

Brisco Waste Disposal Co. Ltd.

Environmental Management System (e.m.s)

June 2015

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a) Operational Working Plan / Environmental Impact Plan & Controls.

i) Waste Acceptance Procedure.

On arrival at the Transfer Station / Recycling Facility, all vehicle drivers are required to park their vehicles at the reception office area where, following securing the vehicle, the driver is required to produce the appropriate documentation pertaining to the consignment of the waste being transported.

The documentation is checked by a competent member of site staff, ensuring that the necessary information the source of the waste, waste type, carrier details etc. are properly recorded.

Subject to the documentation and consignment being satisfactory, the vehicle is directed to the weighbridge. After recording the necessary information regarding the consignment weight, the vehicle is directed to the waste transitional storage/ sorting area. During unloading and subsequent sorting, the consignment is examined to ensure that only waste permitted under the terms of the site permit is present.

The acceptable waste is sorted manually and inert waste and non-contaminated waste removed to the external storage bays for re-use / recycling. Waste which is specifically required under the terms of the site permit to be held in a covered container is stored accordingly.

ii) Segregation of Non-Permitted Waste.

In the event of unacceptable waste i.e. waste not permitted under the terms of the site permit being detected, the procedure described below is implemented .

In the event of the documentation being unsatisfactory or by initial visual inspection, the consignment is considered to be unsatisfactory the carrying vehicle is directed to a suitable holding area on site while further enquiries are conducted.

- If following these enquiries, either documentation or consignment is found to be unsatisfactory , the vehicle , fully loaded is turned away from site and an appropriate entry made in the site diary. The incident is reported to the appropriate officer at National Resources Wales.

- In the event of the documentation and initial inspection being satisfactory but on tipping, by secondary inspection an item or items of waste considered to be unsatisfactory are discovered, the item / items considered to be unsatisfactory are removed to an isolation container provided on site for that purpose.

A record of the incident and action taken is recorded in the incident form and the matter reported to the appropriate officer at the Natural Resources Wales.

The isolation container is a steel fully enclosed skip, and if necessary, a second similar container is stored on an impermeable surface on site.

Unacceptable waste which is non-putrescible will be removed from site within 28 days of detection and any other waste within 7 days of detection.

iii) Waste Dispatch.

All waste leaving the site, whether for disposal or for re-use is subject to waste transfer documentation indicating the waste type, quantity and destination.

iv) Hours of Operation.

Operational hours are restricted to 07:00 – 19:00 hours Monday to Friday
07:00 - 13:00 hours Saturday.

No site operations are permitted on Sundays or Public Holidays.

v) Schedule of Permitted Waste.

The schedule of permitted waste is as contained in the Site Permit. An extract of the most common wastes accepted on site , together with the relevant EWC codes is displayed in the site office for monitoring import and export documents.

A resume of the permitted wastes is included as an appendix to this document for training purposes.

vi) Site Security,

The site is surrounded with 2.20m high steel palisade fencing with lockable access / exit gates of similar construction. CCTV system with regular monitoring provides additional security .

vii) Environmental Controls.

Odour.

Although the permitted waste schedule does not envisage that putrescible waste is accepted on site, however, in the event of odour producing waste being delivered, there is a proprietary brand of industrial de-odouriser which can be held on site for application by fine spray.

All putrescible waste delivered to site is stored in the transfer station building or in an enclosed container stored on impermeable surface prior to removal to a suitably permitted disposal facility.

Noise.

Planning Consent for the site contains conditions relating to the rating level of noise emitting from the site shall not exceed the existing background noise by 5dB or greater. That condition is adhered to as part of the site management procedure.

Control of pests.

Daily site inspections includes checks on the presence of pest infestation. In the event of pest evidence being detected, expert treatment by qualified contractors will be sought. Details of any treatment by the expert contractor will be recorded in the site diary.

Mud and Debris.

The site has no direct connection with the Public Highway and the site access road is checked daily to ensure that no mud or debris is spilled from vehicles using the site. Any debris emitting from the site or site users will be removed immediately by hand clearance or mechanical sweeping.

Dust.

Dust which may be produced by the storage or sorting of inert waste or by movement of vehicles on site is combatted by application of fine water spray from a mobile bowser.

Occasions when that application becomes necessary is recorded in the site diary / log.

Details of the site Odour Management Plan is included as item (m) in the appendices to this document.

b) Spillage Plan.

Possible pollution may result from accidental leaks or spillages from plant or vehicles as no liquid waste is imported into the facility.

As well as identifying the possible source of pollution, the potential target is identified as groundwater and adjacent land and the measures to mitigate against such spillage causing pollution are shown below.

Steps to be taken –

- Site manager notified.
- All potential run off routes, outlets etc. are “blocked” using sandbags stored on site.
- The area surrounding the spillage is isolated by application of absorbent granules or clean sand held on site.
- Sufficient absorbent granules / clean sand to be applied until all polluting liquid has been absorbed.
- Contaminated granules / sand will be loaded into a suitable sealed container and transported to a suitably permitted disposal facility.
- Local Natural Resources Wales office contacted, and a review of action undertaken.
- Full report to be prepared including identification of source.

The spillage plan is shown on Appendix b, which is used for training purposes.

c) Site Inspection

Site inspections are primarily to ensure that site activities meet the terms of the site permit and to ensure that defects are not likely to be the cause of pollution or raise the possibility of complaints. Any matters which are considered to be of concern arising from the inspection are recorded in the site diary and / or the Accident / Incident recording forms with details of the defect noted and action taken .

Schedule of inspections are shown on Appendix c to this ems document.

d) Emergency Plan.

Fire.

In the unlikely event of a fire incident occurring, the following procedure is followed.

- Site manager notified.
- All visitors on site, identified by checking the visitor's book, are escorted to the emergency assembly point.
- Fire extinguishers / water spray is directed at the base of the fire, if it is safe to do so.
- Fire Services notified. Senior staff on site to liaise with the senior emergency officer and provide any assistance requested.
- Natural Resources Wales contacted as soon as reasonably practicable.
- Full report of the incident and measures taken entered into the Accident / Incident recording forms.

d) Maintenance Checklist.

Records of site maintenance plant and vehicles are maintained on site and are available for inspection by authorised officers.

e) Complaints Procedure.

In the event of a complaint being received , the details of the complaint including details of the complainant, date and time of the complaint received etc. are recorded on the Complaints Record as shown in the Agency Management Toolkit and attached as an appendix to this document and the completed form is retained at the site office for inspection.

f) Risk Assessment.

The site Risk Assessment, in tabular form is attached as document Brisco/ RA1 as an appendix to this ems document.

g) Accident Management Plan.

The document details the Hazard Control Procedures , Risk Management Procedures and Overall Risks.

This Accident Management Plan is attached as an Appendix to this ems document.

Brisco Waste Management Ltd Site Spillage Plan

Possible pollution may arise from accidental leaks or spillages from vehicles or plant or from waste imported into the facility.

As well as identifying the possible source of pollution arising from a liquid spillage, the potential target is also identified as groundwater and any nearby watercourses and also the measures required to mitigate against the spillage causing such pollution are shown below.

Steps to be taken in the case of a spillage being identified. –

- Site manager notified.
- All local discharge points e.g. gulleys, outlets etc. are to be blocked using sandbags (held in yard stores).
- Area surrounding the spillage to be isolated by application of absorbent granules or clean sand (held in site stores).
- Sufficient absorbent granules / clean sand to be applied until all polluting liquid has been absorbed.
- Contaminated granules / sand to be loaded into suitable containers and transported to a suitably permitted facility.
- Natural Resources Wales local office notified..
- All necessary documentation to be completed.
- Full report to be prepared identifying the source and review of the adequacy of the steps taken.

Although the above identifies the concerns relating to liquid spillages, the case of action to be taken in the case of "solid spillage" from vehicles needs to be considered and the steps to be taken in such cases.

- Site manager notified.
 - Spillage cleared either manually or mechanical sweeper and all arisings deposited in the appropriate container.
 - Cause of spillage identified and action taken reviewed.
 - Entry made on site diary
-

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Site Inspection

Site inspections are split into two categories, daily and weekly inspections.

Daily Inspections.

Daily inspections are conducted by a competent member of staff and may be connected with his / her regular supervisory duties or as a separate inspection process.

They consist of –

Drainage inspection including checking that surface water flows freely to the gulley collection point and that the gulleys are clear, i.e. not blocked.

Security gates and site fencing and any defects which may compromise site safety are dealt with as an emergency within 12 hours and as a permanent repair / replacement within 7 days.

Isolation skip and Asbestos skip. Both containers are checked for security as both are to be locked at all times when not being loaded.

Dust. During site walkabout, any excessive dust from site operation or vehicle movement is monitored and dealt with by fine water spray from the on site water bowser.

Stock of absorbent granules checked for quantity and if stocks are low, replacement order arranged.

Impermeable area (Concrete). The impermeable area is under constant check to ensure that no contaminants penetrate the groundwater layer.

Weekly Inspections.

Weekly inspections are carried out by a competent member of staff.

They consist of –

Interceptor. Capacity of Interceptor is checked and if capacity is at or nearing 75%, arrangements are made to empty the interceptor content by a specialist contractor.

Water Spray Equipment is checked to ensure that if a fine water spray is required, the equipment is readily available.

CCTV playback. The site security CCTV playback facility is checked weekly in order that if any incident arises e.g. security or accident, the circumstances are recorded and ready for reference by playback.

During any of the above inspections, any defect noted are recorded in the site diary including details of action taken to deal with the defect.

Brisco Waste Disposal Ltd

Emergency Procedures

Brisco Waste Disposal Ltd's Safety Policy will be adhered to at all times. There is however a remote possibility of accidents occurring on site and the procedures adopted under those circumstances are to be clearly explained and understood by all employees.

Where necessary training will be given to ensure that procedures are understood.

Industrial Injury – Site Accident.

Any accident occurring on site must be reported to the site manager and a full report of the incident must be recorded both in the formal report forms in the case of a serious accident or in the site accident book for minor accidents. Advice on the most suitable treatment must be sought unless the incident is of a serious enough nature to require the attendance by the Emergency Services in which case all necessary assistance must be made available if requested.

Fire

In the event of a fire being detected on site, the following procedures must be implemented without delay.

- All personnel on site, identified by checking the visitors book if necessary, are located and escorted from site to the emergency assembly point at the main entrance gate.
 - Fire extinguishers and / or water sprays are to be directed at the base of the fire if it is safe to do so.
 - Emergency Services notified.
 - Senior Staff member on site to liaise with the senior emergency officer and provide assistance if required.
 - Natural Resources Wales to be notified as soon as is reasonably practical.
 - A full report of the incident to be prepared and a record entered in the site diary.
 - Co-ordination with the senior emergency officer will be maintained to ensure that a temporary boom is paid at a suitable location to contain any run off resulting from the application of any large quantity of water.
-

Permitted Waste Schedule

16 01 03	End of Life Tyres.
16 06 01	Lead Acid Batteries.
EWC 17	Construction and Demolition Waste (including excavated soils)
17 01 01	Concrete
17 01 02	Bricks
17 01 03	Tiles and Ceramics
17 01 07	Mixtures of concrete, tiles and ceramics.
17 02 01	Wood.
17 02 02	Glass
17 02 03	Plastic
17 03 02	Bituminous mixtures excluding those containing coal tar.
17 04	Metals
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 05 04	Soils and Sub –Soils other than those containing dangerous substances.
17 06 05	Construction materials containing Asbestos.
17 08 02	Gypsum based construction materials other than those contaminated with dangerous substances.
EWC20	Household, Commercial and Industrial Wastes.
20 01 01	Paper and Card.
20 01 02	Glass.
20 01 08	Biodegradable Kitchen and Canteen Waste.
20 01 21	Fluorescent Tubes
20 01 38	Wood.
20 01 39	Plastics.
20 02 01	Biodegradable Waste (Garden and Park Waste)
20 03 01	Mixed Municipal Waste
20 03 07	Bulky Waste.

Brisco Waste Disposal Ltd. COMPLAINTS FORM				
Who Made the Complaint		Name		
		Address		
		Telephone Number		
Date and Time Complaint Made				
Details of Complaint				
Was anyone else aware of the complaint?				
What mitigating steps have you taken to prevent recurrence?				
Was there any significant pollution or environmental damage to land, water				
or protected area, for example, dust, odour or noise pollution outside the site				
or spillage of polluting liquids onto the ground or at a site of special scientific				
interest or into a drain or a watercourse. If YES, complete the Accident and				
incident record				
If there was, you must take steps to prevent further damage and notify the E.A				
as soon as possible				
If YES, Who did you phone and when				
You must also write or e-meil to confirm this to the Natural Resources Wales				
at 065 3000 or e-mail at enquiries@naturalresourceswales.gov.uk				
Sign and date				

Risk Assessment - Brisco Waste Disposal Ltd				Ref Brisco RA1
Waste Form & Type	Associated Hazards	Potential Receptor / pathway	Risk Management	Residual Risk
Non-haz. solid	Dust	Human health. Airborne	Application of fine water spray. external storage	Low.
			All sorting of waste delivered sorted inside building	
	Surface Water	Groundwater pollution	Run off from inside building stored in sealed drainage.	Very low
	Precipitation	Groundwater	Roof run off collected in water butts - Re-used.	Very Low
		Groundwater	Run off from outside storage to soakaway	Low
		Groundwater	Hardstanding run off to natural soakaway.	Low
	Noise	No adjacent residential dwelling	All mechanical plant / vehicles noise suppressed and regularly maintained.	Very Low
	Odour	No odour emission	Non-Acceptable waste stored in enclosed Isolation container	Very Low
	Mud/ Debris / Litter	Loss of Amenity	Daily Inspection with immediate clearing.	Very Low
	Pests	Harm to Human Health	Regular site inspection for Infestation. Bait boxes.	Very Low
	Fire	Smoke and Pollution	Apply emergency fire procedures	Very Low
Haz. Solid Bonded Asbestos	Asbestos Fibres	Serious harm to human health	Handling bonded asbestos as described in ems.	Low

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Accident Management Plan.

1.Hazard.

Spillage (Solid)

Solid spillage resulting from vehicle overloading or from waste handling operations.

Receptor

Employee, site plant / vehicles or site visitors.

.Pathway.(Pathway to receptor)

Spillage not removed nor isolated.

Risk Management.

Regular site inspection.

Spillage removed immediately on discovery.

Consequences.

Injury to personnel or damage to plant / vehicles.

.Overall Risk.

Low risk subject to inspection and spillage plan being adhered to.

2. Hazard

Spillage (Liquid)

Liquid spillage from on site plant / vehicles due to mechanical failure / defect e.g.
Hydraulic Oil Spillage

Receptor.

On site drainage system, groundwater via hardstanding.

Pathway.

Run off from impermeable surface or direct on to hardstanding.

Risk Management.

See " Spillage Plan" and adherence to plant / vehicle maintenance being implemented.

Consequence.

Pollution to groundwater.

Overall Risk.

Low subject to site inspection checks and plant / vehicle maintenance routine being observed.

3.Hazard.

Fire.

Emergency Plan describes the procedure to follow

Receptor.

General Environment and personnel within and adjacent to permitted area.

Pathway.

Fire spread to adjacent stored waste or equipment and airborne of smoke and embers.

Risk Management.

Secure storage of inflammable items.

Strict no smoking ban implemented.

Availability and trained use of fire extinguishers / water spray.

Probability of exposure.

Low.

Consequences.

Injury to personnel.

Human health in immediate area,

Damage to plant / equipment.

Overall Risk.

Low.

4. Hazard.

Dust.

Receptor.

On site personnel and adjoining land.

Pathway.

Airborne.

Risk Management.

Constant site attendance will identify dust particularly during inclement weather i.e. dry windy conditions.

Application of fine water spray from mobile bowser.

Probability of exposure.

Low.

Consequence.

Human health and environment both on site and adjoining land.

Overall Risk.

Low.

5. Hazard.

Odour.

Receptor.

On site personnel and occupants of adjoining premises

Pathway to receptor.

Airborne.

Risk Management.

Regular attendance on site will detect and identify odour source.
Application of de-odouriser by trained site personnel.

Probability of exposure.

Low.

Consequence.

Unpleasant experience by personnel.

Overall Risk.

Low.

6 Hazard.

Pest (Vermin)

Receptor.

On site personnel and adjoining premises.

Risk Management.

Inspection will identify infestation.
Application of rodent control by specialist contractor.

Consequence.

Health of personnel.

Overall Risk.

Low.

Brisco Waste Disposal Ltd

(a) Odour Management Plan.

Having examined the document "How to Comply with your environmental permit" and in particular "Horizontal Guidance Note H4 - Odour Management", the following submission is considered to be in accordance with the environmental requirements for all transfer stations and in particular the facility described in the above application.

Supporting documents i.e. Waste Acceptance Procedures, segregation of non-permitted waste, Schedule of permitted waste and environmental controls, supports my attention being drawn to the section in Guidance Note H4 "Assessing the level of odour pollution and appropriate

Within H4 Odour Management guidance and Section – Your Permit Conditions , Figure 1, identifies 3 levels of pollution. The third is "No odour beyond the boundary or likely to be = no pollution = no action required."

Assessing the level of Odour Pollution and Appropriate Measures – Step 2 states – "When determining what appropriate measures will be for a site, Natural Resources Wales will factor in needs, costs and benefits.

In Summary 1 and as outlined in Figure 1, the approach will result in the following scenarios, where no odour is detectable or likely to be detectable beyond the boundary of your site there will be no pollution and no further action in relation to odour pollution will be required.

The steps outlined in the application supporting documents and listed above i.e.

Waste Acceptance Procedure which ensures that no putrescible or other odour producing waste is accepted,

Segregation of non-permitted waste which identifies the steps to be taken in the event of non-permitted waste being detected and the item/s being placed in an enclosed container .

Schedule of permitted waste which shows that no odour producing waste is acceptable and environmental controls including odour incorporated into Risk Assessment BRISCO RA1 is considered to provide a suitable Odour Management Plan which can be re-visited at any time identified by the NRW inspector.

Brisco Waste Disposal Ltd				
Accident and Incident Record.				
Record of accidents, incidents or near misses.				
The waste regulator is particularly interested in things that could impact on the environment such as those contained in the Accident Management Plan e.g spillage, dust, etc				
Date and Time of the incident.				
What happened, what was it about?				
Was anyone aware of this ? Witnesses?				
What caused it ?				
What have you done to ensure that it does not happen again?				
Was there significant pollution or environmental damage ? If so, what ?				
If Yes				
Who did you telephone at the Regulator and when ?				
If Yes. E-Mail or write to confirm.				
Who did you telephone at the Regulator and when ?				
Print your name, sign and date.				

Brisco Waste Disposal Ltd.

Dust Management Plan

Following the advice and direction given in the “ Emissions of Substances not controlled by Emissions limits and in particular the sub heading “ Dust, Mud and litter”, the Operational Working Plan contained in the e.m.s identifies the steps taken to control such emissions.

Regular site inspections include monitoring of dust arising from movement of plant and vehicles on site and the external storage of inert waste and if dust is noted, the application of fine water sprays from either mains water or mobile bowser or both is implemented and a record of such operation is recorded in the site diary.

Any run off from the application of the fine water spray is controlled in that both possible dust sources take place on impermeable surfaces and that run off is directed to the drainage channels and gulleys into the site interceptor.

The uncontaminated water is directed to the surface water sewer and the suspended solids and any hydrocarbon is removed following interceptor capacity inspections.

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Induction Checklist

Personal Hygiene

Washing of hands

Weils disease (How to avoid catching it) Toilet location, earing and drinking (where you can and can't)

Smoking and naked flame

Why the site is non-smoking

PPE

Wearing of PPE on site, keeping PPE clean and serviceable.

PPE issues – when and signature for issue will be required.

Health and Safety

Site rules, vehicle safety, health and safety responsibilities, who to report risks and hazards to, health and safety policy, accident reporting procedure.

First Aid procedure and location of trained officers.

Fire and Spillage procedures.

Site working practices, site rules,

Site permit and environmental management system (ems), where copies are located.

NB. At the end of each induction session, each new employee must sign and date this document to show that he/she has been instructed and understands the instructions .

Signature.....

Print Name.....

Date.....

Appendix D

Brisco Waste Disposal Ltd.

Asbestos Handling & Bagging

All arrivals of bonded asbestos materials (bonded asbestos sheets and fittings) when possible, are subject to pre-notification and when delivered, the bonded asbestos will be placed in an identifiable enclosed lockable container (skip) , located on an impermeable surface inside the main transfer station building.

Transfer of the bonded asbestos will be carried out with particular care to ensure that no fibres are released and that personnel handling the material will be equipped and will use the appropriate protective equipment.

In the event of asbestos waste being noted to be in small pieces (under 600mm in any one direction) the pieces will be double bagged. This double bagging will consist of the asbestos pieces being carefully placed in RED plastic bags which will then be sealed.

The RED plastic bag will be placed inside an outer TRANSPARENT plastic bag which will also be sealed, the outer bag being sealed in such manner to create a "balloon " effect . This double bagged asbestos waste will then be carefully placed inside the lockable steel container.

One container only will be retained on site for the storage of waste asbestos and the maximum quantity of asbestos stored at any one time will always be less than 10 tonnes.

Appendix

Brisco Waste Disposal Ltd.

Asbestos Handling & Bagging

All arrivals of bonded asbestos materials (bonded asbestos sheets and fittings) when possible, are subject to pre-notification and when delivered, the bonded asbestos will be placed in an identifiable enclosed lockable container (skip) , located on an impermeable surface inside the main transfer station building.

Transfer of the bonded asbestos will be carried out with particular care to ensure that no fibres are released and that personnel handling the material will be equipped and will use the appropriate protective equipment.

In the event of asbestos waste being noted to be in small pieces (under 600mm in any one direction) the pieces will be double bagged. This double bagging will consist of the asbestos pieces being carefully placed in RED plastic bags which will then be sealed.

The RED plastic bag will be placed inside an outer TRANSPARENT plastic bag which will also be sealed, the outer bag being sealed in such manner to create a "balloon " effect . This double bagged asbestos waste will then be carefully placed inside the lockable steel container.

One container only will be retained on site for the storage of waste asbestos and the maximum quantity of asbestos stored at any one time will always be less than 10 tonnes.

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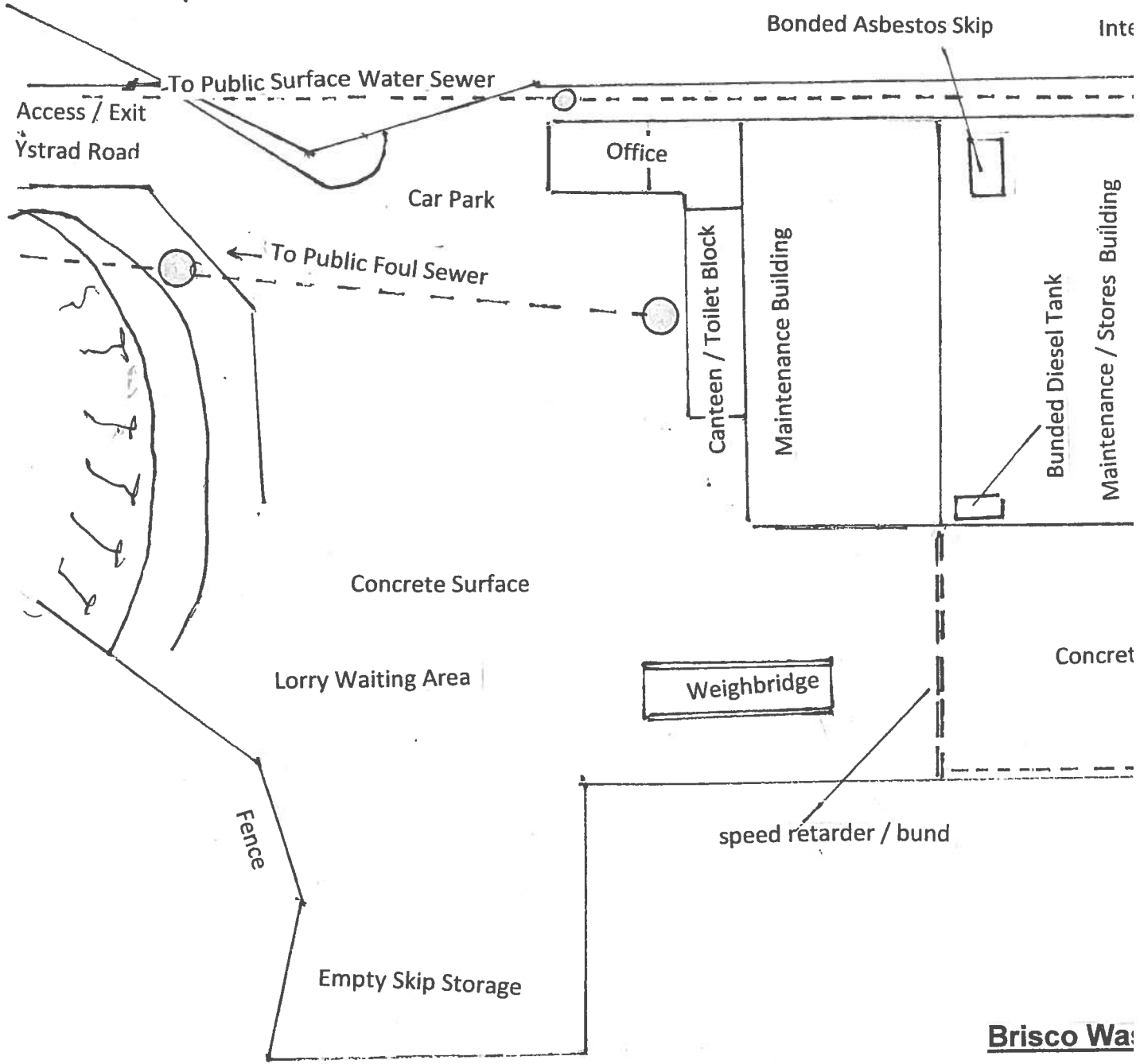
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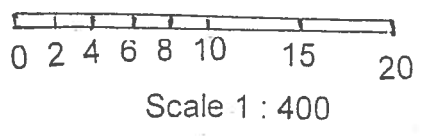
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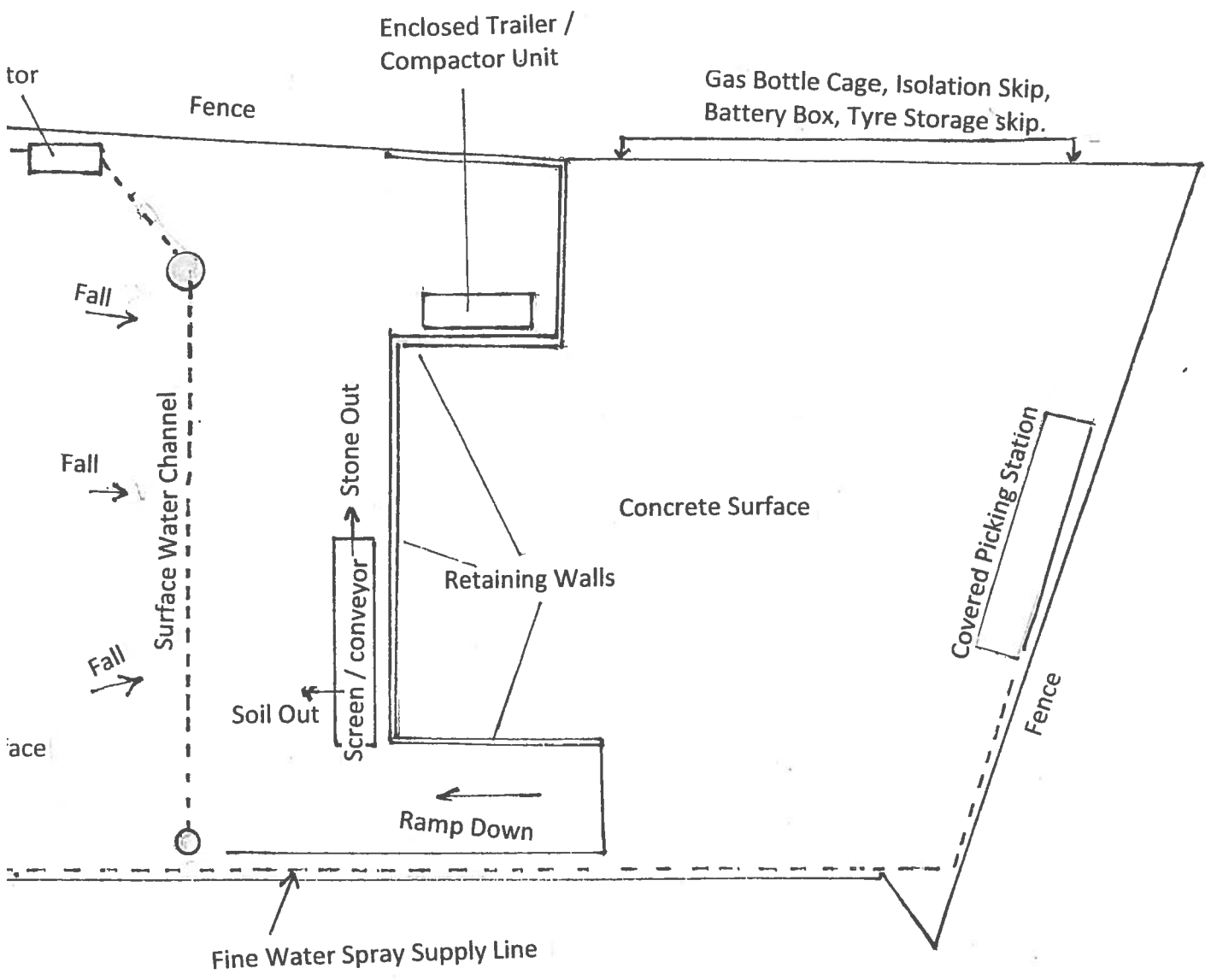
n) Induction Checklist.

o) Bonded Asbestos Handling & Bagging.



Brisco Wa
Ystrad Road, F
SITE





Disposal Ltd.
Swansea.
OUT.

Drawing Number BD / 1 / C
Scale 1 : 400
August 2015