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Legislation

Control of Pollution (Silage, Slurry and Agricultural Fuel Oil) Regulations 1991 amended 1997

Summary / Activities affected

Sets out conditions for making silage and storing slurry and fuel oil, with limited exceptions.

Evidence Q1

Are silage and fuel oil stored as per "Protecting our soil, water and air" guidance from DEFRA?

witness 1:

Farm Manager

Response Q1

Yes

Evidence Q2

Have any silage stores constructed since 1991 been notified to Environment Agency (unless exempt)?

witness 2:

Farm Manager

Response Q2

Non constructed

Evidence Q 3

Is there a system in place to ensure notification of new or modified silage stores?

witness 3:

Farm Manager

Response Q3

EA would be notified via consultation during planning stage.

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Farm is compliant with regard to storage of silage, slurry and oil.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Crop Residues (Burning)
(England & Wales)
Regulations 1993 SI 1366

Summary /
Activities
affected
Bans the burning of crop
residues on agricultural
land (with exceptions),
restricts the burning of
linseed and other
specified crops, and sets
conditions for the size

Evidence
Q1
Is burning of crop waste
permitted?

witness 1:
Farm Manager

Response
Q1
No

Evidence
Q2

witness 2:

Response
Q2

Evidence
Q 3

witness 3:

Response
Q3

Evidence
Q 4

Witness 4:

Response
Q4

Evidence
Q5:

Response
Q5:

Findings
Fully compliant.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation Heather and Grass etc Burning (England) Regulations 2007

Summary / Activities affected Bans burning between sunset and sunrise, and requires sufficient persons and equipment to control burns and prevent injury.

Evidence Q1 Is burning of heather, grass or similar permitted at any time?

witness 1: Farm Manager

Response Q1 No

Evidence Q2 If burning is permitted, are there written procedures to ensure legal compliance?

witness 2: Farm Manager

Response Q2 N/A

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings Fully compliant.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Non-Road Mobile Machinery (Emission of Gaseous and Particulate Pollutants) (Amendment) Regulations 2004

Summary / Activities affected
Only apply to machinery suppliers

Evidence Q1

witness 1:

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
N/A

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Plant Health Act 1967

Summary /
Activities
affected
Sets out how to regulate
and deal with pests and
diseases destructive to
agricultural and
horticultural crops, and
procedures for
introducing non-native

Evidence
Q1

witness 1:

Response
Q1

Evidence
Q2

witness 2:

Response
Q2

Evidence
Q 3

witness 3:

Response
Q3

Evidence
Q 4

Witness 4:

Response
Q4

Evidence
Q5:

Response
Q5:

Findings
N/A

Action 1:

Action 2:

Action 3:

Action 4:

Legislation	Plant Protection Products Regulations 2005 & Plant Protection Products (Basic Conditions) Regulations 1997	Evidence Q 3		Findings
Summary / Activities affected	Sets out the approval system for placing plant protection products on the market in England and Wales including enforcement, offences and penalties. Specifies	witness 3:		Lackham: Tony Pratt (interviewed). Only approved products used, utilising published approval list on HSE site, with occasional checks for substances that have been removed from the list.
Evidence Q1	Are any non-authorized products held?	Response Q3		Pest control contractor (interviewed by telephone) only uses approved products.
witness 1:	Farm Manager	Evidence Q 4		Action 1:
Response Q1		Witness 4:		Procedure for regularly inspecting pesticide store(s) for integrity, spill protection, inventory, non-approved products.
Evidence Q2	Are any non-approved products held?	Response Q4		Action 2:
witness 2:	Site Managers	Evidence Q5:		Action 3:
Response Q2	Lackham Horticulture Tony Pratt: No - regular checks against approved list. These products not used or held by Lackham Estates staff.	Response Q5:		Action 4:

Legislation

Hedgerows Regulations 1997

Evidence Q 3

Findings

Compliant with hedgerows legislation.

Summary / Activities affected

Preservation of hedgerows.

witness 3:

Response Q3

Evidence Q1

Are you aware of the limitations on removal or change to hedgerows?

Evidence Q 4

Action 1:

witness 1:

Farm Manager

Witness 4:

Response Q1

Yes

Response Q4

Action 2:

Evidence Q2

Evidence Q5:

Action 3:

witness 2:

Response Q2

Response Q5:

Action 4:

Legislation
Clean Air Act 1993 for dark smoke, and Air Quality Standards from Environment Act 1995

Summary / Activities affected
Smoke emissions from boiler chimney or bonfires.

Evidence Q1
Are boilers maintained to appropriate specifications

witness 1:
Site Manager

Response Q1
Trowbridge: Annual maintenance contract with West Tex Heating. Jackie Martin and Mike

Evidence Q2
Is burning of waste permitted on site?

witness 2:
Site Manager

Response Q2
Lackham: Yes, in one specific area of Oxenlea, plant waste only, managed by the Site Team. No neighbours. No nuisance.
Trowbridge: No burning

Evidence Q 3
Is burning on Lackham Farm conducted so as to avoid nuisance

witness 3:
Farm Manager

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Boiler maintenance is organised through the Contracts Manager with no local records.
Bonfires at Lackham are effectively controlled to avoid nuisance. No waste burnt at any other site.

Action 1:

All sites; Confirm that boiler maintenance and settings by trained persons.

Action 2:

Procedure for boiler maintenance and settings required.

Action 3:

Action 4:

Legislation
Environmental Permitting (England and Wales) Regulations 2007

Summary / Activities affected
Activities that are likely to require an environmental permit include: generating power; manufacturing and other industrial activities; waste

Evidence Q1
Are you aware that permits are needed for certain activities that the College may undertake in the future?

witness 1:
Director of Estates

Response Q1
Does not have access to a specific list of activities requiring permit

Evidence Q2
Do you have access to information regarding environmental permitting

witness 2:
Director of Estates

Response Q2
Does not have access to a specific list of activities requiring permit

Evidence Q 3
Are any activities taking place that require a permit?

witness 3:
Env Coord

Response Q3
Yes: lackham sewerage works.

Evidence Q 4
View Lackham sewage works permit

Witness 4:
Contracts Manager / Administrator

Response Q4
Copy of permit requested from Michelle Capes 16/6/10 but she is unavailable until 23/6.

Evidence Q5:

Response Q5:

Findings

The only activity that requires a permit is discharge from Lackham sewage works. Permit held by Environment Agency (refrenced on website).

Action 1:

Produce list of activities requiring permit, and procedure to maintain that list.

Action 2:

Action 3:

Action 4:

Legislation
 Environmental Protection (Controls on Ozone-Depleting Substances) Regulations 2002 amended 2008

Summary / Activities affected
 Controls the production, marketing, use of, trade in, emission and transport of specified ozone-depleting substances.

Evidence Q1
 Is there a record of all HCFC refrigerants in use and in storage?

witness 1:
 Site Manager

Response Q1
 Lackham: No record. Not sure if ODPs used in air conditioning. A/c present in West Wing,

Evidence Q2
 Are air conditioning contractors made aware of the presence of F gases.

witness 2:
 Contracts Manager

Response Q2
 Yes (letter from Colder Refrigeration 1/7/10)

Evidence Q 3
 Are ozone depleted chemicals stored on College premises

witness 3:
 Env Coord

Response Q3
 Lackham: None found.

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Trowbridge has A/C in Theatre + other locations. Salisbury also has HCFC systems. IT systems not well known to Estates Managers. A/C contractor has contacted the College to inform us of requirement to change gases.
 Current policy is to replace F gases when leaks are

Action 1:

check with IT the types of contents of air con used in server rooms. COMPLETED

Action 2:

Draft letter to A/C contractors - done, Carla sent.

Action 3:

Action 4:

Legislation EU Regulation on Substances that Deplete the Ozone Layer 2037/2000

Summary / Activities affected Controls the production, marketing, use of, trade in, emission and transport of specified ozone-depleting substances.

Evidence Q1 Is there a procedure to ensure that payment for items such as servicing of cooling equipment only uses approved suppliers?

witness 1: Purchasing Manager

Response Q1 Only approved contractors used.

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings Only approved contractors used for servicing cooling equipment: .

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Road Vehicles
(Construction & Use)
Regs 1986 (as amended)

Summary /
Activities
affected
Emissions.

Evidence
Q1
Are all College vehicles
serviced and MOTd in
line with legal
requirements and
manufacturer's
recommendations?

witness 1:
Director of Estates /
delegated

Response
Q1
Yes. Example MOT
provided.

Evidence
Q2

witness 2:

Response
Q2

Evidence
Q 3

witness 3:

Response
Q3

Evidence
Q 4

Witness 4:

Response
Q4

Evidence
Q5:

Response
Q5:

Findings
All college vehicles
properly serviced and
MOT'd where necessary.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation Buildings Regulations 2000

Summary / Activities affected Introduces requirements for builders to calculate and display energy ratings on new or altered buildings.

Evidence Q1 Are new buildings delivered with an energy rating certificate?

witness 1: Director of Projects

Response Q1

Evidence Q2 Do specifications for new buildings and alterations contain reference to energy ratings?

witness 2: Director or Projects

Response Q2 Yes - reured for planning.

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
Compliant with DEC.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
The Energy Performance of Buildings (Certificates and Inspections) (England and Wales) Regulations 2007

Summary / Activities affected
Requirement to obtain, maintain and display energy certificates in public buildings with total floor area exceeding 1,000 m2.

Evidence Q1
Are DEC's displayed on each site?

witness 1:
Site Manager

Response Q1
Lackham: Reception
Trowbridge: Outside Estates office.

Evidence Q2
Is there a process to renew DEC's

witness 2:
Director of Estates

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Estates use their computer system to ensure that deadlines are not missed.

Legislation requires DEC to be 'placed in a prominent place clearly visible to the public'. They have been removed from Receptions due to too many certificates on display (Bob Turner) but placed in appropriate corridor locations. .

Action 1:

Action 2:

Action 3:

Action 4:

Legislation	Climate Change Act 2008
Summary / Activities affected	Sets 2050 as the target for reducing greenhouse gas emissions; outlines a carbon budgeting system, greenhouse gas emissions trading schemes, financial
Evidence Q1	
witness 1:	
Response Q1	
Evidence Q2	
witness 2:	
Response Q2	

Evidence Q 3	
witness 3:	
Response Q3	
Evidence Q 4	
Witness 4:	
Response Q4	
Evidence Q5:	
Response Q5:	

Findings	N/A
Action 1:	
Action 2:	
Action 3:	
Action 4:	

Legislation
Climate Change Levy
(General) Regulations
2001

Summary /
Activities
affected
Set outs who the
climate change levy,
which is charged on
supplies of electricity,
gas and solid fuel,
applies to, what is
taxable, who is exempt

Evidence
Q1
Information only

witness 1:

Response
Q1

Evidence
Q2

witness 2:

Response
Q2

Evidence
Q 3

witness 3:

Response
Q3

Evidence
Q 4

Witness 4:

Response
Q4

Evidence
Q5:

Response
Q5:

Findings
N/A

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Eco Design for Energy-using Products Regulations 2007

Summary / Activities affected
Establishes a framework for setting eco design requirements for energy-using products.

Evidence Q1
Are you aware that product design of energy using products is governed by Regulations?

witness 1:
CLG secretary

Response Q1
Question posed to CLG members

Evidence Q2
Are you aware that product design of energy using products is governed by Regulations?

witness 2:
APAM Castle Combe

Response Q2
No design activities

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

No design of energy-using products for commercial application within the college (student designs taken forward for development become the responsibility of the developer).

Action 1:

Arrange to interview Castle Combe manager.

Action 2:

Action 3:

Action 4:

Legislation	Control of Pollution (Oil Storage) (England) Regulations 2001	Evidence Q 3	Are vehicle delivery personnel equipped with spill kits?	Findings Lackham: Signs of low-level oil pollution, especially around fill points. No trays provided. Salisbury: Tank bunded, but bund no process for checking bund integrity. All vehicle delivery personnel bring their own spill kits.
Summary / Activities affected	Storage facilities that are external to buildings, above ground and exceed 200 litres capacity (excludes oil stored to power agricultural machinery)	witness 3:	Site Manager	
Evidence Q1	Are all above ground tanks fully bunded, in good condition and with no sign of leaks?	Response Q3	lackham: Yes (Ford Fuels) delivery drivers carry spill kit. Salisbury: yes	Action 1: Train Estates staff in recognising problem and dealing with spill.
witness 1:	Site Managers	Evidence Q 4	Are site maintenance staff trained and equipped to deal with spills?	
Response Q1	Lackham: One bund (Westbury?) wall removed to accommodate water	Witness 4:	Site Manager	Action 2: Provide catchment trays at fill point, with procedure for catching and disposing of drips and minor leaks especially during delivery.
Evidence Q2	Are tanks and bunds regularly inspected by competent people?	Response Q4	Lackham: No training. Some spill kits available. Salisbury: No training, although kits available.	
witness 2:	Site Manager	Evidence Q5:		Action 3: Institute Tank and boiler inspection regime.
Response Q2	Lackham: All tanks checked by Site Services staff weekly, and recorded. Site services staff not trained. No external inspection of tanks or bunds.	Response Q5:		

Legislation	Chemicals (Hazard Information and Packaging for Supply) Regulations 2009	Evidence Q 3		Findings
Summary / Activities affected	Labelling of substances, for health and safety and for environmental pollution.	witness 3:		Good storage arrangements, but some improved spill protection (trays) would help. Some lack of information and training on hazardous waste disposal.
Evidence Q1	Are substances decanted into unsuitable containers or using unsuitable methods?	Response Q3		
witness 1:	Env Coord	Evidence Q 4		Action 1:
Response Q1	Lackham Animal Science: Adele Campbell witness. No unsuitable decanting, good storage	Witness 4:		Lackham: Institute training and information system for disposal of animal and hazardous wastes.
Evidence Q2	Are staff who are responsible for storage of substances aware of the requirements?	Response Q4		Action 2:
witness 2:	Staff	Evidence Q5:		All: Awareness training
Response Q2	Lackham Animal Science: Adele Campbell witness. Yes, aware of storage requirements but unclear on disposal. Warminster: Storage is appropriate and Centre	Response Q5:		Action 3:
				All: Awareness guidance.
				Action 4:
				Castle Combe: use trays on storage shelving for liquids, to protect in case of leaks.

Legislation
Control of Asbestos Regulations 2006

Summary / Activities affected
Bans the import, supply and new use of asbestos. Outlines employers' duties to assess risks and limit exposure.

Evidence Q1
Is the asbestos register maintained with current information?

witness 1:
Site Manager

Response Q1
Lackham: Asbestos register not maintained (it is updated periodically).

Evidence Q2
is the asbestos register consulted by contractors?

witness 2:
Site Manager

Response Q2
No system to ensure contractors or staff consult the register.

Trowbridge: When Estates consider it appropriate, but not as routine and no record

Evidence Q 3
Is register appropriate to meet the requirements of MDHS 1000

witness 3:
Environmental Coordinator

Response Q3
Yes

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Asbestos registers exist for all buildings, but held centrally with no record that the information is specifically passed to contractors or staff working on the building, although the Planet system identifies the hazard in many cases.

There is not a practice of updating the register in the

Action 1:

Asbestos awareness training for site services staff.

Action 2:

Institute system to make all contractors aware of the register.

Action 3:

Awareness training to make sure staff are aware of the register

Action 4:

GB: review wording of construction contracts issued

Legislation
Control of Substances Hazardous to Health Regulations (COSHH) 2002

Summary / Activities affected
Exposure to hazardous materials, including waste, emissions and pollutants.

Evidence Q1
Are environmental issues included in CoSHH risk assessments?

witness 1:
Enviornmetnal Manager

Response Q1
Yes, CoSHH form includes space for environmental information.

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
Environmetnal issues are recorded on CoSHH assessment forms, although specific disposal information is not.

Action 1:
Consult with Safety Manager re adjustments to CoSHH system to include waste issues.

Action 2:

Action 3:

Action 4:

Legislation
Controls on Certain Azo Dyes and "Blue Colourant" Regulations 2003

Summary / Activities affected
Bans the use of azo dyes and blue colourant for colouring textile and leather articles which come into contact with human skin, and bans the supply of articles

Evidence Q1
Are banned substances used for colouring textiles?

witness 1:
PAM

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
Screen printing believed to occur at Trowbridge and at Salisbury; banned substances not used.

Action 1:
URGENT: investigate screen cleaning

Action 2:

Action 3:

Action 4:

Legislation
EU Regulation on
Certain Fluorinated
Greenhouse Gases
842/2006

Summary /
Activities
affected
Sets out rules for
containing and
monitoring HFCs, PFCs
and sulphur
hexafluorides, and
restricts their marketing
and use.

Evidence
Q1

witness 1:

Response
Q1

Evidence
Q2

witness 2:

Response
Q2

Evidence
Q 3

witness 3:

Response
Q3

Evidence
Q 4

Witness 4:

Response
Q4

Evidence
Q5:

Response
Q5:

Findings
College does not market or
use these materials.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
EU Regulation on Persistent Organic Pollutants 850/2004

Summary / Activities affected
Sets out controls on producing and using dangerous pesticides, industrial chemicals and chemical by-products. All chemicals banned under the POPs

Evidence Q1
Are only authorised pesticides stored and used?

witness 1:
Farm Manager

Response Q1
Only authorised pesticides stored and used.

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
Only authorised pesticides stored and used.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
EU Regulation on Registration, Evaluation and Authorisation of Chemicals 1907/ 2006

Summary / Activities affected
Requires manufacturers and importers of chemicals to evaluate and manage risks arising from their use, and to prove that chemicals placed on the market

Evidence Q1
Do Wiltshire College produce or import chemicals?

witness 1:
CLG Secretary

Response Q1
Information requested from CLG managers.

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
College does not market or import affected substances.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation Notification of Cooling Towers and Evaporative Condensers Regulations 1992

Summary / Activities affected Requires businesses to inform their local council before installing a cooling tower or evaporative condenser on their site.

Evidence Q1 Do Wiltshire College operate any cooling towers or evaporative condensers?

witness 1: Site Managers

Response Q1 Lackham: no cooling towers or condensers.
Chippenham,

Evidence Q2 Are all cooling towers and evaporative condensers notified?

witness 2: Site Managers

Response Q2 Lackham: N/A
Chippenham reports 'yes'.

Evidence Q 3 Have all cooling towers and evaporative condensers been notified?

witness 3: Director of Estates

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

All A/C units believed to be based on sealed condenser units; however information needed from maintenance company. No A/C at Castle Combe.

Action 1:

GB: draft letter to ask Air Con contractors for details of cooling towers / evap condensers.

Action 2:

Check notification

Action 3:

Action 4:

Legislation	Ozone Depleting Substances (Qualifications) Regulations 2009	Evidence Q 3		Findings
Summary / Activities affected	Minimum qualifications required to recover, recycle, reclaim or destroy controlled substances (which includes CFCs etc). Makes it an offence to,	witness 3:		Lackham: Some cooling equipment found dumped outside the WEEE skip. All Site manager
Evidence Q1	Are you aware that all cooling equipment must be checked for ozone depleting substances?	Response Q3		No ODPs used at Castle Combe.
witness 1:	Site Managers	Evidence Q 4		Maintenance company letter ahs details for main campuses.
Response Q1	Lackham: Site Manager not aware whether air con systems contain F gases (air con in West	Witness 4:		Action 1:
Evidence Q2	How do you dispose of equipment containing ozone depleting substances?	Response Q4		Procedure for large elec items too large for weee skip to be collected by waste contractor directly from all sites rather than stored @ Lackham.
witness 2:	Waste Contractor	Evidence Q5:		Action 2:
Response Q2	Question asked of waste contractor	Response Q5:		Staff awareness training
				Action 3:
				Action 4:

Legislation Radioactive Substances Act 1993

Summary / Activities affected Sets out measures to regulate the use and disposal of radioactive substances including registration, authorisation, enforcement and

Evidence Q1 Are radioactive substances in use or storage?

witness 1: CLG Secretary

Response Q1 CLG has been asked.

Evidence Q2 Are radioactive substances in use or storage?

witness 2: Site Managers

Response Q2 Lackham: None known.
Salsibury: none known, Andrew Otto asked for information.

Evidence Q 3 Are radioactive substances in use or storage?

witness 3: Health and Safety Manager

Response Q3 Request sent to Phil Chandler.

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Radioactive substances used for teaching at al sites. Held at Chippenham.

Action 1:

Inspect storage arrangements

Action 2:

Action 3:

Action 4:

Legislation
Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2008

Summary / Activities affected
Bans the marketing of new electrical and electronic equipment containing more than specified levels of lead, cadmium, mercury and other hazardous

Evidence Q1
Does the College purchase electrical / electronic equipment through direct import?

witness 1:
Purchase Manager

Response Q1
No

Evidence Q2
Do Wiltshire College purchase electrical or electronic equipment other than from authorised suppliers?

witness 2:
CLG secretary

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
College does not produce electronic / electrical equipment for sale.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation

Volatile Organic Compounds in Paints, Varnishes and Vehicle Refinishing Products Regulations 2005

Summary / Activities affected

Sets permitted maximum levels of organic solvents contained in paints, varnishes and vehicle refinishing products (such as cleaners,

Evidence Q1

witness 1:

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

College does not produce or market these products.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Control of Noise (Codes of Practice for Construction and Open Sites) (England) Order 2002

Summary / Activities affected
Approves four British Standards Institution codes of practice for appropriate methods of minimising noise and vibration from construction and open

Evidence Q1
Are restrictions on noise nuisance included in construction contract conditions for major contracts?

witness 1:
Director of Capital Projects

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
Noise nuisance recognised as a potential impact of construction.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Environmental Protection Act 1990

Summary / Activities affected
Statutory Nuisance, including noise, smoke, smell etc

Evidence Q1
Is there an effective complaints logging system that includes recording of response and actions?

witness 1:
Director of Estates

Response Q1

Evidence Q2
Is there an effective complaints logging system that includes recording of response and actions?

witness 2:
Ray Walker

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
System for reporting and recording complaints.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Noise and Statutory Nuisance Act 1993

Summary / Activities affected
Street noise, including intruder alarms.

Evidence Q1
Are you aware of requirements not to cause disturbance through noise to neighbours?

witness 1:
Site Managers

Response Q1
Lackham: Yes, aware.
Salsibury: Noise nuisance complaints

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Lackham: No noise complaints known.
Salsibury: Noise nuisance complaints occasionally received relating to the halls of residence.
Conclusion: nuisance recognised as an issue, and appropriately managed.

Action 1:

Briefing for site managers

Action 2:

Action 3:

Action 4:

Legislation

Noise Emission in the Environment by Equipment for Use Outdoors Regulations 2001 (amended 2005)

Summary / Activities affected

Noise limits on equipment used outside that may cause nuisance (refer BERR website)

Evidence Q1

is noise emission considered when selecting equipment for use outdoors that may be noisy?

witness 1:

Purchasing Manager

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

No noise issues with outdoor equipment.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Statutory Nuisance (Appeals) Regulations 1995

Summary / Activities affected
Describes the grounds for appealing against abatement notices for statutory nuisances

Evidence Q1
Aware that a statutory nuisance notice appeal must be lodged within a limited time?

witness 1:
Director of Estates

Response Q1

Evidence Q2
Aware that, if a legal notice is served, this must be escalated to the Principalship immediately?

witness 2:
Estates and reception staff

Response Q2

Evidence Q3

witness 3:

Response Q3

Evidence Q4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
Notices communicated to sneior managers.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation

Contaminated Land (England) Regulations 2006

Evidence Q 3

Findings

N/A

Summary / Activities affected

Registering and dealing with land that may have been contaminated by present or any previous occupiers.

witness 3:

Response Q3

Evidence Q1

Do we have written records of contaminated land found during surveys?

Evidence Q 4

Action 1:

witness 1:

Director of Estates

Witness 4:

Response Q1

Response Q4

Action 2:

Evidence Q2

Evidence Q5:

Action 3:

witness 2:

Response Q2

Response Q5:

Action 4:

Legislation
Town and Country
Planning Act 1990

Summary /
Activities
affected
Land and premises
development.

Evidence
Q1
Are there any planning
restrictions applicable
to our estate?

witness 1:
Director of Estates

Response
Q1
Records kept with
Estates Department.

Evidence
Q2
If there are planning
restrictions, are Site
Managers aware (where
appropriate)

witness 2:
Site Managers

Response
Q2
Not aware of any
planning restrictions
(except St Mary's)

Evidence
Q 3
Are site files maintained that
include planning restrictions?

witness 3:
Site Manager

Response
Q3
Not kept on site.

Evidence
Q 4

Witness 4:

Response
Q4

Evidence
Q5:

Response
Q5:

Findings

No planning restrictions;
but any that occur will be
recorded on Planet system.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Planning (Listed Buildings & Conservation Areas) Act 1991

Summary / Activities affected
Restricts modifications to Listed Buildings, and requires them to be maintained.

Evidence Q1
Are limitations on the modifications permissible on listed buildings recorded?

witness 1:
Director of Estates.

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
Lackham has listed building status.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation

Packaging (Essential Requirements) Regulations 2003 (as amended)

Summary / Activities affected

Sets out essential requirements for packaging which apply to packaging producers, sellers and distributors, including enforcement, offences and penalties.

Evidence Q1

Are CLG aware of the need to investigate compliance if they place packaged goods on the market (eg shops)?

witness 1:

CLG secretary

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Minimal packaged goods emanate from the College.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Producer Responsibility Obligations (Packaging Waste) Regulations 2007

Summary / Activities affected
Requires producers to recover and recycle packaging waste to achieve EU targets. Applies to any packaged items including marketing materials if

Evidence Q1
How much packaging do we process?

witness 1:
Purchasing Manager

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
Below weight threshold.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation

Animal By-Products Regulations 2005

Summary / Activities affected

Collection, transport, treatment and disposal of 'by-products' such as carcasses and food waste, including composting and biogas.

Evidence Q1

Are contractors dealing with animal remains aware of the need to comply with this legislation?

witness 1:

Farm Manager

Response Q1

Carcasses used for animal food, e.g. local hunt.

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Compliant.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Clean Neighbourhoods and Environment Act 2005

Summary / Activities affected
Introduces additional noise, litter and waste controls including site waste management plans, and classifies artificial lighting and insects as statutory

Evidence Q1
Are littering complaints logged?

witness 1:
Site Managers

Response Q1
Lackham: No, although Quality Manager believed to maintain log.

Evidence Q2
Are logs of complaints up to date?

witness 2:
Site Manager

Response Q2
No log on site

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Lackham: Only complaints that Site manager is aware of relate to traffic volume and speed.

Salisbury: one complaint re rats (not involving EHO) turned out not to be College issue.

Castle Combe: No complaint; College facility is covered by noise

Action 1:

Investigate complaints process with Quality Manager.

Action 2:

Action 3:

Action 4:

Legislation	Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations 1991	Evidence Q 3	is any contractor other than the College authorised waste contractor used for waste disposal?	Findings	All waste disposal well controlled routed through single approved contractor.
Summary / Activities affected	College vehicles may not be used for carrying waste (except waste produced by the College, being transported between College sites). College	witness 3:	Env Coordinator		Some carriage of waste between College sites, particularly Castle Combe and Lackham for disposal by waste contractor.
Evidence Q1	Are College staff or vehicles used to transfer waste away from College premises?	Response Q3	Lackham: yes - shredded green waste disposed by Evergreen.		
witness 1:	Site Managers	Evidence Q4	Is any other contractor used for disposing computer waste?	Action 1:	
Response Q1	Lackham: No Salisbury: No Trowbridge: No	Witness 4:	Director of IT	Action 2:	
Evidence Q2	Is any contractor other than the College authorised waste contractor used for waste disposal?	Response Q4		Action 3:	
witness 2:	CLG secretary	Evidence Q5:		Action 4:	
Response Q2	Question posed to CLG members.	Response Q5:			

Legislation

Controlled Waste Regulations 1992 (as amended)

Summary / Activities affected

Defines household, industrial and commercial waste for waste management licensing purposes.

Evidence Q1

Does the waste procedure adequately define controlled waste?

witness 1:

Env Coord

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Action 1:

Action 2:

Action 3:

Action 4:

Legislation	End of Life Vehicles Regulations 2003
Summary / Activities affected	Requires vehicle producers to set up collection, treatment and disposal systems to make sure that components in vehicles can be recovered,
Evidence Q1	Are vehicles disposed of through established recycling organisations, with information passed to the College's Authorised Waste Contractor?
witness 1:	Farm Manager
Response Q1	Vehicles disposed of through Wiltshire Waste.
Evidence Q2	Are vehicles disposed of through established recycling organisations, with information passed to the College's Authorised Waste Contractor?
witness 2:	Castle Coombe manager
Response Q2	

Evidence Q 3	
witness 3:	
Response Q3	
Evidence Q 4	
Witness 4:	
Response Q4	
Evidence Q5:	
Response Q5:	

Findings	All vehicles disposed through College nominated waste contractor. Nb Castle Combe does not generate ELVs.
Action 1:	
Action 2:	
Action 3:	
Action 4:	

Legislation	Environmental Protection (Duty of Care) Regulations 1991	Evidence Q 3	List wastes that are not directed through the Authorised Waste Contractor	Findings Lackham: the external waste storage area was uncontrolled and untidy. Small amount of mis-disposed waste in skips, particularly Salisbury, due to poor labelling and lack of information / training. Skips are sorted by waste contractor who reports on mis-disposals.
Summary / Activities affected	Imposes a duty of care on any person who imports, produces, carries, keeps, treats or disposes of controlled waste to ensure there is no unauthorised or	witness 3:	Site Managers	
Evidence Q1	Are any invoices paid for waste handling other than to the College Authorised contractor?	Response Q3	Lackham: green waste. Other sites: None	Action 1: Lackham: Control access to waste area and log all deposits.
witness 1:	Finance Officer	Evidence Q 4	Copies of Waste Transfer / consignment notes	
Response Q1	No	Witness 4:	Site Manager; Purchase Manager	Action 2: All: Train all staff in waste separation issues.
Evidence Q2	Is any waste disposed of other than through the Estates contract?	Response Q4	Lackham: Not held. Copies of samples received from Contracts office	
witness 2:	CLG Secretary	Evidence Q5:	is all waste stored in compliance with Duty of Care?	Action 3: All: Train estates staff.
Response Q2	No	Response Q5:	Lackham: The external waste storage area around WEEE skip is uncontrolled and untidy. No 'illegal' waste found in general skips. Salisbury: some mis-disposal occurs, partly through poor labelling and lack of training.	
				Action 4:

Legislation	EU Regulation laying down Health Rules concerning Animal By-Products not intended for Human Consumption 1774/2002	Evidence Q 3		Findings	Farm fully compliant.
Summary / Activities affected	Sets out rules for collecting, transporting, storing, handling, processing, using and disposing of animal by-products to protect human and animal	witness 3:			
Evidence Q1	Are procedures for handling animal biproducts fully compliant?	Response Q3			
witness 1:	Farm Manager	Evidence Q 4		Action 1:	
Response Q1	Yes	Witness 4:			
Evidence Q2		Response Q4		Action 2:	
witness 2:		Evidence Q5:			
Response Q2		Response Q5:		Action 3:	
				Action 4:	

Legislation	Groundwater Regulations 1998	Evidence Q 3	Are all site services personnel trained in the deployment of spill kits?	Findings Lackham: Spill kits for body fluids held in store and used by Estates staff. No training. Lackham: Vehicle washing area with oil separator, but no records of maintenance. Chippenham: College minibuses washed over rainwater drain.
Summary / Activities affected	Strict restrictions on allowing any liquid onto or into the ground. Empowers the Environment Agency in England and Wales and	witness 3:	Purchasing Manager	
Evidence Q1	Are all liquid storage facilities (other than oil storage tanks) appropriately protected against leak or spill?	Response Q3	No	Action 1: Investigate disposal of used body-fluid spill kits, and train Estates staff in deployment of body fluid and oil spill kits.
witness 1:	Site Managers	Evidence Q 4	Are any items washed outside with wash water allowed to enter the drains?	
Response Q1	Lackham: chip oil awaiting conversion to bio-diesel is not stored on trays or similar.	Witness 4:	Site Manager	Action 2: Publicise legal requirements for disposal of waste water.
Evidence Q2	Are all Site Services teams provided with an appropriate spill kit, maintained and convenient to deploy?	Response Q4	Yes, motor vehicle pressure washing, charity car washes, washing of college vehicles.	
witness 2:	Env Coord	Evidence Q5:		Action 3: Publish code for vehicle washing Publish code for using pressure washers.
Response Q2	Yes, although no training	Response Q5:		

Legislation	Hazardous Waste (England and Wales) Regulations 2005 (amended 2009)	Evidence Q 3	Are any hazardous wastes disposed of otherwise than via the H&S Manager?	Findings College is registered as hW producer, and all HW disposal is managed through Health and Safety Office.
Summary / Activities affected	Details measures for controlling and documenting the movement of hazardous waste, and bans the mixing of different types of hazardous waste.	witness 3:	CLG Secretary	
Evidence Q1	is the College registered as a Producer of hazardous waste?	Response Q3		Action 1:
witness 1:	H&S team	Evidence Q 4	Are haz wastes disposed of with general waste	
Response Q1		Witness 4:	Purchase Manager	Action 2:
Evidence Q2	Are HW Consignment Notes maintained appropriately	Response Q4		
witness 2:	H&S team	Evidence Q5:		Action 3:
Response Q2		Response Q5:		
				Action 4:

Legislation

European Waste Catalogue (available through the Environment Agency website) with the List of Wastes (England) Regulations 2005

Summary / Activities affected

European Waste Catalogue defines whether an item, substance or material is classed as 'Hazardous Waste'

Evidence Q1

Is information on the classification of haz waste easily available to all staff?

witness 1:

Env Coord

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Action 1:

Action 2:

Action 3:

Action 4:

Legislation	Site Waste Management Plans Regulations 2008	Evidence Q 3		Findings
Summary / Activities affected	Requires the preparation of a site waste management plan for any construction projects with an estimated cost of over £300,000.	witness 3:		SWMPs in use on required projects.
Evidence Q1	Are SWMPs in place for all eligible contracts?	Response Q3		
witness 1:	Director of Estates / Director of Capital Projects	Evidence Q 4		Action 1:
Response Q1	Yes - a SWMP was utilised for the new building recently erected at Lackham.	Witness 4:		Future projects above the threshold should maintain a copy of the SWMP.
Evidence Q2		Response Q4		Action 2:
witness 2:		Evidence Q5:		
Response Q2		Response Q5:		Action 3:
				Action 4:

Legislation

The Landfill Tax Regulations 1996 and Landfill Tax (Qualifying Material) Order 1996

Summary / Activities affected

Tax on waste disposal to landfill, increasing each year.

Evidence Q1

Information only

witness 1:

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

N/A

Action 1:

Action 2:

Action 3:

Action 4:

Legislation	Trade Effluent (Prescribed Processes and Substances) Regulations 1989	Evidence Q 3		Findings
Summary / Activities affected	Discharges to sewer of materials other than sewerage.	witness 3:		Very small amounts of diluted washings, for example from silk screen printing, discharged to sewer.
Evidence Q1	Are any materials poured down sink or other routes to sewerage system?	Response Q3		
witness 1:	Secretary of CLG	Evidence Q 4		Action 1:
Response Q1		Witness 4:		
Evidence Q2	Are consents or written permission held for all non-sewerage discharges to sewer?	Response Q4		Action 2:
witness 2:	Env Coord.	Evidence Q5:		
Response Q2		Response Q5:		Action 3:
				Action 4:

Legislation	Waste Electrical and Electronic Equipment Regulations 2006 (amended 2007)	Evidence Q 3	Are WEEE records adequate to show the final destination of WEEE?	Findings All WEEE disposed through licensed waste companies.
Summary / Activities affected	Aims to reduce the amount of WEEE sent to landfill. Requires producers of electrical and electronic equipment to register and cover the costs of	witness 3:	Purchase Manager	
Evidence Q1	Are all WEEE disposed via the College Authorised Waste Contractor?	Response Q3		
witness 1:	Secretary of CLG	Evidence Q 4	Does WEEE end up in bins?	Action 1: Publicity and information on WEEE & battery disposal.
Response Q1		Witness 4:	Site Manager	
Evidence Q2	Are WEEE adequately separated at source?	Response Q4	Lackham: No - However low awareness of requirements for batteries and WEEE.	Action 2:
witness 2:	Authoriseed Waste Contractor	Evidence Q5:		Action 3:
Response Q2		Response Q5:		Action 4:

Legislation	Waste Management (England and Wales) Regulations 2006	Evidence Q 3		Findings
Summary / Activities affected	Extends the regime for 'controlled waste' to cover mine, quarry and agricultural waste. Categorises waste as household, industrial or commercial. Bans	witness 3:		Compliant
Evidence Q1	Are you aware that agricultural waste is now considered 'controlled waste'?	Response Q3		
witness 1:	Farm Manager	Evidence Q 4		Action 1:
Response Q1	Yes - farm manager aware.	Witness 4:		
Evidence Q2	Is all farm waste disposed as Controlled Waste?	Response Q4		Action 2:
witness 2:	Farm manager	Evidence Q5:		
Response Q2	Yes.	Response Q5:		Action 3:
				Action 4:

Legislation

Waste Management
Licensing Regulations
1994

Summary /
Activities
affected

Covers applications for
waste management
licences, which
authorise the deposit,
disposal and treatment
of controlled waste.
Includes conditions on

Evidence
Q1

Does the College hold a
waste management
licence?

witness 1:

Purchasing Manager

Response
Q1Evidence
Q2

Does the College hold a
waste management
licence?

witness 2:

Direcotr of Estates

Response
Q2Evidence
Q 3

Does the College hold a
waste management licence?

witness 3:

Farm Manager

Response
Q3Evidence
Q 4

Witness 4:

Response
Q4Evidence
Q5:Response
Q5:

Findings

No waste management
licence needed.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation Water Industry Act 1991

Summary / Activities affected Any discharge to sewer; consents required for all materials that may be poured down sink or flushed away

Evidence Q1 Are any materials disposed of via the drains?

witness 1: Secretary of CLG

Response Q1

Evidence Q2 Does College have any consents or permissions for disposal via drains?

witness 2: Enviro Coordinator

Response Q2

Evidence Q 3 Does College require consent(s) for discharges to drains?

witness 3: Enviro coord

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Very small amounts of diluted washings, for example from silk screen printing, discharged to sewer.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation	Anti-Pollution Works Regulations 1999	Evidence Q 3	Do Site Managers have a process for responding to Notices served?	Findings Staff and managers aware of importance of rapid referral should a Notice be received.
Summary / Activities affected	Sets out the contents of anti-pollution works notices, how to appeal against such notices, and how to claim compensation for access rights in	witness 3:	Estates site staff	
Evidence Q1	Do Site Managers have a process for responding to Notices served?	Response Q3	All: Fully aware of the need to escalate.	Action 1: Draft written procedure for responding to enforcement notices.
witness 1:	Director of Estates	Evidence Q 4		
Response Q1	No written procedure, but they are aware of need to inform Director.	Witness 4:		Action 2:
Evidence Q2	Do Site Managers have a process for responding to Notices served?	Response Q4		
witness 2:	Site Managers	Evidence Q5:		Action 3:
Response Q2	All: Fully aware of the need to escalate.	Response Q5:		

Legislation

Control of Pollution
(Applications, Appeals
and Registers)
Regulations 1996

Summary /
Activities
affected

Sets out procedures for
applying for or varying
consents for discharge
into controlled waters
and appeals to the
Secretary of State.
Details the information

Evidence
Q1

Information only

witness 1:

Response
Q1

Evidence
Q2

witness 2:

Response
Q2

Evidence
Q 3

witness 3:

Response
Q3

Evidence
Q 4

Witness 4:

Response
Q4

Evidence
Q5:

Response
Q5:

Findings

Action 1:

Action 2:

Action 3:

Action 4:

Legislation	Control of Pollution (Oil Storage) (England) Regulations 2001	Evidence Q 3		Findings
Summary / Activities affected	Imposes general requirements for preventing pollution of controlled waters from oil storage, particularly fixed tanks or mobile bowzers. Makes	witness 3:		Some additional works required at Lackham to make above ground oil storage tanks compliant.
Evidence Q1	Are all oil storage tanks compliant?	Response Q3		
witness 1:	Env Coord	Evidence Q 4		Action 1:
Response Q1	Yes.	Witness 4:		Procedure for inspecting and testing oil storage tanks.
Evidence Q2	Is there an adequate process for inspection of tanks, bunds and related equipment?	Response Q4		Action 2:
witness 2:	Site Manager	Evidence Q5:		
Response Q2	No	Response Q5:		Action 3:
				Action 4:

Legislation

Environmental Damage
(Prevention and
Remediation)
Regulations 2009

Evidence
Q 3

Findings

Summary /
Activities
affected

Any activity with the
potential to cause
serious damage to
surface or groundwater,
contamination of land
with implications for
human health or

witness 3:

Response
Q3

Evidence
Q1

Information only

Evidence
Q 4

Action 1:

witness 1:

Witness 4:

Response
Q1

Response
Q4

Action 2:

Evidence
Q2

Evidence
Q5:

Action 3:

witness 2:

Response
Q5:

Action 4:

Response
Q2

Legislation Water Act 2003

Summary / Activities affected Sets out the framework for abstraction licensing, regulates impoundments, increases competition in water supply and includes measures for

Evidence Q1 Do we abstract water?

witness 1: Farm Manager

Response Q1 No abstraction.

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings No abstraction.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation	Water Resources Act 1991	Evidence Q 3	Are all new staff trained about disposal of wastes?	Findings Lackham: EA take regular river samples. Copies not held at Lackham.
Summary / Activities affected	Prohibits Any liquid discharge not to sewer (excluding pure rainwater) unless a consent is held. Includes accidental pollution caused by	witness 3:	Env Coord	
Evidence Q1	Are all outside taps fitted with anti-syphon devices?	Response Q3	Yes (as of December 2009). No recorded process.	Action 1: Investigate requirement for anti-syphon devices on outside taps.
witness 1:	Site Manager	Evidence Q 4	Are there any known occasions of leaks or illegal disposal to water courses?	
Response Q1	Lackham: No. Salisbury: No	Witness 4:	Site Managers	Action 2: Formalise induction programme for SD.
Evidence Q2	Are all managers aware that disposal of any materials other than water to storm drain is prohibited?	Response Q4	All: No.	
witness 2:	Secretary of CLG	Evidence Q5:		Action 3:
Response Q2	Letter sent to CLG	Response Q5:		

Legislation	The Water Supply (Water Fittings) Regs 1999	Evidence Q 3		Findings
Summary / Activities affected	Maintenance of water supply pipes and fittings	witness 3:		All compliant.
Evidence Q1	Do all plumbing contracts stipulate the use of compliant fittings / materials?	Response Q3		
witness 1:	Purchase and Contracts Manager	Evidence Q 4		Action 1:
Response Q1		Witness 4:		Review / issue standard contract terms for plumbers.
Evidence Q2	Do all plumbing contracts stipulate the use of compliant fittings / materials?	Response Q4		Action 2:
witness 2:	Site managers	Evidence Q5:		Action 3:
Response Q2	Lackham: Local plumber (Rob Kingdom) used, but not contractual stipulations.	Response Q5:		Action 4:

Legislation
Nitrate Pollution
Prevention Regulations
2008

Summary /
Activities
affected
Requires plan to be
established for certain
activities in Nitrate
Vulnerable Zones

Evidence
Q1
Is a NVZ plan in
existence and kept
current?

witness 1:
Farm Manager

Response
Q1
Yes, plan in place.

Evidence
Q2

witness 2:

Response
Q2

Evidence
Q 3

witness 3:

Response
Q3

Evidence
Q 4

Witness 4:

Response
Q4

Evidence
Q5:

Response
Q5:

Findings
NVZ plan in place for
Lackham Farm.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Conservation (Natural Habitats, &c.) Regulations 1994

Summary / Activities affected
Implements Council Directive 92/43/EEC on the conservation of natural habitats and of wild fauna and flora and makes it an offence to deliberately capture, kill

Evidence Q1
Information only

witness 1:

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Biocidal Products Regulations 2001 (as amended)

Summary / Activities affected
Bans placing biocidal products (or a new substance for use in a product) on the market without authorisation.

Evidence Q1
Information only (delete?)

witness 1:

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
We do not design or market such products.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation Protection of Badgers Act 1992

Summary / Activities affected Makes it an offence to wilfully kill, injure, take, or attempt to kill, injure or take a badger. Also sets out the exceptions, licences, enforcement and penalties for this

Evidence Q1 Are the restrictions on interference with badgers known?

witness 1: Farm Manager; Site Managers

Response Q1 Lackham: Site Manager aware. Lackham Farm: Farm Manager aware.

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings Compliant.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation Wildlife and Countryside Act 1981 (amended 1991 & 2004)

Summary / Activities affected Bans certain methods of killing or taking wild animals, including birds, and restricts the introduction and sale of certain non-native animals and plants. Also

Evidence Q1 Is there a policy for maintenance of public rights of way, including a map?

witness 1: Farm Manager

Response Q1 Yes

Evidence Q2 Is there a compliant policy on killing for pest control and sport, detailing species and methods?

witness 2: Farm Manager

Response Q2 Yes

Evidence Q 3 Is there a policy detailing the species that may be kept in, or traded by, the animal care unit?

witness 3: PAM for animal care

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Procedure in place.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Natural Environment and Rural Communities Act 2006

Summary / Activities affected
Establishes Natural England as the main body responsible for conserving, enhancing and managing England's natural environment. It also covers biodiversity,

Evidence Q1
Information only

witness 1:

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Action 1:

Action 2:

Action 3:

Action 4:

Legislation

EU Regulation on the Protection of Species of Wild Fauna and Flora by Regulating Trade 338/1997

Summary / Activities affected

Sets out rules for import, export and re-export, and internal EU trade in specimens of wild fauna and flora.

Evidence Q1

Information only

witness 1:

Response Q1

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings

Compliant (Lackham animal centre)

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Sludge (Use in Agriculture) Regulations 1989 (amended 1990)

Summary / Activities affected
Sets conditions and precautions for agricultural use of sludge from sewage plants or septic tanks, and specifies what records must be kept.

Evidence Q1
Is sludge used on the Farm?

witness 1:
Farm Manager

Response Q1
No

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
Sludge not used.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation

Various

Evidence Q 3

Findings

Policy in place for hunting and pest control.

Summary / Activities affected

Hunting, shooting and fishin

witness 3:

Response Q3

Evidence Q1

Evidence Q 4

Action 1:

witness 1:

Witness 4:

Response Q1

Response Q4

Action 2:

Evidence Q2

Evidence Q5:

Action 3:

witness 2:

Response Q5:

Action 4:

Response Q2

Legislation	Control of Pesticides Regulations 1986 (amended 1997)	Evidence Q 3	Is there an approved list of staff who are trained to apply pesticides?	Findings Other than Lackham horticulture and farm, all pesticide use by contractor (English Landscapes and pest control contractor.)
Summary / Activities affected	Sets out restrictions on selling, supplying or storing pesticides and precautions to protect the health of humans, the environment, and particularly water, when	witness 3:	Farm manager; Site Managers; HR for training records)	
Evidence Q1	Is there an approved list of pesticides, and process for maintaining the list?	Response Q3	lackham Horticulture Tony Pratt: No, but all necessary staff trained. Lackham Estates: Contracted to English Landscapes.	Phone interview: Pest control contractor only uses authorised products, and holds training certificate for PA1 and PA6 - copies are being provided.
witness 1:	Farm Manager	Evidence Q 4	Pesticides stored appropriately, as described in "protecting our soil, air and water" by DEFRA?	Action 1:
Response Q1	Yes	Witness 4:	Farm Manager; Site Managers	Action 2:
Evidence Q2	Is there an approved list of pesticides, and process for maintaining the list?	Response Q4	Lackham horticulture (Tony Pratt): Yes, confirmed by inspection.	Action 3:
witness 2:	Site Managers	Evidence Q5:		Action 4:
Response Q2	Lackham Horticulture (Tony Pratt) Utilises published Approved List ('Blue Book').	Response Q5:		

Legislation
The Environmental Protection (Duty of Care) Regulations 1991

Summary / Activities affected
All waste produced by the College, or on College property

Evidence Q1
Is all waste except farm waste handled by, or under the auspices of, the College Waste Contractor?

witness 1:
Purchasing Manager

Response Q1

Evidence Q2
Is all waste except farm waste handled by, or under the auspices of, the College Waste Contractor?

witness 2:
CLG Secretary

Response Q2

Evidence Q 3
Are copies of waste licence copies held and regularly renewed

witness 3:
Puchasing Manager

Response Q3

Evidence Q 4
Are copies of waste licence copies held and regularly renewed

Witness 4:
Farm Manager

Response Q4
Held by Estates Office, Trowbridge.

Evidence Q5:

Response Q5:

Findings

All waste properly and securely stored and passed to licensed companies, who are monitored.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation
Carbon Reduction Commitment (CRC Energy Efficiency Scheme)

Summary / Activities affected
Register, calculate energy use, make returns.

Evidence Q1
Have the College registered under CRC?

witness 1:
Env Coord

Response Q1

Evidence Q2
Have the College made appropriate returns under CRC?

witness 2:
Director of Estates

Response Q2

Evidence Q 3
Is there a procedure to ensure CRC compliance?

witness 3:
Env Coord

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings
Submission of data is underway through energy contractor on behalf of Estates.

Action 1:

Action 2:

Action 3:

Action 4:

Legislation BS 8555 Environmental Management System

Summary / Activities affected Not legislation, but the College is accredited to Phases 1 - 3

Evidence Q1 Accreditation certificate

witness 1: Environment Manager

Response Q1 Yes, displayed on intranet site.

Evidence Q2

witness 2:

Response Q2

Evidence Q 3

witness 3:

Response Q3

Evidence Q 4

Witness 4:

Response Q4

Evidence Q5:

Response Q5:

Findings Accredited

Action 1:

Action 2:

Action 3:

Action 4:

