

Environmental Management System

Prepared on Behalf of

Robin Chapman Ltd

For the site at Copse Quarry, Landshire Lane, Henstridge, BA8 0SD

April 2022



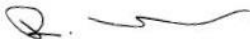


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QUALITY MANAGEMENT

Revision History				
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EXECUTIVE SUMMARY

This document represents the application Environmental Management System (EMS) submitted as part of an application to the Environment Agency (EA) for an environmental permit (EP). The EP is sought to permit the recovery of waste. This allows the reuse of inert waste materials such as soil, hardcore and construction waste in lieu of virgin stone excavated from a quarry.

Contents

Table of Contents

Quality Management	ii
Executive Summary	iii
1. General Considerations	2
2. Site Engineering and Infrastructure	7
3. Site Operations	11
4. Environmental Control, Monitoring & Reporting	17
5. Emergency Procedures	22
6. Training for Site Staff	26

List of Appendices:

Appendix I - Drawings

Appendix II - Record Keeping Forms

Appendix III - Accepted Waste Types (European Waste Catalogue Waste Code List)

Appendix IV - Health & Safety – Conditions of Site Use

Site Information & Key Contacts List

Site Operator: Robin Chapman Limited

Site Address: Copse Quarry, Landshire Lane, Henstridge, BA8 OSD

National Grid Ref: ST 71584 18420

CONTACT	DESCRIPTION	OFFICE HOURS	OUT OF HOURS
Robin Chapman	Director and Site Manager	07778 283 187	07778 283 187
Gary Nelson	CQA Manager	01275 391297	07855 420058
Yeovil Hospital – Higher Kingston, Yeovil BA21 4AT	Local NHS Hospital (Main)	01935 475122	999
	Accident & Emergency (A&E)	999	999
Templecombe Surgery - Rock House, Station Rd, Templecombe BA8 0JP	Local Doctor Surgery (GP)	01963 370224	999 or 112
Dorset Police Digby Rd, Sherborne DT9 3NL	Local Police Non-Emergency	01202 222222	999 or 112
	Police Emergency	999 or 112	999 or 112
Sherborne Fire Station - Coldharbour, Sherborne, DT9 4HA	Fire and Rescue Service (in Emergency Dial 999)	01722 691000	999 or 112
Environment Agency – Sunrise Business Park, Higher Shaftesbury Road, Blandford Forum DT11 8ST	Environmental Regulator	01258 483366	0800 80 70 60 or 03708 506506
Somerset County Council - County Hall, The Crescent Taunton, Somerset, TA1 4DY	County Council General Enquiries	01823 358254	01823 358254
South Somerset Council – Bourne Hill, Salisbury, Wiltshire, SP1 3UZ	District Council General Enquiries	01935 462462	01935 462462
Henstridge Parish Council – 14 Everlanes Cl, Milborne Port, Sherborne DT9 5FT	Parish Council General Enquiries	01963 250015	07745 270285
Wessex Water	Mains Water Supplier	0345 600 4 600	0345 600 4 600

1. GENERAL CONSIDERATIONS

1.1. Site operator/permit holder

1.1.1 Robin Chapman Limited are applying for a Tier 3 Bespoke Environmental Permit (EP) for a waste recovery on land at Copse Quarry, Landshire Lane, Henstridge, BA8 0SD. The EP will be regulated by the Environment Agency (EA) under the Environmental Permitting (England & Wales) Regulations 2016.

1.1.2 The permit will allow for the reception of inert construction waste to which will be recovered and used in lieu of virgin aggregate. This fill will be used to restore a disused quarry as set out in a condition to the original planning permission to open the quarry.

1.1.3 More recently, Somerset County Council has granted Planning Permission for the importation of suitable inert material in order to achieve the restoration scheme as approved under planning permission reference SCC/3728/2020.

1.2 Relevant contacts

1.2.1 The contact details for the operator are as follows:

Robin Chapman Limited
Compton Place,
Church Hill,
Stalbridge,
Dorset,
DT10 2LS

Contact: Robin Chapman
Position: Director
Tel: 07778 283 187

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

1.2.3 Contact details for Abricon are as follows:

Abricon Limited	Contact: Gary Nelson
1 Lyon Court	Position: Director
Long Aston Business Park	Tel: 01275 391297
Bristol	E-mail: gary.nelson@abricon.com
BS41 9LB	

1.3 Site location

1.3.1 The site is located on Land at Copse Quarry, Landshire Lane, Henstridge, BA8 0SD as shown on Drawing No. GMA-098-Location. The National Grid reference for the site is ST 71584 18420.

The site is well located in terms of access to the strategic highway network with the close proximity to the A30. The A357 to the east links Wincanton to Blandford Forum, connecting to the A30 to the north at Henstridge, and the A350 at Blandford Forum.

1.4 Permit area/waste management operations

1.4.1 The permit boundary is outlined in red on Drawing No. GMA-098-Location. All references to 'the site' in this EMS shall mean this area and the associated infrastructure, plant and equipment.

1.4.2 The EP is required for the recovery of waste on land. The waste recovery process on site may include the following:

- Sorting (with loading shovel / 360° excavator)
- Screening (by using appropriate mechanical screening plant and equipment)
- Compacting (by loading shovel / 360° excavator)

1.4.3 Specified waste management operations include waste recovery operations listed Annex II of The Waste Framework Directive 2008/98/EC and are listed in summary below:

R11: Use of waste obtained from any of the operations numbered R1 to R 10

1.5 Hours of operation

1.5.1 The site will be open for the receipt of waste on site and for all waste handling/processing operations according to the hours specified below:

Monday to Friday 08.00 – 18.00

Saturdays, Sundays, Bank/Public holidays Closed

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

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

1.6 Waste types and quantities

1.6.1 The waste types handled on site will consist of dry, inert and non-hazardous construction waste arising from activities within the surrounding areas. This is as defined in the Controlled Waste (England and Wales) Regulations 2012 and Section 75 of the Environmental Protection Act 1990.

1.6.2 A detailed breakdown of the waste types allowed for acceptance at the site is shown in Appendix III of this EMS.

1.6.3 The throughput of the site will be limited to <5,000 tonnes per annum. Notwithstanding the daily limit the limits outlined in Table 1.1 below will apply to other waste types.

1.6.4 On an average working day, 5 loads would be tipped at the site. Such loads will be delivered to the site contained within fixed-body vehicles (tipper style).

1.6.5 The maximum amount of waste to be stored on site at any one time is set out in Table 1.1 below with residence times for each waste type. The waste could be placed in its permanent location at time of tipping, however, if the site conditions do not allow (Period of wet or freezing conditions) the waste would be temporarily stockpiled (stored) before placement.

Table 1.1 - Waste Storage Times / Quantities

Waste Stored	Form	Max. Storage Time	Max. Volume of Waste Stored (m ³)
Hardcore	Processed	<3 months	100
Soils (and hardcore overspill)	Processed	<3 months	850

1.6.6 If the maximum storage capacity of the site is reached then no further waste will be accepted until waste can be incorporated into the permanent works.

1.6.7 Stockpiling of waste will be limited to the height of the 2.5m above the final designed level of the platform.

1.6.8 Strict requirements will apply to certain types of wastes*, i.e.

- Potentially dusty loads have to be notified in advance to ensure that suitable plant and equipment is available to reduce dust emissions. No whole loads of powdered waste are accepted.
- * No waste will be accepted if it is defined as hazardous.

1.7 Exempt activities

1.7.1 Activities which are outside the scope of the EP for the site (listed in Schedule 3 of The Environmental Permitting (England and Wales) Regulations 2010) will not be undertaken as part of this permit.

1.8 Staffing and management

1.8.1 The site will open for the deposit of waste or for other essential operations during the hours listed in Section 1.5. Table 1.2 below details the staff structure of the site when operating at full capacity:

Table 1.2 - Staffing Levels

Position	Employees	Responsibilities
Site manager (TCM)	1	Overseeing all activities which take place at the site
Admin / Office Staff	1	Managing site Administration
Machine / Plant Operator / General Operatives	1	Waste handling/processing, reception and plant operation

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 will be assigned a Technically Competent Manager (TCM) who will provide the required attendance time at the facility as required by guidance periodically issued by the Environment Agency (EA). A copy of TCM's Certificate of Technical Competence (COTC) will always be made available in the site office.

1.10.2 The company, through the TCM, will ensure that a nominated deputy is sufficiently trained and familiar with the EP and this EMS document in addition to all relevant company procedures who, in the absence of the TCM, will act the competent person. If either the TCM or deputy is changed, the EA will be informed of the change and the relevant details of the replacement as soon as possible.

1.10.3 At the time of this EMS production, none of the relevant people associated with the operator had been convicted of a relevant offence.

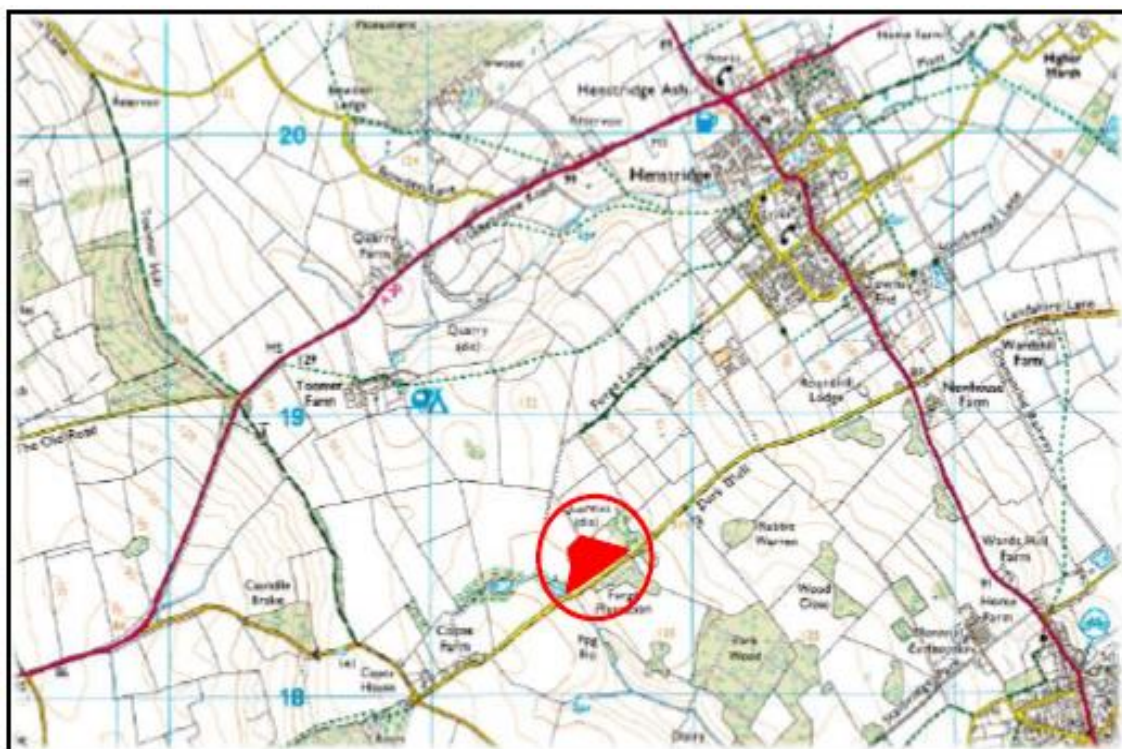
2. SITE ENGINEERING AND INFRASTRUCTURE

2.1 Site description

2.1.1 The permitted site comprises of disused quarry where the waste will be deposited and compacted into the permanent works. The final layout of the site will be topsoiled and returned to agriculture. The location of the operational areas (where waste will be recovered) are shown on Drawing No. RC_010420_05 ~ Proposed Restoration Area.

2.2 Access and parking

2.2.1 The site is located as shown on the plan below and access to the site is gained off the A30, sign-posted to the Copse Quarry premises. The site benefits from parking, which is available at the disused quarry.



2.3 Site office

2.3.1 A “Portakabin” style site office will be located on site and the list below details the relevant site documentation which will be kept in the site office.

Documents to be retained in site office

The Environmental Permit (original & any subsequent variations)

This Environmental Management System (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)

Waste delivery tickets

Accident book (& First Aid kit)

2.4 Weighbridge

2.4.1 There is no weighbridge on site. All incoming wastes will either be weighted at the site of production or using the conversion factors provided in Section 3.3 of this EMS.

2.5 Notice board and signs

2.5.1 A notice board is erected at the site entrance 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 (telephone number)
- 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 site entrance gates and fencing will prevent unauthorised vehicular and pedestrian access during any times when the site is not in use.

2.7 Fuel storage

2.7.1 A fuel tank is located on site to fuel the construction vehicles used for recovering the waste. Fuel is stored on site will be contained in a fully bunded tank capable of containing a minimum of 110% of the volume of fuel stored in the tank. A Spill kit will be available in case of any spilt fuel during refuelling.

2.8 Hazardous material storage

2.8.1 No hazardous materials are stored on the permitted site.

2.9 Rejected / quarantined waste

2.9.1 A clearly signed stockpile will be created for the temporary storage of rejected waste which cannot be removed from the site immediately. This material shall also be covered with tarpaulin to reduce the generation of leachate.

2.9.2 Clear labelling and management control will ensure that it is removed from site and not incorporated into the final works.

2.10 Drainage

2.10.1 There is no direct run-off from the fill area as this is within a 'sunken' disused quarry and any streams adjacent to the site are above the area to be filled.

2.11 Vehicles, plant and equipment

2.11.1 Waste will be handled using the plant listed in Table 2.1 below. Additional plant will be hired to cover any very busy periods. Only trained operators will be permitted to drive/operate the plant listed below. Any changes to the list will be notified to the Environment Agency prior to implementation.

Table 2.1 - Plant & Equipment

Item	Number	Function
Skip wagon	4	Loading/unloading
360° excavator	1	Loading/unloading/movement/sorting

Note: The plant/equipment on site will vary depending on the amount of waste accepted at the site. The permit allows for treatment of the waste but there are currently no mechanical processing plant/equipment installed at the site apart from the handling equipment detailed in Table 2.1 above.

2.11.2 Maintenance of the above plant is described in Section 3.10 of this EMS.

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 same procedures apply to inert construction waste from third-parties, whose details will be checked prior to delivery of waste to the site. The procedures below are followed prior to the receipt of waste on site.

3.1.2 The Permit Holder will arrive at the waste producers premises he/she will inspect the load for conformity with test certification, relevant regulations and safety procedures.

- a) If the load is satisfactory he/she will sign the relevant paperwork (Duty of Care transfer note/delivery ticket) and waste will be transported from the premises.
- b) If the waste does not meet the description stated on the waste transfer note the Permit Holder will check the note and give a more detailed description of the waste.
- c) If the more detailed description of the waste reveals that the waste is not permitted at the site then the waste holder is advised that the waste must be taken to another site which is appropriately permitted to accept the waste(s).
- d) If after agreeing that the waste can be accepted there is a change to the waste the waste stream will be put on hold until further investigations are made.
- e) Where it is suspected that the details given on the transfer note are incorrect the EA will be contacted for advice.
- f) Where the load contains soil from an industrial site the EA may be contacted for advice to ensure that the load to be removed does not contain contaminated soil.

3.2 Checking in & inspection of loads

3.2.1 All incoming vehicles are required to report to the site office. The details of the load will be recorded and the Duty of Care transfer note and company documentation will be further checked by the site operator to ensure that the load is acceptable at the site. Any deviation from these procedures or problems with any loads will be reported to the site manager.

3.2.2 Once a load has been accepted by the operator, the driver will be asked to unsheet the vehicle (if it is sheeted) and a visual inspection of the contents will be carried out to ensure that the waste types comply with the EP. The nature of mixed construction/demolition and general skip waste makes full inspection difficult until the load is deposited. If rejected waste is discovered before deposit, the load will remain on the delivery vehicle and will be returned to the producer if possible or disposed of at an approved facility.

3.2.3 In cases where the presence of unauthorised waste is likely to lead to a breach of permit conditions, the EA will be contacted immediately to agree a course of action.

3.2.4 If the load is acceptable the driver will be instructed to deposit it within the Permitted Area. If the load is unacceptable after deposit it will be loaded back onto the delivery vehicle, or stored until it can be taken to an approved facility to be disposed of. Otherwise, the EA will be contacted and the load will be taken to a suitably permitted or exempt site.

3.3 Weighing and categorising loads

3.3.1 The weight of each load into and out of the site will be weighed using the source sites' weighbridge to obtain accurate data for the purposes of providing waste returns and tracking the annual throughput of waste.

3.3.2 Should this site not have a weighbridge or it is found to be off-line for any reason (fault/maintenance/failure/etc.), the weights of loads will be estimated

using the standard EA and WRAP agreed volume-to weight conversion factors as found in Table 3.1 below:

Table 3.1 - Weight-Volume Conversion Factors for Typical Wastes Accepted at the Site

<i>Waste type</i>	<i>Conversion Factors</i>	
	<i>Tonnes/m³</i>	<i>Tonnes/yd³</i>
Foundry Sand	1.60	1.22
Topsoil/subsoil	1.30	1.00
Clay	1.60	1.22
Industrial sweepings	0.63	0.48
Commercial sweepings	0.33	0.24

3.4 Waste Deposit

3.4.1 Once a load has been accepted by the supervisor/operator the contents of the delivery vehicles will be discharged to Permitted Area. This could be into the permanent works or, if the weather does not allow, it should be placed in stockpiles in accordance with the procedures outlined in Section 3.5 below.

3.5 Waste/Product Removal & Export

3.5.1 Rejected wastes will be deposited in a quarantine area. This will occur when nonconforming waste is discovered after the deposit of a load and the producer of the load cannot be contacted (or identified) or where the removal off-site of the waste may cause further problems. The EA will then be contacted to agree a course of action where necessary. Waste rejection will be recorded in the site diary and no wastes will be deposited in the quarantine area which are likely to react with other wastes.

3.6 Sampling and Analysis

3.6.1 Incoming wastes may be randomly sampled and submitted for analysis at the discretion of the site manager to verify the composition of a load. Contaminated soils are not permitted on site and the sampling procedure has been implemented to carry out spot checks to comply with the Duty of Care.

3.7 Record keeping

3.7.1 The details below shall be recorded on a combination of the record keeping forms listed in Appendix II, invoices, the site diary and controlled waste transfer notes.

3.7.2 The following details are recorded for every load deposited at the site:

- a) The date and time of delivery.
- b) The name and address of the waste producer.
- c) The detailed and accurate description of the waste including type, quantity (in tonnes or cubic metres) and EWC codes.
- d) How the waste is contained e.g. loose, container type.
- e) The carrier's name and address.
- f) Driver's name, signature and vehicle registration number.
- g) Signature or initials of persons producing/accepting/inspecting/carrying the waste.
- h) Additional handling details/notes made by the driver after inspection of the load.
- i) SIC code of the premises which produced the waste.
- j) Waste hierarchy declaration.

3.7.3 The following details are recorded for all deposits of non-conforming waste at the site and are forwarded to the EA, where required:

- a) Date and time of deposit.
- b) A description of the waste.
- c) The quantity of waste (in tonnes or cubic metres).
- d) Name, address and telephone No. of waste producer.
- e) The carrier's name, registration number and vehicle registration.

f) Reason for the rejection of waste and action taken.

3.7.4 A summary of waste types and quantities deposited at 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)

3.7.5 Outcomes of inspections of waste types, hardstanding areas, waste recovery areas, temporary stockpile areas, quarantine area, drainage ditches, etc. are recorded using the site inspection form RCL/4 or similar document and detailed comments are entered into the site's diary (including action taken or proposed).

3.7.6 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.

3.8 Preventative maintenance

3.8.1 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.

3.8.2 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 such as RCL/5 in Appendix II. Any outcomes, defects and actions taken will be recorded in the site diary.

3.9 Site closure plan

3.9.1 When the quarry has been restored as set out in accordance with the design and planning application the site will cease to operate as a waste recovery site 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) A surrender application will then be submitted to the EA for determination.

4. ENVIRONMENTAL CONTROL, MONITORING & REPORTING

4.1 Breakdowns and spillages

4.1.1 In the event of breakdown of 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 within stockpiles until the plant is repaired. 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 using a spill kit or 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 and windblown litter will be cleared by the end of every working day in which they occur. Spillage clearance procedures are detailed in Section 5.3.

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 RCL/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 and a potential breach of permit conditions may occur, 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 RCL/4 with repairs/solutions being carried out immediately.

4.2.5 Essential spares for plant maintenance are kept on site in the workshop which is located elsewhere at Robin Chapman Ltd's premises (i.e. not within the permitted site).

4.3 Control of mud and debris

4.3.1 Vehicles will be visually inspected before exit to check that no mud is carried out on the wheels or body of the vehicle. Visual inspections of the site roads are carried out daily (see RCL/4), however, staff will report any problems with mud or debris on the site roads immediately to the site manager.

4.3.2 The length of surfaced haul road through to the Copse Quarry waste recovery area on which each delivery/collection vehicle must track to egress the site, should be adequate to ensure that any residual materials on the wheels or chassis of the vehicles should be shed upon exit. All site roads will be kept free from mud/debris to ensure maximum efficacy.

4.3.3 The deposit of material on the access road or public highway 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. Silt will not be washed into roadside drains or gullies.

4.4 Control of dust

4.4.1 A supply of water will be made available using a bowser to facilitate dust suppression in all climatic conditions.

4.4.2 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 (if necessary);
- use of a mobile bowser on site (if necessary) to damp down inert waste;
- damping of vehicle running surfaces, vehicle loads and areas on and around machinery which may give rise to dust, especially during dry and windy conditions;
- cleaning of any spillages using wet cleaning methods;
- stockpiles will be kept to a minimum as operating conditions allow;
- drop heights **ALWAYS** minimised to prevent dust emissions.

4.4.3 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.

4.4.4 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 (hired-in) if necessary.

4.5 Odour control

4.5.1 Due to the nature of the waste accepted on site no odour problems are anticipated.

4.5.2 Olfactory assessments will be carried out during the working day. Any wastes identified as giving rise to odour will be quarantined, where possible, and removed from site immediately, where practicable.

4.5.3 The complaints procedure in record form RCL/7 will be rigorously enforced should a third-party complaint be received from a public or private source.

4.6 Litter control

4.6.1 Given the nature of wastes accepted at the site there is minimal risk of litter from the site.

4.6.2 Despite this, 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. Regular checks of the areas immediately beyond the site boundary will also be carried out by site operatives.

4.7 Control of pests, birds and other scavengers

4.7.1 Given the nature of wastes accepted at the site there is minimal risk of vermin problems from the site.

4.7.2 Despite this, the site will be inspected daily for the presence of vermin and the results of the inspection noted in the site diary or site inspection form. If any occurrences are noted, a pest controller will be called to site to eradicate the problem.

4.8 Control and monitoring of noise & vibration

4.8.1 The location of the site and fact that it is all enclosed in a disused quarry means noise associated with the proposed operations will not greatly increase the existing noise level due to the adjacent A30. The waste operations will be carried out using the Best Practicable Means at all times.

4.8.2 Noise management will be undertaken as part of this EMS and is shown in Table 4.1 below. These measures will ensure the noise levels at the site are managed appropriately by identifying: the likely sources of noise arising from the activities; 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

<i>Potential Noise Source</i>	<i>Action to be taken to prevent or minimise noise</i>
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 are limited to 5 per day and will be spread out evenly throughout the working 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 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 on form RCL/7 and will include a record of the complaint, particulars of the complainant and details of any action taken to alleviate the problem.

5. EMERGENCY PROCEDURES

5.1 General

5.1.1 In addition to obligations imposed by RIDDOR '2013 (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) the permit holder will notify the Environment Agency of any serious injuries to employees of Robin Chapman Limited, 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 Given the nature of wastes accepted at the site there is minimal risk of an outbreak of fire on the site.

5.2.2 However, 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 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 A999" 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 Spillages

5.3.1 All fuel stored on site is bunded to contain any fuel leaks. All oil and vehicle maintenance chemicals are kept off site. If any spills occur 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 landfill. 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 Drums

5.4.1 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 transfer 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 Environment Agency 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.

5.5 Adverse reactions

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

5.6 High winds

5.6.1 Staff should be aware of high winds which might cause dust from inert waste to be blown around during conditions of high winds. During these periods waste should not be moved around site and the imported wastes stockpiled (away from receptors).

5.7 Poor visibility

5.7.1 The site will not operate in conditions of poor visibility such as dense fog to reduce the risk of vehicle collision.

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 Environment Agency will be kept informed of the events on site.

6. TRAINING FOR SITE STAFF

6.1 Training needs assessment

6.1.1 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.

6.1.2 An employee training record (i.e. RCL/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.

6.2 Site rules and infrastructure training

6.2.1 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.

6.2.2 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.

6.3 Emergency procedures training

6.3.1 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.

6.3.2 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.

6.4 Fire safety / firefighting training

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

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

6.4.3 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.

6.5 Recognition of waste types training

6.5.1 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.

6.5.2 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.

6.6 Storage areas / limits training

6.6.1 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.

6.6.2 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

6.7 Vehicle / plant preventative maintenance training

6.7.1 This training is provided specifically for the vehicle and plant operators in order to ensure that all plant and machinery is checked regularly to prevent any occurrences which may lead to any adverse impacts on the environment or human health.

6.7.2 Training will be in accordance with Section 3.5 of this document and will be based on the preventative maintenance schedule supplied by the plant/equipment manufacturer.

6.7.3 The same training will be provided to senior management enabling a dual-level maintenance programme.

6.8 Duty of care training

6.8.1 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.

6.9 Plant operation training

6.9.1 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.

6.9.2 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.

6.10 Permit / Management System / Fire Safety Instructions training

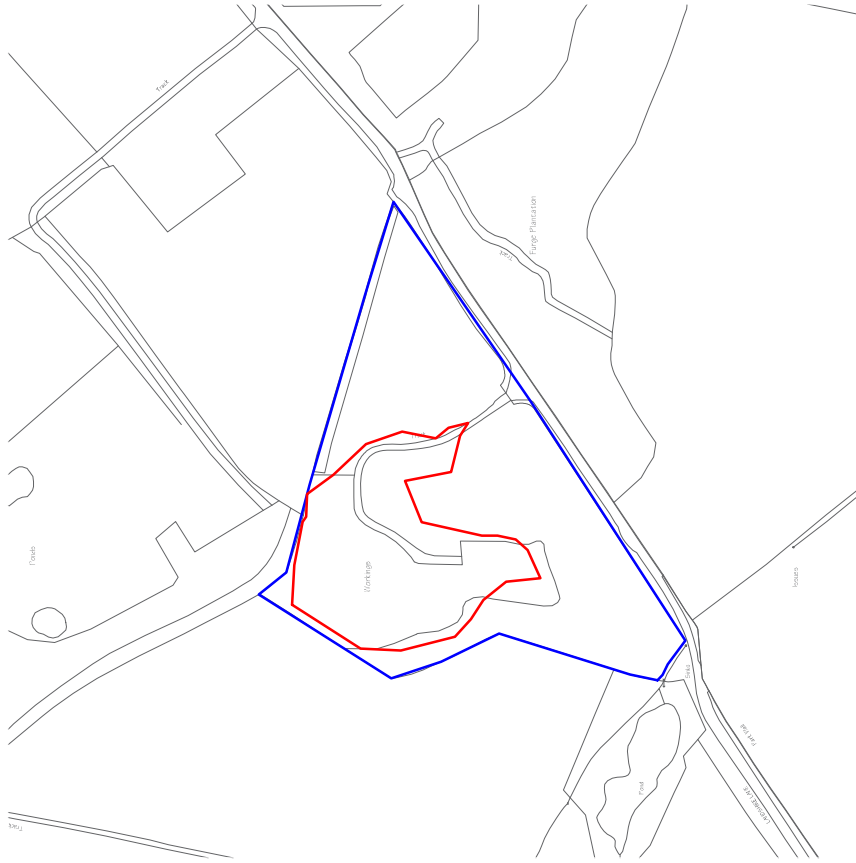
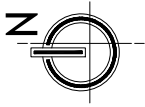
6.10.1 All employees will be inducted into the operating conditions as prescribed in the EP for the site. Whilst much of the above training will provide specific guidance on many aspects of these documents, all employees will be made aware of the location of the EP, EMS and Fire Safety Instructions in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

6.11 Training for contractors

6.11.1 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.

6.11.2 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 EP conditions will be provided to prevent any adverse impacts on the environment.

Appendix I - Drawings



Location Plan - Scale 1:1250

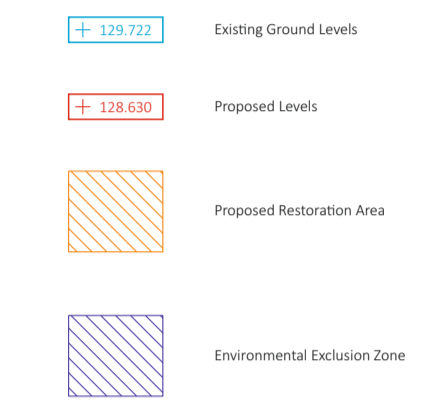
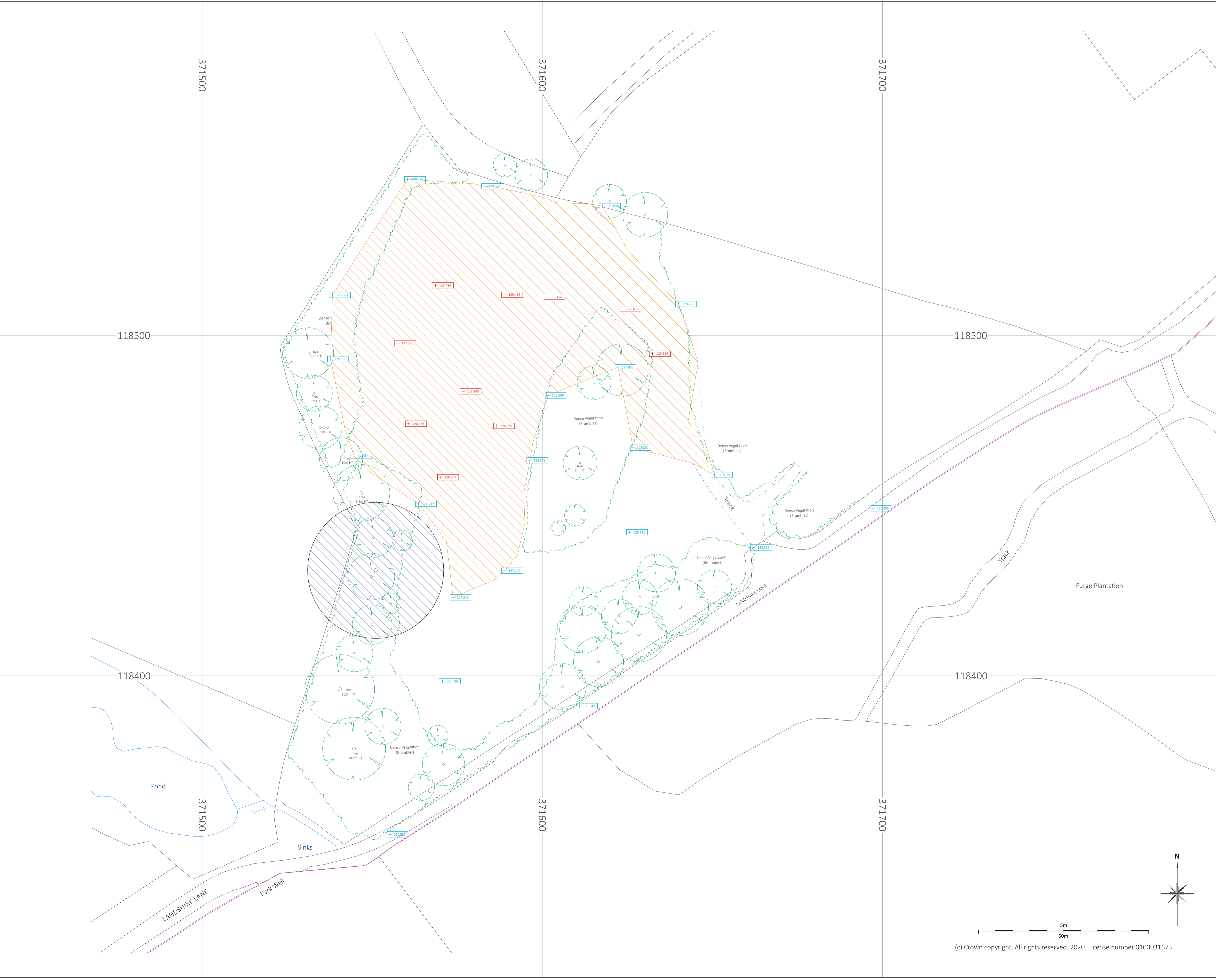
gma 265121
Landscape
Design
Ltd

Address: Little Hams, Hams Lane, Marnell, Dorset, DT10 1UJ
Web: www.gmadesign.co.uk
Email: gary@gmadesign.co.uk

This drawing and design copyright and must not be reproduced in part or in whole without prior written consent.
Contractors must verify all dimensions on site before commencing work or preparing stop drawings.

TITLE: Location Plan
PROJECT: COPSE COUNTRY LANDSHPRE LANE, REBISTOPE
Scale: 1:1250
SHEET 01 of 1





Abbreviations

General (A) Approximate AF Angle Iron Fence (AR) Assumed Route Avg Average BD Bollard Bin Litter Bin Bld Building BW Brick Wall BS Bush BT British Telecom Inspection Chamber BW Brick Wall BT British Telecom Inspection Chamber CB Cabinet CB Crush Barrier CBF Close Boarded Fence CDC Concrete Drainage Channel CE Concrete Edging CFP Chestnut Piling CI Cable Into Ground CIG Cable Into Ground CIF Corrugated Iron Fence CL Cover Level CLF Chain Link Fence CM Cable Marker Col Column Conc Concrete CP Concrete Post CPS Concrete Paving Slabs CI Cable TV Inspection Chamber CW Concrete Wall d Depth Dil Dilapidated DK Drop Kerb DP Downfall Down Pipe DSW Dry Stone Wall Earth EIC Electricity Inspection Chamber EM Electricity Meter EP Electricity Pole ER Earth Rod ETL Electricity Transmission Lines Fence FH Fire Hydrant FHM Fire Hydrant Marker FL Floor Level Fib Flowerbed FB Floodlight FP Footpath FWC Fault Water Inspection Chamber GM Gas Meter GMK Gas Marker GP Gas Post Gr Grass GV Gas Valve GVL Gravel GY Gully H Height Hc Harbours IB Illuminated Bollard IC Inspection Cover IL Invert Level IRF Iron Rail Fence IRWF Inter Woven Fence KO Kerb Outlet L/L Ladder LP Lamp Post Me Metal MHR Metal Hand Rail MK Marker MP Metal Post MPF Metal Post & Rail Fence O/H Overhead O/S Outline OSBM Ordnance Survey Bench Mark Pav Pavings PI Pipe Into Ground PL Pavement Light (R) Records RE Rodding Eye RS Road Sign RSJ Rolled Steel Joist RW Retaining Wall SD Silt Drain SE Stone Edging SecF Security Fence Sht Service SL Scaff Level SN Sign SN Sign SV Stop Valve S/MK Storm Valve Marker SW Stone Wall S/WC Storm Water Inspection Chamber SY Slay Tar Tarmac THL Threshold Level TL Traffic Light TMC Traffic Management IC TMS Telegraph Pole TPS Tackle Paving Slabs TTL Telephone Transmission Line U/G Underground U/L Unable To Lift Veg Vegetation VP Vent Pipe W Wall WE Wood Edging WL Water Level WMF Wire Mesh Fence WMK Water Meter Marker WO Wash Out WP Wooden Post WPR Wooden Post & Rail Fence	Station Abbreviations HN Heli Nail PGM Permanent Ground Marker PKN Parker Kalan Nail WP Wooden Peg
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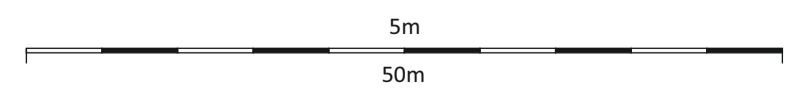
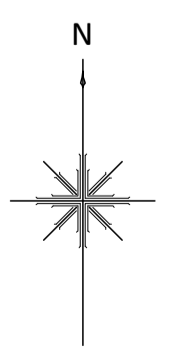
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SCALE
 Information has been gathered for the quoted scale.
 Any enlargement should be verified on site.

DRAINAGE
 Pipe sizes and connections are determined from surface level inspection and service records where available.

UNDERGROUND SERVICES
 Any underground services shown on this survey are from information on service enquiries and tracing with Electrolocation equipment.
 Some underground services may be undetectable, e.g. non-conductive pipes or cables and therefore NOT SHOWN

CONTOURS
 Any contours depicted on this drawing have been interpolated from surveyed points, levels and features.
 The contour line positions have been generated by ground modelling software and are INDICATIVE only.



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Date	Description	REV		
08/05/2020	Environment Exclusion Zone Added - Badger Set at Grid Ref: S71551 18431	B		
SCALE	JOB No.	DWG No.	REV	
1:500 A1	RC_010420	RC_010420_05	B	
PROJECT	The Quarry, Landshire Lane, Henstridge		DRAWN BY	D.M
TITLE	Proposed Restoration Area		DATE	19/04/20

Appendix II - Record Keeping Forms

ROBIN CHAPMAN LIMITED - WASTE INPUT RECORD FORM - RCL/1

DATE:

TIME	PRODUCER/ SOURCE	WASTE TYPE	QUANTITY (TONNES/ m ³)	NAME OF CARRIER	DRIVERS NAME	DRIVERS SIGNATURE	VEHICLE REG. NO.	WASTE ACCEPTED / INSPECTED BY
TOTAL FOR THIS SHEET								
TOTAL FROM PREVIOUS SHEET				SHEET No. OF CHECKED				
TOTAL WASTE DEPOSITED								

ROBIN CHAPMAN LIMITED - WASTE OUTPUT RECORD FORM - RCL/3

DATE:

DATE	TIME	WASTE TYPE	QUANTITY (TONNES/ m ³)	DESTINATION SITE	NAME OF CARRIER	VEHICLE REG. NO.
TOTAL FOR THIS SHEET						
TOTAL FROM PREVIOUS SHEET				SHEET No. OF CHECKED		
TOTAL WASTE DEPOSITED						

ROBIN CHAPMAN LIMITED – SITE INSPECTION FORM (DAILY INSPECTIONS) - RCL/4

WEEK STARTING		DAY						
TYPE OF INSPECTION		M	T	W	T	F	S	S
SITE ENTRANCE/NOTICE BOARD								
SECURITY -GATES								
SECURITY -FENCING								
SITE ROADS (CLEAR FROM HAZARDS)								
IMPERMEABLE CONCRETE AREAS (INTEGRITY)								
BUND AROUND CONCRETE PAD (INTEGRITY)								
U-CHANNEL DRAIN (FUNCTIONING)								
HOLDING TANK / SUMP								
WASTE CONTAINERS & BAY WALLS								
WASTE STORAGE LIMITS	INERT							
WASTE STORAGE LIMITS	BIODEGRADABLE							
WASTE STORAGE LIMITS	COMBUSTIBLE							
COMBUSTIBLE WASTES (AWAY FROM POTENTIAL IGNITION SOURCES)								
REJECTED WASTE TYPES / STORAGE								
NOISE LEVELS								
FIRES (ANY INCIDENTS REPORTED)								
QUARANTINE AREA CLEAR OF WASTE								
NO SMOKING SIGNS IN PLACE								
FIRE FIGHTING EQUIPMENT								
FIRE BREAKS IMPLEMENTED								
PLANT/EQUIPMENT MAINTENANCE CHECKS								
DUST CLEANED REMOVED)								
OFFICE/WELFARE FIRE RISKS CHECKED								
FUEL TANK/BUND								
LITTER								
DUST								
ODOUR								
VERMIN								
RECORDS								
COMPLAINTS RECEIVED								
OTHER (SEE NOTES BELOW)								
INSPECTION CARRIED OUT BY								
NOTES /ACTION/ (CONTINUE ON SEPARATE SHEET IF NECESSARY)								
CHECKED BY					SIGNATURE			
POSITION					DATE			
SHEET					of			

ROBIN CHAPMAN LIMITED – PREVENTATIVE MAINTENANCE CHECKLIST - RCL/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						

ROBIN CHAPMAN LIMITED – COMPLAINTS REPORT FORM - RCL/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 RCL/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 - Accepted Waste Types (European Waste Catalogue Waste Code List)

Source of waste	Kind of waste	List of waste code
WASTES RESULTING FROM EXPLORATION, MINING, QUARRYING, AND PHYSICAL AND CHEMICAL TREATMENT OF MINERALS		
<i>Wastes from physical and chemical processing of non-metalliferous minerals</i>	<i>Waste gravel and crushed rocks other than those containing dangerous substances</i>	01 04 08
<i>Waste sand and clays</i>		01 04 09
CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)		
<i>Concrete, bricks, tiles and ceramics</i>	<i>Concrete</i>	17 01 01
<i>Bricks</i>		17 01 02
<i>Tiles and ceramics</i>		17 01 03
<i>Mixtures of concrete, bricks, tiles and ceramics</i>		17 01 07
<i>Soil, stones and dredging spoil</i>	<i>Soil and stones including clays, silts and topsoil excluding soil and stones from contaminated sites.</i>	17 05 04
MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS		
<i>Park and garden waste</i>	<i>Soil and stones</i>	20 02 02

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 Etc. 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 and contractors 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) is 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 recovery 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 Robin Chapman Limited unless alternative instructions are given by the site manager. Access to fire exits and firefighting equipment must be kept clear at all times. When the 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 shall follow the instructions of the operator and shall only tip in the designated area, unless advised otherwise. No tipping shall 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 your ropes, hooks and sheets are in good condition.
- 17) Never travel with the vehicle body raised. Ensure you know the maximum height of the raised body of your vehicle.

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 Robin Chapman Limited 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.