

Application for an environmental permit

Part A – About you



You will need to fill in this part A if you are applying for a new permit, applying to change an existing permit or want to transfer an existing permit to yourself. Please check that this is the latest version of the form available from our website.

Please read through this form and the guidance notes that came with it. All relevant guidance documents can be found on our website. Please write clearly in the answer spaces.

Note: if you believe including information on a public register would not be in the interests of national security you must tick the box in section 5 of F1 or F2 and enclose a letter telling us that you have told the Welsh ministers. We will not include the information in the public register unless directed otherwise.

It will take less than one hour to fill in this part of the application form.

Where you see the term 'document reference' on the form, give the document references and send the documents with the application form when you've completed it.

Contents

- 1 About you
- 2 Applications from an individual
- 3 Applications from an organisation of individuals
- 4 Applications from public bodies
- 5 Applications from a registered company or other corporate body
- 6 Your address
- 7 Contact details
- 8 How to contact us

1 About you

Are you applying as an individual, an organisation of individuals (for example, a partnership), a company (this includes Limited Liability Partnerships) or a public body?

An individual

☐ Now go to section 2

An organisation of individuals (for example, a partnership)

☐ Now go to section 3

A public body

☐ Now go to section 4

A registered company or other corporate body

☐ Now go to section 5

2 Applications from an individual

2a Please give us the following details

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Date of birth (DD/MM/YYYY)

Now go to section 6

3 Applications from an organisation of individuals

3a Type of organisation

For example, a charity, a partnership, a group of individuals or a club

3b Details of the organisation

If you are an organisation of individuals, please give the details of the main representative below. If relevant, provide details of other members (please include their title Mr, Mrs and so on) on a separate sheet and tell us the document reference you have given this sheet.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

3 Applications from an organisation or individuals, continued

Last name

Date of birth (DD/MM/YYYY)

Now go to section 6

4 Applications from public bodies

4a Type of public body

For example, local health boards and unitary authorities

4b Name of the public body

4c Please give us the following details of the executive

An officer of the public body authorised to sign on your behalf

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Position

Now go to section 6

5 Applications from a registered company or other corporate body

5a Name of the company

5b Company registration number

Date of registration (DD/MM/YYYY)

If you are applying as a corporate organisation that is not a limited company, please provide evidence of your status and tell us below the reference you have given the document containing this evidence.

Document reference

Now go to section 6

6 Your address

6a Your main (registered office) address

For companies this is the address on record at Companies House.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

6 Your address, continued

For an organisation of individuals every partner needs to give us their details, including their title Mr, Mrs and so on. So, if necessary, continue on a separate sheet and tell us below the reference you have given the sheet.

Document reference for the extra sheet

6b Main UK business address (if different from above)

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

Now go to section 7

7 Contact details

7a Who can we contact about your application?

This can be someone acting as a consultant or an 'agent' for you.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

7 Contact details, continued

7b Who can we contact about your operation (if different from question 7a)?

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

7c Who can we contact about your billing or invoice?

As in question 7a

☐

As in question 7b

☐

Please give details below if different from question 7a or 7b.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

8 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 0300 065 3000 (Monday to Friday, 8am to 6pm)

Email: enquiries@naturalresourceswales.gov.uk / ymholiadau@cyfoethnaturiolcymru.gov.uk

Website: www.naturalresourceswales.gov.uk / www.cyfoethnaturiolcymru.gov.uk

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.

Feedback

(You don't have to answer this part of the form, but it will help us improve our forms if you do.)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please use the space below to give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form?

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please

☐

No thank you

☐

Application for an environmental permit

Part C1 – Varying a permit – to change to or add a standard facility



Fill in this part of the form, together with parts A and F1 or F2, if you are applying to vary (change) a standard facility or add a standard facility. Please check that this is the latest version of the form available from our website.

You cannot vary the conditions of a standard permit but you can add new standard facilities.

If you want to vary (change) the conditions you will change to a bespoke permit and you must fill in part C2 and the relevant parts of C3 to C7.

You only need to give us details in this application for the parts of the permit that will be affected (for example, if you are adding a new facility or making changes to existing ones). You do not need to resend any information from your original permit application if it is not affected by your proposed changes.

Please read through this form and the guidance notes that came with it. All relevant guidance documents can be found on our website. Please write clearly in the answer spaces.

It will take less than one hour to fill in this part of the application form.

Contents

- 1 About the permit
- 2 About your proposed changes
- 3 Standard facilities
- 4 General information
- 5 Your ability as an operator
- 6 How to contact us

Appendix 1 – Low impact installation checklist

Appendix 2 – Waste management plan checklist for standard permit applications for mining waste operations

1 About the permit

What is your customer reference number?

If you do not have a customer reference number, leave this blank.

The customer reference number is a unique identification number which tells us who you are. It is always made up of one letter and nine numbers in this order A111111111.

Discussions before your application

If you have had discussions with us before your application, provide the case reference number or details on a separate sheet and tell us below the reference you have given the document.

Case or document reference

1a Permit number

What is the permit number that this application relates to?

1b Site details

What is the name, address and postcode of the site?

Site name

Address

Postcode

2 About your proposed changes

2a What are your proposed changes?

Are you applying to change your existing permit to a standard permit?

No ☐

Yes ☐

2 About your proposed changes, continued

Are you applying to add a standard rules set to your current permit?

No ☐

Yes ☐

If you want to change your existing permit to a standard permit and also add a standard rules set to your existing permit, please give us more detail in a separate document.

Document reference of this separate document

Minor technical

☐

If your proposed change above is to consolidate (combine) a number of permits, now answer question 2b. If not, go to section 3.

~~2b Consolidating existing permits~~

~~Identify all the permits you want to consolidate by listing the permit numbers in Table 1 below.~~

Table 1 – Permit numbers

3 Standard facilities

3a Tick the relevant boxes below to show which standard rules you are applying for

Table 2 – Sets of standard rules that are available for your permit

Plain English Campaign's Crystal Mark does not apply to Table 2.

Standard rule description	Tonnes per annum (tpa)		Standard rule reference (office use only)
Household, commercial and industrial waste transfer station	Less than 75,000 tpa	☐	SR2008No1 75kte
Household, commercial and industrial waste transfer station (no building)	Less than 5,000 tpa	☐	SR2008No2 5kte
Household, commercial and industrial waste transfer station with treatment	Less than 75,000 tpa	☐	SR2008No3 75kte
Household, commercial and industrial waste transfer station with treatment (no building)	Less than 5,000 tpa	☐	SR2008No4 5kte
Household, commercial and industrial waste transfer station with asbestos storage	Less than 75,000 tpa	☐	SR2008No5 75kte
Household, commercial and industrial waste transfer station with asbestos storage (no building)	Less than 5,000 tpa	☐	SR2008No6 5kte
Household, commercial and industrial waste transfer station with treatment and asbestos storage	Less than 75,000 tpa	☐	SR2008No7 75kte
Household, commercial and industrial waste transfer station with treatment and asbestos storage (no building)	Less than 5,000 tpa	☐	SR2008No8 5kte
Asbestos waste transfer station	Less than 3,650 tpa	☐	SR2008No9 3650te
Inert and excavation waste transfer station	Less than 75,000 tpa	☐	SR2008No10 75kte
Inert and excavation waste transfer station with treatment	Less than 75,000 tpa	☐	SR2008No11 75kte
Non-hazardous household waste amenity site	Less than 75,000 tpa	☐	SR2008No12 75kte
Non-hazardous and hazardous household waste amenity site	Less than 75,000 tpa	☐	SR2008No13 75kte
Materials recycling facility	Less than 75,000 tpa	☐	SR2008No14 75kte
Materials recycling facility (no building)	Less than 5,000 tpa	☐	SR2008No15 5kte
Non-hazardous mechanical biological (aerobic) treatment (MBT) facility	Less than 75,000 tpa	☐	SR2008No18 75kte
Non-hazardous sludge biological, chemical and physical treatment site	Less than 250,000 tpa	☐	SR2008No19 250kte
Vehicle storage, depollution and dismantling (authorised treatment) facility	Less than 75,000 tpa	☐	SR2008No20 75kte
Metal recycling site	Less than 75,000 tpa	☐	SR2008No21 75kte
Storage of furnace ready scrap metal for recovery	Less than 75,000 tpa	☐	SR2008No22 75kte

3 Standard facilities, continued

Table 2 – Sets of standard rules that are available for your permit, continued

Standard rule description	Tonnes per annum (tpa)	Standard rule reference (office use only)
Waste Electrical and Electronic Equipment authorised treatment facility (ATF) excluding ozone depleting substances.	Less than 75,000 tpa ☐	SR2008No23 75kte
Clinical waste and healthcare waste transfer station	Less than 75,000 tpa ☐	SR2008No24 75kte
Clinical waste and healthcare waste treatment and transfer station	Less than 75,000 tpa ☐	SR2008No25 75kte
Mobile plant for the treatment of waste soils and contaminated material, substances or products	Tonnes per annum does not apply ☐	SR2008No27 Rem MP
Pet cemetery	Tonnes per annum does not apply ☐	SR2009No1
Low impact Part A installation	Tonnes per annum does not apply ☐	SR2009No2
Low impact Part A installation for the production of biodiesel	No more than 2,000 tpa ☐	SR2009No3
Combustion of biogas in engines at a sewage treatment works	Tonnes per annum does not apply ☐	SR2009No4
Inert and excavation waste transfer station	Less than 250,000 tpa ☐	SR2009No5
Inert and excavation waste transfer station with treatment	Less than 250,000 tpa ☐	SR2009No6
Storage of furnace ready scrap metal for recovery	Less than 1,000,000 tpa ☐	SR2009No7
The management of inert extractive wastes at mines and quarries (and appendix 2; see below)	Tonnes per annum does not apply ☐	SR2009No8
Discharge to surface water: cooling water and heat exchangers	Max volume 1,000 cubic metres per day ☐	SR2010No2
Discharge to surface water: secondary treated domestic sewage	Max volume between 5 and 20 cubic metres per day ☐	SR2010No3
Mobile plant for land spreading	Spreading of waste for agricultural or ecological benefit. Up to 10 wastes types 50 hectares per deployment ☐	SR2010No4
Mobile plant for reclamation, restoration or improvement of land	Spreading of waste to create a soil profile. Up to 10 wastes types per hectare over 50 hectares ☐	SR2010No5
Mobile plant for land spreading of sewage sludge	Deployment max 250 tonnes per hectare over 50 hectares ☐	SR2010No6
Use of waste in construction	Less than 50,000 tonnes per site ☐	SR2010No7
Use of waste in construction	Less than 100,000 tonnes per site ☐	SR2010No8
Use of waste for reclamation, restoration or improvement of land	Less than 50,000 tonnes per site ☐	SR2010No9
Use of waste for reclamation, restoration or improvement of land	Less than 100,000 tonnes per site ☐	SR2010No10
Mobile plant for the treatment of waste to produce soil, soil substitutes and aggregate	Less than 75,000 tonnes per deployment ☐	SR2010No11
Treatment of waste to produce soil, soil substitutes and aggregate	Less than 75,000 tonnes per year ☐	SR2010No12
Use of waste to manufacture timber and construction products	Less than 75,000 tonnes per year ☐	SR2010No13

3 Standard facilities, continued

Table 2 – Sets of standard rules that are available for your permit, continued

Standard rule description	Tonnes per annum (tpa)	Standard rule reference (office use only)
Composting biodegradable waste	Open and contained systems. Less than 500 tonnes on site at any one time ☐	SR2010No14
Storage of digestate from anaerobic digestion plant	Less than 75,000 tonnes storage at any one time ☐	SR2010No17
Discharge to land: enzyme treated sheep dip	5 cubic metres per day ☐	SR2010No19
Composting biodegradable waste (in open and contained systems)	Open and contained systems. Less than 500 tonnes on site at any one time ☐	SR2011 No1_500t
Metal recycling site	Less than 25,000 tonnes per site ☐	SR2011 No2
Vehicle storage, depollution and dismantling (authorised treatment) facility	Less than 5,000 tonnes per site ☐	SR2011 No3
Treatment of waste wood for recovery	Less than 75,000 tonnes per site ☐	SR2011 No4
Composting in closed systems – waste operation	Limit of 75 tonnes per day ☐	SR2012 No3
Composting in closed systems – Part A installation	Less than 75,000 tonnes ☐	SR2012 No4
Composting in open systems – waste operation	Limit of 75 tonnes per day ☐	SR2012 No7
Composting in open systems – part A installation	Less than 75,000 tonnes ☐	SR2012 No8
Part A installation – on farm anaerobic digestion facility including the use of the resultant biogas	Over 100 tonnes per day and up to 100,000 tonnes per year and 5MW thermal input ☐	SR2012 No9
Waste recovery operation – on farm anaerobic digestion facility including the use of the resultant biogas	Less than 100 tonnes per day ☐	SR2012 No10
Part A installation – anaerobic digestion facility including the combustion of the resultant biogas	Over 100 tonnes per day and up to 100,000 tonnes per year and 5MW thermal input ☐	SR2012 No11
Waste recovery operation – anaerobic digestion facility including the combustion of the resultant biogas	Less than 100 tonnes per day ☐	SR2012 No12
Part A installation – treatment of incinerator bottom ash (IBA)	Over 75,000 tonnes per site ☐	SR2012 No13
Metal recycling, vehicle storage, depollution & dismantling (authorised treatment) facility	Less than 25,000 tonnes a year of waste metal and less than 5,000 tonnes a year of waste motor vehicles. ☐	SR2012 No14
Storage of electrical insulating oils	Less than 500 tonnes a year ☐	SR2012 No15

~~3b SR 2009No8 Management of inert extractive wastes at mines and quarries~~

Tick the box to confirm that you have filled in the waste management plan checklist in appendix 2 if you are applying for a standard permit for a mining waste operation ☐

3 Standard facilities, continued

For mining waste only please tick which of the following applies

Standalone water discharge ☐

Integral water discharge ☐

3c SR 2009No4 Combustion of biogas in engines at a sewage treatment works

Please tick if answer is yes

3c1 Is the effective stack height more than 3 metres or is the stack height more than 7 metres? ☐

3c2 Do the engine stack gas releases not exceed 500 mg/m³ for oxides of nitrogen and 1400 mg/m³ carbon monoxide? ☐

If both boxes are ticked, the distance limit to dwellings of 200 metres no longer applies, for further guidance see the relevant web page.

3d SR 2010Nos 7, 8, 9 and 10 Deposit for recovery purposes (see the guidance notes on part C1)

3d1 Are you applying for a waste recovery activity involving the permanent deposit on waste on land for construction or land reclamation?

No ☐

Yes ☐

3d2 Have we told you during discussions we have had with you before your application that we believe the activity is waste recovery?

No ☐

Yes ☐

3d3 Have there been any changes to your proposal since the discussions?

No ☐

Yes ☐

3d4 Please send us a copy of your waste recovery plan that complies with Regulatory Guidance Note 13. You need to highlight any changes made since any discussions and tell us below the reference you have given the document.

Document reference

3e SR 2010Nos 2 or 3 Discharges to surface water (see the guidance notes on part C1)

What date do you want this effluent to start?

Please note that charges will start on this date, even if you have not started to discharge, unless you contact us to change (delay) the start date (see guidance notes on part C1).

Please give name of watercourse

We recommend that you contact us during pre-application discussions to find out if your proposed activity meets the nature conservation risk criteria (see guidance notes on part C1).

Please tick this box if we have confirmed that you can meet the nature conservation risk criteria

☐

3f SR 2012No10 On-farm anaerobic digestion facility including use of the resultant biogas

Please tick if answer is yes.

3f1 Is the effective stack height more than 3 metres or is the stack height more than 7 metres? ☐

If this box is ticked, the distance limit to dwellings of 200 metres no longer applies, for further guidance see the relevant web page.

3g Low impact installations (installations only)

Are any of the regulated facilities low impact installations?

No ☐ Now go to section 4

Yes ☐ Please give us a description of your proposed activity and tell us how you meet the conditions for a low impact installation (see the guidance notes on part C1 – appendix 1)

Document reference for the explanation

Tick the box to confirm you have filled in the low impact installation checklist in appendix 1 for each regulated facility ☐

4 General information

4a Provide a plan or plans for the site (see the guidance notes on part C1)

Plan document reference or references

5 Your ability as an operator (see the guidance notes on part C1 for what needs to be marked on the plan)

5a Relevant offences (installations and waste operations – see the guidance notes)

Have you, or any other relevant person, been convicted of any relevant offence?

No ☐ Now go to question 5b

Yes ☐ Please give details below

Name of the relevant person

Title (Mr, Mrs, Miss and so on)

First name

Last name

Date of birth (DD/MM/YYYY)

Position at the time of the offence

Name of the court

Date of the conviction (DD/MM/YYYY)

Offence and penalty set

Date any appeal against the conviction will be heard (DD/MM/YYYY)

If necessary, use a separate sheet to give us details of other relevant offences (and post conviction plans if relevant) and tell us below the reference number you have given the extra sheet.

Document reference of the extra sheet

Have you sent us a post conviction plan for this offence?

No ☐ You must send us a post conviction plan with this application and give us the document reference below

Document reference

Yes ☐ Please give us the reference for the post conviction plan you have sent and the date sent in

Post conviction plan reference

Date sent in (DD/MM/YYYY)

Now go to question 5b

5b Technical ability (specified waste management activities and waste operations only – see the guidance notes on part C1)

Please tick the scheme you are using to show you have the suitable technical skills and knowledge to manage your facility.

CIWM/WAMITAB

☐

ESA/EU

☐

Please send in a registration letter from your scheme as above

☐

Now go to question 5c

5c Finances (installations, waste operations and mining waste operations only – see the guidance notes on part C1)

Do you or any relevant person have current or past bankruptcy or insolvency proceedings against you?

No ☐

Yes ☐ Please give details below, including the required set-up costs (including infrastructure), maintenance and clean up costs for the proposed facility against which a credit check may be assessed.

We may want to contact a credit reference agency for a report about your business's finances.

6 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 0300 065 3000 (Monday to Friday, 8am to 6pm)

Email: enquiries@naturalresourceswales.gov.uk / ymholiadau@cyfoethnaturiolcymru.gov.uk

Website: www.naturalresourceswales.gov.uk / www.cyfoethnaturiolcymru.gov.uk

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.

Feedback

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How long did it take you to fill in this form?

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please

☐

No thank you

☐

Plain English Campaign's Crystal Mark does not apply to appendices 1 and 2.**Appendix 1 – Low impact installation checklist (see the guidance notes on part C1)**

Installation reference				
Condition	Response			Do you meet this?
A – Management techniques	Provide references to show how your application meets A.			Yes ☐
	References			No ☐
B – Aqueous waste	Effluent created		m ³ /day	Yes ☐ No ☐
C – Abatement systems	Provide references to show how your application meets C.			Yes ☐ No ☐
	References			
D – Groundwater	Do you plan to release any hazardous substances or non-hazardous pollutants into the ground?		Yes ☐ No ☐	Yes ☐ No ☐
E – Producing waste	Hazardous waste		Tonnes per year	Yes ☐ No ☐
	non-hazardous waste		Tonnes per year	
F – Using energy	Peak energy consumption		MW	Yes ☐ No ☐
G – Preventing accidents	Do you have appropriate measures to prevent spills and major releases of liquids? (See 'How to comply'.)		Yes ☐ No ☐	Yes ☐ No ☐
	Provide references to show how your application meets G.			
	References			
H – Noise	Provide references to show how your application meets H.			Yes ☐ No ☐
	References			
I – Emissions of polluting substances	Provide references to show how your application meets I.			Yes ☐ No ☐
	References			
J – Odours	Provide references to show how your application meets J.			Yes ☐ No ☐
	References			
K – History of keeping to the regulations	Say here whether you have been involved in any enforcement action as described in Compliance History Appendix 1 explanatory notes.		Yes ☐ No ☐	

Appendix 2 – Waste management plan checklist for standard permit applications for mining waste operations

Waste management plan checklist for standard rules SR2009No8 – the management of inert wastes and unpolluted soil resulting from the prospecting, extraction, treatment and storage of mineral resources and the working of quarries, at mines and quarries

Name of operator

Name of site

Please confirm whether the standard answers apply to you in the Yes/No/NA column.

Questions	Answers
Do you have a waste management plan that you will operate to for the minimisation, treatment, recovery and safe disposal of extractive waste?	Yes ☐ No ☐
Is it available for inspection by the Natural Resources Wales on request?	Yes ☐ No ☐
If the waste will be deposited, or will accumulate in a waste facility, does your waste management plan provide justification that it is not a Category A facility?	Yes ☐ No ☐ NA ☐
Does your waste management plan characterise the waste in accordance with Annex II of the Directive?	Yes ☐ No ☐
Does your waste management plan confirm that the waste is inert?	Yes ☐ No ☐
Does your waste management plan provide an estimate of the total quantity of extractive waste to be generated during the operational phase?	Yes ☐ No ☐
Does your waste management plan describe the operation generating the waste and any subsequent treatment of the waste?	Yes ☐ No ☐
Does your waste management plan contain a description of how the environment and human health could be adversely affected by the deposit of extractive waste and the preventive measures that you will take in order to minimise the environmental impact during operation and after closure, including any control and monitoring procedures? Note: the plan should include, but not be limited to, selection of the location of the facility, preventive measures to minimise dust, noise, vibration and the run-off of waste from the activities.	Yes ☐ No ☐
Does your waste management plan contain a proposed plan for the closure of the site?	Yes ☐ No ☐
If you operate a mining waste facility, does your waste management plan contain a survey of the condition of the land to be affected by the waste facility?	Yes ☐ No ☐ NA ☐

Does the mining waste operation includes one or more inert mining waste facilities?

No ☐

Yes ☐ Provide the number of inert mining waste facilities

Sector category

Tick the correct category below:

Construction minerals

☐

Metallic minerals

☐

Industrial minerals

☐

Energy minerals

☐

Other sectors

☐ Please provide details below

Explanatory notes to checklist

- This checklist applies only to standard permit applications.
- The Natural Resources Wales will not need to see the waste management plan as part of the application for a standard permit.
- The waste management plan itself may include material prepared for other purposes, such as planning applications and health and safety legislation.
- You must review your waste management plan at least every five years and, where necessary, amend the plan.
- We will monitor the implementation of the waste management plan as part of our compliance work.

Application for an environmental permit – Part C2 – General – varying a bespoke permit



Fill in this part of the form, together with part A and the relevant parts of C3 to C7 and part F1 or F2, if you are applying to vary (change) the conditions or any other part of the permit. Please check that this is the latest version of the form available from our website.

You only need to give us details in this application for the parts of the permit that will be affected (for example, if you are adding a new facility or changing existing ones).

You do not need to resend any information from your original permit application if it is not affected by your proposed changes.

Please read through this form and the guidance notes that came with it. All relevant guidance documents can be found on our website. Please write clearly in the answer spaces.

It will take less than two hours to fill in this form.

Contents

- 1 About the permit
- 2 About your proposed changes
- 3 Your ability as an operator
- 4 Consultation
- 5 Supporting information
- 6 Environmental risk assessment
- 7 How to contact us

Appendix 1 – Low impact installation checklist

1 About the permit

Note: If you are applying to convert your existing permit to a standard permit or add a standard facility you need to fill out form C1.

1a Discussions before your application

If you have had discussions with us before your application, provide the case reference number or details on a separate sheet and tell us below the reference you have given the document.

Case or document reference

1b Permit number

What is the permit number that this application relates to?

1c Site details

What is the name, address and postcode of the site?

Site name

Address

Postcode

2 About your proposed changes

2a Type of variation

What type of variation are you applying for? (Please tick)

Standalone water discharge activity or point source groundwater activity

☐

Minor technical

☐

Normal variation

☐

Substantial

☐

2 About your proposed changes, continued

2b Changes or additions to existing activities

Please give us brief details in the box below. More detailed information can be given in Table 1 below.

--

Fill in Table 1 with details of all the proposed changes to current activities. In the final column of the table, give us the document reference for the proposed changes and send them to us with your filled in application form.

Fill in a separate table for each activity you are applying to vary or add. Use a separate sheet if you have a long list and send it to us with your application form. Tell us below the reference you have given this document.

Document reference

--

You only need to fill in one table for your mining waste operations.

If your proposed change is to modernise (update) your permit, now answer 2c1 otherwise go to 2d.

If your proposed change is to consolidate (combine) a number of permits, now answer 2c2 otherwise go to 2d.

Note: In both cases we may require additional information from you about, for example your management system. Therefore we would always advise you to talk to us before you submit any application to modernise or consolidate permits.

2c Consolidating existing permits

2c1 Do you want to have a modern style permit?

No ☐

Yes ☐

2c2 Identify all the permits you want to consolidate by listing the permit numbers in Table 2 below.

Table 2 – Permit numbers

2d Treating batteries

Are you proposing to treat batteries?

No ☐

Yes ☐ Tell us how you will do this and send us a copy of your explanation

Document reference for the explanation

--

2e Low impact installations (installations only)

Will any changes mean that any of the regulated facilities will become low impact installations?

No ☐ Now go to section 3

Yes ☐

If yes, tell us how you meet the conditions for a low impact installation (see the guidance in appendix 1).

Document reference for the explanation

--

Tick the box to confirm you have filled in the low impact installation checklist in appendix 1 for each regulated facility. ☐

Now go to section 3

Table 1 – Changes to existing activities

Name	Installation schedule 1 references	Description of the installation activity	Description of waste operation	Description of the mining waste operations	Description of water discharge activity	Description of groundwater activity	Proposed changes document reference
i.e. name of installation, waste operation, mining waste operation, water discharge activity or groundwater activity							
Example – Effluent unique name					Example – treated sewage effluent		
If you do not have enough room, go to the line below or send a separate document and give us the document reference here							

3 Your ability as an operator

If you are applying to add waste installations or waste operations to a permit that has not previously had them, you need to fill in all of section 3.

If you are applying to consolidate two or more permits or have an updated permit you must fill in question 3d.

This section does not apply for applications to surrender a permit.

3a Relevant offences (installations and waste operations only – see the guidance notes on part C2)

Have you, or any other relevant person, been convicted of any relevant offence?

No ☐ Now go to question 3b

Yes ☐ Please give details below

Name of the relevant person

Title (Mr, Mrs, Miss and so on)

First name

Last name

Date of birth (DD/MM/YYYY)

Position at the time of the offence

Name of the court

Date of the conviction (DD/MM/YYYY)

Offence and penalty set

Date any appeal against the conviction will be heard

(DD/MM/YYYY)

If necessary, use a separate sheet to give us details of other relevant offences (and post conviction plans if relevant) and tell us below the reference number you have given the extra sheet.

Document reference of the extra sheet

Have you sent us a post conviction plan for this offence?

No ☐ You must send us a post conviction plan with this application and give us the document reference below

Document reference

Yes ☐ Please give us the reference for the post conviction plan you have sent and the date sent in

Post conviction plan reference

Date sent in (DD/MM/YYYY)

Now go to question 3b

3b Technical ability (specified waste management activities and waste operations only – see the guidance notes on part C2)

Please tick the scheme you are using to show you have the suitable technical skills and knowledge to manage your facility.

CIWM/WAMITAB ☐

ESA/EU ☐

Please send in a registration letter from your scheme as above ☐

Now go to question 3c

3c Finances (installations, waste operations and mining waste operations – see the guidance notes on part C2)

Do you or any relevant person have current or past bankruptcy or insolvency proceedings against you?

No ☐

Yes ☐ Please give details below, including the required set-up costs (including infrastructure), maintenance and clean up costs for the proposed facility against which a credit check may be assessed.

We may want to contact a credit reference agency for a report about your business's finances.

3 Your ability as an operator, continued

Landfill, Category A mining waste facilities and mining waste facilities for hazardous waste only

How do you plan to make financial provision (to operate a landfill or a mining waste facility you need to show us that you are financially capable of meeting the obligations of closure and aftercare)?

- Bonds ☐
- Escrow account ☐
- Trust fund ☐
- Lump sum ☐
- Other ☐

Provide a plan of your estimated expenditure on each phase of the landfill or mining waste facility.

Give the document plan reference number

Now go to question 3d

3d Management systems

You can find guidance on management systems in both 'How to Comply' and 'Horizontal Guidance Note 6 – Environmental Management Systems'. We have also developed environmental management toolkits for some business sectors which you can use to produce your own management system. You can get these by calling 0300 065 3000 or by downloading them from our guidance webpages.

Does your management system meet the conditions set out in our guidance?

No ☐

Yes ☐

What management system will you provide for your regulated facility?

- EC Eco-Management and Audit Scheme (EMAS) ☐
- ISO 14001 ☐
- BS 8555 (Phases 1–5) ☐
- Green Dragon ☐
- Own management system ☐

You must send us a summary of your management system with your application.

Document reference or references for this summary

4 Consultation (fill in 4a to 4c for installations and waste operations and 4d for installations only)

Could the waste operation or installation involve releasing any substance into any of the following?

4a A sewer managed by a sewerage undertaker?

No ☐

Yes ☐ Please name the sewerage undertaker

4b A harbour managed by a harbour authority?

No ☐

Yes ☐ Please name the harbour authority

4c Directly into relevant territorial waters or coastal waters within the sea fisheries district of a local fisheries committee?

No ☐

Yes ☐ Please name the fisheries committee

4 Consultation (fill in 4a to 4c for installations and waste operations and 4d for installations only), continued

4d Is the installation on a site for which

4d1 a nuclear site licence is needed under section 1 of the Nuclear Installations Act 1965?

No ☐

Yes ☐

4d2 a policy document for preventing major accidents is needed under regulation 5 of the Control of Major Accident Hazards Regulations 1999, or a safety report is needed under regulation 7 of those regulations?

No ☐

Yes ☐

5 Supporting information

5a Provide a plan or plans for the site (see the guidance notes on part C2 for what needs to be marked on the plan)

Document plan reference or references

5b Do any of the variations you plan to make need extra land to be included in the permit?

No ☐

Yes ☐ Please provide a site report for the extra land.

Document report reference or references

5c Provide a non-technical summary of your application

Document reference

5d Adding an installation

If you are applying to add an installation, tick the box to confirm that you have sent in a baseline report and provide a reference.

☐

Document reference of the report

6 Environmental risk assessment (if you need one – see the guidance notes on part C2)

Provide an assessment of the risks each of your proposed activities cause to the environment. The risk assessment must use H1 or an equal method.

Document reference of the assessment

7 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 0300 065 3000 (Monday to Friday, 8am to 6pm)

Email: enquiries@naturalresourceswales.gov.uk / ymholiadau@cyfoethnaturiolcymru.gov.uk

Website: www.naturalresourceswales.gov.uk / www.cyfoethnaturiolcymru.gov.uk

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.

Feedback

(You don't have to answer this part of the form, but it will help us improve our forms if you do.)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please use the space below to give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form? _____

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please

☐

No thank you

☐

Plain English Campaign's Crystal Mark does not apply to appendix 1.**Appendix 1 – Low impact installation checklist**

Installation reference				
Condition	Response			Do you meet this?
A – Management techniques	Provide references to show how your application meets A.			Yes ☐
	References			No ☐
B – Aqueous waste	Effluent created		m ³ /day	Yes ☐ No ☐
C – Abatement systems	Provide references to show how your application meets C.			Yes ☐
	References			No ☐
D – Groundwater	Do you plan to release any hazardous substances or non-hazardous pollutants into the ground?		Yes ☐ No ☐	Yes ☐ No ☐
E – Producing waste	Hazardous waste		Tonnes per year	Yes ☐
	Non-hazardous waste		Tonnes per year	No ☐
F – Using energy	Peak energy consumption		MW	Yes ☐ No ☐
G – Preventing accidents	Do you have appropriate measures to prevent spills and major releases of liquids? (See 'How to comply'.)		Yes ☐ No ☐	Yes ☐ No ☐
	Provide references to show how your application meets G.			
	References			
H – Noise	Provide references to show how your application meets H.			Yes ☐
	References			No ☐
I – Emissions of polluting substances	Provide references to show how your application meets I.			Yes ☐
	References			No ☐
J – Odours	Provide references to show how your application meets J.			Yes ☐
	References			No ☐
K – History of keeping to the regulations	Say here whether you have been involved in any enforcement action as described in Compliance History Appendix 1 explanatory notes.		Yes ☐ No ☐	

Application for an environmental permit

Part C3 – Variation to a bespoke installation permit



Fill in this part of the form, together with part A, part C2 and part F1, if you are applying to vary (change) the conditions or any other part of the permit. Please check that this is the latest version of the form available from our website.

You only need to give us details in this application for the parts of the permit that will be affected (for example, if you are adding a new facility or making changes to existing ones).

You do not need to resend any information from your original permit application if it is not affected by your proposed changes.

Please read through this form and the guidance notes that came with it. All relevant guidance documents can be found on our website. Please write clearly in the answer spaces.

It will take less than three hours to fill in this part of the application form.

Contents

- 1 What activities are you applying to vary?
- 2 Emissions to air, water and land
- 3 Operating techniques
- 4 Monitoring
- 5 Environmental impact assessment
- 6 Resource efficiency and climate change
- 7 How to contact us

Appendix 1 – Specific questions for the combustion sector

Appendix 2 – Specific questions for the chemical sector

Appendix 3 – Specific questions for the intensive farming sector

Appendix 4 – Specific questions for the clinical waste sector

Appendix 5 – Specific questions for the hazardous and non-hazardous waste recovery and disposal sector

Appendix 6 – Specific questions for the waste incineration sector

Appendix 7 – Specific questions for the landfill sector

1 What activities are you applying to vary?

Fill in Table 1a below with details of all the activities listed in schedule 1 of the Environmental Permitting Regulations (EPR) and all directly associated activities (DAAs) (in separate rows), that you propose to carry out at the installation.

Fill in a separate table for each installation you are applying to vary. Use a separate sheet if you have a long list and send it to us with your application form. Tell us below the reference you have given the document.

Document reference

Table 1a – Types of activities

Schedule 1 listed activities						
Installation name	Schedule 1 references (See note 1)	Description of the Activity (See note 2)	Activity capacity (See note 3)	Annex IIA or IIB (disposal and recovery) codes and descriptions	Hazardous waste treatment capacity (if this applies) (See note 3)	Non-hazardous waste treatment capacity (if this applies) (See note 3)
Add extra rows if you need them. If you do not have enough room, go to the line below or send a separate document and give us the document reference here	Put your main activity first			For installations that take waste only	For installations that take waste only	For installations that take waste only
Directly associated activities (See note 4)						
Name of DAA		Description of the DAA (please identify the schedule 1 activity it serves)				
Add extra rows if you need them						
For installations that take waste		Total storage capacity (See note 5 below)				
		Annual throughput (tonnes each year)				

1 What activities are you applying to vary?, continued

Notes

- 1 Quote the section number, part A1 or A2 or B, then paragraph and sub paragraph number as shown in part 2 of schedule 1 to the regulations.
- 2 Use the description from schedule 1 of the regulations. Include any extra detail that you think would help to accurately describe what you want to do.
- 3 By 'capacity', we mean:
 - the total incineration capacity (tonnes every hour) for waste incinerators;
 - the total landfill capacity (cubic metres) for landfills;
 - the total treatment capacity (tonnes each day) for waste treatment;
 - the total storage capacity (tonnes) for waste storage operations;
 - the processing and production capacity for manufacturing operations; or
 - the thermal input capacity for combustion activities.
- 4 Fill this in as a separate line and give an accurate description of any other activities associated with your schedule 1 activities. You cannot have DAAs as part of a mobile plant application.
- 5 By 'total storage capacity', we mean the maximum amount of waste, in tonnes, you store on the site at any one time.

Types of waste accepted

For those installations that take waste, for each line in Table 1a (including DAAs), fill in a separate document to list those wastes you will accept on to the site for that activity. Give the List of Wastes catalogue code and description. If you need to exclude waste from your activity or facility by restricting the description, quantity, physical nature, hazardous properties, composition or characteristic of the waste, include these in the document. Send it to us with your application form.

Please provide the reference for each document

You can use Table 1b as a template.

If you want to accept any wastes with a code ending in 99, you must give us more information and a full description.

Document reference for this extra information

Table 1b – Template example – types of waste accepted and restrictions

Waste code	Description of waste
Example 02 01 08*	Example Agrochemical waste containing dangerous substances
06 01 02*	Hydrochloric acid

2 Emissions to air, water and land

Fill in Table 2 below with details of the emissions that result from the operating techniques at each of your installations.

Fill in one table for each installation.

Table 2 – Emissions

Installation name				
Point source emissions to air				
Emission point reference and location	Source	Parameter	Quantity	Unit

2 Emissions to air, water and land, continued

Table 2 – Emissions, continued

Point source emissions to water (other than sewers)				
Emission point reference and location	Source	Parameter	Quantity	Unit
Point source emissions to sewers, effluent treatment plants or other transfers off site				
Emission point reference and location	Source	Parameter	Quantity	Unit
Point source emissions to land				
Emission point reference and location	Source	Parameter	Quantity	Unit

Supporting information

3 Operating techniques

3a Technical standards

Fill in Table 3 for each activity, at the installation you have referred to in Table 1a above. List the relevant technical guidance note (TGN) or notes you are planning to use. If you are planning to use the standards set out in the TGN, there is no need to justify using them.

You must justify your decisions in a separate document if:

- there is no technical standard;
- the technical guidance provides a choice of standards; or
- you plan to use another standard.

This justification could include a reference to the Environmental Risk Assessment provided in section 7 of part C2 (general bespoke permit) of the application form.

The documents you have referenced in Table 3 should summarise the main measures you use to control the main issues identified in the H1 assessment or technical guidance. For each of the activities listed in Table 3, describe the type of operation and the options you have chosen for controlling emissions from your process.

3 Operating techniques, continued

Table 3 – Technical standards

Fill in a separate table for each activity at the installation.

Installation name		
Description of the schedule 1 activity or directly associated activity	Relevant technical guidance note or Best available techniques as described in BAT conclusions under IED (see footnote below. You will need to refer to 'How to comply' for all permits)	Document reference (if appropriate)
	'How to comply'	

*Directive 2010/75/EU of the European Parliament and of the Council of 24 November 2010 on industrial emissions (integrated pollution prevention and control)

If appropriate, use block diagrams to help describe the operation and process. Provide the references for the description.

Document reference for the diagram or description

3b General requirements

Fill in a separate Table 4 for each installation.

Table 4 – General requirements

Name of the installation	
If the TGN or H1 assessment shows that emissions of substances not controlled by emission limits are an important issue, send us your plan for managing them	Document reference or references
Where the TGN or H1 assessment shows that odours are an important issue, send us your odour management plan	Document reference or references
If the TGN or H1 assessment shows that noise or vibration are important issues, send us your noise or vibration management plan (or both)	Document reference or references

3c Types and amounts of raw materials

Fill in Table 5 for all schedule 1 activities. Fill in a separate table for each installation.

Table 5 – Types and amounts of raw materials

Name of the installation				
Capacity (See note 1 below)				
Schedule 1 activity	Description of raw material and composition	Maximum amount (tonnes) (See note 2 below)	Annual throughput (tonnes each year)	Description of the use of the raw material including any main hazards (include safety data sheets)

Notes

1 By 'capacity', we mean the total storage capacity (tonnes) or total treatment capacity (tonnes each day).

2 By 'maximum amount', we mean the maximum amount of raw materials on the site at any one time.

3 Operating techniques, continued

Use a separate sheet if you have a long list of raw materials, and send it to us with your application form. Please also provide the reference for this extra sheet.

Document reference for the sheet

3d Information for specific sectors

For some of the sectors, we need more information to be able to set appropriate conditions in the permit. This is as well as the information you may provide in sections 5, 6 and 7. For those activities listed below, you must answer the questions in the related document.

Table 6 – Questions for specific sectors

Sector	Appendix
Combustion	See the questions in appendix 1
Chemicals	See the questions in appendix 2
Intensive farming	See the questions in appendix 3
Clinical waste	See the questions in appendix 4
Hazardous and non-hazardous waste recovery and disposal	See the questions in appendix 5
Incinerating waste	See the questions in appendix 6
Landfill	See the questions in appendix 7

General information

4 Monitoring

4a Describe the measures you use for monitoring emissions by referring to each emission point in Table 2 above

You should also describe any environmental monitoring. Tell us:

- how often you use these measures;
- the methods you use; and
- the procedures you follow to assess the measures.

Document reference

4b Point source emissions to air only

Provide an assessment of the sampling locations used to measure point source emissions to air. The assessment must use M1.

Document reference of the assessment

5 Environmental impact assessment

5a Have your proposals been the subject of an environmental impact assessment under Council Directive 85/337/EEC of 27 June 1985 [Environmental Impact Assessment]?

No ☐

Yes ☐ Please provide a copy of the environmental statement and, if the procedure has been completed:

- a copy of the planning permission; and
- the committee report and decision on the EIA.

Document reference for the copy

6 Resource efficiency and climate change

If the site is a landfill, you only need to fill in this section if the application includes landfill gas engines.

6a Describe the basic measures for improving how energy efficient your activities are

Document reference for the description

6b Provide a breakdown of any changes to the energy your activities use up and create

Document reference for the description

6c Have you entered into, or will you enter into, a climate change levy agreement?

No ☐ Describe the specific measures you use for improving your energy efficiency.

Document reference for the description

6 Resource efficiency and climate change, continued

Yes ☐ Please give the date you entered (or the date you expect to enter) into the agreement. Please also provide documents that prove you are taking part in the agreement (DD/MM/YYYY)

Document reference of proof

6d Explain and justify the raw and other materials, other substances and water that you will use

Document reference of the justification

6e Describe how you avoid producing waste in line with Council Directive 2008/98/EC on waste

If you produce waste, describe how you recover it. If it is technically and financially impossible to recover the waste, describe how you dispose of it while avoiding or reducing any effect it has on the environment.

Document reference of the description

7 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 0300 065 3000 (Monday to Friday, 8am to 6pm)

Email: enquiries@naturalresourceswales.gov.uk / ymholiadau@cyfoethnaturiolcymru.gov.uk

Website: www.naturalresourceswales.gov.uk / www.cyfoethnaturiolcymru.gov.uk

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.

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How long did it take you to fill in this form?

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please

☐

No thank you

☐

Plain English Campaign's Crystal Mark does not apply to appendices 1 to 7.**Appendix 1 – Specific questions for the combustion sector****1 Identify the type of fuel burned in your combustion units (including when your units are started up, shut down and run as normal). If your units are dual fuelled (that is, use two types of fuel), list both the fuels you use**

Fill in a separate table for each installation.

Installation reference			
Type of fuel	When run as normal	When started up	When shut down
Coal			
Gas oil			
Heavy fuel oil			
Natural gas			
WID waste			
Biomass (see notes 1 and 2 below)			
Biomass (see notes 1 and 2 below)			
Biomass (see notes 1 and 2 below)			
Biomass (see notes 1 and 2 below)			
Biomass (see notes 1 and 2 below)			
Other			

Notes

1 Not covered by Industrial Emissions Directive 2010/75/EU.

2 'Biomass' is referred to in www.opsi.gov.uk/si/si2002/20020914.htm.

Give extra information if it helps to explain the fuel you use.

Document reference

2 Give the composition range of any fuels you are currently allowed to burn in your combustion plant

Fill in a separate table for each installation.

Fuel use and analysis					
Installation reference					
Parameter	Unit	Fuel 1	Fuel 2	Fuel 3	Fuel 4
Maximum percentage of gross thermal input	%				
Moisture	%				
Ash	% wt/wt dry				
Sulphur	% wt/wt dry				
Chlorine	% wt/wt dry				
Arsenic	% wt/wt dry				
Cadmium	% wt/wt dry				
Carbon	% wt/wt dry				
Chromium	% wt/wt dry				
Copper	% wt/wt dry				
Hydrogen	% wt/wt dry				
Lead	% wt/wt dry				
Mercury	% wt/wt dry				
Nickel	% wt/wt dry				
Nitrogen	% wt/wt dry				
Oxygen	% wt/wt dry				
Vanadium	mg/kg dry				
Zinc	mg/kg dry				
Net calorific value	MJ/kg				

Appendix 1 – Specific questions for the combustion sector, continued**3 If NO_x factors are necessary for reporting purposes (that is, if you do not need to monitor emissions), please provide the factors associated with burning the relevant fuels**

Fill in a separate table for each installation.

Installation reference	
Fuel	NO _x factor (kg t ⁻¹)
Fuel 1	
Fuel 2	
Fuel 3	
Fuel 4	

Note: kg t⁻¹ means kilograms of nitrogen oxides released for each tonne of fuel burned.**4 Will your combustion plant be subject to Chapter III of the Industrial Emissions Directive 2010/75/EU? (see Government Guidance)**No ☐ Now fill in part FYes ☐**5 Is your plant**an existing plant (a plant licensed before 1 July 1987)? ☐a new plant (a plant licensed on or after 1 July 1987 but before 27 November 2002, or a plant for which an application was made before 27 November 2002 and which was put into operation before 27 November 2003)? ☐

or

a new-new plant (a plant for which an application was made on or after 27 November 2002)? ☐**6 If you run more than one type of plant or a number of the same type of plant on your installation, please list them in the table below**

Fill in a separate table for each installation.

Installation reference	
Type of plant	Number within installation
Existing	
New	
New-new	
Gas turbine (group A)	
Gas turbine (group B)	

7 If you run an existing plant, have you submitted a declaration for the 'limited life derogation' set out in Article 33 of Chapter III of the Industrial Emissions Directive?No ☐ Now go to section 9Yes ☐**8 Have you subsequently withdrawn your declaration?**No ☐Yes ☐**9 List the existing large combustion plants (LCPs) which have annual mass allowances under the National Emission Reduction Plan (NERP), and those with emission limit values (ELVs) under the LCPD**

Installation reference	
LCPs under NERP	LCPs with ELVs

Appendix 1 – Specific questions for the combustion sector, continued

10 Do you meet the monitoring requirements of Chapter III of the Industrial Emissions Directive?

Yes ☐

Document reference number

Appendix 2 – Specific questions for the chemical sector**1 Please provide a technical description of your activities**

The description should be enough to allow us to understand:

- the process;
- the main plant and equipment used for each process;
- all reactions, including significant side reactions (that is, the chemistry of the process);
- the material mass flows (including by products and side streams) and the temperatures and pressures in major vessels;
- the all emission control systems (both hardware and management systems), for situations which could involve releasing a significant amount of emissions – particularly the main reactions and how they are controlled;
- a comparison of the indicative BATs and benchmark emission levels standards in Technical Guidance Notes (TGNs) EPR 4.01, EPR 4.02 and EPR 4.03 and chemical sector BREFs.

Document reference

2 If you are applying for a multi-purpose plant, do you have a multi-product protocol in place to control the changes?

No ☐

Yes ☐ Provide a copy of your protocol to accompany this application

Document reference

3 Does Chapter V of the Industrial Emissions Directive (IED) apply to your activities?

No ☐

Yes ☐ Fill in the following

3a List the activities which are controlled under the IED

Installation reference	
Activities	

3b Describe how the list of activities in question 3a above meets the requirements of the IED

Document reference

Appendix 3 – Specific questions for the intensive farming sector

1 For each type of livestock, tell us the number of animal places you are applying for

Installation reference	
Type of livestock	Number of places

2 Is manure or slurry exported from the site?

No ☐

Yes ☐

3 Is manure or slurry spread on the site?

No ☐

Yes ☐

Appendix 4 – Specific questions for the clinical waste sector

If you are applying for an activity covered by the Waste Incineration Directive and wish to accept clinical waste you should fill in questions 1, 2 and 3 of this appendix.

Note: If your procedures are fully in line with the standards set out in EPR5.07 then you should tick the 'yes' box and provide the procedure reference. There is no need for you to supply a copy of the procedure.

1 Are pre-acceptance procedures in place that are fully in line with the appropriate measures set out in section 2.2 of EPR 5.07 and which are used to assess a waste enquiry before it is accepted at the installation?

No ☐ Provide justification for departure from EPR 5.07 and submit a copy of the procedures

Document reference

Yes ☐ Document reference

2 Are waste acceptance procedures in place that are fully in line with the appropriate measures set out in section 2.2 of EPR 5.07, and which are used to cover issues such as loads arriving and being inspected, sampling waste, rejecting waste, and keeping records to track waste?

No ☐ Provide justification for departure from EPR 5.07 and submit a copy of the procedures

Document reference

Yes ☐ Document reference

3 Are waste storage, handling and dispatch procedures, and infrastructure in place that are fully in line with the appropriate measures set out in section 3.2 of EPR 5.07?

No ☐ Provide justification for departure from EPR 5.07 and submit a copy of the procedures

Document reference

Yes ☐ Document reference

4 Are monitoring procedures in place that are fully in line with the appropriate measures set out in section 3.3 of EPR 5.07?

No ☐ Provide justification for departure from EPR 5.07 and submit a copy of the procedures

Document reference

Yes ☐ Document reference

5 Are you proposing to either

- accept an additional waste not included in Table 2.1 of section 2.1 of EPR 5.07, or
- apply a permitted activity to a waste other than that identified for that waste in Table 2.1?

No ☐

Yes ☐ Provide justification

Document reference

6 Please provide a summary description of the treatment activities undertaken on the installation. This should cover the general principles set out in section 2.1.4 of EPR 5.07

Document reference

7 Please provide layout plans detailing the location of each treatment plant and main plant items and process flow diagrams for the treatment plant

Document reference

Appendix 5 – Specific questions for the hazardous and non-hazardous waste recovery and disposal sector

Note: If your procedures are fully in line with the standards set out in SGN 5.06 then you should tick the 'yes' box and provide the procedure reference. There is no need for you to supply a copy of the procedure.

1 Are pre-acceptance procedures in place that are fully in line with the appropriate measures set out in section 2.1.1 of SGN 5.06, and which are used to assess a waste enquiry before it is accepted at the installation?

No ☐ Provide justification for departure from SGN 5.06 and submit a copy of the procedures

Document reference

Yes ☐ Document reference

2 Are waste acceptance procedures in place that are fully in line with the appropriate measures set out in section 2.1.2 of SGN 5.06, and which are used to cover issues such as loads arriving and being inspected, sampling waste, rejecting waste, and keeping records to track waste?

No ☐ Provide justification for departure from SGN 5.06 and submit a copy of the procedures

Document reference

Yes ☐ Document reference

3 Are waste storage procedures and infrastructure in place that are fully in line with the appropriate measures set out in section 2.1.3 of SGN 5.06?

No ☐ Provide justification for departure from SGN 5.06 and submit a copy of the procedures

Document reference

Yes ☐ Document reference

4 Provide a layout plan giving details of where the installation is based, the infrastructure in place (including areas and structures for separately storing types of waste which may be dangerous to store together) and capacity of waste storage areas and structures

Document reference

5 Provide a summary of the treatment activities carried out on the installation. This should cover the general principles set out in section 2.1.4 of SGN 5.06 and the specific principles set out in sections 2.1.5 to 2.1.15 as appropriate of SGN 5.06

Document reference

6 Provide layout plans giving details of where each treatment plant is based, the main items at each plant, and process flow diagrams for the treatment plant

Document reference or references

Appendix 6 – Specific questions for the waste incineration sector

If you are proposing to accept clinical waste please also fill in questions 1, 2 and 3 of appendix 4 above.

1a Do you run incineration plants as defined by Chapter IV of the Industrial Emissions Directive (IED)?

No ☐ You do not need to answer any other questions in this appendix

Yes ☐ WID applies

1b Are you subject to IED as an incinerator or co-incinerator?

As an incinerator ☐

As a co-incinerator ☐

2 Do any of the installations contain more than one incineration line?

No ☐ Now go to section 4

Yes ☐

3 How many incineration lines are there within each installation?

Fill in a separate table for each installation

Installation reference	
Number of incineration lines within the installation	
Reference identifiers for each line	

You must provide the information we ask for in questions 4, 5 and 6 below in separate documents. The information must at least include all the details set out in section 2 ('Key Issues') of TGN S5.01 (under the sub heading 'European legislation and your application for an EP Permit').

You must answer questions 7 to 13 on the form below.

4 Describe how the plant is designed, equipped and will be run to make sure it meets the requirements of IED, taking into account the categories of waste which will be incinerated

Document reference

5 Describe how the heat created during the incineration and co-incineration process is recovered as far as possible (for example, through combined heat and power, creating process steam or district heating)

Document reference

6 Describe how you will limit the amount and harmful effects of residues and describe how they will be recycled where this is appropriate

Document reference

For each line identified in question 3, answer questions 7 to 13 below

Question 3 identifier, if necessary

7 Do you want to take advantage of the Article 45 (1)(f) allowance (see below) if the particulates, CO or TOC continuous emission monitors (CEM) fail?

No ☐

Yes ☐ This allows 'abnormal operation' of the incineration plant under certain circumstances when the CEM for releases to air have failed. Annex VI, Part 3(2) sets maximum half hourly average release levels for particulates (150mg/m³), CO (normal ELV) and TOC (normal ELV) during abnormal operation.

Describe the other system you use to show you keep to the requirements of Article 13(4) (for example, using another CEM, providing a portable CEM to insert if the main CEM fails, and so on).

Appendix 6 – Specific questions for the waste incineration sector, continued

8 Do you want to replace continuous HF emission monitoring with periodic hydrogen fluoride (HF) emission monitoring by relying on continuous hydrogen chloride (HCl) monitoring as allowed by IED Annex VI, Part 6 (2.3)?

Under this you do not have to continuously monitor emissions for hydrogen fluoride if you control hydrogen chloride and keep it to a level below the HCl ELVs.

No ☐

Yes ☐ Please give reasons for doing this

9 Do you want to replace continuous water vapour monitoring with pre-analysis drying of exhaust gas samples, as allowed by IED Annex VI, Part 6 (2.4)?

Under this you do not have to continuously monitor the amount of water vapour in the air released if the sampled exhaust gas is dried before the emissions are analysed.

No ☐

Yes ☐ Please give your reasons for doing this

10 Do you want to replace continuous hydrogen chloride (HCl) emission monitoring with periodic HCl emission monitoring, as allowed by IED Annex VI, Part 6 (2.5), first paragraph?

Under this you do not have to continuously monitor emissions for hydrogen chloride if you can prove that the emissions from this pollutant will never be higher than the ELVs allowed.

No ☐

Yes ☐ Please give your reasons for doing this

Appendix 6 – Specific questions for the waste incineration sector, continued

11 Do you want to replace continuous HF emission monitoring with periodic HF emission monitoring, as allowed by IED Annex VI, Part 6 (2.5), first paragraph?

Under this you do not have to continuously monitor emissions for hydrogen fluoride if you can prove that the emissions from this pollutant will never be higher than the ELVs allowed.

No ☐

Yes ☐ Please give your reasons for doing this

12 Do you want to replace continuous SO₂ emission monitoring with periodic sulphur dioxide (SO₂) emission monitoring, as allowed by IED Annex VI, Part 6 (2.5), first paragraph?

Under this you do not have to continuously monitor emissions for sulphur dioxide if you can prove that the emissions from this pollutant will never be higher than the ELVs allowed.

No ☐

Yes ☐ Please give your reasons for doing this

13 If your plant uses fluidised bed technology, do you want to apply for a derogation of the CO WID ELV to a maximum of 100 mg/m³ as an hourly average, as allowed by IED Annex VI, Part 3?

No ☐

Does not apply ☐

Yes ☐ Please give your reasons for doing this

Appendix 7 – Specific questions for the landfill sector

1 Provide your Environmental Setting and Installation Design (ESID) report

Document reference

2 Provide your hydrogeological risk assessment (HRA) for the site

Document reference

3 Provide your stability risk assessment (SRA) for the site

Document reference

4 Provide your landfill gas risk assessment (LFGRA) for the site

Document reference

We have developed templates for these four reports which can be found within H1 – Landfill Annex.

5 Provide your proposed plan for closing the site and your procedures for looking after the site once it has closed

Document reference

Application for an environmental permit

Part F1 – Opra, charges and declarations



Fill in this part for all applications for installations, waste operations, mining waste operations and groundwater discharges onto land. Please check that this is the latest version of the form available from our website.

For applications for water discharge and point source groundwater discharge activities you need to fill in part F2 instead.

Please read through this form and the guidance notes that came with it. All relevant guidance documents can be found on our website. Please write clearly in the answer spaces.

It will take less than two hours to fill in this part of the application form.

Contents

- 1 Working out charges
- 2 Opra
- 3 Payment
- 4 The Data Protection Act 1998
- 5 Confidentiality and national security
- 6 Declaration
- 7 Application checklist
- 8 How to contact us
- 9 Where to send your application

1 Working out charges (you must fill in this section)

You have to submit an application fee with your application. You can find out the charge by either looking at the relevant standard rules permit page, the 'Making an application' webpage <http://www.environment-agency.gov.uk/business/topics/permitting/32318.aspx>, or the current environmental permitting charging scheme. This can be found on our guidance webpages. It sets out our charges under the Environmental Permitting Regulations 2013. Please remember that the charges are revised on 1 April each year and that there is an annual subsistence charge to cover the costs we incur in the ongoing regulation of the permit.

Note: for Opra charged Tier 3 Facilities you also need to complete an Opra profile (see section 2).

Table 1 – Working out charges

Type of application	Summary of charges			
	Charge identifier	Number of facilities	Charge for each facility (£)	Charges due (£)
Tier 2 facilities (including Part A(2) and Part B; see guidance notes on part F1)				
Tier 3 facilities				
Total Opra charging score for installations		× charge multiplier		=
Total Opra charging score for waste operations		× charge multiplier		=
Total Opra charging score for mining waste facilities		× charge multiplier		=
Other charges				
Total charges due				

2 Opra (does not apply to standard facilities, any other tier 2 permit applications (e.g. groundwater land spreading activities), or water-discharge or groundwater point source discharge activities)

If you are submitting a bespoke application, you must include a completed electronic copy in Excel of the current Opra spreadsheet.

For variations, full and partial surrenders you will need to submit a copy of your current Opra profile based on your existing profile, not any new profile following the variation or surrender.

For transfers you will need to submit a revised Opra profile to include your own operator performance. Note: this will not change the set transfer fee.

Tick this box to confirm that you have included the OPRA spreadsheet

☐

3 Payment

Tick below to show how you have paid.

Cheque

☐

Postal order

☐

Cash

☐ Tick below to confirm you are enclosing cash with the application

Credit or debit card

☐

Electronic transfer (for example, BACS)

☐ Remittance number
☐ Date paid (DD/MM/YYYY)

How to pay

Paying by cheque, postal order or cash

Cheque details

Cheque made payable to

Cheque number

Amount

£

You should make cheques or postal orders payable to Natural Resources Wales and make sure they have 'A/c Payee' written across them if it is not already printed on.

Please write the name of your company and application reference number on the back of your cheque or postal order.

We will not accept cheques with a future date on them.

We do not recommend sending cash through the post. If you cannot avoid this, please use a recorded delivery postal service and enclose your application reference details. Please tick the box below to confirm you are enclosing cash.

I have enclosed cash with my application

☐

Paying by credit or debit card

If you are paying by credit or debit card, either we can call you or you can fill in the separate form CC1 and enclose it with the application. We will destroy your card details once we have processed your payment. We can accept payments by Visa, MasterCard or Maestro card only.

Please call me to arrange payment by debit or debit card

☐

I have enclosed form CC1 with my application

☐

Paying by electronic transfer BACS reference

Applying for a permit in Wales?

If you choose to pay by electronic transfer and you are applying for a permit in the EA Wales region, you will need to use the following information to make your payment.

Company name: Natural Resources Wales

Company address: Income Dept., Cambria House, 29 Newport Road, Cardiff CF24 0TP

Bank: Citigroup Centre

Canada Square, London, E14 5LB

Sort code: 08-33-00

Account number: 12800578

Payment reference number: PSCAPPXXXXYYY

You need to create your own reference number. It should begin with PSCAPP (to reflect that the application is for a permitted activity) and it should include the first five letters of the company name (replacing the X's in the above reference number) and a unique numerical identifier (replacing the Y's in the above reference number). The reference number that you supply will appear on our bank statements.

3 Payment, continued

You should also email your payment details and a reference number to online@naturalresourceswales.gov.uk / arlein@cyfoethnaturiolcymru.gov.uk or fax it to 02920 466 404.

If you are making your payment from outside the United Kingdom, it must be in sterling. Our IBAN number is GB48 CITI0833 0012 8005 78 and our SWIFTBIC number is CITI GB2LXXX.

If you do not quote your reference number, there may be a delay in processing your payment and application.

Now read section 4 below.

4 The Data Protection Act 1998

We, the Natural Resources Body for Wales (hereafter “Natural Resources Wales”), will process the information you provide so that we can:

- deal with your application;
- make sure you keep to the conditions of the licence, permit or registration;
- process renewals; and
- keep the public registers up to date.

We may also process or release the information to:

- offer you documents or services relating to environmental matters;
- consult the public, public organisations and other organisations (for example, the Health and Safety Executive, local authorities, the emergency services, the Department for Environment, Food and Rural Affairs) on environmental issues;
- carry out research and development work on environmental issues;
- provide information from the public register to anyone who asks;
- prevent anyone from breaking environmental law, investigate cases where environmental law may have been broken, and take any action that is needed;
- assess whether customers are satisfied with our service, and to improve our service; and
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows). We may pass the information on to our agents or representatives to do these things for us.

Now read section 5 below.

5 Confidentiality and national security

We will normally put all the information in your application on a public register of environmental information. However, we may not include certain information in the public register if this is in the interests of national security, or because the information is confidential.

You can ask for information to be made confidential by enclosing a letter with your application giving your reasons. If we agree with your request, we will tell you and not include the information in the public register. If we do not agree with your request, we will let you know how to appeal against our decision, or you can withdraw your application.

Only tick the box below if you wish to claim confidentiality for your application

Please treat the information in my application as confidential ☐

National security

You can tell the Welsh ministers that you believe including information on a public register would not be in the interests of national security. You must enclose a letter with your application telling us that you have told the Welsh ministers and you must still include the information in your application. We will not include the information in the public register unless the Welsh ministers decides that it should be included.

You can find guidance on national security in ‘Core Environmental Permitting Guidance’ published by Defra and available via the Environment Agency website <http://www.environment-agency.gov.uk>.

You cannot apply for national security via this application.

Now go to section 6

6 Declaration

If you knowingly or carelessly make a statement that is false or misleading to help you get an environmental permit (for yourself or anyone else), you may be committing an offence under the Environmental Permitting (England and Wales) Regulations 2013.

A relevant person should make the declaration (see guidance notes on part F1). An agent acting on behalf of an applicant is NOT a relevant person.

Each individual (or individual trustee) who is applying for their name to appear on the permit must complete this declaration. You will have to print a separate copy of this page for each additional individual to complete.

If you are transferring all or part of your permit, both you and the person receiving the permit must make the declaration.

6 Declaration, continued

Note: If you are unable to trace one or more of the current permit holders please see below under the transfers declaration.

I declare that the information in this application is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.

If you deliberately make a statement that is false or misleading in order to get approval you may be prosecuted.

I confirm that my standard facility will fully meet the rules that I have applied for (this only applies if the application includes standard facilities)

☐

Tick this box to confirm that you understand and agree with the declaration above, then fill in the details below

☐

Tick this box to confirm that you have no issue with us using information from any ecological survey that you have supplied with your application (for further information please see the guidance notes on part F1)

☐

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

on behalf of (if relevant; for example, a company or organisation and so on)

Position (if relevant; for example, in a company or organisation and so on)

Today's date (DD/MM/YYYY)

For transfers only – declaration for person receiving the permit

A relevant person should make the declaration (see guidance notes on part F1).

I declare that the information in this application to transfer an environmental permit to me is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.

Note: If you cannot trace a person or persons holding the permit you may be able to transfer the permit without their declaration as above. Please contact us to discuss this and supply evidence in your application to confirm you are unable to trace one or all of the permit holders.

If you deliberately make a statement that is false or misleading in order to get approval you may be prosecuted.

Tick this box to confirm that you understand and agree with the declaration above

☐

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

on behalf of (if relevant; for example, a company or organisation and so on)

Position (if relevant; for example, in a company or organisation and so on)

Today's date (DD/MM/YYYY)

Now go to section 7

7 Application checklist (you must fill in this section)

Tell us what you have sent with this application.

The correct application fee under our charging scheme

☐ Tick the box to say you have included the fee

List all the documents you have included. If necessary, continue on a separate sheet and tell us the reference you have given the document below.

Document reference

Question reference	Document title	Document reference

8 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 0300 065 3000 (Monday to Friday, 8am to 6pm)

Email: enquiries@naturalresourceswales.gov.uk / ymholiadau@cyfoethnaturiolcymru.gov.uk

Website: www.naturalresourceswales.gov.uk / www.cyfoethnaturiolcymru.gov.uk

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.

9 Where to send your application (for how many copies to send see the guidance note on part F1)

Please send your filled in application form to:

Permit Receipt Centre (Cardiff)
Natural Resources Wales
29 Newport Road
Cambria House
Cardiff
CF24 0TP

Canolfan Derbyn Tryddedau
Ty Cambria
29 Heol Casnewydd
Caerdydd
CF24 0TP

Do you want all information to be sent to you by email?

Please tick this box if you wish to have all communication about this application sent via email (we will use the details provided in Part A) ☐

Feedback

(You don't have to answer this part of the form, but it will help us improve our forms if you do.)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please use the space below to give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form?

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please ☐

No thank you ☐



For Natural Resources Wales use only

Date received (DD/MM/YYYY)

Our reference number

Payment received?

No ☐

Yes ☐

Amount received

£



**ENVIRONMENTAL PERMITTING (ENGLAND AND
WALES) REGULATIONS, 2010**

“FIT AND PROPER PERSONS”

**POST CONVICTION PLAN IN SUPPORT OF
CONVICTION AT HOUGHTON LE SPRING
LANDFILL SITE ON 20TH FEBRUARY 2013**

**PERMIT REFERENCE BU8045IR
(EPR/PP3632LS)**

3

**Biffa Waste Services Limited
Hoods Close
Leicester
LE4 2BN
Tel: 0121 661 6726**

Registered Office: Coronation Road,
Cressex, High Wycombe,
Buckinghamshire, HP12 3TZ
Registered in England No. 946107

3

POST CONVICTION PLAN

Name of convicted person or business	Biffa Waste Services Ltd – no individual was convicted.
Address of convicted person or business	Registered Office: Coronation Road, Cressex, High Wycombe, Buckinghamshire, HP12 3TZ
Date	15 th March 2013
Date of birth of person or company registration number	Registered in England – No 946107 (Registered 16/01/69)
Plan completed by (signature)	
On behalf of (signature)	Biffa Waste Services Ltd

CONTENTS:

- 1.0 List of offences covered by this post conviction plan**
- 2.0 Authorisations to which this post conviction plan relates (if appropriate)**
- 3.0 List of all Persons and Relevant persons to which the conviction(s) relates**
- 4.0 Circumstances of the Offence and how and why it occurred**
- 5.0 Effects of Offences on the environment and/or people**
- 6.0 Ensuring compliance in the future**
- 7.0 Potential for repetition**
- 8.0 Details of all authorisations**

1.0 List of Offences Covered by this Plan

The conviction of Biffa Waste Services Limited on 20th February 2013 was in relation to the five offences summarised below, which occurred in or around the period 9th April 2010 and 5th May 2011.

Offence	When & where offence was committed	Identity of convicted party	Sentence	Details of any company to which convicted party is a relevant person
Regulations 12(1), 38(1)(a), and 39(1) of the Environmental Permitting (England and Wales) Regulations 2010, in relation to a breach of condition 3.1.1 of Permit BU80451R, on or before 9 th April 2010.	Houghton Le Spring landfill site The Quarry Quarry Row Houghton Le Spring County Durham DH4 4AU	Biffa Waste Services Limited – no individual was convicted.	Fine of £15,000, costs of £26,949.73 and victim surcharge of £15 were imposed.	Operator/ Permit holder at Houghton Le Spring landfill site.
Regulations 12(1), 38(1)(a), and 39(1) of the Environmental Permitting (England and Wales) Regulations 2010, in relation to a breach of condition 4.3.1 of Permit BU80451R, on or before 13 th September 2010.	Houghton Le Spring landfill site The Quarry Quarry Row Houghton Le Spring County Durham DH4 4AU	Biffa Waste Services Limited – no individual was convicted.	Fine of £22,500. Costs are included in those above.	Operator/ Permit holder at Houghton Le Spring landfill site.
Regulations 12(1), 38(1)(a), and 39(1) of the Environmental Permitting (England and Wales) Regulations 2010, in relation to a breach of condition 3.2.1 of Permit BU80451R, on or before 13 th September 2010.	Houghton Le Spring landfill site The Quarry Quarry Row Houghton Le Spring County Durham DH4 4AU	Biffa Waste Services Limited – no individual was convicted.	Fine of £22,500. Costs are included in those above.	Operator/ Permit holder at Houghton Le Spring landfill site.
Regulations 12(1), 38(1)(a), and 39(1) of the Environmental Permitting (England and Wales) Regulations 2010, in relation to a breach of condition 3.3.1 of Permit BU80451R, on or before 19 th October 2010.	Houghton Le Spring landfill site The Quarry Quarry Row Houghton Le Spring County Durham DH4 4AU	Biffa Waste Services Limited – no individual was convicted.	Fine of £22,500. Costs are included in those above.	Operator/ Permit holder at Houghton Le Spring landfill site.
Regulations 12(1), 38(1)(a), and 39(1) of the Environmental Permitting (England and Wales) Regulations 2010, in relation to a breach of condition 3.2.3 of Permit BU80451R, on or before 5 th May 2011.	Houghton Le Spring landfill site The Quarry Quarry Row Houghton Le Spring County Durham DH4 4AU	Biffa Waste Services Limited – no individual was convicted.	Fine of £22,500. Costs are included in those above.	Operator/ Permit holder at Houghton Le Spring landfill site.

The Company was convicted of five separate offences, although these are connected to two different types of incident relating to discharges from the site.

The first incident which resulted in one prosecution, related to a one off accidental discharge of leachate through overflow from a holding tank, as a result of human error. The consequences of the incident were minimal and remediated by Biffa at the time and measures taken to prevent a similar re-occurrence.

The second incident type, which resulted in four prosecutions, related to fugitive emissions of leachate via an unforeseen pathway, and which occurred over a period of time until the impact of this emission could be detected via routine monitoring and the pathway determined to allow preventative works. The net effect of this is that it not only resulted in conviction for failure to have taken appropriate measures to minimise the emission, but that it also resulted in convictions for a breach of trigger levels of ammoniacal nitrogen in groundwater, for a discharge of mecoprop which was at the time a list I substance, but also for a failure to have notified the Agency of the latter discharge.

Despite the failure to have notified the Agency of the detection of mecoprop, picked up via routine monitoring, Biffa had originally acted correctly to notify the Agency in accordance with the permit, when initial exceedences of ammoniacal nitrogen trigger levels were detected, which identified the same discharge that would also give rise to the subsequent detection of the more retarded substance mecoprop. In connection with this discharge, Biffa co-operated fully with the Agency and entered into a dialogue in relation to the monitoring of the discharge, investigation of the mechanism that had allowed the discharge, the carrying out of remedial measures to prevent further discharges, the investigation of the potential impact of the discharge, and the implementation of remedial measures to deal with substances that had been discharged from the site already.

2.0 Authorisations to which this post-conviction plan relates (if appropriate)

Authorisation number	Type of Authorisation
Environmental Permit reference BU8045IR (EPR/PP3632LS)	Former landfill PPC permit (Environmental Permit)

3.0 List of all Persons and Relevant Persons to which the conviction(s) relates

Persons Convicted	People or companies for who they are relevant persons (list)	Date of birth or Company number
Biffa Waste Services Limited	n/a	946107 (Registered in England – 16/01/1969)
No persons were convicted	n/a	n/a

Other Relevant Persons at time of Conviction (none convicted)	Position	Date of Birth
Ian Wakelin	Director - Chief Executive Officer	23/03/63
Keith Woodward	Company Secretary & Director	04/01/54

4.0 Circumstances of the Offence and how and why it occurred

Please provide details of the events which led to the offence. Include accountability and any mitigating circumstances that you feel are relevant. Continue on a separate sheet if necessary.

There were convictions for five separate offences, which related to matters arising from two activities that took place at the site. These related to five separate Permit conditions, namely:

Condition 3.1.1 concerning point source emissions not listed in schedule 4 of the Permit, comprising a spillage from a leachate holding tank;

Condition 3.2.1, concerning an emission into groundwater of a list I substance, comprising mecoprop which was at the time considered to be a list I substance, and is understood to have escaped over the site lining system;

Condition 3.2.3, concerning an exceedence of trigger levels for emissions into groundwater specified in schedule 4 of the Permit, comprising ammoniacal nitrogen, and is understood to have escaped over the site lining system;

Condition 3.3.1, concerning failure to have taken appropriate measures to prevent or minimise emissions, comprising the escape of leachate via a defect in the site haul road/engineering design and;

Condition 4.3.1, concerning failure to have notified the Agency of the breach of a limit in the Permit, comprising the discharge of mecoprop which was at the time considered to be a list I substance.

The last four above are all related to the same discharge. The circumstances of the above are outlined further below.

Discharges via the site haul road:

This represents the more significant of the events that took place, and resulted in four of the convictions at the site.

It was not realised at the time that the haul road would provide a pathway for leachate emissions from the site. The Company has established procedures to monitor groundwater quality, to compare the data against established trigger levels, to review trends and to report elevated readings and put in place action plans to further investigate and remediate. Accordingly it should be noted that when it was noted that the level of ammoniacal nitrogen in borehole L2 exceeded the Permit trigger level during April 2009, this was notified to the Agency at the time in accordance with the Permit requirements and the situation was kept under review in accordance with agreed action plans. This subsequently proved to be a one off exception in borehole L2.

However, the company became aware that there may be an issue with groundwater quality when laboratory results for borehole M1, sampled on 26th August 2009, were received back during September and showed the ammoniacal nitrogen concentrations, which now exceeded the relevant trigger level. Following receipt of this, Biffa made a schedule 6 submission to the Agency on 9th September 2009 and also increased monitoring at the same time. Biffa had been undertaking some works on site during August and had discovered a tear in the lining system which may have been due to excavations. This would have resulted in a seepage of leachate, estimated to be the order of 500 to 1000 litres, and was attributed to be the cause of the breach of the trigger level in borehole M1. Biffa undertook repairs to the lining system during August, using appropriate contractors and CQA as required by the Permit, and the liner tear and repairs were reported as part of the Schedule 6 notification relating to the ammoniacal nitrogen trigger level breach.

Biffa also commenced pumping on 9th October 2009 from the affected borehole M1, initially using Waterra pipework during working hours, to attempt to purge the borehole of contamination and also commissioned ESI on 22nd October 2009, a specialist groundwater consultancy, to investigate the contamination further. An emergency action plan was also agreed to supplement the existing approved accident management plan. A more comprehensive monitoring regime was also commenced at the site, above the Permit requirements, from 5th November 2009

Despite the above measures, an increase in ammoniacal nitrogen was measured in borehole M1, along with ammoniacal nitrogen and chloride increases in borehole F1, towards the end of 2009. The Waterra pump was replaced with a larger pump installed in borehole M1, and having secured consent to discharge to sewer, pumping to sewer commenced on 21st January 2010.

The above measures appeared to have resolved the issue and an initial reduction in ammoniacal nitrogen concentration was achieved during early 2010. The data being obtained was initially believed to be consistent with the view that a single release had occurred and that the cause of that release had been addressed. However, despite initial reductions in concentrations of ammoniacal nitrogen measured in borehole M1, the concentrations became static and remained elevated above trigger despite the pumping regime. Biffa remained in dialogue with the Agency concerning this and continued to review the data and discuss cause and effect.

By August, the monitoring data was still showing high ammoniacal nitrogen concentrations, along with elevated chloride concentrations. ESI, having undertaken further groundwater modelling work indicated that there was likely to be a second area of leakage and the site haul road was then postulated as a potential pathway for leachate escape from the site to groundwater. This mechanism had become possible as the roadway, which had initially been a raised descending pathway constructed in inert material, had been subject to changes of gradient as the site was filled, such that it was eventually an ascending pathway into the site with adjoining material filled up to the level of the roadway. The geometry of this, coupled with the perimeter engineering design configuration then in use at the site, permitted either the roadway or adjoining infill to provide a pathway for leachate out of the site over the top of the steep wall lining system engineering and to then be discharged to groundwater via the natural geology.

Having identified the above mechanism, Biffa, with the co-operation of the Agency, undertook investigation of the haul road between 19th and 22nd October 2010, comprising excavation of this where it entered cell 3A at the site, during which a leachate escape pathway was confirmed. Removal of the haul road at this location by 22nd October 2010 prevented any further discharge of leachate from the site.

In order to deal with the residual elevated concentrations within groundwater boreholes, Biffa proposed further measures which included the installation of an abstraction borehole to enable pumping at a greater rate, along with discharge to sewer, the securing of an abstraction licence to remove the groundwater and the commencement of additional groundwater monitoring. Biffa also commissioned ESI to undertake further work in conjunction with Biffa and the Agency, to investigate the sources of leachate that had escaped and to consider impact from this and appropriate corrective measures.

The abstraction borehole, M1A, was installed in February 2011, and pumping commenced from this. Monitoring of water levels throughout 2011 and 2012 has shown an increasing cone of depression (and hence influence) around M1A, thus showing that elevated concentrations of substances are being drawn to this borehole and removed from the groundwater environment. Ongoing monitoring has also shown that concentrations within monitoring boreholes are reducing. Three additional groundwater boreholes proposed to assess impact from the discharge are also scheduled to be installed as soon as landowner permission has been granted.

The main cause for the incident which gave rise to the groundwater discharges was a flaw in the haul road design layout relating to the way changes had been made to this as infilling at the site progressed. This had not been foreseen as a mechanism for leachate discharge to groundwater, and the escape was not the result of a negligent act on the part of the Biffa. Due to the earlier liner tear, which had been dealt with promptly, a further discharge point had not been envisaged, thereby delaying investigation and identification of this pathway. Ultimately, this pathway was identified and Biffa were prosecuted for having failed to take appropriate measures to prevent or minimise these emissions under condition 3.3.1 of the Permit. The consequence of these emissions is that Biffa also breached condition 3.2.3 of the Permit, for emissions of ammoniacal nitrogen in excess of Permit trigger levels, and further breached condition 3.2.1 for having discharged a list I substance into groundwater. The latter substance was identified in groundwater via sampling undertaken on 22nd July 2010, this substance being a substance that would undergo retardation of travel times in the external environment and which would thus be detected at a much later stage than substances such as ammoniacal nitrogen and chloride which are more mobile. Although Biffa had procedures in place for identifying non compliances with trigger levels, and had clearly adhered to these in submission of

schedule 6 notifications relating to ammoniacal nitrogen and chloride, for some reason the large amount of groundwater monitoring and major increase in analysis led to an oversight which led to a failure to notify the Agency via the same mechanisms of the detection of mecoprop, although this data was forwarded to the Agency via routine channels within 28 days of receipt from the laboratory. This has been attributed to a staff training issue at the time. Thus, although the data was reported to the Agency, Biffa were also prosecuted under condition 4.3.1 of the Permit for having failed to notify the Agency in the correct manner of the breach in a limit in the Permit namely the discharge of a listed substance.

The overflow from a leachate holding tank:

This represents the less significant of the events that took place, and resulted in a single conviction for a breach of condition 3.1.1 of the Permit, in that this represented a point source emission not listed in schedule 4 of the Permit. The discharge took place on 9th April 2010.

This offence was a single occurrence on a single day. This was the result of Biffa seeking to respond to the need to deal with elevated leachate levels on site.

Whereas Biffa normally handled leachate via a single fully bunded leachate holding tank, with the leachate being recirculated back into the waste, at the time, due to increased heads, Biffa had ceased recirculation and were removing leachate from the site via tanker. This had resulted in the need to bring into use a second holding tank as a temporary measure. As the tank had been procured as a purely interim measure as part of emergency works, a bunded tank had not been provided, and the additional tank was not alarmed or provided with auto switch off mechanisms to stop pumping when the tank was full. In order to mitigate the potential risk arising from the use of the second holding tank, Biffa had allocated a member of staff to be present at all times when the tank was being filled, with instruction to remain there, to monitor the pumping operation and to switch off the pumps before the tank became full and overflowed.

At the time of the offence, Biffa were pumping leachate into the holding tanks in order that it could be removed from site by tanker. The incident occurred, when despite Biffa having put in place clear instruction on the method of operation of the pumping system, the employee allocated responsibility for the operation inexplicably left his post, whilst allowing pumping to continue. The employee has been severely reprimanded for this disregard of his responsibility.

The Agency was immediately notified of the overflow upon discovery by management of the incident.

Following the incident, the tank was moved, and measures put in place to ensure a repeat could not occur.

5.0 Effects of the Offences on the Environment and/or People

Describe how the offences impacted on the environment and people, including impact on legitimate business, with an assessment of whether you consider that the impact was high, medium or low, giving reasons why you consider the impact to be high, medium or low.

In relation to the offences that occurred at the site above, the potential for any impact upon people or the environment, is through the discharge of substances into groundwater that should either not be discharged under the Permit at all in relation to list I substances, or at concentrations that are elevated above those contained in the Permit in relation to list II substances. These substances may impact upon surface water and its uses/receptors where groundwater provides a contribution to baseflow, or upon drinking water supplies where these are abstracted from groundwater for use, if these substances are present at concentrations in excess of prescribed concentrations.

The nearest receptor to the site is the Stoneygate pumping station which is used to provide drinking water. ESI undertook transport calculations for the releases to evaluate any potential impact upon the Stoneygate pumping station. These calculations have determined potential timescales for any plume of contaminants, which has been reduced by the pumping being undertaken by Biffa, to reach the pumping station, and also the likely maximum concentration of these contaminants should they reach the pumping station. ESI's calculations have shown that the substances released will not reach the pumping station at levels where any compromise of drinking water standards is likely, and that the quality of drinking water will remain safe.

6.0 Ensuring Compliance in the Future

Please describe the measures you have taken to prevent the offence happening again. Include your plans for audit and review.

A number of measures have been implemented to prevent a re-occurrence of the incidents that led to the offences under section 1, above. These are documented below:

The leachate discharge from the holding tank which resulted in conviction for a breach of condition 3.1.1 of the Permit was the result of the use of an unbunded tank and a complete disregard of procedures by an employee who was given responsibility for mitigating against the use of an unbunded tank. The employee was severely reprimanded and retrained following the incident. Notwithstanding this, the tank has been moved and replaced with a new installation comprising a banded and alarmed tank, and the potential for the same incident to happen again has been completely removed.

The leachate discharge via the haul road resulted in a conviction for a breach of condition 3.3.1 of the Permit, for not having prevented or minimised the release, and as a direct consequence of that release also breaches of condition 3.2.3 of the Permit, for emissions of ammoniacal nitrogen in excess of Permit trigger levels, and of condition 3.2.1 for having discharged a list I substance (mecoprop) into groundwater. These breaches were the direct result of the design of road crossing points that did not take into account the potential for leachate to migrate beneath the road, or for the need for a previously satisfactory design to be reviewed and amended as the adjoining waste mass was filled. The impact from the discharges was exacerbated by the geological surroundings at this particular site.

In order to ensure compliance, the road was removed and re-designed to prevent further discharges. To prevent further future non compliance at the Houghton Le Spring site, or indeed other sites, key learning points and actions have been distributed through the Company via Best Practice Groups, which include the companies Engineering Managers who oversee all design and construction work relating to landfill engineering.

The key action points that have been implemented with the Biffa group comprise but are not limited to the following:

- i) The number and type of roadways crossing into the lined area of any site should be severely restricted;
- ii) ☒ All crossing points should be properly designed to allow for leachate to drain or be pumped back into the waste mass;
- iii) All crossing points should be assessed on an ongoing basis and at least annually to confirm they are still fit for purpose;
- iv) Site management should ensure that all engineering edges (lining and capping) are clearly marked out on site to prevent damage to lining systems and waste overtipping;
- v) Leachate recirculation systems should only be used when properly designed and managed.

Ancillary to the above discharges and convictions, Biffa failed to report the discharge of mecoprop correctly under condition 4.3.1 of the Permit, although the data was reported correctly in accordance with other Permit requirements. The lack of compliance with condition 4.3.1 did not result in any increase in impact from the leachate discharge, which was already an ongoing event that was being subject to investigation and implementation of an agreed action plan. The oversight was found to be the result of an isolated staff training issue and has been rectified by additional staff training.

7.0 Potential for Repetition

Do you think it is likely that the offences will happen again? Tick one box.

☐

High (likely to happen again)

☐

Medium

☒

Low (unlikely to happen again)

Please tick one box.

Reasons:

A complete redesign of the site road crossing point has taken place, and learning points have been disseminated to landfill engineering and management staff within the Biffa Group. At the same time, temporary leachate holding tanks have been replaced with an improved specification. These measures will prevent a similar re-occurrence. Site staff have also been retrained in the appropriate reporting procedures.

The Agency has also acknowledged the extent of the improvements and has noted Houghton Le Spring landfill as being one of the most improved sites.

8.0 Details of all Authorisations

Please detail other relevant authorisation that are either issued to you, or are being applied for by you.

APPENDIX 1

Other Licences, Permits or Registrations Held



Approved Assessment Centre

This Certificate is awarded to

Biffa Waste Services Ltd

Approved Awards:

501/1890/0	WAMITAB Level 2 Certificate in Cleaning and Support Services (QCF) - CSSERV2	26/11/2010
600/0032/6	WAMITAB Level 1 Diploma for General Recycling Operative (QCF) - GRO1	08/07/2011
600/0058/2	WAMITAB Level 1 Diploma in Recycling Activities (Collection) (QCF) - GROC1	08/07/2011
600/0058/2	WAMITAB Level 1 Diploma in Recycling Activities (Reception & Processing) (QCF) - GRORP1	08/07/2011
600/0058/2	WAMITAB Level 1 Diploma in Recycling Activities (Waste Electrical and Electronic Equipment) (QCF) - GROWE1	08/07/2011
501/2182/0	WAMITAB Level 2 Diploma for Sustainable Recycling Activities (QCF) - SRA2	26/11/2010
501/2182/0	WAMITAB Level 2 Diploma for Sustainable Recycling Activities (Collection) (QCF) - SRAC2	26/11/2010
501/2182/0	WAMITAB Level 2 Diploma for Sustainable Recycling Activities (Processing) (QCF) - SRAP2	26/11/2010
501/2182/0	WAMITAB Level 2 Diploma for Sustainable Recycling Activities (Reception and Segregation) (QCF) - SRARS2	26/11/2010
501/2182/0	WAMITAB Level 2 Diploma for Sustainable Recycling Activities (Waste Electrical and Electronic Equipment) (QCF) - SRAWE2	26/11/2010
501/1475/X	WAMITAB Level 2 Certificate for Sustainable Waste Management Operative (Waste Collection Driver) (QCF) - SWMCD2	26/11/2010
501/1855/9	WAMITAB Level 2 Certificate for Sustainable Waste Management Operative (QCF) - SWMO2	26/11/2010
501/1446/3	WAMITAB Level 2 Diploma for Sustainable Waste Management Operative (Team Leader) (QCF) - SWMTL2	26/11/2010
501/1477/3	WAMITAB Level 2 Diploma for Sustainable Waste Management Operative (Weighbridge Operative) (QCF) - SWMWB2	26/11/2010

Issued: 11 June 2015

Certificate No. C19/036/25-1

Authorised

Ray Burberry
Qualifications Manager, WAMITAB



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Approved Awards:

501/1476/1	WAMITAB Level 2 Certificate for Sustainable Waste Management Operative (Waste Collection) (QCF) - SWMWC2	26/11/2010
501/1478/5	WAMITAB Level 2 Diploma for Sustainable Waste Management Operative (Waste Site Operative) (QCF) - SWMWO2	26/11/2010
501/1853/5	WAMITAB Level 3 Diploma for Waste Supervisor (QCF) - WSUP3	26/11/2010

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Qualifications Manager, WAMITAB



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Approved Awards:

600/0334/0	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Biological Treatment - Non Hazardous Waste : Anaerobic Digestion (QCF) - 4MBTNHA	11/06/2015
600/0334/0	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Biological Treatment - Non Hazardous Waste : In Vessel Composting (QCF) - 4MBTNHI	27/06/2011
600/0334/0	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Biological Treatment - Non Hazardous Waste : Open Windrow Composting (QCF) - 4MBTNHO	27/06/2011
600/0335/2	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Civic Amenity Site (QCF) - 4MCAS	27/06/2011
600/0330/3	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Closed Landfill Site (QCF) - 4MCL	27/06/2011
600/0329/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Hazardous Waste (QCF) - 4MLH	27/06/2011
600/0329/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Hazardous Waste : Single Waste Stream (QCF) - 4MLHS	27/06/2011
600/0329/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Inert Waste (QCF) - 4MLI	27/06/2011
600/0329/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Inert Waste : Single Waste Stream (QCF) - 4MLIS	27/06/2011
600/0329/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Non Hazardous Waste (QCF) - 4MLNH	27/06/2011
600/0329/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Non Hazardous Waste : Single Waste Stream (QCF) - 4MLNHS	27/06/2011
600/0331/5	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Physical & Chemical Treatment - Hazardous Waste (QCF) - 4MPTH	27/06/2011
600/0331/5	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Physical & Chemical Treatment - Hazardous Waste : Remediation of Contaminated Land (QCF) - 4MPTHR	27/06/2011

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Ray Burberry
Qualifications Manager, WAMITAB



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Approved Awards:

600/0331/5	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Physical & Chemical Treatment - Non Hazardous Waste (QCF) - 4MPTNH	27/06/2011
600/0331/5	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Physical & Chemical Treatment - Non Hazardous Waste : Remediation of Contaminated Land (QCF) - 4MPTNHR	27/06/2011
600/0333/9	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Treatment - Inert Waste (QCF) - 4MTMI	27/06/2011
600/0436/8	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Hazardous Waste (QCF) - 4MTSH	27/06/2011
600/0436/8	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Hazardous Clinical Waste (QCF) - 4MTSHC	27/06/2011
600/0436/8	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Inert Waste (QCF) - 4MTSI	27/06/2011
600/0436/8	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Non Hazardous Waste (QCF) - 4MTSNH	27/06/2011
600/0436/8	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Non Hazardous Clinical Waste (QCF) - 4MTSNHC	27/06/2011
600/0332/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Thermal Treatment - Hazardous Waste (QCF) - 4MTTH	27/06/2011
600/0332/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Thermal Treatment - Hazardous Clinical Waste (QCF) - 4MTTHC	27/06/2011
600/0332/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Thermal Treatment - Non Hazardous Waste (QCF) - 4MTTNH	27/06/2011
600/0332/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Thermal Treatment - Non Hazardous Clinical Waste (QCF) - 4MTTNHC	27/06/2011
501/2146/7	WAMITAB Level 1 Certificate in Cleaning and Support Services (QCF) - CSSERV1	26/11/2010

Issued: 11 June 2015

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Ray Burberry
Qualifications Manager, WAMITAB



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Waste Management Industry Training & Advisory Board

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3 The Lakes
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NN4 7HE

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Fax: 01604 232457

Email: info.admin@wamitab.org.uk
<http://www.wamitab.org.uk>

Our Ref: RB/LEB/QCF Centre/10

27 June 2011

Mr David Tilling
Biffa Waste Services Ltd
Biffa Leicester Ltd
Hoods Close
Leicester
Leics
LE4 2BN

Dear David

WAMITAB QCF Centre Approval – Centre Number - C19/036

Thank you for your recent email listing the QCF qualifications for which your centre wished to receive approval.

I can now confirm that the following qualifications have been added to your Centre database record. Please find a QCF Centre certificate enclosed for these qualifications.

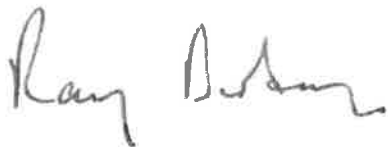
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Biological Treatment - Non Hazardous Waste : In Vessel Composting (QCF) - 4MBTNHI
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Biological Treatment - Non Hazardous Waste : Open Windrow Composting (QCF) - 4MBTNHO
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Civic Amenity Site (QCF) - 4MCAS
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Closed Landfill Site (QCF) - 4MCL
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Hazardous Waste (QCF) - 4MLH
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Hazardous Waste : Single Waste Stream (QCF) - 4MLHS
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Inert Waste (QCF) - 4MLI
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Inert Waste : Single Waste Stream (QCF) - 4MLIS
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Non Hazardous Waste (QCF) - 4MLNH
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Non Hazardous Waste : Single Waste Stream (QCF) - 4MLNHS



WAMITAB Level 4 Diploma in Waste Management Operations : Managing Physical & Chemical Treatment - Hazardous Waste (QCF) - 4MPTH
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Physical & Chemical Treatment - Hazardous Waste : Remediation of Contaminated Land (QCF) - 4MPTHR
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Physical & Chemical Treatment - Non Hazardous Waste (QCF) - 4MPTNH
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Physical & Chemical Treatment - Non Hazardous Waste : Remediation of Contaminated Land (QCF) - 4MPTNHR
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Treatment - Inert Waste (QCF) - 4MTMI
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Hazardous Waste (QCF) - 4MTSH
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Hazardous Clinical Waste (QCF) - 4MTSHC
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Inert Waste (QCF) - 4MTSI
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Non Hazardous Waste (QCF) - 4MTSNH
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Non Hazardous Clinical Waste (QCF) - 4MTSNHC
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Thermal Treatment - Hazardous Waste (QCF) - 4MTTH
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Thermal Treatment - Hazardous Clinical Waste (QCF) - 4MTTHC
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Thermal Treatment - Non Hazardous Waste (QCF) - 4MTTNH
WAMITAB Level 4 Diploma in Waste Management Operations : Managing Thermal Treatment - Non Hazardous Clinical Waste (QCF) - 4MTTNHC

Should you wish to discuss any aspect of QCF Centre operation with me, please feel free to call.

Yours sincerely



Ray Burberry
Qualifications Manager

Email: ray.burberry@wamitab.org.uk



WAMITAB

Waste Management Industry
Training and Advisory Board

Approved Assessment Centre

This Certificate is awarded to

Biffa Waste Services Ltd

Approved Awards:

600/0334/0	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Biological Treatment - Non Hazardous Waste : In Vessel Composting (QCF) - 4MBTNHI	27/06/2011
600/0334/0	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Biological Treatment - Non Hazardous Waste : Open Windrow Composting (QCF) - 4MBTNHO	27/06/2011
600/0335/2	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Civic Amenity Site (QCF) - 4MCAS	27/06/2011
600/0330/3	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Closed Landfill Site (QCF) - 4MCL	27/06/2011
600/0329/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Hazardous Waste (QCF) - 4MLH	27/06/2011
600/0329/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Hazardous Waste : Single Waste Stream (QCF) - 4MLHS	27/06/2011
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600/0329/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Non Hazardous Waste (QCF) - 4MLNH	27/06/2011
600/0329/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Landfill - Non Hazardous Waste : Single Waste Stream (QCF) - 4MLNHS	27/06/2011
600/0331/5	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Physical & Chemical Treatment - Hazardous Waste (QCF) - 4MPTH	27/06/2011
600/0331/5	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Physical & Chemical Treatment - Hazardous Waste : Remediation of Contaminated Land (QCF) - 4MPTHR	27/06/2011
600/0331/5	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Physical & Chemical Treatment - Non Hazardous Waste (QCF) - 4MPTNH	27/06/2011

Issued: 27 June 2011

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600/0333/9	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Treatment - Inert Waste (QCF) - 4MTMI	27/06/2011
600/0436/8	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Hazardous Waste (QCF) - 4MTSH	27/06/2011
600/0436/8	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Hazardous Clinical Waste (QCF) - 4MTSHC	27/06/2011
600/0436/8	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Inert Waste (QCF) - 4MTSI	27/06/2011
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600/0436/8	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Transfer - Non Hazardous Clinical Waste (QCF) - 4MTSNHC	27/06/2011
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600/0332/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Thermal Treatment - Non Hazardous Waste (QCF) - 4MTTNH	27/06/2011
600/0332/7	WAMITAB Level 4 Diploma in Waste Management Operations : Managing Thermal Treatment - Non Hazardous Clinical Waste (QCF) - 4MTTNHC	27/06/2011
501/2146/7	WAMITAB Level 1 Certificate in Cleaning and Support Services (QCF) - CSSERV1	26/11/2010
501/1890/0	WAMITAB Level 2 Certificate in Cleaning and Support Services (QCF) - CSSERV2	26/11/2010

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Qualifications Manager, WAMITAB





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501/2182/0	WAMITAB Level 2 Diploma for Sustainable Recycling Activities (QCF) - SRA2	26/11/2010
501/2182/0	WAMITAB Level 2 Diploma for Sustainable Recycling Activities (Collection) (QCF) - SRAC2	26/11/2010
501/2182/0	WAMITAB Level 2 Diploma for Sustainable Recycling Activities (Processing) (QCF) - SRAP2	26/11/2010
501/2182/0	WAMITAB Level 2 Diploma for Sustainable Recycling Activities (Reception and Segregation) (QCF) - SRARS2	26/11/2010
501/2182/0	WAMITAB Level 2 Diploma for Sustainable Recycling Activities (Waste Electrical and Electronic Equipment) (QCF) - SRAWEE2	26/11/2010
501/1475/X	WAMITAB Level 2 Certificate for Sustainable Waste Management Operative (Waste Collection Driver) (QCF) - SWMCD2	26/11/2010
501/1855/9	WAMITAB Level 2 Certificate for Sustainable Waste Management Operative (QCF) - SWMO2	26/11/2010
501/1446/3	WAMITAB Level 2 Diploma for Sustainable Waste Management Operative (Team Leader) (QCF) - SWMTL2	26/11/2010
501/1477/3	WAMITAB Level 2 Diploma for Sustainable Waste Management Operative (Weighbridge Operative) (QCF) - SWMWB2	26/11/2010
501/1476/1	WAMITAB Level 2 Certificate for Sustainable Waste Management Operative (Waste Collection) (QCF) - SWMWC2	26/11/2010
501/1478/5	WAMITAB Level 2 Diploma for Sustainable Waste Management Operative (Waste Site Operative) (QCF) - SWMWO2	26/11/2010
501/1853/5	WAMITAB Level 3 Diploma for Waste Supervisor (QCF) - WSUP3	26/11/2010

Issued: 27 June 2011

Certificate No. C19/036/20

Authorised



Ray Burberry
Qualifications Manager, WAMITAB



Trecatti Multipurpose Waste Treatment & Remediation Pad

Waste Treatment Facility - Waste Types

Waste Code	Description
01	WASTES RESULTING FROM EXPLORATION, MINING, QUARRYING AND PHYSICAL AND CHEMICAL TREATMENT OF MINERALS
01 04	Wastes from physical and chemical processing of non metalliferous minerals
01 04 07*	Wastes containing dangerous substances from physical and chemical processing of 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 05	Drilling muds and other drilling wastes
01 05 04	freshwater drilling muds and wastes
01 05 05*	oil-containing drilling muds and wastes
01 05 06*	01 05 06 - drilling muds and other drilling wastes containing dangerous substances
13	WASTES AND WASTES OF LIQUID FUELS
13 05	Oil/water separator contents
13 05 01*	Solids from grit chambers and oil/water separators
13 05 02*	Sludges from oil/water separators
13 05 03*	Interceptor sludges
13 05 08*	Mixtures of waste from grit chambers and oil/water separators
17	CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)
17 02	Wood, glass, plastic
17 02 01	Wood
17 05	soil (including excavated soil from contaminated sites) stones and dredging spoil
17 05 03*	soil and stones containing dangerous substances
17 05 04	soil and stones other than those mentioned in 17 05 03
17 05 05*	dredging spoil containing dangerous substances
17 05 06	dredging spoil other than those mentioned in 17 05 05
17 05 07*	track ballast containing dangerous substances
17 05 08	track ballast other than those mentioned in 17 05 07
19	WASTES FROM WASTE MANAGEMENT FACILITIES, OFF SITE WASTE WATER TREATMENT PLANTS AND PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION / INDUSTRIAL WASTE
19 02	Wastes from specific physico/chemical treatments of industrial waste, (e.g. dechromatation, decyanidation, neutralisation)
19 02 05*	sludges from physico/chemical treatment containing dangerous substances Settled sludge, Sludge - contaminated, Sludge - settled
19 02 06	sludges from physico/chemical treatment other than those mentioned in 19 02 05*
19 03	Stabilised/solidified wastes
19 03 07	solidified wastes other than those mentioned in 19 03 06
19 05	Wastes from aerobic treatment of solid wastes
19 05 03	Off-specification compost
19 08	Wastes from waste water treatment plants not otherwise specified

19 08 01	screenings
19 08 02	waste from desanding
19 08 13*	Sludges containing dangerous substances from other treatment of industrial waste water
19 08 14	Sludges from other treatment of industrial waste water other than those mentioned in 19 08 13
19 10	Wastes from shredding of metal-containing waste
19 10 05*	Other fractions containing dangerous substances
19 10 06*	Other fractions other than those mentioned in 19 10 05
19 12	Wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified
19 12 07	Wood other than that mentioned in 19 12 06
19 13	wastes from soil and groundwater remediation
19 13 01*	solid wastes from soil remediation containing dangerous substances
19 13 02	solid wastes from soil remediation other than those mentioned in 19 13 01
19 13 03*	sludges from soil remediation containing dangerous substances
19 13 04	sludges from soil remediation other than those mentioned in 19 13 03
20	MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS
20 01	Separately collected fractions (except 15 01)
20 01 38	Wood other than that mentioned in 20 01 37
20 02	Garden and park wastes (including cemetery waste)
20 02 01	Biodegradable waste
20 03	Other municipal wastes
20 03 03	Street cleaning residues

*wastes codes highlighted in yellow are the required additives for the soil remediation process.