



**Durley Depot**

**Permit Number: DP3997HK**

**Waste Management Licence Number: 23571**

**ENVIRONMENTAL MANAGEMENT SYSTEM**

Bournemouth, Christchurch and Poole Council (BCP Council)  
Durley Depot  
Durley Promenade  
Durley Chine  
Bournemouth  
Dorset  
BH2 5JF

Issue Number: 2022-01

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## 1. Site Overview

The site is located approximately 1km south to south-west of the centre of Bournemouth and is adjacent to the Dorset coastline.

The site is accessed from the West Undercliff Promenade, off Durley Chine. Only BCP Council and trusted contractors have vehicle access to the site via a locked gate on the highway of Durley Chine where it meets the West Undercliff Promenade. Fences and locked gates are present at the site.

Near to the site are the following nature and heritage conservation sites and protected species and habitats:

- The Solent and Dorset Coast: Special Protected Area.
- Poole Bay Cliffs: Sites of Special Scientific Interest (SSSI).
- Bournemouth Cliffs: Local Wildlife Site.
- Maritime Cliff and Slope: Deciduous Woodland

The site is operational throughout the year. It is approximately 0.08ha / 864 m<sup>2</sup> in area, with a west-east width of approximately 32m between fence lines and a north-south length of approximately 27m between the entrance gates and fence line. The site backs onto cliffs which are part of the Poole Bay Cliffs SSSI which is heathland and through a Higher-Level Stewardship agreement the habitat is managed through grazing by goats.

The general natural topography of the site is flat. The western side of the site, running north to south is a permeable surface. The remainder of the site has a sealed surface, and it is in this area where the waste transfer station activities operate.

There are three waste bays close to the northern boundary of the site, where skips are sited. To the southeast of the site are two buildings that will be used for the storage of a small buggy vehicle, workshop, fuel storage and equipment storage such as power tools.

Site operations are licensed by the Environment Agency under licence reference number 23571. The licence is issued to BCP Council with the last variation issued on 1 April 2019. The licence specifies that the maximum quantities of waste that may be handled on site may not exceed 50 tonnes per annum, although through a variation of the licence this will be expanded to 500 tonnes per annum. Permitted waste types include waste that arises from beach clearing activities such as litter, chemicals and small animal carcasses found to be washed up on the shore. The licence lays down conditions for site operation and supervision, staffing, site preparation and environmental control.

The licence condition 11 requires that a working plan shall be prepared and updated at a maximum of twelve-monthly intervals.

There are no members of staff permanently working at the site. Staff will access the site throughout the day to collect vehicles, equipment, or to tip waste. The site is managed by a technically competent person who holds an approved Certificate of Technical Competence. Adjacent to the site is the Environmental Innovation Hub where site staff can access a mess room, shower, and toilet facilities.

## **2. Waste Management Operations**

- a. Litter and beach cleansing waste will be stored in the general waste skip(s) kept in the waste transfer station area. This waste will be removed when the skip(s) is/are full.
- b. The maximum amount to be held in the waste transfer station area will be 500 tonnes per annum following the variation of the site licence. The waste will be removed Monday to Friday.
- c. Chemicals in containers found during beach cleansing will be stored in the secure cage in the waste transfer station area.
- d. Gas bottles (full and empty) found during beach cleansing and from the onsite workshop will be stored in the secure cage in the waste transfer station area.
- e. Animal carcasses and sharps will be stored in bins contained within the waste transfer station area. The carcasses will be stored in sealed units and sharps will be stored in UN approved containers. Animal carcasses are removed from site the same or next day and whilst on site the waste is stored in the permitted area.
- f. The onsite workshop will not be used for the storage of waste brought onto the site nor any treatment of waste. However, waste (general, gas bottles and oils) may be generated from workshop activities. This waste will either be placed into an onsite skip or within the secure caged area or transferred directly off site.

## **3. Permitted Wastes**

- a) Litter and beach cleansing waste arising from the beaches and general waste produced through own activities: **20 03 01**
- b) Gases in pressurised containers and discarded chemicals: **16 05 09**
- c) Animal carcasses and sharps: **20 03 99**

## **4. Hours of Operation**

- a. The site is always locked unless BCP staff are on site. Staff could be on site as early as 3am in the summer months and are likely to be off site by 2pm.
- b. The skip company exchanging the general waste containers have their own key and will access the site independently if BCP staff are not available.

## **5. Site Surface and Drainage Engineering**

- a. The waste transfer station area floor consists of an impermeable layer. All drainage on site goes to the foul sewer, see Drawing 1.

## **6. Site Security**

- a. The site is a controlled site; fenced and gated. CCTV is located outside the yard and is fixed onto the yard entrance. Security contractors will go to the site if the alarms are activated. During daytime hours (6am to 10pm) the site is CCTV monitored, accessed by BCP Seafront Operations staff and Security contractors.

- b. The adjoining Environmental Innovation Hub is also fitted with an alarm.
- c. These measures (BCP seafront staff, security contractors and CCTV) are all in place to provide a 24-hour level of support to manage the security risk on site.

## **7. Leaks and Spillages**

- a. Minor spillages will be dealt with and controlled by good housekeeping on site.
- b. Other spillages will be dealt with using spillage absorption materials as detailed in Appendix 2.
- c) There will be spillage absorption materials situated at the depot, which will be kept in a yellow bin in the waste transfer station area.

## **8. Fires**

- a) A fire detection alarm system is fitted in the containers at the site, the Environmental Innovation Hub, and the kiosk and public areas within the hub, as approved by the fire protection officer and the fire service.
- b) Firefighting equipment will be kept at appropriate positions as recommended by the fire protection officer and as agreed by the fire service.
- c) Site personnel will receive health & fire safety training. Should a fire be discovered they will know (1) how to raise the alarm, (2) how to contain and/or tackle the fire if they are trained to do so.
- d) Any fire incidents or possible incidents will be reported.
- e) For more details see Appendix 5 and Appendix 11 (Fire Prevention Plan).

## **9. Waste Sampling/Testing**

- a) This will be done only when it is needed to correctly consign the waste off site. The analysis will be performed by an outside contract laboratory.

## **10. Waste Quantity Measurement Systems**

- a) Wastes will be logged by the volume/weight of the different waste types.

## **11. Control, Monitoring and Reporting of Dusts, Fibres and Particulates**

- a) All the licensed areas will be inspected daily, and any dust dealt with immediately.

## **12. Control of Odours**

- a) Should there be any possibility of a release of odour then the responsible person will tour the site to check that no obnoxious smell is being emitted and take suitable actions to redress any such odour, such as removing the offending waste from the site as soon as possible.

### **13. Control of Pests**

- a) All waste storage areas on site will be inspected every working day to check for vermin and scavengers.
- b) Rodents will be kept under control by using the authority's pest control technicians.

### **14. Control of Litter**

- a) The yard is inspected daily, and a record kept in the site diary and any litter dealt with immediately.

### **15. Security and Availability of Records**

- a) The daily and weekly inspection sheets will be kept along with records of the dangerous occurrence form.
- b) All arisings for each storage area will be monitored and logged daily.
- c) Disposal outputs are reported from the waste transfer notes.

### **16. Appendices and Drawings**

**Appendix 1:** Dealing with discovered unacceptable waste

**Appendix 2:** Spillage procedure

**Appendix 3:** Checking visitors

**Appendix 4:** Methods of traffic management

**Appendix 5:** Fire procedure

**Appendix 6:** Vehicle fire on site

**Appendix 7:** Accident procedure

**Appendix 8:** Daily tasks

**Appendix 9:** European waste codes

**Drawing 1:** Site layout

## **Appendices**

### **Appendix 1**

#### **Procedure to deal with unacceptable waste discovered within boundaries:**

- a) If any unacceptable waste is found it is dealt with by a specialist contractor
- a) In the case of explosives being found:
  - i) Evacuate the site
  - ii) Call the Police
  - iii) Report to Environment Agency immediately
  - iv) Report under RIDDOR 1995

### **Appendix 2**

#### **Spillage procedure:**

- a) Any minor spillage can be contained using an absorbent granular material or sand.
- b) Once contained the waste from the spillage must be packed into a suitable container(s) and disposed of in a suitable manner.
- c) The incident must be recorded on the dangerous occurrence form in the site diary.
- d) In the case of a major spillage, first isolate the surface water sewer area. Secondly, try to reduce the area contaminated by using the absorbent granules or sand. If necessary, the site must be closed. Contact all the usual persons and in addition the water authority should also be informed.
- e) In case of any chemical spillage, first keep clear of the contaminated area until the chemical and its hazards have been identified. Evacuate and close the site. Secondly, isolate the surface water sewers, and call the emergency services (999).

### **Appendix 3**

#### **Arrival of visitors onto the site:**

- a) The following site safety rules must be applied when working in the area:
  - i) A maximum speed limit of 10mph is to be observed throughout the whole of the site.
  - ii) High visibility clothing and other job specific personal protective equipment (PPE) must be worn when working in the site.

### **Appendix 4**

#### **Methods of traffic management:**

- a) Road cones.
- b) Barriers with cones.
- c) Gates.
- d) White lining and sighting.

### **Appendix 5**

#### **Fire on site:**

- a) Upon discovery of a fire anywhere on site, raise the alarm.

- b) Evacuate the site to the assembly point.
- c) Phone 999, call the Fire Brigade.
- d) Site staff are to keep the site entrance clear to allow quick access for fire appliances.
- e) At the earliest opportunity inform the Environment Agency.
- f) A report of the incident must be recorded in the site diary and reported under RIDDOR 1995.

## **Appendix 6**

### **Vehicles on fire on site:**

- a) Evacuate the vehicle.
- b) Clear the immediate area of vehicles and people.
- c) Activate fire alarm using the nearest break-glass.
- d) Phone 999 and inform them of the location and type of fire (i.e., vehicle fire).
- e) Make your way to the evacuation area.

## **Appendix 7**

### **Accident procedure:**

- a) Minor Accident (Damage)
  - i) In the case of a minor accident involving damage to property but no injury. Details of the accident must be recorded in the accident/incident forms.
  - ii) In the likelihood of a claim arising, the appropriate insurance forms must be completed.
- b) Minor Accident (Injury)
  - i) In the case of a minor accident involving a minor injury (cuts, grazes, or bruising). Details must be recorded in the accident/incident forms. Render minor first aid if required.
- c) Major Accident (damage)
  - i) In the case of an accident involving severe damage, treat as damage above. In addition, arrange for repairs and/or hire replacement. Inform a manager as soon as possible.
- d) Major Accident (Injury)
  - i) In the case of an accident involving serious injury, first assess the situation; is the area safe.
  - ii) Render first aid/call emergency services (999).
  - iii) Shut the site but maintain an access for emergency vehicles. A manager should be contacted immediately.
  - iv) Record all details in the accident/incident book and the site diary and report to RIDDOR.

## **Appendix 8**

### **Daily key tasks – waste management:**

- a) All waste bays must be kept tidy.
- b) The depot must be kept clean and tidy.
- c) Waste surplus must be kept to a management minimum.
- d) All documents must be completed daily.
- e) Sharps must be controlled in the prescribed manner.



## Appendix 9

### European waste codes:

- a) **01 04 09** waste sand and clays
- b) **16 05 04\*** gases in pressure containers (including halons) containing hazardous substances
- c) **16 05 09** discarded chemicals other than those mentioned in 16 05 06, 16 05 07 or 16 05 08
- d) **20 03 01** mixed municipal wastes
- e) **20 03 99** municipal wastes not otherwise specified

## Drawing 1 – The Site



Environmental Services  
BCP Council Civic Centre  
Bourne Avenue  
Bournemouth  
BH2 6DY

Site Name: Durley Chine Transfer Station BH2 5JF  
Scale:1:275 True@A4L  
Date: 23/08/2023  
National Grid Reference: SZ0890

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