PLANNING APPLICATION FOR A WASTE TRANSFER STATION FOR DRY RECYCLABLE WASTE

SANDERS PARK, FINEDON ROAD INDUSTRIAL ESTATE, WELLINGBOROUGH, NN8 4FR

WELLINGBOROUGH NORSE LTD

July 2016
Version 1

Prepared by: SE 21/07/16
Reviewed by: GP 25/07/16
CONTENTS

1 INTRODUCTION ............................................................................................................ 1
  1.1 Introduction ............................................................................................................. 1
  1.2 The Application Site and its Surrounding Context .............................................. 1
  1.3 Planning History .................................................................................................... 1
  1.4 The Applicant ........................................................................................................ 2

2 PROPOSED DEVELOPMENT ...................................................................................... 3
  2.1 Overview ................................................................................................................ 3
  2.2 Site Operations and Process Description .............................................................. 3
  2.3 Proposed Materials ............................................................................................... 3
  2.4 Operating Hours ..................................................................................................... 4
  2.5 Proposed Tonnages ............................................................................................... 4
  2.6 Traffic, Vehicle Numbers and Access .................................................................. 4
  2.7 Roller Shutter Doors ............................................................................................. 4
  2.8 Fire Risk ................................................................................................................ 4
  2.9 Lighting ................................................................................................................ 5
  2.10 Site Security .......................................................................................................... 5
  2.11 Environmental Permitting ................................................................................... 5
  2.12 Drainage ............................................................................................................... 5
  2.13 Odour Management Plan .................................................................................... 5

3 PLANNING POLICY CONTEXT ............................................................................... 6
  3.1 Introduction ............................................................................................................ 6
  3.2 The Development Plan ......................................................................................... 6
  3.3 Other Relevant Documents ................................................................................... 8

4 PLANNING POLICY ANALYSIS ............................................................................. 11
  4.1 Introduction ........................................................................................................... 11
  4.2 Location of the Development .............................................................................. 11
  4.3 Development Criteria for Waste Development .................................................... 11
  4.4 Sustainable Development ................................................................................... 11
  4.5 Environmental Considerations ............................................................................ 12
  4.6 Summary ............................................................................................................... 13

5 CONCLUSION ........................................................................................................... 14

W007-01 Planning Statement / SE
19/07/2016
APPENDICES

APPENDIX 1: VALIDATION CHECKLIST
APPENDIX 2: EXISTING PLANNING PERMISSION
APPENDIX 3: ROLLER SHUTTER DOORS
APPENDIX 4: FIRE FIGHTING SCHEME
APPENDIX 5: DRAINAGE STRATEGY
APPENDIX 6: ODOUR MANAGEMENT STRATEGY
1 INTRODUCTION

1.1 Introduction

1.1.1 This planning application for a Waste Transfer Station (WTS) is being submitted by GP Planning Ltd on behalf of Wellingborough Norse Ltd (the Applicant). Planning permission was granted in 2014 for a WTS to accept dry recyclable waste at Sanders Park, Finedon Road Industrial Estate, Wellingborough, NN8 4FR. The WTS was subsequently never built.

1.1.2 This planning application seeks to gain planning permission for a WTS building, which will be located approximately 15 metres further north. The different location of the proposed WTS is required for more efficient drainage purposes. Inputs to the facility and vehicle movements will remain the same as the previously permitted WTS, which was never built.

1.1.3 This planning application is comprised of the following documents and drawings:

- Planning Form
- Planning Statement
- GPP/WNL/W/16/01 - Site Location Plan
- GPP/WNL/W/16/02 - Site Plan
- GPP/WNL/W/16/03 - Proposed Site Layout Plan
- Drawing 61107 - Elevations
- GPP/WNL/WD/14/05 - Catchment Area Plan

1.1.4 Northamptonshire County Council’s Validation Checklist is included in Appendix 1. Compliance, as appropriate, is identified in the list.

1.2 The Application Site and its Surrounding Context

1.2.1 The Application Site is approximately 0.2 hectares in size. It is located within the Wellingborough Depot complex within Finedon Road Industrial Estate, to the north of Wellingborough. The exact location of the Application Site is shown on the Site Location Plan, Drawing GPP/WNL/W/16/01. The situation of the site on an industrial estate means that it is well distanced from residential properties. The nearest residential property is located approximately 450 metres south-west.

1.2.2 The Application Site is part of the Wellingborough Council Depot. There are office buildings to the west and an area of grassland to the south. The access road lies to the east. The Application Site and access track is already hard surfaced.

1.2.3 The site will be accessed via the existing established access from Sanders Road.

1.3 Planning History

1.3.1 On 7th August 2014, planning permission was granted for a Waste Transfer Station for dry recyclable waste including a new building at 30 Sanders Park, Sanders Road, Wellingborough, Northamptonshire, NN8 4FR (Ref: 14/00032/WASFUL). A copy of the previous planning permission is included in Appendix 2.
1.4 The Applicant

1.4.1 Wellingborough Norse Ltd was set up in 2010 to provide the Council’s waste collection service. The Council is represented on the Board by a number of councillors and officers. It has identified the opportunity to improve the efficiency of the service by providing a facility for RCVs to deliver the dry recyclables to a central site for bulking up for transport to a dedicated sorting facility.
2 PROPOSED DEVELOPMENT

2.1 Overview

2.1.1 It is proposed to use the land at Sanders Park as a Waste Transfer Station accepting 7000 tonnes of dry recyclable waste per annum. The location of the proposed Waste Transfer Station is shown on the Site Plan Drawing GPP/WNL/W/16/02. Planning permission was granted for an identical WTS in 2014, but it was never built. The previously permitted WTS was located approximately 15 metres south of the proposed WTS location. All inputs and traffic movements will be identical to the previously permitted WTS.

2.1.2 A building will be erected to store the dry recyclable waste. This will ensure that it is safely stored and protected from the weather until there is a sufficient amount to be bulked up. The proposed site layout is shown on Drawing GPP/WNL/W/16/03. The footprint of the proposed building will measure 15m by 25m. It will be 8 metres to the eaves and 9.3 metres to the ridge. The proposed building elevations are shown on Drawing 61107.

2.2 Site Operations and Process Description

2.2.1 RCVs delivering dry recyclables will access the site from Saunders Park. The roller shutter doors will open and the vehicles will travel into the building and unload material. The roller shutter doors will be shut at all times, except when material is being delivered. Incoming loads are likely to average 5 tonnes.

2.2.2 Once the dry recyclable material is in the building, it will be stored until there is a sufficient amount of material for collection by a HGV to take the material for recycling elsewhere. Loads going out of the site will be in 20 tonne loads. All outgoing loads will be weighed on the existing weighbridge shown on GPP/WNL/W/16/03. Inputs through the building will be in a one way system.

2.2.1 Any contaminated or hazardous material that is found in the incoming material will be stored in a quarantine bin, and taken off site at the earliest possible convenience.

2.3 Proposed Materials

2.3.1 The building frame will be assembled with high tensile galvanised truss and stanchion system manufactured from Hot Rolled Corus Steel. It is high tensile for strength and galvanised for long life durability with no maintenance. All sections have been designed to BS5950 part 5 and will be manufactured from S390 galvanised steel giving a minimum yield strength 390N/mm²

It is proposed that the following is used:

- Wall Cladding = Panel 1000 .5 Plastisol Coated Wall Cladding
- Roof Cladding = Panel 1000 .7 Plastisol Coated Roof Cladding with anti-condensation membrane
- Installation of 150mm thick reinforced concrete floor slab.
- The walls, roof and doors of the building will be finished in Goosewing Grey. The materials will be plastisol coated or PVC impregnated polyester fabric.
2.4 Operating Hours

2.4.1 The proposed hours of operation are as follows:
- Tuesdays to Fridays: 07.00 – 18.00
- Saturdays: Closed
- Sundays: Closed
- Bank Holidays: Closed

2.4.2 The site will employ 1 member of staff who will work on the site between the operating hours described above. Another operative from the existing adjacent waste site will work as back up for holidays and sickness periods.

2.5 Proposed Tonnages

2.5.1 It is proposed that 7000 tonnes of dry recyclable waste is brought onto the site per annum. Based on 25 weeks per year, this will mean that there are 280 tonnes of incoming waste per week and approximately 70 tonnes per day, based on 4 days of deliveries per week. All inputs will come from municipal collections, which are generally once a fortnight, thus will mean daily inputs of up to 70 tonnes (based on an average load weight of 5 tonnes).

2.6 Traffic, Vehicle Numbers and Access

2.6.1 Deliveries will be made by the councils RCVs and collections by third party bulk HGVs.

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>LOAD SIZE (TONNES)</th>
<th>ENTERING (VMPD)</th>
<th>LEAVING (VMPD)</th>
<th>TOTAL (VMPD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delivering material</td>
<td>5</td>
<td>14</td>
<td>14</td>
<td>28</td>
</tr>
<tr>
<td>Collecting material</td>
<td>25</td>
<td>3</td>
<td>3</td>
<td>6</td>
</tr>
<tr>
<td>Total</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>34</td>
</tr>
</tbody>
</table>

2.6.2 RCVs and HGVs will enter and leave the site using the already established access. Access to the WTS will be gained from Saunders Park via the route shown on the Proposed Site Layout Plan GPP/WNL/W/16/03.

2.7 Roller Shutter Doors

2.7.1 Two fast opening/roller shutter doors as detailed in Appendix 3 shall be installed prior to the commencement of development and kept closed at all times except when required to be open for the entry and/or egress of loaded and unloaded vehicles into the building. The roller shutter doors will be electrically operated. They are fit for purpose industrial quality galvanised doors chain driven or with electric motor as required.

2.8 Fire Risk

2.8.1 Fire extinguishers will be kept within the building for use in the event of a fire. A fire fighting strategy is included in Appendix 4.
2.9 Lighting

2.9.1 Lighting will be fixed above the doors, as shown on the Proposed Site Layout Plan GPP/WNL/W/16/03. All lights will be 150W Sodium Floodlights fitted with deflectors and angled downwards, as illustrated below. They will be switched off outside operational hours.

2.10 Site Security

2.10.1 Outside the hours of operation the building will be locked for security purposes and the site and depot are securely fenced with locked gates.

2.11 Environmental Permitting

2.11.1 In the event that planning permission is granted, the activities will be carried out under an exemption.

2.12 Drainage

2.12.1 A Drainage Strategy is included in Appendix 5.

2.13 Odour Management Plan

2.13.1 An Odour Management Plan is attached at Appendix 6.
3 PLANNING POLICY CONTEXT

3.1 Introduction

3.1.1 Section 38(6) of the Planning and Compulsory Purchase Act 2004 states that determination of a planning application must be made in accordance with the Development Plan unless material considerations indicate otherwise.

3.1.2 In reaching a decision on this planning application, the first consideration is therefore whether the proposal is in accordance with the Development Plan. Having done this it is then necessary to have regard to all other material planning considerations, which include all relevant policy considerations contained in the emerging Development Plan as well as National Planning Policy Guidance.

3.1.3 This chapter provides an indication of the main Development Plan policies and national planning guidance that has been considered and assessed in the preparation of the planning application.

3.1.4 The Development Plan in this instance consists of:
- Northamptonshire County Council’s (NCC’s) Minerals and Waste Local Plan (2014)

3.1.5 The main objectives and planning policies that are relevant to the proposal are set out below. The policies are not all included in full; only the relevant parts of the policies are included.

3.2 The Development Plan

Northamptonshire County Council’s (NCC’s) Minerals and Waste Local Plan (2014)

3.2.1 Policy 12 sets out NCC’s spatial strategy for waste management. It provides that:
Northamptonshire’s waste management network, particularly advanced treatment facilities with a sub-regional or wider catchment, will be focused within the central spine and the sub-regional centre of Daventry. Development should be concentrated in Northampton, Wellingborough, Kettering, Corby and Daventry. Development in the smaller towns should be consistent with their local service role. Facilities in urban areas should be co-located together and with complementary activities.

3.2.2 Policy 13 provides development criteria for waste management facilities which are not allocated:
Proposals for waste management facilities on non-allocated sites (including extensions to existing sites and extension to allocated sites) must demonstrate that the development:
- Does not conflict with the spatial strategy for waste management;
- Promotes the development of a sustainable waste network and facilitates delivery of Northamptonshire’s waste management capacity requirements;
- Clearly establishes a need for the facility identifying the intended functional role, intended catchment area for the waste to be managed, market base for any outputs, and where applicable the requirement for a specialist facility;
• Is in general conformity with the principles of sustainability (particularly regarding the intended catchment area);
• Facilitates the efficient collection and recovery of waste materials; and
• Where intended for use by the local community, is readily and safely accessible to those it is intended to serve.

3.2.3 Policy 22 is concerned with addressing the impact of proposed minerals and waste development:
Proposals for minerals and waste development must demonstrate that the following matters have been considered and addressed:
• Protecting Northamptonshire’s natural resources and key environmental designations (including heritage assets);
• Avoiding and / or minimising potentially adverse impacts to an acceptable level, specifically addressing air emissions (including dust), odour, bioaerosols, noise and vibration, slope stability, vermin and pests, birdstrike, litter, land use conflict and cumulative impact;
• Impacts on flood risk as well as the flow and quantity of surface and groundwater;
• Ensuring built development is of a design and layout that has regard to its visual appearance in the context of the defining characteristics of the local area;
• Ensuring access is sustainable, safe and environmentally acceptable, and
• Ensuring that local amenity is protected.

3.2.4 Policy 23 relates to encouraging sustainable transport and provides that minerals and waste related development should seek to minimise transport movements and maximise the use of sustainable or alternative transport modes. Where possible minerals and waste related development should be located, designed and operated to enable transport by rail, water, pipeline or conveyor. It states that minerals and waste related development should be well placed to serve their intended markets or catchment area(s) in order to reduce transport distances and movements in order to support the development of sustainable communities that take responsibility for the waste that they produce and work towards self-sufficiency. Proposals for new development or development that would result in a significant increase in transport movements should include a sustainable transport statement to demonstrate how the above has been taken into consideration.

3.2.5 Policy 24 is concerned with natural assets and resources:
Minerals and waste development should seek to achieve a net gain in natural assets and resources, through:
• Protecting and enhancing international and national designated sites;
• Delivery of wider environmental benefits in the vicinity where development would adversely affect locally designated sites or other features of local interest;
• Protecting and enhancing green infrastructure and strategic biodiversity networks, in particular the River Nene and other sub-regional corridors; and
• Contributing towards Northamptonshire Biodiversity Action Plan targets for habitats and species.

Proposals for minerals and waste development will be required to undertaken an assessment (where appropriate) in order to:
• Identify and determine the nature, extent and level of importance of the natural assets and resources, as well as any potential impacts, and
• Identify mitigation measures and / or requirement for compensation (where necessary) to avoid, reduce and manage potentially adverse impacts.
3.2.6 Policy 27 provides guidance on layout and design quality:

The layout and overall appearance of waste management facilities, and where appropriate minerals development, will be required to demonstrate that the development:

- Supports local identity and relates well to neighbouring sites and buildings;
- Is set in the context of the area in which it is to be sited in a manner that enhances the overall townscape, landscape or streetscape (as appropriate);
- Utilises local building materials as appropriate;
- Incorporates specific elements of visual interest; and
- Builds-in safety and security.

**Catchment Areas**

3.2.7 Paragraph 5.108-5 states that:

Proposals for waste development will need to specify the intended catchment area. This will assist the WPA in determining the extent to which a proposal supports the development of sustainable communities which take responsibility for the waste they produce.

To this end broad catchment areas have been identified. Catchment areas identified for the purpose of this Local Plan include national, regional, sub-regional, local and neighbourhood. Proposals must identify the relevant catchment area(s) and demonstrate how this is linked to the waste to be managed on the site; this should be clearly shown on an indicative map to accompany the planning application. Integrated waste management facilities may require a range of waste types from different catchment areas in order to satisfy the operational requirements of the individual facilities present onsite; the differentiation between what types of waste fall within each catchment area will need to be identified.

3.3 Other Relevant Documents

**National Planning Policy for Waste (October 2014)**

3.3.1 Paragraph 5 provides guidance on suitable sites and areas:

Waste planning authorities should assess the suitability of sites and/or areas for new or enhanced waste management facilities against each of the following criteria:

- The extent to which the site or area will support the other policies set out in this document;
- Physical and environmental constraints on development, including existing and proposed neighbouring land uses, and having regard to the factors in Appendix B to the appropriate level of detail needed to prepare the Local Plan;

3.3.2 Paragraph 7 is concerned with determining planning applications. It provides that:

When determining waste planning applications, waste planning authorities should:

- Consider the likely impact on the local environment and on amenity against the criteria set out in Appendix B...
- Ensure that waste management facilities in themselves are well-designed, so that they contribute positively to the character and quality of the area in which they are located.
Waste Management Plan for England December 2013

3.3.3 The Government’s latest thinking on waste management was published in December 2013 in the Waste Management Plan for England. It sets out how it will support the implementation of the objectives and provisions of the revised Waste Framework Directive. When adopted it will replace the Waste Strategy 2007 and the Policy Review document of 2011. It continues to promote compliance with the waste hierarchy.

![Diagram of the Waste Hierarchy]


3.3.4 The Waste Framework Directive sets the basic concepts and definitions related to waste management, such as definitions of waste, recycling, recovery. It requires that waste be managed without endangering human health and harming the environment and without adversely affecting the countryside or places of special interest.

National Planning Policy Framework, March 2012

3.3.5 The National Planning Policy Framework was published on the 27th March 2012 and came into force immediately with respect to plan and decision making. The NPPF states at paragraph 5 of its introduction that it does not contain specific waste policies ‘since national waste planning policy will be published alongside the National Waste Management Plan for England’. However, paragraph 5 goes on to say that local authorities should have regard to the policies in the National Planning Policy Framework in preparing their waste plans.

3.3.6 The NPPF provides a presumption given in favour of development with sustainable credentials. Paragraph 14 of the NPPF states:

At the heart of the planning system is a presumption in favour of sustainable development, which should be seen as a golden thread running through both plan making and decision taking. For decision-taking this means

- Approving development proposals that accord with the development plan without delay and
- Where the development plan is absent, silent or relevant policies are out of date, granting planning permission unless:
Any adverse impact of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole or specific policies in this Framework indicate development should be restricted.

**National Planning Policy Guidance (2014)**

3.3.7 Planning Practice Guidance provides advice on determining waste related planning applications. In particular it advises on when unallocated sites can be used and recognises that there may be changes that give rise to opportunities not envisaged in the Local Plan. In the case of waste facilities, the onus is on applicants to demonstrate that the facility will not undermine the waste planning strategy through prejudicing the movement of waste up the hierarchy.
4 PLANNING POLICY ANALYSIS

4.1 Introduction

4.1.1 From a review of the relevant planning policies, the main issues to consider for the proposed WTS are:
- The Location of the Development
- Development Criteria for Waste Development
- Sustainable Development
- Environmental Considerations

4.2 Location of the Development

4.2.1 The site is not allocated as a waste site in the Northamptonshire County Council’s Minerals and Waste Local Plan (2014). However, Policy 12 in the Local Plan sets out the spatial strategy for waste development. This policy states that waste management development should be concentrated within identified urban areas. Sanders Park, the Development Site, is located to the north-east side of Wellingborough. Its location falls within an existing industrial estate in the area identified as an “urban area” of Wellingborough (as set out in Plan 5 of the Local Plan). Therefore, the location of the proposed WTS is compliant with Policy 12 of the Spatial Strategy. Policy 12 states that “facilities in urban areas should be co-located together and with complimentary activities.” The proposed WTS is located adjacent to Wellingborough Council Depot, which is a complimentary activity. The site will share a weighbridge with the existing depot. The previous planning permission acknowledged that Wellingborough Depot complies with policy.

4.3 Development Criteria for Waste Development

4.3.1 Policy 13 of Northamptonshire County Council’s Minerals and Waste Local Plan (2014) sets out development criteria for waste management facilities. The proposed development complies with all of the criteria contained within this policy.

4.3.2 It has been established in section 4.2 that the proposal is compliant with the spatial strategy for waste development. It is in an industrial location on brownfield land, which is already hard surfaced. The co-location of the development adjacent to the Wellingborough Council Depot makes it a sustainable location for waste development. The intended catchment area is shown on GPP/WNL/WD/14/05. This covers the district of Wellingborough, which is considered to be sustainable. The previous planning permission acknowledged that Wellingborough Depot complies with policy.

4.4 Sustainable Development

4.4.1 The NPPF provides that there should be a presumption in favour of sustainable development. At present the RCV’s collecting dry recyclables have to deliver loads to facilities outside the Borough. The proposed WTS will allow waste to be bulked up in the Borough in order to be recycled elsewhere. This will significantly reduce the distance travelled reducing costs and improving efficiency. The previous planning permission acknowledged that Wellingborough Depot complies with policy.
4.4.2 The site will bring waste in from a local catchment area, which is appropriate for this type of development. The catchment area is shown on Drawing GPP/WNL/WD/14/05.

4.5 Environmental Considerations

Introduction

4.5.1 This section will consider the potential environmental impacts that the development will have.

Traffic and Transport

4.5.2 Policy 23 of Northamptonshire County Council’s Local Plan (2014) is concerned with encouraging sustainable transport. The site would accept 7000 tonnes per year. Deliveries would be made on a fortnightly basis from Tuesday – Friday.

4.5.3 The vehicle movements have been calculated assuming 125 working days per year.

\[
\frac{7000\text{T}}{25\text{ weeks}} = 280\text{T/weeks} \\
280\text{T/4 days} = 70\text{T/day} \\
70\text{T/day} / 5\text{ tonne loads} = 14\text{ loads per day}
\]

4.5.4 All incoming material would be delivered in 5 tonne loads and would be collected in 20 tonne loads.

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>LOAD SIZE (TONNES)</th>
<th>ENTERING (VMPD)</th>
<th>LEAVING (VMPD)</th>
<th>TOTAL (VMPD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delivering material</td>
<td>5</td>
<td>14</td>
<td>14</td>
<td>28</td>
</tr>
<tr>
<td>Collecting material</td>
<td>25</td>
<td>3</td>
<td>3</td>
<td>6</td>
</tr>
<tr>
<td>Total</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>34</td>
</tr>
</tbody>
</table>

Noise

4.5.5 Policy 22 of Northamptonshire County Council’s Local Plan (2014) is concerned with protecting local amenity. The proposed development will not cause any unreasonable noise. All waste will be deposited within a building, where it will be bulked up. The roller shutter doors of the building will be kept closed at all times, except when material is being delivered. There are no noise sensitive properties within the locality.

Dust

4.5.6 Policy 22 of Northamptonshire County Council’s Local Plan (2014) is concerned with protecting local amenity. The access road is concrete and therefore it is unlikely that dust will accumulate. All waste deliveries will be into the building, thus fully controlling dust. Collections outside will take place near the proposed building and will be shielded from the prevailing wind by the building.

Visual Impact

4.5.7 Policy 22 of Northamptonshire County Council’s Local Plan (2014) is concerned with protecting local amenity. In the context of the industrial estate, the new building has been designed to
reflect the appearance of an industrial building. The size of the building is not out of character with the surrounding industrial estate.

**Flood Risk and Drainage**

4.5.8 Policy 22 of Northamptonshire County Council’s Local Plan (2014) is concerned with protecting local amenity.

4.5.9 The development is located in flood risk area 1 and has a less than 1 in 1000 chance of flooding. The drainage from the roof of the building will be into the existing site drains.

4.5.10 There is no risk of contaminated water from the waste transfer and storage activities, as the waste is dry.

**Odour**

4.5.11 The waste transfer station will treat dry recyclable waste which is not odorous in nature as it does not decompose.

**Litter**

4.5.12 Policy 22 of Northamptonshire County Council’s Local Plan (2014) is concerned with protecting local amenity.

4.5.13 All RCVs and HGVs entering and leaving the site will be contained or sheeted in order to avoid the risk of litter.

4.5.14 Outside loading of HGV collection vehicles has the risk of generating litter. The building will screen the activity from the prevailing wind. The existing palisade fencing will trap any litter that escapes and will be collected by Depot staff at least once a week.

**Ecology**

4.5.15 There will be no impact on ecology as a result of this application. The entire Application Site is already covered in hard core material.

4.6 **Summary**

4.6.1 Northamptonshire County Council previously granted planning permission for a WTS building on land at Sanders Park, Finedon Road Industrial Estate (Ref: 14/00032/WASFUL). This planning application seeks to gain planning permission for a replacement building, which will be located approximately 15 metres further north. The relocation is required for more efficient drainage purposes. Inputs to the facility and vehicle movements will remain the same. The proposed development complies with the Development Plan. The previous grant of planning permission by NCC acknowledges this.
5 CONCLUSION

5.1.1 This planning application seeks planning permission for a WTS similar to the one that was previously permitted in 2014, but located approximately 15 metres further north for drainage purposes. It is proposed that if planning permission is granted for this WTS, it replaces the previous planning permission (14/00032/WASFUL). The previous WTS was considered by the authority to be compliant with the Development Plan.

5.1.2 Section 38(6) of the Planning and Compulsory Purchase Act 2004 states that, ultimately, planning decisions must be determined in accordance with the Development Plan unless material considerations indicate otherwise.

5.1.3 This application complies with the Development Plan in the following ways:
   • It is located on an existing industrial estate within Wellingborough which is located within the urban area of Wellingborough. It therefore complies with the spatial strategy for waste development.
   • The catchment area of Wellingborough Borough, which is local in size, is an appropriate size for this development in this location.
   • There are no adverse environmental impacts as a result of these proposals

5.1.4 In light of the above, it is considered by the Applicant that the proposed Waste Transfer Station at Finedon Road Industrial Estate is an appropriate form of development in this location and that the planning permission should be granted.
### APPENDIX 1: VALIDATION CHECKLIST

<table>
<thead>
<tr>
<th>Planning Statement</th>
<th>Included</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Quality Assessment</td>
<td>Not Included</td>
</tr>
<tr>
<td>Archaeology</td>
<td>Not Included</td>
</tr>
<tr>
<td>Cumulative Impact</td>
<td>Not Included</td>
</tr>
<tr>
<td>Daylight/Sunlight Assessment</td>
<td>Not Included</td>
</tr>
<tr>
<td>Design Statement</td>
<td>Included</td>
</tr>
<tr>
<td>Dust, mud and debris on the highway and Litter</td>
<td>Included</td>
</tr>
<tr>
<td>Environmental Impact Statement</td>
<td>Not Included</td>
</tr>
<tr>
<td>Ecology / Protected Species / Biodiversity Survey &amp; Report</td>
<td>Not Included</td>
</tr>
<tr>
<td>Flood Risk Assessment</td>
<td>Not Included</td>
</tr>
<tr>
<td>Foul Sewerage Assessment</td>
<td>Not Included</td>
</tr>
<tr>
<td>Geotechnical Appraisal</td>
<td>Not Included</td>
</tr>
<tr>
<td>Health Impacts</td>
<td>Not Included</td>
</tr>
<tr>
<td>Heritage Assessment (including historical features and Scheduled Ancient Monuments) / Conservation Area Appraisal</td>
<td>Not Included</td>
</tr>
<tr>
<td>Hydrological and Hydrogeological Assessment</td>
<td>Not Included</td>
</tr>
<tr>
<td>Land Contamination Assessment / Contamination Risk Assessment</td>
<td>Not Included</td>
</tr>
<tr>
<td>Landscape Assessment</td>
<td>Not Included</td>
</tr>
<tr>
<td>Landscaping Details</td>
<td>Not Included</td>
</tr>
<tr>
<td>Lighting Assessment</td>
<td>Not Included</td>
</tr>
<tr>
<td>Minerals Safeguarding</td>
<td>Not Included</td>
</tr>
<tr>
<td>Noise Impact Assessment</td>
<td>Not Included</td>
</tr>
<tr>
<td>Odour Impact Assessment</td>
<td>Not Included</td>
</tr>
<tr>
<td>Parking &amp; Access Arrangements</td>
<td>Not Included</td>
</tr>
<tr>
<td>Phasing / Working Programme</td>
<td>Not Included</td>
</tr>
<tr>
<td>Photographs/Photomontages</td>
<td>Not Included</td>
</tr>
<tr>
<td>Planning Obligations</td>
<td>Not Included</td>
</tr>
<tr>
<td>Draft Head(s) of Terms (s.106 Town and Country Planning Act 1990)</td>
<td>Not Included</td>
</tr>
<tr>
<td>Playing Fields and Recreational Facilities</td>
<td>Not Included</td>
</tr>
<tr>
<td>Public Rights of Way</td>
<td>Not Included</td>
</tr>
<tr>
<td>Renewable Energy and Climate Change</td>
<td>Not Included</td>
</tr>
<tr>
<td>Restoration and Aftercare Statement/Plans</td>
<td>Not Included</td>
</tr>
<tr>
<td>Statement of Community Involvement</td>
<td>Not Included</td>
</tr>
<tr>
<td>Structural Survey</td>
<td>Not Included</td>
</tr>
<tr>
<td>Survey of Levels</td>
<td>Not Included</td>
</tr>
<tr>
<td>Transport Assessment</td>
<td>Not Included</td>
</tr>
<tr>
<td>Travel Plan</td>
<td>Not Included</td>
</tr>
<tr>
<td>Tree and Hedgerow Survey/Arboricultural Report</td>
<td>Not Included</td>
</tr>
<tr>
<td>Utilities Statement</td>
<td>Not Included</td>
</tr>
<tr>
<td>Vermin and Birds</td>
<td>Not Included</td>
</tr>
<tr>
<td>Waste Audit and Waste Management Facilities Strategy</td>
<td>Not Included</td>
</tr>
</tbody>
</table>
APPENDIX 2: EXISTING PLANNING PERMISSION
Town and Country Planning Act 1990

PLANNING PERMISSION

Name and address of applicant
Wellingborough Norse Ltd
Trafalgar House
30 Sanders Park
Sanders Road
Wellingborough
NN8 4FR

Name and address of agent (if any)
GP Planning
The Stables
Long Lane
East Haddon
Northampton
NN6 8DU

Part I - Particulars of application

Date of Application
19 May 2014

Application No.
NCC Ref: 14/00032/WASFUL
WBC Ref: WP/14/00352/CRA

Particulars and location of development
Waste Transfer Station to process dry recyclable waste including a new building at
30 Sanders Park, Sanders Road, Wellingborough, Northamptonshire, NN8 4FR

Part II - Particulars of decision:

The Northamptonshire County Council

Hereby give notice in pursuance of the provisions of the Town and Country Planning
Act 1990 that permission has been granted for the carrying out of the development
referred to in Part I hereof in accordance with the application and plans submitted
subject to the following conditions:-

Time Limit

1. The development hereby permitted shall be begun before the expiry of three
years from the date of this permission. Written notification of the date of
commencement shall be provided in writing to the Waste Planning Authority
within seven days of such commencement.

Reason: To comply with Section 91 of the Town and Country Planning Act as
amended by the Planning and Compulsory Purchase Act 2004.

Note: This permission only relates to planning permission and does not include consent
under the Building Regulations for which separate permission may be required. The
requirements of the Chronically Sick and Disabled Persons Act 1970, the Disability
should also be adhered to wherever appropriate.
Scope of the Permission

2. Except as otherwise required by conditions attached to this planning permission the development hereby permitted shall be implemented and maintained in accordance with the following approved documents and plans:
   
   - Application forms dated 16 May 2014
   - Planning Statement dated April 2014 (Version 1)

   Drawings
   - Site Plan, reference GPP/WNL/WD/14/02 Rev no. 2 dated 25 February 2014
   - Elevation drawings by DBS Steel Contracts Ltd, reference B001 received 25 May 2014
   - Site Layout Plan, reference GPP/WNL/WD/14/03 Rev no. 2 dated 25 February 2014

Reason: To secure implementation and maintenance of the development in accordance with the approved documents and plans and secure the mitigation measures set out in the application.

Waste Inputs

3. The development hereby permitted shall be restricted to the import, temporary storage, baling and onward transfer of waste.

4. The development hereby permitted shall not exceed a total annual throughput of 10,000 tonnes of waste.

5. The operator shall ensure that systems are in place to ensure that the site only accepts dry recyclable waste of a non hazardous nature and that systems are in place to deal with any prohibited wastes delivered to site.

Reason for conditions 3 to 5: To define the scale of the facility in the interests of amenity protection and highway safety having regard to Policy CS14 of the Northamptonshire MWDF Core Strategy DPD (May 2010).

Storage and Processing

6. Prior to the commencement of the import of waste, full details of a fast opening shutter door system shall be submitted to and approved in writing by the Waste Planning Authority. The system shall be implemented in accordance with the approved details which shall thereafter be retained and maintained for the duration of the development hereby permitted.

7. No external processing or external storage of waste shall take place on site.

Reason for conditions 6 to 7: In the interests of amenity and environment protection having regard to Policy CS14 of the Northamptonshire MWDF Core Strategy DPD (May 2010).

Note: This permission only relates to planning permission and does not include consent under the Building Regulations for which separate permission may be required. The requirements of the Chronically Sick and Disabled Persons Act 1970, the Disability Discrimination Act 1995 and the Special Education Needs and Disability Act 2001 should also be adhered to wherever appropriate.
Fire Risk

8. Prior to the commencement of development a scheme for preventing and fighting fire at the site shall be submitted to the Waste Planning Authority for approval in writing. The scheme shall set out measures to prevent fire on the site, including the establishment of buffers between stored waste and shall include consideration of potential water sources for fire appliances. The approved scheme shall be implemented in full prior to the first import of waste to the site and shall be maintained for the lifetime of the operations hereby permitted.

Reason: In the interests of amenity and environmental protection having regard to Policy CS14 of the Northamptonshire MWDF Core Strategy DPD (May 2010).

Surface Water Drainage

9. Prior to the commencement of development a detailed scheme to accommodate surface water drainage arising from the development hereby permitted shall be submitted to the Waste Planning Authority for approval in writing. The scheme as approved shall be maintained throughout the life of the development.

Reason: To minimise the risk of pollution of water courses and aquifers and to minimise the risk of flooding having regard to Policy CS14 of the Northamptonshire Core Strategy DPD (May 2010).

Odour, Noise and Dust

10. Prior to the commencement of development an odour management plan shall be submitted to the Waste Planning Authority for approval in writing. The approved scheme shall be implemented and maintained for the lifetime of the development with any revisions to be agreed in writing with the Waste Planning Authority.

11. No vehicles and mobile plant used exclusively on site shall be operated unless they have been fitted with white noise alarms.

12. No vehicle, plant, equipment or machinery used exclusively on site shall be operated at the site unless it has been fitted with and uses an effective silencer. All vehicles, plant, equipment and machinery shall be maintained in accordance with the manufacturer’s specification.

13. In the event that complaints regarding noise, odour, lighting or dust during construction or operational phases are received by the Waste Planning Authority and thereafter notified to the operator, an assessment of the complaint shall be undertaken by the operator. A report on the findings, with proposals for removing, reducing or mitigating identified adverse effects resulting from the operation, and a programme for the implementation of remedial measures (if necessary) to be undertaken shall be submitted to the Waste Planning Authority no later than five working days from notification of

Note: This permission only relates to planning permission and does not include consent under the Building Regulations for which separate permission may be required. The requirements of the Chronically Sick and Disabled Persons Act 1970, the Disability Discrimination Act 1995 and the Special Education Needs and Disability Act 2001 should also be adhered to wherever appropriate.
the complaint to the operator, unless a later date is otherwise agreed in writing by the Waste Planning Authority. The approved remedial measures shall be implemented in full and thereafter maintained.

Reason for conditions 10 to 13: In the interests of the amenities of the area having regard to Policy CS14 of the Northamptonshire MWDF Core Strategy DPD (May 2010).

**Lighting**

14. External lighting shall be installed, operated and maintained as set out at 2.8.1 of the submitted planning statement and located as shown on the approved site layout plan. All lights shall be inclined downwards at an angle no greater than five degrees from the horizontal and maintained as such for the lifetime of the development. The lights shall be switched off outside the hours of working (condition 16).

Reason: In the interests of the amenities of the area, site security and sustainability having regard to Policy CS14 of the Northamptonshire MWDF Core Strategy DPD (May 2010).

**Hours of Working**

15. All construction activities shall be restricted to between the hours of 0700 and 1800 Mondays to Fridays and 0700 to 1300 Saturdays with no construction activities on Sundays or Public and Bank Holidays.

16. All waste management operations shall be confined to between 0700 hours and 1800 hours Mondays to Fridays with no such operations to be undertaken on Saturdays, Sundays, Public or Bank Holidays.

Reason for conditions 15 to 16: To ensure that working on site is carried out within reasonable hours so as to avoid disturbance to amenity in accordance with Policy CS14 of the Northamptonshire MWDF Core Strategy DPD (May 2010).

**Wheel Cleaning and Vehicle Sheeting**

17. All HGVs arriving at and leaving the site shall be cleansed of mud and other debris to ensure that there is no nuisance dust and no mud or debris deposited on the public highway.

18. All operational vehicles arriving at and leaving the site shall be sheeted to prevent material spillage or wind blow.

Reason for conditions 17 to 18: In the interests of highway safety and local amenity in accordance with Policy CS14 of the Northamptonshire MWDF Core Strategy DPD (May 2010).

**Note:** This permission only relates to planning permission and does not include consent under the Building Regulations for which separate permission may be required. The requirements of the Chronically Sick and Disabled Persons Act 1970, the Disability Discrimination Act 1995 and the Special Education Needs and Disability Act 2001 should also be adhered to wherever appropriate.
Materials

19. Prior to the commencement of construction of the new building hereby permitted, details of the proposed colour of external metal cladding shall be submitted to and approved in writing by the Waste Planning Authority in writing. The details shall include the colours and finishes to be used on the building. The development shall be implemented and maintained in accordance with the approved details.

Reason: In the interests of amenity protection and landscape character having regard to Policy CS14 of the Northamptonshire MWDF Core Strategy DPD (May 2010) and Policy CMD8 of the Northamptonshire MWDF Control and Management of Development DPD (June 2011).

Pollution control

20. Any facilities, above ground, for storage of oils, fuels or chemicals shall be sited on impervious bases and surrounded by impervious bund walls. The volume of the bunded compound should be at least equivalent to the capacity of the tank plus 10%. All filling points, vents, gauges and sight glasses must be located within the bund. The drainage system of the bund shall be sealed with no discharge to any watercourse, land or underground strata. Associated pipework should be located above ground and protected from accidental damage. All filling points and tank overflow pipe outlets should be detailed to discharge into the bund.

21. All drums and small containers used for oil and other chemicals shall be stored in bunded areas which do not drain to any watercourse, surface water sewer or soakaway.

Reason for conditions 20 to 21: To minimise risk of watercourse and aquifer pollution and to prevent pollution of the water environment having regard to Policy CS14 of the Northamptonshire MWDF Core Strategy DPD (May 2010).

Catchment Area

22. All waste materials to be processed on the site shall originate from locations within the area shown on the submitted Catchment Area plan dated 24 April 2014 (reference GPP/WNL/WD/14/05 Rev no. 1). The annual report required by condition 23 shall incorporate such records that demonstrate compliance with the approved catchment area plan.

Reason: To ensure that waste materials are dealt with as close to their source as possible in the interests of self sufficiency and sustainability having regard to Policy CS9 of the Northamptonshire MWDF Core Strategy DPD (May 2010) and to enable the Waste Planning Authority to monitor progress towards achieving the principles in Policy CS1 of the Northamptonshire MWDF Core Strategy DPD (May 2010) and Policies CMD1 and CMD14 of the Northamptonshire MWDF Control and Management of Development DPD (June 2011).

Note: This permission only relates to planning permission and does not include consent under the Building Regulations for which separate permission may be required. The requirements of the Chronically Sick and Disabled Persons Act 1970, the Disability Discrimination Act 1995 and the Special Education Needs and Disability Act 2001 should also be adhered to wherever appropriate.
Monitoring

23. The operating company shall submit an annual report in writing to the Waste Planning Authority within one month of the first anniversary of operations commencing and at 12 monthly intervals thereafter. The report shall include detailed information on the types, quantities and sources of all waste materials brought on to the site, including records demonstrating compliance with the approved waste input condition (condition 3) and catchment area plan (condition 22). The information required by this condition shall also be supplied at any other time on request by the Waste Planning Authority.

Reason: To enable the Waste Planning Authority to monitor progress towards achieving the principles in Policy CS1 of the Northamptonshire MWDF Core Strategy DPD (May 2010), to ensure that waste materials are dealt with close to their source in accordance with Policy CS9 of the Northamptonshire MWDF Core Strategy DPD (May 2010) and in the interests of highway safety and amenity having regard to Policy CS14 of the MWDF Core Strategy DPD (May 2010).

REASONS FOR APPROVAL

The site is part of the existing Wellingborough Council Depot on the Finedon Road Industrial Estate in Wellingborough. The area is currently used for storage associated with the depot and is served by an existing access from Sanders Park. Application 14/00032/WASFUL is to erect a steel clad building on site measuring 35 metres (m) long by 25m wide and 9m high to the ridgeline. The applicant proposes that the building would be used to store and bulk up for onward transfer up to 7,000 tonnes per annum of dry recyclable waste.

The principle of the development, including the proposed location, is considered acceptable having regard to Policies CS1 and CS2 of the Core Strategy and Policy CMD1 of the Control and Management of Development DPD which address the provision of waste management capacity, the spatial strategy for waste management and development criteria for waste management facilities.

Subject to recommended conditions the amenity, landscape and visual amenity, traffic and access, water resource and flood risk implications of these proposals are considered acceptable having regard to Policies CS9, CS14 of the Core Strategy and Policies CMD1, CMD7, CMD8 and CMD10 of the Control and Management of Development DPD. Policy CS14 of the Core Strategy relating to addressing the impact of proposed waste development is of particular relevance and conditions are recommended to secure odour mitigation which was highlighted as a potential issue in consultation with the Environment Agency and Environmental Protection Officer at Wellingborough Council. Subject to these and other standard conditions it is recommended that permission be granted.

POSITIVE AND PROACTIVE MANNER STATEMENT

In determining this planning application the Waste Planning Authority has worked with the applicant in a positive and proactive manner. Concerns and issues raised during consultation on the submitted application have been considered by the Waste

Note: This permission only relates to planning permission and does not include consent under the Building Regulations for which separate permission may be required. The requirements of the Chronically Sick and Disabled Persons Act 1970, the Disability Discrimination Act 1995 and the Special Education Needs and Disability Act 2001 should also be adhered to wherever appropriate.
Planning Authority, discussed with consultees and the applicant/agent and are addressed by conditions where appropriate. The approach to this application has been taken in accordance with the requirement in the National Planning Policy Framework, as set out in the Town and Country Planning (Development Management Procedure) (England) (Amendment No.2) Order 2012.

INFORMATIVE

1. The applicant’s attention is drawn to the following informative comments from the Crime Prevention Design Advisor dated 5 June 2014:

For this type of facility in this location we would expect minimum levels of security to be as follows:

- External doors should comply with the Loss Prevention Certification Board (LPCB) security standard LPS1175 SR 2 or 3 and doors manufactured in accordance with the standard must be installed. All Glazing should be provided with security grade glazing of P2A standard as minimum requirement.

- Emergency escape doors and frames should be manufactured from steel and designed without visible external ironmongery. Fire doors should be fitted with door contacts linked to a 24-hour audible alarm activated on opening and/or relayed to security and signed to prevent inadvertent or false signals.

- Roller shutters should be certificated to LPS1175 SR 2 or 3 and have contacts fitted linking them to the burglar alarm system.

- The building should have an intruder alarm system installed in compliance with Association of Chief Police Officers (ACPO) Security Alarm Policy. This ensures that the technical aspects of the alarm specification will result in a police response to a confirmed activation on site.

- Lighting should have a good level of uniformity across the site.

- Fencing and gates (pedestrian and vehicular) should be a minimum of 1.8m in height and of steel Fencing and gates should be of weld-mesh construction to allow for surveillance.

- If CCTV is installed: The camera system should be capable of being enhanced during the hours of darkness with infrared lighting or similar. Images should be stored for a minimum of 31 days and be in-line with the Home Office CCTV operational requirements manual.

Date 7th August 2014 Signed

For Assistant Director of Environment and Planning

Note: This permission only relates to planning permission and does not include consent under the Building Regulations for which separate permission may be required. The requirements of the Chronically Sick and Disabled Persons Act 1970, the Disability Discrimination Act 1995 and the Special Education Needs and Disability Act 2001 should also be adhered to wherever appropriate.
1. If the applicant is aggrieved by the decision of the local planning authority to refuse permission or approval for the proposed development, or the grant permission or approval subject to conditions, he may appeal to the Secretary of State for the Environment in accordance with Sections 78 and 79 of the Town and Country Planning Act 1990 within six months of receipt of this notice. (Appeals must be made on a form which is obtainable from the Planning Inspectorate, 3/08a Kite Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN). The Secretary of State has power to allow a longer period for the giving of a notice of appeal but he will not normally be prepared to exercise this power unless there are special circumstances which excuse the delay in giving notice of appeal. The Secretary of State is not required to entertain an appeal if it appears to him that permission for the proposed development could not have been granted by the local planning authority, or could not have been so granted otherwise than subject to the conditions imposed by them having regard to the statutory requirements (a), to the provisions of the development order, and to any direction given under the order. He does not in practice refuse to entertain appeals solely because the decision of the local planning authority was based on a direction given by him.

2. If permission to develop land is refused or granted subject to conditions, whether by the local planning authority or by the Secretary of State for the Environment and the owner of the land claims that the land has become incapable of reasonably beneficial use in its existing state and cannot be rendered capable of reasonably beneficial use by carrying out of any development which has been or would be permitted he may serve on the Council of the district in which the land is situated a purchase notice requiring that council to purchase his interest in the land in accordance with the provisions of Part VI of the Town and Country Planning Act 1990.

3. In certain circumstances, a claim may be made against the local planning authority for compensation, where permission is refused or granted subject to conditions by the Secretary of State on appeal or on a reference of the application to him. The circumstances in which such compensation is payable are set out in Section 114 of the Town and Country Planning Act 1990.

(a) The statutory requirements are those set out in Section 79(6) of the Town and Country Planning Act 1990, namely sections 70 and 72(1) of the Act.


Note: This permission only relates to planning permission and does not include consent under the Building Regulations for which separate permission may be required. The requirements of the Chronically Sick and Disabled Persons Act 1970, the Disability Discrimination Act 1995 and the Special Education Needs and Disability Act 2001 should also be adhered to wherever appropriate.
APPENDIX 3: ROLLER SHUTTER DOORS

Proposed Front Elevation
Scale 1: 100
Typical Section Thro'
Scale 1: 50
The following Fire Fighting Scheme shall be followed at all times.

**Potential Water Sources**

There will be fire extinguishers and sand buckets stored within the building, in easily accessible places in order to use in the event of a fire. Signage will also be placed near the doors alerting people to the locations of the fire extinguishers and sand buckets.

**Storage of Material**

Dry recyclable materials will be stored in a manner to reduce the risk of fire and will be inspected daily.

Legio blocks will be used as buffers between the dry recyclable waste in order to prevent the risk of a potential fire spreading.

**Procedure**

Any fire will be treated as an emergency. In the event of a fire being discovered, the Emergency Services and the Environment Agency will be contacted. Staff will evacuate the working area and close the site. The site will remain closed until the fire is extinguished and will only be re-opened following approval from the Environment Agency.

Any recycled materials damaged by fire will be assessed by staff and categorised into materials as follows: a) those still able to be recycled and b) materials that require disposal to landfill.
APPENDIX 5: DRAINAGE STRATEGY

The following procedure for drainage is set out below.

**Flood Risk and Drainage**

The development is located in flood risk area 1 and has a less than 1 in 1000 chance of flooding.

There is no risk of contaminated water from the waste and storage activities, as the waste is dry.

The building will have 3mm gauge galvanized steel rainwater gutters with relevant circular upvc downpipes and bends to the sidewalls of the structure. The gutters will be white in colour to match the current buildings on site. All drain water will flow into the existing site drains.
APPENDIX 6: ODOUR MANAGEMENT STRATEGY

Introduction
This Odour Management Plan sets out the procedures for managing odour at the site.

Odour Management Controls
The waste transfer process will be managed carefully to minimise odours. The operational procedures in place at the site will be used to ensure that the waste types and equipment are dealt with as follows:
- **Incoming wastes** – Only dry waste recyclables will be accepted on site. These are not odorous in nature as they are not putrescible.
- **Wastes will not be accepted if they are contaminated with other waste types.** Visual inspection will be conducted, where possible, before offloading is carried out or immediately upon offloading. Contaminated loads will be rejected and directed elsewhere. If any non-complying material is found within a load once it has been tipped, this will be removed and stored in a covered quarantine area and will be removed from the site at the earliest opportunity.
- **The Site Manager will ensure that capacity is available on-site before accepting waste.**
- Following inspection, the waste will be unloaded into a dedicated reception area.

Monitoring of Odour Management Procedures
To ensure the site remains operational under normal conditions and the risk of odour nuisance is minimised, the following monitoring procedures will be in place:
- **The Site Manager will make a daily inspection of the building and outside yard area for any signs of spillages and litter.** Any observed spillages will be cleaned up immediately using the spill kits held on site and litter placed within the building.
- **In the event of a complaint of odour, it will be investigated immediately.**

Complaints
If complaints are received the following procedure will be carried out:
- **The complaint will be logged in the site diary.**
- **A complaint form will be completed for each complaint within 24 hours of receipt.**
- **A log of complaints will be kept and reviewed at weekly operations meetings with any actions recorded in minutes.**
- **The person complaining will be contacted and informed of any actions to be taken resulting from the complaint.**
- **The district council will be informed of any complaints within by the next working day.**