Cyfoeth Naturiol Cymru
Natural Resources Wales

Mr. Thomas Hodgkinson
Lodge Farm Biogas Limited
Lodge Farm
Commonwood
Holt
Wrexham
Clwyd
LL13 9TE

Our ref: EPR/DB3736AT/V003
Your ref: EPR/DB3736AT/V003

Date: 10/11/17

Dear Mr. Hodgkinson

Your permit variation is complete

Permit reference: EPR/DB3736AT/V003
Waste returns reference: EPR/DB3736AT
Operator: Lodge Farm Biogas Limited
Facility: Lodge Farm, Commonwood, Holt, Wrexham, Clwyd, LL13 9TE

Our determination of your application to vary your permit is complete. We're satisfied that you can continue to carry out your activities in accordance with the variation, without harm to the environment or human health. I enclose a notice showing the changes to your permit.

Please keep this in a safe place with your other permit records.

This letter contains web links to other documents. If you aren't able to access these phone our Customer Services Centre for help.

If you're not already familiar with our document 'How to comply with your environmental permit' please look at it, as this will help you understand how to meet the conditions of the permit. You can find this on our web page at:
http://naturalresources.wales/media/2110/how-to-comply-with-your-environmental-permit.pdf

Please look at the table below and note any of the information or actions that apply to your permit.

If…	then…
the variation means you are now carrying out a waste operation or activity and need to submit quarterly or annual waste returns on waste movements **Note** This does not apply to permits that only have stand alone water discharge or groundwater activities.	Please request the latest version of our waste return template from waste.returns@cyfoethnaturiolcymru.gov.uk prior to completing your first return.

Ffôn/Tel 0300 065 3516
Ffacs/Fax 0300 065 3001
Ebost/Email hannah.loughlin@cyfoethnaturiolcymru.gov.uk
hannah.loughlin @naturalresourceswales.gov.uk
Gwasanaeth Trwyddedu, Cyfoeth Naturiol Cymru, Tŷ Cambria, 29 Heol Casnewydd, Caerdydd. CF24 0TP
Permitting Service, Natural Resources Wales, Cambria House, 29 Newport Road, Cardiff. CF24 0TP
Gwefan/Website www.cyfoethnaturiolcymru.gov.uk Croesewir gohebiaeth yn y Gymraeg a'r Saesneg
www.naturalresourceswales.gov.uk Correspondence welcomed in Welsh and English

	Information on deadlines and guidance to assist with completing waste returns is available on our website: http://naturalresources.wales/guidance-and-advice/environmental-topics/waste-management/new-wales-operator-waste-return-and-deadlines-for-returns/?lang=en When you complete your return use the waste returns reference above and submit to: waste.returns@cyfoethnaturiolcymru.gov.uk
your permit requires you to operate in accordance with an odour management plan or a fire prevention and mitigation plan	this should already be in place for your site, and be supplied upon request. The odour management plan guidance can be found on our website: https://naturalresources.wales/permits-and-permissions/environmental-permits/horizontal-guidance/?lang=en The fire prevention and mitigation plan guidance can be found on our website: https://naturalresources.wales/permits-and-permissions/environmental-permits/guidance-to-help-you-comply-with-your-environmental-permit/?lang=en
you need to submit other returns	send these to your area office. Speak to your area officer to check local arrangements.

Rights of appeal
If you are not happy with any permit condition that has been imposed by the variation you may appeal to the Welsh Ministers. If you want to appeal any condition imposed as a result of your application you must make your appeal no later than six months from the date of the variation notice. If you want to appeal any condition we've added as an Natural Resources Wales initiated variation you must make your appeal no later than two months from the date of the notice.

Further information about making an appeal and the forms you will need are available from the Planning Inspectorate website or from the contact details below.

The Planning Inspectorate, Crown Buildings, Cathays Park, Cardiff, CF10 3NQ.
Phone: 029 2082 3866 / 389, Fax: 029 2082 5150, Email: wales@pins.gsi.gov.uk

You must send written notice of the appeal and the documents listed below to the Welsh Ministers to the respective Planning Inspectorate address above. At the same time you must send us a copy of the notice and documents to

Centre Manager, Permitting Service (Cardiff), Natural Resources Wales, Cambria House, 29 Newport Road, Cardiff. CF24 0TP
Phone: 0300 065 3000

The documents are:

- a statement of the grounds of appeal;
- a copy of any relevant application;
- a copy of any relevant environmental permit;
- a copy of any relevant correspondence between the appellant and the regulator;
- a copy of any decision or notice which is the subject matter of the appeal; and
- a statement indicating whether you wish the appeal to be in the form of a hearing or dealt with by way of written representations.

You may withdraw an appeal by notifying the Welsh Ministers in writing and sending a copy of that notification to us.

If you have any questions about this permit phone our Customer Services Centre on 0300 065 3000. They will put you in touch with a local area officer.
Yours sincerely

We'd really like to hear about your experience of dealing with us in relation to your Natural Resources Wales permit application. Please give us 5 minutes of your time to complete our online survey using the following link:
http://naturalresources.wales/permits-and-permissions/permitting-service-customer-survey/?lang=en

Hoffen glywed am eich profiad o ddelio â Chyfoeth Naturiol Cymru yn ystod eich cais ar gyfer trwydded. Os oes amser gennych, cwblhewch ein arolwg ar-lein gan ddefnyddio'r ddolen ganlynol os gwelwch yn dda:
http://naturalresources.wales/permits-and-permissions/permitting-service-customer-survey/?lang=cy

Yours sincerely

Hannah Loughlin
Permitting officer

Waste Returns 2017 Notification

We are writing to inform you that the waste return template has been updated for the submission of waste returns in 2017.

Please note we can only accept the spreadsheet attached to this email for submission of returns for the reporting period 1st January – 31 March 2017 onwards (i.e. submission deadline 30 April 2017 onwards). All return deadlines for the 2017 reporting year are listed in the table below for your convenience.

Please also be reminded that your quarter 4/annual 2016 return is due for submission to us by the 31st January 2017. It is possible for you to use the new attached 2017 return template for submission of this return as well as any outstanding returns for other historic periods.

Deadlines for submitting waste returns for the 2017 reporting year

Reporting Quarters	Deadline for return
1 January to 31 March 2017	30 April 2017
1 April to 30 June 2017	31 July 2017
1 July to 30 September 2017	31 October 2017
1 October to 31 December 2017	31 January 2018

Annual return period	Deadline for return
1 January to 31 December 2017	31 January 2018

Information copied and pasted from earlier returns' forms is not compatible, therefore cannot be accepted and will be returned.

Information and guidance to help you complete your return can be found at:

http://naturalresources.wales/guidance-and-advice/environmental-topics/waste-management/new-wales-operator-waste-return-and-deadlines-for-returns/?lang=en

To ensure compliance with your permit, you must send us completed, accurate waste returns by the deadlines above. Late waste returns are recorded as a permit breach and therefore attract a compliance score. Scoring non-compliances could mean a higher annual subsistence charge for you. Repeated late returns will increase the score you receive and may lead to further escalation.

Please see the checklist below to help you complete your return:

Checklist for completing your return

1) Check the version of the form you are using, we can **only** accept version 7.3 of the Excel spread-sheet for 2017 returns.
2) Select correct quarter and year from drop down options
3) Use EPR reference number for your permit, we **won't** accept EAWML or other reference numbers-check your permit/public register if unsure: http://epr.environment-agency.gov.uk/ePRInternet/searchregisters.aspx
   Please use original EPR, not variations unless transferred and advised accordingly
4) Complete **all** light blue boxes, that information is mandatory-check to see if there is a drop-down option. (You can only enter data if there isn't one)
5) Complete from the first available cell-don't leave gaps.
6) Local authority area-**must select local authority** from drop down options **NOT** country
7) Disposal & Recovery code-unsure? Check pick-list document (available as downloadable document from our Waste Returns web page)

8) Waste collection authority source & biodegradable columns: select 'Yes' from drop down option or **leave blank**
9) Check accuracy of info and save as xls file
10) **MF facilities/landfills:** have you entered any extra data required?

If you have any other difficulties/queries regarding completing your return please contact your local Environment Officer.

Please be aware that if:

- Your site became operational during this period you should submit a waste return, or;
- No waste was received at your site during this period you must report a nil waste return.

If you operate a landfill please include the remaining capacity on your return form. You should report the capacity in the January return*, however if you are unable to provide the required information at that point in time you must provide it in the following quarter's return in April.

*(To report landfill capacity you need to give the current capacity from a survey taken during that month and provide the remaining capacity at the start of that calendar year)

Please send your completed returns to:
Email – waste.returns@naturalresourceswales.gov.uk
Post – Natural Resources Wales, Tŷ Cambria,29 Newport Road, Cardiff, CF24 0TP

If you have any questions, please contact us via email at waste.returns@naturalresourceswales.gov.uk or by telephone on 0300 0653000

Yours faithfully

Waste Returns Team
Natural Resources Wales