



NEW INN – TRANSFER STATION AND RECYCLING FACILITY

Panteg Way
Pontypool
NP4 0LS

WORKING PLAN

August 2015. Version 1

Working Plan - Revision History

The following table details any changes to documentation that are issued.

Revision no.	Revision date	Description	Reviewed by / date	Approved by / date

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1.0 GENERAL CONSIDERATIONS

1.1 Specified Site and Waste Management Operations

- 1.1.1 This updated Working Plan issue 1 relates to the operation of a Waste Transfer and Recycling Facility at New Inn, Panteg Way, Pontypool.
- 1.1.2 The site is operated by FCC Environment, who operates waste management facilities nationwide.
- 1.1.3 Planning Permission for the operation of a Waste Treatment and Transfer Station was granted on 6th March 2014. A copy of the Planning Permission document is included in Appendix 1.
- 1.1.4 The current site operations are permitted under a Waste Management Permit EPR/LB3290HK/T001, issued on 13th May 2015. A copy of the WMP is included in Appendix 2.
- 1.1.5 The area covered by the WMP is shown outlined in red on the Site Layout Plan (EC-14029) and reflects the area covered by the planning permission.
- 1.1.6 The waste management operations carried out at the site are:
 - i) **Keeping of Wastes**
For the purposes of both recycling and “bulking up” for transfer to a final disposal facility;
 - ii) **Treating of Wastes**
By physical means only and incorporating the screening, separation, sorting, shredding and mixing of wastes into different components as well as the compacting of wastes for bulk transfer
- 1.1.7 This Working Plan, is prepared in accordance with the Environment Agency’s Working Plan Specification for the operation of a waste transfer and recycling facility at New Inn, Pontypool.

1.2 Permitted Wastes

- 1.2.1 The maximum quantities of wastes accepted at the site will not exceed 74,999 tonnes per annum.
- 1.2.2 Appendix 3 includes a list of the waste types to be accepted at the facility.

1.3 Hours of Operation

- 1.3.1 The site will be operational between the following hours:

Monday to Saturday: 07:30 - 18:00
Sundays: 09:00 – 18:00

2.0 Geological and Hydrogeological Setting

The Coal Measures strata in this area are dominated by mudstone facies with Subordinate sandstone, siltstones, seatearths and thin coal seams. Sandstone within the Coal Measures comprise both rare thick channel sandstone and thin, discontinuous interbedded sandstone dominated units

2.1 Staffing and Supervision

- 2.1.1 Whenever the site is open to receive wastes it will be supervised by staff who are fully conversant with the requirements of the WMP and Working Plan regarding:
 - 1. Waste acceptance and control procedures
 - 2. Operational controls and environmental monitoring
 - 3. Maintenance
 - 4. Record-keeping
 - 5. Emergency action plans
 - 6. Notifications to the NRW
- 1.5.2 A technically competent person shall have responsibility for the day to day operation of the site. Natural Resources Wales will be notified of the person's name, address, and telephone number.
- 1.5.3 All site staff shall work under supervision of a member of staff who is fully conversant with those aspects of the WMP conditions and the Working Plan which are relevant to their specific duties.

Changes in Technically Competent Persons

- 1.5.4 Any changes in the technically competent management of the site and the name of any incoming person together with evidence that such person has the required technical competence, shall be submitted to the Agency in writing within 5 working days of the change in management.

2.2 Notification of Preparatory Works

- 2.2.1 All works requiring Construction Quality Assurance (CQA), shall be notified to the NRW with at least 7 days notice in writing being given to the EA of the operators intention to carry them out. The notification shall include details of the nature of the work and its location.

2.3 Notification of Commencement, Cessation and Recommencement of Waste Handling Operations

- 2.3.1 No specified waste management operation save for those permitted by the Waste Management Permit (Ref. EPR/LB3290HK/T001) shall be carried out until at least 7 days notice in writing has been given to the NRW of the intention to commence carrying out the specified waste management operation.
- 1.7.2 In the event that the site ceases all waste management operations, either permanently or for longer than 28 days, then no later than 5 working days following the cessation of waste management activities, the WMP holder shall inform NRW in writing of the date of cessation and the planned date of recommencement. In the event that the site recommences waste management operations sooner than the notified date then the WMP holder shall give NRW at least 5 working days notice in writing.
- 1.7.3 A copy of the WMP, the Working Plan and all supporting documents shall be kept available on site for reference when required by all site staff carrying out work under the requirements of the WMP.

Notification of Change of Operator's or Holder's Details

- 1.7.4 The following information shall be notified in writing within 28 working days to the Agency:
- Any change in the WMP holders trading name, registered name or registered office address,
 - Any steps taken with a view to the WMP holder going into administration, entering into a company voluntary arrangement or being wound up.

Notifications and Submissions to Agency

- 1.7.5 Except where otherwise specified, all notifications and submissions to NRW under the requirements of this Working Plan;
- shall be made in writing to the address specified by NRW in writing at the time of issue of the WMP, or as subsequently specified by written notification to the WMP holder, and shall quote the WMP reference number and the name of the WMP holder.

3.0 SITE ENGINEERING FOR POLLUTION PREVENTION AND CONTROL

3.1 Engineered Site Containment and Drainage Systems

3.1.1 For the purposes of drainage engineering on the site, there are five primary areas to be considered:

- i) The operational hardsurfacing around the buildings;
- ii) The operational area within the buildings;
- iii) The external concrete pad storage area.
- iv) The roadsweeper and gully waste area.
- v) The Foul water discharge point

External operational areas

2.1.3 All areas of external hardsurfacing with the exception of the external concrete pad storage area are laid to fall to the surface water drain system. The layout of the drainage system at the site is shown on the Drainage Plan (3512543L-HHC)

Operational area within the building

2.1.4 The hard surfacing within the Waste Transfer building is isolated from the drainage of other areas of the site by the internal falls and cut-off drains across the front of the buildings protected by super-heavy duty surface grills.

2.1.5 The three chamber oil interceptor serving the Waste Transfer Station building and the interceptor serving the old HWRC Site will discharge to the site surface water drain system. The interceptors will have a minimum of six minutes retention time per chamber at its maximum flow rate and will be regularly inspected and maintained to ensure their effectiveness in intercepting all liquids which run off the surfaces within the respective buildings.

External concrete pad

2.1.6 The external concrete pad storage area has a bunded and impervious engineered base. Contaminated surface water arising from operations in this area will fall to the oil interceptor which is utilised by the Waste Transfer Station.

Road sweeper and gully waste area

2.1.7 The road sweeper and gully waste area consists of a bunded and impervious storage facility incorporating a bund of suitable capacity to ensure adequate containment of all wastes. Separation of liquids from the solid components of the waste will occur due to settlement, with the liquid draining to an oil interceptor and separation system prior to discharge the foul water disposal point.

Foul Water discharge point

2.1.8 A discharge point is constructed for the disposal of Foul water associated with the sweeper & gully bays in the facility. Trade effluent is discharged directly from the interceptor via gravity into the consented discharge drainage point, as shown on the drainage drawing where it combines with run-off from the concrete storage pad area and is directed to a silt trap and oil interceptor prior to discharging into the sewer.

2.1.9 Areas of hardstanding will be constructed of impervious materials.

- i) Shall remain even
- ii) Shall not be subject to settlement or differential settlement
- iii) Shall not be subject to rutting by vehicles even when wet
- iv) Shall have sufficient durability to allow cleaning for example by scraping
- v) Shall remain free of standing water

2.1.8 Areas of impermeable pavement, bunding and kerbs will be constructed and maintained so as to prevent fluids running off the pavement and the transmission of fluids through the pavement or joints.

2.1.9 Uncontaminated drainage from clean yard areas shall be kept separate and discharged to the site surface water drain system.

2.1.10 Roof water from the Waste Transfer Station and Materials Recycling Facility buildings will be kept separate from contaminated water and other liquids and will be discharged to the surface water drain system.

3.2 Waste Transfer Facility and Recycling Facility Buildings Construction Details

2.2.1 All buildings are designed, constructed and maintained to prevent ingress of rain and surface water.

2.2.2 The Waste Transfer Facility building in which handling, keeping and treating of general household waste is undertaken in a single span building.

2.2.3 Internally, the building incorporates reinforced concrete floors which feed vehicles into two sub ground mounted compactors.

2.2.4 The building houses only materials which are for final offsite disposal, either non recyclable materials or materials which have been kerbside collected by the Local Authority or materials which have been site sorted either at the HWRC or Transfer Station.

2.2.5 The location of the Waste Transfer and Recycling Facility buildings are shown on the Site Layout Plan.

3.3 Waste Storage and Containment Systems

3.3.1 All fixed bays and other fixed containers used for the storage and treatment of wastes will be constructed and maintained to a standard, which is fit for purpose.

3.4 Maintenance and Inspections

- 3.4.1 All areas of hardstanding, impermeable pavement, sealed drainage systems, covered buildings, roofed areas, fixed bays, containers, and storage areas for skips, drums and other mobile tanks and containers:
- i) Will be inspected no less frequently than monthly, to ensure the continuing integrity and fitness for purpose of their construction, and the inspection and any necessary maintenance will be recorded on a rolling action plan; and
 - ii) In the event of any damage occurring which breaches the integrity of the engineered containment so that it no longer meets the required standards, the WML holder will cease importing waste into or treating waste within the area affected by damage, will notify NRW immediately, and will not recommence importing waste into or treating waste within the affected damaged area until it has been repaired to a standard at least as good as the original specification.
- 3.4.2 The fabric of the Waste Transfer Station and Recycling Facility buildings and hardsurfacing areas, together with the site lighting systems will be subject to daily inspection during the operation of the facility. Any defects will be recorded on the Daily Site Inspection Form.
- 2.4.3 Substantial defects (i.e. such that the containment provision afforded by the structures may be compromised) will be dealt with immediately, the relevant area being cordoned off and remedial works undertaken within twenty-four hours, with permanent repairs to be effected within 7 days.
- 2.4.4 On a minimum weekly basis, the site supervisor will conduct a walkover survey of the hardsurfacing, drainage systems and buildings and report any defects, silting, blockages or likely required future action on the Site Inspection Form
- 2.4.5 The hardstanding areas, noting in particular the effectiveness of the drainage systems at the site will be subject to the weekly inspection detailed above. Identified defects will be rectified in accordance with procedures detailed in paragraph 2.4.1.

4.0 SITE INFRASTRUCTURE

4.1 Site Access and Security

- 4.1.1 The site is located in an area of mixed industrial land within the local district of New Inn in Pontypool and is located on the Panteg Way. The site boundary comprises a mix of chain-link and steel palisade fencing.
- 3.1.2 The main site entrance is secured by lockable steel gates which are kept locked at all times outside of operational hours. The location and layout of the site entrance is shown on the Site Layout Plan EC-14029
- 3.1.3 The Waste Transfer and Recycling Facility buildings are secured with steel roller shutter doors which are locked outside of operational hours. The site weighbridge and control office and administration building is similarly secured and locked outside operational hours.
- 3.1.4 All site staff are instructed that, in the event of finding evidence of unauthorised access and/or vandalism, the matter must be reported to the Site Manager and in the event of serious incidents the Police. In the event that unauthorised tipping is found to have taken place at the site, the Site Manager and Natural Resources Wales must be informed as soon as is reasonably practicable. Perimeter fences which are found to be damaged will be repaired as soon as practicable.

4.2 Provision of Site Identification Board

- 3.2.1 The site notice board will be erected at the site entrance and will clearly show:
- The name of the facility
 - The name, address and telephone number of the WMP holder
 - The hours of operation
 - The address and telephone number of the NRW office responsible for monitoring the site
 - An emergency out-of-hours telephone number for the WMP holder
 - An emergency telephone number for the NRW.
- 3.2.2 The site notice board will be constructed from durable materials and maintained in a clearly legible condition throughout the life of the site.

4.3 Site Roads

- 4.3.1 The internal site access roads are constructed from tarmacadam, concrete & block pavers and kerbed. The main site entrance road is tarmacadam surfaced. All roads will be maintained appropriate to their construction.

4.4 Site Office and Weighbridge

- 4.4.1 The entrance area infrastructure comprises the site office and weighbridge cabin which are located as shown on the Site Layout Plan (EC-14029). The office and weighbridge buildings are of brick construction and are supplied with mains water, electricity and telephone. Toilet and washroom facilities are provided and connect to the foul sewer system.

4.5 Parking Provision

- 4.5.1 Provision for the parking of staff and visitor vehicles is made between the weighbridge and the site office. Additional parking can be located at the far end of the site office.

4.6 Lighting

- 4.6.1 Lighting of the entrance area and external operational areas during lighting up hours is provided by floodlights.
- 4.6.2 The main building is lit internally by use of proprietary floodlighting appropriate to ensure compliance with Health and Safety regulations.
- 4.6.3 All lighting equipment is subject to regular maintenance and defects will be repaired as soon as practicable after discovery of the fault to ensure safe lighting of the area concerned.
- 4.6.4 Lighting will be used when it is necessary in order to ensure that careful handling, treatment and storage of waste is not compromised to avoid any spillage of waste.

Skip and Container Storage

- 4.6.5 Storage of empty skips and containers at the site is carried out in designated areas as shown on the Site Layout Plan (EC-14029)
- 4.6.6 Mobile plant on site is serviced and maintained at the site in accordance with manufacturer's recommended maintenance schedules.
- 4.6.7 In the event of prime items of mobile plant suffering from significant periods of downtime, arrangements will be made for replacement or hire plant. .

5.0 SITE OPERATIONS

5.1 Control of Mud and Debris

- 5.1.1 It is considered that the carrying of mud from the site onto the local highway is unlikely due to the hardsurfaced running areas throughout the facility. Nevertheless a sweeper will be brought onto site if inspections by the Site Manager indicate that mud and/or debris needs to be swept up.
- 4.1.2 The carrying of waste materials out of the facility and deposition on the highway or verges will also be controlled in the same way. However, at the time of leaving the facility, vehicles will pass the weighbridge site control office and will be stopped by the weighbridge clerk if necessary and any fugitive material adhering to the wheels or chassis or bodywork areas will be removed and disposed of appropriately.
- 4.1.3 Should it become apparent that debris is being deposited in uncontrolled areas within the site boundary or onto the public highway, collection of debris and if necessary sweeping of the affected areas will be organised as soon as possible.

5.2 Potentially Polluting Leaks and Spillages of Waste

- 4.2.1 Leaks or spillages of waste shall be treated in the following manner;
- Any further leaks or spillages will be prevented from occurring.
 - All reasonable endeavours will be made to prevent spillages or leaks from entering any surface water drainage system, by either temporary bunding, application of absorbent granules or immediate sweeping and collection of the materials.
 - Should spilt material enter the surface water drainage system external to the Waste Transfer Station or old Materials Recycling Facility buildings, it will be the Site Supervisor's responsibility to inspect the contents of the interceptor and decide whether or not the spillage can be contained and to make provision for the interceptor's contents to be pumped out and removed from site to a suitably licensed disposal facility as necessary.
 - Spilt material will be removed and all areas affected by spillage, including plant and machinery, will be decontaminated.
 - Absorbent granules will be kept on site at all times for the purposes of dealing with liquid spills. Contaminated granules will be loaded into an appropriate container for removal to an appropriate licensed disposal facility as soon as practicable following containment of the spill.

Further details regarding spillage management is contained within the Emergency Management Plan

5.3 Fires on Site

- 5.3.1 In the unlikely event that an ignited load arrives at the site, the waste will be stored temporarily in the fire bay and will not be admitted into the storage areas. The fire will be monitored and if necessary the Fire Brigade will be notified and the NRW informed.
- 4.3.2 Appropriate fire fighting equipment will be made available at all times in the site office and within the operational buildings. Fire anywhere at the facility will be treated as an emergency and site staff will be instructed to take the following action in the event of a serious outbreak:
- Notify the Fire Brigade immediately, identifying the nature of combustible materials present at the site, and notify NRW as soon as is practicable.
 - Isolate the burning area and attempt to extinguish the fire utilising the on-site fire extinguishers if safe to do so.
 - Evacuate the site if the fire is not containable.

Further details regarding fire management is contained within the Emergency Management Plan

5.4 Waste Acceptance and Control Systems and Procedures

- 5.4.1 Vehicles delivering waste to the site will report to the weighbridge office, where the consignment will be weighed and recorded, and the appropriate documentation exchanged (in accordance with the duty of care under S.34 of the Environmental Protection Act 1990). Hazardous wastes permitted under the WMP will only be accepted at the site if accompanied by relevant copies of consignment notes for the carriage and disposal of hazardous wastes as specified in the Hazardous Waste Regulations 2005.
- 5.4.2 The weighbridge clerk where possible will make a visual inspection of the wastes to ensure that the documented description matches the load and accords with the WMP. Any non-conforming loads intercepted at the weighbridge will not be permitted beyond the site reception area. Drivers will be directed to the Quarantine Area (see Site Layout Plan) and referred to NRW for advice.
- 4.4.3 No waste will be deposited unless the WMP holder has given the waste carrier notice of the types of waste permitted at the site, and the driver of each vehicle has completed a ticket showing;
- The date and time of the delivery
 - The vehicle registration
 - The waste description
 - The origin of the waste
 - The waste quantity
 - The number of the transfer note

- 4.4.4 Once the waste reception and inspection procedures have been completed, waste delivery vehicles will be directed to offload in the appropriate area of the site. A visual inspection will then be carried out to ensure compliance with the permitted waste in accordance with the WMP, the operatives observing the offloading of waste will be fully conversant and trained to identify the nature and type of wastes acceptable in accordance with the requirements of the WMP.
- 4.4.5 If wastes not permitted by the WML are discovered within a load of deposited waste, the material will be isolated immediately, and NRW will be informed as necessary (of the type involved, the carrier registration mark, name of carrier, date and time of deposit / delivery, name of the producer of the waste and proposed course of action). The material will either be:
- Reloaded into the delivery vehicle;
 - Loaded into a container and stored in the Quarantine area for subsequent removal from site; or
 - Otherwise dealt with in accordance with procedures discussed, and agreed, with NRW at the incident.
- 4.4.6 Records will be kept of the quantities of each category of waste accepted together with all other relevant documentation including details of any non-conforming incidents.

5.5 Waste Quantity Measurement Systems

- 5.5.1 The quantities of waste accepted at the site will be determined using a weighbridge. The records will be kept in the form of digital data within computer systems and as a back up by means of printed tickets. No load will be accepted on the site unless sufficient storage capacity exists.
- 5.5.2 The weighbridges are calibrated annually with the calibration certificates retained at the site office and displayed in the weighbridge building for inspection by Environment Agency officers.

5.6 Waste Discharge

- 5.6.1 After passing through the weighbridge area, vehicles will be directed to the correct tipping and storage area for the materials they are carrying where they will discharge their loads. Site operatives will be informed of the vehicles arrival via a two way radio where checks to ensure the waste/material complies with the WMP will be undertaken. The vehicles will then return back to the weighbridge before leaving site.

5.7 Waste Storage and Handling

- 5.7.1 All storage areas for waste materials are marked on the Site Layout Plan and engineered as detailed in Section 2.0 of this working plan. The waste will be removed at regular intervals to maintain adequate storage capacity.

Mixed Kitchen, Green and Cardboard (KGC) Waste

- 5.7.2 KGC will be deposited in the designated storage bay within the waste transfer station building. The waste will be loaded into articulated vehicles or sealed containers using the site compactors which will optimise payload. Due to its putrescible nature KGC will not be stored on site for longer than 72 hours.

Road Sweepings and Gulley Waste

- 5.7.3 This waste will consist of road sweepings and gully emptyings from highway maintenance, and will be discharged into the Sweeper Bay as shown on the site layout plan. The liquid is drained as detailed in section 2.1.7 and the solids loaded into a container using the loading shovel prior to removal from the storage facility. The loaded vehicle will be sheeted before leaving the site.

Household Waste Recycling Centres (HWRC) Wastes

- 5.7.4 HWRC waste will be deposited in the designated storage area within the waste transfer station building. The waste will be loaded into bulker vehicles for off-site disposal or treatment using a loading shovel and/or 360° grab which will optimise payload by pushing down loaded wastes. The loaded vehicle will be sheeted or netted before leaving the site. HWRC waste will not be stored on site for longer than 72 hours.

Mixed Dry Recyclables (MDR) and Paper

- 5.7.5 MDR will be deposited in the designated storage area within the waste transfer station building. The waste will be loaded into bulker vehicles for off site recycling. A loading shovel and/or 360° grab will be used for loading vehicles which will optimise payload by pushing down load. The loaded vehicle will be sheeted or netted before leaving the site.

Small WEEE

- 5.7.6 Small WEEE will be deposited in the designated containers within the HWRC. The WEEE will be loaded into bulker vehicles for off site processing. A loading shovel and/or 360o grab will be used for loading vehicles with the vehicle sheeted or netted before leaving the site.

Gas Cylinders

- 5.7.7 Gas cylinders will be deposited in the designated storage area as shown on the Site Layout Plan with the cylinders stored in an upright position in the gas bottle storage cage. The cage is locked at all times, except when being loaded or emptied and all deposits will be supervised by a site operative. The number of gas bottles in the

storage cage will be checked and emptied on a regular basis. The condition of the cage will be monitored and repairs undertaken as necessary.

Televisions

- 5.7.8 Televisions will be deposited in the ISO container on the HWRC. They will be stored upright by hand on the floor no more than two high prior to being loaded by hand into a collection vehicle on a regular basis for off site reprocessing.

Refrigeration Equipment

- 5.7.9 Fridges and freezers will be deposited in the designated storage area on the external concrete pad as shown on the Site Layout Plan. They will be stored in an upright position no more than two units high. Following delivery all units will be checked for foodstuffs which will be removed along with trays and shelves. Material found in the units will be stored in a skip for removal to a suitably licensed facility. The units will not be de-gassed on site and will be loaded by forklift onto a collection vehicle for off-site processing on a regular basis such that adequate storage space is available.

Tyre Storage

- 5.7.10 Tyres will be deposited in the designated container on the HWRC on the external concrete pad as shown on the Site Layout Plan. The waste will be loaded into bulker vehicles for off site reprocessing using a loading shovel and/or 360° grab.

5.8 Unlicensed Wastes

- 5.8.1 Wastes which are not listed as being acceptable under the terms of the WMP will be dealt with as described in paragraph 4.4.5 and stored in the quarantine area as shown on the Site Layout Plan. Staff will be formally instructed in these procedures and the use of the nominated containers. The containers located in this area will be lockable steel skip units. Wastes separated and placed in the quarantine area will be removed in accordance with the requirements of the Duty of Care / Hazardous Waste Regulations depending upon the type / nature of the materials. The placement of loads in the quarantine area and their removal from site will be recorded in the Site Diary.

5.9 Waste Treatment

Manual/Mechanical Sorting

- 5.9.1 Waste treatment may comprise the physical sorting by manual or mechanical means in order to segregate into different recyclable components to increase recycling rates. When the segregation operation has been completed, any recyclable materials will be transported by container to an off taker. Non recyclable material will be removed to

landfill. Waste material for discharge from site will be held in the storage area prior to collection and removal from site to an appropriate facility.

5.10 Waste Dispatch Control

- 5.10.1 All waste and recyclable materials will be loaded onto collection vehicles and weighed on the weighbridge before leaving site. All movements will be documented in accordance with Duty of Care requirements.
- 5.10.2 The characterisation of the wastes to be dispatched from the facility is self-policing in that it will only be materials previously accepted for receipt at the facility and/or products from the treatment/recycling process itself that will leave the site.

6.0 ENVIRONMENTAL CONTROL AND MONITORING

6.1 Environmental Management System

- 6.1.1 FCC Environment operate an ISO14001:2004 accredited environmental management system for this and the majority of their waste management activities. The management system is internally and externally audited on a regular basis.

6.2 Surface Water Monitoring

- 6.2.1 The sites surface water drainage system will be subject to regular inspections by the site staff to ensure that it is operating effectively at all times. Any blockages or silting up of the system will be removed by site staff, or by a specialist contractor as necessary.
- 6.2.2 The surface water sumps associated with drainage from the composting area will be emptied on a regular basis to maintain its operational capacity.
- 6.2.3 Regular inspections to assess the integrity of waste containers will be undertaken by site staff to ensure the effective containment of waste is maintained at all times and any defective containers will be emptied and removed from site or repaired before re-use as appropriate.
- 6.2.4 In the event that any spillages of potentially polluting material take place, the procedures detailed in the Emergency Action Plan will be implemented.

6.3 Control of Dust

- 6.3.1 Visual observation of dust, fibre and particulate release will be carried out to ensure that the site is not generating unacceptable concentrations of dust, fibres and particulates due to its operation. The monitoring will consist of visual inspections of potentially problematic loads upon discharge in the waste reception areas and ongoing inspection of the site area and boundary by site staff during normal operations. Quantitative monitoring will only be carried out if felt necessary by the site operator and in the event problems of dust / particulate release have been reported by NRW or the public. The results of monitoring will be used to investigate any reported problems and if necessary to implement additional mitigation measures / operating procedures on the site. The results of visual dust, fibres and particulate monitoring will be recorded in the site diary and occasions of excessive escape will be reported to NRW.
- 6.3.2 Should significant volumes of fugitive dust, fibres and particulates be escaping from the site into the surrounding environment as a result of the acceptance of a particular waste, the waste will cease to be accepted until climatic conditions improve and/or appropriate dust suppression measures are implemented. Such measures will include damping of the operational area and site roads by portable water bowser, if necessary.

6.4 Control of Odours

- 6.4.1 The monitoring of odour generation and levels in general will be continuous throughout the operation of the facility by the site staff and action will be taken as appropriate to control and remediate any excessive odour generation. The results of odour monitoring will be recorded in the site diary and occasions of excessive escape will be reported to NRW.
- 6.4.2 Waste discharged into the waste reception area which are found to be excessively malodorous will immediately be removed from the site following re-loading into the delivery vehicle or loading into an appropriate sealed container which shall not be re-opened until the waste is removed from the site. Putrescible / food wastes will be stored at the site for the minimum possible length of time and in any case, not longer than 72 hours.
- 6.4.3 Should significant odours be migrating from the site boundary towards any sensitive receptors as a result of the acceptance of a particular waste, the waste will cease to be accepted. Further loads of such wastes will not be accepted for handling at the facility until appropriate odour control measures have been identified and implemented. Any specific control measures implemented would then be applied during acceptance of the waste stream or until the odour levels return to normal.

6.5 Control of Noise

- 6.5.1 The monitoring of noise levels generated by the operation will be on a continuous and qualitative basis by the site staff and it will be the Site Supervisor's responsibility to identify and control any excessive noise which occurs. Quantitative noise monitoring will only be undertaken if it is felt necessary by the operator e.g. in the event of complaints from nearby sensitive receptors beyond the site boundary. A record of any complaints arising regarding noise emissions and the actions taken will be kept in the Site Diary.
- 6.5.2 Mobile plant on site will be fitted with the appropriate silencer equipment and will be maintained and operated in accordance with manufacturer's guidance. Site roads will be maintained free of bumps and potholes to minimise empty body noise from HGVs. The hours of operation of the site are in accordance with the surrounding industrial uses and any operation of plant and equipment outside of these hours will be agreed in advance with the local Planning Authority and NRW.
- 6.5.3 A record of any complaints arising regarding noise emissions and the actions taken will be kept in the Site Diary.

6.6 Control of Pest Infestations, Scavenging birds and Other Scavengers

- 6.6.1 Stored wastes which are likely to attract scavengers will be routinely monitored for the presence of scavenging animals or flocks of scavenging birds, throughout the working day by site staff. In addition to the routine monitoring by site staff, a specialist

contractor will be retained to inspect the site at an appropriate frequency, for the presence of rats and other pests. The contractor will attend to any specified report of pests on request to ensure eradication. Monitoring for the presence of scavengers will be conducted throughout the lifetime of the site. Trailers leaving the Waste Transfer building shall be sheeted immediately to avoid interference with the waste by birds.

- 6.6.2 On detection or notification of scavenging animals or flocks of scavenging birds, immediate action will be taken to:
- Remove or deter them from the site
 - Isolate and secure the wastes attracting the scavengers against further scavenging.
 - Record the incident and any remedial action in the site diary.
- 6.6.3 In the event that flies, or other such insects posing as a nuisance are introduced to the site with incoming waste, insecticides offering rapid knock-down and long term treatment will be utilised immediately and the offending waste delivery promptly removed from site.

6.7 Control of Litter

- 6.7.1 It will be the responsibility of the site staff to routinely monitor the site for signs of escaping materials either from within the buildings or storage containers or from vehicles delivering or removing materials to and from the site. A final inspection around the site at the end of the working day for litter and removal of litter from fences, haul road and operational areas will be part of the site staff's daily routine
- 6.7.2 In the event that there is an uncontrolled escape of litter from the site into the local environment, it will be the responsibility of the Site Supervisor to arrange for litter-picking of the affected areas within the working day or as soon as is practicable. The operation generating the litter will be stopped and the area cleared of fugitive material by placing it in a suitable container. An excessive spillage of materials on the site or on the public highway will be dealt with immediately by sweeping of the surface by mechanical sweeper unit and litter picking if required. Such a spillage and the action taken will be recorded in the Site Diary.

7.0 SITE RECORDS

7.1 Security and Availability of Records

- 7.1.1 The records of waste and recyclable material throughputs will be kept at the site in the site office and will be available for inspection by officers of NRW during normal operational hours. The site records will constitute the usual Duty of Care ticket system together with the weighbridge records.

7.2 Environmental Monitoring Records

- 7.2.1 The results of any environmental monitoring will be kept at the Site Offices and will be available for inspection by officers of NRW during normal office hours.

7.3 Records of Significant Events

- 7.3.1 The following significant events will be recorded in the Site Diary:

- i) Plant breakdowns and maintenance
- ii) Emergencies (such as fire or major infrastructure problems)
- iii) Problems with waste received and rejected loads
- iv) Site inspections
- v) Breaches of site security and remedial action taken
- vi) Environmental monitoring records.
- vii) Incidents of spillage and any action taken
- viii) Weather records
- ix) Breaches of environmental control (e.g. dust, noise, pests, etc.) and action taken
- x) Quantities of interceptor residues removed from site
- xi) Incidence of drainage system problems and action taken
- xii) Waste Receipt, Recycling and Dispatch records
- xiii) Complaints

- 7.3.2 The Site Supervisor, or nominated person, will maintain a record of the above information as required. The Site Event Log will be kept in the site office at all times and will be available for inspection during operational times by any authorised officer of NRW.

DRAWINGS

EC-14029	Site Layout
3512543L-HHC	Proposed Fences & Gates
3512543L-HHC	Drainage Layout
3512543L-HHC	Road Pavement Indicative Section
3512543L-HHC	Kerb Details
3512543L-HHC	Household Waste Site Traffic Signs
3512543L-HHC	Road Markings
3512543L - HHC	Road Lighting Layout Inc CCTV & ANPR
3512543L-HHC	Landscape & Ecology
3512543L-HHC	New Services Connections
3512543L-HHC	Retaining Wall/ Bay Design Parameters
3512543L-HHC	Proposed Retaining Wall/ Bay Design Parameters
3512543L-HHC	Traffic Signs
3512543L-HHC	Traffic Signs
3512543L-HHC	Information Signs

APPENDICES

Appendix No 1

Planning Permission 06/03/2015

Appendix No 2

Waste Management Licence (EPR/LB3290HK/T001)

Appendix No 3

List of Wastes to be accepted at the facility

Appendix No 4

Discharge Consent

Appendix No 5

Emergency Management Plan