T J Waste & Recycling Limited

ENVIRONMENTAL MANAGEMENT SYSTEM

DUST MANAGEMENT PLAN (DMP)

FOR

Waste Recycling Facility at Northwood Farm, Burndell Road, Yapton, BN18 0HR

TJ-YAP-DEMP

VERSION NUMBER 6

DATE 10.07.2026

TJ WASTE & RECYCLING TJ-YAP-DEMP	Dust Management Plan	
	Issue Number: 6	Issue Date: 10.07.2026

Document Control Record

Revision	Date	Author	Description of Changes
1	23.3.2022	Alison Crooks	Approval Of Conditions
2	18.7.2022	Alison Crooks	Add roles and include construction phase dust mitigation.
3	3.1.2025	Alison Crooks	To support change of use application
4	4.4.2025	Alison Crooks	To support change of use application
5	29.07.2025	Alison Crooks	To include reference to external storage bays.
6	10.07.2026	Alison Crooks	To support an application to vary the Environmental Permit

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	Issue Number: 6	Issue Date: 10.07.2026

Contents

1 Introduction 1
2 Operations at the Site 6
3 Sources and Control of Fugitive Dust/Particulate Emissions 7
4 Dust Management 12
5 Reporting and Complaints 15

Appendices

Appendix A: Dust Complaint Form
Appendix B – Daily Checks Form

TJ WASTE & RECYCLING TJ-YAP-DEMP	Dust Management Plan	
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1 Introduction

1.1 Purpose

A Dust and Emissions Management Plan (DEMP) has been prepared to support an application to vary the Environmental Permit. West Sussex County Council as the Waste Planning Authority has considered and approved a version of the DEMP for the purposes of issuing planning consent.

This is an existing operational waste management facility, with no history of complaints regarding dust.

A new building has been constructed to support the applicant's business. This is a fully enclosed building.

The permit allows the following treatment activities: manual sorting, separation, screening, baling, shredding, crushing or compaction of waste into different components.

At the current time, the operator does not shred or crush waste. For the purposes of this DEMP, it covers the activities that are currently undertaken by the operator. In the event, that either shredding or crushing were to take place, this DEMP will be updated and approved by the Environment Agency prior to commencing those activities.

This document will form part of the company's Environmental Management System and has been written in a format consistent with the requirements of the Environmental Permitting Regulations.

1.2 Background

With reference to the Environment Agency guidance[1], a dust and emissions management plan will be required if a site carries out the following activities:

- keeping, treating or disposing into a landfill, waste material that gives rise to fine or dusty materials - examples include but are not limited to; wood, aggregates, biowaste in the open, concrete, scrap metal, incinerator bottom ashes, gypsum, asbestos, glass or mixtures containing these wastes

- recovering waste at a deposit for recovery site
- sector installations that may produce fugitive dust emissions, such as but not limited to, cement and lime works.

And the site is in either of these locations:

- in, or within 1000m of an air quality management area for PM10
- within 500m of a sensitive receptor

[1] Control and monitor emissions for your environmental permit - GOV.UK

The operation at the TJ facility does not involve the activities listed above.

The facility is not in or within 1000m of an air quality management area.

There are sensitive receptors within 500m but in the absence of an activity that will generate dusty materials and that activities take place in fully enclosed buildings, the risk from dust emissions is low.

The Dust Management Plan has been prepared based on a proportionate approach.

1.3 Site Description

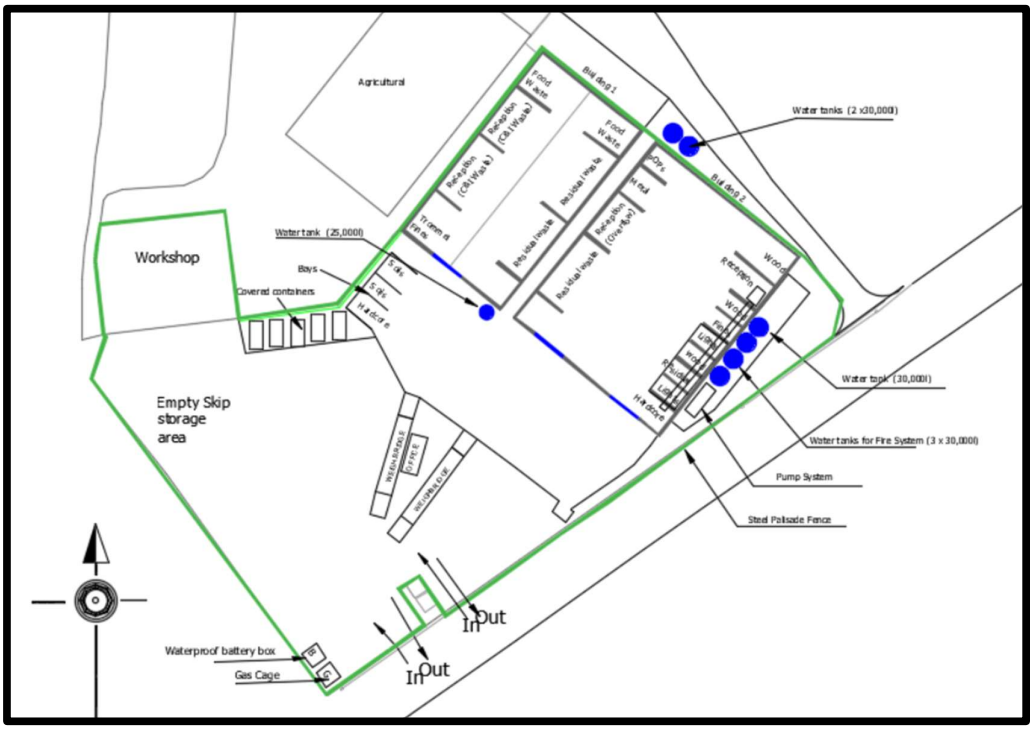
The site layout is indicated on Figure 1.

Building 1 measures approximately 24.6m x 42.7m and is 8m high. This building will be used for storage and transfer only.

Building 2 occupies land immediately south of Building 1. Building 2 is 35m x 42.7m and is 10m to the eaves. This will be used to receive waste from the operator's skip hire waste collection services. The type of waste is mainly mixed construction and demolition waste. The waste typically comprises of soils, concrete, metal, wood, plastic, cardboard and plasterboard. It is received at the site and separated into the different categories to facilitate recycling.

There are external storage bays for storing soils and hardcore. Full containers with waste pending transfer will be kept outside. These will be covered. Any gas canisters or batteries encountered in the waste will be segregated and stored appropriately outside.

Figure 1 –Site Layout



1.4 Process Overview

The waste processing operations have been relocated from Building 1 to Building 2. Building 2 will be used to receive mixed waste from the operator's waste collection business. It will be received, sorted, stored and transferred inside the fully enclosed building.

The nature of the waste is confirmed prior to acceptance. TJ drivers collecting the waste will check the source prior to loading. The driver will notify the TCM or Site Manager if they observe the load to container non-permitted waste. Third party companies are also informed about acceptable waste.

The driver will arrive at the site and will drive onto the weighbridge. Waste Transfer Notes will be provided to the site office, and the driver will then be directed to the reception area. As the waste is unloaded a visual check will be carried out to ensure that the waste is acceptable

The reception area is within Building 2. There are 2 roller shutter doors for access/exit.

Once unloaded, the waste will be manually sorted to remove large items such as metal, concrete, POPs and wood. These will be separated and placed in the appropriate storage areas.

The remaining waste will be loaded into the processing equipment to separate different materials. The waste will first pass through the trommel which will remove fines. As the waste continues on the conveyor belt, a blower is then applied to the waste to segregate light waste items, that fall into a segregated storage bay below.

As waste continues on the conveyor it passes through a manned picking line where waste is manually sorted and placed into chutes. The chutes lead to individual segregated storage bays below.

The following items will be removed at this stage:

- Lights (plastics, paper, cardboard etc)
- Wood
- Residual (other wastes not including inert, metal or below 100mm in size)

The picking station bays will be interchangeable depending on market conditions. Once 80% full, arrangements will be made to empty the bays and transfer the material off site.

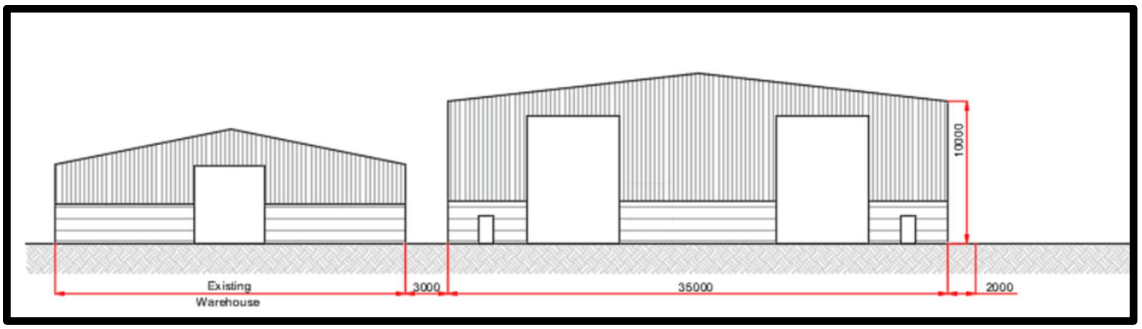
The hardcore will continue through the process and be collected in the final bay.

There will be overband magnets to separate metal.

Loads that contain inert wastes only, like soils and hardcore (bricks, glass, ceramics, tiles) are tipped directly into segregated storage bays outside.

Building 1 will be used to provide additional storage capacity pending transfer off site. This will include food waste and mixed C&I waste. If required, additional storage capacity for residual waste and trommel fines produced in Building 2 will be provided in Building 1.

Figure 2 Elevation Plan of Existing and New Building



In addition, there are external bays used to store soils and hardcore. Containerised wastes will be stored outside pending collection. These will contain wastes that have been separated through the sorting process and may include cardboard, wood, metal for example.

1.5 Site Location

The procedures relate to the permitted activities at Northwood Farm, Burndell Road, Yapton, BN18 0HR. The site centre is at NGR SU98662 02582.

The site is located within the District of Arun, in the County of West Sussex.

There are no Air Quality Management Areas within the district.

To design appropriate dust suppression, a full understanding of the site location in terms of the source – pathway – receptor linkage needs to be provided.

2 Operations at the Site

2.1 Waste Deliveries to Site

The waste for Building 1 will either be delivered to the site directly from local collection authorities or from a commercial waste collection round. It may also be used to store residual waste and trommel fines generated in Building 2.

The waste will arrive at the site using the existing entrance. The vehicle will be weighed using the second weighbridge and the waste unloaded into the appropriate bay. Food waste will be unloaded into one of two bays located at the rear of the building.

Mixed skip waste will be delivered to the site and weighed. These vehicles will be directed to Building 2. The vehicle will unsheet once inside and unloaded into the reception bay, which is located towards the rear of the building.

TJ operate a fleet of articulated lorries that will be used to transfer waste off-site and ensure storage capacity remains.

Soils and hardcore received at the site may be stored in the external storage bays.

2.2 Roles and Responsibilities

The operations of the waste facility will be overseen by a Technically Competent Manager (TCM). The TCM has achieved the correct level of WAMITAB certification, which is renewed every 2 years. The requirement for the TCM forms part of the Environmental Permit for the operation and is regulated by the Environment Agency.

The Directors have the overall responsibility for ensuring that management plans are implemented on the site. The day to day operations will be overseen by the TCM. The TCM is responsible for implementing the procedures and ensuring all staff are trained in these procedures.

3 Sources and Control of Fugitive Dust/Particulate Emissions

3.1 Source

To assess the requirements for dust suppression, the following sources of dust have been identified:

Construction Phase

- This stage has been completed.

Operational Phase

- Vehicles arriving and travelling on access road
- Waste containment on delivery vehicles
- Waste unloading
- Loading processing plant
- Waste sorting and separation
- Waste/material storage
- Vehicles leaving the site with mud on wheels, tracking dust from the site, unsecured loads
- Site machinery moving around the site.

3.2 Pathways

Particle size is the key parameter when considering the transport of particulate matter in air. Coarse particles have much faster settling rates than finer particles and will therefore settle out as deposited dust generally close to the source. The finer particles may remain airborne for longer and travel further from the source.

Based on information published by DETR3 large particles (>30µm) mostly deposit within 100m of the source, intermediate-sized particles (10µm to 30µm) are likely to travel up to 200m to 500m and smaller particles (<10µm) can travel up to 1km from the source, although very small particles can travel much further. TGN M17 states that:

'PM10 emissions from industrial combustion processes and road transport are considered to contain more fine material (i.e. PM2.5) than, for example, mechanically-generated particulates from quarries and construction sites'

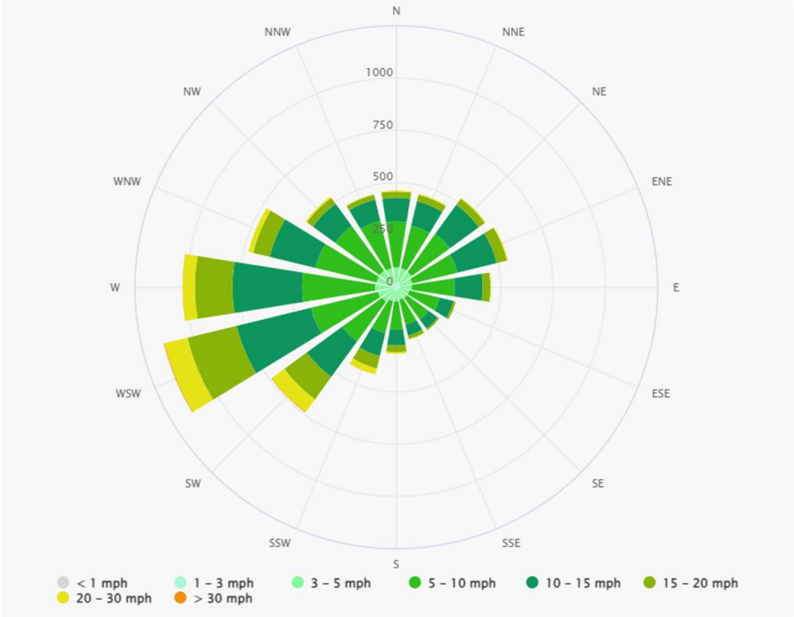
'Waste management operations that involve mechanical generation of PM rather than combustion, are also likely to release predominantly coarse particles.'

The pathway for most of the releases is atmospheric dispersion; either primary from the dust/particulate source or after tracking onto the public highway on the wheels of vehicles.

However, for this to occur, the dust has to be released from the site and then prevailing weather conditions transfer the dust to an identified receptor to cause a nuisance.

Windrose data has been obtained for Yapton. In this locality, the predominant wind is from the south west.

Figure 3 - Wind Rose Data[2]



3.3 Receptors

For the purposes of identifying the nearest receptors, a search area of 1km has been used.

The operator has carried out a review of potentially sensitive receptors using the hierarchy of hospitals, schools, childcare facilities, elderly housing, convalescent facilities, food manufacture, major infrastructure along with protected sites such as SSSIs.

In terms of the sensitivity the following has been adopted:

Type of Receptor	Sensitivity
Residential, schools, hospitals, nursing homes, Statutory Designations (SSSI, SPA, SAC)	High
Industrial premises, recreational grounds,	Medium
Roads, Industrial premises (waste)	Low

[2] Simulated historical climate & weather data for Yapton - meteoblue

There may be other unique receptors that do not fall within any of the above categories. These have been considered separately depending on the nature of the business and use.

A list of the identified potentially sensitive receptors close to the site is shown in Figure 4 below using a 1km radius and listed in Table 1.

Figure 4 : Closest Sensitive Receptors. Blue line represents 1km for site centre.



Table 1 Distances to Selected Representative Sensitive Locations

Reference on Plan	Receptor	Type	Sensitivity	Distance/Direction from New Building
A	Storage Building	Agriculture	Low	Immediately North
B	Storage	Commercial	Low	70m North East
C	Storage	Commercial		100m South East
D	Rollaston Park	Residential	High	175 North East
E	Poynters Croft/Meadow Cottage	Residential	High	90m North
F	Barley Lane	Residential	High	230m North West
G	Charles Square (Cinder Lane)	Residential	High	380m West
H	Storage Building	Commercial	Low	680m South East
I	Horsemere Green Lane	Residential	High	745m South East
J	Fields	Agriculture	Low	5m south
K	Southern Water WWTW	Commercial	Low	820 North East
L	Industrial Estate	Commercial	Low	500m North East
M	Abbots Field	Residential	High	210m North West

There is public right of way located 190m north east of the site on Rollaston Park.

The nearest ecological designation is Climping Beach SSSI. This is 3km south east of the site.

4 Dust Management

The section provides the dust management techniques that will be deployed at the site. There are physical and operational controls to consider.

Physical Controls

Fundamentally the enclosure of these operations will provide the greatest control for preventing dust emissions leaving the site.

Within each building, there are storage bays provided using concrete walls.

Concrete bay walls are provided to store soil and hardcore outside. These are located along the northern boundary. The bays are oriented to be accessed from the south east. The bay walls therefore provide a barrier against the prevailing south westerly wind.

Any full containers stored outside will be covered pending collection.

Operational Controls

All deliveries of waste will be sheeted until the vehicle is ready to discharge inside the building.

There will be a banksman to oversee vehicle manoeuvring to prevent tracking of debris on the vehicle wheels.

The area in front of both buildings is concreted. This will provide a surface that is easy to clean and remove any debris.

There will be a hose and brush on site for cleaning the wheels from vehicles.

The soils and hardcore stored in the external bays will be confined to the bay walls. The bays are 3m high. The material will be stored at a height of 2.5m against the walls to minimise wind whip. During dry weather conditions, the materials will be dampened using water from the hoses.

The bays will be cleaned when emptied.

Dust Suppression

There are seven above ground water tanks installed at the site. These will be fed by roof water and topped using mains water. Three of the tanks will be available for dust suppression. The others are primarily for fire fighting.

There is mains water at this site.

Both buildings will have a dust cannon which is mobile and will be activated during unloading and processing of waste, depending on site conditions. The location of the dust cannons points is indicated on Drawing No. TJ-YAP-DEMP-01.

In addition, there is a hose that can be connected to the water tank to spray the external area and storage bays.

If it is raining, the TCM will observe conditions and activate the dust suppression if visible dust is being generated. In wet weather conditions, the incoming waste is likely to be in a dampened state and therefore is less likely to generate dust when being unloaded and treated.

4.1 Wheel Cleaning

A banksman will be used to safely direct vehicles manoeuvring inside the building. As part of this role, the banksman will minimise tracking through deposited waste.

As the vehicle leaves the building, it will park to the Washdown Area (as shown on Drawing No. TJ-YAP-DEMP-01. The driver will inspect the wheels and chassis and if required, use the hose and brush to clean the wheels.

Vehicles will travel along the internal road system before entering the public highway. This is approximately 290m in length and provides a further opportunity for any mud to deposit before reaching the highway. TJ has access to a road sweeper which will be deployed to keep the access road clean.

Other company drivers accessing the site will be asked to report any observations of mud and debris on the access road and junction with Yapton Road to the Site Manager. The Site Manager will then implement cleaning as required.

4.2 Summary

The following procedures will be implemented to prevent emissions to air from waste handling.

- The waste will be received, stored, treated and transferred within a building.
- Vehicles will be unsheeted when ready to discharge (and only unsheeted inside the building).
- Vehicles removing materials and waste from the site will be sheeted prior to leaving the site.
- Vehicles leaving the site will be checked and a hose and brush will be used to remove any mud and debris from the wheels.
- The access road will be checked daily and if mud from the site is found to be accumulating on the road, a road sweeper will be deployed. As part of the daily checks, if required, the area will be manually swept to remove debris and dust.
- Speed restrictions on site limit dust arising from waste vehicles.
- As part of the site daily checks, the Site Manager will check the entire site for evidence of any debris and increase frequency of cleaning. The Daily Check form is provided in Appendix B.
- This daily check schedule will implement cleaning throughout the day, with a final clean at the end of each working day.
- A detailed weekly clean of plant and machinery.
- Drop heights will be fixed from the exit conveyors.
- Loading waste into processing plant will be carefully managed by the operator. The operator will be trained to place waste into the plant with a minimal drop height.
- Drop heights into vehicles collecting waste will also be controlled to minimise the drop height (training as above).

- Concrete storage bays provided.
- Dust cannons provided in each building.
- Roller shutter doors to be closed unless required for access.
- Daily checks of suppression system to ensure that it remains in good working order.
- Arrangements for replacement cannons if breakdown occurs.
- Staff trained to replace suppression heads for quick turnaround. Or request assistance from supplier.
- Soils and hardcore stored in bays with a 0.5m freeboard to minimise windwhip.
- Soils and hardcore to be dampened with water during dry weather conditions.
- Full containers to be covered pending collection.
- If there are substantiated complaints received regarding dust from this site, and/or there is a noticeable problem with dust leaving the site, this DMP will be reviewed, and further dust suppression measures will be considered.

In the event of a major breakdown of the suppression system, a water bowser will be commissioned to provide additional supply for damping purposes.

5 Reporting and Complaints

The operator's EMS has a section for managing complaints.

The form provided in Appendix A will be used for recording complaints and action taken.

The response time is 5 working days to all complaints unless otherwise requested by the operator.

The operator notes that in the event of there being significant pollution it will advise the Agency of the occurrence and any actions taken.

This is covered by the EMS and company procedures.

5.1 Management Responsibilities

It is one of the duties of the Site Manager is to investigate any complaints relating to aerial emissions.

The Site Manager will investigate the complaint in detail and will compare this to data of waste delivered to site or processes carried out and form an opinion of whether the complaint has any validity and respond accordingly.

Records of any complaints investigated will be maintained at site for 3 years.

Appendix A – Complaint Report

Customer Details	
Customer Name -	
Address – Postcode -	
Customer Contact Details -	
Tel -	
Email -	
Date -	
Complaint Ref Number -	
Complaint Details -	

Investigation Details	
Investigation carried out by -	
Position -	
Date & time investigation carried out -	
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 -	

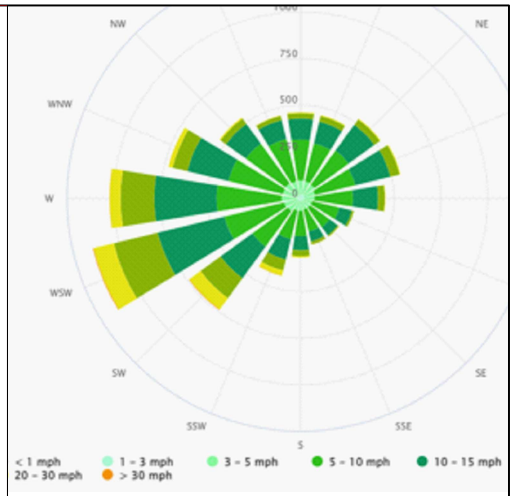
Review and Improve	
Improvements needed to prevent a reoccurrence -	
Proposed date for completion of the improvements -	
Actual date for completion -	
If different insert reason for delay -	
Does the dust management plan need to be updated -	
Date that the dust management plan was updated -	

Closure	
Site manager review date	
Site manager signature to confirm no further action required	

Appendix B – Daily Checks Form

Date						
Checked By (Initials)						
Weather						
Gates and Fences						
Access road (cleanliness)						
Signage condition						
Drainage systems						
Litter						
Check external condition of site buildings						
General building & roof condition						
Evidence of vandalism (check windows and doors)						
CCTV operational						
Pedestrian access clear						
Diesel tank and bund						
Capacity of Waste Quarantine Area (% full)						
Integrity of concrete floor						
Integrity of storage bays						
Capacity of Storage Bays						
Signage clear and intact						
Evidence of leaks or seeps						
Sprinkler System (Test)						
Local Amenity (dust)						
Local Amenity (Noise)						
Site Closure Checks						
Actions						





KEY:

Roller Shutter Door

Mist Cannon

0 5 10 15 20 25 m

SCALE 1:500

Client: TJ Waste & Recycling Limited

Project: Dust Management Plan
Yapton Waste Recycling Facility
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Scale: 1:500@A3

Dwg: TJ-YAP-DEMP-01