

**J SIMPSON  
WASTE  
MANAGEMENT**

# **EMS Summary**

**Document Reference: JSW-BR-EMS-01**

**Issue Number: 2**

**Issue Date: 1.2.2020**

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**J SIMPSON WASTE MANAGEMENT  
ENVIRONMENTAL MANAGEMENT SYSTEM**

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**Environmental Management System Summary**

**Reference: JSW-BR-EMS-01**

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**163-165 Brent Road  
International Trading Estate  
Southall  
UB2 5LJ**

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This application is submitted to the Environment Agency by J Simpson Waste Limited under the requirements of the Environmental Permitting (England and Wales) Regulations 2010. It relates to waste management activities at 163-165 Brent Road, International Trading Estate, Southall, UB2 5LJ.

The application seeks an Environmental Permit to operate a Waste Transfer Station and Treatment operation at the above address. The site can meet the Standard Rules Permit SR2015 No6: 75kte household, commercial and industrial waste transfer station with treatment. The only exception to this, is the requirement to receive waste coded EWC 191212. For this reason alone, a bespoke permit is required.

The site will manage waste collected by the operator's waste collection services. This will be construction and demolition waste associated with house and business refurbishments. The waste typically includes wood, metal, concrete, bricks, soils, plastic and cardboard. These wastes will arrive at the site in containers and will be emptied, sorted and stored inside a building. The operator will install process equipment that is specifically designed to separate these wastes into the different types. The purpose of which will allow these wastes to be recycled.

The site will manage 75,000 tonnes of waste per annum.

The company has an Environmental Management System for the operations. This includes procedures to ensure the operations are carried out to prevent harm to amenity, human health and the environment. These include:

- EMS-OP-01 Operational Procedures
- EMS-OP-02 Emergency Procedures
- EMS-OP-03 Fire Prevention Plan
- EMS-OP-04 Odour Management Plan
- EMS-OP-05 Dust Management Plan
- EMS-OP-06 Noise Management Plan

The Operational Procedures includes the following key headings:

### **Technical Competence**

The site operations will be overseen by a Technically Competent Manager (TCM). There will also be a Site Supervisor to oversee the day to day operations. The TCM will be responsible for ensuring the requirements of continued competency is met. A copy of the Certificate will be kept in the site office. The TCM and Site Supervisor will both carry out similar functions on site, with the TCM providing the overall management to ensure compliance.

The Site Management will be responsible for the control of incoming and outgoing vehicles, checking Duty of Care documentation, keeping and maintaining all computerised records, checking in all visitors to the site, issuing Health & Safety instructions and investigating any complaints.

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## Training

All staff will be trained to a standard which enables them to perform the responsibilities described above and the detailed role as set out in job descriptions.

A record of staff training will be kept for each staff member which includes inductions to new processes and procedures as needed.

The following training matrix will be adopted to guide training needs.

Training	TCM	Site Manager	Site Operative	Plant Operative	Banksman
Induction	x	x	x	x	x
Accidents and Emergency	x	x	x	x	x
Fire Prevention	x	x	x	x	x
Amenity Management	x	x	x	x	x
Plant Training	x	x		x	
Daily Checks Plant	x	x		x	
Vehicle marshalling	x	x		x	x
Waste handling	x	x	x	x	
Environmental Permitting	x	x	x	x	x
Complaints and Incidents	x	x	x	x	x
Spillage Procedure	x	x	x	x	x

## Inspection and Maintenance

The Site Management will be responsible for inspecting the storage areas and preventative maintenance will be undertaken according to the Site Inspection Daily Checks Form.

Plant and machinery on site is visually inspected by the operator before it is used as part of management of their own risks and health and safety. This is covered in training for staff and operatives. Each driver will complete a defect form which is kept in the cab.

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In addition to scheduled preventative maintenance of equipment and machinery, in accordance with legal requirements or manufacturer's recommendations, reactive maintenance will be carried out if needed in accordance with inspection findings. This will be recorded in the site diary.

## **Non-Compliance**

Procedures are in place to advise customers on the nature of waste that can be accepted. There are pre-acceptance and on-site acceptance checks. Non-compliance procedures will help to prevent non-compliant waste being accepted and to have measures in place if such waste is received.

## **Complaints**

When the site receives a complaint, a record is summarised in the Site Diary. Full details will be provided on the incident form.

A complaint could be made to any site based staff or company driver. The TCM must be notified of any such complaint immediately.

The site management will review the activities that may have given rise to the complaint for example noise, dust or litter.

The TCM will report the findings to the complainant and implement appropriate corrective action in accordance with a specific management plan or the Operational Procedures.