ENVIRONMENTAL MANAGEMENT SYSTEM

Lon Hen Felin Waste Treatment and Transfer Facility, Cibyn Industrial Estate, Caernarfon, Gwynedd, LL55 2BD

GSPH Ltd

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Oaktree Environmental

Waste, Planning & Environmental Consultants

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Drawing No. 0377-LHF-03 – Site Layout Plan

Drawing No. 0377-LHF-04 – Receptor Plan

Appendix II - Record Keeping Forms (advisory only)

LHF-RF-2	-	Rejected Waste
LHF-RF-4	-	Site Diary/Inspection Form
LHF-RF-6	-	Employee Training Needs Assessment / Review
LHF-RF-7	-	Complaints Form

***The above forms are advisory only, alternative forms of the operator may be used electronically*

Appendix III - Environmental Permit

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

Appendix V Fines Sampling Plan

Site Information & Key Contacts List

Site Address:	Lon Hen Felin Waste Treatment and Transfer Facility, Cibyn Industrial Estate, Caernarfon, Gwynedd, LL55 2BD		
Site Operator:	GSPH Ltd	National Grid Ref:	SH 49882 62740

Contact	Description	Office Hours	Out of Hours
Alan Hughes	Director & Technically Competent Manager	01286 677481	
Altwen Hospital Tremadog, Gwynedd LL49 9AQ	Community Hospital – Minor Incidents Unit	01766 510010	999
Gwynedd Hospital Penrhosgarnedd, Bangor, Gwynedd LL57 2PW	Local NHS Hospital (Main)	01248 384384	999
	Accident & Emergency (A&E)	111	999
Meddygfa Hafan Lechyd Victoria Dock, Balaclafa Road, Caernarfon, Gwynedd LL55 1TH	Local Doctor Surgery (GP)	0300 1235566	0300 1235566
North Wales Police Caernarfon Police Station, Maescinla Lane, Caernarfon, LL55 1BU	Local Police Non-Emergency	101 or 0300 330 0101	999 or 112
	Police Emergency	999 or 112	999 or 112
North Wales Fire and Rescue Service Caernarfon Fire Station, Llanberis Rd, Caernarfon LL55 2DF	Fire and Rescue Service (in Emergency Dial 999)	01745 812250 or 01286 662999	999 or 112
Natural Resources Wales Maes y Ffynnon, Bangor LL57 2DW	Environmental Regulator	0300 065 3000	0300 065 3000
Gwynedd County Council	Local Planning Authority	01766 771000	01766 771000 / 0300 065 3000 / 999
Oaktree Environmental Ltd Lime House, 2 Road Two, Winsford, Cheshire CW7 3QZ	Secondary specialist waste and permitting compliance advisors	01606 558833	n/a

1 Introduction

1.1 General

1.1.1 Oaktree Environmental Ltd have been instructed by GSPH Ltd (the operator) to prepare this Environmental Management System (EMS).

1.1.2 This EMS has been prepared in relation to waste operations undertaken at Lon Hen Felin Waste Treatment and Transfer Facility, Cibyn Industrial Estate, Caernarfon, Gwynedd, LL55 2BD. The site is operated in accordance with Environmental Permit (EP) Ref. CB3237AP regulated by Natural Resources Wales (NRW). The EP authorises a hazardous household, commercial and industrial waste transfer station with treatment facility.

1.1.3 The permit boundary is illustrated in green on Drawing No. 0377-LHF-02 Permit Boundary Plan. All reference to 'the site' in this EMS refers to the associated operations, infrastructure, plant, and equipment within this boundary.

1.1.4 The purpose of an EMS is to give instructions to all staff specifying how the site is managed and has been revised with emphasis on managing the waste storage and incoming / outgoing procedures on site.

1.1.5 This EMS has been prepared in accordance with the following guidance:

a) The Environmental Permitting (England and Wales) Regulations 2016.
b) Natural Resources Wales: how to comply with your environmental permit.
c) Technical Guidance WM3: Waste Classification - Guidance on the classification and assessment of waste.
d) The Waste duty of care: code of practice – 2018.

1.1.6 A copy of this EMS and the EP will be kept in the site office and made available at all times.

1.2 EMS Review

1.2.1 A member of senior management will review this EMS on an annual basis to ensure it is suitable and continues to accurately reflect the operations and systems undertaken on site and evaluate if these are still effective.

1.2.2 If upon review the EMS is considered to not suitably reflect operations or systems / processes undertaken, the relevant procedures will be updated where necessary. The EMS will be reviewed sooner in the event of any of the following:

a) Changes in operations i.e. processes or equipment.
b) Changes / variations to the permit (including the permit boundary).
c) Changes to site infrastructure i.e. buildings.
d) Changes to Environmental Legislation.
e) A pollution incident.

1.3 Relevant Contacts

1.3.1 The contact details for the operator are as follows:

GSPH Ltd Lon Hen Felin Waste Treatment and Transfer Facility, Cibyn Industrial Estate Caernarfon Gwynedd, LL55 2BD	Contact: Alan Hughes Position: Director Tel: 01286 677481

1.3.2 Contact details for Oaktree Environmental are as follows:

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

1.3.3 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.

1.4 Site Location

1.4.1 The site is located at Lon Hen Felin Waste Treatment and Transfer Facility, Cibyn Industrial Estate, Caernarfon, Gwynedd, LL55 2BD as shown on Drawing Nos. 0377-LHF-02 & 03. The national grid reference for the site SH 49882 62740.

1.4.2 The site is situated in a predominantly industrial area, located on the outskirts of Caernarfon. Within the immediate vicinity of the site is the wider Cibyn Industrial Estate comprising of other industrial and commercial premises. Beyond the industrial estate the land comprises of rural areas consisting of agricultural fields and urban areas of residential dwellings.

1.4.3 A full list of receptors within 1km of the site have been included in Table 1.1 overleaf. A Receptor Plan illustrating these receptors is included in Appendix I, see Drawing No. 0377-LHF-04 – Receptor Plan.

Table 1.1 - Sensitive Receptors

Receptor	Direction from Site	Approx distance from the site boundary to the receptor boundary (m)
Commercial / Industrial		
Cibyn Industrial Estate	--	0
Avanti gas	East	10
Gwynedd Council Fleet Service	Northeast	15
EWE Building Plastics	South	20
Gas Direct Cymru	Southeast	30
Residential Dwellings		
Lon Hen Felin	South	25
Llanberis Road	West	195
Care homes (residential)		
Caernarfon Residential Home	Northwest	860
Schools		
Ysgol Gynradd Maesincla	West	800
Ysgol Yr Hendre	Southwest	855
Watercourses / Surface Water Features		
Afon Seiont	East	315
Infrastructure (major roads and transport links)		
Caernarfon Bypass	East	120
Llanberis Road (A4086)	North	120
Recreational		
Glan Gwna Holiday Park	South	350

1.5 Permitted Operations

1.5.1 The EP authorises the acceptance, storage, and treatment of household commercial and industrial (HCI) waste and construction, demolition and excavation (CDE) waste.

1.5.2 Treatment activities undertaken on site consist of the following:

a) Sorting (with loading shovel/360° excavator or by hand).
b) Manual separation (by picking line).
c) Mechanical separation (including magnets and density separator).
d) Screening (by using appropriate mechanical screen / trommel).
e) Crushing (by using appropriate mechanical crushing plant).
f) Shredding (by using appropriate mechanical shredding plant).
g) Compacting (by loading shovel / 360° excavator).
h) Baling (by using appropriate mechanical baler).
i) Storage (prior to removal).

1.5.3 Specified waste management on site includes waste disposal and waste recovery operations listed in Annex IIA and IIB of The Waste Framework Directive 2008/98/EC which are outlined below:

- R3: Recycling/reclamation of organic substances which are not used as solvents.
- R4: Recycling/ reclamation of metals and metal compounds.
- R5: Recycling/reclamation of other inorganic materials.
- R13: Storage of wastes pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection, on the site where it is produced).
- D9: Physico-chemical treatment of waste not listed elsewhere in this table which results in final compounds or mixtures which are disposed of on this site by means of any of the operations numbered D1 to D12, e.g. evaporation, drying, calcination.
- D15: Storage pending any of the operations numbered D1 to D14 (excluding temporary storage, pending collection, on the site where it is produced).

1.6 Hours of Operation

1.6.1 The site will be open during the following hours for waste operations including the delivery, receipt, and processing of waste:

Monday to Friday	07:30 – 20:00
Saturday	07:30 – 17:00
Sundays, Bank/Public holidays	08:00 - 16:00

1.6.2 The only activities on site which will be permitted outside of these hours are onsite maintenance works, emergency deliveries of waste/plant/machinery and general office use.

1.6.3 During times where the site is closed or not in operation, the site will be locked and secured to prevent unauthorised access.

1.7 Staffing and Management

1.7.1 Table 1.2 below details the staff structure for the site and information on roles and responsibilities for staff involved in waste operations.

1.7.2 The roles included in Table 1.2 below are used throughout the EMS to demonstrate the responsibilities for each staffing role.

Table 1.2 - Staffing Levels

Position	Employees	Responsibilities
Yard supervisor / TCM	2	Overseeing all activities. Ensuring that the site is being operated in accordance with the Environmental Permit and in-line with attendant regulations
Office / Administrative Staff	7	Office/administrative duties
Machine / Plant Operators / General Site Operatives	30	Waste handling/processing, reception and plant operation
Transport Manager	1	Oversees the operation of the vehicle fleet and driver operations
Operations Manager	1	Oversees operation of the main transfer yard

1.8 Fit and Proper Persons

1.8.1 Site operations will be supervised by a Technically Competent Manager (TCM) who holds the relevant CIWM/WAMITAB qualification, including a Continuing Competence Certificate, where appropriate. NRW will be notified of changes to the TCM or appointment of temporary replacements before the changes come into effect.

1.8.2 A record of the TCM attendance, including start and finish times will be recorded in the site diary. These records will be made available to NRW for inspection on request.

1.8.3 The operator will ensure that in the absence of the TCM a nominated person will take on the appropriate responsibilities and act as competent person. NRW will be informed of any changes to the TCM and relevant replacement details.

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 V. 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 Exempt Activities

1.10.1 Exempt activities are those which are outside the scope of the EP for the site (listed in Schedule 3 of the Environmental Permitting (England and Wales) Regulations 2016) which are carried out at the site.

1.10.2 At present there are no waste exemptions registered for the site, nor do any exempt activities take place on site.

1.11 Convictions

1.11.1 At the time of application, neither GSPH Ltd nor any of the relevant people within the company had been convicted of a relevant offence.

1.12 Waste Carriers Licence

1.12.1 The operator holds an upper tier waste carriers licence to allow the importation and removal of waste from the site by the operators own vehicles. The operators waste carriers registration number is CBDU017687.

2 Site Engineering and Infrastructure

2.1 Site Description

2.1.1 The site infrastructure is clearly detailed on Drawing No. 0377-LHF-03. The drawing illustrates the following areas on site:

a) Different surfaces i.e. concrete, hardstanding etc.
b) Location of buildings
c) Height/type of perimeter fencing
d) Reception and storage areas of waste
e) Location of fixed plant/equipment i.e. loading hoppers, trommel, conveyors etc..

2.2 Access and Parking

2.2.1 Access and egress to/from the site is via Lon Hen Felin and ample parking is available adjacent to one of the site offices.

2.3 Site Office

2.3.1 The main site office is located as shown on Drawing No. 0377-LHF-03, there is also a secondary office located on site, the documents listed below will be retained in one of the site offices.

Documents to be retained in site office
The Environmental Permit (original & any subsequent variations)
This Environmental Management System (NRW 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 adjacent to the site office, the weighbridge will be used for accurate weighing of loads coming onto and being removed from site. During instances where the weighbridge is out of action, the weight of each load into and out of the site will also be estimated using the standard volume-to-weight conversion factors or HGV load capacities.

2.5 Notice Board and Signs

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

a) The site name and address.
b) The name of the permit holder and operator.
c) The Environmental Permit number and accompanying statement stating that the site is permitted by Natural Resources Wales.
d) Natural Resources Wales contact details, Emergency and General Enquiries No. 0300 065 3000.
e) Operator's "out of hours" emergency contact details (see contacts table)
f) 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.

2.5.3 The notice board will be inspected once per week. In the event of any damage or effectiveness, the board shall be repaired or replaced within 1 week.

2.6 Site Security

2.6.1 Site security is important to reduce the likelihood of unauthorised access to the site. The site is situated within Cibyn Industrial Estate, the site is predominantly surrounded by 6.2m high metal sheet fencing/boundary walls. The main entrance to the site is sealed with lockable palisade security gates which remain locked outside of operational hours or when the site is unmanned. Behind the main waste transfer / treatment building is secured with 2.5m palisade fencing for the remainder of the boundary.

2.6.2 There is a further set of lockable palisade gates to the area of the site where the workshop is situated.

2.6.3 The main waste transfer and treatment building has heat sensors which are monitored by a third party outside of operational hours. Heat sensors are maintained by Snowdonia Fire Protection Ltd.

2.6.4 Whenever the site is unmanned or out-of-hours the gates will be locked to prevent unauthorised access. It is considered the above security features will minimise the risk of unauthorised access.

2.6.5 In addition to the above, the site has 24-hour CCTV covering all operational and waste storage areas on site as well as the site access which is monitored out of hours by a third-party security company EMCS Ltd who are UKAS accredited. All cameras are pan, tilt and zoom 360-degree coverage over a 50m distance meaning all areas of the site are monitored.

2.6.6 Any unusual or suspicious activity picked up which is not in line with site specific procedures will mean a call to the emergency services which would present the risk of arson.

2.6.7 The site security measures 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 7 working days. All repairs will be noted on the site diary within 24 hours of the event.

2.6.8 If unauthorised access becomes apparent as a problem at the site, the security measures will be reviewed, and improvements implemented.

2.7 Fuel and Hazardous Substance Storage

2.7.1 The operator has a dedicated storage area for gas cylinders. No chemicals will be present on site.

2.7.2 There are two 10,000 litre fuel tanks stored on site (20,000 litres of fuel in total). The tanks are securely locked in a dedicated storage container when not in use. All refuelling of plant and equipment will take place using a drip tray to capture any fuel. The storage locations of the above areas are shown on Drawing No. 0377-LHF-03.

2.7.3 The procedures for fuel storage on site are as follows:

a) Tanks are surrounded by a bund capable of containing a minimum of 110% of the volume of fuel stored in the tank.
b) All pipework and associated infrastructure will be enclosed within the bund.
c) A lock will be fitted to the tank valve to prevent unauthorised operation.
d) All valves and gauges on the bund will be constructed to prevent damage caused by frost.
e) No combustible waste will be stored within 6 metres of any fuel/fluid's storage without a fire wall in place.
f) Storage of oil will comply with the Control of Pollution (Oil Storage) (Wales) Regulations 2016.
g) All tanks storing fuel, oil or hazardous material are clearly marked showing the product within and their capacity.

2.8 Rejected Waste

2.8.1 A waste may be non-conforming and rejected from the site for any of the following reasons:

a) Delivery vehicle is unsuitable for site operations or conditions.
b) The waste types are not acceptable at the site under the EP.
c) There is large quantities of prohibited waste mixed within the load.
d) The load is not accompanied by the correct documentation.
e) The waste does not match the description on the accompanying documentation.
f) The waste is unsuitable for treatment.

2.8.2 Any waste which is rejected will be stored in the quarantine area, either in a skip or stockpiled and removed from site within 5 working days. The location of a quarantine skip on site may vary as operating conditions permit but the clear labelling and management control will ensure its use as specified.

2.8.3 If waste is identified as being unacceptable at the site entrance or at the point of offloading the site manager will be contacted and a Waste Rejection Form (form LHF/RF/2 included in Appendix II or similar) will be issued to the driver. The driver of the load will be informed of the load's rejection, reason for the rejection and requested to leave the site.

2.8.4 If the load is rejected because the description of the waste on the Waste Transfer Note is incorrect, the driver may be given the opportunity to correct the mistake so long as the waste is acceptable at the site.

2.8.5 In the event of a rejected load NRW may be contacted by telephone and or email with details of the rejected load. These details should include information relating to the nature and quantity of waste involved, the time and date, the name and address of the waste producer, the registration number of the vehicle delivering the waste and the name and address of the vehicle driver and haulage contractor.

2.9 Drainage (general)

2.9.1 The drainage arrangements for the site are clearly shown on Drawing No. 0377-LHF-03 and as all of the operational area is impermeable, all surface (rain) water falls generally falls to the north or south of the site into an interceptor prior to being discharged to foul sewer.

2.10 Drainage Maintenance

2.10.1 The condition of the impermeable pad, drainage gullies and interceptors will be checked daily, any spillages of potentially hazardous substances will be swept up immediately. Any damage to the impermeable surface would result in the area being cordoned off and repair will be completed within a timescale agreed with NRW. The daily inspections will ensure continuing integrity and fitness for purpose of their construction, and the inspection and any necessary maintenance swill be recorded in the site diary.

2.10.2 In the event of damage occurring which breaches the integrity of the engineered containment that it no longer meets the specified standards, the applicant will cease importing waste into the affected area and notify NRW immediately. The operator will not recommence importing waste into the affected area until it has been repaired to a standard as good as the original specification. If the interceptors become damaged or unsuitable at removing potential contaminants, drainage gullies leading to that interceptor would be covered to ensure no runoff could occur, mats would be removed once the interceptor had been repaired or replaced.

2.11 Drainage Management

2.11.1 In terms of any new impermeable surfaces or repairs to the drainage system, the operator will ensure they are fit for purpose in that:

a) Areas of the impermeable surface are laid to take weight of relevant vehicles, plant and equipment without cracking and breaking; and,

b) Areas of the impermeable surface are free from cracks which could increase permeability; and,

c) Areas of the impermeable surface are resistant to mechanical, physical and chemical stresses to which they may be subjected; and

d) Areas of the impermeable surface fall towards the drainage system to prevent ponding; and,

e) No liquid will run off areas of the impermeable surface ither than into the sealed system.

f) Liquid from the tank is sealed and not leak and is capable of collecting and containing liquids draining from the impermeable surface.

2.12 Vehicles, Plant and Equipment

2.12.1 Waste will be handled and processed using the plant listed in Table 2.1. Only trained operatives will be permitted to drive/operate the plant listed below. Any changes to the list will be notified to NRW prior to implementation.

Table 2.1 - Plant & Equipment

Item	Number	Function
360º excavator	2	Loading/unloading/movement/sorting
Loading shovel	1	Loading/unloading/movement/sorting
Telehandler	1	Loading/unloading/movement
Screener / trommel	1	Mechanical separation of wastes by size
Shredder	1	Mechanical reduction of the size of waste
Crusher	1	Mechanical reduction of the size of waste
Picking line (including conveyor belts, overband magnets and blower)	1	Mechanical separation of waste

Note: The plant/equipment on site may vary and additional equipment may be hired-in to cope with larger jobs, jobs with specific requirements or to prevent over stockpiling leading to a breach of permitting conditions.

2.13 Preventative Maintenance

2.13.1 Plant and vehicles (including engines) will be maintained and serviced in line with manufacturers recommendations. The preventative maintenance checklist included in Appendix II will be populated with all items required to be maintained. Any defects and actions taken as part of inspections and maintenance will be recorded.

2.13.2 Site operatives will undertake preventative maintenance checks i.e. before, during and 1 hour before the end of each working day to ensure the following:

a) Machinery is mechanically sound for use and no presence of black fumes or trailing liquids visible prior to use or following shutoff of plant/equipment.
b) Plant which is not in use for any extended period is stored at least 6 metres from combustible waste.
c) All plant and equipment vehicles are fitted with fire extinguishers.
d) Dust from processing/treatment operations on site can settle throughout the working day but the operator has a continuous training regime to prevent this happening. The plant will be cleaned at least once every 12 hours.

3 Site Operations

3.1 Preliminary procedures (waste pre-acceptance)

3.1.1 Information relating to incoming waste must be obtained prior to its arrival at the site as part of the pre-acceptance procedure. This process begins when a customer submits an enquiry for the hire of a skip.

3.1.2 Upon receipt of an enquiry from either a new or existing customer, the office admin team will gather details regarding the type and nature of the waste proposed for disposal. Any enquiries that the office admin team need further clarification on whether the waste types can be accepted at the site will be sent to the TCM to assess.

3.1.3 Once the proposed waste stream has been confirmed with the customer and deemed acceptable, a skip will be issued for an agreed hire period.

3.1.4 Details about the waste to be obtained from a customer at the pre-acceptance stage may include:

a) A description of the waste.
b) List of Waste (LoW) code.
c) Details of the generating process or activity that has produced the waste.
d) Identification of any potentially hazardous properties.
e) An estimation of the total quantity of waste.

3.1.5 Where the information provided is insufficient or there is uncertainty regarding the nature or composition of the waste, additional information, sampling or testing may be requested.

3.1.6 A record of the pre-acceptance assessment shall be maintained for at least 3 years, including supporting documentation and the decision to approve, reject, or conditionally accept the waste.

3.1.7 Guidance will be given by site management to all employees, sub-contractors, other waste carriers and customers regarding the waste types and operations which are acceptable at the site i.e. a copy of the relevant authorisations for the site such as the EP.

3.2 Waste Acceptance (checking in & inspection of loads)

3.2.1 The operator is a registered waste carrier and generally collect loads from customer sites. However, if waste is to be accepted from sub-contractors or is delivered by other known hauliers, waste carrier registration details will be taken prior to acceptance of a load.

3.2.2 All regular haulage operators delivering waste to the site will be periodically checked with the EA public register to ensure appropriate registration.

3.2.3 The procedures below would be followed prior to the receipt of waste on site.

3.2.4 Prior to a driver collecting a load, a visual check will be made to determine if there is sufficient capacity available on the site to accept the potential incoming load i.e. waste storage areas are not at maximum capacity. In the event of a breakdown in plant or equipment causing the operator to be unable to process waste, loads may still be accepted onto site if there is sufficient storage capacity available.

3.2.5 Upon arrival at the waste producer's premises, the driver employed by the permit holder shall undertake a visual inspection of the waste to verify that it conforms to the waste pre-acceptance information provided by the customer. The inspection is carried out prior to loading and is intended to confirm that the waste description, composition, and condition are consistent with the approved waste stream.

3.2.6 If the driver is satisfied that the load matches the pre-acceptance criteria provided and is compliant with the EP, the driver will sign the relevant paperwork (Duty of Care transfer note or delivery ticket) and remove the load from the customer premises to be transferred to site.

3.2.7 Upon arrival at the site, all incoming vehicles shall report to the weighbridge office before entering the operational areas, all vehicles bringing waste onto site should be suitably

sheeted to minimise the risk from dust, odour etc. The weighbridge operator shall record the relevant load details within the operators waste tracking system and undertake a further visual inspection of the waste, further checking waste transfer notes and accompanying documentation to ensure the waste is acceptable at the site.

3.2.8 This inspection shall be used to verify that the waste presented matches both the pre-acceptance information. Where the load is consistent with the approved waste description and no concerns are identified, the vehicle shall be directed to the appropriate unloading area.

3.2.9 If any discrepancies, signs of contamination, or indications of non-conforming waste are identified, the load shall be referred to the Site Manager or nominated competent person for further assessment. The waste may be subject to additional inspection, quarantined pending investigation, or rejected in accordance with the operators waste rejection procedures and taken to a suitably licenced facility.

3.2.10 Waste Transfer notes are checked to ensure they contain the following information:

a) Vehicle Registration and drivers name and signature.
b) Waste haulier name and valid waste carriers' registration number.
c) Name address (of source site) and signature of transferor.
d) Name, address (of destination site) and signature of the person receiving the waste (transferee).
e) Permit number or exemption reference of person receiving the waste (if applicable).
f) Description of waste including waste type, waste source, waste containment and waste quantity.
g) List of Waste (LoW) code.
h) SIC code of the waste holder.
i) Date and time of waste transfer and waste transfer note number.
j) Confirmation that the waste hierarchy has been considered.

3.2.11 The nature of bulk loads makes full inspection difficult until the load is deposited. Accepted waste loads will be directed to the appropriate tipping and waste reception area. Loads are

also examined at the point of offloading, if loads are discovered to be unacceptable at this point, if possible, the load should be re-loaded back onto the vehicle and rejected from site. If it is impossible to load a rejected load back ono the delivery vehicle, the load will be put into the quarantine area for removal. In cases where the presence of unauthorised waste is likely to lead to a breach of permit conditions, NRW will be contacted immediately to agree a course of action.

3.2.12 If unauthorised 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.

3.3 Waste Acceptance – Asbestos

3.3.1 Acceptance procedures do not require a sample of the incoming material to be tested and, therefore, bags and wrapping which contain asbestos must not be opened on site.

3.3.2 The following procedures will be implemented by the operator on site to ensure asbestos is accepted, handled, stored and removed safely and without risk:

a) Asbestos must be delivered in uniform loads and cannot be accepted as part of a mixed incoming load.
b) In conjunction with a Duty of Care Waste Transfer Note, all incoming asbestos loads will be accompanied by a Hazardous Waste Consignment Note (HWCN) in accordance with the Hazardous Waste (England and Wales) Regulations 2005.
c) Staff involved with the acceptance of incoming loads of asbestos will ensure the appropriate sections of the HWCN have been completed correctly.
d) Site operatives will ensure that incoming bags are labelled with the asbestos warning sign and are appropriately packaged (i.e. all incoming asbestos sealed within bags).
e) As outlined in the EP for the site, a maximum of 20 tonnes of asbestos will be accepted and stored on site per day.

3.4 Gypsum & Plasterboard Assessment

3.4.1 Waste gypsum when mixed with biodegradable material results in the production of hydrogen sulphide which is a toxic gas so all waste gypsum will be kept separate from all other waste on site. This will be done by applying the following procedures which all staff will undergo refresher training on following issues of this EMS:

a) All waste transfer notes will be updated advising no plasterboard is to be deposited in a skip. All existing and new customers will be told the importance of segregating plasterboard at the place of production due to the above issue.

b) The site will only knowingly accept plasterboard in single stream loads and not part of any mixed loads.

c) Prior to delivering a skip to a property, the operator will ask the customer if any plasterboard is likely to be present in the load, i.e. what is the nature of the skip. If the customer is a builder or a householder having building works undertaken at their property, the customer will be provided with a separate bag for plasterboard / gypsum waste and a separate transfer note detailing the EWC code for plasterboard which is 17 08 02.

d) The customer will be advised to place the bag of plasterboard on top of the skip or to the side of the skip prior to collection. The operator, when collecting the skip would ensure the bag is sealed and segregated from the mixed skip when loading on to the HGV.

e) If the customer refuses to segregate the plasterboard from other waste on the place of production, the skip will be subject to a more rigorous sort (shown in the sections below) when delivered to the site and the operator would inform the customer of a penalty charge.

f) Once a mixed load of waste is tipped, plasterboard contamination may still be present, so the driver will take photographs the load before processing. This system is used to prove the presence of contrary items or misdescription, to enable the sales team to levy additional costs on the customer for their correct handling as shown in point iv above.

3.5 Waste Acceptance – POPs Assessment

3.5.1 Staff will be trained on the identification of any waste which could contain POPs, which includes the following:

- Sofas
- Sofa beds
- Armchairs
- Kitchen and dining room chairs
- Stools and foot stool
- Home office chairs
- Futons
- Bean bags, floor and sofa cushions

3.5.2 If any of the wastes listed in this procedure are identified in the waste tipping and sorting area and contain leather, synthetic leather, other fabric, or foam, the items will be segregated and removed. These items are bulked and then sent to a suitably permitted site.

3.5.3 If there is a risk of contamination from the identified POPs waste i.e. if pieces of foam, cover, lining or wadding material are released from the item the whole load will be classified as POPs waste and sent for destruction.

3.6 Waste Acceptance – Soils and Aggregates Recycling

3.6.1 The operator accepts the following EWC codes which have a mirror hazardous entry code. Only non-hazardous EWC codes will be accepted at the site.

- Mixture of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06 – 17 01 07
- Mixed construction and demolition wastes – 17 09 04
- Soil and stones – 17 05 04

3.6.2 All incoming wastes are characterised and coded by the waste producer in accordance with the Waste Duty of Care: Code of Practice. Strictly non-hazardous wastes are accepted at the site as classified under the Joint Agency Guidance Document entitled "Waste Classification. Guidance on the classification and assessment of waste (1st Edition v.1.GB). Technical Guidance WM3" updated October 2021 (WM3).

3.6.3 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:

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

3.6.4 The operator will initiate their own assessment during waste acceptance checks where the operator will determine / assess if they agree with the waste producers coding of the waste as non-hazardous. The operator implements a risk-based approach at the site, the following factors are considered when assessing the waste:

- Customer profile
- Source of the waste
- Visual inspection upon arrival

3.6.5 The majority of inert waste accepted at the site comes from domestic projects such as garden excavations, building extensions, or new housing developments, which are classified as low risk due to prior site remediation or contamination checks before developments begin. The source for all accepted waste is recorded as part of the waste transfer notes.

3.6.6 The operator considers waste accepted from the following types of sites to be low risk:

- Domestic properties (e.g., digging footings, garden soil removal)
- Parks and gardens
- Amenity areas
- Home Building sites and new developments
- Non-industrial sites e.g., care homes, hospital, and leisure facilities
- Greenbelt areas

3.6.7 For medium and high-risk sites such as industrial locations, brown field sites, petrol stations, utility excavations, or highway projects etc, a full WM3 analysis would be required to be undertaken including a declaration and report from the producer to confirm the waste is non-hazardous. If the producer cannot provide this information, the waste will not be accepted at the site.

3.6.8 Upon the operators assessment if it is considered that wastes have been mis-classified as non-hazardous or mis-coded by the waste producer, the waste will be quarantined in a sealed area pending further testing or removal from site to a suitably authorised facility for further recovery or disposal.

3.6.9 Notwithstanding the above, if a load of incoming waste is found to have substance concentrations which do not cause the waste to be classified as hazardous under WM3, but nevertheless are sufficiently close to the limit values that any fines arising from the treatment of the waste may be classified as hazardous, the operator may have the waste removed from site for recovery or disposal elsewhere rather than treating it at the site for commercial reasons.

3.6.10 The above information will be requested, and waste will be assessed prior to tipping to ensure no contaminated or hazardous waste is deposited onto hardstanding.

3.6.11 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.

3.6.12 The assessment methods outlined above are considered suitable as assessing waste as non-hazardous.

3.7 Waste Rejection

3.7.1 A waste may be non-conforming and rejected from the site for any of the following reasons:

a) Delivery vehicle is unsuitable for site operations or conditions.
b) The waste types are not acceptable at the site under the Environmental Permit.
c) There is prohibited waste mixed within the load.
d) The load is not accompanied by the correct documentation.
e) The waste does not match the description on the accompanying documentation.
f) The waste is unsuitable for treatment.

3.7.2 Any waste which is rejected will be stored in a quarantined area, either in a skip or stockpiled and removed from site within five working days. The location of a quarantine skip on site may vary as operating conditions permit but the clear labelling and management control will ensure its use as specified.

3.7.3 If waste is identified as being unacceptable at the site entrance or at the point of offloading the site manager will be contacted and a Waste Rejection Form will be issued to the driver. The driver of the load will be informed of the load's rejection, reason for the rejection and requested to leave the site.

3.7.4 If the load is rejected because the description of the waste on the Waste Transfer Note is incorrect, the driver may be given the opportunity to correct the mistake so long as the waste is acceptable at the site.

3.7.5 In the event of a rejected load NRW may be contacted by telephone and or email with details of the rejected load. These details should include information relating to the nature and quantity of waste involved, the time and date, the name and address of the waste producer, the registration number of the vehicle delivering the waste and the name and address of the vehicle driver and haulage contractor.

3.8 Waste Deposit & Handling

3.8.1 Once a load has been accepted by the operator, the contents will be discharged into the appropriate waste reception, storage or treatment area as shown on Drawing No. 0377-LHF-03 and is likely to comprise of the following EWC codes:

- 17 09 04 – mixed construction and demolition waste other than those mentioned in 17 09 01, 17 09 02 and 17 09 03
- 20 03 01 – mixed municipal waste

3.9 Waste Storage, Types and Quantities

3.9.1 The locations of waste types and volumes stored on site will be maintained with those outlined in at the end of this procedure, waste storage locations are illustrated on Drawing No. 0377-LHF-03.

3.9.2 The annual throughput of waste at the site will not exceed 75,000 tonnes.

3.9.3 Based on the storage areas included in Table 3.1 the maximum amount of waste that could be stored on the whole site at any one time is 3,540 tonnes.

3.9.4 Each designated waste storage area shall have a defined maximum storage capacity based on available space, operational requirements, and fire prevention measures. Visual site inspections shall be undertaken daily to verify that storage areas remain within their limits as specified in Table 3.1. It is the responsibility of the TCM to monitor quantities and times of waste storage ensuring these are not exceeded.

3.9.5 To prevent the exceedance of storage limits, the following trigger levels shall be applied:

a) At 75% capacity, the site manager shall review incoming waste bookings and planned outgoing movements.
b) At 90% capacity, priority shall be given to processing or removing waste from site and restrictions may be placed on accepting additional waste streams.

c) At 100% of the permitted storage limit, no further waste of that type shall be accepted until sufficient capacity becomes available. Loads may be diverted to an alternative site or not collected from customer premises until storage is available on site.

3.9.6 To ensure the waste storage time for each waste type outlined in Table 3.1 overleaf are not exceeded, storage areas will be organised so that older materials are positioned at the right of the bay ensuring that older material is removed first. When waste is being removed the associated storage area will typically be emptied in its entirety and then the date of the first waste load deposited into the area recorded on an electronic or manual system which will allow the operator to calculate the maximum removal date.

3.9.7 Wase acceptance shall be managed in line with available storage capacity. The site manager may:

a) Restrict or suspend acceptance for specific waste streams.
b) Divert waste to alternative authorised facilities.
c) Increase processing activities where operationally feasible.
d) Arrange additional collections or off-site transfers to maintain compliance.
e) Loads arriving on site that would result in a storage limit being exceeded shall be rejected unless alternative compliant storage arrangements are available.

3.9.8 Where unforeseen circumstances, such as equipment breakdowns, adverse weather, fire incidents, or delays in waste removal, create a risk of exceeding storage limits, the site manager shall implement contingency measures, including:

a) Suspending waste acceptance.
b) Prioritising waste treatment and dispatch.
c) Arranging alternative authorised recovery or disposal routes.
d) Deploying additional resources to clear accumulated waste.

3.9.9 Waste storage areas are inspected on a regular basis as part of the inspection checklist with care being taken to ensure stockpile sizes are not exceeded, and stockpiles do not block drainage paths.

3.9.10 The site manager will consider access and egress of emergency service vehicles and the potential for double handling of waste when planning the position and location of storage areas.

3.10 Hazardous Waste Storage, Types and Quantities

3.10.1 No more than 20 tonnes of asbestos waste will be accepted and stored on site per day.

3.10.2 To ensure the site complies with the EP's hazardous waste storage limit outlined above, the operator will undertake routine daily visually inspections. These inspections are predominantly to ensure waste is not exceeding the storage area i.e. asbestos is all within the dedicated storage container and not overflowing.

3.10.3 The quantity of hazardous waste on site will be monitored through waste consignment notes which list the tonnage being brought onto and off site. Allowing the operator to know how much asbestos is on site at all times. The inventory of hazardous waste on site will be updated whenever a load is accepted or removed from site.

3.10.4 Before accepting any new hazardous waste loads onto site, the responsible site operative or TCM shall:

a) Confirm the waste identity, classification and intended storage location
b) Verify the quantity of hazardous waste being brought onto site.
c) Check the current inventory quantity on site and available capacity against the permit limit (20 tonnes).
d) Confirm the storage area has sufficient permitted and physical capacity.
e) Record the incoming quantity in the inventory before placing the waste into the appropriate storage area.

3.10.5 Hazardous waste shall not be accepted or moved into storage if doing so would cause the EP limit to be exceeded. If there is insufficient capacity available on site, the site operative will suspend the receipt of hazardous waste until capacity is available and will inform site management.

Table 3.1 - Waste Storage Area Details

Waste storage table												
Plan Ref	Description	Storage type	Containment	Height / width of firewall (m)	Max Width (m)	Max Length (m)	Height (m)	Max area (m^2)	Conversion factor used	Volume (m^3)	Tonnage (approximate)	Maximum storage durations
AREA 1	Mixed waste reception (tipping), inspection and sorting area	Free-standing (processed)	Enclosed waste transfer building	n/a	15.3	13.2	4	202	0.333	269	200	<4 weeks
AREA 2	Scrap metal	Free-standing (processed)	Three-sided concrete bay	3 / 0.1	6	12	2	72	0.75	108	120	<4 weeks
AREA 3A	<10mm trommel fines	Free-standing (processed)	Three-sided concrete bay	1.5 / 0.6	4.7	3.4	0.5	16	0.75	6	6	<48 hours
AREA 3B	<25mm trommel fines	Free-standing (processed)	Three-sided concrete bay	1.5 / 0.6	4.7	3.4	0.5	16	0.75	6	6	<48 hours
AREA 4 - 7	Hand sorted recyclables i.e. plastic, cardboard, residual waste, plasterboard etc.	Free-standing (partly processed)	Three-sided concrete bay	4 / 0.6	3.5	3	3	11	0.75	24	20	<1 week
AREA 8	Ferrous metals	Free-standing (processed via overband magnet)	Three-sided concrete bay	4 / 0.6	3.5	3	3	11	0.75	24	10	<1 week
AREA 9	Residual lights (>75mm)	Free-standing (processed via blower)	Three-sided concrete bay	4 / 0.6	2.4	2.3	3	6	0.75	12	5	<1 week
AREA 10	Oversize concrete, hardcore and stone from recycling plant	Free-standing (processed)	Three-sided concrete bay	4 / 0.6	3.5	2.2	3	8	0.75	17	50	<1 week
AREA 11	Shredded residual waste	Free-standing (partly processed)	Two-sided concrete bay	3 / 0.6	11	6	2	66	0.75	99	180	<1 week
AREA 12	Shredded residual material from AREA 15	Free-standing (partly processed)	Three-sided concrete bay	3 / 0.6	12	12	4	144	0.333	192	150	<1 week
AREA 13	Residual waste for landfill	Free-standing (partly processed)	Two-sided concrete bay	3.7 / 0.6	7.4	7.4	2.7	55	0.75	111	60	<4 weeks
AREA 14	Shredded wood	Free-standing (processed)	Free-standing stockpile against concrete wall	3.7 / 0.6	5.7	7.3	2.7	42	0.333	37	80	<4 weeks
AREA 15	Municipal waste for shredding	Free-standing (partly processed)	three-sided concrete bay	3 / 0.6	9.8	6.2	3	61	0.75	137	60	<2 weeks
AREA 16	Wood (for shredding)	Free-standing (partly processed)	Three-sided concrete bay	3.7 / 0.6	7.4	10	3	74	1	200	100	<4 weeks
AREA 17	<25mm trommel fines from AREA 3B	Free standing (processed)	Three-sided concrete bay	4 / 0.6	6	7	3	42	1	126	20	<4 weeks
AREA 18	Outputs of qualifying screened material; mixture of <5mm - <25mm (from processing waste in AREA 20)	Free-standing (processed via screening)	Three-sided concrete bay	4 / 0.6	6	20	3	120	1	360	1,000	<4 weeks
AREA 19	Oversize brick stone for crushing or screening	Free-standing (partly processed)	Three-sided concrete bay	3.7 / 0.6	8.3	6	2.5	50	1	125	500	<3 months
AREA 20	Outputs of qualifying crushed material; mixture of <5mm - <25mm (from	Free-standing (processed)	Concrete fire wall	3.7 / 0.6	2.6	13	1.5	34	0.75	38	500	<3 months

Waste storage table												
Plan Ref	Description	Storage type	Containment	Height / width of firewall (m)	Max Width (m)	Max Length (m)	Height (m)	Max area (m^2)	Conversion factor used	Volume (m^3)	Tonnage (approximate)	Maximum storage durations
	processing waste in AREA 20)											
AREA 21	Separated paper, cardboard and plastic to be baled	Free-standing (partly processed)	Three-sided concrete bay	3.7 / 0.6	6	10	2.7	57	0.75	115	80	<4 weeks
AREA 22	Soils	Free-standing (processed)	Two-sided concrete bay	3.7 / 0.6	5.5	4	2.7	24	0.75	49	100	<3 months
AREA 23	Bales of paper, cardboard and plastic	Free-standing (processed)	Three-sided concrete bay	3.7 / 0.6	8.9	8.8	2.7	78	1	211	80	<4 weeks
AREA 24	Plasterboard	Free-standing (processed)	Three-sided concrete bay	3.7 / 0.6	7.5	4	2.7	27	1	73	50	<4 weeks
AREA 25	UPVC	Free-standing (processed)	Three-sided concrete bay	3.7 / 0.6	5	4	2.7	20	1	54	25	<6 weeks
AREA 26	Glass	Free-standing (processed)	Three-sided concrete bay	2 / 0.6	3.3	1	1	3	1	3	30	<6 weeks
AREA 27	Glass (from third parties)	Free-standing (processed)	Three-sided concrete bay	2 / 0.6	3.3	1	1	3	1	3	20	<6 weeks
CONT 1	WEEE	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	6	<3 months
CONT 2	Fridges	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	4	<12 months
CONT 3	Non-ferrous metal	Free-standing (processed)	Sealed 12-cubic yard container	n/a	3.7	1.8	1.8	7	1	12	8	<2 months
CONT 4	Cable	Free-standing (processed)	Sealed 12-cubic yard container	n/a	3.7	1.8	1.8	7	1	12	10	<2 months
CONT 5	Scrap Metal	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	10	<1 week
CONT 6	Tyres	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	10	<2 months
CONT 7	Mattresses	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	6	<4 weeks
CONT 8	Asbestos	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	8	<3 months
CONT 9	Batteries	Free-standing (processed)	Sealed weatherproof container	n/a	1	1.2	1	1	1	1	1	<4 weeks
CONT 10	Green waste	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	25	<1 week
									Total	2,812m^3	3540	

3.11 Asbestos Storage

3.11.1 The following measures will be in place on site to reduce the risk associated with storing asbestos on site.

a) At any one time, the maximum amount of asbestos stored on site will not exceed 20 tonnes and the appropriate storage containers will be locked at all times.
b) Asbestos will not be stored on site for longer than 3 months.
c) Asbestos will not be kept in unsecured locations, such as bays or open containers. Skips will be sealed and locked at all times other than when asbestos is being deposited.
d) Any skip used for the storage of asbestos will not be used for the storage of any other material until it has been decontaminated.
e) Operatives must never enter skips which contain asbestos.

3.12 Waste Treatment Process (HCl waste)

3.12.1 Following acceptance, mixed loads are tipped in the main waste reception, inspection and sorting area within the sorting shed (AREA 1). Following tipping the waste is subject to the following:

a) Tipped waste will undergo an inspection to remove any non-conforming material (if any) which is picked out and immediately quarantined for removal from site.
b) Once any non-conforming material has been removed, the bulkier items will be removed by a grab.
c) Plasterboard arrives already segregated from waste loads, however, if any is identified during sorting and separation it will be handpicked and stored in a covered bay (AREA 25).
d) Following the above, the remaining waste in AREA 1 is considered suitable to undergo further processing via the picking line.
e) Waste from AREA 1 is loaded into the hopper via a 360° grab. Waste initially passes through a trommel where <10mm and <25mm trommel fines are deposited in bays beneath the trommel (AREAS 3A & 3B)

f) The rest of the waste continues via a conveyor belt over a picking line to be hand sorted. Recyclables are deposited into bays beneath the picking line (AREAS 4-7).

g) Waste will then be transferred past an overband magnet where any ferrous metals will be separated and deposited into a bay beneath the picking line (AREA 8).

h) Residual light waste >75mm will be deposited into a cage beneath the picking line via a blower (AREA 9).

i) The remaining waste will consist of oversize concrete, hardcore, brick and stone which will be deposited into a bay at the end of the conveyor (AREA 10).

j) Once the above bays are full, waste will be emptied and moved to the appropriate storage area on site to await further treatment or for storage awaiting removal.

k) The residual waste along with general black bag waste will be further processed on site via shredding. Shredded material will be stored in stockpiles/bays within the waste transfer building (AREAS 11 & 12).

l) Wood is also processed further on site via shredding, separated wood from the picking line or wood that arrives source segregated is bulked and stored in AREA 16, shredded wood is deposited in a freestanding stockpile in AREA 14.

m) Separated paper, cardboard and light plastic is bulked and temporarily stored in AREA 21 prior to baling. Bales are stored in an open fronted building (AREA 23). There will be a temporary stockpile of material positioned in front of the baler, this area will remain clear outside of operational hours.

n) There shall be no treatment of asbestos, hazardous waste, batteries or WEEE on site.

3.13 Waste Treatment Process (CDE waste)

3.13.1 Any oversize concrete, hardcore, brick and stone separated from the process outlined above will be moved into the yard (AREA 20) to undergo crushing, as follows:

CRUSHING

a) The bulky inert/stone waste will be loaded into the feed hopper of the crusher; this then passes into the crushing chamber which uses hydraulically operated jaws to reduce the size of the material.

b) Small feed/fines pass through the grid bars/mesh at the base of the crushing chamber and out of the plant via a small side conveyor with a discharge height of approximately 1.5 - 3.0 metres. The larger crushed material falls onto the delivery conveyor which will discharge the material in one of two ways: either onto a conveyor feeding the grid of the mobile screen or onto the ground to form a stockpile.

c) Before the crushed material exits the delivery conveyor (discharge height of up to 3.0 metres) any extraneous metal is extracted using a permanent overband magnet. If the material requires further grading after crushing the mobile screening plant used will have up to 1 discharge conveyor.

d) The stone/hardcore material will be loaded into the feed hopper of the crusher; this then passes into the crushing chamber which uses hydraulically operated jaws to reduce the size of the material.

e) Small feed/fines pass through the grid bars/mesh at the base of the crushing chamber and out of the plant via a small side conveyor with a discharge height of approximately 1.5 - 3.0 metres. The larger crushed material falls onto the delivery conveyor which will discharge the material in one of two ways: either onto a conveyor feeding the grid of the mobile screen or onto the ground to form a stockpile.

f) Before the crushed material exits the delivery conveyor (discharge height of up to 3.0 metres) any extraneous metal is extracted using a permanent overband magnet.

3.14 Aggregates Protocol & Sampling

3.14.1 The operator produces aggregate product (6f5 & 6f2) in accordance with an aggregates protocol, all product or aggregate leaving the site will be accompanied with a product note.

3.14.2 To be able to demonstrate compliance with the WRAP Aggregates from Inert Waste Quality Protocol (the WRAP QP), the operator will retain all documentation for every load of recycled aggregates sent out of the site and the correct information will be included. If information is missing or documentation not retained, then the material will remain a waste and be sent to a suitably permitted site.

3.14.3 The inspection and testing including frequency and methods of tests for finished product shall be detailed and appropriate to the material end use, the quality of input material and the complexity of the waste recovery process. The stockpiles will be sampled and tested in accordance with sections B2.8 and B2.9 of the WRAP QP and may be varied to ensure a controlled process depending on the amount of waste received i.e. daily.

3.14.4 Results of tests are required to meet the customers specification and will be forwarded upon request. If further tests are required for assessment of suitably for a customer's end use, then the results shall also be retained.

3.15 Fines Production

3.15.1 There are three sets of 'fines' produced on site which comprise of the following:

a) Shredded residual fines.
b) Trommel fines (<10mm and <25mm deposited in bays beneath the trommel at the start of the picking line). Trommel fines on site are only produced from mixed waste streams any source segregated wholly inert waste that arrives on site will be stored separately for treatment and production of aggregate product.
c) Fines from inert material/soils (crushing of larger fractions of concrete that falls off the end of the picking line).

3.15.2 Under the Landfill Disposals Tax (Wales) Act 2017, a disposal qualifies for the lower rate of Landfill Disposals Tax only if it consists entirely of one or more qualifying materials listed in Schedule 1 of the Act (or is a qualifying mixture meeting the statutory conditions).

3.15.3 Qualifying material is categorised into the following eight groups:

a) Rocks and soil.
b) Ceramic or concrete material.
c) Minerals.
d) Furnace slags.
e) Ash.

f) Low activity inorganic compounds.

g) Calcium sulphate.

3.15.4 The operator has contracts set up with multiple power stations and third-party sites where shredded fines are sent for use in combustion plants/incineration and therefore these are not sent to landfill.

3.15.5 The operator recognises that fines generated from mixed waste streams cannot automatically be classified as qualifying fines. Therefore, to ensure and determine whether the trommel fines produced from the picking line (AREAS 3A & 3B) or the fines produced from crushing the oversize concrete, hardcore etc. from the end of the picking line (AREA 10) are correctly classified before disposal, so that only qualifying materials are designated for the lower rate of Landfill Disposals Tax, the sampling procedures outlines in section 3.14 below will be followed.

3.15.6 It is the responsibility of the TCM to undertake and oversee all sampling collections, reviewing analysis and interpretation of results.

3.16 Sampling Procedure

3.16.1 Fines produced from the trommeling of mixed waste at the start of the picking line process (AREAS 3A & 3B) are tested weekly using one sample.

3.16.2 Fines produced from the crushing of oversize inert material at the end of the picking line (AREA 10) will be tested weekly using two samples.

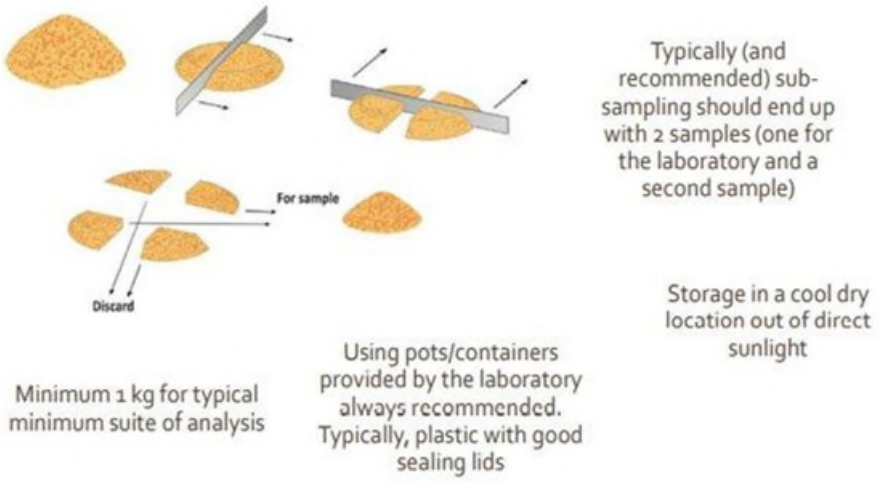
3.16.3 Waste fines shall be sampled using a composite sampling methodology. A 2 kg sample shall be collected each day from a randomly selected location within the stockpile of processed fines and retained as a representative daily sample. At the end of each week, the daily samples shall be combined to form a single composite sample. From this composite sample, a representative 10 kg sub-sample shall be obtained and submitted to a UKAS-accredited laboratory for analysis.

3.16.4 Daily sampling shall be undertaken by collecting approximately 2 kg of processed waste fines from a randomly selected location within the stockpile. A clean trowel and sampling pot shall be used to prevent cross-contamination. The collected material shall be transferred immediately into a clean, labelled composite sampling container and retained under appropriate conditions. Each subsequent daily sample shall be added to the same container to produce a representative composite sample of the week's production.

3.16.5 As the daily sample is added to the larger receptacle, the operative should ensure that the samples are mixed together.

3.16.6 Once the full week of composite samples has been collected the operator must gather a 2kg sample from the larger receptacle to form the representative sample ready to be sent for analysis.

3.16.7 The sample will be coned and quartered to allow full representation as shown in the diagram below.



3.16.8 The sample will be labelled and dated and delivered to a testing laboratory. A laboratory that uses MCERTS and UKAS testing techniques and are accredited to ISO17025 will be used for testing of the waste fines. They will test the waste fines in accordance with the key test parameters as set out below:

a) Metals: - Arsenic, Boron, Cadmium, Chromium, Hexavalent Chromium, Copper, Lead, Mercury, Nickel, Selenium and zinc.

b) Moisture (dry weight)

c) Sulphates

d) TPH/PAH

e) Cyanide

f) Phenols

g) Asbestos

h) LOI (loss on ignition)

3.16.9 Results of testing are reviewed by the TCM to determine whether they can be classified as qualifying fines. Waste fines may be classified as qualifying material where laboratory analysis demonstrates that the material consists predominantly of inert mineral constituents including concrete, brick, stone and soil, and where the combined proportion of non-qualifying materials (including wood, plastic, paper, textiles, gypsum and other organic materials) this is determined by the fines meeting the specified Loss on Ignition (LOI) threshold. For disposals made after 01 April 2016 the LOI threshold is 10%.

3.16.10 Any load containing visible mixed waste or laboratory results indicating significant non-qualifying contamination shall be classified as non-qualifying and managed accordingly i.e. sent to landfill not under the lower rate.

3.16.11 It is considered due to the processes undertaken on site to separate waste types the waste in AREA 10 in particular always typically results as being classified as qualifying (subject to testing as outlined above) due to the nature of the waste being commonly rocks and soil, ceramic or concrete material which are listed under the qualifying materials list as outlined in section 3.13.2/3.

3.16.12 Further details on testing are outlined in the operators fines sampling plan included in Appendix VI.

3.17 Waste and Product Removal and Export.

3.17.1 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 or disposal site (if the outgoing material has not been fully recovered on site). The product or waste will then be loaded using the loading shovel.

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

a) Brick or rubble – sent for further crushing or screening to produce other aggregate or similar product.
b) 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 or sent to a suitably permitted site to be washed.
c) Plasterboard/gypsum – sent to a permitted site for further recycling.
d) Shredded waste – sent out as RDF to power stations or third-party sites
e) Trommel fines – landfill
f) Qualify fines - landfill
g) Fines - as material for site restoration works on site or used as landfill cover.
h) Separated recyclables such as paper, cardboard, plastic, metal etc – will be taken to suitably permitted sites for further recovery.
i) Rejected material will be removed from site as detailed in Section 2.8.

3.17.3 The operator will produce the following MNH waste codes on site which will be sent to the following locations depending on sampling analysis:

- trommel fines (<10mm) = 19 12 12 – landfill over or other suitably permitted site.

3.17.4 In order to demonstrate the above codes are non-hazardous leaving the site, basic characterisation testing will take place of the above wastes initially and assuming they are non-hazardous, the operator will drop to compliance testing.

3.18 Removal of Asbestos

3.18.1 When a collection vehicle arrives at the site, the driver will be instructed to report to the site office or TCM. All outgoing loads of asbestos will be accompanied by a completed HWCN, and the driver of the collection vehicle will check the details on the HWCN and ensure they are consistent with the load to be collected. The driver will then sign the HWCN and be cleared to pick up the load and take it to a suitably permitted facility.

3.18.2 Where the waste to be removed is contained within a skip, the outgoing skip will be locked and loaded onto the collection vehicle. Where waste is loaded onto a skip for removal, the measures outlined in Section 3.9 will be followed. These include the loading of waste being conducted efficiently (with the minimum level of handling by operatives), mechanical handling only occurring where it is deemed safer than if done by hand, asbestos bags being placed carefully into the collection vehicle to preserve the integrity of the sealed bags and staff wearing the appropriate PPE at all times.

3.19 Record keeping

3.19.1 GSPH 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) 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.
b) 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).
c) 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.

d) The quantity and nature and whether it is loose or in a container, if in a container, the type of container.
e) The time and place of transfer.
f) The SIC code of the transferor (current holder of the waste).
g) The name and address of the transferor and transferee (person receiving the waste) and their signatures (the signature can be electronic if an enforcement officer can view it).
h) 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).

3.19.2 For non-hazardous waste this will be done by using:

a) a paper WTN and form to fill in or alternative documentation e.g. an invoice, as long as it contains all the required information.
b) 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.

3.19.3 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.

3.19.4 Hazardous waste: The operator will accept asbestos on site for storage, when hazardous waste or non-conforming hazardous 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.

3.19.5 A summary of waste types and quantities deposited at and removed from the site and origin and destination details are then forwarded to the EA, 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)

3.19.6 Outcomes of inspections of waste types, transfer and 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). LHF/RF/4 (or similar).

3.19.7 Visitors to the site will sign the sites visitor's book located in the site office upon arrival stating the purpose of their visit and whom they represent.

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

3.20 Management Techniques

3.20.1 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.

3.20.2 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 and 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.

3.21 Site Closure Plan

3.21.1 In the event that the site ceases to operate as a waste transfer and 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 or 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.

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 or 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 and housekeeping are listed on record form LHF/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 within 5 days unless otherwise agreed with NRW.

4.2.2 All repairs to site security will be made within 5 working days of the discovery of the damage and the site will be made secure until the repair has been carried out.

4.2.3 Any major defects found during the daily site inspection which are likely to lead to a breach of permit conditions will be repaired by the end of the working day in which they are found, where possible. If a repair is not possible by the end of the working day, NRW will be contacted to agree a suitable timescale for repair.

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 out onto Lon Hen Felin on the wheels or bodies of HGVs. Visual inspections of the vehicle running surfaces at the site will be carried out daily (see LHF/RF/4), however, staff will report any problems with mud or debris on the site roads immediately to the site manager.

4.3.2 The operator has a dedicated vehicle wash down area on site, if mud is detected on bodies or wheels of vehicles they will be washed prior to exiting, it is considered unlikely due to the site surface being impermeable and the positioning of waste storage away from vehicle routes that this would occur.

4.3.3 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 and shovel or vacuum tanker/road sweeper if necessary. Silt will not be washed into roadside drains or gullies.

4.4 Dust Control

4.4.1 Dust is controlled on site through various mitigation and management measures.

4.4.2 Within the waste transfer building there are 20 dust cannons which provide dust control from operations undertaken within the building. The building is also predominantly enclosed other than two permanently open access doors which will retain any dust produced within the building.

4.4.3 Above the shredded waste bay (AREA 12) within the main waste transfer and treatment building there is a spray bar to dampen the shredded material and prevent dust.

4.4.4 Other than waste storage, the only operation undertaken within the external yard is crushing of hardcore, if required hoses and manual suppression methods can be utilised while crushing is taking place.

4.4.5 Stockpiles of potentially dusty material can be dampened down using manual hoses if required. The majority of potentially dusty waste types are stored within the confines of covered open fronted structures and are sheltered from wind whipping and potentially becoming friable from direct sunlight or hot and dry conditions.

4.5 Odour Control

4.5.1 The implementation of strict waste acceptance procedures will minimise the risk of odour from the site. If any malodorous waste is detected upon initial inspection of a load the waste will be rejected.

4.5.2 No food waste is accepted or stored on site which is considered particularly malodorous.

4.5.3 Shredding of residual, general waste is undertaken into the waste transfer building which will provide a degree of containment for any potential odours.

4.6 Litter Control

4.6.1 Given the nature of wastes accepted at the site (i.e. light wastes including paper and cardboard), there is a risk of litter escaping the site boundary and therefore careful management is required to reduce the risk to 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 if required, giving due regard to the potential effects of windblown litter.

4.6.3 The processing of waste within a building will significantly reduce the risk for items of litter becoming windblown.

4.6.4 Waste stored in containers will not be overfilled higher than the height of the container to prevent waste being easily windblown.

4.6.5 Boundary walls surrounding the site comprise of 6.2m high steel panel fencing which will contain any waste from being blown off site.

4.6.6 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 or general waste bin for disposal or 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 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. If any occurrences are notes, an approved pest controller will be called to site to eradicate the problem.

4.7.2 Netting is positioned outside the waste transfer building above storage and processing AREAS 13-15 to prevent and deter seagulls from accessing the waste.

4.7.3 In addition to the operators own monitoring undertaken, the local council attend the site once a month to complete inspections for vermin and pests.

4.8 Control and monitoring of noise & vibration

4.8.1 Waste operations will be carried out using the Best Practicable Means at all times. These measures will ensure the noise levels at the site are managed appropriately by identifying: the likely sources of noise arising from the development; and the actions to be taken and procedures to be followed or planned in order to prevent or minimise levels.

Table 4.1 - Noise Management Table

Potential Noise Source	Action to be taken to prevent or minimise noise
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 mechanical treatment plant i.e. shredder, crusher, picking line.	• 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 plant is strictly in accordance with the hours set out in Section 1.6 of this EMS, this 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/360º excavator)	• 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 Complaint's Procedure

4.9.1 Any third-party complaints received will be recorded on form LHF/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 GSPH 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 emergencies. 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 recording who is on site at all times.

5.2 Fire

5.2.1 The site will be operated in accordance with an approved Fire Prevention & Mitigation Plan (FPMP) which is a stand-alone document dealing with the prevention, mitigation and handling of any fires on site (please refer to document ref. 0377-LHF-FPMP). The FPMP should be referred to as the main site management document pertaining to fire-related issues and management, control and emergency procedures for fire on site.

5.2.2 For quick reference, the following actions will be taken when 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 999" 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 stored on site will be contained within a bunded container which will hold any primary leaks. If any oil and or vehicle maintenance chemicals are kept on site, they will be stored securely. In the event of a spillage, spill containment kits (absorbent pads, booms or granules) will be used to prevent further spillage and the contaminated absorbents placed in a skip for disposal at a suitably permitted facility.

5.4.2 Any wastes which would be classified as having the potential to cause polluting runoff are stored on an impermeable area which has a sealed drainage system.

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 NRW 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 / tipping 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 Operational Failure

5.8.1 The site 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.

5.9 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 Bomb Scare

5.10.1 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 Adapting to climate change & weather conditions

6.1 Climate change

6.1.1 The Met Office UK Climate Projections (UKCIP) has developed scenarios of climate change summarised below:

- Warmer, wetter winters
- Hotter, drier summers
- Increased frequency and intensity of extreme weather (storms, droughts, intense downpours)

6.1.2 Reflecting these, the UK Climate Change Risk Assessment (CCRA) identifies a number of priority risks and opportunities. The likely direct climate change-related threats that can be considered to be of most relevance to minerals planning and management are:

- Increases in the probability and severity of flooding (fluvial, groundwater, surface);
- Exposure to high temperatures and heatwaves; and
- Shortages in availability of water

6.2 Flood Risk and Increased Rainfall

6.2.1 The site is not located within a flood zone.

6.2.2 The existing site surface water drainage system includes a sealed drainage system. It is not considered the site will be affected by increased rainfall due to the main storage and treatment operations being undertaken within a building which can be sealed.

6.2.3 The site is sealed which prevents run-off from the site escaping into the surrounding area.

6.2.4 The position of electrics at the site are stored suitably above ground in the event the site did flood, this scenario is unlikely though.

6.2.5 Therefore, it is considered that the proposed operations would not likely be at risk from flooding and would not increase the risk of flooding elsewhere.

6.3 High temperatures and heatwaves

6.3.1 Staff operating outside or within the building would be potentially vulnerable to high temperatures and heatwaves. The building has 2 permanently open access points which when open provide air flow through the building for staff. The dust cannons on the ceiling of the waste transfer building will also provide cooling when in operation. Being within the building or covered structures will provide shelter from direct sunlight for site operatives and waste storage.

6.3.2 Periods of dry weather may increase the risk of dust arising from stockpiles of inert material. As outlined in this EMS, storage and treatment operations are predominantly undertaken within a building or waste is stored within the confines of covered structures, therefore it is not considered stored inert material would become dry. In periods of high temperatures dust suppression measures would increase to ensure the impermeable site surface or waste storage areas become dry and friable.

6.3.3 The location of storage and processing areas within a building will provide a degree of shelter from wind and help to reduce the risk of dust being blown off-site.

6.3.4 In terms of increased winter temperatures which could exacerbate odour, the operator does not accept malodorous wastes on site therefore this is not considered to present an issue and the risk is low.

6.4 Availability of Water

6.4.1 The predominant use of water on site would be for dowsing and dampening the impermeable site surface and waste storage stockpiles for dust suppression. There is access to mains water on site which would be used for this.

6.4.2 There is access to 30,000 litres of water on site via waste storage tanks which connect to the dust suppression system within the main waste transfer and treatment building. These can be utilised for alternative uses if required.

6.4.3 In the event of a hosepipe ban the operator can source IBC containers to fill with water.

6.5 Weather Conditions

6.5.1 The operator is set up to receive weather alerts from the Met Office for the following weather conditions which could cause a potential complaint off site or potential breach of permit:

a) Prolonged periods of heavy rainfall (three wet days) causing mud and surface water ponding; this could also lead to waste becoming wet and causing odour
b) Periods of cold weather leading to stockpiles freezing reducing processing operations causing over stockpiling of waste
c) High winds (above 6 on the Beaufort Scale) creating a risk of litter and dust escaping beyond the site boundary
d) Droughts or periods of hot weather (above 75^0F / three dry days) which could lead to heating of combustible waste, water shortages, hosepipe bans and excessive dust.
e) Dense fog leading to poor visibility causing accidents.

6.5.2 The operator will install the following preventative measures to ensure the above do not hinder operations:

HEAVY RAINFALL

- The site and waste operations undertaken are located within a building or covered structures, therefore is not considered to be significantly affected by increase in heavy rainfall.
- Vehicles exiting the site will undergo a more thorough check to ensure mud is not tracked off site.

HIGH WINDS

- Waste operations undertaken are located within a building or covered structures, therefore the site is not considered to be significantly affected by increase in high winds.
- The building structure will provide protection from winds, waste within the building is largely stored in bays with a 1m freeboard.
- In the event of gale force winds, causing unsafe working conditions the operator may decide to temporarily cease operations until conditions have improved.

DROUGHTS/WARM, DRY WEATHER

- The site and waste operations undertaken are located within a building, therefore is not considered to be significantly affected by increase in warm, dry weather.
- In extreme cases such as a hosepipe ban or water shortage, the operator will ensure there is additional water available i.e. tanks which can be used for filling the mobile bowser to ensure suppression of the external site surface can still be undertaken.
- The building and structures will provide shelter from direct sunlight and prevent stockpiles becoming dry and friable.
- Where dust is becoming a major concern then the operator will stop processing the material until conditions or dust suppression techniques are considered effective.

DENSE FOG (POOR VISIBILITY)

- Due to treatment operations predominantly being within a building it is not considered poor visibility will affect operations directly.
- If fog / poor visibility presents as an issue within the building, the site will not operate to reduce the risk of potential accidents.

6.6 Conclusion

6.6.1 The options to mitigate and adapt to climate change are also limited. The options identified in this section are considered to be proportionate, practicable and deliverable and it is considered this site would not be affected by climate change or adverse weather conditions.

7 Training for Site Staff

7.1 Training needs assessment

7.1.1 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.

7.1.2 An employee training record LHF/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.

7.2 Site Rules and Infrastructure Training

7.2.1 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.

7.2.2 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.

7.3 Emergency Procedures Training

7.3.1 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.

7.3.2 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.

7.4 Fire safety and firefighting training

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

7.4.2 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 7.3).

7.4.3 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 7.1.

7.4.4 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.

7.5 Recognition of waste types training

7.5.1 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 the EA to agree a suitable method for removal.

7.5.2 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.

7.6 Storage areas and limits training

7.6.1 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.

7.6.2 Employees in these roles must also be trained to recognize storage limits to ensure that they are in accordance with those specified in Section 3.7.

7.7 Vehicle and plant preventative maintenance training

7.7.1 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.

7.7.2 Training will be in accordance with Section 2.12 of this document and will be based on the preventative maintenance schedule supplied by the plant/equipment manufacturer.

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

7.8 Duty of Care Training

7.8.1 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.

7.9 Plant Operation Training

7.9.1 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.

7.9.2 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.

7.10 Permit and Management System training

7.10.1 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.

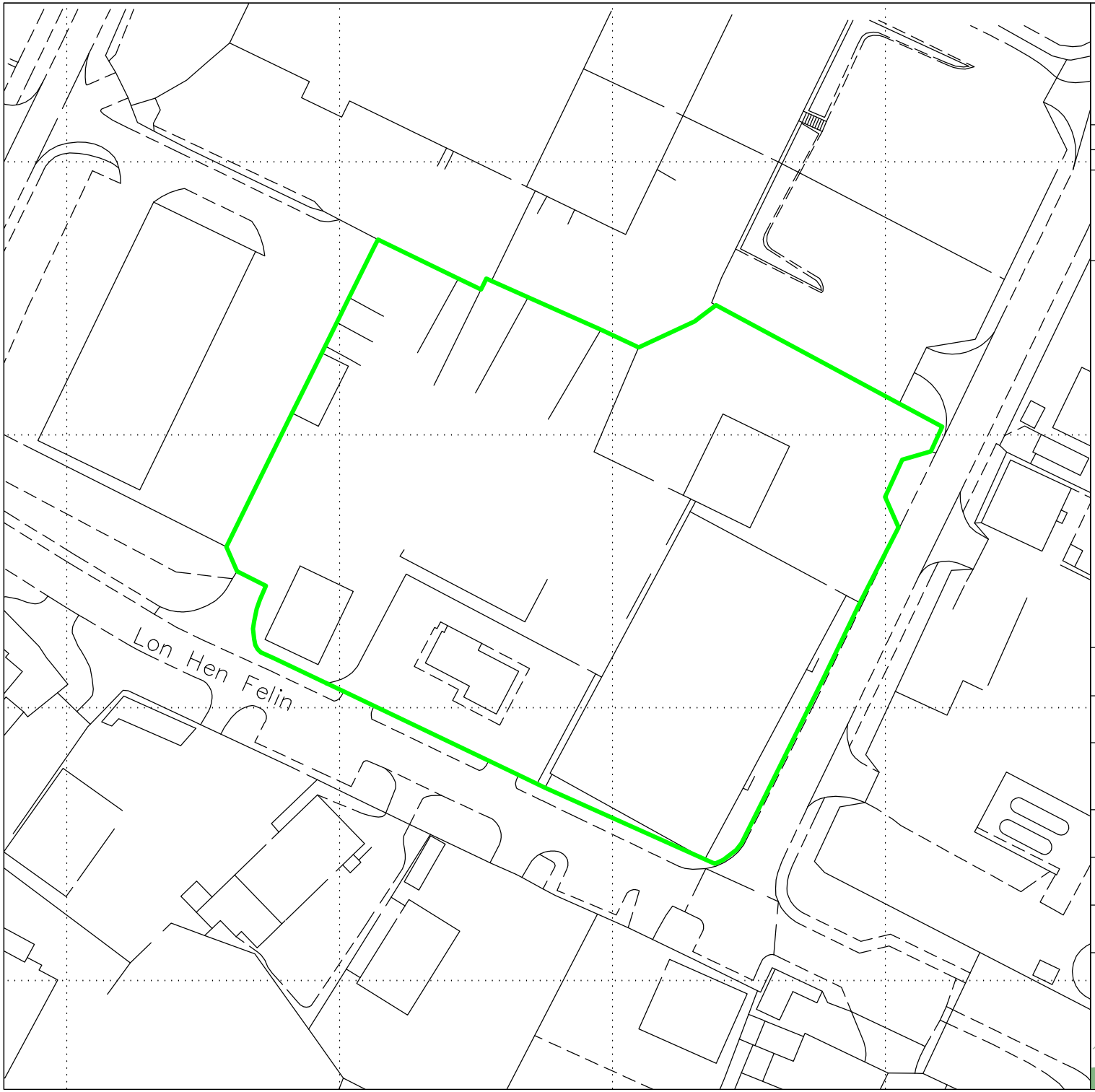
7.11 Training for Contractors

7.11.1 General site training will be provided to any contractors who are working on the site on a temporary basis.

7.11.2 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 permit conditions will be provided to prevent any adverse impacts on the environment.

Appendix I

Drawings



NOTES

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REVISION HISTORY

Rev:	Date:	Init:	Description:
-	25.09.25	JH	Initial drawing
A	02.09.26	EG	Updated operator name and issued for permit transfer app

KEY:

Permit boundary

N

Scale Bar (1:1,000)

0 10 20 30 40 50m

TITLE:

PERMIT BOUNDARY PLAN

CLIENT:

GSPH Ltd

PROJECT/SITE:

Lon Hen Felin, Cibyn Industrial Estate, Caernarfon, Gwynedd LL55 2BD

SCALE @ A4:	CLIENT NO:	JOB NO:
1:1,000	0377	001

DRAWING NO:	REV:	STATUS:
0377-LHF-02	A	Issued

DATE:	DRAWN:	CHECKED:
02.09.26	JH	CP

Oaktree Environmental
Waste, Planning & Environmental Consultants

Storage Area Details

Plan Ref	Description	Storage type	Containment	Height / width of firewall (m)	Max width of pile (m)	Max length of pile (m)	Max height of pile (m)	Approx. area (m2)	Conversion factor used	Approx. volume (m3)	Max storage time
AREA 1	Mixed waste reception (tipping), inspection and sorting area	Free-standing (processed)	Enclosed waste transfer building	n/a	15.3	13.2	4	202	0.333	269	<4 weeks
AREA 2	Scrap metal	Free-standing (processed)	Three-sided concrete bay	3 / 0.1	6	12	2	72	0.75	108	<4 weeks
AREA 3A	<10mm trommel fines	Free-standing (processed)	Three-sided concrete bay	1.5 / 0.6	4.7	3.4	0.5	16	0.75	6	<48 hours
AREA 3B	<25mm trommel fines	Free-standing (processed)	Three-sided concrete bay	1.5 / 0.6	4.7	3.4	0.5	16	0.75	6	<48 hours
AREA 4 - 7	Hand sorted recyclables i.e. plastic, cardboard, residual waste, plasterboard etc.	Free-standing (partly processed)	Three-sided concrete bay	4 / 0.6	3.5	3	3	11	0.75	24	<1 week
AREA 8	Ferrous metals	Free-standing (processed via overband magnet)	Three-sided concrete bay	4 / 0.6	3.5	3	3	11	0.75	24	<1 week
AREA 9	Residual lights (>75mm)	Free-standing (processed via blower)	Three-sided concrete bay	4 / 0.6	2.4	2.3	3	6	0.75	12	<1 week
AREA 10	Oversize concrete, hardcore and stone from recycling plant	Free-standing (processed)	Three-sided concrete bay	4 / 0.6	3.5	2.2	3	8	0.75	17	<1 week
AREA 11	Shredded residual waste	Free-standing (partly processed)	Two-sided concrete bay	3 / 0.6	11	6	2	66	0.75	99	<1 week
AREA 12	Shredded residual material from AREA 15	Free-standing (partly processed)	Three-sided concrete bay	3 / 0.6	12	12	4	144	0.333	192	<1 week
AREA 13	Residual waste for landfill	Free-standing (partly processed)	Two-sided concrete bay	3.7 / 0.6	7.4	7.4	2.7	55	0.75	111	<4 weeks
AREA 14	Shredded wood	Free-standing (processed)	Free-standing stockpile against concrete wall	3.7 / 0.6	5.7	7.3	2.7	42	0.333	37	<4 weeks
AREA 15	Municipal waste for shredding	Free-standing (partly processed)	three-sided concrete bay	3 / 0.6	9.8	6.2	3	61	0.75	137	<2 weeks
AREA 16	Wood (for shredding)	Free-standing (partly processed)	Three-sided concrete bay	3.7 / 0.6	7.4	10	3	74	1	200	<4 weeks
AREA 17	<25mm trommel fines from AREA 3B	Free standing (processed)	Three-sided concrete bay	4 / 0.6	6	7	3	42	1	126	<4 weeks
AREA 18	Outputs of qualifying screened material; mixture of <5mm - <25mm (from processing waste in AREA 20)	Free-standing (processed via screening)	Three-sided concrete bay	4 / 0.6	6	20	3	120	1	360	<4 weeks
AREA 19	Oversize brick stone for crushing or screening	Free-standing (partly processed)	Three-sided concrete bay	3.7 / 0.6	8.3	6	2.5	50	1	125	<3 months
AREA 20	Outputs of qualifying crushed material; mixture of <5mm - <25mm (from processing waste in AREA 20)	Free-standing (processed)	Concrete fire wall	3.7 / 0.6	2.6	13	1.5	34	0.75	38	<3 months
AREA 21	Separated paper, cardboard and plastic to be baled	Free-standing (partly-processed)	Three-sided concrete bay	3.7 / 0.6	6	10	2.7	57	0.75	115	<4 weeks
AREA 22	Soils	Free-standing (processed)	Two-sided concrete bay	3.7 / 0.6	5.5	4	2.7	24	0.75	49	<3 months
AREA 23	Bales of paper, cardboard and plastic	Free-standing (processed)	Three-sided concrete bay	3.7 / 0.6	8.9	8.8	2.7	78	1	211	<4 weeks
AREA 24	Plasterboard	Free-standing (processed)	Three-sided concrete bay	3.7 / 0.6	7.5	4	2.7	27	1	73	<4 weeks
AREA 25	UPVC	Free-standing (processed)	Three-sided concrete bay	3.7 / 0.6	5	4	2.7	20	1	54	<6 weeks
AREA 26	Glass	Free-standing (processed)	Three-sided concrete bay	2 / 0.6	3.3	1	1	3	1	3	<6 weeks
AREA 27	Glass (from third parties)	Free-standing (processed)	Three-sided concrete bay	2 / 0.6	3.3	1	1	3	1	3	<6 weeks
CONT 1	WEEE	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	<3 months
CONT 2	Fridges	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	<12 months
CONT 3	Non-ferrous metal	Free-standing (processed)	Sealed 12-cubic yard container	n/a	3.7	1.8	1.8	7	1	12	<2 months
CONT 4	Cable	Free-standing (processed)	Sealed 12-cubic yard container	n/a	3.7	1.8	1.8	7	1	12	<2 months
CONT 5	Scrap Metal	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	<1 week
CONT 6	Tyres	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	<2 months
CONT 7	Mattresses	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	<4 weeks
CONT 8	Asbestos	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	<3 months
CONT 9	Batteries	Free-standing (processed)	Sealed weather proof container	n/a	1	1.2	1	1	1	1	<4 weeks
CONT 10	Green waste	Free-standing (processed)	Sealed 40-cubic yard container	n/a	6.4	2	3	13	1	32	<1 week

NOTES

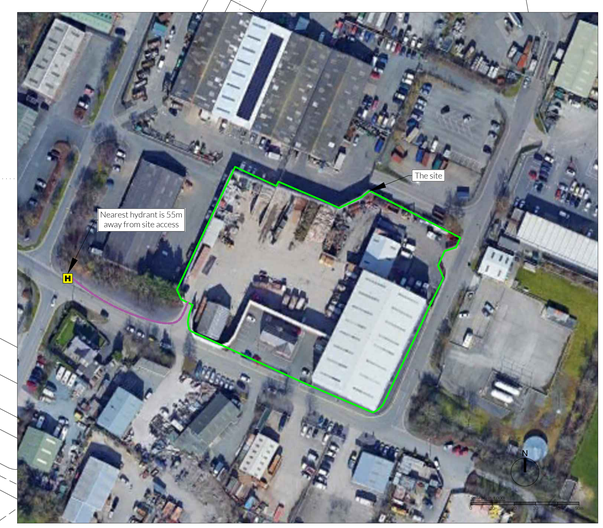
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REVISION HISTORY

Rev:	Date:	Init:	Description:
-	30.10.25	JH	Initial drawing
A	15.07.26	EG	Additional water storage tanks and spray bar above shredded waste
B	29.07.26	EG	Amendments to storage areas for cardboard, green waste and soil
C	02.09.26	EG	Updated operator name and issued for permit transfer application

KEY:

- Permit boundary
- Waste storage areas
- Hazardous waste storage areas
- Non-waste fuel, fluids
- Temporary storage areas
- Non-waste storage areas
- Pedestrian walkway
- Dust netting area
- Waste recycling/ storage buildings (impermeable concrete floor)
- Office/welfare/workshop
- Covered area
- Out of hours plant storage
- Quarantine area
- Concreted area
- Tarmacked area
- Stone surface
- Hardstanding area
- Firefighting equipment/extinguishers (indicative locations)
- Fire alarms (indicative locations)
- Spill kits (indicative locations)
- Mains Water
- Designated smoking area
- Plant shut off
- Fire water containment equipment i.e booms
- Access route for emergency services
- Fire hydrant
- Fire assembly points
- Pan,tilt & zone cameras with 360 50cm coverage
- INT Interceptor
- Surface water fall direction
- Foul drainage
- Manhole
- Gully
- Fire water containment boom
- Emergency services box
- Dust suppression mist cannons



N

Scale Bar 0-30m: 0 3 6 9 15 30m

TITLE: SITE LAYOUT & FIRE PLAN

CLIENT: GSPH Ltd

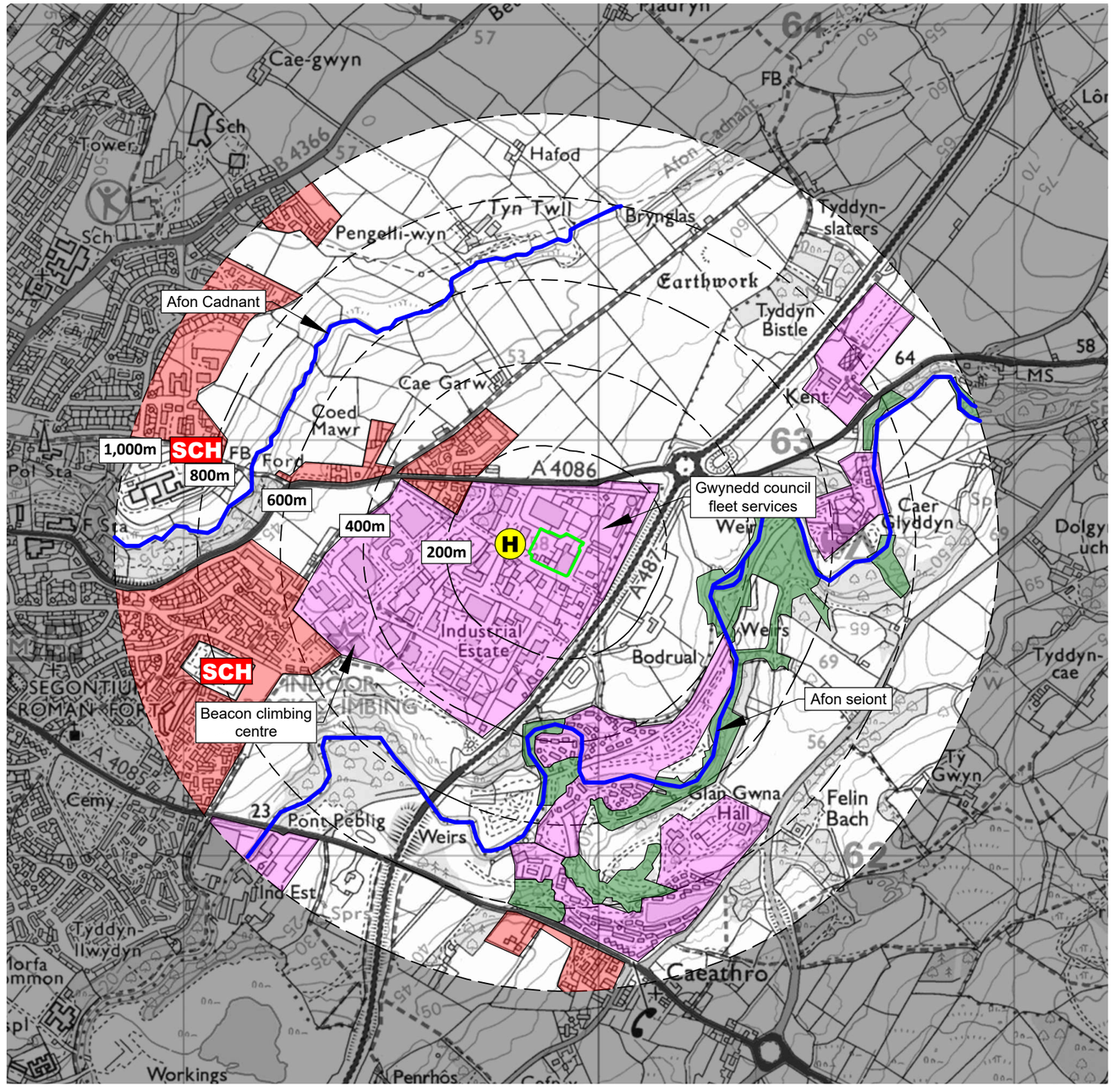
PROJECT/SITE: Lon Hen Felin, Cibyn Industrial Estate, Caernarfon, Gwynedd LL55 2BD

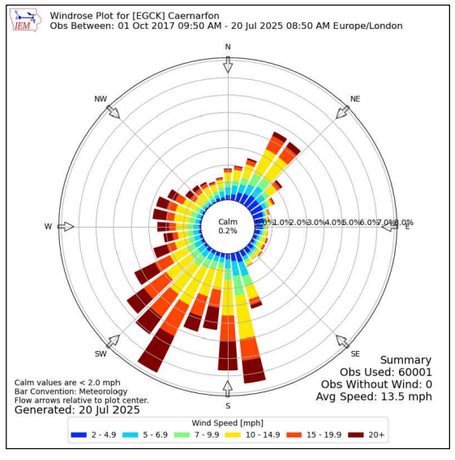
SCALE @ A0:	CLIENT NO:	JOB NO:
1:200	0377	001
DRAWING NO:	REV:	STATUS:
0377-LHF-03	C	Issued
DATE:	DRAWN:	CHECKED:
02.09.26	JH	EG

Oaktree Environmental
Waste, Planning & Environmental Consultants

KEY:

- Permit boundary
- Main River
- Workplaces (includes agriculture industry, commerce and retail)
- Residential blocks
- Class A, B, C roads
- Nearest fire hydrant
- Railway line
- School
- Woodland areas
- Priority habitat inventory (deciduous woodland)





Compass Wind Rose for (EGCK) Caernarfon
Period 2017-2025
- source: Iowa State University

NOTES

1. Boundaries are shown indicatively.
2. Wind rose data shows the prevailing wind direction to be Southerly.

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REVISION HISTORY

Rev:	Date:	Init:	Description:
-	29.09.25	JH	Initial drawing
A	02.09.26	EG	Updated operator name and issue for permit transfer application

N

Scale Bar (1:12,500)
0 100 200 300 400 500m

TITLE:
RECEPTOR PLAN

CLIENT:
GSPH Ltd

PROJECT/SITE:
Lon Hen Felin, Cibyn Industrial Estate, Caernarfon, Gwynedd LL55 2BD

SCALE @ A3:	CLIENT NO:	JOB NO:
1:12,500	0377	001

DRAWING NO:	REV:	STATUS:
0377-LHF-04	A	Issued

DATE:	DRAWN:	CHECKED:
02.09.26	JH	CP

Oaktree Environmental
Waste, Planning & Environmental Consultants

Appendix II

Record Keeping Forms

GSPH LTD
REJECTED WASTE - RECORD FORM LHF/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	

	GSPH LTD SITE INSPECTION FORM – LHF/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							
DRAIN (FUNCTIONING)		DAILY							
HOLDING TANK / SUMP / INTERCEPTOR		WEEKLY							
WASTE CONTAINERS		DAILY							
WASTE STORAGE LIMITS	PLASTICS (NON-HAZ)	DAILY							
WASTE STORAGE LIMITS	PLASTICS (HAZ)	DAILY							
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	
Sheet			*of*	

GSPH LTD
EMPLOYEE TRAINING NEEDS ASSESSMENT / REVIEW - LHF/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:							

GSPH LTD
COMPLAINTS REPORT FORM (LHF/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 (Print)		Signed	
Date Completed			

COMPLAINT RECORDING PROCEDURE:

Any complaints received will be recorded on form LHF/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 Natural Resources Wales 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

Environmental Permit

Permit with introductory note

The Environmental Permitting (England & Wales) Regulations 2016

Gwynedd Skip & Plant Hire Ltd

Lon Hen Felin Waste Treatment and Transfer Facility

Gwynedd Skip Hire

Cibyn Industrial Estate

Caernarfon

Gwynedd

LL55 2BD

Permit number

EPR/CB3237AP

Lon Hen Felin Waste Treatment and Transfer Facility
Permit number EPR/CB3237AP

Introductory note

This introductory note does not form a part of the permit

The main features of the permit are as follows.

This is a Tier 3 bespoke permit for household, commercial and industrial waste transfer station with treatment & asbestos storage.

Treatment operations are limited to manual and/or mechanical sorting, separation, screening, baling, shredding, crushing, and compaction of non-hazardous or inert waste for the purpose of recovery or disposal.

There shall be no treatment of asbestos, hazardous waste, batteries, and WEEE other than bulking up for onward transfer.

Permitted waste types include household, commercial and industrial wastes, asbestos and waste electronic and electrical equipment (WEEE).

The maximum quantity of waste accepted and processed on site shall not exceed 75,000 tonnes per year.

Relevant storage and treatment capacity thresholds have been included in the permit to reflect the legal waste facility operational limits; above which, the site would be operating as an Industrial Emissions Directive installation. (See Table S1.1 for relevant limits.)

This permit does not allow any point source emission into surface waters or groundwater except clean, rainfall dependant drainage from areas of the site not used in connection with the storage and/or treatment of waste.

The operator has a consent to discharge trade effluent to foul sewer issued by Dŵr Cymru Welsh Water.

There are to be no emissions to surface and/or groundwater from the buildings on site.

All emissions from the activity which are not controlled via actual emission limits, are controlled through the 'emission of substances not controlled by emission limits condition' and any all relevant process requirements set out in Tables S1.1 and S1.2.

The burning of any wastes, either in the open, inside buildings or in any form of incinerator is not permitted.

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

Status log of the permit		
Description	**Date**	**Comments**
Waste management licence issued EAWML 37229	24/01/02	Original permit issued to Gwynedd Skip Hire Limited
Modification determined	08/12/03	Regulator led variation to delete financial provision condition

Status log of the permit		
Description	**Date**	**Comments**
Modification determined	06/10/04	Regulator led variation to amend conditions for: - recovery and disposal codes; - waste types; - working plan references; and - waste storage requirements
Modification determined	07/03/06	Regulator led variation to amend conditions for waste movements and records
Variation EPR/BP3196LV/V007 (formally EAWML 37229)	04/09/08	Operator led variation to replace all conditions with standard rules permit SR2008 No7
Variation EPR/BP3196LV/V008	07/11/08	Regulator led variation to add WEEE conditions.
Transfer EPR/BB3133AZ/T001	07/09/11	Full transfer of permit EPR/BP3196LV refused
Variation EPR/BP3196LV/V009	15/09/11	Regulator led variation to remove incorrectly added WEEE conditions, and re-issue standard rules permit SR2008 No7.
Transfer determined EPR/CB3237AP/T001 (full transfer of permit EPR/BP3196LV)	27/09/11	Transfer of permit in full to Gwynedd Skip & Plant Hire Ltd
Variation application EPR/CB3237AP/V002	Duly Made 31/03/17	Operator led variation to: - become a bespoke permit; - add RDF (refuse derived fuel) production facility - add EWC code 19 12 12 - increase asbestos temporary storage limit to 20 tonnes - consolidate the permit
Additional information received in response to Schedule 5 notice	05/05/17	Consisting of: - Odour management plan - Information on waste storage, RDF production, and infrastructure.
	22/05/17	Consisting of revised application supporting documents following request to remove RDF production facility from the application.
Variation issued EPR/CB3237AP	30/06/17	Varied permit issued to Gwynedd Skip & Plant Hire Ltd

End of introductory note

Permit

The Environmental Permitting (England and Wales) Regulations 2016

Permit number
EPR/CB3237AP

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

Gwynedd Skip & Plant Hire Ltd ("the operator"),

whose registered office is
Lon Hen Felin
Cibyn Industrial Estate
Caernarfon
Gwynedd
LL55 2BD

company registration number **07701603**

to operate waste operations at
Lon Hen Felin Waste Treatment and Transfer Facility
Gwynedd Skip Hire
Cibyn Industrial Estate
Caernarfon
Gwynedd
LL55 2BD

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

Name	Date
Holly Noble	**30/06/17**

Authorised on behalf of Natural Resources Wales

Conditions

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 condition 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 this permit shall have convenient access to a copy of it 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 activities specified in schedule 1 table S1.1 (the "activities").

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 at schedule 7 to this permit.

2.3 Operating techniques

2.3.1 (a) The activities shall, subject to the conditions of this permit, be operated using the techniques and in the manner described in the documentation specified in schedule 1, table S1.2, unless otherwise agreed in writing by Natural Resources Wales.

(b) If notified by Natural Resources Wales that the activities are giving rise to pollution, the operator shall submit to Natural Resources Wales for approval within the period specified, a revision of any plan or other documentation ("plan") specified in schedule 1, table S1.2 or otherwise required under this permit which identifies and minimises the risks of pollution relevant to that plan, and shall implement the approved revised plan in place of the original from the date of approval, unless otherwise agreed in writing by Natural Resources Wales.

2.3.2 Waste shall only be accepted if:

(a) it is of a type and quantity listed in schedule 2 table(s) S2.1 [, S2.2 etc.]; and

(b) it conforms to the description in the documentation supplied by the producer and holder.

2.4 Technical requirements

WEEE treatment

2.4.1 The storage (including temporary storage) and treatment of WEEE shall be carried out in accordance with the technical requirements of Annex VIII of the WEEE Directive.

2.4.2 Equipment shall be provided to record the weight of untreated WEEE accepted at, and components and materials leaving the site.

Hazardous waste storage and treatment

2.4.3 Hazardous waste shall not be mixed, either with a different category of hazardous waste or with other waste, substances or materials, unless it is authorised by schedule 1 table S1.1 and appropriate measures are taken.

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 condition 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 which identifies and minimises the risks of pollution from emissions of substances not controlled by emission limits;

(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 which identifies and minimises the risks of pollution from odour;

(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 which identifies and minimises the risks of pollution from noise and vibration;

(b) implement the approved noise and vibration management plan, from the date of approval, unless otherwise agreed in writing by Natural Resources Wales.

3.4 Pests

3.4.1 The activities shall not give rise to the presence of pests which are likely to cause pollution, hazard or annoyance outside the boundary of the site. The operator shall not be taken to have breached this condition if appropriate measures, including, but not limited to, those specified in any approved pests management plan, have been taken to prevent or where that is not practicable, to minimise the presence of pests on the site.

3.4.2 The operator shall:

(a) if notified by Natural Resources Wales, submit to Natural Resources Wales for approval within the period specified, a pests management plan which identifies and minimises risks of pollution, hazard or annoyance from pests;

(b) implement the pests management plan, from the date of approval, unless otherwise agreed in writing by Natural resources Wales.

3.5 Fire

3.5.1 The operator shall manage and operate the activities in accordance with a written fire prevention plan using the current, relevant fire prevention plan guidance.

4 Information

4.1 Records

4.1.1 All records required to be made by this permit shall:

(a) be legible;

(b) be made as soon as reasonably practicable;

(c) if amended, be amended in such a way that the original and any subsequent amendments remain legible, or are capable of retrieval; and

(d) be retained, unless otherwise agreed in writing 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 the land and groundwater.

4.1.2 The operator shall keep on site all records, plans and the management system required to be maintained by this permit, 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 the permit 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 the permit; or

(c) any significant adverse environmental effects.

4.3.2 Any information provided under condition 4.3.1 shall be confirmed by sending the information listed in schedule 5 to this permit within the time period specified in that schedule.

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:

Where the operator is a registered company:

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

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

Where the operator is a corporate body other than a registered company:

(a) any change in the operator's name or address; and

(b) any steps taken with a view to the dissolution of the operator.

In any other case:

(a) the death of any of the named operators (where the operator consists of more than one named individual);

(b) any change in the operator's name(s) or address(es); and

(c) 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 of them being in a partnership, dissolving the partnership.

4.3.5 Where the operator proposes to make a change in the nature or functioning, or an extension of the activities, which may have consequences for the environment and the change is not otherwise the subject of an application for approval under the Regulations or this permit:

(a) Natural Resources Wales shall be notified at least 14 days before making the change; and

(b) the notification shall contain a description of the proposed change in operation.

4.4 Interpretation

4.4.1 In this permit the expressions listed in schedule 6 shall have the meaning given in that schedule.

4.4.2 In this permit references to reports and notifications mean written reports and notifications, except where reference is made to notification being made "without delay", in which case it may be provided by telephone.

Schedule 1 - Operations

Table S1.1 activities		
Activity reference	**Description of activities for waste operations**	**Limits of activities**
A1 – Household, commercial and industrial waste transfer station with treatment and asbestos storage	**R13**: Storage of waste pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection, on the site where it is produced) **D15**: Storage pending any of the operations numbered D1 to D14 (excluding temporary storage pending collection on the site where it is produced). **R3**: Recycling/ reclamation of organic substances which are not used as solvents **R4**: Recycling/ reclamation of metals and metal compounds **R5**: Recycling/ reclamation of other inorganic compounds **D9:** Physico-chemical treatment not specified elsewhere in this Annex which results in final compounds or mixtures which are discarded by means of any of the operations numbered D1 to D12 (e.g. evaporation, drying, calcination, etc.)	All hazardous and non-hazardous waste must be stored and treated on an impermeable surface with sealed drainage. All inert waste must be stored and treated on hardstanding or on an impermeable surface with sealed drainage. Asbestos waste shall be double bagged and stored within clearly identified, segregated, secure, lockable containers on an impermeable surface with sealed drainage. The maximum quantity of hazardous waste that can be stored at the site in total for recovery or disposal, shall not exceed 50 tonnes at any one time. The maximum quantity of asbestos waste received and stored at the site shall not exceed 20 tonnes per day. No more than a total of 50 tonnes of intact and shredded waste vehicle tyres (waste codes 16 01 03 and 19 12 04) shall be stored at the site. Treatment operations shall be limited to manual and/or mechanical: - sorting; - separation; - screening; - baling; - shredding; - crushing; - compaction; - bulking up; of non-hazardous or inert waste for the purpose of recovery or disposal. There shall be no treatment of: - asbestos - hazardous waste - batteries - WEEE other than bulking up for onward transfer. Waste types as specified in Table S2.1.

Table S1.2 Operating techniques		
Description	**Parts**	**Date Received**
Technical Guidance Document: 'How to comply with your environmental permit'	All relevant sections	N/A
Sector Guidance Note IPPC S5.06: Guidance for the Recovery and Disposal of Hazardous and Non Hazardous Waste	All relevant sections	N/A
Fire prevention and mitigation plan guidance - Waste Version 1, May 2016	All relevant sections	N/A
Response to schedule 5 notice sent 13/04/17	2858_L_003 Response to Schedule 5 Issue to NRW Sections - Response to question 4- WEEE - Response to question 5- site infrastructure - Response to question 6- storage of wastes	05/05/17

Schedule 2 - Waste types, raw materials and fuels

Table S2.1 Permitted waste types and quantities for household, commercial and industrial waste transfer station with treatment and asbestos storage	
Maximum quantity	The maximum quantity of waste to be accepted on site shall not exceed 75,000 tonnes per year.
Exclusions	Notwithstanding the waste types set out in this table, wastes having any of the following characteristics shall not be accepted: • consisting solely or mainly of dusts, powders or loose fibres • sludges • odorous or odour producing
01	**WASTES RESULTING FROM EXPLORATION, MINING, QUARRYING, AND PHYSICAL AND CHEMICAL TREATMENT OF MINERALS**
01 01	**wastes from mineral excavation**
01 01 01	wastes from mineral metalliferous excavation
01 01 02	wastes from mineral non-metalliferous excavation
01 03	**wastes from physical and chemical processing of metalliferous minerals**
01 03 06	tailings other than those mentioned in 01 03 04 and 01 03 05
01 03 09	red mud from alumina production other than the wastes mentioned in 01 03 10
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
01 04 11	wastes from potash and rock salt processing other than those mentioned in 01 04 07
01 04 12	tailings and other wastes from washing and cleaning of minerals other than those mentioned in 01 04 07 and 01 04 11
01 04 13	wastes from stone cutting and sawing other than those mentioned in 01 04 07
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 03	plant-tissue waste
02 01 04	waste plastics (except packaging)
02 01 07	wastes from forestry
02 01 10	waste metal
02 02	**wastes from the preparation and processing of meat, fish and other foods of animal origin**
02 02 03	materials unsuitable for consumption or processing
02 03	**wastes from fruit, vegetables, cereals, edible oils, cocoa, coffee, tea and tobacco preparation and processing; conserve production; yeast and yeast extract production, molasses preparation and fermentation**
02 03 04	materials unsuitable for consumption or processing
02 04	**wastes from sugar processing**
02 04 01	soil from cleaning and washing beet
02 04 02	off-specification calcium carbonate
02 05	**wastes from the dairy products industry**
02 05 01	materials unsuitable for consumption or processing
02 06	**wastes from the baking and confectionery industry**
02 06 01	materials unsuitable for consumption or processing
02 06 02	wastes from preserving agents
02 07	**wastes from the production of alcoholic and non-alcoholic beverages (except coffee, tea and cocoa)**
02 07 01	wastes from washing, cleaning and mechanical reduction of raw materials
02 07 02	wastes from spirits distillation

02 07 04	materials unsuitable for consumption or processing
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 01 05	sawdust, shavings, cuttings, wood, particle board and veneer other than those mentioned in 03 01 04
03 03	**wastes from pulp, paper and cardboard production and processing**
03 03 01	waste bark and wood
03 03 07	mechanically separated rejects from pulping of waste paper and cardboard
03 03 08	wastes from sorting of paper and cardboard destined for recycling
03 03 10	fibre rejects, fibre-, filler- and coating-sludges from mechanical separation
04	**WASTES FROM THE LEATHER, FUR AND TEXTILE INDUSTRIES**
04 01	**wastes from the leather and fur industry**
04 01 08	waste tanned leather (blue sheetings, shavings, cuttings, buffing dust) containing chromium
04 01 09	wastes from dressing and finishing
04 02	**wastes from the textile industry**
04 02 21	wastes from unprocessed textile fibres
04 02 22	wastes from processed textile fibres
06	**WASTES FROM INORGANIC CHEMICAL PROCESSES**
06 09	**wastes from the MSFU of phosphorous chemicals and phosphorous chemical processes**
06 09 02	phosphorous slag
06 09 04	calcium-based reaction wastes other than those mentioned in 06 09 03
06 11	**wastes from the manufacture of inorganic pigments and opacificiers**
06 11 01	calcium-based reaction wastes from titanium dioxide production
07	**WASTES FROM ORGANIC CHEMICAL PROCESSES**
07 02	**wastes from the MFSU of plastics, synthetic rubber and man-made fibres**
07 02 13	waste plastic
09	**WASTES FROM THE PHOTOGRAPHIC INDUSTRY**
09 01	**wastes from the photographic industry**
09 01 07	photographic film and paper containing silver or silver compounds
09 01 08	photographic film and paper free of silver or silver compounds
09 01 10	single-use cameras without batteries
09 01 12	single-use cameras containing batteries other than those mentioned in 09 01 11
10	**WASTES FROM THERMAL PROCESSES**
10 01	**wastes from power stations and other combustion plants (except 19)**
10 01 01	bottom ash, slag and boiler dust (excluding boiler dust mentioned in 10 01 04)
10 01 05	calcium-based reaction wastes from flue-gas desulphurisation in solid form
10 01 07	calcium-based reaction wastes from flue-gas desulphurisation in sludge form
10 01 15	bottom ash, slag and boiler dust from co-incineration other than those mentioned in 10 01 14
10 01 19	wastes from gas cleaning other than those mentioned in 10 01 05, 10 01 07 and 10 01 18
10 01 24	sands from fluidised beds
10 02	**wastes from the iron and steel industry**
10 02 01	wastes from the processing of slag
10 02 02	unprocessed slag
10 02 08	solid wastes from gas treatment other than those mentioned in 10 02 07
10 02 10	mill scales
10 02 14	sludges and filter cakes from gas treatment other than those mentioned in 10 02 13
10 02 15	other sludges and filter cakes
10 03	**wastes from aluminium thermal metallurgy**

10 03 02	anode scraps
10 03 05	waste alumina
10 03 16	skimmings other than those mentioned in 10 03 15
10 03 18	carbon-containing wastes from anode manufacture other than those mentioned in 10 03 17
10 03 24	solid wastes from gas treatment other than those mentioned in 10 03 23
10 03 26	sludges and filter cakes from gas treatment other than those mentioned in 10 03 25
10 03 28	wastes from cooling-water treatment other than those mentioned in 10 03 27
10 03 30	wastes from treatment of salt slags and black drosses other than those mentioned in 10 03 29
10 04	**wastes from lead thermal metallurgy**
10 04 10	wastes from cooling-water treatment other than those mentioned in 10 04 09
10 05	**wastes from zinc thermal metallurgy**
10 05 01	slags from primary and secondary production
10 05 09	wastes from cooling-water treatment other than those mentioned in 10 05 08
10 05 11	dross and skimmings other than those mentioned in 10 05 10
10 06	**wastes from copper thermal metallurgy**
10 06 01	slags from primary and secondary production
10 06 02	dross and skimmings from primary and secondary production
10 06 10	wastes from cooling-water treatment other than those mentioned in 10 06 09
10 07	**wastes from silver, gold and platinum thermal metallurgy**
10 07 01	slags from primary and secondary production
10 07 02	dross and skimmings from primary and secondary production
10 07 03	solid wastes from gas treatment
10 07 05	sludges and filter cakes from gas treatment
10 07 08	wastes from cooling-water treatment other than those mentioned in 10 07 07
10 08	**wastes from other non-ferrous thermal metallurgy**
10 08 09	other slags
10 08 11	dross and skimmings other than those mentioned in 10 08 10
10 08 13	carbon-containing wastes from anode manufacture other than those mentioned in 10 08 12
10 08 14	anode scrap
10 08 18	sludges and filter cakes from flue-gas treatment other than those mentioned in 10 08 17
10 08 20	wastes from cooling-water treatment other than those mentioned in 10 08 19
10 09	**wastes from casting of ferrous pieces**
10 09 03	furnace slag
10 09 06	casting cores and moulds which have not undergone pouring other than those mentioned in 10 09 05
10 09 08	casting cores and moulds which have undergone pouring other than those mentioned in 10 09 07
10 09 14	waste binders other than those mentioned in 10 09 13
10 09 16	waste crack-indicating agent other than those mentioned in 10 09 15
10 10	**wastes from casting of non-ferrous pieces**
10 10 03	furnace slag
10 10 06	casting cores and moulds which have not undergone pouring, other than those mentioned in 10 10 05
10 10 08	casting cores and moulds which have undergone pouring, other than those mentioned in 10 10 07
10 10 14	waste binders other than those mentioned in 10 10 13
10 10 16	waste crack-indicating agent other than those mentioned in 10 10 15
10 11	**wastes from manufacture of glass and glass products**
10 11 03	waste glass-based fibrous materials
10 11 10	waste preparation mixture before thermal processing, other than those mentioned in 10 11 09

10 11 12	waste glass other than those mentioned in 10 11 11
10 11 16	solid wastes from flue-gas treatment other than those mentioned in 10 11 15
10 11 18	sludges and filter cakes from flue-gas treatment other than those mentioned in 10 11 17
10 12	**wastes from manufacture of ceramic goods, bricks, tiles and construction products**
10 12 01	waste preparation mixture before thermal processing
10 12 05	sludges and filter cakes from gas treatment
10 12 06	discarded moulds
10 12 08	waste ceramics, bricks, tiles and construction products (after thermal processing)
10 12 10	solid wastes from gas treatment other than those mentioned in 10 12 09
10 12 12	wastes from glazing other than those mentioned in 10 12 11
10 13	**wastes from manufacture of cement, lime and plaster and articles and products made from them**
10 13 01	waste preparation mixture before thermal processing
10 13 04	wastes from calcination and hydration of lime
10 13 07	sludges and filter cakes from gas treatment
10 13 10	wastes from asbestos-cement manufacture other than those mentioned in 10 13 09
10 13 11	wastes from cement-based composite materials other than those mentioned in 10 13 09 and 10 13 10
10 13 13	solid wastes from gas treatment other than those mentioned in 10 13 12
10 13 14	waste concrete and concrete sludge
11	**WASTES FROM CHEMICAL SURFACE TREATMENT AND COATING OF METALS AND OTHER MATERIALS; NON-FERROUS HYDRO-METALLURGY**
11 01	**wastes from chemical surface treatment and coating of metals and other materials (for example galvanic processes, zinc coating processes, pickling processes, etching, phosphating, alkaline degreasing, anodising)**
11 01 10	sludges and filter cakes other than those mentioned in 11 01 09
11 01 14	degreasing wastes other than those mentioned in 11 01 13
11 02	**wastes from non-ferrous hydrometallurgical processes**
11 02 03	wastes from the production of anodes for aqueous electrolytical processes
11 02 06	wastes from copper hydrometallurgical processes other than those mentioned in 11 02 05
11 05	**wastes from hot galvanising processes**
11 05 01	hard zinc
11 05 02	zinc ash
12	**WASTES FROM SHAPING AND PHYSICAL AND MECHANICAL SURFACE TREATMENT OF METALS AND PLASTICS**
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
12 01 05	plastics shavings and turnings
12 01 13	welding wastes
12 01 17	waste blasting material other than those mentioned in 12 01 16
12 01 21	spent grinding bodies and grinding materials other than those mentioned in 12 01 20
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 01	paper and cardboard packaging
15 01 02	plastic packaging
15 01 03	wooden packaging
15 01 04	metallic packaging
15 01 05	composite packaging

15 01 06	mixed packaging
15 01 07	glass packaging
15 01 09	textile packaging
15 02	**absorbents, filter materials, wiping cloths and protective clothing**
15 02 03	absorbents, filter materials, wiping cloths and protective clothing other than those mentioned in 15 02 02
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 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 03	**off-specification batches and unused products**
16 03 04	inorganic wastes other than those mentioned in 16 03 03
16 03 06	organic wastes other than those mentioned in 16 03 05
16 05	**gases in pressure containers and discarded chemicals**
16 05 04*	gases in pressure containers (including halons) containing hazardous substances
16 05 05	gases in pressure containers other than those mentioned in 16 05 04
16 06	**batteries and accumulators**
16 06 04	alkaline batteries (except 16 06 03)
16 06 05	other batteries and accumulators
16 11	**waste linings and refractories**
16 11 02	carbon-based linings and refractories from metallurgical processes other than those mentioned in 16 11 01
16 11 04	other linings and refractories from metallurgical processes other than those mentioned in 16 11 03
16 11 06	linings and refractories from non-metallurgical processes other than those mentioned in 16 11 05
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 01	wood
17 02 02	glass
17 02 03	plastic
17 03	**bituminous mixtures, coal tar and tarred products**
17 03 02	bituminous mixtures other than those mentioned in 17 03 01
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

17 05	**soil (including excavated soil from contaminated sites), stones and dredging spoil**
17 05 04	soil and stones other than those mentioned in 17 05 03
17 05 08	track ballast other than those mentioned in 17 05 07
17 06	**insulation materials and asbestos-containing construction materials**
17 06 01*	insulation materials containing asbestos
17 06 04	insulation materials other than those mentioned in 17 06 01 and 17 06 03
17 06 05*	construction materials containing asbestos
17 08	**gypsum-based construction material**
17 08 02	gypsum-based construction materials other than those mentioned in 17 08 01
17 09	**other construction and demolition wastes**
17 09 04	mixed construction and demolition wastes other than those mentioned in 17 09 01, 17 09 02 and 17 09 03
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 01	**wastes from incineration or pyrolysis of waste**
19 01 02	ferrous materials removed from bottom ash
19 01 12	bottom ash and slag other than those mentioned in 19 01 11
19 01 18	pyrolysis wastes other than those mentioned in 19 01 17
19 01 19	sands from fluidised beds
19 02	**wastes from physico/chemical treatments of waste (including dechromatation, decyanidation, neutralisation)**
19 02 03	premixed wastes composed only of non-hazardous wastes
19 02 10	combustible wastes other than those mentioned in 19 02 08 and 19 02 09
19 04	**vitrified waste and wastes from vitrification**
19 04 01	vitrified waste
19 05	**wastes from aerobic treatment of solid wastes**
19 05 01	non-composted fraction of municipal and similar wastes
19 05 02	non-composted fraction of animal and vegetable waste
19 05 03	off-specification compost
19 12	**wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified**
19 12 01	paper and cardboard
19 12 02	ferrous metal
19 12 03	non-ferrous metal
19 12 04	plastic and rubber
19 12 05	glass
19 12 07	wood other than that mentioned in 19 12 06
19 12 08	textiles
19 12 09	minerals (for example sand, stones)
19 12 10	combustible waste (refuse derived fuel)
19 12 12	other wastes (including mixtures of materials) from mechanical treatment of wastes other than those mentioned in 19 12 11
19 13	**wastes from soil and groundwater remediation**
19 13 02	solid wastes from soil remediation other than those mentioned in 19 13 01
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 01	paper and cardboard
20 01 02	glass
20 01 08	biodegradable kitchen and canteen waste

20 01 10	clothes
20 01 11	textiles
20 01 34	batteries and accumulators other than those mentioned in 20 01 33
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 38	wood other than that mentioned in 20 01 37
20 01 39	plastics
20 01 40	metals
20 01 41	wastes from chimney sweeping
20 02	**garden and park wastes (including cemetery waste)**
20 02 01	biodegradable waste
20 02 02	soil and stones
20 03	**other municipal wastes**
20 03 01	mixed municipal waste
20 03 02	waste from markets
20 03 03	street-cleaning residues
20 03 07	bulky waste

Schedule 3 – Emissions and monitoring

There are no emission limits or associated monitoring requirements.

Schedule 4 - Reporting

There is no reporting under this schedule.

Schedule 5 - Notification

These pages outline the information that the operator must provide.

Units of measurement used in information supplied under Part A and B requirements shall be appropriate to the circumstances of the emission. Where appropriate, a comparison should be made of actual emissions and authorised emission limits.

If any information is considered commercially confidential, it should be separated from non-confidential information, supplied on a separate sheet and accompanied by an application for commercial confidentiality under the provisions of the EP Regulations.

Part A

Permit Number	
Name of operator	
Location of Facility	
Time and date of the detection	

(a) Notification requirements for 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	
To be notified within 24 hours of detection	
Date and time of the event	
Reference or description of the location of the event	
Description of where any release into the environment took place	
Substances(s) potentially released	
Best estimate of the quantity or rate of release of substances	
Measures taken, or intended to be taken, to stop any emission	
Description of the failure or accident.	

(b) Notification requirements for the breach of a limit	
To be notified within 24 hours of detection unless otherwise specified below	
Emission point reference/ source	
Parameter(s)	
Limit	
Measured value and uncertainty	
Date and time of monitoring	
Measures taken, or intended to be taken, to stop the emission	

Time periods for notification following detection of a breach of a limit	
Parameter	**Notification period**

(c) Notification requirements for the detection of any significant adverse environmental effect	
To be notified within 24 hours of detection	
Description of where the effect on the environment was detected	
Substances(s) detected	
Concentrations of substances detected	
Date of monitoring/sampling	

Part B - to be submitted as soon as practicable

Any more accurate information on the matters for notification under Part A.	
Measures taken, or intended to be taken, to prevent a recurrence of the incident	
Measures taken, or intended to be taken, to rectify, limit or prevent any pollution of the environment which has been or may be caused by the emission	
The dates of any unauthorised emissions from the facility in the preceding 24 months.	

Name*	
Post	
Signature	
Date	

* authorised to sign on behalf of the operator

Schedule 6 - Interpretation

"accident" means an accident that may result in pollution.

"Annex I" means Annex I to Directive 2008/98/EC of the European Parliament and of the Council on waste.

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

"application" means the application for this permit, together with any additional information supplied by the operator as part of the application and any response to a notice served under Schedule 5 to the EP Regulations.

"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.

"building" means a construction that has the objective of providing sheltering cover and minimising emissions of noise, particulate matter, odour and litter.

"D" means a disposal operation provided for in Annex I to Directive 2008/98/EC of the European Parliament and of the Council on waste.

"emissions to land" includes emissions to groundwater.

"emissions of substances not controlled by emission limits" means emissions of substances to air, water or land from the activities, either from the emission points specified in schedule 3 or from other localised or diffuse sources, which are not controlled by an emission or background concentration limit.

"EP Regulations" means The Environmental Permitting (England and Wales) Regulations SI 2016 No.1154 and words and expressions used in this permit which are also used in the Regulations have the same meanings as in those Regulations.

"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.

"hazardous property" has the meaning in Annex lll 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).

"impermeable surface" means a surface or pavement constructed and maintained to a standard sufficient to prevent the transmission of liquids beyond the surface.

"Pests" means Birds, Vermin and Insects.

"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.

"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.

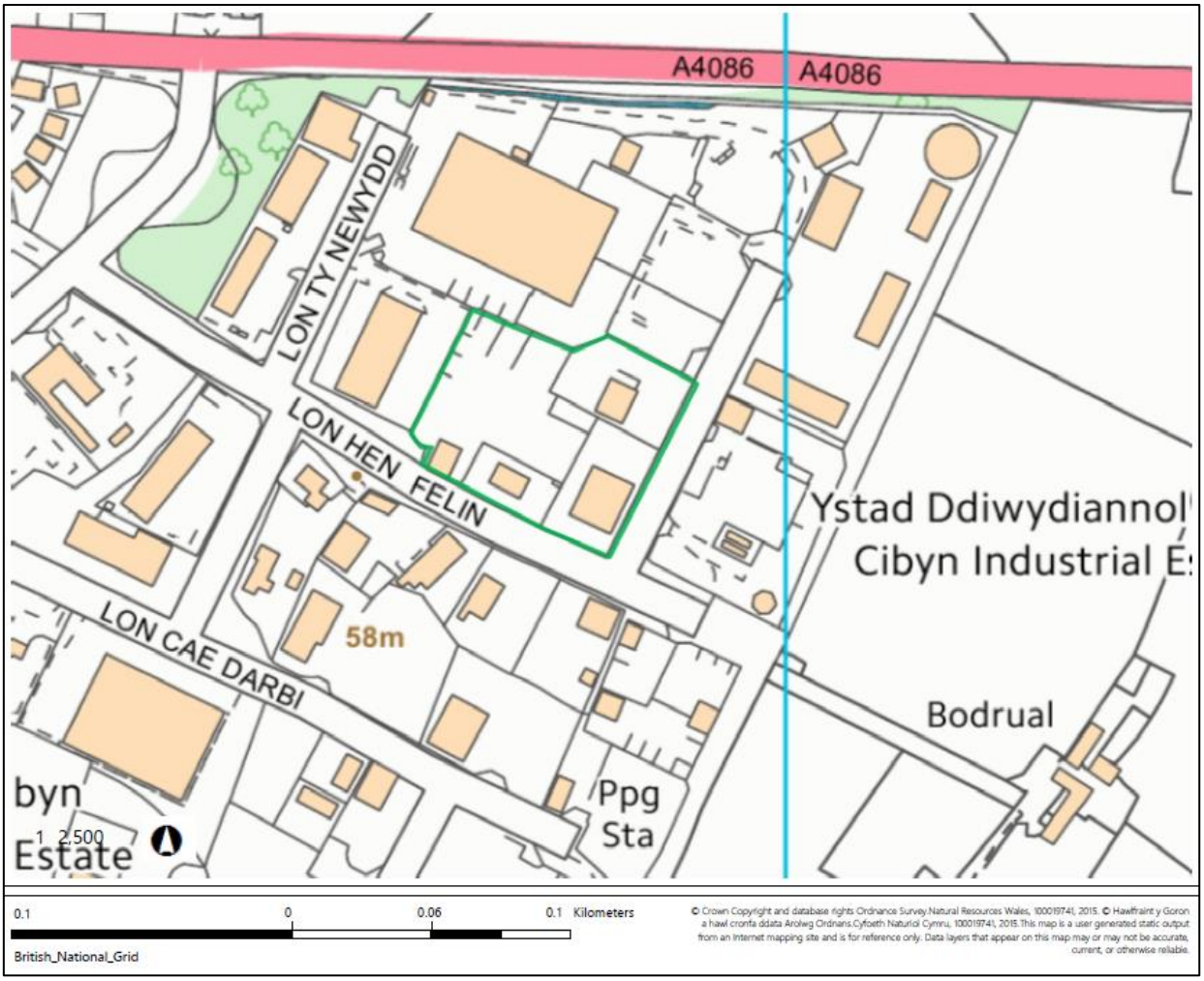
"Waste Framework Directive" or "WFD" means Waste Framework Directive 2008/98/EC of the European Parliament and of the Council on waste.

"WEEE" means waste electrical and electronic equipment.

"WEEE Directive" means Directive 2012/19/EU of the European Parliament and of the Council of 4th July 2012 on waste electrical and electronic equipment (WEEE).

"year" means calendar year ending 31 December.

Schedule 7 - Site plan



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END OF PERMIT

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 GSPH 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 GSPH 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.

Appendix V

Fines Sampling Plan

FINES SAMPLING PLAN

Lon Hen Felin Waste Treatment and Transfer Facility, Cibyn Industrial Estate, Caernarfon, Gwynedd, LL55 2BD

GSPH Ltd

Version:	1.0	Date:	18 September 2026		
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Client No:	0377	Job No:	006		

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Oaktree Environmental

Waste, Planning & Environmental Consultants

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1 Executive Summary

1.1 Summary

1.1.1 This Sampling Plan applies to fines generated at GSPH Ltd (the operator) site situated at Lon Hen Felin Waste Treatment and Transfer Facility, Cibyn Industrial Estate, Caernarfon, Gwynedd, LL55 2BD (the site). It is intended to support accurate waste description and classification of the waste type prior to onward treatment of the material.

1.1.2 The operator produces two separate fines on site comprising of the following:

a) Trommel fines from the tromelling of mixed construction and demolition (C&D) waste at the site (<10mm and <25mm).
b) Fines from inert material/soils (crushing of larger fractions of concrete that falls off the end of the picking line).

1.2 Objectives

1.2.1 The objective is to complete a defensible basic initial characterisation of the waste stream, establish whether the material can be correctly classified as non-hazardous, identify the correct List of Waste code, and define a routine verification sampling frequency based on demonstrated variability.

a) Duty of Care: ensure the written description of the waste is accurate and sufficient for transfer.
b) Waste classification: assess the mirror entry waste using WM3 methodology and appropriate laboratory analysis.
c) Sampling: obtain representative samples using a defined sampling scale, sampling pattern and quality-control procedure.
d) Ongoing verification: establish future sampling frequency based on variability, not on a fixed annual assumption.

1.2.2 This testing regime will allow the operator to determine if the fines are:

a) Non-hazardous or hazardous and if they are hazardous to assign hazardous properties where applicable.
b) To determine if the waste fines pass or fail the landfill directive WAC for a non-hazardous landfill.
c) To determine if the fines pass or fail the LOI <10%.

1.2.3 Results from the testing will inform the operators decision as to whether the fines can be disposed of as qualifying fines at a non-hazardous landfill under a 19 12 12 EWC code.

2 Site and Waste Stream Information

2.1 Source of Waste

2.1.1 Table 2.1 below details site information and the source of the fines.

Table 2.1 - Site and Waste Stream Information

Item	Details
Operator	GSPH Ltd
Site address	Lon Hen Felin Waste Treatment and Transfer Facility, Cibyn Industrial Estate, Caernarfon, Gwynedd, LL55 2BD
Permit reference	EPR/CB3237AP
Waste streams under assessment	Soils and stones separated from mixed construction, demolition and excavation inputs, and/or single-stream soils and stones accepted at the site.
	Trommel fines produced during the mechanical treatment of mixed C&D waste. The relevant process comprises trommelling of C&D waste to remove a fine fraction. The waste is produced at the site.
Typical physical form	Loose soil, stone, brick, concrete and similar mineral material, generally less than 75 mm after separation and screening.
	Loose soil, stone and similar mineral material, generally less than 25mm after separation and screening.
Potential contaminants	Metals, hydrocarbons, PAH, asbestos, sulphate/sulphide, pH extremes, gypsum/plaster contamination, treated timber fragments, visible non-mineral contamination and any other contaminants identified through feedstock inspection.
Potential LoW entries	17 05 03* / 17 05 04 where the waste is soils and stones. 19 12 11* / 19 12 12 where the material is a mechanically processed waste output rather than directly identifiable soils and stones. See Section 12.
	The waste is not an absolute hazardous or absolute non-hazardous entry. It is assessed against the mirror pair 19 12 11* / 19 12 12. The correct entry is therefore dependent on whether the waste contains hazardous substances at concentrations giving one or more hazardous properties.

3 Preparatory Steps

3.1 Roles and Responsibilities

3.1.1 Table 3.1 below details the preparatory steps used to formulate this Sampling Plan.

Table 3.1 - Site and Waste Stream Information

Role	Party / requirement
Waste producer and holder	GSPH Ltd
Waste carrier	GSPH Ltd, or another authorised carrier if used
Consultant and plan author	Oaktree Environmental Ltd
Sampler	GSPH Ltd TCM or another trained person following this plan. The sampler must complete the competency check in Section 12 before any future sampling.
Laboratory	UKAS and MCERTS-accredited laboratory for the relevant determinants, where available.
Classification support	Hazardous Waste Online or equivalent WM3 classification tool, supported by professional review.
Destination site	Only sites authorised to accept the correct classified waste code and description.

3.2 Health and Safety Precautions

3.2.1 Sampling should be undertaken by trained site personnel familiar with site operations and the nature of the waste stream. Appropriate PPE was worn during sampling, including safety boots, gloves, high-visibility clothing and eye protection. Sampling was undertaken away from active loading operations where practicable and personnel remained alert to moving plant, vehicle movements, dust generation, sharp objects and potentially hazardous contaminants. Any suspect asbestos-containing materials, visibly contaminated wastes or other non-conforming materials identified during sampling were excluded from the routine sampling population and managed separately in accordance with site procedures.

4 Sampling Plan

4.1 Population to be Sampled

4.1.1 As outlined above, the sampling population comprises of the following:

a) Trommel fines from the tromelling of mixed construction and demolition (C&D) waste at the site (<10mm and <25mm).
b) Fines from inert material/soils (crushing of larger fractions of concrete that falls off the end of the picking line).

4.1.2 The population excludes rejected wastes, visibly contaminated waste, suspect asbestos-containing material, isolated spill residues, separate quarantine materials and any waste stream not generated through the normal treatment processes.

4.1.3 Approximately 4,000 tonnes of waste fines are produced on site per month. Samples are taken from the continuous stream of waste fines produced.

4.2 Sampling Approach

4.2.1 Table 4.1 below provides the approach used to take samples.

Table 4.1 – Sampling Strategy

Element	Plan requirement
Sampling frequency	Sampling of fines produced from crushing inert material are taken weekly using two no. samples.
	Sampling of fines produced from the trommel will be taken on a weekly basis.
Sample type	Samples for both outputs of fines will be taken using a composite sample technique. Each composite was formed by taking a daily 2kg sample from random points of the stockpile. Each daily sample is combined to form a single unit for analysis. From this single 10kg unit a sample will be taken at the end of each week and sent for testing at an accredited testing laboratory. This is done for each output of fines.
Increment collection	Increments were collected at regular intervals from the fines output or freshly produced stockpile face. Avoid only sampling the surface crust or a visually clean area.

Element	Plan requirement
Minimum increment number	The sampling programme was undertaken using composite samples formed from multiple increments collected from the routine fines outputs.
Avoidance of bias	Do not include rejected loads, quarantined suspect materials, obvious spill residues or separately identified contaminants in the routine population sample. These should be managed and classified separately if removed as waste.
Visual inspection	Record odour, visible oil staining, asbestos suspect fragments, plasterboard/gypsum, batteries, treated wood, containers, WEEE, chemicals or other non-conforming items.
Sample container and preservation	Use clean laboratory-supplied containers suitable for metals, hydrocarbons, PAHs, asbestos and general soil/waste analysis. Samples should be sealed, labelled and dispatched promptly.
Chain of custody	Record sample ID, date, time, sampler, sample location, waste description, plant operating status and any unusual observations.
Non-conformance response	If obvious hydrocarbon contamination or suspect asbestos-containing material is observed, stop including that material in the routine non-hazardous population. Segregate and assess separately.
Review trigger	Repeat or increase sampling if feedstock changes, there is a fire/spill, a significant change in process, receipt of unusual wastes, a hazardous classification result, or NRW request.

4.3 How to take a Sample

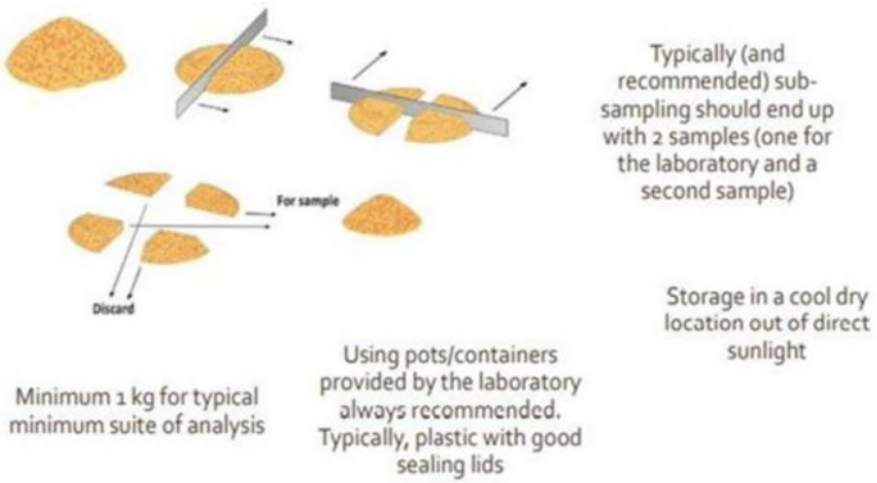
4.3.1 The Technically Competent Manager (TCM) is responsible for collecting samples. If the TCM is to be absent, then a suitably qualified member of staff will be trained on this procedure and take the sample in their absence.

4.3.2 The responsible person will take a clean sampling pot and choose a random location on the waste fines pile to gather their sample. Using a clean trowel the operative will fill the sampling pot with approx. 2kg of waste fines and place the contents of this sampling pot into a larger sampling receptacle used to store the sample over a period of 1 week.

4.3.3 As the daily sample is added to the larger receptacle, the operative should ensure that the samples are mixed together.

4.3.4 Once the full week of composite samples has been collected the operator must gather a 2kg sample from the larger receptacle to form the representative sample ready to be sent for analysis.

4.3.5 The sample will be coned and quartered to allow full representation as shown in the diagram below.



4.3.6 The sample will be labelled and dated and delivered to a testing laboratory. A laboratory that uses MCERTS and UKAS testing techniques and are accredited to ISO17025 will be used for testing of the waste fines. They will test the waste fines in accordance with the key test parameters outlined in section 4.4. below.

4.4 Analytical Suite

4.4.1 Information on the nature, composition and properties of the fines is required to determine if it is a hazardous waste, and to assign hazardous properties where applicable. This is to be able to correctly allocate the appropriate List of Waste (LoW) code. The following are key test parameters considered for each of the 3 objectives:

a) Metals: - Arsenic, Boron, Cadmium, Chromium, Hexavalent Chromium, Copper, Lead, Mercury, Nickel, Selenium and zinc.
b) Moisture (dry weight)
c) Sulphates
d) TPH/PAH
e) Cyanide
f) Phenols
g) Asbestos

h) LOI (loss on ignition)

4.4.2 The results from the analysis are then sent to the technical manager to classify the results and to determine if the sample has passed or failed for qualifying fines criteria.

4.4.3 Additionally, for fines to be treated as qualifying fines the following conditions must be met for:

a) You must hold evidence that the fines are qualifying fines
b) The fines must meet the specified Loss on Ignition (LOI) threshold. For disposals made after 01 April 2016 the LOI threshold is 10%.
c) Fines must be stored in a separate bay away from other materials to avoid cross contamination.
d) Plasterboard must not be present the waste.
e) A transfer note must be held describing the waste correctly e.g. "19 12 12 – Qualifying Fines with an LOI of 10% or less, if moving to a landfill site.

4.5 Test Failures

4.5.1 Where the fines analysis deems the material to have either failed the LOI requirements for <10%, or the material is classified as hazardous, the fines will be recorded as non-compliant, and a second sample will be taken from the stored sample and sent for retesting. Until the second set of results is received, the material in the bay must be treated as Hazardous until the results are received. Where TPH levels are elevated, they can be readjusted against dry matter and then recalculated against the Benzo(a)pyrene marker of the material. The adjusted Dry Matter figure should be used where a recalculation is required to determine if the TPH levels are hazardous.

4.5.2 Any failure will trigger a reassessment of the basic characterisation information to determine if the material source or type has changed. Additionally, the frequency of sampling may need to increase to ensure that any changes in the variability of the waste fines are captured more frequently.

4.6 Records to be Kept

4.6.1 The following records will be kept by the operator:

a) Sampling date, time, weather and sampler name.
b) Stockpile reference, estimated tonnage, source and process route and LoW code being assessed.
c) Increment and composite sample references.
d) Visual observations and contamination notes.
e) Laboratory chain-of-custody forms and container checklist.
f) Laboratory reports, WM3 classification outputs and professional interpretation.
g) Decision on LoW code and future sampling frequency.
h) Transfer notes including time and place of each transfer where annual notes are used.

5 List of Waste Code Decision Procedure

5.1 The correct LoW code shall be confirmed for each waste output based on its origin and processing history. The following decision procedure shall be used before transfer:

a) Where the waste is directly identifiable single-stream soil and stones from construction/excavation activities and has not been transformed into a waste treatment output, assess under 17 05 03* / 17 05 04.

b) Where mixed skip/CDE waste has been mechanically treated through a trommel, screen or similar process to produce a mineral-rich output, assess whether 19 12 11* / 19 12 12 is the more accurate entry.

c) Do not use 17 05 04 solely because the output visually resembles soil and stones if the material is properly described as a waste treatment output.

d) Record the coding decision on the waste transfer note and ensure the destination permit authorises that code.

e) If uncertainty remains between 17 05 04 and 19 12 12, use the more accurate process-based description and seek written confirmation from the receiving site/regulator where necessary.

5.2 This plan can be used to support classification of both potential routes, provided the sample population and LoW decision are clearly recorded.