

Site Management Systems

183125/SMS

1.0 MANAGEMENT

1.1 Knowl Hill Ltd. (the Operator) have a site-specific Environmental Management Systems in accordance with Environment Agency guidance. Within the systems, the site will operate in accordance with the following management systems, including but not limited to:

- Register of Environmental Effects;
- Operational Plan (OP);
- Waste Recovery Plan (WRP);
- Accident Management Plan;
- Importation Protocol (IP);
- Dust Management Plan (DMP);
- Landfill Gas Management Plan (LGMP);
- Groundwater and Surface Water Monitoring Management Plan (GWSWMMP);
- Site and Equipment Maintenance Plan; and
- Complaints procedure.

1.2 The Plans will set out the following information:

- Environmental Policy
High level policy document outlining the Operator's commitment to the laws, regulations, and other guidance concerning environmental issues.
- Register of Environmental Effects
Standalone document detailing the aspects and impacts in a risk-based profile for all site specific potential emissions.
- Operational controls and responsibilities including method of works
This forms part of the site-specific Method Statement and Risk Assessment and read in conjunction with all of the management plans.
- Site Infrastructure plan
Series of plans detailing site infrastructure, vulnerable locations, drainage, and utilities.
- Site and equipment maintenance regime
All mobile and handheld equipment, belonging to the Operator, is maintained in accordance with manufacturer's recommendations. There is a maintenance register and daily checklist which is applicable to this site.
- Accident prevention / management plans and procedures
These include the spill response and contingency procedures in the event of an accident.
- Complaints procedure
The Operator has a complaints procedure, which can be implemented at the site. As part of the procedure, there is a complaints proforma which details the complaint, complainant, corrective and preventative actions.
- Staff competence & Training
Staff training and qualifications will be recorded, updated and reviewed in accordance with the Operator's internal systems. It can be directly transposed to a site-specific level.
- Record keeping
Records will be kept in accordance with the Permit requirements. All records will be kept on site and a copy kept at the Operator's main office.
- Review process (ongoing review of the Management System)
There will be yearly review of both the site-specific management plans. Following an unforeseen event or complaint, the systems will be reviewed.

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1.3 The site will clearly establish and monitor performance for key objectives, this includes, but is not limited to:

- Material and waste compliance;
- Incidents and complaints by category; and
- Non-conformances.