

**ODOUR MANAGEMENT PLAN**

**For: West Lindsey Operational Services Depot**

**Caenby Corner**

**Market Rasen**

**LN8 2AR**

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1. **Introduction**

**1.1 General**

1.1.1 West Lindsey District Council have prepared this Odour Management Plan (OMP) for their waste transfer operation at West Lindsey Operational Services Depot, Caenby Corner, Market Rasen, LN8 2AR. The site will be operated as a Waste Transfer Station: Household, Commercial and Industrial under a bespoke environmental permit.

1.1.2 The site is operated in accordance with an Environmental Management System (EMS), Fire Prevention Plan (FPP) and the Dust Management Plan (DMP) along with this OMP.

1.1.3 This OMP will allow West Lindsey District Council to take action should an odour presence be detected by site operatives or should complaints be received from local businesses or nearby residents.

**1.2 Waste operation overview**

1.2.1 The site will operate under the conditions of a Bespoke Environmental Permit.

1.2.2 The Environmental Permit is required for the storage of waste prior to removal to a disposal facility. It does not include the treatment of waste on site.

**1.3 Waste Types and Quantities**

1.3.1 The waste types accepted on site will be those defined in the Environmental Permit. These include, but are not limited to, fly tipped wastes such as tyres, mattresses and road sweepings.

1.3.2 The maximum amount of waste to be stored on site at one time along with maximum storage times for each waste type is shown in Table 1 of the Environmental Management System. All waste storage locations are shown on the site plan in the Fire Prevention Plan and is attached in appendix 3 of this document.

1.3.3 If the maximum storage capacity of the site is reached, no further waste will be accepted onto site until some has been removed to a suitable disposal site.

**1.4 Site Management**

1.4.1 The site will be supervised by a Technically Competent Manager (TCM) as identified in the site’s EMS. They will be responsible for the management of the site including the acceptance and storage of any potentially malodourous waste.

1.4.2 West Lindsey District Council will ensure that at least one other officer is competently trained in the site management documentation and relevant procedures to act as a deputy should the TCM be absent.

1. **Primary Odour Control Measures**

**2.1 Source Materials**

2.1.1 Table 2.1 below is an inventory of all potentially odorous materials held on site including quantities and duration of storage. No odorous materials are directly deposited on site, they will be taken to specialist registered disposal facilities.

**Table 2.1** Potentially odorous material stored on site

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Description of waste** | **Description of waste operation** | **Max Storage at any one time** | **Annual storage** | **EWC** | **Risk of odour** | **How it's stored** |
| Mixed Rubble- mixtures of concrete, bricks, tiles and ceramics | storage of fly-tipped materials for collection by processor - Mixed rubble | 5t | 30t | 17.01.07 | Low | Separate open skip, when coming into the yard via caged vehicles, they deposit the waste into a self-contained skip which when nearing capacity skip provider is contacted to swap skips. Stored in compliance of- (HSE.gov.uk/materials storage and waste management &https://www.gov.uk/guidance/non-hazardous-and-inert-waste-appropriate-measures-for-permitted-facilities ) |
| Tyres- end of life tyres | storage of fly-tipped materials for collection by processor - tyres | 5t | 25t | 16.01.03 | Low | Sealed self-contained arctic trailer which is kept away from storage buildings. Tyres are deposited into trailer in a tidy fashion when they are brought onto site. Logged in the journal how many have been deposited and then the doors of trailer closed. Once trailer is nearly full contact with contractor to swap trailers. Stored in compliance of- (HSE.gov.uk/materials storage and waste management &https://www.gov.uk/guidance/non-hazardous-and-inert-waste-appropriate-measures-for-permitted-facilities ) |
| Scrap metals- discarded electrical & electronic equipment | storage of fly-tipped materials for collection by processor - scrap metals | 5t | 25t | 20.01.36 | Low | Sealed ro-ro skip. (HSE.gov.uk/materials storage and waste management &https://www.gov.uk/guidance/non-hazardous-and-inert-waste-appropriate-measures-for-permitted-facilities ) |
| Mattresses - bulky waste | storage of fly-tipped/household collected materials for collection by processor - mattresses | 2t | 13t | 20.03.07 | Low | Dry storage, sealed and locked (HSE.gov.uk/materials storage and waste management &https://www.gov.uk/guidance/non-hazardous-and-inert-waste-appropriate-measures-for-permitted-facilities ) |
| Asbestos- construction materials containing asbestos | storage of fly-tipped materials for collection by processor - Asbestos | 1t | 5t | 17.06.05 | Low | 1100ltr lockable wheeled bin. Double wrapped before collection and then deposited into lockable bin. When bin is full deliver to relevant off taker. Stored in compliance of- (HSE.gov.uk/materials storage and waste management) |
| Fridges- discarded equipment containing chlor-fluocarbons | storage of fly-tipped/household collected materials for collection by processor - fridges | 5t | 40t | 20.01.23 | Low | Watertight, lockable storage unit. Stored in compliance of- (HSE.gov.uk/materials storage and waste management &https://www.gov.uk/guidance/non-hazardous-and-inert-waste-appropriate-measures-for-permitted-facilities ) |
| Sharpes- wastes whose collection and disposal is subject to special requirement in order to prevent infection | storage of fly-tipped/household collected materials for collection by processor - sharpes | 6kg | 24kg | 18.01.03 | Low | Small sealed sharpes containers collected and when brought back to the yard they go into larger sealable sharpes boxes for collection. Lockable and watertight storage unit. Stored in compliance of- (https://www.gov.uk/guidance/healthcare-waste-appropriate-measures-for-permitted-facilities) |
| Gas Bottles- Gases in pressure containers | storage of fly-tipped materials for collection by processor - Gas bottles | 10 bottles | 10 bottles | 16.05.05 | Low | open air, lockable cage om a hard standing service away from buildings Stored in compliance of- (WISH WASTE 03, HSE.gov.uk/materials storage and waste management &https://www.gov.uk/guidance/non-hazardous-and-inert-waste-appropriate-measures-for-permitted-facilities ) |
| Road Sweepings- street cleaning residues | storage of road sweeping materials for collection by processor | 150t | 300t | 20.03.03 | Med | self-contained open bay with separate drainage (see site drainage plan), temperature to be checked as part of daily checks by TCP, if temperature is getting to high then spray with water and agitate with JCB then spray with water again. Stored in compliance of- (HSE.gov.uk/materials storage and waste management &https://www.gov.uk/guidance/non-hazardous-and-inert-waste-appropriate-measures-for-permitted-facilities ) |

2.1.2 All waste types and materials which will be stored are considered to be of low risk in respect of odour emissions except for the road sweepings (med), however, storage times are short to ensure the risk is further mitigated.

2.1.3 In order to ensure minimum odour is produced by the source materials identified in Table 2.1, the quantity stored on site and the length of time for which it is stored before removal for disposal is controlled. These limits are shown in Table 2.1.

2.1.4 The mixed municipal waste and fly tipping collected by the street cleaning operatives is directly delivered to the disposal point, if for any reason they are called out to clear a fly tip out of hours when the WTS is not open, this will be held on the vehicle overnight and delivered to the WTS within a 24 hour period to minimise any likely source of odour.

2.1.5 The mixed municipal waste that is collected on the kerbside household collection rounds is delivered to the disposal point before the refuse collection vehicles return to site. Therefore, this waste does not have an impact on site.

2.1.6 On occasion an RCV may break down while it contains mixed municipal waste. In these cases, the vehicle is likely to be recovered back to the site and consequently the waste will be on site until the vehicle can be repaired and emptied. If it is anticipated that the vehicle cannot be repaired within a few days then, if possible, the load will be ejected onto the tarmacked area of the yard and loaded onto another vehicle for immediate disposal.

2.1.7 Road sweepings have a med risk of being odorous before their arrival on site but if stored for an excessive length of time may begin to rot and release odour. The water content of the material slowly seeps into the drainage system, therefore reducing the speed with which it will decompose, this process is prolonged by regular smell and temperature checks which are recorded in the site diary and if any bad odours are being omitted then removal will be organised immediately.

**2.2 Releases**

2.2.1 In order to reduce evaporation to air of the water from street cleaning residues, the site has a fully enclosed drainage system.

**2.3 Impacts**

2.3.1 Land uses surrounding the site are mainly farming but there are a few residential properties and industrial/commercial properties. The nearest residential property is over 100 metres away. Away from the north-eastern boundary fence of the area of the site on which the road sweepings are stored. On all other sides of the site the land use is agricultural.

1. **Monitoring**

**3.1 Process Monitoring**

3.1.1 The processes in place on site to ensure minimal odour release will be monitored to ensure that it is complied with.

3.1.2 Monitoring will be carried out by the TCM and or any other responsible officer of the council.

3.1.3 Monitoring will involve the routine checking of the types and levels of waste in the designated storage points and checking of documentation showing how often the waste has been removed for disposal.

**3.2 Emissions monitoring**

3.2.1 Monitoring of odorous emissions will be carried out during daily site inspections by the TCM or by other responsible officers of the council.

3.2.2 Monitoring will by olfactory means and will be recorded on the Site Inspection Record sheet an example of which is in Appendix 1. These recording sheets will be stored in the site office and be available for inspection by the Environment Agency.

3.2.3 The site office and car park are sited between the skip storage area and the house on the southern side of the site. Therefore, should an odorous emission occur at any time staff are on site, depot staff will make the TCM aware.

**3.3 Complaints monitoring**

3.3.1 The council has a complaints process in place for all aspects of its work. Customers who need to make a complaint about odour from the Caenby Corner site will be able to do so via this complaints system using the website or the telephone.

3.3.2 All odour complaints will be investigated promptly and appropriate remedial action will be taken if the complaint is valid.

**3.4 Dispersion**

3.4.1 The prevailing wind on the site is from the south west. As the highest impact land use is to the south/south east of the site the likelihood of these properties being affected by odour from the site is minimal

1. **Contingency Control Measures**

**4.1 Contingency plans**

4.1.1 Contingency plans are in place for incidences where site processes and monitoring have failed to keep odour within acceptable limits.

4.1.2 If a complaint of excessive odour is received or excessive odour is noticed by site staff the TCM will be notified and the source of the odour identified.

4.1.3 Should the source be on site, the cause of the odour release will be identified and the most appropriate solution taken to remove the odour. This is likely to usually involve removal of the waste from site to the disposal site immediately.

4.1.4 A record of the cause of the incident and the actions taken will be made and consideration given as to whether the incident is likely to recur and therefore require amendments to site processes.

4.1.5 Monitoring will be carried out to ensure that the actions taken have removed the odour.

4.1.6 Should the incident have arisen as a result of unfavourable meteorological conditions such as extremely hot weather and reduced air movement, site processes will be adjusted to mitigate the increase in odour production until the conditions become more favourable. This is likely to be through an increase in frequency of site clearances.

1. **Incidents and Emergencies**

**5.1 Incidents or emergencies which might adversely affect the control of odour pollution**

5.1.1 Table 5.1 below records the incidents and emergencies which might adversely affect the control of odour pollution and the remedial action that would be taken in each instance.

|  |  |  |
| --- | --- | --- |
| **Incident or Emergency** | **Preventive Action** | **Remedial Action** |
|  Fire on site | See Fire Prevention Plan | Extinguish Fire/Call Fire Brigade |
| JCB broken down | Maintain vehicle properly | Hire replacement |
| JCB driver absent | Train a number of drivers | Use alternative driver |
| Loaded RCV on site due to tip being closed | Disposal authority has a number of tipping locations we can use. Tip operating hours coincide with site hours. | Contact disposal authority and find alternative location to tip.If late back in evening tip first thing in the morning when tip opens. |
| Loaded RCV on site due to breakdown | RCVs maintained to a high standardsRoadside maintenance service available | Eject load into yard and load onto another, working vehicle |

**Table 5.1** Incidents or emergencies requiring action

**6.0 Management of OMP**

**6.1 Document maintenance**

6.1.1 This document will be reviewed annually to ensure it remains current.

6.1.2 Should the site processes change, this document will be reviewed to ensure it is still relevant.