preparation and processing of meat, fish and other foods of animal origin**
02 01 01	Soil from cleaning and washing vegetables.
02 03	**wastes from fruit, vegetables, cereals, edible oils, cocoa, coffee, tea and tobacco preparation and processing; conserve production; yeast and yeast extract production, molasses preparation and fermentation**

02 03 01	Soil from cleaning and washing vegetables
02 04	**Wastes from sugar processing**
02 04 01	Soil from cleaning and washing beet
10	**WASTES FROM THERMAL PROCESSES**
10 01	**Wastes from power stations and other combustion plants (except 19)**
10 01 05	Gypsum (solid)
10 01 07	Gypsum (sludge)
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 other than those mentioned in 17 05 03 including stone filter media free from sewage contamination
17 05 06	Dredging spoil other than those mentioned in 17 05 05 (sand and aggregate only)
17 08	**Gypsum-based construction material**
17 08 02	Gypsum other than that mentioned in 17 08 01
17 09	**other construction and demolition wastes**
17 09 04	Mixtures of soil, bricks, stones and concrete
19	**WASTES FROM WASTE MANAGEMENT FACILITIES, OFF-SITE WASTE WATER TREATMENT PLANTS AND PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION/INDUSTRIAL USE**
19 12	**wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified**
19 12 09	minerals (for example sand, stones)
19 13	**Wastes from soil and groundwater remediation**
19 13 02	Solid wastes from soil remediation other than those mentioned in 19 13 01
20	**MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS**
20 01	**separately collected fractions (except 15 01)**
20 01 02	glass
20 02	**garden and park wastes (including cemetery waste)**
20 02 02	soil and stones

Table 6.3 List of waste codes subject to the following limitations

- Up to 10,00 tonnes of wastes will be stored on site at any one time.

10	**WASTES FROM THERMAL PROCESSES**
10 01	**Wastes from power stations and other combustion plants (except 19)**
10 01 05	Gypsum (solid)
10 01 07	Gypsum (sludge)

10 01 15	Bottom ash and slag from co-incineration other than those mentioned in 10 01 04
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 06	Dredging spoil other than those mentioned in 17 05 05 (sand and aggregate only)
17 08	**Gypsum-based construction material**
17 08 02	Gypsum other than that mentioned in 17 08 01
19	**WASTES FROM WASTE MANAGEMENT FACILITIES, OFF-SITE WASTE WATER TREATMENT PLANTS AND PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION/INDUSTRIAL USE**
19 12	**wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified**
19 12 12	Incinerator bottom ash aggregate (IBAA)
19 13	**Wastes from soil and groundwater remediation**
19 13 02	Solid wastes from soil remediation other than those mentioned in 19 13 01

Application Forms

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Evidence of Technically Competent Management

Appendix 4

Environmental Risk Assessment