



EMS Summary

Port Sutton

Shred and Recycle Ltd.

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Minerals
Waste
Environment

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Environmental Management System (EMS) Summary

1.0 Introduction

1.1 The redundant athletics tracks, rubber shock pads and waste AstroTurf recycling facility at West Bank, Sutton Bridge, Spalding PE12 9QR (Grid Reference TF 48289 22100) will be carried out under a comprehensive Environmental Management System (EMS). The following is a summary of the EMS that will be implemented to minimise the risk to the environment from the proposed activities.

1.2 The Site is on the Port Sutton Bridge industrial estate and is approximately 0.6ha. The Site is adjacent to Sutton Bridge.

1.3 The Site is bounded to the:

- North by agricultural fields, residential properties and farm buildings
- South by Sutton Bridge Golf Course
- East by the Port Sutton Bridge Industrial Estate and the River Nene
- West by residential properties, the Sutton Bridge Golf Club building and agricultural fields.

1.4 The Site will operate from:

- Monday to Friday: 07:00 – 17:00
- Saturday: 07:00 – 13:00
- Sundays, Bank/Public Holidays – Closed

1.5 The annual tonnage for The Site would be 10,000 tonnes, with only waste code 17 09 04 to be accepted.

1.6 The EMS has been developed in accordance with the Environment Agency guidance 'Develop a Management System: Environmental Permits' (3 April 2023) and Non-hazardous and inert waste: appropriate measures for permitted facilities (1 August 2023).

1.7 A hard copy of the EMS will be kept on site (within the site offices) at all times. The EMS folder will include a copy of the approved Environmental Permit, together with the following sections of the EMS:

2.0 General Considerations

2.1 This section contains an overview of information on the site operator and permit type, site location and contacts, hours of operation, permitted waste types and Health and Safety.

3.0 Site Infrastructure/Layout Plan

3.1 This section contains information on the site infrastructure, as well as a detailed site layout plan. This plan will show waste storage, treatment and quarantine areas, as well as the location of the site office, weighbridge, stored fuels, pollution control equipment, site drainage, entrances and security.

4.0 Site Operations

4.1 This section covers the detail of the operations taking place on site and the procedures used to control the operations, for example, Waste Acceptance Procedures.

4.2 This section will also include waste storage and handling requirements, such as maximum height, volume and time that waste will be stored and measures that ensure these limits are not exceeded.

4.3 A site specific Fire Prevention Plan (FPP) has been developed in accordance

with Environment Agency Guidance: 'Fire prevention plans: environmental permits' (11 January 2021). This plan sets out measures to mitigate the risk of fires, how to handle them in the case of an emergency and who to contact for occurrences such as firewater.

- 4.4 All operations at The Site will follow the appropriate measures for non-hazardous and inert waste, where relevant and applicable.

5.0 Site and Equipment Maintenance Plan

- 5.1 This section will include the requirements for the maintenance of plant and equipment, as well as site infrastructure. Details of how and when maintenance should be conducted and recorded are included in this section.

6.0 Contingency Plans

- 6.1 This section will include provisions for managing abnormal conditions such as breakdowns, enforced shutdowns or extreme weather. These can cause environmental impact and therefore provisions are in place to mitigate and minimise this.
- 6.2 It will specify the controls required to minimise emissions and prevent associated environmental incidents such as the control of odour, litter. Mud, dust etc. and details of the operator's complaints procedure should an issue arise.
- 6.3 Management of non-compliance will also be included in this section. This includes definitions of non-compliance and how to identify, resolve, and prevent non-compliance through corrective and preventative action.

7.0 Accident Prevention Management Plan

- 7.1 The Accident Management Plan will identify potential incidents, and the

controls required to prevent them from occurring, and how to minimise the risk of pollution or non-compliance should they occur. It will also include details of how accidents will be investigated, reported and recorded. The associated Emergency Procedures include dealing with fire, flood, spills, breakdown and extreme weather.

8.0 Climate Change

8.1 A climate change risk assessment will be completed in accordance with the Environment Agency guidance: 'Climate change: risk assessment and adaption planning in your management system' (3rd April 2023) to assess the risk of changes such as higher than average temperatures, rising sea levels, changing rainfall patterns, heat waves and storms on site activities.

8.2 This section will highlight any changes or additional controls required to enable the site to maintain compliance and prevent pollution in a changing climate. Consideration will be given (but not limited to) key risks such as the potential for increased dust and odour emissions, fire and drought.

9.0 Complaints Procedure

9.1 This section will outline the complaints procedure for The Site. It will detail the process for recording, investigating and resolving complaints. This will include who should be notified (Site Management, Environment Agency etc.) what details should be recorded (eg. Details of complaint and subsequent action taken) and where or how the information should be recorded, for example in the site diary or relevant form.

10.0 Managing Staff Competence and Training Records

10.1 This section will outline the processes required to ensure that the site is operated by sufficient competent trained staff and/or contractors. It will include details of The Site's Technically Competent Manager and other key

roles and responsibilities. A training procedure will be implemented to identify the competency requirements associated with the various activities on site, and ensure that training is completed, and that the associated certification/records are held on file. Environmental awareness training will include (but is not limited to) emissions (dust, noise, odour, litter), spill response and fire prevention/response.

11.0 Keeping Records

11.1 This section details the requirements for the keeping of records associated with The Site. This includes how records should be kept and for how long. Copies of the permit, EMS, Fire Prevention Plan, Emissions Management Plans, and Site Diary will be retained on site. Duty of Care documentation such as waste transfer notes showing the waste accepted/removed from site will be made available to the EA upon request. The procedure for maintaining and updating the Site Condition Report (SCR) will also be referenced in this section.

11.2 Following any changes to The Site's operations and/or Environmental Permit, a full review of the EMS would take place to ensure it reflects the current operations at the site.

12.0 Review of Management System

12.1 The procedures for reviewing the management system will be detailed in this section. This will include monitoring compliance with the EMS and environmental permit. In addition to stating the scheduled review frequency, examples of when the EMS must be reviewed and updated (such as following changes to operations, following an incident, or breach upon request from the EA) will be included.