ENVIRONMENTAL MANAGEMENT SYSTEM - EPR/RP3296CB

ADS Recycling, 63 Camsley Lane, Lymm, Warrington, Cheshire WA13 9BY

Neil Thomson T/A ADS Recycling

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Site Information & Key Contacts List

Site Address:	ADS Recycling, 63 Camsley Lane, Lymm, Warrington, Cheshire WA13 9BY		
Site Operator:	Neil Thomson T/A ADS Recycling	**National Grid Ref:**	SJ 66133 87278

CONTACT	DESCRIPTION	OFFICE HOURS	OUT OF HOURS
Neil Thomson	Proprietor / Permit Holder	01925 757033	07889 127800
Neil Thomson	Technically Competent Manager	01925 757033	07889 127800
Warrington Hospital Warrington Hospital, Lovely Lane, Warrington, Cheshire WA5 1QG	Local NHS Hospital (Main)	01925 635911	999
	Accident & Emergency (A&E)	999	999
The Lakeside Surgery Lakeside Road, Lymm, WA13 0QE	Local Doctor Surgery (GP)	01925 755050	999/112
Cheshire Constabulary Stockton Heath Police Station, Grappenhall Road, Stockton Heath WA4 2AF	Local Police Non-Emergency	01244 350000	999 or 112
	Police Emergency	999 or 112	999 or 112
Cheshire Fire & Rescue Service Stockton Heath Fire Station 37 Ackers Road, Stockton Heath, Warrington WA4 2BJ	Fire and Rescue Service (in Emergency Dial 999)	01925 269102	999
Environment Agency Richard Fairclough House, Knutsford Rd, Warrington WA4 1HT	Environmental Regulator	03708 506 506	0800 80 70 60
Warrington Borough Council Bath Street, Warrington WA1 9SS	Local Council General Enquiries	01925 443322	01925 443322 / 999 or 112
	Environmental Health Department	01925 443322	01925 443322 / 999 or 112
United Utilities	Mains water supplier	0345 672 2888	0345 672 3723
Oaktree Environmental Ltd Lime House, 2 Road Two, Winsford, Cheshire CW7 3QZ	Specialist Advisor (Waste and Planning Issues)	01606 558833	N/A

1 General Considerations

1.1 Site operator/permit type

1.1.1 Neil Thomson T/A ADS Recycling operates EPR/RP3296CB which is a Household, Commercial & Industrial (HCI) waste transfer station allowing the acceptance, storage and treatment of HCI wastes.

1.1.2 Waste is accepted from surrounding areas and provides a facility for builders and other waste producers to bring their waste to encourage recycling and discourage fly tipping. The site will not be open to, or for use by, the general public.

1.1.3 The environmental permit (EP) was originally issued by Cheshire County Council as a Waste Disposal Licence on 07/05/1992 The EP underwent some further minor modifications on 11/12/1992, 27/10/1994 and 29/01/2003 prior to the variation to a SR2008No7 EP issued by the Environment Agency (EA) on 31/12/2009. There have been no further changes to the EP.

1.2 Relevant contacts

1.2.1 The contact details for the operator are as follows:

Neil Thomson T/A ADS Recycling 63 Camsley Lane, Lymm, Warrington, Cheshire WA13 9BYR	**Contact:**	Neil Thomson
	Position:	Operator
	Tel:	01925 757033

1.2.2 Oaktree Environmental Ltd have been engaged to act as consultants for Neil Thomson T/A ADS Recycling to assist in the preparation of this Environmental Management System - EPR/RP3296CB (EMS). Contact details for Oaktree Environmental are as follows:

Oaktree Environmental Ltd
Lime House
2 Road Two
Winsford
Cheshire
CW7 3QZ

Contact: Chris Parry
Position: Principal Consultant
Tel: 01606 558833
E-mail: chris@oaktree-environmental.co.uk

1.2.3 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 EMS guidance

1.3.1 This EMS has been prepared to meet the requirements of the following:

- The Environmental Permitting (England and Wales) Regulations 2016
- Develop a management system: environmental permits
- Technical Guidance WM3: Waste Classification - Guidance on the classification and assessment of waste
- The Waste duty of care: code of practice – 2018
- Non-hazardous and inert waste: appropriate measures for permitted facilities published 12/07/2021.

1.4 Site information and locality

1.4.1 The site is located at ADS Recycling, 63 Camsley Lane, Lymm, Warrington, Cheshire WA13 9BY as shown on Drawing No. CAMS/461/02. The national grid reference for the site is SJ 66133 87278.

1.5 Permitted operations

1.5.1 The permit boundary is outlined in green on Drawing No. CAMS/461/02. All references to 'the site' in this EMS shall mean this area and the associated infrastructure, plant and equipment.

1.5.2 The EP is required for the storage (keeping) prior to removal, and treatment (all types of handling/processing) of waste. Waste treatment processes which are carried out on site at the time of writing this EMS include the following and are shown in Table 2.1 of the EP which is shown as Table 1.1 below:

Table 1.1 – Permitted operations

Specified waste management operations	Limits on Specified Waste Management Operations
R3: Recycling/reclamation of organic substances which are not used as solvents **R4**: Recycling/reclamation of metals and metal compounds **R5**: Recycling/reclamation of other inorganic materials **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 **D15**: Storage pending any of the operations numbered D1 to D14 (excluding temporary storage, pending collection, on the site where it is produced)	Treatment consisting only manual sorting and separation of waste for disposal (no more than 50 tonnes per day) or recovery. No more than 50,000 tonnes of waste will be accepted at the site per annum. Subject to any other requirements of this permit wastes shall be stored for no longer than 1 year prior to disposal or 3 years prior to recovery. No more than a total of 30 intact waste vehicle tyres (waste codes 16 01 03 and 19 12 04) shall be stored at the site at any one time. All wastes, other than specified wastes shall be stored and treated on an impermeable surface.
Discharge of integral site drainage in the northern yard (surface water	Run-off from the impermeable surface in the external yard within the northern area of the

effluent) from the emission point indicated on Drawing No. CAMS/461/03.	site used to store waste drains to surface water via a three-stage full retention interceptor and silt trap. No visible oil or grease shall be present in the discharge. There shall be no discharge off site from the buildings used to store and or treat waste. All other waste storage / treatment areas shall drain to a sealed drainage system.

1.6 Hours of operation

1.6.1 The site is open during the following hours for the receipt, treatment and removal of waste.

Monday to Friday	08:00 – 17:00
Saturday	09:00 – 12:00
Sunday/Bank holidays	CLOSED

1.6.2 It must be noted that the site will not always be open and operating hours will vary depending on the amounts of waste needed to be treated.

1.6.3 The only activities on site which will be permitted outside of these hours are maintenance works and general office use.

1.6.4 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.

1.7 Exempt activities

1.7.1 Activities which are outside the scope of the Environmental Permit for the site (listed in Schedule 3 of The Environmental Permitting (England and Wales) Regulations 2016) could be carried out at the site with the relevant details being registered with the EA prior to commencement.

1.7.2 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 as shown on Drawing No. CAMS/461/03.

1.8 Staffing and management

1.8.1 The table below details the minimum number of staff when the site is open for the reception and processing of waste.

Table 1.2 - Staffing numbers and responsibilities

Position	Employees	Responsibilities
Site manager	1 (	Overseeing all activities. Ensuring that the site is being operated in accordance with the Environmental Permit and in-line with attendant regulations
TCM	1	As above
Office/Administrative Staff	2	Office/administrative duties
Machine / Plant Operators / Operatives	10	Waste handling/processing, reception and plant operation

1.8.2 Additional temporary staff may be employed on site during busy periods to carry out site maintenance works, plant maintenance, administration and record keeping.

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) is Neil Thomson who provides the required attendance time at the facility as required by guidance periodically issued by the EA, on average this is approximately 20% of the working week. A copy of the TCM's original

certification and 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 Neil Thomson T/A ADS Recycling has not been convicted of a relevant offence.

1.12 Waste carriers

1.12.1 The operator holds an upper tier waste carrier registered with the EA to allow the importation and removal of waste from site; the registration number is; Ref. CBDU102707.

2 Site Engineering and Infrastructure

2.1 Site description

2.1.1 The site infrastructure is clearly detailed on Drawing No. CAMS/461/03. The drawing illustrates the following areas on site:

i) Different surfaces i.e. concrete, hardstanding etc.
ii) Location of buildings
iii) Height/type of perimeter fencing
iv) Reception and storage areas of waste
v) Location of fixed plant/equipment i.e. loading hoppers, screeners, conveyors etc..

2.2 Access and parking

2.2.1 Access and egress to/from the site is via Stockport Road as shown on Drawing No. CAMS/461/03. Ample parking is available on site for staff visitors.

2.3 Site office

2.3.1 The site office is located as shown on Drawing No. CAMS/461/03 and the documents listed below will be retained in the site office.

Table 2.1 – Site Office Documentation

Documents to be retained in site office
The Environmental Permit (original & any subsequent variations)
This Environmental Management System / EAWML (EA agreed document)
Current site diary (to record all inspections/visitors to the site)
Environment Agency inspection (CAR) forms
In-house inspection sheets/recording forms
Duty of care transfer notes (for 2 years minimum)
Duty of care product notes [(aggregates/topsoil (for 2 years minimum)]
Hazardous waste consignment notes (rejected waste, etc., kept for 3 years)
Waste delivery tickets
Accident book (& 1st aid kit)

2.4 Weighing and categorising loads

2.4.1 The site has a weighbridge for accurate weighing of loads to and from the site. During instances where the weighbridge is out of action, the weight of each load into and out of the site will also be estimated using the standard EA/WRAP agreed volume-to-weight conversion factors.

2.5 Notice board and signs

2.5.1 A notice board is erected at the site entrance and displays the following information:

- The site name and address.
- The name of the permit holder and operator.
- The Environmental Permit number and accompanying statement stating that the site is permitted by the Environment Agency.
- Environment Agency contact details, Emergency No. 0800 80 70 60 and
- General Enquires No. 03708 506 506.
- Operator's "out of hours" emergency contact details (see contacts table)
- Operating hours.

2.5.2 Additional signs are displayed around the site for operational / health & safety purposes. All staff and visitors will be required to comply with the requirements of all signs whilst on site.

2.6 Site security

2.6.1 The boundary of the site is protected from unauthorised access by members of the public for security. The site's boundary treatment measures (including type and height of the boundary treatments) are shown on Drawing No. CAMS/461/03 and ensures the site has full coverage of the site boundary. The site access gates are of steel construction and are lockable should the site be left unmanned at any time, to prevent unauthorised vehicular or pedestrian access.

2.6.2 The site has a 24-hour CCTV which is monitored by various HIK-vision cameras. In addition to this, there are monitoring screens/stations within the site which are located in offices. The CCTV is also monitored out of hours by the operator who is alerted on their mobile device in the event of an incident.

2.6.3 The site security measures will be inspected on a daily basis and any defects which impair the effectiveness of the security will be repaired by the end of the working day. If this is not possible, temporary measures will be put in place to ensure no unauthorised access to the site can be gained until the proper repairs can be carried out as soon as practicably possible.

2.6.4 If unauthorised access becomes apparent as a problem at the site the security measures will be reviewed and improvements implemented.

2.7 Fuel, hazardous fluids and gas bottle storage

2.7.1 The location of the above storage areas on site are shown on Drawing No. CAMS/461/03. Gas bottles are kept in a secure cage within these areas also. Procedures for fuel and hazardous fluid storage on site are as follows:

- Tanks are surrounded by a bund capable of containing a minimum of 110% of the volume of fuel stored in the tank.
- All pipework and associated infrastructure will be enclosed within the bund.
- A lock will be fitted to the tank valve to prevent unauthorised operation.
- All valves and gauges on the bund will be constructed to prevent damage caused by frost.
- No combustible waste will be stored within 6 metres of the areas unless partitioned by a fire wall.

2.7.2 The tanks clearly marked showing the product within and also its capacity.

2.8 Waste Transfer and Storage Areas

2.8.1 The location of the operational areas and storage areas are shown on Drawing No. CAMS/461/03. Waste reception and processing of mixed/non-hazardous wastes will take place within the waste transfer building. All non-hazardous waste comprising 'non-specified wastes' is stored and treated on an impermeable surface with sealed drainage system. All areas which store non-specified wastes benefit from a building, covered area or located in a sealed skip.

2.8.2 **Waste transfer building -** The waste transfer building is constructed from steel portal frames and covered with steel cladding materials. The internal floor of the waste transfer building is surfaced with reinforced concrete of sufficient strength for the tipping of loads, storage of waste and running loading plant. The internal walls and frames of the building are protected from damage by reinforced steel sheeting.

2.8.3 Any maintenance, repair or improvement of the concrete or newly-concreted areas will be surfaced as prescribed below (or similar):

*Note: Concrete specification: Mix: C40 (minimum 35% cement).
Depth: Minimum 150 mm, fibre reinforced where required.

2.8.4 The operational areas of the waste transfer building including plant and equipment are shown on Drawing No. CAMS/461/03.

2.8.5 **External storage areas –** These areas of the site will be used for the storage of inert bulky wastes, soils and hardcore/rubble. No non-hazardous wastes will be stored outside the building unless compliant with sites EP. The location of additional storage areas located in the external yard are shown on Drawing No. CAMS/461/03 and comprise sealed skips of sorted wastes.

2.9 Rejected Waste

2.9.1 Loads are also examined at the point of unloading. If they are found to be unacceptable at this point the load will be reloaded and returned to source. If small levels of contamination are noted they are handpicked and reject material placed in a skip for safe disposal.

2.9.2 If hazardous waste or suspected hazardous waste is deposited on the site the material will be left alone with precautions taken to absorb any spillages and the area cordoned off. The EA will be contacted as a matter of urgency and the material left in situ until removed under the EA's instruction.

2.9.3 Any waste which is non-conforming waste will be stored in a quarantine skip, container or bay and removed from the site within 48 hours or sooner if the container/bay is full. This is likely to comprise and hot loads or batteries discovered following an initial tip of the load. The non-conforming waste area is not shown on Drawing No. CAMS/461/03 as the location of the area may vary. The rejected waste will be recorded on form ADS/RF/2 or similar.

2.10 Drainage

2.10.1 The drainage on site is split into two areas (north and south). A description of the drainage arrangements in each area is provided below.

2.10.2 The southern area comprises of a fully sealed drainage system on an impermeable concrete pad. The south section of the site is laid to fall to a 3,000 litre underground sealed storage tank which is emptied by a licenced contractor and taken to a suitably permitted facility for treatment.

2.10.3 The southern area is largely encompassed by the waste transfer building with a small external area of yard. This area of the site will be sealed by the building infrastructure comprising of impermeable concrete panels to the south and west. The east of the permit boundary is secured with a 0.7m brick wall that will seal the drainage on site.

2.10.4 It is considered nothing will drain north beyond the dashed line illustrated on Drawing No. CAMS/461/03 as the site is laid to fall south to the underground storage tank.

2.10.5 The northern area comprises of a drainage system which surpasses a three-stage full retention interceptor and a silt trap prior to discharge to surface water (Thelwell Brook). The northern area of the site comprises a mix of an impermeable concrete surface and free draining hardstanding, all waste storage will be located on the areas of impermeable concrete. All waste stored in the northern area of the site is considered to be clean waste that has been processed and separated from mixed loads, having any potential contaminants removed.

2.10.6 The northern area of the site is secured with a 3m high concrete panel wall to the west of the site and a 0.7m concrete panel to the east. The northern area of the site is sloped so surface water falls to the north towards the interceptor.

2.10.7 The above drainage arrangements for the site are clearly shown on Drawing No. CAMS/461/03.

2.11 Vehicles, plant and equipment

2.11.1 Waste will be handled using the plant listed overleaf. Only trained operators will be permitted to drive/operate the plant.

Table 2.2 - Plant & Equipment

ITEM	NUMBER	FUNCTION
Loading shovel	2 ***(1)***	Loading/unloading/movement/sorting
360^0 excavators	2 ***(1)***	Loading/unloading/movement/sorting
Telehandler	2 ***(1)***	Loading/unloading/movement/sorting
Picking line	2	Hand sorting recyclables from mixed waste
Flip flow screen	1	Screening mixed C&D waste
Air separator	1	Density separation of clean soils and stones
Weighbridge	1	Accurately weighing of loads

2.11.2 Note: The plant/equipment on site may vary and additional equipment may be hired-in to cope with larger jobs, jobs with specific requirements or to prevent over stockpiling leading to a breach of permitting conditions.

2.12 Mobile and fixed plant maintenance

2.12.1 All mobile and fixed plant on site including vehicles in the fleet are subject to annual manufacturer maintenance to ensure proper working order in the form of service contracts.

2.12.2 Site management will undertake or delegate additional preventative maintenance checks on a more frequent basis i.e. daily, before, during and 1 hour at the end of each working day using a checklist similar to that in Appendix II to ensure the following:

- Machinery is mechanically sound for use and no presence of black fumes or trailing liquids visible prior to use or following shutoff of plant/equipment.
- Mobile plant is stored in the out-of-hours plant storage area as shown on Drawing No CAMS/461/03 following cessation of activities and external separation distances of 6m are observed between plant and any combustible or flammable material.
- Plant which is not in use for any extended period is stored at least 6 metres from combustible waste in the dedicated area on site.
- All plant and equipment vehicles are fitted with fire extinguishers in the cab. Rubber strips are not considered appropriate as they are usually removed via uneven and bumpy ground.
- Dust from processing/treatment operations on site can settle throughout the working day onto processing plant, plant exhausts and engine parts so a fire-watch will be implemented after cessation of works and equipment powered down for 1 hour each day to remove any dust/fluff using brushes, hoses etc... Any build of dust/fluff will be removed from the equipment and deposited into a container to await removal from site and site management informed.

3 Site Operations

3.1 Preliminary procedures

3.1.1 Guidance will be given by the site management to all employees, sub-contractors, other waste carriers and customers regarding the waste types and operations which are acceptable at the site i.e. a copy of Appendix III of this document. The site will be used for the acceptance, storage and processing of waste using the operator's own vehicles/contracts and also for third-party users/hauliers whose details would be checked prior to the delivery/collection of waste.

3.1.2 The procedures below would be followed prior to the receipt of waste on site.

3.1.3 When a driver employed by the permit holder arrives at the waste producer's premises, he/she will inspect the load for conformity with relevant regulations and safety procedures.

i) If the load is satisfactory the driver will sign the relevant paperwork (Duty of Care transfer note/delivery ticket) and remove the load from the premises.
ii) If the waste does not meet the description stated on the controlled waste transfer note the customer is advised to check the note and give a more detailed description of the waste.
iii) If the more detailed description of the waste reveals that the waste is not/permitted at the recycling centre then the customer is advised that the waste must be taken to another site which is appropriately permitted to accept the waste(s).

3.1.4 If further instructions are needed the driver may also report back to the site manager.

3.2 Checking in & inspection of loads

3.2.1 All incoming vehicles are required to report to the site office. Details of the load will be recorded, and the transfer note / accompanying documentation will be further checked to

ensure it is acceptable at the site. Transfer notes are checked to ensure they contain the following information:

a) Vehicle Registration and drivers name and signature.
b) Waste haulier name and valid waste carriers' registration number.
c) Name address (of source site) and signature of transferor.
d) Name, address (of destination site) and signature of the person receiving the waste (transferee).
e) Permit number or exemption reference of person receiving the waste (if applicable).
f) Description of waste including waste type, waste source, waste containment and waste quantity.
g) List of Waste (LoW) code.
h) SIC code of the waste holder.
i) Date and time of waste transfer and waste transfer note number.
j) Confirmation that the waste hierarchy has been considered.

3.2.2 All loads are visually inspected prior to offloading, if non-compliant waste is discovered upon visual inspection, there is a discrepancy with the load or its paperwork, then the site manager shall be informed immediately. If the load is not acceptable under the Permit, then, it should be rejected from the site and deposited at a suitably permitted facility.

3.2.3 Accepted waste will be directed to the appropriate tipping / reception area. Loads are also examined at the point of offloading, if loads are discovered to be unacceptable at this point, if possible, the load should be re-loaded back onto the vehicle and rejected from site. If it is impossible to load a rejected load back ono the delivery vehicle, the load will be put into the quarantine area for removal. In cases where the presence of unauthorised waste is likely to lead to a breach of permit conditions, the Environment Agency will be contacted immediately to agree a course of action.

3.2.4 If only small levels of contamination are noted, they are handpicked and reject material placed in a skip for safe disposal.

3.2.5 If hazardous waste or suspected hazardous waste is deposited on the site, the material will be left alone with precautions taken to absorb any spillages and the area cordoned off. The EA will be contacted as a matter of urgency and the material left in situ until removed under the EA's instruction.

3.3 Waste acceptance / WM3 - waste classification assessment

3.3.1 This procedure is prepared with the intention of correctly classifying and coding all wastes arising from the waste separation/treatment process at the site. It is anticipated that all wastes arising from the treatment process at the site will be non-hazardous. This sampling strategy is therefore prepared with the intention of verifying this assumption for the purposes of coding the treatment waste produced at the site, and providing confidence that the coding by the operator is correct.

3.3.2 All wastes incoming to the site are characterised and coded by the waste producer in accordance with the Waste Duty of Care: Code of Practice. Strictly non-hazardous wastes are accepted at the site as classified under the Joint Agency Guidance Document entitled "Waste Classification. Guidance on the classification and assessment of waste (1st Edition v.1.GB). Technical Guidance WM3" updated October 2021 (WM3). The waste transfer note in respect of each consignment or load of waste is inspected at the reception office in order to verify that the waste is specified within the list and types of waste code specified in the site environmental permit.

3.3.3 In terms of mirror non-hazardous (MNH) codes accepted, the site implements a risk-based approach, in particular EWC code 17 09 04 considered to be the which is the main source of waste generated at the site. Prior to this waste being accepted, the operator considers the customer profile, the source of the waste, and a visual inspection upon arrival at the site. This waste will generally arise from domestic projects or builders/other local tradesman on behalf of householders such as garden excavations, house extensions, or new housing developments, which is classified as low-risk due to prior site remediation or contamination checks before development begins. The operator considers the following sources of waste as low risk:

- Domestic properties (e.g., digging footings, garden soil removal)
- Parks and gardens
- Amenity areas
- Home building sites and new developments
- Non-industrial sites e.g. care homes, hospitals, and leisure facilities
- Greenbelt areas

3.3.4 For the above sources of wastes, it is considered no WM3 assessment (sampling) is required as all waste should be non-hazardous.

3.3.5 For medium and high-risk sites, such as industrial locations, brown field sites, petrol stations, utility excavations, or highway projects etc., a full WM3 analysis would be undertaken. This rigorous assessment ensures that higher-risk sites are appropriately managed. It is very rare this material is accepted into the site given the nature of the business i.e. skip hire.

3.3.6 Following arrival into the site, all wastes, are first, the subject of a visual inspection and examination on reception in accordance with waste acceptance procedures as detailed in Section 3.1 of this EMS. If there is visual or olfactory evidence that wastes have been mis-classified as non-hazardous or mis-coded by the waste producer, the waste is quarantined in a sealed area pending further testing or removal from site to a suitably authorised facility for further recovery / disposal.

3.3.7 Notwithstanding the above, if a load of incoming waste is found to have substance concentrations which do not cause the waste to be classified as hazardous under WM3, but nevertheless are sufficiently close to the limit values that any fines arising from the treatment of the waste may be classified as hazardous, the operator will have the waste removed from site for recovery / disposal elsewhere rather than treating it at the site for commercial reasons.

3.4 Waste acceptance / gypsum & plasterboard assessment

3.4.1 Waste gypsum when mixed with biodegradable material results in the production of hydrogen sulphide which is a toxic gas so all waste gypsum will be kept separate from all other waste on site. This will be done by applying the following procedures which all staff will undergo refresher training on following issues of this EMS:

i) All waste transfer notes advise **no plasterboard is to be deposited in a mixed skip**. All existing and new customers will be told the importance of segregating plasterboard at the place of production due to the above issue.

ii) The site will only knowingly accept plasterboard in single stream loads and not part of any mixed loads.

iii) Prior to delivering a skip to a property, the operator will ask the customer if any plasterboard is likely to be present in the load, i.e. what is the nature of the skip. If the customer is a builder or a householder having building works undertaken at their property, the customer will be provided with a separate bag for plasterboard / gypsum waste and a separate transfer note detailing the EWC code for plasterboard which is **17 08 02**.

iv) The customer will be advised to place the bag of plasterboard on top of the skip or to the side of the skip prior to collection. The operator, when collecting the skip would ensure the bag is sealed and segregated from the mixed skip when loading on to the HGV.

v) If the customer refuses to segregate the plasterboard from other waste on the place of production, the skip will be subject to a more rigorous sort (shown in the sections below) when delivered to the site and the operator would inform the customer of a penalty charge.

vi) Once a mixed load of waste is tipped, plasterboard contamination may still be present so the banksman / driver photographs the load before processing. This system is used to prove the presence of contrary items or misdescription, to enable the sales team to levy additional costs on the customer for their correct handling as shown in point iv above.

vii) All plasterboard accepted at the site is stored in a secure three-sided bay with at least a 1m high freeboard to prevent contamination. This is shown on Drawing No. CAMS/461/03.

3.5 Waste acceptance / POPs assessment

3.5.1 Staff will be trained in the identification of any waste which could contain POPs which will include the following:

- sofas
- sofa beds
- armchairs
- kitchen and dining room chairs
- stools and foot stools
- home office chairs
- futons
- bean bags, floor and sofa cushions

3.5.2 If any of the above wastes are identified in the waste tipping and sorting area and contain leather, synthetic leather, other fabric, or foam, the items will be segregated and removed, the items are bulked and then sent to a suitably permitted site.

3.5.3 If there is a risk of contamination from the identified POPs waste i.e. if pieces of foam, cover, lining or wadding material are released from the item the whole load will be classified as POPs waste and sent for destruction.

3.6 Waste acceptance / wood

3.6.1 To comply with the Regulatory Position Statement RPS291 the following procedures will be adopted:

- Any wood that is accepted at the site is subjected to the Waste Acceptance Procedures to assess the status of the waste as being deemed either non-hazardous or hazardous material. The majority of wood accepted at the site is classed as non-hazardous. This is due to the waste stream being accepted from the construction and demolition sector. A non-hazardous EWC code will be attributed to the majority of this waste. Any wood that is accepted that is viewed to be potentially hazardous, i.e., varnished, creosoted and/or painted will be isolated within the designated quarantine area or rejected waste skip. The assessment of this waste is from the initial collection by the allocated driver. If there is potential from the initial inspection that contaminated wood is present, the driver will inform the site manager of the issue. A decision will be made to either accept or reject the load depending on the driver's description, and the willingness of the customer to comply.
- In the unlikely event hazardous wood is accepted, and once tipped any significant amount of wood is deemed to be potentially hazardous, sampling will be conducted. This will be done on an as needed basis.
- The sampling and testing will be conducted by a certified laboratory with MCERTS standards of analytical testing.
- The output of waste wood is mainly to onward wood recycling sites. This is for the clean wood only with hazardous wood waste streams sent for incineration.

3.7 Waste deposit & handling

3.7.1 Once a load of mixed waste has been accepted by the operator, the contents will be discharged into the waste reception area shown on Drawing No. CAMS/461/03 and as detailed in Section 3.2.1, this is likely to comprise the following EWC codes:

- 17 08 02 – Gypsum / plasterboard
- 17 09 04 - Mixed construction and demolition wastes other than those mentioned in 17 09 01, 17 09 02 and 17 09 03
- 20 03 01 - Mixed municipal waste

3.8 Waste treatment processes

3.8.1 Following acceptance, mixed loads are deposited into a temporary freestanding stockpile in the waste transfer building. Following tipping the waste is subject to the following treatment, recovery or disposal procedures:

a) Tipped waste is inspected in line with WM3 for signs of any contamination. Operatives will be trained to identify pieces of plasterboard/gypsum to ensure they are deposited into the plasterboard storage bay, which will be a bay in **AREAS 1-5** of the waste transfer building, to avoid mixing with other wastes on site. Any non-conforming material (if any) will be picked out during this process and quarantined immediately for removal from site.

b) If the site manager or TCM identifies that gypsum/plasterboard is exceeding the relevant storage bay and has potentially contaminated with other wastes, the waste will undergo a further sort where staff will further pick out the plasterboard/gypsum. Prior to the potentially contaminated waste leaving the site, a sample will be taken to ensure the levels of sulphate are acceptable.

c) Once the remaining waste in the tipping area is deemed suitable and any non-conforming items have been removed, bulkier items of waste i.e. furniture, mattresses etc will be removed using a mechanical grab and stored in **AREA 7**. Any cables discovered during this process will be handpicked and stored in wheelie bin containers (**AREA 8C**). These wastes will not be treated and only bulked for removal to a suitably permitted or exempt site.

d) Items of WEEE that arrive source segregated are stored in moveable 40-yard skip containers in **AREAS 8A-8B**. WEEE that arrives in mixed loads is hand sorted and also stored in **AREAS 81-8B**.

e) Larger items of recyclables may also be hand sorted / separated during this initial process, separated recyclables or mixed loads awaiting processing are stored in one of the bays within the waste transfer building (**AREAS 1-5**). The content of each bay may vary depending on the demand for each waste type on site.

f) The remaining waste is considered suitable for processing and is moved to **AREA 6** to be deposited into the loading hopper for the first process of the mechanical treatment plant.

g) Waste is deposited into the loading hopper which is fed onto an incline conveyor turning 90^{o} into the flip flow screen.

h) The screen separates the material by size with the initial <75mm fines material discharging into the first bay (**AREA 9**) and the non-recyclable +75mm lights into the second bay (**AREA 10**).

i) The remaining waste continues over the conveyor passing through a blower to separate the lighter fractions and into the 4-bay picking cabin where operatives pick out the initial larger recyclables such as wood, plastic, scrap metal, residual material and deposit them into the bays below (**AREAS 11 – 14**).

j) To further clean up the wastes, the smaller material which hasn't been picked continues on the conveyor through a density separator, this separates clean soils and stones from the oversize recyclables and deposits them into a free-standing stockpile (**AREA 15**) or sealed container (**AREA 16**) below the output conveyors. Once at approximately 80% capacity, material from **AREA 15** is either fed back through the plant for further separation (depending on moisture content) or moved to the covered overflow storage bays (**AREAS 17 & 18**).

k) Waste not suitable for density separation comprising the oversize material continues on a further conveyor into the final stage of the treatment process comprising the oversize 5-bay picking cabin. Operatives then pick out larger recyclables comprising wastes similar to point (g) and deposit then into the bays below (**AREAS 19-23**).

l) The end of the conveyor will comprise the deposit of oversize concrete, hardcore and stone into a free-standing stockpile (**AREA 24A**).

m) Waste delivered to the site which comprises of predominantly inert material (subject to testing). Will be deposited in a free-standing stockpile in the yard adjacent to a 2-sided concrete bay wall (**AREA 24B**).

n) Separated fractions of uncontaminated processed / separated wood is removed from the appropriate storage bays or areas and bulked in a stockpile in the external yard within the northern area of the site, in front of the 5-bay picking line. This stockpile is

transient and will temporarily be on site while wood is being loaded onto removal vehicles.

o) Separated recyclables i.e. tyres, hard plastic, oversize scrap are stored in moveable 8 cubic yard skip containers (**AREAS 26A-26D**) and uPVC, oversize scrap metal, hard plastic and cardboard are stored in moveable 40 cubic yard skip containers (**AREAS 27A–27D**) all in the external area of the northern yard prior to removal off site.

p) Separated / sorted non-ferrous metal stored in containers in **AREA 25A** is further processed via baling using a manual hand fed mechanical baler. Bales of non-ferrous metal is stored adjacent to the baler in **AREA 25B** prior to removal from site.

3.9 Waste Storage, Types and Quantities

3.9.1 The locations of the operational and storage areas are shown on Drawing No. CAMS/461/03. The nature of operations this facility means that certain operational areas may change depending on processing requirements.

3.9.2 The waste types handled on site are shown in the table 1.2 (shown overleaf) and 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.

3.9.3 The quantity of waste received in any one day is approximately 250 tonnes; this tonnage may vary on a daily basis; the site can store between 750 – 1,500 tonnes of waste at any one time.

3.9.4 The annual quantity of waste received shall not exceed 50,000 tonnes for non-hazardous waste.

3.9.5 Drawing No. CAMS/461/03 details the wastes which are stored at the site and the table overleaf details the common wastes accepted and stored at the site. It must be noted the stockpile sizes and volumes are based on typical working operations and can vary.

Table 1.1 - Waste Storage Area Details for Permitted Wastes

Waste storage area details												
Plan Ref	**Description**	**EWC Code(s)**	**Processed / unprocessed**	**Containment**	**Max width of pile (m)**	**Max length of pile (m)**	**Max height of pile (m)**	**Approx. area (m2)**	**Conversion factor used**	**Approx. volume (m3)**	**Tonnage (approx.)**	**Storage duration**
AREA 1-5	Sorted waste bays containing mixed waste, wood, green waste and plasterboard	17 09 04, 19 12 12, 20 03 01, 15 01 03, 17 02 01, 19 12 07, 20 01 38, 20 02 01	Hand sorted from the picking line	Free standing inside a three-sided concrete panel storage bays	5	6	3	30	0.75	68	34	<5 days
AREA 6	Mixed waste infeed pile	17 09 04, 20 03 01, 19 12 12	Hand sorted or using excavator	As above	10	10	3	100	0.75	225	113	<72 hours
AREA 7	Oversize non-recyclable waste	17 09 04, 20 03 01, 20 03 07	Partly hand sorted arising from tipping area	Free-standing bales inside sealed building	10	7	2	70	0.5	70	35	<72 hours
AREA 8A - 8B	WEEE skips	20 01 36	Source segregated or hand sorted	Open topped, moveable 40 cubic yard roll on roll off skips and wheelie bins	6.1	2.44	2.62	15	1	39	20 - 30	<5 days
AREA 8C	Cable bins	17 04 11	Source segregated or hand sorted	Sealed wheelie bins	0.5	0.72	1.1	0	1	0.40	0.20	<5 days
AREA 9	<75mm screened fines	19 12 12 (arising from AREA 16 and fed back into plant)	Mechanically sorted by flip flow screen and density separator	Free-standing inside a three-sided concrete wall	5	5	2	25	0.75	38	38	<72 hours
AREA 10	Residual lights (>75mm)	19 12 12 (non-qualifying fines)	Mechanically sorted by flip flow screen	Free-standing inside a three-sided concrete wall	7	7	2	49	0.75	74	37	<72 hours
AREA 11 - 14	Hand sorted recyclables i.e. wood, plastic, residual waste, cardboard etc..	19 12 12, 19 12 07, 19 12 04	Hand sorted from the picking line after mechanical sorting from flip flow screen	Free standing inside a three-sided concrete panel storage bay	15	4	3	60	0.75	135	50 (per bay)	<72 hours
AREA 15	<25mm fines (inert)	19 12 12 (may be fed back through plant depending on moisture content)	Mechanically sorted by flip flow screen and density separator	Free standing inside a three-sided concrete panel storage bay	7	4	3	28	0.75	63	50 (per bay)	<72 hours
AREA 16	<25mm fines (non-inert/lights)	19 12 12 (tipped in AREA 6 and re-processed through plant or removed off site)	Mechanically sorted by flip flow screen and density separator	Open topped, moveable 20 cubic yard roll on roll off skip	6.1	2.44	1.4	15	1	21	25	<5 days
AREA 17	<25mm fines (inert/soil)	19 12 12 (qualifying fines and overspill from AREA 15)	Mechanically sorted by flip flow screen and density separator	Free standing inside a three-sided concrete panel storage bay	7	4	3	28	0.75	63	50 (per bay)	<72 hours
AREA 18	<25mm fines (inert/stone)	19 12 12 (qualifying stone and overspill from AREAS 15 & 24A)	Mechanically sorted by flip flow screen and density separator	Free standing inside a three-sided concrete panel storage bay	7	4	3	28	0.75	63	50 (per bay)	<72 hours
AREA 19 - 23	Hand sorted recyclables and source segregated wastes i.e. wood, plastic, metal, cardboard	15 01 03, 17 02 01, 19 12 07, 20 01 38, 17 02 03, 20 01 39, 19 12 04, 20 01 40, 17 04 07, 19 12 02, 19 12 03, 19 12 01	Hand sorted from the picking line or source segregated	Free standing inside a three-sided concrete panel storage bay	8	4	3	32	0.75	72	50 (per bay)	<72 hours
AREA 24A	Oversize concrete, hardcore and stone from the recycling plant	19 12 12	Sorted - end of mechanical treatment process	Free-standing against front of concrete panel wall	5	10	2	50	0.5	50	60	<72 hours
AREA 24B	Source segregated oversize concrete, hardcore and stone	17 01 01, 17 01 02, 17 01 03, 17 01 07	Unprocessed	Free-standing against front of concrete panel wall	5	12	2	60	0.5	60	72	<72 hours
AREA 25A	Non-ferrous metal (aluminium) - source segregated	15 01 04, 17 04 01, 17 04 02, 17 04 07, 20 01 40	Unprocessed	Pallet containers	1	1.2	0.85	1	1	1	1	<5 days

Waste storage area details												
Plan Ref	**Description**	**EWC Code(s)**	**Processed / unprocessed**	**Containment**	**Max width of pile (m)**	**Max length of pile (m)**	**Max height of pile (m)**	**Approx. area (m2)**	**Conversion factor used**	**Approx. volume (m3)**	**Tonnage (approx.)**	**Storage duration**
AREA 25B	Non-ferrous metal (aluminium) - source segregated	17 04 01, 17 04 02, 17 04 07, 19 12 03, 20 01 40	Baled	Free-standing on pallets	1	1.2	2.4	1	1	3	3	<5 days
AREA 26A - 26D	Sorted recyclable skips i.e. tyres, hard plastic, oversize scrap	16 01 03, 15 01 04, 17 04 05, 17 04 07, 20 01 40, 19 12 02	Hand sorted / unprocessed	Open topped, moveable 8 cubic yard skip	1.7	3.7	1.22	6	1	8	8	<5 days
AREA 27A - 27D	Sorted recyclable skips i.e. uPVC, oversize scrap metal, hard plastic, cardboard	17 09 04, 15 01 04, 17 04 05, 17 04 07, 20 01 40, 19 12 02, 17 02 03, 20 01 39, 15 01 01, 20 01 01	Hand sorted / unprocessed	Open topped, moveable 40 cubic yard roll on roll off skip	6.1	2.44	2.62	15	1	39	20 - 40	<5 days

3.10 Waste/product removal and export

3.10.1 When a collection vehicle arrives at the site to remove waste material or product, the driver will be instructed to report to the site office to confirm their identity. All relevant documentation will be completed, and the vehicle will be passed to pick up the load and take it to the designated recycler/disposal site (if the outgoing material has not been fully recovered on site). The product or waste will then be loaded using the loading shovel.

3.10.2 The operational outputs and residues produced by the site and the disposal or recovery routes envisaged are detailed as follows:

a) Brick/rubble - sent to a permitted site for further recycling
b) Plasterboard/gypsum – sent to a permitted site for further recycling
c) Some materials will not be recovered after processing (or will not be fit for use at recovery sites) such as clays and some soils. These materials may be disposed at suitably permitted landfill site.
d) Soils - sent to a permitted site for further recycling
e) Metals – metals removed will be taken to a suitably permitted site for further recovery.
f) Wood, plastic, paper & card - sent to a permitted site for further recycling
g) Rejected material will be removed from site.
h) Waste unsuitable for processing will be sent to a suitably permitted site.

3.11 Sampling and testing protocol

3.11.1 The operator will produce the following MNH waste codes on site which will be sent to the following locations depending on sampling analysis:

- **AREA 9** - Screened qualifying fines <75mm = 19 12 12– landfill cover (qualifying fines) or other suitably permitted site,
- **AREA 10** - Screened residual waste <75mm = 19 12 12– landfill or other suitably permitted site,
- **AREA 15** – Screened/separated soils = 19 12 12– landfill cover (qualifying fines) or other suitably permitted site,

- **AREA 24A** – Aggregates = 19 12 12 = suitably permitted site,

3.11.2 In order to demonstrate the above codes are non-hazardous leaving the site, basic characterisation testing has previously taken place of the above wastes demonstrating they are non-hazardous. To continue ensuring the operator produces non-hazardous wastes, compliance testing takes place where one load of every 1,000 tonnes produced will be sampled for a full non-hazardous suite with an approved lab meeting MCERTS accreditations. After this regular compliance testing has demonstrated the waste is non-hazardous, the site will move to annual sampling. If any new MNH codes are produced, the same testing procedure will take place.

3.11.3 The site has been operational for over 30+ years and has been subject to sending any hazardous or contaminated residual / fines waste from the site.

3.12 Record keeping

3.12.1 The operator uses detailed waste transfer and product notes in paper and electronic form to ensure compliance with the Waste Duty of Care Code of Practice - March 2016 (Section 34(9) of the Environmental Protection Act 1990). The following points detail the correct information required in order to comply with the Waste Duty of Care Code of Practice which the operator will provide on all documentation:

a) A written description of the waste which has been agreed and signed by the operator and the next holder. The description is part of the waste information the operator will provide.
b) A statement confirming that the operator has fulfilled the duty to apply the waste hierarchy as required by regulation 12 of the Waste (England and Wales) Regulations 2011 (see Waste Hierarchy Guidance for England and Wales)
c) The description of the waste is accurate and contains all the information required to ensure the lawful and safe handling, transport, treatment, recovery or disposal by subsequent holders, including classification of the waste by using the appropriate codes (referred to as the List of Wastes (LoW) or European Waste Catalogue (EWC)) -

Appendix A of the Waste Classification Technical Guidance provides a list of the codes as well as advice on how to assess and classify waste.

d) The quantity and nature and whether it is loose or in a container, if in a container, the type of container.

e) The time and place of transfer.

f) The SIC code of the transferor (current holder of the waste).

g) The name and address of the transferor and transferee (person receiving the waste) and their signatures (the signature can be electronic as long as an enforcement officer can view it).

h) The capacity in which the transferor and transferee are acting (e.g. as a producer, importer or registered waste carrier, broker, or dealer) and their relevant authorisation to act in that capacity (e.g. their permit number or registration number).

3.12.2 For non-hazardous waste this will be done by using:

a) A paper WTN and form to fill in or alternative documentation e.g. an invoice, as long as it contains all the required information.

b) a season ticket which is a single waste transfer note that covers a series of non-hazardous waste transfers. The season ticket will last up to one year and be used for regular transfers of the same type of non-hazardous waste with the same carrier. If the operator has several sites serviced by the same carrier with the same types of waste collected, these can be listed in a schedule to the season ticket. The operator will keep a record of the collection times and the quantity of waste.

3.12.3 A waste information note will not be required for non-hazardous waste if the waste holder does not change on the transfer of waste e.g. the waste is moved to other premises belonging to the same business. However, it is best practice that the business understands who has responsibility for that waste and a record is kept of internal transfers for audit purposes.

3.12.4 **Hazardous waste:** The site will not be accepting any hazardous waste into the site and if any hazardous waste or non-conforming waste is to be removed, it will be done so using a fully

completed hazardous waste consignment note and sent to a suitably permitted site. The records of which will be kept for 5 years.

3.12.5 A summary of waste types and quantities deposited at and removed from the site and origin and destination details are then forwarded to the EA using the standard Generic Operator Returns electronic spreadsheet(s), with submission due within one month of the end of each quarter as below:

a) Quarter 1: January to March (due on or before 30th April)
b) Quarter 2: April to June (due on or before 31st July)
c) Quarter 3: July - September (due on or before 31st October)
d) Quarter 4: October - December (due on or before 31st January of the following year)

3.12.6 Outcomes of inspections of waste types, hardstanding areas, transfer/treatment areas, storage areas, drainage channels, etc. are recorded using the site inspection form ADS/RF/4 or similar document and detailed comments are entered into the site's diary (including action taken or proposed).

3.12.7 Visitors to the site are made to sign the visitor's book upon arrival and exit stating the purpose of their visit and whom they represent.

3.13 Management techniques

3.13.1 All measures necessary to achieve a high level of protection of the environment and to ensure that the site is operated in accordance with the various management systems and permit conditions will be strictly adhered to.

3.13.2 The manner in which the facility is managed is a critical element in ensuring emissions from the site operations are minimised. Therefore, management of this facility ensures:

a) Staff are competent to manage and operate the facility i.e. fit and proper persons;
b) Waste acceptance procedures are in place;
c) Appropriate storage and handling procedures are in place;

d) Waste/product dispatch procedures are in place;
e) Procedures and control techniques in place to minimise potential emissions to air, land and water;
f) There is an EMS, i.e. this document, in place to ensure standards are maintained, including incidents and complaints management procedures;
g) A communication programme is in place; and,
h) A health and safety programme is in place and is coherently conveyed to all staff and rigorously enforced throughout the whole of the organisation.

3.14 Site closure plan

3.14.1 In the event that the site ceases to operate as a waste transfer/treatment facility as set out in the site's EP, the following steps will be followed to achieve site closure:

a) Contact the EA to advise the Environment Officer(s) that the site is planned to cease / has ceased the acceptance of wastes under the permit.
b) The amount of residual processed and unprocessed waste on site will be assessed by the TCM to set a timetable for the final processing and timely removal of waste from site.
c) Following removal of all waste, plant and machinery from site, a site Investigation will be undertaken to ascertain the ground conditions of the land to which the site relates.

4 Environmental Control, Monitoring and Reporting

4.1 Breakdowns and spillages

4.1.1 In the event of breakdown of the loading plant, an alternative machine will be brought on site until it is repaired. If an alternative machine cannot be used, then waste will be stored securely until the plant is repaired. As the operator has two other operational sites, there should always be additional plant/machinery available. The repair will be carried out at the most convenient location with absorbents used to clear oil or fuel spillages.

4.1.2 All site surfaces will be inspected daily when the site is in operation. Debris will be swept as required and placed in a skip for disposal to a suitably permitted site.

4.1.3 Any spillages of fuel/oil will be cleared immediately by depositing sand or absorbents on the affected area. The sand or absorbents will be placed in a skip to be taken to a suitably permitted site for disposal. All spillages of waste will be cleared by the end of the working day in which they occur. Spillage clearance procedures are detailed in Section 5.4.

4.1.4 All wastes liable to give rise to contamination will be removed from the site if the site is not secure or if operations cease or are temporarily suspended.

4.2 Site inspections and maintenance

4.2.1 The inspection frequencies for maintenance/housekeeping are listed on record form ADS/RF/4. The inspection form will be completed by a person who is familiar with the requirements of the EMS and EP for the site. All details of defects, problems and repairs carried out will be recorded on the form on the day that each event occurs. Detailed comments may also be recorded in the site diary. All repairs will be carried out within 5 working days unless agreed otherwise with the EA.

4.2.2 All repairs to site security will be made within 5 working days of the discovery of the damage and the site will be made secure until the repair has been carried out.

4.2.3 Any major defects found during the daily site inspection which are likely to lead to a breach of permit conditions will be repaired by the end of the working day in which they are found, where possible. If a repair is not possible by the end of the working day, the EA will be contacted to agree a suitable timescale for repair.

4.2.4 All defects and problems likely to give rise to pollution will be recorded on the form ADS/RF/4 with repairs/solutions being carried out immediately.

4.3 Control of mud and debris

4.3.1 All waste treatment takes place inside the waste transfer building and all storage of waste externally is kept inside storage bays. All external roadways are concreted so it is unlikely mud would be tracked throughout the site.

4.3.2 Vehicles will be visually inspected before exit to check that loads are safe and that no mud is carried out onto the site's access road from the wheels or bodies of HGVs. Visual inspections of the vehicle running surfaces at the site will be carried out daily and staff will report any problems with mud or debris on the site roads immediately to the site manager.

4.3.3 The deposit of material on the access road will be treated as an emergency and will be cleared immediately by the operator using either a brush and shovel or vacuum tanker/road sweeper if necessary.

4.4 Dust control

4.4.1 All waste tipping, unloading and loading treatment takes place inside the waste transfer building fitted with a manual dust suppression system which runs continuously during dry conditions or if staff see dust emanating on site. The dust suppression is linked to an 8,000 litre water tank situated to the west of the transfer building (sourced by roof or mains water). When using the mains in the event of dry conditions, it is continually filled using a valve which automatically feeds water when the tank reaches a certain level. Any wastes with the potential to emanate dust are stored within covered storage bays with three sides.

4.4.2 In addition to the above, a series of dust mitigation measures are implemented on site and when site conditions dictate to ensure dust emissions are controlled as far as is practically possible. The measures include:

- sheeting of vehicles delivering waste to the site;
- sheeting of vehicles transporting potentially dusty loads off site;
- cleaning of any spillages using wet cleaning methods;
- drop heights ALWAYS minimised to prevent dust emissions.
- A continuous water supply is available on site which can be used for dust suppression in all dry, hot weather conditions.

4.4.3 A mobile water bowser is available on site which can dampen site surfaces and stockpiles which have the potential to emit dust.

4.4.4 Site operatives will continuously monitor dust emissions whilst the site is in operation and will report back to the site supervisor for advice if required. The site supervisor will make a formal visual inspection of dust emissions at least three times per day. Results of monitoring will be entered into the site diary/record forms.

4.4.5 The deposit of material on the access road or public highway will be treated as an emergency and will be cleaned immediately using a brush and shovel or a road sweeper/vacuum tanker if necessary.

4.4.6 The site operates in accordance with a site-specific dust management plan covering all aspects of dust control and mitigation, this document is referenced as CAMS-461-F.

4.5 Odour control

4.5.1 Risk assessment of the waste stream has revealed that the detection of noticeable odour outside the site buildings is unlikely for the following reasons:

i) The strict waste acceptance criteria present a very low risk of odour nuisance.

ii) Low storage durations.

iii) The nearest residential properties are situated over 200m from the site

iv) The waste accepted is not considered to be of putrescible nature.

v) If malodorous waste is detected after deposit it will remain inside the container and marked as rejected and placed in quarantine for removal off site as soon as practicable.

vi) Any incoming containers which are malodorous will be rejected. The operator will know from experience which containers are malodorous from their activities taking place.

vii) Containers which have contained product which is known to be odorous will be rejected.

4.5.2 Odour checks will be carried out daily and results recorded on the inspection form for the site (i.e. record form ADS/RF/4 or the operators own recording form). Any wastes identified as giving rise to odour will be quarantined, where possible, and removed from site immediately, where practicable.

4.5.3 The site will have a complaints procedure similar to the information shown in ADS/RF/7 and will be rigorously enforced should a third-party complaint be received from a public or private source.

4.5.4 The site operates in accordance with a site-specific odour management plan covering all aspects of odour control and mitigation, this document is referenced as CAMS-461-E.

4.6 Litter control

4.6.1 Given the nature of waste accepted and stored at the site (i.e. light waste) there is a risk of litter from the site so careful management is required to reduce the risk. All light waste is will be stored inside the building preventing wastes being blown off site.

4.6.2 Daily inspections for litter will be carried out for the presence of windblown litter and operatives will be instructed to collect the litter and place it in a skip for disposal/recovery before the end of the working day. In any event, all light waste will be placed in skips before

the end of the working day. Regular checks of the areas immediately beyond the site boundary will be carried out by site operatives.

4.7 Control of pests, birds and other scavengers

4.7.1 As the site will be accepting mixed household waste there is potential for the risk of pests. The site will be inspected for presence of pests at least three times a day by the site manager.

4.7.2 On detection or notification of pest infestation, the site manager contacts the pest control contractor to eliminate the pest infestation. The incident and remedial action are recorded on the in the site diary or site inspection form.

4.8 Control and monitoring of noise & vibration

4.8.1 The waste operations will be carried out using the Best Practicable Means at all times. A site-specific Noise Management Plan has prepared as part of this EMS and is shown in overleaf. These measures will ensure the noise levels at the site are managed appropriately by identifying: the likely sources of noise arising from the development; and, the actions to be taken / procedures to be followed or planned in order to prevent or minimise levels.

Table 4.1 - Noise Management Table

Potential Noise Source	Action to be taken to prevent or minimise noise
HGVs travelling to and from the site for delivery/collection of wastes/products.	• All vehicles are required to be driven onto and off site with due consideration for neighbouring premises. • HGV movements will be spread out evenly throughout the day.
Loading/unloading of waste delivery vehicles	• Vehicles must be well maintained and operated with silencers. Moving parts to be regularly lubricated. All vehicles must be driven slowly around the site (5mph site speed limit). • Engines to be switched off when not in use. • Reversing alarms to be preferentially fitted with white noise alarms to minimise impacts on neighbouring sites. • No shaking of vehicle bodies whilst raised.
Operation of mechanical treatment plant i.e. screeners	• Engines to be switched off when not in use. • Plant to be well maintained and operated with silencers. Moving parts to be regularly lubricated. • Operation of the crushing/screening plant in strict accordance with the hours set out in Section 1.6 of this EMS will ensure any impact on the surrounding area is minimised during 'unsociable' hours when surrounding industrial operations are less intensive or dormant
Operation of loading plant (i.e. telehandler/360)	• Drop heights to be kept to a minimum, particularly when loading empty tipper wagon/skip/container to minimise noise/vibration. • Engines to be switched off when not in use. • Plant to be well maintained and operated with silencers. Moving parts to be regularly lubricated. All vehicles must be driven slowly around site. • Loading plant/machinery will only be operated at ground level, i.e. never on stockpiles.
Small vehicles travelling to and from the site (e.g. staff and visitor's cars, courier van deliveries etc.)	• All those working on and visiting the site to be made aware of need for considerate driving and keeping vehicles well maintained. • Small vehicles will arrive marginally earlier than the main site operating hours.

4.9 Complaints procedure

4.9.1 All complaints are recorded using a form similar to ADS/RF/7. The form as a minimum will include a record of the complaint, particulars of the complainant and details of any action taken to alleviate the problem to ensure the likelihood of a future third party complaint is minimised.

5 Emergency, Accident Management & Contingency Procedures

5.1 General

5.1.1 In addition to obligations imposed by RIDDOR '13 (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) the permit holder will notify the EA of any serious injuries to employees of Neil Thomson T/A ADS Recycling, other site users or members of the public arising as a result of operations on site. Minor injuries such as cuts and grazes etc. will be recorded in the accident book on site. Separate procedures will be used for different types of emergencies. An emergency at the site is defined by the site management as follows:

"Any incident which is likely to result in harm to human health or pollution of the environment or serious breach of permit conditions and serious detriment to the amenities of the locality."

5.1.2 For all emergency situations, the deposit of any further waste will be suspended where necessary to allow action to be taken safely. If necessary, staff and other users of the site will be evacuated to an area which is a safe distance away from the hazards. Staff handling the emergency will be provided with and trained to use the necessary PPE (personal protective equipment) unless the manager instructs them that the hazard is too severe and outside help is needed from the emergency services or specialist waste contractors. A visitor's book will be kept to check who is on site at all times.

5.2 Fire

5.2.1 The site will be operated in accordance with an approved Fire Prevention Plan (FPP) which is a stand-alone document dealing with the prevention, mitigation and handling of any fires on site (please refer to Document Reference CAMS-461-B). Please refer to this FPP as the main site management document pertaining to fire-related issues and management, control, and emergency procedures for fires on site.

5.2.2 For quick reference, the following actions will be taken when fire is detected or suspected (site operatives):

a) DON'T PANIC
b) RAISE THE ALARM (IF NOT DONE SO ALREADY)
c) NOTIFY THE SITE MANAGER (IF SAFE TO DO SO)
d) **DO NOT TRY TO TACKLE THE FIRE YOURSELF UNLESS YOU ARE TRAINED IN DOING SO AND YOU ARE SURE OF THE NATURE OF THE FIRE**
e) LEAVE THE SITE USING THE MAIN ACCESS GATES AS QUICKLY AND AS ORDERLY AS POSSIBLE
f) ASSEMBLE AT THE SPECIFIED FIRE ASSEMBLY POINT WHICH IS LOCATED BY THE SITE ACCESS GATES.
g) THE SITE MANAGER OR DELEGATED OPERATIVE WILL BE IN CHARGE OF CALLING THE EMERGENCY SERVICES ON 999 AND ENSURING THAT ALL PERSONS WHO WERE WORKING ON THE SITE OR WHO SIGNED IN TO THE VISITOR'S BOOK ARE ASSEMBLED SAFELY
h) INFORM ALL NEIGHBOURING PREMISES WHO ARE LIKELY TO BE AFFECTED
i) INFORM THE ENVIRONMENT AGENCY
j) DO NOT RETURN TO THE SITE UNTIL YOU HAVE BEEN GIVEN THE ALL CLEAR BY THE EMERGENCY SERVICES AND THE SITE MANAGER

5.3 Breakdowns

5.3.1 In the event of plant breakdowns, alternative plant will be sourced until the existing plant is repaired to prevent potential over stockpiling of waste. If an alternative plant cannot be used then waste will be stored securely until the plant is repaired and if necessary, waste will be diverted to an alternative site. The repair will be carried out at the most convenient location with absorbents used to clear oil or fuel spillages; most likely on the concrete surface.

5.3.2 Essential spares for plant maintenance are kept on site to ensure a repair can be carried out efficiently. Reference should be made to section 4.1 regarding the operator's two other operational sites and large fleet of plant available.

5.4 Spillages

5.4.1 Fuel which may be stored on site will be contained within a bunded receptacle/container to contain any primary leaks. If any oil and vehicle maintenance chemicals are kept on site, they will be stored securely. In the event of a spillage a spill containment kit (absorbent pads, booms or granules) will be used to prevent further spillage and the contaminated absorbents placed in a skip for disposal to a suitably permitted facility.

5.4.2 Any wastes which would be classified as having the potential to cause polluting runoff are stored within the concrete area which is a sealed drainage system.

5.4.3 All site surfaces will be inspected daily for the presence of spillages when the site is in operation. Debris will be swept as required and placed in a skip for further processing on site and sent to a suitably permitted site.

5.4.4 All wastes liable to give rise to contamination will be removed from the site within an EA agreed timescale.

5.5 Drums

5.5.1 The deposit of drummed waste will not be allowed at the site. If a drum is concealed within a skip and is not observed until the skip is deposited in the waste reception area then the following procedure will apply:

a) The staff member will visually check the condition of the drum from a safe distance, noting any labels referring to the possible contents or hazards.
b) The site manager will be contacted to verify the observations and to decide on further action.

c) The producer of the waste and the EA will be contacted for advice and further information if necessary and both will be informed that a breach of the Duty of Care and site permit conditions has occurred as the result of the unauthorised deposit.

d) No further waste will be deposited until the emergency has been dealt with.

e) All spillages will be cleared using a spill containment kit and all contaminated absorbents placed in a skip for disposal to a suitably permitted waste management site.

f) If the deposit results in serious reactions with other waste or harmful emissions or the drum contents cannot be identified, then the emergency services and/or specialist waste contractors will be brought in to assist. If necessary, staff will be evacuated from the site or to a safe area within the site and all occupants of neighbouring properties will be informed.

5.6 Adverse reactions

5.6.1 No wastes are accepted which will react to present such a hazard. If unauthorised waste is found in a load and does present such a hazard the same procedures as for the deposit of drums (above) shall apply.

5.7 Staff shortages

5.7.1 In the event of unforeseen staff shortages arising from illness, suspension or no shows, the operator will make a judgement whether to reduce the number of incoming loads and divert material to an alternative site. The operator will then seek further employment within a timely manner to ensure the site can continue to operate at its required capacity.

5.8 Operational failure

5.8.1 The manager will be contacted by staff in the event of any operational failure such as the breakdown of plant, systems or equipment and will decide whether operations are to continue or be suspended prior to corrective action being taken. Serious operational failures, which result in the closure of the site, will be recorded in the site diary.

5.9 Bomb scare

5.9.1 In the unlikely event of a bomb scare, the site will be evacuated and the police contacted. The police will then assume control of the site until the threat has been verified or the device defused and removed. The EA will be kept informed of the events on site.

6 Adapting to climate change & weather conditions

6.1 Climate change

6.1.1 The Met Office UK Climate Projections (UKCIP) has developed scenarios of climate change summarised below:

- Warmer, wetter winters
- Hotter, drier summers
- Increased frequency and intensity of extreme weather (storms, droughts, intense downpours)

6.1.2 Reflecting these, the UK Climate Change Risk Assessment (CCRA) identifies a number of priority risks and opportunities. The likely direct climate change-related threats that can be considered to be of most relevance to minerals planning and management are:

- Increases in the probability and severity of flooding (fluvial, groundwater, surface);
- Exposure to high temperatures and heatwaves; and
- Shortages in availability of water

6.2 Flood risk / increased rainfall

6.2.1 Although located in close proximity to a surface comprising the Massey Brook, the site is actually located in Flood Zone 1, which is classified as having a low probability of flooding from rivers and the sea and lowest probability and risk of fluvial flooding. It is also identified as being at very low risk of surface water flooding.

6.2.2 The existing site surface water drainage system comprises a three-stage full retention interceptor discharging clean water into the surface water.

6.2.3 Other areas of the site are sealed which prevents run-off from the site escaping into the surrounding area.

6.2.4 The position of electrics at the site are stored suitably above ground in the event the site did flood, this scenario is unlikely though.

6.2.5 Therefore, it is considered that the proposed development is not at risk from flooding and would not increase the risk of flooding elsewhere.

6.3 High temperatures and heatwaves

6.3.1 Staff operating outside or within the building would be potentially vulnerable to high temperatures and heatwaves. The building is open fronted to enable access and egress by vehicles delivering materials for processing. Fans can be installed to provide a flow-through of air and provide cooling for staff.

6.3.2 During periods of dry weather may increase the risk of dust arising from stockpiles of recycled aggregate. As outlined in this EMS, a range of dust mitigation measures would be employed including sheeting of vehicles, use of mobile dowser to dampen down stockpiles and surfaces, regular sweeping, and limiting stockpile and drop heights.

6.3.3 The retention and enhancement of vegetation and buildings surrounding the site will also provide a degree of shelter from wind and help to reduce the risk of dust being blown off-site, while also providing for shade and carbon sequestration.

6.3.4 In terms of any potential fire risks through self-combustion of waste or other stored material onsite, measures to prevent this scenario occurring are clearly shown within the site's FPP document.

6.3.5 In terms of increased winter temperatures which could exacerbate odour and pests, the site has pest control contractor who can make inspections in the event of a pest incident.

6.4 Availability of water

6.4.1 The main water use on site would be dowsing and dampening stockpiles and surfaces, during dry and windy conditions. Mains water and a mobile bowser are used for this

purpose, but when suitable, rainwater captured in storage tanks will be used for dust mitigation, reducing reliance on mains water.

6.5 Weather conditions

6.5.1 The site is set up to receive weather alerts from the Met Office for the following weather conditions which could cause a potential complaint off site or potential breach of permit:

i) Prolonged periods of heavy rainfall (three wet days) causing mud and surface water ponding; this could also lead to waste becoming wet and causing odour
ii) Periods of cold weather leading to stockpiles freezing reducing processing operations causing over stockpiling of waste
iii) High winds (above 6 on the Beaufort Scale) creating a risk of litter and dust escaping beyond the site boundary
iv) Droughts or periods of hot weather (above 75^0F / three dry days) which could lead to heating of combustible waste, water shortages, hosepipe bans and excessive dust.
v) Dense fog leading to poor visibility causing accidents.

6.5.2 The site will install the following preventative measures to ensure the above do not hinder operations:

HEAVY RAINFALL

- Vehicles exiting the site will undergo a more thorough check to ensure mud is not tracked off site.
- Should long periods of rainfall be likely, the site may consider hiring (as a result of daily inspections) a third-party road sweeper to cover the wet period to ensure surfaces are swept thoroughly throughout the day.

HIGH WINDS

- There will be no sorting, processing or treatment of any wastes during conditions of high winds where inspections identify litter is escaping.
- Stockpiles will be reduced to a suitable height to prevent the material escaping beyond the site boundary.
- In the event of gale force winds, the site will deploy the above measures and may be forced to close operations until conditions have improved.

DROUGHTS/WARM, DRY WEATHER

- In extreme cases such as a hosepipe ban or water shortage, the site will ensure there is additional water available i.e. tanks which can be used for filling the mobile bowser to ensure suppression techniques can still function. These can be from the attenuation tanks.
- For periods of prolonged dry conditions, stockpiles and external storage heights may be reduced to a suitable level to reduce the risk of dust.
- If the above measures are not suitable, the site will look install additional measures such as dust netting on the boundary walls
- Where dust is becoming a major concern then the operator will stop processing the material and cover the piles using tarpaulin until conditions or dust suppression techniques are considered effective.

DENSE FOG (POOR VISIBILITY)

- The site will not operate in conditions of poor visibility such as dense fog to reduce the risk of vehicle collisions or other potential accidents.

6.6 Conclusion

6.6.1 The options to mitigate and adapt to climate change are also limited. The options identified in this section are considered to be proportionate, practicable and deliverable and it is considered this site would not be affected by climate change or adverse weather conditions.

7 Training for Site Staff

7.1 Training needs assessment

7.1.1 All new and existing site staff are subject to a specific training regime based on their responsibilities at the site to ensure all operations are carried out without harm to the environment or amenity of the surrounding area. Training in all aspects of the site and waste operations at the site with regard to the individual responsibilities of the site staff will help to prevent incidents occurring which may have an adverse impact on the environment and/or the employees and their co-workers.

7.1.2 An employee training record (i.e. ADS/RF/6 in Appendix II) shall provide a comprehensive checklist for the training needs of all new site staff and also serves as a training review for existing site staff which will be carried out annually or a period set at the operator's preference.

7.2 Site rules and infrastructure training

7.2.1 This information is provided to all employees, visitors and contractors with a full understanding of the site's conditions of use, which is communicated and documented at induction for all staff with specific induction for visitors and contractors.

7.2.2 Competency should be demonstrated within this field to ensure the employee is fully aware of the site's surroundings and operations to ensure their safety and compliance with specific operating conditions at the site.

7.3 Emergency procedures training

7.3.1 All employees are required to be familiar with the Environmental Controls in Section 4.0 and the Emergency Procedures as detailed in the Section 5.0.

7.3.2 In addition to normal operating conditions as specified in the site rules, employees must also be trained in dealing with eventualities which may occur outside the scope of normal operating conditions, so they are aware of how to deal with these situations in advance of an occurrence.

7.4 Fire safety / firefighting training

7.4.1 Management must provide all employees with appropriate fire safety training with regard to their individual responsibilities.

7.4.2 Emergency procedures detailing what measures employees should adopt should a fire occur at the site are also detailed in Section 5.2 and are covered by the 'emergency procedures' training (see Section 6.3).

7.4.3 Regular fire drills are undertaken by site management to ensure proper procedures are followed by employees in the unlikely event that a fire incident occurs**.** These will be unannounced drills and will not form part of the induction or review training as specified in Section 6.1.

7.5 Recognition of waste types training

7.5.1 All employees are given induction training and subsequent regular training to identify those waste types which are permitted for acceptance at the site under the site's EP and those wastes which are not. This will include specific training to identify those common wastes which may be found following deposit and are not permitted at the site and will also include more obscure wastes and how to handle these wastes safely. All employees are advised that they should refer any unrecognisable or unknown wastes to senior management, who should, in turn, follow procedures outlined in the EMS and/or contact the EA to agree a suitable method for removal.

7.5.2 Training is provided to all site users who handle waste on site and those in charge of administration and reporting. In-depth training will also be provided to drivers responsible

for collecting wastes from the site of production in accordance with Section 3.0. They will be trained to identify any wastes not covered by the EP for the site and inform the producer that an alternative facility must be sought for any non-compliant wastes.

7.6 Storage areas / limits training

7.6.1 Those employees who carry out their responsibilities at the site and those in senior posts must be trained to identify appropriate waste storage areas to ensure that waste storage operations comply with the requirements of the EP for the site.

7.6.2 Employees in these roles must also be trained to recognize storage limits to ensure that they are in accordance with those specified in Section 1.6.

7.7 Vehicle / plant preventative maintenance training

7.7.1 All items of plant and vehicles are subject to preventative maintenance checks to ensure their safe operation and to prevent any potential situations which may give rise to adverse impacts on the environment.

7.7.2 Much of the plant and equipment on site and all vehicles in the fleet are subject to periodic manufacturer maintenance to ensure proper working order in the form of service contracts. Site management will undertake or delegate additional preventative maintenance checks on a more frequent basis to ensure, where possible, the machinery is mechanically sound. These checks will be carried out using a preventative maintenance checklist and any results / defects will be recorded in the site diary and actioned immediately and, in the event, prior to operational use.

7.8 Duty of care training

7.8.1 All employees dealing with consignments of waste are trained in the completion of Duty of Care Waste Transfer Notes and the appropriate auditing of destination sites and/or contractors to ensure compliance.

7.9 Plant operation training

7.9.1 Any employees who are required to operate loading or treatment plant for the movement or processing of waste will be required to undertake the necessary qualifications for the operation of the specific item of plant in question. This will be required prior to operating the plant and will be obtained through necessary external certification programmes.

7.9.2 Regardless of general plant operation certification, all operatives will be fully inducted in the operation of the specific make and/or model of plant used on site.

7.10 Permit / Management System training

7.10.1 All employees will be inducted into the operating conditions as prescribed in the EP for the site. Whilst much of the above training will provide specific guidance on many aspects of these documents, all employees will be made aware of the location of the EP and EMS in the site office. All managerial positions will be made fully aware of the site's operating conditions.

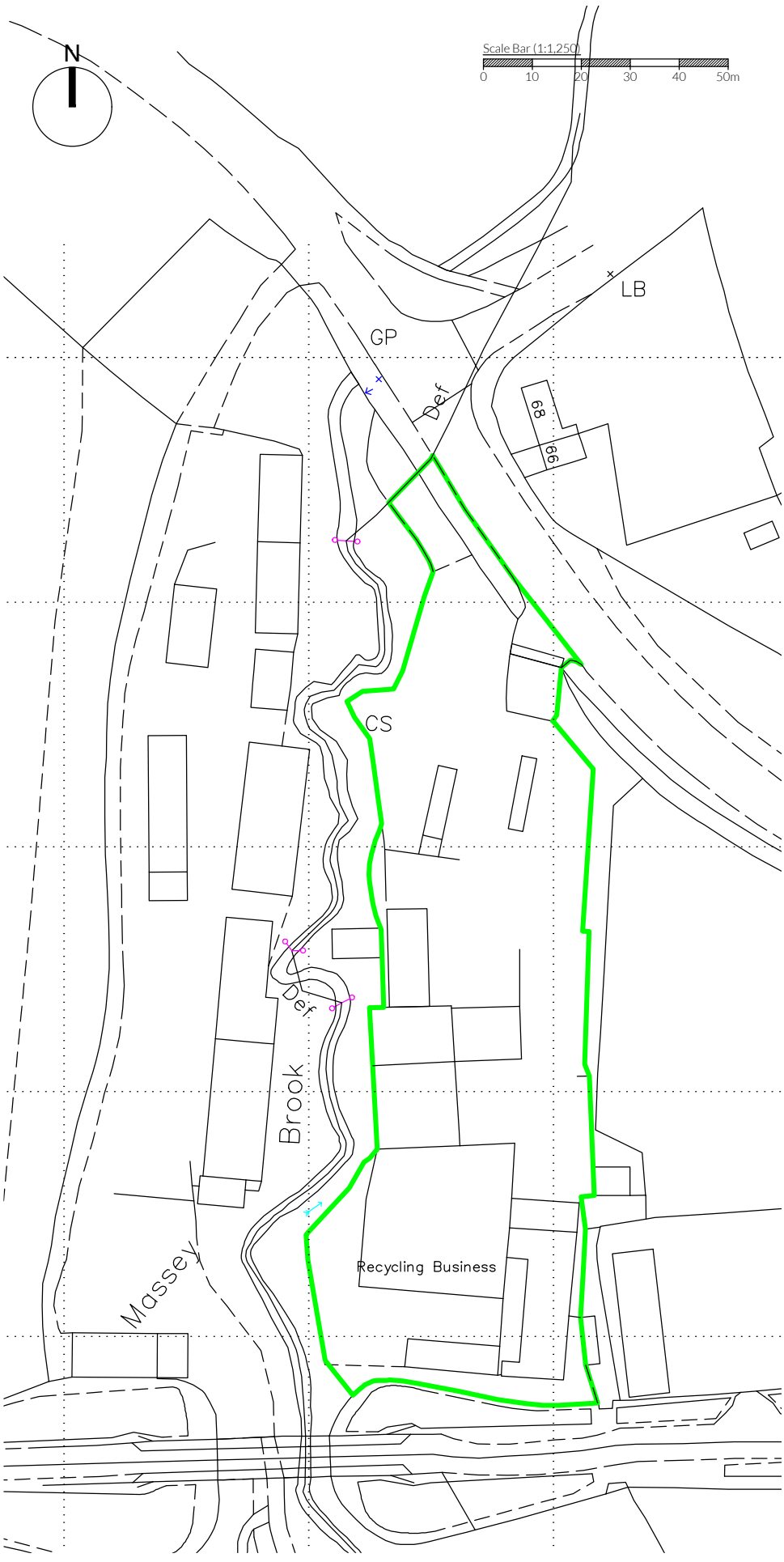
7.11 Training for contractors

7.11.1 General site training will be provided to any contractors who are working on the site on a temporary basis as described in Sections 6.2, 6.3 and 6.4 above.

7.11.2 Additional training will be provided to contractors in their area of expertise. If they are dealing with specific items of plant/machinery, site operating conditions and a general understanding of the EMS and EP conditions will be provided to prevent any adverse impacts on the environment.

Appendix I

Drawings



NOTES

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REVISION HISTORY

Rev:	Date:	Init:	Description:
-	23.09.24	CP	Initial drawing

KEY:

Permit boundary

Oaktree Environmental Ltd

Waste, Planning and Environmental Consultants

DRAWING TITLE

PERMIT BOUNDARY PLAN

CLIENT

Neil Thomson T/A ADS Recycling

PROJECT/SITE

ADS Recycling, 63 Camsley Way, Lymm, Warrington Cheshire WA13 9BY

SCALE @ A4	CLIENT NO	JOB NO
1:1,250	461	005

DRAWING NUMBER	REV	STATUS
CAMS-461-02	-	Issued

DRAWN BY	CHECKED	DATE
CP	--	23.09.24

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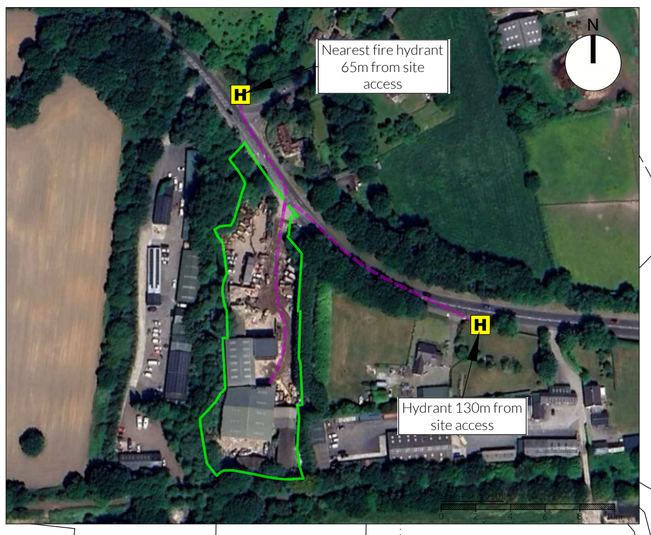

NOTES

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REVISION HISTORY

Rev:	Date:	Init:	Description:
-	09.11.24	CP	Initial drawing
A	19.12.24	CP	Updated for permit var submission

Key:

- Permit boundary
- Waste storage areas
- Temporary waste storage / sorting areas
- Non-waste fuel, fluids storage
- Non-waste storage areas
- Out-of-hours mobile plant storage
- Waste transfer / recycling building (impermeable concrete floor)
- Concreted areas
- Other buildings (offices, etc.)
- Stone surface / free draining
- Quarantine area
- Interlocking concrete fire walls (minimum 0.8m thick)
- Mains water point
- Spill kit
- Fire fighting equipment (extinguishers, etc.)
- Access routes for emergency services
- Surface water fall direction
- Surface water drainage
- ACO drain (surface)
- Plant shut off
- Fire assembly point
- CCTV cameras (indicative)
- Designated smoking area
- Firewater boom deployment area
- Firewater containment equipment i.e. booms
- Fire hydrant
- Hose reels

Plan Ref	Description
AREAS 1 - 5	Sorted waste bays containing mixed waste, wood, green waste and plasterboard
AREA 6	Mixed waste infeed pile
AREA 7	Oversize non-recyclable waste
AREAS 8A - 8B	WEEE skips
AREA 8C	Cable bins
AREA 9	<75mm screened fines
AREA 10	Residual lights (>75mm)
AREAS 11 - 14	Hand sorted recyclables i.e. wood, plastic, residual waste, cardboard etc..
AREA 15	<25mm fines (inert)
AREA 16	<25mm fines (non-inert/lights)
AREA 17	<25mm fines (inert/soil)
AREA 18	<25mm fines (inert/stone)
AREAS 19 - 23	Hand sorted recyclables and source segregated wastes i.e. wood, plastic, metal, cardboard
AREA 24A	Oversize concrete, hardcore and stone from the recycling plant
AREA 24B	Source segregated oversize concrete, hardcore and stone
AREA 25A	Non-ferrous metal (aluminium) - source segregated
AREA 25B	Non-ferrous metal (aluminium) - source segregated
AREAS 26A - 26D	Sorted recyclable skips i.e. tyres, hard plastic, oversize scrap
AREAS 27A - 27D	Sorted recyclable skips i.e. uPVC, oversize scrap metal, hard plastic, cardboard

Oaktree Environmental Ltd
Waste, Planning and Environmental Consultants

DRAWING TITLE
SITE LAYOUT & FIRE PLAN

CLIENT
Neil Thomson T/A ADS Recycling

PROJECT/SITE
ADS Recycling, 63 Camsley Way, Lymm, Warrington Cheshire WA13 9BY

SCALE @ A1	CLIENT NO	JOB NO
1:250	461	005

DRAWING NUMBER	REV	STATUS
CAMS-461-03	A	Issued

DRAWN BY	CHECKED	DATE
CP	--	19.12.24

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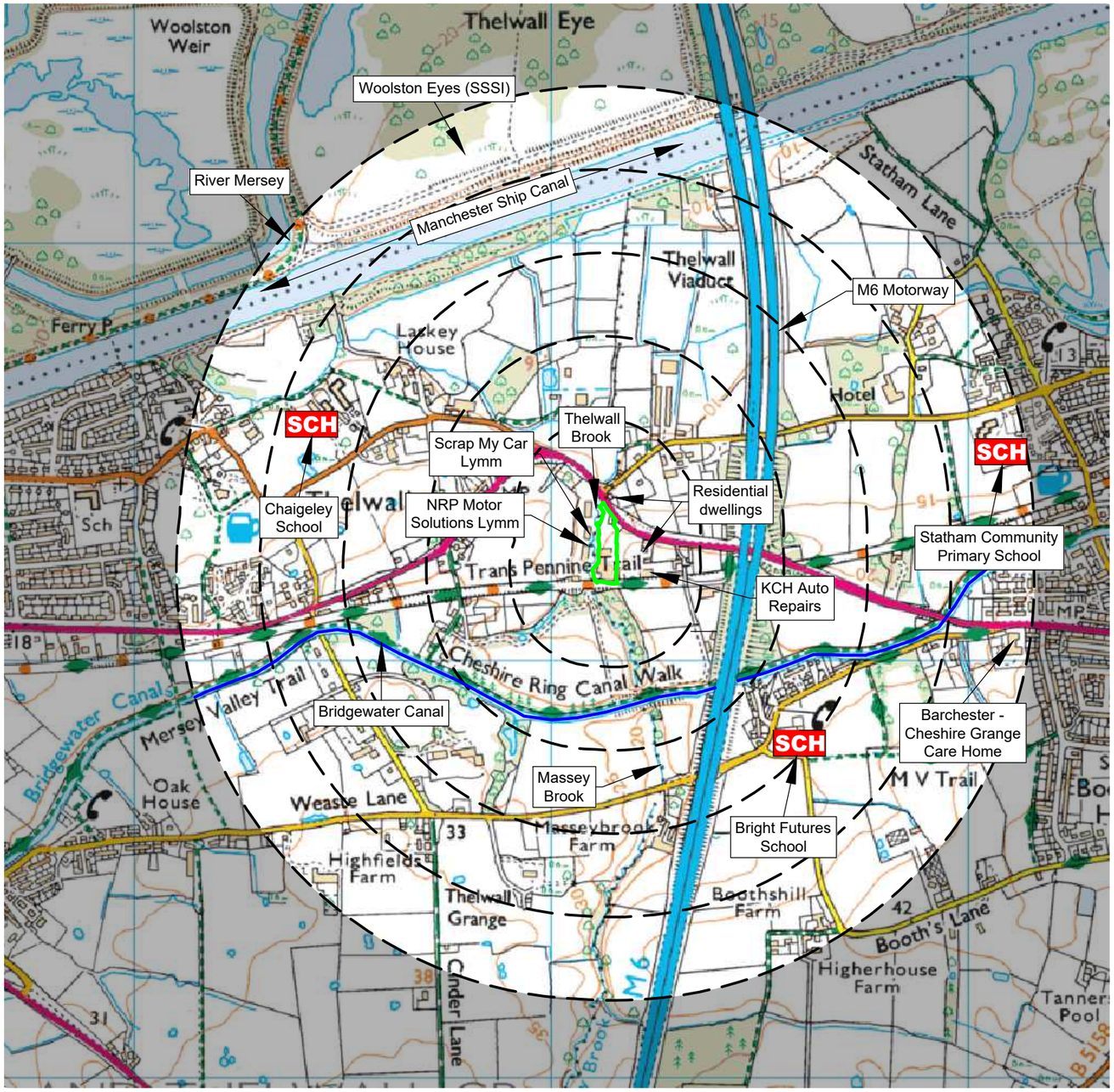
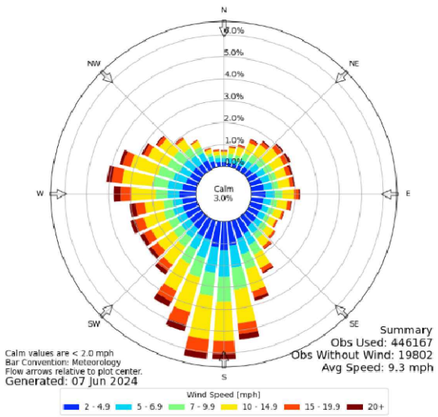
KEY:

- Permit boundary
- Main River
- Surface water body (river / stream / pond / pool / lake)
- Workplaces (includes agriculture industry, commerce and retail)
- Areas with mix of residential, retail and commercial properties
- Residential blocks
- Class A roads
- Class B roads
- Class C roads
- Railway line
- SCH — School
- Priority Habitat (Deciduous Woodland)
- Protected sites (Ramsar, SSSI, SPA, SAC)
- Nature reserves
- Trans Pennine Trail
- Cheshire Ring Canal Walk





Compass Wind Rose for Manchester International Airport (EGCC) Period 1973-2024
- source: Iowa State University

Scale Bar (1:12,500)
0 100 200 300 400 500m

NOTES

1. Boundaries are shown indicatively.
2. Wind rose data shows the prevailing wind direction to be Southerly.

REVISION HISTORY

Rev:	Date:	Init:	Description:
-	19.12.24	EG	Initial drawing

TITLE: RECEPTOR PLAN

CLIENT: Neil Thomson T/A ADS Recycling

PROJECT/SITE: ADS Recycling, 63 Camsley Way, Lymm, Warrington, Cheshire, WA13 9BY

SCALE @ A3:	CLIENT NO:	JOB NO:
1:12,500	461	005

DRAWING NO:	REV:	STATUS:
CAMS-461-04	-	Issued

DATE:	DRAWN:	CHECKED:
19.12.24	EG	CP

Oaktree Environmental
Waste, Planning & Environmental Consultants

Appendix II

Record Keeping Forms

NEIL THOMSON T/A ADS RECYCLING
REJECTED WASTE - RECORD FORM ADS/RF/2

DATE	
TIME	
WASTE DESCRIPTION	
QUANTITY OF WASTE	
PRODUCER/HOLDER'S NAME, ADDRESS & TELEPHONE No.	
NAME OF CARRIER	
VEHICLE REGISTRATION	
CARRIER REG. No.	
REASON FOR REJECTION OF WASTE	
ACTION TAKEN	

	NEIL THOMSON T/A ADS RECYCLING **SITE INSPECTION FORM – ADS/RF/4**

WEEK STARTING

TYPE OF INSPECTION		**FREQ**	**DAY**						
			M	**T**	**W**	**T**	**F**	**S**	**S**
SITE ENTRANCE/NOTICE BOARD		**WEEKLY**							
SECURITY - GATES		**WEEKLY**							
SECURITY - FENCING		**WEEKLY**							
SITE ROADS (CLEAR FROM HAZARDS)		**DAILY**							
IMPERMEABLE CONCRETE AREAS		**DAILY**							
BUND AROUND CONCRETE PAD (INTEGRITY)		**DAILY**							
DRAIN (FUNCTIONING)		**DAILY**							
WASTE CONTAINERS		**DAILY**							
WASTE STORAGE LIMITS	MIXED WASTE	**WEEKLY**							
WASTE STORAGE LIMITS	INERTS	**WEEKLY**							
WASTE STORAGE LIMITS	OTHER	**WEEKLY**							
REJECTED WASTE TYPES / STORAGE		**WEEKLY**							
NOISE LEVELS		**DAILY**							
FIRES (ANY INCIDENTS REPORTED)		**DAILY**							
NO SMOKING SIGNS IN PLACE		**MONTHLY**							
SPILLAGES & ABSORBENTS		**DAILY**							
FUEL TANK/BUND INTEGRITY		**WEEKLY**							
LITTER		**DAILY**							
DUST		**DAILY**							
ODOUR		**DAILY**							
VERMIN		**DAILY**							
RECORDS		**WEEKLY**							
COMPLAINTS RECEIVED		**AS REQUIRED**							
OTHER (SEE NOTES BELOW)		**AS REQUIRED**							
INSPECTION CARRIED OUT BY									

	NOTES/ACTION (CONTINUE ON A SEPARATE SHEET IF NECESSARY):

CHECKED BY			**SIGNATURE**	
POSITION			**DATE**	
Sheet			***of***	

NEIL THOMSON T/A ADS RECYCLING
PREVENTATIVE MAINTENANCE CHECKLIST– ADS/RF/5

CHECKED BY	**POSITION**
DATE	**DATE OF LAST CHECKLIST**

	EQUIPMENT ITEM					
OFFICIAL MAINTENANCE CHECK REQUIRED (Y/N)						
IF NO, DATE OF LAST CHECK						
IF YES, DATE OF NEXT CHECK						
IS ITEM IN CORRECT WORKING ORDER						
LEAKAGES OF OIL/DIESEL ON MOBILE PLANT / VEHICLES						
IF NO, WHAT REPAIRS ARE REQUIRED (USE SEPARATE SHEET IF REQUIRED)						
WERE REPAIRS DETAILED ON THE LAST CHECKLIST						
IF YES, HAVE THEY BEEN CARRIED OUT						
ADDITIONAL REPAIRS OR ACTIONS REQUIRED						

NEIL THOMSON T/A ADS RECYCLING
EMPLOYEE TRAINING NEEDS ASSESSMENT / REVIEW - ADS/RF/6

EMPLOYEE NAME				**DATE COMPLETED**			
POSITION				**REVIEW DUE**			
TRAINER				**OUTCOME**	**PASSED**		
POSITION					**FURTHER TRAINING REQUIRED**		
CARRIED OUT /SIGN OFF >	**Y/N**	**SIGNED BY EMPLOYEE**	**SIGNED BY TRAINER**		**Y/N**	**SIGNED BY EMPLOYEE**	**SIGNED BY TRAINER**
ENVIRONMENTAL PERMIT				**FIRE PREVENTION PLAN**			
MANAGEMENT SYSTEM				**FIRE SAFETY**			
SITE RULES				**EMERGENCY PROCEDURES**			
RECORD KEEPING / TRANSFER NOTES				**STORAGE /PILE SIZE LIMITS**			
RECOGNITION OF WASTE TYPES				**STORAGE DURATION**			
SECURITY				**FIRE DETECTION**			
VEHICLE CHECKS				**FIRE ALARMS**			
PLANT OPERATION				**FIRE FIGHTING EQUIPMENT**			
PLANT CHECKS				**FIRE WATER CONTAINMENT MEASURES**			
AMENITY - LITTER, ODOUR, PESTS etc.				**SPILL CLEARANCE**			
NOTES AND ACTIONS:							

NEIL THOMSON T/A ADS RECYCLING
COMPLAINTS REPORT FORM (ADS/RF/7)

Date Recorded:	**Reference Number:**
Name and address of caller	
Telephone number of caller	
Time and Date of call	
Nature of complaint (noise, odour, dust, other) (date, time, duration)	
Weather at the time of complaint (rain, snow, fog, etc.)	
Wind (strength, direction)	
Any other complaints relating to this report	
Any other relevant information	
Potential reasons for complaint	
The operations being carried out on site at the time of the complaint	
Follow Up	
Actions taken	
Date of call back to complainant	
Summary of call back conversation	
Recommendations	
Change in procedures	
Changes to Environmental Management System (EMS)	
Date changes implemented	
Form completed by	
Signed	
Date completed	

COMPLAINT RECORDING PROCEDURE:

Any complaints received will be recorded on form ADS/RF/7. This form will normally be completed, signed and dated by the Site Manager; if they are not available the Office Manager will complete the form.

1) The name, address and telephone number of the caller will be requested.

2) Each complaint will be given a reference number.

3) The caller will be asked to give details of:

    a) the nature of the complaint;
    b) the time;
    c) how long it lasted;
    d) how often it occurs;
    e) Is this the first time the problem has been noticed; and
    f) what prompted them to complain.

4) The person completing the form will then, if possible, make a note of:

    a) the weather conditions at the time of the problem (rain, snow, fog etc.);
    b) strength and direction of the wind; and
    c) the activity or activities taken place on the site at the time the noise was detected, particularly anything unusual.

5) The reason for the complaint will be investigated and a note of the findings added to the report.

6) The caller will then be contacted with an explanation of the source of the complaint if identified and the action taken to prevent a recurrence of the problem in future.

7) If the caller is unhappy about the outcome or unwilling to identify themselves the caller will be invited to contact the Environment Agency and or the Local Authority.

Note: Following any complaint the relevant management plan(s) will be reviewed to ensure appropriate actions are in place to counter any problems.

Appendix III

Copy of Environmental Permits

Appendix IV

Health & Safety – Conditions of Site Use

HEALTH AND SAFETY - CONDITIONS OF SITE USE

The following guidelines apply to all site personnel, contractors and visitors using the site (where applicable).

1) The site is covered by the Health and Safety at Work Act 1974 and its associated regulations and all users must abide by any relevant provisions. Any person found to be in contravention of the requirements of this Health and Safety Statement will be asked to leave the site.

2) All visitors must sign the visitor's book upon entry to and exit from the site. All vehicle drivers must report to the office and await instruction from the site manager/deputy before proceeding to deposit waste at the site.

3) All accidents, diseases, injuries or dangerous occurrences shall be reported to the site manager. All instructions issued by the site manager in respect of health and safety at the site must be followed by all site users.

4) A first aid box (including eye-wash bottles) will be kept in the site office. If you are injured on site, please alert a member of staff/trained first-aider for assistance.

5) All persons must wear the appropriate PPE on site including high visibility jackets and hard hat.

6) Safety boots must be worn by all persons in the waste processing/storage areas.

7) Protective gloves must be worn for any operations which present a hazard of puncture to or laceration of the skin or for any manual handling work carried out on site.

8) Ear defenders, safety helmets (hard hats) and eye protection will be issued when deemed necessary and must be worn by all employees and contractors where required by the site manager or other site representatives.

9) Fire extinguishers are kept on site to deal with any fires - fires shall only be dealt with by employees of Neil Thomson T/A ADS Recycling unless alternative instructions are given by the site manager. Access to fire exits and firefighting equipment must be kept clear at all times. If a fire alarm sounds, please follow instructions and leave the site in an orderly fashion.

10) Persons who are suspected to be under the influence of drugs or alcohol will be removed from the site.

11) Smoking is not permitted on the site.

12) Observe and follow all traffic directions and traffic/safety signs.

13) Drivers must comply with all safety instructions given by the site manager or appointed deputy.

14) All drivers are responsible for ensuring that their vehicle is safely loaded. Unsafe loads will not be accepted at the site and will not be allowed to leave the site until they have been made safe.

15) Drivers waiting to tip at the site will follow the instructions of the operator and only tip in the designated area, unless advised otherwise. No tipping will take place over sorted stockpiles.

16) Drivers must remain in the cab or stand well clear of the vehicle during loading or tipping. Once the vehicle has been loaded it must be securely sheeted (if necessary) before leaving the site. When sheeting and unsheeting the vehicle ensure that the engine is switched off, the ignition key removed and the parking brake is on. Do not gain access using the mudguards and wheels. Ensure that ropes, hooks and sheets are in good condition.

17) Never travel with the vehicle body raised and ensure the maximum height of the raised body the vehicle is known.

Declaration: To be completed by site users

I have read and understand the conditions of use for this site and agree to comply with them at all times. I accept that neither Neil Thomson T/A ADS Recycling nor their employees shall be liable for any loss or injury arising from my non-compliance with the above conditions.

Signed..... Print name.....

Company/Organisation..... Date.....

Note: these conditions are included in the EMS for information only and may be revised regularly as part of the site health and safety policy.