



MPG



# Dust Emissions Management Plan

## Stour Business Park, Little Wratting

### Essex Waste Ltd.

Document Reference: Application Bespoke 487/2 – DEMP



Minerals  
Waste  
Environment

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Client: Essex Waste Ltd.

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### Document Versions

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<b>Site details</b>	
<b>Operator name:</b>	<b>Essex Waste Limited (EWL)</b>
<b>Site name:</b>	<b>Stour Business Park</b>
<b>Site address:</b>	<b>Stour Business Park, Little Wratting, Haverhill, CB9 7TD</b>
<b>Permit reference:</b>	

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## List of revisions

Revision number	Revision date	Originator	Checker	Company approver	Description of changes
1	19/02/2026	MPG	MS		

## Operator to read and complete this checklist

Required information	Operator response
Have you provided receptor information required in <a href="#">Section 1</a> below, including a site map showing receptors and receptor table?	Yes
Have you provided a detailed description of the site covering everything required in the <a href="#">Section 2</a> section below?	Yes
Have you provided information required in <a href="#">Section 3</a> below about the DEMP, the sources of dust and the appropriate measures that you have committed to for managing dust and emissions on site?	Yes
Have you provided all the information required in <a href="#">Section 4</a> below about particulate monitoring, types of analysers, data management, location of equipment etc?	Yes
Have you included all abnormal events and how these will be managed as required in <a href="#">Section 5</a> below?	Yes

Have you included information about how complaints will be managed as in <a href="#">Section 6</a> below?	Yes
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# 1. Introduction

This Dust Emissions Management Plan (DEMP) has been produced for Essex Waste Limited for their site situated at Stour Business Park, Little Wrating, near Haverhill, CB9 7TD ('The Site'). The grid reference for the site is TL 69779 47520. The local authorities for The Site are Suffolk County Council and West Suffolk District Council. This plan supports an application for a bespoke permit for the treatment of waste to produce soil, soil substitutes and aggregates, primarily within a recycling building. The Site will accept no more than 250,000 tonnes per annum.

Waste received at the site is primarily construction and demolition waste. Upon arrival to site the waste may be subject to manual or mechanical sorting, screening, and bulking up pending onward transfer for recycling / recovery. All operations match those in the Standard Rules Permit SR 2022 No.1 (with the exception of any combustible waste), and therefore consist only of sorting, separation and processing of soil, soil substitutes and aggregates.

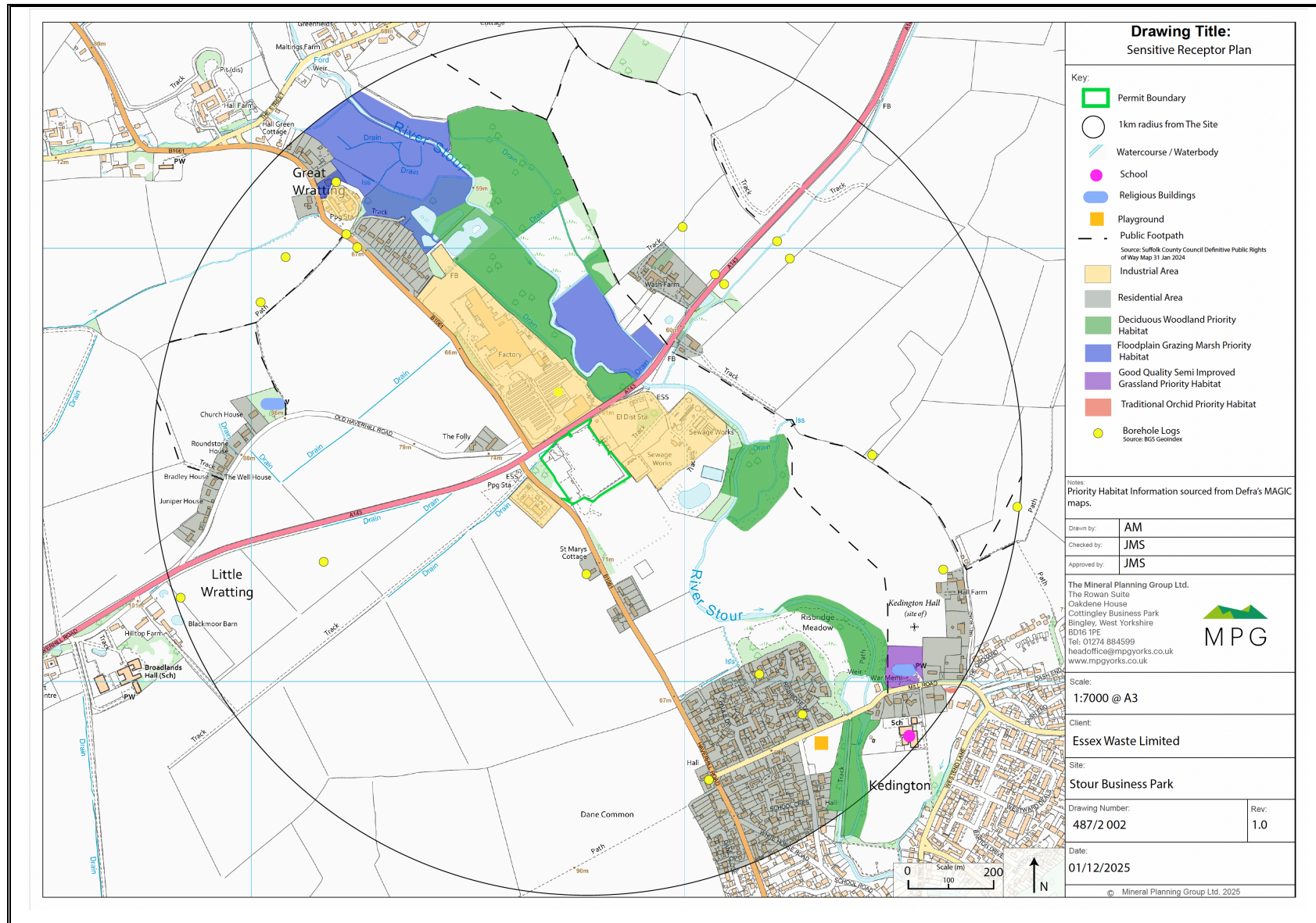
This document outlines the potential sources, pathways and receptors of potential dust emissions produced by the site as well as the operational control measures which are implemented to mitigate the potential risks.

## 1.1 Sensitive Receptors

The Site is located on the south-east corner of Stour Business Park, Little Wrating, Haverhill, CB9 7TD. The site lies within an industrialised area, with agricultural land to the east and west. The Site will operate as a Construction and Demolition waste management facility. The sensitive receptors identified within 1000m of the site are listed in Table 1.1 and shown in Figure 1.1 below.

The site is not located within 1km of a SSSI, RAMSAR, or any other statutory site. The site is not located within an Air Quality Management Area (AQMA).

**Figure 1.1 Map of site location and receptors**



**Table 1.1. Distances to selected, representative sensitive locations**

<b>Direction from boundary</b>	<b>Description of closest sensitive receptor types e.g. houses, schools, nursing homes, shops.</b>	<b>Reason for sensitive receptor classification</b>	<b>Approximate distance to site boundary (m)</b>
North	Road (A143)	Transport	0
West	Road (B1061)	Transport	0
East	Industrial Water Treatment Facility	Dust and emissions may impact work processes and employees	0
North	Industrial Facility	Dust and emissions may impact work processes and employees	20
West	Industrial Facility	Dust and emissions may impact work processes and employees	40
North-East	Ecology – Deciduous Woodland Priority Habitat	Dust and emissions may impact habitat	40
North-West	Properties off Old Haverhill Road	Properties with people living in them are sensitive to dust and particulate emissions	100
South-West	Properties off B1061	Properties with people living in them are sensitive to dust and particulate emissions	160
North-East	Ecology – Floodplain Grazing Marsh Priority Habitat	Dust and emissions may impact habitat	160
South-East	Ecology – Deciduous Woodland Priority Habitat	Dust and emissions may impact habitat	230
East	Public Footpath	Dust and Emissions may impact the experience of the footpath	300
East	Properties off A143	Properties with people living in them are sensitive to dust and particulate emissions	300
South-East	Ecology – Deciduous Woodland Priority Habitat	Dust and emissions may impact habitat	470
North	Properties off B1061	Properties with people living in them are sensitive to dust and particulate emissions	490
North	Ecology – Floodplain Grazing Marsh Priority Habitat	Dust and emissions may impact habitat	500
South	Properties in Kedington	Properties with people living in them are sensitive to dust and particulate emissions	520
North-West	Religious Building	Frequently hosts gatherings of people who are sensitive to dust	620
North-West	Public Footpath	Dust and emissions may impact the experience of the footpath	620
North-West	Properties off Old Haverhill Road	Properties with people living in them are sensitive to dust and particulate emissions	670

South	Properties in Kedington	Properties with people living in them are sensitive to dust and particulate emissions	700
North	Industrial Facility	Dust and emissions may impact work processes and employees	710
South	Public Playground	Dust and emissions may impact the users of the playground	730
South	Ecology – Deciduous Woodland Priority Habitat	Dust and Emissions may impact habitat	740
South-East	Ecology – Good Quality Semi Improved Grassland	Dust and emissions may impact habitat	770
South-East	Religious Building	Frequently hosts gatherings of people who are sensitive to dust	780
South-East	Ecology – Traditional Orchid Priority Habitat	Dust and emissions may impact habitat	920
South-East	School	Dust and emissions may impact students and staff	940

**Table 1.2. Other sources of dust and/or other emissions**

Name	Address	Type of business	Distance from site boundary (m)
A143	-	Road / Transport	0
B1061	-	Road / Transport	0
Industrial Estate	Multiple addresses – B1061, Little Wratting, CB9 7UD	Industrial	20
Industrial Estate	Haverhill Road, Little Wratting, CB9 7UD	Industrial	40

## 2. Site operations

The hours of operation are proposed as follows:

- 8:00am – 6:00pm, Monday to Friday
- 8:00am – 1:00pm, Saturday
- The Site will not operate on Sundays or Public Holidays

### 2.1 Waste deliveries

Waste arrives to The Site via road in standard 20-tonne tipper vehicles. Due to the nature of The Site, multiple types of vehicles enter (i.e., specialist waste vehicles, staff cars). The majority of the HGV / commercial vehicles entering the site are modern, owned by the operator and meet Euro 5 or Euro 6 standards (due to their ages). HGV's transporting material will be covered both entering and exiting the site.

#### Waste Acceptance

Upon arrival to site, loads will be visually inspected and checked against the paperwork. Waste will either be accepted or rejected in accordance with the site Waste Acceptance/Rejection Procedures. If accepted, the waste will be weighed at the weighbridge, and the driver will be directed to unload in the designated area.

Incoming waste loads consisting primarily of dust will not be accepted at the site. If the waste is rejected, it will be immediately removed from Site, provided it is still in the vehicle. If the rejected waste has been unloaded, it will be quarantined until it can be transported to a suitably licensed facility. If accepted, the waste is sent to the appropriate areas of The Site for treatment.

Table 2.1 below shows the waste streams, destinations and processes employed at The Site. EWC codes have been provided where possible but are not intended to be an exhaustive list for those waste streams.

**Table 2.1 Typical waste types accepted at The Site**

<b>EWC</b>	<b>Product description</b>	<b>Tonnes/ week</b>	<b>Destination within facility</b>	<b>Process</b>
01 04, 01 04 08, 01 04 09	Exploration, mining, quarrying and mineral treatment waste, and physical and chemical treatment of minerals	Total annual tonnage is 250,000 tonnes	Recycling Building	Sorting, screening and storage
Various (02 02, 02 01, 02 03 & 02 04 waste codes)	Wastes from agriculture, horticulture, aquaculture, forestry, hunting and fishing, food preparation and processing	Total annual tonnage is 250,000 tonnes	Recycling Building	Sorting, screening and storage
Various (10 01, 10 02, 10 11, 10 11 & 10 13 waste codes)	Waste from thermal processes	Total annual tonnage is 250,000 tonnes	Recycling Building	Sorting, screening and storage
15 01, 15 01 07	Waste packaging, absorbents, wiping cloths, filter materials and protective clothing not otherwise specified	Total annual tonnage is 250,000 tonnes	Recycling Building	Sorting, screening and storage
Various (17 01, 17 02, 17 03, 17 05, 17 08 & 17 09 waste codes)	Construction and demolition wastes	Total annual tonnage is 250,000 tonnes	Recycling Building	Sorting, screening and storage
Various (19 05, 19 08, 19 09, 19 12 & 19 13 waste codes)	Waste from waste management facilities and off-site wastewater treatment plants, and the preparation of water intended for human consumption and water for industrial use	Total annual tonnage is 250,000 tonnes	Recycling Building	Sorting, screening and storage
Various (20 01 & 20 02 waste codes)	Municipal wastes	Total annual tonnage is 250,000 tonnes	Recycling Building	Sorting, screening and storage
Various (03 01 & 03 03 waste codes)	Wastes from wood processing and production of panels and furniture, pulp, paper and cardboard	Total annual tonnage is 250,000 tonnes	Recycling Building	Sorting, screening and storage

Total		Total annual tonnage is 250,000 tonnes		
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## 2.2 Site layout and site activities

Vehicles entering The Site go directly to the weighbridge. Upon acceptance the waste is transferred to the required area. Waste is stored in external concrete storage bays.

The site has an impermeable surface with a sealed drainage system. There are washdown and jetwash facilities on site. As shown in Figure 2.2 below, the site comprises the following areas:

- Weighbridge and office
- Recycling building
- External storage bays
- External Topsoil storage area
- Workshop
- Concrete plant
- Site office and welfare building

### The activities carried out at the site are as follows:

- Receipt of waste
- Waste handling
- Waste storage
- Sorting & segregation (manual & mechanical)
- Screening
- Concrete manufacture

### Waste Processing

Upon arrival to The Site, all vehicles will report to the weighbridge. All loads will undergo the necessary waste acceptance checks prior to unloading in the designated area. The construction and demolition waste will be tipped in designated areas within the recycling building, then loaded into the processing line where it will undergo size reduction through mobile jaw crushers and subsequent screens to ensure that all waste will be reduced to a consistent particle size and quality.

Once processed, separated products will be transferred to external storage bays and stockpiled according to size and grade.

Materials that cannot be fully processed on site but remain suitable for further recycling will be stockpiled and transferred to suitably licensed external facilities. Any residual that cannot be reused or recycled will be stored separately before being sent to a licenced disposal facility.

**Figure 2.2 Site layout plan**



## 2.3 Mobile plant and equipment

The types of plant and equipment used on site are listed below:

### Mobile Plant and Equipment

- 2x Liugong 24T 360 Excavator
- 2x Liugong 14T 360 Excavator
- 1x SANY – 24T 360 Excavator
- 1x Parker – Jaw Crusher
- 1x Anaconda – Jaw Crusher
- 1x Arjes – Impaktor Crusher
- 1x Rubble Master – 3-way split Screener
- 1x Portafill – Mobile Screener
- 1x Hitachi – Loading Shovel
- 1x CAT- Loading Shovel
- 1x JCB – Telehandler
- 1x Terex – Trommel Screener
- 1x DAF – Road Sweeper

### Fixed Plant and Equipment

- 1x Concrete Plant, comprised of, 5x Mercedes Concrete Mixers, 1x Sami Silo and 1x Sami Hydromix Model Plant.

All plant, equipment and vehicles would be maintained to manufacturers' specification. All plant and equipment, is mobile and can therefore be arranged to suit operational needs. All mobile plant will be arranged within the recycling building which has been designed to adapt to the operational needs of The Site.

**Table 2.3 Mobile plant and equipment**

Description	Make	TAN (Type Approval Number)	Emission Rating	Hired / owned?	Is ultra-low sulphur fuel used?
24T 360 Excavator x2	Liugong	Currently unknown	Currently unknown	TBC	Currently unknown
14T 360 Excavator x2	Liugong	As above	As above	As above	As above
24T 360 Excavator	SANY	As above	As above	As above	As above
Jaw Crusher	Parker JR0960 (or similar)	As above	As above	As above	As above
Jaw Crusher	Anaconda J-12 (or similar)	As above	As above	As above	As above
Impaktor	Arjes 250 (or	As above	As above	As above	As above

Crusher	similar)				
3-way Split Screener	Rubble Master HS3500M (or similar)	As above	As above	As above	As above
Mobile Screener	Portafill MR-2 (or similar)	As above	As above	As above	As above
Loading Shovel	Hitachi	As above	As above	As above	As above
Loading Shovel	CAT	As above	As above	As above	As above
Telehandler	JCB	As above	As above	As above	As above
Trommel Screener	Terex TTS 518T (or similar)	As above	As above	As above	As above
Road Sweeper	DAF	As above	As above	As above	As above
Concrete Mixer x5	Mercedes	As above	As above	As above	As above
Silo	Sami	As above	As above	As above	As above
Hydromix Model Plant	Sami	As above	As above	As above	As above

## **3. Dust and particulate matter (PM<sub>10</sub>) management**

### **3.1 Responsibility for DEMP implementation and training**

The Site Manager is responsible for implementing the DEMP through the induction and training of site operatives.

All staff and contractors will be trained to ensure that they understand how they can prevent dust from leaving The Site, their responsibilities, and action they must take in the event of escape of dust.

Dust awareness is included as part of the induction and annual refresher training. Training is refreshed annually or following an operational change or dust emission incident. Toolbox talks and practical demonstrations may also be periodically delivered. The Site Manager is responsible for ensuring that staff and contractors working on site are adequately trained. All training details will be recorded and held on file.

The DEMP will be kept in the site office in a clearly marked file. An electronic copy will also be retained in case of emergency. All staff are notified of its location either during induction or annual refresher training.

The DEMP will be reviewed annually (as a minimum) by the Site Manager. It will also be reviewed in the event of any dust and particulate related events, near miss, or change in operational activities, or the surrounding environment. The DEMP must also be reviewed upon request from the EA. Any revisions to the DEMP must be approved by the EA and implemented accordingly.

### **3.2 Sources and control of fugitive dust / particulate emissions**

There are multiple potential sources of dust emissions on site. These are the following:

- Waste Recycling (indoors)
  - Sorting and treating waste (Crushing and screening)
  - Incoming waste tipping
  - Transferring and accepting waste
  - Loading waste back onto vehicles
- Waste Stockpiling (outdoors)
  - Tipping waste
  - Stockpiling waste
- On-Site and Off-Site vehicle movements and material handling
  - Debris falling from vehicles entering/exiting The Site
  - Mud from vehicle wheels, tracking dust on and off The Site
  - Vehicle movements and plant movements whipping dust up from the ground
  - Emissions from running vehicles

Site operatives will be trained to identify any dust emission issues on Site. Mitigation measures will be put in place to reduce the risk of dust emission issues (See Table 3.3).

All processing on site is done in enclosed buildings. To prevent emissions, the roller shutter doors will remain closed when possible. All vehicles will be covered where necessary to prevent dust escaping both on and off-site

If all control measures fail, the Site Manager will cease operations until the issue has been resolved and operations are safe to continue as normal. The EA would be notified of such an event. All issues and any mitigation measures employed will be recorded.

The primary sources of dust at the site will be the processing, loading and unloading of waste, and HGV movements. The pathway for particulate matter will be via air / wind after being mobilised from the above sources. Receptors have been identified in Section 1.1 above. The prevailing wind direction is south and south-westerly, and therefore receptors to the northeast are at greater risk without mitigation measures.

Table 3.3 below shows the different mitigation measures used to break the source-pathway-receptor model and reduce dust and emissions leaving site.

### **3.3 Measures used to control dust / particulates ( $PM_{10}$ / $PM_{2.5}$ ) and other emissions**

**Table 3.3 Measures used on site to control dust/particulates (PM<sub>10</sub>) and other emissions**

Appropriate Measure	Description
<b>VEHICLE MANAGEMENT</b>	
Covering deliveries of waste	Vehicles will be covered / sheeted where appropriate to minimise the risk of dust, debris and emissions.
Use the correct vehicle emission rating	Using Euro 5 / 6 significantly reduces emissions from diesel and petrol vehicles, particularly particulate matter (PM) for diesel. The majority of vehicles accessing The Site meet Euro 5 or 6 standards.
Wetting of internal haul routes	Internal haul routes will be wetted down to prevent dust being mobilised by vehicles where necessary.
<b>SITE DESIGN AND LAYOUT</b>	
Speed limit and 'no idling' policy.	All vehicles on The Site have a 5mph speed limit and are turned off when not in use
Enclosure within a building	Waste treatment processes are carried out in an enclosed building.
Plan the layout of the site considering the prevailing wind direction.	Buildings are predominantly on the northern, western and eastern elements of The Site, which provide for a physical 'barrier' for any winds entering the site from the south / southwest (the prevailing wind direction)
Layout site to avoid double of dusty materials and long journeys by vehicles and plant.	The Site is designed to streamline the flow of waste to reduce internal vehicle movements.
Limit height of waste in storage bays.	No waste is stored within 1m of the top of the bay, which will be marked by a painted line on the bay.

Appropriate Measure	Description
Use freeboard space to control waste.	As above, each waste bay has a minimum freeboard space of 1m. For example, if a bay is 4m high, waste inside will only be stored up to 3m.
Passive Infrastructure.	The Site uses a combination of enclosed buildings, concrete walls and palisade fencing to restrict waste, dust and particulates escaping the site.
Suitable fencing for site boundary.	The Site uses a combination of concrete as well as palisade fencing to prevent dust from escaping. Waste that is likely to emit dust or emissions are kept in concrete bays to help prevent wind distributing particulates outside of The Site.
<b>GOOD HOUSEKEEPING</b>	
Good housekeeping.	The Site Manager and operators will be required to maintain a high quality of housekeeping, with regular checks for dust around the boundaries and across site. If there are any issues, the site manager should be notified and the issue resolved at the earliest opportunity
Easy to clean concrete impermeable surfaces.	The Site has an impermeable concrete surface that is cleaned regularly by hand or using equipment if considered necessary
Regular on-site sweeping (manual / road sweepers).	External yard areas will be manually swept each day to remove any litter and dust.
<b>SITE PROCESSES AND OPERATIONS</b>	
Waste rejection procedure for dusty loads.	Loads that consist entirely of dust or very fine materials will be rejected upon initial visual inspection.
Minimise waste storage volumes on site.	If The Site is causing dust problems, the volume of waste being handled may need to be reduced so The Site can remain in control. Minimising storage volumes should also reduce the surface area over which particulates can be mobilised.
Wind screening around stockpiles.	Waste will be stored in bays. Waste bays are made from concrete.
Minimise drop heights for waste.	Drop heights are kept to a minimum.
Have a maintenance schedule for all fixed / mobile plant.	All plant and machinery are maintained to the manufacturer's standards.

Appropriate Measure	Description
Cease operations during high winds and/or prevailing wind direction.	Should any dust emission issues rise to an unacceptable level due to the weather, operations will cease until the weather changes/improves.
<b>DUST SUPPRESSION</b>	
Water suppression with high volume hoses / agricultural nozzles on site.	External areas will be wetted down with hoses connected to a water bowser for mobile / whole site use as necessary
Water suppression with bowser.	A water bowser would be used to wet down haul roads and / or external stockpiles as necessary.

### 3.4. Other considerations

A water bowser will be the primary source of water for dust suppression. During dry weather, it will be ensured that the bowser is full at the start of each shift, ideally by re-filling at the end of the previous shift. Should drought conditions occur and it not be possible to re-fill the bowser, and if no alternative sources can be secured, it may be necessary to suspend operations.

### 3.5 Visual dust monitoring

Daily visual inspections will be carried out by the site manager, both at the start of the working day and periodically throughout. Visual inspections will be carried out around the boundaries of The Site, at the entrances / openings of buildings, and at fixed or mobile plant locations to ensure dust is not escaping the site boundary. Site operatives will undertake continual visual monitoring of The Site throughout the working day.

If dust is observed to be leaving the site boundary, additional monitoring will be carried out to assess if the issue is ongoing. Further wetting down may be carried out, and the source / cause will be. If necessary, specific or all operations will be ceased

The visual monitoring is part of the daily site checks and records shall be kept in the site diary.

## 4. Particulate matter monitoring

The nature and location of The Site, being outside an Air Quality Management Area, means particulate matter monitoring at The Site is not considered necessary.

## 4. Abnormal events

Table 4.1 Abnormal events

Abnormal event	Recovery steps
<b>Equipment break-down</b>	<ul style="list-style-type: none"> <li>– List of critical parts</li> <li>– Breakdown contracts in place</li> <li>– Temporary replacement equipment sourced from other <i>Essex Waste Limited</i> sites</li> <li>– Receipt of waste suspended/diverted to alternative location until normal activity is restored.</li> </ul>
<b>High level of dust in load</b>	<ul style="list-style-type: none"> <li>– The load will be rejected in accordance with the company Waste Acceptance Procedures if it is considered to produce unacceptable emissions or breach the environmental permit</li> </ul>
<b>Storage Bays/enclosure damage</b>	<ul style="list-style-type: none"> <li>– Damage repaired</li> <li>– Material transferred to replacement bay. Material diverted to alternative location until normal activity is restored</li> </ul>

<b>Staff Shortage</b>	<ul style="list-style-type: none"> <li>– Reassign staff to key roles/source additional temporary cover (internal or external)</li> <li>– Temporarily reduce collections/waste into site</li> </ul>
<b>Adverse weather (such as sustained winds above 20mph, drought, (Two weeks of no rainfall during the months of April – September), heat-wave (as declared by the MET office)).</b>	<ul style="list-style-type: none"> <li>– Increase the frequency of customer collections to reduce storage time on site</li> <li>– Additional dust and emissions monitoring as appropriate</li> <li>– Daily monitoring of MET office weather forecasts</li> </ul>
<b>Fire</b>	<ul style="list-style-type: none"> <li>– Temporarily suspend delivery of waste/divert waste from site.</li> <li>– Arrange for fire damaged material to be removed from site as soon as it is safe/practicable to do so</li> </ul>
<b>Flood</b>	<ul style="list-style-type: none"> <li>– Implement emergency procedures</li> <li>– Temporarily suspend delivery of waste/divert waste from site</li> <li>– Arrange for flood damaged waste to be removed from site as soon as it is safe/practicable to do so.</li> </ul>

## 5. Reporting and complaints response

All complaints will be recorded on Appendix B Dust Complaint Form using a unique reference number. The Site manager is responsible for ensuring forms are fully completed, signed and dated.

The following details will be recorded:

- Complainant's contact details (name, address, phone number, email) where available
- Nature of complaint
- Date and time of complaint
- Description of the dust issue
- Duration
- Frequency (has it happened before? how often?)
- What prompted the complaint
- Weather Conditions (sunny, rain, fog, snow, wind strength and direction) at time of complaint
- Activities at time of complaint (including any unusual off-site activities)
- Summary of findings

All complaints will be investigated to identify the root cause. Details of the corrective and preventative action taken to resolve the issue and prevent re-occurrence will be recorded.

Where a complaint is substantiated, the Site Manager / TCM will inform the Environment Agency immediately of the breach of permit and ensure compliance is restored in the shortest possible time. Activities identified as giving rise to dust emissions will be temporarily suspended until emissions are brought back under control and compliance is restored.

Written confirmation will be submitted to the Environment Agency within 24 hours of the breach being identified.

Feedback will be given to the complainant (if contact details have been provided) which will include a summary of the investigation findings and any associated action taken.

Where an incident investigation validates a dust complaint, the Site Manager will ensure that the DEMP and associated control measures are reviewed and updated accordingly.

The Site Manager is responsible for ensuring any changes to the DEMP are communicated and subsequently implemented.

If notified by the Environment Agency that site activities are giving rise to dust, the DEMP will be reviewed and updated, and any proposed changes will be implemented within the timescales specified by the regulator.

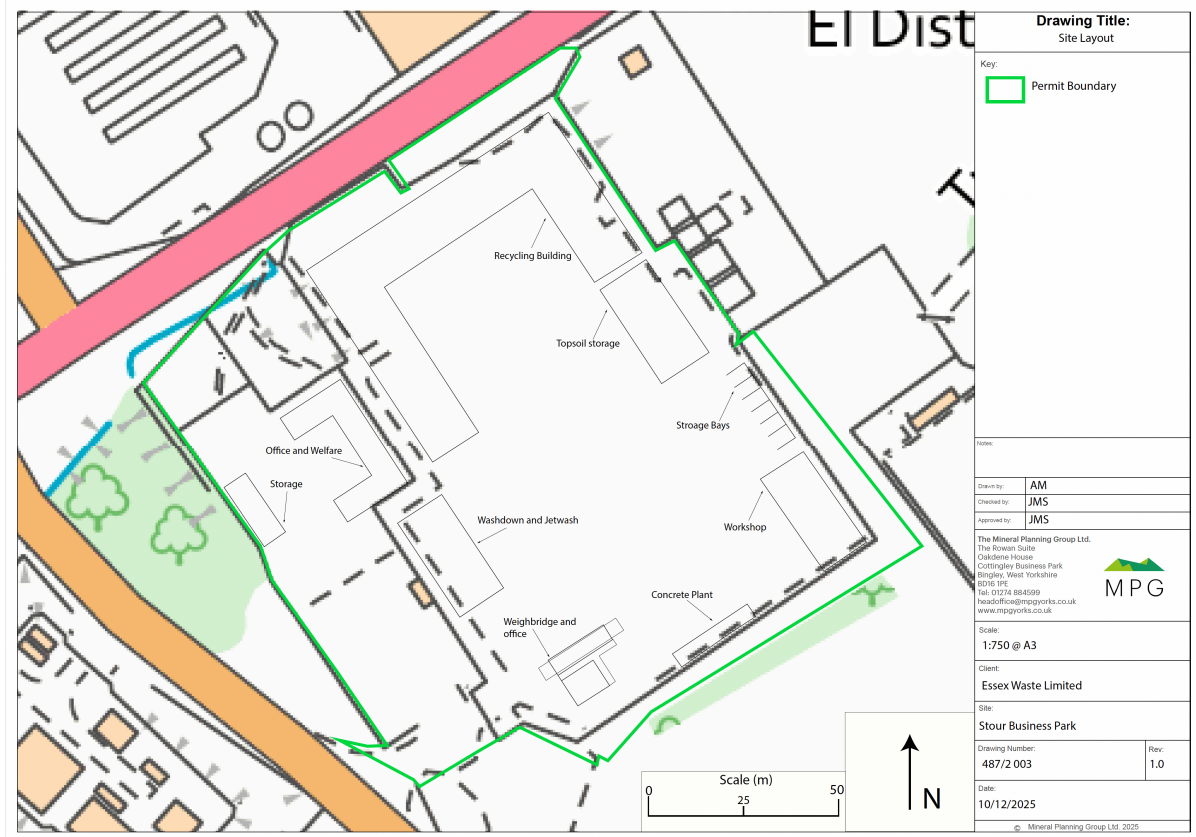
### **6.1 Community engagement**

Where significant dust issues are identified, immediate neighbours (within 200m of the site within the current wind direction) will be contacted to notify them of the situation and action being taken. The EA would also be notified as described above.

An open-door policy will be encouraged by the operator for complaints from neighbouring properties. Complaints will be logged and investigated in accordance with The Site's complaint procedure and updates and feedback will be provided to the complainant (where contact details are provided). Should several complaints be received from the local community, neighbours may be asked to complete Dust Diaries to facilitate an investigation.

# Appendices

## Appendix A – Site Layout Plan



## Appendix B - Dust Complaint Form

Customer Details	
Customer Name	
Address	
Postcode	
Customer Contact Details	
Tel	
Email	
Date	
Complaint Ref Number	
Complaint Details	
Investigation Details	
Investigation carried out by	
Position	
Date & time investigation carried out	
Weather conditions	
Wind direction and speed	
Investigation findings	
Feedback given to Environment Agency and/or local authority	
Date feedback given	
Feedback given to public	
Date feedback given	

**Review and Improve**

Improvements needed to prevent a reoccurrence	
Proposed date for completion of the improvements	
Actual date for completion	
If different insert reason for delay	
Does the dust management plan need to be updated	
Date that the dust management plan was updated	

**Closure**

Site manager review date	
Site manager signature to confirm no further action required	