Client: A1 Sandwell Skips Limited
Address: 1-3 Roebuck Lane, Smethwick, Sandwell, West Midlands, B66 1BS.

A1 Sandwell Skips Limited

Waste Types, Acceptance Procedures, Storage and Treatment

Application to Vary Environmental Permit EPR/DB3408LE
1-3 Roebuck Lane, Smethwick, Sandwell, West Midlands, B66 1BS

16 January 2026

Our Reference: A1 Sandwell Skips Ltd-Waste Types & Procedures, RP01, Final

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A1 Sandwell Skips Ltd-Waste Types & Procedures, RP01, Final

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1 INTRODUCTION

1.1 BACKGROUND

1.1.1 A1 Sandwell Skips Limited ***(the Operator)*** operates a household, commercial and industrial waste transfer station with treatment at 1 to 3 Roebuck Lane, Smethwick, Sandwell, West Midlands, B66 1BS ***(the Site)***.

1.1.2 The Site has the benefit of an Environmental Permit (EPR/DB3408LE), which was first issued on 19 October 2006 and varied to a Standard Rules SR2015 No6 on 10 August 2016. The permit was transferred to A1 Sandwell Skips Limited on 19 November 2024.

1.1.3 The permit currently authorises the sorting, separation, screening, baling, shredding, crushing and compaction of up to 75,000 tonnes per annum non-hazardous waste for recycling and recovery.

1.1.4 The purpose of this document is to detail the proposed waste types, waste pre-acceptance and acceptance procedures, waste storage procedures and waste treatment and recycling processes at the Site. It is submitted to support an application to vary the permit to a bespoke version.

1.1.5 The purpose of the application to vary the permit is to authorise an increase in non-hazardous waste throughput up to a maximum of 200,000 tonnes per annum and the use of a proposed 3-sided and roofed building for the storage of wastes. There are no proposals to vary the authorised waste types. Hazardous wastes are not accepted at the facility.

1.1.6 The Site currently incorporates a roofed shed, circa 30m x 17m in size, with an impermeable concrete base. Waste is loaded by mechanical mobile plant into an elevated hopper and trommel, located next to the shed on the external concreted yard. The trommel separates the fines from the larger fraction. Separated fines are gravity transferred to an engineered three-sided bay located immediately below the trommel, whilst the larger fraction is conveyed to an elevated picking station, where site operatives separate materials into cardboard, plastics, plasterboard, general waste, wood and scrap metal. The site operatives place the separated recyclables into one of 6 No chutes, which each gravity feeds the materials into a dedicated, engineered storage bay beneath the trommel. Materials are bulked up in the bays for off site transfer to authorised facilities for recycling. A water sprinkler system is installed inside the building roof for dust control.

1.1.7 The Operator proposes to install the proposed roofed and three-sided building along the southeast boundary of the Site, adjacent to Telford Way. The rear wall of the building will run adjacent to the road thereby enhancing the Site's dust control measures and minimising any potential for fugitive emissions to migrate towards the nearest residential properties, which are located east of the facility on Great Arthur Street, circa 85m distant.

1.1.8 The new building will incorporate 7 No engineered fireproof concrete bays for the containment of wastes. Each bay will for used for waste storage as follows:

- Quarantine bay
- Trommel fines bay
- Wood bay

- Mixed construction waste bay
- Soil and stones bay
- General waste bay
- General waste bay.

1.1.9 The trommel hopper and trommel will also be relocated inside the new building, thereby ensuring that wastes are tipped, stored and processed inside roofed structures. The building will incorporate an impermeable concrete base.

1.1.10 The external yard is concreted throughout. Arco drains have been installed in the yard to direct surface water run-off to an underground sealed tank, the location of which is shown on Drawing 'Site Drainage', DW02. Water level in the tank is subject to regular inspection, with the contents pumped out by road tanker for disposal off site to an authorised facility.

1.1.11 The Site is located on a large industrial estate and is accessed off Roebuck Lane, Galton Bridge, Smethwick. The facility is secured by 4.5m high perimeter concrete panel fencing and security gates, which are kept closed and locked outside of operational hours. The Site location and layout are shown on Drawing 'Indicative Site Layout and Storage - DW01'. The permit boundary is shown in green on the drawing.

1.1.12 CCTV cameras are installed for additional security and provide coverage of all the Site.

1.1.13 This Site's EMS has been prepared by the Site's Technically Competent Person in accordance with the latest Environment Agency guidance 'Develop a management system: environmental permits' https://www.gov.uk/guidance/develop-a-management-system-environmental-permits. It has been approved by the Managing Director.

1.1.14 A detailed Fire Prevention Plan (FPP) has been prepared to accompany the application to vary the permit, see A1 Sandwell Skips Ltd-FPP-RP02-Final. The FPP has been prepared in accordance with the Environment Agency`s Fire Prevention Plan (FPP) Guidance, which was most recently updated on 11 January 2021, see https://www.gov.uk/government/publications/fire-prevention-plans-environmental-permits/fire-prevention-plans-environmental-permits

1.1.15 The Technically Competent Person, with suitable WAMITAB qualification or similar, will supervise operations at the Site. A Certificate of Continuing Competence is required every 2 years after initial issue of the WAMITAB Certificate or whatever appropriate requirements are prevalent at the time.

1.1.16 No substances that would be classified as 'dangerous' under the Control of Major Accident Hazards (COMAH) Regulations will be used at the Site for the operation of the facility.

2 PROPOSED WASTE TYPES

2.1.1 The list of permitted wastes at the Site is detailed in Table 1 below. The proposed variation does not include the requirement for any additional waste types, although annual waste throughput would increase to a maximum of 200,000 tonnes per annum. All waste will be accepted in accordance with the waste pre-acceptance and acceptance procedures detailed in Section 3 below.

Table 1: List of Permitted Wastes

Waste Code	Description
01	**Waste resulting from exploration, mining, quarrying and physical and chemical treatment of minerals**
01 01	**Wastes from mineral excavation**
01 01 01	wastes from mineral metalliferous excavation
01 01 02	wastes from mineral non-metalliferous excavation
01 03	**Wastes from physical and chemical processing of metalliferous minerals**
01 03 06	tailings other than those mentioned in 01 03 04 and 01 03 05
01 03 09	red mud from alumina production other than the wastes mentioned in 01 03 07
01 04	**Wastes from physical and chemical processing of non-metalliferous minerals**
01 04 08	waste gravel and crushed rocks other than those mentioned in 01 04 07
01 04 09	waste sand and clays
01 04 11	wastes from potash and rock salt processing other than those mentioned in 01 04 07
01 04 12	tailings and other wastes from washing and cleaning of minerals other than those mentioned in 01 04 07 and 01 04 11
01 04 13	wastes from stone cutting and sawing other than those mentioned in 01 04 07 02 WASTES FROM AGRICULTURE, HORTICULTURE, AQUACULTURE, FORESTRY
02	**Wastes from agriculture, horticulture, aquaculture, forestry, hunting and fishing, food preparation and processing**
02 01	**Wastes from agriculture, horticulture, aquaculture, forestry, hunting and fishing**
02 01 03	plant-tissue waste
02 01 04	waste plastics (except packaging)
02 01 07	wastes from forestry
02 01 10	waste metal
02 02	**Wastes from the preparation and processing of meat, fish and other foods of animal origin**
02 02 03	materials unsuitable for consumption of processing
02 03	Waste from fruit, vegetables, cereals, edible oils, cocoa, coffee, tea and tobacco preparation and processing; conserve production: yeast and yeast extract production, molasses preparation and fermentation
02 03 04	materials unsuitable for consumption or processing
02 04	**Wastes from sugar processing**
02 04 01	soil from cleaning and washing beet
02 04 02	off specification calcium carbonate
02 05	**Wastes from the dairy products industry**
02 05 01	materials unsuitable for consumption or processing
02 06	**Wastes from the baking and confectionery industry**
02 06 01	materials unsuitable for consumption or processing
02 06 02	wastes from preserving agents
02 07	**Wastes from the production of alcoholic and non-alcoholic beverages (except coffee, tea and cocoa)**

Waste Code	Description
02 07 01	wastes from washing, cleaning and mechanical reduction of raw materials
02 07 02	wastes from spirits distillation
02 07 04	materials unsuitable for consumption or processing
03	**Wastes from wood processing and the production of panels and furniture, pulp, paper and cardboard**
03 01	**Wastes from wood processing and the production of panels and furniture**
03 01 01	waste bark and cork
03 01 05	sawdust, shavings, cuttings, wood, particle board and veneer other than those mentioned in 03 01 04
03 03	**Wastes from pulp, paper and cardboard production and processing**
03 03 01	waste bark and wood
03 03	**Wastes from pulp, paper and cardboard production and processing**
03 03 01	waste bark and wood
03 03 07	mechanically separated rejects from pulping of wastepaper and cardboard
03 03 08	wastes from sorting of paper and cardboard destined for recycling
03 03 10	fibre rejects, fibre filler and coating sludges from mechanical separation
04	**Wastes from the leather, fur and textile industries**
04 01	**Waste from the leather and fur industry**
04 01 08	waste from tanned leather (blue sheeting, shavings, cuttings, buffing dust) containing chromium
04 01 09	wastes from dressing and finishing
04 02	**Waste from the textile industry**
04 02 21	wastes from unprocessed textile fibres
04 02 22	wastes from processed textile fibres
06	**Wastes from inorganic chemical processes**
06 09	**Wastes from the manufacture, formulation, supply and use (MFSU) of phosphorous chemicals and phosphorus chemical processes**
06 09 02	phosphorus slag
06 09 04	calcium based reaction wastes other than those mentioned in 6 09 03
06 11	**Wastes from the manufacture of inorganic pigments and opacifiers**
06 11 01	Calcium based reaction wastes from titanium dioxide production
07	**Wastes from organic chemical processes**
07 02	**Wastes from the MFSU of plastics, synthetic rubber and man-made fibres**
07 02 13	waste plastic
09	**Wastes from the photographic industry**
09 01	**wastes from the photographic industry**
09 01 07	photographic film and paper containing silver or silver compounds
09 01 08	photographic film and paper free of silver or silver compounds
09 01 10	single use cameras without batteries
09 01 12	single use cameras containing batteries other than those mentioned in 09 01 11

Waste Code	Description
10	**Wastes from thermal processes**
10 01	**Wastes from power stations and other combustion plants (except 19)**
10 01 01	bottom ash, slag and boiler dust (excluding boiler dust mentioned in 10 01 04)
10 01 05	calcium based reaction wastes from flue gas desulphurisation in solid form
10 01 07	calcium based reaction wastes from flue gas desulphurisation in sludge form
10 01 15	bottom ash, slag and boiler dust from co-incineration other than those mentioned in 10 01 14
10 01 19	wastes from gas cleaning other than those mentioned in 10 01 05, 10 01 07 and 10 01 18
10 01 24	sands from fluidised beds
10 02	**Wastes from the iron and steel industry**
10 02 01	wastes from the processing of slag
10 02 02	unprocessed slag
10 02 08	solid waste from gas treatment other than those mentioned in 10 02 07
10 02 10	mill scales
10 02 14	sludges and filter cakes from gas treatment other than those mentioned in 10 02 13
10 02 15	other sludges and filter cakes
10 03	**Wastes from aluminium thermal metallurgy**
10 03 02	anode scraps
10 03 05	waste alumina
10 03 16	skimmings other than those mentioned in 10 03 15
10 03 18	carbon containing wastes from anode manufacture other than those mentioned in 10 03 17
10 03 24	solid waste from gas treatment other than those mentioned in 10 03 23
10 03 26	sludges and filter cakes from gas treatment other than those mentioned in 10 03 25
10 03 28	wastes from cooling water treatment other than those mentioned in 10 03 27
10 03 30	wastes from treatment of salt slags and black drosses other than those mentioned in 10 03 29
10 04	**Wastes from lead thermal metallurgy**
10 04 10	wastes from cooling water treatment other than those mentioned in 10 04 09
10 05	**Wastes from zinc thermal metallurgy**
10 05 01	slags from primary and secondary production
10 05 09	wastes from cooling water treatment other than those mentioned in 10 05 08
10 05 11	dross and skimmings other than those mentioned in 10 05 10
10 06	**Wastes from copper thermal metallurgy**
10 06 01	slags from primary and secondary production
10 06 02	dross and skimmings from primary and secondary production
10 06 10	wastes from cooling water treatment other than those mentioned in 10 06 09
10 07	**Wastes from silver, gold and platinum thermal metallurgy**
10 07 01	slags from primary and secondary production
10 07 02	dross and skimmings from primary and secondary production
10 07 03	solid wastes from gas treatment

Waste Code	Description
10 07 05	sludges and filter cakes from gas treatment
10 07 08	wastes from cooling water treatment other than those mentioned in 10 07 07
10 08	**Wastes from other non-ferrous thermal metallurgy**
10 08 09	other slags
10 08 11	dross and skimmings other than those mentioned in 10 08 10
10 08 13	carbon containing wastes from anode manufacture other than those mentioned in 10 08 12
10 08 14	anode scrap
10 08 18	sludges and filter cakes from flue gas treatment other than those mentioned in 10 08 17
10 08 20	wastes from cooling water treatment other than those mentioned in 10 08 19
10 09	**Wastes from casting of ferrous pieces**
10 09 03	furnace slag
10 09 06	casting cores and moulds which have not undergone pouring other than those mentioned in 10 09 05
10 09 08	casting cores and moulds which have undergone pouring other than those mentioned in 10 09 07
10 09 14	Waste binders other than those mentioned in 10 09 13
10 09 16	Waste crack indicating agent other than those mentioned in 10 09 15
10 10	**Wastes from casting of non-ferrous pieces**
10 10 03	furnace slag
10 10 06	casting cores and moulds which have not undergone pouring other than those mentioned in 10 10 05
10 10 08	casting cores and moulds which have undergone pouring other than those mentioned in 10 10 07
10 10 14	waste binders other than those mentioned in 10 10 13
10 10 16	waste crack indicating agent other than those mentioned in 10 10 15
10 11	**Wastes from manufacture of glass and glass products**
10 11 03	waste glass based fibrous material
10 11 10	waste preparation mixture before thermal processing, other than those mentioned in 10 11 09
10 11 12	waste glass other than those mentioned in 10 11 11
10 11 16	solid wastes from flue gas treatment other than those mentioned in 10 11 15
10 11 18	sludges and filter cakes from flue gas treatment other than those mentioned in 10 11 17
10 12	**Wastes from manufacture of ceramic goods, bricks, tiles and construction products**
10 12 01	waste preparation mixture before thermal processing
10 12 05	sludges and filter cakes from gas treatment
10 12 06	discarded moulds
10 12 08	waste ceramics, bricks, tiles and construction products (after thermal processing)
10 12 10	solid wastes from gas treatment other than those mentioned in 10 12 09
10 12 12	wastes from glazing other than those mentioned in 10 12 11
10 13	**Wastes from manufacture of cement, lime and plaster and articles and products made from them**

Waste Code	Description
10 13 01	waste preparation mixture before thermal processing
10 13 04	waste from calcination and hydration of lime
10 13 07	sludges and filter cakes from gas treatment
10 13 10	wastes from asbestos cement manufacture other than those mentioned in 10 13 09
10 13 11	wastes from cement based composite materials other than those mentioned in 10 13 09 and 10 13 10
10 13 13	solid wastes from gas treatment other than those mentioned in 10 13 12
10 13 14	waste concrete and concrete sludge
11	**Wastes from chemical surface treatment and coating of metals and other materials**
11 01	**Wastes from chemical surface treatment and coating of metals and other materials (for example galvanic processes, zinc coating processes, pickling processes, etching, phosphating, alkaline degreasing, anodising)**
11 01 10	sludges and filter cakes other than those mentioned in 11 01 09
11 01 14	degreasing wastes other than those mentioned in 11 01 13
11 02	**Wastes from non-ferrous hydrometallurgical processes**
11 02 03	wastes from the production of anodes for aqueous electrolytical processes
11 02 06	wastes from copper hydrometallurgical processes other than those mentioned in 11 02 05
11 05	**Wastes from hot galvanising processes**
11 05 01	hard zinc
11 05 02	zinc ash
12	**Wastes from shaping and physical and mechanical surface treatment of metals and plastics**
12 01	**Wastes from shaping and physical and mechanical surface treatment of metals and plastics**
12 01 01	ferrous metal filings and turnings
12 01 03	non-ferrous metal filings and turnings
12 01 05	plastic shavings and turnings
12 01 13	welding wastes
12 01 17	waste blasting material other than those mentioned in 12 01 16
12 01 21	spent grinding bodies and grinding materials other than those mentioned in 12 01 20
15	**Waste packaging**
15 01	Packaging (including separately collected municipal packaging waste)
15 01 01	paper and cardboard packaging
15 01 02	plastic packaging
15 01 03	wooden packaging
15 01 04	metallic packaging
15 01 05	composite packaging
15 01 06	mixed packaging
15 01 07	glass packaging - Clean glass only
15 01 09	textile packaging
15 02	**Absorbents, filter materials, wiping cloths and protective clothing**

Waste Code	Description
15 02 03	absorbents, filter materials, wiping cloths and protective clothing other than those mentioned in 15 02 02
16	**Wastes not otherwise specified in the list**
16 01	**End-of-life vehicles from different means of transport [including off-road machinery] and wastes from dismantling of end-of-life vehicles and vehicle maintenance (except 13, 14, 16 06 and 16 08)**
16 01 03	end-of-life tyres
16 02	**Wastes from electrical and electronic equipment**
16 02 14	discarded equipment other than those mentioned in 16 02 09 to 16 02 13
16 02 16	components removed from discarded equipment other than those mentioned in 16 02 15
16 03	**Off specification batches and unused products**
16 03 04	inorganic wastes other than those mentioned in 16 03 03
16 03 06	organic wastes other than those mentioned in 16 03 05
16 06	**Batteries and accumulators**
16 06 04	alkaline batteries (except 16 06 03)
16 06 05	other batteries and accumulators
16 11	**Waste linings and refractories**
16 11 02	carbon based linings and refractories from metallurgical processes other than those mentioned in 16 11 01
16 11 04	other linings and refractories from metallurgical processes other than those mentioned in 16 11 03
16 11 06	linings and refractories from non-metallurgical processes other than those mentioned in 16 11 05
17	**Construction and demolition wastes (including excavated soil from contaminated sites)**
17 01	**Concrete, bricks, tiles and ceramics**
17 01 01	concrete
17 01 02	bricks
17 01 03	tiles and ceramics
17 01 07	mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06
17 02	**Wood, glass and plastic**
17 02 01	wood
17 02 02	clean glass only
17 02 03	plastic
17 03	**Bituminous mixtures, coal tar and tarred products**
17 03 02	bituminous mixtures other than those mentioned in 17 03 01
17 04	**Metals (including their alloys)**
17 04 01	copper, bronze, brass
17 04 02	aluminium
17 04 03	lead
17 04 04	zinc
17 04 05	iron and steel

Waste Code	Description
17 04 06	tin
17 04 07	mixed metals
17 04 11	cables other than those mentioned in 17 04 10
17 05	**Soils (excluding soils from excavated sites), stones and dredgings**
17 05 04	soils and stones including chalk other than those mentioned in 17 05 03
17 05 06	dredging spoil other than those mentioned in 17 05 05
17 05 08	track ballast other than those mentioned in 17 05 07
17 06	**Insulation materials and asbestos-containing construction materials**
17 06 04	insulation materials other than those mentioned in 17 06 01 and 17 06 03
17 08	**Gypsum based construction material**
17 08 02	gypsum based construction materials other than those mentioned in 17 08 01
17 09	**Other construction and demolition wastes**
17 09 04	mixed construction and demolition wastes other than those mentioned in 17 09 01, 17 09 02 and 17 09 03
19	**Wastes from waste management facilities, off-site waste water treatment plants and preparation of water intended for human consumption/industrial use**
19 01	wastes from incineration or pyrolysis of waste
19 01 02	ferrous materials removed from bottom ash
19 01 12	bottom ash and slag other than those mentioned in 19 01 11
19 01 18	pyrolysis wastes other than those mentioned in 19 01 17
19 01 19	sands from fluidised beds
19 02	**Wastes from physico/chemical treatments of waste (including dechromatation, decyanidation, neutralisation)**
19 02 03	premixed wastes composed only of non-hazardous wastes
19 02 10	combustible wastes other than those mentioned in 19 02 08 and 19 02 09
19 04	**Vitrified waste and wastes from vitrification**
19 04 01	vitrified waste
19 05	**Wastes from aerobic treatment of solid wastes**
19 05 01	non-composted fraction of municipal and similar wastes
19 05 02	non-composted fraction of animal and vegetable waste
19 05 03	off-specification compost (compost from source segregated biodegradable waste only)
19 12	**Wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified**
19 12 01	paper and cardboard
19 12 02	ferrous metal
19 12 03	non-ferrous metal
19 12 04	plastic and rubber
19 12 05	glass
19 12 07	wood other than that mentioned in 19 12 06
19 12 08	textiles

Waste Code	Description
19 12 09	minerals (for example sand, stones)
19 12 10	combustible wastes (refuse derived fuel)
19 13	**Waste from soil and groundwater remediation**
19 13 02	Solid waste from soil and groundwater remediation other than those mentioned in 19 13 01
20	**Municipal wastes (household waste and similar commercial, industrial**
20 01	**Separately collected fractions**
20 01 01	paper and cardboard
20 01 02	clean glass only
20 01 10	clothes
20 01 11	textiles
20 01 34	batteries and accumulators other than those mentioned in 20 01 33
20 01 36	discarded electrical and electronic equipment other than those mentioned in 20 01 21, 20 01 23 and 20 01 35
20 01 38	wood other than that mentioned in 20 01 37
20 01 39	plastics
20 01 40	metals
20 01 41	Wastes from chimney sweeping
20 02	**Garden and park wastes (including cemetery waste)**
20 02 01	biodegradable waste
20 02 02	soils and stones
20 03	**Other municipal wastes**
20 03 01	mixed municipal waste
20 03 02	waste from markets
20 03 03	street cleaning residues
20 03 07	bulky waste

2.1.2 All waste received at the Site shall be documented in accordance with all legal requirements including but not limited to the Environmental Permit, The Waste (England and Wales) Regulations 2011 and the Duty of Care. Non-hazardous waste movements will be in accordance with Waste Transfer Note or Season Ticket procedures.

3 WASTE ACCEPTANCE

3.1 WASTE PRE-ACCEPTANCE PROCEDURES

3.1.1 Waste producers are required to provide pre-acceptance documentation that includes details of:

- The waste description;
- The European Waste Classification (EWC) code;

- The source and nature of the waste, including its physical form;
- Any special handling measures;
- Any potential risks to process safety, occupational safety and the environment (e.g. from odour or dust);
- Details of the waste producer (name, address and contact details);
- Where the waste holder is not the producer, details of the waste holder (name, address and contact details);
- Information on the nature and variability of the waste production process and the waste;
- Age of the waste;
- Type of packaging;
- An estimate of the quantity to be received in each load and in a year.

3.1.2 Waste pre-acceptance details are checked by the Operator to make sure that only authorised wastes are delivered to the Site. Any non-permitted or unsuitable waste is rejected prior to delivery.

3.2 WASTE ACCEPTANCE PROCEDURES

3.2.1 All vehicles delivering wastes to the Site will stop at the weighbridge and will be weighed.

3.2.2 Checks will be made to confirm whether the haulier is a Registered Waste Carrier or has a valid exemption from registration. Only registered carriers or those who are lawfully exempt from registration will be permitted to use the Site.

3.2.3 Waste will not be accepted if for any reason there is insufficient storage capacity available or if the Site is inadequately manned. This is to ensure that all waste is managed effectively to prevent pollution or loss of amenity.

3.2.4 Site operatives are suitably trained and will follow documented procedures. The weighbridge operator will examine waste descriptions at the weighbridge and the information will be checked against the pre-acceptance documentation, six figure European Waste Catalogue Code(s) and other details on the Waste Transfer Note or Season Ticket and against the waste types permitted by the Environmental Permit.

3.2.5 Every delivery of waste will be recorded, detailing the date of the transaction, weight, waste type, registered carrier, Waste Transfer Note number, vehicle registration and other pertinent information against a unique reference number. It will allow for tracking of wastes, the generation of reports and waste returns, as well as providing comprehensive, auditable information.

3.2.6 A banksman will instruct waste delivery drivers to the appropriate part of the Site for off-loading, according to the type of waste being delivered, to ensure materials are stored and processed separately.

3.2.7 A visual inspection of the contents of all waste loads, including those received in enclosed containers,

will be made during deposit.

3.2.8 Any discrepancies found as a result of the checks detailed above will result in the vehicle being detained whilst some, or all, of the following supplementary management decisions are taken:

- Referral to a Technically Competent Person (TCP) on site;
- Referral to the waste producer to confirm the nature of the waste load;
- Referral to the waste carrier's base;
- Referral to the Environment Agency;
- Redirection of delivery vehicle off site, to a suitably authorised facility; and
- If the waste has been discharged, removal of the waste to the secure quarantine area, prior to off-site removal either to the waste producer or suitably authorised facility.

4 NON-CONFORMING WASTE

4.1.1 Any loads which contain non-permitted wastes shall be rejected prior to delivery or unloading. In the event that non-permitted waste has been inadvertently deposited and the delivery vehicle has left the Site, it will be temporarily stored in the quarantine area (either inside a sealed skip or on a secured area of the Site), pending its removal to the waste producer or an authorised facility.

4.1.2 Material rejected from the Site shall be issued with a record stating why, when and from which contract it was provided. This record shall be held on Site for the Environment Agency to inspect.

4.1.3 A Waste Transfer Note will be raised for any load of non-permitted, non-hazardous waste that has been inadvertently deposited on site and requires removal where the delivery vehicle has already left the Site. In the unlikely event that any inadvertently deposited hazardous waste requires removal, a Hazardous Waste Consignment Note will be raised for the transfer.

4.1.4 The Operator will ensure that any non-permitted wastes requiring removal from the Site will be transferred by a Registered Waste Carrier to a facility authorised to receive such wastes.

4.1.5 Small amounts of contrary material present shall be removed by hand or machine and temporarily stored in the quarantine skip. Material in quarantine shall be removed from Site to a suitably permitted facility, capable of dealing with the waste types.

5 WASTE STORAGE

5.1.1 Wastes will arise predominantly from inert and non-hazardous general skip waste from municipal, commercial and industrial sources.

5.1.2 Waste storage and processing areas will comprise:

- A new 3-sided roofed building with concrete base and fitted with 7 No fireproof concrete bays for the storage of wastes as follows: quarantine bay, trommel fines bay, wood bay, mixed construction waste bay, soil and stones bay, 2 No general waste bays. In addition, the trommel feed hopper and trommel will be located in the new building;

- 6 No bays below the existing picking station, used for the storage of separated cardboard, plastics, plasterboard, general waste, wood and scrap metal for recycling. The picking station building is roofed and comprises an impermeable concrete base;
- An external yard area comprising engineered concrete surface, used for the storage and bulking up of inert hardcore wastes;
- Mobile plant (currently comprising 3 No skip vehicles, 2 No roll-on-off hook-lift vehicles, 2 No 360° excavators, 2 No loading shovels;
- A quarantine area for the inadvertent storage of non-permitted waste;
- Empty skip storage area;
- A weighbridge.

5.1.3 All materials are inspected to ensure that they are fit for purpose for the intended use. Processed materials are stored in separate dedicated bays, prior to being loaded and sheeted for removal from the Site. Materials are transferred off site in accordance with the Duty of Care.

6 WASTE TREATMENT

6.1.1 Incoming skips of general wastes that have been approved following the pre-acceptance procedures, acceptance procedures and initial visual inspection detailed above are currently deposited in a designated tipping area on the external concrete yard, where they are subject to further visual inspection, with the removal of any unauthorised or otherwise unsuitable materials to a quarantine skip.

6.1.2 Authorised wastes are transferred by 360° excavator from the tipping area into the trommel hopper, which feeds the trommel. The trommel rotates and screens the materials into a fine fraction and a larger fraction. The fine fraction is gravity fed into an engineered 3-sided bay immediately beneath the trommel, whereas the larger fraction is transferred from the trommel to an inclined conveyor, which feeds a horizontal conveyor that conveys materials to the picking station. The picking station staff separate and sort the wastes into cardboard, plastics, plasterboard, general waste, wood and scrap metal. The site operatives place the separated recyclables into one of 6 No chutes, which each gravity feeds the materials into a dedicated, engineered storage bay beneath the picking station for bulking up and recycling.

6.1.3 The inclined conveyor, horizontal conveyor and picking station are located in the existing roofed building. The trommel hopper and trommel will be located in the new building (along with 7 No waste storage bays). This will ensure that all general wastes will be tipped, stored and processed in roofed buildings.

7 WASTE SAMPLING

7.1.1 Trommel fines are subject to quarterly waste sampling, laboratory analysis and assessment to demonstrate whether materials are non-hazardous or hazardous.

7.1.2 The Operator takes samples from the trommel fines storage bay immediately beneath the trommel

and submits them to an independent laboratory for chemical analysis (currently Guardian Laboratories (West Midlands) Limited). Samples are analysed for the following parameters:

- Asbestos
- pH, total sulphides, total cyanide, acid soluble sulphate, total arsenic, total cadmium, total chromium, total copper, total lead, total nickel, total zinc, total mercury, loss on ignition
- Total petroleum hydrocarbons (TPH), C6 to C40
- Speciated polycyclic aromatic hydrocarbons (PAH).

7.1.3 Laboratory results are assessed in accordance with Guidance on the classification and assessment of waste (1st Edition v1.2.GB): Technical GuidanceWM3.

7.1.4 Non-hazardous fines are currently disposed of at Poplars Landfill, Cannock in accordance with the operator's waste acceptance criteria for the facility. Trommel fines from the Site are typically found to be non-hazardous based on laboratory analysis and WM3 assessment.

8 HOUSEKEEPING

8.1.1 The Operator will ensure efficient and regular housekeeping are used to maintain the Site in a tidy condition and minimise any risks of dust, litter or odour escaping the Site boundary.

8.1.2 The use of first in first out principles will ensure the Site operates a rapid turnover of waste materials and that the waste bays are emptied frequently so that all materials are removed and the bays are totally emptied (including the corners of the bay) at least every 7 days. This prevents the potential for any build-up of dust or odour and ensures that all materials are rapidly removed.

8.1.3 Site cleaning procedures include sweeping out the bays, including the corners, to ensure all material is removed and potentially dusty residues do not remain in-situ.

8.1.4 Typically, the Site will be swept during the course of the working day and at the end of the working day to ensure the facility is left clean and tidy both during and outside of operational hours. Site sweeping will be carried out by site operatives under the supervision of the Site Manager or Technically Competent Person.

8.1.5 The trigger for additional sweeping and cleaning will be during periods of dry weather, which may give rise to dusty conditions, during daily site inspections if noticeable dust, litter or debris accumulation is present.

8.1.6 It is important to note that all the Site surfaces comprise concrete and engineered pavement and there is no requirement for vehicles to drive over unmade roads or surfaces or for wastes to be stored and processed on unmade land.

8.1.7 In the unlikely event that mud or dust is identified as an ongoing issue a road sweeper can be sourced from a local supplier.

8.1.8 In the event that circumstances beyond the control of the Operator (such as the breakdown of critical plant on site or the closure and general non-availability of sites that the recycled and recovered materials are typically sent to) result in the quantity of waste building up to levels approaching the

maximum authorised in the permit, alternative authorised facilities will be sought as a matter of urgency to ensure that waste levels are quickly controlled and materials do not give rise to fugitive emissions off site.

8.1.9 All wastes are dispatched from the Site in suitably enclosed or sheeted vehicles to authorised facilities in accordance with the Duty of Care and Waste Transfer Note / Season Ticket procedure.