Pocklington

784-B075526

# Dust Management Plan

**Environmental Permit Variation Application**

**Ashcourt Aggregates Limited**

**October 2025**

**Document prepared on behalf of Tetra Tech Environment Planning Transport Limited. Registered in England number: 03050297**

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# 1.0 Introduction

## 1.1 Report Context

1.1.1 This Dust Management Plan (DMP) has been prepared by Tetra Tech on behalf of Operator, Ashcourt Aggregates Limited (Ashcourt) to support an Environmental Permit Variation Application for Ashcourt's permitted facility at Pocklington located at Halifax Way, Pocklington, York, YO42 1NR.

1.1.2 Ashcourt currently hold a Standard Rules Environmental Permit (EPR/KB3404GT) for the site which was issued in July 2022 and was subsequently transferred in May 2023. The permitted activities comprise those under Standard Rules Reference SR2009 No6 which involve an inert and excavation waste transfer station.

1.1.3 Ashcourt are seeking to vary the existing Environmental Permit to incorporate the following changes:-

- Vary the crushing and screening operation from a standard rules activity to a bespoke waste operation;
- Addition of a soil washing facility;
- Increase in the permitted tonnage comprising:-
    - 75,000 tonnes storage.
    - 800,000 tonnes per year annual throughput.
- Addition of a number of new EWC codes for the soil washing activity.

1.1.4 According to the Environment Agency's (EA) 'Control and Monitor Emissions for your Environmental Permit' guidance a DMP must be prepared to support an application that comprises the *"keeping or treatment (or both) of household, commercial or industrial waste in a materials waste transfer station/ material recycling facility"* as well as the *"keeping or treating (or both) scrap metal"*.

1.1.5 As such, this DMP has been prepared in accordance with the EA's 'Dust & Emission Management Plan' template (Version 10, October 2018).

1.1.6 This DMP is a working document, intended to be used as a reference document for operational staff on a day-to-day basis. Ashcourt will implement the plan to ensure that all reasonable measures are taken to control dust emissions, and in the event that an adverse impact is caused, prompt action will be taken to identify the source and apply corrective measures. It provides a schedule of actions that will be taken to minimise dust impact and details site management procedures for the management and monitoring of dust.

# 2.0 Site Description

## 2.1 Site Setting

2.1.1 The Site lies within the foot of the Yorkshire Wolds at Pocklington Airfield Industrial Estate which is characterised by a mixture of arable land and industrial areas. To the west lies the village of Barmby Moor. The National Grid Reference (NGR) for the site is SE 78486 48594.

## 2.2 Overview of Site Activities

Physical Treatment Facility

2.2.1 Ashcourt are currently operating a Physical Treatment Facility under a Bespoke Environmental Permit which allows for the treatment of waste consisting only of sorting, separation, screening, crushing, and blending of waste for disposal or for recovery as a soil, soil substitute or aggregate. This activity accepts less than 75,000 tonnes per annum to site.

2.2.2 It is proposed that this activity is retained as part of the variation to the environmental permit and is located to the east of the permitted area.

2.2.3 The operation of the aggregates treatment facility falls under the following Recovery and Disposal codes (R and D codes) shown in Table 1, provided for in Annex II to Directive 2008/98/EC of the European Parliament and The Council of 19th November 2008 Waste.

**Table 1: Permitted R&D Codes**

| R/D Code | Activity Description |
|---|---|
| R3 | Recycling/reclamation of organic substances which are not used as solvents |
| R5 | Recycling/reclamation of other inorganic materials |
| 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) |

Soil Washing Facility

2.2.4 It is the intention of Ashcourt to vary the Environmental Permit to add a Soil Washing Facility to the permitted activities on site.

2.2.5 The proposal entails the operation of a soil washing facility that will process a maximum of 850,000 tonnes per annum of non-hazardous soils.

2.2.6 It is considered that the proposed soil washing activity will fall under the following Recovery and Disposal codes (R and D codes) shown in Table 2, provided for in Annex II to Directive 2008/98/EC of the European Parliament and The Council of 19th November 2008 Waste.

**Table 2: Proposed Soil Washing Facility R&D Codes**

| R/D Code | Description of Activity |
|---|---|
| R3 | Recycling/ reclamation of organic substances which are not used as solvents |
| R5 | Recycling/reclamation of other inorganic compounds |
| 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) |

## 2.3 Waste Types

2.3.1 Details of the permitted and proposed waste types are provided as Appendix A.

## 2.4 Waste Quantities

2.4.1 The site will store a maximum of 75,000 tonnes of non-hazardous waste. The treatment capacity of the site will be 850,000 tonnes which will be shared between the crushing and screening operation and the soil washing operation.

2.4.2 There will be no hazardous waste accepted on site.

## 2.5 Process Description

Physical Treatment Facility

2.5.1 Under the current environmental permit Ashcourt operate a Physical Treatment Facility at the site. It is the intention of Ashcourt to retain this activity on site under the varied permit, activities pertaining to the physical treatment facility will occur in enclosed systems.

2.5.2 Vehicles delivering waste loads will enter the site via the weighbridge, where the waste acceptance procedures mentioned above will be undertaken. If the waste is deemed acceptable, the driver will be directed to the waste treatment area as shown on the Site Layout Plan.

2.5.3 Waste will only be handled by competent staff.

2.5.4 A variety of waste treatment methods will be applied on site which is subject to the nature of the waste. For example, bulky waste will initially be processed via a screener to segregate the waste into a variety of sizes. Depending on the particle size of the resultant material, a crusher may be employed to crush the waste and processed via a screener a second time to reduce the particle size of the material. Alternatively, wastes that originally comprise finer particles will not require crushing and therefore will only be processed via a screener.

2.5.5 Following treatment, the waste will be unloaded into clearly defined stockpiles located adjacent to the waste treatment area. Processed materials will be stored on the existing site hardstanding.

2.5.6 Products produced will be in accordance with the relevant End of Waste Protocol. The resultant materials will be tested in accordance with the WRAP Quality Protocol in order to determine whether they have met end of life test and as such cease to be classified as waste. These materials will be stored on hardstanding.

2.5.7 The results of the testing will determine the destination of the material in accordance with the End of Waste Protocol.

2.5.8 The stockpile will remain on site until such time as sufficient volume is acquired for it to be removed from site to the receiving site and in any case no longer than the period identified within the Environmental Permit.

2.5.9 Ashcourt will maintain details of the measures to be taken during abnormal operating conditions to make sure they continue to comply with permit conditions. Abnormal operating conditions include the following: -

- Unexpected releases;
- Start-up;
- Momentary stoppages; and,
- Shutdown.

Soil Washing Facility

2.5.10 Upon arrival, all loads will be inspected by site management and any large or nonconforming materials will be removed prior to treatment. All stockpiles on site will be stored in a loose form. All soil washing activities will be undertaken on hard standing.

2.5.11 Materials will be fed into a hopper with the assistance of mobile plant and will then travel along a conveyor, at which point any small pieces of scrap metal which may be present within the waste loads will be removed using an overband magnet.

2.5.12 Any oversize materials (particles 100mm - 150mm) will be removed via a screener subject to materials feed.

2.5.13 The remaining waste material, varying in size depending on market demands, will then travel along a log washer where it will be sprayed with wash water. After passing along the log washer, the clean waste materials will be separated into smaller fractions via a gravel sizing screen.

2.5.14 The sand and silt fraction together with most of the water passes through screen and enters a sump from where it is pumped into a hydrocyclone or plate press, which will separate the sand from any contaminants. The water will be recirculated back into the washing process.

## 2.6 Waste Storage

2.6.1 There will be clearly defined areas for waste storage and treatment at the site.

2.6.2 There will be a maximum storage capacity of 75kt of untreated materials.

## 2.7 Operating Hours

2.7.1 The site will operate on a 24/7-hour basis, however no washing or crushing operations will take place outside of normal working hours which are as follows: -

- Monday – Friday: 07:00 – 18:00;
- Saturday – 07:00 to 13:00; and,
- No works will take place on Sundays or Bank Holidays.

## 2.8 Plant and Equipment

2.8.1 The following equipment will be used on site: -

- Front end loading vehicle (FEL);
- 360 grab excavator;
- Mobile screener;
- Mobile crusher;
- Tractor bowser;
- Telehandler;
- Hopper;
- Conveyor;
- Over band magnet;
- Log washer;
- Gravel sizing screen; and,
- Hydrocyclone / filter press.

2.8.2 As a function of the Environmental Management System, the performance of all plant and equipment will be reviewed in comparison to other models that may be available on the market. If there happens to be other models available that perform more efficiently than the site's existing plant and is financially feasible, Ashcourt may decide to change their existing plant and equipment. As part of the process, Ashcourt will ensure that all non-road going mobile plant have a minimum Stage IV emission rating and road going vehicles will have a minimum emission rating of Euro VI.

As such, the brand, make, model and specification of the mobile plant and equipment that will be used on site is expected to vary throughout the operational life of the facility.

2.8.3 Only personnel who are trained and licensed to operate equipment and carry out maintenance will do so.

2.8.4 All plant and equipment will be maintained in accordance with a preventative maintenance programme which will be defined by the manufacturer's requirements. This will ensure that the integrity and operational efficiency of all plant and equipment is maintained and therefore minimise the risk of mechanical failure which may result in increased dust emissions. This particular programme forms part of the site's Environmental Management System.

2.8.5 In addition, all plant and equipment will be visually inspected on a daily basis by the Site Manager (or a nominated deputy) prior to use. The purpose of this inspection is to identify any signs of defects that may affect the integrity and operational efficiency of the plant.

2.8.6 In the event that a defect is identified on any item of plant or equipment, the use of the plant/equipment will be suspended until the necessary remedial works have been undertaken.

## 2.9 Dust Sensitive Receptors

2.9.1 Receptors within 1km of the site have been listed in Table 3.

**Table 3: Location of Potential Receptors Within 1km of the Site**

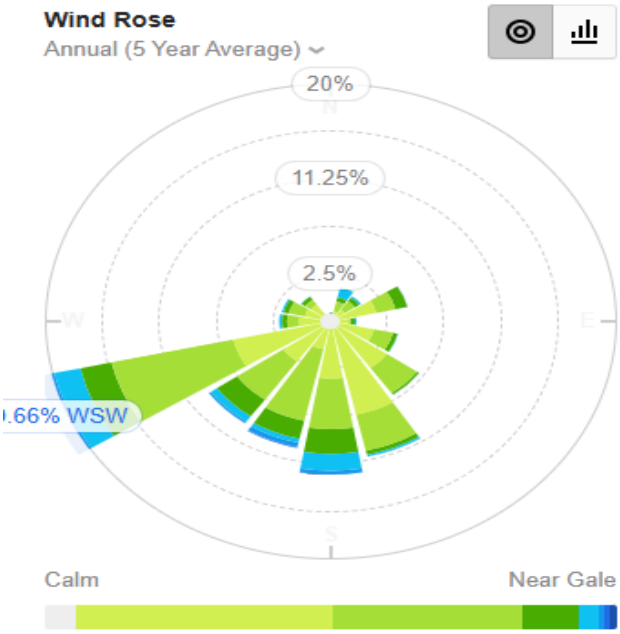
| Receptor Name | Receptor Type | Direction from Site | Approximate Distance from Site Boundary (in metres) |
|---|---|---|---|
| **Local Receptors located within 500m of the Site boundary** | | | |
| Stirling Road Industrial Estate | Industrial Site | SSE | 157 |
| Industrial Estate | Industrial Site | SSW | 540 |
| Industrial Estate incorporating DHL and Phoenix Software | Industrial Area | WSW | 757 |
| Properties at Grangeland Walk and Back Lane | Residential | WNW | 570 |
| Properties at Back Lane, Allethorpe | Residential | SE | 850 |

## 2.10 Wind

2.10.1 The prevailing wind direction will determine which receptors will be affected and at what frequency.

2.10.2 Meteorological data has been used from Pocklington from www.meteoblue.com which is considered to be representative of conditions within the vicinity of the application site. According to the wind rose data for the area, the prevailing wind in the local area is from the southwest (SW) as shown in Figure 1 below.

**Figure 1: Prevailing Wind Direction for Pocklington**




2.10.3 As such, areas at most risk from dust emissions, should it occur, are therefore located northeast of the site. The northeastern boundary is bound by trees and beyond this area lies rural land. Storage bays and covered storage areas line the east of the site. Consequentially, it is not anticipated dust emissions will negatively impact receptors beyond this boundary.

2.10.4 As noted in Table 3, there are surface water features within 1km of the site. According to the EA's 'Dust & Emission Management Plan' template, surface water and groundwater are not identified as receptors that that are susceptible to the adverse effects of exposure to high levels of dust and particulates. As such, these receptors are not considered further in this DMP.

## 2.11 Local Contributors to Dust

2.11.1 According to the EA's public register, there are a few waste facilities within 1km of the site that may be considered as local contributors to dust emissions. Details of these facilities are summarised in the table below.

**Table 4: Local Contributors of Dust within 1km of the Site**

| Name of Site | Name of Operator | Site Address | A19a : End of Life Vehicles | Direction and distance from the site |
|---|---|---|---|---|
| Hereford Road ELV | Danas Rybelis | 2, Hereford Road, Pocklington Ind Est, York, North Yorkshire, YO42 1NR | A23: Biological Treatment | 480m south east |
| Dj Murr | DJ Murr | The Airfield, York Road, Pocklington, York, North Yorkshire, YO42 1NS | A11 Household, Commercial and Industrial Waste Transfer Station | Adjacent |

# 3.0 Dust and Particulate Management

## 3.1 Responsibility for the Implementation of the DMP

3.1.1 The implementation and dissemination of this DMP will be the responsibility of the Site Manager, supported by other staff. The Site Manager can delegate certain tasks as required, although ultimate responsibility will remain with them.

3.1.2 A nominated deputy will be appointed for all times when the Site Manager is not on site. In such circumstances, it will be the nominated deputy's responsibility to ensure that the requirements of the DMP are adhered to.

3.1.3 All site staff will receive instructions on how the plan is to be implemented during toolbox talks on site.

3.1.4 This document forms part of the site's Environmental Management System (EMS) and will be reviewed on an annual basis to ensure that it is fit for purpose and meets the requirements of current guidance.

## 3.2 Sources and Control of Dust

3.2.1 The key aspects of the process which may lead to dust emissions are identified in Table 5 below and the control measures that will be used are detailed in Table 6.

**Table 5: Source-Pathway-Receptor Routes from Waste Activities at the Site**

| Source | Pathway | Receptor | Type of impact |
|---|---|---|---|
| Mud | Tracking dust on wheels and vehicles, then mud dropping off wheels/vehicles when dry | Public highways. | Visual soiling, also consequent resuspension as airborne particulates |
| Debris | Falling off waste delivery vehicles | Public Highways | Visual soiling, also consequent resuspension as airborne particulates |
| Tipping, storage, and treatment of waste inside building | Escape from buildings and subsequent atmospheric dispersion | Occupiers of domestic dwellings<br>Workforce in commercial and industrial properties<br>Amenities<br>Habitats | Visual soiling and airborne particulates. |

| | | | |
|---|---|---|---|
| Vehicle exhaust emissions | Atmospheric dispersion | Occupiers of domestic dwellings<br><br>Workforce in commercial and industrial properties<br><br>Amenities<br><br>Habitats | Visual soiling and airborne particulates |
| | | | Airborne particulates |
| Non road going machinery exhaust emissions | Atmospheric dispersion | | Airborne particulates |
| | | | Airborne particulates |

**Table 6: Measures to Control Dust/Particulates from Permitted Waste Activities**

| Abatement Measure | Description / Effect | Trigger for implementation |
|---|---|---|
| **Preventative Measures** | | |
| Enclosure | Wastes accepted for the site will be stored on external hard standing consisting of made ground. All soil washing activities will be undertaken on an impermeable surface. There are trees along the northeastern boundary which lie between the site and rural land. As the wind direction is of a southwestern direction it is anticipated that the suspension of dust or the likelihood of dust transgressing the sites boundary will be minimal.<br><br>Materials which are smaller fractions or liable to generate or contribute to dust will be sheltered by other stockpiles or away from prevailing wind direction where possible. Any fine dry materials, which are required to be kept dry will be stored under cover.<br><br>Wastes which are stored in bays will have a minimum 300mm freeboard to aid in the reduction of wind whipping and soil disturbance. | All preventative measures will be implemented during the operating hours detailed in Section 2.7. |
| Dampened Materials | Incoming materials received on site are naturally damp soils, concrete and demolition wastes which will not typically be dusty during acceptance. | |
| Enclosure of waste treatment processes | Waste treatment comprises of the existing permitted physical treatment facility and the proposed soil washing activity. These activities will occur within enclosed systems. | |
| Site speed limit and traffic control | The site will have a speed limit of 5mph in place to restrict speed on site. This will prevent the suspension and entrainment of dust. Clear signage is established on the site to reinforce the speed limit.<br><br>Traffic control and routing are also to be implemented to aid in controlling dust on site. | |

| | | |
|---|---|---|
| No-idling policy | A 'No-idling policy' is in place at the site which requires all vehicles and plant to be switched off when not in use. | |
| Minimising drop heights for waste | Drop heights will be minimised as much as practicable to reduce the generation of dust whilst waste is being deposited.<br><br>Drop heights will not exceed 1.5m. | |
| Site surfacing | The site surfaces comprise of made ground and impermeable surface. All soil washing activities will be undertaken on an impermeable surface. The site surfacing will be visually inspected on a weekly basis to ensure that all areas provide a smooth-running surface. In the event that any damage is identified on the site's surfacing, necessary remedial work will be undertaken as soon as possible. If possible, the area may also be closed off until the necessary remedial works have been undertaken. | |
| Sheeting of vehicles | Wastes being delivered to the site will be covered or sheeted to prevent dust emissions whilst the waste is in transit. | |
| Maintenance of Plant and Equipment | All plant and equipment will be maintained in accordance with the manufacturer's requirements. This will minimise the risk of mechanical failure which may result in increased dust emissions.<br><br>In addition, all plant and equipment will be subject to visual checks on a daily basis prior to use to ensure that the equipment functions correctly. In the event that any damage is identified on any plant or equipment that may affect its performance, necessary remedial work will be completed as soon as practicable. If necessary, defective plant or equipment may be isolated/closed off for use until the necessary remedial works have been undertaken. With regards to cleaning equipment (i.e. road sweeper), arrangements will be made to employ alternative equipment. | |
| Minimisation of waste storage heights and volumes on site | As in line with industry guidance stockpiles will be limited to a maximum height of 2-3m thus minimising the height at which waste is handled and reducing the distance over which debris, dust and particulates could be blown and dispersed by winds.<br><br>Stockplie sizes will vary dependent on the incoming materials and market demands. It is anticipated that approximately 20 - 30 kt of incoming material would be stockpiled.<br><br>Selected wastes (e.g., concrete, asphalt) are liable to be segregated and stockpiled, it is anticipated that these stockpiles will be approximately 10kt. | |

| | | |
|---|---|---|
| | Materials which are smaller fractions or liable to generate or contribute to dust will be sheltered by other stockpiles or away from prevailing wind direction where possible. Any fine dry materials, which are required to be kept dry will be stored under cover. | |
| Good housekeeping | The site will be subject to visual inspections on a daily basis to ensure that there is not a build-up of particulates on surfaces and equipment. In addition, site staff will remain vigilant during operational hours for any visible dust on surfaces and equipment. Any abnormal build-up of dust noticeable on surfaces and equipment will be removed as soon as is practicable. | |
| Misting equipment and water sprays | During periods where dust is anticipated to be high, such as prolonged dry and/or hot weather or high winds, stockpiles, made ground and equipment will be dampened with misting equipment and sprays to mitigate the resuspension of dust particles.<br><br>Both fixed point and mobile suppression units are to be used on-site.<br><br>Should there be a risk of dust and mud being tracked onto access road, vehicle wheels will be washed using the water sprays prior to leaving the site. | |

## 3.3 Best Available Techniques

3.3.1 The EA's 'Dust & Emission Management Plan' template has been used to ensure that the Best Available Techniques (BAT) are implemented on site.

3.3.2 General site housekeeping will ensure that dust does not build up on site and all dust generating activities will be monitored closely and site operatives will be vigilant and report any excessive dust issues to the Site Manager to be dealt with at the next available notice.

3.3.3 The Site Manager will undertake a daily visual assessment of dust levels and all site operatives will be vigilant and report any problems to the manager.

3.3.4 Should dust, mud, litter or other debris be identified, a road sweeper will be employed to maintain the site cleanliness.

3.3.5 Further, the site layout has been constructed with consideration to neighbouring receptors, including the Protected Habitats, Surface Water Features and Deciduous Woodlands, so that they are unlikely to experience an increase in dust levels this is because the prevailing wind direction is from the southwest and the canopy building is situated along the north-eastern boundary of the site.

3.3.6 Vehicles delivering waste to the site will be covered or sheeted to prevent the generation of dust whilst the waste is in transit. Drop heights will also be minimised as much as practicable to reduce the generation of dust from loading/unloading activities.

3.3.7 All plant and machinery will have effective silencers where practicable and be maintained in accordance with the manufacturer's requirements to minimise the risk of mechanical failure which could result in increased dust emissions.

3.3.8 With the above measures in place, it is considered that the site is considered to be compliant with BAT.

## 3.4 Visual Dust Monitoring

3.4.1 Visual dust monitoring of waste stockpiles will be undertaken to determine if dust is being generated on site.

3.4.2 Monitoring will also comprise daily observations on the meteorological conditions (particularly the wind speed and direction) at the site. This information will be used by the Site Manager (or a nominated deputy) to determine the risk of dust emissions which is typically elevated during periods of dry weather or high winds. For the purposes of this DMP high winds have been defined Number 7 on the Beaufort scale where wind speeds range from 28-33 knots. The Beaufort Scale defines land conditions in high winds as "*whole trees in motion; inconvenience felt when walking against the wind".*

3.4.3 Daily monitoring will be undertaken by a member of site personnel who is trained in this procedure.

3.4.4 The results of the visual assessment and comments on the meteorological conditions will be recorded in the Daily Site Inspection Log (Appendix C) and will be reviewed by the Site Manager (or a nominated deputy). Ashcourt will maintain a record of the Daily Dust Conditions Log and will be referred to in the event of a complaint (as detailed in Table 8).

3.4.5 Monitoring will be undertaken during the operating hours detailed in Section 2.7. Ashcourt do not propose to make any arrangements to monitor dust outside operating hours as it's considered that the risk of dust will be low during this period.

3.4.6 In the event that visible dust or high winds are identified through daily monitoring, the following actions will be undertaken.

**Table 7: Action Plan for Visible Dust or High Wind Speeds**

| Action | Person responsible for ensuring action is carried out | Timescale for action completion |
|---|---|---|

| | | | |
|---|---|---|---|
| 1 | The Site Manager (or a nominated deputy) will be notified and will make the appropriate managerial staff and site operatives aware.<br><br>In the event that visible dust is identified from daily monitoring, the Site Manager (or a nominated deputy) will review site operations to establish if the site can be identified as the source of the dust.<br><br>In the event that high wind speeds are observed, the Site Manager (or a nominated deputy) will proceed to implement remedial action(s) that are detailed in Step 2. | Site Manager (or a nominated deputy) | Within one working day of observing visible dust or high wind speeds. |
| 2 | If the visible dust can be directly related to the site or high wind speeds are observed, remedial action will be undertaken and may include the following depending on the source: -<br><br>• Reduce/limit waste deliveries to and from the site; and,<br><br>• Reduce/limit waste treatment activities that present a high risk to dust emissions (e.g. shredding and granulator). | Site Manager (or a nominated deputy) | Within one working day of observing visible dust or high wind speeds. |
| 3 | A follow up visual assessment will be undertaken off site on the local road network for any visible dust. | Site Manager (or a nominated deputy) | Within one working day of implementing remedial measure(s). |
| 4 | If visible dust is not identified, the Site Manager (or a nominated deputy) will ensure that any action taken and the effectiveness of that action is documented and a record will be maintained. | Site Manager (or a nominated deputy) | Within one working day of implementing remedial measure(s). |
| 5 | In the event that visible dust is identified following the implementation of remedial action(s), operations on site will cease and the EA will be informed. | Site Manager (or a nominated deputy) | Within one working day of implementing remedial measure(s). |

# 4.0 Reporting and Complaints Procedure

## 4.1 Purpose of Complaints Procedure

4.1.1 A DMP should show how the operator will respond to complaints. Any complaints should be investigated promptly, and appropriate remedial action should be taken. The complainant and anyone else likely to be affect should be informed of any action taken in response to the complaint.

4.1.2 A procedure has been developed (see Table 8 below) to ensure that complaints will be handled by Ashcourt appropriately and consistently and to reassure the EA and the public that any of their concerns will be acknowledged and acted upon where appropriate. The procedure will be reviewed on an annual basis or in the event of any significant dust issues.

## 4.2 Complaints Reporting Route

4.2.1 In order to ensure that members of the public are easily able to report any complaints relating to dust emissions from the site, there will be a display board at the site entrance which details the site name, the permit number, the EA's contact details and Ashcourt's contact details. By providing contact details for the EA as well as the operator, this ensures that the member of public can report their complaint and be confident that it will be received by the appropriate party even if they feel uncomfortable discussing directly with the operator.

## 4.3 Complaints Records

4.3.1 Auditable records will be kept of any complaints made and the investigations undertaken. This will provide an ongoing record of the causes incidents which will enable Ashcourt to identify any patterns which would prompt a review in dust management procedures and control measures.

## 4.4 Community Engagement

4.4.1 Ashcourt will be undertaking regular community liaison group meetings with any interested local parties and any issues with dust can be raised at that time.

**Figure 2: Reporting Route**

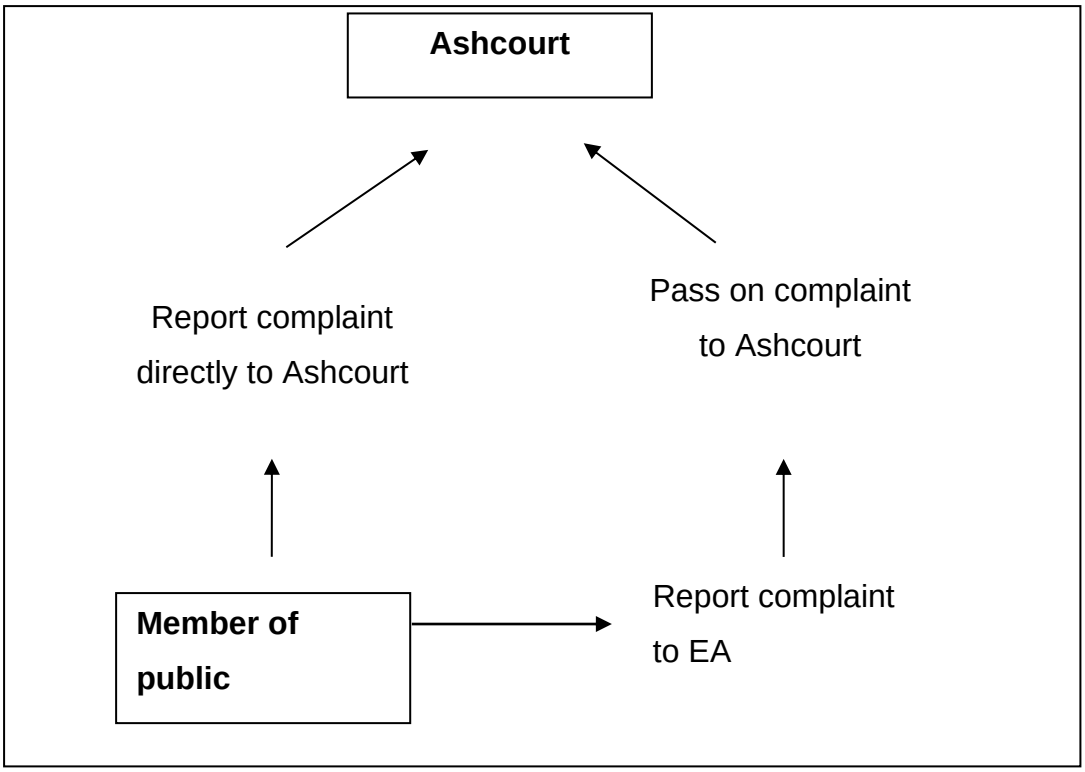



**Table 8: Complaints Procedure**

| | Action | Person responsible for ensuring action is carried out | Timescale for Action Completion |
|---|---|---|---|
| 1. | The Site Manager (or a nominated deputy) will be notified of the complaint and will make the appropriate managerial staff and site operatives aware of the complaint.<br><br>The EA will also be notified of the complaint. The complaint shall be formally recorded using the Complaint Report sheet (Appendix B). | Site Manager or appropriately trained operator | Within two working day of receipt of the complaint. |
| 2. | The complaint will be investigated by: -<br><br>a) Checking the monitoring records to see whether the complaint corresponds to the monitoring records. | Site Manager or appropriately trained operator | Within one working day of receipt of the complaint. |

| | | | |
|---|---|---|---|
| | b) Checking the Site Diary and waste acceptance records to see if any particularly dusty waste was accepted.<br><br>c) Checking the Site Diary to see whether the complaint corresponds to any operational issues at the site.<br><br>If the cause of the complaint is established, it will be recorded within the Complaint Record Sheet (Appendix B). If no particular cause is identifiable then this will also be recorded. | | |
| 3. | If more than one complaint is received about a particular incident, and the cause has not been established, Ashcourt would engage with the complainant(s) and agree corrective action(s) to be undertaken and timescales to implement. | Site Manager or appropriately trained operator | Within one working day of receipt of the complaints. |
| 4. | The Site Manager will instigate any necessary reviews of procedures and will implement corrective action(s) that were agreed with the complainant(s). | Site Manager or appropriately trained operator | Works would commence within seven working days of agreeing corrective action. Completion will depend on timescales agreed with the complainant. |
| 5. | Following the corrective action(s) have been implemented, the complainant and the Environment Agency will be informed. | Site Manager or appropriately trained operator | Within one working day of corrective action(s) being implemented. |
| 6. | A follow up audit on the corrective actions implemented shall be undertaken to ensure the complaint is not made again in the future and that the preventive procedure is effective. | Site Manager or appropriately trained operator | Within two weeks of corrective action(s) being implemented. |

| | | | |
|---|---|---|---|
| 7. | Once the follow up audit has been completed, the Site Manager will ensure that the complaint and any action taken, and the effectiveness of that action are recorded in the Environmental Management System. This record shall also note any amendments to procedures, both environmental and health & safety, which may be required following the investigation. The record shall be kept in the site office at all times or if it is an electronic record, it will be accessible from the site. | Site Manager or appropriately trained operator | Within two weeks of receipt of corrective action(s) being implemented. |

# Appendix A – Proposed Waste Types

| Table S2.1 Permitted waste types and quantities for crushing and screening | |
|---|---|
| **Maximum Quantity** | **The quantity of wastes listed below, accepted at the site shall be less than 850,000 tonnes a year in combination with Table S2.1** |
| **EWC Code** | **Description** |
| **01** | **WASTES RESULTING FROM EXPLORATION, MINING, QUARRYING, AND PHYSICAL AND CHEMICAL TREATMENT OF MINERALS** |
| **01 04** | **Wastes from physical and chemical processing of non-metalliferous minerals** |
| 01 04 08 | Waste gravel and crushed rocks other than those mentioned in 01 04 07 |
| 01 04 09 | Waste sand and clays |
| **02** | **WASTES FROM AGRICULTURE, HORTICULTURE, AQUACULTURE, FORESTRY, HUNTING AND FISHING, FOOD PREPARATION AND PROCESSING** |
| **02 02** | **wastes from the preparation and processing of meat, fish and other foods of animal origin** |
| 02 02 02 | shellfish shells from which the soft tissue or flesh has been removed only |
| **03** | **WASTES FROM WOOD PROCESSING AND THE PRODUCTION OF PANELS AND FURNITURE, PULP, PAPER AND CARDBOARD** |
| **03 01** | **wastes from wood processing and the production of panels and furniture** |
| 03 01 01 | Waste bark and cork |
| **10** | **WASTES FROM THERMAL PROCESSES** |
| **10 01** | **Wastes from power stations and other combustion plants (except 19)** |
| 10 01 01 | Bottom ash and slag |
| 10 01 15 | Bottom ash. Slag from co-incineration other than those mentioned in 10 01 14 |
| **10 11** | **Waste from manufacture of glass and glass products** |
| 10 11 12 | Clean glass other than those mentioned in 10 11 11 |
| **10 12** | **Wastes from manufacture of ceramic goods, bricks, tiles and construction products** |
| 10 12 08 | Waste ceramics, bricks, tiles and construction products (after thermal processes) |
| **10 13** | **Wastes from manufacture of cement, lime and plaster and articles and products made from them** |
| 10 13 14 | Waste concrete only |
| **12** | **WASTES FROM SHAPING AND PHYSICAL AND MECHANICAL SURFACE TREATMENT OF METALS AND PLASTICS** |
| **12 01** | **Wastes from shaping and physical and mechanical surface treatment of metals and plastics** |
| 12 01 07 | Waste blasting materials other than those mentioned in 12 01 16 |
| **15** | **WASTE PACKAGING; ABSORBENTS, WIPING CLOTHS, FILTER MATERIALS AND PROTECTIVE CLOTHING NOT OTHERWISE SPECIFIED** |
| **15 01** | **Packaging (including separately collected municipal waste packaging)** |
| 15 01 07 | Clean glass only |
| **17** | **CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)** |
| **17 01** | **Concrete, bricks, tiles and ceramics** |
| 17 01 01 | Concrete |
| 17 01 02 | Bricks |
| 17 01 03 | Tiles and ceramics |
| 17 01 07 | Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06 |
| **17 02** | **Wood, glass and plastic** |
| 17 02 02 | Clean glass only |

| | |
|---|---|
| **17 03** | **Bituminous mixtures, coal tar and tarred products** |
| 17 03 02 | Road base and road planings (other than those containing tar) only |
| **17 05** | **Soil (including excavated soil from contaminated sites), stones and dredging spoil** |
| 17 05 04 | Soil and stones other than those mentioned in 17 05 03 |
| 17 05 06 | Dredging spoil other than those mentioned in 17 05 05 |
| 17 05 08 | Track ballast, soil and stones other than those mentioned in 17 05 07 |
| **17 09** | **Other construction and demolition wastes** |
| 17 09 04 | Mixed construction and demolition wastes other than those mentioned in 17 09 01, 17 09 02 and 17 09 03 |
| **19** | **WASTE FROM WASTE MANAGEMENT FACILITIES, OFF-SITE WASTE WATER TREATMENT PLANTS AND THE PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION AND WATER FOR INDUSTRIAL USE** |
| | |
| | |
| | |
| | |
| **19 08** | **wastes from waste water treatment plants not otherwise specified** |
| 19 08 02 | washed sewage grit (waste from desanding) free from sewage contamination only |
| 19 08 99 | stone filter media if free from sewage contamination only |
| **19 12** | **wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified** |
| 19 12 05 | clean glass only |
| 19 12 09 | minerals (for example sand, stones) |
| **20** | **MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS** |
| **20 01** | **Separately collected fractions (except 15 01)** |
| 20 01 02 | Clean glass only |
| **20 02** | **Garden and park wastes (including cemetery waste)** |
| 20 02 02 | Soil and stones |

**Table S2.2 Permitted waste types and quantities for the soil washing activity**

| **Maximum quantity** | **The quantity of wastes listed below, accepted at the site shall be less than 850,000 tonnes a year in combination with Table S2.1** | |
|---|---|---|
| **Waste code** | **Description** | |
| **EWC Code** | **Description** | **Restriction** |
| **01** | **WASTE RESULTING FROM EXPLORATION, MINING, QUARRYING AND PHYSICAL AND CHEMICAL TREATMENT OF MINERALS** | |
| **01 04** | **Wastes from physical and chemical processing of non-metafillerous minerals** | |
| 01 04 08 | Waste gravel and crushed rocks other than those mentioned in 04 04 06 | |
| 01 04 09 | Waste sand and clay | |
| 01 04 13 | Wastes from stone cutting and sawing other than those mentioned in 01 04 07 | |
| **10** | **WASTES FROM THERMAL PROCESSES** | |

| | | |
|---|---|---|
| **10 11** | **Wastes from manufacture of glass and glass products** | |
| 10 11 12 | Waste that as waste glass other than those mentioned in 10 11 11 | |
| **10 12** | **Wastes from manufacture of ceramic goods, bricks, tiles and construction products** | |
| 10 12 08 | Waste ceramics, brick, tiles and construction products (after thermal processing) | |
| **10 13** | Wastes from manufacture of cement, lime and plaster and articles and products made from them | |
| 10 13 14 | Waste that as waste concrete and concrete sludge | |
| **15** | **WASTE PACKAGING, ABSORBANTS, WIPING CLOTHS, FILTER MATERIALS AND PROTECTIVE CLOTHING NOT OTHERWISE SPECIFIED** | |
| **15 01** | **Packaging (including separately collected municipal packaging waste)** | |
| 15 01 07 | Glass packaging | |
| **17** | **CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)** | |
| **17 01** | **Concrete, bricks, tiles and ceramics** | |
| 17 01 01 | Concrete | Selected C&D waste only |
| 17 01 02 | Bricks | Selected C&D waste only |
| 17 01 03 | Tiles and ceramics | Selected C&D waste only |
| 17 01 07 | Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06 | Selected C&D waste only. Metal from reinforced concrete must have been removed. |
| **17 02** | **Wood, glass and plastic** | |
| **17 02 02** | **glass** | |
| **17 05** | **Soil (including excavated soil from contaminated sites), stones and dredging spoil** | |
| 17 05 04 | Soil and stones other than those mentioned in 17 05 03 | Excluding topsoil, peat; excluding soil and stones from contaminated sites |
| 17 05 06 | Dredging spoil other than those mentioned in 17 05 05* | |
| 17 05 08 | Track ballast other than those mentioned in 17 05 07* | |
| **17 09** | **Other construction and demolition wastes** | |
| 17 09 04 | Mixed construction and demolition wastes other than those mentioned in 17 09 01, 17 09 02 and 17 09 03 | |
| **19** | **WASTES FROM WASTE MANAGEMENT FACILITIES, OFF-SITE WASTE WATER TREATMENT PLANTS AND THE PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION AND WATER FOR INDUSTRIAL USE** | |
| **19 02** | **Wastes from physico/chemical treatments of waste (including dechromatation, decyanidation, neutralisation)** | |
| 19 02 06 | Waste that as sludges from physico/chemical treatment other than those mentioned in 19 02 05 | |
| **19 08** | **Wastes from waste water treatment plants not otherwise specified** | |

| | | |
|---|---|---|
| 19 08 02 | Waste from desanding | |
| **19 12** | **Wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified** | |
| **19 12 05** | **Glass** | |
| 19 12 09 | Minerals only | Wastes from the treatment of waste aggregates that are otherwise naturally occurring minerals. Does not include fines from treatment of any non-hazardous waste or gypsum from recovered plasterboard. |
| 19 12 12 | Other wastes (including mixtures of materials) from other mechanical treatment of wastes other than those mentioned in 19 12 11 | Including but not limited to IBAA |
| **20** | **MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS** | |
| **20 01** | **Separately collected fraction (except 15 01)** | |
| **20 01 02** | **Glass** | |
| **20 02** | **Garden and park wastes (including cemetery waste)** | |
| 20 02 02 | Soil and stones | Only from garden and parks waste; excluding topsoil, peat. |
| **20 03** | **Other municipal wastes** | |
| 20 03 03 | Street cleaning residues | |

# Appendix B – Complaints Form

| Ashcourt (Lincolnshire) Ltd | | | | | | |
|---|---|---|---|---|---|---|
| **Name (if given)**<br><br>**Can remain anonymous** | | | | | | |
| **Address (if given)** | | | | | | |
| **Contact Details**<br><br>**Telephone No.**<br><br>**Email address** | | | | | | |
| **Date** | | | | | | |
| **Complaint Details**<br><br>**(Tick the relevant box)** | **Dust** | | **Odour** | | **Noise** | |
| | | | | | | |
| **Investigation Details** | | | | | | |
| **Investigation conducted by:** | | | | | | |
| **Job Title** | | | | | | |
| **Date & time investigation conducted** | | | | | | |
| **Weather conditions** | | | | | | |
| **Wind direction and speed** | | | | | | |
| **Investigation findings** | | | | | | |

| | |
|---|---|
| | |
| **Feedback given to Environment Agency and/or local authority** | |
| **Date feedback given** | |
| **Feedback given to public** | |
| **Date feedback given** | |
| **Review and Improve** | |
| **Improvements needed to prevent a reoccurrence** | |
| **Proposed date for completion of the improvements** | |
| **Actual date for completion** | |
| **If different insert reason for delay** | |
| **Does the Dust Management Plan need to be updated** | |
| **Date that the Dust Management Plan was updated** | |
| **Closure** | |
| **Quarry Manager Review Date** | |

| | |
|---|---|
| **Quarry Manager Signature** | |

# Appendix C - Daily Site Inspection Log

| Date | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|
| Checked by (Initials) | | | | | | |
| Are dust discharges from stockpiles controlled? | | | | | | |
| Are dust discharges from site surface controlled? | | | | | | |
| Is any visible dust observed at the site downwind boundary? | | | | | | |
| Is plant driver being mindful of dust when moving the waste? | | | | | | |
| Are drivers keeping to the 10mph/no idling rule? | | | | | | |
| Is visible dust being produced that | | | | | | |

| | | | | | | |
|---|---|---|---|---|---|---|
| is not being supressed? | | | | | | |
| Is visible dust leaving site boundary? | | | | | | |
| Can you identify the activity giving rise to the dust? | | | | | | |
| What action can be taken to prevent dust production | | | | | | |
| Report any issues to Quarry Manager<br>Write in the site diary | | | | | | |
| Further comments | | | | | | |

# Appendix D - Dust Survey Form

| **Dust Survey Recording Form** | | | Reason for Dust Survey | Dust detected at boundary? Y/N<br><br>Complaint? Y/N<br><br>Other |
|---|---|---|---|---|
| Name of Surveyor | | | Job Title | |
| Date | | | Time of Survey Start/Finish | |
| Air Temp. ◦C | | | Wind Direction | |
| **Location** | **Is dust evident** | **Is origin of dust evident?**<br>**Run through checklist** | | **Actions Taken** |
| | | | | |
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