BROMBOROUGH SKIP AND RECYCLING LTD

Working Plan/EMS

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| **Reference & Revision**  | **Issue**  | **Prepared**  | **Approved**  |
| **PSL.EMS.2021** | **1**  |  **JH**  | **JH**  |
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# LOCATION

1.1 The Environmental Management System is for Bromborough Skip and Recycling Ltd Slack wood 8 Riverview Road, Bromborough, Merseyside CH62 3RL

1.2 The Environmental Management System comprises this description of site operations together with the Site Working Procedures Manual (Ref: SWPM Rev001). This document will refer to procedures contained within the Site Procedure Manual throughout.

1.3 The site will be covered with Tarmacadam and have a three-sided shed made from steel structure covered with corrugated sheets with a drainage system which will be a sealed system inside the shed and surface water will run to the United Utilities system running outside the boundary.

2.1 The site is a reasonably new site and will be purpose built for purpose.

# OPERATING HOURS

3.1 The site’s operating hours are as follows:

Monday – Friday: 7:00 – 18:00

Saturday: 07:00 – 15:00

Sundays and Bank Holidays: Closed

# SITE DESIGN

## Design

The site will be designed to work as a waste transfer station handling maximum of ten thousand tonnes per annum of mixed construction and household waste.

The site will not accept hazardous wastes of any kind.

The company operate its own skip vehicles which collect the waste from various locations around the Wirral.

## Vulnerable Locations

The vulnerable locations are the River Mersey to the East, Riverview Road and factories to the East, Factory to the North and a footpath to the South.

## Drainage

The site is having a sealed drainage system in the shed and surface water and foul water will be attached to the United Utilities system outside the fence line.

## Water, Gas and Electricity

The water will be supplied by United Utilities

3.5 Waste Handling

The site will only handle waste carried by certified waste carriers and will be tipped inside the shed where it will be hand sorted into various piles which will be baled and sent for recycling residue wastes will be loaded onto bulk tippers for disposal to landfill.

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# SITE OPERATIONS

## Wastes

They will be generated from the companies own skip waggons and small builders transit type vehicles.

## Retention Times

Retention times will be kept to a minimum with a maximum of one month.

## Waste Acceptance Procedures

Waste reception and handling is subject inspection by the driver before loading and when tipping by the machine operator any non-conforming Waste will be rejected by the experienced driver before loading and refused.

Every load brought onto site will be inspected by an operator. Any loads that contain non-acceptable materials will be rejected in accordance with the rejecting waste procedure Ref: SWP015.

Non-conforming materials found after entering the site will be segregated immediately and stored under suitable conditions before being dispatched to a suitable permitted facility.

If the same waste stream is regularly found to contain non-conforming materials, then a review of the acceptance procedures will be undertaken. This involves a discussion with the waste producer to resolve the issue and prevent any further occurrences.

If it is necessary, non-conforming loads shall be reported to the appropriate authorities.

## Hazardous Waste

There is no hazardous waste accepted on site. Any hazardous waste found after tipping will be quarantined immediately and reported to Environment Agency before being removed to a suitable facility.

## Weighing Facilities

The site will install the weighbridge they have already purchased.

## Traffic Management

The site will operate as near as possible a one-way system and provide a banksman to reversing vehicles to manage hazards.

## Operating Arrangements

As this is a low volume turnover which will be managed to the highest standards.

## Inspections and Maintenance

Skip Wagons will be used to transport waste to the site. All vehicles are used for daily activities and are subject to a planned maintenance programme to minimise downtime and unplanned failures. A service planner will be maintained to ensure that the required inspection and servicing is undertaken in a timely manner.

Routine inspections are carried out daily by the site manager. Where any damage is found, these shall be reported and repaired within the following set timescales:

* Vehicles – 48 hours

If this is not possible alternative arrangements shall be made as detailed below.

A site inspection will be carried out daily by the supervisor daily and reported ion the site inspection sheet.

As a minimum the site inspection shall consider:

* Condition of the concreted area.
* Site access.
* Waste records.
* Site tidiness/stockpiles.
* Litter, pests, mud, dust, and odour.

Any issues found will be dealt with promptly and within the timescales highlighted above.

The site will be inspected daily by the site manager.

. Any accumulated litter, debris or dust will be removed. The site access and concrete hard standing will be swept as necessary by a manual sweeper. If potential visible accumulations of debris are identified transferring to the public highway, a mechanical sweeper will be hire immediately to clean the highway.

## Site Security

The site has twenty-four-hour security.

## Dust Control

The site will have an impermeable surface and will be swept regularly

Noise Management

The site has no residential housing near it so will not be a noise problem for housing and as the site will not be operating heavy machinery it will not be a noise nuisance to the factories.

Odour Management

 The site will not be accepting putrescible wastes, and residual wastes will have a quick turnround.

Litter Control

Due to the way the site will be operated litter will be kept to a minimum and picked daily.

Pest Control

If the site suffers from rodents, then a rodent control company will be engaged, if the site suffers fly infestations (highly unlikely) then we will spray with fly killer.

# CONTINGENCY PLANS

In a fire event all operations on site will cease. The site’s entrance will be manned to ensure that no vehicles other than the Emergency services or Environment Agency could gain access to the site. For the duration of the site and the clean-up, no wastes will be accepted on site.

In the event of a flood all operations will cease. No vehicles other than the Emergency services or Environment Agency will gain access to the site due to control of the site entrance by staff.

 ACCIDENT PREVENTION AND MANAGEMENT PLAN

Please refer to document Ref: BSH-2003-0001-Accident Management Plan. The Accident Prevention and Management Plan will be reviewed annually.

# A CHANGING CLIMATE

The main effects climate change will have on site is increased rainfall and intensity of storms. The site will stop working if weather makes thing difficult.

The site is not on a flood plain.

PERSONNEL AND DUTIES

The site staff are experienced and know their duties and new staff will be inducted.

# STAFF COMPETENCE AND TRAINING

Site management is responsible for ensuring that all operatives are appropriately trained in the moving, organising and storage of waste and any other activities that are carried out on site by the operatives.

Operatives are responsible for carrying out all daily operations All staff are mature members with a wealth of knowledge.

# RECORDS

Maintenance, inspections and all other related records will be kept inside the site office in either folders or on a spreadsheet on a computer.

# APPENDIX 2 – DRAWING REF: BSH.PT.2003EMS

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