NOISE & VIBRATION MANAGEMENT PLAN

Unit 13 Rawreth Industrial Estate, Rawreth Lane, Rayleigh, Essex, SS6 9RL

T J Cottis Transport Ltd

Version:	1.1	**Date:**	15 April 2024		
Doc. Ref:	3110-001-F	**Author(s):**	TB/IA	**Checked:**	IA
Client No:	3110	**Job No:**	001		

Oaktree Environmental Ltd

Waste, Planning & Environmental Consultants

Oaktree Environmental Ltd, Lime House, 2 Road Two, Winsford Industrial Estate, Winsford, Cheshire, CW7 3QZ
Tel: 01606 558833 | E-Mail: sales@oaktree-environmental.co.uk | Web: www.oaktree-environmental.co.uk
REGISTERED IN THE UK | COMPANY NO. 4850754

Document History:

Version	Issue date	Author	Checked	Description
1.0	24/01/2023	TB/IA	IA	Application copy
1.1	15/04/2024	TB/IA	IA	Operational change

CONTENTS

DOCUMENT HISTORY: I
CONTENTS II
LIST OF TABLES III
LIST OF APPENDICES: III
1 INTRODUCTION 4
1.1 SITE HISTORY / BACKGROUND 4
1.2 SITE DESCRIPTION AND PROPOSED DEVELOPMENT 4
1.3 HOURS OF OPERATION 5
2 SENSITIVE RECEPTORS 6
2.1 RECEPTOR PLAN 6
2.2 LIST OF RECEPTORS 6
2.3 OTHER NOISE SOURCES 6
3 NOISE MANAGEMENT AND CONTROLS 8
3.1 NOISE SENSITIVE RECEPTORS 8
3.2 NOISE SOURCES 8
3.3 NOISE MANAGEMENT TABLE 8
3.4 MONITORING AND RECORDING 14
3.5 MONITORING 14
3.6 EMERGENCIES 15
4 ACTIONS WHEN COMPLAINTS ARE RECEIVED 16
4.1 COMPLAINTS PROCEDURE 16
4.2 COMPLAINTS RECORDING 17
4.3 KEY RESPONSIBILITIES 17
5 TRAINING 18
5.1 TRAINING REGIME 18
5.2 VEHICLE / PLANT PREVENTATIVE MAINTENANCE TRAINING 18
5.3 LIAISON WITH NEIGHBOURS 18

List of Tables

Table 2.1 – Distances to Selected, Representative Sensitive Locations 6
Table 2.2 – Other Noise Emitting Operators 7
Table 3.1 – Noise Management Table 10
Table 4.1 – Key Responsibilities 17

List of Appendices:

Appendix I - Drawings

Appendix II - Complaints Procedure and Recording Form

1 Introduction

1.1 Site history / background

1.1.1 Oaktree Environmental Ltd have been instructed by T J Cottis Transport Ltd to prepare a Noise & Vibration Management Plan (NVMP) which will outline the methods by which T J Cottis Transport Ltd will assess and minimise the potential impacts of noise generated through the operation of the site situated at Unit 13 Rawreth Industrial Estate, Rawreth Lane, Rayleigh, Essex, SS6 9RL.

1.1.2 Reference should be made to the accompanying Noise Impact Assessment (NIA) also produced by Oaktree Environmental which contains specific mitigation and good practice measures derived from this assessment used to inform the Subsequent Noise & Vibration Management Plan (NVMP). These mitigation measures will be put in place by site management. Where appropriate, the site will work to the relevant Appropriate Measures to prevent and reduce noise emissions.

1.1.1 The purpose of this document is to accompany an Environmental Permit (EP) application for an additional physical treatment facility of non-hazardous waste submitted on behalf of T J Cottis Transport Ltd (the operator). As part of the proposed activity, the site proposes to accept, store and treat (via screening) inert and CDE wastes.

1.2 Site Description and Proposed Development

1.1.3 The site is located on Land at Unit 13 Rawreth Industrial Estate, Rawreth Lane, Rayleigh, Essex, SS6 9RL as shown on Drawing No. 3110-001-02.

1.2.1 The site is currently operated under an A11 Bespoke permit; however, the site wishes to add a separate Physical treatment facility to allow for mechanical treatment along with an additional 75,000tpa of inert, CDE & utility wastes.

1.2.2 The throughput of the site will be limited to <100,000 tonnes per annum; 75,000tpa for the proposed physical treatment activity and 25,000tpa for the existing A11 activity (which is not subject to any changes as part of this application).

1.2.3 The proposed activity is required for the storage (keeping) prior to removal, and treatment (all types of handling/processing) of waste i.e. CDE wastes. Waste treatment processes to be carried out on site may include the following:

- Compacting (by loading shovel)
- Sorting (with loading shovel/excavator or by hand)
- Screening (by using appropriate mechanical screening plant and equipment)
- Separation (by using appropriate mechanical screening plant and equipment)
- Blending (by loading shovel and trommel)

1.3 Hours of Operation

1.1.4 The waste site will typically be open during the following hours for all waste operations, i.e. depositing, sorting, moving, storing and removing waste:

Monday to Friday	07:00 – 18:00
Saturday	07:00 – 13:00
Sundays, Bank/Public holidays	Closed

1.1.5 In addition to the above hours, the site will also be accepting road plainings 24/7 as part of utility works and contracts.

2 Sensitive Receptors

2.1 Receptor Plan

2.1.1 A sensitive receptors plan (SRP) has been produced to accompany this NVMP and is shown in Appendix I. The receptors highlighted are those which are considered to be at risk by noise generated by the site.

2.2 List of receptors

2.1.2 The receptors listed from the SRP are also shown in the table below with approximate distances to these residential properties.

Table 2.1 – Distances to Selected, Representative Sensitive Locations

Boundary	Receptor	Approximate distance from site boundary (m)
East / north east / south east / south	Residential dwellings off Victoria Avenue and beyond	20<

2.1.3 For full details of the existing noise level at these locations as well as a subjective assessment of the existing noise climate, reference should be made to the accompanying NIA.

2.3 Other noise sources

2.1.4 The site is located within an established industrial estate with numerous surrounding commercial/industrial uses. Other land uses which will contribute to the background noise level are tabulated below in the Table overleaf.

Table 2.2 – Other Noise Emitting Operators

Company	Address	Type of Business	Approximate distance from site boundary (m)
RRR Recycling Soltions Ltd	Rawreth Industrial Estate, SS6 9RL	Waste recycling	Adjacent / South
Franklin Waste Transfer Station	Rawreth Industrial Estate, SS6 9RL	Waste recycling	150m / North
Select Scaffolding	Rawreth Industrial Estate, SS6 9RL	Commercial	45m / West
Surrounding Industial/Commercial Units	Rawreth Industrial Estate, SS6 9RL	Industrial/Commercial	Surrounding
Makro Rayleigh	Rawreth Industrial Estate, SS6 9RL	Commercial	240m / North

2.1.5 Additional noise emitting operators are also located greater than 300m from the site and within the industrial estate.

3 Noise Management and Controls

3.1 Noise Sensitive Receptors

3.1.1 As discussed previously, the site lies within an industrial / residential setting with the nearest noise sensitive residential receptors located approximately 20m and beyond from the site boundary.

3.1.2 The proposed operation and layout of the site has been planned in order to contain all the required operations and activities within the site, thus limiting the impacts from noise on the above receptors.

3.1.3 In terms of potential noise impact, whilst the development proposed will be operated using the Best Practicable Means at all times, this site-specific NVMP has been prepared in order to ensure the noise levels at the site can be managed appropriately and reduce any impact on the surrounding receptors.

3.2 Noise Sources

3.1.4 It is considered the most significant noise activities with regards to noise levels would comprise the operation of the screening activities. Additional sources include treatment plant, movement/sorting of wastes, tipping of wastes and loading of HGVs.

3.1.5 The screener/trommel is located internally.

3.1.6 Notwithstanding the above, in order to further limit the potential for noise related impacts associated with the site, the relevant control measures associated with regards to these sources are included within the noise management table.

3.3 Noise Management Table

3.1.7 A site-specific NVMP table overleaf details the above noise sources and how the current and proposed infrastructure on site will reduce the impact of noise to surrounding properties.

3.1.8 In addition to the existing controls in this NVMP, the complaints procedure further discussed in Section 4 will be used in the event that any noise complaints are received. If a noise complaint is received and the applicant has been made aware, immediate action will take place reviewing and identifying whether any changes to existing procedures are required or if new procedures need to be put in place. Any changes which may be required will be implemented immediately.

Table 3.1 – Noise Management Table

Source(s)	Receptor(s)	Consequences	Probability of noise disturbance	Remedial Action/ Recommendations/ Comments	Assessment Outcome following actions / recommendations
HGVs travelling to and from the site for delivery/ collection of products	As detailed on Sensitive Receptors Plan	Noise pollution	Low	Site management will aim to ensure that vehicle movements are spread out evenly throughout the day. All drivers are required to enter and exit the site with due consideration for neighbours. The existing access road to the site will be maintained in good state of repair to prevent unnecessary noise being generated. Implementation of a 5mph speed limit onsite. All skip lorries operated by T J Cottis Transport Ltd be fitted with chain socks in order to reduce the noise produced by the loose chains banging on the side of the skip. All vehicles associated with the site be fitted with white noise reversing alarms Engines to be switched off when not in use.	Very low
Vehicles tipping waste deliveries into the waste reception areas	As detailed on Sensitive Receptors Plan	Noise pollution	Low	The waste tipping areas are located as prescribed in the site layout plan. Drivers must lower the tipper body before driving away from the tipping area. Drop heights will be kept to a minimum to reduce noise levels. Management will ensure that all vehicles involved in the tipping of waste operated by T J Cottis Transport Ltd are functioning suitable i.e. vehicles must be well maintained and operated with silencers and moving parts to be regularly lubricated. All vehicles will benefit from white noise reverse alarms.	Very Low / Negligible

Source(s)	Receptor(s)	Consequences	Probability of noise disturbance	Remedial Action/ Recommendations/ Comments	Assessment Outcome following actions / recommendations
Loading and operation of waste into screener.	As detailed on Sensitive Receptors Plan	Noise pollution	Med	Drop heights will be kept to a minimum in order to reduce the produced levels of noise / vibration Management will ensure that all loading plant operated by T J Cottis Transport Ltd is functioning suitably i.e. moving parts to be regularly lubricated. The screening area is located within the existing waste building. Operatives will be informed to turn off engines when the plant is not in use and no revving of engines will be permitted at the site. Any malfunctions in plant i.e. missing screws/bolts which result in excessive noise will be de-commissioned until an alternative loading plant sourced.	Low
Loading waste into HGVs/skip wagons	As detailed on Sensitive Receptors Plan	Noise pollution	Med	Drop / loading heights will be kept to a minimum to prevent excessive noise. The loading areas are surrounded by acoustic and/or perimeter walls which will offer acoustic screening. Plant operatives will be instructed / trained to not scrape or bang the loading shovel bucket on the floor creating noise/vibration prior to deposit.	Low
24/7 acceptance of wastes arising from utility works & contracts (i.e., road plainings etc..)	As detailed on Sensitive Receptors Plan	Noise pollution	Med	Drop / loading heights will be kept to a minimum to prevent excessive noise. The loading areas are surrounded by acoustic and/or perimeter walls which will offer acoustic screening. Plant operatives will be instructed / trained to not scrape or bang the loading shovel bucket on the floor creating noise/vibration prior to deposit. During the night time and loading/unloading of utility wastes, the material will not undergo any further treatment until the daytime operation hours. The NIA confirms that the rating level from the tipping of plannings during the night time will be below the LA90 levels and therefore a low impact has been calculated as per BS4142:2014.	Low

Source(s)	Receptor(s)	Consequences	Probability of noise disturbance	Remedial Action/ Recommendations/ Comments	Assessment Outcome following actions / recommendations
Manoeuvring of plant around external areas of the site	As detailed on Sensitive Receptors Plan	Noise pollution	Med	Management will ensure that all site vehicles operated by T J Cottis Transport Ltd are functioning suitable i.e. vehicles must be well maintained and operated with silencers and moving parts to be regularly lubricated. The site will be surfaced with concrete and will be flat and maintained in good state of repair to prevent unnecessary banging of vehicles on uneven ground. A maximum speed limit of 5mph will be maintained. Drivers will be informed to turn off engines when the vehicle is not in use and no revving of engines will be permitted at the site. All vehicles will benefit from white noise reverse alarms.	Low
Small vehicles travelling to and from the site (e.g. staff and visitor's cars, courier van deliveries etc.)	As detailed on Sensitive Receptors Plan	Noise pollution	Low	All those working on and visiting the site to be made aware of need for considerate driving and keeping vehicles well maintained. Small vehicles will arrive marginally earlier than the main site operating hours.	Very Low / Negligible
Repairs	As detailed on Sensitive Receptors Plan	Noise pollution	Low	If repairs to the site are required, the work is to be undertaken with due regard for the possible noise nuisance and during the normal working day. Repairs will be undertaken outside of the permitted area. In the event of major repair work being undertaken which is likely to cause significant noise and disruption, neighbouring residents and the EA will be notified in advance.	Very Low / Negligible

3.4 Monitoring and recording

3.1.9 **Assessment** - Site management i.e. The site manager, compliance manager or TCM will subjectively monitor noise levels in and around the entire site perimeter throughout the day. Should it be deemed necessary by site management, monitoring using an appropriate Type 1 Sound Level Meter will be carried out while the site is operational should it be observed that unacceptable levels of noise are being emitted from the site.

3.1.10 The results of monitoring exercises and any remedial action taken will be entered into the site's diary or log book which is available for the EA to inspect upon request. The name of the inspector will be stated in the site's diary / inspection form for each day of operation.

3.1.11 Should the monitoring conclude that a certain activity is giving rise to noise which is causing unacceptable impacts, steps will be made to reduce the impact of this activity and will be agreed with the EA prior to commencement.

3.1.12 Site management will be suitably trained to carry out these duties and delegate to operational staff. Further information regarding training and technical competence is provided within the site's EMS.

3.5 Monitoring

3.1.13 Operational staff will continuously monitor noise emissions whilst the treatment plant is in operation and will control noise levels using the procedures listed above, asking site management for advice as required. Work procedures will be stopped/adjusted should it be evident significant noise is being generated which has the potential to cause annoyance.

3.1.14 Site management will also be required to make a note of any unavoidable events such as plant failure, in the site diary, rather than just actual complaints received. This will ensure that if complaints are received retrospectively from either the EA or directly, any circumstances which led to that complaint as a result of elements outside of the

operator's control would be able to be attributed (or, at least, in part) to the cause of the complaint.

3.6 Emergencies

3.1.15 In the event of any unforeseen circumstances i.e. faulty equipment, the site manager will make an assessment of whether to cease activities/all operations with the main emphasis on site will be to reduce any noise impacts.

4 Actions when complaints are received

4.1 Complaints procedure

4.1.1 If any noise complaints are received, the relevant operator will complete a 'complaints and events log' and detailed individually on the complaints form (in Appendix II), both of which will be kept for inspection on request by the LA, EA or third parties. Details of information to be completed are dates, nature of complaint, weather conditions at the time of the complaint, investigation details, action taken and a signature (as a minimum).

4.1.2 The operator would also be required to make a note of any unavoidable events plant/equipment malfunctions in the site diary, rather than just actual complaints received. This will ensure that if complaints are received retrospectively from either the Council/EA or third parties, any circumstances which led to that complaint as a result of elements outside of the operator's control would be able to be attributed to the cause of the complaint.

4.1.3 It must be noted that the site lies adjacent to several industrial uses, so in the event of a complaint, the operator will substantiate the complaint by carrying out noise monitoring to identify whether the complaint is valid. If the complaint is valid, the site will implement the complaint procedures check and if required, amend site operations.

4.1.4 If the source cannot be ascertained with 100% confidence, site management will either suspend or reduce the likely noise generating activities.

4.1.5 If the source is within the site's control, site management will take appropriate action to ensure the issue has been rectified. This may take the form of the following:

i) Investigating the source to prevent a re-occurrence.
ii) Suspending operations which are not being conducted using best-practice controls.
iii) Investigate noise mitigation measures

iv) Logging findings of a – c in the site diary / complaints form and also in the reporting template within the EP.

4.2 Complaints recording

4.1.6 Any complaints received in relation to noise and vibration will be recorded on the form shown in Appendix II. This form will normally be completed, signed and dated by the site manager, compliance manager or TCM, if they are not available, the office manager

4.3 Key responsibilities

4.1.7 The table below outlines the key responsibilities and the staff member responsible for each task.

Table 4.1 – Key Responsibilities

Task	Staff position responsible
Noise monitoring and ongoing assessment	Site manager + operative
Vehicle maintenance	Specialist contractor
Overseeing of deliveries	Site manager + operative

5 Training

5.1 Training regime

5.1.1 All employees and sub-contractors of T J Cottis Transport Ltd involved with potentially noisy operations will receive training in noise and vibration monitoring and complaint reporting.

5.1.2 Training will be given to all relevant persons to make sure they are competent in completing noise and vibration survey forms, noise and vibration complaint report forms and the site diary to ensure sufficient monitoring of noise and vibration can be carried out and any problems addressed correctly.

5.1.3 When selecting new plant and equipment, consideration shall be given to the need to meet all legislation and statutory guidance on noise levels and to minimise levels of noise from selected equipment.

5.2 Vehicle / plant preventative maintenance training

5.1.4 This training is provided specifically for the vehicle and plant operators in order to ensure that all plant and machinery is checked regularly to prevent any occurrences which may lead to any adverse impacts on the environment or human health.

5.1.5 Training will be based on the preventative maintenance schedule supplied by the plant/equipment manufacturer.

5.1.6 The same training will be provided to senior management enabling a dual-level maintenance programme.

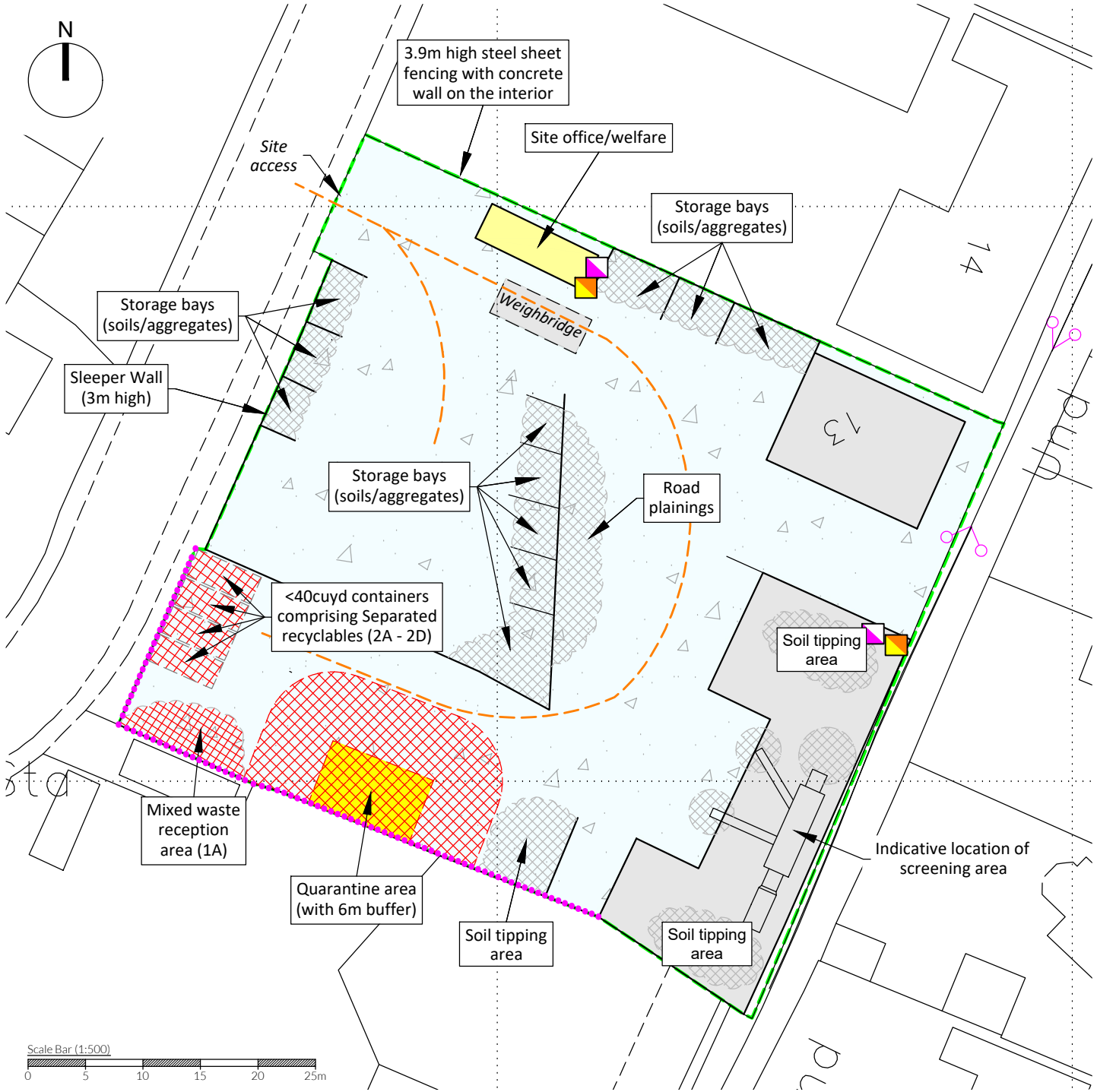
5.3 Liaison with neighbours

5.1.7 In the extreme event of a significant, but temporary, increase in noise and vibration from the site, neighbours will be contacted to advise them of the occurrence and action being taken to remediate the issue on site.

5.1.8 An open-door policy will be encouraged by the operator to enable any complaints from neighbouring premises (if received) to be dealt with immediately. The complainant will then be supplied with remedial actions taken and any procedures or measures put in place by the operator to reduce or ideally eradicate the likelihood of a subsequent complaint.

Appendix I

Drawings



NOTES

REVISION HISTORY

Rev:	Date:	Init:	Description:
-	13.07.22	IA	Initial drawing
A	05.01.23	IA	Drawing updates
B	12.04.24	IA	Operational changes
C	17.04.24	IA	Operational changes

KEY:

- Permit boundary
- Concrete surface
- Combustible waste storage areas
- Denotes perimeter wall comprising approximately 4m high concrete wall or sleeper wall with approximately 1.9m high micro-dust netting above.
- Access route for emergency vehicles
- Spill kit
- Firefighting equipment (extinguishers, booms etc.)

TITLE:
SITE LAYOUT PLAN

CLIENT:
T J Cottis Transport Limited

PROJECT/SITE:
Unit 13 Rawreth Ind Estate, Rawreth Lane, Rayleigh, Essex, SS6 9RL

SCALE @ A4:	CLIENT NO:	JOB NO:
1:500	3110	001

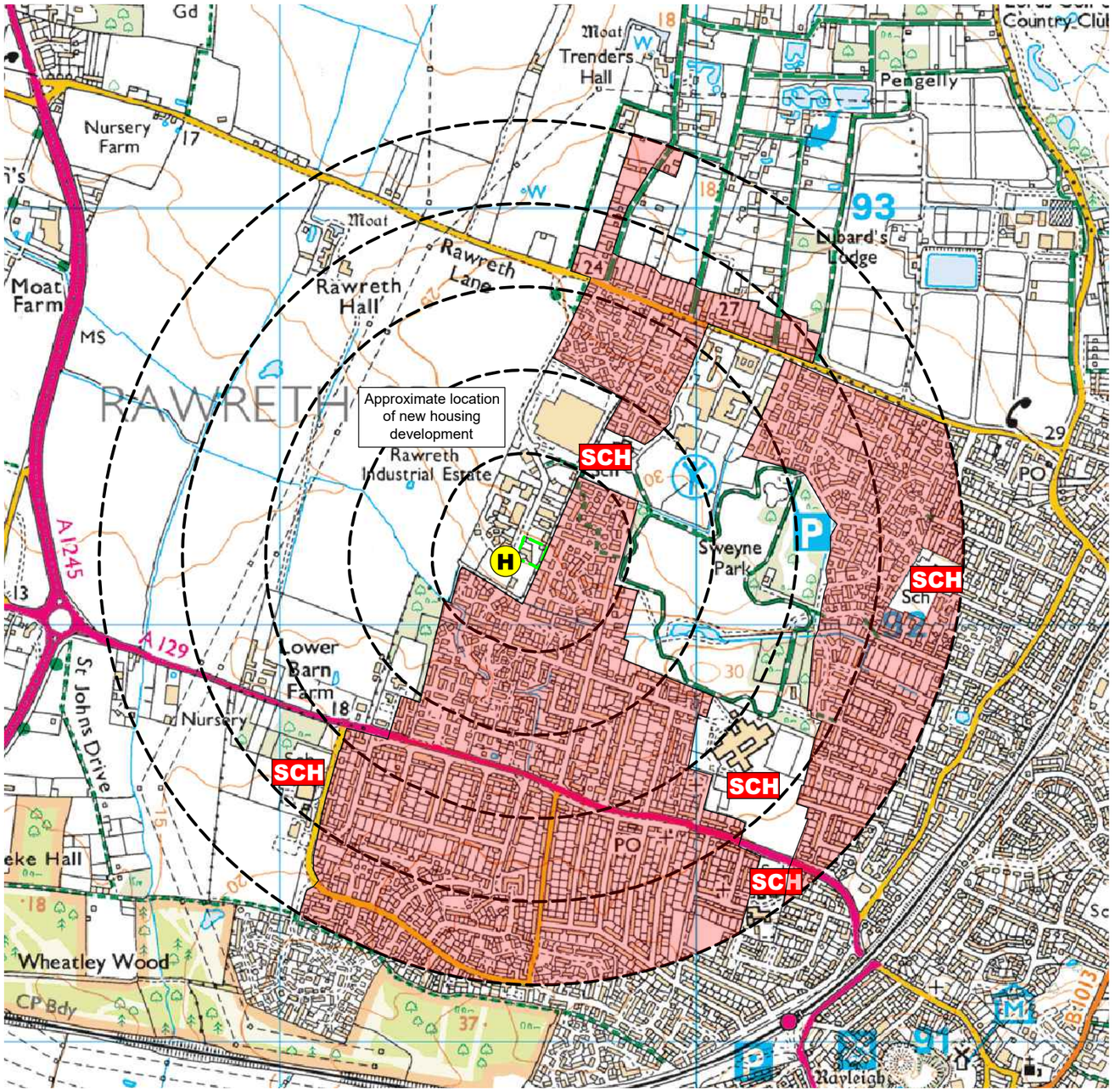
DRAWING NO:	REV:	STATUS:
3110-001-03	C	Issued

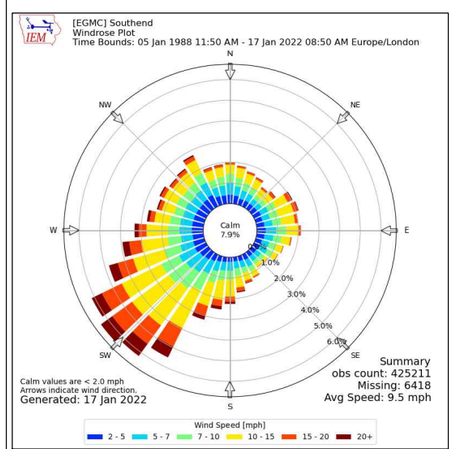
DATE:	DRAWN:	CHECKED:
17.04.24	IA	IA

Oaktree Environmental
Waste, Planning & Environmental Consultants

KEY:

- Permit boundary
- Main River
- Surface water body (river / stream / pond / pool / lake)
- Workplaces (includes agriculture industry, commerce and retail)
- Areas with mix of residential, retail and commercial properties
- Residential blocks
- Class A roads
- Class B roads
- Class C roads
- Nearest fire hydrant
- Railway line
- School
- Woodland areas
- Protected sites (Ramsar, SSSI, SPA, SAC)
- Nature reserves





Compass Wind Rose for Southend
(EGMC) Period 1988-2022
- source: Iowa State University

Scale Bar (1:12,500)

0 km 500 m 1 km

NOTES

1. Boundaries are shown indicatively.
2. Wind rose data shows the prevailing wind direction to be Southerly.

REVISION HISTORY

Rev:	Date:	Init:	Description:
-	13.07.22	IA	Initial drawing
A	12.04.24	IA	EA comments

Oaktree Environmental Ltd
Waste, Planning and Environmental Consultants

DRAWING TITLE
RECEPTOR PLAN

CLIENT
T J Cottis Transport Limited

PROJECT/SITE
Unit 13 Rawreth Ind Estate, Rawreth Lane, Rayleigh, Essex, SS6 9RL

SCALE @ A3	CLIENT NO	JOB NO
1:12,500	3110	001

DRAWING NUMBER	REV	STATUS
3110-001-04	A	Issued

DRAWN BY	CHECKED	DATE
IA	-	12.04.24

Lime House, Road Two, Winsford, Cheshire, CW7 3QZ
t: 01606 558833 | e: sales@oaktree-environmental.co.uk

Appendix II

Complaints Procedure and Recording Form

COMPLAINTS PROCEDURE

1) Any complaints received in relation to noise and vibration will be recorded on the form below. This form will normally be completed, signed and dated by the site operator, if they are not available, the Office Manager will complete the form.

2) The name, address and telephone number of the caller will be requested.

3) Each complaint will be given a reference number.

4) The caller will be asked to give details of:
   - the nature of the complaint;
   - the time;
   - how long it lasted;
   - how often it occurs;
   - is this the first time the problem has been noticed; and,
   - what prompted them to complain.

5) The person completing the form will then, if possible, make a note of:
   - the weather conditions at the time of the problem (rain snow fog etc.)
   - strength and direction of the wind; and,
   - the activity on the site at the time the noise was detected, particularly anything unusual.

6) The reason for the complaint will be investigated and a note of the findings added to the report.

7) The caller will then be contacted with an explanation of the source of the complaint if identified and the action taken to prevent a recurrence of the problem in future.

8) If the caller is unhappy about the outcome or unwilling to identify themselves the caller will be referred to the EA.

9) Following any complaint the complaints procedure will be reviewed to see if any changes are required or if new procedures need to be put in place.

Complaints Report Form	
Date Recorded	Reference Number
Name and address of caller	
Telephone number of caller	
Time and Date of call	
Nature of complaint (noise, vibration) (date, time, duration)	
Weather at the time of complaint (rain, snow, fog, etc.)	
Wind (strength, direction)	
Any other complaints relating to this report	
Any other relevant information	
Potential reasons for complaint	
The operations being carried out on site at the time of the complaint	
Follow Up	
Actions taken	
Date of call back to complainant	
Summary of call back conversation	
Recommendations	
Change in procedures	
Changes to Written Management System	
Date changes implemented	
Form completed by	
Signed	
Date completed	