PPC intensive farming - first visit assessment form

Permit reference: VP 3832MZ.	Operator: Noble Foods.
CPH number:	Inspector: K. JARMAN / S. LAWN.
Inspection date: 7/05/08.	Weather on the visit date: SUNNY.

- You should address each question. For questions 1 to 22 three possible situations are provided for each question to help you decide if a condition is being met. '**NB**' indicates that there is no breach of a condition; '**B**' indicates that there is a breach. Record the result in the outcome box.
- Use the comments box after each task to make notes, justifications or improvement suggestions to explain your assessment.
- Any breaches should be recorded on the Integrated Farm Inspection Form and Compliance Classification Scheme (CCS) Database.
- Classify each breach using the CCS score 1 to 4 depending on the potential threat of harm to the environment.
- If a particular question/condition doesn't apply to the installation, indicate this with '**NA**' in the outcome box.
- If you don't inspect a particular question/condition on this visit, indicate this with '**NI**' in the outcome box.
- A checklist of all suggested pre-visit preparation and post visit communication with the operator is covered in the Environment Officer quick guide PPC intensive farming – first visit and operational instruction PPC intensive farming compliance assessment.

At the installation - checking documents

1. Site entrance identification notice – Permit condition 1.1

Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is there an identification notice at or near the entrance and does it contain the necessary information?	B	No identification notice.	Identification notice required.	The site identification notice should be easily readable from outside the site in daylight hours and should include the: - emergency contact name and telephone number of the permit holder and/or operator - statement that the site is permitted by the Environment Agency - permit number - Environment Agency national numbers, 08708 506506 and 0800 807060.	
	B	A notice is provided but is incomplete OR not adequately sited.	Additional information must be added to the notice or it should be re-sited as appropriate.		
	NB	A notice is provided with the required information and properly sited.			
Comments	to be put at main gate.				

2. Who is in charge? – Permit condition 1.1					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is it clear who is responsible for ensuring compliance with environmental, legal and/or other environment protection requirements and is there evidence of their competency?	B	No	The permit holder should be able to say who is responsible if they do not have this role.	All staff with responsibilities should be aware of what these are. They should be able to: - ensure legal compliance - communicate relevant information to other employees - check compliance with relevant legislation Evidence of competency could be training records or certificates, curriculum vitae, continuous professional development. Responsibility for compliance may be spread across a number of staff and across various levels of the organisation. Those appointed must be aware of their responsibilities for environmental compliance.	
	NB	Yes	Confirm that such a person is in post and meet them. Check it is in their job description.		
	NB	Yes – and it is the permit holder OR a person appointed for their competency and authority. ✓	Check their competency: training records, certificates, curriculum vitae, continuous professional development.		
Comments	Nigel Yaxd. Env manager.				

3. Inspection and maintenance – Permit condition 1.1					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is there an inspection and maintenance programme for structures and plant in place on the site and is inspection/work carried out annually?	B	No	Establish a programme.	Preventative maintenance minimises plant failures and possible pollution/emissions. Inspections should cover: security, correct operation, signs of leakage and corrosion or damage. Damage should be reported and repaired. It is useful to inspect structures when they are empty or partially empty.	
	NB	Yes – all are inspected annually.	Records should show that inspections have been carried out.		
	NB	Yes – annually or more frequently in accordance with manufacturers' guidelines. ✓			
Comments	monthly basis. buildings. floor. feeds etc.				

4. Public and complaints – Permit condition 1.1					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is there a mechanism in place to ensure all environmental complaints received are recorded, investigated and resolved?	B	No, OR complaints recorded but not investigated or resolved.	A recording system must be in place. It should include action taken to resolve the complaints.	Complaints should be logged, investigated and steps taken to resolve the problems. The system should ensure that information is forwarded to the right people so that action can be taken. Records should show that 'most' complaints are dealt with in an appropriate manner. **'Most'** complaints would be more than 50% but less than 100% of complaints. There is further information and a complaints recording form in the farming guidance on odour and noise management.	
	NB	Yes, documentary evidence shows all complaints are recorded. Most complaints are investigated and resolved.	Review of effectiveness of actions to try and resolve all complaints.		
	NB	Yes, documentary evidence shows that **all** complaints are recorded, investigated and resolved.			
Comments	complaints procedure in place feedback given.				

1-16 WK procedure.

5. Training – Permit condition 1.1					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Have all relevant employees and contractors received training to achieve legal compliance? Are training records kept?	B	Relevant training not yet received.	All relevant staff must be given appropriate training. A training plan will help ensure this. Records of training must be kept.	Training should include: • how to prevent accidental releases and the actions to be taken should such an accident occur • the accident management plan and duties of staff under it • permit conditions for the installation and how each person's duties link to compliance • the potential environmental effects of the installation under routine and abnormal circumstances • required maintenance of structures and plant The training should be tailored to the audience, and should focus on the information necessary for their role. After training has been completed, there should be a check that staff have understood it and that it has been effective. Records should show this has been done.	
	B	A training plan has been developed but not all relevant staff have received the necessary training.	All relevant employees or contractors must be trained.		
	NB	All relevant staff and contractors have received appropriate training. Training records are available.	It is advisable to have a system to show that training has given staff the required competency.		
Comments	2 staff on site. David + Tracy. Same contractors. Gaufery Reads catching gangs. (Bird welf ave				

6. Accident management plan - Permit condition 1.2					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is there an accident management plan and does it include all the environmental risks and hazards associated with the site? Is the plan regularly reviewed?	B	There is no plan.	A plan must be written.	The installation must have an accident management plan. It should identify all environmental hazards and risks and include routine activities which are identifiable and predictable and those arising from emergencies, like fire or flooding. Planned action to remove/reduce risk should consider site access, drainage systems, sensitivity of receptors. Details of site locations and contacts of all emergency services and pollution remediation contractors should be displayed. Staff responsibilities and roles should be established and communicated. The plan must be reviewed after an incident and every four years to account for new risks, plant, staff and procedures. Near miss reporting will identify new risks.	
	B	There is a plan but it is not regularly reviewed.	A review should be regularly carried out. It should note any changes to the identified risks and planned responses.		
	NB	A plan exists and it is reviewed routinely and after any accident.			
Comments	Emergency management plan. All in folder. Gas. electric. diesel - Septic tanks.				

7. Energy – Permit condition 1.3					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Have all the major sources of energy consumption been identified?	B	No	All major energy consumption sources should be identified and recorded.	Energy use should be documented. This should include all major sources and amounts used. Sources and amounts should be reviewed and attempts made to reduce usage. A review must take place within four years of permit issue. If the installation is part of the Climate Change Levy Scheme then an energy review is not needed.	
	B	Yes but this has not been formally documented.	Records should show sources.		
	NB	Yes and this has been formally documented. ✓			
Comments	Climate level. water diesel gas. electricity. Monthly record on site last Friday of every month.				

8. Raw materials – Permit condition 1.4					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is a list of raw materials maintained?	B	No	A list of raw materials is needed. This should be reviewed every four years.	Raw materials should be listed and reviewed at least every four years. The list should identify the substance, storage provisions, annual usage, environmental fate and impact. The review should be used to reduce the environmental impact of the raw materials used. disinfectant 20L handling. manual The raw materials list should be appended to the accident management plan. The raw materials table provided in the application form can be used as this list.	
	B	Yes but there is no evidence that it is up to date.	The list should show what is currently used and stored on site. This list should be updated when new materials are used and the date recorded.		
	NB	Yes. It is regularly updated and available for inspection. ✓			
Comments	Feed stuffs. weekly. diesel very rarely used. Bedding. Gas deliveries. → All plastics taken to farm at St Brevalls. waste carriers + compacted. → Alfie Williams. picks up waste compacted.				

9. Water use – Permit condition 1.4					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is water use monitored and recorded?	B	No	Begin monitoring and recording.	Water use should be monitored monthly to monitor consumption and identify leaks. Regular audits should be carried out to try and reduce water consumption. A review of water use must be carried out within four years of the permit issue.	
	NB	Water use is recorded through a meter for the site.	Records should be kept and audits used to spot wastage and reduce consumption.		
	NB	Each livestock house has its own water meter. ✓			
Comments	daily basis · on each unit ·				

10. Avoidance, recovery and disposal of waste – Permit condition 1.5 and 3.2					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is the production of waste by the activities avoided, reduced and recovered where practicable and disposed of to minimise environmental impact? Are records of waste kept?	B	No	Consider waste streams and begin recording.	Records of waste produced by the activities on the installation must be kept, and records of waste sent for disposal or recovery. Keeping records of waste will help identify opportunities to avoid/reduce waste being produced and recover waste. A review of waste must be carried out within four years of the permit issue. Agricultural waste exemptions are not covered by PPC.	
	B	Waste is considered but records are not kept.	Records should be kept and audits used to further reduce waste.		
	NB	Waste is considered and records are kept. ✓			
Comments	Company has Recycled for a number of yrs. Manual handling says Manall disfectants are in 20L drums + 20 litter. All is done to minimise wastes.				

11. Has anything changed since the permit was issued? – Permit condition 2.1					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Have any of the processes significantly changed since the permit was issued and if so have we been informed?	B	Yes, but we haven't been informed.	Check the nature and extent of changes. A variation notice may be required	The processes on site should be those described in the PPC permit. Significant changes may require a permit variation. The site permit holder must inform us of any changes to the permitted processes in terms of method, scale and location. A copy of a variation notice or a letter accepting changes should be available where there have been changes.	
	NB	Yes and we have been informed.	Check the nature and extent of changes and evidence of our agreement required.		
	NB	There has been no change. ✓			
Comments					

12. Livestock numbers and movements – Permit condition 2.3.2					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Are records of livestock numbers and movements kept?	B	No	Establish a procedure.	A running total should be available which accurately reflects the site status. It should take account of births, deaths, sales, purchases and movements within business and to other sites. Supporting evidence may be fallen stock removal or incineration records. We need livestock numbers to calculate emissions. Emissions should be reported to us each year.	
	NB	Yes – records are kept for the assurance scheme.			
	NB	Yes – records are kept for each livestock room/house. ✓			
Comments	Greyhase · Death, Birth, Sales Movements · Eggs from here ·				

13. Manure management – off-site disposal – Permit condition 2.3.6					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is written evidence available of the arrangements in place for exports of slurry and manure – dates, destinations and quantities?	B	No evidence in place.	A recording system is required.	Records could include the quantities and the date of transfer of manure to power stations or biogas plants for recovery; waste water to treatment plants for disposal; or material to a third party for spreading to land. Where manures and slurries are exported for spreading to land, records should include the names and addresses and land acreage available. Where a manure agent is used, there should be confirmation that the third party will spread the manure to land in accordance with the Codes of Good Agricultural Practice for soil, air and water; or that the spreading will be in accordance with a manure management plan for the receiving land.	✗ will send copy of manure details.
	B	There are written records but these are incomplete.	Improve records where necessary.		
	NB	Records are complete and comprehensive.			
Comments	Exports all manure. → all leaves Site to a farmer. TY Garffal Schone Connect Spread on Site → Chapstow.				

14. Manure management – on site spreading in accordance with a manure management plan – Permit condition 2.3.7					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is a manure management plan in place and is it being used?	B	No	A plan must be written and implemented.	The plan should detail which land is suitable for spreading and when spreading can be carried out, and take account for any manures brought onto the installation, including sewage sludge and other organic wastes. The weight and nutrient content applied to each field should be recorded. The manure management plan should recognise whether the farm is in a Nitrate Vulnerable Zone. Arrangements should be in place in case there is an emergency or land becomes unavailable for spreading (disease outbreaks, flooding etc). This could involve alternative land or storage.	
	B	There is a plan but no evidence of compliance.	Records must be kept that show the requirements of the plan are being met.		
	NB	There is a plan and records show compliance.			
Comments					

15. Spreading on own land – manure and slurry nutrient analysis – Permit condition 2.3.1					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is manure analysed? Does the sampling frequency and analysis method provide accurate information for nutrient management planning?	B	No	Analysis is needed.	Where manure and slurry is spread on own land, they must be analysed to provide information for nutrient management planning. Records should show that analysis is carried out twice yearly, or once per production cycle where that cycle exceeds six months. The analysis should include available nitrogen, total nitrogen, available phosphorus and total phosphorus.	
	B	Yes, but records poor or incomplete.	Improve records and/or sampling procedures.		
	NB	Yes, records good and comprehensive.			
Comments					

16. Spreading on own land – soil nutrient status – Permit condition 2.3.1					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Do the records show that the soil is being analysed every four years?	B	No	Analysis is needed. Records should show that soil analysis is being carried out.	Where manure and slurry is spread on own land, soil must be analysed every four years. Analysis should be for phosphorus as a minimum.	
	B	Yes, but records poor or incomplete.	Improve records.		
	NB	Yes, records good and comprehensive.			
Comments					

17. Spreading on own land – observing organic loadings – Permit condition 2.3.1					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Do the records show that organic manure is not applied to any field at a rate which would result in the total nitrogen supplied in the manure exceeding 250kg/ha in any 12 month period?	B	Records do not show this.	Establish a procedure	Where the farm is in an NVZ this is already a legal requirement and failure to observe this may result in a loss of some or all of a farm's single farm payment. It may also result in us taking enforcement action. Outside an NVZ, the 250kg/ha limit is recommended by COGAP (Water Code).	
	NB	Records appear to show this but should be improved.	Improve records and/or sampling procedures		
	NB	Yes, records show this and are comprehensive.			
Comments					

18. Improvement programme - Permit condition 2.5					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is the operator working towards meeting the improvement conditions?	B	No	Read the Improvement Programme and begin work.	The Improvement Programme is in Schedule 1, table S1.3 of the permit. It will be site specific but all farms will have an improvement condition to review site drainage and housing within 12 months of permit issue.	
	NB	Yes but timescales unlikely to be met.	Discuss proposals and solutions to meet timescales.		
	NB	Yes, timescales will be met.	Regularly review progress.		
Comments					

19. Site closure plan – Permit condition 2.7					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is there a site closure plan and is it maintained?	B	No	A plan should be developed and a process established to keep it up to date.	The aim of the site closure plan is to ensure that the site can be decommissioned to avoid any pollution risk and return the site to a satisfactory state. The plan should be reviewed and maintained to ensure that it takes account of pollution risks that may arise due to changes in the site's operation. Any pollution incidents that occur and associated remedial action should be recorded in the plan. Dates of reviews should be recorded and a responsible person named in the records.	
	B	Yes, a site closure plan has been developed but it is not maintained.	The closure plan must be kept up to date and include anything that might compromise the site at closure.		
	NB	Yes, there is a site closure plan. It is updated regularly and includes all required information.			
Comments					

20. Odour – Permit condition 3.4					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
If an odour management plan is required, is one in place and is the farm being operated in accordance with it?	B	A plan is required but is not in place.	A written odour management plan must be produced.	An odour management plan is needed if there's a sensitive receptor within 400m or a history of substantiated complaints. The written plan should include a list of odour sources, and the actions to be taken to address the problems. It should take into account abnormal circumstances such as site clean outs or manure/litter transfer. The plan should be updated if further problems arise, and there should be evidence that the root causes of the odour have been identified and remedial action planned. There should be evidence of responding to complaints.	
	B	There is a plan but no evidence to show compliance, or odour sources are missing.	Records are needed to show that planned action is being taken. Any missing odour sources should be added.		
	NB	There is a plan and records show compliance.	Further action may be needed if complaints are received.		
Comments	will send in letter for all farms with sources identified				

21. Noise – Permit condition 3.5					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
If a noise management plan is required, is one in place and is it being followed?	B	A plan is required but is not in place.	A written noise management plan must be produced.	A noise management plan is required if there's a sensitive receptor within 400m or a history of substantiated complaints. A written plan should show all noise sources and the steps taken to reduce noise levels. Early morning or late evening operations are likely to attract most complaints. The plan should consider this. (In exceptional circumstances there may be a specific improvement condition requiring certain noise levels are met).	
	B	There is a plan but no evidence to show compliance, or noise sources are missing.	Records are needed to show that planned action is being taken. Any missing noise sources should be added.		
	NB	There is a plan and records show compliance.	Further action may be needed if complaints are received.		
Comments	//			\\	

22. Records – Permit condition 4.1					
Question	Possible situation (B, NB)		Possible action	Guidance	Outcome
Is a system in place to ensure that records required by relevant legislation are maintained in an appropriate format and for a sufficient length of time?	B	No, or no records show this.	A system is needed to store and record the necessary information.	A record system should be in place. It should detail which records should be kept and the retention time to meet legal requirements. All relevant records identified must be in the system. Records will include training, maintenance, incidents and complaints.	
	B	All the documentation is in place but there's no formal system that describes what to keep and for how long.	A system is needed to store and record the necessary information.		
	NB	All relevant records are kept and the system ensures legal requirements are met.			
Comments					

Walk around the installation

- These tasks/questions are generally site specific and may be sector specific. They may relate to several buildings and structures on the same installation. From Q24 onwards the questions are all components of permit condition 2.3 and 3.3
- Use the guidance to assess if the task is being met. Record the result in the outcome box using '**NB**' for no breach and '**B**' for a breach.
- Where a task is recorded as a breach then the permit condition indicated has been breached.
- If a particular question/condition doesn't apply to the installation, indicate this with '**NA**' in the outcome box.
- If you don't inspect a particular question/condition on this visit, indicate this with '**NI**' in the outcome box.
- There is a comments box after each task to make notes, justifications or improvement suggestions to explain your assessment.

23. Site plan – Permit condition 2.2		
Task	**Guidance**	**Outcome**
Assess the site plan against the site	The plan should be an accurate representation of the site. It should show external features such as roads. All site buildings and structures should be accurately shown and the installation boundary should be clearly marked. A very good plan should be to scale with north marked.	
Comments		

24. General building and site maintenance – Permit condition 3.3		
Task	**Guidance**	**Outcome**
Assess the condition of buildings, the cleanliness of yards and condition of yard surfaces and kerbing	• Areas around buildings should be free of any build-up of manure, slurry and spilt feed. • Check impervious surfaces and containment kerbs; concrete areas around buildings should be free from cracks (cracks in concrete yards can pose a risk to groundwater). • Buildings should be maintained in good repair to minimise water leaks into the house which may increase the moisture content of litter and manure. • An overview of the installation during the site inspection should give an impression of the standards of the fixed assets and the standards of management and maintenance on the farm.	
Comments		

25. Fugitive emissions of substances – drainage management – Permit condition 3.3		
Task	**Guidance**	**Outcome**
Assess how well drainage is managed (This is an Improvement Condition to submit a review of site drainage 12 months after the permit has been issued.)	• All drainage systems should be identified in the accident management plan. • Only drainage from clean yards should go to surface waters. • Clean water drainage systems should not be contaminated. No slurry or seepage from manure should enter surface water drains or drain into the ground. • Minimising yard contamination will reduce the amount of contaminated water that requires disposal. This should include: keeping yards visibly clean, keeping drainage channels clear, removing any spilt feed or dust. • Drainage from animal housing and water from cleaning out is considered to be slurry and should be collected in a tank or lagoon before landspreading or disposal. • Drainage from yards in regular use by livestock, or likely to be contaminated by manures or slurries, should be collected in slurry or dirty water tanks. • Tanks and collection systems should be able to deal with the volumes to be contained. • Where the ventilation system has outlets through side-walls, interception is required before drainage reaches surface water systems; this includes grassed areas, swales or collection pits. • Where side-wall outlets are located above grass areas, further interception is not required provided that the grass cover is sufficient to collect the dust and to impede run-off to surface water systems. • Where side-wall outlets are located above yard areas, the dust should be removed regularly (so that the yard is kept visibly clean). • Roof water from housing where there are no roof outlets does not require interception and treatment. • Where yards are at times clean and at other times have traffic of vehicles and/or livestock over them, drainage should pass to surface water systems **only** during the clean times. • Procedures should be put in place to prevent contamination of surface water systems and divert drainage to slurry or dirty water tanks at other times. This can be achieved by using temporary bunds around drains, diverter valves or drain blockers. • Where diverter valves are used to direct dirty water from yards to storage tanks, the following measures should be taken: the location of the diverter valve should be detailed in the accident management plan; responsibility should be allocated to a member of staff for management of the diverter valve.	
Include comments or justifications for your assessment decisions and possible improvements that should be made.		

26. Fugitive emissions of substances – raw materials management – Permit condition 3.3		
Task	**Guidance**	**Outcome**
Assess how well animal foodstuffs are stored to minimise fugitive emissions (There is an Improvement Condition to submit a plan to be completed within 6 months of the issue of a permit.)	• Dusty or potentially dusty foodstuff materials should be stored in covered containers, purpose-built silos or under cover. • The transfer of foodstuff to and from storage areas should be carried out to prevent or minimise dust emissions to air. • The milling and mixing of dry foodstuff should be carried out so as to prevent or minimise dust emissions to air. • Measures may include extraction and abatement of dust from feed preparation areas.	
Comments		
Assess how disinfectants from footbaths are being managed	• Spent disinfectant from footbaths and wheel washes should be added to the manure or slurry store contents and applied to land in accordance with the manure management plan or added to the liquid storage tanks and exported from the site. • Wheel washes should be pits lined with impermeable material. • Disinfectant footbaths should not overflow.	
Comments		
Assess how carcasses are being dealt with The regulation of animal by-products is the responsibility of Animal Health and local authorities. Their prime concern is the protection of animal health and human health.	• Carcasses should be disposed of in accordance with the Animal By-Products Regulations 2003. • Carcasses should not be buried on the installation other than in accordance with the agreed and dated accident management plan (see 1.2) under the direction of Animal Health. • Carcasses may be disposed of off-site to the National Fallen Stock Scheme, a licensed knackerman, rendering plant, hunt kennel, maggot farm or authorised incinerator. They should be removed frequently to prevent odour nuisance and be covered to prevent access by birds or rodents using plastic bags or lidded bins where possible. • Carcasses may be disposed of on-site in an authorised incinerator. Only carcasses may be disposed of in incinerators licensed under the Animal By-Products Regulation. Operation of an incinerator for other wastes would need to comply with the Waste Incineration (England and Wales) Regulations 2002. • Where incinerator ash is disposed of on-farm it should be via a WML Paragraph 53 exemption. • Although licensed and approved by Animal Health, all pollution prevention aspects of siting and operation of incinerators are our responsibility.	
Comments		

27. Fugitive emissions of substances – raw materials containment – Permit condition 3.3		
Task	**Guidance**	**Outcome**
Assess storage of agricultural fuel oil and other chemicals storage There is an Improvement Condition to bund all oil tanks within 6 months of the issue of a permit.	• Agricultural fuel oil, pesticides and veterinary medicines should be contained in an area capable of retaining any spillage: agricultural fuel oil storage facilities should be bunded. Oil **bunds** must meet the requirements of The Control of Pollution (Silage Slurry and Agricultural Fuel Oil) Regulations 1991 (amended 1997). • Pesticides and veterinary medicines must also be kept in a store that is resistant to fire, dry, frost-free and secure against unauthorised access. • Where operators need more time (because they cannot take a tank out of service until the rearing cycle ends), then bunding tanks should be prioritised on the basis of risk of pollution.	
Comments		
Assess the containment of foodstuffs	• Storage vessels for foodstuff should be protected from collision damage. This can be achieved by: a bunded area, or careful siting relative to traffic flows with measures such as provision of kerbs or other markers to stop reversing vehicles, or by the use of barriers in more vulnerable locations. • Containment should be provided for foodstuff to prevent spillages and minimise waste. Any foodstuff which might flow under the influence of gravity (e.g. liquid feed) should be contained. Containment should consist of siting the store in an area isolated from the surface-water system so that any spillage cannot enter any drainage system.	
Comments		

The following questions relate to both the design and management of the buildings and the manure or slurry management procedures and methods. They variously relate to both permit condition 2.3 which covers all the operating techniques and permit condition 3.3 which covers the fugitive emissions of substances. The findings may inform the setting of a new improvement condition or confirm the completion of an existing one. They are split into the separate requirements for poultry (28 to 30) and pigs (31 and 32).

28. Operating techniques for poultry housing - Permit conditions 2.3.1 and 3.3		
Task	**Guidance**	**Outcome**
Assess management of litter and manure	• Litter should be kept loose and friable and its quality should be inspected to ensure it doesn't become excessively wet or dry. Any changes in quality should be investigated, and steps taken to rectify the problem. • Solutions may involve adding extra material or providing heating to the problem area. Capping or wet litter should be avoided and may be due to birds drinking and excreting more due to illness, high temperatures, a feed problem or increased humidity. • The use of nipple drinkers with drip cups will minimise water spillage. Where drip cups aren't used, or other drinkers are provided, water pressure should be checked frequently. • The seepage of water from the ground or entry of rainfall should be managed by preventing ingress or using a mixture of materials or thicker layers. • In **layer housing** using manure belts, there should be a programme of regular belt cleaning. • Removing litter from the **turkey house** at intervals during the fattening period reduces the ammonia emissions, as the temperature of the litter and droppings does not increase. • Manure should be mixed during the **turkey fattening** period to give maximum uptake of ammonia by sawdust/shavings/chopped straw.	
Comments		
Assess management of temperature	Where artificial heating is provided, controls should be used to match heating needs to ventilation needs so that heat is not wasted by being drawn out of the building.	
Comments		
Assess general housing management	• Rain should be prevented from entering the manure storage area where manure is stored under layer houses or external to layer house. • Floors and walls should be kept clean. • Cracks and damaged areas of floors and walls should be repaired. • For free-range poultry, the areas around pop-holes should be protected to prevent rain from entering housing.	
Comments		

29. Fugitive emissions of substances from poultry housing – Permit conditions 2.3.1 and 3.3		
Task	**Guidance**	**Outcome**
Assess management of housing ventilation	• Upgraded or replaced ventilation systems should be designed to achieve the optimum air quality conditions for the stage of production in all weather and seasonal conditions. • All ventilation systems should be operated to achieve the optimum air quality conditions levels for the stage of production in all weather and seasonal conditions. • Control of minimum ventilation rates should be planned to avoid the build-up of moisture (humidity) in the house. • Ventilation should be appropriate to the age, weight and health of the animal.	
Comments		
Assess management of poultry litter	• For poultry installations, all reasonable steps should be taken to ensure that poultry litter is maintained in as dry and friable condition as possible. • Any situation which results in over-wet litter should be managed to bring it back to a friable condition as soon as possible. • Poultry drinkers should be chosen and managed to maintain dry and friable litter. • Drinkers should be at the correct height and the height should be adjusted as the birds grow.	
Comments		
Assess management of dust emissions	• Dust emissions from buildings should be minimised. • Dust generation may be controlled within the house through the management of the litter and air quality; this needs to be balanced with the need to minimise ammonia and odour. • Dust should be controlled through the choice of litter material and feed type, and avoiding disturbance to the birds.	
Comments		
Assess management of manure removal	When manure and slurry is removed from housing, it must either be stored in structures that meet the requirements of the conditions in 'How to comply' section 5.3 (pigs) or 6.3 (poultry), exported from the site or applied to land in accordance with the requirements of the conditions in 'How to comply' chapter 7.	
Comments		

30. Poultry slurry and manure storage – Permit conditions 2.3.1 and 3.3		
Task	**Guidance**	**Outcome**
Assess management of slurry storage	• Management systems should be in place to ensure regular inspection of the store (see condition 1.1.1). • For existing slurry storage which doesn't have a rigid cover, the following measures apply: where floating covers are used, disturbance to the surface must be minimised; slurry stirring should be minimised - although it may need to be mixed to produce a suitable material for land application; slurry should be introduced below the surface to reduce emissions of ammonia and odour. • Wash water tanks do not need to be covered if the wash water has a dry matter content of <1%.	
Comments		
Assess management of manure storage - yards	• Where manure is stored in the yard, all new manure storage areas should: have an impermeable base; provide a collection and containment system for liquid run-off (effluent– defined as slurry in SSAFO) which meets the requirements of the Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) Regs 1991 (amended 1997). • Effluent channels and collection tanks should be maintained to avoid blockages. Effluent collection tank should be checked regularly and emptied when necessary. • Effluent should be spread to agricultural land in accordance with manure management plan or disposed of off-site. • Contaminated run-off can be reduced by providing a roof or cover.	
Comments		
Assess management of manure storage - fields	• Where no alternative to field storage is available, litter and manure should be stored in a densely packed heap with an "A" shaped profile. • Field heaps should not be sited: over field drains; within 10m of a watercourse (or greater if there is a risk of effluent run-off into a watercourse); within 50m of a spring, well or borehole that supplies water for human consumption, or is to be used in farm dairies; where they would cause odour problems for nearby residents. • Field heaps may need to be re-sited if there is a risk of pollution or of odour nuisance if the heap is located within 400m of residences. • Manure can be stored temporarily in a field for a maximum of 12 months before spreading.	
Comments		

31. Operating techniques for pig housing - Permit conditions 2.3.1 and 3.3		
Task	**Guidance**	**Outcome**
Assess management of pig housing - slurry based systems	• The area under slatted floors should be cleared frequently i.e. when there is sufficient slurry to flow out. • Lying areas should be kept clean by high standards of management and control of environmental conditions. • Floors should be kept free from urine or slurry puddles – scraping or washing down. • If water spray or dripper systems are used, they should be used over the slats to cool pigs in hot weather and encourage good dunging behaviour. These should be maintained to prevent leakage or loss of water.	
Comments		
Assess management of pig housing - solid floor systems	• Dunging and lying areas should be clearly differentiated to ensure that the lying areas are kept clean and dry. • Dunging areas should be cleaned out by scraping at least three times a week. • Deep straw systems, bedded areas and straw yards should have sufficient straw or other bedding material to keep the lying area clean and dry, and to bind nitrogen to reduce ammonia emissions. • Floors should be kept free from urine or slurry puddles, either through: providing additional bedding material to soak it up or addressing puddles as they arise – scraping or washing down.	
Comments		
Assess management of ventilation	• Draughts should be avoided in lying areas. • Draughts under slatted flooring should be minimised by dividing the airspace with plastic sheet.	
Comments		
Assess management of temperature	• The minimum temperature to avoid pigs huddling together should be maintained. • Where artificial heating is provided to weaners, controls should match heating needs to minimise energy wastage. • Weaners in 'umbrella buildings' should have sufficient ventilation to keep manure temperatures low.	
Comments		
Assess general housing management	• Cracks and damaged areas of walls should be repaired. • Drinkers and troughs should be operated to prevent leakage. • Floors and walls should be kept clean. Keeping the pigs clean will help keep walls clean.	
Comments		

32. Pig slurry and manure storage – Permit conditions 2.3.1 and 3.3		
Task	**Guidance**	**Outcome**
Assess management of slurry storage	• Management systems should be in place to ensure regular inspection of the store (condition 1.1.1). • For existing slurry storage which doesn't have a rigid cover, the following measures apply: if floating covers are used, disturbance to surface must be minimised; stirring should be minimised - although it may need to be mixed to produce a suitable material for land application; slurry should be introduced below the surface to reduce emissions of ammonia and odour.	
Comments		
Assess manure storage - yards	• Where manure is stored in the yard, all new manure storage areas should: have an impermeable base; provide a collection and containment system for liquid run-off which meets the requirements of the Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) Regulations 1991 (amended 1997). • Effluent collection tank should be checked regularly and emptied when necessary. Effluent should be spread to agricultural land in accordance with the manure management plan or disposed of off-site. • Maintain effluent channels and collection tanks to avoid blockages. • Contaminated run-off and ammonia emissions can be reduced by providing a roof or cover.	
Comments		
Assess manure storage - fields	• Field heaps should not be sited: over field drains; within 10m of a watercourse (or a greater distance if there is a risk of effluent run-off into a watercourse); within 50m of a spring, well or borehole that supplies water for human consumption, or is to be used in farm dairies; where they would cause odour problems for nearby residents. • Field heaps may need to be re-sited if there is a risk of pollution or of odour nuisance if the heap is located within 400m of residences. • Manure can be stored temporarily in a field for a maximum of 12 months before disposal	
Comments		