Application for a Part A(2) permit

Environmental Permitting (England and Wales) Regulations 2010 as amended

Introduction

When to use this form
If you are sending an application to a Local Authority under the Environmental Permitting (England and Wales) Regulations 2010 as amended and the installation requires an integrated pollution control permit (known as “Part A(2)” installations).

Before you fill in this form
Do please read relevant parts of the Defra general guidance manual. Chapter 4 is about making an application, Chapter 6 is about how permits are decided, and Chapter 12 gives the meaning of Best Available Techniques (BAT). Other chapters introduce the Regulations and give information about various issues.

You also need to read the relevant sector guidance note to see what standards and requirements are likely to be expected of your installation.

Pre-application discussions
It is usually sensible to talk to one of our pollution control officers before you complete and submit the application. Contact [ ]

Which parts of the form to fill in
Please fill in as much of it as possible and enclose the appropriate fee. Then send it to:

*Insert local authority address*

Other documents you may need to submit
You will need to send us various other documents. The application form tells you which ones. It will be simplest for all concerned if you give a reference number for each document and record it on both this form and on the document itself. Please use any existing documents where you can and they are suitable.

Using continuation sheets
Feel free to use a continuation sheet, but you need to clearly identify where you have done so.

Copies - not relevant for e-applications
If you are submitting a paper application, please send the original and [ ] copies of the form and all other supporting material, for consultation purposes.
LA-IPPC application form: to be completed by the operator

<table>
<thead>
<tr>
<th>For Local Authority use</th>
<th>Officer reference</th>
<th>Date received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application reference</td>
<td>Officer reference</td>
<td>Date received</td>
</tr>
</tbody>
</table>

A  The basics

A1  Name and address of the installation

Waldens Waste Clearance Services Ltd
Pytheley Lodge Road
Kettering
Postcode NN15 6JQ  Telephone 01604 645 419.

A2  Details of any existing environmental permit or consent (for waste operations, please include planning permission for the site, including established use certificates, a certificate of lawful existing use, or why the General Permitted Development Order)

<table>
<thead>
<tr>
<th>Reference no.</th>
<th>Issuing regulator</th>
<th>Type of permit</th>
</tr>
</thead>
<tbody>
<tr>
<td>15/00641</td>
<td>Northampton County Council</td>
<td>Planning Permission</td>
</tr>
<tr>
<td>WASCOU</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

A3  Operator details (The 'operator' = the person who it is proposed will have control over the installation in accordance with the permit (if granted).)
<table>
<thead>
<tr>
<th>Name</th>
<th>Katy Clark</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trading name, if different</td>
<td></td>
</tr>
<tr>
<td>Registered office address</td>
<td>8 Highlands Ave, Northampton NN3 6BG</td>
</tr>
<tr>
<td>Principal office address, if different</td>
<td></td>
</tr>
<tr>
<td>Company registration number</td>
<td>08642566</td>
</tr>
</tbody>
</table>

A4  Any holding company?

Is the operator a subsidiary of a holding company within the meaning of section 1159 of the Companies Act 2006? If "yes" please fill in details of the ultimate holding company.

   No  ☒  Yes  ☐

<table>
<thead>
<tr>
<th>Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Trading name, if different</td>
<td></td>
</tr>
<tr>
<td>Registered office address</td>
<td></td>
</tr>
<tr>
<td>Principal office address, if different</td>
<td></td>
</tr>
<tr>
<td>Company registration number</td>
<td></td>
</tr>
</tbody>
</table>

A5  Who can we contact about your application?
B  The installation

What activities are or will be carried on at the installation? Please include "directly associated activities" – this term is explained in Annex III in Part B of the general guidance manual.

<table>
<thead>
<tr>
<th>Main activities</th>
<th>Section in Schedule 1 to the EP Regulations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Incineration</td>
<td>Chapter 5 Section 5.1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Directly-associated activities</th>
<th>Schedule 1 references (if any)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waste reception, storage, pre-treatment (Severn)</td>
<td></td>
</tr>
</tbody>
</table>

B2  Why is the application being made?

- [x] new installation
- [ ] change to existing installation means it now needs a permit

B3  Site maps

Please provide: Page 4 + 5
C The details

C1 How will the installation operate?
Doc reference: Page 3-9

C2 Releases, techniques and monitoring?

What pollutants (including odour) and how much are expected to be released to air, water or land? Please say which stage of the process each release will come from and also whether from a particular chimney, vent, pipe or other source (diffuse or fugitive). Please include releases during starting and shutting down the plant, and from possible breakdowns or accidents identified by a risk assessment. (Using process flow diagrams may help to simplify this.)

What techniques will be used to minimise each release in line with BAT? What monitoring has been undertaken (give results) and what monitoring is proposed?

Doc Reference: Risk assessments, Accident Plan, Fire Management Plan, Report from environmental to follow (AQ assessment)

C3 Groundwater discharges?

What discharges will there be of List I or List II substances? How will the Groundwater Regulations be complied with?

Doc Reference: No groundwater discharge

C4 Raw materials, water etc?

What raw and auxiliary materials, other substances and water do you propose to use?

Doc Reference: None
C5 Waste?

What sorts and amounts of waste will be produced by the activities? What steps will be taken to comply with the revised Waste Framework Directive hierarchy (prevention, preparation for re-use, recycling, other recovery, disposal).

Doc Reference: Pages 3-9

C6 Energy?

How much energy will be consumed and generated? Please identify each source and end use, and proposed measures to improve energy efficiency? Please list any climate change or carbon emission measure signed up to.

Doc Reference: N/A

C7 Noise and vibration?

What are the main sources of environmental noise and vibration, where are the nearest noise-sensitive receptors, and what techniques will be used to minimise noise and vibration in line with BAT? Please provide data from any noise surveys.

Doc Reference: Page 23-25

C8 Site report?

Please provide a site report in line with Chapter 18 of the general guidance manual.

Doc Reference: Risk assessments

C9 How will the installation be returned to a satisfactory state?

What measures are proposed to be taken to avoid any pollution risk to land and return the site of the installation to a satisfactory state upon definitive cessation of activities?

Doc Reference: Page 17

C10 Environmental management?

What environmental management procedures and policy will you deploy?

Doc Reference: Fire, Produced Spillage, Produced Accident, Produced Fined

C11 Impact on the environment?
a) what are the potential significant local environmental effects (including nuisance) of the foreseeable releases?

b) is the installation likely to have a significant effect on sites of special scientific interest (SSSIs) or European protected sites and, if it is, what are the implications for the purposes of the Conservation (Natural Habitats etc) Regulations 1994 (see appendix 2 of Annex XVII of the general guidance manual)

c) has an environmental impact assessment been carried out for the installation under planning legislation or for any other purpose. If so, please provide a copy

Doc Reference: Planning application in progress.

D Non-technical summary

Please provide a non-technical summary of the information required above.

Doc Reference: ________________________

E Anything else?

Please tell us anything else you would like us to take account of.

Doc Reference ________________________

F Application fee

You must enclose the relevant fee with your application. If your application is successful you will also have to pay an annual subsistence charge, so please say who you want invoices to be sent to.

Waldens Waste & Clearance Services
8 Magpasells Ave
Northampton
NN3 6EG

G Protection of information

G1 Any confidential or national security info in your application?
If there is any information in your application you think should be kept off the public register for confidentiality or national security reasons, please say what and why. General guidance manual chapter 8 advises on what may be excluded. (Don't include any national security information in your application. Send it, plus the omitted information, to the Secretary of State or Welsh Ministers who will decide what, if anything, can be made public.)

Doc Reference /\N/A

G2 Please note: data protection

The information you give will be used by the Council to process your application. It will be placed on the relevant public register and used to monitor compliance with the permit conditions. We may also use and or disclose any of the information you give us in order to:
- consult with the public, public bodies and other organisations,
- carry out statistical analysis, research and development on environmental issues,
- provide public register information to enquirers,
- make sure you keep to the conditions of your permit and deal with any matters relating to your permit,
- investigate possible breaches of environmental law and take any resulting action,
- prevent breaches of environmental law,
- offer you documents or services relating to environmental matters,
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows)
- assess customer service satisfaction and improve our service.

We may pass on the information to agents/representatives who we ask to do any of these things on our behalf.

G3 Please note: it is an offence to provide false etc information

It is an offence under regulation 38 of the EP Regulations, for the purpose of obtaining a permit (for yourself or anyone else), to:
- make a false statement which you know to be false or misleading in a material particular,
- recklessly make a statement which is false or misleading in a material particular
- intentionally to make a false entry in any record required to be kept under any environmental permit condition
- with intent to deceive, to forge or use a document issued or required for any purpose under any environmental permit condition.

If you make a false statement
- we may prosecute you, and
- if you are convicted, you are liable to a fine or imprisonment (or both).
H Declarations A and B for signing, please

These declarations should be signed by the person listed in answer to question A3. Where more than one person is identified as the operator, all should sign. Where a company or other body corporate is the operator, an authorised person should sign and provide evidence of authority from the board.

Declaration A:  I/We certify

EITHER- No offences have been committed in the previous five years which are relevant to my/our competence to operate this installation in accordance with the EP Regulations.

OR- The following offences have been committed in the previous five years which may be relevant to my/our competence to operating this installation in accordance with the regulations:

No offences

Signature

Name Katy Clark

Position Security

Date 22/9/15

Declaration B:  I/We certify that the information in this application is correct. I/We apply for a permit in respect of the particulars described in this application (including the listed supporting documentation) I/we have supplied. (Please note that each individual operator must sign the declaration themselves, even if an agent is acting on their behalf.)

Signature

Name Katy Clark

Position Security

Date 22/9/15

Signature

Name Andrew Walden

Position Site Manager

Date 22/9/15
Waldens Waste & Clearance Services Ltd Permit for Incinerator

Waldens Waste
8/18/2015
# Waldens Waste Application Check List

<table>
<thead>
<tr>
<th>Question</th>
<th>Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>C1</td>
<td>Pages 3 - 9</td>
</tr>
<tr>
<td>C2</td>
<td>Accident plan, Fire management plan and risk assessments</td>
</tr>
<tr>
<td>C3</td>
<td>N/A</td>
</tr>
<tr>
<td>C4</td>
<td>N/A</td>
</tr>
<tr>
<td>C5</td>
<td>Pages 3 - 9</td>
</tr>
<tr>
<td>C6</td>
<td>N/A</td>
</tr>
<tr>
<td>C7</td>
<td>Pages 23 – 25 and risk assessments</td>
</tr>
<tr>
<td>C8</td>
<td>Risk assessments</td>
</tr>
<tr>
<td>C9</td>
<td>Page 17</td>
</tr>
<tr>
<td>C10</td>
<td>Fire produces, Spillage produces, accident produces</td>
</tr>
<tr>
<td>C11</td>
<td>Environmental risk assessments</td>
</tr>
</tbody>
</table>

**Documents**

Complaints Record, Accident/Incident form, Accident procedures, Fire procedures, Spill procedures, Materials inventory
Site Details

REF: Site maps 1 and 2
SITE LOCATION PLAN
AREA 4 HA
SCALE 1:1250 on A4
CENTRE COORDINATES: 487197, 278522
Installation

Waste Arrive on site

Introduction

Waldens Waste will collect waste from various sites across Northamptonshire.

Waste will arrive on site on 1 x 7.5 vehicle and 1 x 3.5 ton van.

The following waste codes would be accepted onto site.

20 03 01 Mixed Municipal Waste

The following produces will be followed at all times to unsure correct process is followed.

1.1 Unloading (7.5 ton refuse truck)

Driver will be asked to back up to the entrance of the building. The load will be checked by an operator to ensure correct waste on refuse truck. Once this has been confirmed the operator will stand at a safe distance and the driver will be asked to unload waste on the building floor.

1.2 Movement of waste.

The operators will then use a forklift to manually move the disposed waste into a more manageable area.

1.3 Unloading (3.5 ton box Van)

Driver would arrive on site with Dry mixed recyclables.

These would be taken of the vehicle and stored in the correct place until moved on for further use.

The combined waste acceptance on site will be 10,000 tonnes per annum.

Non-Recyclables waste – 350 ton per annum

Recyclable waste - 430 ton per annum
The Incinerator

<table>
<thead>
<tr>
<th>Fuel</th>
<th>Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diesel</td>
<td>Incinerator</td>
</tr>
<tr>
<td>Electric</td>
<td>Lights</td>
</tr>
</tbody>
</table>

The BR1180 has two chambers. The primary chamber has 2 burners and the secondary chamber has 1 burner.
The primary chamber incorporates a ceramic fire grate. This design ensures our incinerators achieve much higher burn rates with much less fuel compared to most other manufacturers who use a basic hot hearth method with the burner at the top/middle of the chamber, which is slow and inefficient.
The secondary chamber can be set at a minimum of 850°C for general waste and 1100°C for medical waste.
The primary chamber burners will not start until the secondary chamber has reached your desired temperature. This gives you the opportunity to load the first batch into a cold primary chamber. When the first batch has finished, each subsequent batch will be loaded into a hot chamber so be sure to wear the appropriate PPE. Also, all burners will turn off when the temperature is 50°C above the set point and will re-ignite when the temperature is back down to the set point. This is to save fuel and prevent the incinerator temperature running out of control. All 3 burners can be shut off straight away if there is an emergency.
When you have run out of waste to burn the incinerate turns the burner flames off. The fans on all 3 burners will continue to run until the incinera...
cooled down to 50°C (this will take around 2-3 hours). Our incinerator has an ash door beneath the grates for easy ash removal.
Model BR G1180

Burn-rite’s BR G1180 is a General Waste Incinerator specifically designed to suit the need to incinerate non-hazardous, non-recyclable waste at the point of source.

This compact machine was designed due to the increased demand for hygienic on site waste incineration.

The BR G RANGE has a number of common features:
- Smoke and Odour free.
- Rapid warm up to operating temperature. Minimum 850°C
- Simple to use.

Features
- 5mm Steel Construction
- Ash Removal Door
- 25mm High Density Insulation
- 75mm High Quality Refractory Lining
- Hydraulic Operation Loading Door
- IP68 Rated
- Factory Wired
- Factory Test Fired
- 2 Burners
- Fire Grate
- Chamber Temperature Control
- Pre Incineration Warm Up Cycle
- Post Incineration Cool Down Cycle
- Variable Time Control
- Available With Two Small Doors
- 1.5 Stainless Steel Flue As Standard

<table>
<thead>
<tr>
<th>Model No</th>
<th>BR G1180</th>
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</thead>
<tbody>
<tr>
<td>Fuel Type</td>
<td>Oil*</td>
</tr>
<tr>
<td>Fuel Consumption (l/h)</td>
<td>8.37</td>
</tr>
<tr>
<td>External Dimensions, Length (mm)</td>
<td>2600</td>
</tr>
<tr>
<td>External Dimensions, Width (mm)</td>
<td>1200</td>
</tr>
<tr>
<td>External Dimensions, Height (mm) Inc Flue</td>
<td>4500</td>
</tr>
<tr>
<td>Door Opening l x w, (mm)</td>
<td>800 x 1550</td>
</tr>
<tr>
<td>Internal Dimensions, Length (mm)</td>
<td>2100</td>
</tr>
<tr>
<td>Internal Dimensions, Width (mm)</td>
<td>900</td>
</tr>
<tr>
<td>Internal Dimensions, Height (mm)</td>
<td>800</td>
</tr>
<tr>
<td>Chamber Volume (m³)</td>
<td>1.48</td>
</tr>
<tr>
<td>Timer (h)</td>
<td>0-24</td>
</tr>
</tbody>
</table>

*(LPG/Nat Gas Burners Available)
Accident management plan

1. Emergency contacts
2. Risk Assessments
3. Introduction
4. Environment risk assessments
5. Material Storage
6. Breach of Security
7. Substances
8. Fire
9. Contaminated fire water
10. Mains System failure
11. Management and prevention of accidents and incidents
12. Recording Incidents
13. Emergency produces
14. Training
15. Returned to satisfactory state
16. Procedures
# Emergency Contacts

<table>
<thead>
<tr>
<th>Emergency Services</th>
<th>Emergency</th>
<th>Telephone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire</td>
<td>999</td>
<td></td>
</tr>
<tr>
<td>Ambulance</td>
<td>999</td>
<td></td>
</tr>
<tr>
<td>Police</td>
<td>999</td>
<td>101</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Utilities</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Electricity</td>
<td>0800 111 999</td>
<td>0843 227 2377* on weekdays 8am to 6pm.</td>
</tr>
<tr>
<td>Water</td>
<td>03457 145 145</td>
<td>24 hour assistance</td>
</tr>
<tr>
<td>Gas</td>
<td>0800 111 999</td>
<td>0843 227 2377* on weekdays 8am to 6pm.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Environmental Agencies</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Kettering Council</td>
<td>01536 416005 out of hours</td>
<td>01536 410333</td>
</tr>
<tr>
<td>Environmental Agency</td>
<td>080 80 70 60 (24 hour)</td>
<td></td>
</tr>
<tr>
<td>Flood line</td>
<td>0345 988 1188 (24 hour)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Site personnel</th>
<th>Available 24 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andrew Walden</td>
<td>07956023906</td>
</tr>
<tr>
<td>Katy Clark</td>
<td>07961727465</td>
</tr>
<tr>
<td>Amanda Calderwood</td>
<td>07803547094</td>
</tr>
<tr>
<td>Environment risk assessment</td>
<td></td>
</tr>
<tr>
<td>-----------------------------</td>
<td></td>
</tr>
<tr>
<td><strong>What do you do that could cause harm?</strong></td>
<td><strong>Pathway</strong></td>
</tr>
<tr>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Litter from waste</td>
<td>Wind</td>
</tr>
<tr>
<td>Other industrial units</td>
<td>Air</td>
</tr>
<tr>
<td>Other industrial units</td>
<td>Air</td>
</tr>
<tr>
<td>Odour from Waste picked up</td>
<td>Local Human population</td>
</tr>
<tr>
<td>Redent infestation</td>
<td>Local Business</td>
</tr>
<tr>
<td>Scavenging Birds, Animals</td>
<td>Local Business</td>
</tr>
<tr>
<td>Noise form other general operations</td>
<td>Local Humans</td>
</tr>
</tbody>
</table>
### Environment Risk Assessment

<table>
<thead>
<tr>
<th>What do you do that could cause harm</th>
<th>Risk Management</th>
<th>Assessing the risk</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Hazard</strong></td>
<td><strong>Receptor</strong></td>
<td><strong>Pathway</strong></td>
</tr>
<tr>
<td>What has the potential to cause harm</td>
<td>What is at risk</td>
<td>How can the hazard get there</td>
</tr>
<tr>
<td>Contaminated run off from general waste</td>
<td>Ground water</td>
<td>Soak away to ground</td>
</tr>
<tr>
<td>Polluting materials into air</td>
<td>Local humans Environmental</td>
<td>Air</td>
</tr>
<tr>
<td>Fire</td>
<td>Local humans Environmental</td>
<td>Air Smoke</td>
</tr>
</tbody>
</table>
**Introduction**

This accident plan has been the result of risk assessments carried out by Waldens Waste to identify potential hazards on site. At the time of putting these risk assessments together a small waste incineration plant permit was being applied for therefore this will need to be revised if the permit is issued.

**Environmental Risk assessment**

The risk assessment is reviewed annually or when needed. The risk priorities method used identifies.

- The likelihood of the hazard occurring without protective measures
- The consequences of a hazard
- The overall risk and preventive measures

The preventative measures must be adhered to ensure a high level of good operation. Repairs, improvements and monitoring where shown must be kept up to date with.

Waldens Waste will insure well housekeeping and regular checks will be employed to ensure the smooth operation on site.

All areas that have been identified onsite within this accident management plan either low or high risk Waldens waste will take all areas seriously and implement all the points covered to ensure control over these areas.

**Material Storage**

Inappropriate material storage

- Source of fire
• Assist the fire spreading

Processing of waste stream is to be done inside the building on a concrete floor. Regular checks on surface will be repaired if needed

**Breach of Site Security**

The sites entrance will be checked weekly. Lockable gates at entrance of site and lockable building door. Any defects found will be repaired immediately.

**Substances**

The site only deals with diesel for the incinerator.

In the event of a spillage inside or outside spill kits are available. Any contaminated waters on the yard area will be cleaned up with either spill granules or spill kits.

**Fire**

The fire stradty is:

• To reduce potential hazards of ignition sources
• Control and regular checks of hazards
• Control and regular checks on equipment

The consequences of a fire could harm all people on site. If a large fire does develop there could be risk of harm to local residents and local businesses and the environment. The water run off could be harmful to water coursers if entered into drainage systems and fumes could be harmful to the atmosphere.

Fire extinguishers are to be placed around the site. All fire extinguishers are numbered and tested. All fire equipment is checked weekly by the site supervisor. Staff are made aware of their positions and have been trained in their use.

Fire risk assessments will be done regular and reviewed as and when needed.
All staff are trained with the site evacuation process

In the event of a major fire on site the potential impact would mainly be from smoke and fumes.

**Contaminated fire water**

Should a major fire occur the consequences of failing to prevent the fire water would be the fire water could enter the main water system and cause pollution.

**Mains System failure**

Loss of main services would not have a major impact on the site. There would be no major environmental risk as all non-recyclable waste would be diverted to a local transfer station.

**Management and prevention of accidents and incidents**

Waldens Waste & Clearance services will ensure:

- All accidents, incidents, dangerous occurrences and emergencies are reported, investigated, recorded and immediate actions if deemed to be necessary.
- Waldens will communicate H&S and envirnmeal issues to all staff
- All staff will receive training to their specify role to minimise accidents.
- Records to be kept for traing needs and regularly updated

**Recording Incidents**

All incidents that have caused or could cause environmental pollution should be recorded on the site incidents report and if a complaint is received this should be documented on the sites complaint form.

**Emergency produces**

- Raise alarm
- If required contact emergency services
- Extinguish naked flame
• Obtain help from other people around the site
• In all cases wear and use correct PPE

Training

All staff to be shown accident plan. Any training is to be documented on their training record. Accident plan is to be displayed on company notice board.

Installation to be returned to a satisfactory state

The site is based within an industrial estate. The main operations will be carried out inside the building. There would be no contamination to the ground. If there was to be accident/incident Waldens waste products in place to prevent major accidents and the site could be returned to a satisfactory state as and when deemed necessary.

Produces

In the event of an incident on site clear information must be given at all times. No one should be put at risk. The site supervisor is to ensure:

• Ensure evacuation procedures are followed
• No individual put at risk
• All personnel on site kept out of harm’s way
• Fire brigade is called
• Kettering Borough council environmental team are called
• Environmental agency are called
Fire Management Plan

1. Emergency contract details

2. introduction

3. What are the risk

4. Fire prevention

5. Combustion

6. Fire detection

7. Fire suppression/containment

8. Fire water Containments

9. Training Checklist
# Emergency Contacts

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<td>Electricity</td>
<td>0800 111 999</td>
<td>0843 227 2377* on weekdays 8am to 6pm.</td>
</tr>
<tr>
<td>Water</td>
<td>03457 145 145</td>
<td>24 hour assistance</td>
</tr>
<tr>
<td>Gas</td>
<td>0800 111 999</td>
<td>0843 227 2377* on weekdays 8am to 6pm.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Environmental Agencies</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Kettering Council</td>
<td>01536 416005 out of hours</td>
<td>01536 410333</td>
</tr>
<tr>
<td>Environmental Agency</td>
<td>080 80 70 60 (24 hour)</td>
<td></td>
</tr>
<tr>
<td>Flood line</td>
<td>0345 988 1188 (24 hour)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Site personal</th>
<th>Available 24 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andrew Walden</td>
<td>07956023906</td>
</tr>
<tr>
<td>Katy Clark</td>
<td>07961727465</td>
</tr>
<tr>
<td>Amanda Calderwood</td>
<td>07803547094</td>
</tr>
</tbody>
</table>
Fire Management Plan

Introduction

Waldens waste will mainly process MSW and reuse as much as possible. All non-recycle waste will be kept inside the bulling and will be burnt with in a 24 hour period. All recyables waste will be sorted outside in sealed skips or stillage’s and will be transferred within a reasonable amount of time to ensure no excess build up.

The main points of reducing the risk of fire on site when storing combustible materials are:

- No Smoking on site
- Minimum of 6m distance from stock piles to incinerator

What are the main risks of fire?

All materials are a fire risk. There will be no large stock piles on site. General waste would be incinerated on the same day as collection inside building to avoid excess piles building up. Cardbord, glass and plastic stock piles to be at least 6 meters away from incineration plant.
Fire Prevention

As the potential for fire at the site is elevated due to the presence of high combustion Martials the following produces will be carried out to reduce the outbreak of fire.

- Sorted martials to be kept at least 6m away from waste incinerators
- Regular inspections of all areas to prevent build-up of dust and flammable materials
- Incinerator to have daily check list to ensure any issues picked up before starting
- Site is secure
- Fire extinguishers situated around site
- Regular training and fire drills

Self-Combustion

- No material to be stored for more than one week
- All materials to be kept out of direct sunlight
- Stock piles to be checked regular

Fire Detection

It is vital that any signs of potential outbreak are identified and acted on upon before a fire breaks out.

- Regular inspection of potential areas for fires to start
- Regular monitoring of stock piles

Fire suppressions/Containment

It is important to prevent any fire outbreak from spreading to prevent further damage occurring to site and the environment.

- Fire extinguishers
- Regular training
- Good house keeping

In order to limit potential fire outbreak the following produces are to be followed.

- Stockpiles to be maintained to a minimum
• All materials are to be stored 6m away from incineration plant
• Good house keeping

Fire water Containment

Fire water run off can cause environmental problems if allowed to run into open drain.
• The drain behind the building is able to be isolated by either sand bags or another form of blockage system to avoid water draining into system.
<table>
<thead>
<tr>
<th>Job Role</th>
<th>Training Required</th>
<th>Environmental Awareness</th>
<th>Operations and Maintenance</th>
<th>Accidents and Emergencies</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Overall Waste Management</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Permit awareness</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Waste Storage</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Waste Receipt</td>
<td></td>
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<td></td>
<td></td>
<td>Duty of Care</td>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ops Man Andy</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Superviser Mandy</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Staff 1 Kate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Staff 2 Debbie</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- Mantinence of Inclinator
- Mantinence of Spill kits
- Fire Extinguishers
- Incinermators operation

- Fire Procedure
- Spill Reponse
- Accident Plan
Floods

Flood defences can prepare for many if not most possibilities but however thorough and robust they cannot totally remove the possibility of flooding. We must therefore ensure that London can react promptly and effectively when flooding occurs, saving life and limb and minimising harm.

Below are the steps we will make for a flood risk evacuation plan and to ensure staff and trained in the proper procedures.

Subscription to the Environment Agency's flood watch scheme is free and in many cases can warn people of possible flooding up to 6 hours in advance.

- Flood Wardens/Duty Manager will be nominated and will be responsible for monitoring flood warnings in the area and to notify staff of a danger.

- The Duty Managers role will be to raise the alarm and direct and oversee the work. He will ensure that the flood plan is up to date and give clear and precise instructions to ensure all staff are aware of the procedure.

- The flood warden/Duty manager are there to ensure correct shut down of the business, put flood defences in place and safely evacuate staff during a flood situation.

The following procedures have been put together for the following.

Flood watch – Flooding possible. Be aware! Be prepared! Watch out.

Flood warning – Flooding of homes, businesses and main roads is expected. Act now!

Severe Flood Warning – Severe flooding is expected. Imminent danger to life and property. Act now!

All clear – All clear is issued when flood watches or warnings are no longer in force.
Environmental Management System

1. Environmental Policy
2. Induction/ General Management
3. Accident plan
4. Site security
5. Permitted activities
6. Permitted waste
7. Emissions and monitoring
8. Inspections and Maintance
9. Odour
10. Noise and vibration
11. Litter
12. Leaks and spillages
13. Fires on site
14. Reporting
15. Notifications
**Environmental Policy**

Waldens Waste and Clearance Services are committed to the principle of environmental sustainability and recognise that it has a responsibility to comply with relevant laws. To demonstrate this commitment we have developed environmental principles to guide us in the way we identify and manage our impacts on the environment.

1. **Integrate**: We will integrate environmental considerations into key business decisions.

2. **Develop**: We will develop progressive products and services that help our customers improve their environmental performance.

3. **Management systems**: We will ensure operational excellence and legal compliance through the operation of environmental management systems and the provision of training for employees.

4. **Measure**: We will monitor, measure and continuously improve our environmental performance.

5. **Carbon emissions**: We will minimise the consumption of fossil fuels and the associated emissions of carbon dioxide, and other greenhouse gases.

6. **Resources**: We will minimise our consumption of non-renewable and environmentally sensitive resources.

7. **Waste**: We will minimise the amount of waste sent to incineration through reuse and recycling.

8. **Pollution**: We will prevent ground and water pollution and minimise emissions of airborne pollutants.
Introductions

Waldens Waste main goal is to recycle as much waste as possible to reduce how much waste is incinerated. Waldens Waste is a family run business and will operate with small staff numbers. Waldens waste site supervisor will be competent within the role with previous experience within the waste management sector and management role.

1.1 Accident plan- This will be on site and will be displayed on the company notice board. This will be reviewed every 2 years or when needed

1.2 Site security-The building has a lockable door and the only one entrance to site has a lockable gate.

1.3 Permitted activites will be set by the small waste incinerator permit and will be adhered to at all times

1.4 Only permitted waste set by the permit will be accepted onto site

1.5 Emissions and monitoring will be carried out by an unknown source

1.6 Inspections and maintenance will be carried out as on check list to ensure they are safe and fit for use

1.7 Odour should not cause any pollution due to the proposed turnaround time of waste. Waste to be processed within the building and to be processed within 24 hour

1.8 Noise and vibrations should not cause any issues and would not be above average levels within the surrounding environment

1.9 Scarving birds, pest. Waldens waste has instructed a suitable contractor to provide pest control measure. Waste would be processed within the building

1.10 Litter will be controlled and monitored by daily check sheet

1.11 Leaks and spillages. All areas to be inspected regular and machinery is to be serviced and regularly checked

1.12 Fires on site. Please see accident management plan
1.13 Reporting. Monitoring of gases and waste quantities to be kept where possible and made available if required by local authority.

1.14 Notifications. The local authority or environmental agency will be informed of breakdown or failure of equipment in cases of significance pollution.
Documents

Complaints Record
Accident/Incident form
Accident procedure
Fire procedure
Spillage procedure
Floods Procedure
Materials inventory
Complaints Record

Name:
Address
Phone No
Date and time they made the complaint

What happened, what was it about?

Was anyone else aware of this – other neighbours or your staff? If so who?

Did the complaint relate to your site? If so, what happened? What went wrong?

What have you done to make sure that it does not happen again?

Was there any significant pollution –
for example: dust, odour or noise outside the site or spillage of polluting liquids onto the ground
into a drain or a watercourse?

If there was then you must notify the Scottish Environment Protection Agency on 0800 807060 ASAP.
Have you done so?
Yes/No

At what time did you phone?
You must also write or send an email to confirm this to the local office
(see your accident management plan for the address) Have you done so?
Yes/No

What date did you contact?

Please print your name and sign:
Accident/Incident report form

Near misses are incidents that could have led to a personal accident, environmental problem or property (including vehicle) damage but no harm or damage took place on this occasion. An incident is any circumstance that has the potential to cause harm or damage.

<table>
<thead>
<tr>
<th>Reporters Name</th>
<th>Date of Report</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Accident/Incident</td>
<td>Date of Accident/Incident</td>
</tr>
</tbody>
</table>

Describe the Accident/Incident (including any possible immediate cause) and any actions taken at the time.

Involved parties (list contact details for all parties involved in or witness to the Near Miss)

Investigated By | Date of Investigation

List System Causes

Actions / Recommendations to avoid future occurrences of this type of incident | By Whom | Date Done
## Accident Procedures

<table>
<thead>
<tr>
<th>Possible Accident or Incident</th>
<th>What would harm be</th>
<th>How do we reduce the chances</th>
<th>What to do if it happens</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spillages</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spillage from transfer of waste</td>
<td>Contamination of land, drains and ground water</td>
<td>Spill kits in place</td>
<td>Follow the spill kit response procedure</td>
</tr>
<tr>
<td>Large spillage of diesels</td>
<td></td>
<td>Spill kits in place</td>
<td>Follow the spill kit response procedure</td>
</tr>
<tr>
<td>Fire</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire</td>
<td>Smoke pollution, fire water into drainage system, Dangerous emissions</td>
<td>Separation of ignition materials, No smoking policy, Good housekeeping, fire training and drills, regular checks on equipment, fire extinguishers, keep stock piles low</td>
<td>Follow the Fire Management response procedure</td>
</tr>
<tr>
<td>Fire Procedures</td>
<td>Equipment used</td>
<td>Response</td>
<td>Location</td>
</tr>
<tr>
<td>-----------------</td>
<td>---------------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>Explosion</td>
<td>Evacuate area. Inform emergency services. Water run off drains to be blocked.</td>
<td>Sand bags, Telephone</td>
<td>Yard Mobile Office</td>
</tr>
<tr>
<td>Spontaneous combustion</td>
<td>Evacuate area. Inform emergency services. Water run off drains to be blocked.</td>
<td>On site hose pipe or fire extinguisher, sand bags</td>
<td>Yard Building</td>
</tr>
<tr>
<td>Incinerator Fire</td>
<td>Emergency shut off power extinguisher to reduce potential further pollution</td>
<td>Fire extinguisher</td>
<td>Building</td>
</tr>
<tr>
<td>Accident or Incident</td>
<td>Response</td>
<td>Equipment used</td>
<td>Location</td>
</tr>
<tr>
<td>------------------------------</td>
<td>--------------------------------------------------------------------------</td>
<td>----------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Spillages</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oil/Fuel Spillage</td>
<td>Isolate area. Emergency shut down on Incinertor if required. Spill kit to be used. Remove contaminated material</td>
<td>Sand, Spill kits</td>
<td>Yard/building</td>
</tr>
<tr>
<td>Large Spillage from waste</td>
<td>Isolate area. Emergency shut down on Incinertor if required. Spill kit to be used. Remove contaminated material</td>
<td>Sand, Spill kits</td>
<td>Yard/building</td>
</tr>
</tbody>
</table>
## Flood Procedures

<table>
<thead>
<tr>
<th>Accident or Incident</th>
<th>Responses</th>
<th>Equipment used</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flood</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Flood Preparation (Flood Watch)</strong></td>
<td>Watch water levels. Ring flood line to confirm times, height, remove all black bag waste from building if possible. Consider when to implement evacuation plan. Obtain or construct sandbags or other items to protect lower entrance.</td>
<td>Sand bags, Telephone</td>
<td>Yard Mobile Office</td>
</tr>
<tr>
<td><strong>Evacuation plan (Flood Warning)</strong></td>
<td>As above: Move vehicles to other locations. Turn off Gas and Electric Supplies. Evacuate building</td>
<td>sand bags, Telephone, Vehicles</td>
<td>Yard Building</td>
</tr>
<tr>
<td><strong>Evacuation plan (Severe Flood Warning)</strong></td>
<td>As above: Power supplies may be lost. Torch to used at night. Lock doors and windows.</td>
<td>Torch, Sand bags Vehicles, telephone</td>
<td>Building</td>
</tr>
<tr>
<td>Material/Fuel</td>
<td>Maximum Materials on site at one time</td>
<td>Storage Location</td>
<td></td>
</tr>
<tr>
<td>--------------</td>
<td>--------------------------------------</td>
<td>------------------</td>
<td></td>
</tr>
<tr>
<td>Diesel</td>
<td></td>
<td>incinerator</td>
<td></td>
</tr>
<tr>
<td>Glass</td>
<td>3 x 16 yard skips</td>
<td>Site map 2 (E)</td>
<td></td>
</tr>
<tr>
<td>Cardboard</td>
<td>50 x stillage’s</td>
<td>Site map 2 (D)</td>
<td></td>
</tr>
<tr>
<td>Plastic</td>
<td>50 x stillage’s</td>
<td>Site map 2 (D)</td>
<td></td>
</tr>
</tbody>
</table>
Assembly point on Pytchley Road Entrance