

# Site Management Systems

203381/SMS Revision A

## 1.0 MANAGEMENT

1.1 Brocklebank & Co. (Demolition) Ltd (the Operator) have a site-specific Environmental Management Systems, which will have access to all site-specific documents submitted and approved under the Environmental Permit. Within the systems, the site will operate in accordance with the following management systems, including but not limited to:

- Register of Environmental Effects;
- Operational Working Plan (OP);
- Accident Management Plan;
- Spill Response Plan;
- Dust Emissions Management Plan (DMP);
- 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. This would come from the site specific.*
- 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. This includes the dust emissions, noise management and operational working plan.*
- Site Infrastructure plan  
*Series of plans detailing site infrastructure, vulnerable locations, drainage, and utilities. This will be within the Operational Working Plan.*
- Site and equipment maintenance regime  
*All mobile and handheld equipment, belonging to the Operator, is maintained in accordance with the supplier's recommendations. There is a maintenance register and daily checklist under the company's systems, 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. Contingency procedures will also include a climate change risk assessment to ensure sufficient climate change planning; and any additional controls to be implemented as part of the activities.*
- 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.*

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- 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.*

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.