# Management System Summary

Guy & Wright Ltd.

wiser environment

*Helping clients prosper through compliance*

## SITE DETAILS

The Vineries

Green Tye

Much Hadham

Herts

SG10 6JJ

## OPERATOR DETAILS

**Guy and Wright Ltd**

The Vineries

Green Tye

Much Hadham

Herts

SG10 6JJ

## PERMIT REFERENCE

EPR/ PP3793EU/V005

## DOCUMENT REFERENCE

K163.1~09~002

## ISSUE DATE

27/02/2026

**Wiser Environment Ltd**, Suite 11 Manor Mews, Bridge Street, St Ives, PE27 5UW
94 Xuan Thuy, Thao Dien Ward, District 2, Ho Chi Minh City, 713385
+44 1480 462 232 | www.wiserenvironment.co.uk | info@wisergroup.co.uk

## DOCUMENT CONTROL

| | |
|---|---|
| **DOCUMENT TITLE:** | Management System Summary |
| **REFERENCE:** | K163.1~09~002 |
| **CLIENT:** | Guy & Wright Ltd. |
| **REPORTED BY:** | Wiser Environment Limited |
| **STATUS:** | Final |
| **ISSUE:** | 01 |
| **ISSUE DATE:** | 27/02/2026 |
| **AUTHOR:** | Wiser Environment Limited |
| **APPROVED BY:** | Guy & Wright Ltd. |

## REVISION HISTORY

| REFERENCE | DATE | ISSUE: | REVISION SUMMARY |
|---|---|---|---|
| K163.2~09~002 | 19/12/2025 | D1 | For client review. |
| K163.2~09~002 | 27/02/2026 | 01 | For EA Submission. |

## QUALITY CONTROL

| ACTION | DATE | NAME |
|---|---|---|
| Prepared | 03/12/2025 | Hannah Davies |
| Checked | 30/12/2025 | Andrea Petrolati |
| Approved | 29/01/2026 | Hannah Davies |

# CONTENTS

## FIGURES



## DRAWINGS

| REFERENCE | TITLE | DATE |
|---|---|---|
| Drawing 1 | 20160248-06D Site Layout Plan | |
| K163.1~20~040 | Permit Boundary Plan (Rev 2) | 03/12/2025 |
| K163.1~20~042 | Site Setting Plan (1 km) (Rev 1) | 29/01/2026 |
| K163.1~20~045 | Site Layout Plan | 19/12/2025 |

## APPENDICES



## TABLES

# 1 INTRODUCTION

This document is the Management System Summary (MSS), as required by the application for a substantial variation at Guy & Wight Ltd, The Vineries, Green Tye, Much Hadham, Herts, SG10 6JJ (‘the site’).

The current permit (EPR/PP3793EU/V005) permits a non-IED Installation for an Anaerobic Digestion facility (under 100 tonnes/day), with the treatment of animal wastes limited to less than 10 tonnes/day. Storage of digestate is also permitted via on-site lagoons and biogas is burnt in 3 Combined Heat and Power Engines (CHPs). The resultant heat from this process is used within neighbouring commercial greenhouses. Waste types accepted are primarily organic wastes from the European Waste Catalogue Chapter 02 and Chapter 19.

The application has been prepared by Wiser Environment Limited on behalf of the applicant Guy & Wright Ltd.

The site is located at National Grid Reference TL 44251 18635 and is shown on the Permit Boundary Plan (K163.2~20~040) in Section 3 of this application pack. The site is located 398m E of the centre of Green Tye village, with residential housing located within 150m south of the site. The immediate surrounding areas to the north and west are primarily agricultural land owned by Guy & Wright Ltd.

The Vineries is a site owned and operated by Guy and Wright Ltd and other operations on the same site as the Anaerobic Digestion Plant include commercial greenhouses and a small fruit packing building for greenhouse produce.

# 2 SCOPE OF MANAGEMENT SYSTEM

The operator (Guy & Wright Ltd.) accepts predominantly organic wastes at the site from the European Waste Catalogue Chapter 02 and Chapter 19. A non-IED Installation for an Anaerobic Digestion facility is operated onsite and the biogas produced by this process is also converted to electrical power supply.

The scope of this Management System Summary (MSS) extends to all operations associated with the acceptance, handling, treatment and storage of waste at The Vineries, Green Tye, Much Hadham, Herts, SG10 6JJ. The wastes permitted to be accepted at the facility are detailed within the List of Waste (Appendix A: K163.2~09~007), in Section 7 of this application.

The site is operated in accordance with management procedures and controls outlined within this MSS which has been produced in accordance with the Environment Agency (EA) guidance, '*Develop a Management System: environmental permits*'[1].

The benefits of operating an effective and efficient Management System are to ensure sustainable business practices, reduce risks and losses, reduce operational costs, to help obtain business and a good reputation, and to ensure legal compliance.

A controlled copy of the MSS will be available at The Vineries, Green Tye, Much Hadham, Herts, SG10 6JJ.

Guy & Wright Ltd. will ensure that copies of all relevant permits and approved supporting documents are provided to all personnel with nominated responsibility for the management or control of the site.

The locations of the documents will be made known to all relevant personnel and will always be readily available for inspection by regulatory bodies when the site is operational.

The key contact regarding the operation of the site's Environmental Permit is shown in Table 1 below:

**Table 1: Technically Competent Manager**

| Technically Competent Manager | | |
|---|---|---|
| **Name:** Robert Jones | **Mobile:** 07855 494 467 | **e-mail:** robert@guyandwright.com |

[1] Develop a management system: environmental permits - GOV.UK (www.gov.uk), updated 3 April 2023

# 3 SITE INFRASTRUCTURE

The site is located at The Vineries, Green Tye, Much Hadham, Hertfordshire, SG10 6JJ approximately 511m NE of the B1004 road. It is bounded to the south by residential housing and agricultural land to the north and west which is owned by Guy & Wright Ltd. The site is 5.2 ha with a waste acceptance area in the north of the site, the anaerobic digestion facility including 2 digesters, hydrolysis tanks and a biogas store in the centre and north of the site and 3 digestate lagoons in the west of the site. All waste storage and treatment is conducted on an impermeable concrete surface with sealed drainage.

Site infrastructure comprises of the following:

- Entrance metal gate in the south of the site with security fencing and lighting;
- Waste acceptance area in the north of the site with a capacity of 180m$^3$. This is used for solid wastes, and the liquid wastes are directed to the liquid waste storage tanks;
- Two digesters and two biogas stores in the north and centre of the site;
- 3 digestate lagoons located in the west of the site;
- 4 Combined Heat and Power (CHP) engines located in the centre of the site;
- Emergency auxiliary flare;
- Car park, site office and welfare facilities; and,
- CCTV cameras, spill kits, fire extinguishers and first aid kits.

Drawing ref: K163.1~20~045 shows the location of the site infrastructure.

## 3.1 Construction Procedures & Supervision

Any construction work, infrastructure improvement and replacement will be undertaken by a specialist contractor. A suitably qualified Civil and/or Structural Engineer will inspect works to ensure that all necessary standards and specifications are met.

## 3.2 Maintenance and Inspection

Daily inspections of all site infrastructure and digestate lagoon levels will be undertaken by the Technically Competent Manager (TCM) or a person appointed by the TCM. All defects will be reported and logged in the Site Diary and recorded electronically.

A comprehensive inspection of the concrete surfaces are undertaken monthly, repairs are organised where defects are found to maintain the integrity of the surface and prevent the transmission of fluids.

The external drainage gullies are inspected monthly to ensure they are free flowing, and the integrity has not been breached. If found to be blocked immediate action will be taken to remove and dispose of the blockage.

All underground pipework is made of corrosion resistant polyethylene plastic, laid within clay lined trenches which fall to strategic lined ‘sumps’, and subject to regular site inspections to check for leaks. Underground pipework is fitted with flow meters and pressure gauges at strategic points and monitored via the site’s Supervisory Control and Data Acquisition (SCADA) software (Appendix B: Safe Operating Procedure: Anaerobic Digestion Operations). All pipework joints are welded using electrofusion apparatus and installed by a certified contractor.

Reception area and hopper are kept clean and there are facilities within the reception area to waste vehicles before leaving the site.

Flow meters, pressure gauges, pressure relief values, level sensors and temperature probes are monitored continuously using the site’s SCADA software linked to pre-set alarms that notify users by text if levels are exceeded. There is an “on call” procedure shared between 3-4 members of staff whereby that member of staff will respond to any text/alarm call outside operational hours.

# 4 PERMITTED ACTIVITIES

The site will be operated as a waste management facility in accordance with the Environmental Permitting (England and Wales) Regulations 2016 (as amended), undertaking the acceptance, handling, storage and treatment of source segregated bio wastes including; liquid, sludge and solid wastes, combustion of the resultant biogas to produce electricity and the transfer of digestate for land spreading in accordance with the site's Environmental Permit.

Permitted activities are restricted to recovery or a mix of recovery and disposal of non-hazardous waste with a capacity exceeding 75 tonnes (or 100 tonnes per day if the only waste treatment is Anaerobic Digestion) involving biological treatment and storage of digestate and other waste pending any of the operations numbered R1 to R12.

The solid waste is received in the north of the site where this is stored in the tipping area before being fed into the waste hopper and macerator. The liquid waste is delivered directly into the liquid waste storage tanks. If this waste requires pasteurisation, this will be sent through a pasteuriser and held at 72°C for 1 hour before being released into the hydrolysis tanks.

The permitted activity codes listed in the current permit and part of this variation are listed below:

- R13: Storage of waste pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection, on the site where it is produced).
- R3: Recycling/reclamation of organic substances which are not used as solvents.
- R1: Gas engines used principally as a fuel or other means to generate energy.
- D10: Incineration on land.

This is also detailed in the Non-technical Summary (K163.1~09~009).

As Animal By-Products (ABP) materials are received at the site, the process is also controlled by an ABPR Approval: fundamental to this is the Hazard Analysis and Critical Control Point (HACCP) Plan process which identifies specific hazards and the contingencies and corrective actions required should any element of the process deviate from the normal range.

# 5 ANNUAL WASTE QUANTITIES

For this application for a Substantial Variation, the total annual waste throughput will 100,000 tonnes/year with the daily throughput increased to 274 tonnes/day. The annual throughput of the site as 100,000 tonnes/year is restricted by the Planning Permission's traffic movements, therefore this will not be enacted unless the planning permission is varied in future. There is no intention to do this at present.

The daily tonnage limit on processing animal wastes (10 tonnes/day) will be removed.

# 6 RECEPTION, HANDLING & STORAGE OF WASTE

The following section describes the operational techniques that are implemented on site to control the release of any potentially polluting substances to the environment during reception, handling and storage of the waste.

All operations and working practices are regularly reviewed and improved where necessary. There are robust mechanisms in place for investigation of incidents/accidents if they occur.

## 6.1 Pre-Acceptance Procedure

Guy & Wright Ltd. accepts non-hazardous waste at The Vineries from within the UK and from the European Waste Catalogue Chapter 02 and Chapter 19. The waste types vary from solid wastes from the Food and Drink production industry, waste from agricultural growing sources or liquid wastes that largely consist of Sludges from Effluent Treatment within the food processing industries, or 'soup' mixtures from other AD plants. The types of wastes to be accepted at the site are detailed in the List of Waste (Appendix A: K163~09~007), accompanying the application (Section 7).

No hazardous waste is accepted at the site. Any non-conforming wastes are refused entry, and the details are recorded.

A pre-acceptance procedure is followed in accordance with SGN S5.06[2] section 2.1.1.

The waste producer is asked to confirm the type of process where the waste is produced, the expected quantity of waste, and hazards associated with the waste. The information is allocated a unique reference code and retained as a record for a minimum of 3 years.

Waste is delivered to site in articulated lorries to the reception area (see Site Layout Plan). The solid waste is tipped into the steel hopper trough with an unloading device. This storage area has a capacity of 180m$^3$ and consists of a sealed, steel floor where any run-off is stored in a run-off tank and fed into the digestion process.

The liquid wastes are pumped into the holding tanks through a double valve connection pipe. The liquid holding tanks each have a capacity of 50m$^3$. Incoming liquid ABP wastes are delivered to site in dedicated vacuum tankers and pumped directly into the pre-pasteurisation tank and onward into the pasteuriser and digesters.

[2] Sector Guidance Note S5.06: recovery and disposal of hazardous and non-hazardous waste - GOV.UK (www.gov.uk), updated 10 October 2018

## 6.2 Reception

On arrival, vehicle details will be recorded in the site diary or similar document. Waste will only be accepted from companies who have provided a valid waste carrier registration and relevant Waste Transfer Note. A record is kept of all waste received at, or rejected from, the site. These records contain:

- Date of arrival;
- Producers' details;
- Previous holders;
- A unique reference number;
- Intended treatment/recovery route;
- Accurate nature and quantity of waste, including hazards; and
- Storage location.

All records are maintained for a minimum of 3 years following recovery or disposal.

Waste is delivered to the site between the hours of 07.30 and 18.00, Monday to Friday and 07.30 to 13.30 on Saturdays. All loads will be pre-booked, no ad-hoc deliveries will be accepted. All deliveries will be supervised by a site operator.

All drivers must be wearing appropriate Personal Protective Equipment (PPE) before beginning the unloading process. This is as a minimum of a hi-vis vest, shirt or coat and safety boots.

All waste deliveries will be inspected upon arrival for non-permitted wastes, quality, and conformance with Environmental Permit requirements and then directed to either the solid or liquid waste reception area before loads are discharged in the designated area. All deliveries are supervised by a site operator and visual checks are undertaken on the delivered material as this is unloaded.

Non-conforming loads are refused entry if noted before unloading has begun and details are recorded. Where materials are identified which do not conform to the input materials specification, the site operator overseeing the delivery will alert the site manager or nominated representative. The site manager will discuss with the supplier and agree an appropriate action which could include reloading the waste and returning to the producer, quarantine the waste until further investigation or reload and send for disposal to an appropriate waste disposal facility.

The site is operated in accordance with written procedures incorporated within the Guy & Wright Ltd. Management System and associated Safe Operating Procedures (Appendices B & C).

All procedures include written instruction and site standard operating procedures on how to undertake tasks, equipment involved, PPE/safety equipment required and potential hazards. Each procedure is accompanied by an activity risk assessment which are reviewed annually or following an incident onsite. Copies of the risk assessments are included in Appendix D.

### 6.3 Process Controls

- Always wear the correct PPE provided by the Company. Report any wear and tear so that it might be replaced.
- Drive around the site in accordance with site driving rules.
- Only trained operators may operate machinery in the quarry in accordance with operational procedures.
- Beware of your own area and others who may enter it.
- Engage positively with these rules and if unsure contact your Line Manager.
- Ensure emergency alarm system is adhered to.

### 6.4 Handling & Storage

The site is equipped with mobile plant (e.g. forklift truck) to move solid waste from the reception area to the waste hopper and macerator. All equipment is periodically inspected in accordance with manufacturers' guidance and manuals to ensure the plant and equipment is available for work when required.

Any non-conforming waste types, other than those listed in the List of Waste (K163.1~09~007), will be rejected upon visual identification. If the rejected wastes cannot be reloaded and returned to the producer, they will be quarantined and the customer will be informed (usually via telephone/email) and arrangements will be made to remove these items from site within 72 hours.

All holding tanks (pre and post treatment) are bunded to contain spillages and are located on impermeable surfaces. All fuel and oil stored onsite are within appropriate containers and benefit from secondary containment.

Digester 1 has a grid of land drains (Drawing 1: 20160248-06D Site Layout Plan). To detect any leaks from the underground tanks, the discharge from these drains is monitored for any evidence of pollution. The drains below Digester 1 flow to an invert pit at the corner of the digester which collects groundwater and in the event of any leak, the leakage as well.

All underground pipework is made of corrosion resistant polyethylene plastic, laid within clay lined trenches which fall to strategic sumps. The sumps are subject to regular site inspections to check for leaks. All pipework joints are welded using electrofusion apparatus and installed by a certified contractor.

Hydraulic and lubricating oils, for use within mobile plant and machinery, will be stored in appropriate containers or removed by the service engineer. Other chemicals stored onsite include fertiliser, herbicide and insecticide. All chemicals stored onsite are within sealed storage containers with either a spillage containment tray or bund, to prevent the leakage from the container of any materials that might leak from any of the containers stored within it.

All containers stored within the site will be clearly marked with their contents and capacity. Container openings will be securely sealed before being moved around site to prevent spillages. COSHH Assessments are kept electronically onsite for all chemicals stored onsite.

All storage tanks are full bunded to 110% of the total capacity, encased in 200 mm of reinforced concrete over 1200-gauge DPM over suitably compacted and blinded hardcore.

Feedstock tanks are sited upon 6 mm steel plate and 150 – 200 mm of reinforced concrete over 1200-gauge DPM over suitably compacted and blinded hardcore. Where the steel meets the concrete base, there is a chemical resistant seal, to make sure it is completely impregnable. Both materials are resistant to the feedstock and will not rust or degrade.

Spill kits are strategically placed within the site. Spill response kits shall be available during the transfer of all substances at the site.

Further information is included in the Safe Operating Procedures and Risk Assessments (Appendices B, C and D).

### 6.5 Waste Dispatch

Any waste leaving the site will be accompanied by a written description, and due diligence checks will ensure that they are transferred to a suitably permitted waste management facility, by a registered waste carrier.

# 7 TREATMENT PROCESS

The main treatment processes onsite are listed below and described in Appendices B and C:

- Pre-digestion processing;
- Pasteurisation;
- Digestion;
- Separation; and,
- Biogas storage and combustion.

## 7.1 Pre-digestion Processing & Pasteurisation

Once wastes have been confirmed and accepted, all solid feedstock is loaded into the hopper and passes through one maceration unit. The maceration of waste occurs within the pit area to form a liquid mix which is sent to the hydrolysis tanks.

Liquid wastes (coming from separate, sealed liquid storage tanks) which require pasteurisation are sent through the pasteuriser and held at 72°C for 1 hour before being released into the hydrolysis tank. The pasteuriser unit has a capacity of 12m$^3$ and each batch takes approximately 6 hours for a full heat cycle.

## 7.2 Digestion & Separation Process

Hydrolysis tanks provide the initial stage of the Anaerobic Digestion Process to begin the breakdown of carbohydrates, proteins and lipids into sugars, amino acids and fatty acids. Following Hydrolysis, the feedstock is pumped forward into either AD Tank 1 or AD Tank 2 (see Figure 1 below). 30m$^3$/day of feedstock is pumped from AD Tank 1 into AD Tank 2 for further digestion and this is held in fermentation cells for up to 150 days.

Once feedstock has completed the digestion process, it is pumped from AD Tank 2 to the digestate separator to remove solids and fibres from the liquid digestate. Following this, digestate is pumped to the lagoon for storage prior to deployment to land under the land spreading permit EPR/ZP3598VN.

## 7.3 Biogas Storage & Combustion

Biogas produced from the digestion process is extracted under slight negative pressure into the gas dome on site. Biogas is then ducted into an enclosed scrubber to for gas cleaning to remove any hydrogen sulphide or other substances which may impact engine performance or emissions. A carbon filter is situated just prior to the CHP engines to perform a final polish of the biogas prior to combustion.

An emergency flare is available at all times should the engines not be available. Engines are serviced according to the Manufacturers recommendations.

Electricity from the CHPs is sent to the grid and heat is captured and used in the commercial greenhouses on site, also owned and operated by Guy and Wright Ltd for crop production.

All the above processes are controlled by SCADA and are fully automated, except for physical waste deliveries. A summary of the process is shown in Figure 1 below.

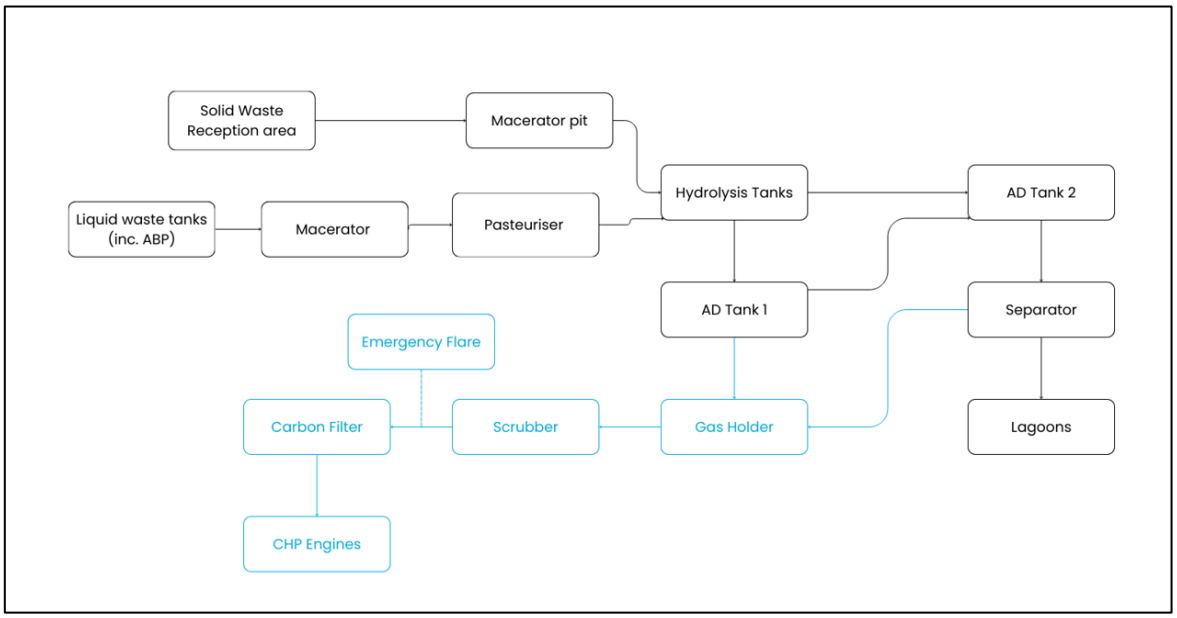


**Figure 1: Non-technical process flow diagram**

There are also maximum permitted capacities for the treatment operations onsite, which are detailed in Table 2 below.

**Table 2: Capacity Information of Treatment Operations under the Listed Activity.**

| Treatment Process | Capacity |
|---|---|
| Hydrolysis Tanks | 100 tonnes/day |
| Pasteurization | 25m$^3$/day (see Appendix E) |
| AD Tank 1 | 30 tonnes/day |
| AD Tank 2 | 100 tonnes/day |

All site treatment processes are undertaken in accordance with the Guy & Wright Safe Operating Procedures & Risk Assessments which are included in Appendices B, C & D.

# 8 SITE & EQUIPMENT MAINTENANCE

The site has a forklift truck to transport solid waste from the reception area to the macerator. All equipment is periodically inspected in accordance with manufactures' guidance and manuals to ensure the plant and equipment is available for work when required.

Weighing equipment is inspected and tested on annual basis by an external auditor in accordance with the Weight and Measures Act 1985.

The site is operated in accordance with written procedures incorporated within the Guy & Wright Ltd. management system & Safe Operating Systems (Appendices B & C).

All procedures include written instruction on how to undertake tasks, equipment involved, PPE/safety equipment required and potential hazards. Each procedure is accompanied by an activity risk assessment (Appendix D).

The site manager also maintains a register of all calibrations of measuring and monitoring devices. All calibrations are undertaken by an approved subcontractor.

## 8.1 Site Operational Procedures

The site is operated in accordance with a number of written procedures incorporated within the Guy & Wright Company Management System, Safety Operating Procedures (Appendices B and C) and Risk Assessments (Appendix D). All procedures include written instruction on how to undertake tasks, equipment involved, PPE/safety equipment required and potential hazards. Each procedure is accompanied by an activity risk assessment.

## 8.2 Training

It is the responsibility of Senior Management and the Technical Competent Manager to ensure that no unauthorised persons operate equipment on site.

Operation of the equipment is carried out exclusively by staff that are fully trained in safe working practices and the safety features of the equipment.

Individual operators have access to the operation and maintenance manuals of the equipment they use.

## 8.3 Site Security

The site is enclosed within a perimeter security fence and has steel entrance gates preventing access to the tipping area. These gates are located outside of operational hours. There are security lighting and CCTV at the site entrance.

All site visitors are required to report to reception at the site entrance and complete the visitors' book with contact details, purpose of visit and arrival/departure time. Any visitor will be met by a member of staff, and delivery vehicles will be met and inspected at the site gates. Members of staff live on site so there is presence onsite during non-operational hours.

### 8.4 Site Process Controls

Key process areas, and where relevant their critical limits, are monitored remotely by the site's SCADA software. The critical limits are linked to pre-set alarms that notify users by text if levels are exceeded. There is an "on call" procedure shared between 3-4 members of staff whereby that member of staff will respond to any text/alarm call outside operational hours.

A flare is mounted as a contingency measure at the end of the gas mains route. This is used in case of malfunction of upstream systems and allows the biogas to be diverted to the flare to be combusted and converted to $CO_2$ and avoid direct release of biogas into the atmosphere from the CHP engines. The flare operates at temperature over 850°C with a flow rate of 1,000 $m^3/h$.

# 9 ACCIDENT PREVENTION & MANAGEMENT

The Guy & Wright Ltd. Risk Assessments for The Vineries (Appendix D) identify the foreseeable risks on site and provides details on how risks will be controlled.

If an accident or incident occurs, this is documented using the Accident, Incident Report and Investigation form (Appendix F).

Potential accidents and incidents have also been identified within Table ERA15 of the Environmental Risk Assessment (ERA) (K163.2~09~004), where management procedures and controls are identified to reduce any identified risk.

Control measures detailed within the ERA include:

- Site is secured by perimeter fencing with CCTV and security lighting at the site entrance. Members of staff live on the wider Guy & Wright Ltd. The Vineries site so there is presence onsite during non-operational hours;
- All vehicles delivering waste will be inspected and supervised during the waste delivery;
- Limited vehicle movements into the site as all deliveries and pre-booked;
- All site visitors must be accompanied onsite by designated Guy & Wright staff;
- Site operations shall be overseen by the Technically Competent Manager or nominated competent person;
- Unloading of waste will only be undertaken in designated areas (reception area);
- All wastes discharged and stored and treatment activities will be undertaken on an impermeable surface with sealed drainage;
- Appropriate training regarding process/plant operation and emergency procedures is provided to all relevant staff;
- Plant and equipment will be maintained in accordance with their maintenance schedules or when applicable;
- Storage tanks are checked as part of daily site inspections for integrity or signs of leakage;
- Fuelling of plant is to be undertaken on an impermeable surface with a suitable spill kit and fire extinguisher available;
- Surface water is actively managed on site to prevent flooding and daily inspections of the inspection pits within the drainage system are undertaken; and,
- “On call” procedure and alert system to respond to alarm calls outside of operational hours.

Accident prevention and management will be reviewed on an annual basis along with the Management System or following an accident. The Site Induction and Mandatory Site Rules will also be reviewed and a copy of the current document is included in Appendix G.

**Table 3: Emergency contact:**

| **Technically Competent Manager** | | |
|---|---|---|
| **Name:** Robert Jones | **Mobile:** 07855 494467 | **e-mail:** robert@guyandwright.com |

# 10 WASTE MANAGEMENT

The site produces digestate from the AD process which is applied to land as a nutrient rich biofertilizer. This landspreading activity is permitted under Environmental Permit SR2010 No4 EPR/ZP3598VN.

The stored digestate is transferred via a sealed hose and applied to surrounding agricultural land twice per annum at up to 190$m^3$ per hectare total. All contractors involved in the application of digestate are made aware of the permit and the standard rules that they must comply alongside any features of the receiving land and any buffer zones. All contractors show that they follow the DEFRA Code of Good Agricultural Practice and comply with the Nitrate Pollution Prevention Regulations 2008.

All recyclable materials used and produced onsite are recycled onsite. This includes chemical containers, plastics, paper, card and metal. Further information is shown in the Guy & Wright Ltd. Environmental Policy (Appendix H).

# 11 TRAINING & COMPETENCE

The site shall be overseen and managed by a Technically Competent Manager (TCM) holding the relevant Operator Competence Certificate qualification. The TCM or nominated person will be responsible for the day-to-day operations at the site, and to ensure that site personnel operate the site in compliance with the Environmental Permit. They will be responsible for ensuring adequate training of staff has been undertaken.

The TCM will report any problem, or potential problem, to Senior Management as well as the Environment Agency.

The TCM will attend site in accordance with the attendance criteria specified within the Environment Agency guidance, *'Legal operator and competence requirements: environmental permits*[3].

All new site staff are taken through an induction process, covering all areas of site operations, including company policies, operational and emergency procedures, risk assessments, site rules, and all relevant conditions of the Environmental Permit. A copy of the site induction is included in Appendix G.

It is the responsibility of Senior Management and the Technical Competent Manager to ensure that no unauthorised persons operate plant and equipment on site.

Operation of the equipment is carried out exclusively by operators fully trained in safe working practices and safety features of the equipment.

Individual operators have access to operation and maintenance manuals of the equipment they use.

Staff training is reviewed regularly through refresher courses, to ensure continued competence in their daily tasks.

[3] Legal operator and competence requirements: environmental permits - GOV.UK (www.gov.uk), updated 11 June 2019

# 12 COMPLAINTS

The Technically Competent Manager (TCM) is responsible for responding to complaints and implementing the complaints procedure. All complaints will be investigated within 24 hours upon receipt.

Upon receipt of a complaint, either directly from a neighbouring resident or indirectly via the Regulator, the following information will be requested from the complainant:

- Name;
- Address;
- Contact details;
- Date(s) and time(s) to which the complaint relates; and
- Nature of the complaint and any other details which may assist in the identification of the source, activity or circumstances which prompted the complaint. This includes what activities were occurring at the time of the complaint and whether the complaint relates to a specific time or operation.

The timings and description of the complaint will be analysed in conjunction with the activities and meteorological conditions logged on site without delay to identify the odour source. The complainant may be asked to keep ongoing log for correlation with the site operational log. Once the source or activity is identified suitable mitigation measures will be implemented without delay to prevent odour emissions.

## 12.1 Complaints Reporting

The details of the complaint and any subsequent investigation will be recorded by the site manager or nominated representative. This information will be recorded digitally and stored onsite.

Records relating to management review, complaints, internal audits and inspections are held for a minimum of six years.

All complaints will be acknowledged and investigated by the TCM, or nominated person, with resultant actions reported to the complainant and the EA, if necessary.

## 12.2 Community Engagement

On receipt of a complaint, the TCM, or nominated person, will investigate the complaint to swiftly rectify the source.

Where contact details are made available, the complainant will be contacted within 24 hours to check that the mitigation measures rectify the issue.

Where additional time is required to undertake repair or replacement of infrastructure which has caused the complaint, the complainant will be contacted with details on the actions being taken and the estimated timescale for completion.

# 13 DOCUMENTS & RECORDS

As a minimum, the following records must be kept ensuring compliance with the requirements of the Environmental Permit:

- A copy of the site permits including the land spreading permit (ref: EPR/ZP3598VN);
- Site management plans;
- Operational procedures;
- Site and activity risk assessments;
- Competence and training records;
- Compliance records; and
- Duty of Care documentation and Environment Agency (EA) waste returns.

Records must be retained for 6 years; unless they relate to off-site environmental or health effects, or the condition of the land or groundwater when they shall be retained until permit surrender.

Copies of all relevant Environmental Permits, access to the Management System, and any other codes of practice will be available at the site office, with electronic back-ups.

Records of all waste received at, and removed from, the site will be maintained on site and reported to the EA on a quarterly basis.

Records will be kept in accordance with The Waste (England and Wales) Regulations 2011 (as amended) and the conditions of the Environmental Permit.

# 14 ENVIRONMENTAL MANAGEMENT

## 14.1 Dust Control

Site operations have the potential to generate dust in dry conditions.

The control measures to manage dust and fugitive emissions are detailed in the Dust & Emissions Management Plan (K163.2~09~012).

All vehicles delivering solid waste to site are covered.

Combustion exhaust emissions are monitored and maintained. Further information on the CHP and flare emissions are shown in the Air Dispersion Assessment (Appendix I).

## 14.2 Odour Control

Site operations and the waste and material stored onsite have the potential to generate odour in warm conditions.

The control measures to manage odour emissions from the site are detailed in the Odour Management plan (K163.2~09~008). These include daily monitoring of odour onsite, and all solid waste is covered when delivering to site.

## 14.3 Litter & Debris Control

A low risk is considered from litter and debris. Where litter is generated, the following measures are employed.

The site is subject to regular housekeeping to suppress litter generation, staff are required to litter pick on a ‘see it, pick it up’ basis.

Where litter is identified as a nuisance on the site boundary, the TCM and management will immediately organise the collection of litter by staff. Priority will be given to eliminating the source, following which off-site areas and the site boundary will be cleared. The source of the litter will be investigated and removed to a container ready for disposal.

All vehicles delivering and collecting waste from site are washed using portable cleaning equipment before leaving site.

## 14.4 Pests, Vermin, Birds

A low risk is considered from pests, vermin and birds.

All reasonable measures will be taken to prevent and minimise the occurrence of pests. Daily site inspections and good housekeeping procedures will be maintained in order to reduce any occurrence and allow appropriate measures to be taken where necessary.

All waste processing vessels and the solid waste reception area are regularly cleaned and maintained.

If an increase in a pest population is observed, the source will be investigated in order to undertake the most effective mitigation measures.

# 15 EMISSIONS AND MONITORING

There are 5 air emission points which are shown on site plan K163.1~20~045. These are emission points from the 4 CHP engines and onsite flare, which are located in the south of the site.

Due to the operation process and waste types, there is also an inherent risk of odour. Table 4 below shows the point source and fugitive emissions from the site operations.

**Table 4: Onsite point source and fugitive emission sources.**

| Emission Source | Emission Type | Descriptive Information |
|---|---|---|
| CHP engines | Point Source | Combustion Gases. No associated odours. |
| Hydrolysis Tanks | Point Source | Vent gases captured and combusted within the CHP engines. |
| Liquid Waste Storage Tank PVRV | Point Source | Liquid waste with an odour. Stored in two sealed tanks. |
| AD Tank 1 PVRV | Point Source | Biogas. Emergency relief valve only. Maintained and monitored via SCADA. |
| AD Tank 2 PVRV | Point Source | Biogas. Emergency relief valve only. Maintained and monitored via SCADA. |
| Biogas Holder PVRV | Point Source | Biogas. Emergency relief valve only. Maintained and monitored via SCADA. |
| Existing Lagoon | Fugitive Emissions | Digestate- crust cover. Fugitive emission may be experienced on stirring if crust broken. Residual Biogas Value low due to long retention time. |
| New Lagoon | Fugitive Emissions | Digestate. Full cover and gas extraction system. |
| Reception pit for solid wastes | Fugitive Emissions | Solid, low odour wastes in outdoor reception area. Processed within 24 hours. |

The emissions are monitored and designed to comply with all appropriate UK legislation. Odour Dispersion Modelling (Appendix J) has been completed to demonstrate the site is low

risk of odour. Further information is included in the Odour Management Plan (K163.2~09~008), Safety Operating Procedure for sampling of digestate (Appendix K).

Appropriate measures have been taken to control emissions of substances not controlled by emissions limits. This includes periodic testing of groundwater to ensure no digestate contamination and daily visual inspections of water quality from the invert pit and other onsite surface water features.

# 16 CLIMATE CHANGE

The length of the operations at The Vineries is unknown. Therefore, to comply with current Environment Agency guidance, 'Climate change: risk assessment and adaptation planning in your management system' and 'Develop a management system: environmental permits – A changing climate' available on gov.uk website which requires the integration of climate change adaptation planning into management systems for permits issued on or before 1st April 2023, Wiser Environment have produced a Climate Change Risk Assessment (CCRA: ref: K163.1~09~011; Appendix L).

The closest surface water features to the site are unnamed field ditches approximately 150m south-west of the site. The site is not within a Zone 2 or 3 flood zone therefore there is a low risk of surface water flooding.

The CCRA concluded that the highest potential impact from climate change from site activities is associated with increasing summary daily maximum temperatures and increased frequency and intensity of storm events. An increase in summer daily temperatures could cause increased production of odour from the onsite waste and a higher likelihood of fires onsite. An increase in intensity and frequency of storm events could cause increased surface water flooding and damage to site infrastructure.

Potential effects from climate change have been identified within Table ERA17 of the Environmental Risk Assessment (ERA) (K163.2~09~004), where management procedures and controls are identified to reduce identified risk. Control measures detailed within the ERA include:

- Site is secured by metal fencing and gated and CCTV present at the site entrance. The site owners also live onsite;
- All vehicles delivering waste will be covered;
- Waste deliveries and site operations shall be overseen by the Technically Competent Manager or nominated competent person;
- Unloading of waste will only be undertaken in designated areas (reception area of liquid storage tanks);
- Treatment activities will be undertaken on an impermeable surface with sealed drainage;
- Appropriate training regarding process/plant operation and emergency procedures is provided to all relevant staff;
- Plant and equipment will be maintained in accordance with their maintenance schedules or when applicable;

- Storage tanks are checked as part of daily site inspections for integrity or signs of leakage;
- Fuelling of plant is to be undertaken on an impermeable surface with a suitable spill kit and fire extinguisher available; and
- Surface water is actively managed on site to prevent flooding.

The effects of climate change and management will be reviewed on an annual basis, along with the Management System or following an extreme climate event.

# 17 REVIEW THE MANAGEMENT SYSTEM

The Management System Summary will be reviewed in its entirety at least annually or following any substantial change in site operations.

Other activities which may prompt review of the Management System are variations to the environmental permit, accident, complaint, breach or a change in the site setting or sensitive receptors.

Where the review results in required changes, this will be documented and maintained with the site records, for example, changes to environmental management measures, new or altered equipment.

# 18 SITE CLOSURE

Following completion of restoration works on site, Guy & Wright Ltd. will plan for the closure of the site through maintaining records of waste inputs, site development and maintenance. Following any pollution incidents, records of actions taken, any remedial works, and verification reports undertaken shall be kept, as well as any monitoring results.

To evidence that the site operation has not caused a detrimental impact to the surrounding environment, the information collated during the lifetime of the permit will be utilised to prepare the permit surrender.

wiser
environment

*Helping clients prosper through compliance*

Suite 11 Manor Mews, Bridge Street, St Ives, PE27 5UW
01480 462 232 | www.wiserenvironment.co.uk | info@wisergroup.co.uk