



ENVIRONMENTAL MANAGEMENT SYSTEM (SUMMARY)

Botany Way Waste Transfer Station,
Beacon Hill Industrial Estate,
Botany Way,
Purfleet
RM19 1SR



Document History:

Version	Issue date	Author	Checked	Description
1.0	11/11/2024	ES		Application for a bespoke environmental permit

THIS DOCUMENT IS DUE FOR REVIEW IN **NOVEMBER 2025** OR AS A RESULT OF ANY REVIEW, REGULATORY GUIDANCE OR INCIDENTS WHICH MAY LEAD TO THE REQUIREMENT FOR IMMEDIATE REVIEW, WHICHEVER IS THE SOONER.



Certificate of Registration

This is to certify that the Environmental Management System of:

**Sharp Brothers (Skips) Limited, Sharp Transport Ltd, Sharp Environmental Ltd,
Sharp Reclamation Ltd, Sharp Skips Ltd**

Unit 6 Albright Industrial Estate, Ferry Lane, Rainham, RM13 9BU

has been approved by Approachable Certification to the following standard

ISO 14001:2015



Certificate Number: **11786-EMS-001**

Scope of Activities: Skip hire, waste transfer and recycling services

Signed:
(on behalf of AC)

Initial Registration Date: **15 June 2021**

Issue Date: **15 June 2024**

Expiry Date: **14 June 2027**

This certificate has been issued by Approachable Certification Ltd, 18, The Forum, 2 Tameside Business Park, Windmill Lane, Denton, Manchester, M34 3QS and will remain current subject to the company maintaining its system to the required standard(s). This will be monitored regularly by Approachable Certification



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Record Keeping Forms (advisory only)

SSL/RF/1	-	Waste Input Record Form
SSL/RF/2	-	Rejected Waste
SSL/RF/3	-	Waste Output Record Form
SSL/RF/4	-	Site Diary/Inspection Form
SSL/RF/6	-	Employee Training Needs Assessment / Review
SSL/RF/7	-	Complaints Form

****The above forms are advisory only, alternative forms of the operator may be used electronically**

Appendix III - Environmental Permit Including Accepted Waste Types

- Health & Safety – Conditions of Site Use for Staff and Visitors

Appendix IV



Site Information & Key Contacts List

SITE DETAILS: SHARP SKIPS LTD.			
Location: Beacon Hill Industrial Estate, Botany Way, Purfleet			
Postcode: RM19 1QU			
Site Access Grid Reference: NGR TQ55880 78294			
SITE CONTACTS	Name	Office Hours (specify)	Out of hours
Owner: operator	Sharp Skips Ltd.	01708 555666	07802 586595
Director:	Mr. George Sharp	01708 555666	07802 586595
Site Manager	Mr. George Sharp	01708 555666	07802 586595
Site Supervisor/Competent Person:	Mr. George Sharp	01708 555666	07802 586595
Security Contact:	Mr. George Sharp	01708 555666	07802 586595
Landowner / Agent:	Sharp Skips Ltd.	01708 555666	07802 586595
EMERGENCY SERVICES		Office Hours	Out of hours
Emergency - general		999	999
Medical: Queens Hospital A&E, Romford RM7 0AE		0330-400-4333	0330-400-4333
Police: 2, Arnsberg Way DA7 4QS		999	999
Fire: Wennington FRS, Wennington Road, RM13 9EE		999/0208-555-1200	999/0208-555-1200
REGULATORS		Office Hours	Out of hours
Health and Safety Executive (HSE)		0151 922 9235	0151 922 9235
Local Authority: Thurrock Council		01375-652652	01375-652652
Environment Agency (Local)		03708 506 506	03708 506 506
EA (24 hour emergency hotline)		0800 80 70 60	0800 80 70 60
Natural England		0845 600 3078	0845 600 3078
UTILITY / KEY SERVICES	Name	Office Hours	Out of hours
Water undertaker:	SouthEast Water	03330-000001	03330-000001
Sewerage undertaker:	Thames Water	0800-9808800	0800-111999
Gas supplier:	TBC		
Electricity supplier:	TBC		
Oil supplier:	N/A		
Fuel supplier:	TBC		
Chemical supplier:	N/A		
Oil spill contractor:	N/A		
Maintenance contractor:	In-house		
Electrician:	In-house		
Plumber:	In-house		
Locksmith:	In-house		
Joiner:	In-house		
OTHER KEY CONTACTS	Name	Office Hours	Out of hours
Head Office:	N/A		
Adjacent landowners:	See Annex A		
Neighbours:	See Annex A		
Specialist advisors:	Emma Sharp; SHEQ officer	07943 010430	07943 010430



1 General Considerations

1.1 Site operator/permit holder

1.1.1 Sharp Skips Ltd. is the operator of the recycling facility. The site is operated predominantly as the following:

- Physical treatment on non-hazardous waste.

1.1.2 Developments in legislation and the regular increases in the Landfill Tax have increased the need for effectiveness and scope of operations at waste transfer and recycling centres, leading to greater recovery rates for recyclable waste.

1.2 Relevant contacts

1.2.1 The contact details for the operator are as follows:

Contact:	Emma Sharp
Position:	SHEQ Manager
Tel:	01708-555666

1.2.2 This EMS has been prepared to meet the requirements of the Environmental Permitting (England and Wales) Regulations 2016.

1.2.3 A full list of relevant contacts (including key emergency contact numbers) are provided in the Site Information & Key Contacts List section in the pre-pages of this document.

1.3 Site location

1.3.1 The site is located at Botany Way Waste Transfer Station, Beacon Hill Industrial Estate, Botany Way, Purfleet RM19 1SR, as shown on the site location plan. The national grid reference for the site is TQ55880 78294.

1.4 Permit area/waste management operations

1.4.1 The permit boundary is outlined in green on the location plan and layout plan. All references to 'the site' in this EMS shall mean this area and the associated infrastructure, plant and equipment.

1.4.2 The environmental permit for the recycling centre allows for the reception, storage, sorting and treatment (using fixed and mobile plant) of household, industrial and commercial (HIC) waste to permit recycling and recovery. Recycled materials include hardcore, wood, plastics, paper/card, scrap metal, etc. Non-recyclable general wastes are bulked up and sent to an appropriately permitted site for disposal or further recovery.

The operator intends to use the facility as a feedstock supply facility to its existing waste treatment facility in nearby Rainham where SRF and RDF are produced for existing off-takers.

1.4.3 The EP is required for the storage (keeping) prior to removal, and treatment (all types of handling/processing) of waste. Waste treatment processes which can be carried out on site are summarised as:

- Compacting (by loading shovel)



- Sorting (with loading shovel/excavator or by hand)
- Screening (by using appropriate mechanical screening plant and equipment)
- Separation (by using appropriate mechanical screening plant and equipment)
- Shredding (by using appropriate plant and equipment)
- Blending (by loading shovel and trommel)

1.4.4 Specified waste management activities and associated limits (including waste disposal and waste recovery operations) are listed below:

- **D15:** Storage pending any of the operations numbered D1 to D14 (excluding temporary storage, pending collection, on the site where it is produced)
- **R13:** Storage of wastes pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection, on the site where it is produced)
- **D14:** Repackaging prior to submission to any of the operations numbered D1 to 13
- **D9:** Physico-chemical treatment not specified elsewhere in Annex IIA which results in final compounds or mixtures which are discarded by means of any of the operations numbered D1 to D8 and D10 to D12
- **R3:** Recycling/reclamation of organic substances which are not used as solvents
- **R4:** Recycling/reclamation of metals and metal compounds

1.5 Hours of operation

1.5.1 The site will be open during the following hours for the delivery and receipt of waste on site; including depositing, sorting, moving, storing and removing waste:

Monday to Friday	00:00 – 23.59
Saturday	00:00 – 23.59
Sundays, Bank/Public holidays	00:00 – 23.59

1.5.2 The only other activities on site which will be permitted are onsite maintenance works, emergency deliveries of waste/plant/machinery and general office use.

1.5.3 During times where the site is closed or not in operation, the site will be locked and secured to prevent unauthorised vehicular and/or pedestrian access.

1.6 Waste Storage, Types and Quantities

1.6.1 The locations of the operational and storage areas are shown on the layout drawing.

1.6.2 The waste types handled on site will consist of dry, inert and non-hazardous household, commercial and industrial waste arising from activities within the surrounding area. This is as defined in the Controlled Waste (England and Wales) Regulations 2012 and Section 75 of the Environmental Protection Act 1990.

1.6.3 A detailed breakdown of the waste types allowed for acceptance at the site will be shown in the environmental permit.



- 1.6.4 In the event piles have reached the limits following routine inspections, the site will divert material to an alternative site until volumes/tonnages have been reduced to suitable level. On occasions the storage heights may exceed the permitted allowance whilst waste is being loaded into plant or equipment.

1.7 Exempt activities

- 1.7.1 Activities which are outside the scope of the EP for the site (listed in Schedule 3 of The Environmental Permitting (England and Wales) Regulations 2016) may be carried out at the recycling centre and the relevant details would be registered with the EA prior to commencement. There are currently no exemptions registered at the site.
- 1.7.2 Registration - current and future exemption notifications and register entries are held in the site office. Registered exemptions are valid for a period of 3 years unless deregistered by the operator or regulator. If the activity is to be carried on after 3 years, a renewal will be submitted to the EA.
- 1.7.3 Wastes brought onto site as part of any exempt waste activities will be kept clearly segregated and identified from those wastes imported for the specified waste management operations.

1.8 Staffing and management

- 1.8.1 The table below details the staff structure of the site when operating at full capacity. Positions in bold italic print below are the minimum staff requirements when the site is open for the reception of waste.

Table 1.1 - Staffing numbers and responsibilities

Position	Employees	Responsibilities
Management & supervisory including TCM, transport	3	Management of operations including staff roles and responsibilities
Plant Operators	5	Waste handling/processing, reception and plant operation; traffic management; emergencies
General operatives	16	Sorting of conforming & non-conforming waste
Administration Staff	3	Office/administrative duties

1.9 Health and safety

- 1.9.1 All operations on site will be carried out in accordance with the relevant requirements of the Health and Safety at Work Act 1974, Management of Health & Safety in the Workplace 1999 etc. Conditions of site use for employees, visitors and contractors are shown in Appendix IV. These conditions will be shown to all site users and must be signed prior to using the site. Anyone refusing to comply with the conditions of use will be asked to leave the site.

1.10 Fit and proper persons

- 1.10.1 The site will assign a Technically Competent Manager (TCM) who provide the required attendance time at the facility as required by guidance periodically issued by the EA. A copy of the appointed TCM's Certificate of Competence will always be made available in the site office.
- 1.10.2 The company, through the TCM, will ensure that a nominated deputy is sufficiently trained and familiar with the EP and this EMS document in addition to all relevant company procedures who, in the absence of the TCM, will act the competent person. If either the TCM or deputy is changed, the EA will be informed of the change and the relevant details of the replacement as soon as possible.

1.11 Convictions

- 1.11.1 At the time of application, neither Sharp Skips Ltd. nor any of the relevant people within the company had been convicted of a relevant offence.