

ENVIRONMENTAL MANAGEMENT SYSTEM

Sutton Wharf, Rochehall Way, Purdeys Industrial Estate, Rochford, SS4 1JU

Allsort Grab Services Ltd

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Waste, Planning & Environmental Consultants



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FOR REFERENCE ONLY; OPERATOR MAY USE INTERNAL INSPECTION SHEETS OR THE FORMS WILL BE KEPT IN ELECTRONIC FORMAT

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

Site Information & Key Contacts List

Site Address:	Sutton Wharf, Rochehall Way, Purdeys Industrial Estate, Rochford, SS4 1JU		
Site Operator:	Allsort Grab Services Ltd	National Grid Ref:	TQ 88856 90007

CONTACT	DESCRIPTION	OFFICE HOURS	OUT OF HOURS
Gary Churn	TCM	01702 544911	tbc
<u>Rochford Hospital</u> Union Ln, Rochford, SS4 1RB	Main NHS Hospital	01702 538000	999 or 112
<u>Puzey Family Practice</u> <i>(nearest medical practice)</i> Back Ln, Rochford, SS4 1AY	Local Doctor Surgery (GP)	01702 533740	111, 999 or 112
<u>Essex Police</u> Victoria Ave, Southend-on-Sea, SS2 6ES	Local Police Non-Emergency	01245 491491or 101	999
	Police Emergency	999	999
<u>Essex Fire Brigade</u> Sutton Rd, Southend-on-Sea, SS2 5PX	Fire and Rescue Service (in Emergency Dial 999)	01376 576500	999
<u>Environment Agency</u>	Environmental Regulator	03708 506506	0800 80 70 60
<u>Essex County Council</u> County Hall, Market Road, Chelmsford, CM1 1QH	Council Enquiries	0345 743 0430	0345 743 0430 or 999 or 112
<u>Essex & Suffolk Water</u>	Local Water Supplier	0345 782 0999	0345 782 0999
<u>Anglian Water</u>	Local Sewerage Provider	03457 145 145	03457 145 145
<u>Oaktree Environmental Ltd</u> Lime House, 2 Road Two, Winsford, Cheshire, CW7 3QZ	Specialist Advisor (Waste and Planning Issues)	01606 558833	999 or 112
<u>Kalex Limited</u> Bridge House, The Ash Little Hadham, Ware SG11 2DG	Specialist Advisor (Waste and Planning Issues)	07774 151 332	999 or 112

1 General Considerations

1.1 Site operator/permit type

1.1.1 Allsort Grab Services Ltd will operate a recycling centre that allows for the reception, storage, sorting and treatment of Inert and construction, demolition and excavation (CDE) waste. The EP will be regulated by the EA under the Environmental Permitting (England & Wales) Regulations 2016. The site will accept non-hazardous inert and excavation waste for treatment by way of screening and crushing to enable production of a secondary soil, soil substitutes and aggregate.

1.2 Relevant contacts

1.2.1 The contact details for the operator are as follows:

Allsort Grab Services Ltd	Contact:	Gary Churn
Sutton Wharf, Rochehall Way,	Position:	TCM
Purdeys Industrial Estate,	Tel:	tbc
Rochford, SS4 1JU		

1.2.2 Oaktree Environmental Ltd have been engaged to act as consultants for Allsort Grab Services Ltd to assist in the preparation of this Environmental Management System (EMS). This EMS has been prepared to meet the requirements of The Environmental Permitting (England and Wales) Regulations 2016 and the Environment Agency's Guidance: "*Develop a management system: environmental permits*".

1.2.3 The document was prepared by Oaktree Environmental Ltd. The Contact details are as follows:

Oaktree Environmental Ltd	Contact:	Isaac Allen
Lime House	Position:	Consultant
Road Two	Tel:	01606 558833
Winsford	E-mail:	isaac@oaktree-environmental.co.uk
Cheshire CW7 3QZ		

1.2.4 Kalex Limited provides ongoing technical support to assist the operator's compliance with the Environmental Permit conditions. Contact details for Kalex Limited are as follows:

Kalex Limited	Contact:	Ian Bailey
Bridge House	Position:	Consultant/TCM
The Ash	Tel:	07774 151 332
Little Hadham	E-mail:	ian@kalex.co.uk
Ware SG11 2DG		

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

1.3 Site information and locality

1.3.1 The site is located at Sutton Wharf, Rochehall Way, Purdeys Industrial Estate, Rochford, SS4 1JU as shown on Drawing Nos. 3117-001-02.

1.4 Permit area/waste management operations

1.4.1 The permit boundary is outlined in green on Drawing No. 3117-001-02 & 03. All references to 'the site' in this EMS shall mean this area and the associated infrastructure, plant and equipment.

1.4.2 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 will include the following:

- Compacting (by loading shovel/360° excavator)
- Sorting (with loading shovel/360° excavator or by hand)
- Screening (by using appropriate mechanical screening plant and equipment)
- Separation (by using appropriate mechanical screening plant and equipment)
- Crushing (by Crusher)
- Blending (by loading shovel / 360° tracked excavator and trommel)

1.4.3 Specified waste management operations include waste disposal and waste recovery operations listed Annex IIA and IIB of The Waste Framework Directive 2008/98/EC; also shown in 'Table S1.1 - Activities' of the EP which are shown below:

Table 1.1 - Permitted Operations

Description of activities for waste operations	Limits of activities
R3: Recycling/reclamation of organic substances which are not used as solvents	Treatment of waste consisting only of manual and mechanical sorting, separation, screening, crushing and blending of waste for recovery as a soil, soil substitute or aggregate.
R5: Recycling/reclamation of other inorganic materials	Secure storage of wastes listed in table 3.1 pending treatment.
R13: Storage of waste pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection, on the site where the waste is produced)	<p>All other wastes stored shall not exceed 40,000 tonnes in total at any one time.</p> <p>No more than 75,000 tonnes of waste shall be treated per year.</p> <p>Treatment of slags and ashes for disposal shall not exceed 50 tonnes per day, or if for a mix of recovery and disposal shall not exceed 75 tonnes per day.</p>

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	07:00 – 17:00
Saturday	07:00 – 14:00
Sundays, Bank/Public holidays	Closed

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

1.6 Waste Storage, Types and Quantities

1.6.1 The nature of operations at waste facilities means that certain operational areas may change depending on processing requirements.

- 1.6.2 The waste types handled on site will consist of dry, inert and non-hazardous construction, demolition and excavation waste as defined in the Controlled Waste (England and Wales) Regulations 2012 and Section 75 of the Environmental Protection Act 1990. A detailed breakdown of the waste types allowed for acceptance at the site will be shown in the EP which will appear in Appendix III of this document.
- 1.6.3 If the maximum storage capacity of the site is reached, then no further waste will be accepted until waste can be removed from the site and taken to a suitably permitted or exempt site.

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] will not be carried out at the site. If this were to occur the relevant details would be registered with the EA prior to commencement.
- 1.7.2 Registration - Current and future exemption notifications and register entries will be held in the site office. Registered exemptions are valid for a period of 3 years. If the activity is to be carried on after 3 years, a renewal will be submitted to the EA.
- 1.7.3 Any waste which is stored under exemptions will be clearly labelled on the site plan and kept separate from those wastes on site which are permitted.

1.8 Staffing and management

- 1.8.1 The site will open for the deposit of waste or for other essential operations during the hours listed in Section 1.5. The table below details the minimum staff numbers required when the site is open for the reception of waste:

Table 1.2 - Staffing Levels

Position	Employees	Responsibilities
Site Manager	tbc	Overseeing and co-ordinating all activities which take place at the site
Yard Operatives / Plant operators	tbc	Waste handling/processing, reception, and plant operation.
Administration staff	tbc	Office/accounts/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. 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's Technically Competent Manager (TCM) will provide the required attendance time at the facility as required by guidance periodically issued by the EA. A copy of TCM's Certificate of Technical Competence (COTC) 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 Allsort Grab Services Ltd nor any of the relevant people within the company have been convicted of a relevant offence.