



URUTI COMPOSTING & VERMICULTURE FACILITY



Site Practices Plan

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Site Practices Plan

Version Control

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To complete:

Fire

3.1.61 Fire Fighting Protocols

3.1.6.2 Standard Workplace Operating
Instructions

Associated documents

Site Practices Plan

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Site Practices Plan

1.0 Purpose of the Plan

The purpose of this document is to ensure the operations, environmental and Health and Safety risks associated with the operation of the Uruti Site are managed appropriately, and within regulatory rules and resource consent conditions

2.0 General

2.1 Public access

There is no public access to the site. All vehicles entering the site must have the prior approval of the Site Manager. A swipe card system is to be used for access to the composting area.

2.2 Communications

The site is outside the cell phone coverage area. A land-line is available at the site office at the entrance to the property. A satellite phone is available for personnel working alone.

2.3 Site security and upkeep

The Site Manager is responsible for the security and upkeep/maintenance of the site in accordance with this plan

2.4 Site operating hours

The operating hours of the site are generally 7:00am to 5:00pm daily Monday to Friday, but may vary to cater for specific needs of clients

2.5 Site Induction Procedure

All personnel entering the Uruti Site unsupervised, must undergo the Induction program.

The Induction Program is outlined in Uruti Composting Facility Induction Sheet RU-F-650-1501-A

2.6 Uruti Site Access

Access to the Uruti site is controlled by the security gate.

Approved Personnel can open the security gate with a swipe card.

Swipe cards and Induction sheets can be obtained from the RNZ office at

- 208 De Havilland Drive, Bell Block, New Plymouth

2.7 Internal roads and tracks

Internal roads and tracks are to be maintained to ensure that silt or split waste does not enter the Haehunga Stream. The Site Manager to check the tracks daily during rain events otherwise weekly.

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3.0 Site Management

3.1 Composting Process

3.1.1 Temperature

The Site Manager to ensure windrow temperatures are kept between 50 and 75 °C
Turn weekly for rows less than 4 weeks and fortnightly for rows older than 4 weeks

Should a windrow fall below 55 °C it is to be turned as soon as practical.

3.1.2 Windrow Turning

The windrows are turned on a regular basis to introduce oxygen to the compost and ensure the rows do not turn anaerobic.

3.1.3 Moisture

The moisture content is critical to the greenwaste/organic waste breakdown.

The Site Manager is to ensure the rows have adequate moisture for the composting process

The moisture content of a windrow is adjusted by

- Too much moisture – turn the windrow
- Not enough moisture – adding water from the settlement ponds using the digger bucket

3.1.4 Description of the composting process pads

3.1.4.1 **Pad 1** is 7,764 m² in size, material received on this pad is blended with shredded greenwaste to achieve required carbon/nitrogen ratios, wedge piled and left for up to 4 weeks before being turned, the main purpose of this procedure is to mitigate as much as possible any odour at the beginning of the composting process. The compost is turned as it moves towards the back of the pad, where it is left to mature. It is then screened and blended for use on the property.

3.1.4.2 **Pad 2** – Paunch, is 9,534 m² in size. Paunch (partly digested grass from a cattle beast's stomach at slaughter) is the only product received on this pad, once received it is left for up to 6 months after which it is removed and fed to worms at Uruti and Brixton. Once processed by the worms it becomes vermicompost and finally Vermicast.

3.1.4.3 **Pad 3** – Drilling Mud, is 8,132 m² in size. Drilling waste is received in a holding pond, where the material is blended with shredded greenwaste, sawdust, other organic matter (including poultry waste), and wood shavings. It is then rowed up for composting. Liquid from this process passes through a series of ponds where any hydrocarbons are separated (hydrocarbons are skimmed off and removed from site) and is finally discharged (via a travelling irrigator) to one of the predefined irrigation areas.

3.1.5 Vectors

The Site Manager is to regularly monitor the number of birds and vermin on the site and carry out control measures as per the Pest Control Plan RU-P-650-1000-A

3.1.6 Fire

Firefighting equipment is to be maintained and staff trained in the use of the equipment.

Firefighting equipment required on site will include:

- An adequate permanent water supply

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- Water cart fitted with high pressure hose system
- Fire extinguishers
- Protective clothing

Any fires arising will be immediately extinguished by smothering the area with coverings (e.g. soil) and applying water as appropriate

3.1.6.1 Fire Fighting Protocols

3.1.6.2 Standard Workplace Operating Instructions

3.2 Vermiculture Process

3.2.1.1 Description of Vermiculture process

3.2.1.2 Standard Workplace Operating Instructions

Refer to RNZ Organic Production
Protocols – RW-P-751-001-B

3.3 Air Discharge

3.3.1 General

The site is to be managed to ensure no odours or dust are released outside the site boundary that are deemed offensive or objectionable

Work involving the composting procedure will be during times when the climatic conditions are favourable to prevent the transport of objectionable odours or dust beyond the boundary

3.3.2 Incoming material

This is covered under the Waste Reception Protocol and Approved Waste List of Waste Acceptance Plan RU-P-650-0200-A

3.3.3 Composting process

The compost pile can become odorous if the compost becomes anaerobic. This outcome can be prevented from occurring by following the correct composting process:

- Refer to Site Management section of the Site Practices Plan RU-P-650-0300-A

3.3.4 Vermiculture process

The Vermiculture process is unlikely to create odour or dust

- Refer to Organic Production Protocols RW-P-751-001-B

3.3.5 Dust

Dust is created from a number of areas on the site:

- Site access roads
 - This is dealt with in dry weather using a water cart.
 - The Site Manager to determine when extra water is required
- Windrow turning
 - This is minimised by keeping the rows moist to reduce dust

3.3.6 Contingency for air discharge

Should a material enter the site that is found to be odorous by the operators and is deemed offensive or objectionable, it should be referred to the Site Manager and the following actions should be followed:

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- If a material is deemed unsuitable, the Site Manager is to advise the customer that the waste is not acceptable and to dispose of the material off site in the appropriate manner.
- If the material has already been dumped, then the Site Manager will instruct the site operator will load the material back onto the truck and advise the customer to dispose of the material off site in the appropriate manner.
- If material dumped is odorous the site operator will immediately incorporate the material into the compost process or cover the material with sawdust.

3.4 Monitoring

3.4.1 Weekly inspection

Weekly site monitoring inspection will include:

- An audit for actual odour onsite and/or beyond the boundary
- An audit for potential sources of odour

3.5 Community liaison

3.5.1 Neighbours meeting

A meeting with neighbours will be held annually

- The meeting will be chaired by GM-Operations
- The agenda will use RU-T-650-1502-A
- Notice of meeting and the addenda will posted to neighbours three weeks before the meeting date.

3.5.2 Ngati Mutunga meeting

A meeting with Ngati Mutunga will be held every 6 months.

- The agenda will use RU-T-650-1503-A
- Notice of meeting and the addenda will be emailed to the CEO Ngati Mutunga two weeks before the meeting date.

3.6 Incident notification

3.6.1 Resource Consent Condition

Condition 27 The consent holder shall keep a permanent record of any incident related to this consent that results, or could result, in an adverse effect on the environment. The consent holder shall make the incident register available to the TRC on request.

Details of any incident shall be forwarded to the TRC immediately by telephoning 0800 736 222

Note the incident in the weekly site diary

3.7 Noise

3.7.1 Sources of noise

Machinery operating on site can generate noise. The noise is generally localised to the machinery operation and unlikely to be deemed offensive or objectionable at the site boundary.

3.7.2 Control of noise

The Site manager will ensure machinery are appropriately maintained and operators using

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the machinery are wearing protective equipment including ear muffs.

3.8 Associated Documents

Remediation (NZ) Ltd - Uruti
Uruti Site Induction Sheet

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For us to comply with Occupational Health and Safety (OSH) regulations, **all** personnel entering this site must comply with the following:

- High visibility gear must be worn
- Speed limit must not exceed **15kph** while driving on the track
- Please give way to **all** moving machinery, e.g. diggers, loaders, trucks etc
- Head lights on your vehicle must be turned on while on site
- First aid is located by gate in the smoko room
- Any Person not inducted entering this site is considered trespassing
 - (leave passengers at smoko hut).

HAZARDS TO BE AWARE OF:

- Moving machinery
- Open pits and ponds
- Slippery surfaces

In the unlikely event of an emergency, make way to the assembly point (refer sketch) located by the work shop/smoko hut. The site manager will instruct further action.

Any inquires on site during work hours can be answered via intercom positioned on the gate. After hours contact the Uruti Site Manager on 0274 731 805

You will now be issued with an entry card for this site. **On expiry of your card you must return to the provide box for return.** Alternatively, you can post or return to 208 De Havilland Drive, Bell Block, PO Box 8045. This must be done within 5 working days of expiry to avoid a surcharge of \$20.00.

We have completed Induction:

Name: _____ Card expires: _____

Company employed by: _____

Date: _____ Signed: _____

Signed by Remediation (NZ) Ltd: _____