

CHADWICH LANE QUARRY LANDFILL

Environmental Permit Application

Waste Acceptance Procedure

Prepared for: Chadwich Lane Quarry Ltd

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1.0 Introduction

1.1 Report Context

Chadwich Lane Quarry Ltd instructed Enviroarm Limited (EL) to prepare a Waste Acceptance Procedure (WAP) as part of an Environmental Permit (EP) application for Chadwich Lane Quarry Landfill in Madeley Heath, Bromsgrove, Worcestershire under the Environmental Permitting (England and Wales) Regulations 2016.

The purpose of the WAP is to ensure that the site only accepts waste that is:

- Suitable for the activity;
- Is allowed by the EP; and
- Is appropriately considered by the environmental risk

assessment. The WAP will also assist with:

- Ensuring the activities do not cause pollution;
- Assist in the waste sourcing decision making process; and
- Prevent the receipt of non-permitted wastes.

2.0 Landfill Waste Acceptance Procedure Overview

This WAP has been prepared with reference to the following guidance for waste acceptance at landfills:

- DEFRA: Environmental Permitting: Environmental Permitting Core Guidance, March 2008;
- Environment Agency (EA) (2008) Environmental Permitting Regulatory Guidance Series No. LFD1. Understanding the Landfill Directive for Environmental Permitting; and

2.1.1 Landfill Directive

The Landfill Directive places controls on all landfill site's accepting waste. These controls also include the requirements for WAP and waste acceptance criteria (WAC), that were previously agreed by the Council of the European Union¹.

Before a type of waste can be accepted at a landfill site, the landfill operator must be satisfied that the waste meets their permit conditions, the WAP's and WAC. If a waste producer decides to deposit at a landfill, they must also follow these procedures, or the operator can refuse to accept the waste.

2.1.2 Chadwich Lane Quarry Landfill Classification

The site will accept non-hazardous waste into a fully lined and engineered landfill site, split into the following types of waste;

- Inert waste;

The list of wastes for acceptance at the landfill are included as Appendix 02-1 of this WAP.

¹ Detailed in Council Decision 2003/33/EC.

3.0 Landfill Waste Acceptance Procedure

3.1 Level 1: Basic Characterisation

Level 1 basic characterisation of wastes constitutes a thorough determination, according to standardised analysis and behaviour testing methods, of the short and long term leaching behaviour and or characteristic properties of waste.

As a minimum, the following information about the characteristics of each waste stream will be obtained prior to receiving the waste at the site:

- a) The full address where the waste was produced the source and origin of the waste;
- b) The identity of the producer;
- c) State that the waste cannot be recycled;
- d) State why the waste cannot be treated;
- e) SIC Code for the process that produced the waste;
- f) The physical appearance of the waste including colour, texture and smell;
- g) Its European Waste Catalogue (EWC) code;
- h) Where a weighbridge isn't used, a metric conversion factor for volume (cubic metres) to weight (tonnes) for each waste stream; and
- i) The quantity of waste to be imported.
- j) Testing of the waste
- k) EWC Code for the waste
- l) Landfill class is inert
- m) Confirm that the waste it not banned from landfill

Basic characterisation will focus on identifying key variables, of which there are two types:

- Those parameters which dictate that a waste will always be directed to a particular class of landfill; and
- Those parameters which vary in a waste stream such that the waste is sometimes suitable for one class of landfill, and sometimes another.

Basic characterisation will normally be required where:

- Wastes need to be analysed for a limited number of key variables, which may vary close to the landfill class limit values or the presence/absence of which affect the class of landfill; and
- A complete determination of composition and leaching is required, particularly if the waste is either a one-off, is from a very variable process, or has not undergone basic characterisation before.

In the event that there is suspicion of contamination, the waste will be tested.

3.2 Level 2: Compliance Testing

Level 2 compliance testing of waste is required for waste that is 'regularly arising'. Periodic checks on the waste will be carried out to ensure that the properties originally accepted on site have not changed.

Level 2 compliance testing constitutes periodical testing by standardised analysis and behaviour testing methods to determine whether the waste complies with the results of the basic characterisation, the acceptance criteria for the landfill class and the installation specific conditions of the permit. This test will focus on key variables and behaviour identified by basic characterisation and will be carried out at least

once a year for each waste stream.

The relevant parameters to be checked will be determined from the results of the basic characterisation. The parameters, and reasons for their selection, will be documented, and the results of the tests will be maintained at the installation.

The requirements for Level 1 and Level 2 testing will depend upon the type of waste. For wastes that are regularly generated in the same process, where the input materials, and the process are well defined, and changes to the process are notified to the landfill operator, initial analyses may show that there is little variability in the waste, and there may be no further requirement for characterisation testing. Further deliveries may then only be subject to compliance testing. For wastes that are not regularly generated in the same process and installation, each batch may require the basic characterisation testing and consequently no compliance testing is needed.

3.3 Level 3: On-site Verification

Level 3 on-site verification of waste is to ensure each delivery of waste is the expected waste and that it has not been contaminated in storage or transport to the site.

A visual inspection to satisfy the Level 3 on-site verification requirements will be carried out on all waste deposited at the site. Preliminary verification, including checking of the paperwork, and a visual inspection if possible, will take place before vehicles carrying the waste can proceed to the disposal area.

The visual inspection will have two purposes:

- To confirm that the waste is permitted for disposal at the site; and
- To confirm the waste is as described in the accompanying documentation.

3.4 WTN Procedure

3.4.1 Weighbridge

A weighbridge is not provided at Chadwich Lane Quarry Landfill.

3.4.2 Waste Identification/Verification

The site operator will identify the type of waste from the following information:

- Duty of Care transfer note; or
- Verbal confirmation from the driver.

Where possible, the site operator will undertake a preliminary visual examination of the waste.

3.4.3 Waste Quantity

The waste quantity will be based on the HGV type and back.

3.4.4 Ticket Issue

The transaction will be regarded as complete when the site operator obtains the driver's signature on the weighbridge ticket.

Manual tickets will be available at the weighbridge, for manually recording waste receipts.

3.4.5 Duty of Care Waste Transfer Notes (WTN)

The Environmental Protection (Duty of Care) Regulations 1991 (as amended) impose requirements to complete transfer notes recording details of waste transfers, and to keep the transfer notes and make copies available to the EA on request. The Regulations place these responsibilities on the person who

provides and the person who receives the waste.

Although the layout and information contained on WTNs can vary widely, the following items must be stated on or attached to the transfer note:

Description of Waste

The description of the waste must include some or all the following:

- EWC code;
- The type of premise or business from which the waste comes;
- The name of the substance or substances;
- The process, which produced the substance;
- A chemical and physical analysis; and
- Any special problems.

Quantity of Waste

The amount in weight or volume, and how it is packaged.

Current Holder of the Waste

The current holder of the waste must be one of the following:

- Producer of the waste-name and full address;
- A waste Collection Authority-Authority's name;
- A registered waste carrier-registration number and issuing authority; and
- Exempt from registration-state reason.

Details of the Transfer

The details of the transfer must include all of the following, and will be filled in by the manager or weighbridge operator:

- Full address of landfill site;

- Date and time of transfer (between dates may be shown for multiple loads); and
- Signature and full name in block capitals of current holder and person receiving waste, and the name of the company they represent.

The site operator will check that any transfer notes arriving at the site are filled out correctly. Transfer notes can either relate to a one-off transaction or can be long term 'season tickets' which can remain valid for up to a year. The Site Manager or a delegated representative will check the status of long-term season tickets regularly, and customers advised of any pending renewal requirements. The results of such audits, together with action taken shall be recorded in the site log.

3.5 Quarantine and Rejection Procedures

The objectives of the quarantine and rejection procedures are to ensure that all non-conforming waste is removed from site and that the waste producer and carrier are informed so that appropriate action can be taken to prevent recurrence.

3.5.1 Non-Conforming Waste

Wastes that are identified at the site office as non-conforming will be held in the waste reception area for inspection. If the inspection confirms that the waste is non-conforming, the waste carrier and/or producer, and internal company line management, will be informed. The vehicle will be invited to remain on site until an agreed course of action has been determined between all relevant parties.

3.5.2 Waste Authorisation

The site operator will consult the Site Manager (or Deputy) where the waste does not conform to the information stored on the computer.

The Site Manager will determine if the waste is acceptable for disposal under the terms of the permit, and whether all necessary pre-treatment and characterisation testing has been satisfied. If there is any doubt, the waste will not be accepted, and the weighbridge operator will advise the driver accordingly. Alternatively, if the Site Manager agrees to accept the waste, the weighbridge operator will arrange for the load to be observed during discharge at the tipping area.

3.5.3 Waste Rejection at the Weighbridge

Incoming waste will be rejected at the weighbridge for a number of reasons including:

- Incomplete or unsatisfactory documentation;
- Physical appearance not fitting description on transfer note;
- Burst sacks or inadequately contained load;
- Presence of free liquid in the waste above the prescribed limits;
- Waste not adequately pre-conditioned; and
- Adverse weather conditions at tipping face.

The Site Manager (or Deputy) will be informed of any waste that is rejected at the weighbridge due to inaccurate documentation. They will then communicate with the customer, advising that the load has been rejected and the reasons why. The details will be entered on the waste rejection form.

If the site is unable to accept certain waste streams due to adverse weather conditions, customers will be notified by telephone or e-mail giving the period of closure, providing as much notice as possible.

3.5.4 Rejection at the Operational Area

A final visual inspection during placement of all loads will be carried out by a site operator, who will identify non-conforming within a waste deposit.

If non-conforming material is identified, the following action will be taken:

- The Site Manager (or Deputy) will be informed immediately by radio or telephone;
- Other waste and vehicles will be directed to another location on the working area, to ensure the suspect waste remains exposed;
- The Site Manager (or Deputy) will examine the WTN and any other documentation which provides details on the process or premises that produced the waste, to enable an appropriate assessment to be undertaken on inspection;
- The Site Manager (or Deputy) will inspect the non-conforming waste taking all necessary safety precautions;
- If the Site Manager (or Deputy) is satisfied that the description of the waste was appropriate, that there has been no contravention of the permit, or breach of contract, they will authorise the continuation of disposal; and
- The details of the incident will be recorded in the site log.

If the Site Manager (or Deputy) is not satisfied that the material conforms to the above requirements, the following action will be taken:

- The driver of the vehicle will be alerted, and the waste will be reloaded onto the vehicle where possible. The vehicle will then be redirected to the site entrance, issued with relevant paperwork and asked to leave the site;
- If the vehicle has left the operational area, the competent person will attempt to intercept the vehicle before leaving the site so that the waste can be reloaded, and relevant paperwork issued;
- If the vehicle has left the site before the presence of unauthorised waste is identified, the waste will be isolated or moved to a temporary 'quarantine' storage ;
- The waste carrier will then be contacted and asked to remove the waste from site. If the carrier is unable to remove the waste, it will be consigned to an alternative suitably authorised facility by a registered waste carrier. A duty of care WTN will be completed for all such transactions. In the event it is necessary to sample such waste to identify a suitable treatment facility, the necessary sampling will be carried out. The waste will be stored in the quarantine area until a suitable alternative facility has been identified; and
- A skip will be maintained close to the operational area. This skip will be used for the storage of isolated contaminants identified within loads of waste which would not warrant rejection of the load. These minor inclusions will be removed from the load and placed in the skip prior to off-site removal.

3.5.5 Non-Conforming Waste Record

For all non-conforming waste, an incident report will be raised which will be cross referenced in the site log. This will include the following details:

- Date and time;
- Producer details;
- Carrier details;

- Duty of Care transfer note reference number;
- Description of waste;
- Volume of waste;
- EWC code;
- Non-conforming waste;
- Samples taken;
- Details of communication with NRW (time, name of officer); and
- Actions agreed and taken.

APPENDIX A:

Waste Acceptance

CHADWICH LANE QUARRY LANDFILL

Waste Acceptance Criteria

Site: Chadwich Lane Quarry Landfill

Approval Process

An enquiry accompanied by a site investigation report is received by email and transferred to the TCM CCC holder.

This will be compared against flow chart FC1 and Table s.2.1 (Landfill). If the site is deemed not to be hazardous, the materials will be deemed suitable for import and no further testing will be required.

If however, there is a suspicion of hazardous waste, leachate testing will be required to ensure the suitability of the material for our site.

Once the material is deemed acceptable, an email will be sent to the relevant party as accepted, and this shall be then sent back to the site weighbridge together with a completed WIF (Form MH10)

Tipping Procedure

On arrival at the site, all Lorries will report to the gatehouse and present a completed waste transfer note (WTN). The address on the WTN will be checked against the approved sites list, and if accepted a visual inspection of the load will be undertaken by the gateman to ensure that it does not contain visual or olfactory contamination. If material is suspect, the TCM or site supervisor will be called to visually inspect sample and determine suitability or rejection (MH7). If the load is rejected for any reason, then all material from that location will be suspended until such times as the RST has visited the site loading point to understand why the material differs from that of the approval.

If the load is accepted a WTN will be taken from the haulier and at the end of each day to head office.

The approved lorry driver will then be given instructions as to tip face and any special instructions that may be required. The gateman will then advise the dozer operator that an approved lorry is on route.

If for any reason a suspect load is tipped at the tip face, it will become apparent to the machine driver who will immediately contact the weighbridge operative, He will then stop the offending vehicle from leaving site. The vehicle will be sent back for reloading of the spoil and its removal from site. This will be recorded by Aldridge Sand and Gravel Ltd personnel on form MH11.

The Gateman will then notify the TCM or site supervisor for him to visit the site from where the material came so as to ascertain whether or not future materials can be imported into the site.

CHADWICH LANE QUARRY LANDFILL

The TCM or site supervisor will randomly follow trucks to ensure they are hauling from the approved site and indeed check that excavation on site matches that of the site investigation approval. The TCM or site supervisor will conduct 5 no such checks per week, and signed to confirm this has been carried out (MH6) this may be increased subject to contract demands and input volume.

Should material enter the site from an approved location but by its nature appear different from previous loads, this material shall be subject to random site testing. The material will be tipped in an isolated position and tested by the TCM or site supervisor. The results of this testing will be entered onto the random site testing report (MH7) and if the material fails to comply, it shall be removed from the works and the donor site shall be inspected by the TCM or site supervisor as detailed above.

Dust Suppression and Road Cleaning

Dust suppression shall be carried out by the use of a tractor and water bowser.

Whilst operations on site are continuing, should dust levels become excessive the tractor and bowser will run along the site roads dispensing water to dampen down the dust, creating a safer and cleaner place of operation.

Should spoil begin to encroach onto road with public access, the same tractor is fitted with a road brush attachment which will sweep the roads.

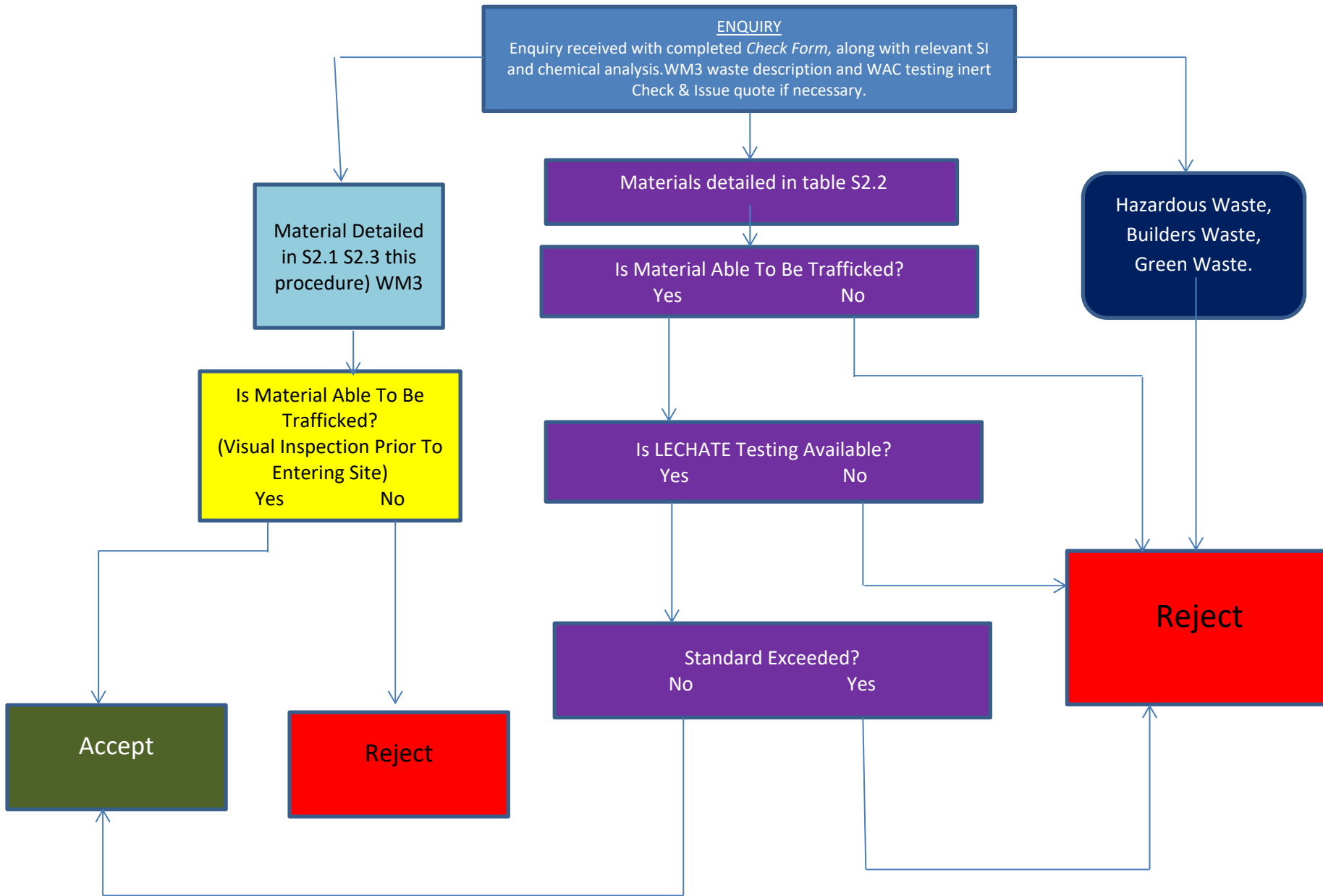
If for any reason the tractor is unavailable, a road sweeper will be employed to maintain the current status of the public highway.

If the above procedures fail to control the nuisance caused by either dirt or dust, works shall be ceased on site, until such times as new controls as deemed suitable, are put in place.

APPENDIX B:

Waste Flow Chart

Chadwich Lane Quarry Landfill Flow Chart to Determine Suitability of Imported Fill



APPENDIX C:

Waste Characteristic Check Form

Chadwich Lane Quarry Landfill

Basic Waste Characterisation Check Form

TO BE COMPLETED BY WASTE PRODUCER AND/OR WASTE CARRIER

General Information	Waste Producer:		Contact Name:		
	Please tick box if person completing the form <input type="checkbox"/>		Telephone No.		
				Fax. No.	
Anticipated Volume of Waste:		Anticipated Date (s) of			
Indicate whether estimate is from		loose/solid/stockpile	Disposal		
Information Required for Waste Characterisation	Full Address of Source of Waste: (including Postcode)				
	Process from which waste arises				
	Standard Industrial Classification (SIC) Code		Type of Waste		
			Inert <input type="checkbox"/> Non Hazardous <input type="checkbox"/> Hazardous <input type="checkbox"/>		
	Description and/or composition of Waste (as detailed as possible):				
	LoW Code: (Circle one)	10 11 03	15 01 07	17 01 01	17 01 02
		17 01 03	17 01 07	17 02 02	17 05 04
		19 12 05	20 01 02	20 02 02	Other
	Details of Existing and/or Previous Use of Site (if known): (Identify any known previous potentially polluting uses. Contact Waste Producer for information)				
	Is waste being generated as a result of site decontamination works? YES / NO				
Does waste contain any biodegradable material? (e.g. Wood, paper, grass, etc.) YES / NO					
Has a Site Visit/Inspection been carried out by a Parkstone RST? YES / NO					
Has a Site Investigation been carried out? (If yes, attach ALL information e.g. Borehole & trial pit logs) YES / NO					
Are Chemical Analyses available? (If yes, attach ALL available analyses) YES / NO					
Is a Site Plan available? (If yes, attach site plan) YES / NO					
Proposed Disposal Site: Branton Lane South					
Declaration	I/we confirm that the information given above and the chemical analyses provided with this form are:			This section to be signed by Waste Producer	
	a) representative of the material to be disposed of and b) the analyses were carried out by a UKAS accredited laboratory using accredited analytical methods. C) I confirm that I have fulfilled my duty to apply the waste hierarchy as required by 12 of the Waste (England and Wales) Regulations 2011.				
Signed for					
N.B. Any liability incurred by Mold Investments Ltd that arises from the provision of false or misleading information on this form will be directed at the Producer of the waste, as it is his/her responsibility to properly characterise the waste.					
Treatment	Can the waste be recycled or recovered (reused)? YES / NO				
	Will the waste being delivered to the landfill have been treated (e.g. crushed or screened)? YES / NO				
	If YES state process	Which waste(s) was reused/recycled?			
	What percentage of the total waste was reused/recycled?	%	Name		
If NOT treated give reason: No room on site		Signature			

Chadwich Lane Quarry Landfill Basic Waste Characterisation Check Form

TO BE COMPLETED BY **Parkstone**

Parkstone Audit Trail

Date WIF sent to Assessor: Sent by:.....

TO BE COMPLETED BY WASTE ASSESSOR (e.g. Aldridge Sand and Gravel Ltd)

Do any determinand's exceed Waste Management Licence / PPC Permit criteria?

YES/NO

Comments:

The waste is suitable for disposal at

The waste is not suitable for disposal at

Signature of Waste Assessor: Date Returned:

APPENDIX D:

Random Load Testing

CHADWICH LANE QUARRY LANDFILL

Random Site Testing

Customer:

Contract:

Report Reference:

Haulier:

Conformance to Acceptance criteria

Yes No

If Rejected Reason

Name:

Signature:

Date:

Internal Use Only

APPENDIX E:

Rejection of Load Form

CHADWICH LANE QUARRY LANDFILL

Rejection of Load

Contract:

Haulier

Time:

Reason:

Name:

Signature:

Date:

Internal Use Only

APPENDIX F:

**Waste Acceptance
Criteria**

TABLE 1: CHADWICH LANE QUARRY LANDFILL SITE. INERT WASTE LIST

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 05 | soil (including excavated soil from contaminated sites), stones and dredging spoil |
| 17 05 04 | soil and stones other than those mentioned in 17 05 03 |

20	MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS
-----------	---

- | | |
|--------------|--|
| 20 02 | garden and park wastes (including cemetery waste) |
| 20 02 02 | soil and stones |