

Appendix 2

Process Description, Management and Controls



Site Services (2005) Limited

**DBC Recycling Facility
Unit 7
Players Industrial Estate
Clydach
Swansea
SA6 5EJ**

Prepared by	August 2010 Revision: 0
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Appendix 2 - Application for an Environmental Permit

1 Introduction

A brief description of the waste operations to be carried out by the operator DBC Site Services (2005) Limited at the Recycling Facility in Clydach under an environmental permit are also provided in **Appendix 1** to the permit application.

This Appendix provides further operational details, procedures and environmental management controls for the Recycling Facility.

2 Waste Acceptance

2.1. Waste Pre-acceptance Procedures

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

- Pre-determined specifications and agreements (quotations) with the customer
- Producer on-site visit & verification checks
- Independent analysis and reports
- Scheduled dates for receipt.

Records of pre-acceptance checks will be kept at the site office at the Recycling Facility.

2.2 Waste Acceptance Procedures

2.2.1 Wastes Accepted

Wastes to be accepted at the Recycling Facility consist of the following generic waste descriptions:

- Polluted ELVs
- ELV Components e.g. oil filters, tyres etc.
- Lead Acid Batteries
- Depolluted ELVs
- Scrap Metal (ferrous and non-ferrous)

The full list of wastes are provided in **Appendix 1** and are also provided in **Table 2.2.1** overleaf:

Table 2.2.1 Wastes Accepted		
LoW/EWC Code	Description	Hazardous Waste? ¹
02	WASTES FROM AGRICULTURE, HORTICULTURE, AQUACULTURE, FORESTRY, HUNTING AND FISHING, FOOD PREPARATION AND PROCESSING	
02 01	<i>wastes from agriculture, horticulture, aquaculture, forestry, hunting and fishing</i>	
02 01 10	waste metal	No
12 01	<i>wastes from shaping and physical and mechanical surface treatment of metals and plastics</i>	
12 01 01	ferrous metal filings and turnings	No
12 01 03	non-ferrous metal filings and turnings	No
15	WASTE PACKAGING; ABSORBENTS, WIPING CLOTHS, FILTER MATERIALS AND PROTECTIVE CLOTHING NOT OTHERWISE SPECIFIED	
15 01	<i>packaging (including separately collected municipal packaging waste)</i>	
15 01 04	metallic packaging	No
16	WASTES NOT OTHERWISE SPECIFIED IN THE LIST	
16 01	<i>end-of-life vehicles from different means of transport [including off-road machinery] and wastes from dismantling of end-of-life vehicles and vehicle maintenance (except 13,14,16 06 and 16 08)</i>	
16 01 03	end-of-life tyres	No
16 01 04*	end-of –life vehicles*	Yes
16 01 06	end-of-life vehicles (containing neither liquids nor other hazardous components)	No / Checks!
16 01 07*	oil filters*	Yes
16 01 11	brake pads containing asbestos*	
16 01 12	brake pads other than those mentioned in 16 01 11	No / Checks!
16 01 17	ferrous metal	No
16 01 18	non-ferrous metal	
16 02	<i>wastes from electrical and electronic equipment</i>	
16 02 14	discarded equipment other than those mentioned in 16 02 09 to 16 02 13	No / Checks!
16 02 16	components removed from discarded equipment other than those mentioned in 16 02 15	

Table 2.2.1 Wastes Accepted		
LoW/EWC Code	Description	Hazardous Waste? ¹
16 06	batteries and accumulators	
16 06 01*	lead batteries*	Yes
16 06 05	other batteries and accumulators	No / Checks!
17	CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)	
17 04	metals (including their alloys)	
17 04 01	copper, bronze, brass	No
17 04 02	aluminium	
17 04 03	lead	
17 04 04	zinc	
17 04 05	iron and steel	
17 04 06	tin	
17 04 07	mixed metals	
17 04 11	cables other than those mentioned in 17 04 10	No / Checks!
19	WASTES FROM WASTE MANAGEMENT FACILITIES, OFF-SITE WASTE WATER TREATMENT PLANTS AND THE PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION AND WATER FOR INDUSTRIAL USE	
19 01	wastes from incineration or pyrolysis of waste	
19 01 02	ferrous materials removed from bottom ash	No
19 10	wastes from shredding of metal-containing wastes	
19 10 01	iron and steel waste	No
19 10 02	non-ferrous waste	
19 12	wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified	
19 12 02	ferrous metal	No
19 12 03	non-ferrous metal	
20	MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS	
20 01	separately collected fractions (except 15 01)	
20 01 34	batteries and accumulators other than those mentioned in 20 01 33	No / Checks!
20 01 36	discarded electrical and electronic equipment other than those mentioned in 20 01 21, 20 01 23 and 20 01 35	

Table 2.2.1 Wastes Accepted		
LoW/EWC Code	Description	Hazardous Waste? ¹
20 01 33*	lead batteries*	Yes
20 01 40	metals	No

Foot note 1 to Table 2.2.1

Checks need to be made to ensure wastes do not contain or are contaminated with hazardous substances (e.g. oils, fuels, asbestos etc.) to ensure they are not a hazardous waste.

2.2.2 Arrival of Incoming Waste

All vehicles delivering waste to the site will enter the site via the main entrance and stop at the weighbridge. The site supervisor checks the waste and the accompanying documentation for confirmation that the waste is described adequately and that the waste is permitted for acceptance and processing on-site.

- Hazardous consignment of wastes (e.g. vehicles (undepolluted) and batteries) must be accompanied by a completed **Hazardous Waste Consignment Note**.
- Non-hazardous wastes must be accompanied by a **Duty of Care Waste Transfer Note**.

Following satisfactory checks and recording the driver is then directed to take the waste to the relevant treatment or storage areas.

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

- i. Time and date
- ii. Drivers (haulier) details
- iii. Waste carrier licence number/Vehicle registration/fleet identity number
- iv. The Producer (including address) of the waste
- v. Quantity / weight of waste received
- vi. The waste description and waste code
- vii. Physical nature and packaging/type e.g. solid, loose, bulk, whole item etc.
- viii. Controlled waste transfer note or and hazardous waste consignment note reference number(s)
- ix. Storage or treatment area (recycling/recovery operation(s))where the waste is directed to on-site

Additional information for certain wastes received at the Recycling Facility may also include:

- x. Pre-acceptance checks and verification against specifications, analysis, reports and agreements where previously made
- xi. Any irregularities with the load, prior to offloading and on inspection after deposit, e.g. contamination, odours, unsuitable debris, hazardous items etc.
- xii. Controlled waste transfer notes or hazardous waste consignment notes for redirected, rejected or removed wastes
- xiii. Redirected (rejected) waste/loads for alternative off-site treatment/disposal including any instructions/correspondence from the Environment Agency

2.2.3 Waste rejection and/or quarantine

If the site manager finds any irregularities with the documentation or the waste then the vehicle and / or the waste will be quarantined within area B on site pending further enquiries. Unsuitable loads will re-directed back to the producer or to another appropriately permitted facility following agreement with or instructions from the Environment Agency.

Where there are irregularities found e.g. unsuitable debris or heavy contamination found within the waste after deposit the following procedures will be employed depending on the nature and scale and risk assessed where appropriate:

Table 2.2.3 Redirected waste, rejection and quarantine procedures	
Irregularity	Action
Hazardous or potentially dangerous items	▪ If safe (risk assessed) to do so, wear suitable PPE before handling ▪ Remove solids to a sealed and enclosed skip for off-site disposal as potential hazardous waste ▪ Notify the Environment Agency

Table 2.2.3 Redirected waste, rejection and quarantine procedures	
Irregularity	Action
Heavy and/or highly polluting contamination e.g. engine oil	▪ Wear suitable PPE ▪ Isolate, contain the waste and shut off drains ▪ Remove waste to a sealed and enclosed skip for off-site disposal as potential hazardous waste ▪ Notify the Environment Agency ▪ Clean any affected surfaces and drains
Odorous waste	▪ Remove solids to a sealed and enclosed skip for off-site disposal ▪ Clean affected surfaces and drain
Unsuitable debris	▪ Remove debris to a sealed and enclosed skip for off-site disposal

Notifications to the Environment Agency can be made on the following numbers:

- Local Environment Agency offices in Llandarcy Tel No. 01792 325526
- National Environment Agency 24 hr Tel No. 08708 506506

2.3 Waste storage, treatment and vehicle depollution operations

2.3.1 Site Operations

The recycling activities to be carried out at the facility are:

- **Metal recycling** comprising of storage and treatment
- **Vehicle depollution** comprising of removal (depollution) of pollutants, dismantling, storage and treatment (sorting and baling),

The Recycling Facility comprises of a **weighbridge** which is situated on the right on entering the site through the main entrance, opposite the weighbridge is the **metal recycling building (Area C1)** which also includes the **site offices**, and to the right and the rear of the weighbridge there is a covered self contained area **ELV facility (Area A)** for the depollution of vehicles.

The site operates a **one way system** where the site road continues through the open yard areas and vehicular exit is at rear of the site.

- The **open yard** consists of 4 main **operating areas**, which includes:

Area B – Metal treatment area (dismantling, sorting, cutting, baling)

Area C2 –Stainless Steel and Aluminium Scrap

Area C3 – Furnace Ready Scrap Storage

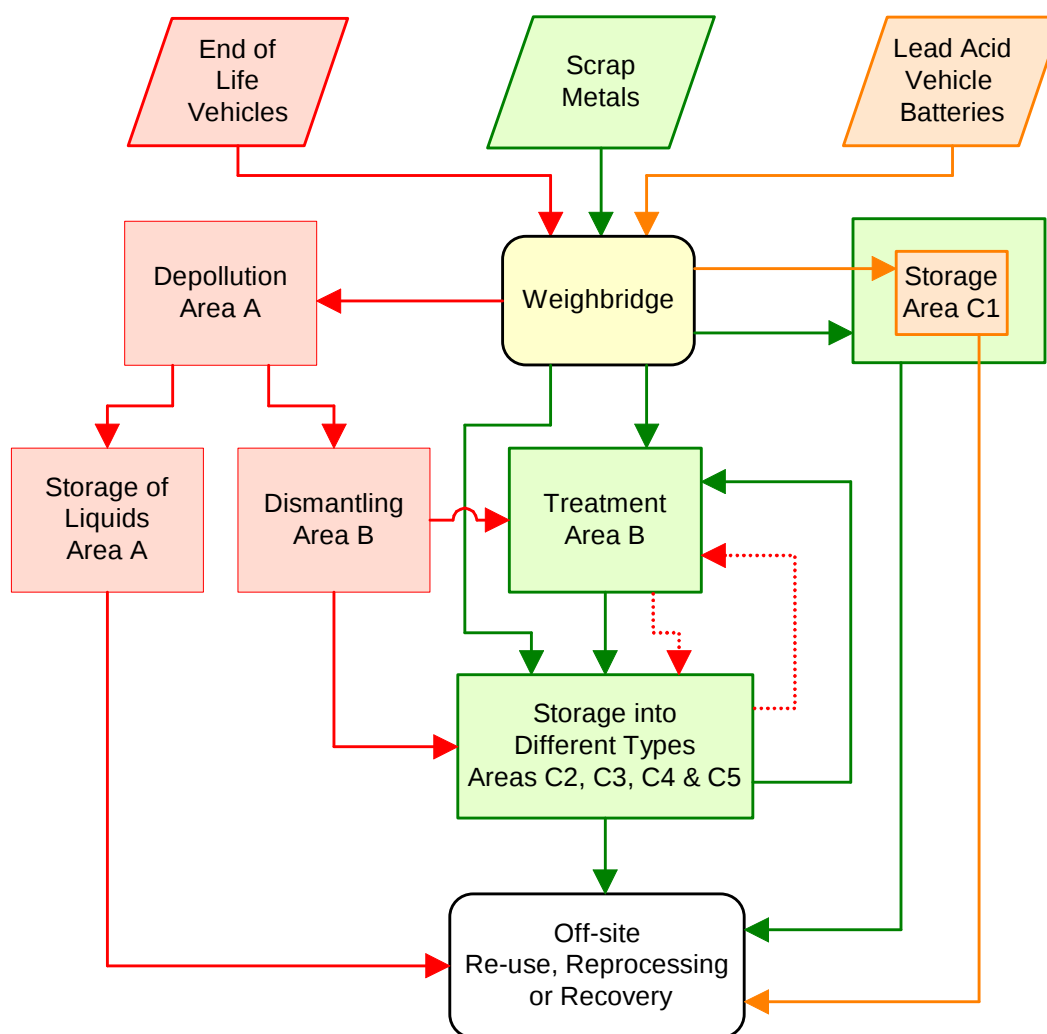
Area C4 – Mixed Scrap Storage

Area C5 – Baled Car Storage

Operational areas (A, B and C1 to C5) are shown in **Appendix 1.1.3 – Site Layout Plan and Appendix 1.1.4 – Metal Recycling Building – Layout Plan.**

An overview of the metal recycling and vehicle depollution operations are provided in **Figure 1.1** overleaf:

Figure 1.1 – Operational Flow Chart



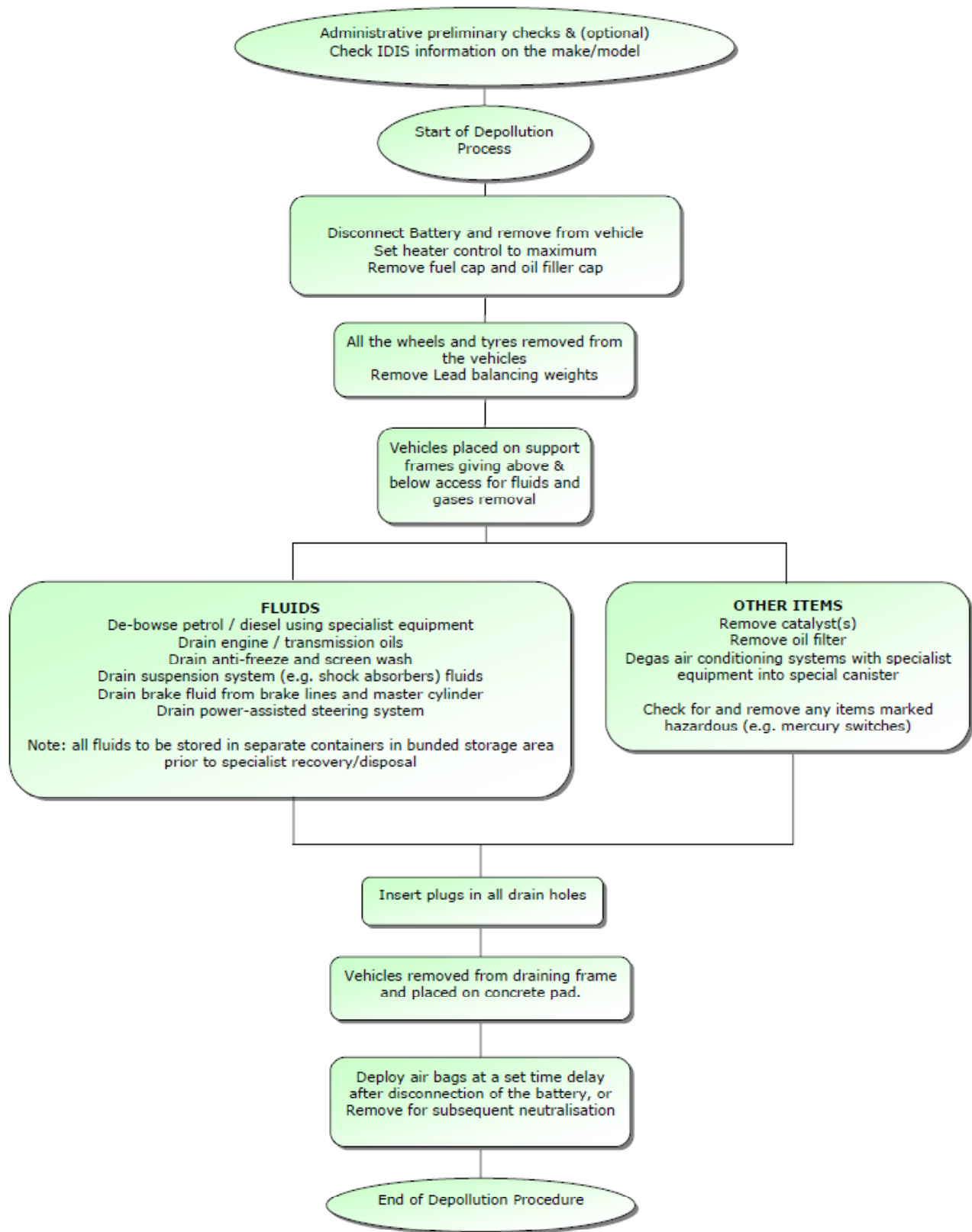
2.3.2 Vehicle Depollution

The depollution of vehicles received at the site is to be carried out within the dedicated covered and self contained ELV Facility (Area A) within the Recycling Facility. Depollution procedures and controls will be carried out in accordance with the standard guidance issued by DEFRA/DTI and the Environment Agency:

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

These documents are also appended to this appendix and an extract of the procedures provided in DEFRA/DTI guidance is provided in **Figure 2.3.2** overleaf.

Figure 2.3.2 ELV Depollution Operations



2.3.2 Storage of Drained Liquids

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

2.3.3 Storage of Lead Acid Batteries

Lead acid batteries removed from vehicles or received separately at the Recycling Facility will be stored in acid resistant containers or battery boxes on an impermeable surface within the **Metal Recycling Building area C1** pending collection for off-site recovery as **hazardous waste**.

2.3.4 Storage of Non-metal components

Non-metal components (e.g. plastic bumpers, windscreens etc.) removed from vehicles during dismantling operations will be stored within enclosed containers and covered skips within the **open yard areas C2 and C4** pending collection for off-site recovery or disposal as **non-hazardous waste**.

2.3.5 Storage and Recycling of Depolluted ELVs



Depolluted vehicles will undergo dismantling and baling in the open yard in the **Metal Treatments area B** pending collection for off-site recovery as **non-hazardous waste**.

2.3.5 Storage and Recycling of Ferrous and Non-ferrous Metal Scrap

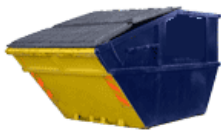


The storage and processing (sorting ,baling and shearing) of **small items and small consignments of non-ferrous(e.g. brass fittings) and ferrous scrap** is to be carried out within the confines of the **Metal Recycling Building area C1** pending collection for off-site recovery as **non-hazardous waste**.

The storage and processing (sorting ,baling and shearing) of, **large items and large consignments of aluminium and ferrous scrap, dismantled vehicles and processed furnace ready scrap metal** to be carried out within the **open yard areas C2, C3, C4 and C5** pending collection for off-site recovery as **non-hazardous waste**.



2.3.5 Storage of unsuitable wastes, debris and litter.



Unsuitable wastes (debris and litter) generated from on-site housekeeping and removed from vehicles and scrap metal prior to or during treatment are to be separated and stored within a sealed and covered skip on-site in area C2 pending collection for off-site recovery as **non-hazardous waste**.

Unsuitable wastes (e.g. absorbents, wipes, items containing or contaminated with hazardous or polluting substances) generated from cleaning, spillages or detection and removal from wastes received are to be separated and stored within a sealed container within covered areas on-site in the **ELV Facility area A** and the Metal Recycling Building area C1 pending collection for off-site recovery or disposal as **hazardous waste**.

2.3.6 Waste dispatch

There are a variety of waste streams which will be dispatched from the site under normal and permitted operations, these will consist of the following main/typical waste types listed (but not limited to) in table 2.3.6 below:

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

	02 02
	13 05 01* solids from grit chambers and oil/water separators
	13 05 01* solids from grit chambers and oil/water separators
	13 05 07* oily water from oil/water separators
	13 05 08* mixtures of wastes from grit chambers and oil/water separators

Notes to Table 2.3.6

Wastes in red font and codes ending with an asterisk* are hazardous waste.

Wastes in blue font are mirror entries and may be hazardous waste if hazardous concentrations and thresholds are met or exceeded → **Checks!**

Wastes in green font are not hazardous waste.

2.4 Fugitive Emissions Control and Site Protection Management Plan

2.4.1 Fugitive emissions to air, surface water, sewer and groundwater

There are no point source emissions of target substances to air, surface water, sewer or groundwater from the waste management operations.

There is a foul drain connection to sewer from the welfare facilities (kitchen & toilets) situated within the Metal Recycling Building.

Simple **H1 assessments** provided in **Appendix 1** to the permit application show that the risk of **fugitive emissions to air** (dust & litter) is low and are not significant, providing that the specified management and controls are in place to prevent them and that the risk of **fugitive emissions to water & groundwater** is also low and are not significant, providing that the specified management and controls are also in place to prevent them and including the monitoring provided in **Appendix 5 - Site Protection Management Plan**.

2.4.2 Summary of Site Protection Management Plan

The site is to employ adequate pollution prevention measures for the operational open yard areas of the site which is surfaced with an impermeable layer of concrete that prevents surface water run off from the site but which is designed to allow surface (rain) waters to pass through silt traps and a Class 1 bypass interceptor before entering a soakaway(s) on the site as shown in **Figure 2.4.2** below.

Figure 2.4.2 Summary of site drainage systems

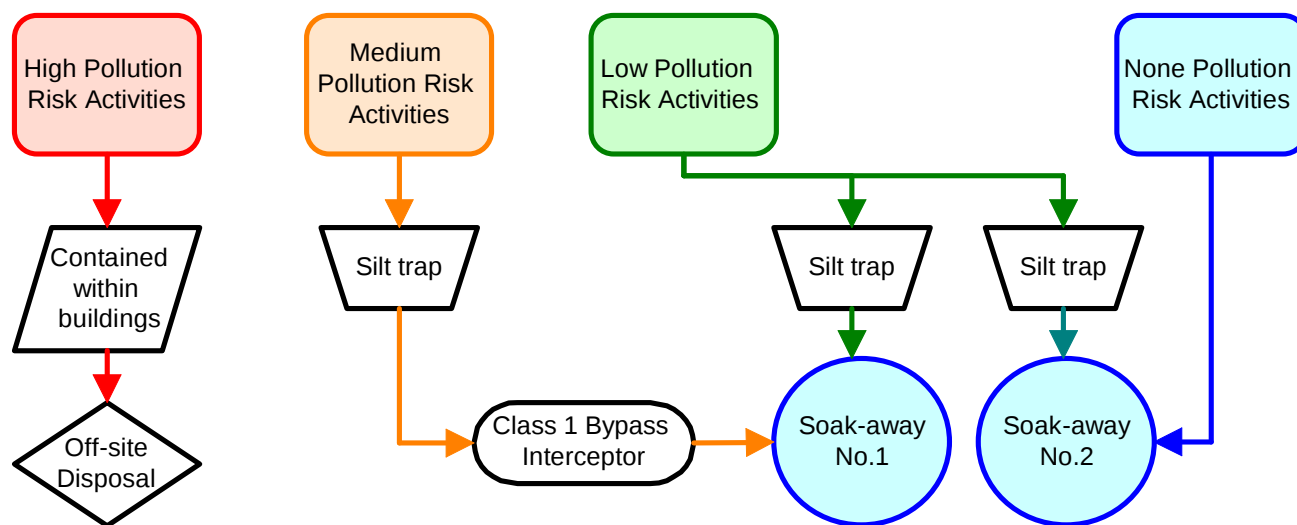


Table 2.4.2 Key to Pollution Risk Activities		
Risk Level	Activities	Site Locations
High	Depollution of vehicles, & storage of associated hazardous wastes and liquids	ELV Facility – Area A, & Metal Recycling Building – Area C1
Medium	Sorting, cutting, dismantling and baling	Metal Treatments – Area B
Low	Storage of scrap metals	Storage Areas - C2, C3, C4 & C5
None	Clean surface (rain) waters	ELV Facility and, Metal Recycling Building - Roofed areas

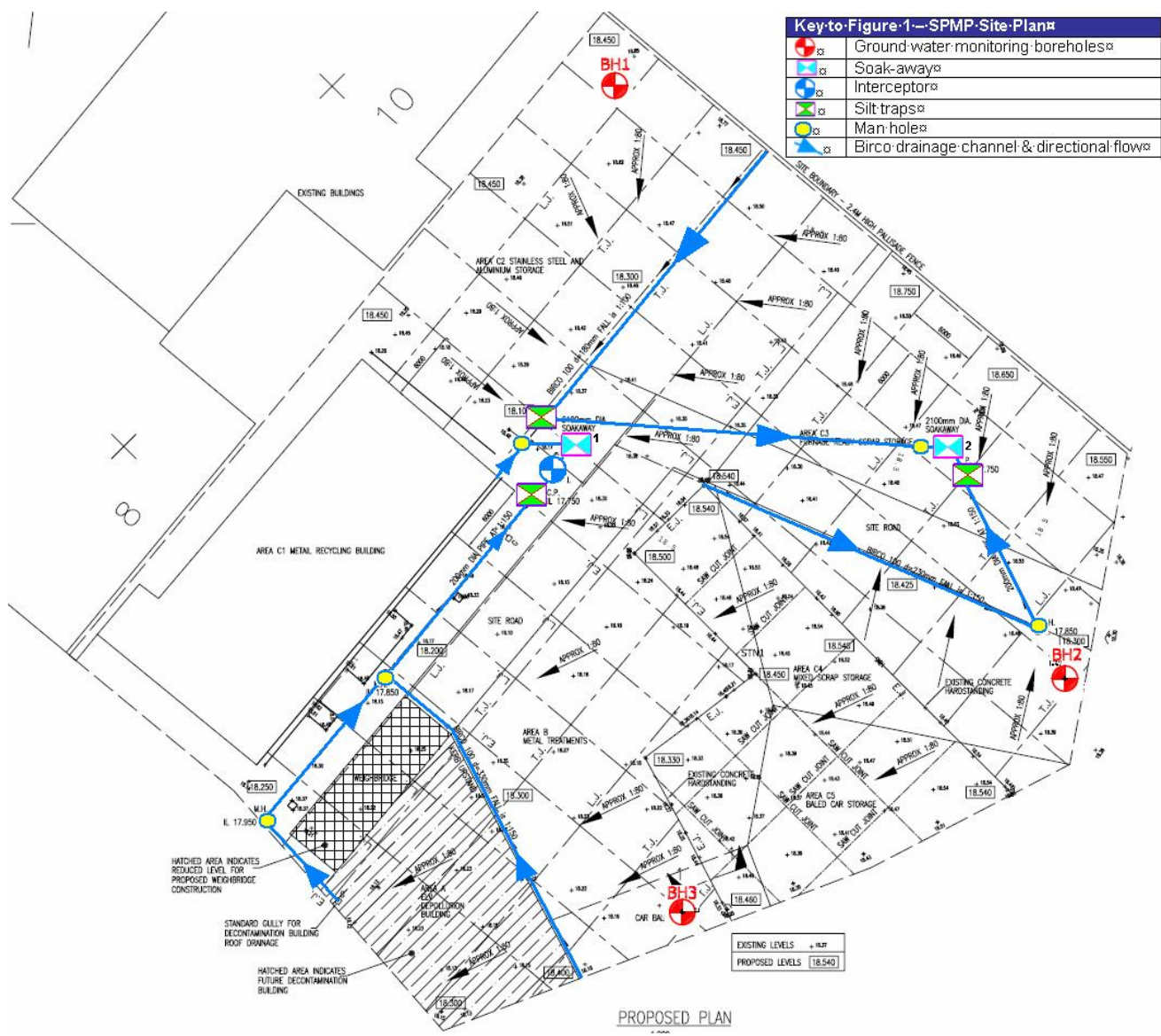
2.4.2.1 Site Drainage and Monitoring Plan

A series of drainage systems and ground water monitoring points are installed at the site to prevent fugitive emissions to land and groundwaters. Borehole groundwater monitoring point BH1 is situated up gradient of groundwater flow at the Northern edge of the site to monitor groundwater quality passing under the site.

Borehole groundwater monitoring points BH2 and BH3 are situated down gradient of groundwater flow at the South and South Westerly edge of the site boundary to monitor any impacts from site activities to groundwater passing under and leaving the site.

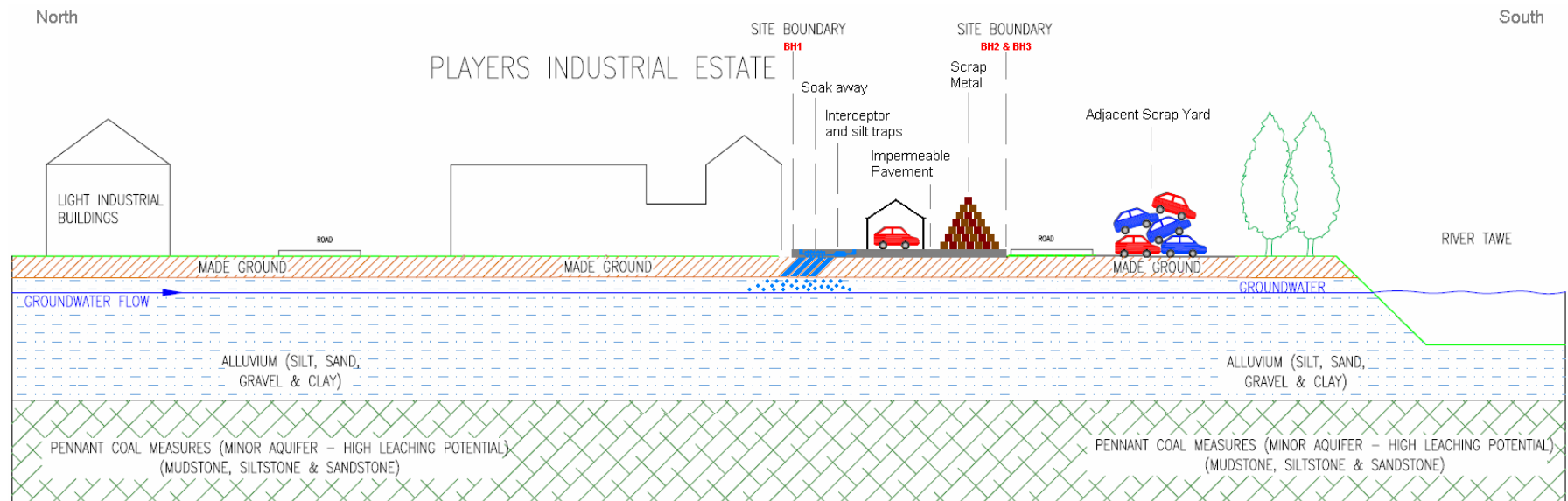
Figure 2.4.3 below shows the site drainage details along with the locations of monitoring points:

Figure 2.4.2.1 Site Drainage and Monitoring Locations



2.4.2.2 Conceptual Site Model

Figure 2.4.2.2 Site Systems, Environs, Geology and Groundwater



2.4.2.3 Monitoring Methods, Parameters and Procedures

The monitoring methods are to be finalised in Appendix 5 – Site Protection Management plan which will provide the following:

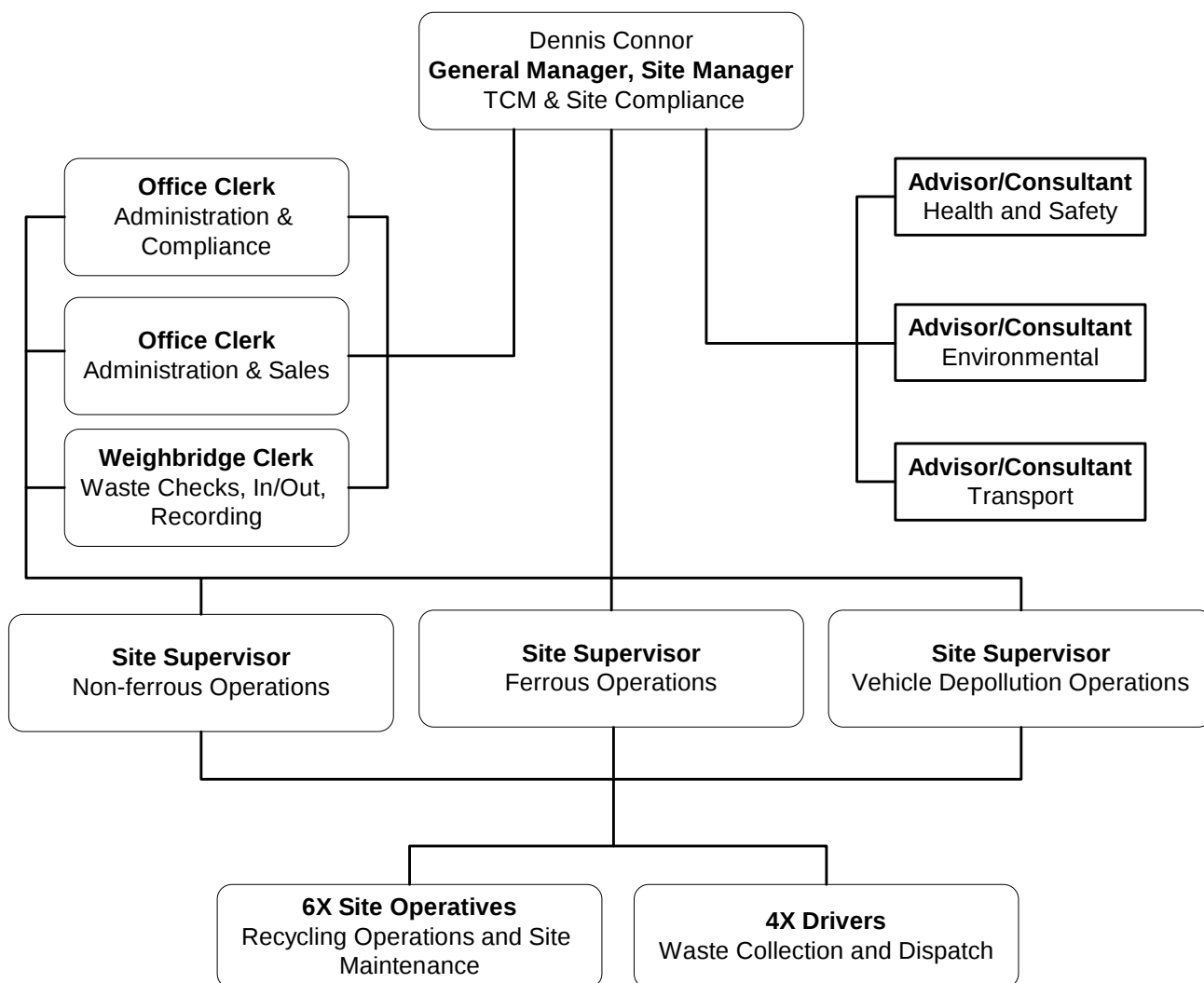
- Personnel and procedures for routine purging and sampling from the boreholes
- Frequencies, (quarterly, 6 monthly and yearly) for sampling of the following determinands to be tested at a UKAS/MECERTS accredited laboratory and analysed tested for the following substances :
 - ☐ pH
 - ☐ Electrical conductivity
 - ☐ Dissolved Organic Carbon
 - ☐ Metals: As, B, Ba, Be, Cd, Cr, Cu, Pb, Hg, Ni, V, Zn, and Se,
 - ☐ Inorganic chemicals: sulphate
 - ☐ Total petroleum hydrocarbons
 - ☐ BTEX – benzene, toluene, xylene and ethylbenzene
 - ☐ Polyaromatic hydrocarbons
 - ☐ Polychlorinated Biphenols (PCBs)
 - ☐ Organo-lead compounds
 - ☐ Chlorinated hydrocarbons
- Recording
- Review of analysis, pollution prevention systems and **Appendix 5 - Site Protection Management Plan**.

2.5 General management

2.5.1 Management structure

The management structure which will operate the permitted recycling operations to be carried out at the DBC Recycling Facility at Clydach is shown in figure 2.5.1 below:

Figure 2.5.1 Management Structure



2.5.2 Management Controls

The following list of Management Systems documents for the permitted activities are or will be in place for the permitted waste operations to be carried out at the DBC Recycling Facility at Clydach:

MS 1 Accident Management Plan

- A.** The plan identifies events or failures that could damage the environment

The following relevant factors are identified:

- Spillages from loss of containment during depollution of vehicles and storage of liquids.
- Blocked drainage systems
- Fire
- Vandalism
- Flooding

- B.** The plan assesses how likely accidents are likely to happen and the potential environmental consequences

The following assessment criteria are used:

- Probability: how often is this likely to occur?
- What gets out and how much?
- Where would it go – i.e. what or whom would be affected?
- And how would it get there – i.e. pathway by air, along site surfaces etc.
- What would the consequences be?

- C.** The plan contains actions to minimise the potential causes and consequences of accidents:

The following site controls are to be used:

- Storage of wastes in designated and contained areas
- Barriers to prevent vehicles from damaging equipment
- Maintain primary and secondary containment
- Maintain security fencing and locked gates to minimise the risk of unauthorised access
- Keep a log of all incidents and near-misses
- Maintain and keep appropriate equipment to limit the consequences of an accident e.g. spillage equipment and absorbents
- Site instructions and responsibilities on how (and by whom) each accident scenario should be managed

- D.** The plan contains actions if an accident happens

- Implementing the accident management plan, (procedures, emergency contact numbers etc.)
- Investigation of the cause of accident
- Recommended actions to prevent reoccurrence
- Reviewing the plan periodically and after each accident
- Notifying the Environment Agency and other relevant Authorities, e.g. Fire Authority, HSE, Police, etc.

MS 2 Skills and training

All operational managers and staff are/will be suitably trained and undergo regular training, a list of the skills and training for each staff member will be kept at the Clydach Facility. Copies of relevant site operating instructions including a copy of the permit, process description, management systems and controls are also to be kept on the site within the site office which will be made readily available to operational staff.

MS 3 Site reconnaissance checks

During operational periods, daily, weekly, monthly and annual checks are made by the site supervisor to inspect waste storage areas, site surfacing, drainage channel and perimeter security fencing. Checks carried out will be recorded and any defects or damages detected and necessary repairs made will also be recorded in the site diary.

MS 4 Controls to prevent fugitive emissions

Simple H1 Part 1 environmental risk assessments provided in Appendix 1, Supplementary information to Form EPB: Application for an environmental permit – Part B New permit, show that there are no serious issues with regards to fugitive emissions being generated from site operations which are capable of causing harm, pollution, nuisances or detriment to the local amenity beyond the site boundary.

The following management controls to ensure that fugitive emissions are adequately prevented or minimised (insignificant) are as follows:

- **Measures to prevent emissions to surface and controlled waters and land and groundwater**
 - i. Maintain **good housekeeping and ensuring site surfaces are kept clean at all times**, removal (e.g. sweeping) of debris, mud, dust, litter etc. and cleaning **but not involving the use of detergents or other cleaning agents or polluting chemicals**.
 - ii. Inspection of integrity and maintenance of **impermeable site surfaces** for all operational areas used in connection with waste storage and treatment.
 - iii. Inspection of integrity, functioning and maintenance (by regular cleaning/de-silting, repair) of **drainage channels, catch pits/silt traps and interceptor**.
 - iv. All waste reception, treatment and storage **operations to be carried out within the appropriate designed impermeable and contained areas** on the site.
 - v. Keep **absorbents (and containers) readily available on-site for use in containing any spillages** to prevent liquids entering drains or being tracked to surface waters in open areas of the site.

- **Measures to prevent emissions to air**

- i. Light wastes (including dusts or powders) will not be accepted.
- ii. Treatment operations* involving size reduction (including manual sorting & dismantling) which may generate light wastes which are capable of becoming airborne or wind blown are to be carried out only during low wind speeds (i.e. no greater than Beaufort scale 3 (10 knots) **see Table 2.5.1** below).
- iii. Storage of light wastes (including debris and dusts generated from on-site cleaning/house keeping) to be stored and contained in covered skips.

The following Beaufort scale in **Table 2.5.1** below provides wind speeds and descriptions and **Table 2.5.2** provides highlighted key coloured action levels for treatment operations* to prevent fugitive emissions to air occurring.

Table 2.5.1 BEAUFORT SCALE: Specifications and equivalent speeds for use on land				
FORCE	EQUIVALENT SPEED 10 m above ground		DESCRIPTION	SPECIFICATIONS FOR USE ON LAND
	miles/hour	knots		
0	0-1	0-1	Calm	Calm; smoke rises vertical
1	1-3	1-3	Light air	Direction of wind shown by smoke drift, but not by wind vanes.
2	4-7	4-6	Light Breeze	Wind felt on face; leaves rustle; ordinary vanes moved by wind.
3	8-12	7-10	Gentle Breeze	Leaves and small twigs in constant motion; wind extends light flag.
4	13-18	11-16	Moderate Breeze	Raises dust and loose paper; small branches are moved.
5	19-24	17-21	Fresh Breeze	Small trees in leaf begin to sway; crested wavelets form on inland waters.
6	25-31	22-27	Strong Breeze	Large branches in motion; whistling heard in telegraph wires; umbrellas used with difficulty.
7	32-38	28-33	Near Gale	Whole trees in motion; inconvenience felt when walking against the wind.
8	39-46	34-40	Gale	Breaks twigs off trees; generally impedes progress.
9	47-54	41-47	Severe Gale	Slight structural damage occurs(chimney-pots and slates removed).
10	55-63	48-55	Storm	Seldom experienced inland; trees uprooted; considerable structural damage occurs.
11	64-72	56-63	Violent Storm	Very rarely experienced; accompanied by wide-spread damage.
12	73-83	64-71	Hurricane	

Table 2.5.2 Key coloured action levels	
Operations are carried out under normal conditions	
Treatment operations* are not to be carried out	
Site operations cease, monitor weather and it's effects, carry out MS 3 Site reconnaissance checks when safe to do so	

- **Measures to prevent dust, mud and litter**

- i. Keep site surfaces clean by sweeping.
- ii. Ensure skip containing litter and debris is kept closed.
- iii. Retrieve any loose litter or debris ASAP or at least at the end of each working day.
- iv. Observe wind speeds and follow actions as provided in **Tables 2.5.1 and 2.5.2** above to prevent windblown dust, litter and debris

- **Measures to prevent substances introduced into the environment by pests**

- i. Wastes capable of attracting vermin or pests (e.g. biodegradable/food wastes) are not accepted.
- ii. Daily inspection and site reconnaissance carried out by the site supervisor, including removal of any biodegradable/food wastes found within stockpiled wastes into enclosed skip.
- iii. On detection of infestation, professional pest controllers are to be employed directly and without delay.

- **Measures to prevent odour**

- i. Odorous consignments are not accepted at the site (pre-acceptance controls) and are redirected for off-site disposal.
- ii. Odorous wastes detected on-site are to be removed immediately for off-site disposal.
- iii. Removal of biodegradable/food wastes found within stockpiled wastes into enclosed skip.
- iv. Investigating and responding to any odour complaints received.

- **Measures to prevent noise & vibration**

- i. Receipt of wastes and treatment operations to be carried out within normal operating times:

Operating Times	
Days	Hours
Monday to Friday	07:30 to 17: 00
Saturday	07:30 to 13:00
Sunday	08:00 to 12:00
Bank Holidays	Closed

- ii. Ensure that equipment and plant has regular maintenance checks.
- iii. Vehicles and mobile machinery silencers are regularly serviced and maintained.
- iv. Investigating and responding to any noise or vibration complaints received.
- v. Periodic noise monitoring will be carried out at the site boundaries on receipt of noise complaints or concerns.

MS 5 Maintenance checklist and maintenance records

A maintenance schedule and maintenance records is to be kept at the Clydach Recycling Facility. Maintenance required from site reconnaissance checks are recorded in the on-site diary by the site supervisor.

In conjunction and in combination with these management systems it is proposed that the use of the **Management Toolkit for Small and Medium Sized Businesses, Version for Authorised Treatment Facility For End-of-Life Vehicles (ELV)** is used.

2.6 Records, Reporting/Notification

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

Table 2.6.1 Site/facility Records	
Wastes Received	
1	Time and date
2	Waste carrier licence number
3	Quantity of waste received
4	Waste description and waste LoW/EWC code
5	Physical nature of the waste and packaging/type e.g. solid, loose, bulk, whole item etc.
6	The producer details and local authority production/origin code
7	Controlled waste transfer notes and hazardous waste consignment notes
8	The fate of the waste (i.e. recovery operation(s) type)
9	Pre-acceptance checks (e.g. quotations, agreements & specifications, analysis and producer site visit checks)
10	Any irregularities with the load, prior to offloading and on inspection after acceptance, (e.g. heavy contamination, odours, unsuitable debris, unpermitted wastes and hazardous items etc.)
11	Redirected (rejected) waste/loads for alternative off-site treatment/disposal including any instructions/correspondence from the Environment Agency
Wastes dispatched	
1	Time and date
2	Waste carrier licence number
3	Quantity of waste dispatched
4	Waste description and waste LoW/EWC code
5	Physical nature of the waste and packaging/type e.g. solid, loose, bulk, whole item etc
6	The destination of the waste and the local authority destination code
7	The receiving site permit or number or exemption details
8	Controlled waste transfer notes and hazardous waste consignment notes
9	The fate of the waste (i.e. recovery or disposal)
Monitoring – Groundwater	
	Periodic (quarterly, 6 monthly and annual) monitoring of upstream (borehole 1) and downstream (boreholes 2 & 3) of groundwater quality to ensure that adequate pollution measures put in place prevent the site activities from impacting groundwater quality.
	Records and details to be kept in accordance with the procedures, methods and determinands provided separately in Appendix 5 – Site Protection Management Plan

2.6.2 The following ***notifications and reports*** will be made to the Environment Agency without delay:

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

2.6.3 Site Notice Board

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

Table 2.6.1 Site Notice Board Details	
Facility Name:	DBC Recycling Facility
Facility type:	Vehicle Depollution and Metal Recycling Facility
Operator:	DBC Site Services (2005) Limited
Contact Details;	Tel. No. 01792 862685, e-mail; dbcrecycling@gmail.com
Emergency Contact;	The Site Manager

This permitted facility is authorised by the Environment Agency	
Permit number EA/WML 101370	
Environment Agency local office number:	01792 325526
Environment Agency national numbers,	0870 8506506, and; 0800 807060 (incident hotline)

End.