**Freeland Horticulture Ltd**

**Wroot Road Composting Facility**

**Odour Management Plan**

**SCOPE**

**This document is for the environmental management, control and monitoring of potential odour emissions from the green waste composting process, operations and site boundaries.**

1. All waste considered for processing must be assessed and classified at point of source prior to agreement of deliveries.
2. All duty of care and waste transfer administration procedures must be in place prior to receipt of waste.
3. On arrival of the waste at site the waste delivery transfer notes/delivery tickets should be checked against the waste classification, waste description and EWC codes to ensure the correct waste is being delivered as agreed.

This must be cleared at the weighbridge office before the vehicle can proceed on to the site to discharge the load.

1. When the vehicle arrives in the reception tipping area it will be received by a site operator and advised/instructed where to tip.
2. On discharge of the load the waste will be visually checked against waste description, quality and compliance with waste acceptance criteria.
3. The load will then be assessed for odours by the operator.
* If the load is considered odourous it will be rejected put into quarantine and client informed to remove from site asap.
* If the load is considered odour free and acceptable it will proceed to the composting process.
1. Each load of green waste accepted for composting is shredded mixed or blended and placed in to the windrow batch for composting soon after receipt.
2. Woody material is added to loads containing a high grass content to ensure a sufficient carbon – nitrogen ratio, this is a procedure used for structure, oxygen content and odour control.
3. Each windrow batch in the composting process is monitored for temperature, moisture content and turning frequency and results recorded in the PAS100 SOP batch monitoring record sheets.
4. Any odour issues noted during this process are highlighted by the operators/supervisor and carbon-nitrogen ratios are adjusted at this time.
5. Once the composting process is complete at eight weeks the material is screened to 40mm and 10mm product.
6. Any odours noticed by site staff are reported internally to the site supervisor/manager and actioned appropriately and recorded in the site diary.
7. Any external odour complaints will be actioned appropriately and recorded in the site diary.
8. All odour complaints will be investigated both on and off the site to identify the source of the odour, and to determine whether or not the odour is a site issue or an external issue.
9. All odour monitoring inspections/investigations are recorded daily in the site diary including, findings, weather conditions wind direction, operations, composting process, quality control, site and boundary checks.
10. On detection or notification of odours that are likely to cause pollution the incident will be recorded in the site diary and remedial action will be implemented immediately.
11. There is a Site/facility complaints procedure to complete if required, which records the details of the complaint, actions and findings.