SGM03: EMS - ENVIRONMENTAL MANAGEMENT SYSTEM

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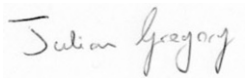
Document prepared by	Julian Gregory	03/11/2024		
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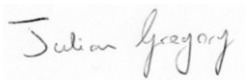
Authorised by	Julian Gregory	28/02/2025		

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Rev.	**Date**	**Purpose and details of amendments**	**Reviewed By**
01	08/25	Updates to site infrastructure and comments from NRW	J Gregory

CONTENTS

1 INTRODUCTION:

The Environmental Management Plan (EMP) responds to the identified impacts from the operation of SGM Waste Ltds waste management facility at Wentloog Avenue, Newport and provides the basis for communicating how site activity will be controlled to minimise the environmental impact.

This EMS includes:

- A description of the services provided.
- An outline works methodology.
- A description of the site setting and existing status.
- A description of the sensitivity of the site, the communities along it and the potential effects of the project on these.
- The legislative, policy and guidance framework associated with the scheme.
- Key staff and their roles.
- Consultees and liaison mechanisms.
- Monitoring and reporting procedures.
- Procedures to mitigate impacts.
- Incident response and reporting procedures.
- Environmental monitoring, audit and reporting procedures.

1.1 AIMS AND OBJECTIVES:

The main aims and objectives of the EMS for SGM Waste Ltd are to manage the work carried out on site, as well as the site itself, in an environmentally acceptable and sustainable way.

Below is a breakdown of the objectives:

- Minimise the risk of any adverse impacts on surface and groundwater.
- Minimise potential impacts on the adjacent Gwent Levels – Rhymney and Peterstone SSSI.
- Minimise impacts of surrounding residential and commercial properties.
- Minimise potential impacts on commuting and foraging bats.
- Minimise waste generated by operations at the site.
- Minimise carbon emissions from operations at the site.
- Establish robust procedures for dealing with incidents at the site.
- Establish robust procedures for the monitoring of potential environmental impacts at and around the site.

2 STRUCTURE OF THE EMS

The EMS identifies the Environmental Impacts/Opportunities associated with the operation of the site and the processes, mitigation and monitoring requirements for the operation of the facility.

2.1 USE OF THIS DOCUMENT:

This document is to be used in conjunction with the following:

- SGM05 - Drainage Strategy.
- SGM06 - Fire Prevention and Mitigation Plan (FPMP).
- SGM07 - Preliminary Ecological Appraisal.
- SGM08 - Site Specific Risk Assessment.
- SGM09 – Noise and Vibration Impact Assessment and Management Plan.
- SGM10 – Dust and Emissions Management Plan.
- SGM11 – Odour Management Plan.

All personnel involved in the operation of the site will be given a Toolbox Talk on the contents of the above documentation to ensure that all practices outlined are adhered to.

3 THE SERVICE:

SGM Waste Ltd, provide the following waste management services:

- Sourcing and collection of inert construction and demolition waste to be processed into recycled aggregates, for sale to the market.
- Collection of mixed skip domestic, commercial and industrial wastes, tipping and sorting into recovery streams and then onward transportation to facilities permitted to receive the wastes for further recovery / disposal.

4 SITE DETAILS:

Sluice Farm Broad Street Common, Peterstone Wentloog, Cardiff, United Kingdom, CF3 2TN Please refer to the Site Location Plan in Appendix 1.

Grid Reference: ST 25327 79395

Post Code for Site: CF3 2TN

The site is located at Sluice Farm, off Wentloog Avenue, Peterson Wentloog, Cardiff. The site is accessed directly from Wentloog Avenue, via a dedicated site access. There is a secondary access into the carpark and office area of the site.

The site forms part of the family farm and is an agricultural diversification business. The area occupied by the waste management facility was previously used for horse livery, but it was found that due to the poor productivity of the ground and market forces the business was not sustainable and hence not commercially viable.

The site lies within the Peterson and Wentloog SSSI, but the site is outside the SSSI boundary and is not classified as SSSI.

Tarwick Reen runs to the west of the site, flowing in a north – south direction and the Rhosog Fawr Reen flows to the south of the site, flowing in an east – west direction. Both of

these discharge into the Severn Estuary SSSI, SAC, SPA, RAMSAR Site approximately 300m to the south, via a sluice gates system and a culvert through the estuary flood bank.

There are two entrances onto the site, the eastern one is used for staff and visitors' vehicles and for other site users i.e. agricultural activities and the farm residents. The western access is used for HGV vehicles to enter and exit the waste management areas.

The eastern access opens into a parking area, which is used for the parking of staff and visitor vehicles and the overnight parking of HGV vehicles (this area is close to the farmhouse and is covered by CCTV and is hence secure). Adjacent to this parking area is the Yard Office, where the Yard Manager is based. All visitors / contractors are required to report of the yard office for induction, prior to being able to enter the main site.

The eastern access also provides access to the workshops and the COSHH store, where bulk fuels are stored, to allow re-fuelling of plant and site vehicles (HGVs are re-fuelled at filling stations, using fuel cards.

To the north of this is a storage building, which is used for the storage of plant and equipment, used within the site.

Opposite this is the workshop / fabrication building, which is used by SGM Waste for plant and vehicle repairs, servicing and the storage of tools and equipment.

To the rear of the workshop is the COSHH store, which is an adapted shipping container, with a sealed floor, with grating above it to act as a sump to contain spillage and a ventilation system to remove potentially flammable gasses. This is locked, with the Yard Manager allowing access.

The main offices, canteen and conference room are opposite the parking area and yard office. All company admin support is based from these offices.

To the north of this is the domestic, commercial, industrial (skip waste) waste Material Recovery Facility building, which can only be accessed via the western access.

The western access to the site is for all waste deliveries, this leads onto a weighbridge, waste consignments are received here, weighed and inspected for acceptance onto the site. There is a viewing platform on top of the weighbridge office, which can be used for undertaking detailed inspections of waste consignments, if required. There is also an AI powered camera at this location, which use Waste Logics software to scan loads and identify out of specification items. All consignments are logged and tracked via the Waste Logics software.

The access road is hard surfaced with stone to enable it to be maintained free from site materials, to prevent site materials being transferred onto the surrounding highway network.

Vehicles are then directed to their relevant tipping area, for DCI Wastes, this will be the Materials Recovery Facility building, where waste consignments are tipped into the tipping bay and the waste streams are further assessed (for further information on this refer to Section 9 Waste Acceptance).

Bulky waste items and plasterboard are removed and wastes are then loaded into the Trommel where inert wastes are removed and fall into segregated bays beneath the tromell. Wastes are then conveyed onto a picking line, where they are segregated into their various waste fractions. Waste fractions are passed into bays below the picking line, where they fall either directly into bins or into bays. Bays are constructed from interlocking legato concrete blocks.

Empty bins are bought into the MRF and segregated wastes are loaded into the bins, which are sheeted and either immediately removed from site for onward processing, or short term stored within the storage areas outside the building awaiting booking for removal from site. If it is required to store bins of segregated waste overnight, the bins are sheeted and are stored on the concrete slab to the west of the MRF.

Runoff from the interior of the MRF is captured by channel drains around the perimeter of the building and channelled to a below ground sealed tank. Water in this is tested and disposed of as liquid waste. Rainwater from the roof of the MRF building is captured in gutters and directed to two above ground tanks on each eastern corner and is used for dust suppression within the MRF.

The interior of the MRF is segregated into bays using Legato Concrete block walls. These give the required level of flexibility for future changes to process operations.

To the west of the MRF is the inert waste storage and processing facility. This is a compacted graded stone surfaced yard, which drains via the attenuation pond and hydrocarbon separator into the Tarwick Reen. Here, inert wastes are assessed, graded, blended and recovered. Recovered inert wastes re-loaded for further processing or are put to the market as recycled aggregates.

5 LOCATION SENSITIVITY:

The site lies within the Peterson and Wentloog SSSI, but the site is outside the SSSI boundary and is not classified as SSSI.

5.1 ECOLOGICAL SENSITIVITY

A Preliminary Ecological Appraisal has been undertaken of the site by EcoVigour, in 2024.

The site itself offers limited habitat value for species. The site is predominantly concrete hard standing and covered areas, with only a small amount of low value vegetation growth on the periphery of the site. Vegetation is comprised of ruderal vegetation, predominantly nettle, bramble and semi-mature scrub. There is an un-maintained hedgerow along the eastern boundary to the rear of the domestic, commercial and industrial waste processing area.

The site is adjacent to the Peterson and Wentloog, Gwent Levels SSSI, which surrounds the site on all sides. The Gwent Levels are designated for their high biodiversity levels, rare

species and communities, many of which are entirely absent in other UK Levels systems. They are also designated for their aquatic invertebrate fauna and important plant species.

The Severn Estuary SSSI / SAC / RAMSAR Site lies approximately 300m south of the sites southern boundary and the Tarwick and Rhosog Fawr Reens discharge into this.

The nearest Non-Statutory Designated site to the facility is Rhymney Great Wharf, approximately 590m west of the site. This is designated due to its saltmarsh and grassland, behind sea wall habitat, which provides roosting and feeding opportunities for wintering wildfowl such as Shelduck and Curlew.

The wider area adjacent to the site offers good habitat for common amphibians and reptiles, as many of the areas are waterlogged during the winter and early spring, but with higher ground offering suitability for basking and foraging by reptiles. No records of great crested newts were returned from the South East Wales Biological Records Centre Data Search.

The reens are likely used by otters and foraging / commuting bats. Buildings and trees at the site were assessed as having negligible potential for roosting bats.

5.2 HYDROLOGY AND HYDROGEOLOGY

The SGM Waste site has lies on the Gwent Levels, which are areas of former marshland, drained by a series of reens, draining the area into the Severn Estuary.

Hydrogeology:

The superficial aquifer beneath the site has been designated as a Secondary Undifferentiated Aquifer, due to the variable characteristics of the rock type underlying the site.

The bedrock aquifer underlying the site has been designated as a Secondary B Aquifer, due to lower permeability layers. A small Principal Aquifer has been identified approximately 82m S of the site. This has been designated due to high intergranular and / or fractured permeability, which may provide a high level of water storage and may support water supply / river base flow. This lies in a circle beneath a section of the Tarwick Reen, although no interconnection is suggested.

The bedrock aquifer has been designated as a Secondary B Aquifer.

Within the Groundsure report, Groundwater Vulnerability has been assessed as Secondary superficial aquifer, high vulnerability. However Superficial Permeability has been assessed as Flow Type: Intergranular, Maximum Permeability: Moderate and Minimum Permeability: Very Low.

The site is not within a Source Protection Zone. The nearest licensed abstraction point to the site is 1955m north of the site. There are no potable water abstractions within 2000m of the site.

Two boreholes have been identified within 500m of the site, both of which are on the western side of Tarwick Reen.

Surface Water:

The Tarwick Reen flows along the sites western boundary in a north south direction, discharging into the Severn Estuary approximately 300m downstream, via a sluice system.

The Rhosog Fawr Reen flows along the site's southern boundary in an east west direction, discharging into the Tarwick Reen.

There is a small section of reen within the western section of the site, which discharges into the Tarwick Reen, via a high-level pipe. During site visits, no flow has been noted within this and it is believed that this form part of the surface water drainage system for the farm. It is proposed to utilise this as an attenuation features for surface water flows, from the inert waste area, with this discharging via a full retention hydrocarbon separator.

Due to the sluice separating the reens from the Severn Estuary, they are not affected by normal tidal action.

River and Coastal Flooding:

The site has been assessed as being at low risk from river and coastal flooding, with no recorded historical flood events. Flood defences have been constructed along the edge of the Severn Estuary.

5.3 Nuisance Sensitivity

Sensitive receptors which could be impacted by the operation of the waste management facility, are the SSSI and residential properties surrounding the site.

The following residential properties are the closest to the site:

Sluice House includes a livery, farm buildings, and horse stables. The property requires the use of a telehandler and tractor for waste removal, as well as transporting feed and bedding.

The property is located west of SGM Waste Management, across the Tarwick Reen, approximately 20 meters away in a straight line. The Reen is bordered by vegetation, providing a natural separation. The nearest structure on the property is the residential building, with outbuildings positioned further to the west. Access to the property is via a private track off Wentloog Avenue. Sluice house operates as a business with vehicles entering and exiting the property throughout the day.

6 Roles and Responsibilities:

George Knight Eddins shall have overall responsibility for overseeing the management of the environmental aspects of the operation of the facility and will have responsibility for the day to day management of the site.

6.1 Contact Details:

George Knight Eddins

Mob: 07491380076

Email: sgmwastemanagement1@gmail.com

Other roles within the business, include:

Role:	Responsibility:
George Knight Eddins – Managing Director and Site Manager: Email: george@sgmwastemanagement.co.uk Phone: 07491380076	Responsible for the overall management of the business, with oversight of all functions. Works from the Site Office with input into Business Development, the construction / installation of new infrastructure into the site, the development of systems and processes, customer liaison, recruitment and staff retention.
Kelvin Knight – Business Support Manager: Email: kelvin@sgmwastemanagement.co.uk Phone: 07990272806	Business management strategy. Marketing and customer development. Tenders and bids. Developing the business growth strategy.
Ben Hains – Operations and Waste Compliance Manager: Email: ben@sgmwastemanagement.co.uk Phone: 07838214688	Coordinating the operation of the facility, implementing the Waste Acceptance Process and ensuring staff have the required level of training to be able to implement this. Dealing with out of specification consignments.
Yard Manager	Responsible to signing visitors and customers into the yard and inducting them. Ensuring personnel are wearing the correct PPE. Liaison with night time security. Overseeing the fuelling of vehicles. Oversee waste movements into and out of the yard.
Transport Manager	Ensuring all company HGV Vehicle are compliant with the transport license.
WAMITAB Trainer – WS Training: Neil David neil@ws-training.co.uk 07702712541	Provide training and advice on waste management aspects of the operation of the site. George Edins is currently undertaking the MROC1 (Medium Risk Operator Competence for Non-Hazardous Treatment and Transfer) statutory qualification.

Role:	Responsibility:
EcoVigour – Environmental Consultants	Provide advice on the operation of the site, compliance with the Environmental Permit and relevant legislation. Undertake periodic Environmental Site Inspections
SWS Consultancy – Health and Safety Consultants.	Provide guidance of H&S Legislation and best practice. Review Method Statements and Risk Assessments. Undertake H&S based training.

7 CONSENTS:

7.1.1 Consents:

The following consents will be required for the operation of the facility:

Aspect	Consent Required / Consenting Body
Carriage of Wastes	Waste Carriers License
The storage, sorting and treatment of household, commercial and industrial waste.	Environmental Permit for Waste Management – Bespoke Permit based on Standard Rule Set SR2008_No4 – household, commercial and industrial waste transfer station with treatment.
The beneficial use of inert construction waste.	Environmental Permit for Waste Management – Bespoke Permit based on Standard Rule Set SR2010_No12 – Treatment of Waste to produce Soil, Soil Substitutes and Aggregates
The production of Hazardous Waste – from vehicle / plant servicing, uplifted from site by a third party Waste Management Company (not SGM Waste as their permit will not cover this)	Hazardous Waste Producers Premises Notification – National Resources Wales

8 LEGAL REGISTER:

Below is a list of Environmental Legislation applicable to the operation of the facility and the areas of operations controlled by this legislation:

Legislation:	Implications on Operations:
Climate Change Act 2008	Sets 2050 as the target for reducing greenhouse gas emissions, outlines a carbon budgeting system, greenhouse gas emissions trading schemes, financial incentives for businesses to reduce waste and recycle more. Puts onus (not statutory requirement) on businesses to monitor and report greenhouse gas emissions.
Control of Asbestos Regulations 2006 SI 2739	Requires employers to assess risks and limit employees exposure. Also requires employers to have the correct license before working with asbestos and to ensure that their employees have proper training.
Control of Substances Hazardous to Health Regulations 2002 SI 2677/ Amendment 2003 SI 978 / Amendment 2004 SI 3386	Requires employers to assess the risks of, prevent or control to hazardous substances and monitor employees exposure. Also places duties on employees concerning their own protection from such exposure. / Amendment – amends 2002/2677 by adding new definitions and additional hazardous substances / Amendment – Amends 2002/2677 by introducing new exposure limits and amending the duty to review control measures.
Anti-social Behaviour Act 2003.	Extends the powers of to clean up the environment, and applies controls over noisy premises, advertisements and waste.
Clean Neighbourhoods and Environment Act 2005	Introduces additional noise, litter and waste controls including site waste management plans and classifies artificial lighting as statutory nuisance.
Noise Emission in the Environment by Equipment for Use Outdoors Regulations 2001 SI 1701	Establishes maximum noise levels for equipment used outdoors, such as generators.
Environmental Protection Act 1990	Defines the legal framework for Duty of Care for Wastes, contaminated land and statutory nuisance.
Waste Batteries and Accumulators Regulations 2009 SI 890	Establishes a legal framework and schemes for collecting, treating and recycling portable, industrial and vehicle batteries.

Legislation:	Implications on Operations:
Control of Pollution (Amendment) Act 1989	Requires carriers of controlled waste to register with the Environment Agency and outlines the penalties for vehicles shown to have been used for illegal waste disposal.
Controlled Waste Regulations 1992 SI588 – Amendment 1993 SI566	Defines household, industrial and commercial waste for waste management licensing purposes.
Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations 1991 SI 1624	Introduces a registration system for carriers of controlled waste.
Environment Act 1995	Establishes the Environment Agency as the regulatory bodies for contaminated land, control of pollution, conservation or enhancement of the environment and fisheries.
Environmental Protection Act 1990	Defines within England Scotland and Wales the legal framework for duty of care for waste, contaminated land and statutory nuisance.
Environmental Protection (Duty of Care) Regulations 1991 SI 2839	Imposes a duty of care on any person who imports, produces, carries, keeps, treats or disposes of controlled waste, to ensure there is no unauthorised or harmful depositing, treatment or disposal of the waste.
Environmental Protection (Duty of Care) (Wales) (Amendment) Regulations 2003 SI 1720	Amends 1991/2839 to allow waste collection authorities in Wales to serve notices on people required to keep written descriptions of waste and transfer notices, and to require them to produce such documents to the authority within a specified time.

9 WASTE ACCEPTANCE

9.1 WASTES ACCEPTED ONTO THE SITE:

The wastes accepted onto the site are based on the Standard Rules Permits, SR2008_No4 for a household, commercial and industrial waste transfer station with treatment and in accordance with SR2010_No12 – Treatment of Waste to Produce Soil, Soil Substitutes, and Aggregates. As the site operates under a Bespoke Permit, we have however removed waste types which are not applicable from the standard rule set and have added some which are pertinent to the site.

The site is permitted to accept:

- Household, Commercial and Industrial wastes – predominantly segregated and mixed skip waste;
- Inert waste i.e. wastes which do not contain organic materials or liquids. Most of the raw materials are construction and demolition wastes received as part of mixed skip waste. Only the following materials will be accepted onto site:

The following waste types will be accepted:

Waste types and quantities	
Maximum Quantities The total quantity of waste accepted at the site shall be less than 5,000 tonnes a year.	
Exclusions Wastes having any of the following characteristics shall not be accepted: • Consisting solely or mainly of dusts, powders or loose fibres • Wastes that are in a form which is either sludge or liquid	
Waste Code	**Description**
01	**WASTES RESULTING FROM EXPLORATION, MINING, QUARRYING, AND PHYSICAL AND CHEMICAL TREATMENT OF MINERALS**
01 04	**wastes from physical and chemical processing of non-metalliferous minerals**
01 04 08	waste gravel and crushed rocks other than those mentioned in 01 04 07
02	**WASTES FROM AGRICULTURE, HORTICULTURE, AQUACULTURE, FORESTRY, HUNTING AND FISHING, FOOD PREPARATION AND PROCESSING**
02 01	**wastes from agriculture, horticulture, aquaculture, forestry, hunting and fishing**
02 01 03	plant-tissue waste
02 01 04	waste plastics (except packaging)
02 01 07	wastes from forestry
02 01 10	waste metal
03	**WASTES FROM WOOD PROCESSING AND THE PRODUCTION OF PANELS AND FURNITURE, PULP, PAPER AND CARDBOARD**
03 01	**wastes from wood processing and the production of panels and furniture**
03 01 01	waste bark and cork
03 01 05	sawdust, shavings, cuttings, wood, particle board and veneer other than those mentioned in 03 01 04
03 03	**wastes from pulp, paper and cardboard production and processing**
03 03 01	waste bark and wood
03 03 08	wastes from sorting of paper and cardboard destined for recycling
10	**WASTES FROM THERMAL PROCESSES**
10 **12**	**wastes from manufacture of ceramic goods, bricks, tiles and construction products**
10 12 08	waste ceramics, bricks, tiles and construction products (after thermal processing)
10 12 12	wastes from glazing other than those mentioned in 10 12 11
12	**WASTES FROM SHAPING AND PHYSICAL AND MECHANICAL SURFACE TREATMENT OF METALS AND PLASTICS**
12 01	**wastes from shaping and physical and mechanical surface treatment of metals and plastics**

12 01 01	ferrous metal filings and turnings
12 01 03	non-ferrous metal filings and turnings
12 01 05	plastics shavings and turnings
12 01 13	welding wastes
12 01 17	waste blasting material other than those mentioned in 12 01 16
12 01 21	spent grinding bodies and grinding materials other than those mentioned in 12 01 20
15	**WASTES PACKAGING; ABSORBENTS, WIPING CLOTHS, FILTER MATERIALS AND PROTECTIVE CLOTHING NOT OTHERWISE SPECIFIED**
15 01	**packaging (including separately collected municipal packaging waste)**
15 01 01	paper and cardboard packaging
15 01 02	plastic packaging
15 01 03	wooden packaging
15 01 04	metallic packaging
15 01 05	composite packaging
15 01 06	mixed packaging
15 01 07	glass packaging
15 01 09	textile packaging
15 02	**absorbents, filter materials, wiping cloths and protective clothing**
15 02 03	absorbents, filter materials, wiping cloths and protective clothing other than those mentioned in 15 02 02
16	**WASTES NOT OTHERWISE SPECIFIED IN THE LIST**
16 01	**end-of-life vehicles from different means of transport [including off-road machinery] and wastes from dismantling of end-of-life vehicles and vehicle maintenance (except 13,14, 16**
16 01 03	end-of-life tyres
16 02	**wastes from electrical and electronic equipment**
16 02 14	discarded equipment other than those mentioned in 16 02 09 to 16 02 13
16 02 16	components removed from discarded equipment other than those mentioned in 16 02 15
16 03	**off-specification batches and unused products**
16 03 04	inorganic wastes other than those mentioned in 16 03 03
16 03 06	organic wastes other than those mentioned in 16 03 05
16 11	**waste linings and refractories**
16 11 02	carbon-based linings and refractories from metallurgical processes others than those
16 11 04	other linings and refractories from metallurgical processes other than those mentioned in 16 11
16 11 06	linings and refractories from non-metallurgical processes others than those mentioned in 16 11
17	**CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)**
17 01	**concrete, bricks, tiles and ceramics**
17 01 01	Concrete
17 01 02	Bricks
17 01 03	tiles and ceramics
17 01 07	mixtures 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 03	**bituminous mixtures, coal tar and tarred products**

17 03 02	bituminous mixtures other than those mentioned in 17 03 01
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 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 04	soil and stones other than those mentioned in 17 05 03
17 05 08	track ballast other than those mentioned in 17 05 07
17 06	**insulation materials and asbestos-containing construction materials**
17 06 04	insulation materials other than those mentioned in 17 06 01 and 17 06 03
17 08	**gypsum-based construction material**
17 08 02	gypsum-based construction materials other than those mentioned in 17 08 01
17 09	**other construction and demolition wastes**
17 09 04	mixed construction and demolition wastes other than those mentioned in 17 09 01, 17 09 02
19	**WASTES FROM WASTE MANAGEMENT FACILITIES, OFF-SITE WASTE WATER TREATMENT PLANTS AND PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION/INDUSTRIAL USE**
19 12	**wastes from the mechanical treatment of waste (for example sorting, crushing,**
19 12 01	paper and cardboard
19 12 02	ferrous metal
19 12 03	non-ferrous metal
19 12 04	plastic and rubber
19 12 05	Glass
19 12 07	wood other than that mentioned in 19 12 06
19 12 08	Textiles
19 12 09	minerals (for example sand, stones)
19 13	**wastes from soil and groundwater remediation**
19 13 02	solid wastes from soil remediation other than those mentioned in 19 13 01
20	**MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS**
20 01	**separately collected fractions (except 15 01)**
20 01 01	paper and cardboard
20 01 02	Glass
20 01 08	biodegradable kitchen and canteen waste
20 01 10	Clothes
20 01 11	Textiles
20 01 34	batteries and accumulators other than those mentioned in 20 01 33
20 01 36	discarded electrical and electronic equipment other than those mentioned in 20 01 21, 20 01 23 and 20 01 35
20 01 38	wood other than that mentioned in 20 01 37
20 01 39	Plastics
20 01 40	Metals
20 02	**garden and park wastes (including cemetery waste)**

20 02 01	biodegradable waste
20 02 02	soil and stones
20 03	**other municipal wastes**
20 03 01	mixed municipal waste
20 03 02	waste from markets
20 03 03	street-cleaning residues
20 03 07	bulky waste – domestic seating waste containing POPs

9.2 VOLUMES OF WASTE WHICH CAN BE ACCEPTED:

9.2.1 Domestic, Commercial and Industrial Waste Transfer Station with Treatment:

Up to 75,000 tonnes/year

Not more than 1,000 tonnes/day.

Not more than 2,000 tonnes at any one time.

The target is to process waste consignments and export segregated waste loads from site within 48hrs. Waste treatment costs fluctuate and it is SGM Wastes policy to import, process and export wastes as quickly as possible to ensure that potential rises in disposal costs do not impact the profitability of the company.

The exception for this will be waste streams which require further testing such as POPs and some inert wastes, in order to demonstrate compliance with the receiving sites Environmental Permit or low volume waste streams where bulking up is required. These waste streams will be monitored by the management team and decisions will be made on the export of part loads based on information on upcoming consignments likely to be received.

9.2.2 Treatment of Waste to produce Soil, Soil Substitutes aggregate:

Not more than 2,000 tonnes/day

Not more than 5,000 tonnes at any one time.

SGM Waste aims to import, process and export inert wastes as quickly as possible to ensure profitability within the operation. Storage time of site will be driven by market forces. Recycled aggregates will be produced on spec, so that stock is held on site but also to order. Customers will specify aggregate requirements and feed materials will be selected, blended and screened to suit.

9.3 WASTE ACCEPTANCE PROCESS:

9.3.1 Customer Enquiry & Pre-Acceptance Checks:

When orders are placed for skips / bins, the sales team taking the order will ask questions about:

- The nature / description of the wastes to be placed into skips / bins;
- How they were produced;
- Likely volumes;
- From where the wastes were produced;
- Confirmation of non-mixed waste (if non-mixed stream)

This could be for a customer requiring a single skip or for a company placing a contract for multiple waste collections across several sites. This will allow the SGM Waste Team to discuss the waste streams which can be accepted by the company and avoid clients placing wastes which cannot be accepted into skips / bins. Clients will also be issued with a list of wastes which can and cannot be accepted by the company, with their order acknowledgement. During this process a preliminary LOW Code is assigned to the consignment in Waste Logics.

SGM have invested in Waste Logic software. This partners with Smart Waste to record volumes of waste and recovery percentages.

AI 4k Cameras at the weigh bridge and on the front of the MRF analyse wastes loads as they enter the site and as they are tipped to undertake an estimation of the waste fractions within the consignment and detect out of specification wastes.

9.3.2 Waste Examination Prior to Uplift

Wastes are collected as skip / bin waste in SGM Waste Management Skips. Skips / Bins will only be uplifted by SGM Waste Management Vehicles, operated by directly employed staff, who have been trained in the types of wastes accepted by the company.

Prior to uplift, a thorough examination of the load will be undertaken by the driver, with photos taken and sent back to head office for approval. Only once approval has been received, will the load be up-lifted.

The driver will then complete the Waste Transfer Note (WTN) for the consignment, on the Waste Logics App, on their tablet, which will include:

- LOW code

- Quantity
- Description
- Container type
- Transferor/Transferee details
- Signed declaration of accuracy

Drivers, Managers and site personnel will be trained in this process. Training will consist of a half-day session during which the WM3 process will be explained and staff will be shown the List of Wastes, with the wastes types accepted by the company highlighted. Staff will be trained to be able to access a waste load and assign the appropriate LOW Code for that consignment and to identify out of specification assignments.

Staff will be issued with a laminated list of all wastes not accepted by the company and this is also available within the Waste Logics App on their tablet.

Skips will be thoroughly inspected by the collection driver for waste types which cannot be accepted by the site i.e.:

- Liquid wastes.
- Asbestos containing materials.
- Hazardous wastes.
- Powders and other wastes with quantities of fine particles.
- POPs waste – soft furnishings, etc.
- Faeces.
- Gas bottles.
- Tyres.
- Paint tubs or other COSSH materials.

Any loads where these waste streams are identified, will not be uplifted and the customer will be informed that these items have to be removed prior to uplift.

9.3.3 Waste Acceptance Procedure at Weighbridge

- Verify vehicle registration and driver ID – done manually and using ANPR Camera;
- Weigh incoming load (record gross weight and deduct vehicle weight plus weight of bin, once tipped)
- Confirm booking/reference number;
- Check on Waste Logics that WTN present and correctly completed, amend if required;

- Ensure waste is what was described (visual inspection) and inspection using Waste Logics AI camera on the weighbridge.

9.3.4 Compliance Decision:

- **If compliant:** Direct to correct tipping area – CDI Wastes, within the MRF Building.
- **If non-compliant:**
    - Quarantine the load, within the quarantine bay within MRF / within original skip / bin
    - Record incident
    - Notify site manager and Waste Compliance Manager
    - Decide whether to reject or reclassify - contact waste producer with options for dealing with the waste i.e. return of load, additional charges for movement to another facility which can process the waste.

If non-compliant wastes are identified, following tipping, the load will be assessed by a Manager and either the non-compliant fraction will be quarantined, of if the non-compliant fraction has contaminated the entire the load, the load will be re-loaded into a suitable container and quarantined, pending consultation with and instruction from the client.

9.3.5 Bulk Loads of Inert Construction and Demolition Wastes:

Inert Waste Loads will be subject to the same process as for DCI Wastes with additional screening for bulk loads (inert wastes accepted outside of the skip waste division of the company)

Results from testing undertaken at the producers site will be screened against Waste Acceptance Criteria Limit Values for Inert Waste Landfill:

- heavy metals (As, B, Ba, Be, Cd, Cr, Cu, Pb, Hg, Ni, Se, V, Zn).
- total cyanide and total (mono) phenols.
- speciated PAHs (US EPA16 suite).
- aromatic and aliphatic TPH (C5-C35 banding).
- benzene, toluene, ethylbenzene, xylene (BTEX).
- asbestos screen.

If indicators of contaminated materials are discovered (odours, discolouration, sheens on water, bubbling, hazardous waste items) within soils and aggregates received at the site, they will be rejected immediately and returned to the supplier. If it is not possible to immediately return these to the consignee (if transport needs to be arranged etc), wastes will be removed to the quarantine area in the MRF.

10 WASTE STORAGE AND HANDLING PROCEDURES:

Following assessment as part of the acceptance process, waste consignments will be tipped within the primary sorting area in the MRF and will be inspected again to ensure they meet the acceptance criteria.

Initial sorting will be undertaken to remove bulky items, plasterboard and other sheet materials. Large items will be placed into piles within the MRF and will then be loaded into segregated waste bins using an excavator and grab.

Soft furnishings are on the list of wastes excluded from skips but some might be placed in the base of skips and the site will be permitted to accept these. POPs wastes will be moved to the POPs Quarantine area in the MRF building and will be removed to a separate third party facility for recovery or destruction. The quarantine area is constructed from steel I section King Posts with steel reinforced concrete panels.

All other wastes will be loaded onto the tromell for initial sorting and the removal of soils and hardcore, which drop out into bays formed from Legato concrete blocks, beneath and infront of the tromell.

The remaining wastes then enter the picking line, where they are picked into various fractions and placed in respective bays infront of the picking line. Bays are constructed from steel sheet and ensure segregated waste streams are no mixed.

Wastes from the bays are then moved to segregated waste bins, using a telehandler with a bucket. Bins are bought into the MRF to be filled and are then stored outside the building.

Following loading, bins are sheeted using heavyweight tarpaulins. Full bins are removed from site within 24hrs.

Figure 1 – Legato Concrete Block

Figure 2 – Legato Block Wall Bay

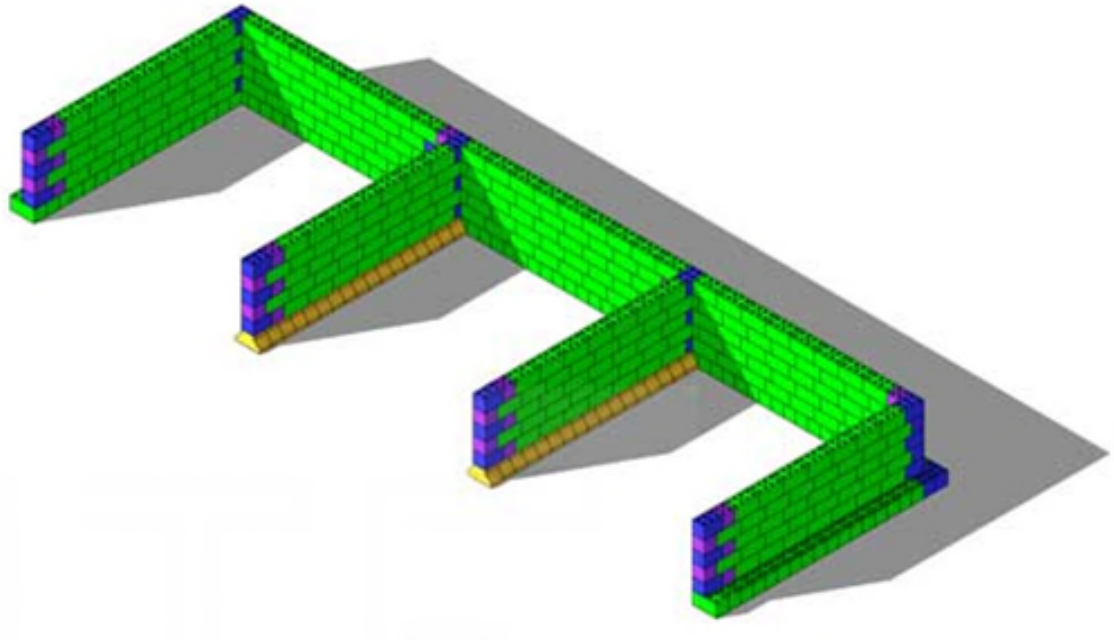

Figure 3 – Construction of Waste Segregation Bays

Inert wastes are stored on graded compacted stone surfaced areas, with a geotextile separation layer (Terram 2000, or similar). Runoff from wastes stored on stone areas is collected by a lined open ditch, with a 1 in 40 fall along the ditch west to east, along the southern boundary of the inert waste area. This flows to a manhole from where it flows into the attenuation pond. The attenuation pond is lined with an HDPE liner and has been constructed to remove suspended solids prior to discharge into Tarwick Reen, via a full retention hydrocarbon separator.

The risk of leachate from inert wastes is therefore considered to be low.

Training will be provided for personnel in the recognition of the indicators of contaminated material and actions to be taken on discovery.

11 Site Security:

The site forms part of the operating families agricultural holding, with members of the family living on site. The site is bordered on two sides by reens. Access to the site is across two culverts constructed across the reens. Code / Intercom activated gates secure each entrance.

Passive Infra-Red (PIR) CCTV cameras have been placed at strategic locations around the site, feeding into a mobile phone, which is kept in the farm house over night.

PIR activated LED security lighting has been erected on buildings around the site.

Overnight security guard between 22:00 and 06:00, based in the yard office and roaming patrols around the site.

12 Drainage and Management of Surface Water Runoff:

Please refer to SGM05 – Drainage Strategy.

13 Control of Emissions to Surface Water:

13.1 Runoff from Spilled Hydrocarbons

A primary risk to surface water within the reens and the groundwater within the site boundary is spillage of hydrocarbons and coolants from plant used at the site and from storage facilities used for the fuelling and servicing of plant and equipment. If there were an accidental release, which is not adequately controlled, these liquids could percolate through the underlying superficial deposits and bedrock to the aquifer below the site.

Sources:

- Spillages of diesel during refuelling of plant.
- Spillages of oil during plant maintenance.
- Leaking fuel from plant.
- Leaking fuel and oil from containers.

Pathways:

- Percolation through underlying geology to groundwater.
- Direct spillage to site drainage.
- Surface runoff carrying contaminants to site drainage.

Receptors:

- Site drainage
- Tarwick and Rhosog Fawr Reens
- Underlying Aquifer
- Severn Estuary

Controls:

The measures put in place to control the storage and use of hydrocarbons on site are as follows:

- The bulk diesel tank is located within the COSHH Store to the rear of the workshop. It is a double skinned modular plastic tank with incorporated bunding. All pipework and valves are enclosed within the double skinned portion of the tank and the fuelling gun is within a lockable compartment. The COSHH Store has a sealed sump base, with a steel grid suspended floor, to allow any spillage within the COSHH Store to be captured. Access to the COSHH store will be controlled by the Yard Manager, and the store will be locked when the site is not operational.
- Re-fuelling of plant and machinery shall not take place within 10m of the reens. Fuelling is only to be carried out by trained personnel, issued with PPE, consisting of nitrile gloves and safety glasses.
- A plant nappy will be kept at the fuelling point and will be placed beneath the fuel filler of vehicles / plant to be fuelled.
- A 120l spill kit containing absorbent booms / pads, plastic disposal bags, industrial wipes and spill response forms, will be stored adjacent to the bulk fuel tank. Three 25l bags of absorbent granules will also be stored within the workshop stores.

Figure 4 – 120l Spill Kit in wheelie bin

- The re-fuelling of static and small items of plant shall be carried out by a suitably trained, designated person using fuel cans with spouts which can be inserted into re-fuelling apertures of the plant being re-fuelled. If such fuel cans are not available a funnel will be used.
- Bowsers used for the re-fuelling of plant shall be Integrally bunded and stored in a secure location overnight.
- All fuels, oils and chemicals to be stored in the COSHH Store.
- All tanks shall be labelled to show their contents, volume, refill procedure and spill response procedure.
- Plant and vehicles should be inspected for oil and fuel leaks prior to the start of each shift.
- All static plant should be placed within a plant nappy which more than covers the footprint of the plant.
- All containers of hydrocarbons or chemicals used on site should be placed in a plant nappy.
- COSHH and Environmental Hazard data sheets shall be obtained for all chemicals bought to site and copies shall be kept at the same location as the chemicals are stored, with an additional copy in the yard office. Attention shall be paid to instruction for environmental conditions in which chemicals are to be stored i.e. temperature, humidity, expose to ultraviolet light, etc.
- A full retention hydrocarbon separator has been installed on the outflow of the attenuation pond which receive runoff from the trafficked areas of the site. This will remove hydrocarbons which may be present within the drainage water, preventing their discharge to Tarwick Reen.

13.1.1 Silt Contaminated Runoff

Silt contamination of surface water is of great concern for any site which handles soil and stone. This silt can cause problems for the local watercourse, such the deoxygenation of the water, blockage of the gills of fish and smother aquatic plants and invertebrates, and the starvation of light. Silt contamination of a watercourse can lead to a prosecution under the Water Resources Act (1991).

Source:

- Silt mobilised from stockpiles and haul roads by surface runoff.

Pathways:

- Surface water drainage.

Receptors:

- Site drainage
- Tarwick and Rhosog Fawr Reens

Controls:

To prevent silt being mobilised and site runoff becoming contaminated, the following good practice will be employed:

- A bund will be constructed along the sites northern boundary to prevent clean runoff from outside the site, entering the site and becoming contaminated with suspended solids. This bund will direct clean offsite surface runoff into Tarwick Reen.
- Silt contaminated water will be directed into the attenuation pond, using a combination of gullies within non-inert waste storage areas and open ditches on inert waste storage areas.
- The SGM Waste road brush and gully sucker will be used to maintain access routes around the site, free from wastes and to maintain gullies and manholes.
- The attenuation pond is lined with an impermeable HDPE membrane to prevent water percolating into the ground.
- Inspections of the attenuation pond will be carried out daily, including checking the integrity of the high level outfall and the siltation level. Silt build-up will be cleared from the pond when required. Checks will be carried out multiple times a day during periods of intense rainfall. Silt removal will be carefully controlled to prevent damage to the HDPE liner, i.e. dredging using a toothless bucket on the excavator.
- Where possible clean water from building roofs will be diverted away from operational areas to prevent it becoming contaminated and to reduce the volume of water discharging into the attenuation pond, which will increase efficiency.
- Site traffic will be confined to the surfaced roads around the site, and these will be maintained clear of loose material, through grading and road brushing. This will prevent inert wastes materials being dragged onto the surrounding highway network.
- Damping down for dust suppression to be carefully coordinated to ensure excessive volumes of water are not sprayed onto areas, mobilising suspended solids.
- Areas around drains will be maintained free from site material.

13.1.2 Water from Firefighting

SGM06 - Refer to Fire Prevention and Mitigation Plan

13.1.3 Surface Water Monitoring

Surface water compliance points have been established on the outfall from the site into the Tarwick Reen (SWDP01) and from the tank receiving water from the interior of the Materials Recovery Facility. Monitoring will be undertaken monthly at SWDP01, with a control sample taken upstream - SWMP01 (except for periods when there is no flow),

These will be sent to a UKAS accredited laboratory to be tested for suspended solids, BOD ATU, electrical conductivity, TPH (speciated), and ammonia.

Samples will be taken from the MRF tank – SWDP02, prior to the tank being emptied. This will be tested for a range of common contaminants as directed by the waste management company uplifting the water.

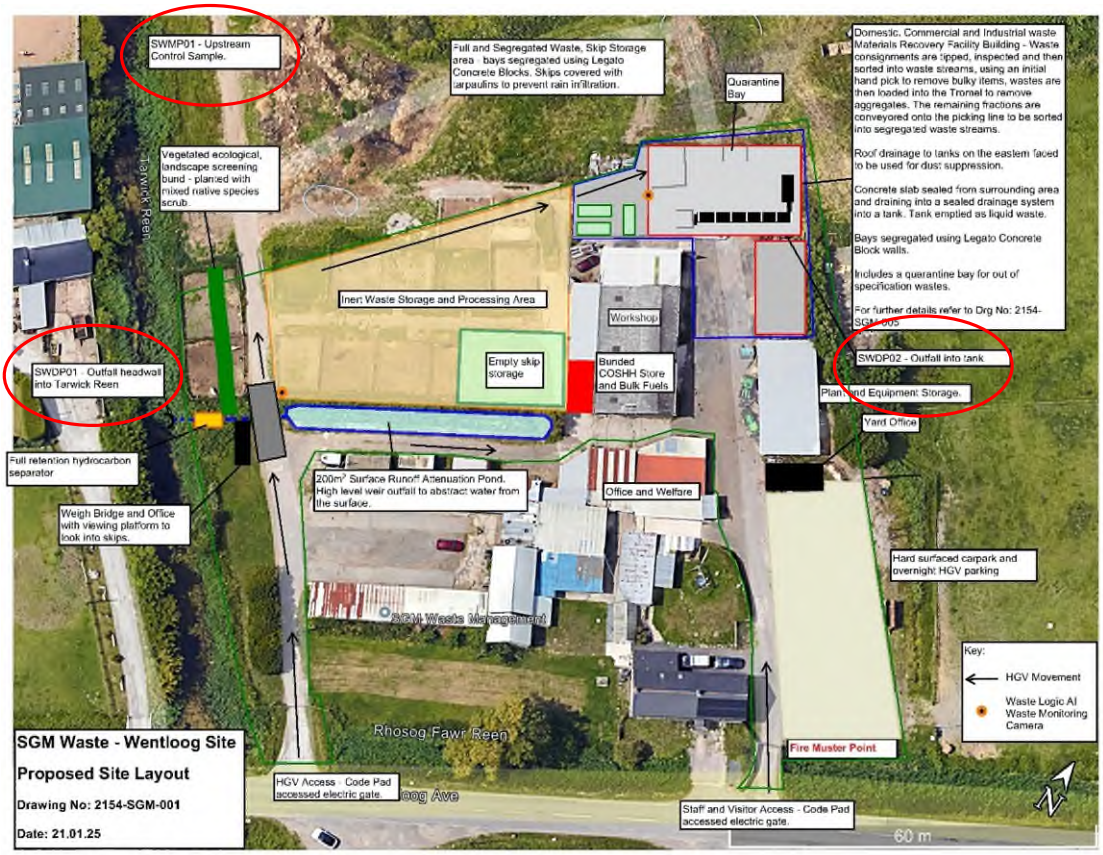

Figure 5 – Surface Water Quality Monitoring Points (circled red)

As there are no potable water surface water abstractions within the vicinity of the site, it has been determined that Environmental Quality Standards may be utilised as Compliance Points for contaminants. This may be reviewed if samples tested from SWMP01, upstream of the compliance point are below these standards.

Impacts to surface water would be detectable quickly as the key contaminants will be suspended solids and hydrocarbons, both of which are highly visible. If it is found that surface water quality is being impacted by the operation of the SGM Waste facility, operations will cease the the sources of contamination will immediately be investigated.

14 Control of Emissions to Air

Although the site is rural Sluice House (a residential property) lies approximately 20m to the west of the western site boundary. This is segregated from the site by a line of large leyladii

trees, Tarwick Reen and a 2m high vegetated earth bund. The site is also surrounded by the Rhymney and Peterstone Gwent Levels SSSI and the Severn Estuary SSSI, SAC and RAMSAR Site are 300m north. The Rhymney Great Wharf Local Wildlife Site is located 590m west of the site. It is therefore important to ensure that emissions to air, such as dust, particulate matter and odours, are controlled. These emissions can travel large distances under certain weather conditions, so large amounts of emissions can cause nuisance to residents, if not effectively controlled. In extreme cases, these emissions can also cause problems for local ecology such as the adjacent SSSI.

14.1.1 Dust and Particulates

Please refer to SGM10 – Dust Management Plan

15 Control of Noise and Vibration

Please refer to SGM09 Noise and Vibration Management Plan.

16 Mud on Roads:

The site is accessed from Wentloog Avenue and there is a high risk of mud being transferred on to the general highway network if suitable controls are not implemented.

- Vehicle movements within the site will be confined to the concrete and stone surfaced haul roads. These will be maintained free from waste and processed materials.
- The SGM Waste road brush will regularly brush hard surfaced areas within the site and the highways immediately adjacent to the site, if there is any evidence of mud being dragged onto roads.
- All vehicles leaving the site shall be cleared of site material if required using a combination of dry brushing and jet washing (water from jet washing will be contained within the sites drainage system as it is likely to contain suspended solids and hydrocarbons)
- If site material is noted on highways around the site, a road brush will be bought to site to remove it.
- The Yard Manager will monitoring the condition of site access roads and the surrounding highway network.

16.1 Lighting:

The key receptor for the effects of light spill from the site are, the reens along the western and southern site boundaries, which are likely to be used by otters and commuting / foraging bats.

Mitigation proposed to minimise the negative impacts of light spill are:

- Spot lights are mounted on the buildings to illuminate the areas around the buildings. These will be flat glass LED units and will be angled down to minimise light spill onto surrounding areas.
- Security lighting around the site will be PIR activated and hence will only illuminate in response to movement within the site.
- During the summer when bats are most active, site lighting will not be used for 1hr either side of sunset / sun rise.

16.2 Site Generated Waste

All industrial activity produces waste. This waste must be controlled to ensure that it is disposed of in a legal, sustainable way. Key waste streams produced from the operation of the site are:

- Cardboard packaging – Placed into recovered cardboard bins.
- Wood packaging – placed into segregated wood bins.
- Plastic packaging – placed into segregated plastics bins.
- Worn out or damaged PPE – placed into mixed waste bin.
- Vehicle and plant servicing consumables – See Hazardous Waste below.
- Food waste from the canteen – Collected under contract by Newport Council Refuse Collection.

The most environmentally damaging waste is hazardous waste. Although the site does not accept this, there is potential for a small amount of hazardous waste to be generated from site activity i.e. vehicle servicing and the disposal of site consumables.

Hazardous Wastes likely to be encountered are:

- Aerosols – paints, cleaners, oils, etc
- Grease Cartridges – Grease inserts from grease guns used for lubricating machines.
- Wastes Oils and Oily Materials – oil from machines, oily rags and gloves, oil filters, etc
- Batteries – all types of batteries are now covered under the EU Batteries Directive but to all intents and purpose should be treated as Hazardous.

These wastes will be placed into segregated clip top 205l drums within the COSHH store and removed from site by a third party waste management company. Drums will be clearly labelled with the contents.

17 Ecological Constraints and Mitigation

For the ecological constraints of the site, as well as the mitigation measures put in place, please refer to the Preliminary Ecological Appraisal (SGM07). Key ecological constraints are:

- Impacts on the adjoining SSSI, through dust, contaminated runoff, changes to hydrology and light pollution;
- Impacts on the reen component of the SSSI from contaminated runoff from the site;
- Impacts on the Severn Estuary SSSI, SAC and RAMSAR site due to contaminated runoff from the site flowing into Tarwick Reen and then into the estuary;
- Impacts on bats using the reens and adjoining sites, from light pollution;
- Impacts on common reptiles and amphibians due to dust and changes to hydrology;
- Impacts on the Rhymney Great Wharf Local Wildlife Site due to dust;

All of these potential impacts have been addressed within this EMS and associated documents and a Risk Assessment has been undertaken to ensure adequate controls are maintained as part of the operation of the site.

18 EMERGENCY PREPAREDNESS AND RESPONSE:

18.1 EMERGENCY CONTACTS:

Incident Managers (George Knight Eddins):	07491380076
Deputy Incident Manager (Ian Barnett)	07562538582
Natural Resources Wales:	0300 065 3000
Emergency Services:	999 (Request service required)

18.2 DEFINITIONS:

Environmental emergencies can be broken down into two categories, Environmental Incidents and Environmental Issues.

18.2.1 Environmental Incident:

- An inappropriately controlled emission to land, sea, air or water (e.g. spillage, fumes, dust, vibration, noise, disposal) that has potential to cause environmental harm if not controlled properly.
- A substantiated complaint from a third party affected by the operation of the facility.
- An event causing major quantifiable environmental harm.
- A breach of the sites Environmental Permit that may lead to statutory intervention.
- A breach of Environmental Legislation.
- An environmental emergency (i.e. an event on site that is not under control and requires assistance from external bodies to minimise potential harm to the environment)

Examples:

- Spillage of fuels, oils and chemicals on land and into water.

- Silt contaminated runoff entering watercourses, drainage and other sensitive environments.
- Unauthorised burning of material on site.
- Unreasonable noise at sensitive receptor.
- Uncontrolled release of emissions to air.
- Incidents involving NRW action or intervention. (e.g. sampling)
- Nuisance from dust blowing off site

18.2.2 Environmental Issue:

- An unforeseen occurrence which will impact on the works.
- An environmental incident caused by a third party not connected with the site but which impinges on the operation of the site.

Examples:

- Fly tipping in the area surrounding the site.
- Discovery of protected species where there were no indicators.
- Flooding from events outside the 1 in 100 year probability.

18.2.3 Responsibilities

In all cases responsibility for immediate action lies with the person discovering the incident. They should take whatever actions they can, to immediately stop the source and contain the pollution.

In all cases the incident shall be immediately reported to the site manager. The Incident Controller shall coordinate resources to put the containment and mitigation plan in place.

EcoVigour Ltd will assist in post incident training, incident reporting/monitoring and documentation for the EMS.

18.3 Specific Pollution Incidents.

Fuel or Oil entering a surface water drainage:

The response will depend on the amount of hydrocarbon spilt. As a general rule the following steps should be taken.

- Stop release of fuel by removing the source, placing a suitable container beneath the release or by using plastic sheeting and bunding.
- If there is flow in the drain, deploy an oil absorbent boom across the water to contain the spill.
- Place oil absorbent mats on the water surface to absorb the oil. N.B. once used these are to be stored and disposed of as hazardous waste. Impermeable gloves and boots and disposable overalls are to be worn.
- The above items can be found in the oil spill kit at the COSHH Store, the yard office, the MRF and in site plant.

- The outfall from site (SWDP01) will be closed and contaminated water can be pumped from the watercourse into the attenuation pond, from where it can be treated to remove hydrocarbons.
- Natural Resources Wales to be contacted (0300 065 3000)

Fuel or Oil spillage on land:

- Stop release of fuel by removing the source, placing a container beneath the spill or by using plastic sheeting and bunding.
- Excavate oil contaminated soil and place in an oil tight container. This must be disposed of by a specialist waste handler as hazardous waste.
- If spillage is onto a hard surface, all drains must be sealed immediately. Absorbent materials such as sand, sawdust, straw or oil absorbent granules/mats are to be placed over the contaminated area to soak up the spill. These should then be removed and stored and disposed of as special waste. Impermeable gloves and boots and disposable overalls are to be worn.
- The above items can be found in the oil spill kit at the COSHH Store, the yard office, the MRF and in site plant.
- National Resources Wales to be contacted (0300 065 3000)

Spillage of chemicals:

- Where possible remove source of pollution.
- Obtain as much information on the chemical spilt as possible to evaluate the potential harm it could cause to staff and the environment.
- If it can be ascertained that there is no significant health and safety risk the chemicals should be dealt with as oil, above.
- If a potential health and safety risk is identified the area should be evacuated and the emergency services contacted.

18.3.1 Environmental Response Equipment

- Spill kits are available at the COSHH Store, the yard office, the MRF and in site plant.

18.3.2 Incident Reporting

All personnel on site have a duty to report any situation, occurrence or activity which poses a risk to the environment.

Incidents must be reported immediately to the Incident Controller who will be responsible for assessing the incident and reporting it to the responsible agencies (NRW, CADW, ENV Health, etc)

The following details should be recorded by the Incident Controller:

- Time, date and location of the incident
- The root causes of the incident
- Actions taken to remedy the incident
- Personnel involved
- Third parties and statutory bodies involved
- Procedures put in place to ensure there is no re-occurrence.

19 PUBLIC LIAISON AND COMPLAINTS:

Complaints regarding vehicle use and potential emissions from the site, will be received at the sites reception and then referred to the Site Manager. Complaints Log will be completed with the nature of the complaint, contact details dates and actions taken to remedy.

20 TECHNICAL COMPETENCE AND TRAINING:

George Knight Eddins will hold the WAMITAB Level 4 Medium Risk Operator Competence for Non-Hazardous Waste Treatment and Transfer (MROC1) qualification.

The requirements of this qualification, along with learning materials used will be cascaded to other members of staff who will deputise for George when he is not on site. Consideration will be given to other members of the management team, also completing this qualification.

All staff shall be trained to a level to ensure that they are more than capable of carrying out their duties with minimal environmental impact. This will include:

- The recognition of wastes which cannot be accepted by the site;
- Correct segregation of wastes streams, which materials / items can be added to different waste streams;
- The process for the tipping and sorting of wastes;
- Pollution Control and use of spill response equipment;
- The contents of the Fire Prevention and Mitigation Plan (FPMP);

Toolbox talks will be given to all staff covering the aspects of this Environmental Management System, as well as all adjoining documentation.

Personnel will be given instruction on specific aspects of the works, in small groups. If required supporting material shall be utilised such as manufacturer's instructions or company handouts.

All toolbox talks and training will be recorded along with signed attendance sheets within the site office.

21 Monitoring and Audit Procedures

This section outlines the procedures that will be undertaken to ensure that all environmental aspects of the company are being held to the highest standard.

21.1 Waste Record Keeping

Maintain records for at least 2–3 years:

- Waste Transfer Notes or Consignment Notes
- EWC codes and quantities
- Visual inspection logs
- Weighbridge records
- Rejected load logs
- Quarantine logs
- Duty of Care documentation

21.2 Plant and Equipment

- Daily checks will be undertaken by plant operators prior to using the equipment. This includes checks for fuel and oil leaks, fuel and coolant levels, hydraulics and safety equipment. These checks will include a written check list which will be kept on file in the site office.
- All plant and equipment will be serviced as per the manufacturer's instructions, but at minimum annually. Service documentation will be kept on file in the site office.
- Certification will be maintained for any lifting equipment used on site, and refreshed as required to ensure certification is current and valid. This documentation will be stored within the site office.
- All electronic equipment used on site, including within the site office, will undergo portable appliance testing (PAT) to ensure safety of use.

21.3 Site Drainage

- Daily checks of site drainage will be undertaken. These will comprise of:
    - A walkover inspection of the drains around the site. If any are found to be blocked (for example via siltation or site material) this shall be cleared immediately.
    - Inspection of the attenuation pond to ensure it is not in danger of overtopping and silt buildup is within acceptable limits. If the buildup of silt is notable, it shall be cleared as soon as possible, taking care not to damage the HDPE liner. Silt shall be placed within a lined skip. This will be tested and assessed in line with WM3 to determine whether any contaminants are present and subsequently removed from site to a facility licenced to handle such material.

    - The drainage tank at the MRF will be checked for level. If approaching full, this will be tested and the tanker company contacted to arrange collection of the water.
- Weekly checks of the integrity of the drainage channels and surfaces will be carried out to ensure that the MRF processing area remains isolated from the rest of the site drainage. Concrete surfaced areas will be checked for integrity, any cracks or holes in the surface will be broken out, investigated and sealed.
- During periods of intense rainfall, intermittent inspections will be made of the Tarwick and Rhosog Fawr Reens to ensure that the site is not causing siltation of the reens.

21.4 Nuisance

Daily checks will include:

- Amount of dust being generated by site activities. If this is excessive, damping down procedures will be implemented.
- Amount of noise and vibration from site equipment. If this is deemed to be excessive, the activity will be ceased, and a workaround will be found which reduces this level.
- Amount of mud on the roads outside of the site. These will be brushed down if this is excessive. If it persists, road cleaning will be undertaken.
- Formal noise monitoring will be undertaken as a response to third party communication. Noise monitoring will be undertaken as described in Section 11.3.

21.5 Litter

Daily litter picks will be undertaken of the site, to ensure that the site is maintained to a high standard and reduce potential for litter to be blow into reens, onto the adjacent SSSI or onto third party land.

Long handled litter pickers and a kayak are maintained on site to access reens to undertake litter picks.

21.6 Pests

Site staff will be briefed to be observant for the presence of pests i.e. rodents, insects and opportunistic bird species.

Food wastes are not accepted as part of waste consignments.

If excessive levels of pests are identified P&P Pest Control will be contacted for advice on prevention and control.

All food waste from the site canteen will be kept in a covered 11,000l wheeled bin, which will be uplifted weekly by a waste contractor (separate to the operation of the site)

21.7 Environmental Site Inspections:

Environmental site inspections shall be carried out weekly by the Site Manager. These will involve a site walk through, with observations being made and corrective actions assigned.

The following table is an overview of all inspections to be carried out on site.

Inspection Regularity	Inspection Description
Daily	**Plant and Equipment** • General plant and equipment check before use. • Emitting excessive noise. • Emitting black smoke or other fumes.
	Drainage • Inspection of drainage channels. • Inspection of gullies and manholes. • Inspection of attenuation ponds. • Inspection of levels within the MRF drainage tank. • Inspection of levels within the hydrocarbon separator. • Inspection of the outfall into the Tarwick Reen (SWDP01)
	Site Waste • Duty of Care process as part of acceptance of waste consignments onto site. • Segregated waste inspection • Inspection of the size of stockpiles
	Nuisance • Dust levels • Noise and vibration levels • Litter • Pests • Mud on roads
Weekly	**Drainage** • Check silt levels in attenuation ponds; • Inspect separator for hydrocarbon content.
	Environmental Site Inspection • General environmental site inspection
Monthly	**Plant and Equipment** • Servicing of all plant and equipment

Inspection Regularity	Inspection Description
	• Portable Appliance Testing (PAT) of equipment • Checking of all certification for plant and equipment
	Drainage • Integrity of drainage surfaces to maintain impermeability

22 Documentation, Reporting and Data Gathering:

22.1 Documentation:

22.1.1 Environmental Permit

A copy of the Environmental Permit will be held in the main site office and within the yard office, along with copies of all site management documentation.

22.1.2 Duty of Care and Waste Returns

Waste returns will be submitted monthly to the required deadline, using the Waste Logics system, which will integrate with Smart Waste.

22.1.3 Waste:

All waste transfer note for operational site wastes, removed by third party waste management companies will be kept on site.

22.1.4 Control of substances Hazardous to Health (COSHH):

COSHH data sheets will be required for all materials and substances bought onto site and for any man-made materials or substances encountered on site. COSHH data sheets shall be filed alphabetically and stored in the Weighbridge Office.

23 Closure and Decommissioning

The Materials Recovery Facility will be comprised of a building which could be transferred to agricultural use. Processing equipment is made up of a series of mobile plant units, which can be dismantled and removed / replaced from site as and when required.

All of the tanks are above ground, with the exception of the holding tank SWDP02 for water from the interior of the MRF, which can be pumped dry and then broken out and disposed of.

As the facility forms part of the family agricultural holding, there is a strong incentive for SGM Waste to restore the site to productive agriculture.

APPENDIX 1: SITE LAYOUT PLAN