

Date – XXth Month 20XX

To The Occupier

HW Coates Consultation Distance / Public Information Zone ‘Go In, Stay In, Tune In’ Advice

CONTROL OF MAJOR ACCIDENT HAZARDS (COMAH) REGULATIONS 2015

Re: HW COATES, Middlewich Road, Byley, Middlewich, CW10 9NT

I am writing to you as HW Coates are specialists in the storage and distribution of hazardous chemicals and the above named site is designated by the COMAH Regulations 2015 as an ‘Upper Tier’ site.

These regulations are designed to provide a safe environment for the storage of hazardous chemicals and are applicable to sites where certain dangerous substances are present in quantities above the thresholds specified in the regulations. They apply to HW Coates because the site provides warehousing for some of these substances, which are largely classified as toxic, flammable, or dangerous to the environment.

Due to the quantities of substances involved, HW Coates are required to:

- Provide public information on safety measures to those who may be affected in the event of a major accident occurring at the site. The area that could be affected is determined by the Health and Safety Executive (HSE). It is for this reason that we are now writing to you.
- Submit a Safety Report to the ‘Competent Authority’ (a combination of HSE and Environment Agency). This report examines the systems and procedures used by H.W.Coates to ensure that the site is operated safely at all times and that adequate steps are taken to prevent a major accident. If an accident were to occur, the report demonstrates the steps that would be taken to minimise the effects on people and the environment. The last report was submitted and accepted in Q1 of 2021.
- Produce an Internal Emergency Plan, submitted also to the Competent Authority. In addition, Cheshire West and Chester Council have produced and submitted an External Emergency Plan. These plans are to protect people and the environment from the effects of a major accident. Exercises, together with the relevant authorities, are undertaken based on these plans. This Plan is regularly updated. The latest copy was issued to the Competent Authorities in **May 2023**.

It is a requirement of the regulations which implements your ‘right to know’ about events which, although extremely unlikely, could theoretically affect you and suggests steps taken by you which can maximise your safety.

Please read the enclosed booklet to review the safety information carefully and familiarise yourself with the key actions in the event of an emergency –

GO IN

STAY IN

TUNE IN

Within the COMAH Regulations 2015 this satisfies the duty of HW Coates under Regulation 18 – Provision of information to persons likely to be affected by a Major Accident at an 'Upper Tier' establishment.

In the event of a major incident on site, a siren will be sounded (**NB:** this is tested at 10:00 on the first Monday of each month).

If you hear the siren (for an extended period of time), please proceed into a house or building, closing external doors and windows. Further information will be available on local radio. For those residents outside of the audible zone, any necessary instructions will be communicated by the emergency services.

If you are a business who is receiving this letter please ensure that your staff, contractors, visitors and drivers are made aware of this important information.

Should you require any further information, please do not hesitate to contact me by telephone on 01606 833 314. Our postal address is given at the top of this letter.

Thank you for your cooperation.

Yours sincerely

Paul Wattam
General Manager