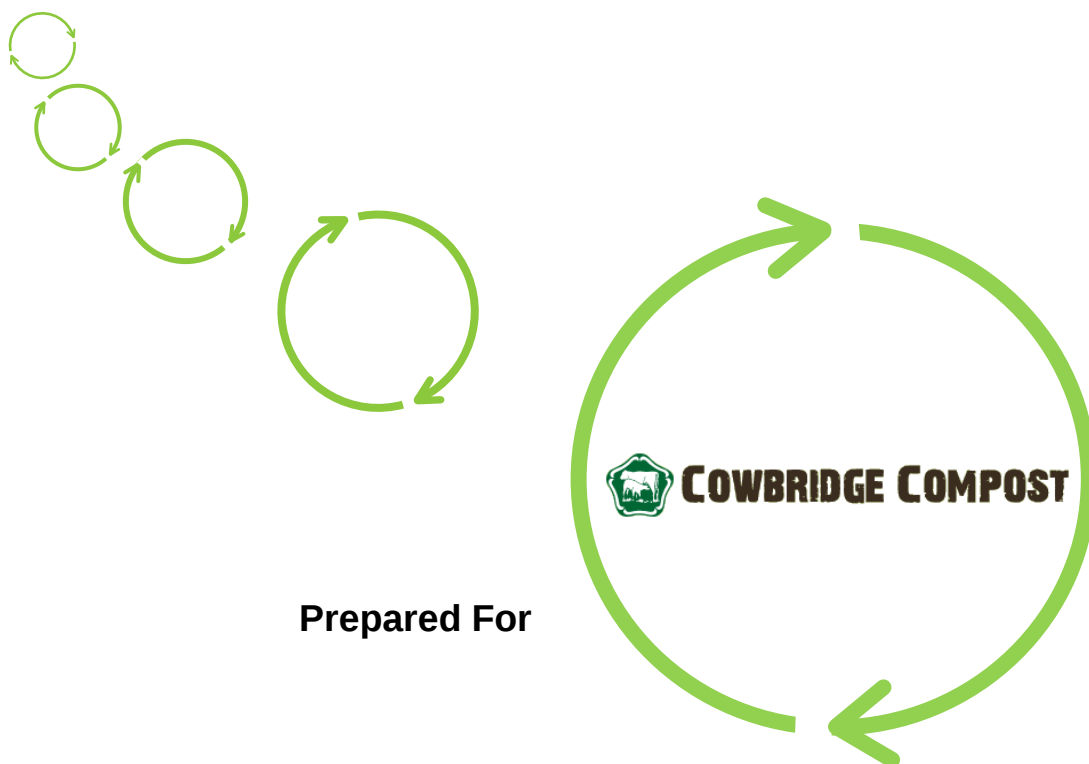


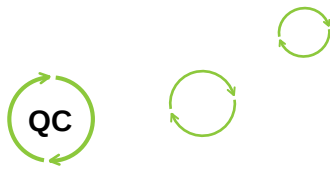


LANDSPREADING MANAGEMENT SYSTEM



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1.0 INTRODUCTION

This Landspreading Management System has been prepared in accordance with the Environmental Permitting Regulations and sets out the considerations and operational details that are relevant to the operation of the open windrow and IVC composting facility at Cowbridge Compost Ltd.

The Landspreading Management System relates to the use of mobile plant for the spreading of waste materials to land to result in agricultural or ecological benefit. The operation comprises the receipt of wastes into a purpose built and dedicated waste storage area and their subsequent application to land.

This Management System sets out the nature of the operations, relevant site and infrastructure works, methods of operation and environmental control.

2.0 SITE DETAILS

2.1 Site Location

The land spreading permit is issued to the following address where the storage is also situated prior to landspreading whereby the waste is then transferred to the site where it is to be spread.

Site Address:

Cowbridge Compost Ltd
Penllyn Estates
Cowbridge
Vale of Glamorgan
CF71 7FF

Grid Reference: 299996,175862

2.2 Planning Permission

The site has full planning permission for the facility in line with waste management activities.

3.0 OPERATIONAL OVERVIEW

3.1 Waste Management Operations

The waste management operations at the site comprise of the operation of mobile plant. The mobile plant is permitted for land treatment activities on notified agricultural or non-agricultural land in England and Wales resulting in benefit to agriculture or ecological improvement. Activities permitted under this Environmental Permit include R13 and R10 as outlined in Table 1 below.

Table 1 - Waste Activities and Operational Limits

Activity	Specified Waste Management Operation	Permitted Waste Category	Limits on Specified Waste Operation
In Vessel Composting and Open Windrow Composting	R13 Storage of waste pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection on the site where it is produced).	All	i) Storage of waste prior to shredding shall take place on area of impermeable pavement.
	R3 Recycling or reclamation of organic substances which are not used as solvents.		ii) Storage time prior to commencement of process limited to 48 hours. iii) All shredding and composting operations shall be carried out on areas of impermeable pavement.

3.2 Permitted Waste

The Environmental Permit is for the receipt, storage and land treatment of wastes as listed in Annex A that are free from excessive contaminant. To assure the suitability of waste to be spread to land, all land treatments must be approved in advance by the Environment Agency through deployment applications.

Waste shall only be accepted if it is a type and quantity specified in the permitted list of wastes, and if it conforms to the description in the documentation supplied by the producer and holder. See Annex A for list of wastes.

Any wastes that are not categorised in Annex A (Permitted Wastes) should be considered contrary/non-conforming and dealt with appropriately. There shall only be non-hazardous wastes accepted on site.

Total quantities of waste applied to land shall be determined by the approved deployments associated with the Permit and in any case no more than those stated in Table 1.

3.3 Hours of Operation

As specified by Planning Permission the site operational hours are presented within Table 2, including maintenance activities.

Table 2 - Site Operational Hours

Week Day	Waste Acceptance	Waste Treatment	Maintenance
Monday to Friday	07:30 - 16:00	07:30 - 16:00	As required
Saturday	NIL	NIL	As required
Sunday	NIL	Emergency only	As required
Bank Holidays	NIL	Emergency only	As required

Spreading will take place when the weather permits. No spreading will take place outside unconventional hours when residential properties will be occupied i.e. between the hours of 6pm at night until 8am the next morning. No spreading will take place if there are people using the nearby public walkways.

3.4 Staffing

Cowbridge Compost Ltd (CCL) shall ensure that sufficient personnel, who are suitably trained and competent, are present to manage and operate the on-site recycling/treatment activities safely and without causing pollution. Personnel must be fully familiar with the requirements of the Permit as is relevant to their specific duties. Personnel shall have clearly defined roles and responsibilities. The staff numbers are presented below in Table 3.

Table 3 - Site Operational Staff

Personnel	Management	Administration	Operators	Other	TOTAL
Number	1	2	3	NA	6

The site is operated under the ultimate control of the Site Manager Mike Hallet, and day to day responsibility rests with the Site Manager, Mike Hallet. The facility will require 6 full or part time employees. Staff numbers will be maintained at a level sufficient to operate and supervise the site effectively and throughout periods of employee sickness and holidays.

Landspreading will be undertaken by a suitably qualified person who works for the farmer/client who is accepting the waste for their fields.

3.5 Technical Competence

The manager and operatives will be appropriately trained and will be conversant with the requirements of the Environmental Permit and Management System, with particular regard to:

- Waste acceptance/rejection procedures;
- Operational controls;
- Maintenance procedures;
- Record keeping;
- Emergency action plan; and
- Notification to the Environment Agency and other regulatory authorities.

A copy of the Environmental Permit and Landspreading Management System will be kept at the site office and will be readily available for reference by site staff, other company staff, Environment Agency and other regulatory authorities. A copy of the Landspreading Management System will be given to the client accepting the waste and again the company who intends to spread the waste – any party who deals with the waste.

A designated person will hold a suitable qualification in order to operate the site compliantly (see Table 4 below). The suitably qualified person's actual attendance hours on site will be recorded in the Site Diary.

Table 4 - Technical Competence Qualifications

Name	Qualification
Mike Hallett	WAMITAB COTC Level 4

Any changes in technically competent management at the site, and/or the name of any incoming personnel, together with any evidence that such personnel has required technical competence, shall be submitted to the Environment Agency within 5 working days of change in management. No site operations shall take place unless there are sufficient, trained and competent staffs on site.

3.6 Site Identification Board

In conformance with permitting regulations and the Management System, WLC shall display a clear, all-weather, easily readable Site Notice at or near the entrance to the site. The Site Sign/Notice shall contain the following information:

- Company Name
- Permit Holder's Name
- Emergency Contact Name
- Permit Holder's Telephone Number
- Statement that the site is permitted by the Environment Agency (EA)
- The Permit Number
- EA National Telephone Numbers

The Identification Board shall be inspected at least once per week. In the event of damage or defect, the board shall be repaired or replaced within three working days.

3.7 Site Security

The facility lies within a gated facility which is fully bunded and is situated within a rural location.

The site itself is demarcated for operational and HACCP reasons by an internal barrier to control circulation of wastes, equipment, vehicles and personnel between the in vessel composting area and the open windrow area.

Within the specified licensed area, the waste reception building is closed and secured outside of operating hours and each vessel is fully enclosed once charged and the composting process has begun. The internal barrier is gated at the reception end and between the in - vessel sections and the open windrow Sanitisation, Stabilisation and Maturation area.

The access road which connects the site is gated at the site entrance from the highway and these gates are locked outside all normal operating hours.

The boundary fences to the application site and gate from the internal access are checked on a regular basis for damage or signs of attempted entry. Such occurrences are entered in the site diary and any damage is repaired at the earliest opportunity.

All visitors will be required to sign in at the Site Office on arrival and exiting the site.

3.8 Relevant Convictions

In the unlikely event of the Permit Holder or a relevant person being convicted of any relevant offence, the full details will be provided to the Environment Agency within 14 days of the conviction, as will be details of any appeals.

3.9 Change of Operator's or Holders Details

The following information shall be notified in writing within 5 working days to the agency:

- Any change to the Permit holders trading name;
- Any steps taken with a view to the Permit holder going to administration; and
- Any change in the operators trading name, address registered name or registered office address.

3.10 Maintenance of Financial Provision

The Company (CCL) will make financial provision to meet the obligations of the Permit.

3.11 Notifications and Submissions to the Agency

Except where otherwise specified all submissions to the Agency shall be in writing. These correspondences shall include the reference number and the name of the Permit holder.

4.0 LANDSPREADING OPERATIONS

4.1 Deployments

At least 25 working days in advance of starting each land treatment activity the Environment Agency shall be notified using the deployment form LPD1. For each deployment there shall be:

- no more than 10 waste streams;
- no more than 50 hectares of receiving land;
- no spreading if the field is located within a Groundwater Source Protection Zone 1; and
- no spreading shall take place if the fields are within 50 metres of any spring or well, or any borehole used to supply water for domestic or food production purposes.

Each notification shall contain an assessment that shows that benefit will be conferred by spreading of the waste. The assessment shall be made by a person with appropriate technical expertise and contain evidence demonstrating the reasons for their opinion.

The activities shall not begin at any site until the Environment Agency has agreed a deployment form in writing for that particular site.

Land treatment shall only be carried out in accordance with the requirements of the agreed deployment form unless otherwise agreed in writing by the Environment Agency.

4.2 Waste Dispatch

All contraries will be stored in a secure area and recorded prior to transporting from the site to a suitably permitted facility. All wastes shall be inspected prior to dispatch to confirm their description and composition.

4.3 Waste Acceptance

Waste shall only be accepted if it complies with the types listed in tables 2.2A and/or 2.2B of the standard rules. It must conform to the description and documentation supplied by the producer and holder. Lastly, the waste must conform to the agreed deployment form.

4.4 Waste Rejection

In the unlikely event that it is found necessary to refuse to accept a particular load for disposal, a standard rejection procedure will be implemented. The client can refuse waste for deployment if he/she feels the contamination levels are too high or if the odours will cause issues. In these cases CCL will take the waste back and put through the composting process again.

4.5 Land Treatment

The treatment of land to confer agricultural or ecological benefit shall be undertaken in line with the agreed methods as stated under each deployment within the benefit statement.

Application of wastes to land shall be undertaken in line with the spreading rates and environmental controls as stated within the agreed benefit statement. No spreading of wastes shall take place outside of these conditions and on land that has not been notified and without a letter of agreement from the Environment Agency.

During spreading operations an odour diary shall be kept in line with the written Landspreading Odour Management Plan.

5.0 MANAGEMENT

5.1 General Management

The operator shall manage and operate the activities:

- (a) in accordance with a written management system that identifies and minimises risks of pollution, including those arising from operations, maintenance, accidents, incidents, non-conformances, closure and those drawn to the attention of the operator as a result of complaints; and
- (b) using sufficient competent persons and resources (see Table 4).

Table 5 – Risks (see 5.1 (a) above)

Data				Judgement*				Action	
Receptor	Source	Harm	Pathway	P	C	M	Justification	Risk Management	Residual Risk
Surface Water	Nutrients and organic matter.	Surface water pollution.	Direct application, runoff to surface water, application to deeply fissured soils.	Low	High	Med	No spreading will take place within 10m of surface waters	Comply with CoGAP and NVZ practices. No spread areas adjacent to surface water courses identified.	Low
Soils	Physical damage to soil structure.	Damage to soil structure leading to poor crop yields.	Delivery and spreading of compost.	High	Med	Med	Heavy machinery can damage soils if not carried out under appropriate ground conditions.	Comply with CoGAP practices. Follow pollution risk descriptions and apply only when ground is suitable.	Low
Soils	Nutrient and/or PTE build up.	Loss of crop due to nutrient /PTE overload.	Storage and spreading.	High	Med	Med	Receiving soils and waste analysis results.	Comply with the application rates as specified within the agricultural benefit statement.	Low
Air	Odour during spreading activities.	Odour complaints.	Airborne particulates.	Low	High	Med	Location of fields to potential receptors. Operator experience.	Compost is produced in line with PAS100 and is of suitable maturity before being sent out. Short duration of spreading.	Low

Data				Judgement*				Action	
Receptor	Source	Harm	Pathway	P	C	M	Justification	Risk Management	Residual Risk
								Strength and direction of wind to be accounted for.	
Air	Dust during spreading.	High dust levels.	Dust produced during windy conditions.	Med	Low	Med	Solid waste with approximately 50% dry matter.	Avoid spreading during dry/windy conditions. Speed restriction for vehicles moving to/from site (10mph).	Low
Local residents	Noise from plant.	High noise levels.	Noise from delivery and spreading of wastes.	Low	Med	Low	Agricultural machinery to be utilised within agricultural setting.	Avoid spreading/delivery during weekends and bank holidays.	Low
Human Health	Physical harm from spreading activities.	Injury.	Trespass and accidental contact.	Low	Med	Low	Agricultural area with limited public access.	Application during appropriate conditions. Awareness of local access points. Avoid activity during weekend and bank holidays.	Low
Ground water	Nutrients and PTE.	Ground water pollution.	Inappropriate application rates and localities.	Low	High	Med	Fields located within an SPZ. Low nutrient value of wastes. Low levels of PTE in waste. Solid waste with low immediately available N.	Comply with the application rates as specified within the agricultural benefit statement. Solid waste applied under correct conditions prevents runoff to borehole locations. No spreading within 250m of borehole locations.	Low
Human Health	Airborne particulates generated during spreading process and by the movement of vehicles	Inhalation and ingestion.	Spreading.	Med	Low	Low	No spreading when human population are nearby and outside working hours.	Most waste inputs will have high moisture content so the production of dust will be minimal. Material will be assessed by the spreader prior to spreading.	Low

Data				Judgement*				Action	
Receptor	Source	Harm	Pathway	P	C	M	Justification	Risk Management	Residual Risk
	on the fields.							Spreading takes place within 12 months of receipt.	
Human Population	Noise from machinery.	Air transport.	Vehicles.	Med	Low	Med	Neighbouring business and residential properties often sensitive to noise and likely to complain.	Machinery maintenance schedule. Machinery movements not to occur outside of working hours. Bunding and landscaping surrounding the site. Noise and Vibration Management Plan.	Low
Human Population	Fugitive releases of litter.	Air transport.	Vehicles.	Med	Low	Med	Local residents/local farmers/local businesses sensitive to litter and likely to complain.	Waste are inspected on arrival and turned away if contamination levels exceed levels stated in the sites Operating Procedures.	Low
Human Population	Fugitive releases waste, litter and mud on local roads.	Vehicles entering and leaving site and fields.	Vehicles.	Med	Med	Med	Local residents often sensitive to mud on roads and likely to complain.	Daily inspection of site roads for debris Hire of a sweeper as required.	Low
Human Population	Odour from spreading operations.	Air transport.	From waste.	Med	Med	Med	Local businesses often sensitive to odour and likely to complain.	Complaints procedure and investigation. Farmer / client can reject waste if odorous. Landspreading Odour Management Plan.	Low
Human Population	Smoke from a fire.	Air transport.	From stockpiled waste	Med	Med	Med	Local residents / businesses often sensitive to odour and likely to complain. Fires can be deliberate or accidental.	Complaints procedure and investigation. Inspect machinery regularly. Inspect stockpiled waste in fields	Low

Data				Judgement*				Action	
Receptor	Source	Harm	Pathway	P	C	M	Justification	Risk Management	Residual Risk
								regularly during hot periods.	
Human Population	Scavenging birds and animals.	Air transport and over land	Stockpiled waste.	Med	Med	Med	Scavenging birds and vermin attracted to site and affecting neighbouring businesses.	Hire of professional pest controllers as required.	Low
Human Population	Pests e.g. flies.	Air transport and over land.	Stockpiled waste	Med	Med	Med	Insect pests can multiply on some permitted waste types particularly in summer months.	Control of pests through a pest control contractor as required.	Low
Human Population	All on site hazards particularly relating to waste handling and storage activity.	Direct physical contact.	Stockpiled waste and during spreading.	Med	Med	Med	Waste types are non-hazardous therefore only low risk.	Signs outlining onsite risks. All wastes to be accepted are non-hazardous.	Low
Surface Water	Leachate with high organic content.	Surface runoff.	Standing waste has the ability to leach.	Med	Low	Med	Waste types are non-hazardous therefore only moderate risk.	Wastes spread within 12 months of acceptance. All stored away from sensitive receptors and pathways such as rivers, streams etc. Pooling checked for regularly.	Low
Ground Water	Leachate with high organic content.	Permeate flow through soil.	Standing waste has the ability to leach.	High	High	High	Site located outside groundwater source protection zones.	No point emissions. Excess liquid management procedures.	Low
Ground water	Fire on site leading to run off from polluted firefighting waters.	Direct and indirect run off.	Stockpiles waste in direct sunlight during periods of very hot dry weather.	Med	High	Med	Fires can be deliberate or accidental.	No point emissions. Excess liquid management procedures.	Low

Data				Judgement*				Action	
Receptor	Source	Harm	Pathway	P	C	M	Justification	Risk Management	Residual Risk
Soils	Non-conforming material	Damage to soil structure leading to poor crop yields.	Delivery and spreading of non-conforming compost.	Low	Med	Med	Wastes due to not passing PAS100 Test, but wastes below threshold for contamination.	PAS100 testing to include contamination levels. EWC codes checked prior to acceptance at composting site and again at the farmer / client's site.	Low
Soils	Stockpiled waste due to closure of site	Damage to soil and leaching to ground water	Stockpiled waste	Low	Med	Med	Landspreading may not be allowed to take place as a result waste is stockpiled for longer than the 12 months allowed.	CCL to remove waste from fields.	Low
Severe Weather	Flooding, wind damage, ice and frost	Potentially polluting liquids and composts from stockpiles flowing onto fields and wastes that have been spread already migrating and pooling.	Spread waste, stockpiled waste and liquids from vehicles.	Low	Med	Med	Unpredictability of weather.	All machinery regularly checked. No landspreading during periods of extremely wet weather or during ice / frost periods. Regular checking of weather prior to landspreading.	Low
Soils	Equipment maintenance	Damage to crops and soils and also potentially sensitive receptors	Damaged equipment	Low	Med	Med	Machinery checked regularly but machinery can break without warning	Stop as soon as equipment damage is realised. Stem leak if possible. Monitor where damage to crops and soils is. Use spill kit to absorb material. Inform EA.	Med

*

P	Probability
C	Consequence
M	Magnitude

5.2 Emissions and Monitoring

No point source emissions to land will occur during the landspreading activities unless specified in the deployment form. Any limits shall be declared in the deployment form.

Appropriate measures shall be taken to prevent and minimise emissions, including:

1. All liquid waste shall be stored in a secure container
2. No liquid waste is stored within 0.3m of the top of an open storage container or within 0.75m of the top of a lagoon.

The operator shall implement an emissions monitoring plan if instructed to do so by the Environment Agency for any activities that may give rise to pollution. The plan shall be approved by the EA within a period specified.

All liquids in containers, whose emission to water or land could cause pollution, shall be provided with secondary containment, unless CCL has used other appropriate measures to prevent or where that is not practicable, to minimise, leakage and spillage from the primary container.

5.3 Odour

Emissions from the activities shall be free from odour levels likely to cause pollution outside the site. All activities taking place at site will be monitored for unusual odour release.

The site has a fully implemented Landspreading Odour Management Plan to the Environment Agency H4 Guidance standard.

5.4 Noise and Vibrations

Emissions from the activities shall be free from noise and vibration levels likely to cause pollution off the fields. All vehicles, equipment and plant will be switched off when not in use. All vehicles, equipment and plant will be maintained with a clear intention to reduce noise and vibration levels.

Any noise monitoring carried out and remedial action taken will be recorded in the Site Diary and will be reported to the Environment Agency.

6.0 POLLUTION CONTROL

6.1 Plant Maintenance

The site operates a strict maintenance regime and equipment used is of sufficient capacity to allow down time for routine maintenance and servicing as recommended by the manufacturer.

No plant may be operated unless full instructions and training have been given by a person competent to do so.

No plant or equipment may be worked on for maintenance purposes unless it has been removed from the site and has been isolated to prevent an accidental start, only in exceptional circumstances which prevent its removal, shall work be undertaken on any item of plant within the site.

Any newly arrived or hired in equipment is subject to particular scrutiny to ensure it meets the standards required by both the company and current legislation.

All breakdowns or incidents involving plant or equipment are entered in the site diary.

6.2 Meteorological Monitoring

Meteorological conditions will be monitored at the site. The site will record wind speed, wind direction, rainfall, barometric pressure and temperature with these parameters being noted on a daily schedule.

The purpose of monitoring the meteorological conditions is to provide weather data which could be of immediate use for managing the day to day operational activities. The wind direction data is useful in scheduling operations to assure prevailing wind conditions will not impact on sensitive receptors. The rainfall data is of value in predicting the impact on the leachate holding tank capacity and the likely need for pumping off surplus leachate.

6.3 Dust & Bioaerosols

Material prior to landspreading will be within target moisture levels to ensure dust and bioaerosols are reduced to a minimum.

6.4 Mud and Debris

Any vehicle leaving the site will be checked to ensure that they are clear of loose material and that waste is secure. Where necessary, vehicles will be cleaned before leaving site.

In the event that mud or debris is deposited onto public areas, by action or inaction, that material will be cleaned as soon as practicable and cause of mud/debris escape investigated and remediated.

7.0 ACCIDENT MANAGEMENT

The site has implemented a full Accident Management Plan detailing potential accident and emergency situations that could occur on site, control measures to minimise potential occurrence and procedures should accidents occur on site.

7.1 Potential Accidents

The procedures for dealing with potential identified accidents that could occur through the permitted activities are highlighted in Table 6 below.

Table 6 - Accident Management Plan

Accident	Potential	Consequences	Actions
Plant or equipment failure.	<u>VERY LOW</u> Fuel to be dispensed from a fuel store off the area of treatment. Plant serviced regularly.	Potentially polluting liquids flow onto land of application.	• Stem leak if possible. • Isolate using spill control kits or adsorbent material. • Inform site manager. • Monitor leak and prevent any liquid from entering site drains. • Drain any contaminated tanks, clean any spillage and dispose of waste as appropriate. • Monitor external areas to ensure no further contamination. • Record incident. • Inform EA if necessary.
Fire	<u>VERY LOW</u> Non-combustible liquid wastes. No fuel storage at site of treatment. Plant serviced regularly.	Potentially polluting liquids flowing onto land of application. Toxic and polluting smoke. Wind dispersal of pollutants	• Ensure personnel evacuated and accounted for from danger area. • Ensure all staff are alerted. • Call fire service and other emergency services as required. • Inform site management. • Post member of staff at entrance to site to direct emergency services. • Liaise and follow instructions of emergency team making them aware of any hazards on site. • Inform EA. • Record incident
Vandalism	<u>VERY LOW</u> All mobile plant to be locked when not in use and not left on treatment site.	All of the above.	• Assess damage • Mitigate any damage/pollution caused (follow fire plan). • Inform site management. • Inform Police. • Inform EA if required. • Record incident.

8.0 RECORDS AND NOTIFICATIONS

8.1 Site Diary

A Site Diary shall be maintained, and retained in the site office. It shall record visitors, non-routine activities and other incidents. The Site Diary should be checked periodically by the Permit Holder to ensure its correct use. The Site Diary shall be readily available for inspection. Examples of activities recorded in the site diary include:

- Names of operators and times of attendance on site.
- Names and times of technically competent managers on site.
- Names of visitors on site.
- Any accidents resulting in injury.
- Operational details of individual windrows
- Any incident of fire.
- Any incident of spillage.
- Any incidents causing pollution to the environment harm to human health or detriment to the amenities of the locality.
- Any machinery breakdown.
- Any deposit of unsuitable waste at the site.
- Condition of site infrastructure and engineering.
- Incidence of litter, dust, pest, odour and noise problems.
- Leachate pumping.
- Results of various inspections for litter, odour, noise, birds, pests etc.
- Environment Agency licence inspection reports.

8.2 Waste Records

Records of all waste entering and the leaving the site shall be recorded. All records will be made as soon as reasonably practicable and retained securely for a minimum of two years. Records will be clear, legible and available for viewing (on site). Records must be kept of all incoming wastes, and all outgoing compost, compost-like material and residuals.

The following records will be retained (not comprehensive):

- Waste Carriers Licences (where appropriate).
- Weighbridge Tickets/Documents – incoming wastes.
- Bioaerosols monitoring.
- Weighbridge Tickets/Documents – outgoing wastes (including residual wastes).
- Destination of outgoing wastes (including market sector).
- Destination of outgoing compost like material.
- Reject Waste Forms.
- Environment Agency Inspection Reports.
- Design, construction, inspection, maintenance and monitoring of pollution prevention methods.
- Failure records for pollution prevention methods.

- Off-site environmental effects.
- Batch Formation Data (start and finish dates, activities carried out.
- Composting Batch Conditions (Batch Record Sheet).
- Records of sampling.
- Records of corrective actions taken during composting processes.
- Type of input material, whether the load is rejected or accepted, and if rejected the reason why.
- Product Preparation Information.
- Duty of Care Records.
- Quarterly Waste Returns.

8.3 Reporting and Notification

Site personnel will notify the Environment Agency “without delay” following the detection of:

- Any malfunction, breakdown or failure of equipment or techniques, accident, or fugitive emission which has caused, is causing or may cause significant pollution.
- The breach of a limit specified in the Permit.
- Any significant adverse environmental and health effects.

Site personnel will notify the Environment Agency within 24 hours:

- Of actual or potential incidents and breaches of emissions limits.

Site personnel will notify the Environment Agency within 14 days:

- Where the Environment Agency has requested in writing that it shall be notified when CCL is to undertake monitoring and/or spot sampling.
- Of any change in the operator's trading name, registered names or registered offices addresses.

During normal working hours site personnel will contact the Site Officer or the local Environment Agency Office by telephone. The Environment Agency National Incident Hotline number is: 0800 807 060.

8.4 Site Waste Returns

Quarterly returns shall be provided and stored at the site office in line with Environment Agency regulations.

8.5 Complaints

CCL shall decide and implement any necessary action in response to any complaints or concerns expressed by interested parties, including operatives, customers, clients and regulatory authorities about quality or usability of any compost or compost based products.

CCL shall record the:

- Name and contact details of the person who expressed concern or made a complaint;
- Specific subject(s) of the concern or complaint;
- Date and time communicated to the producer and name of the person to whom it was communicated;
- Nature and date(s) of any actions and checks and who carried them out;
- Nature and date of any response to the person who expressed a concern or made the complaint; and
- Name of the person who communicated the response.

ANNEX A – WASTE INPUT CODES (2.2.2)**List A Wastes**

Waste Code	Description	Condition	Qualifying Standard/Permit
02 01	Waste from agriculture, horticulture, aquaculture, forestry, hunting and fishing.		
02 01 01	Sludges from washing and cleaning produced during food preparation and processing only		QPC
02 01 02	Animal tissue waste.		QPC SR2008No17
02 01 03	Plant-tissue waste.		QPC SR2008No17
02 01 06	Animal faeces, urine and manure (including spoiled straw), effluent, collected separately and treated off-site.		QPC SR2008No17
02 01 07	Wastes from forestry.	Only if plant material.	QPC SR2008No17
02 01 99	Wastes not otherwise specified.	Spent mushroom compost only.	SR2008No17
02 02	Wastes from the preparation and processing of meat, fish and other foods of animal origin.		
02 02 01	Sludges from washing and cleaning.		QPC
02 02 02	Horse manure, farmyard manure and bedding.		QPC SR2008No17
02 02 03	Shells from shellfish processing (where all the flesh has been removed).		QPC SR2008No17
02 02 09	Horse manure, farmyard manure and bedding.		SR2008No17
02 02 99	Wastes not otherwise specified.		QPC
02 03	Wastes from fruit, vegetables, cereals, edible oils, cocoa, coffee, tea and tobacco preparation and processing; conserve production; yeast and yeast extract production, molasses preparation and fermentation.		
02 03 01	Sludges from washing, peeling, cleaning, centrifuging and separation.		SR2008No17
02 03 04	Biodegradable materials unsuitable for consumption or processing.	Other than those containing dangerous substances.	QPC SR2008No17

Waste Code	Description	Condition	Qualifying Standard/Permit
02 03 05	Sludges from onsite effluent treatment.		SR2008No17
02 04	Wastes from sugar processing.		
02 04 01	Soil from cleaning and washing beet.		SR2008No17
02 04 03	Sludges from onsite effluent treatment.		SR2008No17
02 05	Wastes from the dairy products industry.		
02 05 01	Biodegradable materials unsuitable for consumption or processing (other than those containing dangerous substances).		QPC SR2008No17
02 05 02	Sludges from onsite effluent treatment.		SR2008No17
02 06	Wastes from the baking and confectionery industry.		
02 06 01	Biodegradable materials unsuitable for consumption or processing (other than those containing dangerous substances).		QPC SR2008No17
02 06 03	Sludges from onsite effluent treatment.		SR2008No17
02 07	Wastes from the production of alcoholic and non-alcoholic beverages (except coffee, tea and cocoa).		
02 07 01	Wastes from washing, cleaning and mechanical reduction of raw materials.		QPC SR2008No17
02 07 02	Wastes from spirits distillation.		QPC SR2008No17
02 07 04	Materials unsuitable for consumption or processing.		QPC SR2008No17
02 07 05	Sludges from on-site effluent treatment.	Biodegradable only.	SR2008No17
02 07 99	Wastes not otherwise specified.	Allowed if biodegradable material only, no chemical agents added, and no toxin residues present.	QPC SR2008No17
03 01	Wastes from wood processing and the production of panels and furniture, pulp, paper and cardboard.		

Waste Code	Description	Condition	Qualifying Standard/Permit
03 01 01	Waste bark and cork.		QPC SR2008No17
03 01 05	Sawdust, shavings, cuttings, wood, particle board and veneer.	Other than those mentioned in 03 01 04.	QPC SR2008No17
03 03	Wastes from pulp, paper, and cardboard production and processing.		
03 03 01	Waste bark and wood.		QPC SR2008No17
03 03 10	Fibre rejects.		QPC SR2008No17
03 03 11	Sludges from on-site effluent treatment.	Other than those mentioned in 03 03 10.	QPC
04 01	Wastes from the leather and fur industry.		
04 01 01	Fleshings and lime split wastes.	Fleshings may also be described as leather shavings. Allowed only if hides and skins, or parts of them, originating from animals that did not show clinical signs of any disease communicable through that product to humans or animals.	QPC
04 02	Wastes from the textile industry.		
04 02 10	Organic matter from natural products (for example grease, wax).		QPC SR2008No17
04 02 21	Wastes from unprocessed textile fibres.	Biodegradable material only.	QPC
07 02	Wastes from the manufacture, formulation, supply and use of plastics, synthetic rubber and man-made fibres.		
07 02 13	Waste plastic.	Unused and uncontaminated excess production only.	QPC
15 01	Packaging (including separately collected municipal packaging waste).		
15 01 01	Paper and cardboard packaging.		QPC SR2008No17

Waste Code	Description	Condition	Qualifying Standard/Permit
15 01 02	Plastic packaging.	Only biodegradable organic packaging.	QPC
15 01 03	Wooden packaging.	Untreated.	QPC SR2008No17
15 01 05	Composite packaging.	Only biodegradable organic packaging.	QPC SR2008No17
15 01 09	Textile packaging.	Allowed only if entirely natural fibres.	QPC SR2008No17
16 10	Wastes not otherwise specified in the list.		
16 10 02	Aqueous liquid wastes other than those mentioned in 16 10 01	Only if derived from input types allowed within the QP.	QPC SR2008No17
17 02	Wood, glass and plastic.		
17 02 01	Wood.	Untreated	QPC SR2008No17
17 05	Soil (including excavated soil from contaminated sites), stones and dredging spoil.		
17 05 06	Dewatered dredging spoil and plant tissue waste from inland waters.	Not containing Japanese Knotweed and not containing dangerous substances.	QPC SR2008No17
19 02	Wastes from aerobic treatment of solid wastes.		
19 02 03	Premixed wastes composed only of non-hazardous wastes	Only if derived from input types allowed within the QP.	QPC
19 02 06	Sludges from physico/chemical treatment other than those mentioned in 19 02 05	Acceptable only if derived solely from physical treatment and/or pH adjustment of input types allowed by this Quality Protocol and remains segregated from, and uncontaminated by, any other waste type.	QPC
19 05	Wastes from the aerobic treatment of solid wastes.		

Waste Code	Description	Condition	Qualifying Standard/Permit
19 05 03	Off-specification compost.	Only if derived from input types allowed within the QP.	QPC SR2008No17
19 05 99	Wastes not otherwise specified.	Liquor/leachate from a composting process that accepts only wastes within the QPC.	QPC
19 06	Wastes from the anaerobic treatment of wastes.		
19 06 03	Liquor from anaerobic treatment of municipal waste.	Only if derived from input types allowed within the QPC.	QPC SR2008No17
19 06 04	Digestate from anaerobic treatment of municipal waste.	Only if derived from input types allowed within the QPC.	QPC SR2008No17
19 06 05	Liquor from anaerobic treatment of animal and vegetable waste.	Only if derived from input types allowed within the QPC.	QPC SR2008No17
19 06 06	Digestate from anaerobic treatment of animal and vegetable waste.	Only if derived from input types allowed within the QPC.	QPC SR2008No17
19 08	Waste from waste water treatment plants.		
19 08 05	Sludges from treatment of urban waste water.		SR2008No17
19 12	Wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified.		
19 12 01	Paper and cardboard.		SR2008No17
19 12 07	Wood.	Not containing dangerous substances.	SR2008No17
19 12 12	Other wastes (including mixtures of materials) from mechanical treatment of wastes other than those mentioned in 19 12 11	Only if derived from input types allowed within the QPC.	QPC
20 01	Municipal wastes (household waste and similar commercial, industrial and institutional wastes) including separately collected fractions.		
20 01 01	Paper and cardboard.	No preservatives.	QPC SR2008No17
20 01 08	Biodegradable kitchen and canteen waste.		QPC SR2008No17

Waste Code	Description	Condition	Qualifying Standard/Permit
20 01 25	Edible oil and fat.		QPC SR2008No17
20 01 38	Wood.	Not containing dangerous substances.	QPC SR2008No17
20 01 39	Plastics.	Allowed only if independently certified to European standard EN14995.	QPC
20 02	Garden and park waste (including cemetery waste).		
20 02 01	Biodegradable waste.		QPC SR2008No17
20 03	Other municipal wastes.		
02 03 01	Mixed municipal waste	Allowed only if separately collected biodegradable wastes otherwise allowed by this Quality Protocol.	QPC
20 03 02	Waste from markets.		QPC SR2008No17

List B Wastes

Waste Code	Description	Condition	Qualifying Standard/Permit
02 01	Waste from agriculture, horticulture, aquaculture, forestry, hunting and fishing.		
02 01 01	Soils from washing and cleaning fruit and vegetables only	Non-ABPR only.	QPC
02 01 03	Plant-tissue waste.		QPC SR2008No16
02 01 06	Animal faeces, urine and manure (including spoiled straw), effluent, collected separately and treated off-site.	Non-ABPR only.	QPC SR2008No16
02 01 07	Wastes from forestry.	Only if plant material.	QPC SR2008No16
02 01 99	Waste not otherwise specified.	Spent mushroom compost only	SR2008No16

Waste Code	Description	Condition	Qualifying Standard/Permit
02 03	Wastes from fruit, vegetables, cereals, edible oils, cocoa, coffee, tea and tobacco preparation and processing; conserve production; yeast and yeast extract production, molasses preparation and fermentation.		
02 03 04	Biodegradable materials unsuitable for consumption or processing.	Other than those containing dangerous substances.	QPC SR2008No16
02 07	Wastes from the production of alcoholic and non-alcoholic beverages (except coffee, tea and cocoa).		
02 07 01	Wastes from washing, cleaning and mechanical reduction of raw materials.		QPC SR2008No16
02 07 02	Wastes from spirits distillation.		QPC SR2008No16
02 07 04	Materials unsuitable for consumption or processing.		QPC SR2008No16
02 07 99	Wastes not otherwise specified.	Allowed if biodegradable material only, no chemical agents added, and no toxin residues present.	QPC
03 01	Wastes from wood processing and the production of panels and furniture, pulp, paper and cardboard.		
03 01 01	Waste bark and cork.		QPC SR2008No16
03 01 05	Sawdust, shavings, cuttings, wood, particle board and veneer.	Other than those mentioned in 03 01 04.	QPC SR2008No16
03 03	Wastes from pulp, paper, and cardboard production and processing.		
03 03 01	Waste bark and wood.	No sludges.	QPC SR2008No16
03 03 10	Fibre rejects.	No sludges.	QPC SR2008No16
04 02	Wastes from the textile industry.		
04 02 10	Organic matter from natural products (for example grease, wax).		QPC SR2008No16
04 02 21	Wastes from unprocessed textile fibres.		QPC
15 01	Packaging (including separately collected municipal packaging waste).		
15 01 01	Paper and cardboard packaging.		QPC SR2008No16

Waste Code	Description	Condition	Qualifying Standard/Permit
15 01 02	Plastic Packaging	Only biodegradable packaging.	QPC
15 01 03	Wooden packaging.	Untreated.	QPC SR2008No16
15 01 05	Composite packaging.	Only biodegradable organic packaging.	QPC SR2008No16
15 01 09	Textile packaging.	Allowed only if entirely natural fibres.	QPC SR2008No16
17 02	Wood, glass and plastic.		
17 02 01	Wood.	Untreated	QPC SR2008No16
17 05	Soil (including excavated soil from contaminated sites), stones and dredging spoil.		
17 05 06	Dewatered dredging spoil and plant tissue waste from inland waters.	Not containing Japanese Knotweed and not containing dangerous substances.	QPC SR2008No16
19 05	Wastes from the aerobic treatment of solid wastes.		
19 05 03	Off-specification compost.	Only if derived from input types allowed within the QP.	QPC SR2008No16
19 08	Waste from waste water treatment plants		
19 08 05	Sludges from treatment of urban waste water.		SR2008No16
19 12	Wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified.		
19 12 01	Paper and cardboard.		SR2008No16
19 12 07	Wood.	Not containing dangerous substances.	SR2008No16
20 01	Municipal wastes (household waste and similar commercial, industrial and institutional wastes) including separately collected fractions.		
20 01 01	Paper and cardboard.	No preservatives.	QPC SR2008No16
20 01 38	Wood.	Not containing dangerous substances.	QPC SR2008No16

Waste Code	Description	Condition	Qualifying Standard/Permit
20 01 39	Plastics.	Allowed only if independently certified to European standard EN14995.	QPC
20 02	Garden and park waste (including cemetery waste).		
20 02 01	Biodegradable waste.		QPC SR2008No16
20 03	Other municipal wastes.		
20 03 02	Waste from markets.	Non-ABPR biodegradable waste only.	QPC SR2008No16

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