



Environmental Management System (Application Summary)

Minffordd Quarry Aggregate Recycling

Breedon Trading Ltd.

Document Reference: 361/6—R1.2 – EMS_Summary



Minerals
Waste
Environment

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Document Title: Environmental Management System (Application)
Document Reference: Summary 361/6—R1.2 – EMS_Summary
Site / Project: Minffordd Quarry Aggregate Recycling
Client: Breedon Trading Ltd.

Document Versions

| | |
|-----|------------|
| 1.1 | 13/06/2024 |
| 1.2 | 30/01/25 |

| | |
|--------------|-------|
| Prepared by: | LA/MS |
| Checked by: | JMS |
| Approved by: | JMS |

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| EMS Review Status | | | |
|-------------------|------------|----------------------------|----------------------|
| Revision No. | Date | Description | Operator's Signature |
| 1.0 | 12/04/2024 | Production of EMS | |
| 2.0 | 11/06/2024 | EMS for Permit Application | |
| 3.0 | 17/01/2025 | EMS for Permit Application | |
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| | | | |

This version of the EMS is intended to be suitable for the application to Natural Resources Wales for an Environmental Permit. As the permit application process often involves updates to the proposed operations at The Site, the final EMS to be used by the operator once the Permit has been approved will vary. Where applicable, reference has been made in this version of the document (Version 2.0 – 11/06/2024) to elements that may be updated once The Site is permitted and operational.

1.0. Site Overview

1.1. Site Operator and Environmental Permit

- 1.1.1. Breedon Trading Group Plc ('the operator') will operate the following site under an Environmental Permit for an aggregate recycling and storage facility at:

Minffordd Quarry,
Penrhyndeudraeth,
Porthmadog

- 1.1.2. The activities will not extend beyond the land shown edged in green (the permit boundary) on the site plans attached to the Environmental Permit (Plan ref: *361-6_P2_Boundary*).

- 1.1.3. Breedon Trading Group's company registration number is 14739556. The site contact and registered office is:

Director: James Atherton-Ham

Telephone: 01332 694000

Pinnacle House,
Breedon Quarry,
Breedon on the Hill,
Derby,
DE73 8AP

- 1.1.4. This Environmental Management System (EMS) will identify, and minimise risks of

pollution, including those arising from operations, maintenance, accidents, incidents, non-conformances, and those drawn to the attention of the operator as a result of complaints and will use sufficient competent persons and resources.

1.1.5. The EMS will be subject to annual review by the operator and will be updated, when necessary, in response to operational changes.

1.1.6. The EMS enables the application of the waste hierarchy, by preventing material from going directly to landfill (disposal) that can otherwise be recycled.

1.2. Hours of Operation

1.2.1. The Site's hours of operation are as follows:

08:00 – 17:00 Monday to Friday

2.0. **Site Infrastructure**

2.1. Site Security

2.1.1. The wider site is an active quarry with a lockable, gated entrance that is locked outside of operational hours to prevent unauthorised access. There is CCTV across the wider site, with 24 hour security.

2.1.2. During operational hours, all visitors are asked to sign into and out of the site and are accompanied at all times.

2.2. Site Identification Board

2.2.1. The site board is located at the entrance to the site and contains the following information:

- The site name and address (Minffordd Quarry, Penrhyndeudraeth, Porthmadog).
- The permit holder's name (Breedon Trading Group Plc).
- The permit number
- An emergency contact name and number (John Evans Mob.: 07966 46932).
- A statement that the site is permitted by the Natural Resources Wales.
- Natural Resources Wales incident telephone number (0300 065 3000).
- Operating hours
 - 08:00 – 17:00 Monday to Friday

2.2.2. The information contained on the site identification board is inspected as part of the daily site checks to ensure the board is relevant and visible.

2.3. Site Access

2.3.1. The site entrance is through a gated access off the A487. The same gate is used to exit the site. This is the main site entrance for Minffordd Quarry and is not used exclusively for the aggregate recycling area. Other site infrastructure is shared with the quarry (see below).

2.4. Site Facilities

2.4.1. The site office is immediately to the east of the site entrance, including welfare

facilities. All visitors are required to sign the visitors book on entrance and exit to minimise the risk of unauthorised visitors and to facilitate effective response to emergencies.

2.4.2. A copy of the Environmental Permit and EMS are held in the site office and will be kept within the site office at all times for reference.

2.4.3. A weighbridge is located adjacent to the carpark and main office along with a weighbridge office, as shown on drawing ref: 361/6 – 3 (Appendix A).

2.5. Drainage / Surface Water Management

2.5.1. The Site itself features a hard standing surface. There is no specific drainage management at The Site, as all surface water run-off from The Site is managed as part of the wider quarry operations. Minffordd Quarry has a water discharge permit (CG0349201) in place that permits the discharge of trade effluent consisting of site drainage and discharge of secondary treated sewage effluent via outlet to a tributary of the Afon Glaslyn. There is a settlement lagoon with oil interceptor and an attenuation pond to accommodate for higher flows and prevent the discharge of suspended solids from The Site.

2.6. Fuel Storage

2.6.1. This section will contain information on the storage of fuels and information on the controls in place, where applicable, to prevent environmental incidents taking place. The fuel and fluids storage is in the wider quarry site, and whilst all fuels are stored in double bunded tanks on sealed surfaces, no fuel is stored on The Site

itself. Re-fuelling is only carried out on-site for fixed plant.

2.7. Plant and Equipment

2.7.1. The following plant and equipment are in use at the site (this is not a fixed list):

| Plant | Quantity |
|--------------------------------|----------|
| Loading shovel (CAT 972M) | 1 |
| Excavator (CAT 349) | 1 |
| Mobile screener (Warrior 1800) | 1 |
| Road sweeper (Leyland DAF LF) | 2 |
| Processing plant | 1 |
| Distribution conveyor | 1 |

2.8. Plant Maintenance

2.8.1. The site manager will ensure all plant and machinery is kept in good working order through Planned Preventative Maintenance.

2.8.2. All plant and machinery is subject to daily operator checks prior to use, with any issues recorded in the site diary and actioned immediately by contacting the site manager.

2.8.3. Plant and equipment are maintained as per the manufacturer's recommendations. Once the Permit is issued and plant has been purchased / is operational, the maintenance schedule should be included in the EMS where available.

- 2.8.4. All servicing and maintenance is recorded in the site diary and in the maintenance logs (Appendix B – Forms).

3.0. Site Operations

3.1. Management Structure and Staffing

- 3.1.1. The TCM is responsible for the day-to-day activities and the overall management of the site. Contractors are used on site as and when necessary.

3.2. Technical Competence Training and Awareness

- 3.2.1. The site is under the overall control of a Technically Competent Manager (TCM) who holds the relevant competencies. The current TCM at The Site is:

John Evans

- 3.2.2. The TCM is required to report in the site diary their site attendance to ensure the operator is complying with an approved competence scheme as required by the permit.

- 3.2.3. All operational decisions at the site must be pre-approved by the TCM and Site Manager in order to ensure compliance with the site's Environmental Permit.

- 3.2.4. Other staffing includes:

- Site Manager – responsible for waste reception and all operations when the TCM is not present.
- Machine Operators - responsible for the movement and placement of

waste

- Office staff - responsible for maintaining records

3.2.5. An assessment of training needs will be made on an annual basis and records of training will be kept at the site office in the 'Training File'. Each employee, upon starting at the site, will have their own training log to record training received.

3.2.6. All staff will, during the site induction and annual refresher, be made aware of the Environmental Permit and EMS, and will be required to familiarise themselves with any conditions and procedures relevant to them. Staff will be made aware of any changes to the Environmental Permit or EMS and will be asked to refamiliarize themselves with these documents after EMS reviews. Each staff member will be provided with a copy of the Environmental Permit and EMS, and a copy will be kept in the site office.

3.3. Site Diary

3.3.1. The site diary will record, at the bare minimum, the following, specifying the permit, any visits, training or non-conformances related to:

- Daily weather conditions
- TCM attendance and details
- Any maintenance, servicing or breakdowns that have occurred
- Visitor details (including NRW, Planning Authority etc.)
- Details of training

- Any noted non-conformances (e.g., rejected waste, spills, noise etc., and action taken)
- Emergencies

3.4. Operations

- 3.4.1. The operations at the site will consist of the importation and subsequent sorting, treatment and storage of permitted waste types.
- 3.4.2. No disposal shall take place at the site.
- 3.4.3. The waste types permitted are shown in the Environmental Permit attached in Appendix C.
- 3.4.4. The maximum amount of waste processed per annum is 100,000 tonnes. No more than 25,000 tonnes of waste shall be stored at The Site at any one time. Waste is stored in bays, with a maximum height of 4m (bay walls are 5m in height). No waste would be stored on site for longer than 30 days. Approximately 400m³ (704 tonnes) would be accepted at The Site on any one day.
- 3.4.5. Waste treatment includes screening and manual sorting. The type of treatment will depend on the characteristics of waste as it has arrived (eg. grain size), though it is likely that the majority of materials would be subject to both sorting and screening before reaching end-of waste status. Manual sorting would likely be carried out prior to screening, based on the input materials.
- 3.4.6. Conveyor belt systems would delivery processed materials to the final product stockpiles / bays, where the materials would no longer be considered waste.

3.5. Waste Acceptance

3.5.1. All wastes are subjected to the following Waste Acceptance Procedures and should follow the procedure as outlined in Figure 1.

3.6. Waste Acceptance Procedures

3.6.1. Level 1 –Characterisation – This includes characterisation of waste to understand the loads composition and to determine its acceptance at the site. The following information shall be provided by the waste producer prior to acceptance:

- The source and origin of the waste
- The process producing the waste (including SIC Code)
- Any previous waste treatment applied
- Characteristics of the waste including EWC code
- Identify potential risks to the environment
- The appearance of the waste
- Confirmation that the waste is appropriate
- The appropriate treatment (where applicable)

3.6.2. The customer can provide this information in a variety of ways including completing a waste acceptance form as shown in Appendix C – Forms.

3.6.3. The on-site verification of wastes includes a visual inspection of the load, by a suitable qualified member of staff, and a comparison to the written description of

the waste on the accompanying waste transfer note.

3.7. On-Site Waste Acceptance

3.7.1. All vehicles bringing waste into the site will report to the weighbridge office and are subjected to the following procedures:

- Initial verification of waste transfer note and any other paperwork (suitable waste code and description etc.).
- Initial visual inspection (does it conform with the transfer note/test results).
- A ticket will be issued, and the driver will sign the ticket confirming the waste conforms with the transfer note.
- If the waste does not conform it will be rejected at this point and recorded as rejected in the site diary with the following information included:
 - Date/time
 - Staff member dealing with the rejection
 - Vehicle info including Carriers Licence and registration
 - Customer information
 - Producer information
 - Transfer note details (including a copy attached to the page in the site diary)
 - Description of non-confirming wastes

- A waste rejection form would also be completed (Appendix B – Forms).

- 3.7.2. Waste passing the initial inspection will be directed to the relevant unloading area. A second visual inspection of the waste will take place during unloading.
- 3.7.3. If the waste appears to be non-conforming at this stage, the site manager will be informed, and an appropriate assessment will be made. If the waste is to be rejected, the waste will be reloaded and removed from the site. The waste producer and carrier will be contacted. This will be noted in the site diary with the information included as above, and a non-conforming waste report will also be completed.
- 3.7.4. Rejected waste that cannot be reloaded and removed from the site will be isolated in the quarantine area and haulage arranged at the earliest opportunity. The quarantine area is engineered with a hardstanding.
- 3.7.5. No unloading of waste shall take place outside of the permitted area.
- 3.7.6. The site office will retain a copy of each waste transfer note and any non-conforming waste reports for the life of the site.

4.0. Contingency Plans

4.1. Breakdowns

- 4.1.1. Should a piece of plant or equipment breakdown, an assessment shall be made as to whether all or some site operations or waste acceptance needs to be temporarily halted.

4.1.2. If the site needs to temporarily stop accepting waste, then relevant diversion sites will be contacted so other arrangements can be made until the site is operational again.

4.1.3. The failed plant or equipment shall be fixed to manufacturer standards or replaced before it is used in site operations again. The breakdown shall be recorded in the site diary along with the reason for malfunction, if known. The maintenance schedule shall be reviewed for the malfunctioned piece of equipment and amended if deemed necessary by the site manager.

4.2. Enforced Shutdowns

4.2.1. In the case of an enforced site shutdown, then relevant diversion sites will be contacted so other arrangements can be made until the site is operational again.

4.2.2. The EMS will be reviewed and amended as necessary prior to site operations starting up again.

4.2.3. Enforced shutdowns may result from enforcement action taken against the site or an emergency (fire / flood) in an adjacent property for example.

4.2.4. The Shutdown Procedure is detailed in Appendix D

4.3. Changes in normal operations

4.3.1. Should there be any changes in normal operating procedures, for example due to extreme weather, then the contingency plan below would be followed.

4.4. Fire Prevention

4.4.1. The potential for fires at the site is from the use of plant and machinery, the storage of fuels, hot works, the handling of hot exhausts, engine parts, batteries, vandalism or arson and incoming contaminated waste.

4.4.2. The risk of fires is very low given the site security, and nature of incoming wastes. However, the following policies are followed to reduce the risk of fires:

- Strict no smoking policy with signage erected throughout the site.
- The site is secure with lockable gates to prevent unauthorised access.
- CCTV is installed across the site to deter unauthorised access.
- 24/7 security is present on site.
- All mobile equipment has its own extinguisher, and these are checked in accordance with the manufacturer's instructions.
- Site based vehicles are checked for leaks as part of the daily check. All vehicles entering the site will be checked at the weighbridge to ensure there are no fuels or other leaks trailing from the vehicle.
- Leaking vehicles will not be admitted to site and leaks will be soaked up using absorbent material from the spill kit located inside the Site Offices.
- Waste acceptance procedures are in place to ensure unauthorised wastes are not accepted.

4.4.3. In the event of a fire, the following actions should take place:

- Ensure the safety of all staff and leave the area where necessary to the

specified assembly point.

- Do not attempt to control the fire unless you are suitably trained in the Active Firefighting techniques.
- Notify the Site Manager.
- Call 999 to alert the Fire & Rescue Services if deemed necessary.
- Inform neighbouring residents and NRW, where necessary.
- Do not return to The Site without the Site Manager's approval.

4.5. Flooding

4.5.1. In the event of flooding to the site, offices and / or equipment, the following action may be taken:

- If the site is in imminent danger of flooding or a flood alert has been issued isolate all electrical supplies in the affected area and cease operations.
- If possible, remove all stocks of oil and fuel from the at-risk area.
- If spillage has occurred, follow spill procedure.
- Do not attempt to enter a flooded area for any reason until a full risk assessment has been carried out or the flood has subsided.
- Operators to follow any instruction, supervision, training, information provided by Supervisor / Manager / other competent person.

5.0. **Operational Controls, Monitoring and Accident Management**

5.1. Should any accidents occur, an incident form must be filled out to record the accident and the actions taken as a result.

5.2. Equipment Breakdowns

5.2.1. Equipment breakdown could result in the spillage of fuel / hydrocarbons. There is a medium to low likelihood of a spillage of fuel. A spillage of fuel / hydrocarbons at the site could result in contamination of surface water. Consequently, the spillage should be cleaned using a spill kit and reported to site management.

5.2.2. Equipment breakdown could result in the spillage of waste materials. Any dropped waste would be cleaned up and taken to the correct part of The Site.

5.2.3. Measures to avoid equipment breakdown include adhering to the daily checks and maintenance schedules for all plant and equipment.

5.3. Vandalism

5.3.1. A potential accident that could result from vandalism is the theft or breakdown of equipment and arson. The likelihood of vandalism is low due to the site security. The consequence of theft of plant or equipment is potentially cessation of operations. Should operations need to stop as a result of theft, the Shutdown Procedure would be followed (Appendix D). Vandalism, theft and arson would be reported to the Police and the sites security measures would be reviewed and if necessary, updated.

5.4. Flooding

5.4.1. The Site is within Flood Zone 3 for flooding from rivers and the sea. The surface

water flooding (zones 2 and 3) identified on NRW flood mapping is associated with rainfall ponding within an isolated topographical low point. There are no distinct flow routes in this area which would direct any potential surface water flooding towards the site. To minimise the potential impact of this, maintenance schedules will be adhered to and all plant and machinery susceptible to flood damage should be stored outside of the surface water flood extent identified on NRW mapping, where possible.

5.5. Changes to normal operations (e.g. extreme weather)

- 5.5.1. Should extreme weather impact operations, then the site manager will decide whether operations should be temporarily reduced or stopped.

5.6. Dust and Particulates

- 5.6.1. A Dust Management Plan is in place for the site and forms part of the Sites overall management system.

5.7. Debris and Mud

- 5.7.1. The internal access roads are inspected as part of the site's daily checks (Appendix B – Forms) and the condition reported in the site diary. Any issues will be actioned immediately through the Site Manager.
- 5.7.2. Any deposits of material on the public highway will be dealt with immediately (or as soon as staff are made aware). The road sweeper will be deployed to clear the mud on the road.
- 5.7.3. Visual inspection of the road will be carried out periodically throughout the day

and recorded in the site diary if action is required.

5.8. Noise

5.8.1. A Noise Management Plan is in place for the site and forms part of the Sites overall management system.

5.9. Spillages

5.9.1. The following measures are in place to reduce the potential for a spillage to take place at the site:

- To avoid spillages and leaks, all plant and machinery will be maintained as per the manufacturer's instructions and will be subject to daily checks prior to use.
- Any non-compliant wastes will be stored in a suitable container in a quarantine area.
- All containers storing non-compliant waste, oils or fuels will be checked as part of the site daily check and any issues reported in the site diary and remedied immediately.

5.9.2. The following Spillage Action Plan is in place at the site:

- If any spillage occurs, it should be immediately contained if possible and reported to the Site Manager or senior person on site. They will assess the situation and decide on an appropriate course of action.
- If possible, stop the leak and / or if it is safe to do so isolate the cause of the

spill or leak and/or move to bunded area i.e., pick up the container turn off the valve or block the flow.

- If the spillage is small then use a spill containment kit immediately to prevent the spill spreading, clean up and send contaminated material to appropriate licensed site for disposal.
- If the spill is larger, use inert materials i.e., sand to make a containment bund and seek specialist help to clean up.
- If the spillage is major and cannot be contained using approved materials, then NRW should be contacted immediately, and specialist help obtained.
- If a vehicle does start leaking and it can be safely approached and started, then it should immediately be moved to a position where any spillage can be contained (if possible) i.e., quarantine area.
- Operator to follow up with any instruction, supervision, and training. Information provided by Supervisor / Manager / other competent person.

5.10. Odour

- 5.10.1. The waste types accepted at The Site are extremely unlikely to produce odour. If odour was detected by site staff or a complaint was to be received, it would be investigated in line with the complaints procedure and remedied with mitigation measures to prevent reoccurrence. The event would also be recorded in the site diary.

5.11. Pests

- 5.11.1. The nature of the waste materials to be brought into The Site are extremely unlikely to attract pests. Should any non-conforming wastes attract pests, suitably licensed professionals would be employed to eradicate any pests.

6.0. **Complaints Procedure**

- 6.1. In the event of a complaint being received directly to the site or through another source the following will take place:

- The complaint will be immediately investigated by the Site Manager and, where necessary, operations will cease until the cause of the complaint can be satisfactorily mitigated.
- The complainant will be informed of the remedial measures within 48 hours of the complaint being received by the site.
- A copy of the complaint, results of the investigation and any remedial action will be written up and recorded in the complaints folder and a write up will be made in the site diary. The complaints folder will be reviewed as part of the annual EMS review.

7.0. **Reporting and Notifications to NRW**

- 7.1. Within one month of the end of each quarter, the operator shall submit quarterly returns detailing the waste accepted and removed at the site during the previous quarter for each of the permitted operations.

- 7.2. NRW shall be notified, without delay, following the detection of:

- Any malfunction, breakdown or failure of equipment or techniques, accident or emission of a substance not controlled by an emission limit which has caused, is causing or may cause significant pollution;
 - The breach of a limit specified in the permit and / or;
 - Significant adverse environmental effects.
- 7.3. Written confirmation of action or potential pollution incidents and breaches of emission limits shall be submitted within 24 hours.
- 7.4. Where NRW has requested in writing that it shall be notified when the operator is to undertake monitoring and / or spot sampling, the operator shall inform NRW when the relevant data collection is to take place. The operator shall provide this information to NRW at least 14 days before the date monitoring is to be undertaken.
- 7.5. NRW shall be notified within 14 days of the occurrence of the following matters, except where the operator is prohibited by stock exchange rules:
- Any change in the operators trading name, registered name or registered office address; and
 - Any steps taken with a view to the operator going into administration, entering a company voluntary arrangement or being wound up.
 - Where the operator proposes to make a change in the nature or functioning, or an extension of the activities, which may have consequences for the environment and the change is not otherwise the subject of an application for approval under the Regulations or this permit;
 - NRW shall be notified at least 14 days before making the change;and

- The notification shall contain a description of the proposed changes in operation.
- In any other case:
 - Any change in the operator's name(s) and/or address(es); and
 - Any steps taken with a view to the operator going into bankruptcy, entering a composition or arrangement with creditors.

8.0. Record Keeping

- 8.1. All records will be maintained preferably for the life of the site, but at least for 6 years if not specified in the permit.
- 8.2. Records will be stored in the site office in a secure cabinet and electronically where necessary.
- 8.3. All records will be made available on request.

9.0. Environmental Management System Review

- 9.1. A review of the EMS will take place annually to ensure that The Site is complying with its permit, procedures, and management system. The annual review will be recorded on the form at the beginning of this document and any changes made noted within the 'descriptions' column.
- 9.2. In addition to the annual reviews, the EMS will be reviewed if any of the following occurs:
 - If changes are made to the site, operations or equipment that affect the activities in the permit.
 - If the permit is varied.

- After an accident, complaint of breach of permit.
- If a new environmental issue arises or in response to climate change and new control measures are implemented.

Appendix A – Site Layout Plan

Appendix B – Forms



Maintenance Log

[illegible]

Waste Acceptance Form

| | | | |
|---|------|----------|------|
| 1. Source and Origin of the Waste (Customer Name and Site Address) | | | |
| 2. The process producing the waste (including description of process, SIC Code and characteristics of raw materials) | | | |
| 3. The Waste Treatment Applied | | | |
| 4. Composition of Waste | | | |
| 5. The Appearance of Waste (Smell, Colour and Physical form) | | | |
| 6. The EWC code | | | |
| 7. The class at which the waste can be accepted. | | | |
| 8. Whether the waste can be recycled or recovered | | | |
| 9. Identification of the key variables for compliance testing | | | |
| Customer Signed | Name | Position | Date |


Waste Rejection Form

| | |
|------------------------------|----------------------|
| Date: | <input type="text"/> |
| Time: | <input type="text"/> |
| Completed by: | <input type="text"/> |
| Site: | <input type="text"/> |
| Customer Company Name: | <input type="text"/> |
| Customer Company Address: | <input type="text"/> |
| Vehicle Registration Number: | <input type="text"/> |
| Waste Carriers Ref | <input type="text"/> |
| WTN Number: | <input type="text"/> |
| Quantity of Waste: | <input type="text"/> |
| Reason (s) for rejection: | <input type="text"/> |

Incident Report

| | |
|---|---|
| Date and time of the incident | |
| What happened, what was it about? | |
| Was anyone else aware of this – other witnesses? If so who? | |
| What caused it? | |
| What have you done to make sure that it does not happen again? | |
| Was there any significant pollution or environmental damage to land, water or protected areas – for example: dust, odour or noise pollution outside the site or spillage of polluting liquids onto the ground, or at a site of special scientific interest, or into a drain or a watercourse? If so what? | |
| Is there a continuing threat? Yes / No | |
| If there was (or still is), then you must take steps to prevent further damage and notify the Environment Agency on 0800 807060 and any other relevant regulators ASAP. Have you done so? Yes / No | Who did you phone? At what time did you phone? |
| You must also write or send an email to confirm this to the local office (see your accident management plan for the address) Have you done so? | Yes/No What date did you contact? |
| Please print your name and sign | |

Complaint Form

| | | |
|---|--|--|
| Who made the complaint? | Name: | |
| | Address | |
| |  Phone No | |
| Date and time they made the complaint | | |
| What happened, what was it about? | | |
| Was anyone else aware of this – other neighbours or your staff? If so who? | | |
| Did the complaint relate to your site? If so, what happened? What went wrong? | | |
| What have you done to make sure that it does not happen again? | | |
| Was there any significant pollution or environmental damage to land, water or protected areas – for example: dust, odour or noise pollution outside the site or spillage of polluting liquids onto the ground, or at a site of special scientific interest, or into a drain or a watercourse? | | |
| If there was, then you must take steps to prevent further damage and notify the Environment Agency on 0800 807060 and any other relevant regulators ASAP. Have you done so? Yes / No | Who did you phone? At what time did you phone? | |
| You must also write or send an email to confirm this to the local office (see your accident management plan for the address) Have you done so? | Yes/No What date did you contact? | |
| Please print your name and sign: | | |

Appendix C

(to be inserted upon Permit approval)

Appendix D – Site Shutdown Procedure

Date of Shutdown:

| Done | Action |
|------|--|
| | Stop accepting waste: contact all relevant waste carriers and inform them you are not accepting waste. |
| | Turn off all plant and equipment and store in designated area. If designated area cannot be used put equipment in a safe secure place and inform the site manager. |
| | |
| | Ensure that all fuels and chemicals are stored in their designated area in a double bunded container. |
| | Update the site log and back up records off site |
| | Lock all doors and vehicles in the site and ensure CCTV is in operation |
| | |
| | |
| | |
| | |

Appendix E – Emergency Contacts

Date of review:

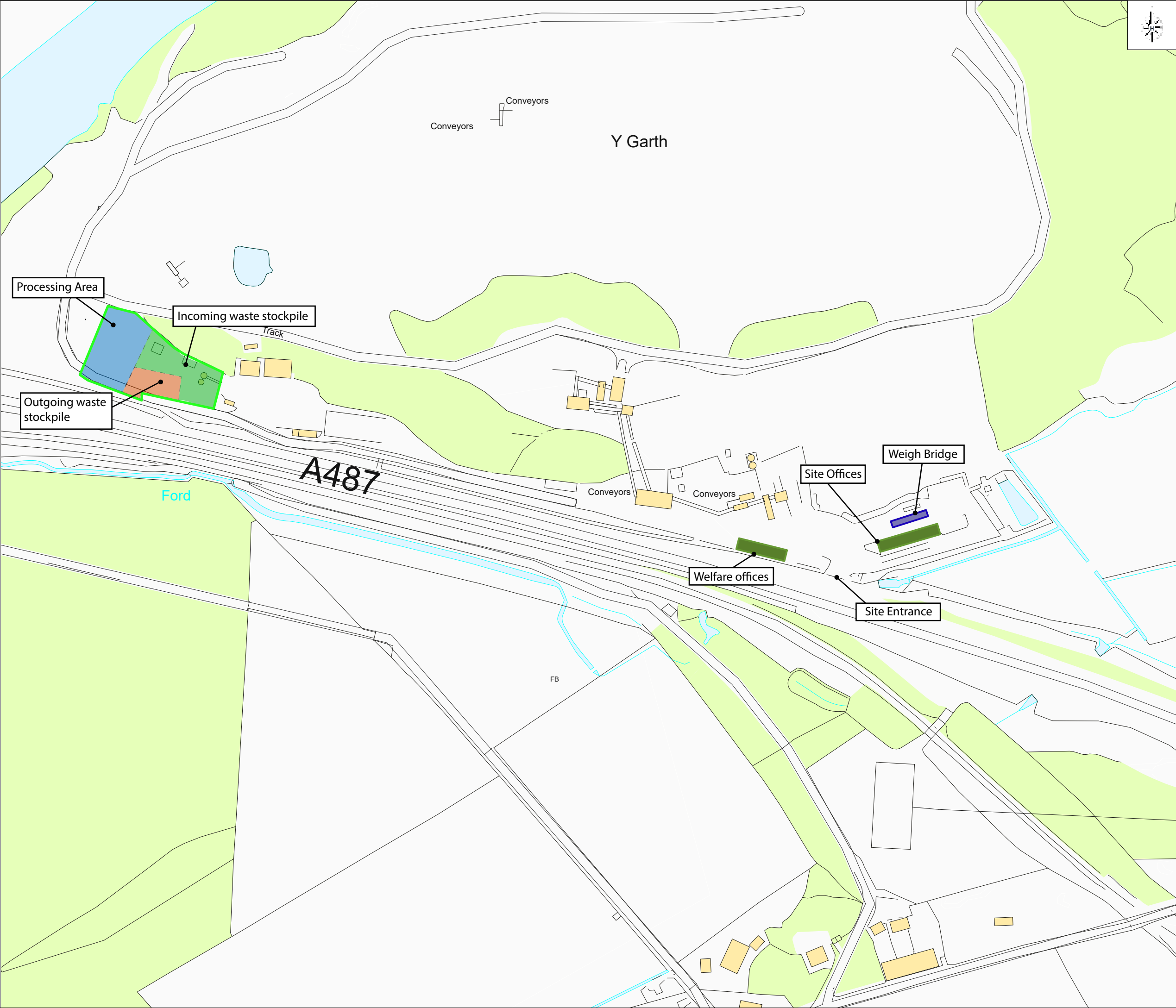
Site Address:

Minffordd Quarry & Asphalt
Penrhyndeudraeth
Gwynedd
LL48 6HP

What3Words: ///exists.wobbles.buns

| Contact Number | Property / Person |
|--------------------------------|--|
| 999 | Ambulance Service |
| 999 | Hospital |
| 999 | Police |
| 999 | Fire Service |
| 0300 065 3000 | Natural Resources Wales NRW |
| 0345 9881188 | Natural Resources Wales floodline |
| 07966 46932 | The Site Manager – John Evans |
| 07966 46932 | The Technically Competent Manager – John Evans |
| | |
| Neighbouring Properties | |
| 01332 694000 | Minffordd Quarry |
| 07973 667004 | Bwlch Bryn Caravan Park |

Appendix A – Site Layout Plan



Drawing Title:
Site Layout Plan


Key:

Permit Boundary

Notes:

| | |
|--------------|---------|
| Drawn by: | JG / LA |
| Checked by: | LA |
| Approved by: | JMS |

The Mineral Planning Group Ltd.
The Rowan Suite
Oakdene House
Cottlingley Business Park
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BD16 1PE
Tel: 01274 884599
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www.mpgyorks.co.uk


MPG

Scale:
1:2,000 @A3

Client:
Breedon Trading Ltd.

Site:
Minffordd Aggregate Recycling

| | |
|---------------------|------|
| Drawing Number: | Rev: |
| 361/6_P4_SiteLayout | 2.1 |
| Date: 22/05/2024 | |

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Appendix B – Forms



Maintenance Log

[illegible]

Waste Acceptance Form

| | | | |
|---|------|----------|------|
| 1. Source and Origin of the Waste (Customer Name and Site Address) | | | |
| 2. The process producing the waste (including description of process, SIC Code and characteristics of raw materials) | | | |
| 3. The Waste Treatment Applied | | | |
| 4. Composition of Waste | | | |
| 5. The Appearance of Waste (Smell, Colour and Physical form) | | | |
| 6. The EWC code | | | |
| 7. The class at which the waste can be accepted. | | | |
| 8. Whether the waste can be recycled or recovered | | | |
| 9. Identification of the key variables for compliance testing | | | |
| Customer Signed | Name | Position | Date |


Waste Rejection Form

| | |
|------------------------------|----------------------|
| Date: | <input type="text"/> |
| Time: | <input type="text"/> |
| Completed by: | <input type="text"/> |
| Site: | <input type="text"/> |
| | |
| Customer Company Name: | <input type="text"/> |
| Customer Company Address: | <input type="text"/> |
| | |
| Vehicle Registration Number: | <input type="text"/> |
| Waste Carriers Ref | <input type="text"/> |
| WTN Number: | <input type="text"/> |
| Quantity of Waste: | <input type="text"/> |
| | |
| Reason (s) for rejection: | <input type="text"/> |

Incident Report

| | |
|---|---|
| Date and time of the incident | |
| What happened, what was it about? | |
| Was anyone else aware of this – other witnesses? If so who? | |
| What caused it? | |
| What have you done to make sure that it does not happen again? | |
| Was there any significant pollution or environmental damage to land, water or protected areas – for example: dust, odour or noise pollution outside the site or spillage of polluting liquids onto the ground, or at a site of special scientific interest, or into a drain or a watercourse? If so what? | |
| Is there a continuing threat? Yes / No | |
| If there was (or still is), then you must take steps to prevent further damage and notify the Environment Agency on 0800 807060 and any other relevant regulators ASAP. Have you done so? Yes / No | Who did you phone? At what time did you phone? |
| You must also write or send an email to confirm this to the local office (see your accident management plan for the address) Have you done so? | Yes/No What date did you contact? |
| Please print your name and sign | |

Complaint Form

| | | |
|---|--|--|
| Who made the complaint? | Name: | |
| | Address | |
| |  Phone No | |
| Date and time they made the complaint | | |
| What happened, what was it about? | | |
| Was anyone else aware of this – other neighbours or your staff? If so who? | | |
| Did the complaint relate to your site? If so, what happened? What went wrong? | | |
| What have you done to make sure that it does not happen again? | | |
| Was there any significant pollution or environmental damage to land, water or protected areas – for example: dust, odour or noise pollution outside the site or spillage of polluting liquids onto the ground, or at a site of special scientific interest, or into a drain or a watercourse? | | |
| If there was, then you must take steps to prevent further damage and notify the Environment Agency on 0800 807060 and any other relevant regulators ASAP. Have you done so? Yes / No | Who did you phone? At what time did you phone? | |
| You must also write or send an email to confirm this to the local office (see your accident management plan for the address) Have you done so? | Yes/No What date did you contact? | |
| Please print your name and sign: | | |

Appendix C

(to be inserted upon Permit approval)

Appendix D – Site Shutdown Procedure

Date of Shutdown:

| Done | Action |
|------|--|
| | Stop accepting waste: contact all relevant waste carriers and inform them you are not accepting waste. |
| | Turn off all plant and equipment and store in designated area. If designated area cannot be used put equipment in a safe secure place and inform the site manager. |
| | |
| | Ensure that all fuels and chemicals are stored in their designated area in a double bunded container. |
| | Update the site log and back up records off site |
| | Lock all doors and vehicles in the site and ensure CCTV is in operation |
| | |
| | |
| | |
| | |

Appendix E – Emergency Contacts

Date of review:

Site Address:

Minffordd Quarry & Asphalt
Penrhyndeudraeth
Gwynedd
LL48 6HP

What3Words: ///exists.wobbles.buns

| Contact Number | Property / Person |
|--------------------------------|--|
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| 999 | Hospital |
| 999 | Police |
| 999 | Fire Service |
| 0300 065 3000 | Natural Resources Wales NRW |
| 0345 9881188 | Natural Resources Wales floodline |
| 07966 46932 | The Site Manager – John Evans |
| 07966 46932 | The Technically Competent Manager – John Evans |
| | |
| Neighbouring Properties | |
| 01332 694000 | Minffordd Quarry |
| 07973 667004 | Bwlch Bryn Caravan Park |