

Site Closure Plan



Purpose

This procedure is designed to ensure the correct closure of a site is carried out in accordance with the EPR issued site permit requirements.

Scope

All Operational, Engineering, Technical and Hygiene/Farm site based personnel.

Responsibility

Farm Manager, Health and Safety Manager, but ultimately the CEO

Introduction

The Site Closure Plan incorporates a Closure Plan and the Site Condition Report.

The Closure Plan outlines the process by which the operations (whole or part of) will be ceased on site and plant decommissioning achieved.

The ongoing Site Condition Report details:

- How information will be collated.
- The data that will be collected, over the operational period.

This will ensure that sufficient data and knowledge of the process and subsequent operational variations is readily available. This will allow the facility to complete a site surrender report to the satisfaction of the regulator, once the decision to decommission the whole, or part, of the permitted operations has been made.

1. Closure Plan

The Closure Plan on complete cessation of activities will involve:

- Removal and Disposal of Raw Materials and Products Any waste remaining on site at the time of permit surrender, will be sent to a suitably licensed recovery / disposal facility.
- Disposal of Ancillary Materials Any other materials remaining will either be sold or sent to a suitably licensed recovery / disposal facility.
- Dismantling of Process Equipment All processing equipment will be mobile e.g. vehicles / pumps. These will be removed from site prior to permit surrender.
- Confirmatory Analysis of Ground Condition Following completion of the above steps the ground condition will be assessed to demonstrate that there has been no increase in ground pollution throughout the life of the permit.
- Surrender of the Environmental Permit Following completion of the above steps the Environmental Permit will be formally surrendered in accordance with prevailing legislation at the time.

Site Closure Plan



2. Site Condition Report (SCR)

The steps described above will be supported by site condition report records that will be maintained at the site. The purpose of the collection of these records is to facilitate the on-going collation of all SCR data, following the Environment Agency's H5 guidance and template. The SCR records will contain the following elements:

- i. Reference Documents
- ii. The following documents will be held with the Site Condition Report Records as a minimum.

Title
Core Reference Documents
Environmental Permit
Site Condition Reports
Construction Records (if available)
Reference documents updated following review or amendment
Waste Schedule
Copies of additional data on the condition of the site that may be developed over the life of the permit, e.g. any ground investigation works.
Details of any changes to the permitted operations and the extent of the facility. Any permit variations and updates to site reports will be filed.
Details of any spillages or releases to the ground that may have added to the loadings of potential pollutants.
Details of any site clearance or clean-up that has been undertaken.
Operational changes.
Documents submitted to the regulator or permit surrender
Site closure plan
Site condition report

a. Core reference documents.

The following documents will be stored at permit issue with the SCR records.

H5- Site Condition Report Guidance and Templates

A copy of the guidance and template application produced by the Environment Agency providing guidance of the records to be kept during the operational and surrender stages of the Environmental Permit. This is to ensure that updates and developments in the guidance are properly reflected in the plan. Checking for updates in guidance and updating the surrender plan to reflect these will be a part of the Site Closure Plan reviews.

Site Closure Plan



Environmental Permits

A copy of all permits including variations issued to site.

De-Populate Houses

All birds will be removed and sent for disposal through the correct production facilities.

Buildings will be closed and made redundant or the farm may be sold to another farmer/company who may carry on the business as normal.

Colleagues will be transferred to other farms or made redundant.

Any fuel oils/diesel would be used in the closure process or removed from tanks.

Waste Schedule

A Waste Schedule will be kept and updated in line with permit requirements along with the associated legal documentation.

Waste Characteristic	Site Specific Characteristics
Waste Stream	Handling arrangements
EWC Codes	
Origin	

Site Specific Wastes:

1. All manure from the site will be removed and either sold to other farms or placed onto other L J Fairburn farms at correct areas.
2. Surplus feed (if any) will be removed and houses will be cleaned out according to our approved 'Terminal Hygiene Plan'.
3. Documentation for all movements will be retained.

Equipments

Equipment from the site's operation will be dismantled and removed. This will either go to scrap/waste contractors or will be sold to other companies to be used operational equipment.

Records will be maintained for either option.

Site Closure Plan



Spillages

Details of any spillages or releases to the ground that may have added to the loadings of potential pollutants will be kept. As a minimum the records will include the type of substances involved, the date of release, an estimate of the amount of release, the location of the release, a description of any clean-up and an assessment of the potential contamination caused by the release.

Remediation

Details of any site clearance or clean-up that has been undertaken will be kept. As a minimum the records will include the date of the operations, the nature of the operations and the location and extent of the operations. If relevant and necessary, confirmatory analytical testing of underlying ground/groundwater will be undertaken, and records provided.

Operational Changes

Details of any changes to the permitted operations and the extent of the facility will be noted.

Records

All records relating to the Permit, Closure Plan and SCR will be held in hard copy folder by the Company for the lifetime of the Permit.

Documents Submitted to the Regulator at Permit Surrender

All documents associated with the Closure Plan and SCR records will be submitted to the regulator to demonstrate that no adverse effect to the environment has occurred during the permit lifetime or if adverse impacts have occurred these have been remediated.

Document Review

The Site Closure Plan will be reviewed and updated accordingly at the following intervals:

- Where substantial changes to site infrastructure occurs.
- Where a Permit variation occurs.