OUTGOING-1

ENVIRONMENT AGENCY

ENVIRONMENTAL PROTECTION ACT 1990
WASTE MANAGEMENT LICENCE

LICENCE REF No :- WML 86237 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 **David E McDowell Limited (Company Registration No. 01815566) of Towersey, Newbury Road, East Hendred, Oxfordshire, OX12 8LH** those persons 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 **Gower Road, Grove Technology Park, Wantage, Oxfordshire, OX12 9FA**, (hereinafter called "the site") shown edged red on Drawing Reference Number **1240/4A**, dated **DEC 98**, and attached to this licence.

Signed.....G. Travis..... **Name**.....C. TRAVIS.....
(for the Area Environment Planning Manager - Thames West)

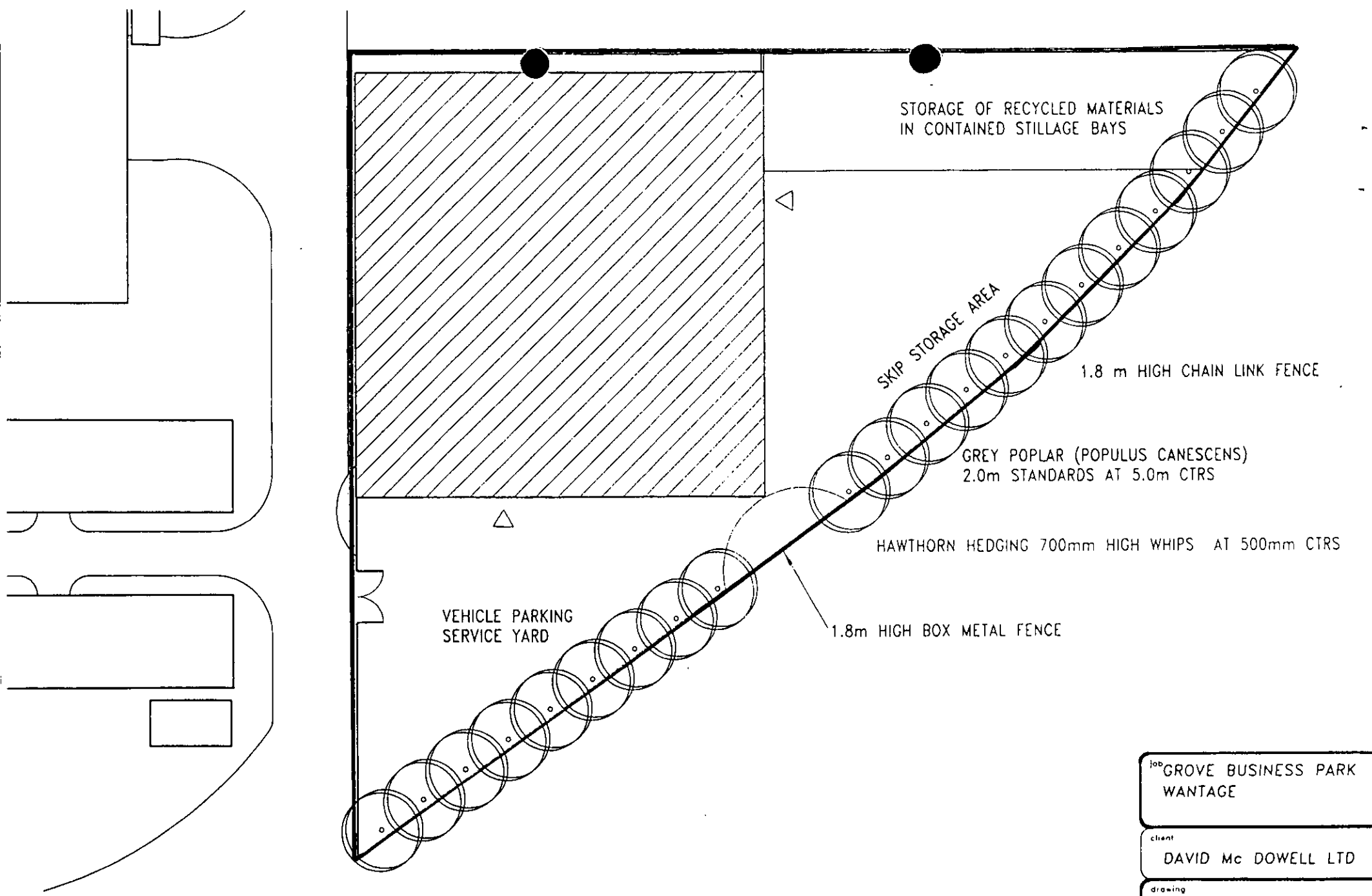
Dated.29 October 99.

FOR ENVIRONMENT AGENCY OFFICIAL USE ONLY

PERMIT

2

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



job GROVE BUSINESS PARK
WANTAGE

client
DAVID Mc DOWELL LTD

drawing
SIT PLAN
LANDSCAPING

scale 1:500

date DEC 98

sheet size A3

1240/4 A

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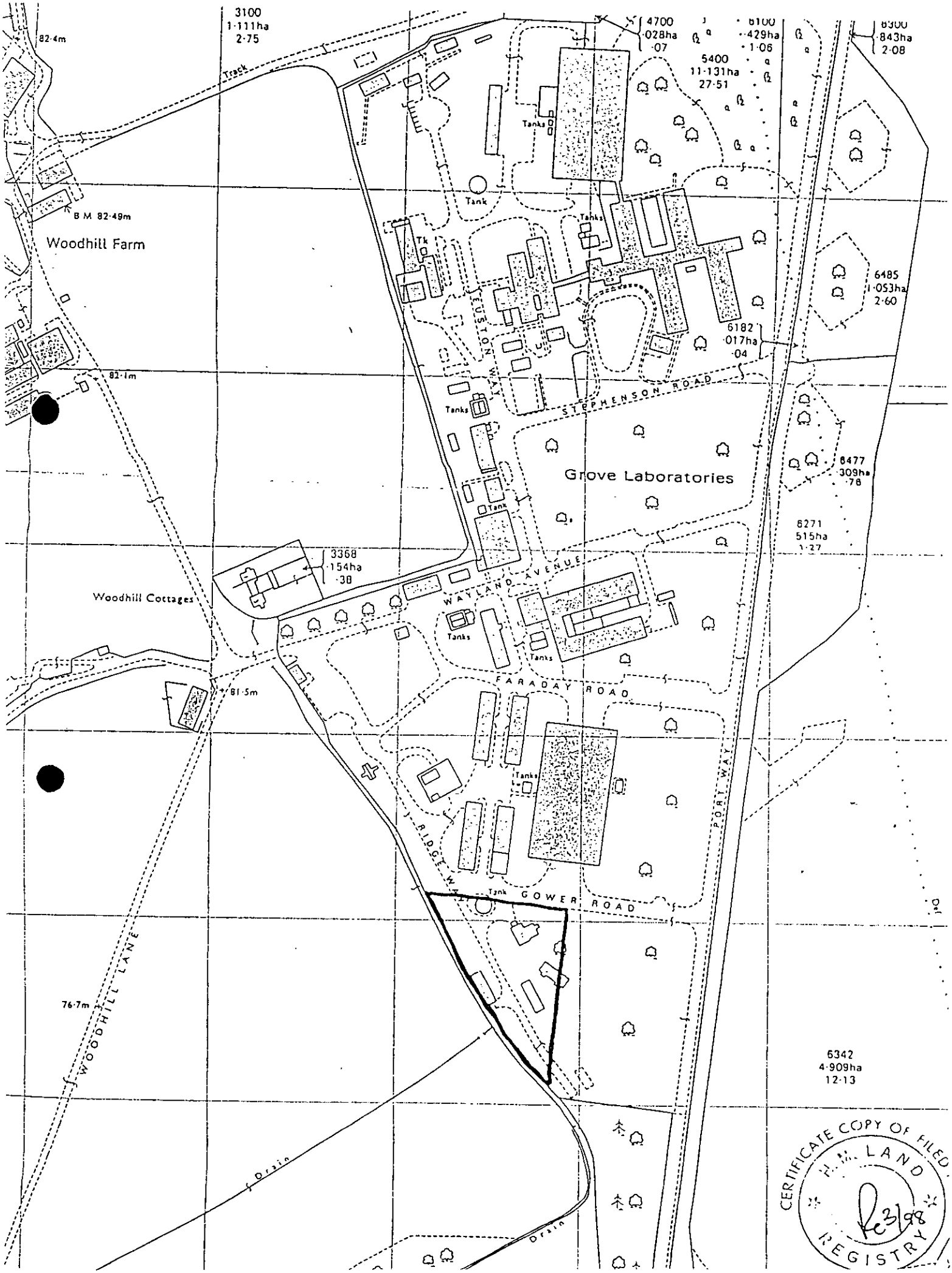

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LAND REGISTRY

SCHEDULE 2

SECTION 0: DEFINITIONS

0.1: 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 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.
Preparatory works:	Works required prior to the carrying out of the activities authorised by this licence
Authorised officer of the Agency:	A person 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.
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.
Engineer:	For engineering works specified in these conditions, means a person who works in the relevant branch of engineering, as a qualified professional.
Engineering survey:	A survey carried out in accordance with recognised or approved standards by a suitably qualified competent person.

Maintenance: For engineering maintenance specified in these conditions, means the process of inspection, testing, repair of the relevant engineering works specified in these conditions.

Working Plan The working plan approved by the Agency at the time of issue of this licence and any subsequent amendments to it made in accordance with the conditions of this licence.

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).

Waste: 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.

Clinical waste: As defined in regulation 1(2) of the Controlled Waste Regulations 1992 or any statutory provisions amending or replacing them.

Special waste: As defined by regulation 2 of the Special Waste Regulations 1996 or any statutory provisions or regulations amending or replacing them.

Risk assessment: 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: 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.

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.

LICENCE CONDITIONS

SECTION 1: GENERAL CONSIDERATIONS

1.1: SPECIFIED WASTE MANAGEMENT OPERATIONS

No waste management operations shall be authorised by this licence unless specified in and undertaken in accordance with **section 1** of the working plan.

1.2: EXEMPT WASTE MANAGEMENT ACTIVITIES

Where wastes are being brought into 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 site for the specified waste management operations under these licence conditions.

1.3: PERMITTED WASTES

No wastes other than those categorised below and specified in detail in **section 2** shall be accepted. The quantities of waste accepted shall not exceed those listed below.

Permitted Waste Categories	Maximum Permitted Quantities (tonnes/year)
Inert wastes	12,916
Scrap Metal	83
Special Wastes	not permitted
Degradable Household Wastes (excluding inert, scrap metal and Special wastes)	not permitted
Degradable Commercial Wastes (excluding inert, scrap metal and Special wastes)	12,000
Degradable Industrial Wastes (excluding inert, scrap metal and Special wastes)	
Other wastes:	

1.4: EXCLUSION OF WASTE TYPES WITH SPECIFIED HAZARD CHARACTERISTICS

Notwithstanding the specification of permitted waste types within **section 2**, wastes shall not be accepted which have any of the following specified characteristics:

1. **Wastes which are of the following form and type:**

Waste Form	Type
Solid	Dry wastes, Special Wet wastes, Special
Powders	Non-Special Special
Sludges	Non-Special Special
Liquid Wastes	Non-Special Special

1.5: HOURS OF OPERATION

The specified waste management operations authorised by this licence shall only be carried out within the times specified in **section 4.1** of the working plan

1.6: 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.

1.7: 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 staff carrying out work under the requirements of the licence.

1.8: 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.

1.9: 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 of management.

1.10: 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.

1.11: 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.

1.12: 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 29 October 1999 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.

1.13: 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.

1.14: AMENDMENTS TO SUPPORTING INFORMATION REFERENCED IN THE WORKING PLAN

1.14.1 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.

1.14.2 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 1.13 above.

1.15: WORKING PLAN AMENDMENTS

1.15.1 The Licence Holder shall give the Agency prior notice in writing of any proposed change to **sections 1, 2, 3.5, 3.6, 3.7, 3.8, 3.9, 3.12, 3.13, 3.14, 3.15, 3.22, 3.23, 3.25, 3.27, 3.30, 4.1, 4.5, 4.6, 4.7, 4.8 4.10, 4.14, 4.15, 4.16, 4.17, 4.18, 4.19, 4.20, 4.21, 4.22, 4.23, 4.24 and 4.25** of the working plan.

1.15.2 The written notice shall be supported by a written risk assessment of the effect of implementing the proposed change to **sections 1, 2, 3.5, 3.12, 3.9, 3.14, 4.8, 4.16, 4.18, 4.19 and 4.21** 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 .

1.15.3 Any proposed change to **sections 1, 2, 3.5, 3.6, 3.7, 3.8, 3.9, 3.12, 3.13, 3.14, 3.15, 3.22, 3.23, 3.25, 3.27, 3.30, 4.1, 4.5, 4.6, 4.7, 4.10, 4.14, 4.15, 4.16, 4.17, 4.18, 4.19, 4.20, 4.21, 4.22, 4.23, 4.24** and **4.25** 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.

1.16: NOTIFICATION OF CHANGE OF OPERATOR'S OR HOLDER'S DETAILS

The following information shall be notified in writing within 5 working days to the Agency where the licence holder is a registered company:

1.16.1 any change in the Licence Holder's trading name, registered name or registered office address;
1.16.2 any steps taken with a view to the Licence Holder going into administration, entering into a company voluntary arrangement or being wound up;
1.16.3 any change in the operators trading name, registered name or registered office address (if different from the Licence Holder).

1.17: 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.

1.18: 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.

1.19: CESSATION OF WASTE MANAGEMENT OPERATIONS

In the event that the site ceases all waste management operations either permanently or for longer than one month 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 recommencement. 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.

1.20: NOTIFICATIONS AND SUBMISSIONS TO THE AGENCY

Except where otherwise specified, all notifications and submissions to the Agency under the requirements of these licence conditions:

1.20.1 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;

1.20.2 shall quote the licence reference number and the name of the Licence Holder.

SECTION 2: SITE ENGINEERING FOR POLLUTION PREVENTION

2.1: PROVISION OF SITE SURFACE WATER COLLECTION AND DRAINAGE SYSTEM

No waste shall be deposited or handled in any area of the site until the engineered site surface and drainage system for that area has been constructed and completed in accordance with this condition and **section 3.5** of the working plan.

2.2: DESIGN, CONSTRUCTION AND MAINTENANCE PROCEDURES AND RECORDS

The engineered site surface and drainage systems shall be designed, constructed and maintained, and shall be fully documented and recorded, to the specified standards in accordance with **section 3.12** of the working plan.

2.3: CONSTRUCTION QUALITY ASSURANCE OF ENGINEERED SITE SURFACE AND CONTAINMENT

No wastes shall be deposited or handled in any area unless:

1. details of the identities, relevant experience and relevant qualifications of the personnel who will be providing Quality Assurance of the engineered site surface and drainage systems have been submitted in writing to the Agency and acknowledged in writing by the Agency;

2. the engineered site surface and drainage system for that area has been constructed in accordance with **section 3.12** of the working plan;

3. the Validation Report on the construction of the engineered site surface and drainage system has been submitted in writing to the Agency and has been acknowledged in writing by the Agency.

2.4: 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.

SECTION 3: SITE INFRASTRUCTURE

3.1: PROVISION OF SITE IDENTIFICATION BOARD

3.1.1 No wastes shall be received at the site unless an identification board has been provided at or near the site entrance.

3.1.2 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.

3.1.3 The board shall be easily readable from outside the site entrance, and shall display the following information:
Site name and address;
Licence Holder name;
Licence number;
Emergency contact name and telephone number;
Agency national numbers: 0845 9333 111 and 0800 807060;
Days and hours site is open to receive waste.

3.2: PROVISION AND MAINTENANCE OF SITE 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 **sections 3.25, 3.27 and 4.6** 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.

SECTION 4: SITE OPERATIONS

4.1: PREVENTION OF MUD AND DEBRIS ON THE ROAD

Whenever the site is receiving or dispatching wastes, measures shall be provided, operated and maintained as specified in **section 4.23** of the working plan, in order to prevent 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.

4.2: REMEDIATION OF MUD AND DEBRIS ON THE ROAD

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 4.25** of the working plan.

4.3: POTENTIALLY POLLUTING LEAKS AND SPILLAGES FORM VEHICLES, PLANT AND EQUIPMENT

All vehicles used on 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.

4.4: CONTROL AND REMEDIATION OF LEAKS AND SPILLAGES:

In the event of any potentially polluting leak or spillage occurring on site the documented control and remediation procedures specified in **section 3.14** of the working plan shall be implemented immediately and recorded.

4.5: 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 the pollution of the environment, harm to human health or serious detriment to the amenities of the locality, the Leak and Spillage Action Plan specified in **section 3.14** shall be implemented immediately.

4.6: FIRES ON SITE

4.6.1 No waste shall be burned on the site.

4.6.2 In the event of a fire on the site, the fire action plan specified in **section 4.17** of the working plan shall be implemented immediately

4.7: WASTE ACCEPTANCE PROCEDURES

All wastes shall be received, inspected, accepted or rejected, and recorded in accordance with the waste acceptance procedures specified in **section 4.16** of the working plan.

4.8: WASTE CONTROL PROCEDURES

All wastes accepted at the site shall be handled, kept and recorded in accordance with the waste control procedures specified in **section 4.16** of the working plan.

4.9: WASTE DESPATCH PROCEDURES

All outgoing wastes shall be inspected, despatched and recorded in accordance with the waste despatch procedures specified in **section 4.16** of the working plan.

4.10: MEANS OF MEASUREMENT

All wastes accepted at and dispatched from the site shall be measured in accordance with **section 4.15** of the working plan.

4.11: SCREENING OF WASTE

Screening shall only be carried out on the site in accordance with this condition and **section 4.8** of the working plan.

4.12: INSTALLATION, TESTING, COMMISSIONING, OPERATION AND MAINTENANCE OF PLANT AND EQUIPMENT.

The plant and equipment used for the screening of waste shall be installed, operated and maintained, which shall be fully documented and recorded, in accordance with **section 4.8** of the working plan.

4.13: ENGINEERING QUALITY ASSURANCE

The screening process shall not receive waste inputs, other than those required to carry out identified commissioning tests agreed in writing by the Agency, unless a Validation Report on the construction and commissioning of the plant and equipment for that process has been submitted to the Agency, and the Agency has acknowledged its receipt in writing.

4.14: PROCESS QUALITY CONTROL

The screening process shall only be carried out in accordance with the fully documented and recorded quality control and quality assurance programme specified in **section 4.16** of the working plan.

4.15: SPECIAL REQUIREMENTS FOR HANDLING NON PERMITTED WASTES

Notwithstanding the other conditions in this licence, all non permitted wastes shall be kept in accordance with the measures specified in **section 3.9** of the working plan.

SECTION 5: AMENITY MANAGEMENT AND MONITORING

5.1: 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 4.22** of the working plan, to prevent and minimise the release of airborne dusts, fibres and particulates arising from the site onto public areas outside the site, which shall include public highways and areas of public access outside the site.

5.2: CONTROL OF RELEASES OF DUSTS, FIBRES AND PARTICULATES

All emissions to air from 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 outside the site boundary, as perceived by an authorised officer of the Agency.

In the event that any dusts, fibres or particulates arising from the site as released or are likely to be released onto public areas outside the site boundary in such quantities or concentrations that they are likely to cause pollution of the environment, the actions specified in **section 4.22** shall be implemented immediately.

5.3: PREVENTION OF ODOURS

Measures shall be implemented throughout the operational life of the site, in accordance with this condition and **section 4.21** of the working plan, to prevent and minimise the release of offensive odours from the site beyond the site boundary.

5.4: CONTROL OF ODOURS

5.4.1 All emissions to air from the specified waste management operations on the site shall be free from offensive odours in public areas outside the site boundary, as perceived by an authorised officer of the Agency.

5.4.2 In the event that any offensive odours arising from the site are released or are likely to be released onto public areas outside the site boundary in such quantities or concentrations that they are likely to cause pollution of the environment, harm to human health and/or serious detriment to the local amenity, the actions specified in **section 4.21** shall be implemented immediately.

5.5: CONTROL OF NOISE

Measures shall be implemented throughout the operational life of the site, in accordance with this condition and **section 4.20** of the working plan, to control and minimise the levels of noise from beyond the site boundary.

5.6: PREVENTION OF PEST INFESTATIONS ARISING ON THE SITE

Measures shall be taken, in accordance with this condition and **section 4.18** of the working plan, throughout the operational life of the site, to prevent pest infestations arising on the site.

5.7: MONITORING AND CONTROL OF PESTS

The site shall be inspected for evidence of pest infestations by a competent person daily. In the event of any evidence of pest infestations being found, measures as specified in **section 4.18** of the working plan shall be taken immediately to control and eliminate those pests.

5.8: CONTROL OF LITTER

5.8.1 Litter control and collection measures shall be implemented in accordance with this condition and **section 4.19** 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 and litter escaping from the confines of the site.

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

SECTION 6: SITE RECORDS

6.1: 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 locations and in a manner specified in **section 4.15** of the working plan.

6.2: 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 within 24 hours when required by an authorised officer of the Agency.

6.3: RECORDING OF WASTES ACCEPTED AND REMOVED

A record shall be kept of each load of waste accepted and each load of waste removed from the site. This record shall include the following details

6.3.1 Loads in: - Nature (Solid), waste type as specified in **section 2** of the working plan, quantity (tonnes/m^3), date received, date accepted.

6.3.2 Loads out: - Nature (Solid), waste type as specified in **section 2** of the working plan, quantity (tonnes), date removed.

6.4: SUMMARY RECORDS OF WASTES ACCEPTED AND REMOVED

A summary record of the waste types accepted and 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 the quarter. The summary record shall be in the format specified in Appendices 1 and 2 of this licence.

6.5: SITE DIARY

6.5.1. 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:

i) plant maintenance and breakdowns;
ii) any site emergency;
iii) problems with waste received, and actions taken;
iv) sampling exercises;
v) site inspections by regulatory authorities;
vi) records despatched to the Agency;
vii) weather, including severe conditions;
viii) any environmental problems and remedial actions;
ix) any complaints received;
x) attendance time of technically competent management;

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

APPENDIX 1: WASTE DELIVERY RETURNS

The format of the waste delivery returns submitted to the Agency shall be as set out below unless otherwise agreed in writing with the Agency.

WASTE DELIVERY RETURNS

SITE:			
MONTH:			
DISTRICT OR COUNTY OF ORIGIN*	**CATEGORY OF WASTE**	**WEIGHT IN TONNES OR CAPACITY IN M^3 #**	**NUMBER OF LOADS**

(# Specify which units are being used.)

APPENDIX 2: WASTE REMOVALS RETURNS

The format of these waste removal returns submitted to the Agency shall be as set out below unless otherwise agreed in writing with the Agency.

WASTE REMOVAL RETURNS

SITE:		
MONTH:		
DESTINATION*	**CATEGORY OF WASTE**	**WEIGHT IN TONNES OR CAPACITY IN M^3 #**

(# Specify which units are being used.)

EXPLANATORY NOTES

RIGHTS OF APPEAL.

Section 43(1) of the Environmental Protection Act 1990 provides that:

Where, except in pursuance of a direction given by the Secretary of State,

(a) an application for a licence or a modification of the conditions to the licence is rejected

(b) a licence is granted subject to conditions,

the applicant may appeal from the decision to the Secretary of State

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,
Room 10/13,
Tollgate House,
Bristol,
BS10 9DJ.
TEL 0117 987 8812
FAX 0117 987 8406

This notice of appeal should be accompanied by the following information: 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; and 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 the above documents that have accompanied your notice of appeal, on the Environment Agency (at the address on the licence). You should appeal within 6 months of the date that this notice takes effect but the Secretary of State may allow notice of appeal to be given after the expiry of this time period.