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MEKATEK LIMITED

**UNIT C, MAERDY IND., EST., SOUTH,
RYMNEY**

**ENVIRONMENTAL MANAGEMENT SYSTEM (EMS)
FOR THE OPERATION OF A WASTE TREATMENT
FACILITY & TRANSFER STATION (HAZARDOUS)**

PERMIT NUMBER: TBA

MEK/EMS/1/16

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INTRODUCTION

1. This document, titled the Environmental Management System (EMS) i.e. the 'management system', has been prepared for the operation of a waste treatment & transfer station and in compliance with the requirements of an Environmental Permit (EP).

It has been written to support the application for a new bespoke EP for a waste management facility which includes the receipt of various types of solid wastes, their separation, segregation and processing into various grades for recycling via the use of mechanical plant/equipment and/or manual sorting.

These various processed materials are then stored within separate areas and/or stockpiles depending upon their selected end use prior to being transferred/moved off site.

Waste deemed and defined as non-waste products under Quality Protocols are also stored pending their use/off site transfer.

Waste materials which are not recyclable on site are stored pending off site transfer to other waste management facilities for further processing/disposal.

2. These operations are performed principally within the building and under cover with some designated areas for external storage as and when appropriate as indicated upon the site plan.

A more detailed plan is to be prepared/submitted when the various site operations/processes have been determined and the building designed to accommodate such processing/storage etc. as appropriate.

In addition a traffic management scheme will also be prepared to indicate where waste vehicles discharge and mechanical and manual handling separation of wastes occurs.

3. Site plant is then used for the waste transfer where prepared wastes may be deposited directly into various forms of bulk transport.

4. It is proposed as part of the EP application that the following processes may be scheduled/introduced as the site develops:

- Flail separation, Shredding, Granulating, Grinding, Shearing, Sawing, Cutting,
- Compacting, Separation, Screening, Crushing, Dismantling, Baling, Grading,
- Sorting – (manual, automatic, size, constituents etc.) and in conjunction with disposal & recovery codes as per the application.

5. On the introduction of any changes this management system will be updated and submitted to Natural Resources Wales (NRW) for subsequent acceptance.

1. MANAGEMENT

1.1 General management

This waste management facility will be operated in line with this management system prepared in conjunction with the Environmental Permit (EP).

Various documents referenced within it address those activities where there is a potential for causing a risk of pollution e.g. risk assessment.

A copy of the EP, EMS and appropriate operating procedures will also be available and located within the site office.

During the normal hours of operation site supervision will be available and Technically Competent Management (TCM, a COTC holder) in compliance with recommended/stipulated documented guidance/instructions issued by Natural Resources Wales and will be recorded within the site diary.

1.2 Accident management plan

This comprises a number of accident/emergency plans prepared in conjunction with an EMS template (see appendices) and will be prominently displayed within the site offices.

1.3 Site security

Site security is maintained due to the normal operating times and thus site personnel are available during the working day but also includes:

- Secure fencing provided along site boundaries
- Site access via secure gates at the main site entrance which will be locked out of normal operating times.
- CCTV operations

Daily inspection of both the site fencing and gates will be undertaken and recorded.

2. OPERATIONS

2.1 Licensed activities

The types of activities to be performed at this location have been outlined above and reference made to the site plans/drawings (see appendices).

Permitted wastes may be generally delivered/received at the site via the Companies own collection vehicles and/or approved third party operators and are booked in via the on-site weighbridge.

The majority of waste types will be deposited for processing as outlined above to include recycling, reclamation, bulking up and/or other wastes/materials stored outside pending processing and/or within secure containers as per the site plan.

Those materials suitable for further recycling/reprocessing whether on-site or elsewhere will be temporarily stored pending off-site disposal/transfer and/or bulking up.

These may include wastes such as but not limited to:

- Paper, Plastics, Wood, Scrap metals, Cardboard, etc. and in compliance with the EP and EWC codes therein.

In addition a range of permitted wastes may be stored/used as indicated upon the site plan under exempt activities as appropriate (see appendices) and as they occur e.g. engineering works.

2.2 Waste acceptance (Permitted and exempt types)

2.2.1 The reception of wastes will be via the current recognised site access points (see plan/drawing) and in compliance with the EP.

- a. Incoming wastes will be subject to cursory inspection by site personnel at various points (in line with the EP).
- b. This will be achieved via the 'duty of care' requirements, observation, and/or on discharge,
- c. Records of waste receipt and off site transfer will be recorded in conjunction with the 'duty of care' and 'waste return' record systems.
- d. Wastes will then be directed to the most appropriate discharge point based upon:
 - The mix of recyclates, potential for recovery,
 - wastes to be transferred to the site plant for processing etc.
- e. Non-conforming waste materials not matching description and quantity, will be segregated and stored within a secure quarantine container..
- f. Site management will be immediately informed whereupon a waste non-conformance/rejection record will be completed.
- g. It is envisaged that seven days would be a sufficient period to arrange the best practical environmental option for the waste transfer/disposal. Natural Resources Wales will be made aware of non-conforming materials pending further investigation.
- h. Non-conforming wastes will be recorded within the site diary and/or the site inspection form. These wastes will be isolated from permitted/acceptable materials and offsite disposal arranged as soon as practicable.
- i. Remedial measures will be taken in order to reduce the potential for recurrence via site records/documentation being passed to the waste producer/carrier/disposer as determined after investigation by site management.
- j. Arrangements for the off site transfer/disposal of materials will be made as soon as arrangements can be finalised taking due account of their potential to cause environmental disbenefit/nuisance e.g. odour etc.
- k. Rejected wastes will be transferred off site in conjunction with the 'duty of care' requirements as appropriate.

2.2.2 Permitted wastes

The waste types generally accepted at this site are listed in the appendices and it is estimated that no more than 54,500 tonnes of waste will be accepted per annum and in conjunction with the EP application and storage arrangements.

These activities have been permitted by NRW within site working areas and the processing plant as indicated upon the site drawing/plans.

Any Exempt activities/wastes will also be indicated, where appropriate, upon the site plan and within the appendices as they occur.

Wastes containing materials which appear suspect i.e. non-conforming, which could be hazardous as defined within NRW guidance documents and other relevant legislation/guidance, are not permitted excepting those included within the Permit.

Wastes deemed to be products in line with approved Protocols will be separated and indicated as such and their location shown upon the site plan as appropriate.

2.2.3 Hours of operation

The normal hours of operation are between the following times: -

Monday to Friday: 24 hour operations

Saturday/Sunday: 07.30 hrs to 19.30 hrs

Bank holidays – no site operations except in cases of emergency where any emergency working arrangements will be agreed with NRW as they occur.

3. EMISSIONS AND MONITORING

3.1 Emissions to air, water and land

There are no point source emissions generated from this waste facility.

3.2 Transfers off-site

All waste materials will be accepted, handled, held pending off site transfer and appropriate records kept as indicated within this management system.

Permitted wastes removed from site will be in compliance with the 'duty of care' and a record of the weight taken off-site.

3.3 Fugitive emissions of substances

3.3.1 Dust

This site has a low potential to cause dust emissions as site operations are contained within the building but additional appropriate attention will be given for:

- The processing operation through from loading to stockpiling,
- The on-site transfer of materials
- The loading of processed materials onto transport vehicles,

Therefore where airborne material is observed, this will be recorded via the site diary and corrective/preventive taken e.g. controlled by the use of dust suppression.

Nevertheless the likelihood of this occurring is low due to:

- Waste types – low quantities of dusty type wastes,
- Process extraction systems,
- Natural ventilation,
- Screened/bunded/isolated operational location.

3.3.2 Litter and/or mud

3.3.2.1 Litter

Due to the types of waste to be received/processed at this location and the limited quantity of light wastes then the potential for windblown litter from site is negligible.

Nevertheless in the event of windblown litter being generated the following control measures can be instigated, on the direction of site management,

- Cessation of operations pending satisfactory weather conditions being re-established,
- Site operatives to be redirected from normal work activities to litter picking duties.

3.3.2.2 Mud

Due to the site being made up of concrete and hard standing surfaces and with an extended access road then mud etc. is not envisaged to be a problem under normal operating activities.

3.3.3 Liquid storage

No liquid wastes are accepted on site although operating liquids e.g. fuels are held for site plant/equipment etc. which are stored within double skinned containers and/or within bunded areas upon hard standing/impermeable surfaces (see site plan).

3.4 Odour

Due to the type of site operations e.g. within a building/under cover and the limited types of wastes allowable under the EP there is a very low potential for odour.

In the unlikely event where it has been determined via monitoring and/or complaints then waste types will be contained within covered containers and removed as soon as possible from site.

3.5 Noise

Due to the primary operations being performed within a building/under cover and within a relatively isolated area it is not thought noise levels will be a problem.

The equipment/plant employed will be operated to the required standard, maintained as the supplier recommendations, monitored via the site diary and regulated as appropriate.

Nevertheless the following management plan will be followed to prevent and/or in response to substantiated noise complaints:

- To record, via the NRW approved record form (see appendices), the information about the event,
- To suspend excess noise generating operations pending review/action,
- To investigate on-site emissions where appropriate to do so,

3.6 Control of Pests

Due to the limited range of wastes (non-putrescible types) received at this site then the potential for pest activity will be minimal.

Remedial measures will be taken for the control of pests and where deemed appropriate professional services employed..

Similarly the presence and control of birds and other scavengers will be limited due to the nature of limited wastes accepted at this facility and the contained operation.

3.7 Monitoring

No formal monitoring is required under the existing EP conditions.

4. INFORMATION

4.1 Records

4.1.1 Security and availability of records

All records pertinent to the operation of the site will be securely stored and protected from adverse conditions.

These will include the EP, Management System, support documents and the site diary/inspection forms.

Transactions performed at the site and/or waste collection may include:

- Period contract notes
- Transfer notes
- Consignment notes
- Weighbridge dockets/tickets
- Site diary/inspection forms

Storage of such information will be controlled by management and will be available for inspection on request.

4.1.2 Records of waste movement

All wastes entering and leaving site will be recorded and relevant information retrieved from the 'duty of care' records.

4.1.3 Site diary

A site diary/inspection form will be kept on site where normal and any abnormal operations/situations which may arise and will be recorded with any necessary action taken. The inspection will be performed, by nominated site operators and/or management and this record will normally be completed at the end of the working day.

In addition various record forms have been obtained from within NRW guidance e.g. EMS and will be employed at this location (see record forms in appendices).

4.1.4 Monitoring of meteorological conditions

A record of general weather conditions shall be kept on a daily basis.

4.2 Reporting - periodic reporting of environmental performance

A quarterly summary will be submitted to NRW in a form to comply with their requirements. A copy of the waste classification (EWC) will be held on site for reference.

4.3 Notifications (as per EP requirements)

The following information will be submitted to NRW as soon as practicable after the event (in line with the EP conditions):

- Emergencies,
- Breach of operating procedures e.g. permit,
- A pollution incident (e.g. within 24 hours),
- A change of TCM (7 days)
- A conviction and/or an appeal (14 days)
- Financial changes affecting the site operations with regard the conditions within the permit (14 days),
- Activity commencement and/or changes (7 days).

4.4 Interpretation

As per the meanings described within the Permit.

5. OTHER SITE ACTIVITIES

5.1 Materials

These will be subject to any pertinent regulations to them being held on site. This will include items such as fuels being securely held and subject to routine inspection during its storage and use.

5.2 Site infrastructure

The general site layout is indicated upon the drawings/plans within the appendices. Those wastes identified upon these plans will be stored within designated storage areas as indicated such as for wastes and any exemptions.

Permanent site lighting will be provided

The site identity board will be prominently displayed at or near the entrance to the facility and the condition/clarity will be checked daily.

This will display the following information:

- Site name and address
- Permit holder name and Operator name
- Permit reference number
- Emergency contacts and telephone numbers
- Natural Resources Wales local and national numbers
- Normal operating periods – days and times.

5.3 Risk assessment

This is included within the appendices to address the normal site activities and that required whereupon a deviation from this occurs.

5.4 Plant & equipment

All plant and equipment will be operated and maintained with due regard to supplier/manufacture recommendations.

The processing plant will comprise typical items such as the following but this EMS will be updated as and when activities are reviewed/developed :

- The screening plant,
- Conveyors,
- Various mechanical handling equipment,
- Skip and/or Roll-on/off type vehicle to lift and move skips,
- Various sized containers/skips.

5.5 Wastes storage/treatment/usage/exempt areas

There are various areas and containers available to adequately store waste materials prior to them being processed/transferred off site but principally within the building/under cover.

It is envisaged that the maximum quantity of waste to be held on site at any time is as presented within the application table 1a and presented within the appendices:

Stockpiles of wastes, exempt materials and any products will be stored within the building/under cover upon impermeable surfaces/hardstanding areas as appropriate and/or pending off site transfer (see site plan in appendices).

5.6 Pollution control

5.6.1 Fire

No waste materials are to be burned on the site and in the event of an unplanned fire outbreak the emergency plan (see appendices) will be implemented.

Fire fighting equipment will include:

- Fire extinguishers
- Water hoses
- Sand/inert material.

The emergency services where appropriate and Natural Resources Wales will be informed in the event of a fire or spillage particularly where there is a potential for harm to health and/or environmental damage.

Due attention will be given to the NRW document 'Fire prevention and mitigation plan guidance – Waste' on designing the appropriate site processing activities and storage requirements and presented within a site plan and the EMS updated accordingly

5.6.2 Potentially polluting leaks and spillages

Site plant and equipment will be regularly maintained in line with the suppliers/manufacturers specification/service schedule and thus the potential for pollution will be minimised. In the event of any leaks absorbent materials such as sawdust, sand, soils, granules/booms etc. stored on-site, will be used to contain any leaks and then removed from site.

Control and remediation of leaks and spillages should be of a low order due to the limited nature of the wastes normally accepted at the site and operations within the building/under cover.

Areas used for the storage of wastes, exempt materials and those wastes within secure/covered containers will be regularly inspected for potentially contaminated fluids.

5.6.3 Engineered site containment and drainage

The site layout is detailed within the site plans/drawings (see appendices) and may be presented as: -

- Site drainage via soakaways and/or interceptors,
- Drainage/waste via foul sewer
- Concreted impermeable areas,
- Prepared and compacted hard standing to assist in controlling any excess water infiltration,
- Permitted wastes being stored, where appropriate within an enclosed container/skip located upon the impermeable surface and/or a hard standing area.

5.6.4 Surface water management

Wastes processing etc. will be performed within the building and thus there is low potential for contamination/pollution.

Unloading operations will be performed upon the impermeable surfaces and/or hard standing areas.

The water collection/drainage can be observed upon the plan/drawing within the appendices.

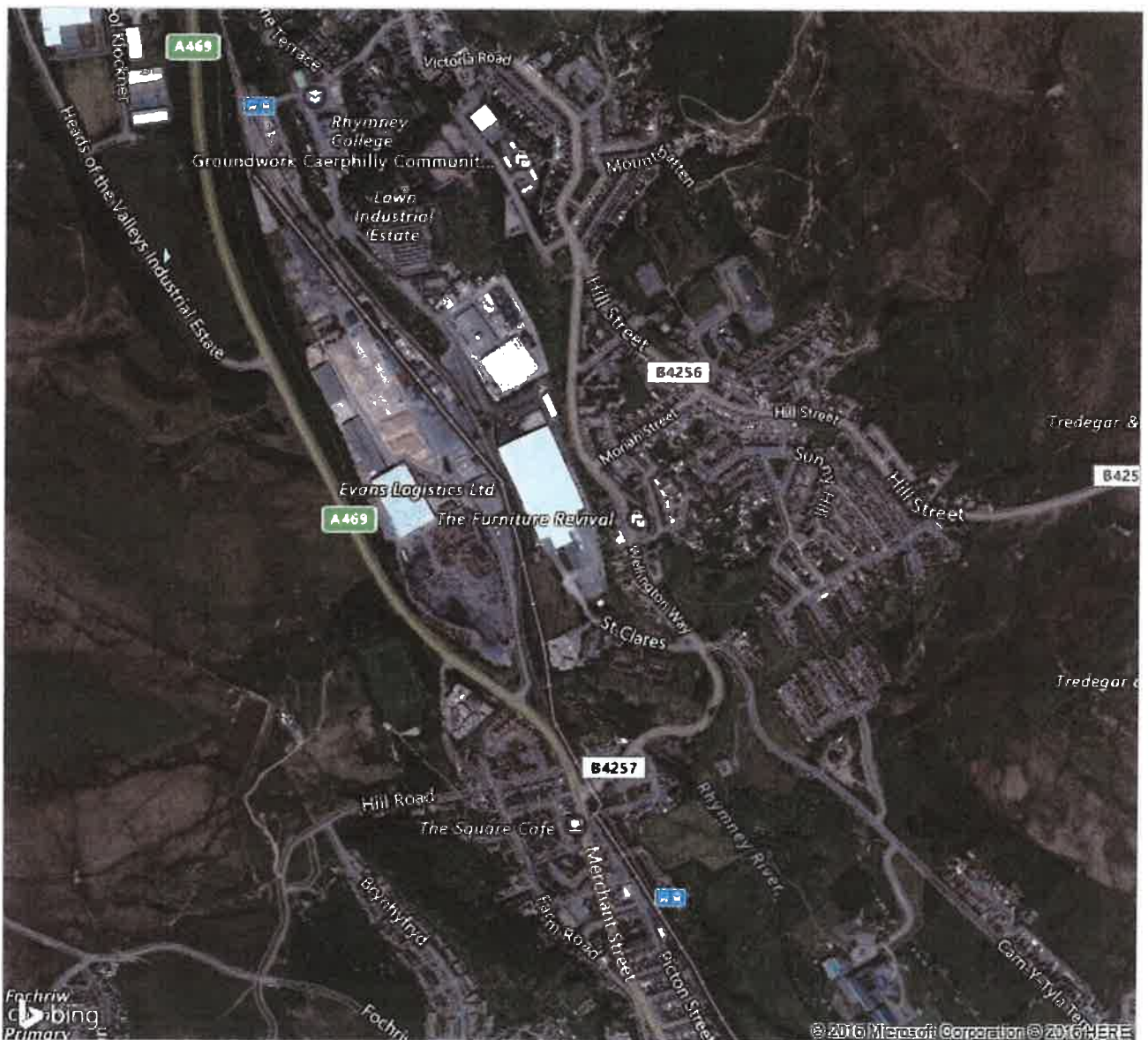
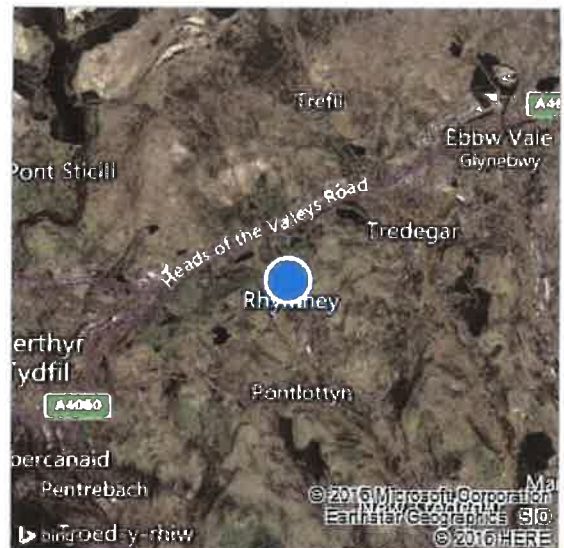
APPENDICES

- A. Location Plan
- B. Site plan/drawing
- C. Drainage plan
- D. Risk Assessment
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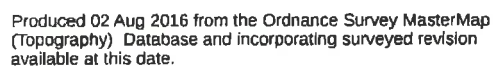
APPENDIX A
Location plan

Rhymney, Caerphilly

BESPOKE EP APPLICATION,
LOCATION PLAN,
MEKATEK LIMITED,
MAERDY IND., EST. (SOUTH),
RHYMNEY, NP22 5PY



APPENDIX B
Site plans/drawings



1:2500

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 Centre coordinates: **311601 206726**

APPENDIX C
Drainage plan

Sally Richards
Searchflow
42 KINGS HILL AVENUE
WEST MALLING
Kent
ME19 4AJ

NEW LEGAL REQUIREMENT

IF THIS SEARCH RELATES TO A RECENTLY BUILT PROPERTY, NEW WELSH GOVERNMENT LEGISLATION EFFECTIVE FROM 1ST OCTOBER 2012 REQUIRES THAT ANY SEWERS AND LATERAL DRAINS SERVING THE PROPERTY MUST BE SUBJECT TO A SECTION 104 ADOPTION AGREEMENT WITH DWR CYMRU WELSH WATER.

Drainage and Water Enquiry

Responses as required by the Home Information Pack Regulations

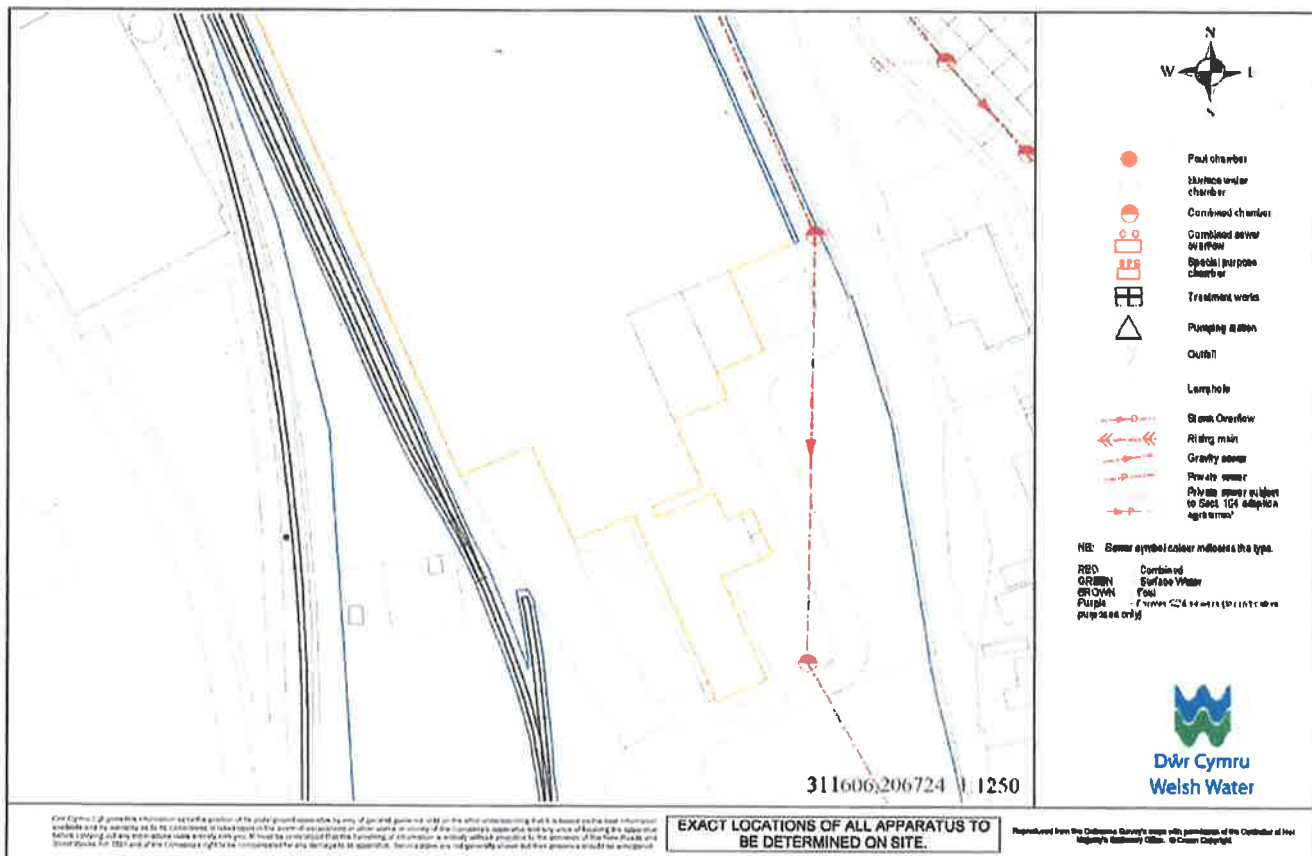
The information contained within this report refers to the Existing property at:	FACTORY.. MAERDY INDUSTRIAL EST RHYMNEY NP22 5PY
Search report produced by:	Dŵr Cymru Welsh Water P.O. Box 3146 Linea Fortran Road Cardiff CF30 0EH Telephone No. – 0800 917 2652 www.dwrcymru.com www.dwrcymrusearches.com enquiries@dwrcymru.com Water supply - Call 0800 052 0130 Sewerage services - Call 0800 085 3968
Our reference:	2016/4/324059/357620
Your reference:	23499219

The following records were referenced in compiling this search report

Customer Account System
Asset Information System
Water Quality Database

Any enquiries relating to this report should be addressed to our Customer Support Searches Team at the above address. Please quote one of the above references.

Appendix 3 - Extract of the Public Sewer Map for the area surrounding the property/plot [29/04/2016]



Appendix 4 - Extract of the Public Water Map for the area surrounding the property/plot [29/04/2016]



APPENDIX D
Risk Assessments

APPENDIX E

Permitted wastes – as per the EP & EWC list

APPENDIX F

Site diary/inspection/record form

APPENDIX G
Accident/Emergency plans

APPENDIX H

Exempt activities (as appropriate & approved)

APPENDIX I
EMS Record Forms (as NRW/EA guidance/toolkit)