



Notice of transfer with introductory note

The Environmental Permitting (England & Wales) Regulations 2010

City and County of Swansea

Garngoch Civic Amenity Site
Phoenix Way
Garngoch Industrial Estate
Llansamlet
Swansea
SA4 9WF

Transfer application number

EPR/HB3997TD/T001

Permit number

EPR/HB3997TD

Garngoch Civic Amenity Site

Permit number EPR/HB3997TD

Introductory note

This introductory note does not form a part of the notice

The following notice gives notice of the transfer of an environmental permit to a new operator (the transferee).

The status log of a permit sets out the permitting history, including any changes to the permit reference number.

Status log of the permit

Description	Date	Comments
Waste Management Licence issued (EAWML 34153)	23/03/99	Original waste management licence issued to Swansea City Waste Disposal Company Limited
Modification issued	25/09/06	Modification issued to update licence and add hazardous waste codes in line with amended regulatory requirements
Application EPR/HB3997TD/T001 (full transfer of permit EPR/HB3997TD)	Duly made 24/05/13	Application to transfer the permit in full to City and County of Swansea.
Transfer determined EPR/HB3997TD	09/07/13	Full transfer of permit complete.

End of introductory note

Notice of transfer

The Environmental Permitting (England and Wales) Regulations 2010

The Natural Resources Body for Wales ("Natural Resources Wales") in exercise of its powers under regulation 21 of the Environmental Permitting (England and Wales) Regulations 2010 transfers

permit number

EPR/FP3098FV

to

City and County of Swansea ("the operator")

of

City and County of Swansea

Waste Management Division

Civic Centre

Swansea

SA1 3SN

to operate a regulated facility at

Garngoch Civic Amenity Site

Phoenix Way

Garngoch Industrial Estate

Llansamlet

Swansea

SA4 9WF

from Swansea City Waste Disposal Company

This notice shall take effect from 09/07/2013.

**The number of the new permit granted to City and County of Swansea is
EPR/HB3997TD**

Name

Date

Stephen Attwood

09/07/2013

Authorised on behalf of Natural Resources Wales



Asiantaeth yr
Amgylchedd Cymru
Environment
Agency Wales

Modification of Waste Management Licence

Environmental Protection Act 1990

Section 37(1)(b)

**Swansea City Waste
Disposal Company
Limited**
Garngoch Civic Amenity
Site, Phoenix Way,
Swansea

Authorisation number

SWW170L (EAWML 34153)

Effective date

25 September 2006

Asiantaeth yr Amgylchedd Cymru
Maes Newydd, Llandarsi, Castell-Nedd Port Talbot, SA10 6JQ
Linell gwasanaethau cwsmeriaid: 08708 506 506

Environment Agency Wales
Maes Newydd, Llandarcy, Neath Port Talbot, SA10 6JQ
Customer services line: 08708 506 506

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Authorisation



Asiantaeth yr
Amgylchedd Cymru
Environment
Agency Wales

Notice of Modification of Waste Management Licence

Authorisation Number:
SWW170L (EAWML 34153)

To: The Company Secretary, Swansea City Waste Disposal Company Ltd
Of: Baling Plant, Ferryboat Close, Swansea Enterprise Park, SA6 8QN
Licensed facility: Garngoch Civic Amenity Site, Phoenix Way, Garngoch
Industrial Estate, Penllergaer, Swansea

WHEREAS on the 23 March 1999 the Environment Agency issued a waste management licence in pursuance of its powers under Part II of the Environmental Protection Act 1990 for the above named facility to Swansea City Waste Disposal Company Ltd

AND WHEREAS on 14 July 2006 you made application to the Environment Agency for conditions of the licence to be modified

NOTICE IS HEREBY GIVEN that the Agency modifies the conditions of the said licence in accordance with Section 37(1)(b) of the Environmental Protection Act 1990 as follows:-

Replace the schedule of conditions to the licence with those that are attached to this Notice.

This modification shall take effect from 00.01 hours 25 September 2006

Signed

Audrey Evans – Regulatory Waste Team Leader

YOUR ATTENTION IS DRAWN TO THE RIGHTS OF APPEAL
DETAILED AT THE END OF THIS MODIFICATION.

Conditions

1 General considerations

1.1 Specified waste management operations

1.1.1 No waste management operations shall be authorised by this licence unless:

- a** specified in and undertaken in accordance with the limitations in section 1.1 of the working plan and in the following table; or
- b** otherwise required by the conditions of this licence as being an integral part of those operations:

Table 1.1 Specified waste management operations

Specified Waste Management Operation	Permitted Waste Types which may be subject to the Specified Operation	Limits on Specified Waste Management Operations
a) Physico-chemical treatment of waste (D9)	All Categories permitted under condition 1.2.1 of this waste management licence.	i) Treatment consisting only of manual sorting, separation, shredding or compaction of waste into different components for disposal, (no more than 50 tonnes per day) or recovery. ii) Only upon impermeable pavement with a sealed drainage system
b) Storage pending disposal or recovery D15 and R13)	All Categories permitted under condition 1.2.1 of this waste management licence.	i) The total quantity of waste to be stored on the site at any one time shall not exceed the maximum tonnage specified in section 1.2.3 of the working plan. ii) Waste shall only be stored on site for the maximum time period specified in section 1.2.3 of the working plan. iii) Only upon impermeable pavement with a sealed drainage system
c) Repackaging of wastes (D14):	Non-hazardous, solid degradable household, industrial and commercial wastes permitted under condition 1.2.1 of this waste management licence.	i) Compaction Only ii) Only upon impermeable pavement with a sealed drainage system
d) Recycling or reclamation of organic substances which are not used as solvents (R3)	All Categories permitted under condition 1.2.1 of this waste management licence.	i) Only upon impermeable pavement with a sealed drainage system
e) Recycling or reclamation of metals and metal compounds (R4)	All Categories permitted under condition 1.2.1 of this waste management licence.	i) Only upon impermeable pavement with a sealed drainage system
f) Recycling or reclamation of other inorganic materials (R5)	All Categories permitted under condition 1.2.1 of this waste management licence.	i) Only upon impermeable pavement with a sealed drainage system

Specified Waste Management Operations and Exempt Waste Management Operations

- 1.1.2 Where wastes are being brought onto the site for waste management operations which are exempt from licensing under the 1994 Regulations, then the wastes which are subject to the specified waste management operations shall be kept clearly segregated and identified from those wastes which are being kept on the site for the exempt waste management operations.

1.2 **Permitted wastes**

Permitted categories and types of wastes

- 1.2.1 No wastes other than those specified in detail in section 1.2 of the working plan shall be accepted at the site.

Permitted quantities of wastes

- 1.2.2 The quantities of wastes accepted shall not exceed those specified in detail in section 1.2 of the working plan. Whilst complying with the maximum quantities specified for each type of waste, the total quantity of waste accepted at the site per year shall not exceed the annual tonnage specified in detail in section 1.2 of the working plan.

Exclusion of wastes with other specified characteristics

- 1.2.3 Notwithstanding the specification of permitted waste types under conditions 1.2.1 above, wastes shall not be accepted at the site which consist solely or mainly of finely divided metal or of dusts, powders or loose fibres

1.3 **Hours of operation**

- 1.3.1 The waste management operations authorised by this licence shall only be carried out within the times specified in section 1.3 of the working plan

1.4 **Staffing and understanding of requirements of licence conditions and working plan**

Minimum staffing and supervision

- 1.4.1 Whenever the site is open to receive or despatch waste, or is carrying out any of the specified waste management treatment or disposal operations, it shall be supervised by at least one member of staff who is suitably trained and fully conversant with the requirements of the licence and the working plan regarding:
- a** waste acceptance and control procedures;
 - b** operational controls and environmental monitoring;
 - c** maintenance;

- d** record-keeping;
- e** emergency action plans;
- f** notifications to the Agency.

Availability of licence and working plan

- 1.4.2 A copy of this licence and the working plan shall be kept available on site for reference when required by all site staff carrying out work under the requirements of the licence.

Understanding of licence and working plan

- 1.4.3 All site staff shall be, or shall work under the direct supervision of a member of staff who is, fully conversant with those aspects of the licence conditions and working plan which are relevant to their specific duties.

1.5 Changes in technically competent persons

- 1.5.1 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. Technically competent management and technical competence shall be as defined under section 74 of the Environmental Protection Act 1990 and Regulations 4 and 5 of the 1994 Regulations.

1.6 Relevant convictions

Notification of relevant convictions

- 1.6.1 In the event of the Licence Holder and/or any relevant person being convicted of any relevant offence and which is in addition to any already notified to the Agency, then full details shall be provided to the Agency within 14 days following sentencing, whether or not the conviction or sentence is subsequently appealed. Such details shall include, in respect of each relevant person (as defined in section 74(7) of the Environmental Protection Act 1990 or any subsequent amendments to that section), the nature of the offence, the place and date of conviction, and any fine or other penalty imposed.

Notifications of appeals against convictions

- 1.6.2 In the event that the Licence Holder and/or any relevant person lodges an appeal against any such conviction or sentence, the Licence Holder shall notify the Agency of this within 14 days of the lodging. The Licence Holder shall notify the Agency of the results of that appeal, within 14 days of the appeal being decided.

1.7 Amendments to working plan and supporting information

Amendments to working plan requiring prior consent from the Agency

- 1.7.1 The Licence Holder shall give the Agency prior notice in writing of any proposed change to those sections of the working plan which are specified in Table 1.7 below, and to any appendices, drawings and figures which are referenced in those sections.

Table 1.7 Sections of working plan requiring prior consent for amendments

Number and Heading of Working Plan Sections and Appendices	Sections, Subsections and Appendices requiring Prior Consent for Amendments
Section 1: Specified Operations	1.1, 1.2, 1.3 (including all subsections);
Section 2: Site Engineering For Pollution Prevention and Control	2.1, 2.2, 2.3 (including all subsections);
Section 3: Site Infrastructure	3.1 (including all subsections);
Section 4: Site Operations	4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7 (including all subsections);
Section 6: Amenity Control and Monitoring	6.1, 6.2, 6.3, 6.4, 6.5 (including all subsections);
Section 7: Site Records	7.1 (including all subsections);
Appendix 2	Drawing Numbers G157_003
Appendix 3	Permitted Waste by European Waste Catalogue Number

- 1.7.2 The notice shall be accompanied by a copy of the proposed changes, and by a written assessment of the effect that implementing the proposed change to the working plan would have on the risk posed by the site to human health and the environment.
- 1.7.3 The Licence Holder shall provide up to 6 additional copies of the proposed change and supporting risk assessment to the Agency, when required by the Agency in writing.
- 1.7.4 The proposed change to the working plan shall not be implemented unless the Agency has given its written consent to it. Following consent, the Licence Holder shall give the Agency prior written notification of the implementation date of the change, and from that date the changed section shall be deemed to be incorporated in the working plan in replacement of the previous version of that section.

Amendments to the working plan requiring prior notification to the Agency

- 1.7.5 Except where it is specified under condition 1.7.1 above that the amendment of specified sections of the working plan requires the prior consent of the Agency, the Licence Holder shall give the Agency not less than 7 days prior written notice of any change to the working plan and to any appendices, drawings and figures which are referenced from those sections.
- 1.7.6 The notice shall be accompanied by a copy of the specified changes.

- 1.7.7 The Licence Holder shall provide up to 6 additional copies of the proposed change to the Agency, when required by the Agency in writing.
- 1.7.8 Such changes to the working plan shall be deemed to be incorporated in the working plan and implemented on the date specified to the Agency in the amendment notification.
- 1.8 **Notification of change of operator's or holder's details**
- 1.8.1 The following information shall be notified in writing within 5 working days to the Agency:
- a** where the Licence Holder is an individual or named individuals:
 - i** where the Licence Holder consists of more than one named individual, the death of any of those individuals;
 - ii** any change in the Licence Holder's name(s) or address(es);
 - iii** any steps taken with a view to the Licence Holder, or any one of them, going into bankruptcy, entering into a composition or arrangement with creditors, or, in the case them being in a partnership, dissolving the partnership;
 - iv** the operator at the time of issue of the licence and of any change in the operator or in the operator's trading name, address, registered name or registered office address (if different from the Licence Holder);
 - b** where the Licence Holder is a registered company:
 - i** any change in the Licence Holder's trading name, registered name or registered office address;
 - ii** any steps taken with a view to the Licence Holder going into administration, entering into a company voluntary arrangement or being wound up;
 - iii** the operator at the time of issue of the licence and of any change in the operator or in the operator's trading name, address, registered name or registered office address (if different from the Licence Holder);
 - c** where the Licence Holder is a corporate body other than a registered company:
 - i** any change in the Licence Holder's name or address;
 - ii** any steps taken with a view to the dissolution of the Licence Holder;
 - iii** the operator at the time of issue of the licence and of any change in the operator or in the operator's trading name, address, registered name or registered office address (if different from the Licence Holder)
- 1.9 **Notification of preparatory works**
- 1.9.1 No preparatory works shall be undertaken until at least 7 days prior notice in writing has been given to the Agency of the intention to do so. The notification shall include details of what work is being done and when.

1.10 **Notification of commencement, cessation and
recommencement of waste handling operations**

Specified waste management operations

- 1.10.1 No specified waste management operation shall be carried out until at least 7 days prior notice in writing has been given to the Agency of the intention to commence carrying out the specified waste management operation.

Cessation and recommencement of receiving wastes

- 1.10.2 In the event that the site ceases receiving wastes for longer than 21 days then within 7 days following the elapse of that time, the Licence Holder shall inform the Agency in writing of the date of cessation and of the planned date of recommencement. In the event that the site recommences receiving wastes sooner than the notified date then the Licence Holder shall give the Agency not less than 7 days prior notice in writing.

1.11 **Notifications and submissions to Agency**

- 1.11.1 Except where otherwise specified, all notifications and submissions to the Agency under the requirements of these licence conditions:
- a** shall be made in writing to the address specified by the Agency in writing at the time of issue of this licence, or as subsequently specified by written notification to the Licence Holder;
 - b** shall quote the licence reference number and the name of the Licence Holder.

2 Site engineering for pollution prevention and control

2.1 Engineered site containment and drainage systems

Provision and maintenance of site containment and drainage systems

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- 2.1.1 Waste shall only be deposited, stored, treated or otherwise handled in any area of the site, where the engineered site containment and drainage system for that area is provided in accordance with condition 2.1.2.
- 2.1.2 The engineered site containment and drainage systems shall be designed, constructed, inspected, validated and maintained, and shall be fully documented and recorded, to be fit for purpose and to meet the standards specified in section 2.1 of the working plan and in Table 2.1 overleaf:

Table 2.1 Site containment and drainage standards

Type of Site Containment and Drainage	Minimum Specified Standards of Design, Construction and Maintenance
a) Impermeable pavement, bunding and sills	<ul style="list-style-type: none"> i) Areas of impermeable pavement, bunding and sills shall be constructed and maintained so as to prevent fluids running off the pavement and the transmission of fluids through the pavement or joints. ii) All areas of impermeable pavement shall fall towards the drainage system to prevent ponding. iii) Bunded areas should be capable of containing at least 110% of the volume of the tank or the largest drum contained therein. iv) Bunds shall contain no drainage holes. v) Accumulations of rainwater within the bund shall be regularly removed to ensure the capacity of the bund is not adversely effected. vi) Rainwater shall be removed from any bunding by bailing or pumping and shall be treated as contaminated water. Contaminated water shall be disposed of to a discharge point approved in writing by the Agency or a suitably licensed facility.
b) Sealed drainage systems	<ul style="list-style-type: none"> i) Uncontaminated drainage from clean yard areas shall be kept separate and discharged to either surface water drain or foul sewer unless otherwise agreed with the Agency.
c) Storage areas for skips, drums and other mobile tanks and containers	<ul style="list-style-type: none"> i) All skips, drums and other mobile tanks and containers which are used for the storage and treatment of wastes shall be constructed and maintained so that they are free of holes and will not leak any liquids contained in them. ii) In the event of damage or deterioration being detected to any skip, drum or other mobile tank or container that is causing, or is likely to cause, a leak, that skip, drum or other mobile tank or container shall be taken out of use immediately and repaired or replaced. iii) The inspection and any necessary maintenance of any skips, drums and other mobile tanks and containers shall be recorded in the site diary;
d) Fixed bays and other fixed containers	<ul style="list-style-type: none"> i) All fixed bays and other fixed containers used for the storage and treatment of wastes must be constructed and maintained to a standard that is fit for purpose. ii) The inspection and any necessary maintenance of any fixed bay and/or other fixed containers shall be recorded in the site diary;
e) Inspection and maintenance of engineered containment	<p>All areas of impermeable pavement, sealed drainage systems:</p> <ul style="list-style-type: none"> i) Shall be inspected daily, to ensure the continuing integrity and fitness for purpose of their construction, and the inspection and any necessary maintenance shall be recorded in the site diary; and ii) In the event of any damage occurring which breaches the integrity of the engineered containment so that it is longer meets the specified standards the Licence Holder shall cease importing waste into the affected area. The Agency should be notified immediately, and the licence holder shall not recommence importing waste into the affected area of the site until it has been repaired to a standard at least as good as the original specification. iii) All repair work or (unless otherwise agreed with the Agency) shall be subject to construction quality assurance and a validation report shall be submitted to the Agency for approval prior to the

Table 2.1 Site containment and drainage standards

Type of Site Containment and Drainage	Minimum Specified Standards of Design, Construction and Maintenance
	reintroduction of waste into the affected area(s).
	iv) Any area being used for waste storage shall be cleared of all wastes on written request by an authorised officer of the Agency to allow the inspection of engineered site containment and drainage systems.

Construction quality assurance of new site containment and drainage systems

2.1.3

No wastes shall be deposited, stored, treated or otherwise handled in any area or in any fixed tank for which an engineered site containment and drainage system has been newly constructed to meet the requirements of this condition until:

- a** details of the identities, relevant experience and relevant qualifications of the personnel who will be providing Quality Assurance of the engineered site containment and drainage systems have been submitted in writing to the Agency and acknowledged in writing by the Agency;
- b** the engineered site containment and drainage system has been constructed in accordance with section 2.1 of the working plan and the other requirements of this condition;
- c** the Validation Report on the construction of the engineered site containment and drainage system has been submitted in writing to the Agency and has been acknowledged in writing by the Agency.

3 Site infrastructure

3.1 **Provision of site identification board**

3.1.1 The identification board shall be inspected at least once per week. In case of damage or defect affecting the legibility of the information prescribed in condition 3.1.2 below, the board shall be repaired or replaced within 5 working days.

3.1.2 The board shall be easily readable from outside the site entrance in daylight hours, and shall display the following information:

- a** Site name and address;
- b** Licence Holder name (company name, not individual name unless justified as necessary);
- c** Operator name (company name, not individual name unless justified as necessary);
- d** Licence number;
- e** Emergency contact name and telephone number (for security reasons, personal names and home phone numbers should not be used except where no alternative is practicable);
- f** Statement that the site is licensed by the Environment Agency;
- g** Agency national numbers: 08708 506506 and 0800 807060, or as subsequently notified in writing by the Agency;
- h** Days and hours site is open to receive waste.

3.2 **Site security**

3.2.1 Site security systems shall be provided at all times during the subsistence of this licence, the objective of which shall be to prevent access by humans and livestock which is not authorised either by the Licence Holder or under legal powers of entry. These shall be installed, operated and maintained, and shall be fully documented and recorded, in accordance with section 3.1 of the working plan.

4 Site operations

4.1 Control of mud and debris

Prevention of mud and debris on road

4.1.1 Whenever the site is receiving or despatching wastes, measures shall be provided, operated and maintained in accordance with section 4.1 of the working plan with the objective of preventing the deposit or tracking of mud or debris arising from the site onto public areas outside the site, which shall include public highways and areas of public access outside the site.

4.1.2 All vehicles leaving areas of the site which are operational or upon which engineering works are being carried out shall, before leaving the site, be cleaned as necessary using the specified equipment and shall be checked to ensure that they are clear of loose waste and that their loads are secure.

Remediation of mud and debris on road

4.1.3 In the event that mud or debris arising from the site is deposited onto public areas outside the site, remedial measures shall be implemented immediately, in accordance with section 4.1 of the working plan.

4.2 Potentially polluting leaks and spillages of waste

Potentially polluting leaks and spillages from vehicles, plant and equipment

4.2.1 All vehicles used on the site by the operator, and all plant and all equipment used on the site in connection with specified waste management operations, shall be operated and maintained with the objective of preventing potentially polluting leaks and spillages of wastes or other potentially polluting materials which are to be used in combination with those wastes in the specified waste management operations.

Control and remediation of leaks and spillages

4.2.2 In the event of any potentially polluting leak or spillage occurring on site, documented control and remediation procedures shall be implemented immediately and recorded, in accordance with section 4.2 of the working plan.

4.3 Fires on the site

Prohibition of unauthorised fires on site

4.3.1 No wastes shall be burned on the site.

Fire action plan

- 4.3.2 In the event of a fire on the site, a fire action plan shall be implemented immediately and recorded, in accordance with section 4.3 of the working plan.

4.4 Waste acceptance and control procedures

Waste acceptance procedures

- 4.4.1 All wastes shall be received, inspected, accepted or rejected, and recorded in accordance with section 4.4 of the working plan.

Waste control procedures

- 4.4.2 All wastes accepted at the site shall be handled, kept and recorded in accordance with section 4.4 of the working plan.

Waste despatch procedures

- 4.4.3 All outgoing wastes shall be inspected, despatched and recorded in accordance with section 4.4 of the working plan.

Incompatible wastes

- 4.4.4 Incompatible wastes which are likely, in combination with each other or with other material at the facility, to give rise to pollution of the environment or harm to human health outside the site, shall be clearly identified and kept physically separate in designated areas, in accordance with section 4.4 of the working plan.

4.5 Waste quantity measurement systems

Means of measurement

- 4.5.1 All wastes accepted at and despatched from the site shall be measured in accordance with section 4.5 of the working plan.

4.6 Removal of residual wastes from site

- 4.6.1 In the event that the specified waste management operations on the site cease and the Agency has reasonable grounds to believe that they will not be resumed within two months, then, notwithstanding the operational limits on storage times of wastes specified in the other conditions of this licence, the licence holder shall ensure that all wastes remaining on the site shall be removed by the date specified by the Agency in writing. This shall include, where required by the Agency, cleaning of plant and equipment, engineered containment used in the specified waste management operations, and the emptying of sealed sumps, bunded areas, or interceptors.

5 **Pollution control, monitoring and reporting**

No conditions necessary.

6 Amenity management and reporting

6.1 **Control, monitoring and reporting of dusts, fibres and particulates**

- 6.1.1 Measures shall be implemented and maintained throughout the operational life of the site to control and monitor emissions of dusts, fibres and particulates from the site, in accordance with this condition and section 6.1 of the working plan.
- 6.1.2 All emissions to air from the specified waste management operations on the site shall be free from visible concentrations of dusts, fibres or particulates as are likely to cause pollution of the environment or harm to human health or serious detriment to the amenity of the locality outside the site boundary, as perceived by an authorised officer of the Agency.
- 6.1.3 In the event that any dusts, fibres or particulates arising from the site are released or are likely to be released onto public areas outside the site boundary in such quantities or concentrations that they are likely to cause pollution of the environment or harm to human health or serious detriment to the amenity of the locality, the actions specified in section 6.1 of the working plan shall be implemented immediately.

6.2 **Control of odours**

- 6.2.1 Measures shall be implemented and maintained throughout the operational life of the site to control and monitor emissions of odours from the site, in accordance with this condition and section 6.2 of the working plan.
- 6.2.2 All emissions to air from the specified waste management operations on the site shall be free from odours at levels as are likely to cause pollution of the environment or harm to human health or serious detriment to the amenity of the locality outside the site boundary, as perceived by an authorised officer of the Agency.
- 6.2.3 In the event that any odours arising from the site are released or are likely to be released outside the site boundary at such levels that they are likely to cause pollution of the environment or harm to human health or serious detriment to the amenity of the locality, the actions specified in section 6.2 of the working plan shall be implemented immediately.

6.3 **Control of noise**

- 6.3.1 Measures shall be implemented and maintained throughout the operational life of the site, in accordance with this condition and section 6.3 of the working plan to control and minimise the levels of noise from operations on the site beyond the site boundary.

6.4 Control of pest infestations

- 6.4.1 Measures shall be implemented and maintained throughout the operational life of the site to control and monitor the presence of pests on the site, in accordance with section 6.4 of the working plan.

6.5 Control of litter

- 6.5.1 Measures shall be implemented and maintained throughout the operational life of the site to control and monitor the escape of litter from the confines of the site, in accordance with section 6.5 of the working plan.

7 Site records

7.1 Security and availability of records

Security of records

- 7.1.1 All records which are required to be made under the other conditions of this licence and the working plan shall be maintained and kept secure from loss, damage or deterioration, and shall be kept in accordance with section 7.1 of the working plan.

Availability of records

- 7.1.2 All records which are required to be made under the other conditions of this licence and the working plan shall be made available for inspection at the place where they are kept immediately when required by an authorised officer of the Agency.

7.2 Records of waste movements

Recording of wastes accepted and removed

- 7.2.1 A record shall be kept of all wastes received (other than those wastes delivered by private householders) and of all materials (wastes and recovered materials) removed from the site. The records shall include the following for each vehicle load of waste/material:

for waste received:

- a** origin of waste
- b** date received
- c** quantities in tonnes received and waste type
- d** nature of the waste (solid, liquid or sludge)

for waste/material removed:

- e** date removed
- f** quantities in tonnes removed and waste and/or material type
- g** destination of waste and/or materials removed
- h** nature of the waste and/or materials (solid, liquid or sludge)

Summary records of wastes accepted and removed

- 7.2.2 A summary of the information, including nil returns, shall be submitted to the Agency, in a format specified by the Agency. Summaries shall be for each quarter of the financial year and shall be submitted to the Agency within one month of the end of each quarter.

7.3 **Site diary**

7.3.1 A site diary shall be kept secure and shall be available for inspection at the site when required by an authorised officer of the Agency. This shall include a record of the following events:

- a** construction work
- b** maintenance
- c** breakdowns
- d** emergencies
- e** problems with waste received and action taken including rejected loads and unauthorised waste consignments.
- f** site inspections carried out by the operator
- g** technically competent management attendance on site: time onto site and time left site
- h** despatch of records to the Agency
- i** severe weather conditions
- j** complaints about site operations and actions taken
- k** environmental problems and remedial actions

7.3.2 Each record shall be completed within 24 hours of the relevant event.

Interpretation

In these conditions and their interpretation, unless the context otherwise requires, the following terms have the specified meanings:

“accepted”

for waste being delivered to the site, shall mean accepted as waste input to the site for storage and/or processing and/or disposal under the specified waste management operations;

“authorised officer of the Agency”

means any person(s) authorised in writing by the Agency pursuant to section 108(1) of the 1995 Act to exercise any of the powers specified in subsection (4) of that section;

“chlorofluorocarbons”

(CFCs) means the controlled substances listed in Group I of Annex I of Regulation (EC) No 2037/2000 of the European Parliament and of the Council of 29 June 2000 on substances that deplete the ozone layer, including their isomers.

“consequences”

for **risk assessments** carried out within these conditions, means the adverse effects of harm as a result of realising a **hazard** which cause the quality of human health (other than health and safety of site staff or visitors to the site covered under the Health and Safety at Work Act 1974) or the environment to be impaired in the short or longer term;

“engineer”

for engineering works specified in these conditions, means a person who works in the relevant branch of engineering, as a qualified professional;

“engineered”

for works specified in these conditions, means carried out and completed using the relevant engineering process specified in these conditions;

“engineered site containment and drainage system”

means all elements relating to engineered containment of activities on the site, other than final disposal to land, and incorporating site surfacing, bunding and drainage systems, buildings and fixed tanks;

“engineering”

for engineering works specified in these conditions, means the relevant process of design, construction or installation, quality assurance or validation or commissioning specified in these conditions;

“engineering survey”

means a survey carried out in accordance with recognised or approved standards by a suitably qualified competent person;

"environmental targets or receptors"

for **risk assessments** carried out within these conditions, shall mean identified human and environmental populations or components, as specified in these conditions or otherwise agreed by the Agency within these conditions;

"groundwater"

means any water contained in underground strata;

"hazard"

means a property or situation that in particular circumstances could lead to harm;

"hydrochlorofluorocarbons"

(HCFCs) means the controlled substances listed in Group VIII of Annex I of Regulation (EC) No 2037/2000 of the European Parliament and of the Council of 29 June 2000 on substances that deplete the ozone layer, including their isomers,

"immediately"

for carrying out of actions under the conditions, shall mean without delay and within a reasonable time, taking into account any more immediate direct action necessary to prevent or minimise risk to human health and the environment. For carrying out notifications to the Agency, shall also mean by the fastest effective means available (for example, telephone) and confirmed in writing within 1 working day (or such other time as may be agreed by the Agency within the conditions);

"inert waste"

means waste which when disposed of in or on land does not undergo any significant physical, chemical or biological transformation;

"List I and List II substances"

means those substances listed in the Annex to Directive 80/68/EEC;

"maintenance"

for engineering maintenance specified in these conditions, means the process of inspection, testing, repair of the relevant engineering works specified in these conditions;

"minor spillage"

any potentially polluting leak or spillage less than 100 litres;

"major spillage"

any potentially polluting leak or spillage greater than 100 litres;

"preparatory works"

means engineering works required prior to the carrying out of the activities authorised by this licence;

"probability"

means the quantified expression of chance, denoted either as:

- the ratio or percentage of the occurrence of a particular event as one among a number of possible events;
- or as the frequency of occurrence of a particular event in a given period of time;

"received"

for waste being delivered to the site, shall mean delivered to the site and undergoing the waste acceptance procedures specified in the working plan, including storage of those wastes during those procedures prior to acceptance of the waste;

"release pathways"

for **risk assessments** carried out within these conditions, shall mean the routes by which defined **hazards** may potentially realise their **consequences**, defined in terms of releases or emissions from the site that go beyond the site containment or boundary via one or more of the following routes, either directly or indirectly: **Land; Groundwater; Surface water; Atmosphere;**

"relevant offences"

are offences within the meaning of regulation 3 of the Waste Management Licensing Regulations 1994 or any statutory provisions or regulations amending or replacing them;

"risk"

means a combination of the **probability** and **consequences** of occurrence of a defined **hazard**;

"risk assessment"

means the systematic identification, analysis, estimation and evaluation within a defined **scope** of the defined **risks** of a particular activity, operation, process or design, carried out and reported by suitably qualified or competent persons, using recognised quantified or semi-quantified methods and techniques.

Unless otherwise agreed by the Agency within these conditions, a risk assessment shall include and record the following:

- definition of the **hazards** associated with an activity, operation, process or design;
- assessment of the **probability** of those **hazards** occurring;
- determination of the potential **consequences** of those hazards for defined **environmental targets or receptors**, taking into account defined **release pathways** and defined protective measures;
- evaluation of the potential **magnitude** of those consequences and the **probability** of their occurrence;

"scope of risk assessment"

means the boundaries of the **risk assessment** and the **risks** to be assessed within those boundaries, as defined in the conditions or otherwise agreed by the Agency within the conditions;

"Sealed drainage system"

A drainage system with impermeable components which does not leak and will ensure that:

- no liquid will run off the impermeable pavement otherwise than via the system
- except where they may be lawfully discharged, all liquids entering the system are contained within the site.

"specified waste management operations"

means the waste management operations authorised by condition 1.1 of this licence;

"surface water management system"

means all elements relating to collection of rain water or surface water from individual landfill phases and the landfill site as a whole, and incorporating methods of water collection, containment and the subsequent treatment and/or disposal system, either on or off the site;

"surface water"

means any lake, pond, river or watercourse whether natural or artificial;

"the 1994 Regulations"

means the Waste Management Licensing Regulations 1994 and any statutory provisions or regulations amending or replacing them.

"the Agency"

means the Environment Agency;

"the Licence Holder"

means the Licence Holder specified in this licence or other person to whom the licence has been transferred in accordance with section 40 of the Environmental Protection Act 1990;

"the operator"

means a person who is in occupation of the site and has responsibility for carrying out day to day activities at the site;

"the site"

means the land, structures, plant and equipment to which this licence relates;

"time periods, e.g. annually, quarterly, monthly, per year, etc. "

Where periods are referred to in conditions, they shall be calculated in the following way:

- annually or per year: 1 April to 31 March;
- quarterly: 1 April to 30 June, 1 July to 30 September, 1 October to 31 December, 1 January to 31 March;
- monthly: calendar month;
- weekly: Monday to Sunday.

Where the issue of the licence does not coincide with the start of any of these periods, then any relevant limits for the first period shall apply pro rata;

"waste"

means controlled waste as defined in section 75(4) of the 1990 Act and the Controlled Waste Regulations 1992 or any statutory provisions or regulations amending or replacing them;

"waste oil"

means any mineral-based lubricating or industrial oil which has become unfit for the use for which it was originally intended and, in particular, used combustion engine oil, gearbox oil, mineral lubricating oil, oil for turbines and hydraulic oil;

Rights of appeal

Section 43(1) of the Environmental Protection Act 1990 provides that, where except in pursuance of a direction given by The National Assembly For Wales,

- a licence is granted subject to conditions

the applicant may appeal from the decision to The National Assembly For Wales.

Therefore if you feel aggrieved by the decision or any of the conditions to the licence as granted you may obtain the appropriate form on which to give written notice of an appeal from:

The Planning Inspectorate
Crown Buildings
Cathays Park
Cardiff
CF10 3NQ

Tel: 02920 823859
Fax 02920 825150

This notice of appeal should be accompanied by the following information:

- a statement of the grounds of appeal
- a copy of the licence
- a copy of any correspondence relevant to the appeal
- a copy of any other document relevant to the appeal including, in particular, any relevant consent, determination, notice, planning permission, established use certificate or certificate of lawful use or development
- a statement indicating whether you wish the appeal to be in the form of a hearing or on the basis of written representations.

You are also required to serve a copy of your notice of appeal together with copies of any of the above documents that have accompanied your notice of appeal, to the Environment Agency. You should appeal within 6 months of the date that this notice takes effect but The National Assembly For Wales may allow notice of appeal to be given after the expiry of this time period.

