



Interim Operational Plan: FINAL

Minehead Depot Gully Dewatering Bays
Permit EPR/VP3690FM (EAWML 27125)

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Introduction

This procedure covers the operational controls for the gully waste bays in the Kier Transportation Limited Minehead depot Permit number EPR/VP3690FM (EAWML 27125). The procedure is a working document that outlines how the gully waste is being managed, dewatered, and disposed of from the depot. The document will also be used as a manual in the operation of the gully bays.

The depot is designed to be able to undertake the dewatering of road gully pot liquor. Road gully pot liquor is classified as non-hazardous (EWC 20 03 03).

Scope

This plan only applies to the Kier Transportations Minehead depot gully waste bays. All operational processes identified within this document must be implemented.

Definitions

WAMITAB: Waste Management Industry Training & Advisory Board

TCM- Technically Competent Manager.

Responsibilities

Operations Manager: to ensure compliance with this procedure.

Depot Senior Supervisor /Supervisor or Duty Officer: to ensure procedure is adhered to by operational colleagues.

Environmental Manager: to review and revise this document and advise on new operational practices. They are the appointed environmental coordinator for the Somerset contract.

Technically Competent Manager (TCM) who is WAMITAB trained: to carry out checks and inspections as specified in this procedure. Collate waste transfer notes and complete quarterly returns to Environment Agency. All the above is to be monitored by the Environmental Manager and the Depot Senior Supervisor.

Service Provider: contractor that provides the gully emptying service.

Process

The operations of the depot shall only take place in accordance with this procedure. This procedure specifies how the depot will achieve the standards set out in the Kier safety, health, and environmental management system (SHEMS) and ensure compliance with the Environmental Permitting Regulations and permit EPR/VP3690FM (EAWML 27125).

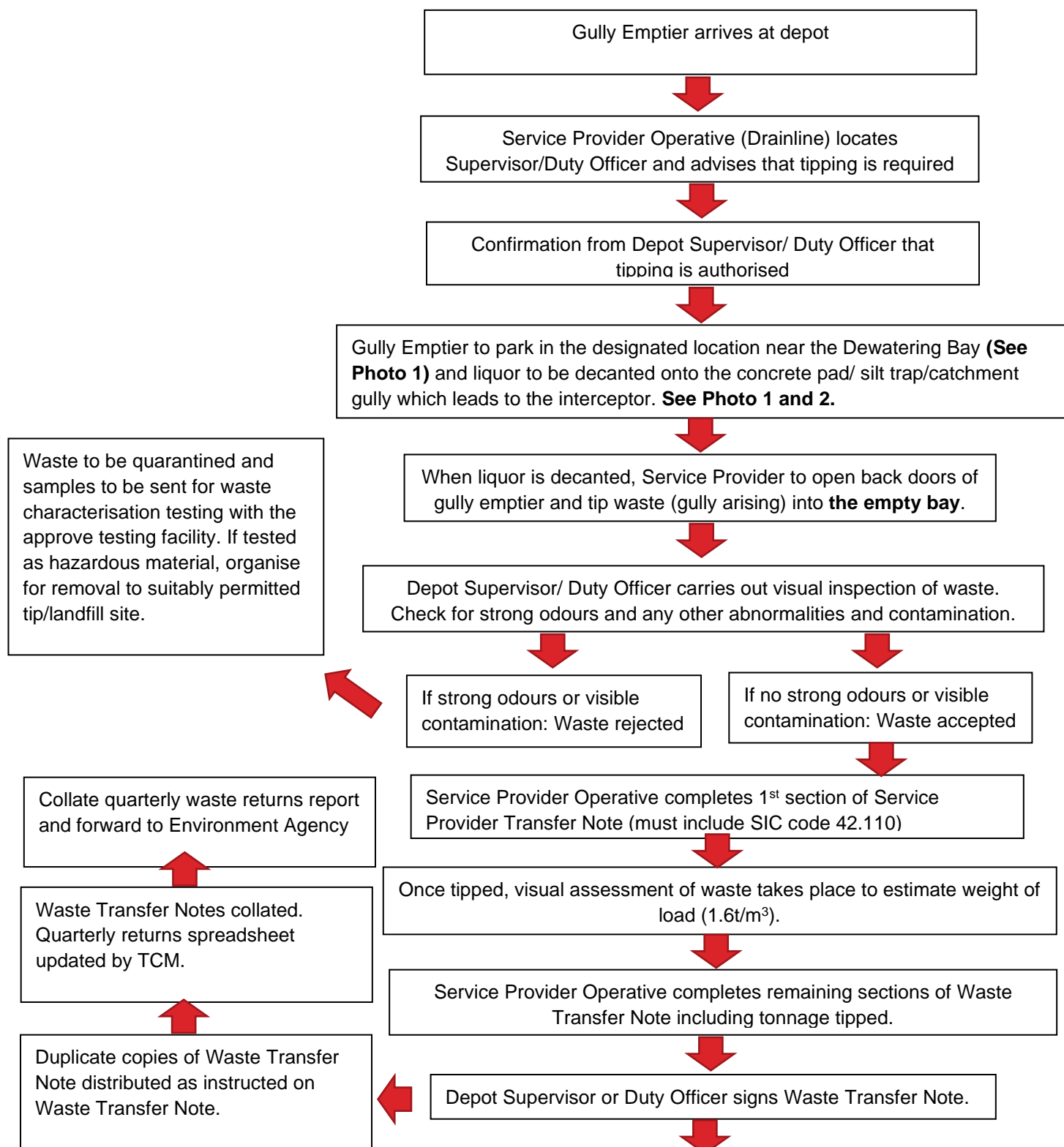
Minehead Depot's gully waste bays will be for the reception and de-watering of bio-degradable gully arisings generated from highway maintenance for Somerset Council.

The gully arisings from the cleaning of highway drainage assets will be stored in the two gully waste bays. Treatment will consist of a de-watering only. Each bay has a maximum capacity of 20 tonnes each.

The gully waste may contain an element of oils and contaminants from the highway. Discharge from the de-watering bays will be directed through a silt trap/catch pit and full retention oil interceptor before discharge to the foul sewer in accordance with a trade effluent consent.

Waste will not be permitted if it contains any visible fibrous or cement bonded asbestos or any poisonous, noxious, or polluting waste that have hazardous properties.

Process Flow Chart



Service Provider Operatives wash down grill and seal of back door of Gully Emptier.

Gully Emptier leaves site

Every 4 'tippings', Depot Supervisor/Duty Officer takes 2x samples of the waste (dewatered gully arising) and send to laboratory for waste characterisation testing.

If test results confirms that the waste is not classed as hazardous, organise for waste disposal with the approved contractor to collect and take waste to permitted recycling

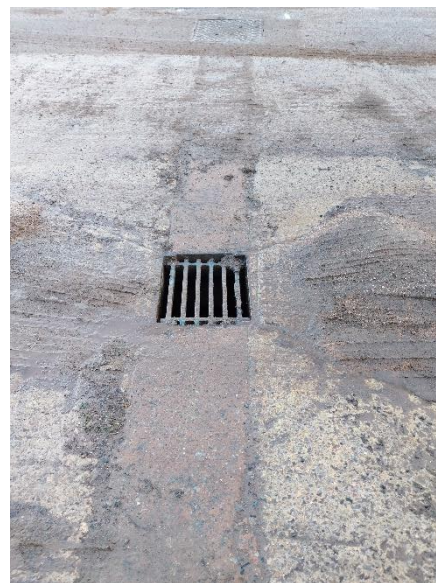
If test results confirms that the waste is classed as hazardous, quarantine the waste in the bay and use the second bay for the subsequent 'tippings'.

Organise for waste disposal with approved specialist (hazardous waste) waste contractor.

Photo1: Concrete Pad and Dewatering Bays



Photo 2: Silt Trap/Catchment gully



Operating Hours

The anticipated hours of operation will be:

Monday to Friday: 07:45 to 16.30 (Dewatering and tipping from service provider only)

Monday to Friday: 08:30 to 15:30 (Waste collection only from waste contractor)

Saturday: no anticipated regular use. Out of hours- Emergency works only

Sunday: no anticipated regular use. Out of hours- Emergency works only

On rare occasions, there may be times when the use of the de-watering bays is required in order to deal with emergencies and other planned works on the highway outside the times stated above. Use of the bays outside of the anticipated hours will be with approval of Duty Officer on call only. Non-permitted waste must be tipped at an alternative approved site or remain within the waste compartment of the vehicle until permitted to tip.

Waste from contracts other than Somerset Council must not be tipped at the Minehead Depot.

Pollution Prevention and Control

The gully waste will be stored on a concrete hard standing with reinforced concrete walls on three sides.

The open side of the bays will have drainage channel with a minimum fall of 1:40. Effluent goes through the silt trap/catchment gully which leads to the interceptor. The effluent is then discharged to foul sewer in accordance with the rate permitted by our trade effluent consent.

An inspection and sampling chamber is located at the exit of the drainage system into the foul sewer.

Waste in the bays shall not exceed the internal height of the wall that in turn will not exceed 2.5m. Any spillage of waste outside the areas will be cleared without delay.

Gully waste will be stored for a maximum of 30 days (or as per permit dictates) and turned on a 2-day cycle. One bay at a time will be used to hold the wet gully waste. Once the bay has reached full capacity a plastic barrier will be placed across the bay to prevent further waste being added. The second bay will then be used to hold the wet waste. Gully bays will be washed down immediately after depositing loads.

The gully bays and associated interceptors will be kept in good repair and will be subject to regular inspections by the store man or WAMITAB qualification holder. Any physical faults identified will be corrected by immediate maintenance or a 'make safe' repair followed by a permanent repair within 14 days.

Drainage

Drainage on the concrete hard standing will be sealed to prevent leaching and will be directed through a silt trap and an oil interceptor prior to discharge to the foul sewer.

Interceptors and Silt Traps

All interceptors will be inspected weekly, and the results of the inspections recorded. Interceptors will be cleaned out a minimum of every 6 months in accordance with the manufacturer's recommendations. If, as a result of the weekly inspection regime, additional cleansing is required, it will be organised and completed within 24 hours.

Site Security

Normal depot security measures will apply. This includes palisade fencing; gates being secured out of hours and CCTV.

Site operations

Daily visual inspections will be carried out of the depot to ensure it is kept clear of any mud or debris dropped from vehicles.

If it is necessary to wash vehicle wheels, the depot wash down area will be used.

Gullies connected to the drainage system for the gully bays will be checked weekly and cleansed when required.

Spillages

Any spillages within the depot will be dealt with in accordance with the spillage procedure in the depot management plan.

A spill kit will be kept next to the gully bays and will be checked weekly. Following use, the contents will be replenished no later than 1 working day.

All contaminated materials will be cleaned up immediately and placed in the used spill kit container pending appropriate disposal.

If the spillage reaches the gully bay drainage system, it will be captured by the catchpit and interceptor. The interceptors must then be inspected and cleansed as required.

All incidents shall be recorded on the Kier Novade reporting system and reported to the Environmental Manager and SHE Manager. The Environmental Manager / SHE Manager will review the incident in accordance with SHEMS-STD-GR-011 Incident Reporting and Investigation procedure.

Waste Control

The bays will have a sign that will highlight the intended contents. The sign will have a description and the waste classification code.

Toolbox talks and site briefings will be given to new and existing personnel in the use and operation of the gully bays.

All wastes will be transported by licensed carriers and subject to standard controlled waste transfer procedures. All transfer documentation will be retained and kept in the depot and made available for inspections.

Waste entering and leaving the depot will be documented using the service providers and waste contractors' Waste Transfer Notes.

Waste destined for the depot will be subject to a waste inspection procedure, which will follow a two level hierarchy.

Level 1 – Basic Characterisation

Basic characterisation of waste (duty of care transfer note descriptions) will be undertaken at the originating site by the Service Provider prior to transfer to the depot.

Level 2 – Compliance Testing

Service Provider Operator tipping at the depot and Depot Supervisors/Duty Officers will inspect the loads deposited to ensure compliance with working procedures.

Waste quantities will be recorded in tonnes and measured based on the capacity of the vehicles used for transport. The amount of waste brought into the depot for storage in the bays will be visually assessed. This will be converted into tonnes. Gully waste coming into the depot will have a conversion factor of 1.6 tonne to the cubic metre. Once de-watered, gully waste going out of the depot will have a conversion factor of 1.4 tonnes to the cubic metre.

All waste transfer notes will be returned to the depot and inputted into a waste accounting system.

The maximum annual tonnage permitted is 750tonnes. Which will be monitored via the quarterly waste return submitted to the Environment Agency by the TCM.

The maximum quantity of gully liquor arising from the dewatering process is 5m³/day as per the trade effluent consent. The liquor is discharged into the sewer (point source emission) under an effluent discharge consent from Wessex Water.

Dust and Odours

Depot Supervisor/Duty Officer will assess the risk of dust and particulate accumulation both within the material in the gully bays and depot. This will be carried out daily to see if excessive drying of the material has taken place that may give rise of release of dust, fibres, and particulates. If excessive drying of the material has taken place, the materials will be removed from the depot immediately.

The daily inspections of the depot will include the checking of the waste areas for potentially offensive odours. This will be recorded on the inspection records. If the odour is perceived to be offensive, the waste material will be covered with saw dust or absorbent fibre (biodegradable). If this does not resolve the odour problem, the material will be removed from the depot immediately.

Pests, Litter and Sharps

The Depot Supervisor will inspect the depot daily to ensure that good housekeeping is maintained and to check for signs of pest infestation and litter.

Should any signs of sharps in the waste be seen, specialist contractors will be used for disposal.

Should there be any signs of pest infestations around the designated waste area, specialist contractors will be used to eradicate the problem.

Inspections & Monitoring

Inspection/Monitoring Type	Responsibility	Frequency
Visual inspection of waste tipped to bays	Depot Supervisor/Duty Officer	Daily
Visual assessment to determine weight of waste	Depot Supervisor/Duty Supervisor	When tipped

General safety inspection of bays (including pests, litter, general integrity of bays)	Depot Supervisor/Duty Supervisor/ TCM (WAMITAB trained staff)	Daily/ Monthly
Service provider vehicles parking at the depot	Service Provider driver and Supervisors/Duty Officer	Daily
Interceptors	Supervisor/ Duty Officer / TCM (WAMITAB trained staff)	Weekly / Monthly
Waste Compliance visual check Waste sampling for lab testing	Depot Supervisor/ Duty Officer	On arrival, at each tipping After four tipplings
Waste material inspection (check for excessive drying)	Depot Supervisors/Duty Officer	Daily
Waste material (offensive odours)	Supervisors/Duty Officer	Daily
Quantity of Gully arising to be accepted at the site will not exceed 750tonnes /year	TCM	Quarterly
The maximum quantity of gully liquor arising from the dewatering process is 5m3/day as per the trade effluent consent issued by Wessex Water.	TCM/Duty officer	Quarterly estimations

Records

All depot records will be kept by the depot manager. Staff involved in the management of the gully bays will hold copies of the licences and permits and a copy of this procedure and shall refer to their contents as appropriate.

Quarterly waste returns will be completed and returned to the Environment Agency by the nominated Technical Competent Manager (WAMITAB trained staff).

Other related documents

SHEMS-STD-GR-011 Incident Reporting and Investigation

SHEMS-STD-GR-065 Waste Management

SHEMS-GUI-GR-065f Waste Transfer Notes

SHEMS-GUI-GR-065a Waste Duty of Care

Environmental Permit EPR/VP3690FM (EAWML 27125) - Application for modification submitted.

Local Enforcement Position (Environment Agency, 18 November 2024)