

ENVIRONMENTAL MANAGEMENT SYSTEM

Yew Tree Farm, Sealand Road, Sealand, Chester, CH1 6BS

Dandy's (Chester) Ltd

Version:	1.1	Date:	08 August 2023		
Doc. Ref:	YTF-3290-A	Author(s):	CP	Checked:	DCL
Client No:	3290	Job No:	001		



Oaktree Environmental Ltd
Waste, Planning & Environmental Consultants



Oaktree Environmental Ltd, Lime House, 2 Road Two, Winsford, Cheshire, CW7 3QZ
Tel: 01606 558833 | Fax: 01606 861183 | E-Mail: sales@oaktree-environmental.co.uk | Web: www.oaktree-environmental.co.uk
REGISTERED IN THE UK | COMPANY NO. 4850754

Document History:

Version	Issue date	Author	Checked	Description
1.0	16/05/2023	EC	CP	Internal Draft
1.1	08/08/2023	CP	DCL	Document issue

CONTENTS

DOCUMENT HISTORY:	I
CONTENTS	II
LIST OF TABLES:	IV
LIST OF APPENDICES:	V
SITE INFORMATION & KEY CONTACTS LIST	VI
1 GENERAL CONSIDERATIONS	1
1.1 SITE OPERATOR/PERMIT TYPE	1
1.2 RELEVANT CONTACTS	1
1.3 SITE INFORMATION AND LOCALITY	2
1.4 PERMIT AREA/WASTE MANAGEMENT OPERATIONS	2
1.5 HOURS OF OPERATION	3
1.6 WASTE STORAGE, TYPES AND QUANTITIES	4
1.7 EXEMPT ACTIVITIES.....	4
1.8 STAFFING AND MANAGEMENT	5
1.9 HEALTH AND SAFETY	5
1.10 FIT AND PROPER PERSONS	6
1.11 CONVICTIONS	6
2 SITE ENGINEERING AND INFRASTRUCTURE	7
2.1 SITE DESCRIPTION	7
2.2 ACCESS AND PARKING	7
2.3 SITE OFFICE	8
2.4 WEIGHING AND CATEGORISING LOADS.....	8
2.5 NOTICE BOARD AND SIGNS	8
2.6 SITE SECURITY	9
2.7 FUEL AND HAZARDOUS FLUIDS STORAGE.....	9
2.8 REJECTED WASTE	10
2.9 DRAINAGE.....	10
2.10 VEHICLES, PLANT AND EQUIPMENT.....	11
2.11 PREVENTATIVE MAINTENANCE	11
3 SITE OPERATIONS	12
3.1 PRELIMINARY PROCEDURES	12
3.2 CHECKING IN & INSPECTION OF LOADS (GENERAL)	13
3.3 CHECKING IN & INSPECTION OF LOADS.....	14
3.4 WASTE ACCEPTANCE PROCEDURE (INERT & EXCAVATION WASTE)	14
3.5 WASTE DEPOSIT & HANDLING.....	15
3.6 SOILS & AGGREGATES TREATMENT PROCEDURE	15
3.7 STANDARD OPERATING PROCEDURES FOR TOPSOIL	16
3.8 WASTE/PRODUCT REMOVAL AND EXPORT	16
3.9 RECORD KEEPING	17
3.10 MANAGEMENT TECHNIQUES	19
3.11 SITE CLOSURE PLAN	19
4 ENVIRONMENTAL CONTROL, MONITORING AND REPORTING	21
4.1 BREAKDOWNS AND SPILLAGES	21
4.2 SITE INSPECTIONS AND MAINTENANCE	21

4.3	CONTROL OF MUD AND DEBRIS	22
4.4	CONTROL OF DUST	22
4.5	ODOUR CONTROL	23
4.6	LITTER CONTROL	23
4.7	CONTROL OF PESTS, BIRDS AND OTHER SCAVENGERS	24
4.8	CONTROL AND MONITORING OF NOISE & VIBRATION	24
4.9	COMPLAINTS PROCEDURE	25
5	EMERGENCY & CONTINGENCY PROCEDURES	26
5.1	GENERAL	26
5.2	FIRE	26
5.3	BREAKDOWNS.....	27
5.4	SPILLAGES	28
5.5	DRUMS	28
5.6	ADVERSE REACTIONS	29
5.7	STAFF SHORTAGES.....	29
5.8	ADVERSE WEATHER CONDITIONS	29
5.9	CLOSURE OF DESTINATION SITES	30
5.10	OPERATIONAL FAILURE.....	30
5.11	BOMB SCARE	31
6	TRAINING FOR SITE STAFF.....	32
6.1	TRAINING NEEDS ASSESSMENT	32
6.2	SITE RULES AND INFRASTRUCTURE TRAINING	32
6.3	EMERGENCY PROCEDURES TRAINING	32
6.4	FIRE SAFETY / FIREFIGHTING TRAINING	33
6.5	RECOGNITION OF WASTE TYPES TRAINING.....	33
6.6	STORAGE AREAS / LIMITS TRAINING.....	34
6.7	VEHICLE / PLANT PREVENTATIVE MAINTENANCE TRAINING.....	34
6.8	DUTY OF CARE TRAINING	34
6.9	PLANT OPERATION TRAINING	35
6.10	PERMIT / MANAGEMENT SYSTEM TRAINING	35
6.11	TRAINING FOR CONTRACTORS	35

List of Tables

Table 1.1 - Permitted Operations	3
Table 1.2 - Staffing Levels	5
Table 2.1 - Plant & Equipment	11
Table 4.1 - Noise Management Table	25

List of Appendices:

Appendix I - Drawings

Drawing No. YTF/3290/02 – Permit Boundary Plan

Drawing No. YTF/3290/03 – Site Layout Plan

Appendix II - Record Keeping Forms Examples

FOR REFERENCE ONLY; OPERATOR MAY USE INTERNAL INSPECTION SHEETS OR THE FORMS WILL BE KEPT IN ELECTRONIC FORMAT

Appendix III - Environmental Permit & SR2010No12

Appendix IV - Health & Safety – Conditions of Site Use for Staff and Visitors

Site Information & Key Contacts List

Site Address:	Yew Tree Farm, Sealand Road, Sealand, Chester, CH1 6BS		
Site Operator:	Dandy's (Chester) Ltd	National Grid Ref:	SJ 36524 68101

CONTACT	DESCRIPTION	OFFICE HOURS	OUT OF HOURS
Adam Dandy	Director	01244 280008	07725 035627
Simon Jones	Technically Competent Manager	01244 280008	07725 035627
<u>Deeside Hospital</u> Plough Lane, Aston, Deeside, CH5 1XS	Main NHS Hospital	0300 085 0018	999 or 112
<u>Deeside Medical Centre</u> 17 – 21 Chester Road East, Shotton, Deeside, CH5 1QA	Local Doctor Surgery (GP)	01244 831698	999 or 112
<u>North Wales Police</u> Police Station, 26 Wepre Drive, Connah's Quay, Deeside, CH5 4HA	Local Police Non-Emergency	101	999
	Police Emergency	999	999
<u>North Wales Fire & Rescue Service</u> Deeside Fire Station Chester Road East, Deeside, CH5 1SA	Fire and Rescue Service (in Emergency Dial 999)	01244 813512	999
<u>Natural Resources Wales</u> Chester Road, Buckley, CH7 3AJ	Environmental Regulator	0300 065 3000	0300 065 3000 (option 1)
<u>Flintshire County Council</u> Hawarden, Deeside, CH5 3FF	Council Enquiries	01352 703331	01352 702121.
<u>Welsh Water</u>	Local Water Supplier / Sewerage Provider	0330 678 0679	0800 052 0130
<u>Oaktree Environmental Ltd</u> Lime House, 2 Road Two, Winsford, Cheshire, CW7 3QZ	Specialist Advisor (Waste and Planning Issues)	01606 558833	N/A

1 General Considerations

1.1 Site operator/permit type

1.1.1 Dandy's (Chester) Ltd operate EPR/CB3992ZF which is a recycling centre that allows for the reception, storage, sorting and treatment of soils, soil substitutes and aggregate waste within the stipulations of an SR2010No12 Environmental Permit (EP).

1.1.2 The EP will be regulated by Natural Resources Wales (NRW) under the Environmental Permitting (England & Wales) Regulations 2016. The site will accept non-hazardous inert and excavation waste for treatment by way of primarily screening and blending to enable production of a secondary soil, soil substitutes and aggregate.

1.2 Relevant contacts

1.2.1 The registered office address for the operator is as follows:

Dandy's (Chester) Ltd	Contact:	Adam Dandy/Simon Jones
Yew Tree Farm	Position:	Director & TCM
Sealand Road	Tel:	01244 886871
Sealand		
Chester		
CH1 6BS		

1.2.2 Oaktree Environmental Ltd have been engaged to act as consultants for Dandy's (Chester) Ltd to assist in the preparation of this Environmental Management System (EMS) and contact details are as follows:

Oaktree Environmental Ltd	Contact:	Chris Parry
Lime House	Position:	Senior Consultant
Road Two	Tel:	01606 558833
Winsford	E-mail:	chris@oaktree-environmental.co.uk
Cheshire CW7 3QZ		

1.2.3 A full list of relevant contacts including emergency contact numbers are provided in the Site Information & Key Contacts List section in the pre-pages of this document.

1.3 Site information and locality

1.3.1 The site is located at Yew Tree Farm, Sealand Road, Sealand, Chester, CH1 6BS as shown on Drawing Nos. YTF/3290/02 & 03. The national grid reference for the site SJ 3629668040.

1.4 Permit area/waste management operations

1.4.1 The permit boundary is outlined in green on Drawing No. YTF/3290/02 & 03. All references to 'the site' in this EMS shall mean this area and the associated infrastructure, plant and equipment.

1.4.2 The EP is required for the storage (keeping) prior to removal, and treatment (all types of handling/processing) of waste. Waste treatment processes which can be carried out on site will include the following:

- Compacting (by 360° excavator)
- Sorting (with 360° excavator or by hand)
- Screening (by using appropriate mechanical screening plant and equipment)
- Separation (by using appropriate mechanical screening plant and equipment)
- Crushing (by Crusher)
- Blending (by 360° tracked excavator and trommel)

1.4.3 Specified waste management operations include waste disposal and waste recovery operations listed Annex IIA and IIB of The Waste Framework Directive 2008/98/EC; also shown in 'Table 2.1 - Activities' of the EP which are shown below:

Table 1.1 - Permitted Operations

Table 2.1 activities	
Description of activities for waste operations	Limits of activities
<p>R13: Storage of wastes pending the operations numbered R3 and R5.</p> <p>R3: recycling or reclamation of organic substances which are not used as solvents.</p> <p>R5: Recycling or reclamation of other inorganic materials.</p>	<p>Treatment of wastes listed in table 2.3 consisting only of sorting, separation, screening, crushing and blending of waste for recovery as a soil, soil substitute or aggregate.</p> <p>Secure storage of wastes listed in table 2.3 pending treatment.</p> <p>Storage of wastes listed in table 2.4 shall not exceed 10,000 tonnes in total at any one time.</p> <p>All other wastes stored shall not exceed 40,000 tonnes in total at any one time.</p> <p>No more than 75,000 tonnes of waste shall be treated per year.</p> <p>Treatment of slags and ashes for disposal shall not exceed 50 tonnes per day, or if for a mix of recovery and disposal shall not exceed 75 tonnes per day.</p>

1.5 Hours of operation

1.5.1 The site will be open during the following hours for the delivery and receipt of waste on site; including depositing, sorting, moving, storing and removing waste:

Monday to Friday	07:00 – 17:00
Saturday	08:00 – 12:00
Sundays, Bank/Public holidays	Closed

1.5.2 During times where the site is closed or not in operation, the site will be secured to prevent unauthorised vehicular or pedestrian access.

1.6 Waste Storage, Types and Quantities

- 1.6.1 The nature of operations at waste facilities means that certain operational areas may change depending on processing requirements.
- 1.6.2 The waste types handled on site will consist of dry, inert and non-hazardous construction, demolition and excavation waste as defined in the Controlled Waste (England and Wales) Regulations 2012 and Section 75 of the Environmental Protection Act 1990. A detailed breakdown of the waste types allowed for acceptance at the site will be shown in the EP which will appear in Appendix III of this document.
- 1.6.3 If the maximum storage capacity of the site is reached, then no further waste will be accepted until waste can be removed from the site and taken to a suitably permitted or exempt site.

1.7 Exempt activities

- 1.7.1 Activities which are outside the scope of the EP for the site listed in Schedule 3 of The Environmental Permitting (England and Wales) Regulations 2016] will not be carried out at the site. If this were to occur the relevant details would be registered with NRW prior to commencement.
- 1.7.2 Registration - Current and future exemption notifications and register entries will be held in the site office. Registered exemptions are valid for a period of 3 years. If the activity is to be carried on after 3 years, a renewal will be submitted to NRW.
- 1.7.3 Any waste which is stored under exemptions will be clearly labelled on the site plan and kept separate from those wastes on site which are permitted.

1.8 Staffing and management

1.8.1 The site will open for the deposit of waste or for other essential operations during the hours listed in Section 1.5. The table below details the minimum staff numbers required when the site is open for the reception of waste:

Table 1.2 - Staffing Levels

Position	Employees	Responsibilities
Managing Director, Operatives Director, Commercial Director, Marketing Director	4	Office/ administrative duties / Overseeing and co-ordinating all activities which take place on site
Sales Manager, Sales assistants, Transport planners, Accounts assistant	7	Office/ administrative duties
Drivers	6	Drivers
Yard supervisor	1	Overseeing and co-ordinating activities which take place on site
Engineer	1	Waste handling/processing, reception and plant operation
Excavator driver	1	Waste handling/processing, reception and plant operation
Loading shovel driver	1	Waste handling/processing, reception and plant operation
2x telehandler drivers	2	Waste handling/processing, reception and plant operation
2x forklift drivers	2	Waste handling/processing, reception and plant operation
2x packing assistant	2	Waste handling/processing, reception and plant operation

1.9 Health and safety

1.9.1 All operations on site will be carried out in accordance with the relevant requirements of the Health and Safety at Work Act 1974. Conditions of site use for employees, visitors and contractors are shown in Appendix IV. These conditions will be shown to all site users and must be signed prior to using the site. Anyone refusing to comply with the conditions of use will be asked to leave the site.

1.10 Fit and proper persons

- 1.10.1 Simon Hughes is the site's Technically Competent Manager (TCM) and will provide the required attendance time at the facility as required by guidance periodically issued by NRW, on average, this will be at least 20% of the site's operational hours. A copy of TCM's Certificate of Technical Competence (COTC) will always be made available in the site office.
- 1.10.2 The company, through the TCM, will ensure that a nominated deputy is sufficiently trained and familiar with the EP and this EMS document in addition to all relevant company procedures who, in the absence of the TCM, will act the competent person. If either the TCM or deputy is changed, NRW will be informed of the change and the relevant details of the replacement as soon as possible.

1.11 Convictions

- 1.11.1 Dandy's (Chester) Ltd nor any of the relevant people within the company have been convicted of a relevant offence.

2 Site Engineering and Infrastructure

2.1 Site description

2.1.1 The site is located on the Yew Tree Farm, Sealand Road, Sealand, Chester and is comprised of the following:

- A building for use of offices and separate stores for sales of ready-made topsoil and other suppliers for customers.
- An impermeable concrete surface used for the storage of non-waste product for re-sale and despatch.
- A hardstanding area to the east used for the treatment of soils, soil substitutes and aggregates. This area will also store bought in PAS100 compost for topsoil creation.
- A hardstanding surfaced car park to the west.

2.2 Access and parking

2.2.1 Access and egress to/from the site is via Sealand Road from the south-west. Ample parking is available as shown on YTF/3290/03.

2.3 Site office

2.3.1 The site office is located on the adjacent operating centre. The documents listed below will be retained in the site office.

Documents to be retained in site office
The Environmental Permit (original & any subsequent variations)
This Environmental Management System (EA agreed document)
Current site diary (to record all inspections/visitors to the site)
Natural resources Wales inspection (CAR) forms
In-house inspection sheets/recording forms
Duty of care transfer notes (for 2 years minimum)
Duty of care product notes [(aggregates/topsoil (for 2 years minimum))]
Hazardous waste consignment notes (rejected waste, etc., kept for 5 years)
Waste delivery tickets
Accident book (& 1st aid kit)

2.4 Weighing and categorising loads

2.4.1 There is a weighbridge on site or alternatively all incoming wastes will be calculated using the using conversion factors and/or HGV load capacities. On average each payload of waste will be approximately 18 – 20 tonne.

2.5 Notice board and signs

2.5.1 A notice board is erected at the site entrance and displays the following information:

- The site name and address.
- The name of the permit holder and operator.
- The Environmental Permit number and accompanying statement stating that the site is permitted by Natural Resources Wales.
Natural Resources Wales contact details, Emergency No. and General Enquires No. 0300 065 3000
- Operator's "out of hours" emergency contact details
- Operating hours.

2.5.2 Additional signs are displayed around the site for operational / health & safety purposes. All staff and visitors will be required to comply with the requirements of all signs whilst on site.

2.6 Site security

2.6.1 The site security fencing/infrastructure is clearly shown on shown Drawing No. YTF/3290/03 and in summary comprises the following:

- Lockable access gates to the main entrance to the site shown in the south-west and an automated barrier with number plate recognition.
- The site is surrounded by various ditches and watercourses preventing unauthorised access.
- 24/7 intruder alert remotely accessible CCTV system

2.6.2 The site security will be inspected on a daily basis and any defects which impair the effectiveness of the security will be repaired to the same or better standard within a suitable timescale. All repairs will be noted on the site diary repaired as soon as practically possible. The checklist in Appendix II provides further information.

2.7 Fuel and hazardous fluids storage

2.7.1 The location of the above areas are shown on Drawing No. YTF/3290/03 and procedures for fuel storage on site are as follows:

- Tanks are surrounded by a bund capable of containing a minimum of 110% of the volume of fuel stored in the tank.
- All pipework and associated infrastructure will be enclosed within the bund.
- A lock will be fitted to the tank valve to prevent unauthorised operation.
- All valves and gauges on the bund will be constructed to prevent damage caused by frost.
- No combustible waste will be stored within 6 metres of the tank.

- 2.7.2 The tanks are clearly marked showing the product within and also their capacity. In addition to daily checks by staff for the tank's integrity, the tanks are also alarmed to ensure the operator notified in advance prior to the tanks being full.

2.8 Rejected Waste

- 2.8.1 Any waste which is rejected will be stored in a quarantine skip with a maximum capacity of and removed from the site the skip container is full. The location of this skip may vary as operating conditions permit (i.e. to permit the loading of rejected wastes but clear labelling and management control will ensure its use as specified). Rejected waste will be recorded on form YTF/RF/2 or similar.

2.9 Drainage

- 2.9.1 All storage and treatment of waste and non-waste material takes place on an impermeable concrete surface or hardstanding surface which is consistent with condition 2.3 of the permit. The site does not store any waste material which has the potential to leach. This is illustrated on Drawing No. YTF/3290/03.
- 2.9.2 Visual inspections of the site will be undertaken daily by trained operational with any noticeable pooling cleared and reported to the TCM or site manager by the end of the working day. In the event of surface water pooling from heavy rainfall events, the operator as part of the ongoing daily inspections the site manager or TCM will inspect the water by eye and any distinctive colouring from either oil or potentially contaminated wastes will be pumped out using a hired in tanker.

2.10 Vehicles, plant and equipment

2.10.1 Waste will be handled using the plant listed in the table below. Additional plant will be hired to cover any very busy periods. Only trained operators will be permitted to drive/operate the plant listed below. Any changes to the list will be notified to NRW prior to implementation. The table details the minimum requirements when the site is operational.

Table 2.1 - Plant & Equipment

ITEM	NUMBER	FUNCTION
Excavators	1 (and 1 hired in busy periods)	Loading/unloading/movement/sorting
Loading shovel	1	Loading/movement
Blender	1	Blending of soils and compost
Screener	1	Screening soil, crushed brick etc.

2.11 Preventative maintenance

2.11.1 The plant / equipment on site may vary depending on the amount of waste to be processed / treated. The list is the maximum that will be on at site at any one time. When the site is closed there may be periods when no plant/equipment is kept on site.

2.11.2 Much of the plant and equipment on site and all vehicles in the fleet are subject to periodic manufacturer maintenance to ensure proper working order in the form of service contracts. Site management undertake or delegate additional preventative maintenance checks on a more frequent basis to ensure, where possible, the machinery is mechanically sound. These checks will be carried out using a preventative maintenance checklist such as YTF/RF/5 in Appendix II. Any outcomes, defects and actions taken will be recorded on this form and/or in the site diary

3 Site Operations

3.1 Preliminary procedures

3.1.1 Guidance will be given by the site operator to all employees, sub-contractors, other waste carriers and customers regarding the waste types which are acceptable at the site (i.e. a copy of the relevant authorisations for the site such as the EP). Generally, one contractor haulier is employed to bring the material to site but if however, waste is to be accepted under sub-contractor or is delivered by other known hauliers then the carrier registration details will be taken prior to them being considered. All haulage operators bringing waste to the site will be periodically checked with NRW to ensure that they are registered. The procedures below will be followed prior to the receipt of soils and aggregates on site.

3.1.2 When a driver employed by the permit holder arrives at the waste producers' premises, he/she will inspect the load for conformity with relevant regulations and safety procedures.

- a) If the load is satisfactory the driver will sign the relevant paperwork (Duty of Care transfer note/delivery ticket) and remove the load from the premises.
- b) If the waste does not meet the description stated on the controlled waste transfer note the customer is advised to check the note and give a more detailed description of the waste.
- c) If the more detailed description of the waste reveals that the waste is not/permitted at the recycling centre then the customer is advised that the waste must be taken to another site which is appropriately permitted to accept the waste(s).
- d) If further instructions are needed the driver may also report back to the site manager.
- e) Where it is suspected that the details given on the transfer note are incorrect NRW may be contacted for advice.
- f) Where the load contains soil from an industrial site the procedures in Section 3.4 will be followed.

3.1.3 If further instructions are needed the driver may also report back to the site manager.

3.2 Checking in & inspection of loads (general)

- 3.2.1 All incoming vehicles are required to report to the site office where their credentials can be checked prior to tipping. The details of the load will be recorded and the duty of care note/company documentation will be further checked by the operator to ensure that the load is acceptable at the site, including a visual check prior to the vehicle proceeding to the relevant tipping area shown on Drawing No. YTF/3290/03. Any deviation from the procedures or problems with any loads will be reported to the site manager and may result in tipping facilities being suspended for the offending company. Loads which are not acceptable within the above terms will be rejected and returned to the producer.
- 3.2.2 All vehicle drivers must report to the site/weighbridge office upon arrival at the site. Each load will be weighed, recorded and its contents inspected. All waste accepted on site will be directed to the appropriate reception area.
- 3.2.3 Once a load has been accepted the driver will be asked to unsheet the vehicle (if it is sheeted) and a visual inspection of the contents will be carried out to ensure that the material complies with the EP. If non-compliant waste is discovered before deposit, the load will not be accepted, the driver will be informed to leave the site and dispose of the material at alternative facility. In cases where the presence of unauthorised or unusual waste is discovered during initial inspection, NRW will be contacted immediately to agree a course of action.
- 3.2.4 The nature of bulk loads makes full inspection difficult until the load is deposited. If the load is considered acceptable the driver will be instructed to deposit it to appropriate area on site.
- 3.2.5 Loads are also examined at the point of unloading. If they are found to be unacceptable at this point the load will be either quarantined or reloaded and removed within a timescale agreed with NRW. If small levels of contamination are noted they are handpicked and reject material placed in a skip for safe disposal.

- 3.2.6 If hazardous waste or suspected hazardous waste is deposited on the site the material will be isolated with precautions taken to absorb any spillages and the area cordoned off. NRW will be contacted as a matter of urgency and the material left in situ until removed under NRW' instruction.

3.3 Checking in & inspection of loads

- 3.3.1 Each load of material described as inert or excavation waste is assessed for visual signs of contamination such as plastic, glass or metal within the material. If a load is deemed unacceptable for purposes of creating quality aggregate or topsoil then it will be returned to its source or directed to an alternative site.
- 3.3.2 Loads are also examined at the point of unloading. If they are found to be unacceptable, the load will be reloaded onto the delivery vehicle and undergo the actions stated in Section 3.2.2. If small levels of physical contamination are noted (plastics, wood, metal, etc.) they are handpicked and taken to a HCI transfer station.
- 3.3.3 If hazardous waste or suspected hazardous waste is deposited on the site the material will be left alone with precautions taken to absorb any spillages and the area cordoned off. NRW will be contacted as a matter of urgency and the material left *in situ* until removed under NRW's instruction.

3.4 Waste acceptance procedure (inert & excavation waste)

- 3.4.1 For the protection of the operator and site supervisor any loads containing excavated soil i.e. EWC code 17 05 04 or 20 02 02 from an industrial site which could also include CDE sites, the waste must be accompanied by written documentation to demonstrate that the soil is not contaminated by way of waste analysis in line with Technical Guidance WM3 "Guidance on the classification and assessment of waste (1st Edition v1.1)".
- 3.4.2 To ensure that only non-hazardous wastes are accepted, the following information will be requested from waste producers (if relevant) at the start of each contract to ensure compliance with the EP and WM3:

- i) A desk survey which has identified past uses of the excavation/construction site.
- ii) A ground sampling plan including both surface and sub-surface sampling.
- iii) Following analysis of the samples an environmental / human health risk assessment which identifies areas of the site that require remediation or soil removal.
- iv) Waste soil classification in line with WM3
- v) All information relating to the site investigation was retained and passed to subsequent holders of waste.
- vi) Name and address of the site from which the waste was excavated/produced.
- vii) Detailed waste description, including EWC code.

3.4.3 The operator reserves the right to refuse such loads and contact NRW where necessary (prior to acceptance of the loads) to ensure that the load is acceptable.

3.5 Waste deposit & handling

3.5.1 Once a load has been accepted by the operator, the contents will be discharged into the appropriate reception, storage and treatment area as shown on Drawing No. YTF/3290/03.

3.5.2 The majority of wastes will be accepted under EWC codes and tipped into the following areas on site:

- 17 01 07 - mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06
- 17 05 04 - soil and stones other than those mentioned in 17 05 03
- 20 02 02 - soil and stones

3.6 Soils & aggregates treatment procedure

3.6.1 On site processing using mobile plant is required to produce material to the desired specification for re-sale on the commercial market.

3.6.2 Below shows the procedure of the treatment operations carried out on site:

SCREENER

- Waste will be loaded into the feed hopper of the screening plant will be loaded using a 360° tracked excavator equipped with a bucket. This process will then separate the soil from the stone/hardcore.
- The screening plant utilises a vibrating grid with evenly spaced vertical bars to separate out the different factions within the material. Such screens have interchangeable mesh screens to permit the production of a wide range of product sizes (<3 mm to 20 mm).
- Soil will be discharged into two different stockpiles depending on its size via conveyors.
- The stone/hardcore material off the front conveyor of the screener should consists of stone/hardcore which will consist of a saleable aggregate.

3.7 Standard operating procedures for topsoil

3.7.1 The site uses PAS 100 compost and clean soil to create BS 3882:2015 topsoil. All topsoil manufactured has been tested to meet BS 3882:2015. Any manufactured topsoil arising from waste processing will leave the site as the waste and accompanying waste transfer note with the EWC code of 19 12 12 and description of manufactured topsoil.

3.8 Waste/product removal and export

3.8.1 When a collection vehicle arrives at the site to remove waste material or product, the driver will be instructed to report to the site office to confirm their identity. All relevant documentation will be completed and the vehicle will be passed to pick up the load and take it to the designated recycler/disposal site (if the outgoing material has not been fully recovered on site). The product or waste will then be loaded using the excavator

3.8.2 The operational outputs and residues produced by the site and the disposal or recovery routes envisaged are detailed as follows:

- a) Some materials will not be recovered after processing (or will not be fit for use at recovery sites) such as clays and some soils. These materials may be disposed at suitably permitted landfill site.

- b) Rejected material will be removed from site as detailed in Section 2.6.
- c) Waste unsuitable for processing i.e. inert clayey soils will be sent to a suitably permitted site.

3.9 Record keeping

3.9.1 Dandy's (Chester) Ltd use detailed waste transfer and product notes in paper and electronic form to ensure compliance with the Waste Duty of Care Code of Practice - March 2016 (Section 34(9) of the Environmental Protection Act 1990). The following points detail the correct information required in order to comply with the Waste Duty of Care Code of Practice which the operator will provide on all documentation:

- a written description of the waste which has been agreed and signed by the operator and the next holder. The description is part of the waste information the operator will provide.
- a statement confirming that the operator has fulfilled the duty to apply the waste hierarchy as required by regulation 12 of the Waste (England and Wales) Regulations 2011 (see Waste Hierarchy Guidance for England and Wales)
- the description of the waste is accurate and contains all the information required to ensure the lawful and safe handling, transport, treatment, recovery or disposal by subsequent holders, including classification of the waste by using the appropriate codes (referred to as the List of Wastes (LoW) or European Waste Catalogue (EWC)) - Appendix A of the Waste Classification Technical Guidance provides a list of the codes as well as advice on how to assess and classify waste.
- the quantity and nature and whether it is loose or in a container, if in a container, the type of container
- the time and place of transfer
- the SIC code of the transferor (current holder of the waste)
- the name and address of the transferor and transferee (person receiving the waste) and their signatures (the signature can be electronic as long as an enforcement officer can view it)

- the capacity in which the transferor and transferee are acting (e.g. as a producer, importer or registered waste carrier, broker or dealer) and their relevant authorisation to act in that capacity (e.g. their permit number or registration number)
- For non-hazardous waste this will be done by using:
- a paper WTN and form to fill in or alternative documentation e.g. an invoice, as long as it contains all the required information.
- a season ticket which is a single waste transfer note that covers a series of non-hazardous waste transfers. The season ticket will last up to one year and be used for regular transfers of the same type of non-hazardous waste with the same carrier. If the operator has several sites serviced by the same carrier with the same types of waste collected, these can be listed in a schedule to the season ticket. The operator will keep a record of the collection times and the quantity of waste.

3.9.2 A waste information note will not be required for non-hazardous waste if the waste holder does not change on the transfer of waste e.g. the waste is moved to other premises belonging to the same business. However, it is best practice that the business understands who has responsibility for that waste and a record is kept of internal transfers for audit purposes.

3.9.3 **Hazardous waste:** The site will not be accepting any hazardous waste into the site and if any hazardous waste or non-conforming waste is to be removed, it will be done so using a fully completed hazardous waste consignment note and sent to a suitably permitted site. The records of which will be kept for 5 years.

3.9.4 A summary of waste types and quantities deposited at and removed from the site and origin and destination details are then forwarded to NRW, with submission due within one month of the end of each quarter as below:

- a) Quarter 1: January to March (due on or before 30th April)
- b) Quarter 2: April to June (due on or before 31st July)
- c) Quarter 3: July - September (due on or before 31st October)
- d) Quarter 4: October - December (due on or before 31st January of the following year)

3.9.5 Outcomes of inspections of waste types, transfer/treatment areas, storage areas, drainage, infrastructure etc., will be recorded on-site inspection form and detailed comments will be entered into the site diary (including action taken or proposed). YTF/RF/4 (or similar).

3.9.6 Complaints will be recorded; YTF/RF/7 is included as an advisory. Section 4.9 demonstrates further action on the event of any complaints received.

3.10 Management techniques

3.10.1 All measures necessary to achieve a high level of protection of the environment and to ensure that the site is operated in accordance with this EMS and EP conditions will be strictly adhered to.

3.10.2 The manner in which the facility is managed is a critical element in ensuring emissions from the site operations are minimised. Therefore, management of this facility will ensure:

- a) staff are competent to manage and operate the facility i.e. fit and proper persons;
- b) waste acceptance procedures are in place;
- c) appropriate storage and handling procedures are in place;
- d) waste/product despatch procedures are in place;
- e) procedures and control techniques in place to minimise potential emissions to air, land and water;
- f) there is an EMS, i.e. this document, in place to ensure standards are maintained, including incidents and complaints management procedures;
- g) a communication programme is in place; and,
- h) a health and safety programme is in place and is coherently conveyed to all staff and rigorously enforced throughout the whole of the organisation.

3.11 Site closure plan

3.11.1 In the event that the site ceases to operate as a waste transfer/treatment facility as set out in the site's EP, the following steps will be followed to achieve site closure:

- a) Contact NRW to advise the Environment Officer(s) that the site is planned to cease / has ceased the acceptance of wastes under the permit.
- b) The amount of residual processed and unprocessed waste on site will be assessed by the TCM to set a timetable for the final processing and timely removal of waste from site.
- c) Following removal of all waste, plant and machinery from site a Site Investigation will be undertaken to ascertain the ground conditions of the land to which the site relates.
- d) A surrender application will then be submitted to NRW for determination.

4 Environmental Control, Monitoring and Reporting

4.1 Breakdowns and spillages

- 4.1.1 In the event of breakdown of the loading plant, an alternative machine will be brought on site until it is repaired. If an alternative machine cannot be used then waste will be stored securely until the plant is repaired. The repair will be carried out at the most convenient location with absorbents used to clear oil or fuel spillages.
- 4.1.2 All site surfaces will be inspected daily when the site is in operation. Debris will be swept as required and placed in a skip for disposal to a suitably permitted site.
- 4.1.3 Any spillages of fuel/oil 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 permitted site for disposal. All spillages of waste and windblown litter will be cleared by the end of the working day in which they occur. Spillage clearance procedures are detailed in Section 5.4.
- 4.1.4 All wastes liable to give rise to contamination will be removed from the site if the site is not secure or if operations cease or are temporarily suspended.

4.2 Site inspections and maintenance

- 4.2.1 The type and inspection frequencies for maintenance/housekeeping are listed on record form YTF/RF/4 as an advisory. The inspection form will be completed by a person who is familiar with the requirements of the EMS and EP for the site. All details of defects, problems and repairs carried out will be recorded on the form on the day that each event occurs. Detailed comments may also be recorded in a site diary. All repairs will be carried out as soon as practically possible.
- 4.2.2 All repairs to site security will take place as soon as practically possible and the site will be made secure until the repair has been carried out. Any major defects found during the daily site inspection will be repaired as soon as practically possible.

4.3 Control of mud and debris

- 4.3.1 Vehicles will be visually inspected before exit to check that loads are safe and that no mud is carried up the access track which could spill onto the A53 from the wheels or bodies of HGVs. Visual inspections of the vehicle running surfaces at the site will also be carried out daily and staff will report any problems with mud or debris on the site roads immediately to the site manager.
- 4.3.2 The deposit of material on the access road or public highway will be treated as an emergency and will be cleared immediately by the operator using either a brush or vacuum tanker/road sweeper if necessary. Silt will not be washed into roadside drains or gullies or via the drainage system.

4.4 Control of dust

- 4.4.1 The operator is aware that the containment of dust on site and the prevention of its escape is paramount to operational compatibility with local businesses and residents.
- 4.4.2 A series of dust mitigation measures are implemented on site and when site conditions dictate to ensure dust emissions are controlled as far as is practically possible. The measures include:
- sheeting of vehicles delivering waste to the site;
 - sheeting of vehicles transporting potentially dusty loads off site;
 - cleaning of any spillages using wet cleaning methods;
 - stockpiles will be kept to a minimum as operating conditions allow;
 - drop heights **ALWAYS** minimised to prevent dust emissions.
 - A constant water supply will be available on site which can be used for dust suppression in all dry, hot weather conditions.
 - Road sweepers available which benefit from high pressure spray bars.

4.4.3 Site operatives will continuously monitor dust emissions whilst the site is in operation and will report back to the site supervisor for advice if required. The site supervisor will make a formal visual inspection of dust emissions at least three times per day. Results of monitoring will be entered into the site diary/record forms.

4.4.4 The deposit of material on the access road or public highway will be treated as an emergency and will be cleaned immediately using a brush or a road sweeper/vacuum tanker if necessary.

4.4.5 In the unlikely event that dust levels result in complaints; a bowser can be sourced to dampen down dusty stockpiles and site surfaces to prevent any further dust generation.

4.5 Odour control

4.5.1 Strict turnaround times for any wastes which could give rise to odours will mean that the site will present a low risk of odour nuisance. If malodorous waste is deposited on site it will be consigned to the skip for rejected waste or removed from the site immediately.

4.5.2 The complaints procedure in record form YTF/RF/7 will be rigorously enforced should a third-party complaint be received from a public or private source.

4.6 Litter control

4.6.1 Given the nature of wastes accepted at the site, the risk of litter escaping the site boundary is deemed very low/negligible.

4.6.2 The greatest risk of litter would be during windy conditions. The site will be operated to a lesser degree during these conditions giving due regard to the potential effects of windblown litter.

4.6.3 Daily inspections for litter will be carried out for the presence of windblown litter and operatives will be instructed to collect the litter and place it in a skip for disposal/recovery before the end of the working day. In any event, all light waste will be placed in skips before

the end of the working day. Regular checks of the areas immediately beyond the site boundary will be carried out by site operatives.

4.7 Control of pests, birds and other scavengers

4.7.1 It is unlikely that vermin will present a problem, due to the waste types handled at the site, but a recognised pest control contractor will be brought in within 48 hours if any problems are encountered. The site will be inspected daily for the presence of vermin and the results of the inspection noted in the site diary or site inspection form.

4.8 Control and monitoring of noise & vibration

4.8.1 The location and surrounding industrial uses will mean noise associated with the operations will not greatly increase the existing noise level in the surrounding area. The waste operations will be carried out using the best practicable means at all times.

4.8.2 The likely sources of noise arising from the development; and, the actions to be taken / procedures to be followed or planned in order to prevent or minimise levels are shown on the table overleaf.

Table 4.1 - Noise Management Table

<i>Potential Noise Source</i>	<i>Action to be taken to prevent or minimise noise</i>
HGVs travelling to and from the site for delivery/collection of wastes/products.	All vehicles are required to be driven onto and off site with due consideration for neighbouring premises. HGV movements will be spread out evenly throughout the day.
Loading/unloading of waste delivery vehicles	Vehicles must be well maintained and operated with silencers. Moving parts to be regularly lubricated. All vehicles must be driven slowly around the site (5mph site speed limit). Engines to be switched off when not in use. Reversing alarms to be preferentially fitted with white noise alarms to minimise impacts on neighbouring sites. No shaking of vehicle bodies whilst raised.
Operation of screening plant	Engines to be switched off when not in use. Plant to be well maintained and operated with silencers. Moving parts to be regularly lubricated. Operation of the screening plant in strict accordance with the hours set out in Section 1.5 of this EMS will ensure any impact on the surrounding area is minimised during 'unsociable' hours when surrounding industrial operations are less intensive or dormant
Operation of loading plant (i.e. telehandler/360)	Drop heights to be kept to a minimum, particularly when loading empty tipper wagon/skip/container to minimise noise/vibration. Engines to be switched off when not in use. Plant to be well maintained and operated with silencers. Moving parts to be regularly lubricated. All vehicles must be driven slowly around site. Loading plant/machinery will only be operated at ground level, i.e. never on stockpiles.
Small vehicles travelling to and from the site (e.g. staff and visitor's cars, courier van deliveries etc.)	All those working on and visiting the site to be made aware of need for considerate driving and keeping vehicles well maintained. Small vehicles will arrive marginally earlier than the main site operating hours.

4.9 Complaints procedure

- 4.9.1 Any third-party complaints received will be recorded on form YTF/RF/7 and will include a record of the complaint, particulars of the complainant and details of any action taken to alleviate the problem to ensure the likelihood of a future third party complaint is minimised.

5 Emergency & Contingency Procedures

5.1 General

5.1.1 In addition to obligations imposed by RIDDOR '13 (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) the permit holder will notify NRW of any serious injuries to employees of Dandy's (Chester) Ltd, other site users or members of the public arising as a result of operations on site. Minor injuries such as cuts and grazes etc. will be recorded in the accident book on site. Separate procedures will be used for different types of emergency. An emergency at the site is defined by the site management as follows:

“Any incident which is likely to result in harm to human health or pollution of the environment or serious breach of permit conditions and serious detriment to the amenities of the locality.”

5.1.2 For all emergency situations, the deposit of any further waste will be suspended where necessary to allow action to be taken safely. If necessary, staff and other users of the site will be evacuated to an area which is a safe distance away from the hazards. Staff handling the emergency will be provided with and trained to use the necessary PPE (personal protective equipment) unless the manager instructs them that the hazard is too severe and outside help is needed from the emergency services or specialist waste contractors. A visitor's book will be kept to check who is on site at all times.

5.2 Fire

5.2.1 No waste will be burnt, and no fires will be allowed on site. In the event of a fire occurring on site, the operator/site supervisor will exercise his judgement and extinguish the fire with the water hose or suitable fire extinguisher and/or call the fire service for assistance. Any fires will be reported to NRW on the working day that they occur. All staff will be evacuated from the site if necessary. Smoking is not permitted on site. Firefighting residues will be disposed of to a permitted waste management facility.

- 5.2.2 The following actions will be taken when a fire is detected or suspected (Site operatives):
- a) DON'T PANIC
 - b) RAISE THE ALARM (IF NOT DONE SO ALREADY)
 - c) NOTIFY THE SITE MANAGER (IF SAFE TO DO SO)
 - d) **DO NOT TRY TO TACKLE THE FIRE YOURSELF UNLESS YOU ARE TRAINED IN DOING SO AND YOU ARE SURE OF THE NATURE AND SOURCE OF THE FIRE**
 - e) LEAVE THE SITE USING THE MAIN ACCESS GATES AS QUICKLY AND AS ORDERLY AS POSSIBLE
 - f) ASSEMBLE AT THE SPECIFIED FIRE ASSEMBLY POINT WHICH IS LOCATED BY THE SITE ACCESS GATES.
 - g) THE SITE MANAGER OR DELEGATED OPERATIVE WILL BE IN CHARGE OF CALLING THE EMERGENCY SERVICES ON A999" AND ENSURING THAT ALL PERSONS WHO WERE WORKING ON THE SITE OR WHO SIGNED IN TO THE VISITOR'S BOOK ARE ASSEMBLED SAFELY
 - h) INFORM ALL NEIGHBOURING PREMISES WHO ARE LIKELY TO BE AFFECTED
 - i) INFORM NATURAL RESOURCES WALES
 - j) DO NOT RETURN TO THE SITE UNTIL YOU HAVE BEEN GIVEN THE ALL CLEAR BY THE EMERGENCY SERVICES AND THE SITE MANAGER

5.3 Breakdowns

- 5.3.1 In the event of plant breakdowns, alternative plant will be sourced until the existing plant is repaired to prevent potential over stockpiling of waste. If an alternative plant cannot be used then waste will be stored securely until the plant is repaired and if necessary, waste will be diverted to an alternative site. The repair will be carried out at the most convenient location with absorbents used to clear oil or fuel spillages.
- 5.3.2 Essential spares for plant maintenance are kept on site to ensure a repair can be carried out efficiently.

5.4 Spillages

- 5.4.1 Fuel which may be stored on site will be contained within a bunded receptacle/container to contain any primary leaks. If any oil and vehicle maintenance chemicals are kept on site, they will be stored securely. In the event of a spillage a spill containment kit (absorbent pads, booms or granules) will be used to prevent further spillage and the contaminated absorbents placed in a skip for disposal to a suitably permitted facility.
- 5.4.2 Any wastes which would be classified as having the potential to cause polluting runoff will be stored within a concrete area.
- 5.4.3 All site surfaces will be inspected daily for the presence of spillages when the site is in operation. Debris will be swept as required and placed in a skip for further processing on site and sent to a suitably permitted site.
- 5.4.4 All wastes liable to give rise to contamination will be removed from the site within an EA agreed timescale.

5.5 Drums

- 5.5.1 The deposit of drummed waste will not be allowed at the site. If a drum is concealed within a skip and is not observed until the skip is deposited in the waste reception area 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 NRW 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 permit 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 permitted 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 will be brought in to assist. If necessary, staff will be evacuated from the site or to a safe area within the site and all occupants of neighbouring properties will be informed.

5.6 Adverse reactions

- 5.6.1 No wastes are accepted which will react to present such a hazard. If unauthorised waste is found in a load and does present such a hazard the same procedures as for the deposit of drums (above) shall apply.

5.7 Staff shortages

- 5.7.1 In the event of unforeseen staff shortages arising from illness, suspension or no shows, the operator will make a judgement whether to reduce the number of incoming loads and divert material to an alternative site. The operator will then seek further employment within a timely manner to ensure the site can continue to operate at its required capacity.

5.8 Adverse weather conditions

- 5.8.1 **High winds** - There will be no sorting, processing or treatment of any wastes which are likely to be blown around during conditions of high winds. Vehicles leaving the site will be sheeted to comply with the requirements of the Duty of Care legislation.
- 5.8.2 **Poor visibility** - The site will not operate in conditions of poor visibility such as dense fog to reduce the risk of vehicle collision.

5.8.3 **Droughts / warm weather** – The site would source further dust suppression equipment if dust became a nuisance due to these weather conditions.

5.8.4 **Long periods of rainfall or flood events** – Due to the site's surface and potential for mud tracking off site. Vehicles will undergo a stringent check and vehicle chassis would be washed down using hoses to reduce the risk of mud tracking off site. If this isn't suitable, the operator would source a road sweeper until weather conditions improve.

5.8.5 The operator will set up a notification alert with the Met Office to receive prior notifications of the above unforeseen adverse weather conditions to ensure mitigation can be put in place prior to the event. The site may be forced to close during events which could cause a significant risk to staff, human health or the environment.

5.9 Closure of destination sites

5.9.1 In the event of destination site closures or seasonal demands for wastes leading to a longer storage duration, the operator can divert incoming waste and send stored waste to alternative sites or use NRW's public register to search for alternative sites who could take this material and then contact the destination site. The operator has more than one contract set up for outlets of material to plan for this event.

5.10 Operational failure

5.10.1 The manager will be contacted by staff in the event of any operational failure such as the breakdown of plant, systems or equipment and will decide whether operations are to continue or be suspended prior to corrective action being taken. Serious operational failures, which result in the closure of the site, will be recorded in the site diary.

5.11 Bomb scare

- 5.11.1 In the unlikely event of a bomb scare, the site will be evacuated, and the police contacted. The police will then assume control of the site until the threat has been verified or the device defused and removed. NRW will be kept informed of the events on site.

6 Training for Site Staff

6.1 Training needs assessment

6.1.1 All new and existing site staff are subject to a specific training regime based on their responsibilities to ensure all operations are carried out without harm to the environment or amenity of the surrounding area. Training in all aspects of the site and waste operations at the site with regard to the individual responsibilities of the site staff will help to prevent incidents occurring which may have an adverse impact on the environment and/or the employees and their co-workers.

6.1.2 An employee training record YTF/RF/6 is provided in Appendix II which details a list of the training needs of all new site staff and also serves as a training review for existing site staff which will be carried out annually or a period set at the operator's preference.

6.2 Site rules and infrastructure training

6.2.1 This information is provided to all employees, visitors and contractors with a full understanding of the site's conditions of use, which is communicated and documented at induction for all staff with specific induction for visitors and contractors.

6.2.2 Competency should be demonstrated within this field to ensure the employee is fully aware of the site's surroundings and operations to ensure their safety and compliance with specific operating conditions at the site.

6.3 Emergency procedures training

6.3.1 All employees are required to be familiar with the Environmental Controls in Section 4.0 and the Emergency Procedures as detailed in the Section 5.0.

6.3.2 In addition to normal operating conditions as specified in the site rules, employees must also be trained in dealing with eventualities which may occur outside the scope of normal

operating conditions, so they are aware of how to deal with these situations in advance of an occurrence.

6.4 Fire safety / firefighting training

6.4.1 Management must provide all employees with appropriate fire safety training with regard to their individual responsibilities.

6.4.2 Emergency procedures detailing what measures employees should adopt should a fire occur at the site are detailed in Section 5.2 and are covered by the 'emergency procedures' training (see Section 6.3).

6.4.3 Regular fire drills are undertaken by site management to ensure proper procedures are followed by employees in the unlikely event that a fire incident occurs. These will be unannounced drills and will not form part of the induction or review training as specified in Section 6.1.

6.4.4 All training in relation to fire will be undertaken by site management who have been trained by a suitable Fire Risk Consultant. All training records will be kept within the site office.

6.5 Recognition of waste types training

6.5.1 All employees are given induction training and subsequent regular training to identify those waste types which are permitted for acceptance at the site under the site's EP and those wastes which are not. This will include specific training to identify those common wastes which may be found following deposit and are not permitted at the site and will also include more obscure wastes and how to handle these wastes safely. All employees are advised that they should refer any unrecognisable or unknown wastes to senior management, who should, in turn, follow procedures outlined in the EMS and/or contact NRW to agree a suitable method for removal.

6.5.2 Training is provided to all site users who handle waste on site and those in charge of administration and reporting. In-depth training will also be provided to drivers responsible

for collecting wastes from the site of production in accordance with Section 3.0. They will be trained to identify any wastes not covered by the EP for the site and inform the producer that an alternative facility must be sought for any non-compliant wastes.

6.6 Storage areas / limits training

6.6.1 Those employees who carry out their responsibilities at the site and those in senior posts must be trained to identify appropriate waste storage areas to ensure that waste storage operations comply with the requirements of the EP for the site.

6.6.2 Employees in these roles must also be trained to recognize storage limits to ensure that they are in accordance with those specified in Section 1.6.

6.7 Vehicle / plant preventative maintenance training

6.7.1 This training is provided specifically for the vehicle and plant operators in order to ensure that all plant and machinery is checked regularly to prevent any occurrences which may lead to any adverse impacts on the environment or human health.

6.7.2 Training will be in accordance with Section 3.9 of this document and will be based on the preventative maintenance schedule supplied by the plant/equipment manufacturer.

6.7.3 The same training will be provided to senior management enabling a dual-level maintenance programme.

6.8 Duty of care training

6.8.1 All employees dealing with consignments of waste are trained in the completion of Duty of Care Waste Transfer Notes and the appropriate auditing of destination sites and/or contractors to ensure compliance.

6.9 Plant operation training

6.9.1 Any employees who are required to operate loading or treatment plant for the movement or processing of waste will be required to undertake the necessary qualifications for the operation of the specific item of plant in question. This will be required prior to operating the plant and will be obtained through necessary external certification programmes.

6.9.2 Regardless of general plant operation certification, all operatives will be fully inducted in the operation of the specific make and/or model of plant used on site.

6.10 Permit / Management System training

6.10.1 All employees will be inducted into the operating conditions as prescribed in the EP for the site. Whilst much of the above training will provide specific guidance on many aspects of these documents, all employees will be made aware of the location of the EP and EMS in the site office. All managerial positions will be made fully aware of the site's operating conditions.

6.11 Training for contractors

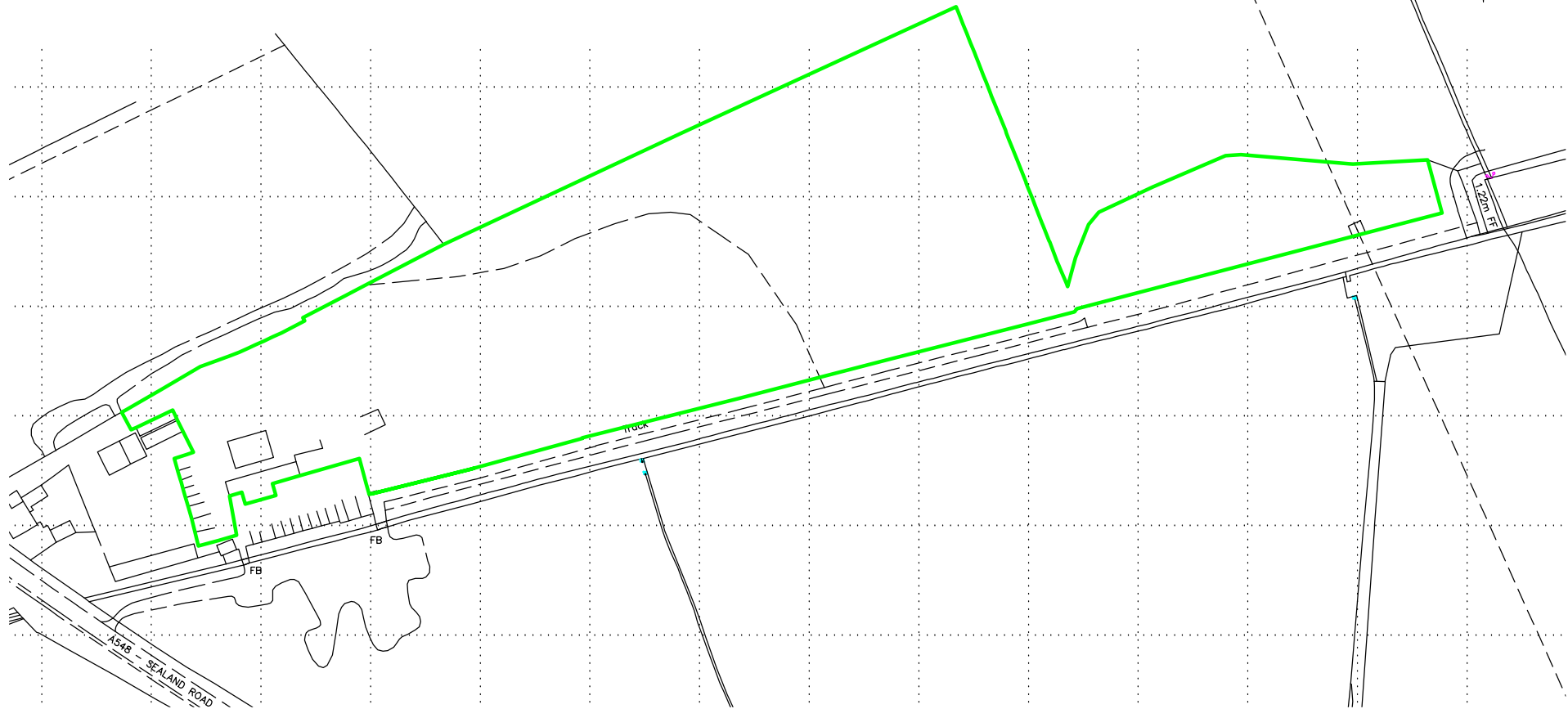
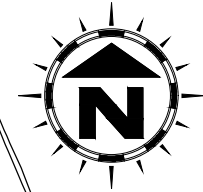
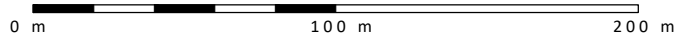
6.11.1 General site training will be provided to any contractors who are working on the site on a temporary basis as described in Sections 6.2, 6.3 and 6.4 above.

6.11.2 Additional training will be provided to contractors in their area of expertise. If they are dealing with specific items of plant/machinery, site operating conditions and a general understanding of the EP conditions will be provided to prevent any adverse impacts on the environment.

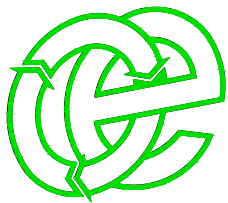
Appendix I

Drawings

Scale Bar (1:2,500)



Oaktree Environmental Ltd
Waste, Planning and Environmental Consultants



Lime House, Road Two, Winsford, Cheshire, CW7 3QZ
t: 01606 558833 | e: sales@oaktree-environmental.co.uk

DRAWING TITLE
PERMIT BOUNDARY PLAN

CLIENT
Dandys (Chester) Ltd

PROJECT/SITE
Yew Tree Farm, Sealand Road, Sealand,
Chester CH1 6BS

SCALE @ A4	CLIENT NO	JOB NO
1:2,500	3290	001

DRAWING NUMBER	REV	STATUS
YTF/3290/02	A	Issued

DRAWN BY	CHECKED	DATE
CP	--	18.05.23

KEY:

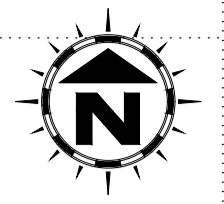
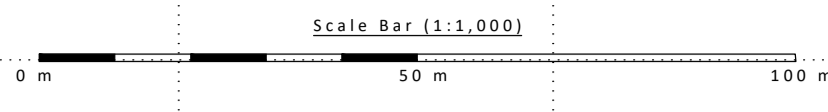
Permit boundary

NOTES

Drawing for indication only. Reproduced with the permission of the controller of H.M.S.O. Crown copyright licence No. 100022432. This drawing is copyright and property of Oaktree Environmental Ltd.

REVISION HISTORY

Rev:	Date:	Init:	Description:
-	17.05.23	CP	Initial drawing
A	18.05.23	CP	Updated EP boundary



Key:

	Permit boundary		Spill kit
	Waste storage areas (indicative only)		Fire fighting equipment (extinguishers, etc.)
	Product (non-waste) storage (indicative only)		Access routes for emergency vehicles and site plant manoeuvring areas
	Processing areas (screening, blending)		Fire alarm
	Other buildings (offices, etc.)		Plant shut off
	Mixture of tarmac and concrete surface		Fire assembly point
	Landscaped/grass areas		CCTV cameras (indicative)
	Hardstanding / free draining		
	Concrete interlocking block walls		
	Mains water point		

NOTES
Drawing for indication only. Reproduced with the permission of the controller of H.M.S.O. Crown copyright licence No. 100022432. This drawing is copyright and property of Oaktree Environmental Ltd.

REVISION HISTORY			
Rev:	Date:	Init:	Description:
-	18.05.23	CP	Initial drawing
A	08.08.23	CP	Drawing issue

Appendix II

Record Keeping Forms Examples

DANDY'S (CHESTER) LTD
REJECTED WASTE - RECORD FORM YTF/RF/2

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

	DANDY'S (CHESTER) LTD SITE INSPECTION FORM – YTF/RF/4
--	--

WEEK STARTING

TYPE OF INSPECTION	FREQ	DAY						
		M	T	W	T	F	S	S
SITE ENTRANCE/NOTICE BOARD	WEEKLY							
SECURITY - GATES	WEEKLY							
SECURITY - FENCING	WEEKLY							
SITE ROADS (CLEAR FROM HAZARDS)	DAILY							
IMPERMEABLE CONCRETE AREAS	DAILY							
BUND AROUND CONCRETE PAD (INTEGRITY)	DAILY							
WATER DRAINING (FUNCTIONING)	DAILY							
WASTE CONTAINERS	DAILY							
WASTE STORAGE LIMITS SOILS	WEEKLY							
WASTE STORAGE LIMITS HARDCORE	WEEKLY							
WASTE STORAGE LIMITS OTHER	WEEKLY							
REJECTED WASTE TYPES / STORAGE	WEEKLY							
NOISE LEVELS	DAILY							
FIRES (ANY INCIDENTS REPORTED)	DAILY							
NO SMOKING SIGNS IN PLACE	MONTHLY							
SPILLAGES & ABSORBENTS	DAILY							
FUEL TANK/BUND INTEGRITY	WEEKLY							
LITTER	DAILY							
DUST	DAILY							
ODOUR	DAILY							
VERMIN	DAILY							
RECORDS	WEEKLY							
COMPLAINTS RECEIVED	AS REQUIRED							
OTHER (SEE NOTES BELOW)	AS REQUIRED							
INSPECTION CARRIED OUT BY								

	NOTES/ACTION (CONTINUE ON A SEPARATE SHEET IF NECESSARY):

CHECKED BY		SIGNATURE	
POSITION		DATE	
<i>Sheet</i>		<i>of</i>	

DANDY'S (CHESTER) LTD

EMPLOYEE TRAINING NEEDS ASSESSMENT / REVIEW - YTF/RF/6

EMPLOYEE NAME				DATE COMPLETED			
POSITION				REVIEW DUE			
TRAINER				OUTCOME	PASSED		
POSITION					FURTHER TRAINING REQUIRED		
CARRIED OUT /SIGN OFF >	Y/N	SIGNED BY EMPLOYEE	SIGNED BY TRAINER		Y/N	SIGNED BY EMPLOYEE	SIGNED BY TRAINER
ENVIRONMENTAL PERMIT				FIRE PREVENTION PLAN			
MANAGEMENT SYSTEM				FIRE SAFETY			
SITE RULES				EMERGENCY PROCEDURES			
RECORD KEEPING / TRANSFER NOTES				STORAGE /PILE SIZE LIMITS			
RECOGNITION OF WASTE TYPES				STORAGE DURATION			
SECURITY				FIRE DETECTION			
VEHICLE CHECKS				FIRE ALARMS			
PLANT OPERATION				FIRE FIGHTING EQUIPMENT			
PLANT CHECKS				FIRE WATER CONTAINMENT MEASURES			
AMENITY - LITTER, ODOUR, PESTS etc.				SPILL CLEARANCE			
NOTES AND ACTIONS:							

**DANDY'S (CHESTER) LTD
COMPLAINTS REPORT FORM (YTF/RF/7)**

Date Recorded:	Reference Number:
Name and address of caller	
Telephone number of caller	
Time and Date of call	
Nature of complaint (noise, odour, dust, other) (date, time, duration)	
Weather at the time of complaint (rain, snow, fog, etc.)	
Wind (strength, direction)	
Any other complaints relating to this report	
Any other relevant information	
Potential reasons for complaint	
The operations being carried out on site at the time of the complaint	
Follow Up	
Actions taken	
Date of call back to complainant	
Summary of call back conversation	
Recommendations	
Change in procedures	
Changes to Environmental Management System (EMS)	
Date changes implemented	
Form completed by	
Signed	
Date completed	

COMPLAINT RECORDING PROCEDURE:

Any complaints received will be recorded on form YTF/RF/7. This form will normally be completed, signed and dated by the Site Manager; if they are not available the Office Manager will complete the form.

- 1) The name, address and telephone number of the caller will be requested.
- 2) Each complaint will be given a reference number.
- 3) The caller will be asked to give details of:
 - a) the nature of the complaint;
 - b) the time;
 - c) how long it lasted;
 - d) how often it occurs;
 - e) Is this the first time the problem has been noticed; and
 - f) what prompted them to complain.
- 4) The person completing the form will then, if possible, make a note of:
 - a) the weather conditions at the time of the problem (rain, snow, fog etc.);
 - b) strength and direction of the wind; and
 - c) the activity or activities taken place on the site at the time the noise was detected, particularly anything unusual.
- 5) The reason for the complaint will be investigated and a note of the findings added to the report.
- 6) The caller will then be contacted with an explanation of the source of the complaint if identified and the action taken to prevent a recurrence of the problem in future.
- 7) If the caller is unhappy about the outcome or unwilling to identify themselves the caller will be invited to contact NRW and/or the Local Authority.

Note: Following any complaint the relevant management plan(s) will be reviewed to ensure appropriate actions are in place to counter any problems.

Appendix III

SR2010 No.12 Environmental Permit

Permit

The Environmental Permitting (England & Wales) Regulations 2016

Dandy's (Chester) Limited

Dandy's Topsoil

Yew Tree Farm

Sealand Road

Sealand

Chester

CH1 6BS

Permit number

EPR/CB3882ZF

Permit

The Environmental Permitting (England and Wales) Regulations 2016

Permit number

EPR/CB3882ZF

The Natural Resources Body for Wales (“Natural Resources Wales”) authorises, under regulation 13 of the Environmental Permitting (England and Wales) Regulations 2016

Dandy’s (Chester) Limited (“the operator”),

whose registered office is

Yew Tree Farm Sealand Road

Sealand

Chester

CH1 6BS

company registration number 05033416

to operate waste operations at

Dandy’s Topsoil

Yew Tree Farm

Sealand Road

Sealand

Chester

CH1 6BS

to the extent authorised by and subject to the conditions of this permit.

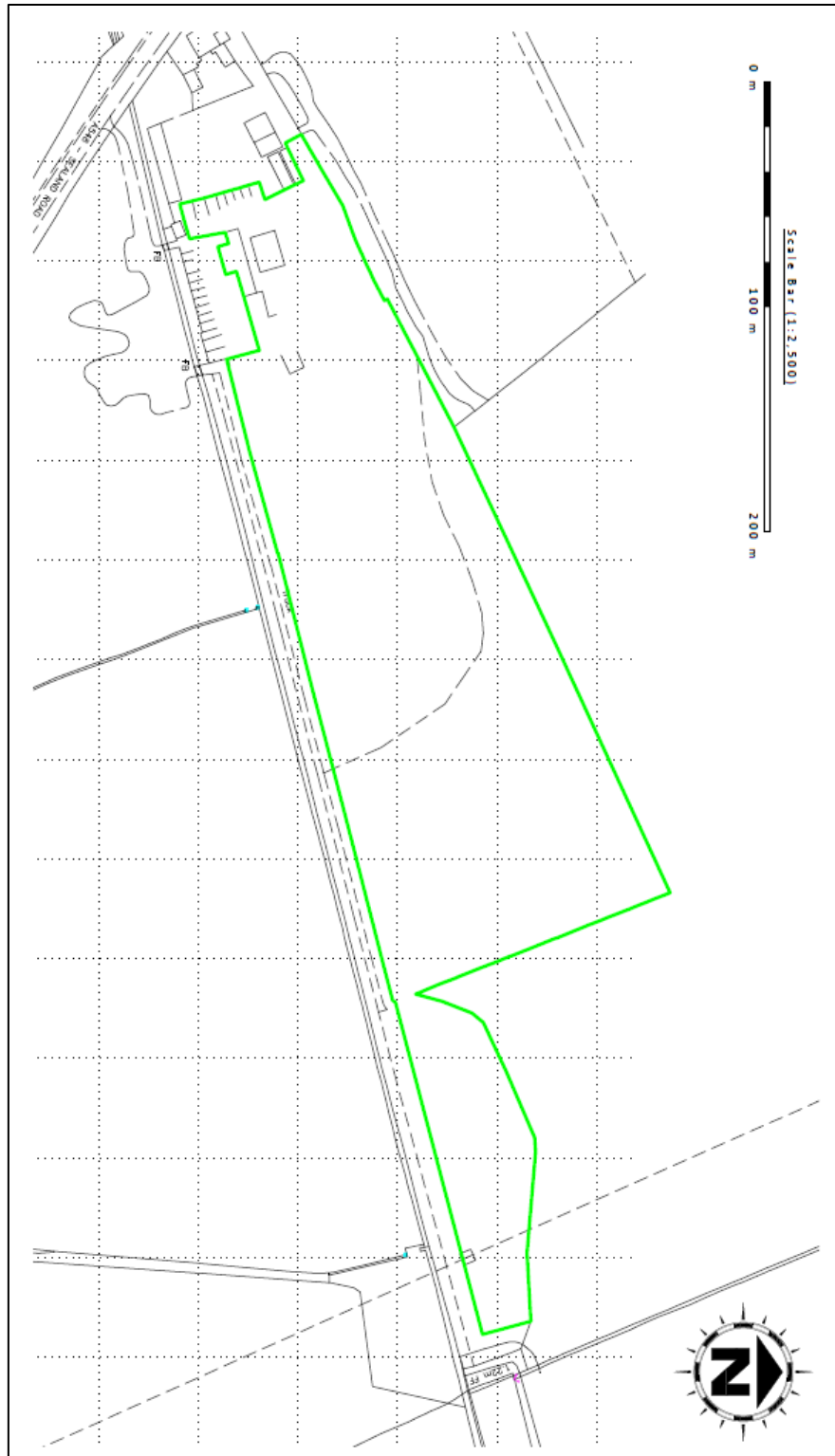
Under regulation 27(2) of the Regulations, standard rules **SR2010 No12** are conditions of this permit.

Name	Date
Huw Davies	08/08/2023

Authorised on behalf of Natural Resources Wales

Schedule 1 - Site plan

This is the plan referred to in the standard rules SR2010 No12



© Crown copyright licence No. 100022432.

END OF PERMIT

Standard rules

Chapter 4, The Environmental Permitting
(England and Wales) Regulations 2016



Standard rules SR2010No12

Treatment of waste to produce soil, soil substitutes and aggregate

Introductory note

This introductory note does not form part of these standard rules.

When referred to in an environmental permit, these standard rules will allow the operator to store waste at a specified location and treat it to produce soil, soil substitutes and aggregate. Permitted wastes do not include hazardous wastes. The total quantity of waste that can be stored and subsequently treated at the site under these standard rules shall be no more than 75,000 tonnes per year. These standard rules do not permit the burning of any wastes, either in the open, inside buildings or in any form of incinerator.

The permitted activities shall not be carried out within 500 metres of a European Site¹, Ramsar site or a Site of Special Scientific Interest (SSSI) nor within a specified Air Quality Management Area (AQMA)². The permitted activities shall not be within:

- 10 metres of any watercourse;
- 50 metres from any spring or well, or from any borehole not used to supply water for domestic or food production purposes; and
- 50 metres from any well, spring or from any borehole used for the supply of water for human consumption. This must include private water supplies.
- 250 metres within the presence of Great Crested Newts, where it is linked to the breeding ponds of the newts by good habitat
- 50 metres of a site that has relevant species or habitats protected under the Biodiversity Action Plan that Natural Resources Wales considers at risk to this activity.
- 50 metres of a National Nature Reserve (NNR), Local Nature Reserves (LNR), Local Wildlife Site (LWS), Ancient woodland or Scheduled Ancient Monument.

¹ A candidate or Special Area of Conservation (cSAC or SAC) and proposed or Special Protection Area (pSPA or SPA) in England and Wales.

² An Air Quality Management Area within the meaning of the Environment Act 1995 which has been designated due to concerns about particulate matter in the form of PM10.

These standard rules do not allow any point source emission into surface waters or groundwater. However, under the emissions of substances not controlled by emission limits rule:

- Liquids may be discharged into a foul sewer subject to a consent issued by the local water company.
- Liquids may be taken off-site in a tanker for disposal or recovery.
- Clean surface water from roofs, or from areas of the site that are not being used in connection with storing and treating waste, may be discharged directly to surface waters, or to groundwater by seepage through the soil via a soakaway.

End of introductory note

Rules

1 – Management

1.1 General management

- 1.1.1 The operator shall manage and operate the activities:
- (a) in accordance with a written management system that identifies and minimises risks of pollution, including those arising from operations, maintenance, accidents, incidents, non-conformances, closure and those drawn to the attention of the operator as a result of complaints; and
 - (b) using sufficient competent persons and resources.
- 1.1.2 Records demonstrating compliance with rule 1.1.1 shall be maintained.
- 1.1.3 Any person having duties that are or may be affected by the matters set out in these standard rules shall have convenient access to a copy of them kept at or near the place where those duties are carried out.
- 1.1.4 The operator shall comply with the requirements of an approved competence scheme.

1.2 Avoidance, recovery and disposal of wastes produced by the activities

- 1.2.1 The operator shall take appropriate measures to ensure that:
- (a) the waste hierarchy referred to in Article 4 of the Waste Framework Directive 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.
- 1.2.2 The operator shall review and record at least every four years whether changes to those measures should be made and take any further appropriate measures identified by a review.

2 – Operations

2.1 Permitted activities

- 2.1.1 The operator is only authorised to carry out the operations specified in table 2.1 below (“the activities”).

Table 2.1 Activities	
Description of activities	Limits of activities
<p>R13: Storage of wastes pending the operations numbered R3 and R5.</p> <p>R3: recycling or reclamation of organic substances which are not used as solvents.</p> <p>R5: Recycling or reclamation of other inorganic materials.</p>	<p>Treatment of wastes listed in table 2.3 consisting only of sorting, separation, screening, crushing and blending of waste for recovery as a soil, soil substitute or aggregate.</p> <p>Secure storage of wastes listed in table 2.3 pending treatment.</p> <p>Storage of wastes listed in table 2.4 shall not exceed 10,000 tonnes in total at any one time.</p> <p>All other wastes stored shall not exceed 40,000 tonnes in total at any one time.</p> <p>No more than 75,000 tonnes of waste shall be treated per year.</p> <p>Treatment of slags and ashes for disposal shall not exceed 50 tonnes per day, or if for a mix of recovery and disposal shall not exceed 75 tonnes per day.</p>

2.2 The site

2.2.1 The activities shall not extend beyond the site, being the land shown edged in green on the site plan attached to the permit.

2.2.2 The activities shall not be carried out within:

- (a) 500 metres of a European Site or Site of Special Scientific Interest (SSSI);
- (b) 10 metres of any watercourse;
- (c) 50 metres of any spring or well, or any borehole not used to supply water for domestic or food production purposes;
- (d) a specified AQMA;
- (e) 50 metres from any well, spring or from any borehole used for the supply of water for human consumption. This must include private water supplies.
- (f) 250metres within the presence of Great Crested Newts where it is linked to the breeding ponds of the newts by good habitat;
- (g) 50 metres of a site that has species or habitats protected under the Biodiversity Action Plan that Natural Resources Wales considers at risk to this activity;
- (h) 50 metres of a National Nature Reserve (NNR), Local Nature Reserves (LNR), Local Wildlife Site (LWS), Ancient woodland or Scheduled Ancient Monument.

2.3 Waste acceptance

2.3.1 Waste shall only be accepted if:

- (a) it is of a type listed in table 2.3 of these standard rules;
- (b) it conforms to the description in the documentation supplied by the producer and holder;

- (c) its chemical, physical and biological characteristics make it suitable for its intended treatment;
- (d) any excavated soil from potentially contaminated sites has been shown by prior chemical analysis and assessment to be suitable for the intended use without significant risk of pollution; and
- (e) it is visually inspected on arrival and before it enters the treatment process to ensure that it complies with these standard rules.

2.3.2. Any waste that does not comply with 2.3.1 shall be rejected and shall be;

- (a) removed from the site; or
- (b) moved to a designated quarantine area pending removal.

2.3.3 Records demonstrating compliance with rule 2.3 (including analysis and assessment of any excavated soil from potentially contaminated sites) shall be maintained.

Table 2.3 Waste types	
Exclusions	
Wastes having any of the following characteristics shall not be accepted:	
<ul style="list-style-type: none"> • Consisting solely or mainly of dusts, powders or loose fibres • Hazardous wastes • Wastes in liquid form 	
Waste Code	Description
01	WASTES RESULTING FROM EXPLORATION, MINING, QUARRYING AND PHYSICAL AND CHEMICAL TREATMENT OF MINERALS
01 04	wastes from physical and chemical processing of non-metalliferous minerals
01 04 08	waste gravel and crushed rocks other than those mentioned in 01 04 07
01 04 09	waste sand and clays
02 02	waste from preparation and processing of meat, fish and other foods of animal origin
02 02 02	shellfish shells from which the soft tissue or flesh has been removed only
03	WASTES FROM WOOD PROCESSING AND THE PRODUCTION OF PANELS AND FURNITURE, PULP, PAPER AND CARDBOARD
03 01	wastes from wood processing and the production of panels and furniture
03 01 01	waste bark and cork
03 03	wastes from pulp, paper and cardboard production and processing
03 03 01	waste bark and wood
10	WASTES FROM THERMAL PROCESSES
10 01	waste from power stations and other combustion plants
10 01 01	bottom ash and slag only
10 01 02	pulverised fuel ash only
10 01 05	gypsum (solid) only
10 01 07	gypsum (sludge) only
10 01 15	bottom ash and slag only from co-incineration other than those mentioned in 10 01 14
10 11	wastes from manufacture of glass and glass products
10 11 12	clean glass other than those mentioned in 10 11 11
10 12	wastes from manufacture of ceramic goods, brick, stiles and construction products
10 12 08	waste ceramics, bricks, tiles and construction products(after thermal processing)
10 13	wastes from manufacture of cement, lime and plaster products and articles and products made from them
10 13 14	waste concrete only
15	WASTE PACKAGING

15 01	packaging
15 01 07	clean glass only
17	CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)
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 02	clean glass only
17 03	bituminous mixtures, coal tar and tarred products
17 03 02	road base and road planings (other than those containing coal tar) only
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 06	dredging spoil other than those mentioned in 17 05 05
17 05 08	track ballast other than those mentioned in 17 05 07
17 08	gypsum based construction material
17 08 02	gypsum only other than that mentioned in 17 08 01
19	WASTES FROM WASTE MANAGEMENT FACILITIES, OFF SITE WASTE WATER TREATMENT PLANTS AND PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION / INDUSTRIAL WASTE
19 05	wastes from aerobic treatment of solid waste
19 05 03	compost from source segregated biodegradable waste only
19 08	wastes from waste water treatment plants not otherwise specified
19 08 02	washed sewage grit (waste from desanding) free from sewage contamination only
19 08 99	stone filter media if free from sewage contamination only
19 09	wastes from the preparation of water intended for human consumption or water for industrial use
19 09 02	sludges from water clarification
19 12	wastes from the mechanical treatment of wastes
19 12 05	clean glass only
19 12 09	minerals (for example sand, stones)
19 12 12	treated bottom ash including IBA and slag other than that containing hazardous substances only
19 13	wastes from soil and groundwater remediation
19 13 02	solid wastes from soil remediation other than those mentioned in 19 13 01
19 13 04	sludges from soil remediation other than those mentioned in 19 13 03
20	MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS
20 01	separately collected fractions
20 01 02	clean glass only
20 02	garden and park wastes
20 02 02	soil and stones

2.4 Operating techniques

2.4.1 The activities shall be operated using the techniques and in the manner described in Table 2.4 below.

Table 2.4 Operating techniques

When located within groundwater Source Protection Zones 1 or 2 the specified wastes below shall be stored and treated on an impermeable surface with a sealed drainage system.

When located outside groundwater Source Protection Zones 1 or 2 all permitted wastes shall be stored and treated on hard-standing or on an impermeable surface with sealed drainage system.

Waste Code	Description
03 01 01	waste bark and cork
03 03 01	waste bark and wood
10 01 01	bottom ash and slag only
10 01 05	gypsum (solid) only
10 01 07	gypsum (sludge) only
10 01 15	bottom ash and slag only from co-incineration other than those mentioned in 10 01 14
17 05 06	dredging spoil other than those mentioned in 17 05 05
17 08 02	gypsum only other than that mentioned in 17 08 01
19 05 03	compost from source segregated biodegradable waste only
19 09 02	sludges from water clarification
19 12 12	treated bottom ash including IBA and slag other than that containing hazardous substances only
19 13 02	solid wastes from soil remediation other than those mentioned in 19 13 01
19 13 04	sludges from soil remediation other than those mentioned in 19 13 03

3 – Emissions and monitoring

3.1 Emissions of substances not controlled by emission limits

3.1.1 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.

3.1.2 The operator shall:

- (a) 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, an emissions management plan;
- (b) implement the approved emissions management plan, from the date of approval, unless otherwise agreed in writing by Natural Resources Wales.

3.1.3 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

3.2 Odour

3.2.1 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.

- 3.2.2 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.

3.3 Noise and vibration

3.3.1 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.

- 3.3.2 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.

4 – Information

4.1 Records

- 4.1.1 All records required to be made by these standard rules 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.

4.1.2 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

4.2 Reporting

- 4.2.1 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.
- 4.2.2 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.

4.3 Notifications

- 4.3.1 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.
- 4.3.2 Written confirmation of actual or potential pollution incidents and breaches of emission limits shall be submitted within 24 hours.
- 4.3.3 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.
- 4.3.4 Natural Resources Wales shall be notified within 14 days of the occurrence of the following matters except where such disclosure is prohibited by Stock Exchange rules:
- a) Where the operator is a registered company:
 - any change in the operator's trading name, registered name or registered office address; and
 - any steps taken with a view to the operator going into administration, entering into a company voluntary arrangement or being wound up.
 - b) Where the operator is a corporate body other than a registered company:
 - any change in the operator's name or address; and
 - any steps taken with a view to the dissolution of the operator.
 - c) In any other case:
 - the death of any of the named operators (where the operator consists of more than one named individual);
 - any change in the operator's name(s) or address(es); and
 - any steps taken with a view to the operator, 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.

4.4 Interpretation

- 4.4.1 In these standard rules the expressions listed below shall have the meaning given.
- 4.4.2 In these standard rules references to reports and notifications mean written reports and notifications, except when reference is being made to notification being made "without delay", in which case it may be provided by telephone.

“accident” means an accident that may result in pollution.

“Annex II” means Annex II to Directive 2008/98/EC of the European Parliament and of the Council on waste.

“AQMA” means an air quality management area within the meaning of the Environment Act 1995 which has been designated due to concerns about particulate matter in the form of PM10.

“authorised officer” means any person authorised by Natural Resources Wales under section 108(1) of The Environment Act 1995 to exercise, in accordance with the terms of any such authorisation, any power specified in Section 108(4) of that Act.

“domestic purposes” has the same meaning as in section 218 of the Water Industry Act 1991.

“emissions of substances not controlled by emission limits” means emissions of substances to air, water or land from the activities, either from emission points specified in these standard rules or from other localised or diffuse sources, which are not controlled by an emission limit.

“European Site” means Special Area of Conservation or candidate Special Area of Conservation or Special Protection Area or proposed Special Protection Area in England and Wales, within the meaning of Council Directives 79/409/EEC on the conservation of wild birds and 92/43/EEC on the conservation of natural habitats and of wild flora and fauna and the Conservation (Natural Habitats &c) Regulations 1994. Internationally designated Ramsar sites are dealt with in the same way as European sites as a matter of government policy and for the purpose of these rules will be considered as a European Site.

“food production purposes” means the manufacturing, processing, preserving or marketing purposes with respect to food or drink for which water supplied to food production premises may be used, and for the purposes of this definition *“food production purposes”* means premises used for the purposes of a business of preparing food or drink for consumption otherwise than on the premises.

“good habitat” means rough (especially tussocky) grassland, scrub and woodland

“groundwater” means all water, which is below the surface of the ground in the saturation zone and in direct contact with the ground or subsoil.

“hardstanding” is a compacted solid surface capable of withstanding the operation and the loading / unloading of wastes.

“hazardous property” has the meaning in Annex III of the Waste Framework Directive.

“hazardous substance” means a substance classified as hazardous as a consequence of fulfilling the criteria laid down in parts 2 to 5 of Annex I to Regulation (EC) No 1272/2008.

“hazardous waste” has the meaning given in the Hazardous Waste (Wales) Regulations 2005 (as amended).

“IBA” means incinerator bottom ash derived from the incineration or pyrolysis of waste.

“impermeable surface” means a surface or pavement constructed and maintained to a standard sufficient to prevent the transmission of liquids beyond the pavement surface, and should be read in conjunction with the term *“sealed drainage system”* (below).

“Natural Resources Wales” means the Natural Resources Body for Wales established by article 3 of the Natural Resources Body for Wales (Establishment) Order 2012. The Natural Resources Body for Wales (Functions) Order 2013 transferred the relevant functions of the Countryside Council for Wales, and functions of the Environment Agency and the Forestry Commission in Wales to the Natural Resources Body for Wales.

“pollution” means emissions as a result of human activity which may—

- (a) be harmful to human health or the quality of the environment,
- (b) cause offence to a human sense,
- (c) result in damage to material property, or

(d) impair or interfere with amenities and other legitimate uses of the environment.

“*quarter*” means a calendar year quarter commencing on 1 January, 1 April, 1 July or 1 October.

“*R*” means a recovery operation provided for in Annex II to Directive 2008/98/EC of the European Parliament and of the Council on waste.

“*sealed drainage system*” in relation to an impermeable surface, means a drainage system with impermeable components which does not leak and which will ensure that:

- (a) no liquid will run off the surface otherwise than via the system;
- (b) except where they may lawfully be discharged to foul sewer, all liquids entering the system are collected in a sealed sump.

“*secure storage*” means storage where waste cannot escape and members of the public do not have access to it.

“*SSSI*” means Site of Special Scientific Interest within the meaning of the Wildlife and Countryside Act 1981 (as amended by the Countryside and Rights of Way Act 2000).

“*Waste code*” means the six digit code referable to a type of waste in accordance with the list of wastes established by Commission Decision 2000/532/EC as amended from time to time (the ‘List of Wastes Decision’) and in relation to hazardous waste, includes the asterisk.

“*year*” means calendar year commencing on 1st January.

End of standard rules

Appendix IV

Health & Safety – Conditions of Site Use

HEALTH AND SAFETY - CONDITIONS OF SITE USE

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

- 1) 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.
- 2) All visitors must sign the visitor's book upon entry to and exit from the site. All vehicle drivers must report to the office and await instruction from the site manager/deputy before proceeding to deposit waste at the site.
- 3) 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.
- 4) A first aid box (including eye-wash bottles) will be kept in the site office. If you are injured on site please alert a member of staff/trained first-aider for assistance.
- 5) All persons must wear the appropriate PPE on site including high visibility jackets and hard hat.
- 6) Safety boots must be worn by all persons in the waste processing/storage areas.
- 7) 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 on site.
- 8) 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 site representatives.
- 9) Fire extinguishers are kept on site to deal with any fires - fires shall only be dealt with by employees of Dandy's (Chester) Ltd unless alternative instructions are given by the site manager. Access to fire exits and firefighting equipment must be kept clear at all times. If a fire alarm sounds please follow instructions and leave the site in an orderly fashion.
- 10) Persons who are suspected to be under the influence of drugs or alcohol will be removed from the site.
- 11) Smoking is not permitted on the site.
- 12) Observe and follow all traffic directions and traffic/safety signs.
- 13) Drivers must comply with all safety instructions given by the site manager or appointed deputy.
- 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.
- 15) Drivers waiting to tip at the site will follow the instructions of the operator and only tip in the designated area, unless advised otherwise. No tipping will take place over sorted stockpiles.
- 16) Drivers must remain in the cab or stand well clear of the vehicle during loading or tipping. Once the vehicle has been loaded it must be securely sheeted (if necessary) before leaving the site. When sheeting and unsheeting the vehicle ensure that the engine is switched off, the ignition key removed and the parking brake is on. Do not gain access using the mudguards and wheels. Ensure that ropes, hooks and sheets are in good condition.
- 17) Never travel with the vehicle body raised and ensure the maximum height of the raised body the vehicle is known.

Declaration: To be completed by site users

I have read and understand the conditions of use for this site and agree to comply with them at all times. I accept that neither Dandy's (Chester) Ltd nor their employees shall be liable for any loss or injury arising from my non-compliance with the above conditions.

Signed.....

Print name.....

Company/Organisation.....

Date.....

Note: these conditions are included in the EMS for information only and may be revised regularly as part of the site health and safety policy.