SESL 3 – Summary EMS - Road Sweeper De-Watering Transfer Station at Sweeptech Environmental Services Ltd, 5 Ross Road, Rossmore Industrial Estate, Ellesmere Port, Cheshire, CH65 3DB

The Environmental management systems aim to help at Sweeptech Environmental Services Ltd improve environmental performance, minimise risk and reduce business overheads.

Once permitted and operational the waste transfer and treatment operation will be incorporated into the current EMS.

The EMS employs the Plan, Do, Check, Act principal allowing all Environmental risks to be identified and mitigated, but also allows the effectiveness of the EMS to be assessed, measured and reviewed and improvements and corrective actions employed to improve environmental performance.

The PDCA model ensures environmental issues are systematically identified, controlled and monitored in accordance with an organisation's environmental policy, which is periodically reviewed and updated.

The EMS uses the PDCA model and incorporates the following elements.

The EMS aims to identify all relevant environmental risks, sources of pollution and receptors and show how these risks are managed.

Site Description and History

The EMS contains a site description and history of the site for context.

Auditing

The EMS is both internally and externally audited by Sweeptech Environmental Services and its appointed contractors once the permit is issued and operations commence.

Document Management

Documents are managed in the following information being recorded on all documents –

- Date of review.
- Author.
- Document reference number.
- Document version.
- Next review date.

Site plan

The site plan of the Barnsley site includes the following –

- buildings, and other main constructions, fixed plant, fences.
- storage facilities for hazardous materials like oil and fuel tanks, chemical stores, waste materials.
- location of items for use in accidents and emergencies, like absorbents for chemical spills.
- entrances and exits that can be used by emergency services.
- points designed to control pollution, for example inspection or monitoring points.

Engineered Site Surface and Drainage System

The EMS includes details of the Barnsley sites drainage both surface water and foul.

Non-Conforming waste

Non-conforming wastes if identified are –

- Stopped from tipping and turned away.
- Tipped in quarantine area.

Security

Details of the Barnsley sites security are recorded including –

- Fencing and gates.
- CCTV.
- Night watchman.

Leaks and Spills

The EMS contains information on how leaks and spills are to be managed including -

- Locations of spill kit.
- Training required.
- How to respond to an incident.

Contractors and visitors

Contractors and visitors are made aware of the EMS via Sweeptech Environmental Services environmental statement.

Waste Storage

The storage plan includes -

- the longest amount of time that each type of waste is stored.
- how storage limits are not being exceeded.
- the maximum amount of each type of waste stored in terms of volume.
- the maximum height of each storage pile on site.
- how each specific waste types are identified.
- how each waste type is kept separate.
- how Sweeptech Environmental Services ensures the site only takes waste that the permit allows to be stored.

Site and equipment maintenance plan

Plant and equipment are maintained according to the manufacturer's or supplier's recommendations.

Maintenance such as servicing and calibration is recorded.

The plan includes fixed and mobile plant.

Contingency plans

The EMS shows how Sweeptech Environmental Services minimises the impact on the environment of any:

- breakdowns.
- enforced shutdowns.
- any other changes in normal operations, for example due to flooding or other extreme weather.

Accident prevention and management plan

The accident prevention plan shows how Sweeptech Environmental Services deals with any incidents or events that could result in pollution.

The plan identifies potential accidents, for example equipment breakdowns, enforced shutdowns, fires, vandalism, flooding, or any other incident which causes an unexpected change to normal operations, such as bad weather.

For each potential incident, it states:

- likelihood of the accident happening.
- consequences of the accident happening.
- measures Sweeptech Environmental Services take to avoid the accident happening.
- measures Sweeptech Environmental Services take to minimise the impact if the accident does happen.
- The accident plan records, investigate and respond to accidents or breaches of the permit.

The accident plan is reviewed annually or after an accident when it is reviewed.

The accident plan also contains -

- a list of emergency contacts and how to reach them.
- a list of substances stored at the site, and the storage facilities.
- forms to record accidents on.

Contact information for the public

The site notice board includes -

- Sweeptech Environmental Services' name (company name at least).
- an emergency contact name and telephone number.
- a statement that the site is permitted by the Environment Agency.
- the permit number.

Environment Agency telephone number 03708 506506 and the incident hotline 0800 807060.

Complaints procedure

The Sweeptech Environmental Services complaint procedure deals with any complaints that are received in relation to activities covered by the permit (for example complaints from neighbours about noise, odour or dust from the site).

It includes -

- how Sweeptech Environmental Services investigate those complaints.
- any actions taken as a result of complaints.
- Managing staff competence and training records.
- The need to have enough staff and resources to make sure the site is run effectively in order to comply with the permit.

Technical Competency and training

Sweeptech Environmental Services management system explains who is responsible for what procedures and who is technically competent.

Sweeptech Environmental Services also check that staff and contractors have taken the training or qualifications required for the work they carry out and record any training, refresher training or qualifications taken by staff or contractors.

Keeping records

Sweeptech Environmental Services keeps and maintains any records required by the permit.

Sweeptech Environmental Services keeps records to show that the management system is being implemented in line with the requirements of the permit.

Documents on site

Sweeptech Environmental Services ensures the following are on site -

- permits issued to the site.
- other legal requirements.
- risk assessments.
- all management system plans.
- any plans required by the application or permit depending on the type of activity (for example odour management plan at waste sites).
- all operating procedures.
- staff competence and training (for example qualifications, courses attended).
- emissions and any other monitoring undertaken (for example water samples).
- compliance checks, findings of investigation and actions taken.
- complaints made, findings of investigation and actions taken.
- audits of management system, findings (reports) and actions taken.
- management reviews and changes made to the management system.
- where applicable, certification audit reports and any actions carried out.

Waste input and outputs

Each delivery of waste at the site is recorded, including -

- its quantity (weight or volume).
- its List of Waste (LoW) Code.
- its origin (for example, the location the waste sent from).
- the identity of the producer of the waste (for example the company name).
- the date the waste arrives at the site.

- the date the waste was first produced, if the waste is likely to cause odour.
- any quarantined materials that are part of the delivery, and what happened to them.

Record are kept to show that Sweeptech Environmental Services are meeting their duty of care.

Site closure / diversion of waste

In the event of the Barnsley site closing either planned or in the event of an emergency Sweeptech Environmental Services will divert waste to other identified permitted waste facilities and notify customers.

Specific plans

In the event of Odour, noise, dust or pest becoming an issue a specific plan will be produced.

Review

The EMS is reviewed annually or if there is -

- a change to the maximum amount of waste stored on the site.
- new waste treatment equipment.
- implementation of new control measures.
- implantation of specific management plan such as noise.

Access to EMS and staff briefing

Sweeptech Environmental Services staff have access to and understand any sections of the management system that deal with activities they carry out.