

Coastal Recycling

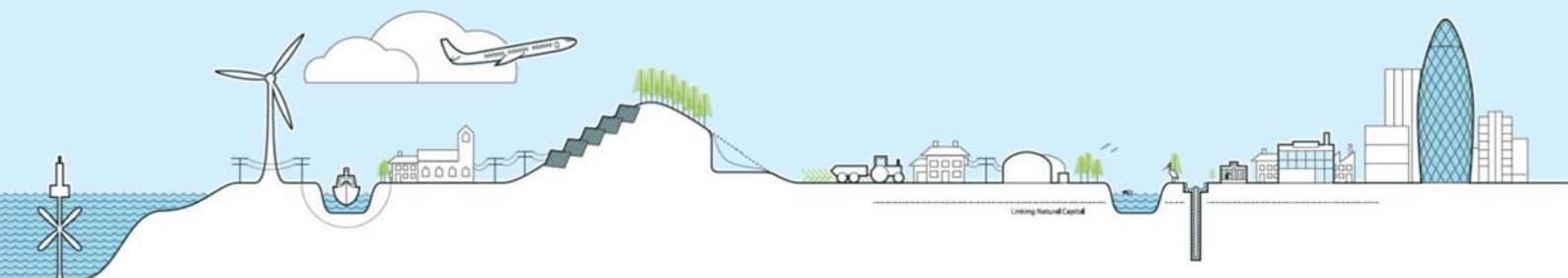
Deep Moor

Waste Transfer and Composting Facility




Environmental Management System Summary

June 2024

Prepared By



Project Quality Control Sheet

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Location: Deep Moor, High Bullen, Torrington, Devon, EX38 7JA

Grid Reference: SS 52977 20797

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1 Introduction

The Deep Moor site is managed by Coastal Recycling UK in accordance with the Company Management System (CMS). The CMS covers a range of procedures covering the activities undertaken across the companies sites.

The CMS has been prepared in line with the following:

- ISO 9001, 2015 Quality,
- ISO 14001, 2015 Environmental Management, and
- ISO 45001, 2018 Health and Safety Management.

The CMS has been prepared in order to; fulfil company policies, meet legislative requirements and contractual obligations to clients, across a number of sites.

1.1 Site Location

The Deep Moor Composting Site is located in North Devon. The site is located approximately 620m north-west of the village of High Bullen, and approximately 3.6 km east of the town of Great Torrington. It is accessed via a single-track lane that can be reached from the B3232 to the north and the B3227 to the south.

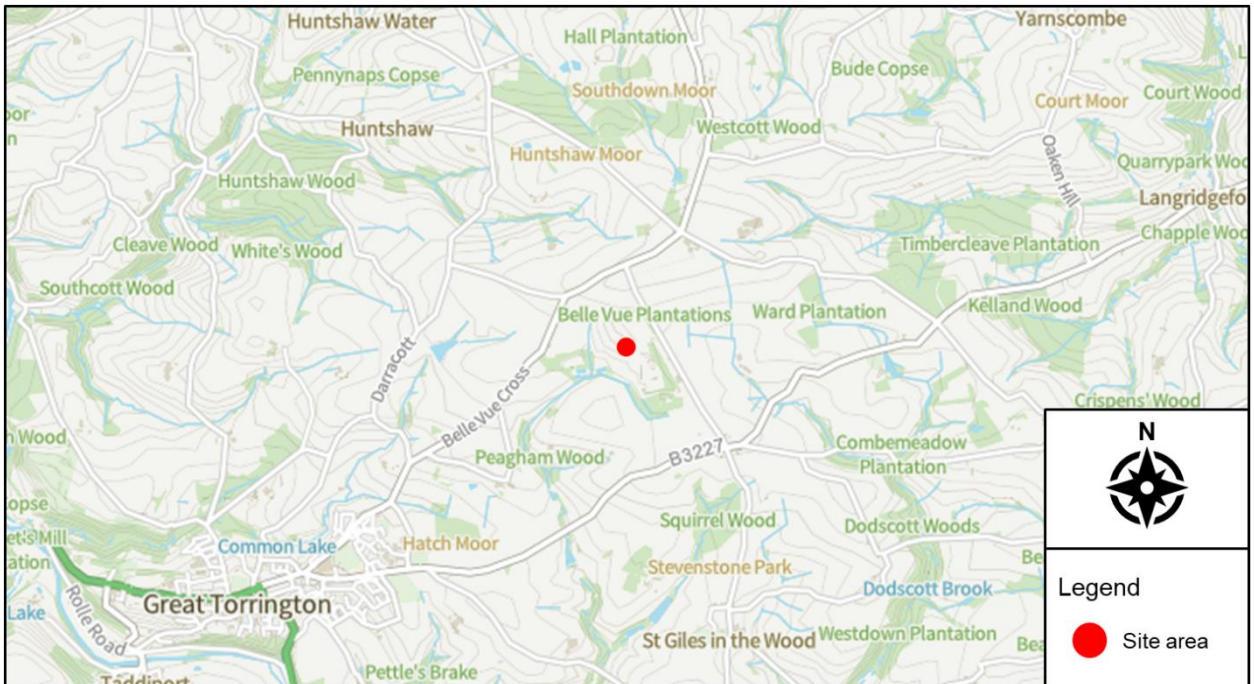


Figure 1: Site Location Plan

1.2 Site layout

The composting facility and waste transfer station are located within the wider Deep Moor Site, located to the north-east of the site entrance. As you enter the site there is a weighbridge to the right, the lagoon and leachate tank to the left. The waste transfer station is located near to the centre of the site,

previously used as an IVC facility, with an attached amenity centre. The Composting facility is to the north-east of the site, the reception area in the far corner, with the windrows located to next to the waste transfer station. Please see the site layout plan (figure 2).

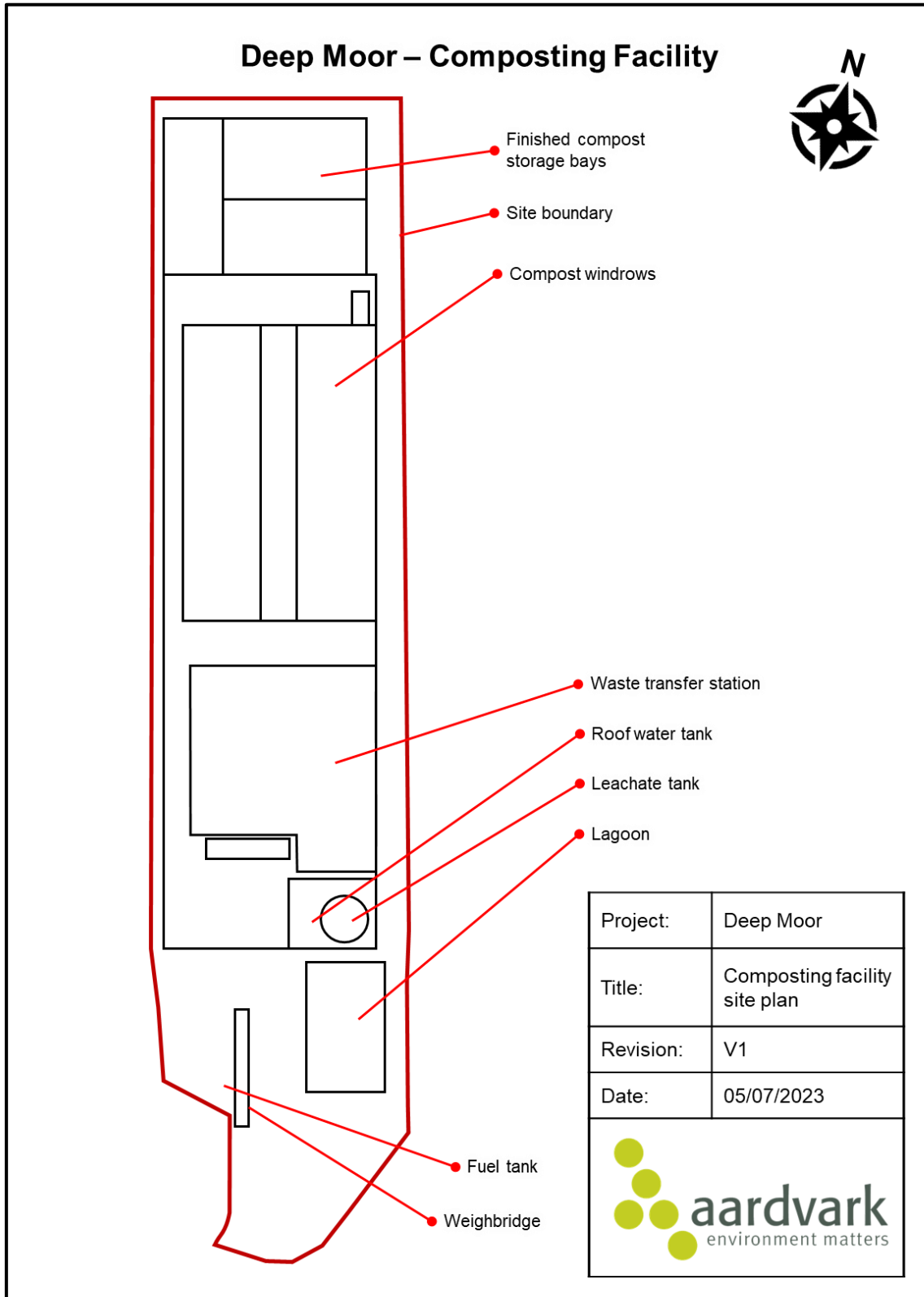


Figure 2: Site Layout Plan

1.3 Site plans

The following site plans will be included as part of this submission:

- Site Plan – D001
- Sensitive Receptors Plan – D003
- Drainage Plan – D002
- Process flow chart – D004

2 Site Operations

The following activities are undertaken at the Deep Moor site:

- R3 - Recycling/reclamation of organic substances which are not used as solvents (including composting and other biological transformation processes),
- R4 - Recycling/reclamation of metals and metal compounds,
- R5 - Recycling/reclamation of other inorganic materials,
- R11 - Use of waste obtained from any of the operations numbered R 1 to R 10,
- R12 - Exchange of waste for submission to any of the operations numbered R 1 to R 11.

3 Maintenance

The site will be kept well maintained, details of routine maintenance and maintenance records will be kept onsite or within the companies online network.

4 Contingency plans

All contingency plans are contained within the Company Management Systems or Site-Specific Plans.

5 Accident Prevention and Management

The Company Management System is managed by the Compliance Manager. Routine reviews are undertaken of the CMS, company procedures and processes to ensure compliance with the relevant regulations and standards. Documents are revised and adapted before being reviewed by the Compliance Manager before sign off.

The Coastal Recycling UK is externally audited by BSI to ensure the CMS is fit for purpose and compliant. The audit will report any issues or non-conformances and this will be passed on to the relevant operator. Where any failings are identified, corrective action will be taken, this can include a review of procedure and additional training.

6 Online Security

The Company Management system is available through the Coastal Recycling UK computer network. Staff can access company documents through the company system on any networked computer with internet access. Hard copies of relevant site documents are available for staff members in the site office.

7 Contact Information

In case of emergencies, dial 999 and get to a safe place.

For non-life-threatening situations, please see the contact details below.

7.1 Fire Department

- Torrington Fire Station
- Calf Street, Torrington, United Kingdom, EX38 8EG
- 01392 872200

7.2 Police Station

- Torrington Rural
- Barnstaple Police, Seven Brethren, Barnstaple, Devon, EX31 2AS
- Sergeant Donna Gutteridge

7.3 Nearest Accident and Emergency

- North Devon District Hospital
- Raleigh Park, Barnstaple, Devon, EX31 4JB
- 01271 322577

7.4 Site Details

A noticeboard will be displayed at the site entrance containing the following information.

Permit holder: Coastal Recycling UK
This site is permitted under the Environment Agency
Permit number: ERP/VP3402BE
Environment Agency Contact: 03708 506506
Environment Agency Incident Number:0800 807060

Table 1: Site Notice Board Details

8 Complaints Procedure

The sites complaints procedure is contained within the CMS.

All complaints will be investigated and recorded.

9 Staff Competence and Training

Records of any training and refresher training undertaken will be recorded. This includes detailing the type of environmental training received, date and name of each attendee. The full procedure for training is contained within the CMS document or within site specific procedure documents.

10 Records

All records will be kept as a hard copy on site and may additionally be contained within the company network, accessible through any networked computer connected to the internet.

11 Waste Records

The following must be recorded for the delivery of waste at the site.

Waste receipt record
Quantity of waste (weight or volume)
List of waste (LoW) code
Origin (the location of waste)
Producer of the waste
Date waste arrived at the site
The date the waste was first produced
Quarantine materials that are part of the delivery

Table 2: Waste Receipt Record

12 Site Condition Report

A site condition report is available, reference 2095- R003 Site Condition Report.