

**Dust Management Plan**

**Blandford Waste Management Centre**

**W&S Waste Management Ltd**



**Document Version: 1.1**

**Date: 16/02/2024**

**Site details**

**Site name:** Blandford Waste Management Centre  
**Site address:** Land South East of Sunrise Business Park, Blandford, Dorset, DT11 8ST  
**Operator name:** W&S Waste Management Ltd  
**Permit number:** not yet issued

**Who this plan is for**

- Site Managers, relevant site staff and Environment Agency officers should be made aware of this plan.
- Environment Agency officers will be aware of this document as it forms part of the Environmental Management System for the Site and is part of the permit application.
- Site Managers will be aware of this plan as the site management will approve the plan. The Site Manager will be responsible for implementing this Dust Management Plan (DMP).
- Relevant site staff ( as determined by training needs assessment ) will be made aware of the requirements of this document through staff training ( induction training, tool box talks etc ) and a copy of the plan will be available, on site, to site staff who need it.

**Document owner**

**Document author:** Ceri Environmental Consulting Ltd  
**Approved by :** W&S Environmental Working Group

## Table of Contents

1.0	Introduction.....	4
1.1	Background.....	4
1.2	Maintenance and review of DMP.....	5
1.3	Relevant sector guidance on which DWP is based.....	5
2.0	Receptors.....	6
3.0	Operations and Sources of Fugitive Dust Emissions.....	10
4.0	Site Infrastructure and Storage.....	11
5.0	Site Plan.....	12
6.0	Appropriate Measures.....	14
7.0	Source-Pathway-Receptor.....	16
8.0	Proactive Management and Monitoring of Dust.....	18
9.0	Dust Monitoring and Reporting.....	19
10.0	Communication and Community Engagement.....	21
11.0	Monitoring of Particulates PM <sub>10</sub> .....	22
12.0	Abnormal Events which Increase Risk of Dust.....	23
13.0	Contingency Control Measures.....	24
Appendix 1	Waste Rejection Protocol	
Appendix 2	Dust Procedures	
Appendix 3	Environmental Complaints	
Appendix 4	Daily Site Inspection Sheet	
Appendix 5	Waste Types	
Appendix 6	Complaint ER-05 Report Form	

## 1.0 Introduction

### 1.1 Background

1.1.1 W&S Waste Management Ltd have won the contract to operate the Blandford Waste Management Centre. This facility is being construction by Dorset Council. The Site is located on the outskirts of Blandford at National Grid Reference ST 890 082.

1.1.2 The facility will provide a Household Recycling Centre (HRC) to receive waste delivered to the Site from householders. The development will also include a waste transfer station (WTS) which will receive waste and recycling collected via kerbside collections ( both from householders and commercial waste collections ) and will provide a facility for bulking up for onward transportation. The WTS will also bulk up items received via the HRC.

The Centre will accept a wide variety of household waste types and recyclates and will receive and bulk up materials collected from Dorset Council's kerbside collections and from Dorset Council's commercial waste collections.

1.1.3 The Site is approximately 2.74ha in size and is located to the north east of Blandford Forum in Dorset. It is adjacent to the Sunrise Business Park and is bounded to the south by the A350 (Blandford bypass). To the north and east of the Site is open agricultural land. The Site is located within a wider arable field which is approximately 4.7ha and is bounded by mature hedgerows and a band of young establishing woodland trees to the north and east. The proposed Site will sit within a context of a mixture of industrial, commercial, residential and agricultural land. The A350 connects Poole in the south to the M4 and provides a bypass around Blandford Forum.

1.1.4 The Site is not within 2km of an Air Quality Management Area (AQMA).

The nearest AQMA is Hight East Street, Dorchester which is 26km to the South West of the Site. The Dorchester AQMA was declared for Nitrogen Dioxide.

1.1.5 Days and hours of operation

Except in the cases of emergency to maintain safety no operations will take place outside the following hours:

The WMC will be operated between 0700 and 1900 hours, Monday to Sunday.

The HRC will be open to the public every day except Christmas Day, Boxing Day and New Year's Day between the following times:

1 April – 30 September 09:00 to 18:00

1 October – 31 March 09:00 to 16:00.

1.1.6 Without any abatement controls the Site has the potential to produce dust and particulates from the following activities:

- Vehicles entering and/or leaving the Site with mud or debris on their wheels.
- The resuspension of dust and particulate matter on roads and Site surfacing by vehicles.
- The release of particulate matter when waste loads are deposited or set down in on the Site.
- Loading of material on to lorries for transfer off Site.
- Deposit of waste in skips in HRC.

1.1.6 The Site will not be accepting any particularly dusty or powdery waste. However, some waste types may produce dust when unloaded and handled on site, such as construction waste and garden waste.

## **1.2 Maintenance and review of the DMP**

1.2.1 The W&S Environmental Working Group is responsible for the DMP and will ensure all relevant staff are appropriately trained – this includes area managers, Site managers and all other relevant parties employed to work at the facility.

1.2.2 The plan stored in the Site office and will be available for all staff to view as required.

The plan is reviewed annually, when there has been a dust complaint and when any relevant changes to operations or infrastructure occur on Site.

1.2.3 Staff have received induction training which will include dust awareness and relevant staff will receive dust monitoring training in order to implement the DMP. Induction training occurs when new staff are taken on. There will be annual refresher training for staff relating to the DMP. This training will be delivered by the Operations Manager or their nominated deputy.

There is an internal online training matrix which ensures that staff training is undertaken and logged and renewed as required.

## **1.3 Relevant sector guidance on which this DMP is based**

- Guidance - Control and monitor emissions for your environmental permit. Published by the Environment Agency
- Non Hazardous and inert waste : appropriate measures for permitted facilities. Published by Environment Agency.
- TGN M17 Monitoring particulate matter in ambient air around waste facilities. Published by Environment Agency.

## 2.0 Receptors

2.1.1 Drawing No CEC/BWMC/001 (p8) shows all of the receptors identified within a 1km range of the Site.

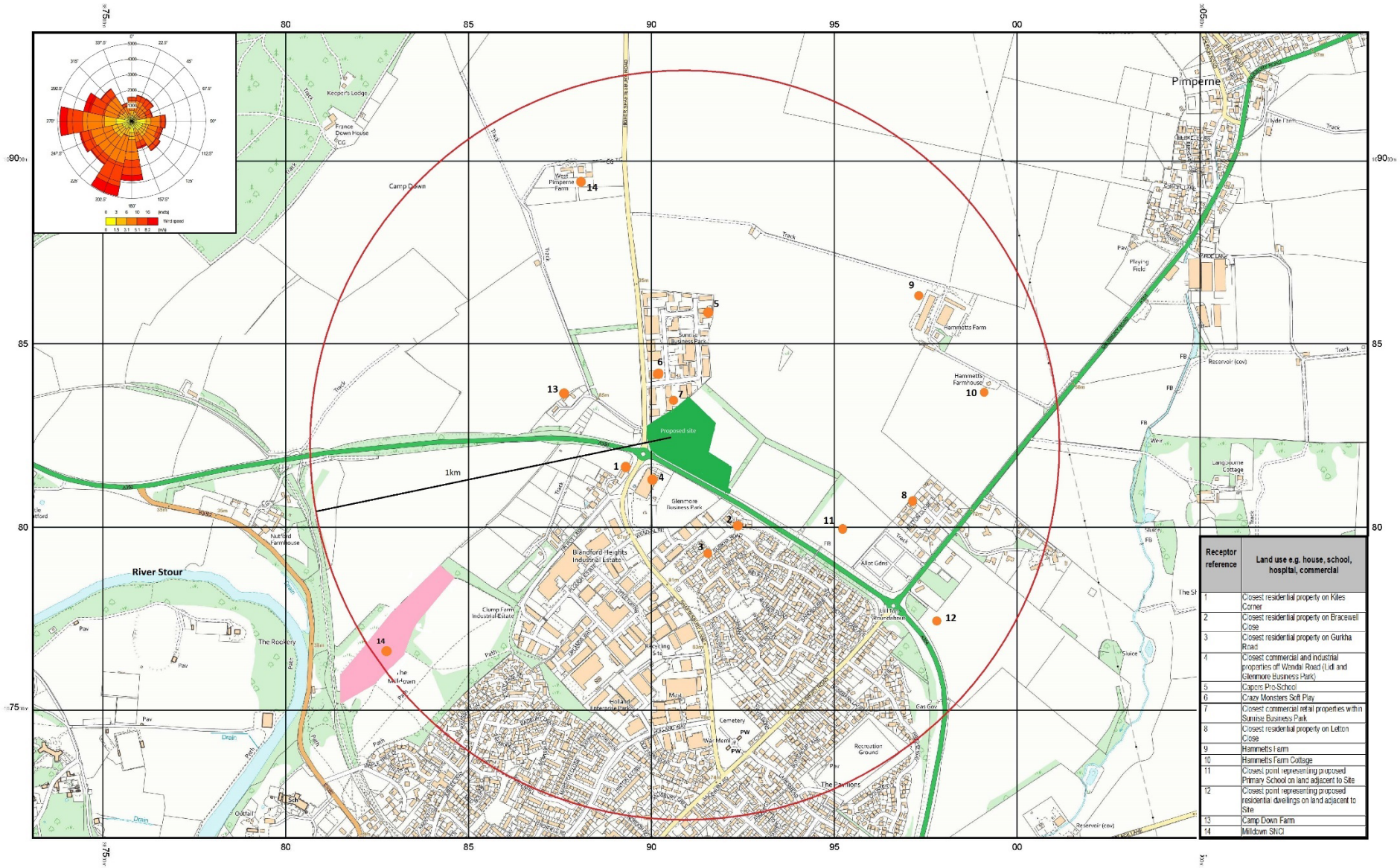
2.1.2 Dust Receptor List

**Table 2.1. Dust Receptors within 1km range of the Site**

<b>Receptor reference</b> (see Drawing No CEC/BWMC/001)	<b>Land use e.g. house, school, hospital, commercial</b>	<b>Direction from Site (North, South, East, West)</b>	<b>Approximate distance to Site boundary (m)</b>	<b>Sensitivity to dust - Impact</b> Low (e.g. footpath/road) Medium (e.g. industrial / commercial workplace) High (e.g. housing / pub / hotel etc.)
1	Closest residential property on Kites Corner	Southwest	175m	High
2	Closest residential property on Bracewell Close	Southeast	230m	High
3	Closest residential property on Gurkha Road	Southeast	280m	High
4	Closest commercial and industrial properties off Wendal Road (Lidl and Glenmore Business Park)	Southwest	120m	Medium
5	Capers Pre-School	North	290m	High
6	Crazy Monsters Soft Play	Northwest	130m	High
7	Closest commercial retail properties within Sunrise Business Park	North	40m	Medium
8	Closest residential property on Letton Close	Southeast	610m	High
9	Hammetts Farm	Northeast	650m	Low
10	Hammetts Farm Cottage	Northeast	800m	High
11	A mixed-use development to include residential dwellings is being brought forward on land adjacent to the Site. The layout plan identifies that the land immediately adjacent to the Site will be used for allotments and a recreation ground. The closest high sensitivity receptor will be the proposed primary school approximately 350m southeast of the Site boundary.	Southeast	350m	High

12	Closest point representing proposed residential dwellings on land adjacent to Site	Southeast	810m	High
13	Camp Down Farm	Northwest	200m	High

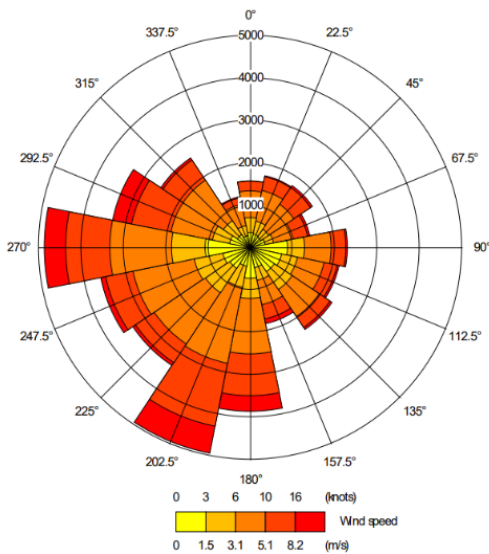






### 2.1.3 Local Windrose

( source : WSP Environmental Statement Blandford Waste Management Centre Appendix 11.3 . This windrose was generated using the meteorological data for the period 2015-2019, from the Yeovilton meteorological Site )



2.1.4 As the pathway for dust is via air dispersion and with the prevailing wind direction from the southwest, any emissions to air, such as dust, will be away from most the sensitive receptors, for the majority of the time. However, Hammetts Farm and Hammetts Farm Cottage are upwind of the Site be it at some distance :

9	Hammetts Farm	North east	650m
10	Hammetts Farm Cottage	North east	800m

2.1.5 TGN M17 ‘ Monitoring particulate matter in ambient air around waste facilities’ (2013) tells us that :

‘dust will be generated by an emission source on the site and released to the air...Once the dust is in the air it is termed suspended PM and will spread out from the source and be carried on the wind away from the site. The impacts of dust released from a non-elevated source (ie close to the ground) will decrease with distance, due to dispersion and dilution’ (p6) .

M17 continues by saying ‘ as the ‘parcel’ of particles in air is carried by the wind away from the source, some of the particles settle out of the air – this is called, naturally enough, dustfall. The larger dust particles deposit almost immediately and fairly close to the source (and quite possibly within the site boundary), whereas finer particles fall out of the air only after some considerable time and distance.’ (p7).

For particles to have an impact they must reach a receptor.

It is clear that it is important that the Site operates with systems and procedures to both reduce the production of dust and particulates at source and also to prevent them becoming airborne.

It should be noted that there are other potential sources and contributors of dust and PM<sub>10</sub> particulates in the vicinity of the Site and these will include the Blandford bypass A350 to the South of the Site and agricultural activities within open agricultural land to the north and east of the Site.

### **3.0 Operations and sources of fugitive dust emissions**

3.1.1 The activities with the potential to generate and/or release dust and particulate matter at the Blandford WMC include the following:

- Vehicles entering and/or leaving the Site with mud or debris on their wheels.
- The resuspension of dust and particulate matter on roads and Site surfacing by vehicles.
- The release of particulate matter when waste loads are deposited or set down in on the Site.
- Loading of material on to lorries for transfer off Site.
- Deposit of waste into skips within the HRC.

3.1.2 Deliveries are made to the Site by road and so any waste will be accepted via this route.

At the HRC deliveries will be made throughout the opening hours of the day by personal vehicles. Dorset Council waste team have stated that current visitors to the existing HRC is in the region of 140,000 per annum. This equates to an average of 387 visitors per day.

The operational trips to the WTS consist of trips made by refuse collection vehicles, bulkers and hook lifts.

It is predicted that the proposed Site will receive up to 30 waste and recycling vehicles per weekday. With regards to bulkers and hook lifts it is predicted that there will be approximately 23 two-way trips per day.

( Source : BLANDFORD FORUM WMC Transport Assessment. WSP February 2021 )

Generally, waste into the HRC will be inside vehicles or covered trailers and the waste collection vehicles are generally covered or sealed vehicles.

Members of the public are not provided with any special instructions regarding dusty loads. However, HRC staff will turn away waste which is particularly dusty in accordance with the Waste Rejection Protocol (Appendix 1).

The Waste Rejection Protocol is included in the Environmental Management System for the Site. Very powdery ( dusty ) wastes, which arrive at the weighbridge as part of the WTS, will be rejected from the Site in accordance with this Protocol so helping to reduce the potential for dust generation at the Site.

Plant and equipment available on Site includes a loading shovel, 360 excavator, fork lift and a service vehicle for moving containers/skips.

## **4.0 Site Infrastructure and Storage**

### **4.1.1 Waste Transfer Station**

The main building on Site ( the Barn ) is the waste transfer building.

The Barn will primarily accept all household waste from the kerb side collections. Dorset Council's Waste Services also run commercial waste collections that will feed into the Barn facility. Commercial/trade waste may also be accepted at the WTS from individual traders. The waste accepted will comprise of recyclates, garden waste, food waste and general waste ( see Appendix 5 for waste types ). The Barn will also serve as a bulking area for materials received through the Household Recycling Centre.

This building has a lower level at the rear ( north east side ) which consists of a covered loading bay where lorries will be filled with waste for removal off Site.

It is anticipated that the Barn will have an annual throughput of approximately 24,000 – 29,000 tonnes each year.

Within the Barn there will be simple bulking up of waste for onward transportation. There may also be some baling of materials to allow for more efficient transportation, but no other treatment processes will take place on site.

### **4.2.1 Household Recycling Centre**

The Household Recycling centre has been designed to accept waste and recycling delivered to the Site by householders.

The HRC element of the Site will be a split-level facility – a higher area for householders to drive into and a lower yard area, with the large skip containers for household waste, accessed via jetties. The HRC has been designed to receive waste delivered to the Site from householders and the storage of those wastes in dedicated areas and/or containers prior to transportation for reprocessing or final disposal.

There is a Site office with staff car park, which will be located near to the entrance of the HRC.

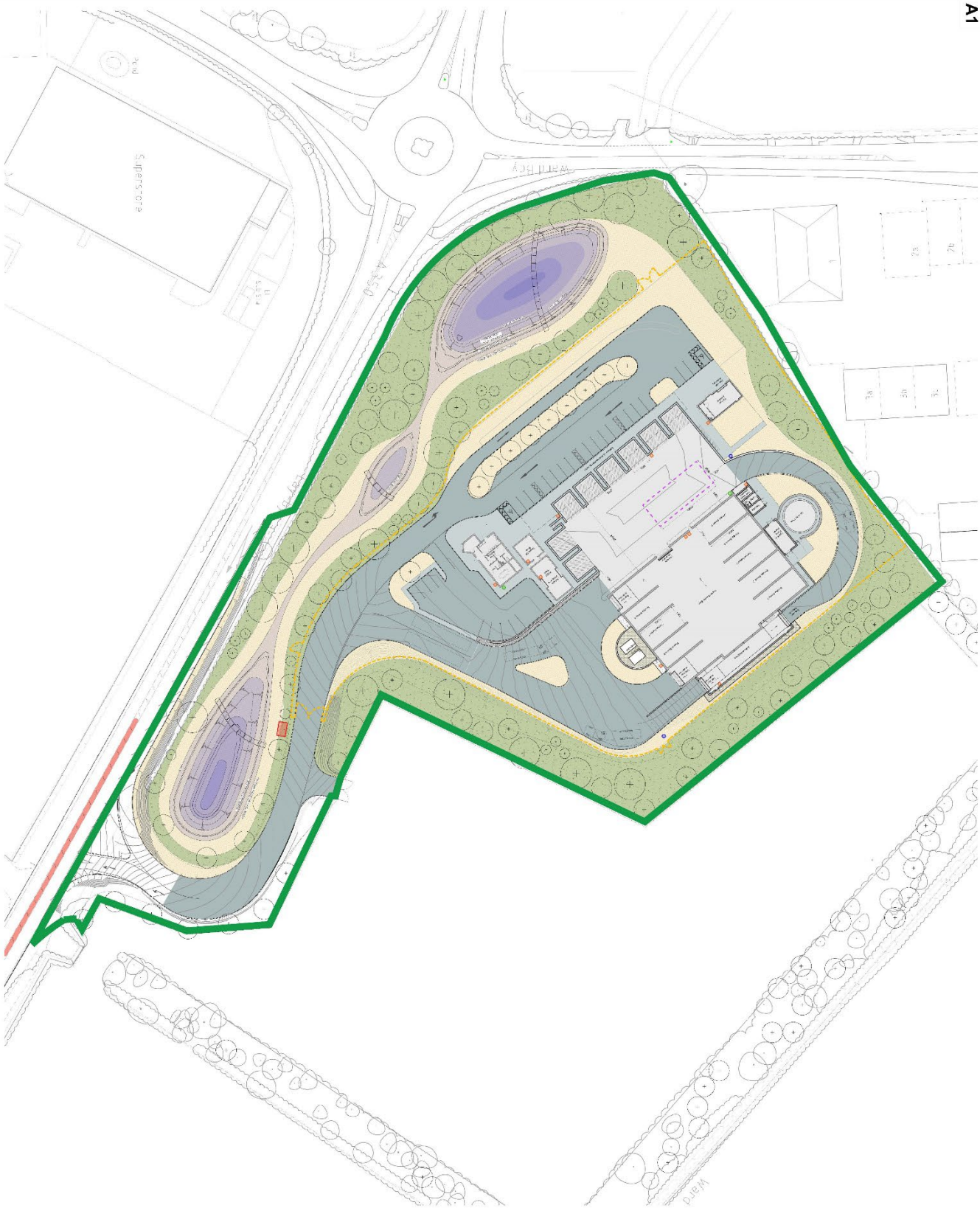
There is a Waste Electrical and Electronic Equipment (WEEE) building at the HRC, a proprietary, contained household chemical waste store, waste oil store and a public re-use sales area. There will also be a container for small WEEE on the lower skip container area.

A low-level canopy will cover the pedestrian recycling area, walkways and partially cover the skip containers.

It is anticipated that approximately 6,000 tonnes of HRC recycling will be delivered to the HRC Site annually.

### **4.3.1 The Site yard and access road are fully surfaced ( see Site Plan in Section 5 for surfacing details).**

## 5.0 Site plan



The copyright in this drawing is vested in Assets and Property, Dorset Council and may not be reproduced without express permission.

Nothing shown on this drawing is intended to constitute an offer of any financial product or service. It is intended for information only.

This drawing is not to be used for any purpose other than that for which it is intended and is not to be relied upon for any purpose other than that for which it is intended.

It is the responsibility of the user to ensure that all information is up to date and accurate.

© Dorset Council 2022



**Key**

- Proposed Nature Planting
- Proposed Mulchwood Decking
- Mechanic area vehicle
- Mechanic area pedestrian
- Concrete surface
- Slopeshed
- Gravel
- Permeable Aggregate Boundary
- Security fence, 2m min. height
- Quantitative area, 100m<sup>2</sup> capacity
- Location of the box (not actual size)
- Location of the hydrant (not actual size)
- Location of fire door (not actual size)
- Location of spill kits (not actual size)
- All areas not showing landscape
- Location of site (not actual size)
- Location of site (not actual size)
- Location of site (not actual size)

Project Name: Proposed Waste Transfer Station & Hazardous Recycling Centre  
 Drawing Title: PA Permit Vehicle Wash Plant Change Plan  
 Site Number: 4122  
 Drawing No.: 52  
 Scale Code: S2

Client: Dorset Council - Waste Team  
 JLD Title: Proposed Waste Transfer Station & Hazardous Recycling Centre  
 Drawing Title: PA Permit Vehicle Wash Plant Change Plan  
 Site Number: 4122  
 Drawing No.: 52  
 Scale Code: S2

Dorset Council Assets & Property  
 Assets & Property  
 www.dorsetcouncil.gov.uk/assetsandproperty

## 6.0 Appropriate Measures

### 6.1.1 Site layout, housekeeping and operations

Appropriate measures which have been taken at the Blandford WMC to reduce the risk of dust emissions include:

- designing the layout of the Site to prevent emissions and limit the emissions sensitive receptors are exposed to. This has been done by building a fully surfaced site which helps prevent dust being generated by site traffic and also makes a surface which is easy to sweep and so keep clean. In addition, the WTS is within a building so there will be no bulking up of containers outside the building or loading of waste into containers outside the building. The only activities which take place outside the building will be individuals putting household waste into containers or skips and containers being moved into the WTS for unloading.
- we will use good housekeeping practices to make sure the Site is kept clear of dust, mud, litter and other debris. This will be monitored by daily Site inspections (which are recorded) and which will initiate cleaning such as litter picking, road and yard sweeping and plant cleaning, when needed.
- we will use road sweepers to remove dust, mud, litter and other debris as required.
- the Site has been designed to include an enclosed building for the waste transfer centre and a HRC which is canopied to remove the need to erect litter fences or micro-netting around the Site. However, if daily Site inspections indicate that this is needed it will be installed.
- we will avoid activities that could spread dust and particulates, mud or litter during high winds – for example, and the only waste which will be unloaded in the yard area will be waste being moved from domestic vehicles into skips within the HRC. In gale force conditions the HRC may need to be closed to the receipt of waste and all skips will be covered if appropriate to prevent the escape of waste.
- the only treatment which will take place at the WMC is bulking up within the building and small scale baling, again within the building.
- if, during dry weather and despite cleaning of the Site, dust is being generated, fine mist sprays and covering of skips and containers will be used as abatement systems.
- there will be the retention, protection and enhancement of the existing tree belts and hedgerows around the Site which will provide a buffer and help to filter against any potential air quality impacts.

### 6.1.2 Enclosure in buildings

As described appropriate measures include utilising an enclosed building for the WTS which is designed to have :

- a negative pressure
- automatic, fast-closing doors and designing doorways and openings in a way that prevents through-drafts
- there will be no conveyors, pneumatic or screw conveying systems used on Site
- filters installed to vents on building extractors
- using abatement systems such as fine mist sprays, if needed, that are designed, monitored and maintained by qualified personnel.

### 6.1.3 Vehicle movement

Appropriate measures which will be used on Site include:

- using enclosed vehicles, skips or containers wherever possible on Site, or covering them if this is not possible (unless they're empty). This will include when moving containers within the Site, accepting containers onto the Site and removing waste from Site. There will be times, within operational hours, when skips within the HRC will need to be uncovered so that households can deposit waste into the skips or containers.
- enforcing speed limits on Site and reducing vehicle movements and idling on Site.
- minimising the number of access points to the Site from public roads to one.
- surfacing or paving your roadways suitably to make them easy to clean.
- making sure vehicles keep to paved roads - there will be no unmade ground and muddy areas which vehicles can drive over so removing the risk of muddy track-out.
- regularly cleaning and dampening roadways as required.

### 6.1.4 Dust suppression and monitoring

Appropriate measures which will be used on Site include:

- using appropriate dust suppression systems (such as mist sprays) at appropriate locations and times.
- undertaking daily dust monitoring by trained staff.

### 6.1.5 Stockpiled wastes and open ground

Appropriate measures which will be used on Site include:

- There will be no loose stockpiles of waste at the Site. Waste stored outside in the HRC will be in skips or containers. The only other waste stored on site will be within the WTS building within containers or bays.



## 7.0 Source-pathway-receptor

7.1 .1 These appropriate measures can be assessed using the source-pathway-receptor model :

Source	Pathway	Receptor	Impact	Interruption of relationship	Further mitigation
Vehicles entering and/or leaving the Site with mud or debris on their wheels	Tracking mud into Site from road surfaces followed by atmospheric dispersion	Local highway, local businesses and residential properties	Risk to road users	Access road and Site area are suitably surfaced  No unmade ground	Very dusty loads are rejected from Site.  Main bulking up and loading will take place inside the Barn building which has quick shutting doors and a pollution-controlled environment. Other waste on the HRC part of the Site will be stored in skips/containers.  The yard and Barn building will be kept clean and swept with a road sweeper to keep it clear of mud and dust.  The Site will be monitored and activities controlled in
The resuspension of dust and particulate matter on roads and Site surfacing by vehicles	Atmospheric dispersion	Local businesses and residential properties	Visual Nuisance  Deposit on vehicles and domestic properties  Respiratory impacts	Clean Site roads and surfaces or damp down	accordance with the Environmental Management System ( EMS ) – Complaints procedure in place (see Appendix 3 ), Rejection procedure if odorous waste arrives at Site (see Appendix 1)  There will be the retention, protection and enhancement of the existing tree belts and hedgerows which will provide a buffer and help to filter against any potential air quality impacts.  All dust and air quality complaints will be recorded and the causes identified.
The release of particulate matter when waste loads are deposited or set down in on the Site.	Atmospheric dispersion	Local businesses and residential properties	Visual Nuisance  Deposit on vehicles and domestic properties.  Respiratory impacts	All bulk waste will be deposited inside a building.  HRC waste will be deposited outside under a canopy and in small quantities and small drop distance reduces dust generation	
Loading of material on to lorries for	Atmospheric dispersion	Local businesses and residential properties	Visual Nuisance  Deposit on vehicles and	All bulk loading will take place	Appropriate remedial action will be taken in a timely manner with a record kept of actions taken including of any additional

transfer off Site			domestic properties Respiratory impacts	within the Barn building	measures put in-place to avoid reoccurrence Abnormal events actions in place ( see Section 12 of the DMP )
Deposit of waste in skips in HRC	Atmospheric dispersion	Local businesses and residential properties	Visual Nuisance Deposit on vehicles and domestic properties Respiratory impacts	Canopy covering most of Site will help prevent dust becoming airborne. HRC waste will be in small quantities and small drop distance reduces dust generation  The HRC may need to close in gale force conditions	Contingency Control measures ( see section 13 of DMP )

## 8.0 Proactive Management and Monitoring of Dust

8.1.1 It is considered that The Site is not likely to generate significant airborne particulate matter due to the Site infrastructure, the activities taking place on Site, the waste types on Site and the appropriate measures being taken on Site. These measures include dust monitoring.

Monitoring of dust levels around the Site is an important tool in the wider dust management process. It provides feedback and evidence on the process, assessing the effectiveness of any abatement or control measures and can assist in responding to complaints.

A monitoring system must be designed by considering the following :

- **Basic Aims:** The basic aims of our dust monitoring strategy is to determine if dust emissions from the Site are likely to cause pollution outside the boundary of the Site.
- **Identifying sources of dust emissions :** The sources of dust emissions have been identified in section 3 of this DMP but these sources must be monitored. In addition, the site must be monitored to ensure that there are not others dust sources on the Site.
- **Monitoring** should assess the emissions rate at the source of emissions and at the Site boundary. The monitoring will be simple subjective observations of visual dust emissions. In a situation where dust emissions are causing complaints from outside the Site boundary the Management will decide whether it is appropriate to undertake fully-quantitative monitoring of dust and PM<sub>10</sub> ( See section 11 of DMP ).
- **Where to Sample:** There is a daily, recorded, visual Site inspection which consists of a walk around the site to assess whether there is a dust problem within the Site. This assessment is of the potential sources of dust. The location of this assessment will include the Barn area, the HRC and the access road and external yard area of Site. If there is a dust being generated then further visual monitoring will be undertaken at the perimeter of the Site at, at least two downwind locations. If visible dust is being generated at source then action will be taken to reduce the dust generation by either changing or ceasing the activity producing the dust, cleaning the area, covering the source or damping down the dust. If visible dust is crossing the Site boundary, and all actions have been taken to reduce or eliminate dust at source, then the Site Manager will consider whether closing the HRC or WTS or both will prevent the dust leaving the site. This action will then be taken, and remedial measures undertaken to resolve the issue before that part of the site is reopened.
- **Reporting Requirements:** reporting requirements must meet our Environmental Management System and permit requirements. Reporting is detailed in section 9 of this DMP.

## 9.0 Dust Monitoring Reporting

### 9.1.1 Dust Procedure

All dust monitoring inspections are recorded on the daily site inspection sheet ( Appendix 4 ). There is an Dust Procedure within the Environmental Management System ( see Appendix 2 ) and there is an Environmental Complaints Procedure in the EMS ( see Appendix 3 ) .

### 9.1.2 Reactive monitoring

There is an Environmental Complaint Procedure which is part of the EMS for the site (see Appendix 3). The complaint information will be recorded on the Environmental Non-Conformance Report Form and will be assessed by the relevant manager or their nominated deputy. For any complaint relating to dust the first step will be to substantiate whether or not the complaint is valid. In the event of a complaint the manager or their nominated deputy will carry out a monitoring exercise of the site in accordance with the EMS. The monitoring exercise will pay particular attention to the site boundary closest to the complainant. A record shall also be made of any operations being carried out close to the source of the complaint along with a note of any abnormal activities on site.

As a result of the monitoring exercise appropriate action will be taken by site management. The action required may include all or any of the following :

- Dusty waste removal from site
- Stopping or changing activities on site
- Covering of waste
- Cleaning of site
- Misting /damping down
- Repairs
- Increased monitoring
- Cessation of certain activities
- Closure of the site
- Staff training

### 9.1.3 Complaints reporting

For each recorded Complaint ER-05 Report Form ( Appendix 6 ) will be completed which will include:

Section 2.0 Description of Investigation Undertaken

Section 3.0 Description of Corrective Actions taken

Section 4.0 Description of Preventive Actions Undertaken

The Report Form will be completed by a Line Manager/Site Manager/Environmental (HSE) Manager, as appropriate.

The completed Report Form will be returned to the Environmental (HSE) Manager together with a copy of the original complaint correspondence.

Upon receipt the Environmental Manager (HSE) will verify that the actions have been completed (or that actions are 'in progress' where this is the case).

Details of persistent or unresolved and repeated complaints will first be passed to the relevant representative

on the Environmental Working Group and then, if necessary, to the Company Director for action, in accordance with the provisions of the procedure.

Customer complaints will be evaluated on a regular frequency, at least annually and prior to the EMS Management Review, to determine trends in service quality, performance and any EMS programme implications.

The Environment Agency will be notified without delay following the detection of:

- (a) any malfunction, breakdown or failure of equipment or techniques, accident or emission of a substance not controlled by an emission limit which has caused, is causing or may cause significant pollution
- (b) the breach of a limit specified in the permit or
- (c) any significant adverse environmental effects.

Written confirmation of actual or potential pollution incidents and breaches of emission limits will be submitted within 24 hours.

## **10.0 Communication and Community Engagement**

10.1.1 All direct complainants will be notified of the outcome of the site monitoring and investigations and will be kept informed of any action taken by W&S.

10.1.2 There will be a site noticeboard at the entrance to the site which will include contact information, both in hours and out of hours contacts, so that members of the public can contact the Site operator to discuss or report any issues they have relating to the Site.

## **11.0 Monitoring of Particulates ( PM<sub>10</sub> )**

11.1.1 According to DEFRA's 'AQMA Interactive Map' the Site is not within 2km of an Air Quality Management Area (AQMA).

The nearest AQMA is Hight East Street, Dorchester which is 26km to the South West of the Site. The Dorchester AQMA was declared for Nitrogen Dioxide.

There are other potential sources and contributors of dust and PM<sub>10</sub> particulates in the vicinity of the Site and these will include the Blandford bypass A350 to the South of the Site and agricultural activities within open agricultural land to the north and east of the Site.

The majority of particles released at the Blandford WMC are likely to be greater in size than PM<sub>10</sub>. With the abatement measures which will be implemented at the site and the visual dust monitoring which will be undertaken, it is considered that any impacts from PM<sub>10</sub> particulates are likely to be negligible. Therefore it is not intended to undertake routine PM<sub>10</sub> monitoring at the site.

If there is any evidence that dust and/or particulates are resulting in nuisance complaints then consideration will be given to instigating PM<sub>10</sub> monitoring. In this case a suitably qualified person will be used to devise a monitoring strategy and the monitoring will be undertaken as required and the results taken into account.



## 12.0 Abnormal events which could increase risk of dust

**Table 12.1 Abnormal events**

Abnormal event	Recovery steps
Equipment Breakdown/maintenance	We have our own inhouse maintenance team so that break downs can be deal with very quickly. We have equipment at our other wastes sites which can be brought in for use if needed or equipment can be hired in.
Failure of fast closing doors	Use alternative entrance to facility. If not possible close Site and diverted waste vehicles to one of our other Sites until the incident is over and the Site is able to reopen.
Power failure	This may affect the operation of the Site if safety systems fail. If this is the case waste will be diverted to one of our other Sites until the incident is over and the Site is able to reopen.
Staff shortages which could mean process is not under control	Agency staff will be used if needed.
IT issues	Paper based systems can be used in the short term and this should not prevent the operation of the Site.
Drought	Our main control measures for dust do not rely upon damping down.

## **13.0 Contingency Control Measures**

13.1.1 After any investigations relating to dust emissions have been concluded action needs to be taken to resolve the problem. Contingency measures will most likely involve dusty waste removal from site, stopping or changing activities on site, covering of waste, cleaning of site, misting /damping down, repairs, cessation of certain activities or closure of the site, staff training or bringing the process back under control.

If it is found that there is an ongoing problem with dust emissions from the Site an intensive monitoring plan will need to be started. Consideration would be given to using a suitably qualified person to devise a monitoring strategy. The proposed monitoring will be undertaken as required and the results taken into account to improve site operations and reduce dust emissions.

**Appendix 1 Waste Rejection Procedure**



## WASTE ACCEPTANCE AND REJECTION PROCEDURE

### **Waste Acceptance**

- Waste can only be accepted if the EWC code is part of the permitted condition of the Environmental Permit. All waste arriving at site will be subject to visual inspections.
- Permanent supervision of public areas (HRC) is provided to ensure only household wastes are brought to site in accordance with permit.
- Waste is only accepted on site (WTS) when accompanied by an appropriate hazardous waste consignment note or a controlled waste transfer note.
- Where an annual controlled waste transfer note is used, a copy is kept on file and weighbridge tickets used to note related tonnages. For vehicles using the digitalised Waste Logics system refer to document MS339.

### **On Arrival**

As a company, we must ensure compliance with its legal obligations and is also determined to protect its reputation in respect of the professional handling of waste.

The following procedure has been established in order to eliminate ambiguity and to clarify and document the roles and responsibilities of company employees in the acceptance of waste. Adherence to this procedure is mandatory and any proposed deviation must be authorised in advance by a Company Director.

- Upon arrival of any incoming load of waste at the weighbridge, it is the responsibility of the weighbridge operator to seek the accompanying Hazardous Waste Consignment note(s) (HWCN(s)) or controlled waste transfer note from the operator of the vehicle carrying the load.
- The weighbridge operator and the tipping area supervisor will inspect the load while in the vehicle whenever practicable. Should any substance or material be identified as not permitted, the load will not be tipped on site.
- Hot loads are not received on site. If the weighbridge operator or site supervisor perceive signs of hot materials or fire within a load, a handheld thermal imaging camera will be used to check the shipment.

- Where a load is rejected, the subsequent actions will vary according to the reason for rejection. Whatever the circumstances, if the load was tipped on site, it will be stored within the designated quarantine area and removed as soon as practicable -less than 5 working days- if it is causing (or poses the risk of causing) pollution.
- In all circumstances, where a load is rejected, the original producer, together with the Environment Agency will be contacted and informed that the load has been rejected and the reason for rejection stated
- In all other circumstances, the weighbridge operator must weigh the vehicle carrying the incoming load, ensuring that there are no factors which will adversely affect the accuracy of the weight. The gross weight which is established must be recorded.
- The weighbridge operator must then direct the driver to the appropriate off-load area.
- It is the responsibility of the Weighbridge operator to ensure that the documents for the load are correctly completed.

**Beyond the procedures identified, above and in general:**

- Loads cannot be accepted onto site unless sufficient storage capacity exists and site is adequately manned to receive the waste.
- Hazardous wastes are only be received under the supervision of a suitably qualified person
- On-site verification and compliance testing is undertaken to confirm:

The identity of the waste

The description of the waste

Compliance with permit.

Wastes are not deposited within a reception area without adequate space.

All records relating to pre-acceptance are maintained and kept readily available for cross-reference and verification at the waste acceptance stage and records are held for a minimum of three years after the waste has been treated or removed off-site.

Back-up copies of computer records are maintained off-site.

## **Waste Rejection**

This procedure outlines the waste rejection process for all non-conforming wastes that cannot be processed on site. Acceptance of non-conforming wastes is a direct breach of the permitted condition of the sites Environmental Permit.

### **At the Weighbridge or identified by HRC staff**

1. Any waste coming across the weighbridge or into the HRC that does not meet the EWC code description *WILL BE REFUSED ENTRY* to the site at the weighbridge or will not be allowed to be deposited at the HRC. The site can only accept materials that conform to the EWC Waste Codes provided within the site environmental permit;

2. If any waste arriving at site is observed to contain any of the following *IT MUST BE REFUSED ENTRY TO THE SITE*:

- Explosive materials
- Radioactive materials
- Infectious materials
- Animal waste (blood, faeces etc)
- Hazardous waste other than WEEE and batteries
- Liquid, powder or sludge
- Malodorous wastes likely to cause odour emissions which will be detectable, beyond the boundary of the site

Any waste that is rejected or may be subject to rejection at the weighbridge should be brought to the attention of the Site Supervisor for further inspection and action. Also copy of “*ENVIRONMENTAL NON-CONFORMANCE REPORT FORM*” (doc. No ER05) must be completed by a Weighbridge Operative and passed to the Compliance Officer, to be investigated, so that the consignor of the waste can be contacted and made aware that the waste has been rejected. Compliance officer will discuss remedial actions with consignor in order to prevent recurrence.

All waste rejection at the weighbridge shall also be recorded in the Site Diary by the Weighbridge Operative.

## **Appendix 2 Dust Procedure**





## **DUST PROCEDURE**

A number of activities on site involving the deposit, loading and compacting of waste in solid open storage containers can result, especially in long dry conditions, the release of dust into the air. Dust around and beyond the site can be a potential health hazard and nuisance.

### Impact

Exposure to dust is a nuisance to staff, site users and visitors, and can be a health hazard for susceptible individuals.

The control of dust on site is a regulatory compliance issue. Dust must not be allowed to leave the permitted/licensed area.

### Significance

Dust from the deposit of wastes under normal conditions would be significantly low frequency, with a low severity and low impact.

### Operating Procedure

In abnormal circumstances, i.e. long dry spells, paying particular attention to the hardcore/rubble containers:

- Dusty waste which is producing dust emissions must be removed from site as soon as possible
- Stop or change activities on site to reduce dust emissions ( discuss with Site Manager )
- Cover waste if possible
- Clean site
- Douse or dampen down the material or areas with water (hose if available, dust suppression system if available, water container if none of the above available)
- Report any repairs which are needed to reduce dust emissions
- Increase monitoring ( discuss with Site Manager )
- Cessation of certain activities if they are producing dust emissions (discuss with Site Manager )
- Close the site ( discuss with Site Manager )

**Appendix 3 Environmental Complaints Procedure**

## OP 05: ENVIRONMENTAL COMPLAINT PROCEDURE

### PURPOSE & SCOPE:

- To define the process for recording and responding to an environmental complaint received by W&S.
- This procedure covers all formal environmental complaints relating to the activities, products and services

### APPLICABILITY & RESPONSIBILITIES:

#### *Applicability:*

- Applies to complaints received from:
  - external parties including users of the site, visitors to the site and users of the Roads and any public areas in the vicinity of the site;
  - complaints received by Local Authority contracts including Dorset County Council, Oxford County Council, and all W&S activities and operational facilities registered through the ISO14001 standard.
  - employees, contractors and other site service providers.
- Customer concerns will be analyzed, appropriate corrective action taken, and the customer contacted to promptly resolve the issue.

#### *Responsibilities*

- The person who receives a complaint is responsible for ensuring that action is taken that follows the provisions of this procedure. The person is responsible for forwarding the complaint to their Line Manager and to the Environmental (HSE) Manager within 24 hours of the complaint being received.
- Complaints will be verified by the Line Manager and the Environmental (HSE) Manager to determine validity.
- The Proprietor is ultimately responsible for ensuring appropriate actions are taken to investigate all environmental complaints documented in accordance with this procedure, and that where necessary, communications are held with the relevant interested parties.
- Line Managers and the Site Managers are responsible for ensuring that environmental complaints, which relate to their area of responsibility, are investigated and the results of investigations forwarded to the Environmental (HSE) Manager.
- All employees are responsible for contributing to the planned resolution of complaints, in so far as they relate to matters within their control.

### DEFINITIONS:

An *environmental complaint* is a verbal or written critical observation or query about any aspect of W&S policy, procedures, operations or relevant contracts which the company operate from any interested parties requesting a response or remedial action, or otherwise deemed worthy of response.

### PROCEDURE:

- 1.1 All environmental complaints will be reported and recorded in Section 2.0 *Description of the Event* of an ER-05 Environmental Complaint Report Form. It is important that

the *Name and address/contact details of the complainant* are recorded in the Report Form.

- 1.2 The complainant will be informed of the actions being taken as a consequence of the complaint, within 21 days of the complaint first being received.
- 1.3 A copy of a completed ER-05 Report Form will be forwarded to the Environmental (HSE) Manager and the reporting person's Line Manager within 48 hours of the initial receipt of the complaint (where practicable). If the reporting person's Line Manager is the Site Manager, then the Site Manager will forward the Report Form to his Line Manager within 48 hours of the complaint being received.
- 1.4 A plan will be drawn up by company employees involved and implemented to resolve the immediate problem and eliminate the potential for future recurrences.
- 1.5 An investigation into the complaint and its cause will be made by the Line Manager, Site Manager and appropriate persons.
- 1.6 For each recorded complaint, Section 2.0 *Description of Investigation Undertaken*; Section 3.0 *Description of Corrective Actions taken*; and Section 4.0 *Description of Preventive Actions Undertaken* of the Report Form will be completed by a Line Manager/Site Manager/Environmental (HSE) Manager, as appropriate.
- 1.7 The completed Report Form will be returned to the Environmental (HSE) Manager within 28 days, where practicable, together with a copy of the original complaint correspondence. Upon receipt the Environmental Manager (HSE) will verify that the actions have been completed (or that actions are 'in progress' where this is the case).
- 1.8 Details of persistent or unresolved and repeated complaints will first be passed to the relevant representative on the Environmental Working Group and then, if necessary, to the Proprietor for action, in accordance with the provisions of this procedure.
- 1.9 Customer complaints will be evaluated on a regular frequency, at least annually and prior to the EMS Management Review, to determine trends in service quality, performance and any EMS programme implications.

**Related Documents:**

1. EP05 Non-Conformance and Corrective Action Procedure
2. ER05 Environmental Non-Conformance/Incident/Complaint Report Form

**Appendix 4 Daily Site Inspection Sheet**



**W & S RECYCLING**

**DAILY SITE INSPECTION SHEET**

**SITE NAME:** \_\_\_\_\_

**WEEK COMMENCING:** \_\_\_\_\_

Inspected Items	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
1. Condition of site entrance road							
2. Fly tipping at entrance							
3. Condition of P.P.E							
4. Condition of skips / containers							
5. Condition of oil recovery bank							
6. Condition of weighbridge / equipment							
7. Condition of public areas							
8. Condition of access platforms / walkways							
9. Waste acceptance and control							
10. Control of litter / daily litter pick							
11. Control of odours / dust							
12. Control of pests / vermin, rats etc							
13. Condition of fuel tanks / machine oil drums storage							
14. Control of WEEE and ODS Equipment storage							
15. Condition of buildings							
16. Condition of shutters / doors							
17. Condition of site office / welfare facilities							
18. Condition of site identification boards							
19. Condition of site signage							
20. Condition of fencing and gates							
21. Condition of drainage system							
22. Condition of hazard storage and locks							
23. Condition hazard containers, battery boxes, flo tubes etc							
24. Availability of spill materials							
25. Condition of pump room							
26. Condition of traffic management systems / lights etc							
<b>Name of Operator / Inspector (Initials)</b>							
<b>√ = Satisfactory</b>		<b>X = Unsatisfactory</b>		<b>NI = Not Inspected</b>		<b>N/A = Not Applicable</b>	

Weekly Inspected Items	
1. First aid equipment	
2. Accident book	
3. Fire extinguishers and Fire Marshall Record Book	
4. Availability of relevant paperwork, i.e., permits to work, accident / incident sheets, holidays forms etc.	
3. Sprinkler pump suppression system	

**Comments / Action Taken (complete overleaf if more space needed).**

**Managers Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Area Manager Signature:** \_\_\_\_\_

**Appendix 5 Waste Types**

Code	Description	Activity
20103	plant tissue waste	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20104	waste plastic ( except packaging)	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20107	waste from forestry	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20109	agrochemical waste other than that mentioned in 020108	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20110	waste metal	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20302	wastes from preserving agents	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20303	wastes from solvent extraction	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20304	materials unsuitable for consumption or processing	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20401	soil from the cleaning and washing of beet	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20402	off specification calcium carbonate	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20501	materials unsuitable for consumption and processing	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20601	materials unsuitable for consumption or processing	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20602	wastes from preserving agents	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20701	wastes from washing, cleaning and mechanical reduction of raw materials	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20702	wastes from spirits distillation	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20703	wastes from chemical treatment	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
20704	materials unsuitable for consumption or processing	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
30101	waste bark and cork	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
30105	sawdust, shavings, cuttings, wood, particle board and veneer other than those mentioned in 030104	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
30301	waste bark and wood	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
30307	mechanically separated rejects from pulping of waste paper and cardboard	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
30308	wastes from sorting of paper and cardboard destined for recycling	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
30310	fibre rejects, fibre and coating sludges from mechanical separation	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
80112	waste paint and varnish other than those mentioned in 080111	household waste amenity site taking hazardous waste
80118	waste paint and varnish other than those mentioned in 080117	household waste amenity site taking hazardous waste
80410	waste adhesives and sealants other than those mentioned in 080409	household waste amenity site taking hazardous waste
110110	filter cakes other than those mentioned in 110109	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
110114	degreasing wastes other than those mentioned in 11 01 13	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
110203	wastes from the production of anodes for aqueous electrolytic processes	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
110206	wastes from copper hydrometallurgical processes other than those mentioned in 11 02 05	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
110501	hard zinc	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
110502	zinc ash	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
130109*	mineral based chlorinated hydraulic oils	household waste amenity site taking hazardous waste
130110*	mineral based non chlorinated hydraulic oils	household waste amenity site taking hazardous waste
130111*	synthetic hydraulic oils	household waste amenity site taking hazardous waste
130112*	readily biodegradable hydraulic oils	household waste amenity site taking hazardous waste
130113*	other hydraulic oils	household waste amenity site taking hazardous waste
130204*	mineral based chlorinated engine, gear and lubricating oils	household waste amenity site taking hazardous waste
130205*	mineral based non chlorinated engine, gear and lubricating oils	household waste amenity site taking hazardous waste
130206*	synthetic engine, gear and lubricating oils	household waste amenity site taking hazardous waste
130207*	readily biodegradable engine, gear and lubricating oils	household waste amenity site taking hazardous waste
130208*	other engine, gear and lubricating oils	household waste amenity site taking hazardous waste
150101	paper and cardboard packaging	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
150102	plastic packaging	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
150103	wooden packaging	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
150104	metallic packaging	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
150105	composite packaging	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
150106	mixed packaging	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
150107	glass packaging	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
150109	textile packaging	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
150203	absorbents, filter materials, wiping cloths and protective clothing other than those mentioned in 150202	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
160103	end of life tyres	household waste amenity site taking hazardous waste
160113*	brake fluids	household waste amenity site taking hazardous waste
160114*	antifreeze fluids containing hazardous substances	household waste amenity site taking hazardous waste
160115	antifreeze fluids other than those mentioned in 16 01 14	household waste amenity site taking hazardous waste
160116	tanks for liquefied gas	household waste amenity site taking hazardous waste
160117	ferrous metal	household waste amenity site taking hazardous waste
160118	non-ferrous metal	household waste amenity site taking hazardous waste
160119	plastic	household waste amenity site taking hazardous waste
160120	glass	household waste amenity site taking hazardous waste
160121*	hazardous components other than those mentioned in 16 01 07 to 16 01 11 and 16 01 13 and 16 01 14	household waste amenity site taking hazardous waste
160122	components otherwise specified	household waste amenity site taking hazardous waste
160211*	discarded equipment containing chlorofluorocarbons, HCFC, HFC	household waste amenity site taking hazardous waste
160214	discarded equipment other than those mentioned in 160209 to 160213	household waste amenity site taking hazardous waste
160216	components removed from discarded equipment other than those mentioned in 160215	household waste amenity site taking hazardous waste
160304	inorganic wastes other than those mentioned in 160303	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
160306	organic wastes other than those mentioned in 160305	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
160504*	gases in pressure containers ( including halons) containing hazardous substances	household waste amenity site taking hazardous waste
16 0505	gases in pressure containers other than those mentioned in 160504	household waste amenity site taking hazardous waste
160509	discarded chemicals other than those mentioned in 160506, 160507 or 160508	household waste amenity site taking hazardous waste
160601*	lead batteries	household waste amenity site taking hazardous waste
160604	alkaline batteries ( except 160603)	household waste amenity site taking hazardous waste
160605	other batteries and accumulators	household waste amenity site taking hazardous waste
160801	spent catalysts containing gold, silver, rhodium, palladium, iridium or platinum (except 160807)	household waste amenity site taking hazardous waste
160803	spent catalysts containing transition metals or transition metal compounds not otherwise specified	household waste amenity site taking hazardous waste
161102	carbon based linings and refractories from metallurgical processes other than those mentioned in 16 11 01	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
161104	other linings and refractories from metallurgical processes other than those mentioned in 16 11 03	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
161106	linings and refractories from non metallurgical processes other than those mentioned in 16 11 05	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170101	concrete	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170102	bricks	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170103	tiles and ceramics	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170107	mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 170106	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170201	wood	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170202	glass	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170203	plastic	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170302	bituminous mixtures other than those mentioned in 170301	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170401	copper, bronze, brass	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170402	aluminium	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170403	lead	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170404	zinc ash	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170405	iron and steel	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170406	tin	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170407	mixed metals	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170411	cables other than those mentioned in 170410	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170504	soil and stones other than those mentioned in 170503	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170506	dredging spoil other than those mentioned in 170505	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170508	track ballast other than those mentioned in 170507	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170604	insulation materials other than those mentioned in 170601 and 170603	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170605*	construction materials containing asbestos	household waste amenity site taking hazardous waste
170802	gypsum based construction materials other than those mentioned in 170901, 170902 and 170903	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
170904	mixed construction and demolition wastes other than those mentioned in 170901, 170902 and 170903	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190102	ferrous materials removed from bottom ash	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190112	bottom ash and slag other than those mentioned in 190111	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190118	pyrolysis waste other than those mentioned in 190117	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190119	sands from fluidised beds	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190203	premixed wastes composed only of non hazardous wastes	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190210	combustible wastes other than those mentioned in 190208 and 190209	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190305	stabilised wastes other than those mentioned in 190304	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190307	solidified wastes other than those mentioned in 190306	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190401	vitrified waste	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190501	non composted fraction of municipal and similar wastes	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190502	non composted fraction of animal and vegetable wastes	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190503	off specification compost	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190801	screenings	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190802	waste from desanding	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190901	solid waste from primary filtration and screening	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190904	spent activated carbon	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
190905	saturated or spent ion exchange resins	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
191001	iron and steel waste	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
191002	non ferrous waste	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
191001	paper and cardboard	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
191202	ferrous metal	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
191203	non-ferrous metal	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
191204	plastic and rubber	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
191205	glass	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
191207	wood other than those mentioned in 191206	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
191208	textiles	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
191209	minerals ( for example sand and stone )	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
191210	combustible waste ( refuse derived fuel )	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
191212	other waste including mixtures of materials from mechanical treatment of wastes other than those mentioned in 191211	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
191302	solid wastes from soil remediation other than those mentioned in 191301	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200101	paper and cardboard	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200102	glass	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200108	biodegradable kitchen and canteen waste	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200110	clothes	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200111	textiles	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200113*	solvents	household waste amenity site taking hazardous waste



200114*	acids	household waste amenity site taking hazardous waste
200115*	alkalines	household waste amenity site taking hazardous waste
200117*	photochemicals	household waste amenity site taking hazardous waste
200119*	pesticides	household waste amenity site taking hazardous waste
200121*	fluorescent tubes and other mercury containing waste	household waste amenity site taking hazardous waste
200123*	discarded equipment containing chlorofluorocarbons	household waste amenity site taking hazardous waste
200125	edible oil and fat	household waste amenity site taking hazardous waste
200126*	oil and fact other than those mentioned in 200125	household waste amenity site taking hazardous waste
200127*	paint, inks, adhesives and resins containing dangerous substances	household waste amenity site taking hazardous waste
200128	paint, inks, adhesives and resins other than those mentioned in 200127	household waste amenity site taking hazardous waste
200129*	detergents containing dangerous substances	household waste amenity site taking hazardous waste
200130	detergents other than those mentioned in 200129	household waste amenity site taking hazardous waste
200133*	batteries and accumulators included in 160601, 160602 or 160603 and unsorted batteries and accumulators containing these batteries	household waste amenity site taking hazardous waste
200134	batteries and accumulators other than those mentioned in 200133	household waste amenity site taking hazardous waste
200135*	discarded electrical and electronic equipment other than those mentioned in 200121 and 200123 containing hazardous components	household waste amenity site taking hazardous waste
200136	discarded electrical and electronic equipment other than those mentioned in 200121, 200123 and 200135	household waste amenity site taking hazardous waste
200137*	wood containing dangerous substances	household waste amenity site taking hazardous waste
200138	wood other than those mentioned in 200137	household waste amenity site taking hazardous waste
200139	plastics	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200140	metals	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200141	wastes from chimney sweeping	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200201	biodegradable waste	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200202	soil and stones other than those mentioned in 170503	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200203	other non biodegradable waste	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200301	mixed municipal waste	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200302	waste from markets	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200303	street cleaning residues	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station
200307	bulky waste	Household waste amenity site taking hazardous waste and household, commercial and industrial waste transfer station

**Appendix 6 Complaint ER-05 Report Form**

**W&S Recycling  
ENVIRONMENTAL NON-CONFORMANCE REPORT FORM**

<b>Non-Conformance/ Incident/ Complaint</b>		
<i>to be completed by the person who suspects a non-conformance, observes an incident or receives a complaint</i>		
<b>Name:</b>	<b>Signature:</b>	
IS THIS EVENT A NON-CONFORMANCE, INCIDENT OR COMPLAINT? (circle one)		
<b>1.0 Date and Time of Event:</b>		
<b>2.0 Description of the Event:</b> <i>attach a continuation sheet if necessary</i>		
<b>3.0 Corrective Actions Taken:</b>		
<b>3.1 Actions taken by:</b>	<b>3.2 Date(s):</b>	
<b>4.0 Proposed Long-Term Preventive Actions:</b>		
<b>4.1 Actions to be taken by:</b>	<b>4.2 Date for completion:</b>	
<b>4.3 Date(s) actions completed:</b>		
<b>4.4 Verified by:</b>	<b>4.5 Signature:</b>	<b>4.6 Date:</b>

*attach continuation sheets for any section if necessary*

FORM TO BE SENT TO THE ENVIRONMENTAL MANAGER WHEN COMPLETED

Doc. No.:  
ER05

Issue No./Date:  
1 / 110614

Site:  
Dorset Sites