

# Site Management Systems

213036/SMS

## 1.0 MANAGEMENT

1.1 The Bacup Clay Company 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;
- Waste Recovery Plan;
- Hydrogeological Risk Assessment;
- Gas Risk Assessment;
- Stability Risk Assessment;
- Site Condition Report;
- Accident Management Plan;
- Importation Protocol;
- Dust Emissions Management Plan;
- Noise Management Plan and noise assessment;
- 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. This is within existing Document B.*
- Register of Environmental Effects  
*Standalone document detailing the aspects and impacts in a risk-based profile for all site specific potential emissions. This is within existing management systems.*
- Operational controls and responsibilities including method of works  
*This forms part of the site-specific Method Statement and Risk Assessments and read in conjunction with all of the management plans. This is within the Operational Plan, Dust Emissions Management Plan, Noise Management Plan and Importation Protocol.*
- Site Infrastructure plan  
*Series of plans detailing site infrastructure, vulnerable locations, drainage, and utilities. This is within existing management systems.*
- 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. This is within existing management systems.*
- Accident prevention / management plans and procedures  
*These include the spill response and contingency procedures in the event of an accident. This is within existing management systems.*
- 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. This is within existing management systems.*
- Staff competence & Training

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*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. This is within existing management systems.*

- 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. This is within existing management systems.*
- 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. This is within existing management systems.*

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.