EMS

Process Description, Management and Controls

Jay Metals

Environmental Permit Number:
EPR/FP3097EZ (Variation V002)

Jay Metals
Wern Glyd
Cilrhedyn
Llanfyrnach
Pembrokeshire
SA35 0AG

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Document Prepared by	July 2019 Revision: 1.1
Joe Gatley Caldey View Clos Sant Cenydd Llangennith Swansea SA3 1JT **Tel:** 01792 386699 **E-mail:** joe.gatley@gmail.com	**This manual is approved for use by:** **Jay Metals**
	Name: Julie Young
	Position: Site Manager / Owner
	Signed:
	Date:

Contents

1. Site Details and Management

1.1 Non-technical Summary & Introduction

1.1.1 The current environmental permit **EPR/FP3097EZ** for the applicant Jay Metals (and also the current Operator) permits ***Metal recycling, vehicle storage, depollution and dismantling (authorised treatment) facility*** under the controls of a Standard Rules Permit (SR 2012No.14 - V4.1).

1.1.2 The Site Operator wishes to retain the existing waste types, activities and limitations currently permitted within the standard rules permit, A description of the site and its environs are summarised in Section 1.4 and are detailed further separately in the **EMS Appendix 4.1 Geotechnology – Site Condition Report**.

1.1.3 This revised ***Management System*** (**EMS *and accompanying* Appendices 1 to 5**) for the site is ***provided to support the Permit Application for a Normal Variation*** to permit the following changes to the Site's current and proposed operations, ***these changes include the following:***

- ***Proposed Monitoring of an existing Emission Point from the site to a soak-away to Groundwater.***

  These emissions are rainfall run-off from the open areas of site used for the storage of uncontaminated wastes, rainfall runs along the site surfaces via an Interceptor, then via an isolation shut off valve, then to a Silt Trap, then to another interceptor where finally the rainwaters enter into a dedicated soak-away to ground which situated adjacent to the raised concrete surfaced and bunded site. Rainfall from roofed areas only, drain separately and directly to the soak-away.

- ***Inclusion of additional Non-hazardous WEEE for Storage (no treatments) and Transfer only***

  Non-hazardous WEEE (LoW Codes: 16 02 14, 16 02 16 & 20 01 36) to be accepted for Storage only within a building on-site for direct transfer to off-site recycling / recovery facilities.

  This operation is currently carried out on-site under a registered ***S2 Storage of waste in a Secure Place Exemption***. The WEEE Directive requirements, ***quantity and time limit*** for storage is ***to remain within the S2 Exemption limits***.

- ***Specified permitted annual waste acceptance quantities***

  Currently Permitted Scrap Metal Wastes– Less than 23,800 tonnes per year

  Currently Permitted ELV wastes – Less than 1,000 tonnes per year

  Currently Registered Exemption S2 (storage of WEEE) – Less than 200 tonnes per year

  Total annual wastes accepted – Less than 25,000 tonnes per year

1.1.4 Jay Metals carry out Scrap Metal Recovery and End of Life Vehicle Depollution Recycling and Recovery Operations at their ***Scrap Metal Recycling Facility***, Wern Glyd, Cilrhedyn, Llanfrynach, Pembrokeshire, SA35 0AG, the location of the site is shown and provided in ***Appendix 1 – Site Location Plan***.

The existing Scrap Metal & ELV depollution Treatment & Storage and additional Non-hazardous WEEE storage only operations are proposed to continue to be carried out within the same confines of the site. These operations, site details and management plans have been reviewed and updated within this ***EMS***.

The permitted site boundary is shown and provided ***Appendix 1.2 – Permitted Site Boundary Plan***.

1.1.5 The Operator carries out the following ***waste activities*** on the Site:

- **Metal Recycling**

Waste Framework Directive codes: ***R4 & R13***

Treatment consisting only of sorting, separation, grading, shearing, baling, compacting, granulating of cables, and cutting using hand-held equipment only, of ferrous metals or alloys and non-ferrous metals into
different components for recovery.

- **Vehicle Depullution**

Waste Framework Directive codes: ***R4, R5, R13 &D15***

Treatment consisting only of depollution of waste motor vehicles and sorting, separation, baling, compacting, or cutting using hand-held equipment only, of waste into different components for recovery.

- **WEEE Storage**

Waste Framework Directive code: ***R13***

Storage of ***non-hazardous Category 1 WEEE*** (large household appliances) typically, known as ‘’white goods’’ Cookers & Washing Machines excluding equipment containing Refrigerants, ODS etc. within a building for off-site Recycling/recovery.

1.2 Document Status

1.2.1 The information provided in this document aims to provide a ***management plan*** for the permitted operations and describes the processes and operations and how they are managed and controlled to meet the requirements of ***Condition 1 – "General Management"*** of the Environmental Permit and any associated best practices and guidance.

1.2.2 This document (and any other referenced or associated documents to it) provides information to the Operator and to the Natural Resources Wales for the operation and regulation of the activities carried out at the site.

Any proposed changes to the site, its' activities or management should be discussed with the Natural Resources Wales, reviewed and updated within this document beforehand.

1.2.3 ***This document*** (in any form e.g. electronic or hard copy) ***should remain with the Operator at all times*** during the active & operational status of the site.

1.2.4 This document from time to time ***may be updated*** to reflect best practices, changes to operations and regulations etc. therefore***, current/updated copies of this document are made available by directly contacting the author, requests for copies of this EMS should be made to:***

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Clos Sant Cenydd
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Swansea
SA3 1JT

E-mail: joe.gatley@gmail.com

Tel: 01792 386699 / 07900 698331

1.3 Site Operator

1.3.1 The Site Operator is:

Julie Young

Jay Metals
Wern Glyd
Cilrhedyn
Llanfyrnach
Pembrokeshire
SA35 0AG

1.3.2 The Site Contact Details are:

Julie Young, Site Manager and Owner

Mobile Tel No.: 07800 900004

Home Office Tel No.: 01239 698229

E-mail : juliejaymetals@googlemail.com

1.3.3 Home Office, Correspondence & Business Address

Wern Glyd
Cilrhedyn
Llanfyrnach
Pembrokeshire
SA35 0AG

1.4 Site Location Setting and Environs

1.4.1 The Site Address & Location is:

Wern Glyd
Cilrhedyn
Llanfyrnach
Pembrokeshire
SA35 0AG

NGR: SN 27530 32243

1.4.2 The Site

The **[*Site*]** is located within a remote rural location within the north western perimeter of Pembrokeshire, and is located approximately 6 kilometers West North West from the village of Llanfyrnach see ***Figure 1.4.2 Site Setting*** below:

The ***site occupies an area*** of approximately 0.32 Hectares, the permitted site boundary is shown in ***Appendix 1- Site Plans, 1.2 – Site Boundary Plan*** which comprises of covered and uncovered surfaced impermeable areas.

Historically, the site has been a developed a scrap metal yard on the existing working farm since an exemption previously registered under paragraph 45 of the Environmental Permitting Regulations 2007.

Figure 1.4.2 Site Setting

Access to the site is directly adjacent to the unclassified country lane off the B4299 (St Clears / Trelech) which is identified by signs are positioned on the entrance gates.

The site consists of a ***weighbridge and 2 offices***, which are situated immediately and on the right on the right on entering the site. ***A building (Area A1, A2 & A3)*** is situated to the left on entering the site. This building is used for depolluting end of life vehicles, storing lead acid vehicle batteries and drained fluids (oils etc,) and storing and treating non-ferrous metal scrap, pending off-site recovery or disposal.

Another covered building is situated towards the centre of the site which comprises of a workshop and an additional storage area which can be used for storing non-ferrous metals. The rest of the site comprises of surfaced open yard areas fitted with sealed drainage systems and interceptors; these areas are shown in ***Appendix 1.3 – Site Layout Plan***. and ***Appendix 1.4 – Site Drainage Plan & Schematics.***

Further details of the site, its' activities and designated locations (Areas **A** & **B**) are provided in ***Section 2 - Site Operations*** of this document.

1.4.3 Site Environs

Details are provided separately and previously within ***Appendix 4.1 – Geotechnology Site Condition Report*** therefore only a brief summary of the main points are provided below:

- **Location to Receptors**

The Site is:

- Not situated in a flood risk area
- Not situated within 1000 metres of a European Site, Ramsar site or a Site of Special Scientific Interest (SSSI).
- Not situated within a groundwater source protection zone.
- Not situated within 500 metres of any other (apart from the site operator's farmhouse) residential dwelling.

1.4.4 Emissions

There are ***no point source emissions*** to air, land or surface waters from waste treatment processes or activities, ***there are fugitive emissions*** of rainwaters from roofed areas and surfaced open and uncontained storage areas of the site used for storing uncontaminated metals which drain to land via interceptors and a silt trap to a ***soak-away*** located below the southern perimeter of the site.

- This ***Emission Point*** (***the soak-away***) to land is identified as **OBS2** on ***Figure 1 Monitoring Location Plan*** of ***EMS Appendix 4.3 Emissions Monitoring Plan – Groundwater***.
- ***Monitoring of surface waters on the site*** and drainage systems is identified as **OBS1** on ***Figure 1 Monitoring Location Plan EMS Appendix 4.3 Emissions Monitoring Plan – Groundwater***.
- ***Monitoring of Impacts to Groundwater quality downgradient*** of the site is identified as ***Spring Well 1*** on ***Figure 1 Monitoring Location Plan*** of ***EMS Appendix 4.3 Emissions Monitoring Plan – Groundwater***.
- ***Monitoring of Current Groundwater quality upgradient*** of the site is identified as ***Spring Well 1*** on ***Figure 1 Monitoring Location Plan*** of ***EMS Appendix 4.3 Emissions Monitoring Plan – Groundwater***.

Further details are provided in ***EMS Appendix 4.2 - Groundwater Impact Assessment*** and ***EMS Appendix 4.3 - Emissions Monitoring Plan – Groundwater*** which have been prepared by ***Geotechnology.***

1.5 Site Management

1.5.1 ***Staffing*** at the site typically comprises of a Site Manager, and a Site Supervisor, which are certified as technically competent under the relevant **WAMITAB** competence scheme.

Additional staffing includes a designated Lorry Driver and 2 Operatives their positions and duties are provided *in* ***Appendix 2.1 – Site Management Structure.***

1.5.2 ***Competence and training*** for all site employees is monitored by the Site Manager, a checklist list of training required and completed is kept and maintained in the site office by the Site Manager, which is provided in ***Appendix 2.2 – Training Checklist***.

Updates to existing and new ***Certificates of Competence*** (WAMIAB) is undertaken and environmental & waste management refresher ***training is provided by Brightwater Education*** for site management & staff.

Training Records for individual site employees are completed and maintained and are kept in the site office by the Site Manager, which is provided in ***Appendix 2.3 – Training Records***.

1.5.3 ***Risk assessments*** for the site operations are provided in ***Appendix 2.4 – Risk Assessments.***

1.5.4 **Maintenance** is carried out on plant and equipment deployed at the site for waste treatment and recovery operations. A summary of plant and equipment used for on-site treatment operations is provided below in ***Table 1.4.4 Itemised Plant and Equipment***.

Table 1.4.4 Itemised Plant and Equipment		
Plant	**Description**	**Use**
Hertinger Weg 6 STH - Mobile	Self Contained Vehicle Depollution System	Depollution and Containment of Fluids Removed from Vehicles
Tecalemit	Tyre Stripper	Removal of Tyres From Wheel Rims
Mackintyre Shear	Metal Shearer	Cutting Non-ferrous Metals
Mackintyre Baler	Metal Baler	Baling Non-ferrous Metals
Deltex	Cable Stripper	Stripping Cables & Wires
Fuchs Handler	Wheeled Mechanical Grab	Moving, Loading and Unloading Scrap Metal
Taurus 500T	Shear Baler	Baling Scrap Metal
2 x Fork Lift Trucks	Wheeled Mechanical Lifting Vehicles	Moving, Segregating, Loading and Unloading Scrap Metal

A ***checklist list for the maintenance of plant*** and equipment and site infrastructure is kept in the site office and maintained by the Site Manager, which is provided in ***Appendix 2.5 – Maintenance Checklist***.

Maintenance Records for plant and equipment and site infrastructure are kept in the site office and maintained by the Site Manager, which is provided in ***Appendix 2.6 – Maintenance Records***.

1.5.5 **Accidents, Incidents and breaches, and complaints** occurring or caused by operations at the site are managed by the site manager and recorded.

Records are kept of the following:

- **Complaints** is provided in ***Appendix 2.7 Complaints Record***
- **Incidents and Accidents** is provided in ***Appendix 2.8 – Incidents, Accidents and Non-Conformances.***
- **An Accident Management Plan** is provided separately in ***Appendix 3 -Accident Management Plan*** and is implemented if and when they occur to minimise their potential adverse causes and consequences.

1.5.6 **Monitoring of uncontrolled emissions** (i.e. fugitive emissions which are not subject to emission limit values) as likely to have an adverse effect to receptors beyond the site are rectified and recorded as described and provided in ***Appendix 2.9 – Site inspection Checklist***.

Monitoring of Emissions from Site Drainage to Groundwater via a soak-away is carried out and details are provided in **Appendix 4 Geotechnology Reports** to this **EMS**

1.5.7 ***A Spillage Procedure*** to prevent, contain with and remedy spillages and leaks at the site is provided in ***Appendix 2.10 – Spillage Procedure***.

1.5.8 ***Records of wastes received and dispatched*** at the site are kept secure by the site manager at the site office.

1.5.9 **Hours of Operation** are not determined or restricted within the Planning Permission (03/1656/PA) for the site, however, typical operational times are as follows:

Table 1.5.8 Typical Hours of Operation

Days	Operational Times
Monday to Friday	08:00 to 17:00
Saturday	09:00 to 15:00
Sundays	10:00 to 13:00
Bank Holidays	Closed

1.5.10 **Security measures** include a ***CCTV*** system which continuously monitored during operational and non-operational periods and alarmed to inform the operator residing at the adjacent property of unauthorised intruders

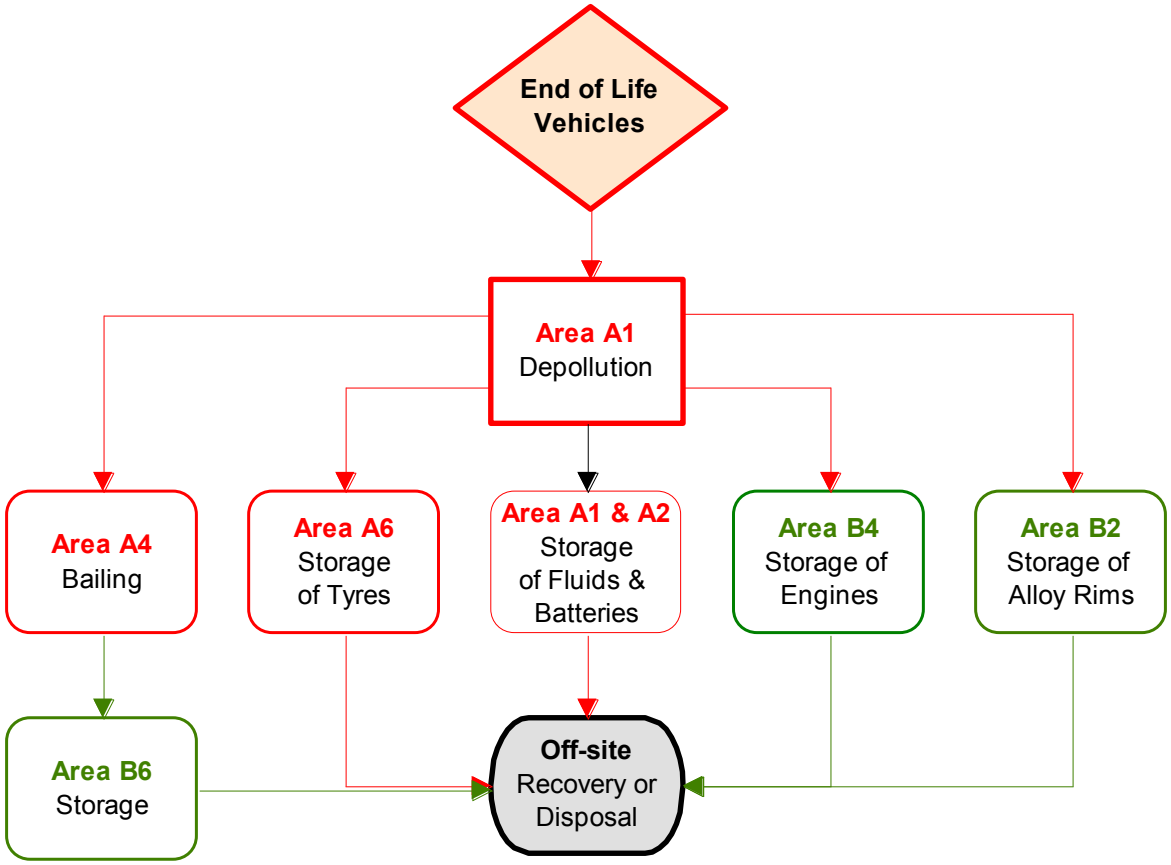
Entrance to the site is via a steel gate which is kept locked outside operational hours and all working areas and site perimeters at the site are within easy visual range for on-going surveillance during working hours by the site staff.

2 Site Operations

2.1 Overview of Operations

The ***permitted operations*** carried out at the site for ELV Depollution and Scrap Metal Recycling ***Figures 2.1.1 and 2.1.2*** below.are summarised in ***Figure 2. 1 – Operational Flow Chart*** below:

Figure 2.1.1 – Operational Flow Chart, ELV Depollution



Waste storage and treatment routes correspond to the following key coloured areas:

Area A → Treatment areas with sealed drainage.

Area B → Storage areas without sealed drainage(***except*** for Area **B4** which is storage within the building).

Designated Areas **A**, & **B** are provided in ***Appendix 1.3 Site Layout Plan***

Figure 2.1.2 – Operational Flow Chart, Scrap Metal Recycling

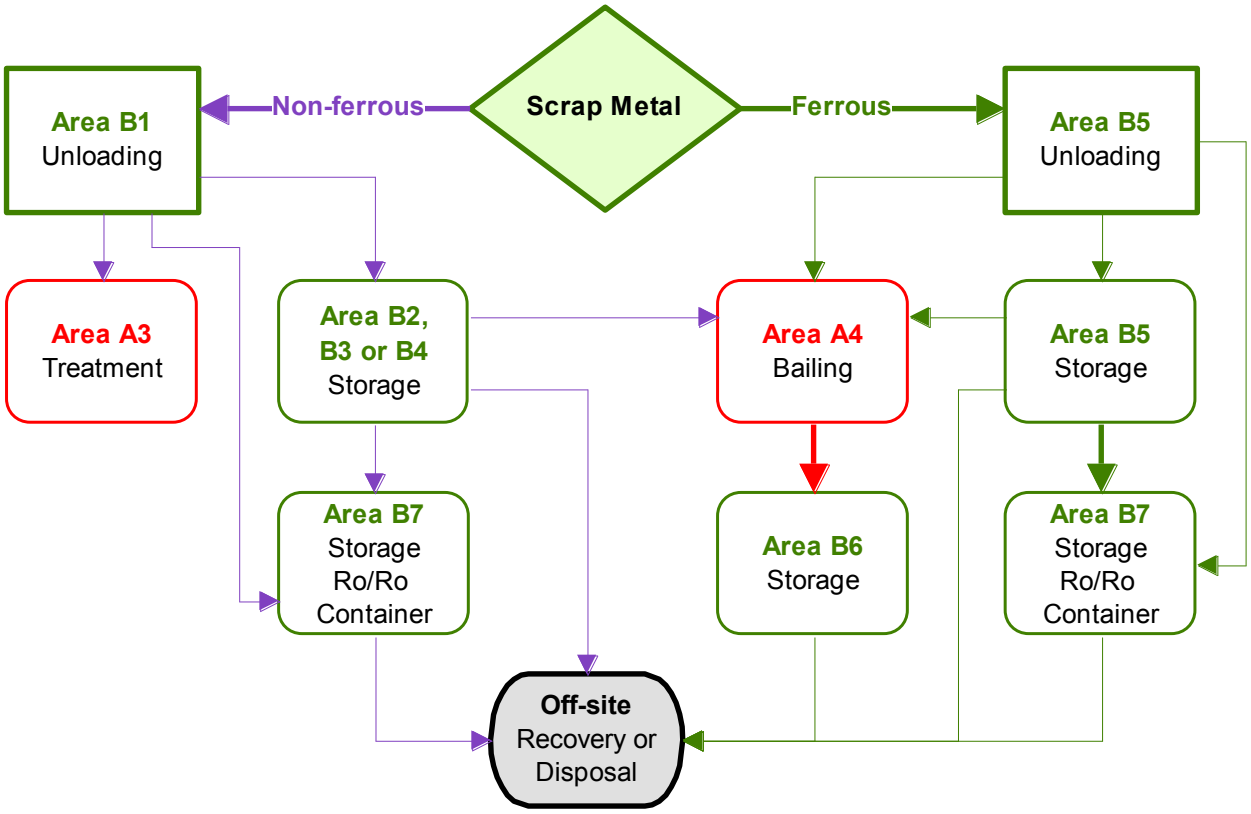


Figure 2.1.3 – Operational Flow Chart, WEEE Storage

Key to Waste storage and treatment routes correspond to the following key coloured areas:

Area A → Treatment areas with sealed drainage.

Area B → Storage areas without sealed drainage
(***except*** for Area B4 which is storage within the building).

Designated Areas **A**, & **B** are provided in ***Appendix 1.3 Site Layout Plan***

2.2. Waste Pre-acceptance Procedures

Pre-acceptance checks on wastes prior to receipt at the Metal Recycling Centre may comprise of the following:

- Pre-determined specifications and agreements (quotations) with the customer
- Producer on-site visit & verification checks
- Independent analysis and reports
- Scheduled dates for receipt.
- Records of pre-acceptance checks will be kept at the site offices.

2.3 Waste Acceptance Procedures

2.3.1 Wastes Accepted

Wastes to be accepted at the Site consist of the following ***simple generic waste descriptions***:

- Ferrous metal scrap
- Non-ferrous metal scrap
- End of Life Vehicles
- Lead Acid Vehicle Batteries
- Tyres
- Non-hazardous Household WEEE (Category 1 WEEE)

All wastes accepted at the site shall ***exclude*** the following:

- Hazardous items or substances ***except*** for Undepolluted Vehicles and Lead Acid Batteries
- Liquids ***except*** for Undepolluted Vehicles and Lead Acid Batteries
- Malodours
- Fine dusts and powders capable of causing uncontrolled aerial emissions during deposit and handling

Permitted waste types and their ***six digit Low/EWC Waste codes*** to be accepted at the site are provided in ***Table 2.3 Wastes Accepted*** below:

Table 2.4 Waste Types Accepted	
LoW/EWC Code	**Description**
02	**WASTES FROM AGRICULTURE, HORTICULTURE, AQUACULTURE, FORESTRY, HUNTING AND FISHING, FOOD PREPARATION AND PROCESSING**
02 01	***wastes from agriculture, horticulture, aquaculture, forestry, hunting and fishing***
02 01 10	waste metal
12 01	***wastes from shaping and physical and mechanical surface treatment of metals and plastics***
12 01 01	ferrous metal filings and turnings
12 01 03	non-ferrous metal filings and turnings
15	**WASTE PACKAGING; ABSORBENTS, WIPING CLOTHS, FILTER MATERIALS AND PROTECTIVE CLOTHING NOT OTHERWISE SPECIFIED**
15 01	***packaging (including separately collected municipal packaging waste***
15 01 04	metallic packaging
16	**WASTES NOT OTHERWISE SPECIFIED IN THE LIST**
16 01	***end-of-life vehicles from different means of transport [including off-road machinery] and wastes from dismantling of end-of-life vehicles and vehicle maintenance (except 13,14,16 06 and 16 08)***
16 01 03*	end-of –life tyres
16 01 04*	end-of –life vehicles*
16 01 06	depolluted end-of-life vehicles (containing neither liquids nor other hazardous components)
16 01 07*	oil filters
16 01 11*	brake pads other than those mentioned in 16 01 11
16 01 12	brake pads other than those mentioned in 16 01 11
16 01 17	ferrous metal
16 01 18	non-ferrous metal
16 02	***wastes from electrical and electronic equipment***
16 02 14	discarded equipment other than those mentioned in 16 02 09 to 16 02 13
16 02 16	components removed from discarded equipment other than those mentioned in 16 02 15
16 06	***batteries and accumulators***
16 06 01*	lead batteries*
16 06 05	other batteries and accumulators

Table 2.4 Waste Types Accepted	
LoW/EWC Code	**Description**
17	**CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)**
17 04	***metals (including their alloys)***
17 04 01	copper, bronze, brass
17 04 02	aluminium
17 04 03	lead
17 04 04	zinc
17 04 05	iron and steel
17 04 06	tin
17 04 07	mixed metals
17 04 11	cables other than those mentioned in 17 04 10
19	**WASTES FROM WASTE MANAGEMENT FACILITIES, OFF-SITE WASTE WATER TREATMENT PLANTS AND THE PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION AND WATER FOR INDUSTRIAL USE**
19 10	***Wastes from shredding of metal containing wastes***
19 10 01	ferrous metal
19 10 02	non-ferrous metal
19 12	***wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified***
19 12 02	ferrous metal
19 12 03	non-ferrous metal
20	**MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS**
20 01	***separately collected fractions (except 15 01)***
20 01 33*	lead batteries
20 01 36	discarded electrical and electronic equipment other than those mentioned in 20 01 21, 20 01 23 and 20 01 35
20 01 40	metals

2.3.2 Arrival of Incoming Waste

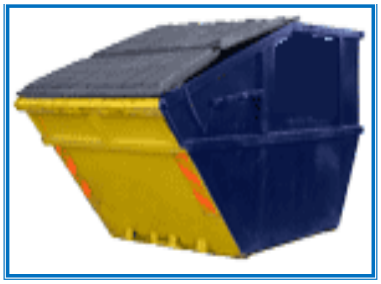
All vehicles delivering waste to the site will enter the site via the site entrance and stop at the weighbridge. The site manager or supervisor carries out visual checks on the waste and accompanying documentation to confirm that the waste is described adequately, conforms to any pre-acceptance checks and that the waste is permitted for acceptance at the site.

- ***Non-hazardous wastes*** must be accompanied by a **Duty of Care Waste Transfer Note** and ***waste hierarchy declaration***.
- ***Hazardous wastes*** must be accompanied by a **Hazardous Waste Consignment Note**.
- ***Waste carriers*** must be registered and have a valid **Waste Carriers Licence**.

The information recorded by the site manager / supervisor is kept at the site office, for all waste received at the Recycling Centre includes:

Table 2.3.2 Waste Receipt Records	
Wastes Received	
1	Time and date
2	Waste carrier licence number
3	Quantity of waste received
4	Waste description and waste LoW/EWC code
5	Physical nature of the waste and packaging/type e.g. solid, loose, bulk, whole item etc.
6	The producer details and local authority production/origin code
7	Controlled waste transfer notes and hazardous waste consignment notes
8	The fate of the waste (i.e. recovery operation(s) type)
9	Pre-acceptance checks (e.g. quotations, agreements & specifications, analysis and producer site visit checks)
10	Any irregularities with the load, prior to offloading and on inspection after acceptance, (e.g. heavy contamination, odours, unsuitable debris, non-permitted wastes and hazardous items etc.)
➢	Where the waste does not conform and cannot be recovered at the site, the site manager or supervisor should refer to and complete ***Appendix 2.8 – Incidents, Accidents and Non-Conformances***.
➢	Controlled waste transfer notes or hazardous waste consignment notes for redirected, rejected or removed wastes
➢	Redirected (rejected) waste/loads for alternative off-site treatment/disposal including any instructions/correspondence from the Natural Resources Wales

2.3.3 Waste rejection and/or quarantine



Unsuitable loads detected arriving at the site following acceptance checks will not be accepted and re-directed back to the producer, holder or other agreed & authorised / permitted facility.

If the site manager or supervisor finds any irregularities with the documentation or the waste after deposit then the waste will be ***either re-loaded back onto the vehicle and rejected*** from the site or the waste will be ***quarantined within Area A within a suitable sealed, covered locked skip or container on site pending further enquiries and agreement with or instructions received from the Natural Resources Wales***.

Where these irregularities occur the site manager or supervisor will record the details as provided in ***Appendix 2.8 – Incidents, Accidents and Non-Conformances***

Where there are irregularities found e.g. hazardous items, unsuitable debris or heavy contamination found within the waste after deposit the following procedures provided in ***Table 2.3.3 Redirected waste, rejection and quarantine procedures*** will be employed depending on the nature and scale of the issues and risk assessed where appropriate:

Table 2.3.3 Redirected waste, rejection and quarantine procedures

Irregularity	Action
E.g. Hazardous or potentially dangerous items 	▪ Notify Natural Resources Wales. ▪ If required and safe (risk assessed) to do so, wear appropppriate PPE before handling. ▪ Contain and isolate the waste, shut off drains and remove to a sealed and enclosed skip or container for off-site disposal as potential hazardous waste. ▪ Clean any affected surfaces and drains. ▪ Place absorbents and / or contaminated items or debris from affected areas in a sealed container(s). ▪ Dispose of as Hazardous waste using consignment notes to an authorised off-site facility.

Table 2.3.3 Redirected waste, rejection and quarantine procedures	
Irregularity	**Action**
Odorous waste	▪ Remove to a sealed and enclosed skip for off-site disposal. ▪ Clean any affected surfaces and areas
Unsuitable other non-hazardous and low risk polluting debris	▪ Remove debris to a sealed and enclosed skip for appropriate off-site disposal

Notifications to the Natural Resources Wales can be made on the following numbers:

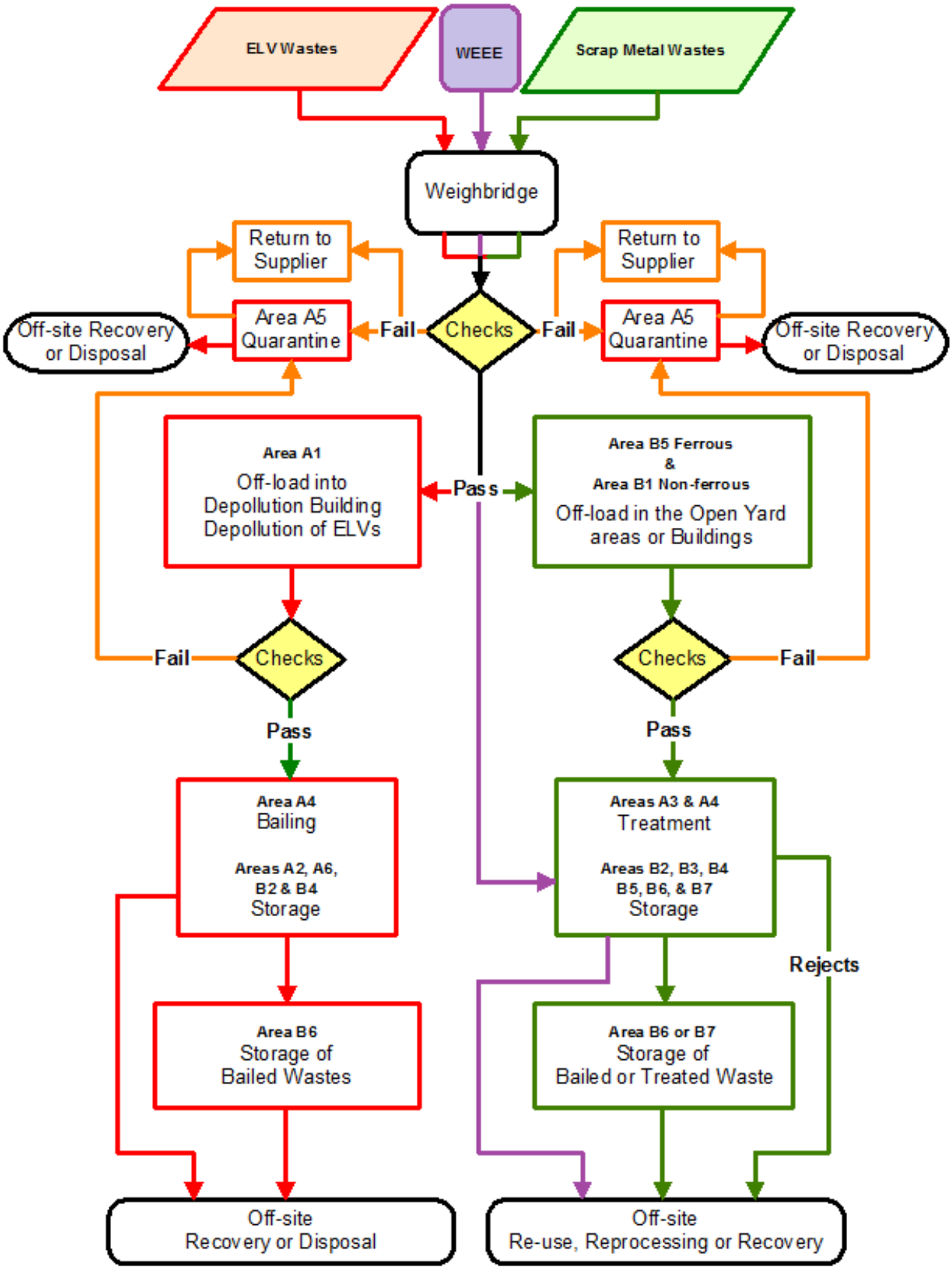
- Local / Area Natural Resources Wales offices Tel No. 01792 325526
- National Natural Resources Wales Customer Service Centre Tel No. 0300 065 3000
- National Natural Resources Wales Incident Hotline 0800 80 70 60

2.3.4 Waste Acceptance

Following satisfactory checks and recording the driver is then directed to take the waste to the relevant permitted or exempt waste storage or treatment areas, as described in section ***2.4 Waste Storage and Treatment Operations***.

2.4 Waste Storage and Treatment Operations

Figure 2.4, Site Operations



2.4.1 Receipt of Waste

Scrap Metal, WEEE and ELV wastes are provided by customers from local industry, commercial businesses, farms and and household collections. Typical waste producers comprise of (but not limited to) the following types:

- Packaging Manufacturers
- Construction & Demolition / Builders Wastes
- Engineering, & Service Industry
- Scrap Metal Dealers
- Agricultural and Horticultural Premises
- Households

2.4.2 Receipt of Waste

Access to the weighbridge is almost immediately on entering the site, the weighbridge is located within the open yard area adjacent to the site office as shown in ***Appendix 1.3 – Site Layout & Drainage Plan***.

Signs erected at the site entrance and within its confines direct vehicles delivering wastes to the weighbridge.

Drivers are requested to ***report to the site office*** situated immediately facing the weighbridge prior to proceeding.

2.4.3 Checks on Arriving Waste

All waste arriving at the site weighbridge undergo ***documentation checks, visual inspection and recording as described in section 2.3 Waste Acceptance***.

Following satisfactory checks the vehicle carrying the waste is directed from the weighbridge to the appropriate areas, ***ELVs*** *to* Area **A1**, ***Non-ferrous metal wastes*** to Area **B1**, ***Ferrous metal wastes*** to Area **B5** and ***Non-hazardous WEEE*** to Area **B4** as shown in ***Appendix 1.3 – Site Layout Plan,*** depending on the permitted waste types and treatment routes previously described in ***section 2.3.1 Wastes accepted*** for storage and / or treatment.

Separately collected ***tyres*** along with tyres that have been removed from on-site treatment are placed within a metal shipping container in area **A6.**

2.4.4 Offloading and Storage

Area A2 & A3	Storage of Batteries and Treatment of Non-ferrous Metals

Vehicles delivering lead acid vehicle batteries or non-ferrous scrap metal are ***directed to the building*** where they are to be treated. ***Lead acid vehicle batteries*** are stored within designated acid resistant battery boxes in Area **A2** pending off site despatch as Hazardous Waste for recovery.

Non-ferrous metals are sorted into their different types and ***treated within the building*** in Area **A3** and then bulked up/aggregated pending off site despatch for recovery.

Area B5 & A4 and A3, B2 &B3	Storage and treatment of Ferrous and Non-ferrous Scrap Metals

Scrap ferrous metal received at the site is offloaded and stored in the open yard (Area **B5**) in a separate stockpile prior to off-site recovery or bailing in Area **A4**.

Scrap non-ferrous metal received at the site is offloaded in Area **B1** and ***treated*** in Area **A3**, additional storage areas on the site include Areas **B2 &B3** in separate stockpiles prior to off-site recovery or bailing in Area **A4**.

Area A1 A4 & B6	Storage & Depollution of End of Life Vehicles

Vehicles are stored and depolluted within the depollution building (Area **A1*****), a purpose designed and self-contained depollution unit is employed*** for the operations, all extracted fluids are retained within the unit and sealed containers. The building also has a sealed drainage system to prevent any egress or ingress of liquids.

Engines and gearboxes that have been depolluted will be transferred to Area **B4** for storage within the building pending despatch for off-site recovery. Vehicles that have been fully depolluted will then be bailed in Area **A4** as described below.

Area A4	Bailing Operations

Loose non-ferrous metal scrap and depolluted vehicle shells are transferred to the bailing press by use of the wheeled mechanical grab for bailing prior to off-site scrap metal recovery. The hydraulic baler is sited on an impermeable surface fitted with a sealed drainage system where any potential polluting fluids are directed by gravity to. an underground sealed tank to prevent leakages from the baler polluting the site surface water drainage system, bailed wastes are stored within a container in Area **B6** pending off-site despatch for site scrap metal recovery and recycling.

Area A1	**End of Life Vehicle Vehicle Depollution Operations**

The depollution of vehicles received at the site is to be carried out within the dedicated depollution building **(**Area **A1)** within the Scrap Metal Recycling Facility. ***Depollution procedures*** and controls will be carried out in accordance with the standard ***guidance issued by DEFRA/DTI and the Environment Agency*** or any or best available guidance amending or replacing them

The following minimum ***Depollution Standards and procedures*** shall be employed:

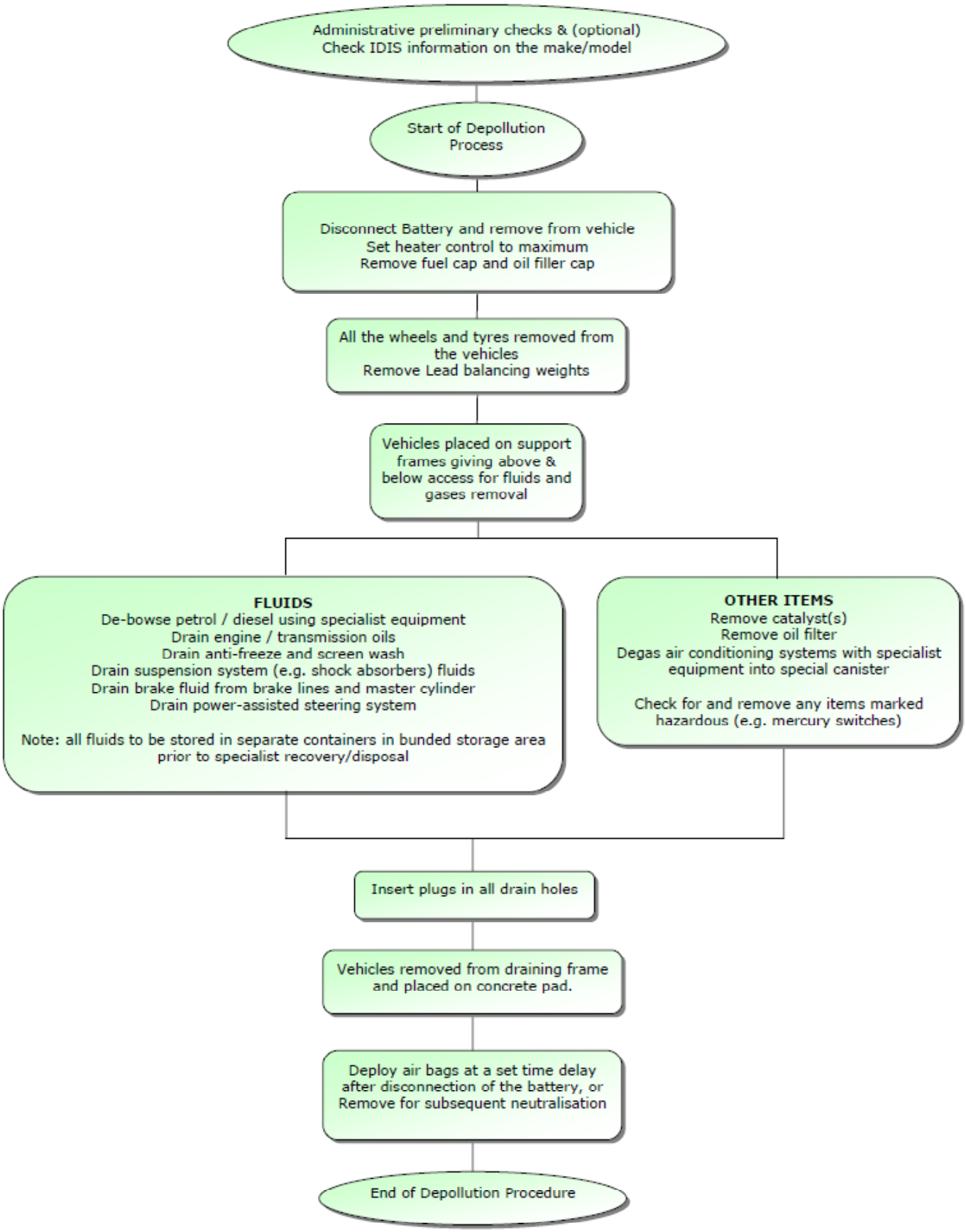
- Environment Agency: ***Guidance on the Standards for Storage and Treatment of End-of-life vehicles - Version 1.2,*** and;
- DEFRA/DTI: **Depolluting End-of-Life Vehicles - Guidance for Authorised Treatment Facilities,**

Go to (click on link):
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/31736/11-528-depolluting-end-of-life-vehicles-guidance.pdf

Extracts of the ***Depollution Procedures*** provided in the guidance is provided below:

Table 1 - Possible depollution sequence

Above / Below (A/B) vehicle	**Operation**
A	Remove battery
A	Remove fuel filler cap and oil filler cap
A	Set heater to maximum
A	Remove wheels and tyres and separate balance weights
A	Remove any parts identified as containing mercury
Put vehicle onto depollution frame or lifting device	
B	Drain engine oil and remove oil filter for crushing or disposal
B	Drain transmission oil, including rear differential if applicable
A	De-gas air conditioning unit (if fitted)
B	Drain coolant
B	Drain brake fluid
B	Remove catalyst (if fitted)
A	Drain washer bottle
A	Drain brake/clutch reservoir(s)
A	Drain power steering reservoir (if fitted)
B	Drain fuel tank
B	Drain shock absorbers or remove suspension fluid
B	Replace drain plugs/fit plastic stoppers
Remove vehicle from depollution frame or lifting device	
A	Deploy airbags and other pyrotechnics in-situ (if fitted and able to conduct this operation)
A	Remove air bags and other pyrotechnics (if fitted, and can not be deployed in-situ)


Administrative preliminary checks & (optional)
Check IDIS information on the make/model
Start of Depollution Process
Disconnect Battery and remove from vehicle
Set heater control to maximum
Remove fuel cap and oil filler cap
All the wheels and tyres removed from the vehicles
Remove Lead balancing weights
Vehicles placed on support frames giving above & below access for fluids and gases removal
FLUIDS
De-bowse petrol / diesel using specialist equipment
Drain engine / transmission oils
Drain anti-freeze and screen wash
Drain suspension system (e.g. shock absorbers) fluids
Drain brake fluid from brake lines and master cylinder
Drain power-assisted steering system
Note: all fluids to be stored in separate containers in bunded storage area prior to specialist recovery/disposal
OTHER ITEMS
Remove catalyst(s)
Remove oil filter
Degas air conditioning systems with specialist equipment into special canister
Check for and remove any items marked hazardous (e.g. mercury switches)
Insert plugs in all drain holes
Vehicles removed from draining frame and placed on concrete pad.
Deploy air bags at a set time delay after disconnection of the battery, or
Remove for subsequent neutralisation
End of Depollution Procedure

- **Storage of Drained Liquids Components removed**

All fluids drained and components removed from the vehicles will be kept in separate containers according to type (e.g. petrol, diesel, engine and lubricating oils, brake fluids, antifreeze and screen wash etc.) on an impermeable surface and contained within bunded sealed drainage systems within the ***ELV Facility Area A1*** pending collection for off-site recovery or disposal as ***hazardous waste***.

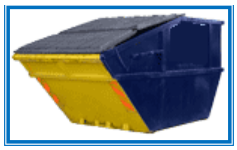
- **Storage of Lead Acid Batteries**

Lead acid batteries removed from vehicles or received separately at the will be stored in acid resistant containers or battery boxes on an impermeable surface within the ***Metal Recycling Building Area A2*** pending collection for off-site recovery as ***hazardous waste***.

- **Storage of Depolluted ELVs**

Depolluted vehicles will be immediately transferred to the open yard for bailing pending collection for off-site metal recovery and recycling as ***non-hazardous waste***.

- **Storage of unsuitable wastes, debris and litter.**



Unsuitable wastes (debris and litter) generated on-site or removed from vehicles and scrap metal prior to or during treatment are to ***be separated and stored within a sealed and covered skip*** on-site in Area **B1** or **A5** pending collection for off-site recovery or disposal.

Unsuitable wastes ***(e.g. absorbents, wipes, items containing or contaminated with hazardous or polluting substances)*** generated from cleaning, spillages or detection and removal from wastes received are to be separated and stored within a sealed container within the depollution building (area **A2**) or quarantine area **A5** pending collection for off-site recovery or disposal as ***hazardous waste***.

2.5 Waste Dispatch

2.5.1 Wastes for dispatch

There are a variety of waste streams which will be dispatched from the site under normal and permitted operations, these will consist of the following main/typical waste types listed (but not limited to) in table 2.5.1 below:

Table 2.3.6 Wastes produced on-site	
Wastes produced from on-site operations	**EWC/LoW and description**
Metal Recycling Operations	19 12 02 ferrous metal
	19 12 03 non-ferrous metal
	19 12 04 plastic and rubber
	19 12 05 glass
Unsuitable debris and items removed from wastes	19 12 11* other wastes (including mixtures of materials) from mechanical treatment of waste containing dangerous substances
	19 12 12 other wastes (including mixtures of materials) from mechanical treatment of wastes other than those mentioned in 19 12 11
Vehicle Depollution Operations	13 01 10* mineral based non-chlorinated hydraulic oils
	13 01 11* synthetic hydraulic oils
	13 02 05* mineral-based non-chlorinated engine, gear and lubricating oils
	13 02 06* synthetic engine, gear and lubricating oils
	13 07 01* fuel oil and diesel
	13 07 02* petrol
	13 07 03* other fuels (including mixtures)
	16 01 03 end-of-life tyres
	16 01 07* oil filters
	16 01 10* explosive components (for example air bags)
	16 01 12 brake pads other than those mentioned in 16 01 11
	16 01 13* brake fluids
	16 01 14* antifreeze fluids containing dangerous substances
	16 01 15 antifreeze fluids other than those mentioned in 16 01 14
	16 01 17 ferrous metal
	16 01 18 non-ferrous metal
	16 01 19 plastic
	16 01 20 glass
	16 01 21* hazardous components other than those mentioned in 16 01 07 to 16 01 11 and 16 01 13 and 16 01 14
	16 01 22 components not otherwise specified
Unsuitable debris removed from ELVs	16 01 99 wastes not otherwise specified

Cont'd.....

Wastes produced from on-site operations	EWC/LoW and description
Site maintenance, cleaning and spillages	13 05 01* solids from grit chambers and oil/water separators
	13 05 01* solids from grit chambers and oil/water separators
	13 05 07* oily water from oil/water separators
	13 05 08* mixtures of wastes from grit chambers and oil/water separators
	15 02 02* absorbents, filter materials (including oil filters not otherwise specified), wiping cloths, protective clothing contaminated by dangerous substances
	15 02 03 absorbents, filter materials, wiping cloths and protective clothing other than those mentioned in 15 02 02
	16 10 01* aqueous liquid wastes containing dangerous substances
	16 10 02 aqueous liquid wastes other than those mentioned in 16 10 01
	17 01 06* mixtures of, or separate fractions of concrete, bricks, tiles and ceramics containing dangerous substances
	17 01 07 mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06
	17 05 03* soil and stones containing dangerous substances
	17 05 04 soil and stones other than those mentioned in 17 05 03

Notes to Table 2.5.1

- Wastes in red font and codes ending with an asterisk* are **hazardous waste**.
- Wastes in blue font are **hazardous waste mirror entries** and are **non-hazardous waste** only if hazardous properties or substance concentrations and thresholds are below hazardous waste threshold limits ...**Checks!**
- Wastes in green font are **non hazardous** waste.

2.6 Records, Reporting/Notification

2.6.1 The following ***records*** will be made and kept at the site/facility

Table 2.6.1 Site/facility Records	
Wastes Received	
1	Time and date
2	Waste carrier licence number
3	Quantity of waste received
4	Waste description and waste LoW/EWC code
5	Physical nature of the waste and packaging/type e.g. solid, loose, bulk, whole item etc.
6	The producer details and local authority production/origin code
7	Controlled waste transfer notes and hazardous waste consignment notes
8	The fate of the waste (i.e. recovery operation(s) type)
9	Pre-acceptance checks (e.g. quotations, agreements & specifications, analysis and producer site visit checks)
10	Any irregularities with the load, prior to offloading and on inspection after acceptance, (e.g. heavy contamination, odours, unsuitable debris, unpermitted wastes and hazardous items etc.)
11	Redirected (rejected) waste/loads for alternative off-site treatment/disposal including any instructions/correspondence from the Natural Resources Wales

Wastes dispatched	
1	Time and date
2	Waste carrier licence number
3	Quantity of waste dispatched
4	Waste description and waste LoW/EWC code
5	Physical nature of the waste and packaging/type e.g. solid, loose, bulk, whole item etc
6	The destination of the waste and the local authority destination code
7	The receiving site permit or number or exemption details
8	Controlled waste transfer notes and hazardous waste consignment notes
9	The fate of the waste (i.e. recovery or disposal)

2.6.2 The following ***notifications and reports*** will be made to the Natural Resources Wales without delay:

- Quarterly returns for wastes received and dispatched.
- Any malfunction, breakdown or failure of equipment or techniques, accident, or fugitive emission which has caused, is causing or may cause significant pollution.
- Any breach of a limit specified in the permit.
- Any significant adverse environmental and health effects.
- Records of complaints, pollution incidents or breaches of the permit and the actions that have been or are intended to be taken to deal with them.

2.6.3 Site Notice Board

A site notice board will be displayed at the site entrance to the facility, and will contain the following information:

Table 2.6.1 Site Notice Board Details	
Facility Name:	Jay Metals Scrap Metal Recycling Facility
Facility type:	Scrap Metal Recycling and Vehicle Depollution Facility
Operator:	Jay Metals
Contact Details;	Tel. No. 01239 698229 / 07800 900004 e-mail; juliejaymetals@googlemail.com
Emergency Contact;	The Site Manager

This permitted facility is authorised by the Natural Resources Wales	
Environmental Permit Number EPR/FP3097EZ	
Natural Resources Wales (incident hotline)	0800 807060

End.