



## **Haltwhistle Household Waste Recycling Centre**

### **1.5 Accident Prevention & Management Plan**

**November 2023**

### Document Details

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### Document Review History

Date	Description	Summary of Changes
November 2023	Version 1.0	Original produced as part of permit variation to add waste codes to the environmental permit.

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## 1 SITE DETAILS

### 1.1 Site Activities

1.1.1 Haltwhistle Household Waste Recycling Centre (the site) is located at Town Foot, Haltwhistle, Northumberland, NE49 0ET at National Grid Reference (NGR) NY 71182 63952.

1.1.2 Activities undertaken at the site are detailed below. Refer to the Operations and Emissions Management Plan for full details of site activities.

- Unloading waste
- Manual sorting and separation of waste
- Storing waste
- RORO container exchange
- Loading waste

1.1.3 The Operations and Emissions Management Plan and the Fire Prevention Plan detail the types of waste and manner in which they are stored at the site.

1.1.4 The COSHH index details the substances stored on site and the location in which they are stored. This is located on site within the G1 Folder. Gas cylinders are stored externally. Chemicals and oils are stored in the chemical/oil store located to the north west of the site. Cleaning equipment is stored internally in the cleaning cupboard in the main office.

### 1.2 Emergency Contacts

1.2.1 Contact details for stakeholders who may need to be contacted in the event of an emergency are provided in Table 1 below.

**Table 1 - Emergency Contacts**

Name	Organisation	Contact Number
Environment Agency	Regulator	0800 80 70 60
SUEZ 24-hour Emergency Number	SUEZ	0800 064 8887
Kathryn Ogden (EIR Manager)		07528 971 583
Daniel Carey (Site Supervisor)		07711 372 461
Tanya Dyos (Operations Manager)		07730 816 854

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### **1.3 Accident Investigation**

- 1.3.1 IMS procedure *Accident Investigation and Reporting*, describes the methods for reporting, recording and investigating accidents and near misses (including the forms required).
- 1.3.2 All accidents shall be reported and recorded in a timely manner and shall be investigated as soon as practicable, which may include an Incident Review Panel, dependant on the severity of the incident.
- 1.3.3 Investigation findings shall be recorded and preventative measures, where identified, shall be implemented as soon as practicable

**Table 2 - Accident Prevention and Management Assessment**

Accident	Avoidance Measures	Impact Minimisation Measures	Likelihood Rating	Consequence Rating	Risk Rating
<p>Spillage of oil from oil collection vehicles colliding with infrastructure.</p> <p>Oil leak as being deposited into storage containers or from oil storage containers.</p>	<p>All oil storage on site takes place in accordance with relevant legislation and in suitably bunded containers.</p> <p>Daily inspection of oil and waste containers.</p> <p>Collection vehicles only operated by suitably trained personnel.</p> <p>Inspection of vehicles prior to use and defect reporting procedure.</p> <p>Ongoing site inspection and corrective action procedure.</p>	<p>The site is provided with impermeable concrete surfaces and sealed drainage system to prevent the transmission of potentially contaminated liquids into groundwater beneath the site</p> <p>Any bunding to be kept clear of accumulating liquids to ensure capacity of containment systems is maintained.</p> <p>Spill kits provided at suitable locations around site, with staff trained in their use.</p>	<p>Low</p>	<p>Low - pollution of local water courses, groundwater and aquifers</p>	<p>Low</p>

Accident	Avoidance Measures	Impact Minimisation Measures	Likelihood Rating	Consequence Rating	Risk Rating
Vandalism waste storage infrastructure	<p>Site security, fencing and gates are installed to discourage unauthorised access to the site.</p> <p>IMS procedures include a daily requirement to check the condition of the security measures and take appropriate remedial action in the event of any damage.</p>	As above.	Very Low	Medium - pollution of local water courses, groundwater and aquifers	Low
Fire	<p>Site security measures are in place to prevent unauthorised access to the site.</p> <p>A visual inspection is carried out at the end of daily operations.</p> <p>Waste acceptance measures are in place as detailed in the Operations and Emissions Management Plan.</p> <p>Waste is managed in line with the Waste Storage Plan.</p> <p>Smoking areas enforced on site.</p> <p>Regular cleaning implemented on site</p> <p>Regular maintenance of plant and electrical installation</p> <p>Hot works carried out under a permit to work system.</p>	<p>Full details are in the Fire Prevention Plan.</p> <p>The site benefits from CCTV which is monitored externally during out of hours.</p> <p>Regular checks of fire safety equipment are carried out as per the IMS.</p> <p>Firefighting equipment is located at strategic locations.</p> <p>Wastes are only stored in individual containers, skips and battery boxes.</p> <p>Limited volumes of various waste types are stored at any one time.</p> <p>Short storage time periods for waste will be employed to minimise the risk of self-heating.</p>	Low	Medium	Medium
Flooding	Business Contingency and Continuity Plan	Business Contingency & Continuity Plan in place to manage the site in the event of a flood.	Low	Low	Low
Enforced shutdown	Business Contingency and Continuity Plan	Business Contingency & Continuity Plan in place - ability to divert and remove waste to other nearby facilities at short notice	Low	Low	Low



## Appendices





## Appendix A - Probability And Consequence Assessment Definitions

**Accident:** An unplanned event which may cause harm or potential harm to an environmental receptor

**Probability:** Probability of exposure is the likelihood of the receptors being exposed to the hazard

Probability	Definition
High (H)	High – exposure is probable: direct exposure likely with no / few barriers between hazard source and receptor.
Medium (M)	Medium – exposure is fairly probable: feasible exposure possible - barriers to exposure less controllable.
Low (L)	Low – exposure is unlikely: several barriers exist between hazards source and receptors to mitigate against exposure.
Very Low (VL)	Very Low – exposure is very unlikely: effective, multiple barriers in place to mitigate against exposure.

**Consequence:** The adverse effects or impacts of a hazard being realised upon a receptor:

Consequence	Definition
High (H)	Possible irreparable damage to environmental resources
Medium (M)	Possible damage to environmental resources which are limited within a regional context
Low (L)	Possible effects might be transient damage to environmental resources which are commonplace on a regional basis and alternative resources are readily available
Very Low (VL)	The effects are negligible or might cause very slight temporary deterioration in the current environmental resource quality.

## Risk Estimation Matrix

**Risk:** A combination of the probability, or frequency, of occurrence of a defined hazard and the consequence and magnitude of impact. The general High (H), Medium (M), Low (L) and Very Low (VL) ratings listed below, are for use as a guide only based on:

Matrix for the Estimation of the Risk				
	Consequence			
Probability of the Risk	High	Medium	Low	Very Low
High	High	High	Medium	Low
Medium	High	Medium	Medium	Low
Low	Medium	Medium	Low	Low
Very Low	Low	Low	Low	Low