



**ENVIRONMENT
AGENCY**

Waste management licence

Environmental Protection Act 1990

CWM Environmental Ltd
Nantycaws Transfer Station
Nantycaws
Carmarthen
SA32 8BG

Authorisation number

EAWML 34207

Effective date

4 September 2003

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Contents

Introduction	iii
Status log	iv
Authorisation	1
Conditions.....	2
1 General considerations.....	2
2 Site engineering for pollution prevention and control.....	10
3 Site infrastructure	13
4 Site operations.....	15
5 Pollution control, monitoring and reporting	20
6 Amenity management and reporting.....	21
7 Site records	23
8 Interpretation	25
Rights of appeal.....	29
Appendices to conditions	30

Introduction

This note does not form part of the authorisation.

This licence is granted under Section 35 of the Environmental Protection Act 1990. It consists of the authorisation certificate, the site plan and subsequent conditions.

The licence is written to prevent the authorised activities causing pollution of the environment or harm to human health.

You are reminded that it is an offence under Section 33 of the Environmental Protection Act 1990 not to comply with the terms of this licence.

This licence does not free you from the need to comply with any other regulatory regimes controlled by other bodies (such as planning or environmental health etc).

The Agency is required to maintain an up to date copy of this licence on the public register which is freely available to anyone wishing to view it.

If you wish to transfer or surrender the licence, or modify any of its conditions, you cannot do so without the consent of the Agency. Further advice can be obtained on these issues or any other aspect of the licence from your local Environment Agency office.

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Authorisation

Environmental Protection Act 1990



**ENVIRONMENT
AGENCY**

Waste management licence

Authorisation Number

EAWML 34207

Facility type

Transfer Station

The Environment Agency, in pursuance of Part II of the Environmental Protection Act 1990, hereby grants a waste management licence authorising the

Keeping and Treating

of controlled waste on the land specified below, to

CWM Environmental Ltd

Company Registration Number 2640102

whose Registered Office address is Nantycaws Landfill Site, Llanddarog Road, Nantycaws, Carmarthen, SA32 8BG

those persons being in occupation of the said land, and subject to the conditions specified in this licence.

The licence relates to the land at Nantycaws Transfer Station, Nantycaws, Carmarthen (hereinafter called 'the site') shown edged red on the drawing, reference number CWM/NYCA/1/02/WP1, dated 14 November 2002, and attached to this licence.

This Authorisation shall have effect from:

4 September 2003

Signed

Peter Jordan

Team Leader – Environment Management

Date of signing

2ND SEPTEMBER 2003

Conditions

1 General considerations

1.1 Specified waste management operations

1.1.1 No waste management operations shall be authorised by this licence unless:

- a** specified in and undertaken in accordance with the limitations in section 1.1 of the working plan and in table 1.1 of this licence; or
- b** otherwise required by the conditions of this licence as being an integral part of those operations:

Table 1.1 Specified waste management operations

Specified Waste Management Operation	Permitted Waste Types which may be subject to the Specified Operation	Limits on Specified Waste Management Operations
(A) D9: Physico-chemical treatment of waste.	All wastes specified in condition 1.2.1 of this waste management licence.	<ul style="list-style-type: none"> i) No more than 50 tonnes of waste per day may be treated for the purpose of disposal. ii) Treatment consisting only of physical sorting or separation of waste into different components, physical mixing or bulking of solid wastes of the same types where there are no resulting changes in the chemical composition of the wastes or its components and the removal of gases from refrigeration equipment. iii) Any physical segregation, or sorting, of wastes, that are not contained within skips or containers, must only take place on areas of impermeable pavement with a sealed drainage system. All waste must be cleared from these designated sorting areas and stored in accordance with the conditions specified in (B) (ii) of this table by the end of the working day. These designated sorting areas shall be agreed in writing with the Agency prior to the treatment of any wastes.
(B) D15 & R13: Storage pending disposal or recovery	All wastes specified in condition 1.2.1 of this waste management licence.	<ul style="list-style-type: none"> i) The maximum total quantity of waste to be stored on site at any one time shall not exceed 90 tonnes. ii) All wastes shall be stored within designated areas, skips or containers located on an impermeable pavement. Any waste that is not contained, as detailed above, shall be regarded as litter and dealt with in accordance with section 6.6 of the working plan.
(C) R2: Recycling or reclamation of organic substances which are not used as solvents.	Wood, bark or other plant material only as specified in condition 1.2.1 of this waste management licence.	<ul style="list-style-type: none"> i) Stored within a skip or container on an impermeable pavement.
(D) R3: Recycling or reclamation of metals and metal compounds.	Metal wastes specified in condition 1.2.1 of this waste management licence.	<ul style="list-style-type: none"> i) Stored within a skip or container on an impermeable pavement.
(E) R4: Recycling or reclamation of other inorganic materials.	Inorganic wastes specified in condition 1.2.1 of this waste management licence.	<ul style="list-style-type: none"> i) Stored within a skip or container on an impermeable pavement.

Specified Waste Management Operations and Exempt Waste Management Operations

- 1.1.2 Where wastes are being brought onto the site for waste management operations which are exempt from licensing under the 1994 Regulations, then the wastes which are subject to the specified waste management operations shall be kept clearly segregated and identified from those wastes which are being kept on the site for the exempt waste management operations.

1.2 **Permitted wastes**

Permitted categories and types of wastes

- 1.2.1 No wastes other than those specified in detail in section 1.2 of the working plan shall be accepted at the site.

Permitted quantities of wastes

- 1.2.2 The quantities of wastes accepted shall not exceed those specified in detail in section 1.2 of the working plan. Whilst complying with the maximum quantities specified for each type of waste, the total quantity of waste accepted at the site per year shall not exceed 24, 999 tonnes.

Exclusion of Special Waste Types With Specified Hazard Characteristics

- 1.2.3 Notwithstanding the specification of permitted waste types under condition 1.2.1 above commercial and industrial wastes shall not be accepted at the site which have any of the following specified characteristics:

Table 1.2. Excluded special wastes with specified hazard codes

Hazard Code	Hazardous Properties
H1	Explosive
H2	Oxidising
H3-A	Highly Flammable
H3-B	Flammable
H4	Irritant
H5	Harmful
H6	Toxic
H7	Carcinogenic
H8	Corrosive
H9	Infectious
H10	Teratogenic
H11	Mutagenic
H12	Substances or preparations which release toxic or very toxic gases in contact with water, air or an acid.
H13	Substances and preparations capable by any means, after disposal, of yielding another substance, e.g. a leachate, which possess any of the characteristics listed above.
H14	Ecotoxic

1.3 **Hours of operation**

1.3.1 The following specified waste management operations authorised by this licence shall only be carried out within the times specified in section 1.3 of the working plan.

1.4 **Staffing and understanding of requirements of licence conditions and working plan**

Minimum staffing and supervision

1.4.1 Whenever the site is open to receive or despatch waste, or is carrying out any of the specified waste management treatment or disposal operations, it shall be supervised in accordance with section 1.4 of the working plan by at least one member of staff who is suitably trained and fully conversant with the requirements of the licence and the working plan regarding:

- a waste acceptance and control procedures;
- b operational controls and environmental monitoring;
- c maintenance;
- d record-keeping;
- e emergency action plans;
- f notifications to the Agency.

Availability of licence and working plan

1.4.2 A copy of this licence and the working plan shall be kept available on site for reference when required by all site staff carrying out work under the requirements of the licence.

Understanding of licence and working plan

1.4.3 All site staff shall be, or shall work under the direct supervision of a member of staff who is, fully conversant with those aspects of the licence conditions and working plan which are relevant to their specific duties.

Changes in technically competent persons

1.4.4 Any changes in the technically competent management of the site and the name of any incoming person [together with evidence that such person has the required technical competence] shall be submitted to the Agency in writing within 5 working days of the change in management. Technically competent management and technical competence shall be as defined under section 74 of the Environmental Protection Act 1990 and Regulations 4 and 5 of the 1994 Regulations.

1.5 **Relevant convictions**

Notification of relevant convictions

- 1.5.1 In the event of the Licence Holder and/or any relevant person being convicted of any relevant offence and which is in addition to any already notified to the Agency, then full details shall be provided to the Agency within 14 days following sentencing, whether or not the conviction or sentence is subsequently appealed. Such details shall include, in respect of each relevant person (as defined in section 74(7) of the Environmental Protection Act 1990 or any subsequent amendments to that section), the nature of the offence, the place and date of conviction, and any fine or other penalty imposed.

Notifications of appeals against convictions

- 1.5.2 In the event that the Licence Holder and/or any relevant person lodges an appeal against any such conviction or sentence, the Licence Holder shall notify the Agency of this within 14 days of the lodging. The Licence Holder shall notify the Agency of the results of that appeal, within 14 days of the appeal being decided.

1.6 **Amendments to working plan and supporting information**

Amendments to working plan requiring prior consent from the Agency

- 1.6.1 The Licence Holder shall give the Agency prior notice in writing of any proposed change to those sections of the working plan which are specified in Table 1.7 below, and to any appendices, drawings and figures which are referenced in those sections.

Table 1.7 Sections of working plan requiring prior consent for amendments

Number and Heading of Working Plan Sections and Appendices	Sections, Subsections and Appendices requiring Prior Consent for Amendments
Section 1. General Considerations	1.1, 1.2, 1.3, 1.4, Appendix F
Section 2. Site Engineering	2.1, 2.2, Appendix B, Appendix E, Appendix K
Section 3. Site Infrastructure	3.2
Section 4. Site Operations	4.1, 4.2, 4.4, 4.5, 4.6, 4.7, 4.8, 4.10, Appendix I
Section 5. Pollution Control, Monitoring & Reporting	5.1
Section 6. Amenity Management & Monitoring	6.1, 6.2, 6.4, 6.5, 6.6

- 1.6.2 The notice shall be accompanied by a copy of the proposed changes, and by a written assessment of the effect that implementing the proposed change to the working plan would have on the risk posed by the site to human health and the environment.

- 1.6.3 The Licence Holder shall provide up to 6 additional copies of the proposed change and supporting risk assessment to the Agency, when required by the Agency in writing.
- 1.6.4 The proposed change to the working plan shall not be implemented unless the Agency has given its written consent to it. Following consent, the Licence Holder shall give the Agency prior written notification of the implementation date of the change, and from that date the changed section shall be deemed to be incorporated in the working plan in replacement of the previous version of that section.

Amendments to the working plan requiring prior notification to the Agency

- 1.6.5 Except where it is specified under condition 1.7.1 above that the amendment of specified sections of the working plan requires the prior consent of the Agency, the Licence Holder shall give the Agency not less than 7 days prior written notice of any change to the working plan and to any appendices, drawings and figures which are referenced from those sections.
- 1.6.6 The notice shall be accompanied by a copy of the specified changes.
- 1.6.7 The Licence Holder shall provide up to 6 additional copies of the proposed change to the Agency, when required by the Agency in writing.
- 1.6.8 Such changes to the working plan shall be deemed to be incorporated in the working plan and implemented on the date specified to the Agency in the amendment notification.

1.7 Notification of change of operator's or holder's details

- 1.7.1 The following information shall be notified in writing within 5 working days to the Agency:
- a** where the Licence Holder is an individual or named individuals:
 - i** where the Licence Holder consists of more than one named individual, the death of any of those individuals;
 - ii** any change in the Licence Holder's name(s) or address(es);
 - iii** any steps taken with a view to the Licence Holder, or any one of them, going into bankruptcy, entering into a composition or arrangement with creditors, or, in the case them being in a partnership, dissolving the partnership;
 - iv** the operator at the time of issue of the licence and of any change in the operator or in the operator's trading name, address, registered name or registered office address (if different from the Licence Holder);
 - b** where the Licence Holder is a registered company:
 - i** any change in the Licence Holder's trading name, registered name or registered office address;
 - ii** any steps taken with a view to the Licence Holder going into administration, entering into a company voluntary arrangement or being wound up;

- iii the operator at the time of issue of the licence and of any change in the operator or in the operator's trading name, address, registered name or registered office address (if different from the Licence Holder);
- c where the Licence Holder is a corporate body other than a registered company:
 - i any change in the Licence Holder's name or address;
 - ii any steps taken with a view to the dissolution of the Licence Holder;
 - iii the operator at the time of issue of the licence and of any change in the operator or in the operator's trading name, address, registered name or registered office address (if different from the Licence Holder)

1.8 Notification of preparatory works

- 1.8.1 No preparatory works shall be undertaken until at least 7 days prior notice in writing has been given to the Agency of the intention to do so. The notification shall include details of what work is being done and when.

1.9 Notification of commencement, cessation and recommencement of waste handling operations

Specified waste management operations

- 1.9.1 No specified waste management operation shall be carried out until at least 7 days prior notice in writing has been given to the Agency of the intention to commence carrying out the specified waste management operation.

Cessation and recommencement of receiving wastes

- 1.9.2 In the event that the site ceases receiving wastes for longer than 28 days then within 7 days following the elapse of that time, the Licence Holder shall inform the Agency in writing of the date of cessation and of the planned date of recommencement. In the event that the site recommences receiving wastes sooner than the notified date then the Licence Holder shall give the Agency not less than 7 days prior notice in writing.

1.10 Notifications and submissions to Agency

- 1.10.1 Except where otherwise specified, all notifications and submissions to the Agency under the requirements of these licence conditions:
- a shall be made in writing to the address specified by the Agency in writing at the time of issue of this licence, or as subsequently specified by written notification to the Licence Holder;
 - b shall quote the licence reference number and the name of the Licence Holder.

2 Site engineering for pollution prevention and control

2.1 Engineered site containment and drainage systems

Provision and maintenance of site containment and drainage systems

- 2.1.1 No waste shall be deposited, stored, treated or otherwise handled in any area of the site until the engineered site containment and drainage system for that area has been constructed and completed in accordance with condition 2.1.2.
- 2.1.2 The engineered site containment and drainage systems shall be designed, constructed, inspected, validated and maintained, and shall be fully documented and recorded, to be fit for purpose and to meet the standards specified in Table 2.1 of this licence.

Table 2.1 Site containment and drainage standards

Type of Site Containment and Drainage	Minimum Specified Standards of Design, Construction and Maintenance
a) Impermeable pavement, bunding and sills	<ul style="list-style-type: none"> i) Areas of impermeable pavement, bunding and sills shall be constructed and maintained so as to prevent fluids running off the pavement and the transmission of fluids through the pavement or joints. ii) Rainwater shall be removed from all bunds by bailing, or pumping, and treated as contaminated water. This water shall be disposed of at a discharge point approved in writing by the Agency or at suitable, licensed, facility. iii) The impermeable pavement and bunded areas shall be constructed in accordance with section 2.1 and appendix E of the working plan. iv) The impermeable pavement shall be laid with a fall towards the drainage system in order to prevent ponding.
b) Drainage systems	<ul style="list-style-type: none"> i) All engineered site drainage shall be constructed in accordance with sections 2.1, 2.2, appendix B, appendix E and appendix K of the working plan. ii) Sealed sumps shall be constructed and maintained so as to collect and contain all liquids which run off the pavement, inspected no less frequently than once every seven days and emptied when the collected liquids reach 80% of the capacity of the sump as measured using a dipstick or equivalent gauge. iii) All Inspections and emptying of sealed sumps and oil separator shall be recorded in the site diary. iv) A record shall be made in the site diary each time the sump is emptied and whenever any maintenance work is undertaken on the sealed drainage system. v) Uncontaminated drainage from the public access roads shall be kept separate and discharged to surface water via an oil separator in accordance with section 2.2 of the working plan. vi) The oil separator shall be maintained so that it remains fully operational. vii) The oil separator chambers and filters shall be emptied at sufficient frequencies, and in such a manner, to prevent carryover of suspended solids or oil into the receiving watercourse or cause a significant reduction in the separator holding capacity.

c) Covered buildings or roofed areas	Where wastes are stored in a building: i) the building shall be designed, constructed and maintained to prevent ingress of rain and surface water. ii) roof water shall be kept separate from contaminated water and other liquids and shall be discharged to either surface water or a sewer or a watercourse or a soakaway.
d) Fixed bays and other fixed containers	i) All fixed bays and other fixed containers used for the storage and treatment of wastes must be constructed and maintained to a standard, which is fit for purpose.
e) Storage areas for skips, drums and other mobile tanks and containers	i) All skips, drums and other mobile tanks and which are used for the storage of wastes shall be constructed and maintained so that they do not leak any liquids contained in them.
f) Inspection and maintenance of engineered containment	All areas of impermeable pavement, sealed drainage systems, covered buildings, roofed areas, fixed bays and other containers, and storage areas for skips, drums and other mobile tanks and containers: i) shall be inspected no less frequently than monthly, to ensure the continuing integrity and fitness for purpose of their construction, and the inspection and any necessary maintenance shall be recorded in the site diary; and ii) in the event of any damage occurring which breaches the integrity of the engineered containment so that it no longer meets the specified standards, the Licence Holder shall cease importing waste into or treating waste in the affected area, shall notify the Agency immediately, and shall not recommence importing waste into or treating waste in the affected area until it has been repaired to a standard at least as good as the original specification. iii) All repair work (unless otherwise agreed with the Agency) shall be subject to construction quality assurance and a validation report shall be submitted to the Agency for approval prior to the reintroduction of waste into the affected area(s).

Construction quality assurance of new site containment and drainage systems

2.1.3

No wastes shall be deposited, stored, treated or otherwise handled in any area for which an engineered site containment and drainage system has been newly constructed to meet the requirements of this condition until:

- a** details of the identities, relevant experience and relevant qualifications of the personnel who will be providing Quality Assurance of the engineered site containment and drainage systems have been submitted in writing to the Agency and acknowledged in writing by the Agency;
- b** the engineered site containment and drainage system has been constructed in accordance with sections 2.1, 2.2, Appendix B, Appendix E and Appendix K of the working plan
- c** the Validation Report on the construction of the engineered site containment and drainage system has been submitted in writing to the Agency and has been acknowledged in writing by the Agency.

3 Site infrastructure

3.1 Provision of site identification board

- 3.1.1 No wastes shall be received at the site until an identification board has been provided at or near the site entrance.
- 3.1.2 The identification board shall be inspected at least once per week. In the event of damage or defect affecting the legibility of the information prescribed in condition 3.1.3 below, the board shall be repaired or replaced within 5 working days.
- 3.1.3 The board shall be easily readable from outside the site entrance in daylight hours, and shall display the following information:
- a** Site name and address;
 - b** Licence Holder name (company name, not individual name unless justified as necessary);
 - c** Operator name (company name, not individual name unless justified as necessary);
 - d** Licence number;
 - e** Emergency contact name and telephone number (for security reasons, personal names and home phone numbers should not be used except where no alternative is practicable);
 - f** Statement that the site is licensed by the Environment Agency;
 - g** Agency national numbers: 0845 333111 and 0800 807060 or as subsequently notified in writing by the Agency.
 - h** Days and hours site is open to receive waste.

3.2 Site security

- 3.2.1 Site security systems shall be provided at all times during the subsistence of this licence, the objective of which shall be to prevent access by humans and livestock which is not authorised either by the Licence Holder or under legal powers of entry. These shall be installed, operated and maintained, and shall be fully documented and recorded, in accordance with section 3.2 of the working plan and table 3.2 of this licence.

Table 3.2 Site security system standards

Site security system	Specified standards
a) Timetable of provision	i) Site security shall be provided prior to commencement of the specified operations.
b) Design standards	i) The perimeter of the site shall be protected by a stock proof fence and lockable gates.
c) Operational standards	i) The site shall be kept closed and secure at all times when unattended. ii) Out of hours vehicle access to the site will be prevented by two sets of lockable gates. iii) The hazardous household waste storage areas / containers and quarantined waste container will be kept locked outside operational hours. iv) A closed circuit television system will be operated at the site at all times unless otherwise agreed in writing by the Agency.
d) Maintenance standards	i) The site security shall be fully inspected at the commencement of each working day. Any defects or damage shall be made secure by temporary repair by the end of the working day, and shall be repaired within 7 working days of the damage being detected. All inspections, defects, damage and repairs shall be recorded in the site diary.

4 Site operations

4.1 Control of mud and debris

Prevention of mud and debris on road

4.1.1 Whenever the site is receiving or despatching wastes or site engineering works are being carried out, measures shall be provided, operated and maintained in accordance with 4.1 of the working plan with the objective of preventing the deposit or tracking of mud or debris arising from the site onto public areas outside the site, which shall include public highways and areas of public access outside the site.

4.1.2 All vehicles leaving areas of the site which are operational or upon which engineering works are being carried out shall, before leaving the site, be cleaned as necessary using the specified equipment and shall be checked to ensure that they are clear of loose waste and that their loads are secure.

Remediation of mud and debris on road

4.1.3 In the event that mud or debris arising from the site is deposited onto public areas outside the site, remedial measures shall be implemented immediately, in accordance with section 4.1 of the working plan

4.2 Potentially polluting leaks and spillages of waste

Potentially polluting leaks and spillages from vehicles, plant and equipment

4.2.1 All vehicles used on the site by the operator, and all plant and all equipment used on the site in connection with specified waste management operations, shall be operated and maintained with the objective of preventing potentially polluting leaks and spillages of wastes or other potentially polluting materials which are to be used in combination with those wastes in the specified waste management operations.

Potentially polluting leaks and spillages from skips, drums and other mobile containers

4.2.2 Each skip, drum or other mobile container used to hold wastes which consist of or contain potentially polluting liquids, sludge's or powders, [or other potentially polluting materials which are to be used in combination with those wastes in the specified waste management operations] shall be:

- a** loaded and unloaded in accordance with the handling procedures specified in section 4.2 of the working plan;
- b** filled and emptied in accordance with the filling and emptying procedures specified in section 4.2 of the working plan;

- c** clearly and unambiguously labelled regarding its contents, unless the contents are clearly identifiable by visual inspection;
- d** inspected and maintained according to the maintenance schedules and procedures specified in section 4.2 of the working plan, which shall be fully documented and recorded;
- e** in the event of damage or deterioration to a container that is, or is likely to cause, a leak, that container shall be repaired or replaced immediately.

Control and remediation of leaks and spillages

- 4.2.3 In the event of any potentially polluting leak or spillage occurring on site, documented control and remediation procedures shall be implemented immediately and recorded, and shall meet the standards specified in section 4.2 of the working plan.

4.3 **Fires on the site**

Prohibition of unauthorised fires on site

- 4.3.1 No wastes shall be burned on the site

Actions to be taken in the event of a fire

- 4.3.2 In the event of a fire on the site, notwithstanding the implementation of actions to suppress and extinguish the fire, the following actions shall be implemented immediately and recorded in the site diary:
- a** the Agency shall be informed immediately of the fire; and
 - b** so far as practicable, contaminated site drainage shall be prevented from entering any surface water drain or watercourse or unsurfaced ground.

4.4 **Waste acceptance and control procedures**

Waste acceptance procedures

- 4.4.1 All wastes shall be received, inspected, accepted or rejected, and recorded in accordance with section 4.4, 4.6 and 4.7 of the working plan and the standards specified in Table 4.4 of this licence.

Waste control procedures

- 4.4.2 All wastes accepted at the site shall be handled, kept and recorded in accordance with section 4.4, 4.5 and 4.8 of the working plan and the standards specified in Table 4.4 of this licence.

Waste despatch procedures

- 4.4.3 All outgoing wastes shall be inspected, despatched and recorded in accordance with section 4.10 of the working plan and the standards specified in Table 4.4 of this licence.

Incompatible wastes

- 4.4.4 Incompatible wastes which are likely, in combination with each other or with other material at the facility, to give rise to pollution of the environment or harm to human health outside the site, shall be clearly identified and kept physically separate in designated areas, in accordance with section 4.4 of the working plan and the standards specified in Table 4.4 of this licence.

Table 4.4 Standards for waste acceptance and control procedures

Stage of Waste Handling	Specified standards
a) Waste reception, inspection and control	<ul style="list-style-type: none"> i) All waste refrigeration equipment, household chemicals, lead acid batteries and liquefied gas containers shall be segregated from general household wastes and handled carefully to prevent damage. ii) Refrigeration equipment shall be inspected to ensure that they do not contain food residues. If food residues are found they shall be removed before the end of the working day on which they were received at the site. If the food residues are malodorous, or have the potential to be malodorous, they shall be handled in accordance with section 6.2 of the working plan. iii) Site personnel shall cut the door seal, and render door latches inoperative, on all refrigeration equipment before the end of the working day on which they were received at the site.
b) Quarantine storage and rejection of wastes	<ul style="list-style-type: none"> i) Any items of non-permitted waste which are detected after acceptance at the site, shall be placed immediately in a designated quarantine container, and, where these are or appear to be special wastes, the Agency shall be informed immediately; ii) Quarantined wastes shall be stored within an enclosed container or skip which shall be kept locked at all times; iii) In the quarantine area, wastes shall be kept segregated from other wastes which are or are likely to be incompatible; iv) Quarantined wastes shall be removed from site within 7 days; v) A record shall be kept in the site diary of all rejected wastes and all wastes kept in quarantine storage.
c) Identification of wastes	<ul style="list-style-type: none"> i) Bays and containers shall be clearly defined and labelled to identify the wastes stored within them
d) Inspection of wastes for despatch	<ul style="list-style-type: none"> i) All wastes despatched from the site shall be inspected prior to despatch to confirm their description and composition.
e) Incompatible wastes	<ul style="list-style-type: none"> i) Incompatible wastes or other potentially polluting materials which are to be used in combination with those wastes in the specified waste management operations, which are likely, in combination with each other or with other material at the facility, to give rise to pollution of the environment or harm to human health outside the site, shall be clearly identified and kept physically separate in designated area.

4.5

Waste quantity measurement systems

Means of measurement

All wastes accepted at and despatched from the site shall be measured in accordance with section 4.7 of the working plan.

4.6 Removal of residual wastes from site

- 4.6.1 In the event that the specified waste management operations on the site cease and the Agency has reasonable grounds to believe that they will not be resumed within 28 days, then, notwithstanding the operational limits on storage times of wastes specified in the other conditions of this licence, the licence holder shall ensure that all wastes remaining on the site shall be removed by the date specified by the Agency in writing. This shall include, where required by the Agency, cleaning of plant, equipment and engineered containment used in the specified waste management operations and the emptying of sealed sumps, bunded areas and interceptors.

5 Pollution control, monitoring and reporting

5.1 **Surface water quality monitoring and reporting systems**

Surface water monitoring program

- 5.1.1 Monitoring of surface water discharge from the site shall be carried out and recorded in accordance with section 5.1 of the working plan and licence conditions 5.1.2 and 5.1.4 below.
- 5.1.2 The watercourse adjacent to the site shall be subjected to visual monitoring by site personnel at least once every seven days (unless otherwise agreed in writing by the Agency) to ensure that the surface water discharge from the licensed area does not contain any visible oil or grease. A record shall be made in the site diary of all oil separator monitoring inspections.
- 5.1.3 Should oil or grease be detected during monitoring inspections then immediate action shall be taken as detailed in section 5.1 of the working plan.
- 5.1.4 Monitoring shall take place downstream of the outlet from the oil separator at a location that is physically marked and shown on drawing number 200 in Appendix C of the working plan.

6 Amenity management and reporting

6.1 **Control, monitoring and reporting of dusts, fibres and particulates**

6.1.1 Measures shall be implemented and maintained throughout the operational life of the site to control and monitor emissions of dusts, fibres and particulates from the site in accordance with section 6.1 of the working plan.

6.1.2 All emissions to air from the specified waste management operations on the site shall be free from visible concentrations of dusts, fibres or particulates as are likely to cause pollution of the environment or harm to human health or serious detriment to the amenity of the locality outside the site boundary, as perceived by an authorised officer of the Agency.

6.2 **Monitoring and control of odorous emissions**

6.2.1 Measures shall be implemented and maintained throughout the operational life of the site to control and monitor emissions of odours from the site, in accordance with section 6.2 of the working plan and licence condition 6.2.2 below.

6.2.2 All emissions to air from the specified waste management operations on the site shall be free from odours at levels as are likely to cause pollution of the environment or harm to human health or serious detriment to the amenity of the locality outside the site boundary, as perceived by an authorised officer of the Agency.

6.2.3 On detection or notification of aerial emissions of odour that are, or are likely to be, transported beyond the site boundary at such levels that they are likely to cause pollution of the environment or harm to human health or serious detriment to the amenity of the locality, the actions specified in section 6.2 of the working plan shall be implemented immediately.

6.3 **Monitoring and control of pest infestations**

6.3.1 Measures shall be implemented and maintained throughout the operational life of the site to control and monitor the presence of pests on the site, in accordance with section 6.4 of the working plan. The objective of these measures shall be to prevent pest infestations that are likely to cause harm to human health or serious detriment to the amenity of the locality.

6.4 Control of scavenging birds and other scavengers

- 6.4.1 Measures shall be implemented and maintained throughout the operational life of the site to control and monitor the presence of scavenging birds and other scavengers on the site, in accordance with section 6.5 of the working plan. The objective of these measures shall be to prevent scavenging birds and other scavengers from gathering on operational areas or scavenging wastes in such numbers that are likely to cause harm to human health or serious detriment to the amenity of the locality.

6.5 Control of litter

- 6.5.1 Measures shall be implemented and maintained throughout the operational life of the site to control and monitor the escape of litter from the confines of the site in accordance with section 6.6 of the working plan and condition 1.1.1 of this licence.

7

Site records

7.1 Security and availability of records

Security of records

- 7.1.1 All records which are required to be made under the conditions of this licence shall be maintained and kept secure from loss, damage or deterioration, and shall be kept in accordance with the requirements specified in Table 7.1 below.

Availability of records

- 7.1.2 All records which are required to be made under the other conditions of this licence shall be made available for inspection at the place where they are kept immediately when required by an authorised officer of the Agency.

Table 7.1 Standards for keeping of site records

Site records	Specified standards
a) Hazardous household wastes stored at the site;	1. All records shall be stored either: i) on paper in a secure cabinet or cupboard; or ii) on computer disc with a back up copy.
b) Commercial and industrial wastes accepted at the site;	
c) Wastes rejected;	2. Records shall be kept for a minimum of two years.
d) Wastes despatched from the site;	
e) Site diaries.	

7.2 Records of waste movements

Recording of wastes accepted and removed

- 7.2.1 A record shall be kept of all wastes received (other than those wastes delivered by private householders) and of all materials (wastes and recovered materials) removed from the site. The records shall include the following for each vehicle load of waste/material:

for waste received:

- a** origin of waste
- b** date received
- c** quantities in tonnes received and waste type
- d** nature of the waste (solid, liquid or sludge)

for waste/material removed:

- e** date removed
- f** quantities in tonnes removed and waste and/or material type

- g** destination of waste and/or materials removed
 - h** nature of the waste and/or materials (solid, liquid or sludge)
- Summary records of wastes accepted and removed

Summary records of wastes accepted and removed

- 7.2.2 A summary record of the waste types and quantities removed from the site shall be made for each quarter of the financial year and shall be submitted to the Agency within 1 month following the end of that quarter. The summary record shall be in the format detailed in Appendix A or otherwise subsequently agreed with the Agency in writing.

7.3 **Site diary**

- 7.3.1 A site diary shall be kept secure and shall be available for inspection at the site when required by an authorised officer of the Agency. This shall include a record of the following events, in accordance with the other conditions of this licence:

- a** construction work
- b** start and finish of daily waste management activities on site
- c** maintenance
- d** breakdowns
- e** emergencies
- f** problems with waste received and action taken
- g** site inspections and consequent actions carried out by the operator
- h** technically competent management attendance on site: the date and the time onto site and the time left site
- i** despatch of records to the Agency
- j** severe weather conditions
- k** complaints about site operations and actions taken
- l** environmental problems and remedial actions

- 7.3.2 Each record shall be completed within 24 hours of the relevant event.

Interpretation

In these conditions and their interpretation, unless the context otherwise requires, the following terms have the specified meanings:

"accepted"

for waste being delivered to the site, shall mean accepted as waste input to the site for storage and/or processing and/or disposal under the specified waste management operations;

"authorised officer of the Agency"

means any person(s) authorised in writing by the Agency pursuant to section 108(1) of the 1995 Act to exercise any of the powers specified in subsection (4) of that section;

"consequences"

for **risk assessments** carried out within these conditions, means the adverse effects of harm as a result of realising a **hazard** which causes the quality of human health (other than health and safety of site staff or visitors to the site covered under the Health and Safety at Work Act 1974) or the environment to be impaired in the short or longer term.

"container"

means a container which does not permit either the ingress or egress of liquids, or the escape of dusts or wastes contained within it;

"engineered"

for works specified in these conditions, means carried out and completed using the relevant engineering process specified in these conditions;

"engineering"

for engineering works specified in these conditions, means the relevant process of design, construction or installation, quality assurance or validation or commissioning specified in these conditions;

"environmental targets or receptors"

for **risk assessments** carried out within these conditions, shall mean identified human and environmental populations or components, as specified in these conditions or otherwise agreed by the Agency within these conditions.

"groundwater"

means any water contained in underground strata;

"hazard"

means a property that in particular circumstances could lead to harm;

"immediately"

for carrying out of actions under the conditions, shall mean without delay and within a reasonable time, taking into account any more immediate direct action necessary to prevent or minimise risk to human health and the environment. For carrying out notifications to the Agency, shall also mean by the fastest effective means available (for example, telephone) and confirmed in writing within 1 working day (or such other time as may be agreed by the Agency within the conditions);

"inert waste"

means wastes which will not undergo any significant physical, chemical or biological transformations. Inert waste will not dissolve, burn or otherwise physically or chemically react, biodegrade or adversely affect other matter with which it comes into contact in a way likely to give rise to environmental pollution or harm to human health. The total leachability and pollutant content of the waste and the ecotoxicity of the leachate must be insignificant and in particular not endanger the quality of surface water and/or groundwater.

"maintenance"

for engineering maintenance specified in these conditions, means the process of inspection, testing, repair of the relevant engineering works specified in these conditions;

"probability"

means the quantified expression of chance, denoted either as:

- the ratio or percentage of the occurrence of a particular event as one among a number of possible events;
- or as the frequency of occurrence of a particular event in a given period of time;

"received"

for waste being delivered to the site, shall mean delivered to the site and undergoing the waste acceptance procedures, including storage of those wastes during those procedures prior to acceptance of the waste;

"release pathways"

for **risk assessments** carried out within these conditions, shall mean the routes by which defined **hazards** may potentially realise their **consequences**, defined in terms of releases or emissions from the site that go beyond the site containment or boundary via one or more of the following routes, either directly or indirectly: **Land; Groundwater, Surface water; Atmosphere;**

"relevant offences"

are offences within the meaning of regulation 3 of the Waste Management Licensing Regulations 1994 or any statutory provisions or regulations amending or replacing them;

"risk"

means a combination of the **probability** and **consequences** of occurrence of a defined **hazard**;

"risk assessment"

means the systematic identification, analysis, estimation and evaluation within a defined **scope** of the defined **risks** of a particular activity, operation, process or design, carried out and reported by suitably qualified or competent persons, using recognised quantified or semi-quantified methods and techniques.

Unless otherwise agreed by the Agency within these conditions, a risk assessment shall include and record the following:

- definition of the **hazards** associated with an activity, operation, process or design;
- assessment of the **probability** of those **hazards** occurring;
- determination of the potential **consequences** of those hazards for defined **environmental targets or receptors**, taking into account defined **release pathways** and defined protective measures;
- evaluation of the potential **magnitude** of those consequences and the **probability** of their occurrence;

"scope of risk assessment"

means the boundaries of the **risk assessment** and the **risks** to be assessed within those boundaries, as defined in the conditions or otherwise agreed by the Agency within the conditions;

"special waste"

has the meaning as defined by regulation 2 of the Special Waste Regulations 1996 or any statutory provisions or regulations amending or replacing them;

"specified waste management operations"

means the waste management operations authorised by condition 1.1 of this licence;

"surface water"

means any lake, pond, river or watercourse whether natural or artificial;

"the 1994 Regulations"

means the Waste Management Licensing Regulations 1994 and any statutory provisions or regulations amending or replacing them.

"the Agency"

means the Environment Agency;

"the Licence Holder"

means the Licence Holder specified in this licence or other person to whom the licence has been transferred in accordance with section 40 of the Environmental Protection Act 1990;

"the operator"

means a person who is in occupation of the site and has responsibility for carrying out day to day activities at the site;

"the site"

means the land, structures, plant and equipment to which this licence relates;

"time periods, e.g. annually, quarterly, monthly, per year, etc. "

Where periods are referred to in conditions, they shall be calculated in the following way:

- annually or per year: 1 April to 31 March;
- quarterly: 1 April to 30 June, 1 July to 30 September, 1 October to 31 December, 1 January to 31 March;
- monthly: calendar month;
- weekly: Monday to Sunday.

Where the issue of the licence does not coincide with the start of any of these periods, then any relevant limits for the first period shall apply pro rata;

"waste"

means controlled waste as defined in section 75(4) of the 1990 Act and the Controlled Waste Regulations 1992 or any statutory provisions or regulations amending or replacing them;

Rights of appeal

Section 43(1) of the Environmental Protection Act 1990 provides that, where except in pursuance of a direction given by The National Assembly For Wales,

- a licence is granted subject to conditions

the applicant may appeal from the decision to The National Assembly For Wales.

Therefore if you feel aggrieved by the decision or any of the conditions to the licence as granted you may obtain the appropriate form on which to give written notice of an appeal from:

The Planning Inspectorate
Crown Buildings
Cathays Park
Cardiff
CF10 3NQ

Tel: 02920 823859

Fax 02920 825150

This notice of appeal should be accompanied by the following information:

- a statement of the grounds of appeal
- a copy of the licence
- a copy of any correspondence relevant to the appeal
- a copy of any other document relevant to the appeal including, in particular, any relevant consent, determination, notice, planning permission, established use certificate or certificate of lawful use or development
- a statement indicating whether you wish the appeal to be in the form of a hearing or on the basis of written representations.

You are also required to serve a copy of your notice of appeal together with copies of any of the above documents that have accompanied your notice of appeal, to the Environment Agency. You should appeal within 6 months of the date that this notice takes effect but The National Assembly For Wales may allow notice of appeal to be given after the expiry of this time period.

Appendices to conditions

Appendix A: Format for summary records of wastes accepted and removed

Introduction

Your waste management licence condition no. 7.2.2 requires you to provide to the Agency a summary of the records which you must keep of all wastes received and of all waste materials removed from the site. This set of instructions specifies the format of the summary which is required by the Agency. A standard form is provided (Ref. WMS1 & WMS3) which you must use when completing summary returns to comply with the licence condition. Please retain it as a master and photocopy it each time you make a return. An electronic version is available on request.

Waste type and quantity

You are required to identify waste types according to the categories specified in the accompanying list (Ref.00/IB). This shows how particular waste streams fit in to the classification system. Most licensed sites will find that they are only dealing with a small number of categories of material and it is worth looking through the list carefully to identify the waste groups that you handle at your site.

Waste quantity needs to be provided in metric tonnes. A density conversion list is provided to allow bulk loads to be converted to tonnes on sites without weighing equipment.

District of Origin/Destination

You are required to identify the source and destination of the waste by local authority District. This information can be found from transfer notes, from the driver of the vehicle or maybe within your own record systems if you are operating vehicles yourself. A list of three letter codes for all the Unitary Authorities in Wales and adjacent English authorities is attached. The local authority Districts in your immediate area are entered on your site return form, as it is likely that these are the main sources of material entering the site. Use the code list to add in any extra areas required, or write in the District name in full.

Your Legal Responsibility

Your licence condition requires you to keep a record of each load of waste/material entering your site and each load of waste or reclaimed material leaving the site. A summary of this information has to be provided to the Agency on a quarterly basis.

Daily site records

For commercial and industrial waste/material entering the site you need to record

- a** the date and time of the movement;
- b** the district of origin;
- c** the type and quantity; and
- d** whether it is solid/liquid or sludge i.e. the physical state of the waste.

For all wastes/materials leaving the site (for either recovery or disposal) you must record

- e** the date and time of the movement;
- f** the destination district;
- g** the type and quantity; and
- h** whether it is solid/liquid or sludge.

You may be using a record sheet at present, or a ticketing system, and provided this allows you to record all of the information required by the licence condition, this will be an appropriate form. For those who do not have a suitable system, we have enclosed an example daily record sheet for you to use.

Quarterly Returns

The standard quarterly return form allows small and large sites to describe the wastes and other materials entering and leaving their site.

Most sites handle a limited range of wastes and only need to complete a relatively small part of the return form. Inert landfill sites have been supplied with a reduced form that reflects the very limited types of waste they handle.

Although the Agency has asked for quarterly returns, it is advisable for this analysis to be done more frequently: perhaps weekly or monthly.

General Information

The first part of the form is asking for general information to identify the site. It is also necessary to indicate whether materials are weighed in and out of the site, or whether weights are estimated.

It is advisable to complete most of this section, other than the quarter and year, prior to photocopying and use this as your master form.

Section 3: Waste received on site

Summarise the information on your daily record system to provide the total amount of waste in each category received from every different District of origin. Please note that the waste categories are exclusive (i.e. construction wastes should not be included in the category for general mixed industrial wastes).

Section 4 – Waste removed from site

You may have a major transfer station producing a large range of sorted waste materials for disposal elsewhere; or an inert landfill site with an occasional load of contrary material that needs to leave the site for disposal elsewhere; or another type of facility where wastes leave your site for final disposal elsewhere.

Your licence requires you to keep a record of all loads of leaving the site for disposal elsewhere, stating waste type, quantity, state and District of destination. Use the code sheets to decide which category of waste each load falls into and the District of destination code.

Section 5 – You MUST complete the declaration, and then send the return to your area office within one month following the end of the quarter.

Accompanying documents

The following accompanying documents should be used in association with this set of instructions:

- i** Waste return form WMS1 and continuation sheet WMS3 (if required).
- ii** Waste Categories for Wales - Ref. 00/IB (you must use these categories when completing the summary return form)
- iii** Factors to Convert Waste Volume to Weight (you can use these conversion factors when converting volume to weight)
- iv** District Codes (you must use these codes when completing the Waste return form WMS1 and continuation sheet WMS3 (if required)).
- v** Guidance notes for WMS1 waste return form.