

MANAGEMENT PLANS

FOR

HIGH POST GOLF COURSE

AT

GREAT DURNFORD

SALISBURY

SP4 6AT

ENVIRONMENTAL PERMIT NUMBER:

TBC

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1. Introduction:

This Management Plan covers the activities to be carried out at High Post Golf Course for the use of waste materials in construction.

It follows the guidance given by the Environment Agency in their current guidance on Environmental Management Systems at: <https://www.gov.uk/guidance/develop-a-management-system-environmental-permits> .

1.1 - Planning Permission:

Planning permission reference: 20/09239/FUL

Regrading of the existing golf driving range including formation of earth bunds and planting to end of driving range and around practice area.

1.2 - Brief Description of Sequence of Operation:

The work is localised to the driving range on site, there are a number of hollows in the current ground which cause an issue with the mechanical collection of golf balls. The driving range is also open to adjacent farm land which can prove an issue with rogue golf balls.

Therefore the ground needs to be levelled and regraded with a slight upwards slope, there will also be an earth bank around the flanks of the range to act as a cut off and prevent the loss of balls.

Inert waste will be used to re-sculpt the driving range and finished with topsoil and seeded to the required standards.

2. Specified Waste Management Operations:

2.1 - Description of Activities:

The Waste Management operations to be carried out at the facility in respect of this Working Plan are: -

R13: Storage of wastes pending any of the operations numbered R3 and R5

R3: Recycling/reclamation of organic substances which are not used as solvents

R5: Recycling or reclamation of other inorganic materials

2.2 – Waste Types:

The waste types to be incorporated into the construction will comprise of inert material only including sub soil, topsoil, hard core, slate/rocks, concrete, glass, pottery and ceramics.

A full table of acceptable waste types can be found below in table 2.2.1:

Table 2.2.1 – Permitted Waste Types

The List of Waste Regulations 2005 (which is the new name for the European Waste Catalogue, EWC) has brought the European Waste Catalogue into law within England and Wales. In relation to these regulations the list of wastes that can be accepted are noted below provided they do not consist solely of dusts, powders or loose fibres and are not liquid, sludge, hazardous, special or degradable wastes.

17	CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)
17 01	Concrete, bricks, tiles and ceramics
17 01 01	Concrete
17 01 07	Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06
17 05	Soil (including excavated soil from contaminated sites), stones and dredging spoil
17 05 04	Soil and stones including chalk other than those mentioned in 17 05 03

It is estimated that the site will need at least need 110,000 cubic metres of fill, which equates to a total of 220,000 tonnes of fill. In order to complete the project within 4 years allowing for fluctuations in inputs the annual permitted volumes to be limited to 100,000 tonnes per year.

2.3 – Hours of Operation:

Opening hours for the site can be during the following times as stated in the planning permission.

Monday – Friday 07:00 – 17:00 hours
Saturday 07:00-13:00 hours

2.4 – Site Staffing

Whenever the site is open to receive waste or is carrying out any of the specific waste management operations, it will be supervised by staff who are suitably trained and fully conversant with: -

- Waste acceptance and control procedures
- Operational controls and Environmental Monitoring
- Maintenance Requirements
- Record-Keeping
- Emergency Action Plan
- Notification to the Environment Agency

A copy of the Environmental Permit and this Environmental Management System will be kept available on site for reference when required by all staff carrying out work under the requirements of the Licence. All procedures can be found on the company document matrix.

2.5 – Changes to Technically Competent Persons:

The Environment Agency will be notified of any changes to the technically competent person responsible for the management and control of the site.

The Technically Competent Manager for the site is Janette Leach with an Open Inert Landfill WAMITAB award.

2.6 – Amendments to the Environmental Management System :

The Environment Agency will be notified of any proposed changes to the Management Plan and Supporting Information.

3 Site Engineering for Pollution Prevention and Control:

All construction work will be carried out using inert materials therefore any rainwater falling on the site will not release any contaminants. There will also be no landfill gasses as no degradable material is to be deposited as part of the construction. The features on site will be constructed by using an excavator and dozer. There is only one fuel tank onsite, a 1000ltr fully bunded tank and there are no other hazardous materials stored on site, allowing there to be a very low risk of contaminating the ground water.

The hardcore access road will be maintained on the site at all times up to the tipping face, this also will help eliminate debris on the local roads. A full environmental risk assessment can be found in appendix B for further information on Pollution Prevention and Control.

4 Site Infrastructure:

4.2 – Site Signboard:

A signboard will be provided at the entrance to the site and will include the following: -

- a) The name of the site
- b) The name of the Permit holder
- c) The Environmental Permit Number for the site
- d) The Permit Holders emergency contact and telephone number and the works telephone number
- e) Security contact number
- f) Opening Times

And the words:- “This site is Permitted by the Environment Agency (Wessex Area)” Telephone Contact Number 08708 506506

Also the words:- “This site only accepts Inert Wastes from Registered Waste Carriers”

4.3 – Site Security:

During non-opening times the site will be secured with a 5 bar gate locked with a chain and padlock. The office and welfare facility will comprise an anti vandal secure container. Any breaches in security will be recorded in the Site Diary and any damage to the entrance gate will be rectified immediately. In severe instances of fly tipping or other security breaches the Environment Agency will be notified.

5 Site Operations:

5.2 – Control of Mud and Debris:

There is an access road leading from the main carriageway to the tipping area consolidated from recycled concrete. This will significantly reduce the amount of mud leaving the site as a majority will fall off on the access road. All waste being brought in or removed from the facility will be in sheeted vehicles.

In the unlikely event that mud or debris was tracked onto the Public Highway, arrangements would be made to clean the road using site personnel or local street sweeping contractors. Hoses and brushes will be made available for hauliers to clean any mud from their vehicle

5.3 – Potentially Polluting Leaks and Spillages of Waste:

Plant and equipment on site will be inspected and maintained in accordance with the manufacturer's instructions. Spill kits will be available in the unlikely event of a spillage. No degradable or hazardous wastes are permitted on site. There is one 1000ltr bunded fuel tank located on site, the fuel is securely contained within the container and should not cause any pollution to the site.

5.4 – Fires on Site:

In the unlikely event of a fire being detected the site staff will call the fire brigade immediately and notify the Environment Agency, no matter how small or large, the fire will be recorded in the site log. The site is annually audited including the fire extinguishers by an independent qualified fire safety company.

There is no need for a fire prevention plan on site as the site accepts no combustible waste.

6 Waste Procedures and Controls:

6.2 – Waste Acceptance:

Inert wastes only are to be tipped at this facility. Wastes due to be accepted on site must go through a pre-assessment to ensure the waste is inert. This may include waste classification analysis if required to ensure the waste does not contain any hazardous substances, in accordance with WM3. The waste producers must provide this information to the operator prior to tipping. This testing will be required for large excavations or if the waste is from a potentially contaminated site. Smaller loads from non-contaminated sites may be accepted under strict visual waste acceptance.

All vehicles must report to the site office, if this office is unattended at the time then the driver must report to the machine operator on site.

At this stage the driver must present a valid Waste Transfer Note to the operative and if they are an unknown haulier must also present their Waste Carriers Licence to comply with the Waste Regulations (England and Wales) 2011. Once all the relevant information has been obtained by the operator then they can be directed where to tip.

Within 6 months of the works commencing an in-situ WAC test will be carried out on deposited waste and subsequent tests at six monthly intervals whilst waste is imported, The results of the WAC testing will be retained until the Permit is surrendered.

6.3 – Description and Transfer Notes:

The waste description must be stated on the waste transfer note and a copy must be handed to a site operative. The waste transfer note must also adhere to the Waste (England and Wales) Regulations 2011. The description of waste is checked, where possible, against the visual appearance of the load. Any loads that are not permitted on site are rejected. If no description and transfer note can be supplied or a repeat transfer note does not exist Commercial Recycling (Southern) Ltd will supply one to ensure compliance.

6.4 – Waste Control:

The machine driver directs the incoming vehicle, to the appropriate discharge point. The machine driver visually inspects the load before and whilst being tipped, looking for any substances or articles which contravene the site permit. Should the machine driver discover any items which cause him concern he will call the Manager of the site to deal with it appropriately.

6.5 – Waste Inspection:

The delivery driver is asked to wait whilst the Plant Operator assesses the load. If, as a result of an inspection a discrepancy is found the Manager using his experience and training may take one of the following courses of action.

- i) The material is not as described but falls within the permitted wastes for sites the occurrence is noted and appropriately changed on the waste transfer note.

- ii) The material is unpermitted within the terms of the site permit the waste must be re-loaded onto the delivery vehicle and send it off site.

6.6 – Waste Quantity Management System:

All vehicles must present a waste transfer note to the site operators with their nett weight stated on the ticket. All the information from the waste transfer note is to be transferred on to the Commercial Recycling (Southern) Ltd automated weighbridge software so that waste quantities can be easily looked up by all members of staff.

6.7 – Storage of Waste:

Wastes will be incorporated in to the construction phase on the day of arrival so therefore only a minimal amount of inert waste will be stored on the site at any one time. In the case of a plant breakdown the site has been designed and has made provisions to allow tipping to continue for 48hrs until other plant can be brought in or fixed.

A 15yd Roll-On / Roll-Off container will be located on the site in case of any unauthorised wastes, the container is to be kept at the tipping face so that any wastes can be quickly and efficiently removed from the construction materials.

6.8 – Waste Treatment Process:

The drivers will be directed by signage to the appropriate construction phase to tip. Waste imports will be checked by the plant operative to ensure compliance with the duty of care. If acceptable the waste will be directed to the appropriate construction phase for unloading. Any unauthorised waste identified in the inspection will be isolated and stored in the quarantine container.

Once the loads are tipped the plant operator will use the wastes in the building and reshaping of the driving range. The total amount of material needed to complete this project is estimated to be at least 110,000 cubic metres and once the ground is filled to the required levels tipping will cease.

The site will be constructed in accordance with the Planning Permission once the site is completed then the site can be formally closed and the permit surrendered.

6.9 – Emptying of Skips and Other Containers:

All containers are to be tipped at the current construction phase following the appropriate safe systems of work and adhering to site rules at all times. No more than 2 vehicles are allowed to tip at the tip face at any one time, other vehicles must wait until they can tip safely.

6.10 – Plant:

The primary piece of plant will be an excavator, EC210 supported with a D6 Dozer to construct the driving range and to move around the inert wastes. The plant and equipment will be designed, constructed and installed by competent experienced Contractors and Engineers. It will be inspected and maintained in accordance with the manufacturers instructions as appropriate. Details of all inspections and maintenance will be documented and recorded and made available for inspection by the Environment Agency as required.

7 Control of Emissions: Monitoring and Reporting

7.2 – Control Monitoring and Reporting of Dust Fibres and Particulates:

As the entire waste tipped on site is inert the risk of unacceptable levels of dust fibres or particulates being released beyond the perimeter boundary of the site is low. There are additional controls to ensure that this is the case as set out below.

7.2.1 – Control of Waste Types:

No wastes consisting or containing significant proportion of dust fibres or particulates are allowed (see table 2.2.1 of the Management Plan detailing the LoW codes accepted at the site).

7.2.2 – Handling of Wastes:

Staff monitor the waste received to ensure that the wastes are tipped to prevent unacceptable dust levels. If the waste looks to be in anyway dustier than usual, care and attention must be implemented when moving the load to reduce the possibility of any particles being released. Adequate training will take place and good operational practice will be maintained.

In order to minimise the emissions of dust the following measures will be implemented:

- Permitted wastes do not include dust, powders or loose fibres.
- During periods of prolonged dry weather tipping may be suspended or mobile dust suppression units may be utilised.
- Loaded vehicles entering the site will be enclosed or sheeted.
- Speed restrictions will be in force on site to minimise dust arising from vehicle movements.

7.2.3 – Monitoring:

The levels of dust being created by the operation will be visually monitored regularly or when alerted to a specific or potential problem. Results of monitoring are recorded on the Site Diary.

7.2.4 – Actions:

In the unlikely event that dust is created beyond the perimeter boundary fence then the following actions will be taken.

- Check whether inappropriate waste is being processed. If so cease processing and remove to unsuitable waste bins.
- Record incident in site log together with actions taken.

7.3 – Control of Odours:

No wastes consisting of substances with significant offensive odours are permitted on site. All the waste is inert and therefore will not decompose and not release any offensive odours.

7.3.1 – Control of Waste Types:

No degradable wastes are allowed on site (see table 2.2.1 of the Management Plan).

7.3.2 – Monitoring:

Staff will monitor the activities to ensure that no offensive odours are being created at the site boundary. This will be done regularly and when alerted to a specific problem, all will be recorded in the Site Diary.

7.3.3 – Actions:

Should the monitoring reveal any difficulties the following actions will be taken.

- Ensure containment of odours by closing down, covering waste, segregating and investigating source.
- Remove any problem waste from site.
- Repairs to any mechanical/electrical problems discovered.

In the unlikely event that the problem cannot be remedied, no more waste will be taken at the site until the odour is located and removed.

7.4 – Control and Monitoring of Noise:

The noise will be negligible as there is only one machine working at a time and limited number of vehicles are permitted at the tipping face so the noise is reduced and the site can be managed in an orderly fashion.

All plant are maintained to manufactures standards to help eliminate machinery noise, also a majority of the vehicles tipping are modern and maintained too to help reduce vehicle noise.

7.4.1 – Monitoring:

Noise will be monitored at the site boundary regularly and recorded in the Site Diary. If necessary or in response to a complaint, noise measurements can be carried out and the results recorded.

7.4.2 – Actions:

In the event of a noise complaint being received all the plant will be checked and the source of the noise identified so that the necessary remedial action can be undertaken.

7.5 – *Control of Pests, Birds and Other Scavengers:*

The nature of the waste accepted at the site will not generally give rise to problems with pests. Controls will be put in pace to ensure no desirable wastes are tipped on site and if so are removed and placed in the quarantine bin for disposal off site.

7.5.1 – Monitoring:

The site will be monitored by site staff for the presence of pests, rodents etc and recorded in the Site Diary.

7.5.2 – Actions:

Should pests be found on site the pest control contractor will be contacted to attend site within 48 hours and carry out appropriate pest control measures to eliminate the problem. Such call outs would be recorded on the Site Diary.

7.6 – *Control of Litter:*

Only inert materials are permitted to be tipped at the site as such the risk of litter is significantly reduced.

7.6.1 – Monitoring:

The site will be inspected at the end of the day and in response to a specific complaint.

7.6.2 – Actions:

Any litter found lying around the site will be collected by site staff and placed in the appropriate bin on site.

7.7 – Control of Mud

Since the site is an inert tipping facility there is a small potential of mud escaping the site boundary.

In order to minimise the emissions of dust the following measures will be implemented:

- Haul roads will be constructed with a 6F5 material to minimise the chance of mud getting carried on to the road.
- Hoses will be available on site to wash down any lorries with excessive mud build up prior to exiting the site.
- If excessive mud does get on to the public highway then an external road sweeper may be used to keep the road clear.

8 Pollution Control: Monitoring and Reporting

8.2 – Gas and Aerosol Monitoring:

It is not anticipated that the inert waste materials received at the facility will create any odour problems. In the unlikely event that unpleasant smelling waste is delivered to site the appropriate measures will be taken detailed in section 7.3 of this management plan. When such wastes are delivered, monitoring of any odour created will be carried out by the Site Operator at a position on the site boundary fence immediately down wind of the facility to ensure that the action taken has been successful. An entry to record the event will be made in the site diary.

8.3 – Ground Water Monitoring and Reporting:

The site only accepts dry inert materials therefore the risk of groundwater contamination is considered negligible and therefore ground water monitoring facilities are not considered necessary at the site. Prior to the deposit of waste, discussion with the golf course owners will determine the water sampling that they carry out and the suitability of their boreholes for sampling.

Any rainwater falling on the site will percolate through to the water table and follow the natural hydraulic gradient, the results of the HRA show that rain water takes a substantial amount of time to reach the ground water in the area and that natural attenuation would be substantial.

8.4 – Surface Water Quality Monitoring and Reporting:

The site only accepts dry inert waste and there are no impermeable surfaces for surface water run-off, all water will percolate as it does currently. There are no surface water course or bodies within the site. Due to the nature of the site surface water contamination is negligible and so no surface water monitoring will be required.

8.5 – Weather Conditions:

The recording of weather conditions form part of the Site Diary.

9 Accident and Emergency Plans

9.1 – Traffic Management:

High Post Golf Course is located off the A345 in between Salisbury and Amesbury, vehicles will access the site by turning off the A345 onto an unnamed lane travelling beyond the club carpark and into the project site. Once on the project site vehicles will travel along temporary constructed roads to the tipping areas.

The access roads will be monitored by the Site Manager and action taken as necessary to prevent any mud or debris being taken on to the highway.

There is a speed limit of 10mph on site. Suitable methods of controlling speed are provided i.e. signs and barriers along the access road. This will also help minimise noise and dust levels.

9.2 – Fire Prevention Plan:

As the site does not accept any combustible waste no formal fire prevention plan is required. In the unlikely event of a fire then the following steps need to be followed:

- Fire visually detected by site operative
- Site evacuated and all people on site are moved to safety
- Fire services called
- Once the fire service are on site then the fire chief will take the lead on fire fighting
- TCM calls the Environment Agency's incident line to record the incident and contact the EO for the site.
- The fire incident will be formally over when the fire chief officially hands the site back to the operator

9.3 – Potentially polluting leaks and Spills:

The only source of potentially polluting leaks or spills is from the machinery or vehicles used on site. Absorbent materials will be kept on site and in the event of any potentially polluting leak or spill occurring on site, the following action will be taken:

-
- Minor spills will be cleaned up immediately, using sand or proprietary absorbent. The resultant materials will be placed in a container for off site disposal, if appropriate, to a suitable facility.
 - In the event of a major spill, which is causing or is likely to cause polluting emissions to the environment, immediate action will be taken to contain the spillage and prevent liquid from exiting the site. The spillage shall be cleared immediately and placed in containers for off site disposal, and the EA will be informed.

Records of spillages and incidents will be kept on site recorded in the site diary together with a summary of the remedial action taken.

9.4 – General Accident Plan:

This plan relates to the management of the site with respect to accidents. A major aim of any industrial activity is to attempt to minimise the risk of accidents occurring and to ensure that if they do occur they are dealt with in an acceptable manner. The waste industry has the highest accident rate of any industry. Commercial Recycling is committed to preventing accidents and incidents to people and the surrounding environment.

The Site Manager will be responsible for:

- Ensuring that adequate precautions are put in place prior to site operations being undertaken;
- Ensuring that all site staff are aware of procedures to be followed in the case of an accident, incident or an emergency;
- Ensuring these procedures are being followed and appropriate action is taken in the event of an emergency occurring; and
- Reporting any incidents to interested parties, such as the Health and Safety Executive (HSE) and the EA, if an incident should occur.

For the purposes of this plan an incident is defined as any of the following situations where:

- An accident occurs which has caused or may have the potential to cause pollution;
- Any malfunction, breakdown or failure of plant or techniques is detected which may cause or have the potential to cause pollution;
- Any substance, vibration, heat or noise is detected in an emission from a source not authorised by a Condition of the Environmental Permit and in a quantity which may cause pollution;
- An emission of any pollutant not authorised to be released under any Condition of the Environmental Permit or other consent is detected;
- An emission of any substance, vibration, heat or noise is detected that has exceeded, or has caused, or is likely to cause to be exceeded any limit on emissions specified in a Condition of the Environmental Permit.

Any such incident will be reported internally and to the EA as required by the Environmental Permit.

An accident book will be maintained on site to record all injuries to persons on site, however minor. The Environmental Risk Assessment and health and safety risk assessments are available on request.

9.5 – Emergency Action Plan:

The purpose of this plan is to identify as many of the potential emergency situations specific to the inert tipping facility and to provide instructions as to how they should be quickly and efficiently dealt with. The Emergency/Out of Hours contact telephone number is located on the Site Identification Board located at the site entrance. The EA shall be notified of any environmental emergency on site (i.e. fire or major spillage) either by telephone or email.

Emergencies on site could include (plus others):

- Personal injury/accident or fatality
- Fires on site or detected in waste on vehicle
- Electrocutation
- Asphyxiation

These procedures apply to major incidents involving fire, accidents, electrical injuries, drowning, pollution, and security, etc. On discovering the emergency the following action is to be taken.

Assess the Situation

- ✓ Take in what has happened quickly and calmly
- ✓ Look out for any dangers to yourself and any casualty - Never put yourself at risk
- ✓ If the incident involves high voltage electricity, keep at least 18 metres away until told officially power is cut off

Make the Area Safe

- ✓ Protect any casualty from danger
- ✓ Do not try to do too much yourself
- ✓ Turn off any machines or electrical supplies at isolators

Assess any Casualty or the Extent of Damage

- ✓ Give emergency aid if you feel confident to do so
- ✓ With more than one casualty follow the feeling of your assessment and decide priorities

Get Help

- ✓ ***If necessary contact the emergency services*** then instruct someone to alert head office of the incident (01202 331560)
- ✓ When calling the emergency services always give the following information:
- ✓ Your mobile telephone number
- ✓ The exact location of the incident and how the emergency services can gain access eg....

High Post Golf Course, Off the A345, Nr Salisbury, SP4 6AT – At the driving range reconstruction

-
- ✓ The type and seriousness of the incident
 - ✓ The number, sex, and approximate age of the casualties and anything you know about their conditions
 - ✓ Details of any hazard such as gas, hazardous substances, power line damage or fog

Do not put the telephone down until the control officer clears the line!!

If the situation is not serious and does not require the intervention of the emergency services but involves personal injury please contact the Site Manager who will alert one of the Company Trained a First Aiders and carry out an internal emergency investigation.

9.6 – Complaints Procedure:

All complaints received relating to any aspect of the site and its activities will be recorded and acted upon. Complaints, and actions taken, will be either recorded in the Site Diary or on a complaints record form. If a site receives a complaint, this form should be completed and shown to the Environment Agency if requested when they next inspect the site. The forms will be used as evidence that any complaints received have been taken seriously and that actions have been taken to rectify any problems identified.

Complaints investigation procedure

In the event of any complaint, this section deals with the complaint assessment procedures. The primary role of this assessment will be to ascertain whether the complaint is associated with any site operations and what action should be taken to prevent or minimise the probability of a recurrence. It is important that any person acting on behalf of Commercial Recycling is appropriately trained and that all steps and decisions are documented.

- Step 1 – Complaint received**
- Step 2 – How to respond**
- Step 3 – Determine what to record and how**
- Step 4 – Follow-up investigation**
- Step 5 – Communication with the complainant**

10 Site Records

All tipping records for High Post Golf Course are to be kept at the companies head office at Canford Recycling Centre. This will include a record of all waste in and out of the site and tonnages. At Canford Recycling Centre the tickets from High Post Golf Course will be entered on the companies automated weighbridge system to quantify tonnages with ease and from anywhere in the company.

The Site Diary will be kept on site and completed every week. Any enquiries related to the site and requests for information should be directed to the Companies Head Office. All paper

documents are stored in secure buildings and all computer documents are backed up by hard drive.