

ENVIRONMENTAL PROTECTION ACT 1990. WASTE MANAGEMENT LICENCE.

LICENCE REF. No:- SWW174L FACILITY TYPE:- TRANSFER STATION

The Environment Agency, in pursuance of Part II of the Environmental Protection Act 1990, hereby grant a waste management licence authorising the keeping and treatment of controlled waste on the land specified in schedule 1 to this licence to Mr Glenville Davies of G Davies Skip Hire, 1 Brunel Industrial Estate, Cwmavon, Port Talbot, SA12 9DB, that person being in occupation of the said land, the said licence being subject to the conditions specified in schedule 2 to this licence.

In this licence the words and expressions contained in schedule 2 shall have the meaning assigned to them therein.

SCHEDULE 1 - SPECIFIED LAND

The licence relates to the land at G Davies Skip Hire, 1 Brunel Industrial Estate, Cwmavon, Port Talbot, SA12 9DB hereinafter called "the Site" shown edged in blue on Drawing entitled 'Site layout drawing' Plan No GD1 and attached to this licence.

Signed



Dated

1st June 1999

FOR

ENVIRONMENT PLANNING MANAGER
(Welsh Region, South West Area)

FOR ENVIRONMENT AGENCY OFFICIAL USE ONLY.

YOUR ATTENTION IS DRAWN TO THE RIGHTS OF APPEAL DETAILED IN THE NOTES AT THE END OF THIS LICENCE.

The Environment Agency
Welsh Region, South West Area
Glan Tawe
154 St Helens Road
Swansea
SA1 4DF



OUTGOING



PERMIT

WASTE MANAGEMENT LICENCE

Continuation Sheet 2 of 33

Licence No: SWW174L

Date: 01 JUNE 1999

SCHEDULE 2 – INTERPRETATIONS AND CONDITIONS RELATING TO THIS LICENCE

SECTION 0: DEFINITIONS AND INTERPRETATIONS

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

The 1990 Act: The Environmental Protection Act 1990.

The 1995 Act: The Environment Act 1995.

The Agency: The Environment Agency.

The Site: The land, structures, plant and equipment to which this licence relates.

The Licence Holder: The Licence Holder specified in this licence or other person to whom the licence has been transferred in accordance with section 40 of the 1990 Act and section 120 of the 1995 Act.

The operator: A person who is in occupation of the site and has responsibility for carrying out day to day activities at the site.

Relevant offences: Offences within the meaning of regulation 3 of the Waste Management Licensing Regulations 1994 or any statutory provisions or regulations amending or replacing them.

Received: For waste being delivered to the site, shall mean delivered to the site and undergoing the waste acceptance procedures specified in the working plan, including storage of those wastes during those procedures prior to acceptance of the waste.

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.



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SCHEDULE 2 – INTERPRETATIONS AND CONDITIONS RELATING TO THIS LICENCE

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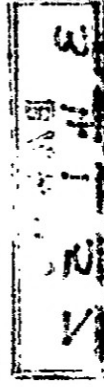
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Unless otherwise agreed by the Agency within these conditions, a risk assessment shall include and record the following:

- 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:

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.

Risk:

A combination of the **probability** and **consequences** of occurrence of a defined **hazard**.

Hazard:

A property or situation that in particular circumstances could lead to harm.

Probability:

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.

Consequences:

For **risk assessments** carried out within these conditions, the adverse effects of harm as a result of realising a **hazard** which cause 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.

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Release pathways:

For **risk assessments** carried out within these conditions, 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.**

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:

Any water contained in underground strata.

Surface water:

Any lake, pond, river or watercourse whether natural or artificial.

Impermeable pavement:

A pavement which is constructed and maintained to a standard sufficient to prevent the transmission of liquid beyond the pavements surface.

Sealed drainage system:

a drainage system with impermeable components which does not leak and will ensure that;

- a) no liquid will run-off the Impermeable Pavement otherwise than via the system
- b) except where they maybe lawfully discharged, all liquids entering the system are contained within the site.

Inert waste:

Waste that will not undergo any significant physical, chemical or biological transformations. It will not dissolve, burn or otherwise physically or chemically react, biodegrade or adversely affect other matter with which it comes into contact in any way likely to give rise to environmental pollution or harm to human health.

Secure container:

A container from which waste cannot escape and to which members of the public are unable to gain access.

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SECTION 1: GENERAL CONSIDERATIONS

1.1.1 SPECIFIED WASTE MANAGEMENT OPERATIONS

No waste management operations shall be authorised by this licence unless specified in the table below and unless otherwise specified in the Table, undertaken in accordance with sections 2, 3, 4, 5, and 6 of the working plan.

Specified Waste Management Operation	Restrictions on Permitted Waste Types which may be subject to the Specified Operation	Limits on Specified Waste Management Operations
Storage	None	<p>No waste shall be stored at the site for periods in excess of 28 days. Special waste not permitted by the licence but inadvertently delivered to the site shall be removed from the site within 4 working days.</p> <p>All loose wastes and wastes contained in non-secure containers shall be stored within the area marked in red on the drawing entitled 'Site Layout' Drawing No GD1, and described in Appendix G of the working plan.</p> <p>All loose wastes and wastes contained in non-secure containers shall only be stored on areas of Impermeable Pavement provided with a Sealed Drainage System.</p> <p>Skips containing wastes located within the licensed area marked in blue but outside the area marked in red on plan GD1 shall be of sound physical condition so as to prevent the escape of waste or any liquid (including rain water which has been in contact with any waste). These skips must be covered to prevent further ingress of water on site.</p>

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		Residues from the sorting process or waste not permitted by the licence but inadvertently delivered to the site shall be stored in secure containers within the area marked in red on the drawing entitled 'Site Layout' Drawing No GD1, and described in Appendix G of the working plan. No more than 8 cubic yards of such material shall be stored at the site at any one time.
Bulking	None	No more than 90 tonnes of inert waste shall be stored on site at any one time. No more than 10 tonnes of non-inert waste shall be stored at the site at any one time.
Segregation	None	Only on impermeable pavement provided with a sealed drainage system.
Sorting	None	Only on impermeable pavement provided with a sealed drainage system.

1.1.2 EXEMPT WASTE MANAGEMENT ACTIVITIES

Where wastes are being brought onto the site for waste management activities which are exempt from licensing under the Waste Management Licensing Regulations 1994 or any statutory provisions amending or replacing them, then those wastes shall be kept clearly segregated and identified from wastes which are being kept on the site for the specified waste management operations under these licence conditions.

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ENVIRONMENT PLANNING MANAGER *A. Tan*

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1.1.3 WORKING PLAN AMENDMENTS

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to sections 2, 3, 4, 5, and 6 of the working plan.
- b) The written notice shall be supported by a written risk assessment of the effect of implementing the proposed change to sections 2, 3, 4, 5, and 6 of the working plan on the risk of the site to land, to groundwater, to surface water, and to humans dwelling or working in the vicinity of the site.
- c) Any proposed change to sections 2, 3, 4, 5, and 6 of 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.

1.2.1 PERMITTED WASTE TYPES AND QUANTITIES:

No wastes other than those which are both categorised below and specified in detail in paragraphs 5.1 5.2, and 6.2 of the completed application form dated 03 December 1996 shall be accepted at the site. The quantities of waste accepted shall not exceed those specified in paragraphs 8.2, 8.3, 10.1, 10.2 and 10.3 of the completed application form dated 03 December 1996.

Permitted Waste Categories	Maximum Permitted Quantities (tonnes per year)
Inert wastes	24,000 tonnes
Scrap Metal	
Construction, demolition, or building wastes from households, commercial and industrial premises	
Stone, timber, paper, cardboard, and plastics waste in solid form from households, commercial and industrial premises	

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1.2.2 EXCLUSION OF WASTE TYPES WITH SPECIFIED CHARACTERISTICS

Notwithstanding the specification of permitted waste types within, paragraphs 5.1, 5.2, and 6.2 of the completed application form dated 03 December 1996, wastes shall not be accepted which are of the following form and type:

Waste Form	Type
<i>Solid</i>	<i>Dry wastes, Special</i>
	<i>Wet wastes, non-Special</i>
	<i>Wet wastes, Special</i>
	<i>Household degradable</i>
<i>Powders</i>	<i>Non-Special</i>
<i>Sludges</i>	<i>Special</i>
	<i>Non-Special</i>
<i>Liquid wastes</i>	<i>Special</i>
	<i>Non-Special</i>

1.2.3 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to sections 2, 3, 4, 5, and 6 of the working plan or paragraphs 8.2, 8.3, 10.1, 10.2 and 10.3 of the completed application form dated 03 December 1996.
- b) The written notice shall be supported by a written risk assessment of the effect of implementing the proposed change to section 2, 3, 4, 5, and 6 of the working plan or paragraphs 8.2, 8.3, 10.1, 10.2 and 10.3 of the completed application form dated 03 December 1996 on the risk of the site to land, to groundwater, to surface water, and to humans dwelling or working in the vicinity of the site.
- c) Any proposed change to section 2, 3, 4, 5, and 6 of the working plan or paragraphs 8.2, 8.3, 10.1, 10.2 and 10.3 of the completed application form dated 03 December 1996 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.

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1.2.4 HOURS OF OPERATION

The specified waste management operations authorised by this licence shall only be carried out within the times specified in section 1.5 of the working plan.

1.2.5 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- 1 The Licence Holder shall give the Agency prior notice in writing of any proposed change to section 1.5 of the working plan.
- 2 Any proposed change to section 1.5 of 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.

1.3.1 MINIMUM STAFFING AND SUPERVISION

Whenever the site is open to receive waste it shall be supervised by at least one member of staff who is fully conversant with the requirements of the licence and the working plan regarding:

1. waste acceptance and control procedures;
2. operational controls and environmental monitoring;
3. maintenance;
4. record-keeping;
5. emergency action plans;
6. notifications to the Agency.

1.4.1 AVAILABILITY OF LICENCE AND WORKING PLAN

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.

1.5.1 UNDERSTANDING OF LICENCE AND WORKING PLAN

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.

FOR
ENVIRONMENT PLANNING MANAGER *A. J. Jones*

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1.6.1 CHANGES IN TECHNICALLY COMPETENT PERSONS

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.

1.7.1 NOTIFICATION OF RELEVANT CONVICTIONS

In the event of the Licence Holder and/or any relevant person being convicted of any relevant offence (as defined in Regulation 3 of the Waste Management Licensing Regulations 1994 or any amendment to the aforementioned Regulation) and which is in addition to any already notified to the Agency, then full details shall be provided to the Agency within 14 days of conviction, whether or not the conviction 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, any sentence, and any fine or other penalty imposed.

1.8.1 NOTIFICATIONS OF APPEALS AGAINST CONVICTIONS

In the event that the Licence Holder lodges an appeal against any such conviction, 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.

1.9.1 MAINTENANCE OF FINANCIAL PROVISION

The financial provision for meeting the obligations under this Licence set out in the Agreement made between the Licence holder and the Agency dated 13 October 1998 shall be maintained by the Licence Holder throughout the subsistence of this Licence and the Licence Holder shall produce evidence of such provision whenever required by the Agency.

FOR
ENVIRONMENT PLANNING MANAGER *M. J. Jones*

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1.10.1 AMENDMENTS TO WORKING PLAN REQUIRING PRIOR NOTIFICATION

Except where it is specified under the other conditions of this licence that the amendment of specified sections of the working plan requires the prior written consent of the Agency, the Licence Holder shall give the Agency prior written notice of any change to the working plan. 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.

1.10.2 AMENDMENTS TO SUPPORTING INFORMATION REFERENCED IN THE WORKING PLAN

Supporting information which is referenced in any section of the working plan shall be deemed to be part of that section if the reference is to a specific dated version of the information, and amendments to the referenced information shall be subject to the same requirements as the specified section of the working plan under the other conditions of this licence.

Supporting information which is referenced in any section of the working plan shall be deemed to be separate from that section if the reference is to the title and other identifier, but not to a specific dated version, and amendments to the referenced information shall be subject to the same requirement to give prior written notice to the Agency as specified in 1.10.1 above.

1.11.1 NOTIFICATION OF CHANGE OF OPERATORS/HOLDERS DETAILS

The following information shall be notified in writing within 5 working days to the Agency:

- a) the death of the Licence Holder;
- b) any steps taken with a view to the Licence Holder going into bankruptcy, entering into a composition or arrangement with creditors, or, in the case of a partnership, dissolving the partnership;
- c) any change in the operator's trading name, registered name or registered office address (if different from the Licence Holder).

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1.12.1 NOTIFICATION OF PREPARATORY WORKS

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

1.13.1 COMMENCEMENT OF WASTE MANAGEMENT OPERATIONS

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

1.13.2 CESSATION OF WASTE MANAGEMENT OPERATIONS

In the event that the site ceases all waste management operations either permanently or for longer than 28 days then no later than 5 working days following the cessation of waste management activities the Licence Holder shall inform the Agency in writing of the date of cessation and the planned date of re-commencement. In the event that the site recommences waste management operations sooner than the notified date then the Licence Holder shall give the Agency at least 5 working days notice in writing.

1.14.1 NOTIFICATIONS AND SUBMISSIONS TO AGENCY

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; and
- b) shall quote the licence reference number and the name of the Licence Holder.

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Date: 01 JUNE 1999

SECTION 2: SITE ENGINEERING FOR POLLUTION PREVENTION & CONTROL

2.1.1 PROVISION OF SITE SURFACE WATER COLLECTION AND DRAINAGE SYSTEM

Impermeable pavements and surface water collection and drainage systems shall be provided in accordance with condition 2.1.2 and Plan No GD5 and section 5 of the working plan. The drainage facilities and pavements shall be inspected daily, where possible, and the findings recorded in the site diary. The bay area, outlined in red on Plan No. GD1, shall be cleared every 3 months in accordance with section 10 of the working plan, and a full inspection of drainage facilities and pavements shall be carried out and the findings recorded in the site diary. Any defect in the drainage or impermeable pavements which compromise their effectiveness shall be repaired within 3 working days or within such other period as agreed in writing with the Agency.

2.1.2 QUALITY ASSURANCE

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 below:

Table 2.1:

Type of Site Surface and Drainage	Minimum Specified Standards of Design, Construction and Maintenance
Hardstanding	<ol style="list-style-type: none">1. Clean stone, 300mm thick laid on a geotextile separator. The stone shall be granular fill; Type 1 to the Specification for Highways Works. The surface shall be blinded and compacted to the Specification for Highways Works.2. The surface shall be kept uncontaminated, if contamination occurs the material shall be removed and replaced. The Agency are to be informed immediately if this occurs. The surface shall remain plane, with any potholes or cracks being filled within 1 month. If water does pond on the surface of the Hardstanding, or the fill becomes soft remedial action should be taken as described above.

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Type of Site Surface and Drainage	Minimum Specified Standards of Design, Construction and Maintenance
Impermeable pavement, bundings and sills	<ol style="list-style-type: none"> 1. C40 Concrete 200mm thick with A393 mesh, laid with a fall of not less than 1 in 100 towards a positive drainage system. The Concrete should be to BS 8110 with reinforcement to BS4483. The underlying sand should be graded to the required falls and compacted. A membrane of 1000-gauge polythene shall be laid. 2. The concrete shall be cast in a form capable of withstanding the weight of the wet concrete without movement, and the top surface shall be screed to falls after the concrete is compacted. 3. Gullies shall be set to the correct level prior to casting. Joints shall be sealed. 4. The area shall be surrounded by a concrete bund 100mm in height. 5. If cracks develop in the pavement surface these shall be sealed immediately with flexible sealant.
Sealed drainage systems	<ol style="list-style-type: none"> 1. Sealed drainage systems shall be designed as required by the Water Authorities Sewers for Adoption Standards. 2. Separators are to be designed to EA PPG3. 3. Gullies are to be emptied every 6 months. 4. Sewers are to be flushed every 12 months.
Fixed tanks	<p>All fixed tanks (and their associated inlet and outlet pipes) used for the storage of potentially polluting or hazardous wastes in liquid, sludge or powder form shall be located within a bund and on an impermeable pavement, which shall be isolated from the site drainage system and shall meet the following specification:</p> <p>Bunds shall have a capacity of the fixed tanks plus 10%.</p> <p>The impermeable pavement area is to remain dry at all times.</p> <p>Tanks shall be chemically resistant to oils and acids.</p> <p>Tanks shall be fitted with a volumetric gauge.</p> <p>Tanks shall be visually inspected every 5 working days, details of the inspection shall be recorded in the site diary.</p> <p>Tanks are to be flushed every 12 months, details to be recorded in the site diary</p>

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Type of Site Surface and Drainage	Minimum Specified Standards of Design, Construction and Maintenance
Storage areas for drums and other mobile tanks and containers	<p>All drums and other mobile tanks and containers having individual capacities of greater than 10 litres which are used for the storage of potentially polluting or hazardous wastes in liquid, sludge or powder form, shall be stored within bunded areas with on an impermeable pavement, which shall be isolated from the site drainage system and shall meet the following specifications:</p> <ol style="list-style-type: none">1. The impermeable pavement area is to remain dry at all times.2. Drums, mobile tanks and containers shall be chemically resistant to oils and acids.3. Tanks shall be visually inspected every 5 working days, details of the inspection shall be recorded in the site diary.4. Tanks are to be flushed every 6 months.

2.1.3 NEWLY CONSTRUCTED ENGINEERED SYSTEMS

No wastes shall be deposited or handled in any area [or in any fixed tank] for which an engineered site containment and drainage system has been newly constructed to meet the requirements of conditions 2.1.1 and 2.1.2 above unless:

- 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 the other requirements of this condition;
- 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.

2.1.4 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to sections 5 and 10 of the working plan or to Plan GD5 in respect of surface water drainage arrangements.

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- b) The written notice shall be supported by a written risk assessment of the effect of implementing the proposed change to the risk of the site to land, to groundwater, to surface water, and to humans dwelling or working in the vicinity of the site.
- c) Any proposed change to the surface water drainage arrangements shall not be implemented unless the Agency has given its written consent to it.
- d) Following consent, the Licence Holder shall give the Agency prior written notification of the implementation date of the change, and from that date the changes shall be deemed to be incorporated in the working plan in replacement of the previous version.

FOR

ENVIRONMENT PLANNING MANAGER

 *Jan.*

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Date: 01 JUNE 1999

SECTION 3: SITE INFRASTRUCTURE

3.1.1 PROVISION OF SITE IDENTIFICATION BOARD

- a) No wastes shall be received at the site unless an identification board has been provided at or near the site entrance.
- b) The identification board shall be inspected once each working day. In the event of damage or defect, the board shall be repaired or replaced within 3 working days.
- c) The board shall be easily readable from outside the site entrance in daylight hours, and shall display the following information:
 - Site name and address;
 - Licence Holder name (company name, not individual name unless justified as necessary);
 - Operator name (company name, not individual name unless justified as necessary);
 - Licence number – SWW174L
 - 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);
 - Agency national numbers: 0645 333111 and 0800 807060;
 - Days and hours site is open to receive waste.

3.2 SITE SECURITY

3.2.1 PROVISION AND MAINTENANCE OF SECURITY

Site security systems shall be provided and maintained at all times during the subsistence of this licence, and shall be fully documented and recorded, in accordance with paragraphs 2.1 and Plan GD4 of the working plan. These shall be installed, operated and maintained to prevent access by humans and livestock which is not authorised either by the Licence Holder or under legal powers of entry.

The site shall be kept closed and secure at all times when unattended.

The site security shall be fully inspected at the commencement of each working day, and recorded in the site diary. Any defects or damage shall be made secure by the end of the working day, and shall be repaired within 8 days of the damage being detected. All repairs shall be recorded in the site diary.

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3.2.2 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to paragraphs 2.1 and Plan GD4 of the working plan
- b) Any proposed change to paragraphs 2.1 and Plan GD4 of 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.

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SECTION 4: SITE OPERATIONS

4.1.1 CONTROL OF MUD AND DEBRIS

In the event that mud or debris arising from the site is deposited onto public areas outside the site, the remedial measures specified in section 11 of the working plan shall be implemented immediately.

4.1.2 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to section 11 of the working plan.
- b) Any proposed change to section 11 of the working plan shall not be implemented unless the Agency has given its written consent to it.
- c) 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.

4.2 POTENTIALLY POLLUTING LEAKS AND SPILLAGES

4.2.1 POTENTIALLY POLLUTING LEAKS AND SPILLAGES FROM VEHICLES, PLANT AND EQUIPMENT

All vehicles used on the site which are under the operator's control, and all plant and all equipment used on the site in connection with waste management operations, shall be operated and maintained so as to prevent potentially polluting leaks and spillages of wastes.

4.2.2 POTENTIALLY POLLUTING LEAKS AND SPILLAGES FROM FIXED TANKS

Each tank used to hold wastes which consist of or contain potentially polluting liquids, sludges or powders, shall be subject to the following, in accordance with paragraph 2.3, sections 9 and Appendix D of the working plan:

- a) clearly and unambiguously labelled regarding its contents;

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- b) inspected and maintained according to the specified maintenance schedules and procedures, which shall be fully documented and recorded;
- c) in the event of damage or deterioration to a tank that is, or is likely to cause, a leak, that tank shall be repaired immediately.

4.2.3 CONTROL AND REMEDIATION OF LEAKS AND SPILLAGES:

In the event of any potentially polluting leak or spillage occurring on site the documented control and re-mediation procedures specified in paragraph 2.3, sections 9 and Appendix D of the working plan shall be implemented immediately and recorded in the site diary.

4.2.4 LEAK AND SPILLAGE ACTION PLAN:

In the event of any leak or spillage which may compromise the effectiveness of the pollution control regime and which either is leading or may imminently lead to pollution of the environment, harm to human health or serious detriment of the amenities of the locality, measures shall be taken immediately to prevent the discharge of contaminants from the site and the Agency immediately informed.

4.2.5 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to paragraph 2.3, sections 9 and Appendix D of the working plan.
- b) The written notice shall be supported by a written risk assessment of the effect of implementing the proposed change to paragraph 2.3, sections 9 and Appendix D of the working plan on the risk of the site to human health and the environment.
- c) Any proposed change to paragraph 2.3, sections 9 and Appendix D of 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.

4.3.1 FIRES ON THE SITE

- a) No activities authorised this licence shall be commenced until such times as the fire prevention report detailed in paragraph 1.10 and Appendix D of the working plan has

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been provided to the Agency and any recommendations made by that report have been implemented.

- b) No waste shall be burned on the site other than through a specified waste management operation authorised under the other conditions of this licence.
- c) In the event of a fire on the site, the fire action plan specified in paragraph 1.10 and Appendix D of the working plan shall be implemented immediately.

4.3.2 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to Appendix D or paragraph 1.10 of the working plan.
- b) The written notice shall be supported by a written risk assessment of the effect of implementing the proposed change to Appendix D or paragraph 1.10 of the working plan on the risk of the site to humans dwelling or working in the vicinity of the site.
- c) Any proposed change to Appendix D or paragraph 1.10 of 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.

4.4 WASTE ACCEPTANCE AND CONTROL SYSTEMS AND PROCEDURES

4.4.1 WASTE ACCEPTANCE PROCEDURES

All wastes shall be received, inspected, accepted or rejected, and recorded in accordance with the waste acceptance procedures specified in paragraphs 1.3, 1.4, 1.12, 3.1, 3.2, 3.3, section 14, Appendix F and G of the working plan.

4.4.2 WASTE CONTROL PROCEDURES

All wastes accepted at the site shall be handled, kept and recorded in accordance with the waste control procedures specified in paragraphs 1.3, 1.4, 1.12, 3.1, 3.2, 3.3, section 14, Appendix F and G of the working plan.

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4.4.3 WASTE DESPATCH PROCEDURES

All outgoing wastes shall be inspected, despatched and recorded in accordance with the waste despatch procedures specified in paragraphs 1.3, 1.4, 1.12, 3.1, 3.2, 3.3, section 14, Appendix F and G of the working plan.

4.4.4 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to paragraphs 1.3, 1.4, 1.12, 3.1, 3.2, 3.3, section 14, Appendix F and G of the working plan.
- b) The written notice shall be supported by a written risk assessment of the effect of implementing the proposed change to paragraphs 1.3, 1.4, 1.12, 3.1, 3.2, 3.3, section 14, Appendix F and G of the working plan on the risk of the site to land, to groundwater, to surface water, and to humans dwelling or working in the vicinity of the site.
- c) Any proposed change to paragraphs 1.3, 1.4, 1.12, 3.1, 3.2, 3.3, section 14, Appendix F and G of 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.

4.5 WASTE QUANTITY MEASUREMENT SYSTEMS

4.5.1 MEANS OF MEASUREMENT

- a) The weight and volume of all wastes accepted at and despatched from the site shall be assessed by the method specified in paragraph 3.3 of the working plan and in accordance with Agency guidance.
- b) The weight of each incoming and each outgoing load of waste shall be recorded.

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4.5.2 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to paragraph 3.3 of the working plan.
- b) Any proposed change to paragraph 3.3 of 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.

4.6 REMOVAL OF RESIDUAL WASTES FROM SITE

In the event that the permitted waste management operations on the site cease and the Agency has reasonable grounds to believe that they will not be resumed, all wastes remaining on the site shall be removed by the date specified in writing by the Agency.

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SECTION 5: POLLUTION CONTROL & MONITORING

No conditions attached.

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SECTION 6 AMENITY CONTROL

6.1.1 CONTROL OF NOISE

Within 4 months of the issue of this licence, the licensee shall arrange to undertake a noise monitoring program and submit the results to the Agency in the form of an appendix labelled Appendix I. Appendix I will be included as part of the Working Plan attached to this Licence.

Noise Monitoring programme:

- a) Monitoring of noise shall be carried out to determine the maximum level of noise allowed at the northern, eastern and western site boundaries that shall prevent the occurrence of nuisance attributable to noise at nearby noise sensitive premises.
- b) The noise monitoring programme shall meet the following requirements:-
 - i. The noise monitoring shall be carried out in accordance with BS7445 (1991) and shall be carried out by someone competent to carry out noise monitoring who shall be a member of the Institute of Acoustics or equivalent organisation or shall be under the direct control of such a person;
 - ii. All instruments shall be used and calibrated in accordance with manufacturers instructions.

Measures shall be implemented throughout the operational life of the site, in accordance with this condition and Appendix I of the working plan, to control and minimise the levels of noise from the site beyond the site boundary.

6.2 CONTROL OF DUSTS, FIBRES AND PARTICULATES

6.2.1 PREVENTION OF RELEASES OF DUSTS, FIBRES AND PARTICULATES

Measures shall be implemented and maintained throughout the operational life of the site, in accordance with this condition and section 5 and paragraph 5.1 of the working plan, to prevent and minimise the release of airborne dusts, fibres and particulates arising from the site.

6.2.2 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to section 5 and paragraph 5.1 of the working plan.

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- b) Any proposed change to section 5 and paragraph 5.1 of 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.

6.3.1 ODOUR CONTROL

In the event that any offensive odours arising from the site are released or are likely to be released outside the site boundary in such quantities or concentrations that they are likely to serious detriment to the local amenity, the waste giving rise to the malodour shall be removed from the site by the end of the working day on which the malodour was discovered..

6.3.2 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to paragraph 3.1, 3.2, and 3.3 of the working plan.
- b) The written notice shall be supported by a written risk assessment of the effect of implementing the proposed change to paragraph 3.1, 3.2, and 3.3 of the working plan on the risk of the site to human health and the environment.
- c) Any proposed change to paragraph 3.1, 3.2, and 3.3 of 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.

6.4 CONTROL OF PESTS

6.4.1 PREVENTION OF PEST INFESTATIONS ARISING ON THE SITE

Measures shall be taken, in accordance with this condition and paragraph 5.2 of the working plan, throughout the operational life of the site, to prevent pest infestations arising on the site.

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ENVIRONMENT PLANNING MANAGER *A. J. Shaw*

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6.4.2 MONITORING AND CONTROL OF PESTS

The site shall be inspected at weekly intervals for evidence of pest infestations and in the event of any evidence of pest infestations being found, measures as specified in paragraph 5.2 of the working plan shall be taken immediately to control and eliminate those pests.

6.4.3 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to paragraph 5.2 of the working plan.
- b) The written notice shall be supported by a written risk assessment of the effect of implementing the proposed change to paragraph 5.2 of the working plan on the risk of the site to human health and the environment.
- c) Any proposed change to paragraph 5.2 of 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.

6.5.1 CONTROL OF LITTER

Litter control and collection measures shall be implemented in accordance with this condition and paragraph 4.2 and section 12 of the working plan, throughout the operational life of the site, such that any free litter within the site is collected, so as to prevent any litter escaping from the confines of the site.

In the event that litter does escape from the site, it shall be retrieved immediately.

6.5.2 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to paragraph 4.2 and section 12 of the working plan.
- b) The written notice shall be supported by a written risk assessment of the effect of implementing the proposed change to paragraph 4.2 and section 12 of the working plan on the risk of the site to human health and the environment.

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- c) Any proposed change to paragraph 4.2 and section 12 of 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.

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ENVIRONMENT PLANNING MANAGER *A. Tan.*

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SECTION 7: MAINTAINING AND SUBMITTING RECORDS

7.1.1 SECURITY AND AVAILABILITY OF RECORDS

All records which are required to be made under the other conditions of this licence and the working plan shall be maintained and kept secure from loss, damage or deterioration, and shall be kept at the locations and in the manner specified in section 7 and paragraph 7.1 of the working plan.

7.1.2 SECURITY OF STORAGE MEDIUM AND DATA

Records which are required to be made under the other conditions of this licence and the working plan shall be made available for inspection at the place where they are kept immediately when required by an authorised officer of the Agency.

7.1.3 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to section 7 and paragraph 7.1 of the working plan.
- b) Any proposed change to section 7 and paragraph 7.1 of 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.

7.2.1 RECORDING OF WASTES ACCEPTED AND REMOVED

- a) A record shall be kept of all wastes received 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:
 - i. origin of waste
 - ii. date received
 - iii. quantities in tonnes received and waste type as specified in condition 1.2.1
 - iv. nature of the waste (solid, liquid or sludge)

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for waste/material removed:

- i. date removed
- ii. quantities in tonnes removed and waste and/or material type
- iii. destination of waste and/or materials removed
- iv. nature of the waste and/or materials (solid, liquid or sludge)

- b) A summary of the information, including nil returns, shall be submitted to the Agency, in a format required by the Agency. Summaries shall be for each quarter of the financial year and shall be submitted to the Agency within one month of the end of each quarter.

7.3.1 SITE DIARY

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:

- a) Start and finish dates of all construction works including preparatory works relevant to this licence.
- b) Times and dates of when technically competent management or specific personnel required for the licence were not present at the site.
- c) Difficulties encountered with wastes received and action taken
- d) Emergencies (including any fires) which may result in pollution of the environment or harm to human health
- e) Inspections and maintenance of infrastructure.
- f) Sampling, surveying or monitoring exercises
- g) Operator's site inspections, their findings and remedial action taken
- h) Dispatch of records required by the licence to the Agency
- i) Extreme weather conditions
- j) Environmental incidents which could lead to pollution of the environment, harm to human health or detriment to the amenities of the locality
- k) Vandalism or unauthorised access to the site
- l) Complaints received resulting from site operations
- m) Inspections for vermin and control measures taken

Each record in the site diary shall be completed within 24 hours of the relevant event.

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7.4 VISITORS BOOK

A visitors book shall be kept at the site office and shall be signed by persons visiting the site. The visitors book shall include the:

- a) name
- b) company / organisation
- c) reason for visit
- d) date
- e) time of arrival
- f) time of departure

FOR
ENVIRONMENT PLANNING MANAGER

A. Zane

WASTE MANAGEMENT LICENSING APPEALS

Introduction

- 1.1 The purpose of this Appendix is to explain the procedure for, and the provisions relating to, the submission of appeal to the Secretary of State for Wales under:

Section 43 of the Environmental Protection Act 1990 against decisions made by the Environment Agency on waste management licences; (Section 35(12) of the Act provides that "licence" means a waste management licence. The term "licence" is subsequently used in the rest of this Appendix.)

- 1.2 Section 35 (8) and 74 (5) of the 1990 Act duties on the Environment Agency to have regard to any guidance issued to it by the Secretary of State with respect to the discharge of their functions in relation to licences. The Environment Agency should make prospective applicants and licence holders aware of authorities' duties to have regard to this advice; and that the Secretary of State will similarly have regard to this advice in his determination of appeals made to him.

Right to Appeal

- 1.3 Applicants and other persons have a right of appeal to the Secretary of State in the circumstances set out in paragraphs 1.4 below.

- 1.4 Section 43 (1)(a) of the 1990 Act sets out the right of appeal to the Secretary of State by a licence holder where an application to modify the conditions of a licence submitted under Section 37 (1) (b) is rejected by the Environment Agency or is deemed to be rejected under section 37 (b). Section 43 (1)(c) of the 1990 Act sets out the right of appeal to the Secretary of State by a licence holder where the conditions of a licence are modified by the Environment Agency .

Notice of Appeal

- 1.5 **Regulation 6 (1)** provides that any person who wishes to appeal to the Secretary of State under Section 43 must do so by notice in writing. **Regulation 6 (2)** provides that the notice of appeal must be accompanied by certain information:

The information to be provided:

- (a) a statement of the grounds of appeal;
- (b) a copy of the appellant's application and any supporting documents;
- (c) where the appeal relates to an existing waste management licence (including a waste management licence which has been suspended or revoked), a copy of that waste management licence;
- (d) a copy of any correspondence relevant to the appeal;
- (e) 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; and
- (f) a statement indicating whether the appellant wishes the appeal to be in the form of a hearing or to be determined on the basis of written representations.

- 1.6 A copy of a form on which notice of appeal may be given is available from:

Welsh Office
Environment Division
Cathays Park
Cardiff
CF1 3NQ

- 1.7 **Regulation 6(3)** requires the appellant to serve a copy of his notice of appeal on the Environment Agency together with copies of the documents mentioned in paragraph 1.5 above

The Effect of Making an Appeal

- 1.8 The Environment Agency's decision remains in effect pending determination of the appeal in cases of:

Section 43 (1) (a)

- (a) an application for a licence submitted under Section 36 (1) (a) or (b) is rejected by the Environment Agency or is deemed to be rejected under Section 36 (9);
- (b) an application to modify the conditions of a licence submitted under Section 37 (1) (b) is rejected by the Environment Agency or is deemed to be rejected under Section 37 (6);

Withdrawal of an Appeal

- 1.9 **Regulation 6(4)** provides that if an appellant wishes to withdraw his appeal he must do so by notifying the Secretary of State in writing and send a copy of that notification to the Environment Agency. Subject to these requirements, an appellant may withdraw his appeal at any time.

Time Limit for Making Appeal

- 1.10 **Regulation 7 (1)** provides that, subject to **Regulation 7 (2)**, notice of appeal must be given:

Appeals Under Section 43 (1) (a)

- (a) before the expiry date of 6 months beginning with:
 - (i) the date of the decision which is subject to appeal; or
 - (ii) the date on which the E.A. is deemed by Section 36 (9), 37(6), 39(10) or 40 (6) of the 1990 Act to have rejected the application; or

- 1.11 **Regulation 7 (2)** provides that the Secretary of State may, in relation to an appeal under Section 43 of the 1990 Act, at any time allow notice of appeal to be given after the expiry of 6 month period mentioned in paragraph 1.17 (a) above. In the case in which the Secretary of State receives a notice of appeal after the expiry of this 6 month period he will request from the person wishing to appeal, and before considering the exercise of his discretion under **Regulation 7 (2)**, an explanation of the reasons for that person's not giving notice within the time limit provided by **Regulation 7 (1) (a)**. The Secretary of State has no discretion under **Regulation 7 (2)** to accept an appeal under Section 66 (5) after the expiry of 21 day limit provided by **Regulation 7 (1) (b)**



ASiantaeth YR
AMGYLCHEDD CYMRU
ENVIRONMENT
AGENCY WALES

Ein cyf/Our ref: LR/GLEND/ISSUE0206

Dyddiad/Date: 02 June 1999

Mr Glenville Davies
G Davies Skip Hire
1 Brunel Industrial Estate
Cwmavon
Port Talbot
SA12 9DB

Dear Sir

ISSUE OF WASTE MANAGEMENT LICENCE

I enclose waste management licence reference SWW174L. You are advised to read this letter carefully as it contains information important to your business.

A waste management licence is an important document and you should keep the original in a safe place. You must ensure that both yourself and relevant employees are familiar with the requirements of the licence and that a copy is available on site during operational periods. To facilitate this you may wish to make photocopies of the original.

If you do not agree with the conditions of this licence you may appeal to the Secretary of State for Wales. Details of the appeals procedure is given in the Waste Management Licensing Regulations 1994. Before lodging such an appeal you may first wish to discuss the matter with the Environment Agency and should refer to the guidance notes appended to the licence.

Licence Transfers, Modifications and Surrenders

A licence can only be transferred to another holder on application to the Environment Agency by both parties. Similarly, variation of the conditions of the licence, and surrender of the licence can only be achieved following application to, and approval by, the Environment Agency. In the event of you considering the transfer, modification or surrender of the licence you are strongly advised to enter into preliminary discussions with the Agency in advance of any formal application.

However, the Environment Agency may, on its own initiative, modify the conditions of a licence. An Agency initiated modification will not incur a fee on the licence holder. In your case the Agency will be modifying your licence within 4 months of issue in order to include conditions 6.1.2 and 6.1.3, as noted below. These conditions will depend upon the submission of the noise monitoring report as specified in condition 6.1.1 of your licence.

Asiantaeth yr Amgylchedd

Glan Tawe, 154 Ffordd Sant Helen, Abertawe, Gorllewin Morgannwg, SA1 4DF
Ffôn: 01792 645300, Ffacs: 01792 470068

Environment Agency

Glan Tawe, 154 St. Helens Road, Swansea, West Glamorgan, SA1 4DF
Tel: 01792 645300, Fax: 01792 470068



6.1.2 NOISE PERFORMANCE STANDARD

- a) The levels of noise at the northern site boundary:
i. shall not exceed (xx dB L_{Aeq,1hr}) * when measured within the area marked ' Bay 1 ' as shown on drawing GDI during the hours 0700 to 1800hrs Monday to Friday and 0700 to 1300hrs Saturday.
ii. shall not exceed (xx dB L_{Aeq,1hr}) ** when measured within the area marked ' Bay 1 ' as shown on drawing GDI during the hours 1800 to 2100hrs Monday to Friday and 1300 to 1900hrs Saturday.
- b) The levels of noise at the western site boundary:
i. shall not exceed (xx dB L_{Aeq,1hr}) * when measured within the area marked ' skip storage area ' as shown on drawing GDI during the hours 0700 to 1800hrs Monday to Friday and 0700 to 1300hrs Saturday.
ii. shall not exceed (xx dB L_{Aeq,1hr}) ** when measured within the area marked ' skip storage area ' as shown on drawing GDI during the hours 1800 to 2100hrs Monday to Friday and 1300 to 1900hrs Saturday.
- c) The levels of noise at the eastern site boundary:
i. shall not exceed (xx dB L_{Aeq,1hr}) * when measured within the area marked ' vehicle parking area ' as shown on drawing GDI during the hours 0700 to 1800hrs Monday to Friday and 0700 to 1300hrs Saturday.
ii. shall not exceed (xx dB L_{Aeq,1hr}) ** when measured within the area marked ' vehicle parking area ' as shown on drawing GDI during the hours 1800 to 2100hrs Monday to Friday and 1300 to 1900hrs Saturday.

* maximum site boundary noise levels will be inserted here following the receipt by the Agency of Appendix I

** maximum site boundary noise levels will be inserted here following the receipt by the Agency of Appendix I. These noise levels inserted in ** shall be lower than the noise levels inserted in *.

6.1.3 WORKING PLAN AMENDMENTS REQUIRING PRIOR CONSENT

- a) The Licence Holder shall give the Agency prior notice in writing of any proposed change to Appendix I of the working plan.
- b) The written notice shall be supported by a written risk assessment of the effect of implementing the proposed change to Appendix I of the working plan on the risk of the site to human health and the environment.
- c) Any proposed change to Appendix I of 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.

Asiantaeth yr Amgylchedd

Glan Tawe, 154 Ffordd Sant Helen, Abertawe, Gorllewin Morgannwg, SA1 4DF
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Environment Agency

Glan Tawe, 154 St. Helens Road, Swansea, West Glamorgan, SA1 4DF
Tel: 01792 645300, Fax: 01792 470068

Supervision

The Environment Agency is required by Section 42 of the Environmental Protection Act 1990 to supervise licensed activities. The Environment Agency has a specific duty to ensure that the conditions of the licence are not breached and that the licensed activities at the site do not cause pollution of the environment, harm to human health, or serious detriment to the amenities of the locality. The Environment Agency takes this responsibility very seriously and therefore will visit and inspect your site regularly, normally without prior warning. Although the Environment Agency and its warranted officers have specific powers to enable it to carry out this task your co-operation would be greatly appreciated.

Following an inspection of your site by an Environment Agency officer a copy of his/her report will be provided to the operator as a record of the visit and of any remedial actions which may be required. Under normal circumstances the officer will discuss any action required with the operator. However, you have the right to request a letter from the Agency confirming the requirements and explaining the reasons why any action is necessary. In circumstances where an officer judges that immediate action is required it may not be possible to provide an explanatory letter. In such circumstances a written explanation will be provided as soon as practicable after the event.

Under certain circumstances the Environment Agency can modify licence conditions and can suspend, revoke or partially-revoke the licence itself. Each of these procedures is subject to service of legal notices. Recipients of various notices have certain rights of appeal which are detailed on the reverse of the particular notice.

You are advised that it is an offence to fail to comply with any condition of your licence or to keep, treat or dispose of waste in a manner likely to cause pollution of the environment or harm to human health.

Public Registers

The Environment Agency is also required to maintain comprehensive registers of information and correspondence relating to the licensing process and the supervision of licensed activities. These registers are open for scrutiny by the public and contain, for example, copies of licences, working plans, monitoring data, legal notices and copies of inspection reports. You may apply to the Environment Agency to have certain information excluded from the register if you believe it to be commercially confidential and it is then up to the Agency to decide whether or not this is the case.

Fees and Charges

Holders of Waste Management Licences are required to pay annual subsistence fees to the Environment Agency based upon the activities authorised by the licence. You will shortly receive an invoice for the subsistence fee which is payable for the remainder of this financial

Asiantaeth yr Amgylchedd

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Environment Agency

Glan Tawe, 154 St. Helens Road, Swansea, West Glamorgan, SA1 4DF
Tel: 01792 645300, Fax: 01792 470068

year. This will have been calculated *pro-rata* based on the date of issue of the licence. In future years you will be invoiced for subsistence fees at the beginning of each financial year. You should also note that various fees are payable should you wish to modify, transfer or surrender the licence. The levels of all fees payable in respect of various types of licensed activity are reviewed each year and are published in the current scheme of fees and charges. Details of the current scheme can be obtained from the Environment Agency. Failure to pay the subsistence fee may result in the revocation or suspension of your licence.

Waste Returns

Conditions of your licence require the recording of the amounts and types of waste and reclaimed materials received and removed from your site. The Agency requires the information to be submitted to it in a specified form.

Enclosed with your licence are the following guidance notes and forms to be used for this purpose:

- A standard licence return form for quarterly (annual for metal recycling sites) returns to the Agency that must be used for the from 1st April 1999 until further notice in accordance with your new licence condition.
- Guidance notes for completing the site return form.
- A copy of the list of 25 waste categories which the Agency requires you to use in your site return.
- A set of standard conversion factors to be used at sites without weighing equipment.
- A list of Unitary Authorities in Wales and adjacent English District Councils to identify the source or destination of wastes/materials.
- An example daily record sheet which you could use to record details of vehicles using the site and types, quantities and origin of the wastes

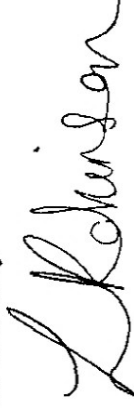
Notifications to the Agency

All correspondence and written notifications made to the Agency, shall unless otherwise specified, be sent to the following address:

Environment Agency Wales, Glan Tawe, 154 St Helens Rd, Swansea, SA1 4DF.

If you have any queries concerning the licence or the information contained in this letter please do not hesitate to contact me.

Yours faithfully



L. ROBINSON
LICENSING OFFICER

Asiantaeth yr Amgylchedd
Glan Tawe, 154 Ffordd Sant Helen, Abertawe, Gorllewin Morgannwg, SA1 4DF
Ffon: 01792 645300, Ffacs: 01792 470068

Environment Agency
Glan Tawe, 154 St. Helens Road, Swansea, West Glamorgan, SA1 4DF
Tel: 01792 645300, Fax: 01792 470068