

Application for an environmental permit – Section 3. Management Systems.

Appendix 2. 3b.

Environmental Management System

1. INTRODUCTION

Holcombe Brook Farm is owned and operated by the owners of Holcombe Manor Farm Ltd. Holcombe Manor Farm has been operational since December 2002.

Holcombe Manor Farm Ltd responsibly farms a broiler-breeder unit which is Permitted by the Environment Agency under Permit Number – **EPR/XP3337HH**

Holcombe Brook Farm intend to farm 60,000-layer hens under contract to Oaklands Farm Eggs Limited.

Although, the Management Systems operated by Holcombe Brook Farm are our own Management System, all operations are governed under the umbrella of the British Lion Code of Practice.

The British Lion Code of Practice is the most comprehensive food safety and quality mark for eggs anywhere in the world.

Lion eggs meet exacting standards that are far above those required by UK and retained EU legislation. Providing a safe food product of the highest quality, whilst maintaining the highest possible bird welfare standards and environmental control.

The Lion Code also ensures that laying birds are kept in the best possible welfare conditions by requiring mandatory training for stocks people and ensuring that eggs sold under the 'Lion' mark must come from birds kept in accordance with statutory or Lion Code requirements on bird welfare.

Across the supply chain, the Lion Code has a strict and effective monitoring regime, with audits carried out by an experienced, independent accredited monitoring agency in accordance with ISO17065 Standard.

Key aspects of any audit include:

- Bird welfare provisions in advance of those required by law.
- Environmental policies.
- Training via the Lion Training Passport scheme.

2. NORMAL OPERATIONS

Our normal operation centres around four key operational needs:

- Animal Welfare
- Staff Welfare
- Management of the Environment
- Productivity.

We believe that we can only be successful if we care properly for our birds and our team.

On a daily basis we undertake the following key checks:

- Daily monitoring of bird health and identification of any signs of illness or injury. Observing normal behaviours.
- Daily records of water and feed consumption, temperatures, humidity and bird mortalities.
- Daily checks on all equipment to ensure its proper functionality, with any defects being logged and repairs instigated.

3. MAINTENANCE SCHEDULE RECORDING

Maintenance Logs are kept for each house.

Routine Maintenance is undertaken as and when required. Checks are periodic, daily, weekly, annually/turnaround.

Item Description	Daily	Action	Date	Comments
Feeder System	Daily during crop	Ensure correct daily operation		
Electrical System	Daily during crop	Ensure correct daily operation		
Ventilation Systems	Daily during crop	Ensure correct daily operation		

Drinker System	Daily during crop	Check for leaks, and height. Record water usage		
Alarm Systems	Daily during crop	Test Daily		
Item Description	Weekly	Action	Date	Comments
Drainage System	Weekly	Ensure gulleys and sediment traps are clean Check any guttering and drains. Check catchment tanks. Check changeover/diverter valves and bungs for operation and integrity		
Fuel Storage	Weekly	Check stocks and tank integrity		
Generator	Test run on load weekly	Check for any leaks		
Item Description	Monthly	Action	Date	Comments
Buildings Integrity	Monthly	Visual check around outside of buildings and concrete areas - fuel tank bunding and collision protection barriers for all fuel and feed storage areas.		

Item Description	Annual/ Turnaround	Action	Date	Comments
Wash down Tanks	During wash down	Monitor levels during washing to maintain at least 300mm freeboard		
Electrical Systems	Service each flock	Service by qualified electrician. With 24 hour emergency cover		
Feeder System	Service each flock	Undertake repairs and maintenance		
Drinker System	Service each flock	Check, clean and sanitise		
Ventilation Systems	Service each flock	Undertake repairs and maintenance		
Buildings	Whilst empty	Thorough check of buildings inside and outside to ensure they are sound and secure. – fuel tank bunding and collision protection barriers for all fuel and feed storage areas.		
Alarm System	Routine Maintenance	Qualified Engineers under contract		

Item Description	Other Period	Action	Date	Comments
Generator	Service bi-annual	Serviced under contract		

4. ACCIDENTS

Source	Environmental Impact	Receptor	Mitigation Measures	Likely to Occur	Overall Risk
Fuel Oils Spill	Water/Soil Contamination	Water Course/Soils via surface drainage	Only use of bunded tanks and collision barriers. Routine maintenance inspections. Spill kits available	Very Unlikely	Not Significant
Chemical Spillages	Water/Soil Contamination	Water Course/Soils via surface drainage/cracks in concrete.	Keep concrete in good repair. Store chemicals in line with good practice in bunded tanks. Spill kits available	Very Unlikely	Not Significant
Feed Spillage	Water Contamination from feed additives	Water Course/Soils	Use of collision barriers. Routine maintenance inspections – spills cleared immediately	Unlikely	Not Significant

Routine Cleaning operations – dirty water	Dirty water into watercourse via surface drainage system	Water Course/Soils	All concrete and runoff falls towards designated drainage system. Kerbs to prevent dirty water running onto land or other watercourse.	Very Unlikely	Not Significant
Flood	Actions as necessary				
Fire- Fire Waters	Actions as necessary				
Vandalism	Actions as necessary				

5. INCIDENTS AND ABNORMAL OPERATIONS

Our management systems are designed to ensure that all our operations are carried out using recognised, documented, best practice that ensures the welfare of our flock, our team, and the environment.

Staff are trained to identify/escalate incidents that cause variations in our routine practice and complete the form shown below.

Date	Nature of Incident/Found by (Name)	Environmental Impact Yes/No	Corrective Action/By (Name)	Signature

Should any incident or operation present a hazard to the environment, the Accident and Emergency plan will be referred to.

6. COMPLAINTS

The directors of Holcombe Manor Farm Ltd have operated an intensive poultry farm for over 20 years without any complaints. However, we recognise that it is important to have a system that tracks and addresses complaints about the farm's operations. Whilst we would hope to be able to demonstrate that we farm in a way that is considerate to our neighbours and the environment we understand that it is only by recording and analysing complaints can we identify recurring issues and take remedial actions.

Complaints form – see below.

Environmental Complaint Report Form			
Complaint details			
Date of complaint:		Time of complaint:	
Name and address of complainant:			
Tel no. of complainant:			
Location of complainant in relation to installation:			
Outline of the complaint:			
Any other relevant information supplied:			
Action Taken			
Complaint substantiated?			
Measures taken to remedy:	Action	Date	Time
Follow up			
Environmental Health notified:	Date:	Time:	
Complainant contacted:	Date:	Time:	
Form completed by:		Signed:	

7. TRAINING – ROLES OF STAFF AND CONTRACTORS.

All our day-to-day work is undertaken by employees. As an employer, we are able control what staff need to deliver and how it should be done. Recruitment in farming can be difficult and we are often faced with employees who have little or no experience of farming. In addition, farming can be a high-risk safety environment, with a need to manage animal welfare and minimise any adverse impacts to the environment. Therefore, systems which ensure comprehensive training and education and also manage staff competence are vital.

At Holcombe we operate an induction and on-boarding process to ensure staff fully understand their roles and responsibilities. All our staff will also be required to join the Lion Training Passport Scheme.

Our staff are employed in the following defined roles,

<ul style="list-style-type: none"> • Egg collector • Egg grader 	<ul style="list-style-type: none"> • Senior egg collector • Stock person, (multi-skilled) 	<ul style="list-style-type: none"> • Chargehand • Supervisor • Assistant Manager • Manager
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The Lion Training Passport includes the following:

Induction
Biosecurity, security & egg handling
Food Safety
Poultry Health & Welfare - Management
Health & Safety
Modern Slavery Awareness

All our employees, have a contract of employment, job description and an employee handbook. Employees receive an annual appraisal and feedback on performance with clear objectives.

We also use contractors, to do specific tasks needed by the business. These tasks are done without a permanent employment relationship. Contractors to the poultry industry tend to be specialists in

their expertise and therefore, fully qualified to meet our requirements. All contractors are expected to follow site specific rules regarding biosecurity, welfare and environment.

8. CLIMATE CHANGE ADAPTION

See Appendix 2.1 (Excel Spreadsheet)

9. SITE CLOSURE PLAN

Our site closure plan would be implemented in a series of stages to cover all aspects of the operation of the Installation. Listed below are the relevant stages in order, with the appropriate steps and measures to render the site fit for closure to the satisfaction of the regulator and to surrender the permit.

1. Litter removal
2. Cleaning operations
3. Housing
4. Fuel
5. Chemicals
6. Feed
7. Waste Materials
8. Services
9. Site Condition Survey

9.1. Litter removal

All litter will be sold and removed off site for use as fertiliser for land spreading. In line with our waste management plan. Destinations will be recorded.

9.2. Cleaning

All housing and equipment will be pressure washed and disinfected. Storage tanks for wash waters will be emptied and then closed.

9.3. Housing

Following cleaning all equipment will be stored securely with fan exhausts and ventilation shafts being covered to keep out pests.

9.4. Fuel

Fuel suppliers will be contacted for the removal of any remaining fuel, and arrange for storage tanks to be rendered safe or removal.

9.5. Chemicals

Surplus chemicals remaining would be taken to an operational site or returned to the supplier. Expired chemicals would be disposed of as per manufacturer's recommendations.

9.6. Feed

Accredited contractor or contracted feed company can safely retrieve remaining feed from the silos and dispose of it appropriately. The silos themselves would be cleaned and disinfected, before being sealed off.

9.7. Waste materials

All waste materials will be recorded and then collected by registered contractors and taken for disposal or reclamation. Storage receptacles will be returned where appropriate, areas for storage will be cleaned and disinfected.

9.8. Services

Utility services will be contacted in order that supplies can be shut off.

9.9. Survey

Upon completion of the above procedures, the condition of the site will be compared to the original Site Condition Report (see Appendix 5) This will then determine whether the operation of the installation has caused any pollution to the site.

Any pollution determined will be the responsibility of the operator, and remedied to the satisfaction of the regulator.

10. SITE SECURITY

Site has a secure boundary fence, all fuel stores, poultry houses and all store rooms are kept locked and secure, preventing any unauthorised access.