

**LLANTRISANT RECYCLING**

**PANTYBRAD LANE**

**LLANTRISANT**

**PONTYCLUN**

**CF72 8YY**

**ENVIRONMENTAL MANAGEMENT SYSTEM**

**(Environmental Permit EPR/XB3093HJ)**

Planabuild Ltd  
3 Laburnum Drive  
Porthcawl  
CF36 5UA

**23rd December 2015**

**697\_12\_F**

# LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM

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# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **1) Introduction and Site plans**

### **1.1 Background**

The Site Operator will be is:-

Llantrisant Recycling Centre Limited  
Earthmovers House  
Unit 16  
Llantrisant Business Park  
Llantrisant  
CF72 8LF

This Environmental management system has been produced to support an application by Llantrisant Recycling Centre Limited for an administrative variation to the Bespoke Environmental Permit EPR/XB3093HJ, which allows them to operate an Inert Waste Transfer Station with Treatment at:-

Llantrisant Recycling  
Pantybrad Lane  
Llantrisant  
Pontyclun  
CF72 8YY

National Grid Reference:- 304110, 185040

The site was granted Planning Permission under reference 12/0037/10 on 26<sup>th</sup> March 2014 [1]

The facility has a shared entrance and shares staff car parking and staff facilities with the Community recycling centre to be operated by Amgen Wales on behalf of Rhondda Cynon Taf County Borough Council

Other than the shared areas (shown on drawing 697-61 [2]) the sites are self sufficient.

### **1.2 Site plans**

The proposed extent and layout of the licensed operations are as shown on drawing 697- 03-D [3] and 697-61 [2]

The operator will review and record every year whether changes to the procedures contained in the licence or documents annexed to the licence and take any further appropriate measures identified by a review.

The drawings will be updated if required by the above review.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **1.3 Site area**

The site area edged in green on drawing 697-61 [2] is 1.74 Hectare.

## **1.4 Restraints**

1.4.1 The activities shall not be carried out within:

- (a) 500 metres of a European Site or a SSSI;
- (b) 50m of any well spring or borehole used for the supply of water for human consumption.. This must include private water supplies
- (c) 250 metres of the presence of Great Crested Newts, where it is linked to the breeding ponds of the newts by good habitat.
- (d) a specified AQMA.

The Operator is not aware of any of the above being located within the stated distances of the site.

1.4.2 Hours of working/deliveries/collections, within/to/from the site shall be restricted to 08:00 hours to 18:00 hours Mondays to Fridays and 08:00 hours to 13:00 hours on Saturdays and there shall be no such working/deliveries/collections on Sundays or Public Holidays, unless otherwise agreed in writing by the Local Planning Authority.

1.4.3 Mobile floodlights will be used if necessary for operations or if emergency procedures are carried out after official lighting up times.

## **1.5 Revision History**

21-08-2014 - Original compiled for permit application.

01-04-2015 - Revision "A" following permit registration queries.

28-06-2015 - Revision "B" revision in response to NRW section 5 notice requiring further information regarding storage of nappies.

26-07-2015 - Revision "C" revision to include fire prevention plan. Waste code 20-02-01 added to clarify acceptance of trees and other green biodegradable wastes.

01-11-2015 - Revision "D" revision in response to NRW section 5 notice requiring further Information. Bottom Ash Removed from wastes to be accepted.

10-11-2015 - Revision "E" revision to incorporate new head office address.

23-12-2015 - Revision "F" to incorporate matters to be dealt with in an application for an Administrative Variation

# LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM

## **2) Operations**

### **2.1 Wastes Types**

#### **a) Inert waste - hard materials and soils**

Materials will be delivered to the site and stored in an unprocessed inert material stockpile of up to approximately 7500 m<sup>3</sup> (15,000 tonnes) located as shown on drawing 697-61 [3].

The operator owns and operates mobile crushing and screening machinery. At intervals of between 2-4 weeks (to suit availability of the plant and the requirement for the replenishment of the stocks of processed materials) the mobile plant will be brought to site for periods of between 2-8 working days when between 1000 – 4000 tonnes of material will be crushed and screened to provide a range of graded stone and fill materials suitable for re-sale.

These processed materials will be stored in up to 8 stockpiles, each of approximately 1200m<sup>3</sup> (1320 tonnes).

Loading of plant and lorries will be undertaken by a wheeled front loader which it is anticipated will be permanently based on the site.

The processing of wastes into re-cycled materials will be carried out under the WRAP quality protocol.

The majority of the waste materials will be brought to site in the operator's own fleet of vehicles. The operator is registered as an upper tier carrier broker dealer of controlled waste - Registration Nr CB/EM/3080XH/R004 [4]

#### **b) Virgin Timber**

Virgin timber (such as tree stumps and branches without minimal green matter) is produced from site clearance works. This is not classed as a waste but it will be brought to the site and stored in a separate stockpile to other materials - to be shredded or chipped and stored ready for re-sale for uses such as:-

- woodchip in gardens or on pathways;
- a raw material for composting by others;
- animal bedding;
- fuel in an appliance;
- a raw material for the production of wood-based products or in paper production;
- a material to create or maintain a habitat as part of the natural cycle of land;
- to be shredded and chipped and then mixed with soil to produce an improved topsoil.

#### **c) Timber Waste**

The Groundwater Source Protection Zone of the site is outside zones 1 and 2. The waste material shall therefore be stored and treated on hard-standing.

Timber waste from demolitions and municipal civic amenity site collections will be stored separately from the virgin timbers.

It will be shredded or chipped under an appropriate WRAP protocol and stored and sold separately from processed virgin timbers.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **d ) Disposable Nappies**

Rhondda RCT Streetcare Services make kerbside collections of used disposable nappies. (Waste code 20-03-99 –Municipal Wastes not otherwise specified)

This waste will be stored on a separate walled concrete slab area of approximately 60 m<sup>3</sup> capacity until sufficient volumes are accumulated to fill a 44 tonne articulated vehicle to transport this waste to specialist disposal contractors.

The nappies are collected from residential properties under a scheme operated by the RCT “Go Green Disposable Nappy Collection Scheme “

Residents register with RCT for the service. Nappies are deposited and sealed into purple bags by residents and left out for collection with their other recyclable waste.

The bags are collected from the kerbside and stored on the collection vehicle separately. They are currently taken to the Bryn Pica Disposal Site for bulking up and transport to a specialist recycling company when sufficient quantity has accrued.

The proposal is that these bags would, after kerbside collection be transported instead to Llantrisant Re-Cycling.

Here they would be deposited on the covered facility purpose built for this waste ( as described at 2.3 (b) below.)

## **2.2 Review of activities against permit.**

All operations are to be carried out within the terms of the issued permit. If there is any doubt the operator should check the issued permit and the associated documents. No waste operations should proceed on the site unless within those contained within the permit.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **2.3 Site engineering**

### **a) For Inert materials**

The site was a former inert material disposal site which was filled with various suitable materials circa 1997 under appropriate planning permission and Environmental permits.

A site investigation was conducted by Terra Firma (Wales) Ltd [6] at the commencement of the construction of the site. This investigation found no materials unsuitable for retention on the site.

The facility has been constructed by a cut and fill operation on the existing site, mainly within the previously deposited fills, to form a plateau which falls gently from the north to the south of the site.

The bunds were formed using materials excavated on the site during construction of the facility.

A compacted surface of crushed stone is being laid on the excavated and filled profiles to provide a suitable hard standing for the proposed operations. The perimeter of the fill areas is surrounded with a bund and planting in order to screen the site from the surrounding countryside and to contain any wastes or suspended solids from entering the adjacent river.

Surface water from the higher ground is collected at the top and bottom of the excavated batter and directed in open ditches and closed french drains to pair of settling ponds to remove any suspended solids. The outfall to this pond is an open ditch which connects to the existing ditch system at the western perimeter of the site.

Surface water from rainfall will generally percolate through the permeable surface and soak away in the underlying strata. During periods of heavy rain there is a risk that any surcharge will wash through the stored wastes or processed materials and suspended solids will be carried away in the rainwater.

The surface water run off is first collected in a the French drain to the north edge of the site and the open unlined ditch to the south edge of the site. From the ditches water runs into a storage pond. At the downstream end of the storage pond water is released through a steel orifice 50 mm in diameter to control the volume of water entering the settling pond so that water then passing across the surface of the settling pond is slowed sufficiently to allow any suspended solids to drop to the bottom of the settling pond

The clean water from the top surface of the settling pond then passes over a level weir approximately 13 metres long into a concrete channel and from there through pipework to the headwall on the Nant Muchydd River.

A screen will be fitted to the outlet pipe to stop any object which has floated across the setting post from discharging to the river.

## **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

### **b) For disposal nappies.**

A maximum of 50 tonnes of this type of material is planned to be stored on site at any one time.

This quantity of materials is estimated to be a volume of approximately 60 m<sup>3</sup>.

This requires a storage area of approx 8m x 8 m when stored in a heap approx 1.2 m high.

The proposed facility to deal with this waste stream will comprise of a concrete slab 5 metres wide and 15 metres long, divided into three separate bays each approx 5 metres wide.

Each bay will be surrounded by a concrete blockwork wall approximately 900 mm high on three sides and will be covered with a profiled steel roofing sheet on a light steelwork framework. To stop bags blowing around the building will be cladded on 3 sides with profiled metal cladding.

The waste is received on site in sealed bags. Therefore the chance of any seepage from the material is low.

Spare bags will be kept on site so that any bags broken during delivery or loading into transport for disposal may be re-bagged and re-sealed.

To ensure that there is no harm to the local environment from any urine or faeces which may escape from the waste and therefore contaminate any rainfall which may enter the facility, each bay will be provided with a trapped gulley with pipe work linked to the foul sewage disposal system which terminates at a package waste treatment plant as shown on the site.



# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **2.4 Waste acceptance quantities, treatment and storage procedures.**

### **2.4.1 Waste acceptance**

2.4. 1.1 Waste shall only be accepted if:

- (a) it is of a type listed in the table printed on page 9 of this document. and
- (b) it conforms to the description in the documentation supplied by the producer and holder.

2.4.1.2 Guidance shall be given to all employees, sub-contractors, other waste carriers and customers regarding the waste types which are acceptable at the site. Carrier registration details are taken for all new haulage operators bringing waste to the landfill site and transfer station and the details will be periodically checked with Natural Resources Wales to ensure that they are still registered. The procedures below are followed prior to the receipt of waste on site:-

- a) All incoming vehicle drivers are required to report to the site manager. The duty of care ticket will be checked to ensure that the load is acceptable at the site. Any deviation from the procedures or problems with any loads will be reported to the site manager.
- b) Once a load has been booked in the vehicle will be un-sheeted and a visual inspection of the contents will be carried out to ensure that the waste types comply with the waste management licence. The nature of mixed skip waste makes full inspection difficult until the load is deposited. If unauthorised waste is discovered before deposit the load will be returned to the producer. In cases where the unauthorised waste is likely to lead to a breach of licence conditions, Natural Resources Wales will be informed.

# LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM

**Table 2.4.2 Waste Types and Quantities**

<b>2.4.2 Waste types and quantities</b>	
<b>Maximum Quantities</b> The total quantity of waste accepted at the site shall be less than 350,000 tonnes a year.	
<b>Exclusions</b> Wastes having any of the following characteristics shall not be accepted: <ul style="list-style-type: none"> <li>• Consisting solely or mainly of dusts, powders or loose fibres</li> <li>• Wastes that are in a form which is either sludge or liquid</li> </ul>	
<b>Waste Code</b>	<b>Description</b>
<b>17</b>	<b>CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)</b>
17 01	Concrete, bricks, tiles and ceramics
17 01 01	Concrete
17 01 02	Bricks
17 01 03	Tiles and ceramics
17 01 07	Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06
17 02	Wood, glass and plastic
17 02 01	Wood
17 02 02	Glass
17 02 03	Plastic (bulking up only)
17 03	Bituminous mixtures, coal tar and tarred products
17 03 02	Bituminous mixtures other than those mentioned in 17 03 01
17 05	soil (including excavated soil from contaminated sites), stones and dredging spoil
17 05 04	Soil and stones other than those mentioned in 17 05 03
17 05 08	Track ballast other than those mentioned in 17 05 07
<b>20</b>	<b>MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS</b>
20 01	Separately collected fractions (except 15 01)
20 01 38	Wood other than that mentioned in 20 01 37
20 01 99	Other fractions not otherwise specified (consisting of disposable nappies only)
20 02	Garden and park wastes (including cemetery waste)
20 02 01	Biodegradable waste
20 02 02	Soil and stones

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **2.4.3 Receiving Materials at Site**

The following details will be recorded for every load deposited at the site:

- (i) The date and time of delivery.
- (ii) The name and address of the waste producer.
- (iii) The type and quantity of waste (in tonnes).
- (iv) Drivers name (plus carriers name and registration number if not one of the operators own vehicles.
- (v) Vehicle registration No.
- (vi) Signature of person inspecting the waste

These details will be recorded on the Operators standard transfer ticket for loads delivered in his own transport (See Form 1 at clause 2.8 of this document).

For loads delivered by other hauliers Form 2 ( as sample printed at clause 2.8 of this document ) shall be filled out by the site manager

The following details will be recorded for all deposits of rejected waste at the site on Form 3. ( as sample printed at clause 2.8 of this document)

- (i) Date and time of deposit.
- (ii) A description of the waste.
- (iii) The quantity of waste (in tonnes or cubic metres).
- (iv) Name, address and telephone No. of waste producer.
- (v) The carrier's name, registration number and vehicle registration.
- (vi) Reason for the rejection of waste and action taken.

## **2.4.4 Processed Materials leaving Site**

The following details will be recorded for every load of re-cycled material leaving the site .It is expected that the ticket will be generated and printed by the weighbridge terminal.

- (i) Date and time of leaving site
- (ii) The type and quantity of waste in tonnes,
- (iii) The customers name
- (iv) Delivery address
- (v) Vehicle Registration
- (vi) The name of the haulier if not one of the operators own vehicles

# LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM

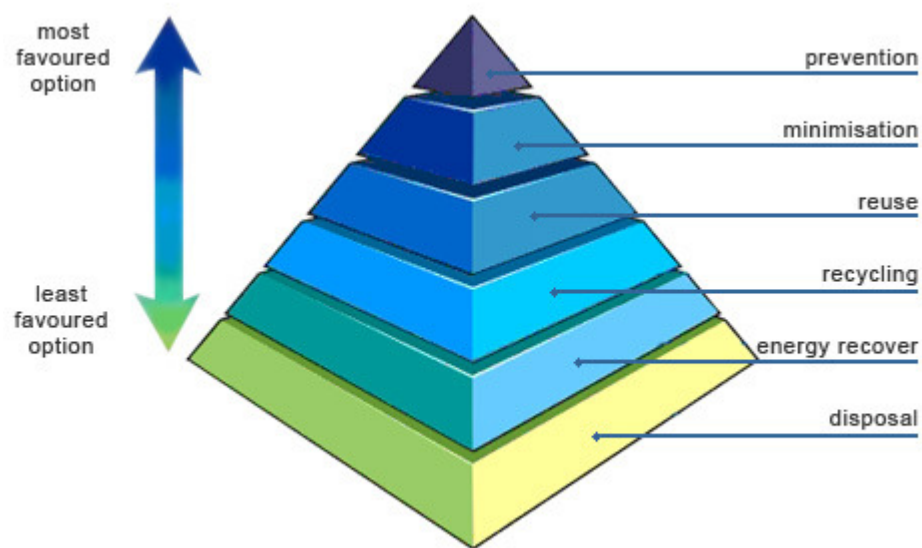
## 2.5 The waste hierarchy

### 2.5.1 Avoidance, recovery and disposal of wastes produced by the activities

The operator shall take appropriate measures to ensure that:

- (a) the waste hierarchy referred to in Article 4 of the Waste Framework Directive - as shown on the diagram below, is applied to the generation of waste by the activities; and
- (b) any waste generated by the activities is treated in accordance with the waste hierarchy referred to in Article 4 of the Waste Framework Directive; and
- (c) where disposal is necessary, this is undertaken in a manner which minimises its impact on the environment.

**The Waste Hierarchy**




# LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM

## 2.6 Duty of Care

The operator acknowledges their responsibility to deal responsibly with any waste handled and to follow the procedures contained in the license or any documents appended thereto.

(Form 1 ).

<b>Tom Prichard Contracting</b>	
<i>Transport • Plant Hire • Earth Moving</i>	
Castellau Fach Farm, Llantrisant, Pontyclun, Glam. CF72 8LP	
Tel: 01443 226170 - Fax: 01443 381138	
<b>DUTY OF CARE / TRANSFER RECEIPT 83801</b>	
Waste Carrier Number CB/EM3080XH	
Customer	.....
Date:	.....
Reg. No.	.....
Load Size	.....
Subsoil M1/170504	<input type="checkbox"/>
Hardcore M1/170107	<input type="checkbox"/>
Top Soil M1/170504	<input type="checkbox"/>
Tarmac M4/170302	<input type="checkbox"/>
Ex Site	.....
To Site	.....
Customer's Signature	.....
Driver's Signature	.....
Recipient Signature	.....
White - Client, Yellow - Driver, Blue - Tip Copy, Pink - File	
ALL YELLOW TICKETS TO BE HANDED INTO OFFICE NEXT DAY	
	

# LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM

Form 2

## LLANTRISANT RECYCLING

### FORM 2 – WASTE NOT RECEIVED IN TOM PRICHARD CONTRACTING VEHICLES

#### Duty of care: waste transfer note

##### Section A – Description of waste

A1 Description of waste being transferred

Waste Regulations code(s)

A2 How is the waste contained?

Loose ☐ Sacks ☐ Skip ☐ Drum ☐  
Other ☐

A3 How much waste? E.g. number of sacks,  
weight

##### Section B – Current holder of the waste – Transferor

By signing in Section D below I confirm that I have fulfilled my duty to apply the waste hierarchy as required by  
Regulation 12 of the Waste (England and Wales) Regulations 2011 Yes ☐

B1 Full Name

Company name and address

Post code

B2 Name of your unitary authority council

B3 Are you:

The producer of the waste? ☐

The importer of the waste? ☐

The local authority? ☐

The holder on an environmental permit? ☐

Permit number

Issued by

Registered waste exemption? ☐

Details, including registration number

A registered waste carrier, broker or dealer? ☐

Registration number

Details (are you a carrier, broker or dealer?)

##### Section C – Person collecting the waste – Transferee

C1 Full name

Company name and address

Post code

C2 Are you:

The local authority? ☐

C3 Are you:

The holder of an environmental permit? ☐

Permit number

Issued by

Registered waste exemption? ☐

Details, including registration number

A registered waste carrier, broker or dealer? ☐

Registration number

Details (are you a carrier, broker or dealer?)

##### Section D – The transfer

D1 Address of transfer or collection point:

Ystrad Barwig Waste Transfer Station

Ystrad Barwig Farm

Llantwit Fadre

Pontypridd

CF38 1BL

Date of transfer (DD/MM/YYYY)

Transferor's signature

Name

Representing

Transferee's signature

Name

Representing

# LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM

Form 3.

## LLANTRISANT RECYCLING FORM 3 – REJECTED WASTE

DATE	
TIME	
WASTE DESCRIPTION	
QUANTITY OF WASTE	
PRODUCER/HOLDER'S NAME, ADDRESS AND TELEPHONE NUMBER	
NAME OF CARRIER	
VEHICLE REGISTRATION	
CARRIER REG. No.	
REASON FOR REJECTION OF WASTE	
ACTION TAKEN	

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **3) Maintenance**

- 3.1 All site surfaces will be inspected daily when the site is in operation. Debris will be cleared as required and placed in the raw waste stockpile.
- 3.2 Any defects found during the daily site inspection will be repaired by the end of the working day in which they are found where possible. If a repair is not possible by the end of the working day and causes a breach of licence conditions Natural Resources Wales will be contacted to agree a suitable timescale for repair. Other less significant repairs will be carried out within 5 working days of their discovery.
- 3.3 The settling pond will be inspected weekly and the details of the inspection recorded as stated above. Any build up of silt will be removed and placed in the raw waste stockpile for processing. If not suitable for processing into soils the silt will be disposed of to offsite landfill.
- 3.4 All mobile plant will be inspected by drivers in accordance with established company procedures. Any repairs will be carried out promptly by the company's maintenance department on site, or if required transported to the company's workshop.
- 3.5 The site infrastructure is to be inspected daily by the site manager and recorded on site inspection form 4. If any remedial action is required to any site infrastructure detailed comments will be entered into the site diary (including action taken or proposed).



# LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM

## LLANTRISANT RECYCLING

### FORM 4 – SITE INSPECTION FORM

WEEK COMMENCING								
TYPE OF INSPECTION	FREQUENCY	DAY						
		M	T	W	T	F	S	S
WASTE TYPES	DAILY							
WASTE STORAGE	DAILY							
WASTE QUANTITIES	DAILY							
SECURITY - FENCING	DAILY							
SECURITY - GATES	DAILY							
FIRES	DAILY							
PLANT/EQUIPMENT	DAILY							
LITTER	DAILY							
DUST	DAILY							
MUD ON ROADS	DAILY							
ODOUR	DAILY							
VERMIN	DAILY							
WASTE CONTAINERS	DAILY							
FUEL TANK	DAILY							
SITE ROADS	WEEKLY							
HARDSTANDING AREAS	WEEKLY							
SETTLING POND	WEEKLY							
DRAINAGE CHANNELS	MONTHLY							
INSPECTION CARRIED OUT BY (INITIALS)								
CHECKED BY		DATE						
SIGNATURE								
POSITION								

# LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM

## **4) Fire Prevention Plan**

### **4.1 Introduction**

- a) This fire Prevention Plan follows the guidance contained in the document published by The Chartered Institution of Wastes Management entitled “ Technical Guidance Note (TGN7.01) - Reducing fire risk at sites storing combustible materials”
- b) The site is located in a semi rural location to the North East of the Llantrisant Business Park. The nearest industrial units are International Engineering located approximately 115 metres south of the site boundary and The Royal Mint, the nearest building of which is located approximately 140 metres west of the site boundary .

A single residence is located approximately 76 metres north west of the site boundary.

The Local Authority Community Recycling Centre ( separately licensed and run by Amgen on behalf of Rhondda Cynon Taf County Borough Council.) is located immediately to the west

The Nant Muchydd river runs to the south of the site.

- c) The fire prevention plan is required due to the presence on site of the more than 50m<sup>2</sup> of the following wastes.

Disposable Nappies –from municipal waste collections	- maximum 60 m <sup>3</sup>
Tree stumps, trunks and green waste – from site clearances	- maximum 600 m <sup>3</sup>
Sawn timber - from demolitions	- maximum 600 m <sup>3</sup>
Processed Timber Products	- maximum 1200 m <sup>2</sup>

- d) The location of the above wastes is shown on the site plan (Drawing 697-6-C ), a laminated copy of which is to be kept on the wall immediately adjacent to the provided adjacent to the main entrance door to the site office.

The stacks of combustible materials are to a maximum of 20 metres x 20 metres on plan and 5 metres high.

The stacks are to be arranged so that an access of not less than 6 metres in width is available on at least 2 sides of each stack. No stacks of combustible materials are to be stored within 6 metres of any other combustible stack.

- e) This Fire Prevention Plan should be read in connection with the Incidents Response Plan. (Document 6976\_15) which has been produced for the site and which is appended to this Environmental Management System.
- f) The internal arrangement of the site has paved roads and gates in excess of 3.7 metres in width. All parts of the site are available to fire fighting vehicles.

# LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM

## 4.2 Fire Risk Assessment

- a) Should a fire occur in the heap of disposable nappies and left to burn it is likely that the steel frame and profiled steel roof would be destroyed by the heat. The stockpile of nappies would be reduced to ash. Should the stocks of wood catch fire and be left to burn the stockpile would be reduced to wood ash the stockpiles would burn. All these products of the fire which would need to be disposed of to a licensed tip.
- b) The potential causes of the fire are sparks from the operation of the vehicles plant and equipment or spontaneous combustion.
- c) The site is not connected to the mains water supply. However groundwater at the base of the cutting to the north east of the Site and the rainwater falling on the site is collected and stored in a settling pond of approximately 400 m<sup>3</sup> capacity. The pond will remain full in summer as a result of groundwater flows.

In addition, groundwater flowing around the north east of the site is collected in a ditch which runs down into a holding tank to provide water for wheel washing equipment and for filling of bowsers kept on site for spaying the ground and stockpiles in dry dusty weather. This water supply of approximately 5 m<sup>3</sup> capacity can also be used for damping down stockpiles adjacent to a fire and for fire fighting.

Should further supplies of firewater be required then the Nant Muchudd runs adjacent to the site from which water could be pumped in an emergency.

- d) Should the Fire Service feel that it would be impossible or dangerous to fight a fire in the wood stockpiles the stockpile could be left to burn in a controlled manner with adjacent areas continuously sprayed with water to prevent the spread of the fire.
- e) The Environmental pathway of concern in a fire is the drainage through which surface water (and therefore any fire fighting water) would flow to the settling pond where the water is slowed down sufficiently for any fine suspended solids to fall to the bottom of the settling pond prior to running over the weir and into the pipe work to the discharge structure at the river edge.
- f) Sufficient capacity in the surface water system is available for firewater to be stored and treated to remove fines prior to being discharged to the river.
- g) The where the timber waste and timber products are stored are in a sheltered portion of the site surrounded on two sides with high bunds and banks of tree planting.
- h) The operator will control sources of ignition such as naked flames, light bulbs, space heaters furnaces and incinerators all heat producing equipment will be kept at least 6 meters away from stacks of combustible and flammable materials.
- i) Clear signage will advise on the fire risk adjacent to the appropriate stockpiles.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **4.3 Preventing Fires**

- a) All staff and any contractors follow safe working practice when undertaking hot working, such as welding and cutting. A member of staff should be designated to 'fire watch' during any hot works on or near any combustible items including revisiting the scene of any hot work at least 1 hour after hot works have finished.
- b) All visitors will be accompanied unless they have been previously made aware of the correct safety and fire prevention procedures to follow whilst on site.
- c) Smoking will be prohibited within the site.
- d) A regular maintenance and inspection programme for all site areas will be put in place including site machinery. The site management will encourage good house-keeping, e.g. keeping levels of dust, fibre and paper in buildings and around the site to a minimum. Any waste material or dust materials which accumulate around plant exhausts should be cleared periodically during and at the end of the working day.
- e) The site will be kept secure with a fenced perimeter to prevent arson. Visiting security inspects at the main entrance to the site at regular intervals out of working hours.
- f) All site vehicles are fitted with fire extinguishers and dust filters.
- g) Any bucket loaders used in connection with the handling of combustible materials on concrete surfaces will be fitted with rubber strips to prevent sparks being generated when the bucket comes into contact with hard-standing etc.
- h) Flammable materials such as oils grease fuels paints will not normally be kept on site. Fuels for mobile plant are bought to site by self propelled bowser. Any other flammable materials which are bought to site for the purposes of repair or maintenance of the facility shall be kept in a steel container located at least 10 metres away from any structures or combustible stacks of materials.
- i) Stacks of materials should be kept no larger than those shown on the site plan 697-61-C. A clear separation of 10 metres from other buildings or mobile plant and 6 metres from any other combustible material stack to avoid spread of the fire and allow access to the stack for fire fighting purposes.
- j) Each time that the site closes down the following items should be checked:-
  - Over-run of shredders, conveyors, screens etc to ensure that they are as clear of waste as practical.
  - Shut-off and lock-off engine or electrical power to any on-site plant.
  - Ensure that electricity to the weighbridge office (except to the roller shutters) is switched off.
  - Clear any wastes which have accumulated under equipment.
  - Ensure that any flammable materials such as oils paints etc have been secured.
  - Ensure that all mobile plant has been moved to a safe distance.
  - Ensure that the weighbridge office and stores are locked and shutters are down.
  - Ensure that main gates to the facility are secured..
  - Fire-watch at least one hour after the end of operations.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **4.4 Self Combustion**

a) Some materials can spontaneously combust under certain conditions, and the risk increases when materials are stored for prolonged periods.

b) Spontaneous combustion can be avoided by focus on separation, isolation, restricting storage times and keeping materials as cool as possible.

c) No disposable nappies, timber or timber products must be stored on site for longer than 6 months:

d) Stacks of materials should be kept no larger than those shown on the site plan 697-61-B

a) a clear recording and labelling of stockpiles is to be employed to record how long all materials have been on site and ensure you have robust waste acceptance procedures that prevent unauthorised waste being accepted.

All dusts and other fine materials not being kept for re-sale are to be removed from site to a licensed tip at regular intervals. Fine materials awaiting sale are either to be kept sheeted or regularly sprayed with clean water in dry weather.

## **4.5 Turning of Stacks**

Should stockpiles of combustible materials be left intact for more than 1 month they should be turned .

Turning will allow excess heat to dissipate and will reduce any local areas of high moisture, but can cause a fire which is already smouldering to flare, because it allows oxygen to enter the stack.

Regular turning of these stacks is recommended and it is imperative that site staff understand the appropriate way to manage hot spots.

Should any hot spots be uncovered they should be deluged in clean water until the temperature of the waste has returned to the ambient temperature.

Stacks will monitored regularly for temperature build-up by turning on at least a monthly interval.

## **4.6 Detecting and suppressing fires**

If a fire starts, the quicker it's detected and tackled the better.

**Visual inspections of all stacks of combustible wastes or materials shall be carried out on a daily basis.**

Portable extinguishers will be available adjacent to the stacks of combustible materials

A bowser , kept full of water and fitted with a pump, hose and water spray to be kept on site at all times.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **4.7 Containing and mitigating the effect of fires**

The measures set out above should be followed to limit the size, duration and impact of the fire

## **4.8 Actions to take when a fire is suspected or detected**

a) Call the Fire Service immediately using 999

b) Before the Fire Service arrives, the site supervisor must

- raise the alarm, initiate evacuation of people on site and ensure all staff and visitors are accounted for
- attack the fire if it's safe to do so using equipment on site, e.g. an extinguisher or spay hose on bowser .
- ensure operators of appropriate machinery are standing by in a safe location to help create fire breaks, under the direction of the FRS when they arrive
- appoint a clearly identified person to liaise with the emergency services on site. They should identify themselves to the FRS as soon as the FRS arrive on site
- ensure access routes between the site entrance and the site of the fire are clear and there is someone at the main highway entrance to direct the fire service to the correct location.

## **4.9 When the Fire Service arrives**

On arrival the Fire Service should be met by site supervisor who must provide them with a copy of the site plan and update them with relevant information that will assist them in dealing with a fire more effectively.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **5) Accident Management Plan**

The operator recognises that “accident” for the purposes of this document means an accident, incident or event that may result in pollution.

The site is to be licensed to process inert materials only . Therefore the risk of contamination are very low.

The following list those items which require particular attention:-

### **5.1 Breakdowns and spillages**

In the event of breakdown of the loading plant an alternative loading shovel or excavator will be brought on site until it is repaired. If an alternative machine cannot be used then waste will be stored until the plant is repaired. In the event of a long term breakdown of the loading plant an alternative machine will be brought on site until the faulty unit is repaired.

Any spillages of fuel will be cleared immediately by depositing sand or absorbents on the affected area. The sand or absorbents will be placed in a skip to be taken to a suitably licensed site for disposal. All spillages of waste and windblown litter will be cleared by the end of the working day in which they occur where practicable.

If there is a risk that dust will be emitted following a malfunction or breakdown the plant will be shut down for repairs.

If there is an unsatisfactory discharge from the settling lagoon the discharge shall be stopped at the outlet pipe until the source of contamination has been removed and the water in the second chamber of the settling pond is running clear.

### **5.2 Drums and other containers**

The deposit of drummed waste will not be allowed at the site. If a drum is concealed within a load of material delivered to site and is not observed until the lorry is emptied onto the raw material stockpile then the following procedure will apply:

- a) The staff member will visually check the condition of the drum from a safe distance, noting any labels referring to the possible contents or hazards.
- b). The site manager will be contacted to verify the observations and to decide on further action.
- c). The producer of the waste and Natural Resources Wales will be contacted for advice and further information if necessary and both will be informed that a breach of the Duty of Care and site licence conditions has occurred as the result of the unauthorised deposit
- d) No further waste will be deposited until the emergency has been dealt with.
- e) All spillages will be cleared using a spill containment kit and all contaminated absorbents placed in a skip for disposal to a suitably licensed waste management site.
- f) If the deposit results in serious reactions with other waste or harmful emissions or the drum contents cannot be identified then the emergency services and/or specialist waste contractors brought in to assist. Staff will be evacuated from the transfer area to a safe area away from the hazard.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **5.3 Contact Names and Numbers**

The Site Manager shall be Jonathan Wilson who can be contacted via Operator's head office on 01443 226170. A mobile telephone number and e-mail address will be provided once the site is operational to enable the site manager to be contacted in an emergency.

The Site Manager will report to the Operators Managing Director who is Tom Pritchard and who can be contacted at the operators head office on 01443 226170 or on mobile telephone number 07970 060886

All staff shall be made aware that in an emergency the staff should quickly assemble at the designated assembly points in the car park.

Copies of the permit and other site documentation are to be held on paper and as an electronic file copy at the Operators head office.

There shall be a site information board at the site entrance in order to display information to clearly identify site contact telephone numbers in case of emergency

## **5.4 Accident procedures**

If an accident or incident causes damage to the environment, or risks doing so, the site manager or a member of staff designated by him must:-

- a) Immediately do what it says in your accident management plan
- b) Report the accident to the Natural Resources Wales local office
- c) Do whatever is necessary to minimise the environmental consequences
- d) Clean up after the incident or spillage
- e) Record the incident or accident, in a report book or folder
- f) Find out why the accident happened
- g) Consider if your response and actions were adequate
- h) Take any actions needed to stop it happening again
- i) Review and amend the accident management plan as soon as possible. Investigate malfunction, breakdown or failure of plant and equipment, techniques and near misses, releases to the environment, or impacts on the local amenity. The site Manager must be able to:
  - j) Detect abnormal operation and investigate the causes
  - k) Assess the information and decide what to do.
  - l) In the short-term, get back to normal operation.
  - m) In the long-term take steps to make sure the problem does not happen again.



# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **6) Site Security**

The site is to be fenced with 1.80 high security fencing on all accessible boundaries to avoid any unauthorised access and vandalism of plant and equipment out of normal operating hours.

The entrance gate is adjacent to the weighbridge and will be monitored by the member of staff who is operating that equipment.

During all hours when the site is not in operation the gate will be securely closed and locked.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **7) Non-compliance**

A non-compliance or non-conformance refers to any activity on a permitted site that does not meet the relevant permit condition or relevant legislation.

If any Natural Resources Wales Regulatory officer, staff member or member of the public informs the operator of any non-compliance that they observe and that may need further action, the following actions must be taken by the Site Manager and recorded in the site diary:-

a) Record the event.

b) Investigate to establish the root cause of the problem if needed

c) Record any action taken to resolve it

and if applicable

a) Consider whether you need to change any operations on site in response to the review of the non-compliance as part of the continuous improvement process.

b) Amend the management system to reflect changes

c) Make sure staff and managers are aware of changes

d) Inform Natural Resources Wales of any changes made.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **8) Closure**

Should the site be closed and the licence surrendered it shall be cleared of all inert wastes and processed materials and offered for inspection by officers of Natural Resources Wales.

Should Natural Resources Wales require any tests on the site, to demonstrate that the inert materials storage and processing have not produced any contamination of the site, such tests will be carried out by the operator prior to surrender of the licence.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **9) Complaints**

The operator will take all complaints received seriously and take the necessary actions to investigate the complaint.

If a complaint is valid the operator will:-

- a) Identify the cause
- b) Minimise the impact of the activity causing the problem
- c) Investigate the root cause of the problem
- d) Take steps to ensure the problem is not repeated, this may include changing a piece of equipment or procedure.
- e) record the complaint and what you did to investigate and resolve it.
- f) if necessary, amend your management system to reflect any changes.
- g) The site manager will be responsible for all communication between the operator, the neighbouring occupier and any complainants who may be adversely affected by site activities. The manager will provide feedback once the problem has been resolved will help resolve complainants rather than leaving them until Natural Resources Wales become involved.
- h) Following the theme of continual improvement the operator will reflect the outcome of any investigation in this Environmental Management System and improved operations.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **10) Sufficient competent persons, resources and training**

### **10.1 General provisions**

The operator will have sufficient trained and competent staff to manage and operate the site, dependant upon the volumes of activity on the site from time to time, to ensure compliance with the permit.

All staff working on permitted activities will be given training to ensure that they are familiar with the procedures contained within this Environmental Management System.

Any contractors working on the site will be vetted prior to engagement to ensure that they also have the skills and knowledge they need.

The Site Manager shall provide appropriate induction training for site visitors or temporary contractors.

A copy of this Environmental Management System will be kept in the weighbridge office and be easily accessible to all staff and contractors.

Copies of the following are to be kept available for inspection in the weighbridge office:-

- a) A list of the roles and responsibilities of all staff employed on site.
- b) Evidence that the site manager is trained in aspects that can lead to pollution and the measures to be taken to prevent that pollution.
- c) Evidence that all staff have been made aware of the operators responsibilities under the permit.

### **10.2 Competent persons and resources.**

Further to item 3b of Part B2 of the application for an environmental permit, the Operator has designated Jonathan Wilson as the technically competent manager of the site.

Jonathan Wilson attended and passed the EPOC course ran by the Chartered Institute of Waste Management (CIWM) on 25<sup>th</sup>-26<sup>th</sup> February 2014.

The Environmental Permitting Operators Certificate (EPOC) for Jonathan Wilson is appended to this document [5]

On 2nd September 2015 Jonathan Wilson was awarded an Operator Competence Certificate OCC66168 and credit certificate 26803/HSS3/1 [12] to Manage Non-Hazardous Waste transfer with/without treatment (not otherwise specified) (4MPTNH6) as awarded by WAMITAB (Waste Management Industry Training and Advisory Board)

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **10.3 Records**

Records demonstrating compliance with 2.1.1 shall be maintained at the operators head office.

## **10.4 Compliance**

The operator shall comply with the requirements of an approved competence scheme, the Environmental Permit and the procedures contained in this document.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **11) Emissions and monitoring**

### **11.1 General measures**

Emissions of substances not controlled by emission limits (excluding odour) shall not cause pollution. The operator shall not be taken to have breached this rule if appropriate measures, including, but not limited to, those specified in any approved emissions management plan, have been taken to prevent or where that is not practicable, to minimise, those emissions.

The operator shall:

- (a) Maintain and implement an emissions management plan;
- (b) If notified by Natural Resources Wales that the activities are giving rise to pollution, submit to Natural Resources Wales for approval within the period specified, a revised emissions management plan;
- (c) Implement any approved revised emissions management plan, from the date of approval, unless otherwise agreed in writing by Natural Resources Wales.

All liquids in containers, whose emission to water or land could cause pollution, shall be provided with secondary containment, unless the operator has used other appropriate measures to prevent or where that is not practicable, to minimise, leakage and spillage from the primary container.

The discharge to the river from the settling pond will be monitored on a daily basis from the weir at the west end .

Should the discharge water not be free of suspended solids the out fall to the weir to the pond will be fitted with filter materials (such as straw etc outfall to remove suspended solids from water while the source of the problem is investigated and corrected.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **11.2 Odour**

Emissions from the activities shall be free from odour at levels likely to cause pollution outside the site, as perceived by an authorised officer of Natural Resources Wales, unless the operator has used appropriate measures, including, but not limited to, those specified in any approved odour management plan, to prevent or where that is not practicable, to minimise, the odour.

### **a) Inert Materials**

The inert nature of the wastes to be delivered to and processed at the site present a very low risk of odour nuisance. If malodorous waste is detected when inspecting the incoming material for acceptance the material shall not be accepted for deposition and subsequent processing on the site.

The operator shall:

- (a) If notified by Natural Resources Wales that the activities are giving rise to pollution outside the site due to odour, submit to Natural Resources Wales for approval within the period specified, an odour management plan;
- (b) Implement the approved odour management plan, from the date of approval, unless otherwise agreed in writing by Natural Resources Wales.

### **b) Odour Management Plan for Disposable Nappies**

#### i) Source of waste stream

Nappies are collected from residential properties under the scheme operated by the RCT “Go Green Disposable Nappy Collection Scheme “

Residents register with RCT for the service. Nappies are deposited at kerbside in purple bags by residents and left out for collection by RCT with their other recyclable waste on a weekly cycle.

The bags are stored on the collection vehicle separately.

Following kerbside collection, the bags are transported by RCT to Llantrisant Re-Cycling.

The waste is anticipated to accumulate on site over a 2 week period when the sealed bags will be loaded onto sheeted bulk carrier vehicles for transport to the specialist recycling company.

As the waste is contained in sealed bags throughout its time on site, the risk of any significant occurrence of odour during the time that the waste is on site is very low.



# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## ii) Receipt and management of odorous materials

Following acceptance of the waste onto the site the sealed bags would be deposited on the covered facility purpose built for this waste ( as described at 2.3 (b) above)

The bags will be inspected during unloading. Spare bags will be kept on site so that if any bags are broken during delivery or unloading at site the damaged bag and contents, or any contents which had escaped from the bags can be deposited and sealed into a new bag

The storage facility has been designed to be 25% larger than the maximum expected storage requirement. However, should the storage facility be full, or if there is an operational problem at the site which prevents acceptance the waste shall be re-directed to the existing facility at Bryn Pica.

No nappy waste which is not contained within the sealed purple bags will be accepted.

## iii) Transfer of Odorous chemicals to air

The waste contained in the sealed bags is not expected to transfer any odorous chemicals to air.

## iv) Containment of contaminated air

The odour is contained within the sealed bags in which the waste was delivered to site.

## v) Transport and disposal

The waste will be loaded onto transport whilst still in the sealed bags in which the waste was contained when it was delivered to site . Spare bags are kept on site to allow any split or otherwise damaged bags or any waste which may have escaped from the bags to be deposited and sealed into undamaged bags.

## v) Engaging with neighbours

Should any complaint be received regarding this waste source the waste facility will be investigated by sniff testing the waste.

If there is any emission of odour, whether detected by staff on site , or brought to the attention of staff from complaint from others, the stack will be moved over onto an unused section of the slab to reveal the source of the odour. The odour expected to be caused by a broken bag or loose waste which may have escaped from the bags. The broken bag or loose waste will be placed into new bags and sealed. If necessary the slab will be washed down by hose. Any liquid waste will run through the foul drainage system on the site.

## vi) Responding to complaints

Should a reasonable and appropriate complaint be received by a member of staff the source will be investigated as described above and any remedial action taken to deal with the source of the complaint as required.

The person or organisation who made the complaint will be kept informed of progress of such action and a check made at the conclusion of the event to ensure that the nuisance had been dealt with to the complainant's reasonable satisfaction.

## **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

### vii) Ceasing or reducing operations

Should there be a failure of any site facilities (such as to the roof or the foul drainage system) which would affect the efficient operation of the nappy waste storage the facility shall be closed until the failure has been repaired.

### viii) Actions when problems arise – The accident management plan

The actions to be taken in the case where problems regarding odour occur are dealt with in items i) to vi) above.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **11.3 Noise and vibration**

Emissions from the activities shall be free from noise and vibration at levels likely to cause pollution outside the site, as perceived by an authorised officer of Natural Resources Wales, unless the operator has used appropriate measures, including, but not limited to, those specified in any approved noise and vibration management plan, to prevent or where that is not practicable, to minimise, the noise and vibration.

The majority of proposed operations do not generate excessive noise and vibration which may be a nuisance to nearby residents. The crushing operations using mobile plant, brought to site from time to time, are those which will generate the greatest level of noise and vibration. The mobile plant will be located on the site (see drawing 932-25) at a position as far away as possible from the nearest houses, located approximately 230 metres away from the site boundary. To minimise the escape of noise outside of the site boundaries, the site is to be set approximately 4.5 metres below the level of the fields between the site and the nearest houses. There is a bank of trees growing at the perimeter of the site and the stockpile of unprocessed materials is also located between the crushing equipment and the perimeter of the site nearest to the houses.

The crushing equipment will be maintained and used in accordance with manufacturers recommendations to avoid excessive noise and vibration. The crushing equipment will only be operated during normal working hours (08.00 hrs to 18.00 hrs Mondays to Fridays and 08.00 hrs to 13.00 hrs Saturdays) to avoid any noise during evenings, nighttimes and weekends.

The operator shall:

- (a) If notified by Natural Resources Wales that the activities are giving rise to pollution outside the site due to noise and vibration, submit to Natural Resources Wales for approval within the period specified, a noise and vibration management plan;
- (b) implement the approved noise and vibration management plan, from the date of approval, unless otherwise agreed in writing by Natural Resources Wales.

It is not anticipated that site operations will be cause a noise nuisance because of the scale of the operation. The site has been planned as shown on drawing 932-25, to ensure the best practicable means would be employed on site at all times to ensure that all plant and equipment does not produce excessive noise audible beyond the site boundary.

## **11.4 Litter control**

The most likely sources of litter on site are from incoming loads. Site inspections will be carried out for the presence of windblown litter daily and operatives will be instructed to collect the litter and return it to a waste skip for disposal.

## **11.5 Control of pests, birds and other scavengers**

A recognised pest control contractor will be brought in if any problems are encountered. It is unlikely that vermin will present a problem because of the waste types handled at the site but a recognised pest control contractor will be brought in if any problems are encountered. The site will be inspected weekly for the presence of vermin and the results of the inspection noted on the site inspection form.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **11.6 Control of mud and debris**

The surfacing of the operational areas of the site with a compacted planning surface ( and concrete slabs under the re-cycled materials bins concrete, the use of the road sweeper on site and the storage of waste within the bays significantly reduces the risk of mud deposition on the approach roads or public highway. The deposit of material on the public highway will be treated as an emergency and will be cleaned with a mechanical vacuum sweeper.

A bowser and hose will be available near entrance to provide water for wheel washing if required. No wheel cleaning facilities are proposed at the site. The waste types handled on site and the fact that the long site access road is surfaced with concrete reduces the likelihood of mud or debris being carried onto the highway.

## **11.7 Control and monitoring of dust**

All site operations will be carried out to minimise the creation of dust. A water hose will be used to spray the site surface and the inert waste to prevent the formation of excessive dust. During dry conditions or when dealing with dry wastes a water hose or vacuum tanker will be used to spray the site surfaces to prevent the formation of excessive dust - this particularly applies to site roads, storage, loading and unloading areas.

Water Supply - A n adequate supply of water will be available for dust suppression in all climatic conditions. The crushing and screening plant is fitted with automatic water spray to provide dust suppression whilst working.

Sheeting of vehicles - Vehicles carrying potentially dusty loads on or off site are to be securely sheeted.

# LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM

## **12) Records**

### **12.1 General Provisions**

All records required to be made under the terms of the bespoke permit shall:

- (a) be legible;
- (b) be made as soon as reasonably practicable;
- (c) if amended, be amended in such a way that the original and any subsequent amendments remain legible or are capable of retrieval; and
- (d) be retained, unless otherwise agreed by Natural Resources Wales, for at least 6 years from the date when the records were made, or in the case of the following records until permit surrender:
  - (i) off-site environmental effects; and
  - (ii) matters which affect the condition of land and groundwater.

### **12.2 Document retention**

The operator shall keep on site all records, plans and the management system required to be maintained by these standard rules, unless otherwise agreed in writing by Natural Resources Wales.

<b>Documents to be retained in site office</b>	
Copy of Environmental Permit	Incoming Waste Transfer Tickets
Site diary (to record all visitors to the site)	Site inspection sheets
Accident book & first aid kit	Non Company Waste Transfer Tickets
Weighbridge daily summaries	Outgoing Material Delivery Tickets
Estimate of material stocks	

### **12.3 Visitors**

Names and details of all visitors to the site, and the company or organization they represent will be recorded in the site diary upon arrival and exit stating the purpose of their visit and who they represent.

### **12.4 Reporting**

- a) The operator shall send all reports and notifications required by these standard rules to Natural Resources Wales using the contact details supplied in writing by Natural Resources Wales.
- b) Within one month of the end of each quarter, the operator shall submit to Natural Resources Wales using the form made available for the purpose, the information specified on the form relating to the site and the waste accepted and removed from it during the previous quarter.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **12.5 Notifications**

12.5.1 Natural Resources Wales shall be notified without delay following the detection of:

- (a) any malfunction, breakdown or failure of equipment or techniques, accident or emission of a substance not controlled by an emission limit which has caused, is causing or may cause significant pollution;
- (b) the breach of a limit specified in these standard rules; or
- (c) any significant adverse environmental effects.

12.5.2 Written confirmation of actual or potential pollution incidents and breaches of emission limits shall be submitted within 24 hours by e-mail.

12.5.3 Where Natural Resources Wales has requested in writing that it shall be notified when the operator is to undertake monitoring and/or spot sampling, the operator shall inform Natural Resources Wales when the relevant monitoring and/or spot sampling is to take place. The operator shall provide this information to Natural Resources Wales at least 14 days before the date the monitoring is to be undertaken.

12.5.3 Natural Resources Wales shall be notified within 14 days of the occurrence of the following matters:-

- (a) any change in the operator's trading name, registered name or registered office address;

or

- (b) any steps taken with a view to the operator going into administration, entering into a company voluntary arrangement or being wound up.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **13) Access to the permit**

The copy of the permit and other related documentation kept in the weighbridge office and be open for inspection and use by any member of the operators staff ,contractor or any other suitable authorised person.

A paper and electronic copy will be kept at the operators head office.

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **14) Health and safety site rules**

The following guidelines apply to all site personnel, contractors and visitors using the site (where applicable).

- 14.01 The site is covered by the Health and Safety at Work Act 1974 and its associated regulations and all users must abide by any relevant provisions. Any person found to be in contravention of the requirements of this Health and Safety Statement will be asked to leave the site.
- 14.02 All visitors and contractors must sign the visitors book upon entry to and exit from the site. All vehicle drivers must report to the site office and await instruction from the site manager/deputy before proceeding to deposit waste at the site.
- 14.03 All accidents, diseases, injuries or dangerous occurrences shall be reported to the site manager. All instructions issued by the site manager in respect of health and safety at the site must be followed by all site users.
- 14.04 A first aid box (including eye-wash bottles) is kept in the site office. If you are injured on site please alert a member of staff/trained first aider for assistance.
- 14.05 All persons must wear high visibility clothing on site to avoid collision with loading plant.
- 14.06 Safety boots must be worn by all persons in the waste sorting area.
- 14.07 Protective gloves must be worn for any operations which present a hazard of puncture to or laceration of the skin or for any manual handling work carried out within the transfer compound.
- 14.08 Ear defenders, safety helmets (hard hats) and eye protection will be issued when deemed necessary and must be worn by all employees and contractors where required by the site manager or other duly authorised member of the operators staff.
- 14.09 Fire extinguishers will be kept on site to deal with any fires - fires shall only be dealt with by the site manager or under his instruction. Access to fire fighting equipment must be kept clear at all times. When the alarm is raised all staff should follow instructions and leave the site in an orderly fashion.
- 14.10 Persons who are suspected to be under the influence of drugs or alcohol will be removed from the site.
- 14.11 Smoking is not permitted in the office / mess building.
- 14.12 Observe and follow all traffic directions and traffic/safety signs.
- 14.13 Drivers must comply with all safety instructions given by the Site Manager.
- 14.14 All drivers are responsible for ensuring that their vehicle is safely loaded. Unsafe loads will not be accepted at the site and will not be allowed to leave the site until they have been made safe.
- 14.15 The site will not operate in conditions of poor visibility such as dense fog to reduce the risk of vehicle collision or accidents with plant operating on the site..



# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **15) Non Technical Summary**

The application is for an Environmental Permit to be issued by Natural Resources Wales which will allow Llantrisant Recycling Centre Ltd to operate a facility to re-cycle inert wastes and a small amount of non inert wastes.

The inert wastes are generally sourced from demolitions and construction sites and range from sub-soils to bricks, stone, concrete and planings from road resurfacing work.

The inert wastes will be generally transported to site in 20 and 32 tonne capacity tipper trucks and deposited in a raw material stockpile not more than 5 metres high containing a maximum of 7500 m3.

These inert materials will be processed by crushing and screening on a batch basis to produce a range of processed hardcore products for sale for re-use in construction.

The crushing and screening will be carried out on a batch basis by bringing a mobile crushing plant and mobile screen onto site for period of between 5 and 10 days. During the crushing operations approximately 500 tonnes of various granular re-cycled materials will be produced and placed in one of the processed material stockpiles.

The finished materials will be transported from site to the customer by the same fleet of 20 and 32 tonne capacity trucks which bring the raw materials to site.

To avoid any dust pollution of the nearest houses the crushing and screening plant is fitted with water spray equipment for use in dry weather conditions.

To avoid any mud etc which may be formed from the inert wastes from being carried onto the public highway a hose will be available on site to enable the lorry wheels to be cleaned.

A supply of clean water will be kept available on site to provide adequate supplies of water for dust suppression measures.

Surface water from rainfall will generally soak away into the ground through the permeable layer of planings which will cover the majority of the operational area of the site.

Ass the site is bunded there may be occasions during an extreme storm event when water may not soak away sufficiently fast through the permeable hand standing. In these circumstances, a small proportion of soils within the inert waste materials may be washed away by the storm water. This water will be collected in settling ponds where the suspended solids will settle to the bottom and the clean storm surcharge discharged into the adjacent Nant Muchydd.

# LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM

## **16) Site Condition Report**

<b>16.1 SITE DETAILS</b>	
Name of the applicant	Llantrisant Recycling Centre Limited
Activity address	Llantrisant Recycling Pantybrad Lane Llantrisant Pontyclun CF72 8YY
National grid reference	304110, 185040
Document references for site plans (including location and boundaries)	687-03-D 697 - 61 Location Plan

<b>16.2 Condition of the land at permit issue</b>	
Environmental setting including: • geology • hydrogeology • surface waters	See Geo-Environmental Report reference 12640 dated April 2014 as produced by Terra Firma(Wales) Ltd [6]
Pollution history including: • pollution incidents that may have affected land • historical land-uses and associated contaminants • any visual/olfactory evidence of existing contamination • evidence of damage to pollution prevention measures	See Geo-Environmental Report reference 12640 dated April 2014 as produced by Terra Firma(Wales) Ltd [6]
Evidence of historic contamination, for example, historical site investigation, assessment, remediation and verification reports (where available)	See Geo-Environmental Report reference 12640 dated April 2014 as produced by Terra Firma(Wales) Ltd [6]
Baseline soil and groundwater reference data	See Geo-Environmental Report reference 12640 dated April 2014 as produced by Terra Firma(Wales) Ltd [7]
<b>Supporting information</b>	See Geo-Environmental Report reference 12640 dated April 2014 as produced by Terra Firma(Wales) Ltd [8]

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<b>16.3 Permitted activities</b>	
Permitted activities	Receiving and storage of Inert Waste Materials . Process and Storage of recycled materials awaiting sale.
Non-permitted activities undertaken	None
Document references for: • plan showing activity layout; and • environmental risk assessment.	Drawing 697- 61 [3] Risk assessment document 697_13 [7].

# **LLANTRISANT RECYCLING ENVIRONMENTAL MANAGEMENT SYSTEM**

## **17) Appendices**

- [1] 24-03-2014 – Planning Permission 12/0037/10
- [2] Drawing 697-03-D Key Location plan .
- [3] Drawing 697-61-C Environmental Permitting Site Area of Inert Recycling Facility.
- [4] Certificate of Registration as a Upper Tier Carrier Dealer under the Waste (England and Wales) Regulations 2011 CB/EM3080XH/ROO4
- [5] The Environmental Permitting Operators Certificate (EPOC) for Jonathan Wilson
- [6] Geo-Environmental Report reference 12640 dated April 2014 as produced by Terra – Firma(Wales) Ltd.
- [7] 697\_13\_C Risk Assessments.
- [8] 18-08-14 669 Post Conviction Plan
- [9] 18-06-14 Blackfords letter
- [10] Drawing 697-63-B - Service Area Layout and River outfall
- [11] 697\_15 Incident Response Plan
- [12] Operator Competence Certificate OCC66168 and credit certificate 26803/HSS3/1