



Clays Site Management Plan

1. Environmental Impacts Plan and Controls
2. Method of Work Statement
3. Accident / Pollution Incident Management Plan A – Site Plan B – Key Site and Emergency Contacts C – List of Substances and Storage Facilities D – Preventing Accidents... and what to do if they happen
4. Maintenance Checklist and maintenance record
5. Training Checklist / Record for your staff
6. Complaints Form for recording complaints about your site from members of the public.
7. Accident (and incident) recording form
8. Further Help

MRF CLAYS SITE MANAGEMENT PLAN

M.R.F. – CLAYS SITE MANAGEMENT PLAN

MRF is undertaking the construction of new golf facilities at Clays Golf Club, Wrexham including short game academy, 9 hole par 3 course and 2 new holes for main course, new short course and modifications to existing entrance.

Performance soils and aggregates are required to construct the, greens, tees, and fairways. There are to be manufactured by a soil processing activity on the site.

MRF CLAYS SITE MANAGEMENT PLAN

1 ENVIRONMENTAL IMPACTS PLAN AND CONTROLS

Table 1

Site Activity:

The key pieces of environmental legislation affecting this site are:

- The Environmental Permitting (England and Wales) Regulations 2007, SI 3538
- Water Resources Act 1991, as amended.
- Environmental Protection Act 1990
- Control of Pollution (Oil Storage) (England) Regulations 2001, SI 2954
- Hazardous Waste Regulations (2005)
- Wildlife and Countryside Act (1981)

Process / Activity/Equipment	A	W	E	D	L	N	R	G								
Processes / Activities / Equipment at your site: (insert H or M or L where applies)																
Inert waste coming on site	H	M	-	M	L	L	-	L								
Fuel stored on site	-	M	-	-	M	-	-	L								
Nominal light waste in loads	-	L	-	M	L	M	-	L								
Site operations.				-												
Bulldozer, Excavator & Lorries	H	L	-	L	L	H	-	L								
Use of hydraulic oil for excavator	-	L	-	L	H	-	-	L								
Portable toilet	-	L	-	L	L	M	-	L								
Light waste	-	L	-	M	L	M	-	L								
Mixed metals- waste	-	-	-	-	-	-	-	L								
Crushing operations	H	L	-	M	L	H	-	L								
Screening operations	H	L	-	M	L	H	-	L								

List all the processes / activities / equipment at your site in these columns.

Then put an (H) high impact, or (M) medium impact, or (L) low impact in the box next to the process / activity / equipment if it can result in an environmental impact listed below under normal or abnormal operation.

- Emissions to Air (including dust) - **A**
- Emissions to Water - **W**
- Energy Usage (e.g. electricity, gas, oil) - **E**
- Waste Disposal - **D**
- Land Contamination - **L**
- Nuisance (i.e. noise or odour) - **N**
- Resource Consumption (e.g. water, chemicals, not energy) – **R**
- Impact on Great Crested Newts - **G**

MRF CLAYS SITE MANAGEMENT PLAN

1. Environmental Impacts Plan and Controls

For each Process / Activity / Equipment identified in the Table 1 above, blow tables have been completed if there is an environmental impact [at least High (H) or Medium (M)] under normal or abnormal operation

Table 2A. Emissions to Air [A] (use as many forms as required)						
Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance checklist?	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
Dust from site activity from hall road and tipping materials.	Air quality issues from dust. Complaints from neighbours.	Yes Water bowser	Yes	Yes	Yes	Section 8 of MWS*
Crushing operations	Air quality issues from dust. Complaints from neighbours.	Yes Plant Dust suppression	Yes	Yes	Yes	Section 8.4 of MWS*
Screening operations	Air quality issues from dust. Complaints from neighbours.	Yes Plant Dust suppression	Yes	Yes	Yes	Section 8.4 of MWS*

*Method of Work Statement

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Table 2B. Energy Usage [E]						
Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance checklist?	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
Diesel in machinery, Bulldozer, excavator Crusher and Screener	Excessive use of fuel, e.g. exhaust emissions.	Yes Modern fuel efficient machines	Yes	Yes	Yes	Section 4 of MWS*

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Table 2C. Emissions to Water [W]						
Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance checklist?	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
Inert waste coming on site.	Contamination to ground water.	No	No	Yes	Yes	Section 5 & 7 of MWS* Soil testing
Fuel stored on site	Contamination to ground water.	Yes Bunded tank	Yes	Yes	Yes	Section 4 & 18 & 20 of MWS* Hazardous substance containment. Certificate of conformity. Site security check list.

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Table 2D. Waste Disposal [D]						
Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance checklist?	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
Small amounts of light waste in loads coming in. Litter bin on site for drivers.	Contamination of soil and windblown litter.	Yes Trailer for light waste	Yes	Yes	Yes	Section 8.7 & 8.8 of MWS* Alan Skip Hire waste transfer notes. Quarterly reports to Natural Resources Wales.
Inert waste coming on site	Contamination of soil, Waste not compliant with permit.	No	No	Yes	Yes	Section 5 & of MWS*

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Table 2E. Nuisance (e.g. Noise, Odour) [N]						
Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance checklist?	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
Noise from site activities. Bulldozer, excavator and lorry movements.	Disturbance to neighbours quality of life, including customers of Clays Golf Club, damaging its business. Complaints from neighbours.	No	Yes	Yes	Yes	Section 4 & 19 of MWS* Modern machinery complying with E C directive 95-27-EC 150 6395 / 6396 Regular service and maintenance. Complaints managed in on Complaints Record Section 5 of the Management Plan
Odour from site.	Odour from activities.	No	Yes	Yes	Yes	Section 8.5 & 8.6 of MWS* Note: Industrial estate, next door, produces several different odours frequently that are windblown across the site.
Portable toilet	Produce odours that could windblown over neighbours	No	Yes	Yes	Yes	Section 8.5, 8.6 & 19 of MWS*
Light waste	Produce odours that could windblown over neighbours	Yes Trailer /Skip to contain light waste	Yes	Yes	Yes	Section 8.5 & 8.6 & 8.8 of MWS*

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Table 2F. Resource Consumption (not energy) [R]						
Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance checklist?	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
Use of hydraulic oil for excavator.	Harm to human health or escape to the local environment. Management of hazardous substances according to COSHH and Hazardous Waste Regulations	Yes Spill kit	Yes	Yes	Yes	Section 4 & 22 of MWS* Dragon Hydraulics service sheet

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Table 2G. Land Contamination (e.g. storage of hazardous substances) [L]						
Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance checklist?	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
Storage of fuel on site	Contamination of soil, groundwater.	Yes	Yes	Yes	Yes	Section 4, 21 & 22 of MWS* Bunded fuel tank, locked inside a storage container in compound.
Storage of fuel on site	Encourage thieves to break in and steal fuel and cause contamination of ground.	Yes	Yes	Yes	Yes	Section 18 of MWS* On site CCTV, with alarm and movement sensors. Also remote viewing 24hr.
Portable toilet on site.	Odour and contamination to the environment.	No	No	Yes	Yes	Section 19 of MWS* Serviced every 2 weeks.
Failure hydraulic hoses in excavator.	Contamination of soil, groundwater.	Yes Remote Electronic monitoring	Yes Service Contract	Yes	Yes	Section 4 & 22 of MWS* Dragon Hydraulics service sheet Komatsu Service Contract

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Table 2H. Impact on Great Crested Newts [G]						
Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance checklist?	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
All Process / Activity / Equipment on Site in Table 1	Disturb / harm great crested newts during the works.	No	No	Yes	Yes	Section 8.9 of MWS* Requirement works must stop and the project ecologist be contacted immediately to advise further.

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Table 3. General Waste Management

Waste Produced at Site (<i>with EWC, if known</i>)	Where does the waste go?	Can it go to recovery / recycling?	Is it being stored correctly on site?	Are Duty of Care requirements being met?	Comments
Light waste 17 02 03	Alan Skip Hire Transfer station	Yes	Yes	Yes	Yes – Site records and Waste returns to E.A.
Mixed metals 17 04 07	Entrec Metal recycling	Yes	Yes	Yes	Yes – Site records and Waste returns to E.A.

MRF CLAYS SITE MANAGEMENT PLAN

Table 4. List of Procedures

Procedure Name	What process / activity / equipment does it relate to?	Where is the procedure kept?	Version Number	When was the procedure last reviewed?	Comments
Monitor dust suppression.	Water bowser	Site office MWS*	1	September, 2017	
Machinery on Site	Machinery servicing and maintenance	Site office MWS*	1	September, 2017.	
Fuel Check	Inspection of fuel tank	Site office MWS*	1	September, 2017.	
Secondary Aggregate Materials, Acceptance	Acceptance of inert materials to the site and soil testing	Site office MWS*	1	September, 2017.	
Noise from site activity and odour.	Complaints from neighbours.	Site office MWS*	1	September, 2017.	
Spill Response Procedure	Use of Spill kits to contain oil /fuel leaks,.	Site office MWS*	1	September, 2017.	
Fuel Delivery-	Delivery of fuel by company's driver	Site office MWS*	1	September, 2017.	
Fire Prevention and Control.	Fire Prevention and Control.	Site office MWS*	1	September, 2017.	

*Method of Work Statement

2 METHOD OF WORKS STATEMENT FOR CLAYS GOLF CLUB

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2.1. Specified Operations.

The basis of this application, having been granted planning permission by Wrexham County Borough Council, is as follows.

New golf facilities to include short game academy, 9 hole par 3 course and 2 new holes for main course. Planning permission granted 17. 05. 2005.

Construction of 24 No. new driving bays, new shop, new greenkeepers accommodation / stores, internal alterations, new short course and modifications to existing entrance. Planning permission granted

It is proposed that the engineering works utilise secondary aggregates as a construction material.

The new golf course Fairways, Tees and Putting greens require products to construct these surfaces. These products are to be made on site by processing waste to WRAP end of waste quality protocols within the Soil Processing Area see Site Layout Plan in Section 17.

2.2. Permitted Engineering Materials.

The secondary aggregate engineering material types that would be accepted at the facility are listed in the table below. The material types are listed using the adopted standard of European Waste Classification Scheme (EWC).

Table 2.1 showing EWC codes:

EWC code.	Description.
17 01 07	Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06.
17 03 02	Road base and road plannings.
17 05 04	Soil and stones other than those mentioned in 17 05 03.
17 09 04	Mixed construction & demolition waste
20 02 02	Soil, stones and top soil.
20 02 03	Other Non-biodegradable waste
03 03 01	Waste bark and wood*

*Only accepted for use in soil processing area as incidental waste.

2.3. Control of Mud and Debris.

A mobile wheel wash facility will be on site. Vehicles will be directed through this before leaving the site.

Please see details enclosed.

WHEELWASH DRIVE THROUGH BATH

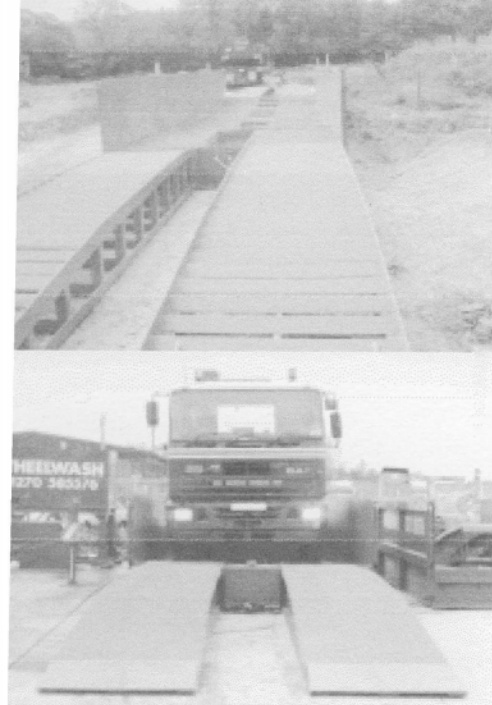
- Cleans wheel, tyres and arches
- Patented design that shakes off excess debris from tyres and vehicle body (Patent No. 2239848)
- Can be surface mounted or inset with a variety of ramp and mobile road configurations
- Easy to install with simple method of operation

Rugged, low maintenance and requiring **no power** yet performing an **effective clean**

SPECIFICATION

- 13m long, 3.5m wide, high sided steel constructed bath system that can be adapted to suit site conditions by surface mounting or inset with or without ramps. High sides ensure maximum water retention. Central bath area holds up to 16,000 litres of water
- Suitable for most vehicle types
- 7 removable internal grid sections for easy cleaning with mechanical bucket
- Heavy duty steel construction of both bath and ramp structures – built to last
- Entry & exit ramps with optional mobile road when used with articulated vehicles are built with angled steel grids to give effective cleaning of debris from tyres
- Supplied with 9,000 or 32,000 litre header tank for fresh water top up. Alternatively the system can be topped up by water bowser
- System can be upgraded to incorporate full spray system – see Spraywash opposite
- Normally sited by using a 50t crane on a straightforward side lift

WheelWash



2.4. Hours of Operation, Site Containment and Equipment.

Hours of Operation.

The site will operate between the hours of:

Monday – Friday 07:00 hrs to 18:00 hrs.

Saturday & Sunday CLOSED

Machinery on Site.

- Bulldozer
Bulldozer will be a D6 type.
- Excavator
Excavator will be a tracked excavator 360 type.
- Dumptruck
Dumptruck will be a Moxey type, 25 tonne, 6 wheel drive.
- Tractor and bowser for dust suppression.
- Tractor & Trailer
- Crushing equipment is mobile plant
- Screening equipment is mobile plant
- Mobile Wood Chipper

All machinery to be regularly serviced and maintained.

All machines comply with noise levels set out in the E.C. Directive 95-27-EC ISO 6395 / 6396.

Crushing and Screening Operations.

These operations will be limited to the following:

Activity	Duration and Frequency
Crushing Operation	3 days crushing over 2 months
Screening Operation	5 days screening over 1 month

Hazardous Substances Containment.

Diesel oil to fuel on-site vehicles is stored in a mobile oil fuel store, double skinned in line with Natural Resources Wales specification to reduce the risk of accidental spillage. Re-fuelling of the mobile container will be undertaken on-site via a HGV delivery tanker. The tank capacity is 1,500 litres.

A visual inspection of the mobile tank will be undertaken every day to ensure oil is not leaking.

Covered and Roofed buildings.

There are no permanent buildings on site. A site office will comprise a temporary portakabin. Any vehicle maintenance equipment and consumables (e.g. grease) will be stored in a lockable 'portastore' container. Spill kits will be available in the Site Office for emergency use.

Amenity Facilities.

Amenity facilities comprise a portaloo with internal septic tank. The foul water will be disposed of periodically (once a week) through the services of a suitably licensed contractor.

2.5. Secondary Aggregate Materials, Acceptance Control System.

When arranging the delivery of inert waste materials to the site the Site Operative will:

- discuss the types of inert waste material to be received with the waste producer
- establish that only the type of secondary aggregates specified in the Table 2.1, Section 2 will be transported to the site. This may include soil testing which is independently verified.
- Determine if the inert waste material is suitable for soil processing or waste recovery

On arrival at the site, the transport vehicle will report to the Site Office. The Site Operative will visually inspect the contents of the load and confirm their description and composition against the material transfer note or delivery note.

If the Site Operative is satisfied that the type and quantity of secondary aggregates are suitable for acceptance at the site, the Site Operative will confirm acceptance and record the delivery on the 'Record of Materials deposited' sheet which include details of the date, vehicle registration and time of delivery.

If the delivered materials fail to meet the permit conditions, the materials will be rejected and directed off site. The details of rejected loads would be recorded in the site diary.

Following acceptance of the vehicle delivery at site, the transport vehicle will report to the materials delivery point as instructed by the Site Operative to either the designated Soil Processing Area or the Deposit for Recovery Area.

The Site Operative will visually inspect the contents, as they are unloaded, to confirm that only permitted materials are received.

Soil Processing Area

Loads of acceptable wastes will be directed by the Site Operative and unloaded into designated waste stockpiles within the Soil Processing area, awaiting segregation, selection and processing.

No more than 2000 tonnes of waste to be stockpiled within the Soil Processing area at any one time. The temporary storage allows segregation and selection of different quality feedstocks as necessary.

Different quality wastes will be selected from the designated waste stockpiles within the soil processing area and passed through a mobile crusher and or screen to achieve different grades of required products.

Materials are to be moved using a 360 excavator and dumper / tractor and trailer to product stockpiles within the Soil Processing Area or to other suitable areas on the site until required in the construction of golf course facilities.

Oversize reject material would be returned to the waste stockpile area to be reprocessed.

Residual Wastes

Materials outside of scope of the WRAP protocol such as fines, clays metal polyethene etc from the crushing and screening plant.

These materials will be inspected by the Site Operative to determine the appropriate waste type code / description, before moving it to suitable waste skips or removing it from the soil processing area in a dumper/ trailer for disposal for recovery on Clays Site or for disposal off site.

The quantity of waste leaving the soil processing area is to be quantified using the volumetric capacity of the site vehicles/trailers and methods described in section 6

The following plant would be utilised for the processing, stockpiling and loading/unloading of waste aggregates and recycled products:

- mobile crusher
- mobile screen
- 360 excavator
- dumper
- tractor & trailer
- loading shovel

Wood Waste

Incidental arisings of wood may be present in the permitted waste types in Section 2 above. These loads will be identified by the Site Operative and directed to the Soil Processing area for mechanical sorting. Extracted wood is to be stored in a wood skip, awaiting disposal off site.

2.6. Secondary Aggregate Material Quantity and Measurement System.

A weighbridge is not located onsite.

Vehicle registrations and load details are logged in to the management control system on delivery to the site (this comprises an MS Excel spreadsheet with a number of fields to record all relevant information.)

The management control system is designed to facilitate the generation of reports detailing periodic movements (e.g. deliveries and waste dispatches over a given period.)

The management control system will also log estimates of the weights involved in each of these transactions to provide indicative inputs. A vehicle delivery will be assigned a volume and tonnage weight based on vehicle size. Where transfer notes do not contain a recorded weighbridge weight, the professional judgement of the site operator in conjunction with information provided by the delivery driver will be used to estimate weights.

E-Quarterly Returns, the electronic form of the waste return form WMS1 shall be populated in accordance with the Natural Resources Wales guidance notes and e-mailed directly to the Natural Resources Wales every quarter, waste.returns@cyfoethnaturiolcymru.gov.uk

2.7. Storage of Wastes with Specified Hazardous Properties or Forms.

All of the operational procedures detailed in the various sections of the Method of Works Statement are generally to prevent and / or control the storage of wastes specified hazardous properties or forms.

The Person of Technical Competence will determine the appropriate course of action when dealing with non-permitted wastes that have particular hazardous properties.

Procedures detailed in Section 5 of this Method of Works Statement require that any other unusual types of non-permitted hazardous wastes detected will be rejected, and the Natural Recourses Wales notified.

2.8. Control, Monitoring and Reporting of Aerial Emissions of Dusts, Fibre and Particulates.

The measures to prevent and control releases of Dusts, Fibre and Particulates beyond the site boundary include:

- Control of material types;
- Visual Monitoring;
- Implementation of the Aerial Emission Action Plan
- Reporting.

2.8.1. Control of Waste Types.

The permitted material types and waste acceptance procedures at the site are discussed in the Method of Works Statement. These measures specify that materials delivered to site will be visually inspected by the Site Operative on arrival, and will not be accepted if they include finely divided dust.

The Site Operative will visually inspect the contents of the vehicles as they are unloaded to confirm that excessive quantities of dust, fibres and particulates are not received.

2.8.2. Visual Monitoring.

The procedure, to visually inspect the unloading of vehicles. The results of the Visual Monitoring will be recorded on the Site Diary in the event that significant arisings are identified.

The monitoring area will comprise all areas within the site boundary and, if accessible without trespassing, the immediate area down wind of the site boundary.

2.8.3. Aerial Emission Action Plan.

In accordance with the procedures, the Person of Technical Competence is required to inspect vehicles on arrival to the site and reject any non-permitted waste.

In the event that accepted materials lead to excessive emissions of dust, fibres and particulates are not detected until during the unloading process, the Site Operative will immediately inform the Person of Technical Competence who will determine the relevant course of action.

This will include an assessment of the situation to determine whether the vehicle need to be sprayed with water to damped and suppress the aerial emissions. If deemed suitable, dust will be suppressed using a water towed bowser.

The roads and source materials will be sprayed either using water towed bowser or manually by the Site Operative using a hosepipe spray gun.

2.8.4. Crushing and Screening operations

Plant is fitted with dust suppression systems by the plant manufacture as is to be used at all times plant is in operation.

2.8.5. Reporting.

The results of the visual monitoring will be recorded in the Site Diary and the details should contain at a minimum:

- Name of the Site Operative performing inspection;
- Time of inspection;
- Details of any excessive aerial emissions identified; and,
- Details of the action taken as part of the Aerial Action Plan

Any complaints received regarding aerial emissions escaping from the site will be recorded in the Site Diary.

2.8.6. Odour Control Measures.

The limitations of permitted material types and acceptance procedures at the site are discussed in the Method of Works Statement. The measures specify that vehicle deliveries will be visually inspected on arrival at the site and, they are unlikely to be odour producing during physical treatment or storage. Vapours (from organic oil compounds) released during re-fuelling are likely to be negligible, and it is not anticipated that they will give rise to olfactory nuisance.

2.8.7. Olfactory Emissions Action Plan.

In the unlikely event that delivery vehicles give rise to excessive odour emissions, the Site Operative will immediately inform the Person of Technical Competence who will determine the relevant course of action. This will include an assessment of the situation to determine if it is appropriate that the source (e.g. vehicle chassis) will be sprayed with water to suppress the odour. If deemed suitable, the same procedure as for dust suppression with water will be followed.

2.8.8. Reporting.

The results of the Olfactory Monitoring will be recorded in the Routine Inspection Check Sheet and the details will contain at a minimum;

- Name of Site Operative performing Olfactory Monitoring;
- Time of monitoring;
- Details of any excessive odours encountered; and,
- Details of any action taken as part of the Olfactory Emissions Action Plan.

Any complaints received regarding detection of odours outside of the site boundary will be recorded in the site diary.

2.8.9. Control of Litter.

The material Acceptance and Control Procedures detailed will largely serve to control the generation and spread of litter.

A litterbin will be provided, on site, for lorry drivers to use for drink cans, crisp packets, food bags, etc.

2.8.10. Great Crested Newts

A Great Crested Newt & Extended Phase 1 Habitat Survey was undertaken in June 2018 and concluded it “considered highly unlikely that Great Crested Newts would be present on the site.”

In the highly unlikely event great crested newts are found during the works, as a legal requirement works must stop in that area and the project consultant be contacted immediately to advise further.

All staff trained in awareness of great crested newts and are to follow the species guide for great crested newts below.

Species Guide – Great Crested Newts (Clays Site Operations)

Where You Will Encounter Them and Preventing Impacts

Great crested newts live in water and on land. They breed in ponds between March and June, spending the rest of the time on land within tussocky grassland, hedgerows, scrub and woodland.

During the day they are likely to be hiding under logs, stones and rubble piles, emerging at night to feed. Great crested newts typically hibernate between November and February.

The eDNA surveys returned negative results for all ponds within the site and within 350m of the site.

The site is made up of predominantly spoil where little vegetation is growing, that is dry and barren ground with little vegetation cover.

Therefore it considered highly unlikely that Great Crested Newts would be present on the site.

Legislation

Conservation of Habitats and Species Regulations 2010 (as amended) Regulation 41
Prohibits the deliberate capture, injure or killing of a great crested newt; deliberate disturbance of a great crested newt; deliberately taking or destroying its eggs; or damaging or destroying a breeding site or resting place used by a great crested newt.

Wildlife and Countryside Act 1981 (as amended) Section 9

It is an offence to intentionally or recklessly obstruct access to any structure or place used for shelter or protection or disturb a great crested newt in such a place.

If a great crested newt is found on site, all works must cease in that area of the site and advice should be sought from one of the following staff:

- Rhys Lewis– Consultant (07734 346844)

Other newt species should be carefully moved from the footprint of the site

Identification – Great crested newts

Great crested newts can be up to 20 cm long with black or dark brown back, white speckles along the flanks and a vivid orange belly with black spots (see photographs below). The skin is rough and warty in appearance and they are much larger than the other two species of newts commonly found in the UK (smooth and palmate newts).



Other Newts

Identification - Smooth newts

Smooth newts are Britain's most common and widespread newt. They grow to approximately 10 cm. Breeding males are brown with black spots along the flanks. Females and non-breeding males have smooth, brown, velvety skin. The photo to the right shows one smooth newt (top) and one great crested newt (bottom) for comparison.



Identification - Palmate newts

Palmate newts are Britain's smallest newt at about 9 cm long (see photo right). They are brown with lines of spots along the flanks and tail. They have a small filament protruding from the tip of their tail which makes them easily distinguishable from smooth newts.



R.E.A.S.C.

Compiled	Checked	Reviewed
J Lewis 12/02/2018	R Lewis 10/03/2018	R Lewis 10/03/2018

2.9. Security and Availability of Records.

It is the responsibility of the Person of Technical Competence to ensure that records are maintained and kept secure from loss, damage or deterioration.

All records which are required to be made under the conditions of the permit and this Method of Works Statement will be kept within a secure filing cabinet located in the Site Office.

Two members of the staff (Person of Technical Competence and Site Operative) will each hold keys to access the secure cabinet. A set of master and spare keys will also be maintained by the Person of Technical Competence to ensure that the records will be immediately available for inspection by an authorised officer of a Regulatory Body.

The records kept within the secure filing cabinet will be stored on paper.

Any electronic records held on the computer in the Site Office will have back-up copies stored in the secure filing cabinet in the form of either:

- Paper hard copy; or
- Electronic back-up copy

Where electronic files are constantly being updated throughout the day, a hardcopy of source data will be retained until a back-up copy is taken at the end of each working day. A back-up copy will be retained at an offsite location.

A back-up copy of electronic records and files, which are created or amended on ad hoc basis, will be made immediately after use.

2.10. Site Preparation, Reinstatement and Completion.

Site Preparation.

The work will start at the site entrance upgrading the entrance, visibility splays and tarmacing.

Put in the haul road and vehicle turning area to accept the heavy plant, machinery and ancillary facilities.

Top soil and Sub soils present at the site, will be stripped and stored for reuse on the final landform of the new golf facility.

Excavation and importation of Secondary aggregate materials using a cut and fill operation in a progressive manner will form the foundations for the new golf facility. This method will be applied throughout the site.

Soil Processing area to be demarcated by a material bund no more than 2m in height.

Reinstatement.

Sub soils and Top soils stored on site for reuse and products will then be brought back to create the final landforms.

Completion.

Importation of secondary aggregate materials will have ceased. Heavy plant and machinery moved off site along with ancillary equipment.

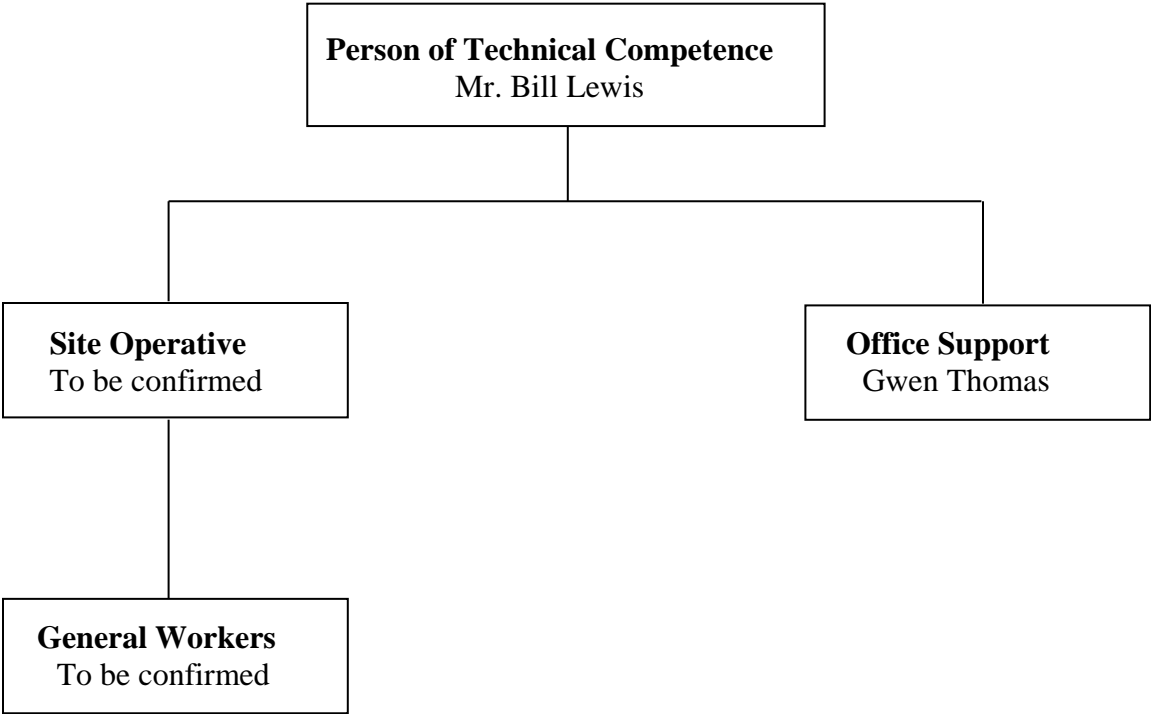
New golf facility will be ready for seeding and planting.

2.11. Management and staffing of Site.

The site will be operated and controlled by a site manager with relevant experience in utilising secondary aggregates for landform design, and holds a waste management qualification,
C.O.T.C. LS4, registered with WAMITAB.

An office manager will provide assistance with the administration of the site

The management structure of the Site is shown in the diagram below:



Unless the site is made secure, the site will be manned at all times during the hours of operation by a minimum of two members of staff one of which will include either the Person of Technical Competence or Site Operative.

Vehicles will only be accepted, transferred or dispatched in accordance to Section 5 & 6. of this Method of Works Statement, which requires the presence of the either the Person of Technical Competence or Site Operative.

2.12. Site Security and Traffic Management.

Site Security.

The site entrance comprises one lockable gate constructed to a height of 1.8m to prevent access to the site by unauthorised persons. The gate locking mechanism consists of a heavy duty chain with padlock.

The site gates will be closed and locked at all times when the site is unattended to prevent unauthorised access.

Security Cameras,

Security cameras with night vision, alarm system with recording and remote viewing and. Notices on site Warning 'CCTV Surveillance in operation' 24hours.

Appropriate signs will be displayed on the boundaries of the site warning unauthorised personnel to keep out, with an emergency telephone number - **07 803 281 306**

Traffic Management.

All vehicle drivers, on entering the site for the first time will be made aware of the site rules and given a copy.

These rules will include courteous use of the public highway to and from the site. No parking up on the public highway.

2.13. Fire Prevention and Control.

The Site Rules include the strict prohibition of burning materials on site. A designated smoking area is provided on site and smoking at any other area of the site is strictly prohibited.

All site personnel will be required to read and provide a signature to confirm they are familiar with the Fire Action Plan made in accordance with Health and Safety at Work regulations.

Training will be provided on the potential fire hazards, use and location of equipment and the procedures as stated in the Fire Action Plan.

Any site personnel discovering a fire on site will initiate the Fire Action Plan. The Fire Action Plan is held under separate cover in the site office and includes training on the various procedures (e.g. the correct selection of the type of fire extinguisher most appropriate to the fire – i.e. use of dry ‘powder’ instead of a ‘water type’ fire extinguisher in the event of an electrical fire.)

The Fire Action Plan states that in the first instance the person discovering the fire will initiate the site evacuation by raising the alarm and contacting the local Fire Authority. The Site Operative or Person of Technical Competence will try to ascertain as much detail about the nature of the fire without putting themselves at any unnecessary risk or harm (e.g. inhalation of toxic fumes from burning plastics, etc.)

With reference to the Fire Action Plan, the Person of Technical Competence can take action to tackle the fire where appropriate. Fire extinguishers are positioned at the following location on site.

Location on site	number of Fire extinguishers
Site office	X 2 types of fire extinguishers.

Following the implementation of the Fire Action Plan to suppress and extinguish the fire, the Person of Technical Competence or Site Operative will contact the Natural Recourses Wales immediately to report the fire. This will ensure that a representative from the Natural Recourses Wales is aware of the situation if the Fire Authority requires supporting information to aid their decision-making.

The Person of Technical Competence will record the following details immediately in the site diary:

- Details of the fire and action taken to control and eliminate the fire;
- Fire fighting equipment and materials used;
- Details of actions taken to manage contaminated site drainage; and,
- Details of the storage and disposal of waste materials and residues from the fire.

- The exchange of spent fire extinguishers following their use will be undertaken as soon as possible (within 5 working days.)

2.14. Site Management Qualifications.

Please see copy of certificates .

City & Guilds

*National
Vocational
Qualification*



MANAGING LANDFILL OPERATIONS SPECIAL WASTE LEVEL 4
(Q1026782)

This Certificate

is awarded to

WILLIAM MORGAN LEWIS

The holder has one or more formal Certificates of Unit Credit by which this award was earned.

Awarded APRIL 2002

0204/046049 /073401/SXI9049/1/22/07/44/

I. Humphries
Director General
The City and Guilds of London Institute



Qualifications
and Curriculum
Authority

Lawrence Strong
Director General
Waste Management Industry
Training & Advisory Board

This Certificate of Unit Credit towards
NATIONAL VOCATIONAL QUALIFICATION
MANAGING LANDFILL OPERATIONS SPECIAL WASTE LEVEL 4

is awarded to WILLIAM MORGAN LEWIS
WHO ATTENDED NORTH WEST REGIONAL ASSESSMENT CENTRE, LANCS

AND WAS SUCCESSFUL IN THE
FOLLOWING TEN UNITS

CONTROL MAINTENANCE AND OTHER ENGINEERING OPERATIONS	U1026713
ENSURE PROTECTION OF THE ENVIRONMENT ON WASTE MANAGEMENT SITES	U1026714
RECOMMEND, MONITOR AND CONTROL THE USE OF RESOURCES ON WASTE MANAGEMENT SITES	U1026711
PROVIDE PERSONNEL FOR WASTE MANAGEMENT SITES	U1026715
CREATE AND MAINTAIN EFFECTIVE WORKING RELATIONSHIPS ON WASTE MANAGEMENT SITES	U1026716
SEEK, EVALUATE AND ORGANISE INFORMATION TO SUPPORT DECISION MAKING ON WASTE MANAGEMENT SITES	U1026712
CONTROL THE RECEPTION OF SPECIAL AND OTHER WASTES	U1026717
CONTROL THE MOVEMENT, SORTING AND STORAGE OF SPECIAL AND OTHER WASTES	U1026718
PREPARE PLANS FOR RESORATION AND AFTERCARE OF SPECIAL AND OTHER WASTE LANDFILL SITES	U1026722

Awarded MARCH 2002 0203/046049 /073401/SXI9049/1/22/07/44

CONTINUED



J. T. Young
Chairman
The City and Guilds of London Institute



J. Humphries
Director-General
The City and Guilds of London Institute

CONTINUATION

This Certificate of Unit Credit towards
NATIONAL VOCATIONAL QUALIFICATION
MANAGING LANDFILL OPERATIONS SPECIAL WASTE LEVEL 4


is awarded to WILLIAM MORGAN LEWIS

CONTROL TECHNICAL IMPROVEMENTS IN LANDFILL
OPERATIONS ON SITES HANDLING SPECIAL AND OTHER
WASTES

U1026723

Awarded MARCH 2002

0203/046049 /073401/SXI9049/1/22/07/44



D.Y. Young
Chairman
The City and Guilds of London Institute



C. Humphries
Director-General
The City and Guilds of London Institute

This Certificate of Unit Credit towards
NATIONAL VOCATIONAL QUALIFICATION
MANAGING LANDFILL OPERATIONS SPECIAL WASTE LEVEL 4

is awarded to WILLIAM MORGAN LEWIS

WHO ATTENDED NORTH WEST REGIONAL ASSESSMENT CENTRE, LANCS

AND WAS SUCCESSFUL IN THE
FOLLOWING TWO UNITS

MAINTAIN SAFE AND PRODUCTIVE WORKING CONDITIONS ON SITES DEALING WITH SPECIAL AND OTHER WASTES	U1026719
CONTROL SITE OPERATIONS FOR SPECIAL AND OTHER WASTES DISPOSAL	U1026720

Awarded APRIL 2002

0204/046049 /073401/SXI9049/1/22/07/44



G. T. Young
Chairman
The City and Guilds of London Institute



E. Humphries
Director-General
The City and Guilds of London Institute

WAMITAB

WASTE MANAGEMENT INDUSTRY TRAINING AND ADVISORY BOARD

CERTIFICATE No: 4149

PROVISIONAL CERTIFICATE OF TECHNICAL COMPETENCE

This Certificate confirms that

MR WILLIAM MORGAN LEWIS

applied to the Board by August 10 1994 for a Certificate of Technical Competence for the management of a facility of the type set out below and presented evidence to the satisfaction of the Board of being a manager of such a facility at some time in the year prior to August 10 1994. Thus, to the best of the Board's knowledge and belief, the above named manager is entitled to the transitional exemption from the need to demonstrate technical competence in the management of such a facility for 5 years from August 10 1994 provided for in the Waste Management Licensing Regulations 1994.

Facility Type:

LANDFILL OPERATIONS : INERT WASTE

(LEVEL III) - L3



Authorising Signatures:

Director General

Director

Date of issue: February 20, 1995

This Certificate expires on August 10 1999.

WAMITAB

WASTE MANAGEMENT INDUSTRY TRAINING AND ADVISORY BOARD

CERTIFICATE No: 4467

CERTIFICATE OF TECHNICAL COMPETENCE

This Certificate confirms that

William Morgan Lewis

has demonstrated the standard of technical competence required for the management of
a facility of the type set out below

Facility Type:

Managing Landfill Operations :

Special Waste (Level 4) - LS4



Authorising Signatures:

Director General [Signature]

Director [Signature]

Date of issue: 20 May 2002



WAMITAB

Waste Management Industry
Training and Advisory Board



The Chartered Institution
of Wastes Management

Certificate No. CCC4299

Continuing Competence Certificate

This certificate confirms that
William Morgan Lewis

Has met the relevant requirements of the Continuing Competence scheme for the
period between 1 March 2012 to 28 February 2014 for the following award(s):

LH Landfill - Hazardous Waste

Awarded: 30/03/2012

Authorised

WAMITAB Director General

CIWM Chief Executive Officer



*This certificate needs to be renewed during the period
between 1 March 2014 and 29 February 2016*



00012116

Certificate No. CCC12447

Continuing Competence Certificate

This certificate confirms that

William Morgan Lewis

Has met the relevant requirements of the Continuing Competence scheme for the following award(s) which will remain current for two years from 17/03/2016

LIN Landfill - Inert Waste

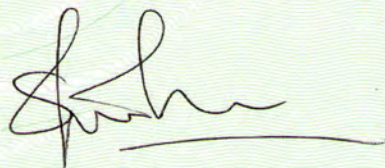
Awarded: 17/03/2016

Expiry Date:
17/03/2018

Authorised



WAMITAB Chief Executive Officer



CIWM Chief Executive Officer



The Chartered Institution
of Wastes Management



Certificate No. CCC18198

Continuing Competence Certificate

This certificate confirms that

William Morgan Lewis

Has met the relevant requirements of the Continuing Competence scheme for the following award(s) which will remain current for two years from 26/06/2018

LIN Landfill - Inert Waste

Awarded: 26/06/2018

Expiry Date:
26/06/2020

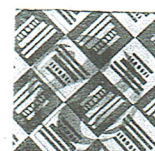
Authorised

WAMITAB Chief Executive Officer

CIWM Chief Executive Officer



The Chartered Institution
of Wastes Management



National Plant Operators Register

This is to Certify that

WILLIAM MORGAN LEWIS

*is a registered operator for the categories of lift truck,
mobile plant, powered work equipment as listed below,*

A400-119-2

Test Date	Equipment	Instructor
13 04 00	Dozer	G. Holtham
13 04 00	Excavator 360 (Tracked)	G. Holtham

Registration No: 2010004082

Expires: APRIL 2010

**National Plant Operators Registration Scheme Ltd
PO Box 204, Northwich, Cheshire. Tel: 0160 649909**

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Notification Details

Reference: ON/18800
Training Provider: J Beddows Training
Date: 02/11/2011
Start Time: 11:00
Category: N215 - Dozer
No of Tests: 1
Instructor: Beddows, Joseph - 8494
Company: Bill Lewis
Location: Bryn Estyn Road
 Wrexham
 Clwyd
 LL13 9UB

Further Information

If any of the details above are incorrect or you require any further information please contact NPORS on **01606 351240** or at info@npors.com.

Confirmation Email

A confirmation e-mail has been sent to beddowsjoe@aol.com.

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Notification Reference Number: ON/18804

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Notification Details

Reference: ON/18804
Training Provider: J Beddows Training
Date: 02/11/2011
Start Time: 13:00
Category: N202 - Excavator 360°
No of Tests: 1
Instructor: Beddows, Joseph - 8494
Company: Bill Lewis
Location: Bryn Estyn Road
 Wrexham
 Clwyd
 LL13 9UB

Further Information

If any of the details above are incorrect or you require any further information please contact NPORS on **01606 351240** or at info@npors.com.

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NPORS OPERATOR



NAME: William M. Lewis

REGISTRATION NO: 47098

EXPIRES: 30/11/2016



Supporting the industry for over 20 years

NPORS OPERATOR



NAME: Kerry Slawson

REGISTRATION NO: 280668

EXPIRES: See Overleaf



Supporting the industry for over 20 years

Reg No: 280668

Updated/Renewed - 21/07/2017

Category

N202TK Excavator 360° (Tracked/Above and Below 10 Tonnes
excluding Micro 360)

Attachments: Includes Bucket

Expiry Date

31/07/2022

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of the card or call 01606 351240, e mail info@npors.com

NPORS OPERATOR



NAME: William M. Lewis

REGISTRATION NO: 47098

EXPIRES: 30/11/2021



Supporting the industry for over 20 years

Reg No: 47098

Renewed - 14/11/2016

Category

ZD3 Dozer
ZE2 Excavator 360° (Tracked)
N215 Dozer
N225TG Excavator 360° (Tracked/Above & Below 10T)

Attachments: Includes All Buckets

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2.15. Risk Assessment

Background to Risk Assessment

Risk Assessment Methodology

Introduction

Risk assessment is a management tool that aids decision making and involves consideration of the likelihood and the consequences of an event, for the purposes of making decisions about the nature and significance of any risks, and how best to manage risk.

Environmental risk assessment requires an understanding of the source of a hazard, the characteristics of an environmental receptor that may be at risk from that hazard, and the means, or pathway, by which the receptor may be affected by that hazard.

In the context of waste management licensing, environmental risk assessment is used to enable the operator and the Natural Resources Wales to identify whether and what risk management options, or mitigation measures, are required to adequately prevent, control, minimise and/or compensate for the identified risks to the environment from that site.

These measures are normally described in the **working plan** or stipulated as **licence conditions**.

The Risk Assessment can be taken to various levels of detail and sophistication that are generally referred to as **Tier 1**, **Tier 2** and **Tier 3**. A flow diagram of the Tier selection is shown in Figure A6.1.

Tier 1 risk screening assessments may be sufficient where these give a clear demonstration of the anticipated level of risk and demonstrate that the proposed risk management provisions are fit for purpose and give the required standard of environmental protection.

The output of the Tier 1 assessment should be a statement with justification, of the risks identified and a specification of appropriate risk management provisions. The development of a clear **conceptual model** is critical to the analysis.

Conceptual models are useful tools in problem formulation. They present visual relationships between **sources**, **pathways**, and **receptors**.

Sources (Hazards)

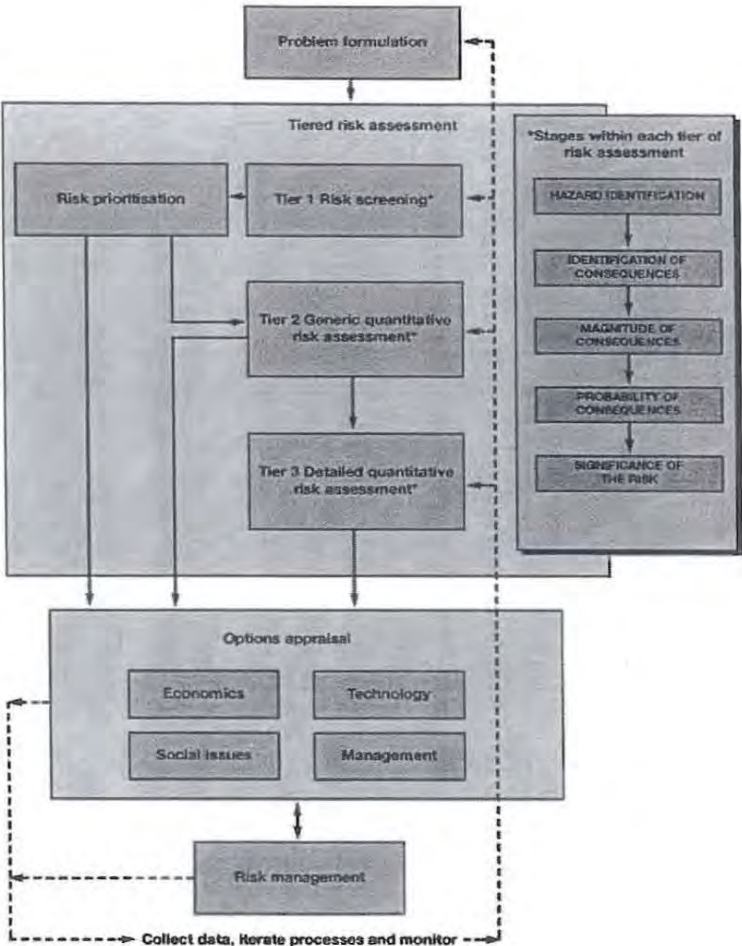
A hazard can be defined as a property or situation that in particular circumstances could lead to harm. Potential sources of contamination are identified for the site, based on a review of the current/proposed site uses. Not only the nature but also the likely extent of any hazard is considered, e.g. whether the hazard is localised or widespread.

Pathways

The mere presence of contamination does not infer a risk. The exposure pathway determines the 'dose' delivered to the receptor and the effective dose determines the extent of the adverse effect on the receptor. The

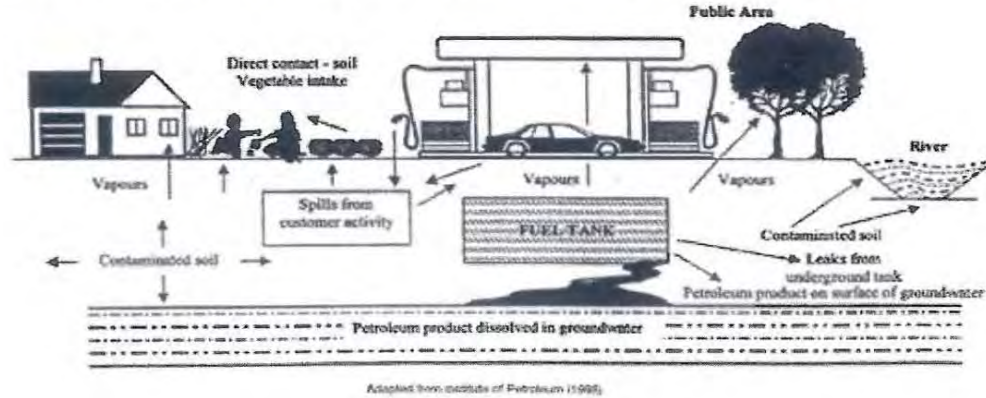
pathway which transports the contaminants to the receptor or target generally involves conveyance via soil, water or air. An example scenario of the Source-Pathway-Receptor model is shown in Table A6.2.

Figure A6.1 Risk Assessment Tier Selection^{#1}



^{#1} Extract from DETR Guidance (Ref DETR, 2000).

Figure A6.2 Example Scenario of the Source-Pathway-Receptor Concept



Receptors

The varying effect of a hazard on individual receptors depends largely on the sensitivity of the target. Receptors include any people, animal or plant population, or natural or economic resources within the range of the source which are connected to the source by the transport pathway.

Exposure Assessment


The probability of the consequences is defined when a pathway is identified between the source and the receptor has three components:

- i) The probability of the hazard occurring;
- ii) The probability of the receptors being exposed to the hazard; and
- iii) The probability of harm resulting from exposure to the hazard.

Having determined the probability and magnitude of the consequences that might arise as a result of the hazard, it is necessary to place them in some sort of context. At Tier 1 level, this will comprise a common sense estimation or judgement on the basis of the knowledge and experience available. This is often referred to as a **Qualitative Risk Assessment**.

The former DETR (now DEFRA) in association with the Natural Resources Wales recommend that the use of a simple matrix can provide a consistent basis for this form of assessment. The matrix is shown in Figure A6.3.

Figure A6.3 Risk Assessment Matrix^{#1}

Increasing acceptability 	Consequences			
	Severe	Moderate	Mild	Negligible
Probability				
High	high	high	medium/low	near zero
Medium	high	medium	low	near zero
Low	high/medium	medium/low	low	near zero
Negligible	high/medium/low	medium/low	low	near zero

^{#1} Extract from DETR Guidance (Ref DETR, 2000).

Under such a classification system, the following categorisation of risk has been developed and the terminology adopted as follows:

Term	Description
Very High Risk	There is a high probability that severe harm could arise to a designated receptor from an identified hazard at a site without appropriate remedial action.
High Risk	Harm is likely to arise to a designate receptor from an identified hazard at the site without appropriate remedial action.
Moderate Risk	It is possible that without appropriate remedial action, harm could arise to a designated receptor but is relatively unlikely that any such harm would be severe, and if any harm were to occur it is more likely that such harm would be relatively mild.
Low Risk	It is possible that harm could arise to a designated receptor from an identified hazard but it is likely that at worst, that this harm if realised would normally be mild.
Negligible Risk	The presence of an identified hazard does not give rise to the potential to cause significant harm to a designated receptor.

The scope, type and standard of risk measures that will be required will depend upon the environmental hazard and upon the identified environmental risks. In waste management licensing, many site activities carried out and the environmental risks they give rise to are known and understood well enough that the risk management provision they will typically require can be identified and specified as 'default risk management standards'. These are standards that that will normally be required in default of any more detailed site specific assessments indicating that either a lesser or a higher standard of risk management provision is required.

The activity of using secondary aggregates for typical Paragraph 19 exemption criteria are relatively well understood/established and reaching an agreement with the Agency on the risk management provisions should be relatively straightforward.

In the event that the Tier 1 analysis provides insufficient understanding of the risks, a Tier 2 or Tier 3 assessment may need to be carried out.

A **Tier 2** analysis may go a step further than the initial qualitative risk assessment, and **quantitative** or semi-quantitative risk assessment is used for high priority, complex risks. A variety of numerical models and computer software have been developed to assist in the quantification of risks from waste management sites.

A Tier 2 **generic** risk assessment is where a representative numerical model is used to simulate the facility under study in order to assess the nature and level of risks involved and, to inform the general type of risk management measures required. It is known as a 'generic' model because it will incorporate standard published parameters.

A **Tier 3 tailored** risk assessment attempts to tailor the generic model specifically to the site under study, using assumptions and input parameters that reflect the site-specific conditions. This may comprise intrusive ground

investigation data such as soil permeability in association with chemical testing of soil and groundwater samples.

Therefore, a Tier 1 Risk Assessment is likely to be sufficient to determine the adequate level of risk management for utilising secondary aggregates.

Tier 1 Quantitative Risk Assessment

Potential hazards, pathways and receptors

Sources of contamination

The presence of potential sources of contamination have been identified during a review of the existing and proposed site activities:

- Contamination in construction materials (Secondary Aggregates) (asbestos, hydrocarbons, metals)
- Above ground fuel tank during construction period (hydrocarbons)
- Operating vehicles

Pathways

Potential environmental pathways

- Leaching of contaminants through soils/bedrock and migration via groundwater
- Direct contact, incidental ingestion or inhalation of contaminations by humans

Receptors

- Humans (Site Workers/ Visitors/ Trespassers/ Off-site Residents)
- Groundwater
- Surface water
- Flora/fauna
- Site portakabin building / Off-site dwellings

Tabulation of Environmental Risks

The results of the risk assessment for the site are presented in Figure A6.4 in the form of a conceptual model based on a review of the site activities and the immediate environment.

Table 6.4 Conceptual Model and Qualitative Tier 1 Risk Assessment

Source	Potential Pollutant / Hazard	Potential Receptors	Pathway / Occurrences	Potential Consequence	Existing Risk Management	Likelihood of occurrence	Risk/ Potential Significance	Additional Risk Management Required
Above ground fuel tank and Secondary aggregates (e.g. non-permitted contaminated materials co-mingled with construction materials)	(hydrocarbons /PAH's) Heavy Metals Phytotoxic Metals	Humans (Site workers / visitors) (Trespassers)	Dermal contact, Incidental ingestion or inhalation of vapours	Health Hazard e.g. carcinogenic <i>(moderate)</i>	Tank is double skinned in line with Environment Agency specifications to reduce risk of accidental spillage. A visual inspection of the mobile tank will be undertaken every day to ensure oil is not leaking. An integrity test will be undertaken at interval recommended by supplier. Site protocols are documented in the Method of Working Statement for the inspection of materials during delivery and tipping. Some contaminated materials would be readily apparent due to identifiable odours (associated with hydrocarbons) and discoloration and these will be refused to be accepted at site during inspection. Contact management/terms and conditions will seek assurances that materials are inert. Appropriate PPE is provided to Site Workers during reloading of contaminated materials back onto the delivery vehicle in the event that materials are inadvertently tipped without being identified in the initial inspection.	Unlikely (Providing protocols in the Method of Working Statement are followed and appropriate safety measures are provided for e.g. face masks, gloves).	Low Risk	No
		Humans (local residents)	Migration off-site to private water supplies / consumption of garden crops	Health Hazard e.g. carcinogenic <i>(moderate to severe)</i>	As above.	Unlikely (Private water supplies are tested regularly by Local Authority Environmental Health Officers and any contamination would be identified. The migration distance from the source, dilution/natural attenuation during the travel residence time are unlikely to result in contamination)	Medium/Low Risk	No
		Groundwater	Leaching of contamination from soils	Contamination of <i>(moderate)</i>	As above.	Low likelihood (Providing tank integrity is checked regularly and operational safeguards/protocols detailed in the Method of Working Plan are followed)	Medium/Low Risk	No
		Surface water courses	Potential baseline contribution from groundwater in the event of a pollution incident	Contamination of surface water course / pond <i>(moderate)</i>	As above.	Low likelihood (Providing tank integrity is checked regularly and operational safeguards/protocols detailed in the Method of Working Plan are followed)	Medium/Low Risk	No
		Flora & Fauna	Leaching of hydrocarbons into soils and vertical migration to water table. Groundwater dissolution, migration and root uptake Pollution of surface water features and foraging areas (e.g. ponds fed by groundwater spring).	Vegetation die back <i>(moderate/mild)</i> Foraging and breeding habitats contaminated <i>(moderate)</i>	As above.	Low likelihood (Providing tank integrity is checked regularly and operational safeguards/protocols detailed in the Method of Working Plan are followed)	Low Risk	No
Secondary aggregates (e.g. non-permitted contaminated materials co-mingled with construction materials)	Asbestos	Humans (Site workers) Humans (Local residents)	Inhalation of airborne particles	Health Hazard e.g. respiratory <i>(severe)</i>	Method of Working Statement / Site Diary will contain operational protocols for accepting materials with visual inspections during arrival and tipping to prevent non-permitted materials being delivered to the site. Identification of asbestos would be notifiable to the Agency to prevent a reoccurrence of delivery by responsible party. Occurrence is likely to be greater in drier, windier conditions. Mitigation measures include the use of a bowser to dampen dust and particulates, thus reducing the airborne fraction.	Unlikely (Providing attention is kept to operational procedures)	Medium/Low Risk	No
Stockpiles of materials / Tipping. (Crushed concrete & other secondary aggregates)	Dust & particulates	Humans (Site workers / customers) Humans (Local residents)	Inhalation and direct contact with airborne particles	Health Hazard e.g. respiratory <i>(moderate)</i> Amenity nuisance <i>(mild/moderate)</i>	Occurrence is likely to be greater in drier, windier conditions. Mitigation measures include the use of a bowser to dampen dust and particulates, thus reducing the airborne fraction.	Low likelihood (Providing attention is kept to operational procedures)	Medium/Low Risk	No
Operating Vehicles	Exhaust fumes	Humans (Site workers)	Inhalation	Health e.g. asphyxiation <i>(severe)</i>	Limited number of operating vehicles onsite giving rise to a minimal amount of exhaust fume emissions. All operations occur outside, thus ensuring maximum ventilation.	Unlikely	Low Risk	No
	Noise & vibration	Humans (site workers / customers)	Transmission through air	Amenity nuisance <i>(moderate/mild)</i>	Limited number (two or three) of vehicles operating on site at any one time and restricted opening hours.	Low likelihood (Providing vehicles are suitably maintained)	Low Risk	No
		Humans (Local residents)			Plant and equipment will be maintained in accordance with manufacturers' specifications and fitted with appropriate silencers.			

2.16. Key Risk Management Issues.

Items addressed in the Method of Works Statement.

As a result of a site investigation, site walk over and previous experience of using permits to create secondary aggregates, the risk assessment identifies environmental hazards associated with potentially contaminated construction materials and storage of vehicles, oils and fuel. Dust and noise associated with the day-to-day operations were also assessed.

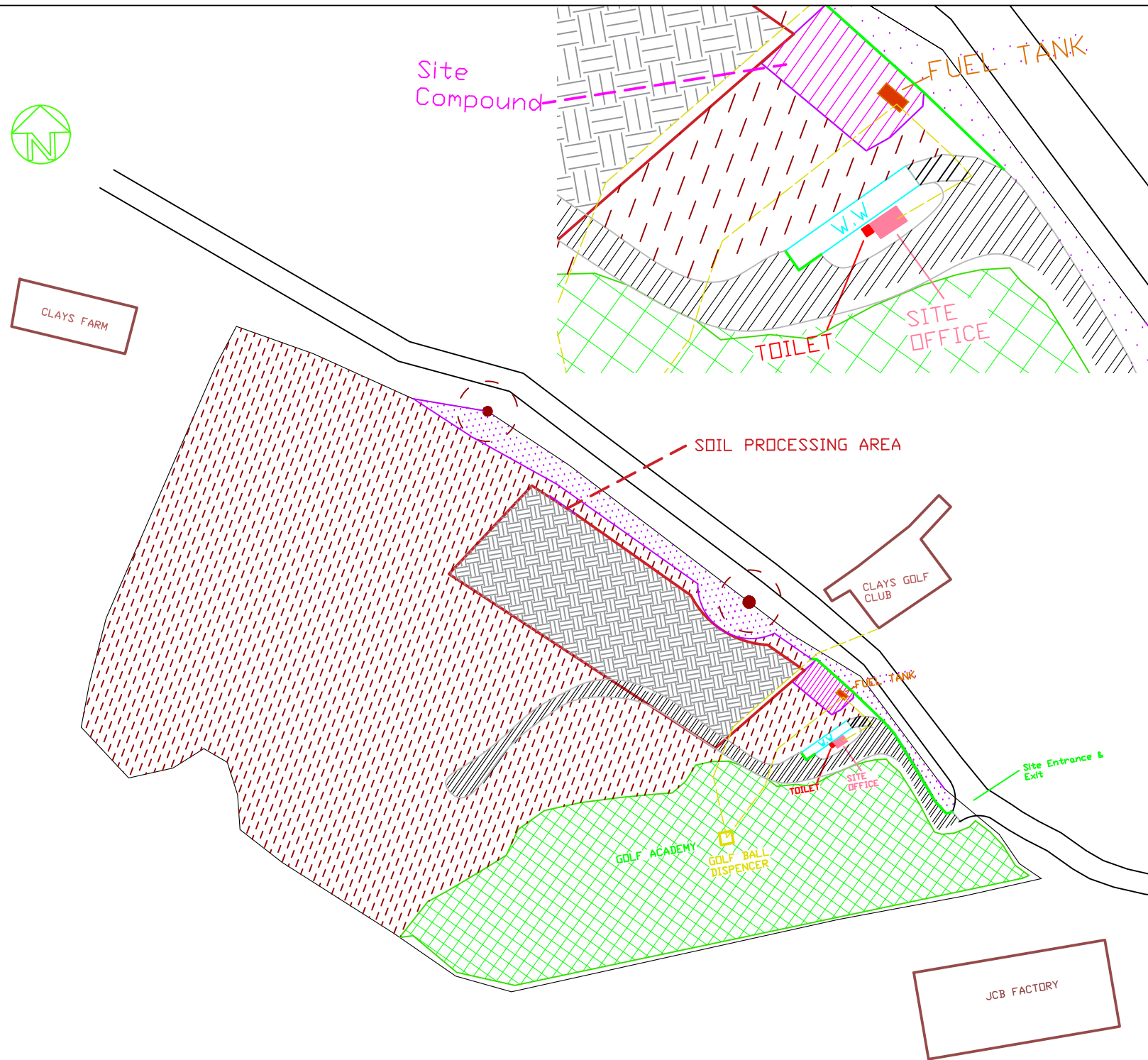
These environmental risks are to be mitigated through a number of operational procedures relating to protocols for accepting materials and the storage and handling of potentially hazardous materials.

These operational procedures are outlined in the risk assessment and are covered in more detail in the Method of Works Statement.









The Method of Works Statement will be considered as a 'living document' and will require updating to reflect any changes in the operational procedures at the site throughout the construction period.

As such, the Method of Works Statement will be published as an A4 size report held in a folder. A copy will be maintained in the Site Office.

2.17. Site Layout Plan



Key/Notes

-  Buried 240Volt Main
-  Golf Academy Completed Facilities
-  Soil Processing and Storage Area
-  New Golf Facilities Area Engineering Area
-  Haul Road, Turning Area & Materials Delivery Point
-  Tree
-  Exclusion Area for hedgrow/tree protection
-  W.W. Wheel Wash

Any venerable receptors indicated on plan.

Clay's Golf Club
Site Layout Plan

2.18. Site Security Check Sheet

SITE SECURITY CHECK SHEET

Month _____
Week _____

Day / Date	Person on Site		CCTV	Check Alarm	Check Compound Fence	Check Fuel Tank	Weather			Dust Suppres.	Site Boundary
	Name	Signature					Wet	Dry	Windy		
Monday	W. M. Lewis										
	G. Thomas / B. Lewis										
Tuesday	W. M. Lewis										
	G. Thomas / B. Lewis										
Wednesday	W. M. Lewis										
	G. Thomas / B. Lewis										
Thursday	W. M. Lewis										
	G. Thomas / B. Lewis										
Friday	W. M. Lewis										
	G. Thomas / B. Lewis										
Saturday	W. M. Lewis										
	G. Thomas / B. Lewis										

Site Contractors / Services / Visitors

Day / Date	Name	Signature	Company	Reason for being on site

2.19. Contractors for on Site Services.

WESTERN PIONEER & PROCEDURE FOR FUEL DELIVERY

The company we purchased our bunded gas oil tank from. They supplied a 'Certificate of Conformity'; if any maintenance is required we would contact this company.

DRAGON HYDRAULICS & SPILL RESPONSE PROCEDURE

This company supply us with spill kits. They also have a service of disposal of any used spill kits. They are also on standby to replace any leaking hydraulic hoses on machinery.

MARUBENI-KOMATSU LTD

We have purchased our excavators and bulldozer from this company. We have service contracts in place to have the machines serviced regularly.

M. H. FIRE PROTECTION WREXHAM

This company has supplied all our fire extinguishers, and will service them for us in March, 2013, and replace if required.

WILLIS SECURITY

This company set up all our security cameras, alarm and 'magic eyes'. We have installed broad band and we can view our site 24 hours, the alarm would alert us via telephone if there happened to be intruders on site, out of hours.

OZLOO TOILET HIRE

We have a portable toilet on site; this company service it for us once a fortnight.

MIDLAND GROUNDWORKS LIMITED

These are the main contractor for earth works, restoration and reinstating works.

2.20. Certificate of Conformity for Fuel Tank

CERTIFICATE OF CONFORMITY

WESTERN[®] certify that the tank model ENVIROBULKA DELUXE EBD2200

Build Number: **30042**


Conforms with the following requirements: -

Control of Pollution (Oil Storage) (England) Regulations SI2001/2954, The Water Environment (Oil Storage) (Scotland) Regulations 2006 SI2006 No.133. and as far as this is applicable.

Environment Agency Pollution Prevention Guidelines PPG2.

WESTERN[®] declare that the capacity of the bund is equal or greater then 110% of the inner tank.

The tanks are manufactured to BS799 Part 5 under a Quality Assurance Programme certified to ISO 9001-2000.



Signed:

.....
RICHARD DOLING
TECHNICAL MANAGER

Date: **16/12/2011**

WESTERN INTERNATIONAL UNLIMITED

HEAD OFFICE | ACCOUNTS

Western House, Broad Lane,

Yate, Bristol, UK, BS37 7LD

+44 (0)1454 227 277

+44 (0)1454 227 549

sales@westernenvironmental.co.uk



VAT Reg No. 137917641
Company Reg No. 5425318

2.21. Procedure for Fuel Delivery Driver.

(extract of from Wynnstay Fuels)

1. On reaching the customers premises the driver must contact the purchase representative, where appropriate. Prior to delivery commencing the customer will confirm that the correct grade of fuel has been ordered, the amount in litres is correct and the tank to be filled.
2. It will also be confirmed that there is sufficient room in the tank for the quantity ordered. Fuel should not be discharged unless these details have been confirmed.
3. All necessary Personal Protective Equipment must be worn. (See personal protective equipment matrix in Wynnstay procedure)
4. If a ladder is to be climbed then the driver must not stand higher than the 6th rung from the bottom.
5. If the driver cannot reach the tank from the company ladder then under no circumstances should a customer ladder be used. However the customer may themselves use their own ladder and the driver may help and assist. (SEE GENERAL NOTES ON LADDER SAFETY IN SECTION 7 in Wynnstay procedure)
6. Should any other aspect of the delivery be unsafe then it is advised not to make the delivery without checking with the office. An unsafe delivery point report should be completed. (See section 5.4 Wynnstay procedure)
7. The driver will insert the delivery ticket in to the meter and zero it prior drawing the hose reel from the tanker and connecting to the purchaser's tank.
8. On completion of the delivery the delivery ticket is stamped with the number of litres delivered and presented to the purchaser for signing. Where a purchaser is not available the driver initials the ticket N/A and posts the hard copy into the customer's possession. The purchaser will retain the hard copy of the ticket. The driver will retain others to be handed to the Depot Manager along with loading notes.
9. If the purchaser cannot accept the amount of fuel ordered then the driver must meter the fuel into the tank but leaves sufficient room for expansion.
10. The ticket must be stamped with the amount delivered and cross out the ordered amount and price. The purchaser must sign for delivery and retains the hard copy.

Dragon Hydraulics order Certificate

INVOICE TO:

INVOICE

**DRAGON
HYDRAULICS**

HYDRAULIC HOSE REPLACEMENT SERVICE

UNIT 3 ABBEY ROAD NORTH
WREXHAM INDUSTRIAL ESTATE
WREXHAM LL13 9RX**NO CALL OUT CHARGE 24 HOURS 7 DAY**

COMPANY SITE:

Tel: 01978 664449

Fax: 01978 664430

Nº 33820



CONTACT

VAT No. 728 782590

Co Reg No. 5087821

DATE 27/9/12

EQUIPMENT
MODEL

ORDER No.

WORK CARRIED OUT

NATURE OR CAUSE OF DAMAGE/FAILURE

LOCATION OF HOSE(S) ON MACHINE

SITE DAMAGE ☐WEAR & TEAR ☐WARRANTY ☐

Machine Type/Serial No.

Fleet or Reg No.

Time on Site

Time off Site

Job No.

Mileage or Hours

SITE RISK ASSESSMENT

HAZARDS

H= high M= medium L= low

Slip Trip

Moving Parts

Pressure in system

Vehicle Hazards

Working at Height

Confined Space

Excavations

Fire Hazard

Electricity Hazard

Noise Hazard

Fumes/Dust Hazard

Lighting

Water

Hazardous Substances

Low Temperature

Manual Handling

OTHER PEOPLE AT RISK

Driver/Operator

Maintenance Personnel

Trainee

Public

Other

PRECAUTIONS TAKEN

CONDITIONS OF SALE

1. DRAGON HYDRAULICS and its authorised distributors will replace any articles sold by it, which within 30 days following delivery are shown to DRAGON HYDRAULICS satisfaction to have been, at the time of delivery defective in material or in manufacture. Goods will not be accepted for return without prior approval.

2. All conditions and warranties as to the quality of the goods supplied or fitness for any particular purpose whether express or implied, whether statutory or otherwise and whether oral or in writing are hereby expressly excluded and negated but every care will be taken to ensure that the goods supplied will conform to the Company's standards or to Specifications (within the limits of reasonable commercial accuracy) and will be of good material and workmanship. In no circumstances does the Company accept any liability whatsoever for any consequential loss or damage which may arise out of the goods supplied or any defect in the same.

3. No claims for quantity or quality of the above parts will be recognised unless made within 7 days of receipt of goods.

4. E & O E

Technician

I have conducted the risk assessment as shown and completed the work specified above.

Granules/Pads

Miles Travelled

Lab. out of Hrs.

Labour

Oil

Customer Rep/Site Contact

We certify that the above work has been completed and the machine is now working to my/our satisfaction

SIGNATURE

Gwen Thomas

PRINT NAME

GWEN THOMAS

SUB TOTAL

50.00

V.A.T.

10.00

TOTAL

60.00

SIGNATURE

DARRIN

PRINT NAME

70 of 98

2.22. Spill Response Procedure

Spill kits are kept in machines and fuel storage container, with instruction included.

Possible Incidents

Fluid drum in load of waste.

Move away, Get help, Inform Site Manager

Oil leak on a machine.

Switch off engine

Move away, Get help, Inform Site Manager

Fuel spillage during delivery of fuel or filling up machinery.

Site manager will be in charge of this operation and will follow the Spill Response Procedure.

MOVE AWAY AND GET HELP

Evacuate the area and notify others working nearby.

MAKE THE AREA SAFE

Restrict access to the area to prevent further contamination.

LOOK FOR INJURIES / ILLNESS

Assess any injuries / illness and take appropriate action.

PROTECT YOURSELF

Don appropriate personal protective clothing to deal with the spill, double-check its effectiveness.

APPLY ABSORBENT

Apply absorbent to the spill.

CLEAN UP THE SPILL

Remove the absorbed spill and place it in the disposal bag. Close the bag using the cable ties provided.

DISPOSAL

Dispose of properly in accordance with local waste disposal regulations.

Dragon Hydraulics certs

INVOICE TO:

INVOICE

**DRAGON
HYDRAULICS**

HYDRAULIC HOSE REPLACEMENT SERVICE

UNIT 3 ABBEY ROAD NORTH
WREXHAM INDUSTRIAL ESTATE
WREXHAM LL13 9RX**NO CALL OUT CHARGE 24 HOURS 7 DAY**

Tel: 01978 664449

Fax: 01978 664430

Nº 29837

VAT No. 728 782590

Co Reg No. 5087821

COMPANY SITE:

CLAYS



CONTACT

DATE

EQUIPMENT
MODEL

ORDER No.

WORK CARRIED OUT

NATURE OR CAUSE OF DAMAGE/FAILURE

LOCATION OF HOSE(S) ON MACHINE

SITE DAMAGE

☐

WEAR & TEAR

☒

WARRANTY

☐

Machine Type/Serial No.

Fleet or Reg No.

Time on Site

Time off Site

Job No.

Mileage or Hours

SITE RISK ASSESSMENT

HAZARDS

H= high M= medium L= low

Slip Trip

Moving Parts

Pressure in system

Vehicle Hazards

Working at Height

Confined Space

Excavations

Fire Hazard

Electricity Hazard

Noise Hazard

Fumes/Dust Hazard

Lighting

Water

Hazardous Substances

Low Temperature

Manual Handling

OTHER PEOPLE AT RISK

Driver/Operator

Maintenance Personnel

Trainee

Public

Other

PRECAUTIONS TAKEN

CONDITIONS OF SALE

1. DRAGON HYDRAULICS and its authorised distributors will replace any articles sold by it, which within 30 days following delivery are shown to DRAGON HYDRAULICS satisfaction to have been, at the time of delivery defective in material or in manufacture. Goods will not be accepted for return without prior approval.

2. All conditions and warranties as to the quality of the goods supplied or fitness for any particular purpose whether express or implied, whether statutory or otherwise and whether oral or in writing are hereby expressly excluded and negated but every care will be taken to ensure that the goods supplied will conform to the Company's standards or to Specifications (within the limits of reasonable commercial accuracy) and will be of good material and workmanship. In no circumstances does the Company accept any liability whatsoever for any consequential loss or damage which may arise out of the goods supplied or any defect in the same.

3. No claims for quantity or quality of the above parts will be recognised unless made within 7 days of receipt of goods.

4. E & O E.

Technician

I have conducted the risk assessment as shown and completed the work specified above.

SIGNATURE

PRINT NAME

73 of 98

SUB TOTAL

V.A.T.

TOTAL

Granules/Pads

Miles Travelled

Lab. out of Hrs.

Labour

Oil

Customer Rep/Site Contact

I/We certify that the above work has been completed and the machine is now working to my/our satisfaction

SIGNATURE

PRINT NAME

hourly rate



service contract

Customer: **MLRF**Contact: **GWEIN THOMAS**Address: **CLAYS SITE, BRYNESTYN ROAD, LLAN-Y-PWLL, WREXHAM**Post Code **LL13 9UB** Tel No **07803281306**

MACHINE MODEL:

PC240LCD-8

SERIAL NO:

(TO BE CONFIRMED BY HEAD OFFICE)

K51317

CONTRACT NO:

(TO BE CONFIRMED BY HEAD OFFICE)

1. This Service Contract will for so long as it continues, cover all regular services at and above 500 hours, excluding routine maintenance by the operator as per the Operators Service Manual. Marubeni-Komatsu Ltd will carry out the following periodical inspections and services during normal working hours (Mon-Thurs 08.00-16.30hrs, Fri 08.00-15.30hrs excluding Public Holidays), commencing as specified in section 4.

1.1 Services

Services will be carried out every 500 hours as per Operators Service Manual. The responsibility is with the customer to ensure MKL is contacted for booking of service at or around the recommended service interval and machine made available. MKL accept no liability for missed services due to above and no rebate to hourly billing will be applicable.

1.2 Komatsu Oil Wear Analysis (KOWA)

KOWA will be carried out every 500 hours as per Operators Service Manual.

1.3 Preventative Maintenance Inspections

Preventative maintenance inspections will be carried out every 500 hours.

1.4 Reports

On completion of each service, a copy of Service Checklist and Job Sheet can be provided, if requested.

2. The customer will give Marubeni-Komatsu Ltd right of access to the machine at a convenient time during normal working hours (if possible) for the purpose of carrying out inspections, warranty repairs and observation of machine operating conditions.

3. The customer will have the following options for this Service Contract.

The basic hourly charge will include:

- a) Labour, travelling and mileage charges for services at site address, requested in normal working hours, filters and elements
- b) Preventative Maintenance Inspections
- c) KOWA

3.1 The basic hourly charge will exclude, and the customer will be required to pay in addition for:

- a) Overtime premium charges for services requested out of normal working hours, Monday to Friday
- b) Any waiting time or additional work required in excess of one hour
- c) Fuel, oils and lubricants
- d) Wearparts, tyres, accident damage and operator's misuse
- e) Cold weather protection of cooling system
- f) Excess travel caused by change of site address

3.2 Hourly charge will be **£1.20** plus VAT per machine hour operated, as recorded on the machine's service meter. In the event of failure of the service meter, the number of hours of operation would be estimated from the date of MKL's last record of hours operated.

3.3 Please tick appropriate box if any of the following items are to be included in the hourly rate

- ☒ POWERLINE OILS
- ☒ HYDRAULIC OIL
- ☐ CAPPED OVERTIME

3.4 The customer will be invoiced for the actual hours the machine has worked as metered on the service meter of the machine. This reading can be taken directly from Komtrax and invoiced automatically monthly, customer to provide Order Number to cover contract. Alternatively the customer should provide on a monthly basis, the actual meter reading prior to the end of each month.

The customer will be invoiced separately for the items listed in 3.3 as and when the changes arise unless the hourly rate has been calculated to include these costs.

*Payment for the goods shall be due against the sellers invoice and any amounts not paid when due shall bear interest at 4% above the base rate for the time being adopted by the seller's bankers.

4. The Contract terms are as follows:-

Start Date **01/05/12**

Start Machine Hours. **1**

(minimum 500hrs before first service due)

Terms (years) **1 YEAR**

Annual Price Revision Agreement **YES**

Special fixed rate for term or MKL Parts Labour Oils increase as applicable

Customer Order No

☒ Komtrax to be activated (if applicable)

Special Terms

Marubeni-Komatsu Ltd will be entitled to terminate the Contract earlier by written notice to the customer taking immediate effect if: the customer is in breach of any of its obligations; or if the customer ceases to carry on business; becomes insolvent; has a receiver appointed over all or a material part of its assets; has a bankruptcy order made against him or being a company - passes a resolution or has a petition presented against it for its winding-up; or for an administration order in respect of it.

5. Marubeni-Komatsu Ltd will be liable for any failure to perform the express terms of this Contract and for any personal injury or death arising from its negligence in carrying out its obligations. It will also, so far as possible, pass on to the customer the benefit of any warranty given by the manufacturer to any parts supplied by Marubeni-Komatsu Ltd under this Contract. However, all other liability of Marubeni-Komatsu Ltd for any loss or damage arising out of or in connection with the performance of this Contract whether in contract, tort, for negligence or otherwise is expressly excluded.

Signed for and on behalf of Marubeni-Komatsu Ltd

Position

Date

Signed for and on behalf of (Customer)

Position

Date

Kmoatsu service Contract

Marubeni-Komatsu Ltd

SERVICE ORDER

CUSTOMER	MRF	
SITE	WREXHAM	
MACHINE MODEL	PC210 8	
SERIAL No.	K51018	
SMR	2186	
ENGINE No.	21731769	
FAULT REPORTED	WATER LEAK	

SUPPLIER COST CENTRE	
JOB NO.	
CUSTOMER ACCOUNT No.	
CUSTOMER ORDER No.	
DATE JOB OPENED	
IF INTERNAL JOB	
CUSTOMER COST CENTRE	
JOB CATEGORY	

1. DETAILS OF FAILURE

- ① Travel to site
- ② Reported Water leak.
- ③ Check level

5. S/MGRS. COMMENTS

2. DESCRIPTION (DESCRIBE WORK CARRIED OUT)

- ④ Pressure system with pump.
- ⑤ Hoses hose leaking
- ⑥ Remove clamps & plates
- ⑦ Remove hose & cut back.
- ⑧ Dead end both hoses.
- ⑨ fill with water.
- ⑩ Pon + test.

3. CAUSE OF FAILURE

- ⑪ Order parts
- ⑫ Travel from site

4. LABOUR TIMES

	DATE	TRV. STRT.	WK. STRT.	WK. FIN.	TRV. FIN	MILES
	28/1/11	0800	0845	1030		
TIP <input checked="" type="checkbox"/> Y <input type="checkbox"/> N						

DATE COMPLETED: 28/1/11

CUSTOMERS SIGNATURE: Gwyn Thomas

REMARKS:

OIL SAMPLED: ENG. ☐ TRANS. ☐ HYDS. ☐ S/CLUTCH ☐ F/DRIVES ☐ AXLES ☒

MKL OIL USED: ENG. OIL ☐ LTRS: HYD-OIL ☐ LTRS: CONSUMERABLES ☐ Y ☒ N

WARRANTY ☐ Y ☒ N PHOTOS TAKEN ☐ Y ☒ N SUB-CONT. ☐ Y ☒ N

SERVICE METER READING: 2136

JOB COMP. ☐ Y ☒ N WORK OUTSDG. ☐ Y ☒ N PARTS RET. ☐ Y ☒ N

SERVICEMAN NAME: MATT KENDRICK

SERVICEMAN SIGNATURE: [Signature]

INSPECTED BY:

SERVICE MANAGER SIGNATURE:

Marubeni-Komatsu Ltd
SERVICE ORDER

CUSTOMER M. R. F
SITE Wrexham
MACHINE MODEL PC210-7
SERIAL No. K51018
SMR 2140
ENGINE No.
FAULT REPORTED Heater hose failed.

SUPPLIER COST CENTRE
JOB NO. 541531
CUSTOMER ACCOUNT No.
CUSTOMER ORDER No.
DATE JOB OPENED
D D M M Y Y
IF INTERNAL JOB
CUSTOMER COST CENTRE
JOB CATEGORY

1. DETAILS OF FAILURE
- 1 Travel and pick up parts.
 - 2 Travel to site.
 - 3 Remove various belly gravel.
 - 4 Remove various top panels and engine
5. S/MGRS. COMMENTS

2. DESCRIPTION (DESCRIBE WORK CARRIED OUT)
- fire walls
- 5 Remove air intake pipe and air cleaner box.
 - 6 Remove all chassis P clips on hoses.
 - 7 Remove hoses.
 - 8 Refit new hoses and secure and pipe up.
 - 9 Refit all related panels etc.
 - 10 Refill coolant and run up and test.
 - 11 Check heater operation.

3. CAUSE OF FAILURE
- 12 Check coolant level.
 - 13 Travel back to base

4. LABOUR TIMES	DATE	TRV. STRT.	WK. STRT.	WK. FIN.	TRV. FIN.	MILES
	31/1/11	0900	0930	1200		30
	31/1/11		1230	1515		
TIP <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N						

DATE COMPLETED: 31/1/11 CUSTOMERS SIGNATURE: Gwen Thomas Gwen Thomas

REMARKS:

OIL SAMPLED: ENG. ☐ TRANS. ☐ HYDS. ☐ S/CLUTCH ☐ E/DRIVES ☐ AXLES ☐

MKL OIL USED: ENG. OIL ☐ LTRS: HYD-OIL ☐ LTRS: CONSUMERABLES ☒ Y ☒ N

WARRANTY ☒ Y ☒ N PHOTOS TAKEN ☒ Y ☒ N SUB-CONT. ☐ Y ☐ N SERVICE METER READING: 2140

JOB COMP. ☒ Y ☒ N WORK OUTSTDG. ☒ Y ☒ N PARTS RET. ☒ Y ☒ N

SERVICEMAN NAME: G. Hursey SERVICEMAN SIGNATURE: G. Hursey

INSPECTED BY: SERVICE MANAGER SIGNATURE:

2.23. Supply of Fire equipment cert

M. H.

FIRE PROTECTION WREXHAM

✓ CERTIFICATE OF INSPECTION

No

17 FFORDD MEIRIONYDD, RHOSDDU, WREXHAM LL11 2LA

Tel: 01978 354 629 Mobile: 07857 846 310

ORDER No.	DATE 16-3-2012	SALES SERVICE No.
INVOICE ADDRESS	LOCATION ADDRESS M R F	
	Clwyd Site	
	Bryn Estyn Road	
CONTACT PHONE No. 664 750	Llan-y-pwll Wrexham LL13 9UB	

QUANTITY	DESCRIPTION	Per Unit	£	p
	Supplied + serviced to BS5306			
3-	2kg powder extinguishers			
1-	4kg powder extinguisher			
1-	2ltr Foam extinguisher			
1-	2kg CO ₂ extinguisher			

V.A.T. Reg. No. 879 4889 30

Terms 30 Days

Sub Total £

V.A.T. %

TOTAL £

Inspected to BS5306 by

Signature

PRINT NAME

Signature

PRINT NAME

Will Security Cert

WILLIS SECURITY

61 Cherry Drive
Ellesmere, Shropshire, SY12 9PF

Tel: 07771 575668

Fax: 01691 624252

Email: mpw777@live.co.uk

CALL FORM

DOCKET NUMBER:

Agreement No:	Name: MRF			
System Type: INTRUDER	Address: CLAYS SITE			
Arrival Time: 17:20	BRYN ESTYN RD LLANRYPWLL			
Departure Time: 17:50	WREXHAM Postcode:			
Date: 24-11-2011	Tel. No:			
Reported Fault: UNABLE TO SET ALARM AFTER MACHINE HIT BOUNDARY FENCE				
Action Carried Out: SET FAIL INTERNAL FRONT & INTERNAL MIDDLE BEAMS ZONES 6+8, CHECKED ALIGNMENT OK RESET TESTED OK				
Equipment Used		Charges		
		Call Out		
		Equipment		
		Labour		
		Total £		
ROUTINE INSPECTION				
BS4737	DD 243	BSEN-50131-1	OTHER	
	YES	NO	YES	NO
Conforms to specification	<input type="checkbox"/>	<input type="checkbox"/>	Audible warning devices	<input type="checkbox"/>
Detection devices	<input type="checkbox"/>	<input type="checkbox"/>	Bell cut-off	<input type="checkbox"/>
P.A. Devices	<input type="checkbox"/>	<input type="checkbox"/>	Entry timer	<input type="checkbox"/>
Cabling & Connections	<input type="checkbox"/>	<input type="checkbox"/>	Equipment on test	<input type="checkbox"/>
Power supplies	<input type="checkbox"/>	<input type="checkbox"/>	Equipment disconnected	<input type="checkbox"/>
Batteries	<input type="checkbox"/>	<input type="checkbox"/>	Check detector anti mask	<input type="checkbox"/>
Check detector range reduction	<input type="checkbox"/>	<input type="checkbox"/>	Control Equipment Check	<input type="checkbox"/>
Site documentation completed	<input type="checkbox"/>	<input type="checkbox"/>	Signalling equipment	<input type="checkbox"/>
Additional Details:				
Engineer, Print Name M WILLIS		Customer, Print Name		
Engineer Signature		Customer Signature		

OzLoos Cert

OZLOOS Toilet Hire

[Home](#) | [Construction Site Toilets](#) | [Event Toilets](#) | [Gallery](#) | [Towing Service](#) | [FAQs](#) | [Contact Us](#)

Construction Site Toilets

Our weekly hire charge includes a full service.

We will empty clean and restock your unit to ensure that the it remains pleasant for your workforce to use.

- Fully compliant with health and safety regulations
- Fully ventilated to keep the units fresh
- Warm water hand wash facilities available
- Emptying /servicing for customers with their own portable toilets or welfare units
- Hand or foot operated recalculating flush
- Pump hand wash basin
- No electrical connection is normally required

Quality of service is without doubt our biggest key to success. We include delivery, setup, maintenance and cleaning / restocking as standard with all of our services.

We use the best chemicals in all of our toilet setups. However long you hire/lease our units, it will always be a pleasure to use the facilities! The chemicals also protect from bacterial, viral and fungal nasties. **99.9% safe!**



Questions or comments? Get in touch with us at:

loos@ozloos.co.uk

Copyright© 2012 Ozloos ; All Enquiries Tel: 01691 772 904 ; Website [GNS Design](#)

WASTE CARRIER NUMBER

CB/HP 3474 BC

3. ACCIDENT / POLLUTION INCIDENT MANAGEMENT PLAN

Created by: R A Lewis Date: 01/10/2017

Review Date: September 2012 Version: 1

Accident / Pollution Incident Management Plan Contents

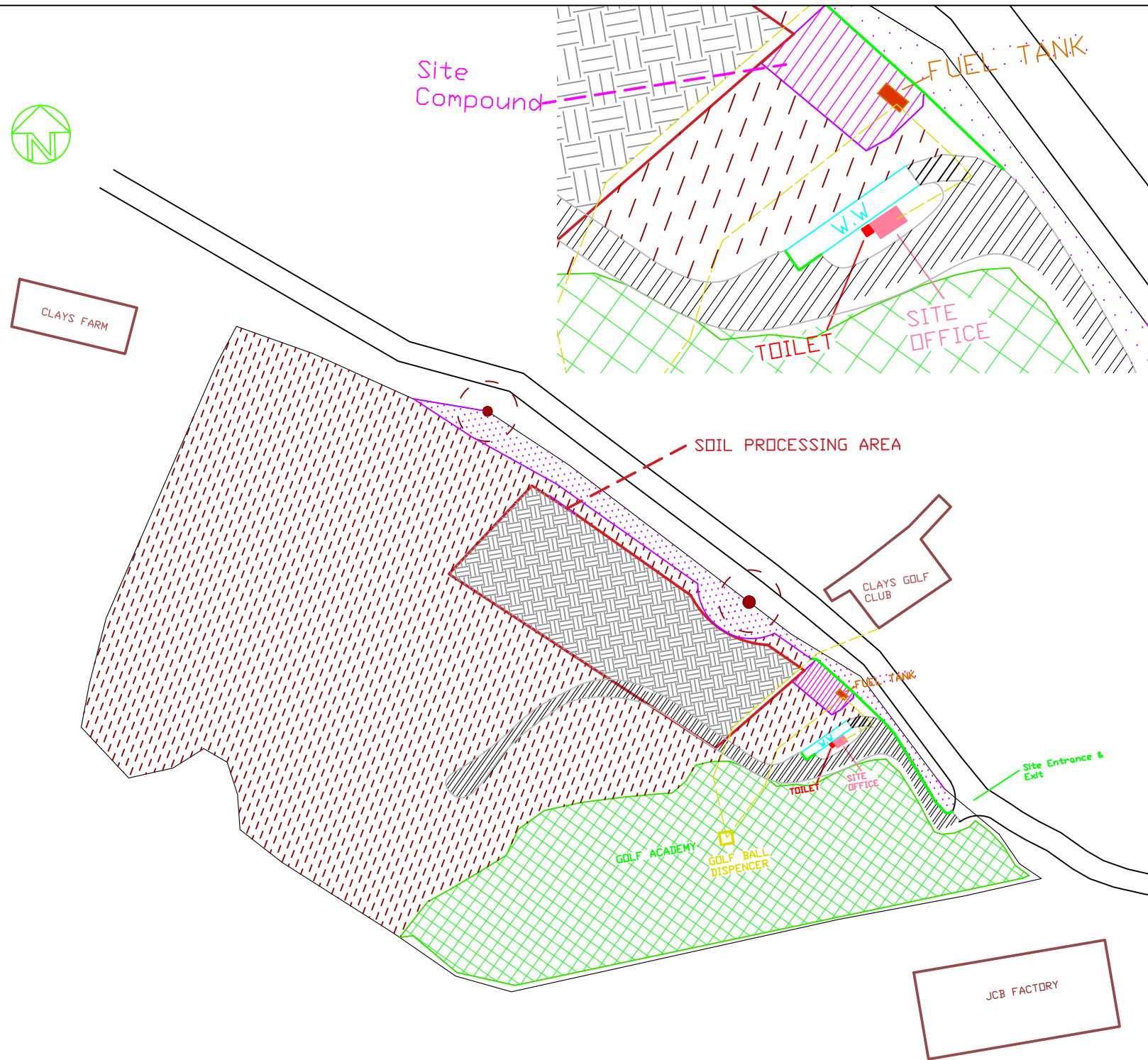
A – Site Plan

B – Key Site and Emergency Contacts









C – List of Substances and Storage Facilities

D – Preventing Accidents / Incidents... and what to do if they happen.

A – CLAYS GOLF CLUB – SITE PLAN -



Key/Notes

-  Buried 240Volt Main
-  Golf Academy Completed Facilities
-  Soil Processing and Storage Area
-  New Golf Facilities Area Engineering Area
-  Haul Road, Turning Area & Materials Delivery Point
-  Tree
-  Exclusion Area for hedgrow/tree protection
-  W.W. Wheel Wash

Any venerable receptors indicated on plan.

Clay's Golf Club

Site Layout Plan

MRF CLAYS SITE MANAGEMENT PLAN

B – KEY SITE AND EMERGENCY CONTACTS

This table contains information and contacts you may need in an emergency

SITE DETAILS			
Location: Clays Site, Bryn Estyn Road, Llan-y-Pwll, Wrexham.			
Postcode: LL13 9UB			
Site Access Grid Reference:			
SITE CONTACTS	Name	Office Hours (specify)	Out of hours
Owner:	Clays Golf Club	01978 661 406	
Site Manager:	Bill Lewis	07 803 281 306	07 803 281 306
Site Secretary:	Gwen Thomas	01978 664 750	077 11 33 58 28
Security Contact:	Bill Lewis	07 803 281 306	07 803 281 306
Landowner / Agent:	Clays Golf Club	01978 661 406	
EMERGENCY SERVICES		Office Hours	Out of hours
Emergency		999	999
Medical:	First Aid in Site Office or	01978 291 100	999
Police:		101	999
Fire:		01745 535 250	999
REGULATORS		Office Hours	Out of hours
Local Authority:		01978 292 000	
Natural Resources Wales (Local)		0300 065 3000	
NRW (24 hour emergency hotline)		0300 065 3000	
UTILITY / KEY SERVICES	Name	Office Hours	Out of hours
Water undertaker:			
Sewerage undertaker:	Ozloo	01691 772 904	
Oil supplier:	Malpas Tractors	01978 664 400	
Fuel supplier:	Wynnstay Farmers	01244 336 444	
Oil spill contractor:	Dragon Hydraulics	01978 664 449	
Maintenance contractor:	Mark Willis	07 771 575 668	
Electrician:	B & D Electrical	01978 751 527	
OTHER KEY CONTACTS	Name	Office Hours	Out of hours
Specialist advisors:	Rhys Lewis	07 734 346 844	

MRF CLAYS SITE MANAGEMENT PLAN

C - LIST OF SUBSTANCES AND STORAGE FACILITIES

The following is a list of liquids, powders etc that are stored on site and could be harmful to the environment if they escape.

Material	Maximum Quantity	Type and size of storage	Type and size of Secondary Containment
<i>Gas Oil</i>	<i>2,200 litres</i>	<i>Bunded steel tank stored in a storage container.</i>	<i>Steel tank with the capacity of the bund is equal or greater than 110% of the inner tank.</i>

MRF CLAYS SITE MANAGEMENT PLAN

D - PREVENTING ACCIDENTS / INCIDENTS AND WHAT TO DO IF THEY HAPPEN

Possible Accident / Incident	What would the harm be?	How do we reduce the chances of it happening?	What to do if it happens
Spillages			
Spillage during transfer, sorting, crushing and compaction of wastes.	Contamination of land, drains, groundwater and watercourses.	Inspect and validate all incoming wastes. Method of works statement Section 2 Permitted engineering materials. Section.5 Acceptance, control system and procedures. Train the staff	Follow the spill response procedure. Method of Works Statement Section 22
Spillage during delivery of oil or fuel.		Fuel deliveries are supervised by site manager. Method of works statement Section 21 Spill kits in fuel container.	
Spillages during refuelling of plant and equipment.		Machinery will be refuelled in site compound, by site manager. Machinery can not be overfilled because there is an automatic cut out in the fuel delivery nozzle, when tank is full. Spill kits in fuel container.	
Overfilling			
Overfilling of oil / fuel tanks during delivery.	Contamination of land, drains, groundwater and watercourses.	Fuel deliveries are supervised by site manager. Method of works statement Section 21 Weekly fuel check.	Spill response procedure as described above.
Fire			
The only fire that we could have on site would be an electrical fire in a machine or a lorry visiting the site.	Smoke and pollution.	Fire training and emergency drills. Regular maintenance of machinery	Fire procedure describing what to do in the event of a fire, in method of works statement, Section 13 . All machines fitted with fire extinguishers, for electrical fires.

MRF CLAYS SITE MANAGEMENT PLAN

Possible Accident / Incident	What would the harm be?	How do we reduce the chances of it happening?	What to do if it happens
Failure of Services			
Electricity and BT telephone for site security. Emergency batteries click in to backup data.	No site security	Provision of standby facilities. Emergency batteries click in to backup data.	Site Manager would be on site until services restored.
Vandalism			
Unauthorised entry and tampering or malicious damage to property, plant and equipment.	Contamination of land, drains, groundwater and watercourses.	Secure gate and perimeter fence. Site locked when un-manned, tanks and valves locked when not in use out of hours. Plant and equipment locked in secure storage out of hours. Security system installed including camera and recording facilities. Remote viewing of cameras. All machinery on automatic switch off, by computer. Machines can not be started even with a key.	Spill response procedure as described above. Contact Police.

4. MAINTENANCE CHECKLIST

(General Waste Sector Site)

Item requiring maintenance	How often? (tick the appropriate box)						Where are maintenance instructions?	Who is responsible?
	Day	Week	Month	Year	2 years	5 years		
Check state of fences and gates – (to avoid vandals or children getting in and, for example, letting liquids out of a tank).		✓					Site Office Site Security Check Sheet	Site Manager
Inspect the bunds for potential leaks, cracks, holes etc.				✓			Site Office Site Security Check Sheet	Site Manager

4.1 . MAINTENANCE RECORD

Maintenance Record is kept on the Site Security Check Sheet detailed in the Method of Works Statement Section 18 – Extract over sheet

5. TRAINING CHECKLIST

(General Waste Sector Site)

JOB	TRAINING REQUIRED (tick boxes to show who needs which training)															COMMENTS				
	Environmental awareness							Maintenance/operations						Accidents and emergency						
	Certificate of Technical Competence	Environmental and permit awareness	Waste receipt including Duty of Care	Great Crested Newt Species Awareness											Fire procedure		Spill response procedure	Failure of services		
Site Manager	✓	✓	✓	✓											✓	✓	✓			
Site Secretary			✓	✓											✓	✓	✓			
Site Operative	✓			✓											✓	✓	✓			

Other jobs e.g. Operator A (Grab), Operator B (Separator), Operator C (Trainee), Contractor 1(Maintenance).

MRF CLAYS SITE MANAGEMENT PLAN**5. TRAINING RECORD**

Name William Morgan Lewis	Title Site Manager
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Training Required	Date due	Date done	Passed as competent? yes/no	Reviewers Signature	Date for Refresher	Comments
WAMITAB Continuing Competence Certificate Certificate no. CCC18198 Landfill – Inter Waste	17/03/2018	26/06/2018 ^^	Yes	Director General Chief Executive Officer	26/06/2020	Names unknown
NPORS OPERATOR Registration no. 47098	30/11/2016	14/11/2016	Yes	J. Beddows	24/11/2021	


MRF CLAYS SITE MANAGEMENT PLAN

5. Training Record

Name Kerry Slawson	Title Site Operative
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Training Required	Date due	Date done	Passed as competent? yes/no	Reviewers Signature	Date for Refresher	Comments
NPORS OPERATOR N2027K Registration no. 280668	30/07/2017	20/07/2017	Yes	-	31/07/2022	Excavator 360 . Tracked / Above & below 10T

6. COMPLAINTS RECORD

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 so, then complete an incident form in Section 6)		
If there was, then you must take steps to prevent further damage and notify the Natural Resources Wales on 0300 065 3000 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:		

Continue overleaf or on a separate sheet if you do not have enough room.

Keep the completed form in the file to discuss with the Environment Agency when they visit.

7. ACCIDENT (AND INCIDENT) RECORD**Record of accidents, incidents or near misses**

This form could apply equally to health and safety, we are particularly interested in things that could impact on the environment, 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.

It is good practice to record near misses – eg the vandals opened the valve on the tank but the bund caught everything and no harm was done. You do not have to inform us of this sort of thing.

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 Natural Resources Wales on 0300 065 3000 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	

Continue overleaf or on a separate sheet if you do not have enough room.

Keep the completed form in the file to discuss with the Natural Resources Wales when they visit.

8. FURTHER HELP

Pollution Prevention Guides - Formally Withdrawn - Current guidance can be found at:

<https://www.gov.uk/government/collections/pollution-prevention-guidance-ppg>

PPGs for background reference information only from National Archives.

<http://webarchive.nationalarchives.gov.uk/20140328090931/http://www.environment-agency.gov.uk/business/topics/pollution/39083.aspx>

PPG1: General Guide to the Prevention of Pollution

PPG2: Above ground oil storage tanks

PPG3: Use and design of oil separators in surface water drainage systems

PPG4: Disposal of sewage where no mains drainage is available

PPG8: Safe storage and disposal of used oils

PPG13: The use of high pressure water and steam cleaners

PPG18: Managing fire water and major spillages

PPG21: Pollution incident response planning

Pollution-prevention-for-businesses

(<https://www.gov.uk/guidance/pollution-prevention-for-businesses>)

How to Comply with Your Environmental Permit

<https://naturalresources.wales/permits-and-permissions/environmental-permits/guidance-to-help-you-comply-with-your-environmental-permit/?lang=en>

<https://www.naturalresources.wales/permits-and-permissions/environmental-permits/regulatory-guidance-notes-rngns/?lang=en>

NetRegs – NetRegs provides **free environmental guidance** for small and medium-sized businesses in the UK

(<http://www.netregs.gov.uk/>)

Natural Resources Wales

<https://naturalresources.wales/?lang=en>

Natural Resources Wales
c/o Customer Care Centre
Ty Cambria
29 Newport Rd
Cardiff
CF240TP

Telephone: 0300 065 3000 (Mon-Fri, 9am-5pm)