ENVIRONMENTAL MANAGEMENT SYSTEM - EAWML 50086

The Old Mill, Tricketts Lane, Willaston, Nantwich, Cheshire, CW5 6PZ

Scanlan's (Plant Hire) Ltd

Version:	1.9	**Date:**	25 November 2025		
Doc. Ref:	TRIC-263-A	**Author(s):**	IA/CP	**Checked:**	SPH
Client No:	263	**Job No:**	004		

Oaktree Environmental Ltd

Waste, Planning & Environmental Consultants

Oaktree Environmental Ltd, Lime House, 2 Road Two, Winsford, Cheshire, CW7 3QZ
Tel: 01606 558833 | Fax: 01606 861183 | E-Mail: sales@oaktree-environmental.co.uk | Web: www.oaktree-environmental.co.uk
REGISTERED IN THE UK | COMPANY NO. 4850754

© Oaktree Environmental Ltd – The unauthorised copying or reproduction of this document (or part thereof) is strictly prohibited

Document History:

Version	Issue date	Author	Checked	Description
1.0	18/03/2015	JCM		Draft sent to client
1.1	23/03/2015	JCM		Updated with client amendments
1.2	29/04/2015	JCM		Updated with amendments
1.3	10/08/2015	JCM	RS	Issued
1.4	25/10/2016	CP	SPH	Issued
1.5	10/03/2020	IA/CP	SPH	Sent to client for comments
1.6	17/03/2020	IA/CP	SPH	Update in response to EA comments.
1.7	17/04/2025	IA	CP	EA Comments
1.8	26/06/2025	IA	CP	Application copy
1.9	25/11/2025	IA	-	Amending treatment activities in Table 1.2 in response to EA comments

THIS DOCUMENT IS DUE FOR REVIEW IN **NOVEMBER 2027** OR AS A RESULT OF ANY INCIDENTS WHICH MAY LEAD TO THE REQUIREMENT FOR IMMEDIATE REVIEW, WHICHEVER IS THE SOONER

CONTENTS

DOCUMENT HISTORY: I
CONTENTS II
LIST OF TABLES IV
LIST OF APPENDICES: V
SITE INFORMATION & KEY CONTACTS LIST VI
1 GENERAL CONSIDERATIONS 1
1.1 SITE OPERATOR/PERMIT HOLDER 1
1.2 RELEVANT CONTACTS 2
1.3 SITE LOCATION & HISTORY 2
1.4 PERMITTED OPERATIONS 3
1.5 HOURS OF OPERATION 5
1.6 LIGHTING 5
1.7 WASTE STORAGE, TYPES AND QUANTITIES 6
1.8 STAFFING AND MANAGEMENT 6
1.9 EXEMPT ACTIVITIES 7
1.10 HEALTH AND SAFETY 7
1.11 FIT AND PROPER PERSONS 7
1.12 CONVICTIONS 8
2 SITE ENGINEERING AND INFRASTRUCTURE 9
2.1 SITE LOCATION 9
2.2 SITE DESCRIPTION 9
2.3 ACCESS AND PARKING 9
2.4 NOTICE BOARD AND SIGNS 9
2.5 WEIGHING AND CATEGORISING LOADS 10
2.6 SITE OFFICE 10
2.7 SITE SECURITY 10
2.8 FUEL STORAGE 11
2.9 REJECTED / QUARANTINED WASTE 12
2.10 DRAINAGE 13
2.11 VEHICLES, PLANT AND EQUIPMENT 13
2.12 PREVENTATIVE MAINTENANCE 14
3 SITE OPERATIONS 15
3.1 PRELIMINARY PROCEDURES 15
3.2 CHECKING & INSPECTION OF LOADS 15
3.3 PRE-ACCEPTANCE PROCEDURE 16
3.4 WASTE ACCEPTANCE PROCEDURE 18
3.5 WASTE DEPOSIT 18
3.6 WASTE STORAGE DETAILS 18
3.7 WASTE TREATMENT AND HANDLING 20
3.8 WASTE REMOVAL & EXPORT 20
3.9 RECORD KEEPING 21
3.10 MANAGEMENT TECHNIQUES 23
3.11 SITE CLOSURE PLAN 24
4 ENVIRONMENTAL CONTROL, MONITORING AND REPORTING 25

4.1 Breakdowns and spillages 25
4.2 Site Inspections and Maintenance 25
4.3 Site inspection form 26
4.4 Security monitoring 26
4.5 Control of Mud and Debris 27
4.6 Control of Dust 27
4.7 Odour Control 28
4.8 Litter Control 28
4.9 Control of Pests, Birds and Other Scavengers 28
4.10 Control and Monitoring of Noise & Vibration 29
4.11 Complaints Procedure 30
5 EMERGENCY PROCEDURES & CONTINGENCIES 31
5.1 General 31
5.2 Fire 31
5.3 Spillages 33
5.4 Breakdowns 33
5.5 Drums 34
5.6 Adverse Reactions 34
5.7 Staff shortages 35
5.8 Closure of destination sites 35
5.9 Operational failure 35
5.10 Bomb Scare 35
6 WEATHER CONDITIONS & ADAPTING TO CLIMATE CHANGE 36
6.1 Climate Change 36
6.2 Flood Risk / Increased Rainfall 36
6.3 High Temperatures and Heatwaves 37
6.4 Weather Conditions 37
6.5 Conclusion 37
7 TRAINING FOR SITE STAFF 38
7.1 Training Needs Assessment 38
7.2 Site Rules and Infrastructure Training 38
7.3 Emergency Procedures Training 38
7.4 Fire Safety / Firefighting Training 39
7.5 Recognition of Waste Types Training 39
7.6 Storage Areas / Limits Training 40
7.7 Vehicle / Plant Preventative Maintenance Training 40
7.8 Duty of Care Training 40
7.9 Plant Operation Training 41
7.10 Permit / Management System training 41
7.11 Training for Contractors 41

List of Tables

Table 1.1 - Sensitive Receptors....3
Table 1.2 - Limits of activities....4
Table 1.3 - Staffing Levels....6
Table 2.1 - Site office documents....10
Table 2.2 - Plant & Equipment.....13
Table 3.1 - Waste storage table....19
Table 3.2 - Typical waste codes used under HIC Waste Transfer Station....21
Table 4.1 - Noise Management Table....29

List of Appendices:

Appendix I - Drawings

Drawing No. TRIC-263-02 – Permit Boundary Plan

Drawing No. TRIC-263-03 – Site Layout Plan

Drawing No. TRIC-263-04 – Receptor Plan

Appendix II - Record Keeping Forms (advisory only)

SPH/RF/2	-	Rejected Waste
SPH/RF/4	-	Site Diary/Inspection Form
SPH/RF/6	-	Employee Training Needs Assessment / Review
SPH/RF/7	-	Complaints Form

Appendix III - Environmental Permit

Appendix IV - Health & Safety – Conditions of Site Use for Staff and Visitors

Site Information & Key Contacts List

Site Address:	The Old Mill, Tricketts Lane, Willaston, Nantwich, Cheshire, CW5 6PZ		
Site Operator:	Scanlan's (Plant Hire) Ltd	**National Grid Ref:**	SJ 68150 52390

Contact	Description	Office hours	Out of hours
Tony Readdin	Director, Site Manager & TCM	01270 666472	07341 822366
Cheryl Frances Scanlan	Director	01270 666472	999 or 112
Dawn Wilshaw	Director	01270 666472	999 or 112
Kay Scanlan	Director & Secretary	01270 666472	999 or 112
Leighton Hospital Middlewich Road, Crewe, Cheshire, CW1 4QJ	General Enquiries	01270 255 141	999
	NHS Direct	111	999
Rope Green Medical Centre Rope Lane, Shavington, Crewe, Cheshire, CW2 5DA	Local Doctor Surgery (GP)	01270 275 990	999 or 111
Cheshire Constabulary Police Station, Beam Street, Nantwich	Local Police Non-Emergency	0845 458 6378	999 or 112
	Police Emergency	999 or 112	999 or 112
Cheshire Fire & Rescue Nantwich Fire Station, Beam Street, Nantwich, CW5 5LZ	Fire and Rescue Service (in Emergency Dial 999)	01270 625 613	999 or 112
Environment Agency Richard Fairclough House, Knutsford Road, Latchford, Warrington, Cheshire, WA4 1HT	Environmental Regulator	03708 506506	0800 80 70 60
Cheshire East Council Delamere House, Delamere Street, Crewe, Cheshire, CW1 2JZ	General Enquiries	0300 123 5500	0300 123 5025
United Utilities	Mains water and sewerage supplier	01925 237 073	999 or 112
Oaktree Environmental Ltd - Lime House, 2 Road Two, Winsford, Cheshire CW7 3QZ	Specialist waste and permitting compliance advisors	01606 558833	01606 558833

1 General Considerations

1.1 Site Operator/Permit Holder

1.1.1 Scanlan's (Plant Hire) Ltd has been the site operator and holder of an Environmental Permit (EP) (Ref. WP3298CH/V032) for the site at The Old Mill, Tricketts Lane, Willaston, Nantwich, Cheshire, CW5 6PZ, since the EP was issued on 26th October 2001.

1.1.2 This EMS has been prepared in relation to recycling operations undertaken at The Old Mill, Tricketts Lane, Willaston, Nantwich, Cheshire, CW5 6PZ authorised by a Bespoke Permit as a Physical Treatment Facility and HCI Waste Transfer Station.

1.1.3 The site receives household, industrial and commercial (HCI) and construction and demolition (CDE) waste from in-house operations and a number of other reputable carriers from the surrounding areas. The site is operated under an EP as permitted by the EA for a household, commercial and industrial waste transfer station with treatment.

1.1.4 This EMS has been prepared to meet the requirements of the following:

a) The Environmental Permitting (England and Wales) Regulations 2016.
b) Develop a management system: environmental permits.
c) Technical Guidance WM3: Waste Classification - Guidance on the classification and assessment of waste.
d) The Waste duty of care: code of practice – 2018.
e) Non-hazardous and inert waste: appropriate measures for permitted facilities published 12th July 2021.
f) Climate change: risk assessment and adaption planning in your management system.

1.1.5 A full list of relevant contacts including emergency contact numbers are provided in the Site Information & Key Contacts List section in the pre-pages of this document.

1.2 Relevant Contacts

1.2.1 The address and contact details for the operator are shown below:

Scanlan's (Plant Hire) Ltd The Old Mill, Tricketts Lane, Willaston, Nantwich, Cheshire, CW5 6PZ	**Contact:**	Tony Readdin
	Position:	Site TCM
	Tel:	01270 666472

1.2.2 Contact details for Oaktree Environmental are as follows:

Oaktree Environmental Ltd Lime House 2 Road Two Winsford Cheshire CW7 3QZ	**Contact:**	Isaac Allen
	Position:	Senior Consultant
	Tel:	01606 558833
	E-mail:	isaac@oaktree-environmental.co.uk

1.3 Site Location & History

1.3.1 The site is located at at The Old Mill, Tricketts Lane, Willaston, Nantwich, Cheshire, CW5 6PZ, as shown on Drawing No. TRIC-263-03. The national grid reference for the site is SJ 68150 52390.

1.3.2 The site comprises a number of buildings and external yard areas and lies just to the east of the village of Willaston, as shown on Drawing No. TRIC-263-02.

1.3.3 Nearby land uses include agricultural fields, the Railway Line, residential properties and neighbouring industrial and commercial properties. The nearest residential area is located approximately 20m to the south.

1.3.4 A full list of receptors within 1km of the site has been included in Table 1.1 below. A receptor plan illustrating the location of these receptors is included, see Appendix I Drawing No. TRIC-263-04 Receptor Plan.

Table 1.1 - Sensitive Receptors

Receptor	Direction from Site	Approx distance from the site boundary to the receptor boundary (m)
Commercial / Industrial		
Tricketts Lane Motors	West	Adjacent
EHC Remapping & Vehicle Diagnostics	East	Adjacent
Advantage Vehicles Ltd (Workshop)	East	100
S C Autos	East	140
Residential		
Residential properties on Dairyfields Road and beyond	North	20
Residential properties on Tricketts Mews	West	70
Residential properties on Wistaston Road and beyond	West	130
Schools		
Willaston Pre-school	West/Southwest	300
Willaston Primary School	Northwest	615
Watercourses		
Cheer Brook	South	850
Infrastructure (major roads and transport links)		
Railway Line	South	Adjacent
Shavington Bypass (A500)	South	850

1.4 Permitted operations

1.4.1 The permit boundary is outlined in green on Drawing No. TRIC-263-02. 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 storage (keeping) prior to removal, and treatment (all types of handling/processing) of waste. Waste treatment processes to be carried out on site may include the following:

a) Compacting (by loading shovel/360° excavator)
b) Sorting (with loading shovel/360° excavator or by hand)
c) Separation (by using appropriate mechanical screening plant and equipment)
d) Manual/mechanical sorting/separation with plant/machinery or by hand
e) Screening/trommeling (by using appropriate mechanical screening plant and equipment i.e. trommel screen).

1.4.3 Specified waste management on site includes waste disposal and waste recovery operations listed in Annex IIA and IIB of The Waste Framework Directive 2008/98/EC which are outlined below and referenced in the EP:

Table 1.2 - Limits of activities

Activity reference	Description of activities for waste operations	Limits of activities
A1: Non-hazardous Household, Commercial & Industrial Waste Transfer Station	**R3**: Recycling/reclamation of organic substances which are not used as solvents **R4**: Recycling/reclamation of metals and metal compounds **R5**: Recycling/reclamation of other inorganic materials **R13**: Storage of wastes pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection, on the site where it is produced) **D14:** Repackaging prior to submission to any of the operations numbered D1 to 13 **D15**: Storage pending any of the operations numbered D1 to D14 (excluding temporary storage, pending collection, on the site where it is produced)	Treatment consisting only of sorting and separation of waste for disposal (no more than 50 tonnes per day) or recovery. No more than 40,000 tonnes of waste will be accepted at the site per annum. Subject to any other requirements of this permit wastes shall be stored for no longer than 1 year prior to disposal or 3 years prior to recovery. No more than a total of 30 intact waste vehicle tyres (waste codes 16 01 03 and 19 12 04) shall be stored at the site at any one time.
	Discharge of the waste operational area site drainage (surface water effluent) from the emission point indicated on Drawing No. TRIC-263-03.	Run-off from the impermeable surface in the external yard of the waste operational area of the site used to store waste drains to surface water via an underground klargester. No visible oil or grease shall be present in the discharge. There shall be no discharge off site from the buildings used to store and or treat waste.

A2: Physical treatment facility	**R3**: Recycling/reclamation of organic substances which are not used as solvents **R4**: Recycling/reclamation of metals and metal compounds **R5**: Recycling/reclamation of other inorganic materials **R13**: Storage of wastes pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection, on the site where it is produced)	Treatment consisting only of manual and mechanical sorting, separation, screening, compaction and bulking of waste. No more than 40,000 tonnes of waste will be accepted at the site per annum.

1.5 Hours of Operation

1.5.1 The site will be open during the following hours for the delivery, receipt and processing of waste:

Monday to Friday	07:30 – 18:00
Saturday	08:00 – 12:00
Sundays, Bank/Public holidays	Closed

1.5.2 The only activities on site which will be permitted outside of these hours are onsite maintenance works, emergency deliveries of waste/plant/machinery and general office use.

1.5.3 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 Lighting

1.6.1 During official lighting up times or during times of low light the site has sufficient lighting within the working areas to permit effective inspection of waste and ensure that safe working practices are maintained on site.

1.7 Waste Storage, Types and Quantities

1.7.1 The locations of the operational and storage areas are shown on Drawing No. TRIC-263-03.

1.7.2 The waste types accepted at the site consist of solid, dry, non-hazardous, CDE and HIC wastes as defined in the Controlled Waste (England & Wales) Regulations 2012 and Section 75 of the Environmental Protection Act 1990. The wastes are collected from householder, industrial and commercial sources.

1.7.3 The throughput of the site will be to a maximum of 40,000 tonnes per annum.

1.7.4 If the maximum storage capacity of the site is reached, then no further waste will be accepted until waste can be removed from the site and taken to a suitably permitted or exempt site.

1.8 Staffing and management

1.8.1 The table below details the minimum number of staff when the site is open for the reception and processing of waste.

Table 1.3 - Staffing Levels

Position	Employees	Responsibilities
Site Manager & TCM	1	Ensuring that the site is being operated in accordance with the Environmental Permit and in-line with attendant regulations
Machine / Plant / General Operatives	2	Waste handling/processing, reception and plant operation
Office Clark / Administration	2	General administration

1.8.2 Additional temporary staff may be employed on site during busy periods to carry out site maintenance works, plant maintenance, administration and record keeping.

1.9 Exempt Activities

1.9.1 Activities which are outside the scope of the EP for the site (listed in Schedule 3 of The Environmental Permitting (England and Wales) Regulations 2016) will only be carried out at the recycling centre under a registered exemption and the relevant details would be registered with the EA prior to commencement.

1.9.2 The site does not currently have any registered exemptions.

1.10 Health and safety

1.10.1 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.

1.11 Fit and proper persons

1.11.1 Mr Tony Readdin is the site's full time technically competent manager (TCM) and is in possession of a Waste Management Industry Training and Advisory Board (WAMITAB) Certificate of Technical Competence (COTC). He will ensure that operating conditions are met and storage quantities are not exceeded.

1.11.2 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.

1.12 Convictions

1.12.1 At the time of application, neither Scanlan's (Plant Hire) Ltd nor any of the relevant people within the company had been convicted of a relevant offence.

2 Site Engineering and Infrastructure

2.1 Site location

2.1.1 The site is located at The Old Mill, Tricketts Lane, Willaston, Nantwich, Cheshire, CW5 6PZ

2.2 Site Description

2.2.1 The site infrastructure is illustrated on Drawing No. TRIC-263-03.

2.3 Access and Parking

2.3.1 The site is accessed from Trickett's Lane and parking is available on site.

2.4 Notice Board and Signs

2.4.1 A notice board will be erected at the site entrance displays the following information:

a) The site name and address.
b) The name of the permit holder and operator.
c) The Environmental Permit number and accompanying statement stating that the site is permitted by the Environment Agency.
d) Environment Agency contact details, Emergency No. 0800 80 70 60 and
e) General Enquires No. 03708 506 506.
f) Operator's "out of hours" emergency contact details (07341 822366).
g) Operating hours.

2.4.2 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.

2.5 Weighing and Categorising Loads

2.5.1 It is proposed the weight of each load into and out of the site will be weighed using a weighbridge to obtain accurate data for the purposes of providing waste returns and tracking the annual throughput of waste.

2.6 Site Office

2.6.1 The site office will be located as shown on Drawing No. TRIC-263-03. The documents listed below will be retained in the site office.

Table 2.1 - Site office documents

Documents to be retained in site office
The Environmental Permit (original & any subsequent variations)
This Environmental Management System (EA agreed document)
Fire Prevention Plan (EA agreed document)
Technical Assessments i.e. OMP, DEMP, NVMP (EA agreed documents)
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)
Hazardous waste consignment notes (rejected waste, etc., kept for 5 years)
Waste delivery tickets
Accident book (& 1st aid kit)

2.7 Site Security

2.7.1 The main entrance gates are located as shown on Drawing No. TRIC-263-03 and are of palisade galvanised steel construction to a height of 2.4m. The gates are padlocked at all times when the site is not in use, to prevent unauthorised vehicular and pedestrian access. In addition, the site is surrounded by a combination of galvanised steel palisade fencing to a height of 2.4m and concrete post/panel fencing.

2.7.2 The site has 24 hour remotely accessible CCTV system which covers all areas of the site and can be accessed by the site management outside of operational hours. The site also benefits from alarms on all buildings which will alert the out-of-hours contacts in the event of any intrusion.

2.7.3 The site security measures will be inspected on a daily basis and any defects which impair the effectiveness of the security will be repaired by the end of the working day. If this is not possible, temporary measures will be put in place to ensure no unauthorised access to the site can be gained until the proper repairs can be carried out as soon as practicably possible.

2.7.4 If unauthorised access becomes apparent as a problem at the site the security measures will be reviewed and improvements implemented.

2.8 Fuel storage

2.8.1 The site will store gas cylinders in a designated area as detailed on Drawing No. TRIC-263-03

2.8.2 The following procedures will apply for any fuel storage:

a) Tanks will be surrounded by a bund capable of containing a minimum of 110% of the volume of liquid stored in the tank.
b) All pipework and associated infrastructure will be enclosed within the bund.
c) A lock will be fitted to the tank valve to prevent unauthorised operation.
d) Any oil storage facility will comply with the Control of Pollution (Oil Storage) (England) Regulations 2001 SI No.2954.
e) All valves and gauges on the bund will be constructed to prevent damage caused by frost.
f) No combustible waste will be stored within 6 metres of the tank.
g) The tanks will be clearly marked showing the product within and also its capacity.

2.9 Rejected / quarantined Waste

2.9.1 A waste may be non-conforming and rejected from the site for any of the following reasons:

a) Delivery vehicle is unsuitable for site operations / conditions.
b) The waste types are not acceptable at the site under the Environmental Permit.
c) There is prohibited waste mixed within the load.
d) The load is not accompanied by the correct documentation.
e) The waste does not match the description on the accompanying documentation.
f) The waste is unsuitable for treatment.
g) This list is not exhaustive, if unsure speak to the site manager.

2.9.2 If waste is identified as being unacceptable at the site entrance or at the point of offloading the site manager will be contacted and a Waste Rejection Form issued to the driver. The driver of the load will be informed of the load's rejection, reason for the rejection and requested to leave the site.

2.9.3 If waste has been removed from the delivery vehicle and cannot be reloaded, the rejected waste will be stored in the quarantine area and the customer will be contacted and arrangements to remove the quarantined waste will be made, a copy of the rejection form containing reasons for the rejection will be supplied.

2.9.4 Clearly labelled enclosed skips/containers are provided for the deposit of rejected waste which cannot be removed from the site immediately. The location may be varied as operating conditions permit (i.e. to permit the loading of rejected wastes) but clear labelling and management control will ensure its use as specified.

2.9.5 If arrangements for the customer to remove the waste cannot be made, the Operator will make these arrangements. Waste materials in the quarantine area will be exported off site by a suitably licenced waste carrier to an appropriately permitted facility.

2.10 Drainage

2.10.1 All surface water arising from the waste operational area of the site drains into a central gulley which is grated to remove any items of waste, silt, stones etc.. which then feeds into an underground klargester which will remove any water pollution before draining into a soakaway beneath the railway line.

2.10.2 The drainage layout is detailed on Drawing No. TRIC-263-03.

2.10.3 The operator will undertake monthly sampling of the treated water inside the klargester and have this analysed by an accredited lab.

2.10.4 The operator will ensure the klargester and all other drains on site are emptied (if blocked) and serviced on a 12-weekly basis until determination of the permit to ensure the drainage system is suitable.

2.11 Vehicles, Plant and Equipment

2.11.1 Waste will be handled using the plant listed below. Only trained operators will be permitted to drive/operate the plant. Any changes to the list will be notified to the EA prior to implementation

Table 2.2 - Plant & Equipment.

Item	Number	Function
Weighbridge	1	Determine load weights in/out
Loading shovel	1	Loading/unloading/movement/sorting
360º tracked excavator	1	Loading/unloading/movement/sorting
Mobile trommel screen	1	Screening of waste

Note: The plant/equipment on site may vary and additional equipment may be hired-in to cope with busy periods, larger jobs or jobs with specific requirements.

2.12 Preventative Maintenance

2.12.1 Plant and vehicles (including engines) will be maintained and serviced in line with manufacturers recommendations. The preventive maintenance checklist will be populated with items that are required to be maintained on a regular basis, see Appendix II. Any outcomes, defects and actions taken will be recorded on this form and/or in the site diary.

2.12.2 The preventative maintenance checklist will be updated when new plant or equipment that requires scheduled maintenance is implemented on site.

2.12.3 Site management will undertake or delegate additional preventative maintenance checks on a more frequent basis i.e. daily, before, during and 1 hour at the end of each working day using a checklist similar to that in Appendix II to ensure the following:

a) Mobile plant is mechanically sound for use and no presence of black fumes or trailing liquids visible prior to use or following shutoff of plant/equipment.
b) Mobile plant is stored in the out-of-hours plant storage area as shown on Drawing No TRIC-263-03 following cessation of activities and external separation distances of 6m are observed between plant and any combustible or flammable material.
c) In the building, all plant will be powered down and completely shut off prior to cessation of operations on any given day.
d) Plant which is not in use for any extended period is stored at least 6 metres from combustible or flammable material.

2.12.4 All mobile plant will contain firefighting equipment inside.

3 Site Operations

3.1 Preliminary Procedures

3.1.1 Guidance is 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 the EP is available in Appendix III of this EMS. Visitors to the site will sign the visitor's book upon arrival and exit stating the purpose of their visit and whom they represent. The procedures below are followed prior to the receipt of waste on site.

3.1.2 When a driver employed by the permit holder arrives at the waste producers' premises, he/she will inspect the load for conformity with relevant regulations and safety procedures:

a) If the load is satisfactory the driver will sign the relevant paperwork (Duty of Care transfer note/delivery ticket) and remove the load from the premises.
b) If the waste does not meet the description stated on the controlled waste transfer note the customer is advised to 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 recycling centre, then the customer is advised that the waste must be taken to another site which is appropriately permitted to accept the waste(s).
d) If further instructions are needed the driver may also report back to the site manager.

3.2 Checking & 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 transfer note and company documentation will be further checked by the operator to ensure that the load is acceptable at the site. The weight of all loads will be recorded using a weighbridge or agreed WRAP conversion weights for loads where the weight is not known upon receipt at the site. Any deviation from these procedures or problems with any loads will be reported to the site manager.

3.2.2 All vehicle drivers must report to the site/weighbridge office upon arrival at the site. Each load will be weighed, recorded and its contents inspected. All waste accepted on site will be directed to the appropriate reception area.

3.2.3 Once a load has been accepted 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 material complies with the EP. If non-compliant waste is discovered before deposit, the load will not be accepted and disposed of at an approved facility. 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 Loads are also examined at the point of unloading. If they are found to be unacceptable at this point the load will be reloaded and returned to source. If small levels of contamination are noted they are handpicked and reject material placed in a skip for safe disposal.

3.2.5 If hazardous waste or suspected hazardous waste is deposited on the site the material will be isolated with precautions taken to absorb any spillages and the area cordoned off. The EA will be contacted as a matter of urgency and the material left in situ until removed under the EA's instruction.

3.3 Pre-acceptance Procedure

3.3.1 Waste arising from domestic sources have the potential to contain hazardous materials that may have been deposited into a skip. Prior to any skips being sent out for domestic purposes, customers will be informed of what materials can be disposed of within a skip.

3.3.2 Waste assessment comprising stringent pre-acceptance checks will be carried out on all loads upon collection and prior to them entering the site, this will include, but is not limited to, visual and olfactory checks of the load for any signs of contamination/non-conforming materials. If during the inspection there is evidence of visual or olfactory contamination, the material may be rejected and may result in the customer being subject to a penalty. The customer may also be informed to remove the hazardous material and dispose of the

material at an alternative suitably licensed facility. If the customer continues to not comply with the requirements, the operator will no longer hire out skips to them.

3.3.3 All loads will be inspected again upon entering the site using the same visual and olfactory checks as previously mentioned. It is difficult to inspect a load prior to tipping so material will be inspected during tipping activities so that any non-conforming materials can be identified, removed and transferred into the rejected waste container and recorded on the rejected waste form shown in Appendix II. Evidence of all waste assessment will be documented and be accompanied with the relevant duty of care note/company documentation.

3.3.4 Any waste arising from the waste producer/contractor will be assessed and classified in accordance with the guidance in WM3. The operator will require confirmation of the WM3 assessment and be provided with the accompanying transfer note or HWCN. Wastes are the subject of a visual inspection and examination on reception. If there is visual or olfactory evidence that wastes have been mis-classified as non-hazardous or mis-coded by the waste producer, the waste is quarantined in a sealed area pending further testing or removal from site to a suitably authorised facility for further recovery / disposal.

3.3.5 Notwithstanding the above, if a load of incoming waste is found to have substance concentrations which do not cause the waste to be classified as hazardous under WM3, but nevertheless are sufficiently close to the limit values that waste may be classified as hazardous, the operator may have the waste removed from site for recovery / disposal elsewhere rather than treating it at the site for commercial reasons.

3.3.6 It is worth noting that all waste will be initially hand sorted onsite and therefore materials can be identified and segregated accordingly. Mirror non-hazardous codes i.e. soil and stones will be subject to sampling and analysis prior to being removed from site as a non-hazardous mirror code.

3.3.7 Any deviation from the procedures or problems with any loads will result in tipping facilities being suspended for the offending company/producer. Loads which are not acceptable within the above terms will be rejected.

3.4 Waste Acceptance Procedure

3.4.1 All incoming vehicles upon arrival are required to report to the person in charge of waste acceptance at the site. The details of the load will be recorded, and the duty of care note/company documentation will be further checked by the operator to ensure that the load is acceptable at the site, including a visual check prior to the vehicle proceeding to the tipping area. Any deviation from the procedures or problems with any loads will result in tipping facilities being suspended for the offending company. Loads which are not acceptable within the above terms will be rejected.

3.5 Waste deposit

3.5.1 Vehicles delivering the waste will be directed to tip in the area shown on Drawing No. TRIC-263-03.

3.6 Waste storage details

3.6.1 The following table details the proposed maximum pile sizes and duration for all permitted wastes stored on site.

Table 3.1 - Waste storage table

Waste storage area details													
Plan Ref	**Description**	**EWC Code(s)**	**Processed / unprocessed**	**Containment**	**Max width of pile (m)**	**Max length of pile (m)**	**Max height of pile (m) (Out-of-hours)**	**Operational storage height (m)**	**Approx. area (m2)**	**Conversion factor used**	**Approx. volume (m3)**	**Tonnage (approx.)**	**Storage duration**
AREAS 1 - 3	Mixed waste tipping/sorting areas (temporary stockpile)	17 09 04, 20 03 01, 19 12 12	Hand sorted or using excavator	Free-standing	4.5	4	2	3	17	0.333	12 (per area)	50	<12 hours (cleared by end of working day)
AREA 4	Mixed waste	17 09 04, 20 03 01, 19 12 12	Hand sorted or using excavator	Free-standing against building walls	9	15.4	2	3	70	0.75	105	100	<48 hours
AREAS 5 - 7	Sorted containers comprising general waste	17 09 04, 19 12 12, 20 03 01	Hand sorted from Area 1-4 above	In containers up to 40cuyd	6.1	2.44	2.62	2.62	15	1	39	20 - 30	<72 hours
AREA 8	Sorted container comprising wood	15 01 03, 17 02 01, 19 12 07, 20 01 38	Processed – hand sorted or using excavator	In containers up to 40cuyd	6.1	2.44	2.62	2.62	15	1	39	20 - 30	<1 week
AREA 9	Sorted container comprising metals	17 04 05, 17 04 07	Processed – hand sorted or using excavator	In containers up to 40cuyd	6.1	2.44	2.62	2.62	15	1	39	20 - 30	<1 month
AREA 10	Sorted container comprising plasterboard	17 08 02	Processed – hand sorted or using excavator	In containers up to 40cuyd	6.1	2.44	2.62	2.62	15	1	39	20 - 30	<1 month
AREA 11	Sorted container comprising green waste	20 02 01	Processed – hand sorted or using excavator	In containers up to 40cuyd	6.1	2.44	2.62	2.62	15	1	39	20 - 30	<2 weeks
AREA 12	Soil bay	17 05 04, 17 09 04, 20 02 02	Source segregated or hand sorted/ processed via trommel/screener	Free-standing inside a three-sided concrete wall	6.2	3.5`	3	3	18	0.75	40	50	<6 months
AREA 13	Hardcore/stone bay	17 01 01, 17 01 02, 17 01 03, 17 01 07, 17 09 04, 19 12 09, 20 02 02	Processed – hand sorted or using excavator	Free-standing inside a three-sided concrete wall	9	4	3	3	32	0.75	75	50	<6 months
AREA 14	Overflow Hardcore & stone	17 01 01, 17 01 02, 17 01 03, 17 01 07, 17 09 04, 19 12 09, 20 02 02	Source segregated or hand sorted/ processed via trommel/screener	Free-standing inside a three-sided concrete wall	10	12	3	3	95	0.333	95	50	<6 months
AREA 15	Overflow soil	02 01 01, 02 03 01, 02 04 01, 17 05 04, 17 09 04, 19 12 12, 20 02 02	Processed – hand sorted or using excavator	Free-standing inside a three-sided concrete wall	14	15	3	3	150	0.333	150	50	<6 months

If the maximum storage capacity of the site is reached, then no further waste will be accepted until waste can be removed from the site and taken to a suitably permitted or exempt site.

3.7 Waste treatment and handling

3.7.1 Once a load has been accepted by the operator, the contents will be discharged into the appropriate reception, storage and treatment area as shown on Drawing No. TRIC-263-03 and in accordance with the following procedures:

a) Following deposit, recyclable materials will be initially sorted from the waste in the waste transfer sorting shed.
b) Following this, the mixed loads will be further sorted into different elements i.e. general, wood, metals, plasterboard & green waste and stored in containers.
c) Inert material will be processed externally using the trommel on site.
d) Following processing, these materials will be moved to the appropriate storage area prior to offsite removal.

Trommel

e) Waste will be loaded into the feed hopper of the plant using a 360^{o} tracked excavator or a loading shovel equipped with a bucket. This process will then sort, separate and reduce the size of material.
f) Such screens have interchangeable mesh screens to permit the production of a wide range of product sizes (<3 mm to 20 mm).
g) The material will be transferred to the relevant storage area prior to being removed from site.

3.8 Waste removal & export

3.8.1 When a collection vehicle arrives at the site the driver will be instructed to report to the site office or the site manager. All relevant documentation will be completed, and the vehicle will be passed to pick up the waste and take it to the designated recycler/disposal site.

3.8.2 The typical EWC codes/wastes which will be removed from site throughout the year are shown in the table below:

Table 3.2 - Typical waste codes used under HIC Waste Transfer Station

List of Waste codes	Description
17 02 01	Non-hazardous wood arising from mixed C&D operations
17 04 07	Non-hazardous mixed metals arising from mixed C&D operations
17 08 02	Plasterboard/gypsum
17 09 04	Residual waste arising from mixed C&D waste
17 09 04	Mixed construction and demolition (mixed C&D) waste
20 02 01	Non-hazardous green waste arising from mixed C&D operations
20 03 01	Mixed municipal waste

3.9 Record keeping

3.9.1 Scanlan's (Plant Hire) Ltd use detailed waste transfer and product notes in paper and electronic form to ensure compliance with the Waste Duty of Care Code of Practice - March 2016 (Section 34(9) of the Environmental Protection Act 1990). The following points detail the correct information required in order to comply with the Waste Duty of Care Code of Practice which the operator will provide on all documentation:

a) a written description of the waste which has been agreed and signed by the operator and the next holder. The description is part of the waste information the operator will provide.

b) a statement confirming that the operator has fulfilled the duty to apply the waste hierarchy as required by regulation 12 of the Waste (England and Wales) Regulations 2011 (see Waste Hierarchy Guidance for England and Wales)

c) the description of the waste is accurate and contains all the information required to ensure the lawful and safe handling, transport, treatment, recovery or disposal by subsequent holders, including classification of the waste by using the appropriate codes (referred to as the List of Wastes (LoW) or European Waste Catalogue (EWC)) - Appendix A of the Waste Classification Technical Guidance provides a list of the codes as well as advice on how to assess and classify waste.

d) the quantity and nature and whether it is loose or in a container, if in a container, the type of container

e) the time and place of transfer

f) the SIC code of the transferor (current holder of the waste)

g) the name and address of the transferor and transferee (person receiving the waste) and their signatures (the signature can be electronic as long as an enforcement officer can view it)

h) the capacity in which the transferor and transferee are acting (e.g. as a producer, importer or registered waste carrier, broker or dealer) and their relevant authorisation to act in that capacity (e.g. their permit number or registration number).

3.9.2 For non-hazardous waste this will be done by using:

a) a paper WTN and form to fill in or alternative documentation e.g. an invoice, as long as it contains all the required information.

b) a season ticket which is a single waste transfer note that covers a series of non-hazardous waste transfers. The season ticket will last up to one year and be used for regular transfers of the same type of non-hazardous waste with the same carrier. If the operator has several sites serviced by the same carrier with the same types of waste collected, these can be listed in a schedule to the season ticket. The operator will keep a record of the collection times and the quantity of waste.

3.9.3 A waste information note will not be required for non-hazardous waste if the waste holder does not change on the transfer of waste e.g. the waste is moved to other premises belonging to the same business. However, it is best practice that the business understands who has responsibility for that waste and a record is kept of internal transfers for audit purposes.

3.9.4 **Hazardous waste:** The site will not be accepting any hazardous waste into the site. In the unlikely event that hazardous waste is accepted into the site, this will be done using a fully completed hazardous waste consignment note and sent to a suitably permitted site. The records of which will be kept for 5 years. Any hazardous waste accepted using a HWCN will be reported to the EA’s hazardous waste team using their consignee returns spreadsheet on a quarterly basis in line with legislation.

3.9.5 A summary of waste types and quantities deposited at and removed from 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 the year 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)

3.9.6 Outcomes of inspections of waste types, hardstanding areas, transfer areas, storage areas, drainage channels, etc. are recorded using the site inspection form SPH/RF/2 or similar document and detailed comments are entered into the site's diary (including action taken or proposed).

3.9.7 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.

3.10 Management techniques

3.10.1 All measures necessary to achieve a high level of protection of the environment and to ensure that the site is operated in accordance with this EMS and EP conditions will be strictly adhered to.

3.10.2 The manner in which the facility is managed is a critical element in ensuring emissions from the site operations are minimised. Therefore, management of this facility will ensure:

a) staff are competent to manage and operate the facility i.e. fit and proper persons;
b) waste acceptance procedures are in place;
c) appropriate storage and handling procedures are in place;
d) waste/product despatch procedures are in place;
e) procedures and control techniques in place to minimise potential emissions to air, land and water;
f) there is an EMS, i.e. this document, in place to ensure standards are maintained, including incidents and complaints management procedures;

g) a communication programme is in place; and,

h) a health and safety programme is in place and is coherently conveyed to all staff and rigorously enforced throughout the whole of the organisation.

3.11 Site closure plan

3.11.1 In the event that the site ceases to operate as a waste transfer facility 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) Following removal of all waste, plant and machinery from site a Site Investigation will be undertaken to ascertain the ground conditions of the land to which the site relates.

d) A surrender application will then be submitted to the EA for determination.

4 Environmental Control, Monitoring and Reporting

4.1 Breakdowns and spillages

4.1.1 In the event of breakdown of the loading 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 securely 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 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 the 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 a daily inspection form. 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 including gates and fencing 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 completed.

4.2.3 Any major defects found during the daily site inspection will be repaired at the time they are found, where possible. If a repair is not possible 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 daily inspection form with repairs/solutions being carried out immediately.

4.3 Site inspection form

An inspection form for the purpose of recording site activities will be maintained on site and be used to record information relevant site operations. The following information will be recorded:

a) The identity of the signature of the inspection personnel;
b) The date and time of the inspection (or event);
c) The inspection details and any actions taken; and,
d) The name of the nominated deputy in the absence of the site manager.

4.4 Security monitoring

4.4.1 The security infrastructure including CCTV and site perimeter will be checked daily by operational staff to ensure it is fit for purpose and functioning adequately. Any defect will be reported to the site manager / TCM and noted on an inspection form to ensure the issue is rectified as soon as practically possible.

4.5 Control of Mud and Debris

4.5.1 Vehicles will be visually inspected before exit to check that loads are safe and that no mud is carried out onto the site's access road from the wheels or bodies of HGVs. Visual inspections of the vehicle running surfaces at the site will be carried out daily and staff will report any problems with mud or debris on the site roads immediately to the site manager.

4.5.2 The deposit of material on the access road 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.

4.6 Control of Dust

4.6.1 Due to the waste types handled on site, dust may become an issue. However, the operator is aware that the containment of dust on site and the prevention of its escape is paramount to operational compatibility with these residents and businesses.

4.6.2 In addition to the above, a number of dust mitigation measures are implemented on site including:

a) Ensuring a constant supply of mains water is available for dust suppression during periods of windy and dry weather conditions;
b) sheeting of vehicles delivering waste to the site (if necessary);
c) sheeting of vehicles transporting potentially dusty loads off site;
d) use of a mains water to damn down material stockpiles, vehicle running services, vehicle loads and processing areas;
e) stockpiles will be kept to a minimum as operating conditions allow;
f) drop heights **ALWAYS** minimised to prevent dust emissions.

4.6.3 The site manager or designated operative will carry out regular visual inspection for dust emissions and record any findings and action taken in a site diary and/or on inspection form SPH/RF/4.

4.7 Odour Control

4.7.1 Strict turnaround times for any wastes which could give rise to odours will mean that the site will present a low risk of odour nuisance. If malodorous waste is deposited on site, it will be consigned to the skip for rejected waste or removed from the site immediately.

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

4.8 Litter Control

4.8.1 Given the nature of waste accepted at the site (i.e. light waste) and the external operations, there is a risk of litter from the site so careful management is required to reduce the risk.

4.8.2 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. In any event, all light waste will be placed in skips before the end of the working day. Regular checks of the areas immediately beyond the site boundary will be carried out by site operatives.

4.8.3 In the event of high winds the light waste will be transferred to a sealed skip to prevent it being blown off site.

4.9 Control of Pests, Birds and Other Scavengers

4.9.1 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.

4.10 Control and Monitoring of Noise & Vibration

4.10.1 The location and surrounding land uses means noise associated with the operations will not greatly increase the existing noise level in the surrounding area. The waste operations will be carried out using the best practicable means at all times. The likely sources of noise arising from the development; and, the actions to be taken / procedures to be followed or planned to prevent or minimise levels are shown below.

Table 4.1 - Noise Management Table

Potential Noise Source	Action to be taken to prevent or minimise noise
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 will be spread out evenly throughout the 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. 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.
Operation of treatment plant	• Engines to be switched off when not in use. • Plant to be well maintained and operated with silencers. Moving parts to be regularly lubricated. • Operation of the mechanical treatment plant in strict accordance with the hours set out in the NVMP. • If mechanical treatment plant is causing a noise nuisance due to a malfunction, the plant will be shut down until the problem is rectified.
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.

4.10.2 Plant and equipment are not to be left idling and only used when necessary to minimise noise levels.

4.11 Complaints Procedure

4.11.1 Any third party complaints received will be recorded on form SPH/RF/7 and will include a record of the complaint, particulars of the complainant and details of any action taken to alleviate the problem to ensure the likelihood of a future third party complaint is minimised.

5 Emergency Procedures & Contingencies

5.1 General

5.1.1 In addition to obligations imposed by RIDDOR '13 (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) the permit holder will notify the EA of any serious injuries to employees of Scanlan's (Plant Hire) Ltd, 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 emergency. 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 No waste will be burnt and no fires will be allowed on site. In the event of a fire occurring on site, the operator/site supervisor will exercise his judgement and extinguish the fire with the water hose or suitable fire extinguisher and/or call the fire service for assistance. Any fires will be reported to the EA on the working day that they occur. All staff will be evacuated from the site if necessary. Smoking is not permitted on site. Firefighting residues will be disposed of to a permitted waste management facility.

5.2.2 The site has an FPP which is referenced as TRIC-263-B and available to all staff/visitors at the site and kept in the site office. The FPP sets out requirements to meet the following objectives:

a) To minimise the likelihood of a fire happening;
b) To aim for a fire to be extinguished within 4 hours;
c) To minimise the spread of a fire within the site and to surrounding neighbouring sites; and,
d) To minimise impact of fire on people, environment and businesses.

5.2.3 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 Fuel which may be stored on site will be contained within a bunded receptacle/container to contain any primary leaks. If any oil and vehicle maintenance chemicals are kept on site, they will be stored securely. In the event of a spillage 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 facility.

5.3.2 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.

5.3.3 All site surfaces will be inspected daily for the presence of spillages when the site is in operation. Debris will be swept as required and placed in a skip for further processing on site and sent to a suitably permitted site.

5.3.4 All wastes liable to give rise to contamination will be removed from the site within an EA agreed timescale.

5.4 Breakdowns

5.4.1 In the event of plant breakdowns, alternative plant will be sourced until the existing plant is repaired to prevent potential over stockpiling of waste. If an alternative plant cannot be used then waste will be stored securely until the plant is repaired and if necessary, waste will be diverted to an alternative site. The repair will be carried out at the most convenient location with absorbents used to clear oil or fuel spillages; most likely on the concrete surface.

5.4.2 Essential spares for plant maintenance are kept on site to ensure a repair can be carried out efficiently.

5.5 Drums

5.5.1 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 EA 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.

5.6 Adverse Reactions

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

5.7 Staff shortages

5.7.1 In the event of unforeseen staff shortages arising from illness, suspension or no shows, the operator will make a judgement whether to reduce the number of incoming loads and divert material to an alternative site. The operator will then seek further employment within a timely manner to ensure the site can continue to operate at its required capacity.

5.8 Closure of destination sites

5.8.1 In the event of destination site closures or seasonal demands for wastes leading to a longer storage duration, the operator can divert incoming waste and send stored waste to one of alternative sites or use the EA's public register for alternative sites who could take this material and then contact the destination site. The operator has more than one contract set up for outlets of material to plan for this event.

5.9 Operational failure

5.9.1 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.

5.10 Bomb Scare

5.10.1 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 EA will be kept informed of the events on site.

6 Weather conditions & adapting to climate change

6.1 Climate Change

6.1.1 The Met Office UK Climate Projections (UKCIP) has developed scenarios of climate change, which are summarised as:

a) Warmer, wetter winters
b) Hotter, drier summers
c) Increased frequency and intensity of extreme weather (storms, droughts, intense downpours)

6.1.2 Reflecting these, the UK Climate Change Risk Assessment (CCRA) identifies a number of priority risks and opportunities. The likely direct climate change-related threats that can be considered to be of most relevance to minerals planning and management are:

a) increases in the probability and severity of flooding (fluvial, groundwater, surface);
b) exposure to high temperatures and heatwaves; and
c) shortages in availability of water.

6.2 Flood Risk / Increased Rainfall

6.2.1 The site is located within a Flood Zone 1 which is defined as an area with the lowest probability of flooding.

6.2.2 The site is secured with sufficient fencing surrounding the perimeter, in the event of a flood the site will be secured to minimise the risk of flood water entering the site. The site will retain firewater booms on site, these can also be used in the event of a flood to prevent flood water entering the site.

6.2.3 Therefore, it is considered that the proposed operations would not increase the risk of flooding elsewhere.

6.3 High Temperatures and Heatwaves

6.3.1 It is considered high temperatures would not increase the risk of fires at the site as incoming mixed waste is stored internally within the building and separated materials will be stored within containers.

6.3.2 In terms of any potential fire risks through self-combustion of waste or other stored material on site, measures to prevent this scenario occurring are clearly shown within the site's FPP document.

6.4 Weather Conditions

6.4.1 The site is set up to receive weather alerts from the Met Office for the following weather conditions which could cause a potential complaint off site or potential breach of permit:

a) Prolonged periods of heavy rainfall causing mud and surface water ponding.
b) Periods of cold weather leading to freezing.
c) High winds creating a risk of litter and dust escaping beyond the site boundary.
d) Droughts or periods of hot weather which could lead to heating of combustible waste, water shortages, hosepipe bans and excessive dust.
e) Dense fog leading to poor visibility causing accidents.

6.4.2 It is not considered any of the above would impact operations significantly as all incoming mixed waste is storage within a building, the building would provide shelter from all of the above weather conditions.

6.5 Conclusion

6.5.1 The options to mitigate and adapt to climate change are also limited. The options identified in this section are considered to be proportionate, practicable and deliverable and it is considered this site would not be affected by climate change or adverse weather conditions.

7 Training for Site Staff

7.1 Training Needs Assessment

7.1.1 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.

7.1.2 An employee training record (i.e. SPH/RF/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.

7.2 Site Rules and Infrastructure Training

7.2.1 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.

7.2.2 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.

7.3 Emergency Procedures Training

7.3.1 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.

7.3.2 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.

7.4 Fire Safety / Firefighting Training

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

7.4.2 Emergency procedures detailing what measures employees should adopt should a fire occur at the site are also detailed in Section 5.2 and are covered by the 'emergency procedures' training (see Section 7.3).

7.4.3 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 7.1.

7.5 Recognition of Waste Types Training

7.5.1 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.

7.5.2 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.

7.6 Storage Areas / Limits Training

7.6.1 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.

7.6.2 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.

7.7 Vehicle / Plant Preventative Maintenance Training

7.7.1 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.

7.7.2 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.

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

7.8 Duty of Care Training

7.8.1 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.

7.9 Plant Operation Training

7.9.1 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.

7.9.2 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.

7.10 Permit / Management System training

7.10.1 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 and EMS in the site office. All managerial positions will be made fully aware of the site's operating conditions.

7.11 Training for Contractors

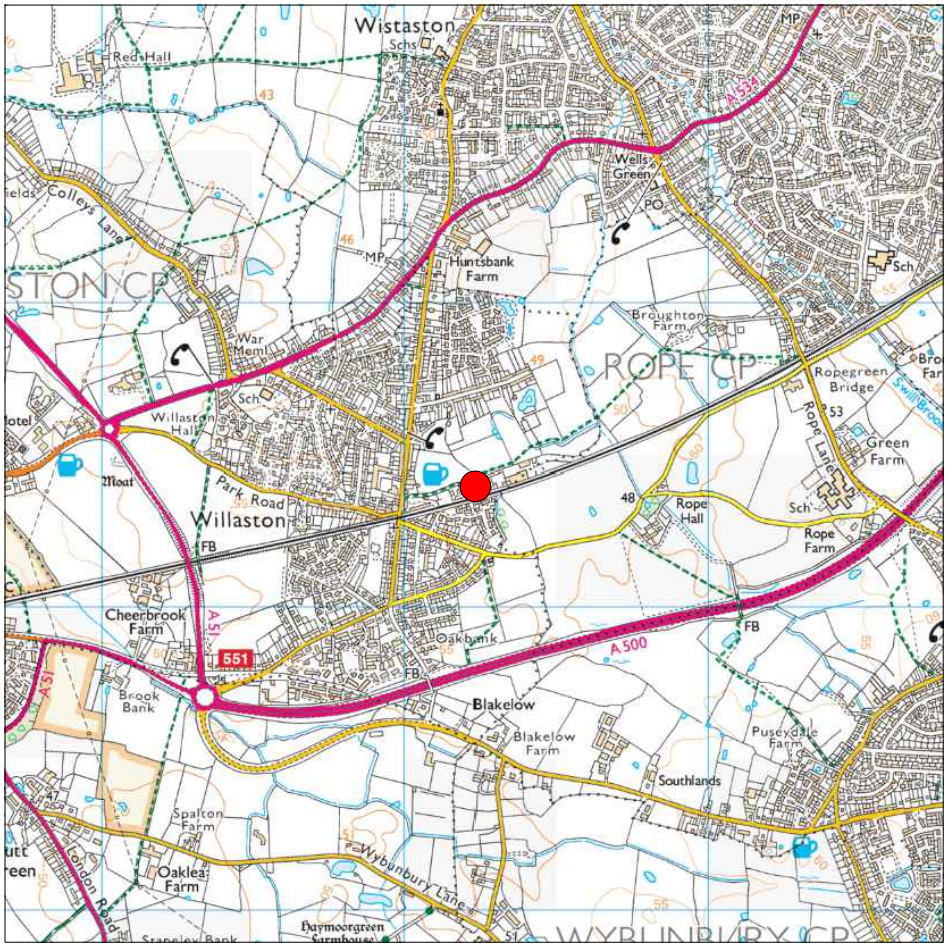
7.11.1 General site training will be provided to any contractors who are working on the site on a temporary basis as described in Sections 7.2, 7.3 and 7.4 above.

7.11.2 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

N



Scale Bar (1:25,000)

0 200 400 600 800 1000m

NOTES

Drawing for indication only. Reproduced with the permission of the controller of H.M.S.O. Crown copyright licence No. 100022432. This drawing is copyright and property of Oaktree Environmental Ltd.

REVISION HISTORY

Rev:	Date:	Init:	Description:
-	14.04.25	JH	Initial drawing

KEY:

Site location

TITLE:

SITE LOCATION MAP

CLIENT:

Scanlans (Plant Hire) Ltd

PROJECT/SITE:

Tricketts Lane, Willaston, Nantwich CW5 6PZ

SCALE @ A4:	CLIENT NO:	JOB NO:
1:25,000	0263	004

DRAWING NO:	REV:	STATUS:
TRIC-263-01	-	Issued

DATE:	DRAWN:	CHECKED:
14.04.25	JH	CP

Oaktree Environmental
Waste, Planning & Environmental Consultants



NOTES

Drawing for indication only. Reproduced with the permission of the controller of H.M.S.O. Crown copyright licence No. 100022432. This drawing is copyright and property of Oaktree Environmental Ltd.

REVISION HISTORY

Rev:	Date:	Init:	Description:
-	14.04.25	JH	Initial drawing

KEY:

Permit boundary

N

Scale Bar (1:1,000)

0 10 20 30 40 50m

TITLE:

PERMIT BOUNDARY PLAN

CLIENT:

Scanlans (Plant Hire) Ltd

PROJECT/SITE:

Tricketts Lane, Willaston, Nantwich CW5 6PZ

SCALE @ A4:	CLIENT NO:	JOB NO:
1:1,000	0263	004

DRAWING NO:	REV:	STATUS:
TRIC-263-02	-	Issued

DATE:	DRAWN:	CHECKED:
14.04.25	JH	CP

Oaktree Environmental
Waste, Planning & Environmental Consultants





NOTES

Drawing for indication only. Reproduced with the permission of the controller of H.M.S.O. Crown copyright licence No. 100022432. This drawing is copyright and property of Oaktree Environmental Ltd.

REVISION HISTORY

Rev:	Date:	Init:	Description:
-	25.04.25	JH	Initial drawing
A	06.05.25	JH/RS	Minor amendment to tipping area
B	23.05.25	JH/IA	Minor amendment to layout
C	26.06.25	IA	Minor amendment to layout

KEY:

- Permit boundary
- Waste storage areas
- Non-waste hazardous storage areas
- Non-waste storage areas
- Temporary waste stockpile
- Non-waste fuel/fluids
- Concreted areas
- Office/welfare
- Out of hours plant storage
- 300mm thick concrete wall
- Quarantine area (40m^2)
- Stone surfacing
- Firefighting equipment/extinguishers (indicative locations)
- Fire alarms (indicative locations)
- Spill kits (indicative locations)
- Plant shut off
- Mains Water
- Designated smoking area
- Access route for emergency services
- Fire hydrant
- Fire assembly points
- Pan,tilt & zone cameras with 360 50cm coverage
- INT Interceptor
- Surface water fall direction
- Surface water drainage
- Manhole
- Gully
- RSD Roller shutter door

TITLE:
SITE LAYOUT & FIRE PLAN

CLIENT:
Scanlans (Plant Hire) Ltd

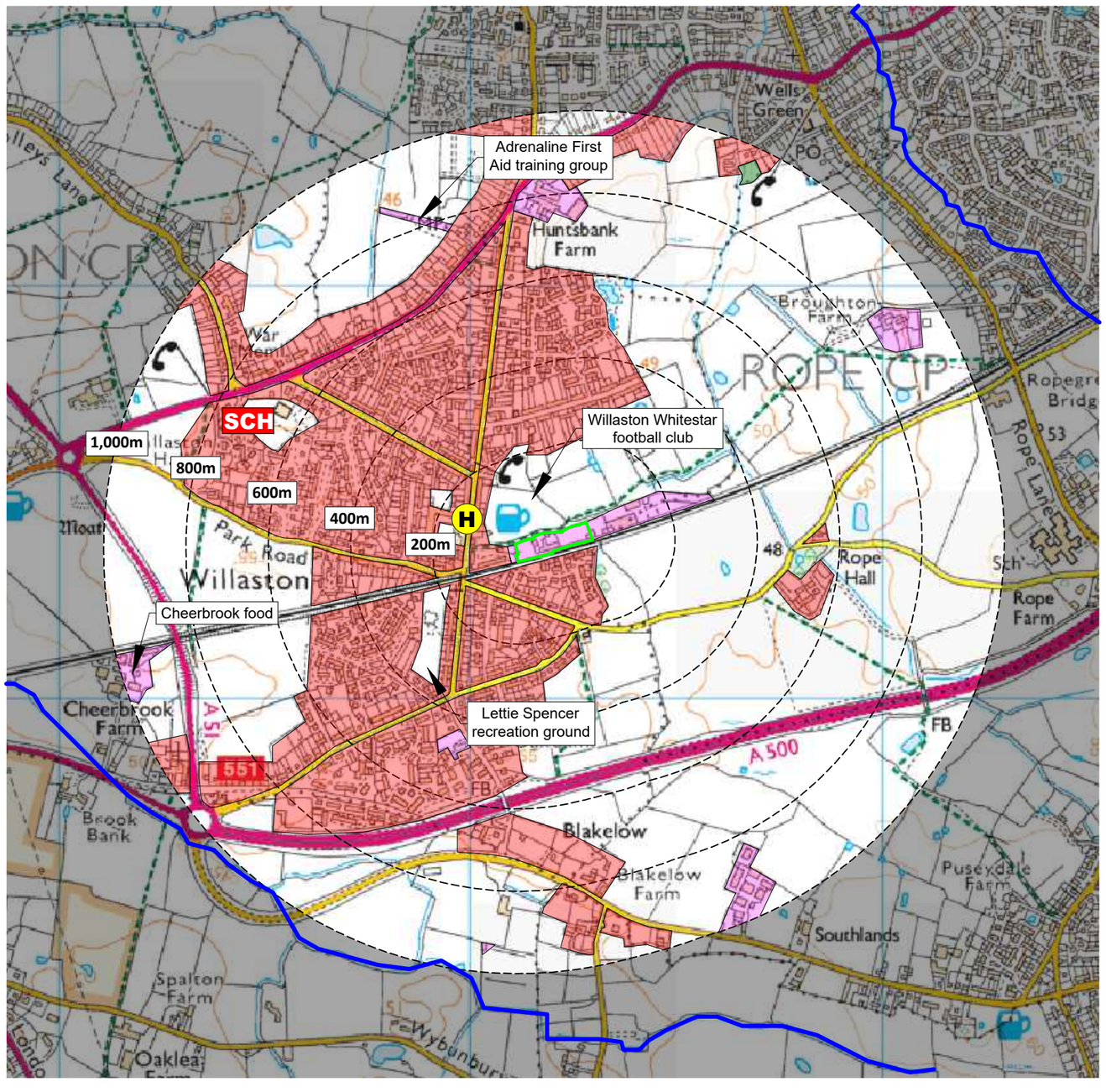
PROJECT/SITE:
Tricketts Lane, Willaston, Nantwich CW5 6PZ

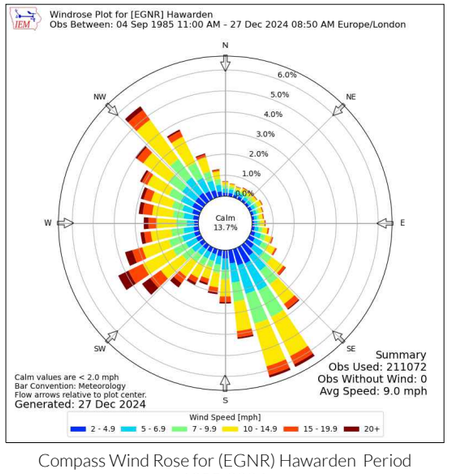
SCALE @ A2:	CLIENT NO:	JOB NO:
1:500	0263	004
DRAWING NO:	REV:	STATUS:
TRIC-263-03	C	Issued
DATE:	DRAWN:	CHECKED:
26.06.25	JH/IA	CP

Oaktree Environmental
Waste, Planning & Environmental Consultants

KEY:

- Permit boundary
- Main river
- Surface water body (river / stream / pond / pool / lake)
- Areas with mix of residential, retail and commercial properties
- Workplaces (includes agriculture industry, commerce and retail)
- Residential blocks
- Class A, B, C roads
- Nearest fire hydrant
- Railway line
- Schools
- Woodland areas
- Deciduous woodland





Compass Wind Rose for (EGNR) Hawarden Period 1985-2024
- source: Iowa State University

NOTES

1. Boundaries are shown indicatively.
2. Wind rose data shows the prevailing wind direction to be Southerly.

Drawing for indication only. Reproduced with the permission of the controller of H.M.S.O. Crown copyright licence No. 100022432. This drawing is copyright and property of Oaktree Environmental Ltd.

REVISION HISTORY

Rev:	Date:	Init:	Description:
-	14.04.25	JH	Initial drawing

N

Scale Bar (1:12,500)

0 100 200 300 400 500m

TITLE: RECEPTOR PLAN

CLIENT: Scanlans (Plant Hire) Ltd

PROJECT/SITE: Tricketts Lane, Willaston, Nantwich CW5 6PZ

SCALE @ A3:	CLIENT NO:	JOB NO:
1:12,500	0263	004
DRAWING NO:	REV:	STATUS:
TRIC-263-04	-	Issued
DATE:	DRAWN:	CHECKED:
14.04.25	JH	CP

Oaktree Environmental
Waste, Planning & Environmental Consultants

Appendix II

Record Keeping Forms

SCANLAN'S (PLANT HIRE) LTD
REJECTED WASTE - RECORD FORM SPH/RF/2

DATE	
TIME	
WASTE DESCRIPTION	
QUANTITY OF WASTE	
PRODUCER/HOLDER'S NAME, ADDRESS & TELEPHONE No.	
NAME OF CARRIER	
VEHICLE REGISTRATION	
CARRIER REG. No.	
REASON FOR REJECTION OF WASTE	
ACTION TAKEN	

SCANLAN'S (PLANT HIRE) LTD
SITE INSPECTION FORM (DAILY INSPECTIONS) – SPH/RF/4

WEEK STARTING								
TYPE OF INSPECTION		DAY						
		M	T	W	T	F	S	S
SITE ENTRANCE/NOTICE BOARD								
SECURITY - GATES								
SECURITY - FENCING								
SITE ROADS (CLEAR FROM HAZARDS)								
IMPERMEABLE CONCRETE AREAS (INTEGRITY)								
PLANT / EQUIPMENT								
FUEL TANK / BUND								
INTERCEPTOR								
DRAINAGE SYSTEM								
WASTE CONTAINERS & BAY WALLS								
WASTE STORAGE LIMITS	INERT							
WASTE STORAGE LIMITS	BIODEGRADABLE							
WASTE STORAGE LIMITS	ASBESTOS (HAZ)							
WASTE STORAGE LIMITS	OTHER							
CONTAINMENT OF REJECTED WASTE								
NOISE LEVELS								
FIRES (ANY INCIDENTS REPORTED)								
NO SMOKING SIGNS IN PLACE								
LITTER (ON SITE AND OUTSIDE SITE BOUNDARY)								
DUST (VISUAL INSPECTIONS)								
ODOUR (OLFACTORY INSPECTIONS - ODOUR MANAGEMENT PLAN)								
VERMIN								
RECORDS								
COMPLAINTS RECEIVED								
OTHER (SEE NOTES BELOW)								
INSPECTION CARRIED OUT BY								

NOTES/ACTION (CONTINUE ON A SEPARATE SHEET IF NECESSARY):

CHECKED BY		**SIGNATURE**	
POSITION		**DATE**	
Sheet		***of***	

SCANLAN'S (PLANT HIRE) LTD - EMPLOYEE TRAINING NEEDS ASSESSMENT / REVIEW - SPH/RF/6

EMPLOYEE NAME				**DATE COMPLETED**			
POSITION				**REVIEW DUE**			
TRAINER				**OUTCOME**	**PASSED**		
POSITION					**FURTHER TRAINING REQUIRED**		
CARRIED OUT /SIGN OFF >	**Y/N**	**SIGNED BY EMPLOYEE**	**SIGNED BY TRAINER**		**Y/N**	**SIGNED BY EMPLOYEE**	**SIGNED BY TRAINER**
ENVIRONMENTAL PERMIT				**FIRE SAFETY**			
MANAGEMENT SYSTEM				**EMERGENCY PROCEDURES**			
SITE RULES				**STORAGE /PILE SIZE LIMITS**			
RECORD KEEPING / TRANSFER NOTES				**STORAGE DURATION**			
RECOGNITION OF WASTE TYPES				**FIRE DETECTION**			
SECURITY				**FIRE ALARMS**			
VEHICLE CHECKS				**FIRE FIGHTING EQUIPMENT**			
PLANT OPERATION				**FIRE WATER CONTAINMENT MEASURES**			
PLANT CHECKS				**SPILL CLEARANCE**			
AMENITY - LITTER, ODOUR, PESTS etc.							
NOTES AND ACTIONS:							

SCANLAN'S (PLANT HIRE) LTD
COMPLAINTS REPORT FORM (SPH/RF/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 SPH/RF/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

Copy of Environmental Permit

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 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 clothing.

6) Safety boots must be worn by all persons in the waste treatment/storage 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 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 Scanlan's (Plant Hire) Ltd 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 facility 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 Scanlan's (Plant Hire) Ltd 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.