



U M B R E L L A
ENVIRONMENTAL
PROTECTING YOUR BUSINESS

Odour Management Plan

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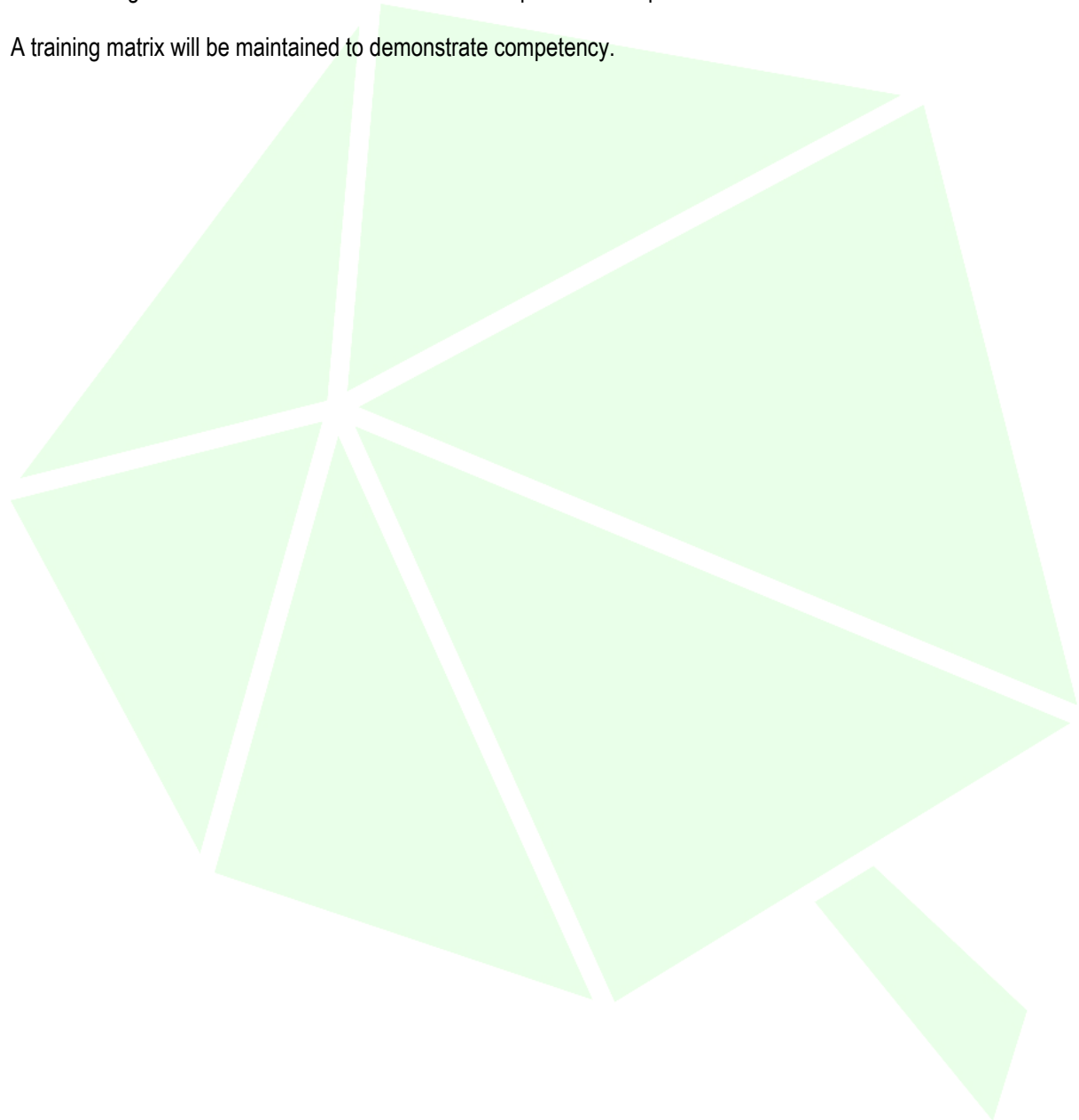
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Who this plan is for

This guidance is for senior management, the Technically Competent Manager (TCM) and recycling operatives on site.

Parts of this plan will be trained out to recycling operatives dependent on if their job role requires it. The TCM and senior management will be trained in the whole of the plan and compliance with it.

A training matrix will be maintained to demonstrate competency.



1 INTRODUCTION

This Odour Management Plan (OMP) accompanies the application for a bespoke waste permit EPR/MB3002CR at Unit 1-3 Tollgate Business Park, Salisbury, SP1 2JJ. The site location is shown on plan 004.20_09_001 permit boundary with an aerial view shown in Figure 1 Site Location (Aerial Photo).

The site is an industrial unit with a history of light commercial use. The site is now to be used as a council depot with a small scale bespoke waste treatment/transfer station attached with the main focus being on bulking of waste material prior to ongoing treatment at another appropriately authorised site.

The only waste to be accepted is detailed in section 12 of this application pack 004.20_05_009 LoW. This waste material will be stored in either a purpose built bay or in a metal container e.g skip/ Roll on Roll off (RORO) container. Waste will arrive on site via the councils own fleet or approved sub-contractors (registered waste carriers) it will arrive via the southerly entrance.

This document summarises the application for a bespoke waste permit allowing for the non-hazardous waste to be accepted, treated and stored prior to onwards transportation for recovery or final disposal.

1.1 Site Location

The site is located at National Grid Reference (NGR) SU 15207 29663, Easting: 415207 , Northings: 129663 and what 3 words: front.charge.logo.

The site is accessed from the west via the A36 and Tollgate Road. The site is based in the south east of Salisbury approximately 800 m from Salisbury City centre.

Figure 1 Site Location (Aerial Photo)



1.2 Site description

Site is a depot for Salisbury City Council. It will be used to store and bulk up waste arisings from council activities with only very low level manual sorting as waste is hand balled/tipped from the back of a vehicle in to either a container or a bay.

Table 1 Permitted Activities

Description of Activities	Limits of Activities
D15: Storage pending any of the operations numbered D1 to D14 (excluding temporary storage, pending collection, on the site where it is produced)	Treatment consisting only of manual sorting or manual separation of waste into different components for disposal, (no more than 50 tonnes per day) or recovery. Street sweepings manually dewatered . No waste must be stored for more than 3 months
R13: Storage of wastes pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection, on the site where it is produced)	
D14: Repackaging prior to submission to any of the operations numbered D1 to 13	
D9: Physico-chemical treatment not specified elsewhere in Annex IIA which results in final compounds or mixtures which are discarded by means of any of the operations numbered D1 to D8 and D10 to D12	
R3: Recycling/reclamation of organic substances which are not used as solvents	
R4: Recycling/reclamation of metals and metal compounds	
R5: Recycling/reclamation of other inorganic materials	

Permitted wastes shown below.

Table 2 Permitted Wastes

EWC	Material
20 02 01	Biodegradable waste
20 03 03	Street cleaning residues
17 03 02	Bituminous mixtures not containing coal tar
20 02 02	Soil and Stone

1.2.1 Hours of Operation

Week Day	Operational Hours
Monday to Sunday	06:30-16:30

1.3 Maintenance and review of the OMP

Responsibility for odour sits with the TCM. They are trained via their competency qualification to fulfil this role as well as reviewing this OMP and providing tool box talks to other recycling operatives on site.

- The OMP is stored on site as hard copy and electronically
- The OMP is reviewed at least bi-annually, after a major incident or a significant process change.
- Training is provided to recycling operatives in relation to the OMP waste acceptance, waste rejection, compost process and complaints response.
- All new starters if relevant are trained in the OMP by the TCM, once the OMP is reviewed if further training is required it is provided and recorded in a training matrix.

1.4 Relevant sector guidance on which this OMP is based

- Sector Guidance Note IPPC S5.06 'Guidance for the Recovery and Disposal of Hazardous and Non-Hazardous waste' May 2013 European Directive 2010/75/EU — on industrial emissions
- Develop a management system: environmental permits.¹
- Control and monitor emissions for your environmental permit²
- Biological waste treatment: appropriate measures for permitted facilities³

¹ <https://www.gov.uk/guidance/develop-a-management-system-environmental-permits>

² <https://www.gov.uk/guidance/control-and-monitor-emissions-for-your-environmental-permit>

³ <https://www.gov.uk/guidance/biological-waste-treatment-appropriate-measures-for-permitted-facilities>

2 RECEPTORS

Receptors in Table 3 Receptor List are shown on sensitive receptors plan Drawing 3 1 km Sensitive Receptors 004.20_09_004. The key below provides a risk ranking for each sensitive receptor.

Key: Risk Level (Colour Code)

Low	(e.g. footpath/road)	Wind direction and distance from site is also taken in to account for level of risk posed. Receptors in excess of 500 m or not in prevailing wind direction the risk level is lessened.
Medium	(e.g. industrial / commercial workplace)	
High	(e.g. housing / pub / hotel etc.)	

Table 3 Receptor List

Type of receptor	Id #	Description	Distance from boundary (m) approx	Direction	Sensitivity to odour	
HUMANS AND PROPERTY		SITE				
		Site Workers	On site	-		
		Site Visitors	On site	-		
		COMMERCIAL				
	1	Remaining Units of Tollgate Business Park	0 m	W, S		
	2	Multiple Industrial Units off Blakey Road	0 m	E		
	3	Southampton Road Industrial Estate	271 m	SSE		

4	Multiple City Centre Establishments east of Castle Street	423 m	WNW	
5	Multiple Retail Units off Southampton Road	441 m	SE	
6	Multiple City Centre Establishments between Bridge Street & North Walk	531 m	W	
7	Multiple City Centre Establishments between Scots Lane & Castle Street	830 m	NW	
8	Multiple City Centre Establishments west of Castle Street	904 m	WNW	
9	Multiple Commercial Units off Fisherton Street	969 m	WNW	
10	Salisbury WWTW	999 m	SE	
RESIDENTIAL				
1	Residents of Bugmore east of A36	57 m	WSW	
2	Residents of Laverstock south west of River Bourne	122 m	ENE	
3	Residents of Bugmore west of A36	271 m	WSW	
4	Caravan Site off Hatches Lane	409 m	ESE	
5	Residents of Laverstock north east of River Bourne	541 m	NE	
6	Barchester Milford House (Care Home)	570 m	ESE	
7	Residents of Central Salisbury south of A36	718 m	NNW	
8	Residents of Harnham	890 m	SW	
9	St. Nicholas Road Care Home	899 m	SW	
10	Residents of Petersfinger	923 m	ESE	
PUBLIC USE				
1	St. Martins C of E Primary School	32 m	NNE	
2	Wiltshire College & University Centre	57 m	SW	
3	Godolphin School	191 m	NNE	
4	Salisbury Cathedral & The Cathedral School	629 m	WSW	
5	Chafyn Grove School	711 m	NNE	
6	Salisbury Arts Centre	742 m	NNW	
7	Bishop Wordsworth School Playing Fields	755 m	SSW	

WATER	8	Mompesson House (National Trust)	895 m	W		
	9	Petersfinger Park & Ride	905 m	ESE		
	ROADS & RAILWAYS					
	-	Blakey Road	32 m	S		
	-	West of England Railway Line	105 m	ENE		
	-	A36	220 m	S		
	-	A30	946 m	N		
	RECREATIONAL					
	1	Salisbury Snooker Club	26 m	WNW		
	2	Churchill Gardens	288 m	SW		
	3	Greencroft Park	552 m	NW		
	4	Wyndham Park Open Space	862 m	NNW		
	AGRICULTURAL					
	1	Packet of Arable Land off Milford Mill Road	320 m	E		
	2	River Bourne Community Farm (Allotment Gardens)	540 m	NNE		
	3	Packets of Arable Land west of Laverstock	559 m	NNE		
	4	Packets of Arable Land south of Bugmore	609 m	SSW		
	5	Packets of Arable Land north of Petersfinger	614 m	E		
	6	Packets of Arable Land south of Petersfinger	632 m	SE		
	7	Packets of Arable Land south of River Avon	737 m	S		
	8	Packets of Arable Land east of Laverstock	816 m	ENE		
	ATMOSPHERE					
	-	AQMA for Nitrogen dioxide (NO2)	250 m	W		
	SURFACE WATER					
	-	River Avon	246 m	S		
	-	River Bourne	288 m	E		

	-	Multiple Drainage Channels between River Avon & River Bourne	296 m	S	
	GROUNDWATER				
	-	Bedrock Geology - Principal Aquifer	On site	-	
	-	Superficial Layer - Secondary A Aquifer	On site	-	
ENVIRONMENTALLY SENSITIVE	DESIGNATED SITES (European)				
	1	River Avon System	293 m	S	
	NON DESIGNATED SITES (but of impact to permitting)				
	1	Medieval Pottery Kilns at Milford Farm	562 m	E	
	2	Milford Hill Bridge	476 m	E	
	4	City Rampart East of Council House	718 m	NW	
HERITAGE LOATIONS	LISTED BUILDINGS AND PARKS				
	1	Church Of St Martin	145	SW	
	2	18-24, St Martin's Church Street	200	WSW	
	3	Sluice House	626	S	
	4	Summer House At Milford Manor	334	E	
	5	Milford House And Flats A, B And C	659	E	
	6	Wall Extending East From Milford Manor	340	NE	
	7	Little Manor	298	NE	
	8	The Wilderness	216	NNW	
	9	16, St Martin's Church Street	201	WSW	
	10	14, St Martin's Church Street	206	WSW	
	11	23-35, St Martin's Church Street	195	W	
	12	1-7, St Martin's Church Street	231	W	
	13	The Tollgate Inn	240	W	
14	59-65, Rampart Road	361	NW		

15	94 And 96, Milford Hill	363	NW	
16	93, Milford Hill	357	NW	
17	Milford Hill House (Youth Hostel)	352	NW	
18	London Road Inn	471	NW	
19	Hillcote	652	NNW	
20	82, St Ann Street	286	W	
21	78 And 80, St Ann Street	303	W	
22	70-74, St Ann Street	318	W	
23	68, St Ann Street	326	W	
24	60-66, St Ann Street	336	W	
25	Joiners Hall	352	W	
26	54, St Ann Street	360	W	
27	Conservative Club	371	W	
28	Old Porch In Garden Of No 44	385	WSW	
29	48, St Ann Street	381	W	
30	46, St Ann Street	388	W	
31	Vale House	397	W	
32	Salisbury Museum	418	W	
33	The Blackmore Museum To The Rear Of The Salsbury Museum	430	WSW	
34	34 AND 36, ST ANN STREET (See Details For Further Address Information)	450	W	
35	Albion Hotel	465	W	
36	22, ST ANN STREET (See Details For Further Address Information)	482	W	
37	Craddock House Friars Cottage Friary Cottage Friary Court	516	W	

38	18, St Ann Street	527	W	
39	12-16, St Ann Street	540	W	
40	St Anne's Manor	563	W	
41	4, St Ann Street	573	W	
42	2, St Ann Street	577	W	
43	Old Bell Inn St Ane's Garage	585	W	
44	76 And 77, Exeter Street	595	WSW	
45	81 And 82, Exeter Street	603	WSW	
46	83-85, Exeter Street	603	WSW	
47	86 And 87, Exeter Street	610	WSW	
48	90 And 91, Exeter Street	620	WSW	
49	The Close Wall	634	WSW	
50	Church Of St Osmund (Roman Catholic)	626	WSW	
51	95 And 96, Exeter Street	637	WSW	
52	99 And 100, Exeter Street	647	WSW	
53	101-104, Exeter Street	650	WSW	
54	105-107, Exeter Street	649	WSW	
55	108 Exeter Street	667	WSW	
56	109a 109b And 109, Exeter Street	665	WSW	
57	Bishop's Gate	681	WSW	
58	110, Exeter Street	663	SW	
59	111 And 112, Exeter Street	666	SW	
60	St Osmund's Church School	749	SW	
61	St Elizabeth's Convent And St Osmund's Roman Catholic Primary School	782	SW	

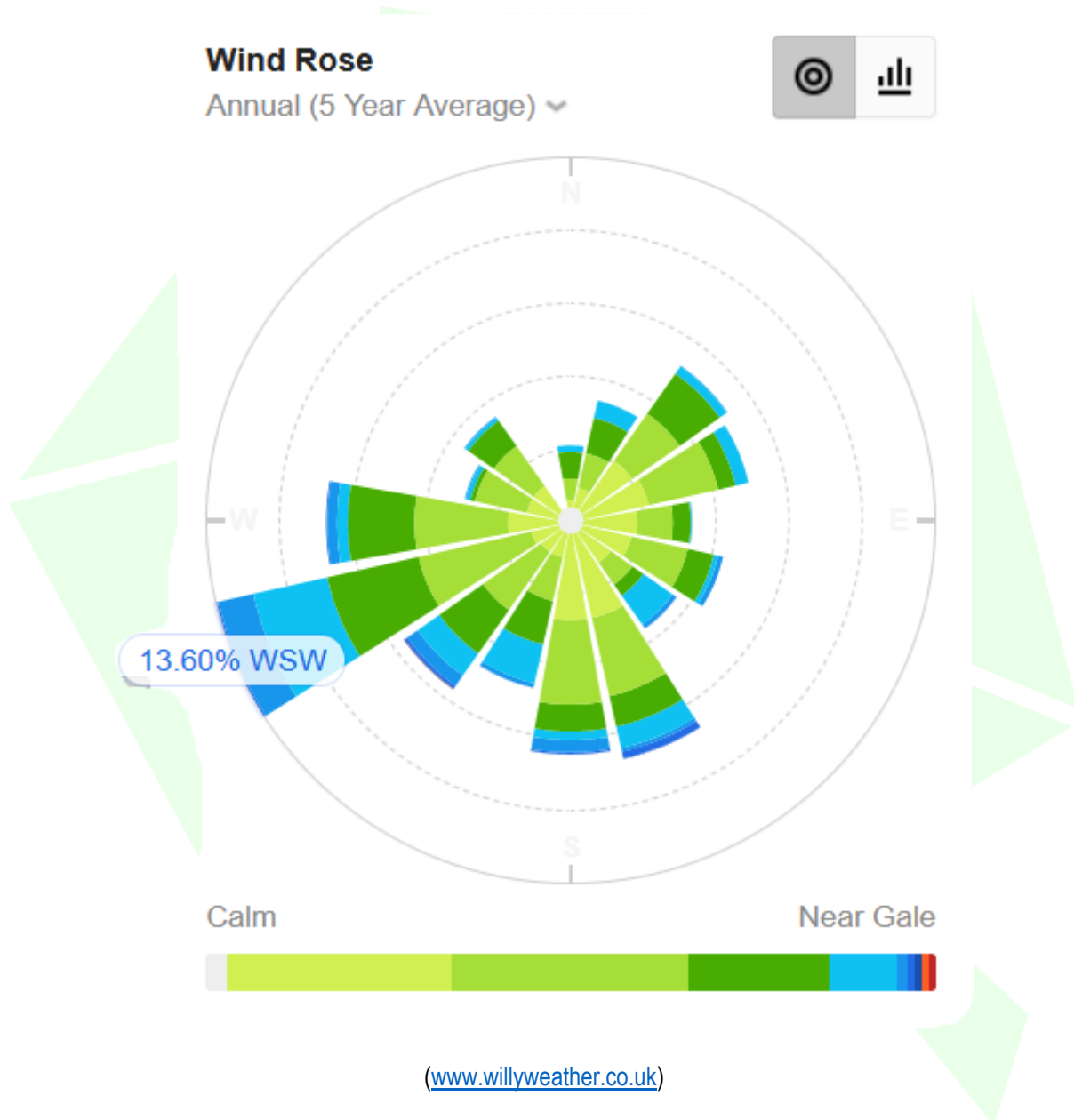
62	St Nicholas's Hospital	921	SW	
65	7, St Nicholas's Road	962	SW	
66	9 And 11, St Nicholas's Road	977	SW	
67	16 And 18, St Nicholas's Road	996	SW	
68	Ayleswade Bridge Old Harnham Bridge	1000	SW	
90	2, ST NICHOLAS'S ROAD (See Details For Further Address Information)	889	SW	
91	De Vaux House	911	SW	
92	8, St Nicholas's Road	933	SW	
93	10 And 12, St Nicholas's Road	960	SW	
94	Rear Garden Wall Of No 9	973	SW	
95	De Vaux Lodge	948	SW	
96	7, De Vaux Place	906	SW	
97	1-6, De Vaux Place	963	SW	
98	73, The Close	983	SW	
99	72, The Close	991	SW	
100	South Or Harnham Gate And South Gate House	977	SW	
101	Cathedral School	816	SW	
102	53-69, St Ann Street	314	W	
103	117 And 119, Dolphin Street	338	W	
104	Dolphin's Cottage	381	W	
105	St Martin's House	390	W	
106	111-115, Dolphin Street	343	W	
107	109, Dolphin Street	344	W	
108	11, St Ann Street	491	W	
109	Training College	377	W	

110	50-56, BARNARD STREET (See Details For Further Address Information)	413	W	
111	97A, BROWN STREET (See Details For Further Address Information)	497	W	
112	5, St Ann Street	529	W	
113	The Priory	489	W	
114	Priory Lodge	500	W	
115	89 And 91, Brown Street	504	W	
116	87, Brown Street	505	W	
117	81, Brown Street	509	W	
118	77 And 79, Brown Street	512	W	
119	71a And 75, Brown Street	514	W	
120	14-20, Trinity Street	500	W	

2.1 Wind Rose and Source of Weather Data

Wind rose shown below in Figure 2 Wind Rose shows that the prevailing wind in west south westerly (WSW). This wind rose is an annual average for the last 5 years. The weather station this information is taken from is located in the centre of Salisbury SP1 1 approx. 876 M west north west of the site.

Figure 2 Wind Rose



3 SOURCES OF ODOUR AND SITE PROCESSES

Waste to be accepted to site must conform with Table 2 Permitted Wastes. If it is not on this list then it is rejected. Waste arrives on site delivered by Salisbury City Council Depot own fleet. And is accepted in accordance with the waste acceptance procedure.

If any waste is identified as non-conforming then firstly the site manager shall be informed. The waste must be identified and the decision made whether it can be handled on site; if it can (i.e. listed in table of wastes) then it shall be deposited in the correct container else-where on site. If waste cannot be identified or is suspected as or non conforming the waste shall be isolated in a container and removed from site to an appropriately authorised site.

The site supervisor will get advice on how best to deal with the material and manage it accordingly. All non-conforming wastes will be kept separate on site from other wastes and moved (providing it is safe to do so) to a designated quarantine area. All non-conforming wastes will be removed from site within 7 working days, or as soon as reasonably practicable using specialist contractors. All instances of non-conforming waste will be recorded in the Site Diary. All instances of non-conforming waste will also be notified to the TCM to allow for preventative actions to be put in place.

3.1 Waste Unloading and Inspection

During waste unloading and inspection the site operative will visually check to ensure no 'non-compliant' waste is present.

3.2 Non-conforming loads

Waste is unlikely to be non-conforming as loads are pre booked prior to tipping. Drivers check loads prior to collection and reject any visible contamination or the load is sent to another authorised site to tip, waste acceptance is well established.

In the unlikely event that non-conforming waste is delivered to site the waste will be returned to producer if this is not possible it will be isolated in an appropriate way for the waste type and sent to an appropriately authorised waste site.

3.3 Odorous materials entering and leaving site

Only two materials coming into site and being stored could have the potential to be odorous, see Table 4 Odorous Materials.

3.3.1 how are deliveries made to the site

All deliveries are made by road.

3.3.2 At what frequency does the site receive deliveries

Site will receive deliveries throughout the day however most deliveries will be latterly before the site closes approx. 15:30.

3.3.3 What containers is waste material received in

Waste will either be loose or in bags.

3.3.4 Vehicles sealed or covered

Vehicles bring waste on to and taking waste from site will be caged vans and sheeted vehicles.

3.3.5 Vehicle drivers provided with any special instructions about odorous loads

If a driver knows they have an odorous load they contact the TCM or appropriately trained site operative prior to arrival to ensure the site has a facility to accept this waste or they diver the waste to an appropriately permitted site with capacity and ability to accept the waste.

3.4 Odorous Materials

Potentially odorous materials listed on the permissible waste is shown below. There are waste accepted on site outside of Table 4 Odorous Materials see EMS 004.20_05_003 so list in the table below are deemed to pose a greater risk.

Table 4 Odorous Materials

Odorous and potentially odorous material (any solid, liquid or gas)	Approx age of waste	Odour potential High Risk / Medium Risk / Low Risk	Maximum quantity on site at any given day (tonnes per day or litres per day)	Maximum time held on site (hours or days) ⁴	Location of odorous materials on site	Additional comments
20 02 01 Biodegradable waste	Up to 2 weeks	High	15 tonnes ⁵ (up to 2 containers and 2 bays)	76 Hours	External Bay/Container	Council controlled, produced as part of estates management.
20 03 03 Street cleaning residues		Low	18 tonnes ⁶ (up to 2 containers and 2 bays)	5 working Days		

⁴ Storage times if waste is assessed as odourous otherwise default to FPP storage times (004.20_05_004).

⁵ Largest potential container 39 m³ conversion factor 0.38 tonne.

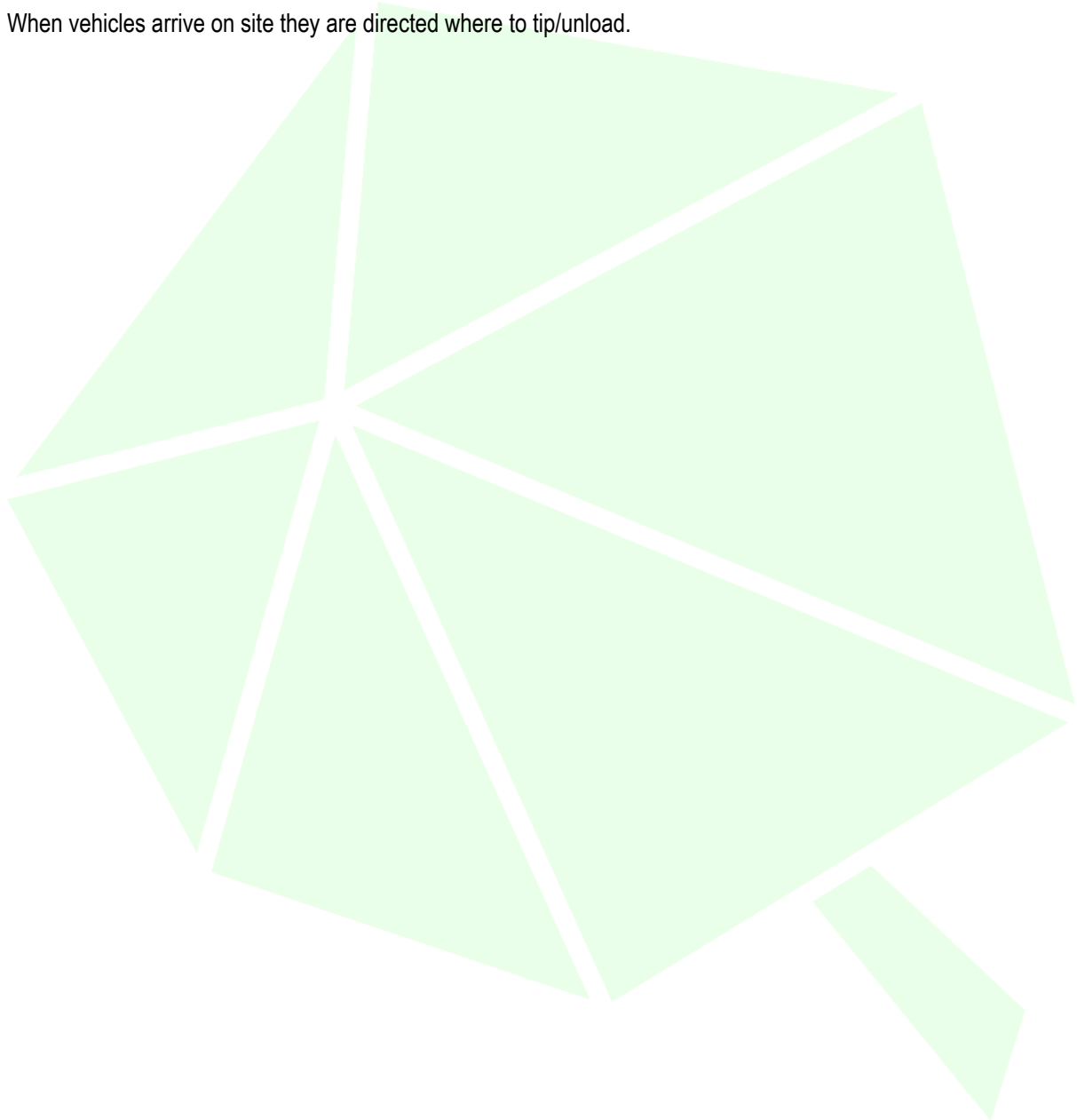
⁶ Largest potential container 39 m³ conversion factor 0.47 tonne

3.5 Overview of Odorous Processes and Emissions

Site is laid out as in Drawing 2 Site Plan 004.20_09_003. Beyond manual sorting there is no formal treatment. Site is used for storage, bulking for onward transfer to another authorised site for further treatment or transfer.

All waste storage is external and waste is either stored in bays or containers as per Drawing 2 Site Plan 004.20_09_003.

When vehicles arrive on site they are directed where to tip/unload.



4 CONTROL MEASURES AND PROCESS MONITORING

4.1 Appropriate Measures/BAT

Site will employ the monitoring techniques outlined below to ensure that control measures are that operational procedures are followed and that good practices are being implemented:

- TCM daily checks.
- Weather conditions monitored daily and operations planned accordingly.
- Daily Olfactory Survey as detailed in Appendix 1 Olfactory Survey will be carried out by the TCM or nominated deputy (observations recorded in the site diary)
- Site audits conducted by the company's regulatory department
- Site audits and inspections by the Environment Agency
- Site inspections by the planning authority.

4.2 Responsible Persons

All site personnel are responsible for immediately reporting odour problems to the TCM or his nominated deputy.

4.3 Meteorological Conditions

There is a weather station in place at site, positioned just inside the entrance to the site on the north eastern side of the perimeter fence. There is a wireless datalink to the south eastern end of the site. Meteorological forecasts and conditions are monitored daily to enable potential odour problems to be predicted and, if necessary, remedial actions, such as modifications to the method of working or the use of abatement techniques. Meteorological data from the weather station is recorded electronically and can be recalled in the event of an odour complaint. In addition weather data will be entered daily in the site diary.

4.4 Olfactory Monitoring

The first olfactory survey in accordance with Appendix 4 Olfactory Survey will be carried out within 30 minutes of opening the site on an operational day by the TCM or his nominated deputy. Inside and outside the site boundary will be surveyed and observations will be noted in the site diary, see Drawing 4 Monitoring Locations 004.20_09_008.

During the working day further olfactory monitoring will take place. The odour assessor may not be subject to significant compost odour for at least 30 minutes prior to the assessment and shall be compliant with the requirements laid down in the olfactory survey procedure (detailed in Appendix 2 Olfactory Survey). This is to ensure that monitors are not suffering from odour fatigue and will be sensitive to composting odours.

Surveys will be carried out in accordance with the monitoring protocol contained within the Environment Agency's H4 Guidance.

If odour is detected and is judged to be distinct (odour intensity rank 3) then the TCM or his nominated deputy and the Environment Agency will be notified immediately and the olfactory survey will continue (as in Appendix 4 Olfactory Survey) to attempt to determine the scope and extent of the odour plume. This will be achieved by driving and/or walking around the roads and fields until a reasonably likely source is identified.

Table 5 Monitoring frequencies

Parameter	Monitoring Technique	Frequency
Odour	Olfactory monitoring	Monitoring to take place at least once a day upwind and downwind. Increased frequency in response to complaints.
	Complaint monitoring	Continuous (24 hour) via telephone reporting system.

Table 6 Monitoring Procedure for Appropriate Measures/BAT

Odorous and potentially odorous process / material	Control measures (Appropriate Measure / BAT)	Monitoring frequency	Monitoring procedure and optimum process parameters	Trigger level	Action taken if outside optimum process parameters
Waste storage external	First In First Out (FIFO)	Constant – ongoing through shift	Visual inspection to ensure the bay with the oldest material is emptied first and the second bay isn't allowed to fill completely	Storage time	If reception storage is reaching capacity, waste deliveries will be ceased until process back under control

5 ODOUR REPORTING

The nominated person responsible for responding to complaints and implementing the complaint procedure is the TCM.

If complaints are received in relation to the activities covered by the Environmental Permit e.g. noise, dust etc., these will be discussed with the TCM and, where necessary, action taken to deal with immediate consequences.

In the event that a complaint is received either directly from a neighbouring resident or indirectly via a regulatory body. The name, address and contact details of the complainant will be sought.

- 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.

The TCM will then investigate the complaint to determine the cause and implement any corrective and preventative actions.

Timescales will be determined for follow-up of the corrective actions and determination of their effectiveness.

The complaints information and subsequent investigation will be recorded in Salisbury City Council Depot Complaint Form (Appendix 3 Complaints Report).

The timings and description of the complaint will be analysed in conjunction with the activities and meteorological conditions logged on site within 1 working day to identify the offending source or activity. The complainant may be asked to keep an ongoing log for correlation with the site operational log. Once the source or activity is identified suitable mitigation measures will be implemented without delay.

The complainant will be contacted to check that the mitigation has been effective.

5.1 Complaints reporting

If a complaint is substantiated by the operator it shall be reported to the Environment Agency via the incident hot line: 0800 80 70 60.

Site will provide direct contact details as shown below if reporter is happy to report incidents directly to site.

5.2 Community engagement

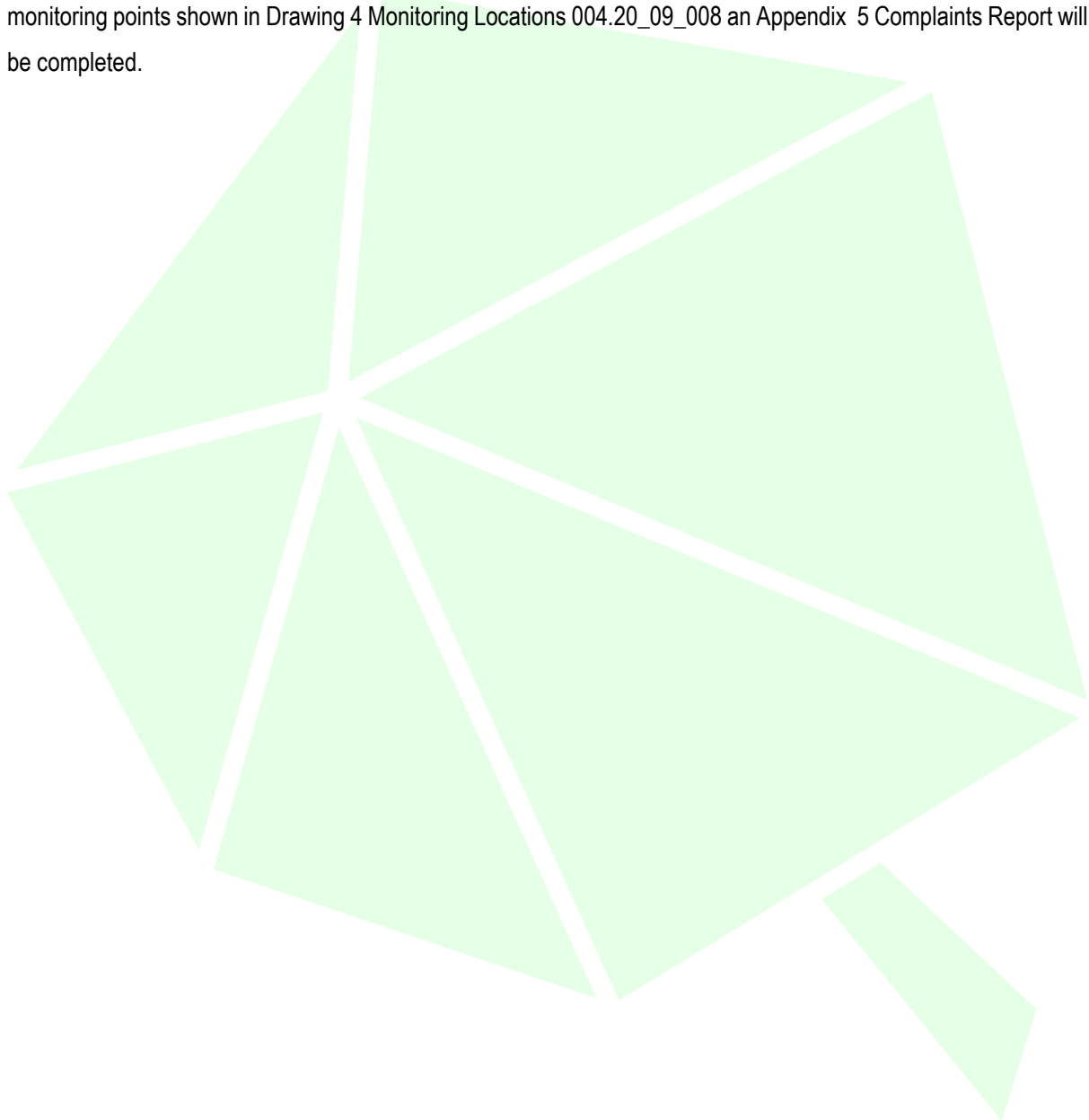
If issues occur then local community groups will be contacted and informed of the situation and what the operator is doing to rectify the issue.

5.3 Pro-active odour monitoring

Daily sniff testing will be carried out by the TCM if odour is noticed more formal sniff testing at monitoring points in Drawing 4 Monitoring Locations 004.20_09_008 in accordance with Appendix 4 Olfactory Survey.

5.4 Reactive odour monitoring

In response to complaints active monitoring will be carried out in accordance Appendix 4 Olfactory Survey at monitoring points shown in Drawing 4 Monitoring Locations 004.20_09_008 an Appendix 5 Complaints Report will be completed.

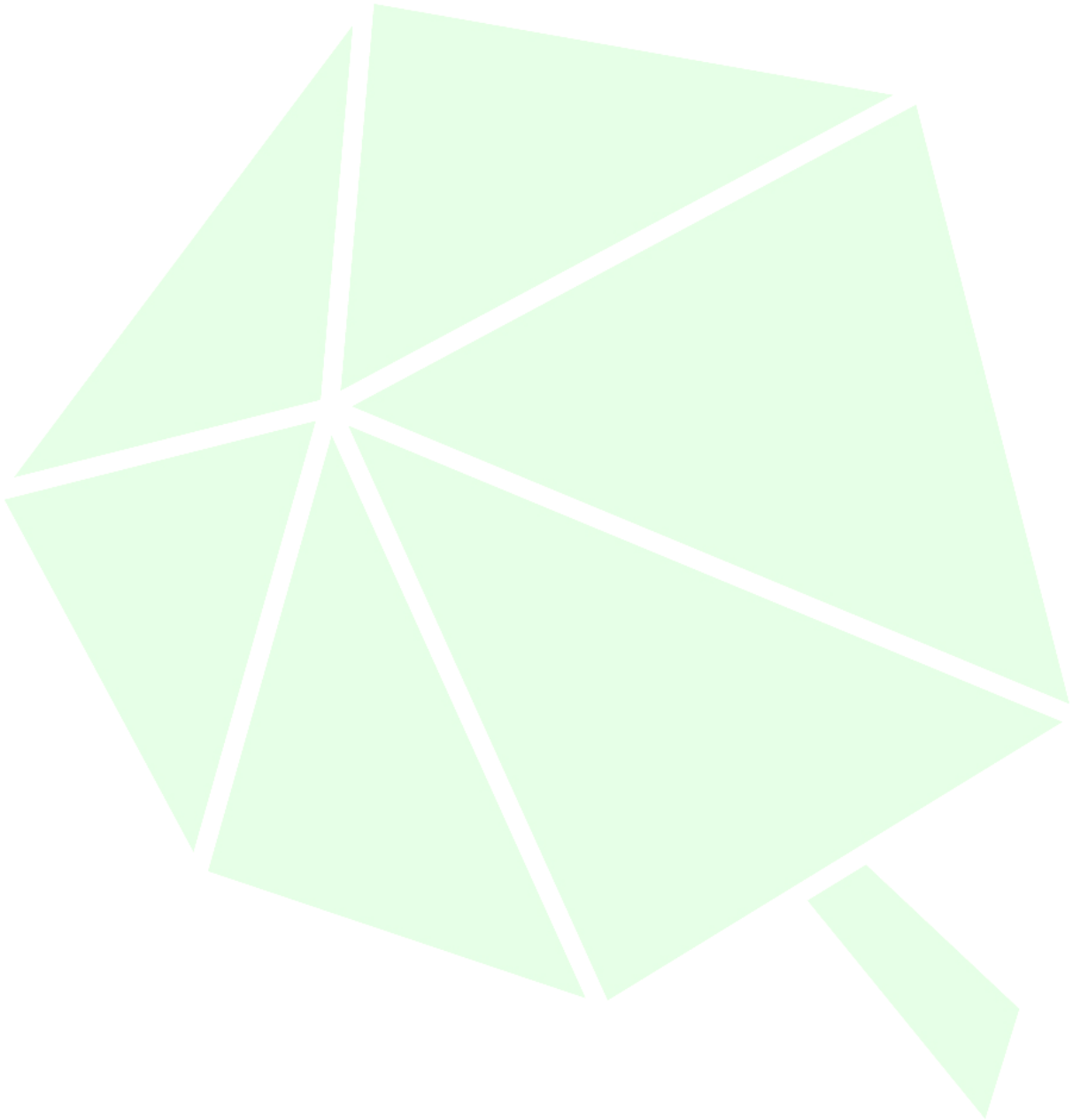


6 ABNORMAL EVENTS

The sites EMS 004.20_05_003also has further accident and contingency measures.

Table 7 Abnormal Events

Potential Source of Odour	Material arriving on site at reception area.
Receptor	See Table 3 Receptor List
Likelihood	Moderate, due to distance from receptor also ground topography.
Control Measures	Each load is inspected and scored including odour check. Reception area will be kept clean
Actions if Odour detected	Where possible odorous material will not be acceptable.
Person Responsible	TCM.
Potential Source of Odour	
	Breakdown of vehicles
Receptor	See Table 3 Receptor List
Likelihood	Moderate due to distance from receptor also ground topography
Control Measures	Daily vehicle checks. Spare parts kept available on site. All main repairs and servicing carried out by the respective dealers of the equipment. Other vehicles available from within the Salisbury City Council stock available as contingency
Actions if Odour detected	Where possible complete repairs on day of breakdown. Hire in replacement equipment if repair delayed and no internal vehicle available
Person Responsible	TCM
Potential Source of Odour	
	Failure of drainage system leading to development of anaerobic conditions in retained water.
Receptor	See Table 3 Receptor List
Likelihood	Moderate, due to distance from receptor also ground topography.
Control Measures	Daily check visual check of drainage system bi annual investigation of drainage system.
Actions if Odour detected	Where possible complete repairs on day of breakdown. Remove liquid by road tanker to a suitable facility.
Person Responsible	TCM
Potential Source of Odour	
	Loading/Unloading
Receptor	See Table 3 Receptor List
Likelihood	Moderate
Control Measures	Daily odour check. Check weather conditions.
Actions if Odour detected	Remove waste ASAP
Person Responsible	TCM



7 RECORD KEEPING

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

- A copy of the permit
- Risk assessments
- Competence and training records
- Duty of Care documentation and Environment Agency waste returns
- Other legally required documents
- Operational procedures
- Compliance records
-

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.

8 MANAGEMENT PLAN REVIEW

The OMP will be reviewed as a minimum at least annually or following any substantial change in site operations or complaint of dust, particulate matter emissions or at the request of the Environment Agency.

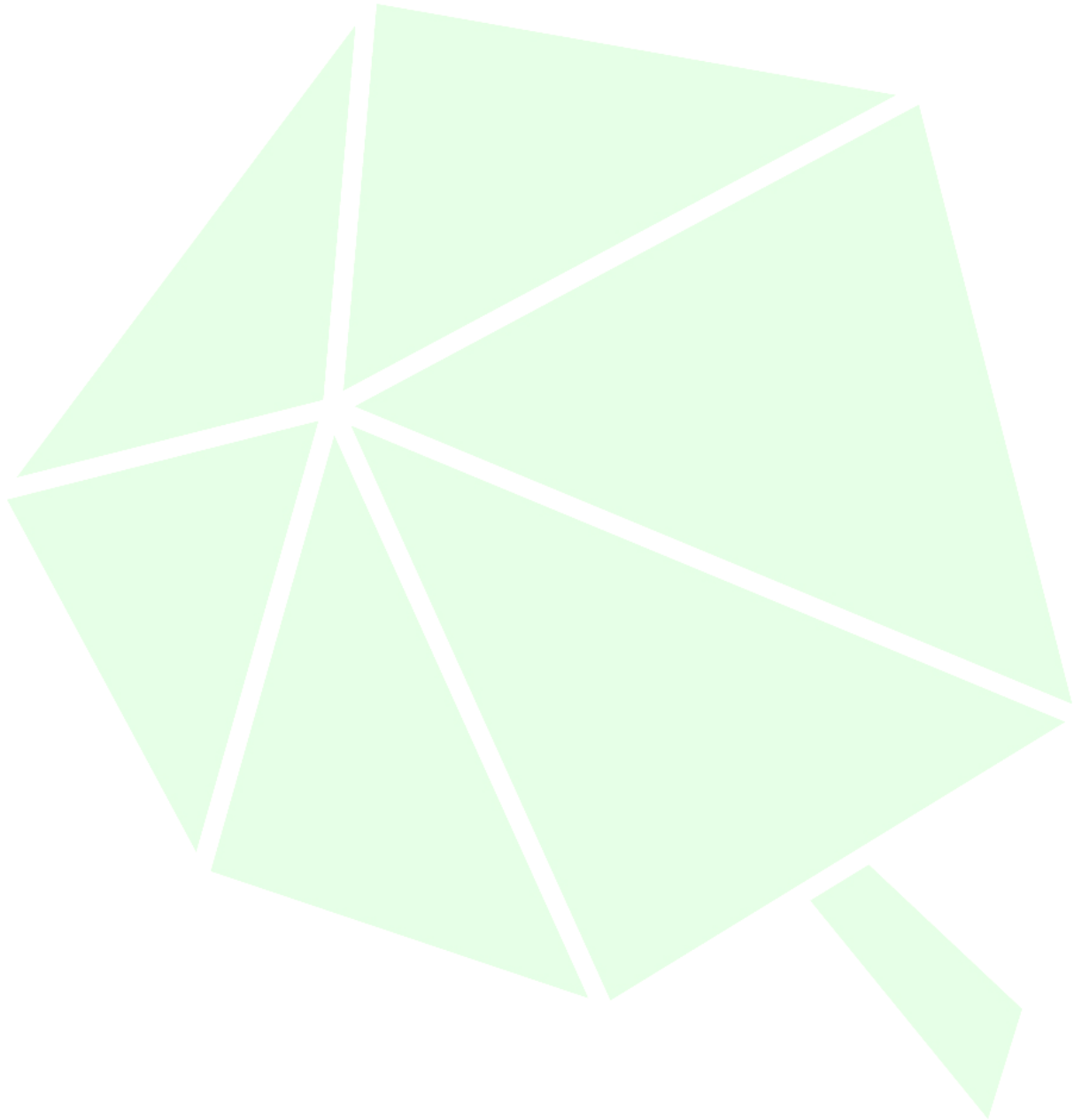
Other activities which may prompt review of the Odour Management Plan are variations to the environmental permit, accident, complaint, breach or a change in the site setting or sensitive receptors.

Where the review requires changes, this will be documented and maintained with the site records, for example, waste storage volumes, types of waste, changes to abatement measures, new or altered equipment.

9 AVAILABILITY OMP

All site operational staff will be trained in the contents of the Odour Management Plan to ensure compliance and consistent operation of waste activities.

A copy of the Odour Management Plan will be made available at the site for reference purposes and is available on request to the Environment Agency and other interested parties.



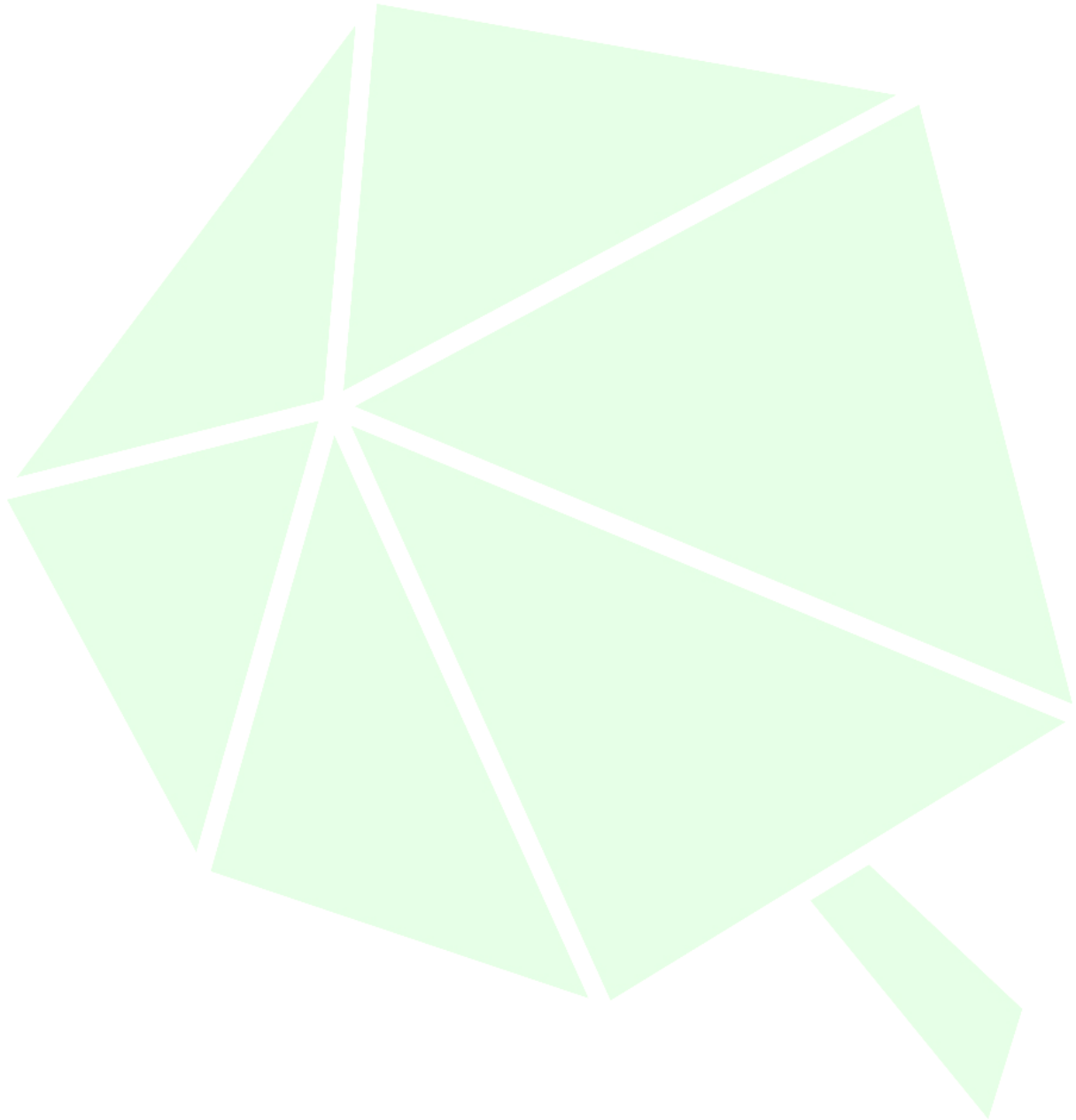
10 SUMMARY

The OMP seeks to ensure that by the adoption of industry best practice and appropriate measures, dust emissions are adequately controlled within the site and do not cause any significant impacts on amenity or the environment beyond the permit boundary.

This Odour Management Plan describes how the operator is fully committed to operating responsibly and in compliance with the Environmental Permit.

The Odour Management Plan will be reviewed annually and in the event of any complaint regarding dust emissions to ensure its provisions remain effective.

11 APPENDICES



Appendix 4 Olfactory Survey

Olfactory Survey

The first olfactory survey to be carried out within 30 minutes of opening the site on an operational day by the Technically Competent Manager or his nominated deputy. Results will be recorded in the site diary.

The record will include:

- Time of test
- Location
- Weather conditions (dry, rain, fog, snow, etc)
- Temperature (very warm, warm, mild, cold, or degrees if known)
- Wind strength (non, light, steady, strong, gusting) Use Beaufort scale if known
- Wind direction (e.g. from NE)
- Intensity rating⁷ as follows:

0 – no odour

1 – very faint odour

2 – faint odour

3 – distinct odour

4 – strong odour

5 – very strong odour

6 – extremely strong odour

- Duration of test
- Constant or intermittent in this period of persistence
- What does it smell like?
- Receptor sensitivity as follows:
 - Low (e.g. footpath, road)
 - Medium (e.g. industrial or commercial workplaces)
 - High (e.g. housing, pub/hotel, etc)
- Is the source evident?
- Comment, further action

⁷ Ref: German Standard VDI 3882, Part 14

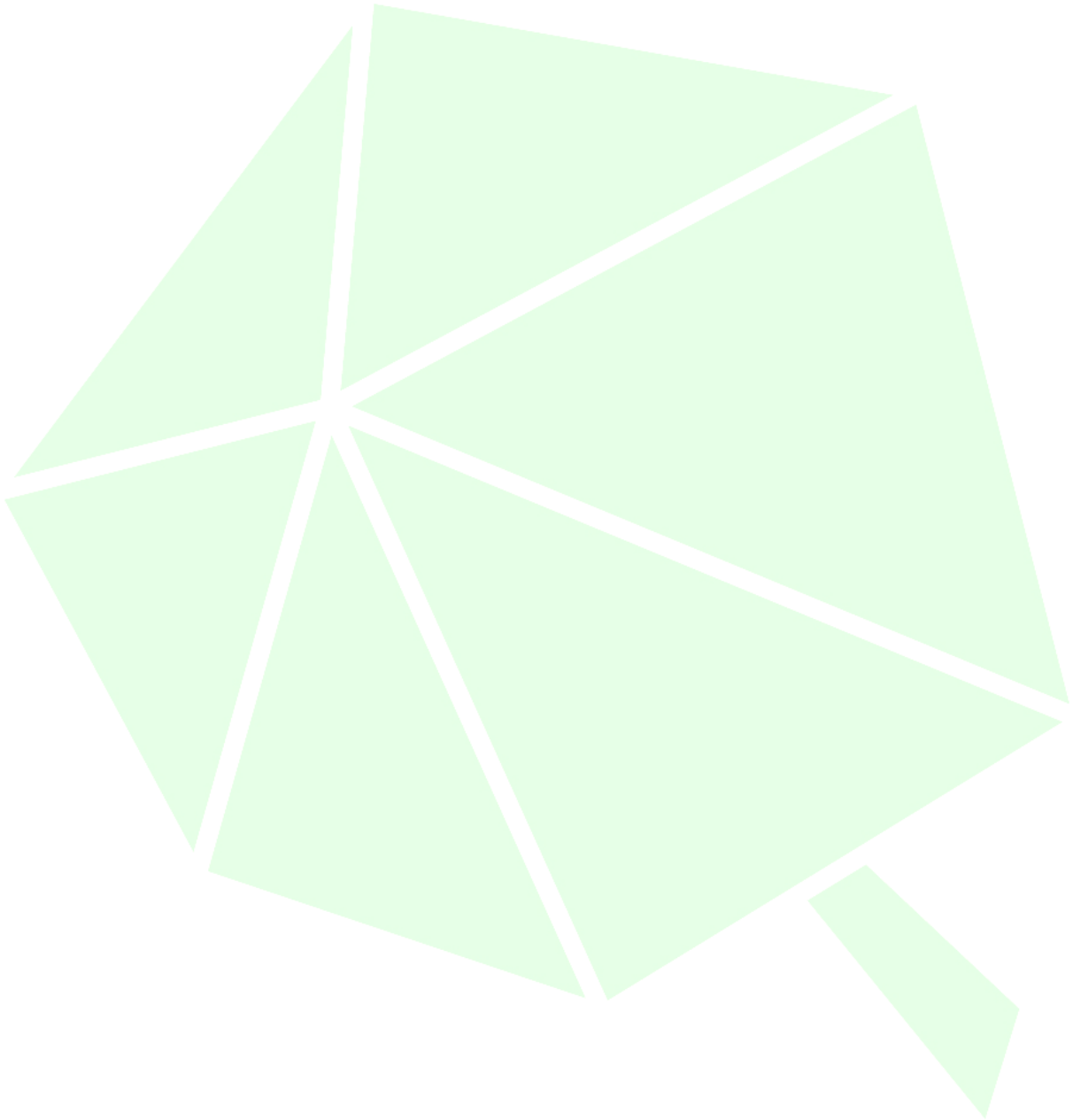
Appendix 5 Complaints Report

Odour report form					Date
Time of test					
Location of test e.g. street name etc					
Weather conditions (dry, rain, fog, snow etc):					
Temperature (very warm, warm, mild, cold, or degrees if known)					
Wind strength (none, light, steady, strong, gusting) Use Beaufort scale if known					
Wind direction (e.g. from NE)					
Intensity (see below)					
Duration (of test)					
Constant or intermittent in this period or persistence					
What does it smell like?					
Receptor sensitivity (see below)					
Is the source evident?					
Any other comments or observations					

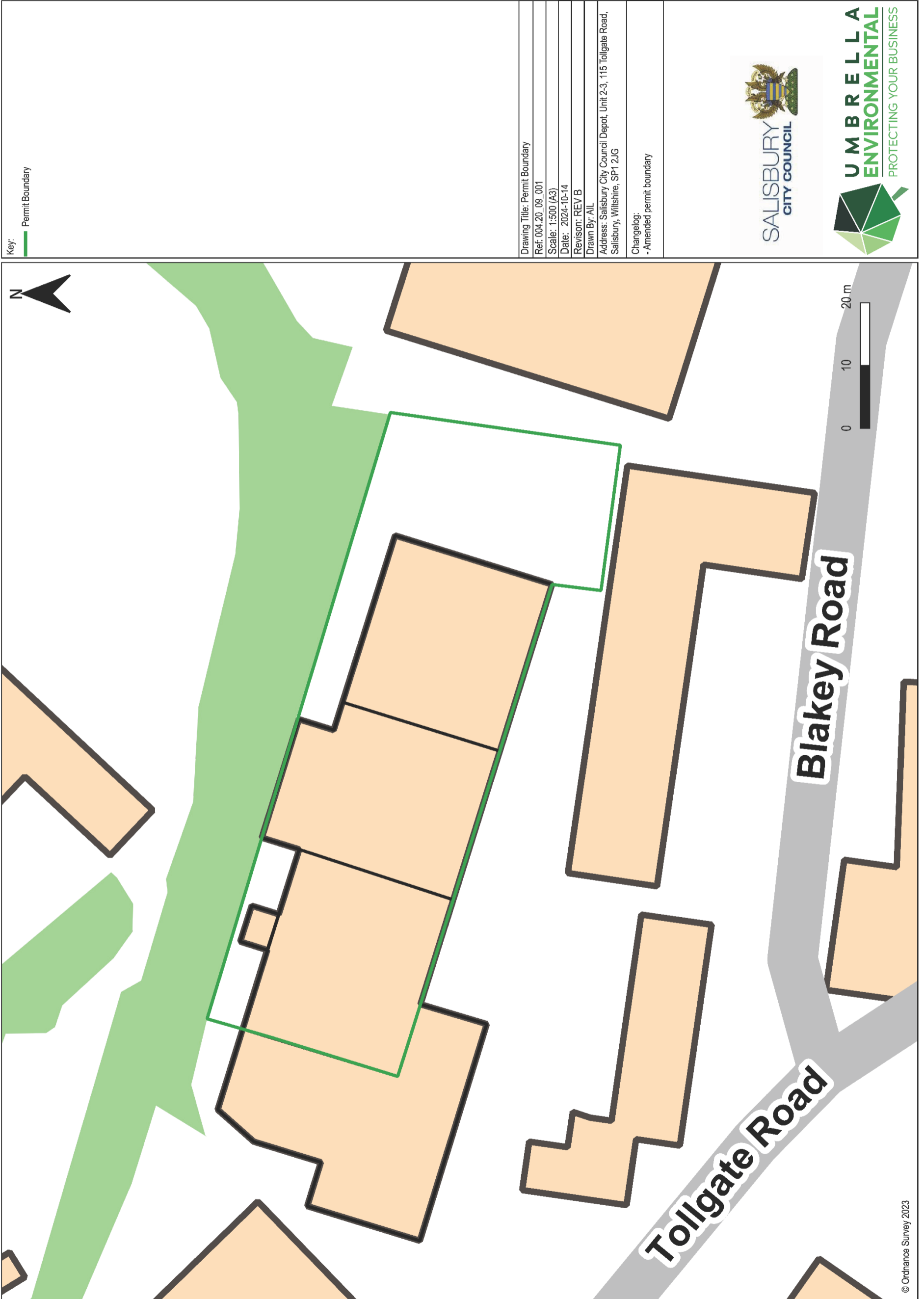
Sketch a plan of where the tests were taken, the potential source(s).

<p>Intensity</p> <p>0 No odour</p> <p>1 Very faint odour</p> <p>2 Faint odour</p> <p>3 Distinct odour</p>	<p>4 Strong odour</p> <p>5 Very strong odour</p> <p>6 Extremely strong odour</p>	<p>Receptor sensitivity</p> <p>Low (e.g. footpath, road)</p> <p>Medium (e.g. industrial or commercial workplaces)</p> <p>High (e.g. housing, pub/hotel etc)</p>
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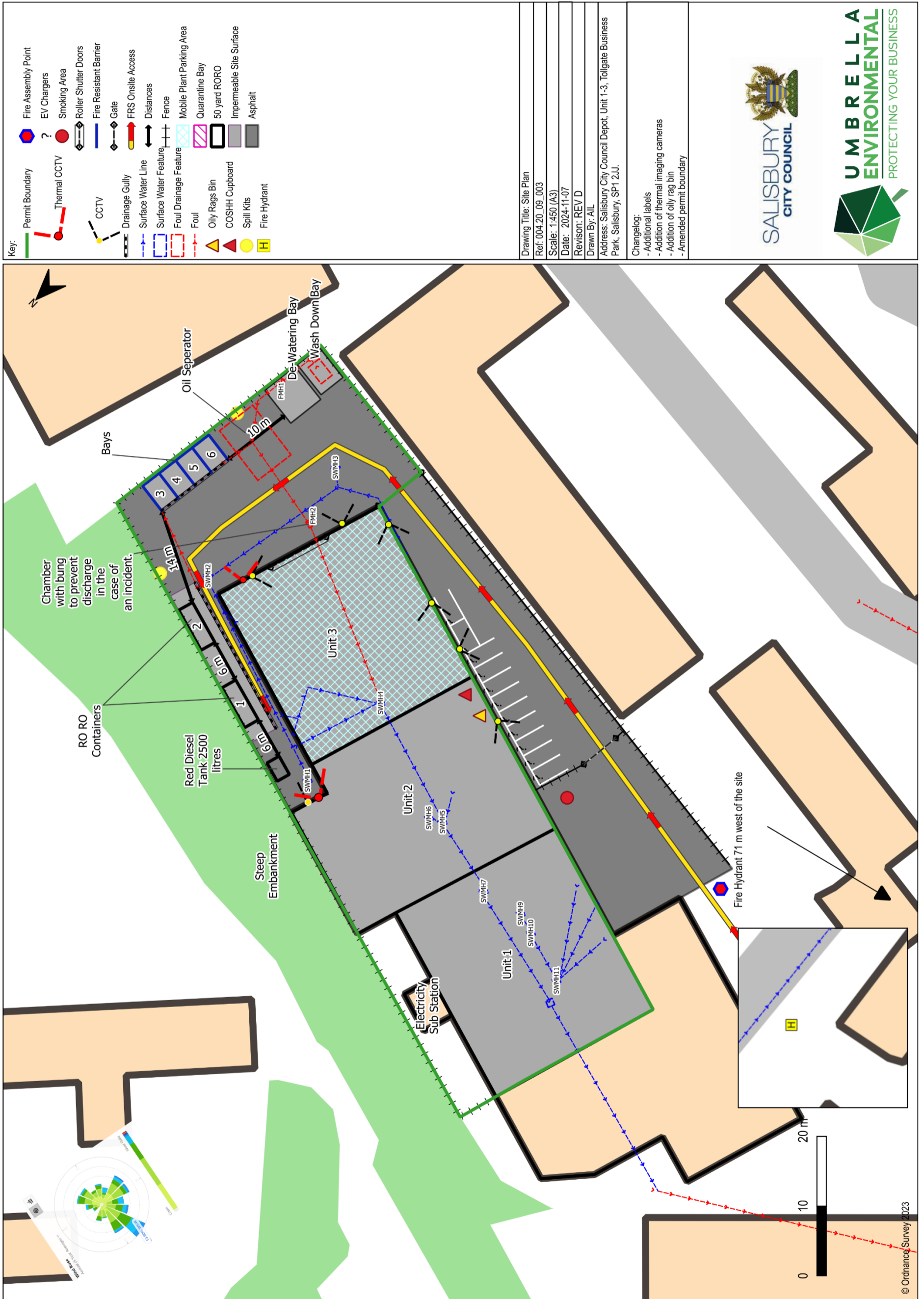
12 DRAWING



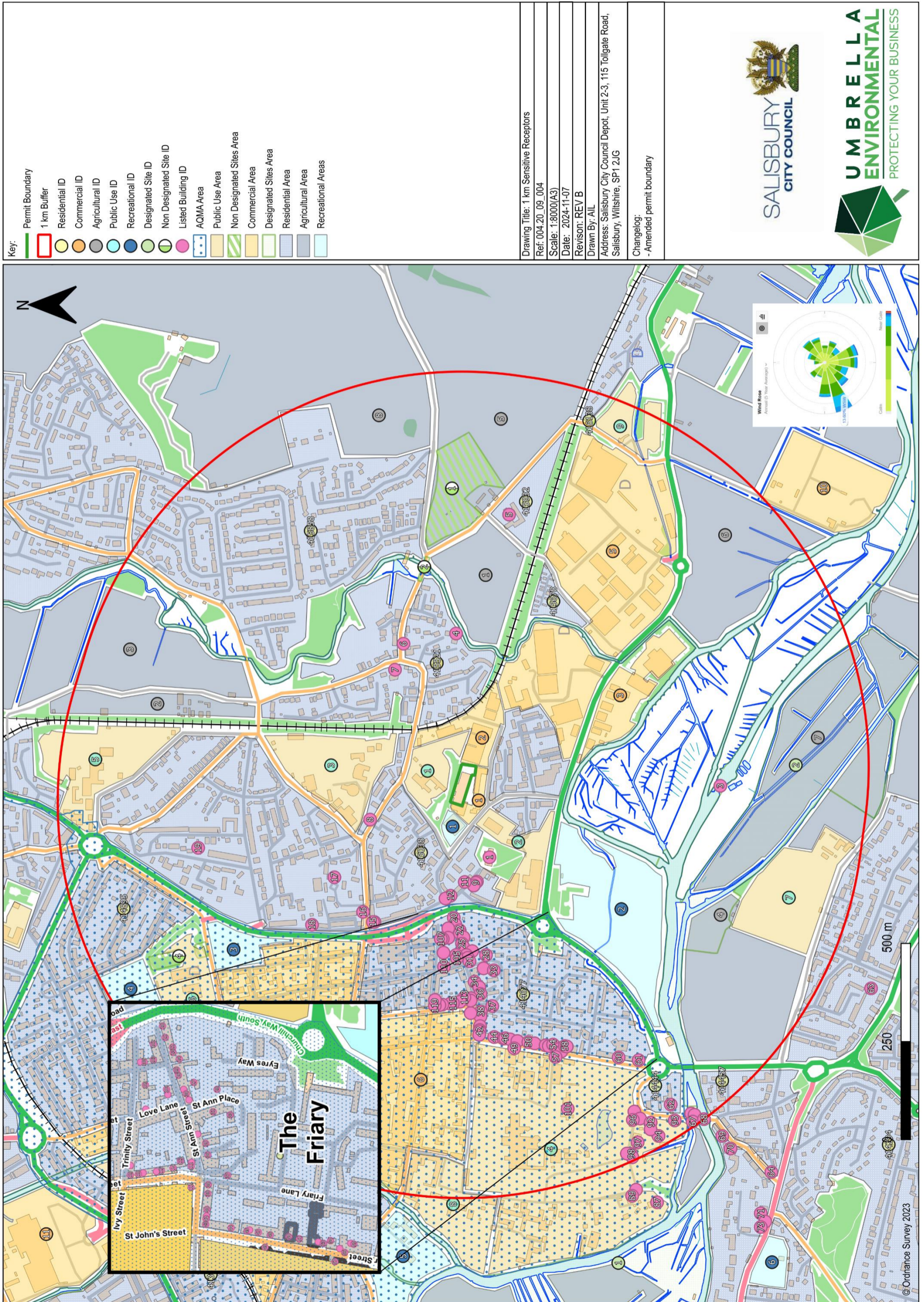
Drawing 1 Permit Boundary 004.20_09_001



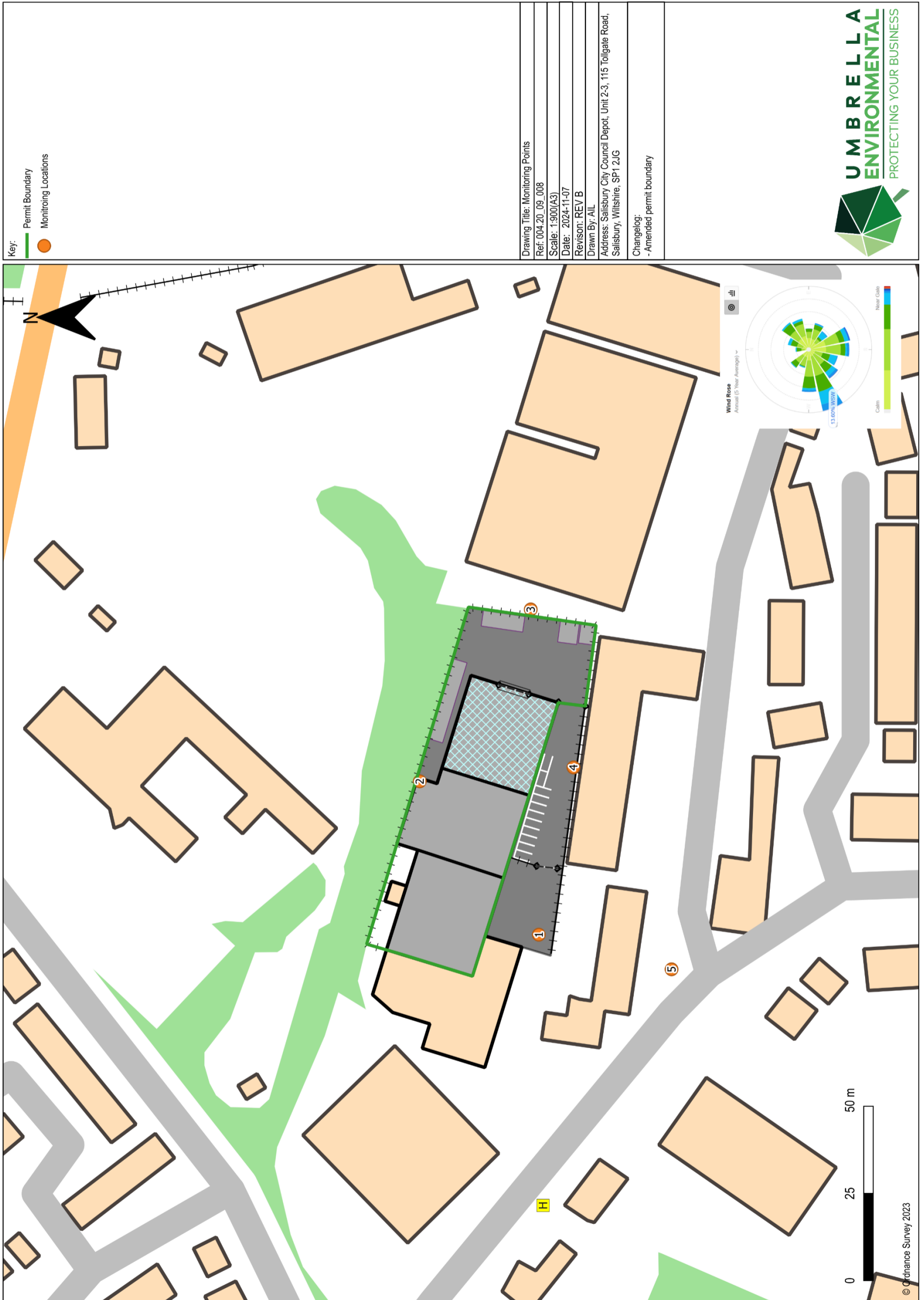
Drawing 2 Site Plan 004.20_09_003



Drawing 3 1 km Sensitive Receptors 004.20_09_004



Drawing 4 Monitoring Locations 004.20_09_008





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