

# Port of Wisbech

784-B059539

## Operational Noise Management Plan

## Environmental Permit Application

**Port of Wisbech Limited**

**May 2024**

**Document prepared on behalf of Tetra Tech Environment Planning Transport Limited.  
Registered in England number: 03050297**

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## 1.0 INTRODUCTION

### 1.1 REPORT CONTEXT

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- 1.1.1 This Operational Noise Management Plan (ONMP) has been prepared on behalf of Port of Wisbech Limited (PWL) to support an Environmental Permit Application for a waste transfer station at Port of Wisbech (the site) at Nene Parade, Wisbech, PE13 3BB, and to reduce the risk of long-term operational noise impacts associated with the development.
- 1.1.2 PWL initially purchased the site in 2004 and have since been running an established load and discharge operation, currently holding the sole stevedoring licence from Fenland District Council enabling the company to load and un-load all the ships that use Port of Wisbech. The Site predominantly stores timber product within the ownership boundary. Due to the nature of this activity a permit has not been required at the site.
- 1.1.3 It is the intention of PWL to apply for a new bespoke environmental permit to allow the operation of an RDF Waste Transfer Station to allow for the storage of baled RDF prior to export to near continent. The facility will accept up to 75,000 tonnes of RDF per annum, and due to all waste storage taking place outdoors, a bespoke environmental permit is required. There will be no waste processing undertaken on site, only storage pending export.
- 1.1.4 Heavy goods vehicles will deliver waste into the facility which are then sorted and stored in bays externally for a maximum of 3 weeks pending export via ship on the River Nene.
- 1.1.5 The general methods of reducing and managing operational noise are presented within this ONMP. These methods are intended to control noise associated with site operations and to provide a method of communication between local residents and the site operator (PWL), should site operations noise cause noise disturbance to local residents.
- 1.1.6 A site layout plan including noise generating sources has been included within Appendix A.

### 1.2 RESPONSIBILITY FOR THE IMPLEMENTATION OF THE ONMP

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- 1.2.1 The implementation and dissemination of this ONMP will be the responsibility of the Site Manager, supported by other staff. The Site Manager can delegate certain tasks as required, although ultimate responsibility will remain with them.
- 1.2.2 A nominated deputy will be appointed for all times when the Site Manager is not on site. In such circumstances, it will be the nominated deputy's responsibility to ensure that the requirements of the ONMP are adhered to.
- 1.2.3 All site staff will receive instructions on how the plan is to be implemented during toolbox talks on site.
- 1.2.4 This document forms part of the Site's Environmental Management System (EMS) and will be reviewed on an annual basis to ensure that it is fit for purpose and meets the requirements of current guidance.

### 1.3 SITE SETTING

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- 1.3.1 The site is situated at Nene Parade, Wisbech, PE13 3BB and is centred at approximate National Grid Reference (NGR) TF 45689 11023. The application site is detailed on Drawing Number PWL/B059539/PER/01.
- 1.3.2 Access to the site is achieved by an access road located directly off Crab Marsh. Access to the site can also be made via the Nene Parade entrance to the wider Port of Wisbech Site.

- 1.3.3 The permitted area is located within the larger Port of Wisbech site which operates an established load and discharge activity and is predominantly surrounded by additional commercial and industrial properties. The nearest residential property is located approximately 10m east of the site.

## 2.0 OPERATIONS

### 2.1 PERMITTED ACTIVITIES

- 2.1.1 The site will operate a Non-Hazardous waste transfer station and will comprise of various outdoor stockpiles of baled RDF. The site will accept up to 75,000 tonnes of RDF per annum, and all stockpiles will be stored outdoors and in accordance with Environment Agency (EA) guidance. There will be no waste treatment or processing undertaken on site.
- 2.1.2 The operation of the waste transfer station will fall under the following Recovery and Disposal codes (R and D codes) shown in Table 1, provided for in Annex II to Directive 2008/98/EC of the European Parliament and The Council of 19th November 2008 Waste.

**Table 1: R/D Codes for the Proposed Waste Transfer Station**

R/D Code	Activity Description
D15	Storage pending any of the operations numbered D1 to D14 (excluding temporary storage, pending collection, on the site where it is produced)
R13	Storage of waste consisting of materials for submission to any operation numbered R1 to R12 but excluding temporary storage pending collection on the site where it is produced.

### 2.2 WASTE QUANTITIES

- 2.2.1 The maximum quantity of waste stored at the facility at any one time shall not exceed 2,000m<sup>3</sup> and the total quantity of waste accepted at the site per year shall not exceed 75,000 tonnes.
- 2.2.2 There will be no hazardous waste accepted on site.

### 2.3 PROCESS DESCRIPTION

- 2.3.1 RDF will arrive at the site via the southeast entrance off Nene Parade, which is an area of the site outside of the permitted area. The weight of material received at the site will be determined via the weighbridge outside of the permitted area at the Nene Parade entrance to the site.
- 2.3.2 Should the loads be accepted, they will be transported to the permitted area whereby materials will be tipped directly into the bays or stockpiles or deposited on the hardstanding in front of the stockpiles, where a loading shovel will be operated to move the material into the stockpiles.
- 2.3.3 The open areas to the north and south of the permitted area will be used for the outdoor storage of baled RDF. Each stockpile will not exceed a volume of 450m<sup>3</sup> or 4m in height and will be separated by a 6m separation distance.
- 2.3.4 There will be no treatment of any nature on site. The RDF will arrive baled and will be stored pending export via ship on the River Nene.
- 2.3.5 Stockpiles will be stored on site for approximately 3 weeks prior to dispatch and the First-In First-Out (FIFO) procedure will be applied.

## 2.4 WASTE STORAGE

- 2.4.1 The open areas to the north and south of the permitted area will be used for the outdoor storage of baled RDF. Each stockpile will not exceed a volume of 450m<sup>3</sup> or 4m in height and will be separated by a 6m separation distance.
- 2.4.2 There will be no treatment of any nature on site. The RDF will arrive baled and will be stored pending export via ship on the River Nene.
- 2.4.3 The RDF bales to be stored outside will be fully wrapped to prevent water ingress and fugitive odour emissions.
- 2.4.4 Stockpiles will be stored on site for approximately 3 weeks prior to dispatch and the First-In First-Out (FIFO) procedure will be applied.

## 2.5 NOISE GENERATING EQUIPMENT

- 2.5.1 The items contained within Table 2 below are identified as being the most significant sources of noise. An overview of the ‘embedded’ mitigation that is associated with the identified plant is highlighted within Table 2.

**Table 2: Noise Generating Equipment and Mitigation Overview**

Plant Item	Mitigation
HGV Movements and Unloading	<p>HGV’s arriving on-site will be asked to switch off engines whilst idle.</p> <p>Site access roads and service yards will be maintained and kept free of potholes and other deformities.</p> <p>Measures will be taken to reduce impulsive noise associated with deliveries, through maintenance and training. See Section 4.0.</p> <p>HGV movements will strictly only occur during the operating hours stated in Section 2.6 below.</p>
Forklift and Fuchs Crane	<p>The engine will be switched off whilst idle.</p> <p>Service yards will be maintained and kept free of potholes and other deformities.</p> <p>Measures will be taken to reduce impulsive noise associated with deliveries, through maintenance and training. See Section 4.0.</p> <p>Equipment will strictly only be used during the operating hours stated in Section 2.6 below.</p>

## 2.6 OPERATING HOURS

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- 2.6.1 Operations will only be undertaken during the following hours: -
- 07.00 – 19.00 Monday to Saturday.
- 2.6.2 There will be no works undertaken on Sundays or Bank Holidays.

## 2.7 MAINTENANCE

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- 2.7.1 In terms of in-house maintenance, the site will utilise Planned Preventive Maintenance (PPMs) as per the manufacturer's Operation and Maintenance Manual. Corrective actions can also be raised for potential anomalies that are identified. Only personnel who are trained and licensed to operate equipment and carry out maintenance will do so.
- 2.7.2 All plant and equipment will be maintained in accordance with a Preventative Maintenance Program (PMP) which will be defined by the manufacturer's requirements. This will ensure that the integrity and operational efficiency of all plant and equipment is maintained and therefore minimise the risk of mechanical failure which may result in increased noise emissions.
- 2.7.3 In accordance with the site's EMS, all plant and equipment will be inspected on a daily basis by a nominated manager prior to use. The purpose of this inspection is to identify any signs of defects that may affect the integrity and operational efficiency of the plant.
- 2.7.4 In the event that a defect is identified on any item of plant or equipment, the use of the plant/equipment will be suspended until the necessary remedial works have been undertaken. In order to facilitate this, mobile plant will be isolated, and the Site Diary will be updated to outline the operational conditions and availability of all plant and equipment.
- 2.7.5 Once the necessary remedial works have been undertaken, the Site Diary will be updated to provide details of the defects and the remedial actions that were undertaken.
- 2.7.6 Management staff will undertake monthly checks, to ensure all equipment is operating efficiently and without excessive noise. Any defects or damage will be reported to the site Manager and remedied in reasonable time.



## 3.0 NOISE MANAGEMENT

### 3.1 GENERAL BEST PRACTICE AND SITE MANAGEMENT

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3.1.1 Site staff will ensure that the delivery and loading of waste takes place in a controlled manner so that noise generation is kept to a minimum. Such measures include:

#### HGV Movements and Deliveries

- Internal roads and service yard to be maintained to avoid noise from trucks hitting from potholes, ruts etc;
- Engines to be switched off when vehicle is waiting or not in use;
- Manoeuvring should be minimised as far as practicable to avoid unnecessary revving of engines; and,
- No use of vehicle horns unless as an emergency health and safety requirement;

#### On-site Movement of Materials

- No unnecessary shouting in the external yard area; and,
- Mobile plant operators should seek to minimise drop heights and excessive banging of materials when loading/unloading.

#### Plant and Equipment

- Regular inspection of plant will be undertaken;
- Ensuring that regularly maintained and appropriately silenced equipment is used;
- In terms of on-site employees, appropriate actions will take place with regard to the Noise at Work Regulations including the requirement for the use of ear defenders and appropriate warning notices.
- In addition to the above, the following measures will be implemented:
- Regular maintenance of all equipment which as a minimum are in-line with manufactures recommendations;
- Qualitative and quantitative monitoring of noise levels generated by the site operations will be carried out on a weekly basis by site staff and be recorded on the weekly checklist; and,
- Should noise issues with any on-site plant be identified, immediate steps will be taken to take the plant out of circulation (where possible) and repairs will be actioned as soon as possible to remedy the problem.

### 3.2 WEEKLY CHECKLIST

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3.2.1 The site manager, or designated person will be responsible for ensuring that weekly checks are made around the site and its externals in order to identify any unusual or unexpected sources of noise and to establish whether any unusual noise is discernible at the perimeter of the site. The noise checks will be undertaken by the designated person who will undertake site walkovers to assess the qualitative character of the sounds. The qualitative observations will be recorded on a log sheet, an example noise log sheet has been included within Appendix B.

3.2.2 Any abnormal noise identified must be clearly marked on the inspection form. Should noise be identified during a routine noise assessment, which, based on its characteristics and the prevailing meteorological conditions, may originate from the facility, then an immediate investigation into the source of the noise will

be undertaken. Such an investigation would also be undertaken in response to any complaints that may be received.

3.2.3 Immediately upon detection of any abnormal noise, or receipt of any noise complaint, the following checks will be made: -

- Physical check on mobile plant;
- Physical check on fixed plant; and,
- Qualitative noise checks either near to the source or at the boundary of the site which can be compared with previous observations to help determine changes to the noise level.

3.2.4 If any anomalies to normal site settings are observed, immediate remedial action will be taken, and anomalies and corrective action recorded in the site diary.

3.2.5 Depending on the abnormal noise identified and anticipated time of resolution, the Site Supervisor and Site Manager will determine if operations are to cease or continue until the issue has been resolved.

3.2.6 Site management will not solely rely on the specific weekly noise checks, as noise levels generated by the operation will be assessed on a continuous qualitative basis by the site staff present on site and any noise identified outside the regular inspections will be reported to site management for investigation.

### **3.3 TRAINING AND ONGOING MANAGEMENT**

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3.3.1 Staff on site (including the Site Supervisor and Manager) will be provided with training and instruction in all aspects of the respective job role and responsibilities, this includes full training on any plant and fixed equipment they will operate.

3.3.2 For fixed plant this will comprise of the following as a minimum: -

- The hazards/risks of the equipment, including a consideration of site-specific factors;
- The safe operation of the equipment and associated operations;
- The use of safety components;
- Lock-off procedures/procedures for cleaning, clearing blockages and maintenance;
- The safe resetting of the equipment following activation of emergency stops; and,
- Equipment specific maintenance requirements.

3.3.3 Regular checks will be undertaken by the Site Supervisor and Manager to ensure that the plant is fully functional, operating as normal and that there are no irregularities within the noise emitted from the plant. The Site Supervisor (if not the Site Manager) will generally be the Technical Competent Person for the site and will have the relevant training regarding the operation of this type of waste management site.

3.3.4 The Site Supervisor (if not the Site Manager) will generally be the Technical Competent Person for the site and will have the relevant training regarding the operation of this site.

3.3.5 As part of the staff training, site personnel will be advised of the following aspects, particularly in relation to noise: -

- The proper use and maintenance of plant and equipment to minimise noise;
- Control of Noise at Work – Occupational Noise Hazards;
- Management of environmental noise; and,

- Avoidance of unnecessary noise when carrying out manual operations and when operating plant and equipment.

3.3.6 Site staff will be trained on site on the above topics. The training provided will promote the importance of being aware of and controlling both occupational and environmental noise.

3.3.7 Staff and management training records will be kept and can be made available to the Local Planning Authority on reasonable request.

## 4.0 REPORTING AND COMPLAINTS PROCEDURE

### 4.1 INVESTIGATION AND RECORDS

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- 4.1.1 Any noise complaints received at the facility or via the Local Authority will be recorded and PWL will acknowledge the complaint and conduct an appropriate investigation into the complaint. This will be both on site and at the location of the complaint, if known, to determine the significance of the noise and particular process giving rise to the complaint. Where possible, as much information and detail about the complaint will be recorded, whether this is from the relevant authority or complaint direct to site. This information will assist in the investigation and determining the source of the noise.
- 4.1.2 All complaints and queries will be logged as soon as in practicably possible. Should the complaint be received out of typical office hours, site management shall try to attend site as soon as possible to carry out an investigation dependent upon availability. An initial investigation shall be carried out at the latest on the following day after the complaint. Should the initial investigation indicate that further detailed investigation is required, the Site Manager will action the necessary additional work as quickly as reasonably possible. In this instance, the complainant, local authority, and other relevant stakeholders will be informed that additional investigative work is being undertaken and an approximate time for completion will be provided.
- 4.1.3 All complaints logged will be subject to investigation and records will be kept on site. Results of investigations into complaints would be recorded on site and reported back to the complainant or the reporting body if requested. All responses will be relayed through trained and experienced staff.
- 4.1.4 PWL will ensure that the complainant has all the relevant contact details of the site (i.e. the Site Manager), the EA's contact details. PWL will be in regular contact with the complainant and the EA whilst the cause of the noise is being investigated and remediated.
- 4.1.5 An evaluation of the effectiveness of the techniques used will be carried out on completion of any remedial measures and records of the above will be retained by site for future reference.

### 4.2 NON-CONFORMANCES AND COMPLAINTS

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- 4.2.1 Each complaint will be reviewed and assessed. If the site is identified as the source of the potential noise nuisance, an assessment shall be carried out in order to determine the source of the complaint and then the cause of the noise.
- 4.2.2 If the noise can be directly related to the site, corrective actions will be identified and programmed for remediation. Actions taken in response to any noise complaint will be recorded on a noise investigation form.
- 4.2.3 The site manager will be informed immediately of any findings of noise attributed to the site following initial observations and will authorise remedial measures to be taken. Remedial actions will be dependent on the source of the noise and may include but not limited to:
- Resolution of noise causing issue on mobile plant; and,
  - Abnormal noise identification and resolution on fixed plant equipment using either internal staff or external maintenance company.
- 4.2.4 PWL will aim to remediate any noise issues from the site as quickly as possible. However, should it become evident that permanent repairs may be delayed, Cemex would aim to apply short term remedial actions to reduce the noise impact. If this is deemed unsatisfactory, Cemex will start looking at the contingency plan until long term actions can be implemented.

- 4.2.5 If necessary and following any complaints received, we will engage and communicate with our neighbours to improve our understanding of possible noise issues. This will include detailing the efforts being undertaken to control noise; and importantly the actions being taken in response to their complaint.
- 4.2.6 PWL will operate an open communication policy with residents and businesses surrounding its sites. Should any problems associated with noise be identified (either by PWL or through external sources), we would engage with those surrounding the site to ensure that they are kept up to date and have means of communicating with us through an appropriate communications strategy established by the communications team and in agreement with the client. This may include but are not limited to letter drops, direct contact with local residents or businesses (either by phone, email or other contact method) and social media updates.
- 4.2.7 An example Noise Complaint Investigation form has been included within Appendix C.

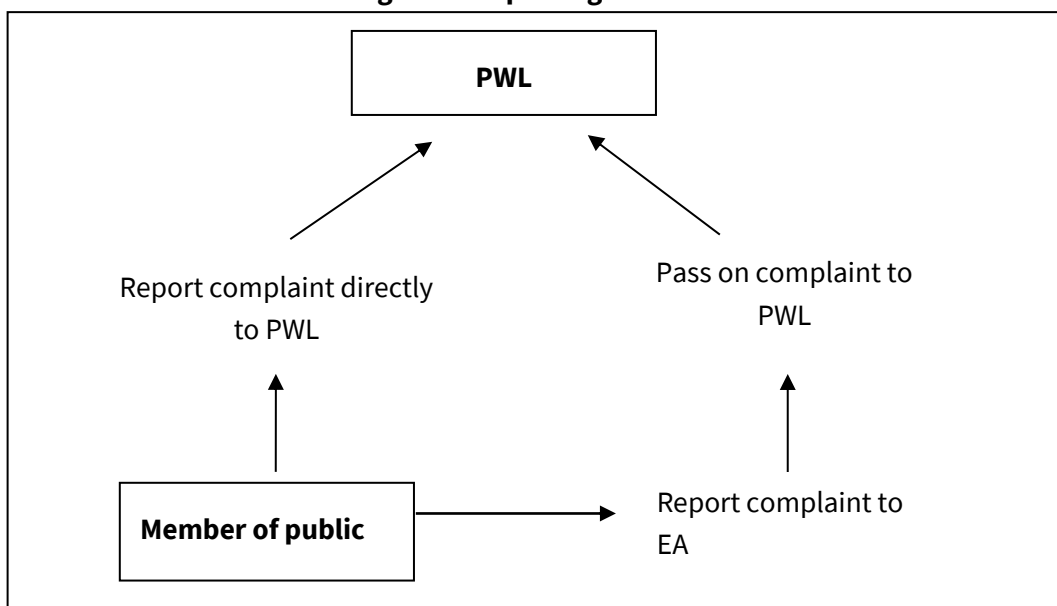
### 4.3 NOISE COMPLAINTS AND MANAGEMENT REVIEW

- 4.3.1 All complaints will be investigated immediately by the Site Management including but not limited to a review of the number of complaints, weather conditions, investigations and remediation works. If required, the Site Management Plan and Noise Management Plan shall be updated to reflect any changes made to the management procedures on site following the review.
- 4.3.2 Site Management will review all procedures for the facility against other PWL and management procedures as well as industry practice and guidance, along with permit conditions to ensure continued best practice is carried out at the facility. Any amendments to practices on site will be reflected in updates of the Site Management and Noise Management Plans.
- 4.3.3 All noise complaints will be reported to the HSE Department via the Site Manager and where applicable communicated to relevant parties within PWL as part of the HSE department’s monthly review.

### 4.4 MEANS OF CONTACT

- 4.4.1 The site will be readily contactable to outside organisations and to members of the public. Contact details to raise queries and complaints will be made available on the company website.

**Figure 1: Reporting Route**



## 4.5 IDENTIFIED NOISE SENSITIVE RECEPTOR LOCATIONS

4.5.1 The table below summarises the sensitive receptors most likely to be impacted by noise from the PWL site. In the event that future monitoring of operational noise is required, it is likely that potential noise impacts on these receptors will need to be considered and monitoring locations representative of these residential receptors will need to be identified.

**Table 3: Residential Receptor Locations**

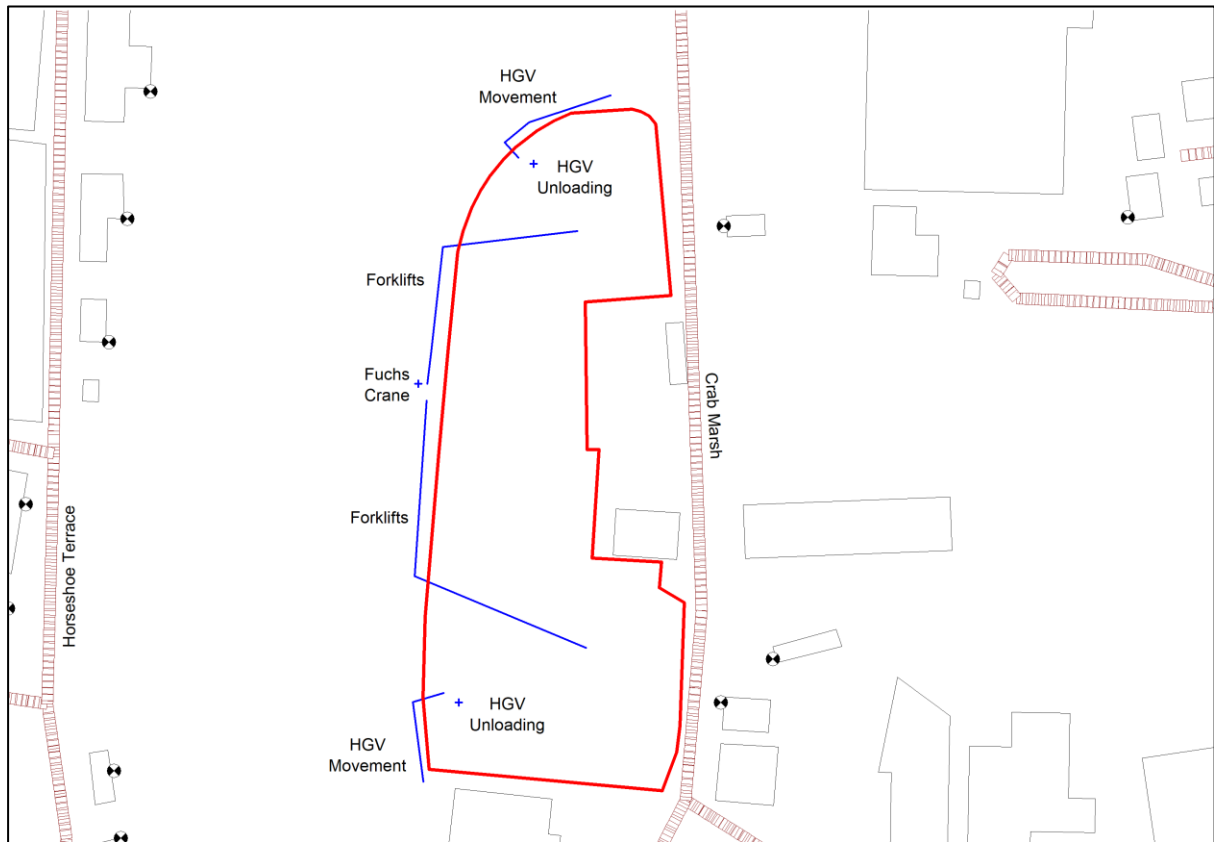
ID	Receptor	Direction from Operational Area	Minimum Distance from the Permit Application Boundary (approx. m)
<b>Domestic Dwellings</b>			
1	Residential Properties off Crab Marsh	E	10
2	Residential Properties off Osborne Road	E	200
3	Residential Properties off Timber Yard Gardens	E	140
4	Residential Properties to the East of Osborne Road	E	220
5	Residential Properties off Chase Street	SE	670
6	Residential Properties off Albany Road	SE	680
7	Residential Properties South of Albany Road	SE	730
8	Residential Properties South of Mount Pleasant Road	SE	700
9	Residential Properties West of the River Nene	W	90
10	Springvale Mobile Home Park	NW	465

4.5.2 The residential receptors stated in Table 3 above, are shown on Drawing Number PWL/B059539/REC/01.

## APPENDICES

## APPENDIX A – SITE LAYOUT WITH NOISE SOURCES

### Locations of Modelled Noise Sources





## APPENDIX B – EXAMPLE WEEKLY NOISE CHECKLIST

### Daily Noise Log Template (Qualitative Observations)

<b>Date</b>	
<b>Observation Location(s)</b>	
<b>Observations</b>	
<b>Actions Required?</b>	
<b>Observers Name</b>	
<b>Signature</b>	

## APPENDIX C – NOISE COMPLAINT INVESTIGATION FORM

### Noise Investigation - Detailed Assessment Form

To be completed after "abnormal" noise is detected or following a complaint

**NOISE ASSESSMENT REPORT** CAR Ref

Site Name and Address

Date Weather

Temperature

Wind (strength & direction)

Ground Condition

Time Start  Time Finish

Complaint Received **Yes / No** Date/Time complaint received

Location of Complaint Area

Number of complaints (related to the same source)

Plan attached showing location of noise and vibration detected **Yes / No** (delete as appropriate)

Description and Photographs of location where noise and vibration detected

Time noise and vibration noticed and duration

Description of noise and vibration (eg hiss, rumble, humble)

Noise and vibration constant or intermittent in the period?

Additional Comments and relevant information

Signed

Persons Contacted Regarding Process

Action Required and taken