





Construction Management Plan (CMP)

David Wilson Homes Development, Land at Peterchurch Herefordshire

July 2024

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Revision History

Issue 1	DJ	Draft	08.05.2024
Issue 2	DJ	Planning Submission Issue	10.07.2024

1. Introduction

This document sets out the Construction Management Plan (CMP) for the Construction Phase of Land at Peterchurch, Herefordshire.

Condition 8 - CTMP

"Development shall not begin until details and location of the following have been submitted to and approved in writing by the local planning authority, and which shall be operated and maintained during construction of the development hereby approved:

- A method for ensuring mud is not deposited onto the Public Highway

- Construction traffic access location

- Parking for site operatives

- Construction Traffic Management Plan

The development shall be carried out in accordance with the approved details for the duration of the construction of the development."

Condition 9 - CEMP

"Before any work, including any site clearance or demolition begin, equipment or materials moved on to site, a Construction Environmental Management Plan (CEMP) including a full Ecological Working Method Statement based on a current ecology update, shall be supplied to the local planning authority for written approval. The approved CEMP shall be implemented and remain in place until all work is complete on site and all equipment and spare materials have finally been removed."

The development is going to be delivered in one phase by David Wilson Homes and the works, including site establishment, are expected to last circa 5 years.

2. Purpose and Scope of CMP

This CMP has been developed to provide the management framework needed for the planning and implementation of the construction of 89 houses, associated infrastructure and landscaping In accordance with environmental commitments identified in legislative requirements, the purpose of the CMP is to:

- Set out the Environmental Management System requirements (in line with ISO 14001);
- Ensure compliance with current legislation; and
- Effectively minimise any potential adverse environmental effects during the construction phase, including how site-specific method statements will be developed to avoid, minimise or mitigate effects on the environment/ existing residential properties.

3. Site Location and Description

The site is within the village of Peterchurch which is located within the Dore Valley. Peterchurch is situated about 12 miles to the west of Hereford and about 9 miles east of Hay on Wye. The site comprises an agricultural field extending to 3.97Ha located towards the eastern end of Peterchurch. The topography si relatively flat albeit it does rise within the north eastern area of the site. Currently, there are overhead electricity power lines which run diagonally across the site running in a west-east direction. The site location and boundary is illustrated in figure 1 below.



PETERCHURCH, HEREFORD - SITE LOCATION PLAN

Figure 1. Site Location

4. Description of Works

The following works are scheduled to take place during the Construction Phase:

- The construction of:
 - Tarmacadam Roads and Footpaths, street-lighting, Service media, Foul and Surface
 Water drainage infiltration basins
 - Masonry House foundations/superstructures, associated masonry/timber boundary walls/fences.
 - Landscape works including the installation of the LEAP and green infrastructure corridors

5. Type and Number of Construction Vehicles

The construction traffic associated with the above works is set out below:

Vehicle Type (On Site Construction)	Number
360 Degree Hydraulic Excavator	(Year 1) Initial Phase x 4 – Future Phases x 2
Dumper	X 2
Roller	X 2
Forklift	X 2
Mobile Lifting Crane	X1
Vehicle Type (Other Vehicles)	Frequency / Number
Concrete Wagons	Daily x 4
20' Rigid Lorry	Daily/Weekly Deliveries
32' Artic Lorry	Daily/Weekly Deliveries
26 Tonne Tipper Lorries	As required for Muck shifts (Up to 10 per day when in
	operation)
Blaw-Knox (Road Paving)	As required for laying tarmac (x 1)

6. Risk Assessment

During the Construction phase, the risks that are pertinent and need to be managed and mitigated include:

- Risk of pollution to groundwater and contamination of the watercourses local to the development
- Potential to damage the conservation value of habitats by disturbance and spreading of inappropriate materials
- Risk of pollution of surface waters from excavations and any stockpiled excavated material
- Risk to animals through killing, habitat disturbance and loss
- Dust pollution to humans and wildlife
- Noise and vibration pollution to humans and wildlife
- Light pollution to humans and wildlife

A series of environmental management measures will be put in place and are detailed below in order to minimise any risks during the construction phase of proposed development, which are detailed below.

7. Environmental Management Measures

The approved CMP is the overarching environmental management tool to mitigate adverse environmental impacts during the construction phase. The approved CMP will be provided to the appointed contractors and their terms of appointment will confirm that all construction works must be undertaken in accordance with the CMP.

The appointed Contractors will then communicate all procedures to staff and ensure that a copy of the CMP is kept in the site office. During the development regular meetings will be held between BDW Homes and appointed Contractors to monitor compliance with the CMP and it will be the responsibility of DWH on a day to day basis to monitor compliance with the protection measures set out in this CMP.

Role	Responsibility
DWH Site Manager	Has overall responsibility for the management of the construction phase of the project and environmental performance of the project. The site manager is to ensure that all appointed contractors comply with all relevant approvals, legal requirements, commitments and targets agreed.
Site Materials & Waste Manager	DWH site manager is responsible for Implementing the Site Waste management plan during the construction phase to ensure that waste is disposed of legally, economically and safely.
Environmental Manager	DWH site manager is responsible for ensuring Compliance with environmental legislation, consents, objectives, targets and other environmental commitments.
Community Liaison Officer	All Communications with the public and interested parties, outreach and education, will be managed by DWH Technical Project Manager and DWH site manager where appropriate.
Site Staff and Contractors	To receive general environmental awareness training, and undertake work in accordance with Method Statement briefings and toolbox talks. Train personnel to manage particular tasks such as refueling plant and equipment, managing the stores, supervising the segregation and Collection of waste.

7 (a) Key roles and responsibilities to ensure the CMP is adhered to during the construction phase.

Figure 2: Roles and Responsibilities

7 (b) Site Establishment

Facilities will be established to minimise risk to the environment and promote efficient use of resources. Refer to Appendix 1 CMP Plan for further details with measures including:

- Secure site with heras fencing.
- Erection of all Tree and hedgerow protection where required.
- Install Silt barriers at lower site level.
- Establishment of the DWH build compound, complete with car parking, toilets, shower/ kitchen facilities, material and fuel storage areas at the location identified on the CMP plan.
- Note: Fuel and oil will be stored within the build compounds in accordance with the Control of Pollution (Oil Storage) (England) Regulations 2001. Re-fueling will only be undertaken in a designated area, designed to contain contaminated runoff, and by trained personnel.
 Emergency spill-kits are to be carried on all plant and vehicles and the driver/operator of each item of plant/machinery trained in the use of spill kits and the proper disposal of used kits.
- Refer to above ground oil storage in Appendix 5
- Waste segregation areas will be established, utilising containers of an appropriate design to ensure that no waste can escape.

7 (c) Hours/Periods of Work

In order to minimise light and noise pollution, the following hours/times of work will be followed:

- 07.30am 18.00pm Monday to Friday
- 07.30am 13.00pm Saturday (Except for work by quiet internal trades which is not audible at the site boundary which may continue until 1800 hours)
- No working on Sundays or Bank Holidays. (Except for work by quiet internal trades which is not audible at the site boundary which may continue until 1800 hours)

Deliveries will be permissible during the same times.

7 (d) Dust and Dirt Control

All supervisors are to be familiar with the provisions of BRE Report 456: "**Control of dust from construction and demolition activities**". The dust-emitting activities assessed in the Potential Effect section of the chapter can be greatly reduced or eliminated by applying site-specific mitigation measures.

The aim is to ensure that any dust generated arising from construction activities on site are kept to a minimum at all times.

- The name and contact details of person(s) accountable for air quality and dust issues is to be displayed at the Site Office and at accessible areas of the site boundary.
- Monitor and construction activities in response to changing site and weather conditions.
- An adequate water supply is to be made available on the site for effective dust/particulate matter suppression/mitigation, using non-potable water where possible and appropriate.
- Where possible, earth movement operations will only be undertaken in suitable weather conditions. In dry and/or sunny weather conditions, the pre-watering of any excavated or stockpiled earth, roads and tracks will be undertaken if dust creation is a risk. This will be done periodically throughout the working day to minimise the creation of dust.
- A power jet wash will be in operation throughout the day and will be located at the Construction site entrance to wash all vehicles leaving site and prevent any discharge of dust, mud, or silt onto the public highway. This facility will be continuously monitored for effectiveness. A road brush will also be deployed in conjunction with muck shift operations.
- Solid screens or barriers should be erected around dusty activities.
- Site or specific operations are to be enclosed where there is a high potential for dust production and the site is active for an extensive period.
- Site fencing and barriers are to be kept clean using wet methods.
- Materials that have a potential to produce dust are to be removed from site as soon as possible, unless being re-used on site.
- Stockpiles, where possible, are to be covered, seeded or fenced to prevent wind whipping.
- Sand and other aggregates are to be stored in bunded areas and are not allowed to dry out.
- All vehicle engines are to be switched off when stationary no idling vehicles.
- Contractor personnel will be encouraged to car-share.
- The use of diesel or petrol powered generators are to be avoided and mains electricity or battery-powered equipment used where practicable.
- A maximum speed limit of 15mph on surfaced and 10mph on un-surfaced haul roads and work areas is to be imposed and routes well sign posted.
- Vehicles entering and leaving the site are to be covered to prevent escape of materials during transport.

- Cutting, grinding or sawing equipment is to be used only where fitted or in conjunction with suitable dust suppression techniques, such as water sprays or local extraction.
- Chutes and conveyors are to be enclosed and skips covered.
- Drop heights from conveyors, loading shovels, hoppers and other loading or handling equipment are to be minimised and fine water sprays used on such equipment wherever appropriate.
- Effective measures are to be taken to avoid significant dust nuisance from plant and vehicle movements, e.g. applying binder to road surfaces to help reduce dust pollution or regular spraying during dry weather or the use of temporary screens is to be employed to prevent significant dust or other debris from fall into the river or foreshore.

Refer to the Barratt & David Wilson Homes Site Dust control document located in Appendix 2.

7 (e) Site Waste Minimisation

David Wilson Homes is committed to improving resource efficiency by reducing material use and waste generated by construction and activities. The aim is to reduce the life cycle impact of our materials and wastes, and reduce emissions that may contribute to climate change.

This is achieved by following the policy and procedures found in the **Barratt & David Wilson Homes Group Standard Waste Management Policy BGS 29 – July 2019.**

All contractors and site staff through the induction process will be encouraged in the first instance to prevent and reduce the amount of waste generated on the site.

The amount of waste material on site will be reduced as far as reasonably practicable, through waste minimisation, re-use and recycling. This shall be implemented by the following measures:

- Storage Material shelf life is not exceeded, damage and contamination is prevented including loss, theft and vandalism.
- Delivery Damage during unloading, delivery to the correct location on site, acceptance of materials and components only in accordance with the order.
- Handling Materials and components are handled using correct methods.
- Protection Damage is avoided by provision of temporary protection where applicable
- Waste auditing The site manager/Contractor will record the quantity and types of waste and materials leaving the development site during the Construction phase. The name, address and authorisation details of all facilities and locations to which materials from the construction phase are delivered will be recorded along with the quantity of waste delivered to each facility. Records will show material which is recovered and disposed of.

The types of waste materials resulting from construction works are summarised below:

- Excavated topsoil, subsoil and stone
- Concrete
- Metals
- Timber
- Bricks, Blocks, Bricks and Tiles
- Gypsum based products
- Insulation products
- Hazardous Wastes
- Hazardous Liquids
- Fuel and Chemicals
- Staff welfare facilities

Excavated topsoil, subsoil and stone

This will be loaded directly to vehicles for use within the project as appropriate. Where short term temporary storage is unavoidable topsoil will be stored separately from other soil types and where possible spoil heaps will not be more than two metres in height as they may damage the soil structures and limit its future use.

Concrete

Waste is to be sent back to the supplier for re-use. Where this is not possible, the concrete may be crushed and screened out and used within the project such as in the sub-base. The necessary permission for any crushing and screening activities required will be discussed with the environmental department of the local authority prior to any works being undertaken.

Metals

One of the primary sources of metal waste is rebar and this will be reduced by ordering made to measure rebar from the manufacturer and detailed scheduling of all Reinforced Concrete (RC) structural elements. Skips will be provided and when full should be sent to a metals recycling facility.

Timber

This will be stored separately as it is readily contaminated by other wastes so any pallets will be returned to the supplier for re-use. Off cuts and trimmings will be used in formwork where at all possible. A container for waste wood will be covered by a waste contractor who will forward it to a wood recycling facility for chipping. Treatment of timber with chemicals and the over use of nails will be minimised and avoided as this will make it difficult to reuse/recycle the timber afterwards. The utilisation of reclaimed timber products will also be investigated.

Packaging and Plastic

Double handling will be avoided by segregating packaging wastes immediately after unwrapping. It is intended that were possible materials with recycled packaging will be purchased. Waste packaging will be segregated and stored in separate containers, preferably covered for collection and /or returned to the supplier.

Blocks, Bricks and Tiles

The most likely wastes produced will be off-cuts, trimmings and waste arising from breakages. Every effort will be made to use broken bricks and off cuts, possibly crushed and/or screened and used on site as sub base material for roads, hardstanding etc. Surplus material will be removed from site to a suitable recycling plant.

Gypsum based products

Generally plasterboard, which will be segregated and removed from site for re-cycling.

Insulation products

Generally Mineral Fibre glass and phenolic, which will be segregated and removed from site for Re-cycling.

Hazardous Wastes

Hazardous wastes will be identified, removed and kept separate from other construction waste materials in order to avoid cross contamination. Specific method statements detailing the necessary mitigation measures required during excavation, handling transportation and disposal of hazardous wastes encountered on the site will be prepared as required. The likely disposal/treatment options for any hazardous wastes will depend on the nature of the material and the concentration of parameters of concern.

Hazardous Liquids

Oils, paints, bitumen, adhesives and chemicals will be kept in a separate contained storage area which will be locked when not in use. Lids will be kept on containers in order to avoid spillage or waste by evaporation. These will be stored in a containment tray with a capacity to contain 110% of the volume of the largest container.

Fuels and chemicals

Will be stored in double skinned containers or within a bund i.e. an impervious structure. All containers will be carefully labelled.

Staff welfare facilities

Canteen waste has the potential to generate food and packaging waste. Designated receptacles will be provided at the canteen to allow for the segregation and storage of individual waste streams. These will include receptacles for food and recyclable fractions such as plastics, metals, glass. This waste is normally made up of residual non-recyclable waste such as soiled paper, cloth, cardboard or plastics as well as canteen waste to include food as above and general waste found on the sites including plastic bottles, bags, cans etc. Given the heterogeneous nature of this material it is most important that residual waste is kept separate from the other waste streams to avoid contamination. This material will be stored in a dedicated container in the Waste Segregation Area.

Container size and collection frequency will be assessed with waste management contractors as works proceed. All residual wastes will be dispatched to a suitably licensed facility for disposal.

Waste segregation

Where possible the different types of waste will be segregated in appropriate storage containers/skips as they are produced to allow for correct disposal. Each type will be stored separately and securely to prevent pollution and cross contamination and each waste container will be clearly labelled.

It will be the responsibility of the BDW Site manager to record and maintain records of waste transfers and maintaining compliance with any exemptions/permits for the development.

Refer to the Barratt & David Wilson Homes Standard Waste Management Policy in Appendix 3.

7 (f) Site Noise and Vibration Management

Noise and vibration will be controlled and limited so far as reasonably practicable, so that sensitive receptors are protected from excessive noise and vibration arising from construction.

Certain activities may extend outside normal working hours to enable safe working or as a result of unforeseen events. The Environmental Health Team will be contacted to agree the activities to ensure any impacts are minimised.

The principles of Best Practicable Means will be employed to minimise noise levels during construction. Recommendations for the control of noise and vibration on construction sites are set out in BS 5228. The following measures will be used where appropriate:

- Hydraulic plant will be used in preference to pneumatic plant where possible.
- Regular servicing of machinery and vehicles.
- Plant and equipment to be fitted with noise reducing devices such as silencers where appropriate.
- Minimise the use of vehicle reversing alarms.
- Vehicle horns to be used only in the case of emergencies.
- Turn off engines when not in use.
- All plant will be shut down or throttled back between periods of use.

Refer to the Barratt Homes policy on Noise is detailed in Appendix 4

8 Contact List

SiteOwner/Client	Barratt Homes (South Wales)
Address	Oak House, Village Way, Tongwynlais, Cardiff, CF15 7NE
Main Contact – Head Office	Faye Browning / Emily Smith
Tel Nr	
e-mail	

Site Manager	Barratt Homes (South Wales)
Address	Oak House, Village Way, Tongwynlais, Cardiff,
	CF15 7NE
Main Contact	ТВС
Tel Nr	ТВС
e-mail	ТВС

CDMC	Barratt Homes (South Wales)	
Address	Oak House, Village Way, Tongwynlais, Cardiff,	
	CF15 7NE	
Main Contact	Craig Sugar	
Tel Nr		
e-mail		

Principle Contractor	Barratt Homes (South Wales)	
Address	Oak House, Village Way, Tongwynlais, Cardiff,	
	CF15 7NE	
Main Contact	CraigSugar	
Tel Nr		
e-mail		

Emergency Contacts		
EnvironmentAgency	Incident Hotline	0800 80 70 60
David Wilson Homes	Out of Hours Contact	
David Wilson Homes	9am – 5.30pm	

Appendix 1



Appendix 2

Construction Site Dust Code



built around you



Peterchurch_Issue 2024

Dust Control on Construction Sites

1 <u>Purpose of Code</u>

The purpose of this code is to ensure that disturbance due to dust arising from our construction works is kept to an acceptable level.

2 General Requirements for Dust Control

- 2.1 Limit Cleared Areas
 - Only clear vegetation from areas where immediate work is taking place. Protect existing vegetation.
- 2.2 Site Traffic Control
 - Restrict traffic movement to specific designated routes.
 - Set and enforce a maximum speed level.
 - Allocate on site parking areas.
 - Provide tarmac routes for all traffic including access to each house.
- 2.3 Earth Moving Management
 - Carry out earth moving in suitable weather conditions. Pre-water areas of earth to be moved if dust creation is a risk.
 - Design the site to minimise cart off.
- 2.4 Watering Sprays
 - Sprays to be used during dry breezy conditions.
- 2.5 Material Storage
 - Consider sheltered locations for stockpiles and, where possible, place the pile lengthwise into the wind.
 - Minimise the slope of the upwind surface and limit the pile size.
 - Limit activity to the downwind side of the pile.
 - Use the 'last in first out 'system of stockpile management.
 - Use silos instead of cement mixers.
- 2.6 Site Access/Exit Controls
 - Employ wheel washing facilities at site exits as required.
 - Carry out regular road sweeping to site roads and the adjacent public highway.

Appendix 3



BARRATT GROUP STANDARD (BGS) 29 WASTE MANAGEMENT - July 2019

Occupational Safety, Health and Environmental Management System



		Reference	Responsibility
1.0	Introduction		
1.1	This Barratt Group Standard details the Waste Management policy and procedures. The policy and procedures reflects the company's commitment to waste management as part of our overall Environmental policy.		Managing Director/ Operations Director
1.2	We are committed to improving resource efficiency by reducing material use and waste generated from our activities. Our aim is to reduce the life cycle impact of materials and wastes, and reduce emissions that may contribute to climate change.		
1.3	Our approach to overall resource management is based on the following hierarchy:		
	 Prevention or minimisation of waste through the design process Use of materials efficiently to reduce waste Implementation of robust waste management practices on all our sites and offices Maximisation of on-site recovery (reuse, recycling or treatment) Minimisation of disposal of waste to landfill Segregate waste streams in order to enable materials to be recycled or reused Regularly collecting data and monitoring our performance using Key Performance Indicators. 		
1.4	In addition, we are committed to raising awareness of resource efficiency and waste management across the Group and with our supply chain. This will include training and information to employees, contractors and suppliers on waste minimisation opportunities and resource efficiency		

		Reference	Responsibility
2.0	Definitions		
2.1	Controlled Waste – Any waste arising from the site which the holder discards, intends or is required to discard.		
2.2	Hazardous Waste – Waste that has hazardous properties that may be harmful to human health or the environment. (See section 9)		
2.3	Inert Waste – Is waste that is chemically inert and will not degrade over time. Examples include rubble, soil, sand and gravel.		
2.4	Active Waste – Is waste that will biodegrade over time and includes wood, plastic, metal and vegetation.		
2.5	Waste Carrier – Person/Company with licence to transport waste (must hold a valid waste carriers licence issued by the EA/SEPA).		
2.6	Waste Transfer Note (WTN) is a document that accompanies the transfer of non-hazardous waste between different holders.		
2.7	Consignment Note – A controlled document for the movement of hazardous/special waste.		
2.8	Absolute Hazardous Waste – these wastes are defined as hazardous in the EWC and no further work is required to define what the chemicals or substances are.		
2.9	Mirror Hazardous Waste – these wastes may be hazardous depending on whether it contains dangerous substances at or above certain action levels.		
2.10	European Waste Catalogue (EWC)/List of wastes – These are a list of wastes that that have been categorised as hazardous or non-hazardous and have a distinct 6 digit reference code.		
2.11	Waste Management Hierarchy		
	The hierarchy for waste management which must be applied to transferring any waste through prevention, preparing for reuse, recycling or recovery.		
2.12	Waste Minimisation		
	Includes a range of methods to 'design-out' waste from a business and limit waste arising's from its activities		
2.13	Waste Management		
	Involves identifying potential waste streams and managing these to ensure efficient disposal.		

		Reference	Responsibility
3.0	Waste minimisation		
3.1	A review of all opportunities for waste minimisation via the Group procurement process must be undertaken for all suppliers and each challenged to reduce waste through the construction process. This will include considering how materials are being delivered to site and evaluating if packaging is appropriate to prevent damage and is not excessive which creates unnecessary waste.		Group Procurement/ Buyers
3.2	All developments must consider opportunities to minimise waste through the design stage and in particular consider how any design changes can impact on reworking or wasted materials. Consideration must be given to the use of construction processes that will reduce the amount of waste created.		Group Technical/ Construction Directors
3.3	All developments must identify the location of on-site storage of materials and ensure that they are appropriate to prevent damage to materials. Delivery of materials must be planned and coordinated so that they can be handled appropriately on site and stored in an appropriate location.	SHE Form 05	Construction Director
4.0	Divisional / Group Offices Waste Management		
4.1	All offices within the Group must have waste management processes in place which enable waste to be managed and these will include:		Office Manager
	Maximise the use of electronic media for dissemination of information both internally and externally. Ensure these are designed to facilitate them being read on-screen and avoid the need for printing.		
	Ensure that printing/copying equipment provides double-sided prints and set this up as the default option for photocopiers and computers		
	 Print release scheme (where the user has to formally 'pull' their printing to a specific printer); this will reduce wastage of printing that is not collected. 		
	 Put in place a segregation and recycling strategy for the following: 		
	 Paper Cardboard Printer and toner cartridges Plastic cups Metal dinks cans Batteries Electrical Equipment 		

				Reference	Responsibility
5.0	General Waste M	anagement on	Construction Sites		Contracts
					Manager/
5.1	Waste Stream	Colour Code	Container Type / Size		Project Director
	Mixed Waste	Red	See note below*		
	Inert Waste	Green	Stockpile or 20 yd skip		
	Plasterboard	Blue	8, 12, 14 yd skip		
		Orange	12-14 ya skip**		
		Purple / Black	Haz Waste Station		
	Wood		12_14 vd skip**		
	Metal	Brown			
5.2	*Mixed waste skips they form part of a licensed waste tran waste materials at site **No Roll On Roll Director level sign compactable waste contamination and All sites must have each waste stream appropriate waste source. Segregati	s must not be pr waste manager nsfer / handling the end of the c Off (RORO's) to off is agreed in a e and wood due high costs appropriate col n. Tipper skips t stickers to ensu on / compound a	ovided on site unless nent process linked to a station or to remove onstruction period on be used unless advance for to the potential for our coded signage for o be labelled with re segregation at area to have appropriate		Site Manager
5.3	signage to ensure All sites to ensure at source instructio cross contaminatio	the area is clear contractors adho on utilising tipper on of waste strea	'ly visible ere to the Segregation skips/bins to eliminate ams		Site Manager
5.4	The waste poster r requirements for w specific induction.	must be displaye aste manageme	ed in site cabins and ent included at the site		Site Manager
5.5	Where segregation segregation at a w licensed waste car sites must be perm Permit/Waste Man where appropriate	n is not practicat aste transfer/ha rier must be und nitted under eithe agement Licenc).	ble on site then ndling station via dertaken (NB: These er an Environmental æ or an exemption	See Section 7.1 & 8.1	Contracts Manager/ Project Director
5.6	Pallets must not be Back" scheme mus	e placed into ski st be used where	ps and the Group "take e available.		Site Manager
5.7	Divisional Constructor to meet on at least Management Prov management.	ction Director an a quarterly bas ider to discuss a	id Commercial Director is with the Waste and improve waste		Construction Director / Commercial Director
5.8	Site Management Management Prov performance agair performance	must accompan ider on Waste A ist the waste pol	y the Waste udits to review licy and segregation		Site Manager

Barratt Developments PLC
Occupational Safety, Health & Environmental System
Waste Management

		Reference	Responsibility
5.9	The Waste Management Provider is to be contacted to conduct toolbox talks regarding waste management and segregation best practice on all new developments with follow up toolbox talks as required.		Site Manager
6.0	Registration as Producer of Hazardous Waste		
6.1	All developments in Wales must be registered with the Environment Agency (EA) prior to any works commencing as potential producers of hazardous waste. Registration must be renewed annually. A unique registration code will be issued, which must be displayed in the site offices. (Not a requirement in England and Scotland).		Technical Director/Site Manager
7.0	Waste Carriers Licence		
7.1	All contractors removing waste from site must hold a valid Waste Carriers Licence (WCL) which must be available on site at all times. A matrix of carriers provided by one of our approved brokers is acceptable. This includes WCL for any sub-contractors removing waste from site and also contractors removing soil, portable toilet waste and road sweepings.		Technical Director
8.0	Environmental Permits - England and Wales/Waste Management Licensing (WML) - Scotland		
8.1	All waste disposal companies used must be permitted or licensed by the EA and SEPA respectively. In England and Wales they will be covered by an Environmental Permit or an Exemption and in Scotland they will be covered by a WML or an Exemption.		Technical Director
8.2	An Environmental Permit, WML or Exemption will be required for the actual site where waste materials are treated for recycling or re-use. The following exemptions may apply where applicable:		
	Mobile crushers must have a Part B Permit to operate issued by the Local Authority (LA), which must be kept with the machine. The LA must be notified each time a machine is moved into their local area or to a new location.		Technical Director
	Site gained concrete, bricks, tiles or other materials can be crushed and reused as sub –base or fill. In this case a T7 Permit exemption (England and Wales) or a Paragraph 24 exemption (Scotland) can be registered. In England and Wales. This is registered with the LA and in Scotland with SEPA. The total waste stored must not exceed £20,000 tonnes at any time and any movement of the material to other locations will be subject to waste transfer documentation and waste carriers licensing.		Technical Director

BGS 29 Page 6 of 13 Issue date: July 2019

			Reference	Responsibility
	A U1 ex to allow	ent or screening of soils or wastes (other than e, bricks or tiles) will be subject to a T5 on (England and Wales) but the maximum es that can be stored or treated is 5000 tonnes by year period. emption (England and Wales) can be obtained use of suitable wastes for small scale		Technical Director Technical Director
	 Construct Usin aggited development Usin roace Usin bridited bridit bridited bridited bridited bridited b	ction. Example activities include: Ig crushed bricks, concrete, rocks and regate to create a noise bund around a new elopment and then using soil to landscape it to ole grass to grow. Ig road planings and rubble to build a track, I or car park. I or car park. I g wood-chip to construct a track, path or eway. ging in some soil from another place for use in scaping at a housing development.		
8.3	The followir Table 1 - ` wastes be	ng limits apply to any exemption: You can use to 5000 tonnes in total of the slow for any construction activity.		Technical Director
	Codos	Wasto typos		
	010102	Waste types		
	010102	excavation		
	010408	Waste gravel and crushed rock other than		
	010400	mentioned in 010407		
	010409	Waste sand and clays		
	101208	Waste ceramics, bricks, tiles and construction products (after thermal processing)		
	101314	Waste concrete and concrete sludge		
	170101	Concrete		
	170102	Bricks		
	170103	Tiles and ceramics		
	170107	Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 170106		
	191209	Minerals (for example sand and stones)		
	191212	Aggregates only		
	Table 2 - ` wastes be	You can use up to 1000 tonnes in total of the low for construction purposes		
	Codes	Waste types		
	170504	Soil and stones other than those mentioned in 170503		
	170506	Dredging spoil other than those mentioned in 170505		
	191302	Solid wastes from soil remediation other		
	000000	than those mentioned in 191301		
	200202	Soli and stones		

			Reference	Responsibility
	Table 3 - ' from Tabl constructi The waste use.	Within the 1000 tonnes total for use of wastes e 2, you can only use the waste below for the on of tracks, paths, bridleways or car parks. e must be processed into chipped form prior to		
	Codes 170302 020103 030101	Waste typesBituminous mixtures other than those mentioned in 170301Plant tissue wasteWaste bark, cork and wood only		
	You can u below onl	use up to 50000 tonnes in total of the wastes y for the construction of roads.		
	Codes 170302 170504	Waste typesBituminous mixtures other than those mentioned in 170301Road sub base only		
	 A Paraget for const long as on the s site, and 	graph 19 exemption (Scotland) will be required struction materials stored or received on site as no more than 50000 tonnes of waste is stored site at any time, the waste is suitable for use on d is not stored for more than 12 months.		
8.4	Constructio producing a regarded as stabilisation required.	n activities undertaken for the purpose of a suitably engineered soil would not be a waste management activity (i.e. lime and piling) and a permit/licence would not be		Technical Director
8.5	Where unc during cons on the same there is no i provided: the further treat works is use certainty.	ontaminated materials are produced on site truction work and are then stored and re-used e site, in accordance with planning permission, requirement for a Permit/WML/Exemption bey are suitable for that use and require no ment; only the quantity necessary for the ed; and their use is not a mere possibility but a		Technical Director
	Relevant ac produced o include cut arisings spr combinatior	ctivities involving uncontaminated materials n site and then reused on the same site may and fill; simple foundation excavations with ead evenly under the ground floor slab and the n of soils to create a retaining structure.		
8.6	On multi-ph site and it is (for the who will not gen where differ agreement place which	ase developments, if arisings are put to use on a done in accordance with planning permission ble development) then a permit or exemption erally be required. This can also be the case rent developers are involved in a consortium for a development and a formal agreement is in a identifies levels of responsibility.		Technical Director

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		Reference	Responsibility
8.7	Where clean waste material is transferred from one development to another or imported from a third party source, an exemption from a Permit/WML can be granted by the EA/SEPA respectively. These exemptions must be applied for prior to the work commencing (25 days in England and Wales and 21 days in Scotland).		
8.8	Where contaminated materials produced on site during construction works (including excavated soils) are used on site in accordance with the planning permission these may not be regarded as waste and a permit/license not required. (The criteria in 8.5 must still be achieved).		Technical Director
	This can include activities such as site re-grading and use of materials below cover or capping layers, buildings and hard standing.		
	In this case an assessment must be made to ensure that materials will not pose a risk to the environment. This must be detailed in a remediation strategy for the site, which meets EA/SEPA requirements.		
9.0	Duty of Care – Waste Materials		
9.1	All appropriate measures must be taken to ensure anyone who is involved in the chain of custody for waste is appropriately permitted/licensed. (Waste will include clean soil from site being deposited off site or imported clean soil to site).		Contracts Manager / Project Director
9.2	All waste must be appropriately identified and stored on site and covered to prevent uncontrolled release. Skips must not be allowed to overspill and disposal areas kept clean and tidy.		Site Manager
9.3	Waste must only be transferred to an authorised person capable and permitted/licensed to deal with the type of waste produced.	See Section 14	Site Manager
9.4	Periodic reviews must be undertaken to review that waste from site is being handled correctly and transferred to the final point of disposal or recovery as detailed on the SWMP and as per waste transfer note/Consignment note.		Site Manager
9.5	Reasonable steps must be taken to ensure that sufficient site security measures are in place to prevent the illegal disposal of waste from site and illegal dumping of waste onsite.		Contracts Manager/ Project Director
9.6	In the event that Barratt Developments PLC are not the Principal Contractor the pre-contract meetings and competency checks must identify waste management procedures and arrangements made by the external PC.	BGS 06	Technical Director

		Reference	Responsibility
10.0	Waste Transfer Notes (WTN)		
10.1	A waste transfer note must be received from the Waste Carrier for each load of waste that leaves site.		Site Manager
10.2	For repetitive transfers of non-hazardous waste, a season ticket can be utilised for up to 12 months. These can only be used where the parties involved in each transfer are the same and where the description of waste transferred remains the same.		Contracts Manager/ Project Director
10.3	All waste transfer notes must describe the quantity and types of the waste being transferred and include the appropriate waste code (EWC code) and waste description for the particular waste stream. They must indicate that the hierarchy for waste control has been applied. Construction waste codes are included in Section 12.		Site Manager
10.4	General descriptions such as 'general waste' or 'Inert waste' are not acceptable. It is our requirement as producers to ensure the description is accurate.		Site Manager
10.5	The waste transfer note must record how the waste is contained/packaged, when it is transferred, where it should go and whom it was transferred to i.e. waste carrier details including waste carriers registration number.		Site Manager
10.6	Both the waste carrier and a responsible person on site who has checked the detail on the transfer note must sign the waste transfer note.		Site Manager
10.7	Copies of the waste transfer note(s) must be maintained for two years. These must be held at the divisional office.		
11.0	Consignment Notes (Hazardous/Special Waste)		Site Manager
11.1	A consignment note is required for hazardous/special waste that is removed from site. A waste transfer note is not required where the waste is controlled by a consignment note. (separate regulations apply in some instances in Scotland see: <u>http://www.sepa.org.uk/media/36660/consigning_special_waste.</u> <u>pdf</u>		
11.2	The consignment note is a three-page document which are colour-coded;		
	Producers/Holders/Consignor's – White Carrier's Copy - Gold Consignee's - Pink		

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Waste Management

		Reference	Responsibility
11.3	Parts A & B must be completed on each copy of the consignment note. A broker can complete this but it remains Barratt Developments PLC responsibility to ensure it is completed correctly.		
	Part A = Holders details Part B = Description of the Waste (Including EWC code)		
11.4	All copies of the consignment note must be given to the carrier who will check parts A and B are correct. They will complete Part C – Carriers Certificate and will return the form to the producer for completion of Part D – Consignor's certificate.		
11.5	On completion of Part D retain the White copy of the note and return the other copies to the carrier.		
11.6	Copies of Consignment notes must be retained for 3 years.		
11.7	Where contractors as part of their work package are responsible for the removal of hazardous waste the division must satisfy themselves that appropriate systems are in place and that waste is being managed effectively.		

12.0 European Waste Catalogue / List of Wastes

17 01	concrete, bricks, tiles and ceramics	
17 01 01	concrete	
17 01 02	bricks	
17 01 03	tiles and ceramics	
17 01 06	mixtures of, or separate fractions of concrete, bricks, tiles and ceramic containing	Μ
	dangerous substances	
17 01 07	mixture of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06	
17 02	wood, glass and plastic	
17 02 01	wood	
17 02 02	glass	
17 02 03	plastic	
17 02 04	glass, plastic and wood containing or contaminated with dangerous substances	Μ
17 03	bituminous mixtures, coal tar and tarred products	
17 03 01	bituminous mixtures containing coal tar	Μ
17 03 02	bituminous mixtures other than those mentioned in 17 03 01	
17 03 03	coal tar and tarred products	A
17 04	metals (including their alloys)	
17 04 01	copper, bronze, brass	
17 04 02	aluminium	
17 04 03	lead	
17 04 04	zinc	
17 04 05	iron and steel	
17 04 06	tin	
17 04 07	mixed metals	
17 04 09	metal waste contaminated with dangerous substances	M
17 04 10	cables containing oil, coal tar and other dangerous substances	М

17 04 11	cables other than those mentioned in 17 04 10	
17 05	soil (including excavated soil from contaminated sites), stones and dredging spoil	
17 05 03	soil and stones containing dangerous substances	Μ
17 05 04	soil and stones other than those mentioned in 17 05 03	
17 05 05	dredging spoil containing dangerous substances	Μ
17 05 06	dredging spoil other than those mentioned in 17 05 05	
17 05 07	track ballast containing dangerous substances	M
17 05 08	track ballast other than those mentioned in 17 05 07	
17 06	insulation materials and asbestos-containing construction materials	
17 06 01	insulation materials containing asbestos	Μ
17 06 03	other insulation materials consisting of or containing dangerous substances	Μ
17 06 04	insulation materials other than those mentioned in 17 06 01 and 17 06 03	
17 06 05	construction materials containing asbestos	Μ
17 08	gypsum-based construction material	
17 08 01	gypsum-based construction materials contaminated with dangerous substances	Μ
17 08 02	gypsum-based construction materials other than those mentioned in 17 08 01	
17 09	other construction and demolition wastes	
17 09 01	construction and demolition wastes containing mercury	M
17 09 02	construction and demolition wastes containing PCB (for example PCB-containing	M
	sealants, PCB-containing resin-based floorings, PCB-containing sealed glazing units,	
	PCB-containing capacitors)	
17 09 03	other construction and demolition wastes (including mixed wastes)	Μ
17 09 04	mixed construction and demolition wastes other than those mentioned in 17 09 01 and	
	17 09 03	
20 03 01	light mixed waste, mixed compactable waste	
20 03 04	septic tank sludge	

13.1 Other Potentially Hazardous Waste

Where products carry the following hazard warning symbols they will be deemed hazardous and may require special means of disposal. There are other substances, which will be deemed hazardous but these are the most common found on our sites.



13.2 Disposal of hazardous Waste

All developments must have a facility for managing hazardous waste. Disposal of products into these facilities must be strictly controlled. All hazardous waste must be transferred to a licensed carrier using a consignment note to track its movement.

13.3 Paint Tins or Tubs

Paint tins or tubs may be classified as hazardous waste.

All sites must use the paint can/tub recycling service provided by the approved supplier Dulux Decorator centres where practicable. Dulux will provide bags for recycled cans as follows:

- Blue for water based
- Red for solvent based

All cans or tubs being recycled must contain no more than 25mm of wet paint and have lids securely fastened. Dry tubs or cans will not need to have lids on. The Dulux Decorator centre will pick up the empty cans when they make deliveries of new paint to the site.

Solvent Based Paint Cans or Tubs

For solvent based paint or woodcare coatings, the containers which are not recycled as detailed above may be classified as hazardous. The chart below can be used to determine whether the empty or partially emptied containers are classified as hazardous or non-hazardous.



Water Based Paint Cans or Tubs

In the case of water based paint containers, all the waste will be non-hazardous provided the contents are drained/scrapped and the lid is left off to completely dry off residue. The same waste codes will apply for non-hazardous waste packaging as above.

13.4 Mastic Tubes

Mastic tubes must be fully discharged to remove any residue. If there is any residue in the nozzle or any other part of the tube and is not removed prior to disposal, the tube will be classified as hazardous. Nozzles should be removed and any section of the tube with mastic remaining cut away and treated as hazardous waste. The remainder of the tube can be disposed of as non-hazardous waste.

13.5 Resin Tins or Aerosols

Part used resin tins and aerosols displaying one of the hazardous warning signs must be treated as hazardous even if empty.

14.0 Guidance on content of Waste Transfer Notes

Section A - This must contain sufficient information about the waste to enable anybody coming into contact with it, to handle it safely. The description should be in words and by using the appropriate EWC code. It is not acceptable to use non-specific terms such as 'General waste'. It is also important to ensure the quantity and how the waste will be contained is detailed. Section A - Description of the Waste Please describe the type of waste below; Section B – This must have details of the site and address where the Please give the six figure European Waste Catalogue (EWC code waste has been produced. This must be signed by an authorised Total Quantity of waste to be collected person i.e. site manager Describe how it is contained i.e. loose or packaged Section B – Waste Producer 🔸 Post Code Address Name: Section C – This must include the name and address of the company collecting the waste Signature: including their waste registration number and be signed by the authorised person i.e. driver Section C – Person or Company collecting the Waste Post Code Name: Address Registration Number: Section D – The location where the waste Signature: will be deposited must be detailed including Section D – Location of disposal/Transfer the date and time of transfer. The name of the waste broker should also be included. Date of transfer Waste Broker who arranged the transfer The waste management hierarchy has been applied to this waste transfer and consideration given to reusing or recycling waste before transferring it.

Appendix 4
Construction Site Noise Code



BARRATT

built around you



Peterchurch_Issue 2024

Noise Control on Construction Sites

1 <u>Purpose of Code</u>

The purpose of this code of practice is to ensure that disturbance due to noise arising from our construction works is kept to an acceptable level without the imposition of unnecessary or unduly onerous restrictions on contractors.

2 <u>General Requirements for Noise Control</u>

- 2.1 Compliance with BS 5228 'Code of practice for noise and vibration control on construction and open sites' is expected as a minimum standard. In all instances where alternative working methods exist the minimisation of noise and vibration shall be a prime consideration in the choice of technique and equipment used.
- 2.2 The contractor is responsible for ensuring that all plant and equipment including any which may be on hire, is well maintained, properly silenced and used in accordance with the manufacturer's instructions, as required by the above British Standard.
- 2.3 Good relations with people living and working in the vicinity of the site operations are of paramount importance. Local people are to be kept informed of progress and complaints will be treated fairly and expeditiously.

3 Measures to Minimise Noise Disturbance

The need for the following measures should be considered prior to commencement of works:

- Scheduling certain works to more acceptable times of day.
- Use of the most environmentally acceptable plant and equipment which is properly maintained and silenced.
- Use of the least intrusive method of work.
- Proper instruction and supervision of staff.
- Use of mortar silos instead of cement mixers.
- Avoid necessary revving of engines and switch off equipment when not required.
- Keep internal haul roads well maintained and avoid steep gradients.
- Minimise drop height of materials.
- Start up plant and vehicles sequentially rather than all together.
- Minimise reversing manoeuvres with one way systems wherever possible.
- Ensure deliveries are during permitted hours of work.

4 Normal Working Hours

As a general rule, where residential occupiers are likely to be affected by noise, it is expected that works of demolition and construction shall be carried out during normal working hours:-

- (7.30 to 18.00 hours Monday to Friday; and
- (7.30 to 13.00 hours on Saturdays: and
- No working on Sundays or Bank Holidays
- 4.1 In areas which are predominantly commercial or industrial and it is likely that the works will adversely affect business operations, these hours may not be appropriate and there may be advantages for works to be carried out outside normal working hours. Often in mixed use areas there will be a need to compromise between the needs of business and residential occupiers.

Appendix 5







Pollution Prevention Guidelines:

August 2011

Safe storage

Above ground oil storage tanks: PPG 2

These guidelines are produced by the Environment Agency for England and Wales, the Northern Ireland Environment Agency and the Scottish Environment Protection Agency, referred to here as 'we' or 'us'.

Pollution Prevention Guidelines (PPGs) are based on relevant legislation and reflect current good practice. Following the guidelines will help you manage your environmental responsibilities to prevent pollution and comply with the law.

If you cause pollution or allow it to occur, you may be committing a criminal offence.

You can find our contact details at the end of these guidelines.

This document is produced in accordance with the Code of Practice on Guidance on Regulation, reference 1.

1. Introduction

Following these guidelines will help you comply with the requirements of the Control of Pollution (Oil Storage) (England) Regulations 2001 (OSR England), the Control of Pollution (Oil Storage) Regulations (Northern Ireland) 2010 and the Water Environment (Oil Storage) (Scotland) Regulations 2006.

They will help you look after your above ground oil storage tanks safely and to minimise the risk of causing pollution. They're good practice advice for tank owners and users but may also be of use to others. We've tried to avoid too much technical information; if you need more detailed information, we have referenced where you can find this throughout the guidance.

The pollution prevention principles below apply to all above ground oil storage, but these guidelines are specifically written for domestic and small or medium sized commercial oil storage. We refer to legislation that you must follow.

The guidance covers:

- installation of new or replacement tanks
- compliance with legal requirements for existing tanks
- current good practice.

For information and guidance on other types of storage please see References 2 to 6 (Section 15):

- underground oil storage
- drums
- intermediate bulk containers
- large industrial oil tanks.

- tank farms
- forecourt oil storage
- storage for dispensing into vehicles

In the case of forecourt oil storage, only suitably-qualified competent contractors approved for working on hazardous sites should be used to install or perform maintenance on your oil tanks. Guidance for oil refineries and distribution depots is available from the Energy Institute, contact details in Section 15.

2. Key points

You need to consider the following points to make sure your above ground oil storage is safe, secure and legal. Each point has further detail in the listed sections.





3. Background

Oil is among the most common pollutants in the UK. Cleaning up oil spills can be difficult and expensive. Dealing with a spill will cause you and maybe your neighbours a great deal of inconvenience. Make sure you have insurance cover, not just to replace the lost oil. Your policy should include:

- environmental clean up for accidental oil loss;
- a high enough liability limit to cover you if neighbouring land and/or boreholes are affected;
- the costs of cleaning up oil on your own property.

By following these guidelines you will reduce the risk of pollution caused by the poor storage of oil in above ground tank installations, poorly maintained tanks and unsuitable filling practices.

4. Legal background

In England and Wales, it is against the law to cause water pollution and there are specific regulations that may apply to your oil storage tank. Non compliance with these regulations is an offence and may result in enforcement action being taken against you.

In Northern Ireland, the Water (NI) Order 1999 means you need a consent for discharge from NIEA before you make any discharges into the water environment, surface water or groundwater. If you make a discharge without a consent, or that doesn't meet the conditions of your consent, you are committing an offence.

In Scotland, the storage of oil is regulated by the Water Environment (Oil Storage) (Scotland) Regulations 2006, (OSR Scotland), as detailed below. Where oil storage results in pollution of the water environment, this may constitute an offence under the Water Environment (Controlled Activities) (Scotland) Regulations 2005, as amended. Non compliance with these regulations may result in enforcement action being taken against you.

4.a Control of Pollution (Oil Storage) Regulations

In England, above ground oil storage is regulated by the Control of Pollution (Oil Storage) (England) Regulations 2001, (OSR England). Oils covered by these regulations include petrol, diesel, vegetable, synthetic and mineral oils. They apply to most industrial, commercial and institutional sites storing oil in containers over 200 litres and to private dwellings with containers storing more than 3,500 litres. The Environment Agency is responsible for enforcing these regulations throughout England and may serve an Anti Pollution Works Notice requiring inadequate facilities to be brought up to standard. Answers to a number of frequently asked questions are available on our web site at <u>www.environment-agency.gov.uk/osr.</u>

In Northern Ireland, oil storage is regulated by the Control of Pollution (Oil Storage) Regulations (Northern Ireland) 2010, (OSR NI). Under these Regulations 'oil' means any kind of oil and includes petrol, diesel, waste, vegetable and plant oils; but doesn't include uncut bitumen. The regulations apply to industrial, commercial, institutional and public body sites storing oil in containers over 200 litres, including drums and IBCs, and to domestic premises storing 3500 litres and over. They came into effect on 20 March 2011 and their implementation is being phased in. You should check with the NIEA to find when your oil storage must comply.

In Scotland, oil storage is regulated by the Water Environment (Oil Storage) (Scotland) Regulations 2006 (OSR Scotland). These regulations apply to any kind of oil including petrol, diesel, mineral oil, heating oil, lubricating oil, agricultural fuel oil, waste oil and vegetable and plant oils. They don't include uncut bitumen. They apply to the storage of any volume of oil, except private dwellings storing oil in a container with a capacity of 2,500 litres of oil or less. The Scottish Environment Protection Agency (SEPA) is responsible for enforcing these regulations throughout Scotland.

Throughout this guidance we've highlighted text indicating areas that must be complied with under the English, Northern Ireland and Scottish oil storage regulations. Where the regulations differ we've included information about the regulations for each country. Where the term 'must' is used, this refers to your legal requirement under these Regulations where they apply (see References 7 and 8 and the oil storage information pages in useful websites).

Where the Regulations apply.

In England:

- Above ground oil storage in containers over 200 litres.
- Private domestic oil tanks over 3,500 litres.

In Northern Ireland:

- Above ground oil storage in containers over 200 litres.
- Private domestic oil tanks over 3,500 litres.
- Waste oil storage.
- Oil stored in buildings see Section 7.

In Scotland:

- All above ground oil storage (except domestic oil tanks of 2500 litres or less).
- Portable containers of less than 200 litres*.
- Waste oil storage see PPG8, Reference 9.
- Oil stored on farms see Reference 10.
- Oil stored in buildings see Section 7.

*In Scotland any oil storage container must be strong enough not to leak in ordinary use. Portable containers with a storage capacity under 200 litres don't have to comply with the more prescriptive requirements of the OSR Scotland, such as secondary containment, which apply to the remainder of the list above.

Where the Regulations don't apply:

In England:

- Waste mineral oil storage see Reference 9.
- Oil stored on farms for agricultural heat and power see References 10 and 11.
- Oil stored in buildings. Follow good practice recommendations.
- Oil stored wholly underground.
- Premises used for refining oil.
- Premises used for the onward distribution of oil to other places.

In Northern Ireland:

- Oil stored on farms for agricultural use see References 10 and 11.
- Oil stored on premises regulated under the Control of Major Accident Hazards Regulations (Northern Ireland) 2000 where the container is 2500 tonnes or more.
- Oil stored wholly underground.

In Scotland:

- Oil stored in accordance with PPC Part A permits.
- Oil distribution depots for onward distribution to other places.
- Oil stored wholly underground, unless it's in a building.
- Oil stored in vehicles.

In Wales:

• There aren't any equivalent oil storage regulations in Wales. You should follow the good practice advice in this PPG to reduce your risk of causing pollution.

The differences in implementation timescales between OSR England, OSR NI and OSR Scotland are:

In England:

•All non–exempt oil storage in England must comply with the Control of Pollution (Oil Storage) (England) Regulations 2001.

In Northern Ireland – phased implementation:

- New non-exempt tanks installed after 19 March 2011 must comply by 20 September 2011.
- Tanks installed before 19 March 2011 and within 10 metres of any waterway or 50 metres of any well, spring or borehole must comply by 20 March 2013.
- All other tanks installed before 19 March 2011 must comply by 31 December 2015.

In Scotland:

•All non–exempt oil storage in Scotland must comply with the Water Environment (Oil Storage) (Scotland) Regulations 2006.

Appendix A contains a checklist to help you decide whether improvements are needed to your oil storage system to comply with the OSR in England, Northern Ireland and Scotland. You must consider the timescales for the Regulations to decide when your oil storage must comply.

Similar regulations may follow in Wales. You can contact us for more advice.

4.b Building Regulations

Oil tanks connected to fixed combustion appliances, like central heating boilers and cookers, need to comply with the building regulations that apply in England, Northern Ireland, Scotland or Wales (Reference 12). These regulations include requirements for both environmental protection and fire safety. If you're having a new or replacement oil tank fitted or having your tank altered, you should check with your local authority (usually your local council) to see how these Regulations apply to your oil storage tank, or you can have the tank installed by a member of a professional scheme (see Section 15).

Even if your oil tank isn't covered by any of the Regulations above, following these guidelines is good practice and will minimise the risk of your oil causing pollution. In some sensitive locations, we may ask for more stringent environment protection measures than are described here.

4.c The Environmental Damage Regulations or Environmental Liability Regulations

Depending on where you are in the UK (see reference 13) these regulations require people who operate an 'economic' activity to prevent or limit the environmental damage they cause. This includes:

- private businesses
- farming
- manufacturing businesses
- construction and demolition businesses
- waste management businesses
- forestry operations
- public sector schools, hospitals and government departments or agencies
- charitable and voluntary organisations.

These Regulations require polluters to prevent serious environmental damage from their activities or to take action to remedy it. Environmental damage includes:

- serious damage to surface water or groundwater;
- contamination of land where there is a significant risk to human health;
- serious damage to EU protected species or natural habitats, or damage to Sites of Special Scientific Interest (SSSIs) in England and Wales or Areas of Special Scientific Interest (ASSIs) in Northern Ireland.

They follow the 'polluter pays' principle. If there's a risk of damage from your business activities, you must do your best to prevent the damage occurring.

5. Deciding where to put your tank

You should think about environmental and fire protection, access, maintenance and security requirements before deciding where to put a new or replacement oil storage tank.

5.a Avoid high risk locations

We recommend that you don't store oil in high risk locations; these are:

- within 50 metres of a spring, well or borehole;
- within 10 metres of a watercourse;
- places where spilt oil could enter open drains, loose fitting manhole covers or soak into the ground where it could pollute groundwater;
- places where a spill could run over hard ground to enter a watercourse or soak into the ground where it could pollute groundwater;
- places where tank vent pipe outlets can't be seen from the filling point;
- above roof level as spilt oil can run down guttering which is connected to surface water systems.

Oil spilt in these locations will pollute surface waters and groundwaters. If these locations are unavoidable then check with us before you arrange for a new tank to be installed, as we may require additional environmental protection, e.g. overfill prevention device or oil separator on the surface water drainage system.

We recommend at all sites that you have secondary containment for your oil storage tanks wherever you put them, even if it's not required by OSR or Building Regulations, (see Section 6c).

You should or, if OSR applies must, ensure that steps are taken, to minimise the risk of damage to the secondary containment system by impact or collision.

You should consider access for maintenance and deliveries to the tank (filling). Check with your local oil delivery company before making the final decision on where to place a tank. They need to take into account pollution prevention and health and safety aspects of filling your tank. This includes where they can safely park the oil tanker, where the delivery pipes will run and access to the tank. They will also be able to give advice relating to height of the fill point above ground and delivery pipe sizing.

5.b Avoid storing oil in areas at risk from flooding

Containers may float in a flood which could cause pipelines to break and oil to be spilled. If there's no alternative, consider raising tanks above predicted flood water levels as long as this doesn't compromise the tank integrity, safe delivery and handling of your oil. You could also secure your tank so it can't lift as water rises around it. Contact a competent installer, (see Section 15) for advice on securing your tank. Contact us to check if your tank is in an area at risk from flooding. In England, Scotland and Wales you can check our websites for flood maps, which provide details of flood risk areas.

6. Oil storage tanks

Before choosing a new or replacement tank, you should check the following:

- if there are any legal requirements you must comply with;
- that it meets minimum manufacturing standards;
- the type of tank is suited to your requirements.

Also consider the:

- type of oil to be stored
- need for secondary containment
- location of the tank
- safe filling and dispensing.

- safe installation and routine maintenance
- intended use

If you're replacing a tank you'll also have to consider what to do with your old one.

6.a Manufacturing and Quality Standards

There are recognised British Standard and trade association tank standards for different types of tank. Your tank manufacturer, supplier or installer should advise you on the minimum design and manufacturing standards under the appropriate accredited quality assurance scheme. It should comply with BS EN ISO 9001 (Reference 14). Plastic and steel tanks and tank systems manufactured to OFTEC Standards, OFS T100 and OFS T200 respectively, meet these requirements.

Please note that compliance with standards for construction and manufacture doesn't guarantee compliance with OSR. Other aspects such as pipework, location and deliveries, also affect OSR compliance.

Choose a tank that:

- is expected to last at least 20 years, with proper maintenance, before it needs to be replaced;
- is made of a material that is suitable for the type of oil stored;
- is of sufficient strength and structural integrity to ensure that it won't burst or leak in ordinary use;
- has a way of preventing drain down by gravity e.g. top off-take and / or isolating check valves.

Check the recommended maintenance needed for your tank with the manufacturer.

6.b Types of oil storage tank

There are a number of different types of oil storage tanks available. Above ground oil tanks are usually made from steel or polyethylene (plastic). They can be single skinned, double skinned or have a built in bund (integrally bunded) as a complete containment system.

Single skinned tanks are tanks made from one layer of steel or plastic. Single skinned tanks must be put into a secondary containment system, often referred to as a bund.

Double skinned tanks have two layers of steel or plastic with a very small space between them; any ancillary equipment is positioned outside the second skin. The space between the two layers is not enough to contain 110% of the oil your tank can hold. If you choose a double skinned tank, it will not be compliant with the OSR England, OSR NI or OSR Scotland unless it's installed in a constructed secondary containment system.

Integrally bunded tanks have a primary container manufactured with integral secondary containment (see Section 6c and Figure 2) that can hold a minimum of 110% of the volume of oil the inner tank is designed for (Reference 15). Ancillary equipment will also be positioned within the secondary containment.

Figure 1. Shows a diagrammatic example of a single skinned oil tank in an open bund that is constructed in situ. The diagram shows both fixed and flexible draw-off pipes. For tanks in open bunds, we recommend there is a minimum distance of 750 mm between the tank and the bund wall and 600 mm between the tank and the base to allow access for external inspection and maintenance.

Figure 2. Shows a diagrammatic example of an integrally bunded oil tank. These tanks are manufactured off site and installed onto a suitably constructed base. The diagram shows a fixed draw-off pipe, overfill prevention device and oil monitoring between the tank and secondary containment.



Figure 1. Example of a single skinned oil tank within an open bund

Figure 2. Example of integrally bunded tank (could be constructed of metal or polyethylene and may not be this shape and design)



Figures 1 and 2 aren't drawn to scale or engineering drawings. They are for illustration only. Different configurations exist depending on the manufacturer, type of tank and installation.

6.c Secondary Containment (also known as bunds)

Secondary containment is an area around a tank and its ancillary equipment designed to contain any loss of oil and to prevent it from escaping to the environment. It can be manufactured as part of an integrally bunded tank system or built on site ready for the tank to be put into it. Your tank may need to have secondary containment by law depending on where it is and what it's used for. But to protect the environment we recommend you should bund all tanks as it is good environmental practice.

Secondary containment must hold at least 110% of the volume of oil the tank is designed to contain.

The extra 10% margin is intended to take into account a range of factors, including:

- loss of the total tank contents, for example due to vandalism or an accident;
- sudden tank failure or leaks;
- overfilling;
- containment of fire-fighting agents;
- dynamic factors such as overtopping caused by surge and wave action following tank failure;
- an allowance for rainfall during an oil spill incident.

If you have more than one oil storage tank in the system, the secondary containment must be capable of storing 110% of the biggest tank's capacity or 25% of the total capacity, whichever is the greater.

Secondary containment must be impermeable to oil and water with no direct outlet:

- connecting it to any drain, sewer or watercourse;
- discharging onto a yard or unmade ground.

Ideally, any pipework to fill or empty your tank shouldn't pass through the secondary containment floor or walls (the bund). If this is unavoidable, the joint between pipe and bund should be sealed with a material that is resistant to attack by the oil stored, so that the containment remains leak-proof.

Don't store anything in the secondary containment as this will reduce the volume available in the event of a spill and can cause a fire risk if it becomes soaked in oil.

For agricultural oil storage in England, Northern Ireland and Wales it is a legal requirement that bunds are expected to remain impermeable, with proper maintenance, for at least 20 years, (see References 10 and 11).

If you're considering an integrally bunded tank system, check with the manufacturer to make sure that it is designed to provide at least 110% secondary containment capacity. Some tank systems may not provide enough capacity if your tank is overfilled. Be aware that it isn't easy to see into the secondary containment section of an integrally bunded tank. We recommend your tank is fitted with an overfill prevention device and secondary containment sensors that detect if oil has collected in the bund from an incorrect delivery, overfill or inner tank problem and to warn you if additional maintenance is needed.

7. Installing tanks

You should have your tank installed by a suitably-qualified tank installer who's registered with a professional scheme for the type of tank you're having installed. They will make sure that tanks are installed according to the relevant standards and good practice. Professional schemes are run by a number of organisations (see Section 15 for more details).

Tanks should be sited on an appropriately designed and constructed base or support with sufficient room around it to protect the tank from fire in the surrounding area, see BS 5410 (Reference 16). Check what you need for your tank with the tank manufacturer or competent installer.

To prevent pollution, the delivery and dispensing area around your tank should have an impermeable surface and be isolated from surface water drainage systems.

Make sure you keep the manufacturers and installers information for your tank. Leave all the markings and stickers on your tank when it's installed. These include tank manufacturer, make, model and capacity markings. Many oil tanks come supplied with an Oil Care Campaign tank sticker that gives information about what to do if you have an oil spill. It may be a legal requirement for your tank to have this. If your tank doesn't have an Oil Care Campaign tank sticker, you can get one from us. If you have more than one tank, label all your tanks and their fill points clearly, with the type of product stored and tank capacity.

You should protect your oil storage tank from the risk of fire. Building Regulations (Reference 12) allow for fire protection by using approved distance between the tank and surrounding structures or by a physical fire protection barrier. Don't store any materials close to your tank or in the secondary containment.

Tanks within buildings – in Northern Ireland and Scotland these must comply with OSRNI or OSR Scotland. In England and Wales follow all good practice recommendations to prevent pollution. Building Regulations are likely to apply.

For tanks in constructed secondary containment

If your tank is being installed in a constructed bund, the bund should be built using reinforced materials, with no damp-proof course and rendered impermeable to oil. There are detailed specifications and drawings available for constructed bunds using concrete and masonry (References 17, 18 and 19). These will make sure your masonry or concrete bunds are constructed to be oil tight and fit for purpose.

Your bund should be designed to reduce the risk of oil escaping beyond the containment area if your tank developed a hole (known as jetting).

To reduce the chance of this happening:

- keep the tank as low as possible within the bund;
- increase the height of the bund walls;
- leave space between the tank and bund walls;
- don't put one tank above another.

A constructed bund should also have a sump fitted into the base so you can remove rainwater for safe and legal disposal, (see Figure 1).

The Construction Industry Research and Information Association (CIRIA) suggests in locations with high rainfall, 110% capacity in an open bund may not be enough to provide protection from loss of oil (see Reference 17). They give an alternative method to calculate the size of secondary containment needed for tanks in open bunds in locations with high rainfall. The method for calculating bund capacity depends on the risk of polluting water. If you're in any doubt about the sensitivity of a site, consult us.

8. Ancillary equipment

These are the fittings and pipework that all tanks will have, e.g. a vent pipe, but others may be needed according to the tank type, location or use.

For example:

- a heating oil tank may have a fixed draw off pipe;
- a tank used for refuelling may have a pump and flexible hose to deliver oil;
- a tank with a remote fill point or in a sensitive location may have an overfill prevention device.

Ancillary equipment, e.g. valves, filters, sight gauges, vent pipes, must be within the secondary containment system so any discharges of oil are retained.

Many of these fittings are shown in Figures 1 and 2 above and are discussed below.

An oil tank user guide 'Get to know your oil tank', might also be useful to you, Reference 20.

8.aMeasuring tank contents

You need to be able to measure how much oil is left in your tank so you can order the right amount when your tank needs refilling and to monitor how fast you use your oil. There are many products available to measure tank contents including electronic, float and hydrostatic gauges, sight or visual gauges and dip sticks. Some are read at the tank others remotely. Ask the tank manufacturer or a qualified competent tank installer for advice on a suitable system for your tank. If storing flammable liquids (as classed by Health and Safety Executive (HSE)), your gauge should be safe for use with the product you store.

Sight gauges

- must be located in the secondary containment;
- must be properly supported so it can't come loose;
- must be fitted with a valve that closes automatically when the gauge isn't in use;
- valves should never be kept open;
- valves should only be opened when taking contents' readings.

Delivery drivers should close sight gauge valves at the end of their delivery. After your tank has been filled, check that the sight gauge is shut and isn't leaking. Sight gauge tubes aren't suitable for use with integrally bunded oil tanks.

Dipstick - only use it in the tank for which it is intended.

8.b Pipework

All pipework should be:

- made of a material suitable for use with the oil you're storing;
- supported so it's secure and can't come loose;
- positioned or protected to minimise the chances of damage by impact or collision;
- protected against corrosion;
- where appropriate, insulated to prevent freezing up and frost damage.

Vent pipe

This allows oil vapour and air to escape from the tank when it is being filled and allows air in when fuel is being drawn off.

We recommend that tanks (including those in buildings) are installed so that vent pipes can be easily seen during deliveries; and that the vent pipes are within and discharge into the secondary containment system.

Legal requirements:

In England:

- Vent pipes must within the secondary containment system and must be arranged so that any discharge is directed vertically downwards into the system.
- The tank must be fitted with an automatic overfill protection device, if the filling operation is controlled from a place where it is not reasonably practicable to see the tank and any vent pipe.

In Northern Ireland:

- Vent pipes must be within the secondary containment system and must be must be arranged so any oil discharged is contained within the system.
- The tank must be fitted with an automatic overfill protection device (which may include an alarm sounding device) if the filling operation is controlled from a place where it is not reasonably practical to observe the tank or any vent pipe.

In Scotland:

- Vent pipes (including those on tanks within buildings) must be within the secondary containment system.
- The tank must be fitted with an automatic overfill protection device (which may include an alarm sounding device) if the filling operation is controlled from a place where it is not reasonably practical to observe the tank or any vent pipe.

Fill point

The fill point is where the tanker delivery pipework connects to fill the tank. There are different arrangements depending on tank type, size and location.

Coupling - If your tank fill point has a serviceable screw fitting or other fixed coupling, it must be used when filling the tank. The fill point should have a lockable fill cap with a chain and be marked clearly with the product type, tank capacity and, where appropriate, tank number. The cap should be replaced to the pipe after each delivery to protect it from damage and unauthorised use.

Position – we recommend your fill point should be at the tank and within the secondary containment system (OSR England only) or in a suitable cabinet with a drip tray to catch any oil spilled during deliveries. Where your fill point is outside the secondary containment system, a drip tray must be used to catch any oil spilled during deliveries.

Fill point drip trays should be:

- clean, free from water and other debris before each use;
- large enough to hold all the oil that could be lost when the fill point shut off valve has been closed and the delivery hose is disconnected;
- able to be moved without risk of spilling the oil we recommend your drip tray holds at least 3 litres, it may need to be larger;
- checked after each delivery and if necessary safely emptied before being put away; we
 recommend you ask your oil delivery company to do this for you;
- kept somewhere safe where they can't collect rain water when not in use.

Remote fill - if there's no alternative and you have to have a fill point which isn't near the tank (or it isn't practical to see the tank and vent pipe), a remote fill point will be needed. Your registered, competent tank installer (see Section 15) can advise you about standards required for remote fill points. If you have a remote filling point and the vent pipe can't be seen during delivery you must have an overfill prevention device.

Shut-off valves should be fitted to extended fill pipes because they can retain oil after the delivery.

If you have more than one tank - provide separate fill pipes for each tank, unless they're connected by a balance pipe with a greater flow capacity than the fill pipe. Each fill pipe should have its own fill point shut off valve, and be marked with its corresponding tank/compartment number, volume and type of oil.

Pipework to take oil from your tank (draw-off or supply pipe)

The general points above apply. Whenever possible, site supply pipework above ground to make it easier to inspect and repair. We recommend using tanks that have top outlet off take pipes; and that feed lines should have anti siphon and isolating valves to prevent the tank contents draining down because of leaks, damage, theft or vandalism.

Use pumped dispensing from oil storage tanks for refuelling to reduce the chance of oil spills. If you can't avoid gravity dispensing then tanks should be properly supported and installed. Suitable secondary containment for the tank and its ancillary equipment should be designed to reduce the chance of oil 'jetting' from the high tank in the event of an overfill or damage.

Consider the risk to the user from working at height (to fill, inspect, maintain and draw-off), suitable ladders, railings and other health and safety equipment may be necessary.

Filters or isolating valves used to protect the draw-off pipe or downstream equipment in a gravityfeed system aren't considered ancillary to the container. Where practicable, locate this equipment within the secondary containment system. We recommend that valves should be lockable or have removable hand wheels.

Flexible delivery pipes

These should only be used where you need to move the end delivery point, for example when fuelling vehicles. Fit the pipe with a tap or valve at the delivery end, which closes automatically when not in use; we recommend you use a trigger nozzle designed to dispense oil. Where the pipe isn't fitted with an automatic shut-off device, it mustn't be possible to fix the tap or valve in the open position. The pipe must either:

- have a lockable valve where it leaves the tank which is locked when not in use and be kept in the secondary containment; or
- must be in an enclosed secure cabinet which is locked shut when not in use and has a drip tray.

Dispensing pumps should be:

- positioned to minimise the risk of damage by collision;
- fitted with a value in its feed line that prevents the tank contents emptying if there's damage to the pump or feed line;
- protected from unauthorised use.

Pumps **are not** ancillary to the oil tank. You should ensure any oil that could leak from a pump is contained either by a bund or drip tray. Pumps for oil with a flash point below 55°C should never be within the secondary containment system because of the risk of explosion. If your pump is within the secondary containment, check it's positioned above the 110% containment level so it can't become submerged.

Underground pipework

These should be avoided where possible as they can't easily be checked for damage or leaks and have a greater risk of causing pollution. You should only use underground pipe work where you can't fit pipes above ground. If you do have them we recommend they should:

- be double skinned pipes
- be within concrete ducting
- have as few joints as possible
- be marked clearly on site plans and when possible on the ground.

Underground pipework must also be protected against corrosion and from physical damage like that caused by excessive surface loading, ground movement or ground disturbance. If mechanical joints have to be used, they must be readily accessible for inspection under a hatch or cover.

You must have adequate facilities for detecting leaks from underground pipework. If you use a continuous leak detection device, it should be maintained and tested regularly (in Scotland at least every 5 years). Keep a record of the test results and any maintenance work completed.

If you don't have a continuous leak detection system you must test:

- pipework before use
- pipework with mechanical joints every five years
- all other pipe work at least every ten years.

These are minimum requirements and it's good practice to do this more frequently.

Taps and valves

Taps and valves that are permanently attached to the tank and that oil can be discharged from the tank through must:

- be fitted with a lock
- be locked shut when not in use.

8.c Overfill prevention devices

We recommend the use of overfill prevention devices to safeguard against spills. These can be electronic or mechanical which either sound an alarm and/or give a visual warning or automatically stop the oil delivery into the tank. They may be a legal requirement depending on tank location, fill point and vent pipe arrangements.

9. Safe deliveries to your tank

All your tanks should be labelled with the capacity and type of oil they contain and should be individually numbered to help identify them.

Before you order an oil delivery:

- check how much oil is in the tank
- work out the spare capacity
- decide how much oil you need but make sure you don't over order.

Supervise all deliveries. Ensure that whoever is supervising the delivery knows about the tank, its equipment and what to do if there's a spill. If you have more than one tank, make sure the correct tank

is being filled. The Federation of Petroleum Suppliers (FPS) produces information on safe deliveries. For additional information, see Section 15.

If your tank is filled from a place where it is not practicable to see the tank and any vent pipe, it may need to have a remote fill point fitted. Where a tank has a remote filling point and the vent pipe can't be seen during the filling operation you must have an automatic overfill prevention device fitted to your tank. We don't recommend remote filling points unless there isn't an alternative. Your registered, competent tank installer, (see Section 15) can advise you about standards required for remote fill points.

If your tank has a serviceable screw fitting or other fixed coupling, it must be used when filling the tank. Your fill point should have a lockable fill cap with a chain and be marked clearly with the product type, tank capacity and, where appropriate, tank number. Make sure the cap is replaced to the pipe after each delivery to protect if from damage and unauthorised use, (see Section 7b for more information on fill points).

Dealing with spills

The area around your tank where deliveries are made and, if applicable, oil is dispensed should have an impermeable surface and be isolated from surface water drainage systems. This will prevent oil and/or contaminated water getting into the soil and groundwater. If any oil is spilt during an oil delivery, you should make sure that it can't run into a surface water drainage system.

You should consider if you need a suitably sized oil separator to direct oily liquid away from surface waters and prevent oil escaping from your site. This will reduce the risk of any spilt oil causing pollution if there's a spill. Also check with us to see if environmental sensitivities in your local area mean drainage from this area should pass through an oil separator of an approved design (see PPG 3: Reference 21).

10. Check legal compliance for your existing tanks

There may be legal requirements that your existing tank (including home heating tanks) need to comply with for the OSR England, OSR Scotland or Building Regulations. The checklist in Appendix A will help you check your tank for most OSR England and OSR Scotland requirements.

10.a Secondary containment capacity

Make sure your secondary containment has the capacity to take at least 110% of the volume your oil tank can hold.

For integrally bunded tanks, you can contact the tank manufacturer with the model of your tank; this information should be on your tank somewhere. They should be able to confirm the secondary containment capacity.

For single or double skinned tanks within a constructed secondary containment system, you can calculate the bund volume yourself. You can take account of any volume taken up by tank supports within the bund and consider the volume taken up by any of the primary tank, pipework or pumps. Advice on calculating bund capacity is given in Appendix B.

11. Looking after your tank

The oil tank user guide 'Get to know your oil tank', Reference 20, contains simplified guidance on looking after your tank. Make sure you have a copy as it includes space for you to record essential information about your tank including when it's last annual check was.

Maintenance

Your tank manufacturer will be able to tell you what regular maintenance your tank needs. Use a registered competent technician to check your tanks, secondary containment and pipework every year and remove any condensation water that has accumulated within the tank. You should receive a written report on the state of your tank after the inspection is completed. Any repairs or alterations detailed in the report should be done by a registered, competent technician straightaway.

You should also inspect all accessible parts of your tank, secondary containment, ancillary equipment and pipework regularly, for signs of damage or leaks. If you're unsure how frequently you should do this, contact us for advice. If you notice any damage, you should have it repaired or replaced immediately.

To make sure a constructed bund retains its integrity, use a reputable company to repair any defects in the bund wall or lining promptly.

Keep a log of the inspections, any repair work on your tanks and who's done it.

Record oil usage. Regularly make a note of how much oil is in your tank and compare this to your previous usage. Contact us if you need advice about methods of monitoring your oil use and how often. If you're suddenly using more oil and you can't explain why, this could indicate a problem with your tank or pipework. You should ask a registered, competent technician to check your tank and pipework for faults and make any repairs immediately.

Removing rain water. If you have a tank in an open bund, check the bund after heavy rainfall. If there's no rainwater in the bund, it might not be sealed properly and you should have it inspected and repaired. If rain water has collected in your bund, it will reduce the amount of oil it can contain. If it's necessary to remove accumulated rainwater, we recommend you do this with a manually operated pump or by bailing from the sump. Advice on disposal of bund water from domestic oil storage is available, (see Reference 22). In remote locations, you could use automatic systems that can distinguish between the oil and water in the bund. If you install one of these systems, you need to contact us for advice on where you can dispose of the discharge.

In the long term, it may be more cost-effective to construct a roof over the tank and secondary containment.

Water taken out of the bund might be contaminated. Any accumulated water, oil or debris should be removed and disposed of in line with waste management legislation. In all cases where wastes are removed, as the waste producer you are obliged under the Duty of Care (see Reference 23) to describe the waste accurately and dispose of it properly.

In England and Wales, waste contaminated with oil is classed as hazardous waste unless you can show there is under 0.1% oil.

In Northern Ireland, waste contaminated with oil is classed as hazardous waste, unless you can show there is under 0.1% oil.

In Scotland, waste contaminated with oil is classed as special waste, unless you can show there is under 0.1% oil. To establish if enough oil is present to make a waste special, a generic threshold of 0.1% may be used; however, if the result is below this, there may still be other hazards that make the waste special, such as flammability or toxicity, or the presence of other contaminants; for further information, see Reference 24.

A consignment note system applies for disposal of these hazardous or special wastes. For more details about waste oils, see either PPG8 (Reference 9) or our websites.

Don't use bunds as a store for materials or wastes as this will reduce their capacity and create a fire hazard.

What you should do with your old tank

Make sure that a tank is fully drained, degassed and certified when it's taken out of use and before it's removed. Only suitably qualified and competent technicians should do this work. Never carry out work that heats the tank until after it has been degassed and the appropriate certificate issued (see Reference 25). Under waste management legislation, decommissioned tanks taken off site must be removed by a licensed waste carrier and must be accompanied by a waste transfer note. Tanks can only be disposed of at an appropriately licensed facility. Contact us to find your nearest site.

After your tank has been decommissioned or removed, check that the surrounding soil or groundwater hasn't been contaminated. This can include testing surface and subsurface soil and groundwater samples for products relating to what you were storing. If contamination is found, take action as soon as possible to remove the pollution. Make sure you repeat the testing after the work has been done to ensure all the contamination has been removed. For more information see Reference 2 or contact us.

12. Mobile bowsers

Mobile bowsers are oil storage containers that can dispense oil and are designed to be moved, either being towed or lifted onto another vehicle, but which can't move under their own power. As well as the requirements for the storage container (Section 5) and secondary containment (Section 6c) above, the following apply to mobile bowsers:

- Any flexible pipe, tap or valve must be fitted with a lock where it leaves the container and be locked shut when not in use;
- Flexible delivery pipes must be fitted with manually operated pumps or a valve at the delivery end that closes automatically when not in use. We recommend you use a nozzle designed to dispense oil;
- •The pump or valve must have a lock and be locked shut when not in use.

More detailed information is also available in References 7 and 8.

13. Security

Your oil storage areas should be secured to prevent theft and vandalism. Permanent taps or valves through which oil can be discharged to open areas should be locked when not in use. Display a notice telling users to keep valves, nozzles and trigger guns locked when they're not in use. Pumps should also be protected from unauthorised use.

Valve taps or levers should be corrosion resistant, strong enough to be tamperproof when locked and marked to show whether they are open or closed. When not in use, they should be locked shut. If the tank is being decommissioned then any valve taps or levers should be fitted with a blanking cap or plug.

14. Oil spills

An oil spill from your tank is likely to cause pollution; this will damage the environment and your reputation. Keep a spill kit with commercial sorbent products, sand or earth close to your oil storage to deal with spills, and make sure you or your staff know how to use it safely. Our incident response planning guidance PPG21, Reference 25, tells you how to draw up a plan. Dealing with spills: PPG 22, reference 26, will help you decide what action you may be able to take if you have a spill. These guidelines set out best practice for producing an incident response plan to deal with an environmental incident on your site. Following a plan will help prevent or reduce environmental damage if an incident occurs.

If you have a spill, take immediate action to stop the oil getting into any drains or watercourses. If you can, soak up the spilt oil with the contents of your spill kit, without putting yourself in danger. Don't hose the spillage down or use any detergents to try to get rid of it; you could make the pollution worse. Notify us by calling the Emergency Hotline on 0800 80 70 60. If oil soaks into the ground, the soil soaked in oil should be removed, by a professional company, so it doesn't cause long term pollution. Store any materials that are soaked in oil in containers that won't let the oil run away until it can be correctly and legally disposed of. Surface and subsurface soil and groundwater samples may need to be taken and tested for products relating to the incident. For details on how to legally dispose of materials soaked in oil, see Reference 9.

15. References

All the Pollution Prevention Guidance notes (PPGs) are available at:

www.environment-agency.gov.uk/ppg http://www.doeni.gov.uk/niea/index/publications.htm?act=l&typ=s&ftx=ppg www.sepa.org.uk/about_us/publications/guidance/ppgs.aspx

- 1. <u>Code of Practice on Guidance on Regulation 2009</u>.
- 2. Installation, decommissioning and removal of underground storage tanks: PPG 27
- 3. Drums and intermediate bulk containers: PPG 26
- 4. Refuelling facilities: PPG 7
- 5. Containment of bulk hazardous liquids at COMAH establishments Containment policy
- 6. <u>Buncefield task group final report</u>
- For England, <u>Keep your oil safe: The Control of Pollution (Oil Storage) (England)</u> <u>Regulations 2001</u> leaflet. Environment Agency. For Northern Ireland contact the NIEA for up to date information. For Scotland, Leaflet on Scottish Oil Storage Regulations - <u>Updated advice on storing oil in</u> <u>Scotland</u>. SEPA

- For England, <u>Guidance note for the Control of Pollution (Oil Storage) (England) Regulations</u> 2001. Department for Environment, Food and Rural Affairs (Defra) For Northern Ireland, <u>Guidance note for the Control of Pollution (oil storage) Regulations</u> (Northern Ireland) 2010. Department of the Environment For Scotland, <u>Guidance note for the Water Environment (Oil Storage) (Scotland) Regulations</u> 2006. Scottish Government
- 9. Safe storage and disposal of used oils: PPG 8
- 10. In England and Wales, <u>Code of good agricultural practice</u>, <u>Protecting our water</u>, <u>soil and air</u>. Defra

In Northern Ireland, <u>Code of good agricultural practice for the prevention of pollution of</u> <u>water, air and soil</u>, Department of Agriculture and Rural Development for Northern Ireland (DARD).

In Scotland, <u>Prevention of Environmental Pollution from Agricultural Activity</u> (code of good practice) (PEPFAA Code) Scottish Government.

- 11. For England: <u>Guidance note for the Water Resources (Control of Pollution) (Silage, Slurry and Agricultural Fuel Oil) (England) Regulations 2010 (SSAFO)</u> For Northern Ireland: <u>Guidance note for the Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) Regulations (Northern Ireland) 2003</u> For Wales: <u>Guidance note for the Water Resources (Control of Pollution) (Silage, Slurry and Agricultural Fuel Oil) (Wales) Regulations 2010 (SSAFO)</u>
- 12. In England and Wales, <u>The Building Regulations 2000, Combustion appliances and fuel</u> <u>storage systems Approved Document J</u> In Northern Ireland, <u>The Building (Amendment) Regulations (Northern Ireland) 2006</u> <u>Technical booklet L</u> In Scotland, <u>Building (Scotland) Act 2003</u> and applicable regulations under that act; <u>Section 3 (Environment) of the Building Standards Technical Handbooks (</u>Domestic and Non Domestic Handbooks 2011), Scottish Government, particularly subsections 3.23 and 3.24 of both handbooks.
- For England, <u>The Environmental Damage (Prevention and Remediation) Regulations 2009</u>: Statutory Instrument 2009 No. 153
 For Northern Ireland, <u>The Environmental Liability (Prevention and Remediation) Regulations</u> (Northern Ireland) 2009: Statutory Rules of Northern Ireland 2009 No. 252
 For Scotland, <u>The Environmental Liability (Scotland) Regulations 2009</u>: Scottish Statutory Instrument 2009 No. 266, and amendment.
 For Wales, <u>The Environmental Damage (Prevention and Remediation) (Wales) Regulations</u> 2009: Statutory Instrument 2009 No. 995 (W.81)
- 14. BS EN ISO 9001. Quality management systems Requirements. British Standards Institution BSI
- 15. <u>Above-ground proprietary prefabricated oil storage tank systems.</u> C535. Construction Industry Research and Information Association (CIRIA)

- BS 5410 -1:1997 Code of practice for oil firing. Installations up to 45 kW output capacity for space heating and hot water supply purposes. BSI BS 5410 -2: 1978 Code of practice for oil firing. Installations of 44kW and above output capacity for space heating, hot water and steam supply purposes. BSI BS 5410 -3: Code of practice for oil firing. Installations for furnaces, kilns, ovens and other industrial purposes. BSI
- 17. Construction of bunds for oil storage tanks. R 163. ISBN 0-8601-7468-9. CIRIA
- 18. Concrete bunds for oil storage tanks. Agencies/CIRIA
- 19. Masonry bunds for oil storage tanks. Agencies/CIRIA
- 20. <u>Get to know your oil tank</u>. Oil Care Campaign
- 21. The use and design of oil separators in surface water drainage systems: PPG 3
- 22. <u>Guidance on the disposal of condensate and bund water</u>. Joint OFTEC/WaterUK/ Environment Agency/SEPA publication.
- 23. Waste management, the Duty of Care, a code of practice (revised 1996), ISBN 0-11-753210X. The Stationery Office.
- 24. Special Waste Advisory Note 04 Oil Contaminated Wastes. SEPA
- 25. Cleaning and gas freeing of tanks containing flammable residues. Guidance note CS15. ISBN 0-7176-2166-9. Health and Safety Executive (HSE)
- 26. Incident response planning: PPG 21
- 27. Dealing with spills: PPG 22

Other useful sources of information:

Contact the Oil Bank Line at <u>www.oilbankline.org.uk</u> or on 08708 506 506 for details of your nearest oil recycling bank.

Energy Institute. Tel: 020 7467 7100 www.energyinst.org.uk/home

 Design, Construction, Modification, maintenance and Decommissioning of filling Stations ISBN 0-85293-419X.

Federation of Petroleum Suppliers (FPS) Briefing Notes. www.fpsonline.co.uk

- Making an oil delivery through a property.
- Information your oil distributor will need to know when you place an order.

Useful websites:

The British Standards Institute http://shop.bsigroup.com/

The Construction Industry Research and Information Association (CIRIA) www.ciria.org

The Construction Licensing Executive (CLE) (Scotland) www.clescotland.co.uk

The government on-line business advice and support service:

- For England Business Link <u>www.businesslink.gov.uk</u>
- For Northern Ireland NIBusinessInfo <u>www.nibusinessinfo.co.uk</u>
- For Scotland Business Gateway <u>www.bgateway.com</u>
- For Wales Business Wales <u>www.business.wales.gov.uk</u>
- NetRegs <u>www.NetRegs.gov.uk</u>

Health and Safety Executive: www.hse.gov.uk

The Oil Care Campaign:

- <u>Publications</u>, for example leaflets and tank stickers, are available from, search for Oil Care
- For details of <u>oil recycling facilities</u> across the UK
- In Northern Ireland: <u>Oil Care Campaign</u>
- In Scotland: Oil Care campaign

Oil Storage information:

- For England <u>www.environment-agency.gov.uk/osr</u>
- For Northern Ireland <u>http://www.doeni.gov.uk/niea/water-home/waterpollution.htm</u>
- For Scotland www.sepa.org.uk/water/water regulation/regimes/pollution control/oil storage.aspx

Professional schemes for qualified tank installers:

- APHC Association of Plumbing and Heating Contractors, England and Wales. <u>www.competentpersonsscheme.co.uk</u>
- BESCA Building Engineering Services Competence Accreditation Limited, England and Wales. <u>www.besca.org.uk</u>
- NAPIT National Association for Professional Inspectors and Testers Certification Limited, <u>www.napit.org.uk</u>
- NICEIC National Inspection Council for Electrical Installation Certification, <u>www.niceic.org.uk</u>
- OFTEC Oil Firing Technical Association Ltd, <u>www.oftec.org.uk</u>

Scottish and Northern Ireland Plumbing Employers Federation (SNIPEF) www.snipef.org

The Stationery Office: <u>www.tsoshop.co.uk</u>

Appendix A Checklist for oil storage tanks

Completing this checklist will help you decide if you need to improve your oil storage facilities to comply with the Oil Storage Regulations (OSR) England and Scotland. If you're not sure of the answer, don't guess – get professional help and advice.

If your tank is exempt from the OSR, we recommend you follow these guidelines as fully as possible to reduce the risk of your oil causing pollution. There are other requirements for the Building Regulations that you tank may need to comply with. Check with your local authority for details.

For each time your answer is an x refer to the guidance or contact your registered tank manufacturer, registered, competent technician, delivery company or us to find how to correct this point.

General requirements	x or ./	Comments
Is the tank 'fit for purpose' and in good condition (unlikely to leak or burst in ordinary use)?		e.g. polyethylene isn't deformed or cracked, e.g. metal isn't rusty
Is the tank situated more than 10m from a watercourse or 50m from a well or borehole? If unsure, contact us.		
Is the tank within a secondary containment system?		
Is the tank/containment system located or protected so an impact or collision can't damage it?		
Secondary containment: storage capacity	x or ./	Comments
For a single tank, is the secondary containment at least 110% of the maximum storage capacity of the tank?		See calculation table, page 18
For two or more tanks in one secondary containment system, is the secondary containment at least 110% of the biggest tank's maximum storage capacity, or 25% of the total maximum storage capacity of all the tanks, whichever is the greatest?		
Secondary containment: integrity	x or ./	Comments
Is the secondary containment impermeable to water and oil?		For masonry, concrete and steel containment
Is the secondary containment system intact and without openings or valves for drainage?		Get any cracks or other damage repaired.
Are any draw-off pipes/feed lines and fill pipes that pass through the secondary containment sealed adequately?		
Tank ancillary equipment	x or ./	Comments
Are all valves, sight gauges, vent pipes and taps within the secondary containment system?		
If the tank has a sight gauge, is it properly supported and fitted with a British Standard valve that closes automatically when the gauge isn't in use?		

Are fill and draw-off pipes/feed lines located or protected from impact or collision damage?		
And, if applicable, are they protected from corrosion and frost damage?		
And, if above ground, are they supported properly?		
Are vent pipes, taps and valves arranged so that any oil lost will be retained within the containment system?		
Are all taps and valves fixed to the storage tank, through which oil can be discharged to the open, fitted with locks and locked shut when not in use?		
Deliveries to the tank (filling)	x or ./	Comments
Is the fill pipe situated within the secondary containment system or, if not, is a drip tray big enough to contain any oil that remains in the pipework after filling available?		Empty the drip tray after the tank is filled.
Can the tank and vent be seen from the point where the filling operation is controlled or, if not, is the tank fitted with an automatic overfill prevention device?		
If the tank has a screw fitting or other fixed coupling, is it in good condition?		
Are fittings/couplings being used when the tank is filled?		You need to discuss this with your oil supplier.
Underground pipes (for filling and/or draw off)	x or ./	Comments
Are underground pipes for filling, draw-off or feed protected from physical damage?		
Are all mechanical joints situated as a place accessible for inspection?		For example, under a hatch or cover.
Are there adequate facilities for detecting leaks?		
If permanent leak detection is provided, is it maintained in working order and tested at appropriate intervals?		
If permanent leak detection isn't provided, have the pipes been tested before use?		
Is pipework with mechanical joints tested for leaks every five years?		
Is all other pipework tested for leaks every ten years?		

Flexible draw-off pipes (for draw off)	x or ./	Comments
Is the flexible draw-off pipe fitted with a tap, valve of nozzle at the delivery end that closes automatically when not in use?		If the tap or valve can be fixed in the open position, it should have an automatic shut-off device.
Is the pipe kept within the secondary containment system when not in use or enclosed in a secure cabinet equipped with a drip tray?		
Is there a lockable valve where the pipe leaves the container which is locked shut when not in use?		
Pumped draw-off (non-gravity draw-off)	x or ./	Comments
Is the pump fitted with a check valve in the feed line to the pump?		
Is the pump protected from unauthorised use and locked or isolated when not in use?		
Is the pump located or protected from impact or collision damage?		

If you can't answer a question or have crosses in the second column, it's likely that your oil storage installation needs to be upgraded to comply with the OSR unless it is exempt. The OSR England are fully in force and you must upgrade your oil storage now. To avoid the risk of pollution, take action to upgrade your oil storage as soon as possible.

Appendix B Calculation of capacity for tanks in open secondary containment systems

We've included this so you can check your existing secondary containment meets the minimum requirements of the OSR.

Calculate the capacity of a tank located within an existing open containment system by making the measurements shown in the table below. If the tank supports, or the primary tank, take up significant space, take this into account in the calculation.

Where the tank is enclosed within a proprietary system, refer to the manufacturer for this information.

Calculation	Result	
Maximum capacity of primary tank(s)		
If unknown, use tank length x width x depth in metres and multiply by	litres	A
1,000 to convert to litres.		
Containment capacity = length x width x depth of secondary container		
in metres.	m3	
Then multiply by 1,000 to convert to litres	litres	В
Volume lost in secondary containment by tank supports (if significant)		
in cubic metres.	m3	
Then multiply by 1,000 to convert to litres	litres	С
Actual containment capacity = $B - C$ ($C = 0$ if tank supports don't		
occupy a significant volume).	litres	D
Minimum containment capacity (110%) = (110/100) x A	litres	E

If D is equal or greater than E, then the containment system volume is adequate and will comply with the OSR. We may require additional containment volume in some environmentally sensitive situations.

If D is less than E, then the containment system capacity is insufficient and will not comply with the OSR.

For installations where the tank takes up a significant part of the bund, the capacity available in the event of overfilling may be inadequate. You'll need to consider delivery procedures and alarm systems to manage this risk.

We welcome any questions or comments about this guidance, or suggestions about how we could improve it. Please email us at pollution.prevention@environment-agency.gov.uk, phone us on 08708 506 506 or write to us at:

Environment Agency 99 Parkway Avenue Sheffield S9 4WG.

This PPG is next due to be reviewed by July 2016.

UK wide Incident/Pollution hotline 0800 80 70 60 (24 hrs) Floodline (England, Wales and Scotland) 0845 988 1188		flooding incident line (NI) 0300 2000 100
Environment Agency	Scottish Environment Protection Agency	Northern Ireland Environment Agency
www.environment-agency.gov.uk	www.sepa.org.uk	www.ni-environment.gov.uk
HEAD OFFICE Horizon House Deanery Road, Bristol BS1 5AH	CORPORATE OFFICE Erskine Court The Castle Business Park Stirling FK9 4TR	HEAD OFFICE Klondyke Building Cromac Avenue Gasworks Business Park Lower Ormeau Road Belfast BT7 2JA
Tel: 0117 934 4001	Tel: 01786 457 700 Fax: 01786 446 885	Tel: 0845 302 0008
Pollution.prevention@environment -agency.gov.uk	netregs@sepa.org.uk	NIEAPollutionPrevention@doeni .gov.uk

PMHO0811BUCR-E-E

Appendix 6

Construction Site Silt & Mud Control to Watercourses & Site Boundaries





Peterchurch_Issue 2024

Site Silt Fence Installation (Barratt Good practice Guide)

BDW to adhere with NRW/Environment Agency Code of Practice PPG5 Works in, Near or Liable to Affect Watercourses.

Surface water run-off must be controlled to prevent silt contamination of the existing site drainage. All earth stock piles will be sealed by using the back of the bucket and plant movement around site will be minimised as far as is reasonably practical.



A good placement for silt fence but the installation allowed runoff to funnel directly into the intake.

A proper silt fence installation is much more complex than people think – and more than manuals specify. In the past and in many areas today, silt fence is spoken about in one or two sentences and a couple of bullet points. Since it is rarely installed properly, people don't give it due credit nor understand its potential.

Properly installed silt fence is the most effective temporary sediment control device available. It can withstand concentrated flows (not to be confused with continuous flows), heavy winds, and potentially retain 18 inches of sediment – often times 10-20 tons of sediment per run of fence. It is relatively fast to install so it can go in on short notice, inexpensive, and the posts are recyclable.

However, it is somewhat better utilized for open construction and residential development sites than individual home lots under construction. For maximum effectiveness, any sediment retention device must filter sediment contained in runoff or pond water for deposition/sedimentation to occur, and that is harder to achieve on an individual lot with busy construction traffic.

And that is one of the two most common problems of silt fence: 1) improper placement where ponding cannot occur, and 2) installation issues such as lack of proper backfill and proper compaction.

A proper silt fence installation is like a log chain, if one link is broken, the whole system is ineffective. Silt fence installation has 6 links to be effective: placement, quantity, installation, compaction, posting, and attachment. You can not talk about effective silt fence without including all of the elements.

Placement refers to where and in what shape silt fence is placed on site. Remember, silt fence must pond and filter water! No matter how well it is installed, if water runs around the end(s), the silt fence is worthless. It must be placed where it will store water, with the ends higher than the some interior point - often times a 'smile' or J-hook shape is required to create a storage area. Long runs should be avoided, and broken up into smaller segments.

On-site adjustment is mandatory for an effective silt fence as slopes, etc. can't be anticipated on a desktop and designs may have to change to fit the site. A good contractor should have someone on the crew knowledgeable about sediment control to decide the proper placement of silt fence. The first goal is creating a storage area for runoff and filtration, the second is storing the greatest quantity of water without large overflows.

Quantity refers to area of control. A good rule of thumb is a maximum of 100 linear ft. per 10,000 sq. ft. of area. A one inch per hour rain event produces 6200 gallons of water on just 10,000 sq. ft., so for effective design, utilize multiple runs (smiles) to create multiple storage areas, which also reduce the flow velocities.


J-hooks create ponding area for sedimentation.

Mechanical installation does not excavate soil and leave the spoil dispersed, provides consistent and dependable silt fence installation, and reduces many labor-related installation problems.

Compaction refers to increasing the soil density. The research concluded there is a high correlation between silt fence efficacy and compaction. Installations with adequate compaction resisted washouts, and those with minimal compaction had poor performance. Compaction minimizes water saturating the soil, and thus stabilizes the installation. If trenching, the soil must be over back-filled and compacted with the wheel of a machine to achieve effective results.

Posting refers to proper post spacing and depth in the soil. Posts should be 4-5 ft. apart where water will concentrate, and 6-7 ft. in low stress areas or per the specifications. Posts should be as deep in the ground as the fabric is above the ground. Steel posts are easier to install to the proper depth and have a better life span than wood posts.



Multiple runs break the control area into manageable storage areas.

Attachment refers to properly securing the fabric to the post because it must support 18 inches of water and sediment. Three plastic ties or wire, installed diagonally within the top eight inches of a steel post perform well. Multiple staples or even a small lathe over the fabric is used to secure fabric to wood posts.

The most common problems with silt fence are:

- Improper installation some vague attempt at trenching, or none at all, with little or no backfill, and thus no compaction.
- Posts 8-10 ft. apart and too shallow to stand up against a load and where the fabric is sagging only a few inches above the ground.

Water, especially in volume, is a tremendous force. Because silt fence is mechanically installed in the soil, and supported mechanically, it can detain hundreds of pounds of sediment and water – even a concentrated flow (contrary to general opinion).

Wire creates voluminous, expensive disposal costs thus causing greater environmental harm than benefit. The only reasonable excuse for wire (other than it is status quo) has been that construction people don't like to drive over it, so it doesn't seem to have much credibility from the bureaucratic side either.



Do not remove sediment. Build a new silt fence for full capacity.



A properly installed silt fence retaining runoff for sedimentation to occur.

It is much better to build a new run of silt fence above or below the existing one, and start fresh. If there is not room, the whole installation must be removed, graded out, and reinstalled.

A functioning sediment retention device should be retaining runoff and/or sediment after a rain event. Devices are not filtering if there is no evidence of sediment unless, of course, effective erosion control practices have been implemented upstream. The lack of sediment or ponding runoff is a sign of either poor effectiveness or good erosion control and the

device should be inspected for washout and failure.

Housekeeping – Daily visual condition checks are required to the Site Silt Fence and recorded by the Site Manager.

Site Silt Fence Weekly Record Sheet

Site	Land at Peterchurch, Herefordshire			
Site Manager				

Condition: Good (G) / Fair (F) / Poor (P)

Poor Condition will require immediate maintenance/repair

Date	Silt Fence Condition	Comments (estimate silt levels halted by fence/barrier)