



## Environmental Aspects and Impacts Register

The purpose of this procedure is to ensure that all environmental aspects of the company's operations and activities are identified and that the significance of their environmental impacts are assessed to permit improvement objectives and the implementation of necessary control measures. These procedures address routine and non-routine activities, including contractors and visitors having access to the workplace.

1. This procedure covers all environmental aspects and impacts undertaken by Sun Traffic which creates controls or has reasonable influence over.

These will also include those:

- relating to current, past and proposed future activities
- occurring under normal, abnormal or reasonably foreseeable emergency conditions

### 2. Aspects & Impacts Identification

#### CRITERIA = FREQUENCY

SCORE	DESCRIPTION
1	Negligible usage, Infrequent operation
2	Low usage / Normal Operation
3	Moderate usage / Frequent Operation
4	Very high usage / Emergency Conditions

#### CRITERIA = LEGISLATION

SCORE	DESCRIPTION
1	No relevant legislation
2	Complies with legislation
3	Potential Breach / Lack of awareness
4	Breaching legislation

### 3. Aspects & Impacts List of Contents

No	Environmental Aspect	Environmental Impact Level
1	Waste Packaging	Medium
2	General Waste to Landfill	Medium
3	Electrical, IT (WEEE) Disposal	Low
4	Company Vehicles	Medium
5	Hazardous Waste Spillage	High
6	Noise Exposure	Medium
7		
8		
9		
10		

#### 4. Aspects & Impacts Register

##### 4.1 No.1 Waste Packaging

1. Aspect Description:	Waste Packaging.
2. Associated Legislation:	The Producer Responsibility Obligations (Packing Waste) Regulations 1997 (amended).
3. Impact:	Packing waste is a major contributor to Landfill. Types of Packing used are: Cardboard boxes, bubble wrap, shrink wrap, brown paper, hard-board, plastic bags.

#### 4. Impact Rating:

##### Normal

Frequency	Legislation	Effect	Concern	Control	Total
2	2	3	2	2	11

##### Abnormal (Excessive amounts of packaging used)

Frequency	Legislation	Effect	Concern	Control	Total
1	2	2	2	1	8

##### Emergency (Packing being placed in wrong containers)

Frequency	Legislation	Effect	Concern	Control	Total
1	2	2	2	1	8

#### 5. Operating Instructions: None

6. **Comments:** Waste generated at the business units is segregated. However this will be improved with the implementation of specific procedures and guidelines (see Objectives, Targets and Management Programme). Waste generated from purchased deliveries is recycled when sending goods to site.

**Risk:**      **Significance = Medium**

##### 5.1 No.2 General Waste to Landfill

1. Aspect Description:	General Waste to Landfill
2. Associated Legislation:	Environmental Protection Act 1990 (Duty of Care)
3. Impact:	Waste to landfill is a major contributor to land pollution. Any decrease in the amount sent will have a direct beneficial impact on the environment. The Duty of Care Regulations now requires that waste is categorised on the transfer note with a standard European code.

#### 4. Impact Rating:

##### Normal



Frequency	Legislation	Effect	Concern	Control	Total
2	2	4	3	2	13

#### Abnormal (ADHOC Increases)

Frequency	Legislation	Effect	Concern	Control	Total
1	2	4	3	1	11

#### Emergency (Bins & Skip on Fire)

Frequency	Legislation	Effect	Concern	Control	Total
1	2	2	4	2	11

- Operating Instructions:** Waste objectives defined in the objectives, Targets and Management Programme (EMS 03.1).
- Comments:** Management of waste segregation with a view to recycle will reduce the amount sent to landfill significantly.

The site currently operates with limited segregation. Systems for recycle paper, cardboard, wood, aluminium cans, toner bottles, shrink wrapping/ plastic strapping and metal are underway. This will limit the amount of general waste sent to landfill.

Waste Contractors are: Smiths, Chambers and Viridor.

#### 6.1 No. 3 Electrical

1. <b>Aspect Description:</b>	<b>Maintenance, Electrical, and Electronic Equipment waste containing hazardous components (e.g. TV's, monitors, and associated equipment).</b>
2. <b>Associated Legislation:</b>	Waste Electrical and Electronic Equipment (WEEE) Directive 2013.
3. <b>Impact:</b>	Disposing of electrical and electronic equipment to landfill is a direct land pollutant. It is illegal to dispose of any electrical equipment in a general waste container. All waste of this nature must be segregated and disposed of in accordance with the above legislation and IT Equipment in accordance with the Groups Procedures.

#### 4. Impact Rating:

##### Normal

Frequency	Legislation	Effect	Concern	Control	Total
2	2	2	1	1	8

##### Abnormal (Excess amounts of IT/Maintenance/Electrical Waste)

Frequency	Legislation	Effect	Concern	Control	Total
2	2	2	2	1	9

##### Emergency (IT Waste ends up in the General Waste skip)

Frequency	Legislation	Effect	Concern	Control	Total
1	2	3	2	1	9

- Operating Instructions:** Group Procedure for disposal of IT equipment



**6. Comments:** When equipment becomes redundant for its original use, the following options, listed in order of priority, should be considered:

- Redeployment within the Sun Traffic Depots
- Sale to outside bodies
- Donation to a charitable or community organisation
- Disposal in a secure and environmentally-friendly manner

**Risk:**      **Significance = Low**

#### 7.1 No.4 Company Vehicles

<b>1. Aspect Description:</b>	<b>Company Vehicles</b> - consume petrol or diesel and generate CO <sub>2</sub> , SO <sub>2</sub> , Nox, etc., use natural resources and cause atmospheric pollution, in particular adding to the greenhouse effect.
<b>2. Associated Legislation:</b>	No environmental legislation however the Health and Safety at Work Act 1974 and PUWER Regs need to be considered.
<b>3. Impact:</b>	Transport Manager reviews the fuel usage of all vehicles reviews the scale of emissions depends on how well the vehicles are maintained and how well they are driven, as is tyre usage.

#### 4. Impact Rating:

##### Normal

Frequency	Legislation	Effect	Concern	Control	Total
3	2	3	1	1	10

##### Abnormal (Usage exceeds 25,000 miles per year)

Frequency	Legislation	Effect	Concern	Control	Total
3	2	3	2	2	12

##### Emergency (Faulty vehicle)

Frequency	Legislation	Effect	Concern	Control	Total
1	2	2	2	1	8

- 5. Operating Instructions:** Good vehicle maintenance should be instigated alongside Driving Awareness Programmes.  
Also to reduce the risk of spills we will be introducing Spill Kits, training in the use of the spillkits and Procedures within all Depots.
- 6. Comments:** Future projects should include environmental management of company cars.



#### ENVIRONMENTAL TARGETS - Carbon footprint reduction:

- We have began measuring our carbon footprint in Jan 2015 to help us provide our total emissions..

Risk: Significance = Medium

#### 8.1 No.5 Hazardous Waste Spillage

1. Aspect Description:	Hazardous Waste Spillage
2. Associated Legislation:	The Hazardous Waste (England and Wales) Regulations 2005
3. Impact:	Hazardous Waste Spillage's must be cleaned up in accordance with the emergency procedure for spillage to reduce any pollution of land or water pathways

#### 4. Impact Rating:

##### Normal

Frequency	Legislation	Effect	Concern	Control	Total
1	2	3	2	1	9

##### Abnormal (Containers full and not collected – nowhere to store on site)

Frequency	Legislation	Effect	Concern	Control	Total
2	2	3	3	2	11

##### Emergency (Major Spillage on site)

Frequency	Legislation	Effect	Concern	Control	Total
1	4	4	4	3	16

#### 5. Operating Instructions: Emergency procedure for spillages is required.

#### 6. Comments: Provisions have been made in the form of spill kits and spillage training to minimize any spillage impact.

Risk: Significance = High

#### 9.1 No.6 Noise

1. Aspect Description:	Noise Exposure
2. Associated Legislation:	Noise Act 1996
3. Impact:	Noise Exposure to due to Diesel Generators and Vehicles





#### 4. Impact Rating

##### Normal

Frequency	Legislation	Effect	Concern	Control	Total
1	2	2	2	3	10

##### Abnormal (Greater Vehicle movements - increase in sound)

Frequency	Legislation	Effect	Concern	Control	Total
1	2	2	1	1	7

##### Emergency (Large Explosion on site)

Frequency	Legislation	Effect	Concern	Control	Total
1	2	3	3	1	11

#### 5. Operating Instructions: No External Noise measurements taken.

6. **Comments:** Ensure generators are only used as a last resort dependant of the location of the works otherwise use SRL lights. Drivers are also aware not to leave vehicles idling when in populated areas.

**Risk: Significance = Medium**

#### 10. Responsibility/Ownership

- The Health Safety & Environmental Advisor will ensure that this procedure is reviewed and updated accordingly.
- All Supervisors and employees will be responsible for ensuring that this procedure is carried out.

##### Definitions

- Environmental Aspects – elements of an organisations activities or products or services that can interact with the environment.
- Environmental Impact – any change to the organisation, whether adverse or beneficial, wholly or partially resulting from an organisation's environmental aspects.