



# ENVIRONMENTAL PERMIT VARIATION APPLICATION

**Lawn Farm Quarry Inert Landfill and Recycling Facility  
(EPR/EB3800FS/V003)**

**Lawn Farm Quarry, Old Bury Road, Wetherden,  
Stowmarket, Suffolk, IP14 3JU**

**Report Prepared on behalf of:**  
Aggmax Transport Limited

**Report Date:**  
July 2022



This Application was prepared by PDE Consulting Limited on behalf of  
Aggmax Transport Limited

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## 1. INTRODUCTION

### Background

- 1.1. PDE Consulting Limited (the 'Agent') has been commissioned by Aggmax Transport Limited (the 'Operator') to prepare and submit to the Environment Agency (EA) an application to vary an environmental permit which authorises activities at Lawn Farm Quarry, Old Bury Road, Wetherden, Stowmarket, Suffolk, IP14 3JU (the 'Site').
- 1.2. The Operator holds Environmental Permit No. EPR/EB3800FS which authorises an inert landfill activity and the treatment of waste to produce soil, soil substitutes and aggregate.
- 1.3. The Permit has been subject to a series of transfers and variations as detailed in Table 1.

**Table 1: Permit History**

| Permit Reference  | Issue Date | Comment   |
|-------------------|------------|---|
| EPR/AB3408GG      | 21/08/2013 | New standard rules permit SR 2010No12 for the treatment of waste to produce soil, soil substitutes and aggregate. |
| EPR/AB3408GG/V002 | 24/09/2013 | Permit variation to add inert Landfill.   |
| EPR_EB3800FS_T001 | 15/12/2016 | Permit transferred to Aggmax Transport Limited.   |

- 1.4. This application is being made to vary the permit to: add new waste codes for landfilling; allow the storage of waste prior to landfilling; and to add washing to the treatment activity.
- 1.5. A Site location plan is provided as Drawing No. M06.152(c).01 with the permit boundary marked in green.
- 1.6. A non-technical summary of the application is presented in Appendix 1.

### Pre-Application Discussions

- 1.7. Basic pre-application advice was requested from the EA and received on 21 April 2022. The EA confirm that no habitats and/ or protected species had been identified which need to be considered in the permit application. They also provided a basic generic pre-application advice note. The application was assigned pre-application reference number EPR/EB3800FS/V003.

### EPR Application Forms

- 1.8. This report has been completed in accordance with the Environmental Permitting (England and Wales) Regulations 2016 (EPR) and should be read alongside the completed application forms. The following completed application forms for the permit variation are presented in Appendix 2:



- Form EPA – About you;
- Form EPC2 – General varying a bespoke permit;
- Form EPC4 – Varying a bespoke waste operation permit; and
- Form EPF1 - Opra, charges and declarations.

### EA Charging Scheme

1.9. From 01 April 2022, permit application charges are listed in the “The Environment Agency (Environmental Permitting and Abstraction Licensing) (England) Charging Scheme 2022”.

1.10. The application fee of **£8432.50** has been provided alongside this application for:

- Physical treatment of non-hazardous wastes normal variation fee (charge reference 1.16.12) - **£3965**;
- Inert landfill minor variation fee (charge reference 1.17.7) 50% of the fee is required as being directly connected to the primary activity above - **£1980.50**;
- Cost to review Dust Emissions Management Plan (charge reference 1.19.5) - **£1,241**; and
- Cost to review Noise Management Plan (charge reference 1.19.7 - **£1246**.

## 2. SITE DETAILS

### Site Location

- 2.1. The Site is located approximately 5 km northwest of Stowmarket and 14 km east of Bury St Edmunds in Suffolk at National Grid Reference (NGR) TL 99459 62662 as shown on Drawing No. M06.152(c).01, and covers an area of some 18.3 hectares.
- 2.2. Old Bury Road bounds the Site to the south with a wooded area that is part of Haughley Park grounds beyond this. Agricultural land bounds the Site to the north, east, and west. Adjacent to the eastern Site boundary is the historic Warren Heath landfill (also known as Hunt's landfill) which has been restored to grassland.
- 2.3. The recycling facility, stockyard, concrete batching plant, weighbridge, offices, and wheel wash are located in the south of the Site. The Site is fully bunded on all sides in accordance with the existing planning permission and approved working scheme.
- 2.4. The nearest residential receptor to the Site is Warren Mill house, located approximately 90 m east of the Site boundary.

### Environmental Site Setting

- 2.5. Strata beneath the Site comprise a complex sequence of glacial deposits overlying Cretaceous Chalk which lies at depths of between approximately 35m and 60m below ground level. In general terms, the glacial deposits may be divided into upper and lower sand/gravel bodies, separated by a substantial (2 to 20 m thick) clay aquiclude.
- 2.6. The glacial sand and gravel deposits (the Lowestoft Formation) are classified as a Secondary A aquifer. The Chalk is classified as a Principal Aquifer. The Site is located within a groundwater Source Protection Zone (SPZ) 3 (Total Catchment).
- 2.7. The Site is located in Flood Zone 1 (lowest risk).
- 2.8. There are no statutory designated habitats located within 2 km of the Site.
- 2.9. The Site is not located within an Air Quality Management Area (AQMA). The nearest AQMA is located some 13 km west in Bury St Edmunds.

### Other Permits

- 2.10. The Operator holds Part B permit No EP 210/16, originally issued on 23 December 2016 for the storage of cement in a single silo. The permit was varied on 09 October 2018 to allow for a new silo and for the installation of a concrete batching plant (CBP). The permit was varied again on 03 March 2021 to allow for an additional silo, for the storage of powdered additives.

### Permitted Activities

- 2.11. The existing permitted Site activities are presented in Table 2 below.

**Table 2: Permitted Activities**

| Main Activity        | Description of Activities   | Limits of Activities  |
|----------------------|---|---|
| Inert Landfill       | <b>D1:</b> Deposit into or onto land  | The disposal of inert wastes into or onto land.   |
| Recycling Operations | <p><b>R13:</b> Storage of waste pending any of the operations numbered R3 to R5.</p> <p><b>R3:</b> Recycling/reclamation of organic substance which are not used as solvents.</p> <p><b>R5:</b> Recycling/reclamation of other inorganic materials.</p> | <p>Secure storage of wastes listed in tables S2.1 and S2.2 in the permit pending treatment.</p> <p>Treatment of wastes listed in tables S2.1 and S2.2 of the permit consisting only of sorting, separation, screening, crushing, and blending of waste for recovery as a soil, soil substitute, or aggregate.</p> |

- 2.12. Annual waste throughputs are limited to 74,999 tonnes for recycling and 99,000 tonnes for landfill. There are no proposed changes to annual throughputs.
- 2.13. Permitted hours for recycling and landfilling activities are stated in Condition 26 of planning permission as SCC/0084/20MS:
- 07:30 – 17:30 Monday to Fridays; and
  - 07:30 – 13:00 Saturdays.

There shall be no working on Sundays or National Public Holidays.

#### Landfilling Operations

- 2.14. Imported inert material is directly placed for restoration in the footprint of the landfill or treated prior to landfilling. Following landfilling with inert wastes, approximately 1 m of subsoils and screened soils will be used in the final layers to provide an appropriate growing medium consistent with the proposed restoration and afteruse. It is proposed that the operations to create the concept restoration landform will take place over a period of approximately 27 years and over five phases. To comply with the Permit, an artificial geological barrier (AGB) equivalent to  $\geq 1$  m thickness at a permeability of  $\leq 1 \times 10^{-7}$  m/s is to be placed across the base and sides of the Site, prior to waste placement.

#### Recycling Operations

- 2.15. The Permit allows the operator to store and treat waste at the Site to produce soil, soil substitutes, and aggregate. Permitted materials are imported to the Site and stockpiled appropriately. Crushing and screening of permitted wastes is undertaken with the final products being stockpiled separately for export from the Site.

### 3. PROPOSED CHANGES TO PERMITTED ACTIVITIES

#### Changes to Recycling Activity

- 3.1. As stated previously, waste treatment is ongoing at the Site via crushing and screening. It is proposed that a new soils wash plant is installed at the Site.
- 3.2. The proposed new wash plant will be located in the southeast of the Site, directly to the north of the existing concrete batching plant, office and workshop, as shown on Drawing No KD.WDN.D.003. The proposed plant elevations are presented on Drawing No KD.WDN.D.004.
- 3.3. The wash plant will sit upon a sealed concrete pad which will have a hardcore apron and a sealed and recirculating drainage system.
- 3.4. A lagoon has been constructed to serve the wash plant and has been sized to hold a sufficient capacity of water to deal with rainfall run-off from the concrete pad. Runoff will be controlled by having the pad laid at appropriate falls with a perimeter drain/ gully being installed. Both the falls and the perimeter drain/ gully shall contain any excess water from the processing, as well as rainfall, and ensure it is transmitted to the lagoon which has been designed to have a storage capacity of 77 m<sup>3</sup> which is in accordance with a 1 in 100 year storm event, with allowance made for climate change. This was calculated by BCL Consultant Hydrogeologists Limited using the [www.uksuds.com](http://www.uksuds.com) storage estimation tool (surface water storage requirements for sites).
- 3.5. Excess water will be lost in the products and in silt. There will be no requirement to discharge water off Site.
- 3.6. Stockpiled material shall either be pre-treated by crushing if it is oversize or, if it is of a sufficiently small size, it shall be transferred directly into the processing plant for treatment via an excavator.
- 3.7. Materials entering the processing plant shall be loaded into a feed hopper where they shall then be transferred by conveyor to a vibrating screen which shall do the initial separation according to size. Oversize material shall be removed from the process and later crushed as described above.
- 3.8. Having initially been partly separated, the materials are then subject to further classification by a screening and simple washing process whereby water is added to assist the separation and cleaning process. Some sands and silts are washed away into the sand classification system and larger particles are then transported, again by conveyor belt, to the final screening and separation area.
- 3.9. Coarse particles then pass over the final screen which sorts them by size and then transfers them in their graded form into different stockpiles. Typically, the sizes of aggregates sold will be 40 mm, 20 mm, and 10 mm, although the specific product produced will vary depending upon the requirements at the time.
- 3.10. The sands and silts pass into the classification system where they are separated into their component sizes which typically results in the production of a concreting grade sand and one which is generally used in mortar production or other similar applications. The silts which have been removed are then transferred into a silt press.

- 3.11. Water used to wash the waste and which is removed from the silt press will be partially treated through mechanical and physical scrubbers prior to return to the holding lagoon.
- 3.12. Once separated, the recycled aggregates are removed by loading shovel to other stockpiles from which they are ultimately sold and transported from Site by HGV. These HGVs are loaded by a tracked or wheeled loading shovel, weighed on the Site weighbridge and then dispatched from the Site.
- 3.13. Of the waste material imported to the Site, it is anticipated that the washing and sorting process described above shall result in the recovery of approximately 30 % of the material stream which will be sold and exported off Site for re-use.

### Changes to Landfill Activity

- 3.14. It is proposed that the storage of inert waste prior to disposal is added to the A2 activity in Table S1.1 in the permit.
- 3.15. It is also proposed that silt from mineral washing and silt from the screening and washing of wastes is added to the permitted waste codes for landfilling (Table S2.3 in the permit). These wastes will require testing, to prove they are inert, before they can be landfilled at the Site. The proposed wastes to be added to the permit are presented in Table 3.

**Table 3: Waste Types to be Added to the Landfill Activity**

| EWC Code  | Description  |
|---|--|
| <b>01 01 Wastes from mineral excavation</b>   |  |
| 01 01 02  | Wastes from mineral non-metalliferous excavation: waste overburden and interburden   |
| <b>01 04 Wastes from physical and chemical processing of non-metalliferous minerals</b>   |  |
| 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            |
| <b>19 02 Wastes from physico/chemical treatments of waste (including dechromatation, decyanidation, neutralisation)</b>                     |  |
| 19 02 06  | Sludges from physio/chemical treatment other than those mentioned in 19 02 05; limited to residues from the soil washing plant |
| <b>19 12 Wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified</b> |  |
| 19 12 09  | Minerals (for example sand, stones) from the mechanical treatment of inert waste on site only                                  |

- 3.16. In accordance with Condition 10 of planning permission reference SCC/0085/20MS, nothing other than inert waste shall be imported to the Site.
- 3.17. The Site will only accept wastes for landfilling contained in The Landfill Tax (Qualifying Materials) Order 2011. It is proposed that the Site will continue to operate under the benefit of the filling of quarries exemption.
- 3.18. The updated landfill Waste Acceptance Criteria (WAP) is presented in Appendix 3.

3.19. With regards to the questions in Appendix 2 of application form C4, due to the nature of the proposed change it is considered that the following documents do not need updating to support the application:

- Environmental Setting and Site Design Report (PDE Consulting Limited, June 2014);
- Hydrogeological Risk Assessment (HRA) – original HRA (BCL Consultant Hydrogeologists Limited, November 2013) and HRA review (BCL Consultant Hydrogeologists Limited, September 2019);
- Outline engineering plan - Construction Quality Assurance Plan (PDE Consulting Limited, September 2019);
- Stability Risk Assessment (Egniol Limited, December 2008);
- Monitoring Plan – no change to monitoring set out in Schedule 3 to the permit; and
- Closure Plan – refer to Environmental Management System V4 (PDE Consulting Limited, November 2021).

### **Environmental Management System**

3.20. The Site will continue to be operated in accordance with a written Environmental Management System (EMS). The procedures from the existing EMS are presented in Appendix 4. The EMS will be updated on issue of the varied permit.

3.21. Any person having duties that are or may be affected by the matters set out in the permit shall have convenient access to a copy kept at or near the place where those duties are carried out. A copy of the EMS will be kept on Site.

### **Technical Competent Management**

3.22. The Operator complies with the requirements of an approved competence scheme. Evidence of technical competence is provided in Appendix 5.

## 4. POLLUTION PREVENTION MEASURES

### Dust Emissions Management Plan

- 4.1. A Dust Assessment and Management Plan (WYG, September 2020) was produced to support the planning application for the soils washing plant. It concluded that:

*“A review of the effect of the installation of the washing plant in terms of the risk of elevated dust levels around the site has been undertaken. The assessment shows there will be a ‘negligible’ effect at surrounding receptors with regards to dust deposition from the proposed washing plant”.*

- 4.2. A Dust Emissions Management Plan (DEMP) has been produced to support the application and is presented in Appendix 6.

### Noise Management Plan

- 4.3. A BS 4142: 2014+A1:2019 Noise Assessment was produced to support the planning application for the soils washing plant (WBM, September 2020). It concluded that:

*“In the context of a calculated noise level 8 dB below the measured ambient sound level and 4 dB above the measured background sound level, the conclusion is that this rating level represents a low impact”.*

- 4.4. The Noise Assessment was approved by Suffolk County Council.
- 4.5. A Noise Management Plan is presented in Appendix 7.

### Environmental Risk Assessment

- 4.6. The potential impact of pollution for each aspect of the waste treatment facility and inert landfill facility have been considered and tabulated in the updated Environmental Risk Assessment (ERA) in Appendix 8.

## DRAWINGS

Drawing No. M06.152(c).01  
Drawing No. KD.WDN.D.003  
Drawing No. KD.WDN.D.004

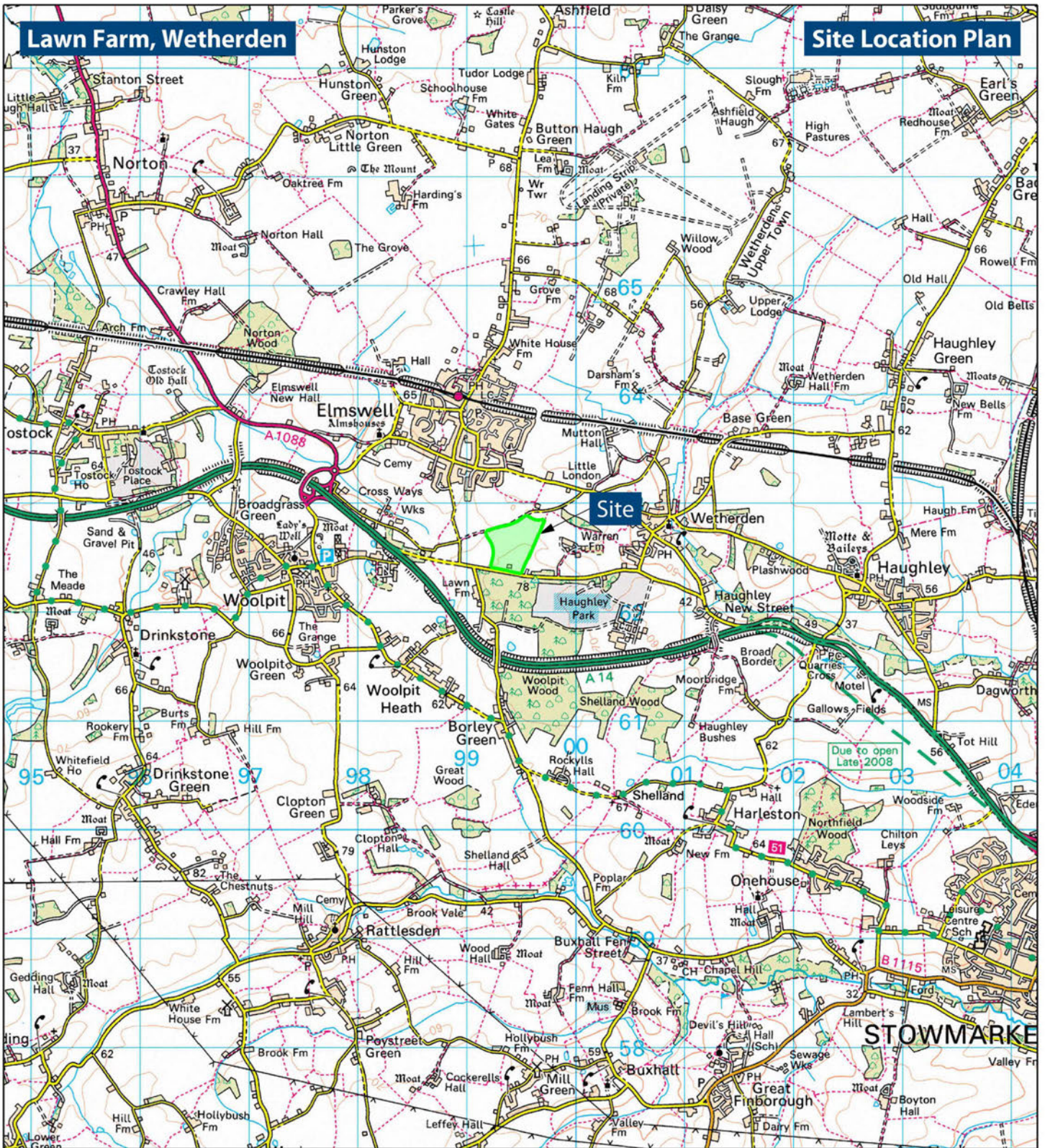
Site Location Plan  
Proposed Site Layout  
Elevations

Scale 1:50,000 @ A4  
Scale 1:1,000 @ A3  
Scale Varies @ A3



# Lawn Farm, Wetherden

# Site Location Plan



### Legend

 Proposed Environmental Permit Boundary

| REV | AM'D | NOTES | DATE |
|-----|------|-------|------|
|     |      |       |      |



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### DRAWING STATUS

**FINAL**

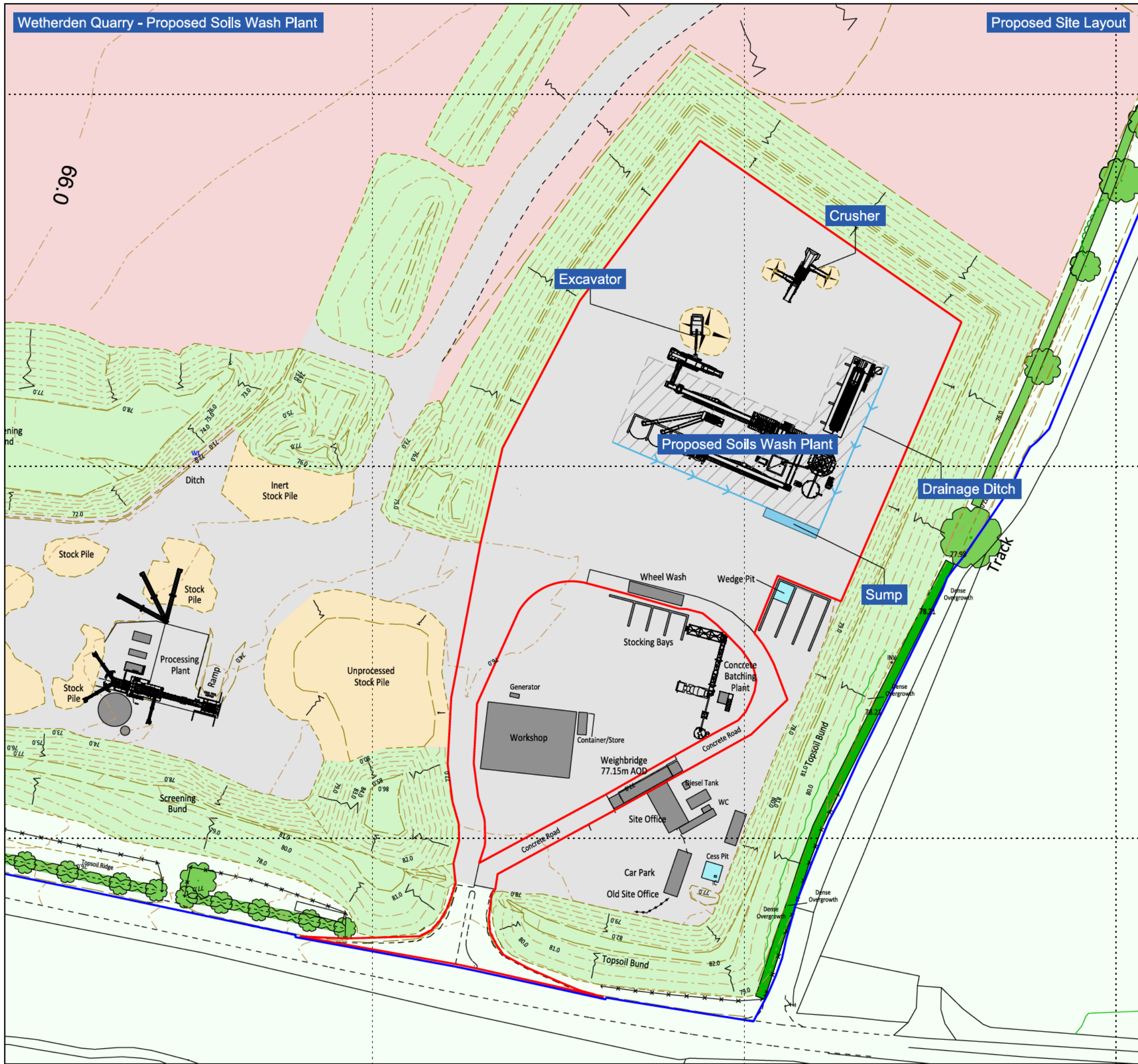
PROJECT  
**LAWN FARM, WETHERDEN ENVIRONMENTAL PERMIT APPLICATION**

CLIENT  
**Aggmax Limited**

TITLE  
**Site Location Plan**

|                                  |                              |
|----------------------------------|------------------------------|
| DATE<br><b>Aug 2013</b>          | SCALE<br><b>1:50,000 @A4</b> |
| DRAWN<br><b>LMB</b>              | CHECKED<br><b>SW</b>         |
| DRAW NO.<br><b>M06.152(c).01</b> | REVISION<br><b>A</b>         |





- Legend**
- Proposed Planning Application Area
  - Land Under the Control of the Applicant
  - Existing contours
  - Existing trees, hedges and woodland plantations
  - Grassed soil storage bunds
  - Site management area and haul routes
  - Ongoing mineral extraction and restoration
  - Stock Piles
  - Concrete Pad
  - Sump (77m<sup>3</sup> Storage Capacity)
  - Drainage Ditch (0.1m deep x 0.5m wide)



PROJECT  
**Wetherden Quarry**

DRAWING TITLE  
**Proposed Site Layout**

DATE  
**July 2020**

SCALE  
**1:1,000 @ A3**

DRAWING No.  
**KD.WDN.D.003**

DRAWING STATUS  
**FINAL**



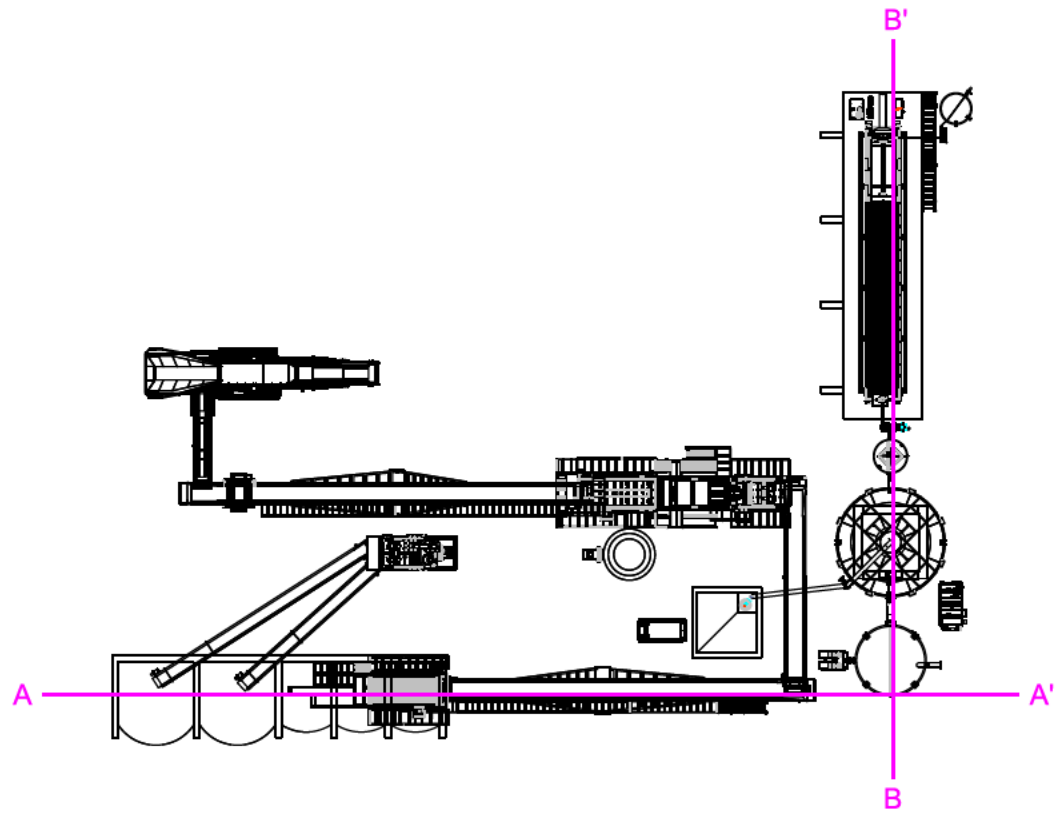
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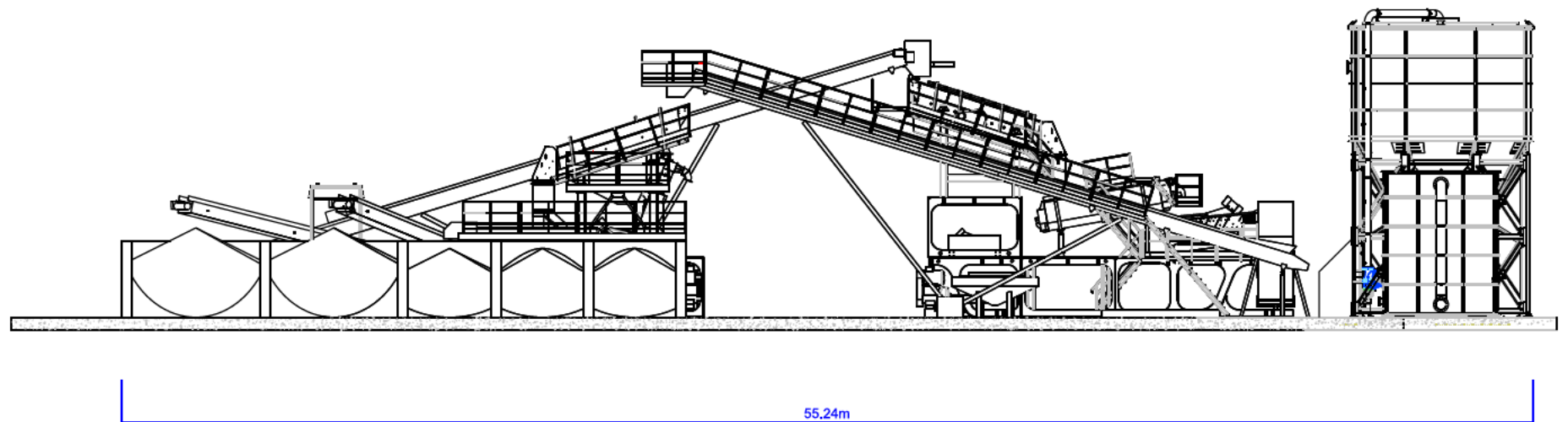
01284 764085 . www.pdeconsulting.co.uk

Legend

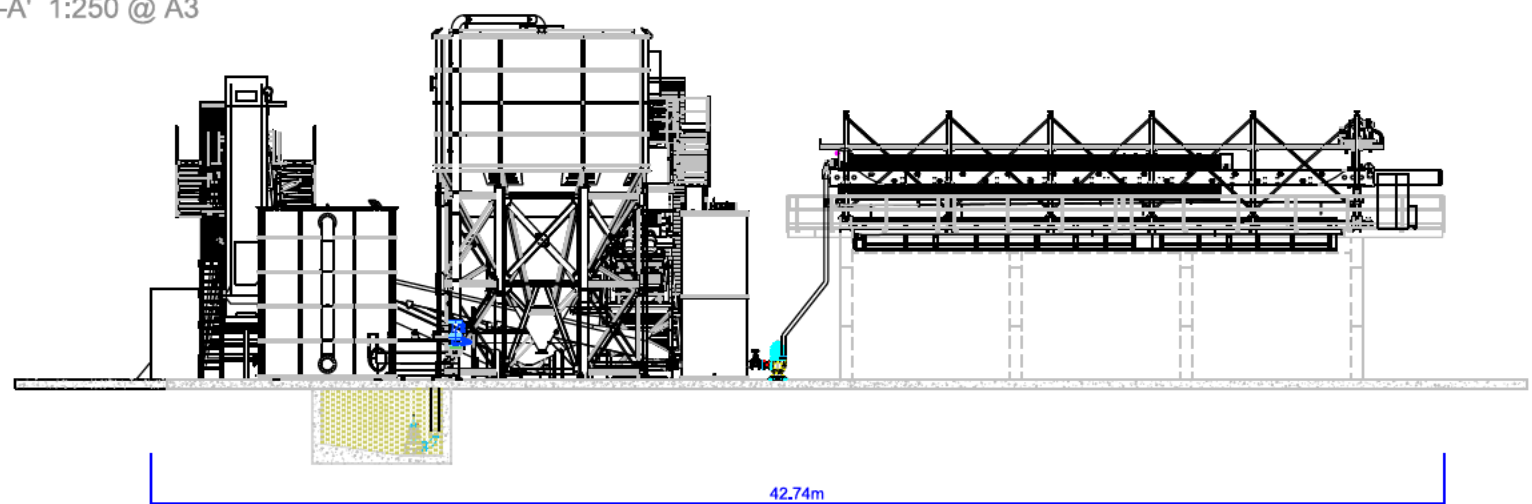
Elevation Lines (A-A' and B-B')



Plan 1:500 @A3



Elevation A-A' 1:250 @ A3



Elevation B-B' 1:250 @ A3



PROJECT  
Wetherden Quarry

DRAWING TITLE  
Elevations

DATE  
July 2020

SCALE  
varies @ A3

DRAWING No.  
KD.WDN.D.004

DRAWING STATUS  
FINAL



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## **APPENDIX 1**

Non -Technical Summary

## Non-Technical Summary

### Background

PDE Consulting Limited (the 'Agent') has been commissioned by Aggmax Transport Limited (the 'Operator') to prepare and submit to the Environment Agency (EA) an application for the variation of an environmental permit at Lawn Farm Quarry, Old Bury Road, Wetherden, Stowmarket, Suffolk, IP14 3JU (the 'Site').

Lawn Farm Quarry Landfill is operated in accordance with Environmental Permit Number EPR/AB3408GG/V002 issued on 24 September 2014. The permit was transferred on 15 December 2016 from Aggmax Limited to Aggmax Transport Limited and assigned new permit number EPR/EB3800FS. The permit boundary is shown in green on Drawing No. M06.152(c).01.

The permit authorises the following activities:

- A1 Waste Recycling Operation; and
- A2 Inert Landfill.

This application seeks to vary the permit to add washing to the permitted treatment activities and add EWC codes for silt from mineral and soils washing to the permitted wastes for landfilling. In summary, it is proposed that the following changes are made to the permit:

- Table S1.1 activities – washing is to be added to the A1 limit of activities column;
- Table S1.1 activities – waste storage prior to landfilling is to be added to the A2 limit of activities column ; and
- Table S2.3 Permitted waste types and quantities for landfill – the waste types in Table 3 of this report to be added.

### Site Location and Surroundings

The Site is located approximately 5 km north west of Stowmarket and 14 km east of Bury St Edmunds in Suffolk at National Grid Reference (NGR) TL 99459 62662 as shown on Drawing No. M06.152(c).01 and covers an area of some 18.3 hectares. The nearest residential receptor to the Site is Warren Mill house, located 90 m east of the Site boundary.

### Environmental Site Setting

Strata beneath the Site comprise a complex sequence of glacial deposits overlying The Chalk which lies at depths of between approximately 35 m and 60 m below ground level. In general terms, the glacial deposits may be divided into upper and lower sand/ gravel bodies, separated by a substantial (2 – 20 m thick) clay aquiclude. The top of the clay is thought to lie at between 45 and 65 mAOD.

The superficial sand and gravel deposits comprise a Secondary A Aquifer and the chalk bedrock comprises a Principal Aquifer. The Site is located within a groundwater Source Protection Zone 3.

The Site is located in Flood Zone 1 (lowest risk). There are no Sites of Special Scientific Interest (SSSI) or European Sites within 2 km of the Site boundary. The Site is not located with an Air Quality Management Area.

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## Operational Details

Following extraction of sand and gravel, the Site will be restored via the importation and deposit of inert wastes. Annual waste throughputs are limited to 74,999 tonnes for recycling and 99,000 tonnes for landfill.

Imported inert material is placed for restoration in the footprint of the landfill or be subject to treatment prior to landfilling. The Permit allows the operator to store and treat waste at the Site to produce soil, soil substitutes, and aggregate.

An artificial geological barrier (AGB) will be installed across base and the side walls of the landfill Site. The AGB will have a minimum thickness of 0.5 m and comprises suitable imported cohesive wastes or Site derived materials. The permeability of the AGB is equivalent to  $< 1 \times 10^{-7}$  m/s at 1 m thickness.

Perimeter monitoring boreholes have been installed and groundwater and surface water monitoring is ongoing in accordance with permit requirements. On completion of landfilling, landfill gas monitoring boreholes will be installed within the wastes.

Technically competent management, mitigation measures and good operational procedures will ensure that emission of dust and noise do not cause nuisance off-Site. A Dust Emissions Management Plan (DEMP) and Noise Management Plan (NMP) have been produced to support this application. The proposed wastes to be imported will be inert and will not generate landfill gas, leachate, odour, or attract birds or vermin.

The Site will continue to be operated in accordance with the bespoke environmental permit, planning permission and a written environmental management system (EMS). The current EMS procedures and the updated Waste Acceptance Procedure (WAP) for inert landfill have been provided as part of the application.

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## **APPENDIX 2**

EPR Application Forms

# Application for an environmental permit

## Part A – About you



You will need to fill in this part A if you are applying for a new permit, applying to change an existing permit or surrender your permit, or want to transfer an existing permit to yourself. Please check that this is the latest version of the form available from our website.

You can apply online for Waste standard rules environmental permits, bespoke waste permits and bespoke Medium combustion plant permits

Apply online for an environmental permit.

Please read through this form and the guidance notes that came with it.

The form can be:

- 1) saved onto a computer and then filled in. Please note that the form follows a logic that means questions will open or stay closed depending on a previous answer. So you may not be able to enter text in some boxes.
- 2) printed off and filled in by hand. Please write clearly in the answer spaces.

**Note:** if you believe including information on a public register would not be in the interests of national security you must enclose a letter telling us that you have told the Secretary of State. We will not include the information in the public register unless directed otherwise.

It will take less than one hour to fill in this part of the application form.

Where you see the term 'document reference' on the form, give the document references and send the documents with the application form when you've completed it.

### Contents

- 1 About you
  - 2 Applications from an individual
  - 3 Applications from an organisation of individuals or charity
  - 4 Applications from public bodies
  - 5 Applications from companies or corporate bodies
  - 6 Your address
  - 7 Contact details
  - 8 How to contact us
  - 9 Where to send your application
- Appendix 1 – Date of birth information for installation and waste activities (applications for a new permit or transferring a permit) only

## 1 About you

Are you applying as an individual, an organisation of individuals (for example, a partnership), a company (this includes Limited Liability Partnerships) or a public body?

An individual

Now go to section 2 and if you are applying for a new permit or transferring a permit for an installation or waste activity please also fill in Appendix 1

An organisation of individuals (for example, a partnership)

Now go to section 3 and if you are applying for a new permit or transferring a permit for an installation or waste activity please also fill in Appendix 1

A public body

Now go to section 4

A registered company or other corporate body

Now go to section 5 and if you are applying for a new permit or transferring a permit for an installation or waste activity please also fill in Appendix 1

## 2 Applications from an individual

### 2a Please give us the following details

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Now go to section 6



### 3 Applications from an organisation of individuals or charity

#### 3a Type of organisation

For example, a charity, a partnership, a group of individuals or a club

#### 3b Details of the organisation or charity

If you are an organisation of individuals, please give the details of the main representative below. If relevant, provide details of other members (please include their title Mr, Mrs and so on) on a separate sheet and tell us the document reference you have given this sheet

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Now go to question 3c or section 6

#### 3c Details of charity

Full name of charity

This should be the full name of the legal entity not any trading name.

#### 3d Company registration number

If you are registered with Companies House please tell us your registration number

#### 3e Charity Commission number

If you are registered with the Charity Commission please tell us your registration number

Now go to section 6

### 4 Applications from public bodies

#### 4a Type of public body

For example, NHS trust, local authority, English county council

#### 4b Name of the public body

#### 4c Please give us the following details of the executive

An officer of the public body authorised to sign on your behalf

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Position

Now go to section 6

### 5 Applications from companies or corporate bodies

#### 5a Name of the company

#### 5b Company registration number

Date of registration (DD/MM/YYYY)

If you are applying as a corporate organisation that is not a limited company, please provide evidence of your status and tell us below the reference you have given the document containing this evidence.

Document reference

**5 Applications from companies or corporate bodies, continued****5c Please give details of the directors**

If relevant, provide details of other directors and company secretary, if there is one, on a separate sheet and tell us the reference you have given this sheet.

|   |  |
|---|--|
| Document reference  | <input type="text" value="N/A"/>       |
| Details of company secretary (if relevant) and director/s |  |
| Title (Mr, Mrs, Miss and so on)                           | <input type="text" value="Mr"/>        |
| First name  | <input type="text" value="Mark"/>      |
| Last name   | <input type="text" value="Broadbelt"/> |
| Title (Mr, Mrs, Miss and so on)                           | <input type="text"/>                   |
| First name  | <input type="text"/>                   |
| Last name   | <input type="text"/>                   |

Now go to section 6

**6 Your address****6a Your main (registered office) address**

For companies this is the address on record at Companies House.

|  |  |
|--|--|
| Contact name                             |  |
| Title (Mr, Mrs, Miss and so on)          | <input type="text" value="Mr"/>                |
| First name                               | <input type="text" value="Mark"/>              |
| Last name                                | <input type="text" value="Broadbelt"/>         |
| Address                                  | <input type="text" value="Lawn Farm Quarry"/>  |
|  | <input type="text" value="Wetherden"/>         |
|  | <input type="text" value="Stowmarket"/>        |
|  | <input type="text" value="Suffolk"/>           |
| Postcode                                 | <input type="text" value="IP14 3JU"/>          |
| Contact numbers, including the area code |  |
| Phone                                    | <input type="text" value="01359 244369"/>      |
| Fax                                      | <input type="text"/>                           |
| Mobile                                   | <input type="text"/>                           |
| Email                                    | <input type="text" value="mark@aggmax.co.uk"/> |

For an organisation of individuals every partner needs to give us their details, including their title Mr, Mrs and so on. So, if necessary, continue on a separate sheet and tell us below the reference you have given the sheet.

|                    |                                  |
|--------------------|----------------------------------|
| Document reference | <input type="text" value="N/A"/> |
|--------------------|----------------------------------|

**6b Main UK business address (if different from above)**

|                                 |                                  |
|---------------------------------|----------------------------------|
| Contact name                    |                                  |
| Title (Mr, Mrs, Miss and so on) | <input type="text"/>             |
| First name                      | <input type="text" value="N/A"/> |
| Last name                       | <input type="text"/>             |
| Address                         | <input type="text"/>             |
|                                 | <input type="text"/>             |
|                                 | <input type="text"/>             |
|                                 | <input type="text"/>             |
| Postcode                        | <input type="text"/>             |

**6 Your address, continued**

Contact numbers, including the area code

Phone Fax Mobile Email 

Now go to section 7

**7 Contact details****7a Who can we contact about your application?**

It will help us if there is someone we can contact if we have any questions about your application. The person you name should have the authority to act on your behalf.

Please add a second contact on a separate sheet if this person is not always available.

Document reference of this separate sheet 

This can be someone acting as a consultant or an 'agent' for you.

Contact name

Title (Mr, Mrs, Miss and so on) First name Last name Address Postcode 

Contact numbers, including the area code

Phone Fax Mobile Email **7b Who can we contact about your operation (if different from question 7a)?**

Contact name

Title (Mr, Mrs, Miss and so on) First name Last name Address Postcode 

Contact numbers, including the area code

Phone Fax Mobile Email

## 7 Contact details, continued

### 7c Who can we contact about your billing or invoice?

**Note:** Please provide the name and address that all invoices should be sent to for your subsistence fees.

As in question 7a

As in question 7b

Please give details below if different from question 7a or 7b.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

## 8 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 03708 506 506 (Monday to Friday, 8am to 6pm)

Textphone: 03702 422 549 (Monday to Friday, 8am to 6pm)

Email: [enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk)

Website: [www.gov.uk/government/organisations/environment-agency](http://www.gov.uk/government/organisations/environment-agency)

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it. More information on how to do this is available at: [www.gov.uk/government/organisations/environment-agency/about/complaints-procedure](http://www.gov.uk/government/organisations/environment-agency/about/complaints-procedure).

**Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.**

## 9 Where to send your application

For how many copies to send see the guidance note on part A.

For water discharges by email to [PSC-WaterQuality@environment-agency.gov.uk](mailto:PSC-WaterQuality@environment-agency.gov.uk)

For waste and installations by email to [PSC@environment-agency.gov.uk](mailto:PSC@environment-agency.gov.uk)

For flood risk activity permits send 1 copy only to [enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk) or to the local Environment Agency office for where the work is proposed to be carried out.

Or

Permitting Support, NPS Sheffield  
Quadrant 2  
99 Parkway Avenue  
Parkway Business Park  
Sheffield  
S9 4WF

## Feedback

(You don't have to answer this part of the form, but it will help us improve our forms if you do.)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please use the space below to give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form? \_\_\_\_\_

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please

No thank you



### For Environment Agency use only

Date received (DD/MM/YYYY)  
\_\_\_\_\_

Our reference number  
\_\_\_\_\_

Payment received?

No

Yes  Amount received

£ \_\_\_\_\_

## Appendix 1 – Date of birth information for installation and waste activities (applications for a new permit or transferring a permit) only

### Date of birth information in this appendix will not be put onto our Public Register

Are you applying as an individual, an organisation of individuals (for example, a partnership) or a company (this includes Limited Liability Partnerships)?

- An individual  Now go to 2
- An organisation of individuals (for example, a partnership)  Now go to 3
- A registered company or other corporate body  Now go to 4

### 2 Applications from an individual

Please give us the following details

Name

Date of birth (DD/MM/YY)

### 3 Applications from an organisation of individuals or charity

#### Details of the organisation or charity

If you are an organisation of individuals, please give the date of birth details of the main representative below. If relevant, provide details of other members on a separate sheet and tell us the document reference you have given this sheet.

Name

Date of birth (DD/MM/YY)

Document reference

### 4 Applications from companies or corporate bodies

Name of the company

Please give the date of birth details for all directors and company secretary if there is one. If relevant, provide those details of other directors on a separate sheet and tell us the document reference you have given this sheet.

#### Details of company secretary (if relevant) and director/s

Name

Date of birth (DD/MM/YY)

Name

Date of birth (DD/MM/YY)

Name

Date of birth (DD/MM/YY)

Document reference

# Application for an environmental permit

## Part C2 – General – varying a bespoke permit



|  |   |
|--|---|
| <p>Fill in this part of the form, together with part A and the relevant parts of C3 to C7 and part F1 or F2, if you are applying to vary (change) the conditions or any other part of the permit. Please check that this is the latest version of the form available from our website.</p> <p>You only need to give us details in this application for the parts of the permit that will be affected (for example, if you are adding a new facility or changing existing ones).</p> <p><b>Waste operation changing to installation or vice versa?</b></p> <p>If your changes mean that a waste operation becomes an installation (or vice versa) you also need to fill in either part C3 (waste to installation) or part C4 (installation to waste).</p> <p>You do not need to resend any information from your original permit application if it is not affected by your proposed changes.</p> <p>Please read through this form and the guidance notes that came with it.</p> | <p>The form can be:</p> <ol style="list-style-type: none"> <li>1) saved onto a computer and then filled in. Please note that the form follows a logic that means questions will open or stay closed depending on a previous answer. So you may not be able to enter text in some boxes.</li> <li>2) printed off and filled in by hand. Please write clearly in the answer spaces.</li> </ol> <p>It will take less than two hours to fill in this part of the application form.</p> <p><b>Contents</b></p> <ol style="list-style-type: none"> <li>1 About the permit</li> <li>2 About your proposed changes</li> <li>3 Your ability as an operator</li> <li>4 Consultation</li> <li>5 Supporting information</li> <li>6 Environmental risk assessment</li> <li>7 How to contact us</li> </ol> <p>Appendix 1 – Low impact installation checklist<br/>Appendix 2 – Date of birth information for Relevant offences and/or Technical ability questions only</p> |
|--|---|

### 1 About the permit

Note: If you are applying to convert your existing permit to a standard permit or add a standard facility you need to fill out form C1.

#### 1a Discussions before your application

If you have had discussions with us before your application, give us the permit reference or details on a separate sheet. Tell us below the reference you have given this extra sheet.

Permit or document reference

#### 1b Permit number

What is the permit number that this application relates to?

#### 1c Site details

What is the name, address and postcode of the site?

Site name

Address

Postcode

### 2 About your proposed changes

#### 2a Type of variation

What type of variation are you applying for?

Minor technical

Normal variation

Substantial

## 2 About your proposed changes, continued

### 2b Changes or additions to existing activities

Please give us brief details in the box below. More detailed information can be given in Table 1 below.

|   |
|---|
| This application seeks to add new waste codes for landfilling, allow the storage of waste prior to landfilling, and to add washing to the treatment activity. |
|---|

Fill in Table 1 with details of all the proposed changes to current activities. In the final column of the table, give us the document reference for the proposed changes and send them to us with your filled in application form.

Fill in a separate table for each activity you are applying to vary or add. Use a separate sheet if you have a long list and send it to us with your application form. Tell us below the reference you have given this document.

Document reference N/A

You only need to fill in one table for your mining waste operations.

### 2c Consolidating (combining) or updating existing permits

If your proposed change is to modernise (update) your permit, now answer 2c1; otherwise go to 2d.

If your proposed change is to consolidate (combine) a number of permits, now answer 2c2; otherwise go to 2d.

Note: In both cases we may require additional information from you about, for example, your management system. Therefore we would always advise you to talk to us before you submit any application to modernise or consolidate permits.

2c1 Do you want to have a modern style permit?

No

Yes

2c2 Identify all the permits you want to consolidate (combine) by listing the permit numbers in Table 2 below

**Table 2 – Permit numbers**

|     |
|-----|
| N/A |
|     |
|     |
|     |

### 2d Treating batteries

2d Are you proposing to treat batteries?

No

Yes  Tell us how you will do this and send us a copy of your explanation and tell us below the reference you have given this explanation

Document reference for the explanation  

### 2e Ship recycling

2e1 Is your activity covered by the Ship Recycling Regulations 2015? (See the guidance notes on part C2.)

No

Yes  Tell us how you will do this. Please send us a copy of your explanation and your facility recycling plan, and tell us below the reference numbers you have given these documents

Document reference for the explanation  

Document reference for the facility recycling plan  

2e2 Is this a renewal of an existing authorisation covered by the Ship Recycling Regulations 2015?

No

Yes  Tell us the expiry date of your existing authorisation   (DD/MM/YYYY)



## 2 About your proposed changes, continued

**Table 1 – Changes to existing activities**

Fill in Table 1 with details of all the proposed changes to current activities. In the final column of the table, give us the document reference for the proposed changes and send them to us with your filled in application form.

| Name   | Installation schedule<br>1 references | Description of the<br>installation activity | Description of waste<br>operation | Description of the<br>mining waste<br>operations | Description of water<br>discharge activity | Description of<br>groundwater activity | Proposed changes<br>document reference |
|--|---------------------------------------|---|-----------------------------------|--|--|--|--|
| i.e. name of<br>installation, waste<br>operation, mining<br>waste operation,<br>water discharge<br>activity or<br>groundwater activity     |                                       |   |                                   |  |  |  |  |
| Example – effluent<br>unique name  |                                       |   |                                   |  | Example – treated<br>sewage effluent       |  |  |
| If you do not have<br>enough room, go to<br>the line below or<br>send a separate<br>document and give<br>us the document<br>reference here |                                       |   |                                   |  |  |  |  |
| Lawn Farm Quarry   |                                       |   | Treatment of waste                |  |  |  | Refer to Permit                        |
|  |                                       |   | Inert waste landfill              |  |  |  | Variation Application                  |
|  |                                       |   |                                   |  |  |  |  |
|  |                                       |   |                                   |  |  |  |  |
|  |                                       |   |                                   |  |  |  |  |
|  |                                       |   |                                   |  |  |  |  |
|  |                                       |   |                                   |  |  |  |  |
|  |                                       |   |                                   |  |  |  |  |
|  |                                       |   |                                   |  |  |  |  |

## 2 About your proposed changes, continued

### 2f Low impact installations (installations only)

2f1 Will any changes mean that any of the regulated facilities will become low impact installations?

No  Now go to section 3

Yes  If yes, tell us how you meet the conditions for a low impact installation (see the guidance notes on part C2 – Appendix 1)

Document reference

Tick the box to confirm you have filled in the low impact installation checklist in appendix 1 for each regulated facility

## 3 Your ability as an operator

If you are applying to add waste installations or waste operations to a permit that has not previously had them, you need to fill in all of section 3.

If you are applying to consolidate (combine) two or more permits or have an updated permit you must fill in question 3d.

This section does not apply for applications to surrender a permit.

### 3a Relevant offences

Installations and waste operations only (see the guidance notes on part C2).

3a1 Have you, or any other relevant person, been convicted of any relevant offence?

No  Now go to question 3b

Yes  Please give details below

Name of the relevant person

Title (Mr, Mrs, Miss and so on)

First name

Last name

Position held at the time of the offence

Name of the court where the case was dealt with

Date of the conviction (DD/MM/YY)

Offence and penalty set

Date any appeal against the conviction will be heard (DD/MM/YYYY)

If necessary, use a separate sheet to give us details of other relevant offences and tell us below the reference number you have given the extra sheet.

Document reference

Now go to question 3b

Please also complete the details in Appendix 2.

### 3b Technical ability

Specified waste management activities and waste operations only (see the guidance notes on part C1).

Please indicate which of the two schemes you are using to demonstrate you are technically competent to operate your facility and the evidence you have enclosed to demonstrate this.

#### ESA/EU skills

I have enclosed a copy of the current Competence Management System certificate

#### CIWM/WAMITAB scheme

Please select one of the following:

• I have enclosed a copy of:

- the relevant qualification certificate/s

or

- evidence of deemed competence

or

### 3 Your ability as an operator, continued

- Environment Agency assessment
- or
- evidence of nominated manager status under the transitional provisions for previously exempt activities

and, if deemed competent or Agency-assessed, or if there is evidence of a nominated manager, or if the original qualification is over two years old:

I have enclosed a copy of the relevant current continuing competence certificate/s

For each technically competent manager please give the following information. If necessary, use a separate sheet to give us these details and tell us below the document reference you have given the extra sheet.

Title (Mr, Mrs, Miss and so on)

First name

Last name

Phone

Mobile

Email

Please provide the environmental permit number/s and site address for all other waste activities that the proposed technically competent manager provides technical competence for, including permits held by other operators. Continue on a separate sheet as required.

| Permit number | Site address | Postcode |
|---------------|--------------|----------|
|               |              |          |
|               |              |          |
|               |              |          |
|               |              |          |

Document reference

Now go to question 3c

Please also complete the details in Appendix 2.

### 3c Finances

Installations, waste operations and mining waste operations only (see the guidance notes on part C2).

Please note that if you knowingly or carelessly make a statement that is false or misleading to help you get an environmental permit (for yourself or anyone else), you may be committing an offence under the Environmental Permitting (England and Wales) Regulations 2016.

Do you or any relevant person or a company in which you were a relevant person have current or past bankruptcy or insolvency proceedings against you?

No

Yes  Please give details below, including the required set-up costs (including infrastructure), maintenance and clean up costs for the proposed facility against which a credit check may be assessed

We may want to contact a credit reference agency for a report about your business's finances.

### 3 Your ability as an operator, continued

#### Landfill, Category A mining waste facilities and mining waste facilities for hazardous waste only

How do you plan to make financial provision (to operate a landfill or a mining waste facility you need to show us that you are financially capable of meeting the obligations of closure and aftercare)?

- Renewable bonds
- Cash deposits with the Environment Agency
- Other – provide comprehensive details
- Document reference \_\_\_\_\_
- Provide a cost profile and expenditure plan of your estimated costs throughout the aftercare period of your site.
- Document plan reference N/A
- Now go to question 3d

#### 3d Management systems

You must have an effective, written management system in place that identifies and reduces the risk of pollution. You may show this by using a certified scheme or your own system.

Your permit requires you (as the operator) to ensure that you manage and operate your activities in accordance with a written management system.

You need to be able to explain what happens at each site and which parts of the overall management system apply. For example, at some sites you may need to show you are carrying out additional measures to prevent pollution because they are nearer to sensitive locations than others.

You can find guidance on management systems on our website at [www.gov.uk/government/organisations/environment-agency](http://www.gov.uk/government/organisations/environment-agency).

Tick this box to confirm that you have read the guidance and that your management system will meet our requirements

What management system will you provide for your regulated facility?

- ISO 14001
- BS 8555 (Phases 1–5)
- Acorn
- Green dragon
- Own management system

Please make sure you send us a summary of your management system with your application.

Document reference/s Refer to Permit Variation Application: Appendix 4

### 4 Consultation

Fill in 4a to 4c for installations and waste operations and 4d for installations only.

Could the waste operation or installation involve releasing any substance into any of the following?

#### 4a A sewer managed by a sewerage undertaker?

- No
- Yes  Please name the sewerage undertaker \_\_\_\_\_

#### 4b A harbour managed by a harbour authority?

- No
- Yes  Please name the harbour authority \_\_\_\_\_

#### 4c Directly into relevant territorial waters or coastal waters within the sea fisheries district of a local fisheries committee?

- No
- Yes  Please name the fisheries committee \_\_\_\_\_

## 4 Consultation, continued

### 4d Is the installation on a site for which:

4d1 a nuclear site licence is needed under section 1 of the Nuclear Installations Act 1965?

No

Yes

4d2 a policy document for preventing major accidents is needed under regulation 5 of the Control of Major Accident Hazards Regulations 2015, or a safety report is needed under regulation 7 of those Regulations?

No

Yes

## 5 Supporting information

### 5a Provide a plan or plans for the site

See the guidance notes on part C2 for what needs to be marked on the plan.

Clearly mark the site boundary or discharge point, or both. Also include site drainage plans, site layout plans, and plant design drawings/process flow diagrams (as required). (See the guidance notes on part C2.)

Document reference/s of the plans

Refer to Permit Variation Application: Drawings section.

### 5b Do any of the variations you plan to make need extra land to be included in the permit?

No

Yes  Please provide a site report for the extra land

Document report reference/s

### 5c Provide a non-technical summary of your application

Document reference of the summary

Refer to Permit Variation Application: Appendix 1

### 5d Risk of fire from sites storing combustible waste

Are you applying for an activity that includes the storage of combustible wastes?

(This applies to all activities excluding standalone water and groundwater discharges.)

No  Go to question 5f

Yes  Go to question 5e

### 5e Will your variation increase the risk of a fire occurring or increase the environmental risk if a fire occurs?

See the guidance notes on part C2.

No

Yes  Provide a fire prevention plan. You need to highlight any changes you have made since your pre-application discussions

Document reference of the plan

### 5f Adding an installation

If you are applying to add an installation, tick the box to confirm that you have sent in a baseline report and provide a reference

Document reference of the report

## 6 Environmental risk assessment

If you need one, see the guidance notes on part C2.

Provide an assessment of any additional risks the proposed changes or additions to your regulated facilities poses to the environment as part of your application to vary this permit. The risk assessment must follow the methodology set out in 'Risk assessments for your environmental permit' at <https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit> or an equivalent method.

Document reference for the assessment

Refer to Permit Variation Application: Appendix 8

## 7 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 03708 506 506 (Monday to Friday, 8am to 6pm)

Textphone: 03702 422 549 (Monday to Friday, 8am to 6pm)

Email: [enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk)

Website: [www.gov.uk/government/organisations/environment-agency](http://www.gov.uk/government/organisations/environment-agency)

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

**Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.**

### Feedback

(You don't have to answer this part of the form, but it will help us improve our forms if you do.)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please use the space below to give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form? \_\_\_\_\_

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please

No thank you



### For Environment Agency use only

Date received (DD/MM/YYYY)  
\_\_\_\_\_

Our reference number  
\_\_\_\_\_

Payment received?

No

Yes  Amount received

£ \_\_\_\_\_

**Plain English Campaign's Crystal Mark does not apply to appendix 1.****Appendix 1 – Low impact installation checklist**

| Installation reference                    |   |   |   |
|---|---|---|---|
| Condition                                 | Response  |   | Do you meet this?   |
| A – Management techniques                 | Provide references to show how your application meets A   |   | Yes <input type="checkbox"/>                                |
|   | References  |   | No <input type="checkbox"/>                                 |
| B – Aqueous waste                         | Effluent created  | m <sup>3</sup> /day   | Yes <input type="checkbox"/><br>No <input type="checkbox"/> |
| C – Abatement systems                     | Provide references to show how your application meets C   |   | Yes <input type="checkbox"/>                                |
|   | References  |   | No <input type="checkbox"/>                                 |
| D – Groundwater                           | Do you plan to release any hazardous substances or non-hazardous pollutants into the ground?                                      | Yes <input type="checkbox"/><br>No <input type="checkbox"/> | Yes <input type="checkbox"/><br>No <input type="checkbox"/> |
| E – Producing waste                       | Hazardous waste   | Tonnes per year   | Yes <input type="checkbox"/>                                |
|   | Non-hazardous waste   | Tonnes per year   | No <input type="checkbox"/>                                 |
| F – Using energy                          | Peak energy consumption   | MW  | Yes <input type="checkbox"/><br>No <input type="checkbox"/> |
| G – Preventing accidents                  | Do you have appropriate measures to prevent spills and major releases of liquids? (See 'How to comply'.)                          | Yes <input type="checkbox"/><br>No <input type="checkbox"/> | Yes <input type="checkbox"/><br>No <input type="checkbox"/> |
|   | Provide references to show how your application meets G   |   |   |
|   | References  |   |   |
| H – Noise                                 | Provide references to show how your application meets H   |   | Yes <input type="checkbox"/>                                |
|   | References  |   | No <input type="checkbox"/>                                 |
| I – Emissions of polluting substances     | Provide references to show how your application meets I   |   | Yes <input type="checkbox"/>                                |
|   | References  |   | No <input type="checkbox"/>                                 |
| J – Odours                                | Provide references to show how your application meets J   |   | Yes <input type="checkbox"/>                                |
|   | References  |   | No <input type="checkbox"/>                                 |
| K – History of keeping to the regulations | Say here whether you have been involved in any enforcement action as described in Compliance History Appendix 1 explanatory notes | Yes <input type="checkbox"/><br>No <input type="checkbox"/> |   |

## Appendix 2 – Date of birth information for Relevant offences and/or Technical ability questions only

**Date of birth information in this appendix will not be put onto our Public Register**

Have you filled in the Relevant Offences question?

Yes

No

Have you filled in the Technical ability question?

Yes

No

### 2 Relevant Offences - date of birth information

Please give us the following details

Name

Date of birth (DD/MM/YY)

### 3 Technical ability - date of birth information

Name

Date of birth (DD/MM/YY)



# Application for an environmental permit

## Part C4 – Varying a bespoke waste operation permit



Fill in this part of the form, together with parts A, C2 and F1, if you are applying to vary (change) the conditions or any other part of the permit. Please check that this is the latest version of the form available from our website.

You only need to give us details in this application for the parts of the permit that will be affected (for example, if you are adding a new facility or making changes to existing ones).

You do not need to resend any information from your original permit application if it is not affected by your proposed changes.

Please read through this form and the guidance notes that came with it.

The form can be:

- 1) saved onto a computer and then filled in. Please note that the form follows a logic that means questions will open or stay closed depending on a previous answer. So you may not be able to enter text in some boxes.
- 2) printed off and filled in by hand. Please write clearly in the answer spaces.

It will take less than three hours to fill in this part of the application form.

**Contents**

- 1 What waste operations are you applying to vary?
- 2 Point source emissions to air, water and land
- 3 Operating techniques
- 4 Monitoring
- 5 How to contact us

Appendix 1 – Specific questions for the recovery to land for agricultural benefit of compost like outputs from the treatment of mixed municipal solid wastes

Appendix 2 – Specific questions for inert waste landfill and deposit for recovery operations

### 1 What waste operations are you applying to vary?

Fill in Table 1a with details of what you are applying to vary.

Fill in a separate table for each waste operation you are applying to vary. Use a separate sheet if you have a long list and send it to us with your application form. Tell us below the reference you have given this document.

Document reference

Refer to Permit Variation Application

#### Types of waste accepted

For each line in Table 1a, fill in a separate document to list those wastes you will accept on the site for that operation, giving the List of Wastes catalogue code (search for 'Technical guidance on how to assess and classify waste' at [www.gov.uk/government/organisations/environment-agency](http://www.gov.uk/government/organisations/environment-agency)). If you need to exclude waste from your activity or facility by restricting the description, quantity, physical nature, hazardous properties, composition or characteristic of the waste, include these in the document. Send it to us with your application form.

**1 What waste operations are you applying to vary?, continued****Table 1a – Waste operations which do not form part of an installation**

| Name of the waste operation   | Description of the waste operation   | Annex I (D codes) and Annex II (R codes) and descriptions | Hazardous waste treatment capacity (if this applies) (See note 1) | Non-hazardous waste treatment capacity (if this applies) (See note 1) |
|---|--|---|---|---|
| Add extra rows if you need them. If you do not have enough room, go to the line below or send a separate document and give us the document reference here | Use the description from the guidance. Include any extra detail that you think would help to accurately describe what you want to do |   |   |   |
| Lawn Farm Quarry  | Treatment of waste: physical   | R13<br>R3<br>R5   |   | 74,999.00   |
| Lawn Farm Quarry  | Inert waste landfill   | D1  |   |   |
|   |  |   |   |   |
|   |  |   |   |   |
| For all waste operations  | Total storage capacity (see note 2)  |   |   | 40,000.00   |
|   | New total if varying to increase   |   |   |   |
|   | Annual throughput (tonnes each year)   |   |   | 74,999.00   |
|   | New total if varying to increase   |   |   |   |

**1 What waste operations are you applying to vary?, continued****Notes**

1 By 'capacity', we mean:

- the total landfill capacity (cubic metres) for landfills
- the total treatment capacity (tonnes each day) for waste treatment
- the total storage capacity (tonnes) for waste-storage operations

2 By 'total storage capacity', we mean the maximum amount of waste in tonnes you store on the site at any one time.

Please provide the document reference. You can use Table 1b as a template.

If you want to accept any waste with a code ending in 99, you must provide more information and a full description of the waste in the document, (for example, detailing the source, nature and composition of the waste). Where you only want to receive specific wastes within a waste code you can provide further details of the waste you want to receive. Where a waste is dual coded you should use both codes for the waste.

Document reference

Refer to Permit Variation Application

**Table 1b – Template example – types of waste accepted and restrictions**

| Waste code          | Description of the waste  |
|---------------------|---|
| Example             | Example   |
| 02 01 08*           | Agrochemical waste containing hazardous substances  |
| 18 01 03*           | Infectious clinical waste, not contaminated with chemicals or medicines – human healthcare (may contain sharps) for alternative treatment |
| 17 05 03*/17 06 05* | Non-hazardous soil from construction or demolition contaminated with fragments of asbestos cement sheet                                   |

**1c Deposit for recovery purposes (see the guidance notes on part C4)**

Are you applying for a waste recovery activity involving the permanent deposit on waste on land for construction or land reclamation (including landfill restoration)?

No  Go to section 2

Yes

Are you applying for an inert landfill permit that includes a restoration activity using waste?

No  Go to section 2

Yes  Please send us a copy of your restoration plan in accordance with our guidance at <https://www.gov.uk/guidance/landfill-operators-environmental-permits/restore-your-landfill-site>

Have we advised you during pre-application discussions that we believe the activity is waste recovery?

No  Go to section 2

Yes

Have there been any changes to your proposal since the discussions?

No

Yes

Please send us a copy of your waste recovery plan that complies with our guidance at <https://www.gov.uk/guidance/waste-recovery-plans-and-permits>. You need to highlight any changes you have made since your pre-application discussions. Also give us the reference number of the document with your justification.

**Please note that there is an additional charge for the assessment of a waste recovery plan that must be submitted as part of this application. For the charge see <https://www.gov.uk/topic/environmental-management/environmental-permits>.**

Document reference

## 2 Point source emissions to air, water and land

Fill in Table 2 below with details of the point source emissions that result from the operating techniques at each of your waste operations.

Fill in one table for each waste facility.

**Table 2 – Emissions**

| Name of the waste operation  |        | Lawn Farm Quarry |          |      |
|--|--------|------------------|----------|------|
| <b>Point source emissions to air</b>   |        |                  |          |      |
| Emission point reference and location  | Source | Parameter        | Quantity | Unit |
| N/A  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
| <b>Point source emissions to water (other than sewers)</b>                                     |        |                  |          |      |
| Emission point reference and location  | Source | Parameter        | Quantity | Unit |
| N/A  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
| <b>Point source emissions to sewers, effluent treatment plants or other transfers off site</b> |        |                  |          |      |
| Emission point reference and location  | Source | Parameter        | Quantity | Unit |
| N/A  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
| <b>Point source emissions to land</b>  |        |                  |          |      |
| Emission point reference and location  | Source | Parameter        | Quantity | Unit |
| N/A  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |
|  |        |                  |          |      |

## Supporting information

### 3 Operating techniques

#### 3a Technical standards

Fill in Table 3a for each waste operation you refer to in Table 1a above and list the ‘appropriate measures’ you are planning to use. If you are using the standards set out in the relevant technical guidance(s) (TGN) there is no need to justify using them within your documents in Table 3a.

You must justify your decisions in a separate document if:

- there is no technical standard
- the technical guidance provides a choice of standards, or
- you plan to use another standard

This justification could include a reference to the Environmental Risk Assessment provided in part C2 of the application form.

Table 3a should summarise:

- the operations undertaken
- the measures you will use to control the emissions from your process, as identified in your risk assessment or the relevant technical guidance
- how you will meet other standards set out in the relevant technical guidance

#### Table 3a – Technical standards

Fill in a separate table for each waste operation.

| Waste operation   |   |  |
|---|---|--|
| Description of the waste operation<br>Add extra rows if you need them | Appropriate measure (TGN reference)   | Document reference<br>(if appropriate) |
| Treatment of Waste: physical  | Non hazardous and inert waste:<br>appropriate measures for permitted facilities |  |
| Inert waste landfill  | Landfill operators: environmental permits                                       |  |
|   |   |  |
|   |   |  |
|   |   |  |
|   |   |  |
|   |   |  |

In all cases, describe the type of facility or operation you are applying for and provide site infrastructure plans, location plans and process flow diagrams or block diagrams to help describe the operations and processes undertaken. Give the document references you use for each plan, diagram and description.

Document reference

Refer to Permit Variation Application

#### 3b General requirements

Fill in a separate table for each waste operation.

#### Table 3b – General requirements

|  |   |
|--|---|
| Name of the waste operation  | Lawn Farm Quarry  |
| If the technical guidance or your risk assessment shows that emissions of substances not controlled by emission limits are an important issue, send us your plan for managing them   | Document reference or references<br>Refer to Appendix 6 of Permit Application |
| If the technical guidance or your risk assessment shows that odours are an important issue, send us your odour management plan.<br><br>If your activity type is listed in the guidance document ‘Control and monitor emissions for your environmental permit’ as needing an odour management plan, or your risk assessment shows that odours are an important issue, you need to send us your odour management plan. | Document reference or references<br>N/A                                       |
| If the technical guidance or your risk assessment shows that noise or vibration are important issues, send us your noise or vibration management plan (or both)  | Document reference or references<br>Refer to Appendix 7 of Permit Application |

### 3 Operating techniques, continued

We may need to ask for management plans or risk assessments in other circumstances based on our regulatory experience. If you are unsure as to whether you need to submit a management plan with your application, please discuss this with the Environment Agency prior to submission.

Search for 'Risk assessment for your environmental permit' at [www.gov.uk/government/organisations/environment-agency](http://www.gov.uk/government/organisations/environment-agency).

#### 3c Information for specific sectors

For some of the sectors, we need more information to be able to set appropriate conditions in the permit. This is as well as the information you may provide in sections 5, 6 and 7. For those activities listed in Table 3c, you must answer the questions in the related document.

**Table 3c – Questions for specific sectors**

| Sector   | Appendix                        |
|--|---------------------------------|
| Recovery to land for agricultural benefit of compost like outputs from the treatment of mixed municipal solid wastes | See the questions in appendix 1 |
| Inert landfill and deposit of waste on land for construction, land reclamation, restoration or improvement           | See the questions in appendix 2 |

### General information

#### 4 Monitoring

##### 4a Describe the measures you use for monitoring emissions by referring to each emission point in Table 2 above

You should also describe any environmental monitoring. Tell us:

- how often you use these measures
- the methods you use
- the procedures you follow to assess the measures

Document reference

No change

##### 4b Point source emissions to air only

Provide an assessment of the sampling locations used to measure point source emissions to air. The assessment must use M1 (search for 'M1 sampling requirements for stack emission monitoring' at [www.gov.uk/government/organisations/environment-agency](http://www.gov.uk/government/organisations/environment-agency)).

Document reference of the assessment

N/A

#### 5 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 03708 506 506 (Monday to Friday, 8am to 6pm)

Textphone: 03702 422 549 (Monday to Friday, 8am to 6pm)

Email: [enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk)

Website: [www.gov.uk/government/organisations/environment-agency](http://www.gov.uk/government/organisations/environment-agency)

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

**Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.**

## Feedback

(You don't have to answer this part of the form, but it will help us improve our forms if you do.)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please use the space below to give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form? \_\_\_\_\_

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please

No thank you



### For Environment Agency use only

Date received (DD/MM/YYYY)

Our reference number

Payment received?

No

Yes  Amount received

£

## Plain English Campaign's Crystal Mark does not apply to appendices 1 to 2.

### Appendix 1 – Specific questions for the recovery to land for agricultural benefit of compost like outputs from the treatment of mixed municipal solid wastes

**1 Please provide an accurate and reliable characterisation of your compost like outputs (CLO). This should be based on sampling and analysis of the CLO produced by the treatment (MBT) process over a 12-month period and in accordance with section 2 of TGN 6.15**

Document reference

\_\_\_\_\_

**2 Please provide an agricultural benefit assessment for the use of your CLO. This should be based on section 2 of TGN 6.15 and should be signed and dated by an appropriate technical expert**

Document reference

\_\_\_\_\_

**3 Please provide a site-specific risk assessment of risks to soil and food chain receptors. This should be based on Schedule 2 of TGN 6.15 and include a map with a green outline showing the boundary of the area being treated and include:**

- locations where the waste will be stored and spread
- any spring, well or borehole used to supply water for domestic or food production purposes that is within 250 metres of the area being treated
- any spring, well or borehole not being used for domestic or food production purposes that is within 50 metres of the area being treated
- any European designated sites (candidate or Special Area of Conservation, proposed or Special Protections Area in England and Wales or Ramsar Site) or Sites of Special Scientific Interest (SSSI) which are within 500 metres of the place where waste is to be stored or spread
- the location of public rights of way
- any Groundwater Source Protection Zones
- surface watercourses
- any buildings or houses within 250 metres of the area being treated
- land drains within the boundary

Document reference

\_\_\_\_\_

**4 Are the technical standards and measures fully in line with those set out in section 3 of TGN 6.15?**

No  Provide justification for departure from TGN 6.15 and a copy of the proposed technical standards, measures or procedures

Document reference

\_\_\_\_\_

Yes

### Appendix 2 – Specific questions for inert waste landfill and deposit for recovery operations

**1 Please provide your Environmental Setting and Site Design (ESSD) report**

Document reference

N/A

Note: You should use the Environment Agency template to help you develop an environmental setting and site design (ESSD) report.

**2 Please provide your Waste Acceptance Procedures (including Waste Acceptance Criteria)**

Document reference

\_\_\_\_\_

**3 Have you provided a hydrogeological risk assessment (HRA) for the site?**

No  Please refer to the section of your ESSD that explains why this is unnecessary for your site

Yes  Document reference

\_\_\_\_\_

**4 Have you completed an outline engineering plan for the site?**

No  Please refer to the section of your ESSD that explains why this is unnecessary for your site

Yes  Document reference

\_\_\_\_\_

**5 Have you provided a stability risk assessment (SRA) for your site?**

No  Please refer to the section of your ESSD that explains why this is unnecessary for your site

Yes  Document reference

\_\_\_\_\_



## Appendix 2 – Specific questions for inert waste landfill and deposit for recovery operations, continued

### 6 Have you completed a monitoring plan for the site?

No  Please refer to the section of your ESSD that explains why this is unnecessary for your site

Yes  Document reference \_\_\_\_\_

### 7 Have you completed a plan for closing the site and procedures for looking after the site once it has closed?

No  If no for deposit for recovery activities please refer to the section of your ESSD that explains why this is unnecessary for your site

Yes  For inert waste landfill you must provide a closure plan

Document reference \_\_\_\_\_

## Spreading waste to support plant growth

### 8a Does the activity involve the deposit of waste to create or treat a growing medium (R10 for land treatment)?

No

Yes

### 8b If you answered 'yes' to question 8a, does the R10 activity include the spreading of waste to improve the quality of the growing medium (e.g. soil conditioner to improve existing soil profile)?

No

Yes  Go to question 8c

### 8c If you have answered 'Yes' to question 8b, have you completed a benefit statement?

No  Please explain why

Document reference \_\_\_\_\_

Yes

Note: Refer to our guidance when completing your statement (including EPR 8.01, section 6).

# Application for an environmental permit

## Part F1 – Charges and declarations



Fill in this part for all applications for installations, waste operations, mining waste operations, water discharges, point source groundwater discharges and groundwater discharges onto land. Please check that this is the latest version of the form available from our website.

Please read through this form and the guidance notes that came with it.

The form can be:

- 1) saved onto a computer and then filled in. Please note that the form follows a logic that means questions will open or stay closed depending on a previous answer. So you may not be able to enter text in some boxes.
- 2) printed off and filled in by hand. Please write clearly in the answer spaces.

It will take less than two hours to fill in this part of the application form.

### Contents

- 1 Working out charges
- 2 Payment
- 3 Privacy notice
- 4 Confidentiality and national security
- 5 Declaration
- 6 Application checklist
- 7 How to contact us
- 8 Where to send your application

Each individual who is applying for their name to appear on the permit must complete the declaration in section 5. You will have to print a separate copy of the declaration page for each additional individual to complete.

## 1 Working out charges

You must fill in this section.

You have to submit an application fee with your application. You can find out the charge by searching for 'Environment Agency charging scheme and guidance: environmental permits' at [www.gov.uk/government/organisations/environment-agency](http://www.gov.uk/government/organisations/environment-agency).

Please remember that the charges are revised on 1 April each year and that there is an annual subsistence charge to cover the costs we incur in the ongoing regulation of the permit.

**Table 1 – Type of application (fill number of activity being applied for in each column)**

| Installation | Waste | Mining waste | Medium Combustion Plant (MCP)/Specified Generator (SG) | Water discharge/point source discharge to groundwater | Groundwater spreading onto land |
|--------------|-------|--------------|--|---|---------------------------------|
|              | 2     |              |  |   |                                 |
|              |       |              |  |   |                                 |
|              |       |              |  |   |                                 |
|              |       |              |  |   |                                 |
|              |       |              |  |   |                                 |

**Table 2 – Charge type (A)**

| Charge activity reference | Charge activity description                | What are you applying to do?<br>E.g. new, minor variation, normal variation, substantial variation, surrender, low risk surrender, transfer | Amount      |
|---------------------------|--|---|-------------|
| e.g. 1.17.3               | e.g. Sect 5.2 landfill for hazardous waste | e.g. transfer   | e.g. £5,561 |
| 1.17.7                    | Landfill for inert waste                   | Minor variation   | £ 1,980.50  |
| 1.16.12                   | Physical treatment of non-hazardous wastes | Normal variation  | £ 3,965.00  |
|                           |  |   |             |
|                           |  |   |             |
| Total A                   |  |   | £ 5,945.50  |

**1 Working out charges (you must fill in this section), continued****Table 3 – Additional assessment charges (B)**

| Part 1.19 Charges for plans and assessments |   |        | Tick appropriate                    |
|---|---|--------|-------------------------------------|
| Reference                                   | Plan or assessment  | Charge |                                     |
| 1.19.1                                      | Waste recovery plan   | £1,231 | <input type="checkbox"/>            |
| 1.19.2                                      | Habitats assessment (except where the application activity is a flood risk activity)                  | £779   | <input type="checkbox"/>            |
| 1.19.3                                      | Fire prevention plan (except where the application activity is a farming installation)                | £1,241 | <input type="checkbox"/>            |
| 1.19.4                                      | Pests management plan (except where the application activity is a farming installation)               | £1,241 | <input type="checkbox"/>            |
| 1.19.5                                      | Emissions management plan (except where the application activity is a farming installation)           | £1,241 | <input checked="" type="checkbox"/> |
| 1.19.6                                      | Odour management plan (except where the application activity is a farming installation)               | £1,246 | <input type="checkbox"/>            |
| 1.19.7                                      | Noise and vibration management plan (except where the application activity is a farming installation) | £1,246 | <input checked="" type="checkbox"/> |
| 1.19.8                                      | Ammonia emissions risk assessment (intensive farming applications only)                               | £620   | <input type="checkbox"/>            |
| 1.19.9                                      | Dust and bio-aerosol management plan (intensive farming applications only)                            | £620   | <input type="checkbox"/>            |
|   | Advertising   | £500   | <input type="checkbox"/>            |
| Total B                                     |   |        | £ 2,487.00                          |

Total charges

Total A plus total B

£ 8,432.50

**2 Payment**

Tick below to show how you have paid.

Cheque

Postal order

Cash

Tick below to confirm you are enclosing cash with the application

Credit or debit card

Electronic transfer (for example, BACS)

Remittance number

PSCAPPAGGMA999

Date paid (DD/MM/YYYY)

15/07/2022

**How to pay****Paying by cheque, postal order or cash**

Cheque details

Cheque made payable to

Cheque number

Amount

£ 

You should make cheques or postal orders payable to 'Environment Agency' and make sure they have 'A/c Payee' written across them if it is not already printed on.

Please write the name of your company and application reference number on the back of your cheque or postal order. **We will not** accept cheques with a future date on them.

We do not recommend sending cash through the post. If you cannot avoid this, please use a recorded delivery postal service and enclose your application reference details. Please tick the box below to confirm you are enclosing cash.

I have enclosed cash with my application

## 2 Payment, continued

### Paying by credit or debit card

If you are paying by credit or debit card we can call you. We will destroy your card details once we have processed your payment. We can accept payments by Visa, MasterCard or Maestro card only.

Please call me to arrange payment by debit or debit card

### Paying by electronic transfer BACS reference

If you choose to pay by electronic transfer you will need to use the following information to make your payment.

|                          |  |
|--------------------------|--|
| Company name             | Environment Agency   |
| Company address          | SSCL (Environment Agency), PO Box 797, Newport Gwent, NP10 8FZ                             |
| Bank                     | RBS/NatWest  |
| Address                  | London Corporate Service Centre, CPB Services, 2nd Floor, 280 Bishopsgate, London EC2M 4RB |
| Sort code                | 60-70-80   |
| Account number           | 10014411   |
| Account name             | EA RECEIPTS  |
| Payment reference number | PSCAPPXXXXYYY  |

You need to create your own reference number. It should begin with PSCAPP (to reflect that the application is for a permitted activity) and it should include the first five letters of the company name (replacing the X's in the above reference number) and a unique numerical identifier (replacing the Y's in the above reference number). The reference number that you supply will appear on our bank statements.

If you are making your payment from outside the United Kingdom, it must be in sterling. Our IBAN number is GB23NWK60708010014411 and our SWIFTBIC number is NWBKGB2L.

If you do not quote your reference number, there may be a delay in processing your payment and application.

Provide a unique reference number for the application, i.e. do not only use the company name only

PSCAPPAGGMA999

State who is paying (full name and whether this is the agent/ applicant/other)

Aggmax Transport Limited

Fee paid

£ 8,432.50

Date payment sent (DD/MM/YYYY)

15/07/2022

Now read section 3 below

You should also email your payment details and reference number to ea\_fsc\_ar@gov.sscl.com.

## 3 Privacy notice

The Environment Agency runs the environmental permit application service.

We are the data controller for this service. A data controller determines how and why personal information is processed.

Our personal information charter explains:

- your rights
- what we do with your personal information

We're allowed to process your personal information because we have official authority as the environmental regulator. We need this information to carry out a task in the public interest that is set out in law. As the data controller, when you apply for an environmental permit, we have a legal obligation to process your personal data under the Environmental Permitting Regulations. The second lawful basis for processing your personal data is to comply with this legal obligation.

We need your personal information to process your environmental permit application. If you do not give us this information we cannot issue a permit to you. After we've issued a permit to you, we use your personal information:

- to check that you're complying with your permit
- during any potential enforcement action

### What personal information we collect

If you're the individual applicant, director or company secretary of a company applying or a technically competent manager we need your:

- name
- date of birth

### 3 Privacy notice, continued

- address
- email address

If you're the agent, consultant, employee responsible for the activity or the employee responsible for billing and invoicing we need your:

- name
- address
- email address

If you're the applicant we need details of any:

- convictions
- bankruptcy

We also collect any questions or feedback you leave, including your email address if you contact us.

#### Your responsibility with other people's personal information

If you've included personal information about other people on your application, you must tell them. You must provide them with a copy of this privacy notice so that they know how their personal information will be used.

#### What we do with your personal information

We use your personal information to help us decide whether to issue you with a permit.

The information (except dates of birth) is available online on our consultation website during the consultation period. This website is available to everyone so your information may be seen outside the European Economic Area.

After consultation we put all the information (except dates of birth) you give us in your application on our public register.

If you can demonstrate that any information you send us is commercially or industrially confidential, we'll consider withholding that information from our public register.

If you think that the information you'll send us may be a threat to national security you must contact the Secretary Of State before you apply. You must still send us that information with your application. We will not include this information on our public register unless the Secretary of State decides it can be included.

See the environmental permitting guidance for guidance on national security.

We may use your email address to contact you for user research to improve our service. You don't have to take part in the research.

#### Where your personal information is processed and stored

We store and process your personal information on servers in the UK. We will not host your personal information outside the European Economic Area.

We do not use your personal information to make an automated decision or for automated profiling.

#### How long we keep your personal information

We keep your personal information while your permit is in use and for 7 years after you surrender your permit. If the permit is for a landfill site, we keep the data for 10 years after surrender.

#### Removing personal information from the public register

We will remove your personal information from the public register if:

- you withdraw your application
- we refuse your application and the time limit for appealing the decision has expired or an appeal is dismissed
- the information is no longer relevant for public participation purposes under the Environmental Permitting Regulations

#### Contact

Our Data Protection Team gives independent advice. They monitor how the Environment Agency uses your personal information.

If you have questions or concerns about how we process personal information, or to make a complaint or request relating to data protection, please contact:

Address:           Data Protection Team  
                      Environment Agency  
                      Horizon House  
                      Deanery Road  
                      Bristol  
                      BS1 5AH

### 3 Privacy notice, continued

Email: [dataprotection@environment-agency.gov.uk](mailto:dataprotection@environment-agency.gov.uk)

You can also make a complaint to the Information Commissioner's Office (ICO).

The ICO is the supervisory authority for data protection legislation. The ICO website has a full list of your rights under data protection legislation.

Now read section 4 below

### 4 Confidentiality and national security

#### Confidentiality

We will normally put all the information in your application on a public register of environmental information. However, we may not include certain information in the public register if this is in the interests of national security, or because the information is confidential.

You can ask for information to be made confidential by enclosing a letter with your application giving your reasons. If we agree with your request, we will tell you and not include the information in the public register. If we do not agree with your request, we will let you know how to appeal against our decision, or you can withdraw your application. You can find guidance on confidentiality in 'Environmental permitting guidance: core guidance', published by Defra and available via our website at [www.gov.uk/government/organisations/environment-agency](http://www.gov.uk/government/organisations/environment-agency).

**Only tick the box below if you wish to claim confidentiality for your application**

Please treat the information in my application as confidential

#### National security

You can tell the Secretary of State that you believe including information on a public register would not be in the interests of national security. You must enclose a letter with your application telling us that you have told the Secretary of State and you must still include the information in your application. We will not include the information in the public register unless the Secretary of State decides that it should be included.

You can find guidance on national security in 'Environmental permitting guidance: core guidance', published by Defra and available via our website at [www.gov.uk/government/organisations/environment-agency](http://www.gov.uk/government/organisations/environment-agency).

You cannot apply for national security via this application.

Now fill in section 5

### 5 Declaration

**If you knowingly or carelessly make a statement that is false or misleading to help you get an environmental permit (for yourself or anyone else), you may be committing an offence under the Environmental Permitting (England and Wales) Regulations 2016.**

**A relevant person should make the declaration (see the guidance notes on part F1). An agent acting on behalf of an applicant is NOT a relevant person.**

Each individual (or individual trustee) who is applying for their name to appear on the permit must complete this declaration. You will have to print a separate copy of this page for each additional individual to complete.

**If you are transferring all or part of your permit, both you and the person receiving the permit must make the declaration. You must fill in the declaration directly below; the person receiving the permit must fill in the declaration under the heading 'For transfers only'.**

**Note: we will issue a letter to both current and new holders to confirm the transfer. If you are changing address we will need to send this letter to your new address; therefore please tell us your new address in a separate letter.**

**If you are unable to trace one or more of the current permit holders please see below under the transfers declaration.**

**I declare that the information in this application is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.**

If you deliberately make a statement that is false or misleading in order to get approval you may be prosecuted.

I confirm that my standard facility will fully meet the rules that I have applied for (this only applies if the application includes standard facilities)

Tick this box to confirm that you understand and agree with the declaration above, then fill in the details below (you do not have to provide a signature as well)

Tick this box if you do not want us to use information from any ecological survey that you have supplied with your application (for further information please see the guidance notes on part F1)

## 5 Declaration, continued

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

on behalf of  
(if relevant; for example, a company or organisation and so on)

Position  
(if relevant; for example, in a company or organisation and so on)

Today's date (DD/MM/YYYY)

### For transfers only – declaration for person receiving the permit

A relevant person should make the declaration (see the guidance notes on part F1). An agent acting on behalf of an applicant is NOT a relevant person.

I declare that the information in this application to transfer an environmental permit to me is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.

**Note:** If you cannot trace a person or persons holding the permit you may be able to transfer the permit without their declaration as above. Please contact us to discuss this and supply evidence in your application to confirm you are unable to trace one or all of the permit holders.

If you deliberately make a statement that is false or misleading in order to get approval you may be prosecuted.

Tick this box to confirm that you understand and agree with the declaration above, then fill in the details below (you do not have to provide a signature as well)

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

on behalf of  
(if relevant; for example, a company or organisation and so on)

Position  
(if relevant; for example, in a company or organisation and so on)

Today's date (DD/MM/YYYY)

Now go to section 6

## 6 Application checklist

### You must fill in this section.

If your application is not complete we will return it to you. If you aren't sure about what you need to send, speak to us before you submit your application.

You must do the following:

- Complete legibly all parts of this form that are relevant to you and your activities
- Identify relevant supporting information in the form and send it with the application
- List all the documents you are sending in the table below. If necessary, continue on a separate sheet. This separate sheet also needs to have a reference number and you should include it in the table below
- For new permits or any changes to the site plan, provide a plan that meets the standards given in the guidance note on part F1
- Provide a supporting letter for any claim that information is confidential
- Get the declaration completed by a relevant person (not an agent)
- Send the correct fee

## 6 Application checklist, continued

| Question reference | Document title                | Document reference                                |
|--------------------|-------------------------------|---|
| C2 Table 1         | Change to existing activities | Refer to Permit Variation Application             |
| C2 Q3b             | Technical Ability             | Refer to Permit Variation Application: Appendix 5 |
| C2 Q3d             | Management Systems            | Refer to Permit Variation Application: Appendix 4 |
| C2 Q5a             | Site Plans                    | Refer to Permit Variation Application: Drawings   |
| C2 Q5c             | Non-technical summary         | Refer to Permit Variation Application: Appendix 1 |
| C2 Q6              | Environmental Risk Assessment | Refer to Permit Variation Application: Appendix 8 |
| C4 Q1a             | Waste Operations to be Varied | Refer to Permit Variation Application             |
| C4 Q1b             | Waste Operations to be Varied | Refer to Permit Variation Application             |
| C4 Q3a             | Technical Standards           | Refer to Permit Variation Application             |
| C4 Q3b             | General requirements - DEMP   | Refer to Appendix 6 of Permit Application         |
| C4 Q3b             | General requirements - NMP    | Refer to Appendix 7 of Permit Application         |
|                    |                               |   |
|                    |                               |   |

## 7 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 03708 506 506 (Monday to Friday, 8am to 6pm)

Textphone: 03702 422549 (Monday to Friday, 8am to 6pm)

Email: [enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk)

Website: [www.gov.uk/government/organisations/environment-agency](http://www.gov.uk/government/organisations/environment-agency)

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, or you would like us to review a decision we have made, please let us know. More information on how to do this is available at: <https://www.gov.uk/government/organisations/environment-agency/about/complaints-procedure>.

**Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.**

## 8 Where to send your application

For how many copies to send see the guidance note on part F1.

Please send your filled in application form to:

For water discharges by email to [PSC-WaterQuality@environment-agency.gov.uk](mailto:PSC-WaterQuality@environment-agency.gov.uk)

For waste and installations by email to [PSC@environment-agency.gov.uk](mailto:PSC@environment-agency.gov.uk)

Or

Permitting Support, NPS Sheffield  
 Quadrant 2  
 99 Parkway Avenue  
 Parkway Business Park  
 Sheffield  
 S9 4WF

**Do you want all information to be sent to you by email?**

Please tick this box if you wish to have all communication about this application sent via email (we will use the details provided in part A)



## Feedback

(You don't have to answer this part of the form, but it will help us improve our forms if you do.)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please use the space below to give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form? \_\_\_\_\_

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please

No thank you



### For Environment Agency use only

Date received (DD/MM/YYYY)  
\_\_\_\_\_

Our reference number  
\_\_\_\_\_

Payment received?

No

Yes  Amount received

£ \_\_\_\_\_

## **APPENDIX 3**

Updated Landfill Waste Acceptance Procedure

## Landfill Waste Acceptance Procedure July 2022

### General

This document forms part of the site-specific Environmental Management System (EMS). The following reporting forms are appended to the EMS as follows:

- Form F: Waste Assessment and Quote Form;
- Form G: Basic Characterisation Form; and
- Form H: Waste Rejection Form.

On receipt of a request to receive wastes, a Waste Assessment and Quotation Form (Form F) will be completed. Prior to the Operator agreeing to accept waste delivered by a carrier, the carrier will be notified of the waste types authorised by the Permit and reminded of his Duty of Care to ensure that non-conforming waste is not delivered to the Site.

### Waste Types

All wastes for disposal will be strictly inert. Inert waste is defined by the Landfill Directive, article 2(e) as:

*'Waste that does not undergo any significant physical, chemical or biological transformations. Inert waste will not dissolve, burn or otherwise physically or chemically react, biodegrade or adversely affect other matter with which it comes into contact in a way likely to give rise to environmental pollution or harm human health. The total leachability and pollutant content of the waste and the ecotoxicity of the leachate must be insignificant, and in particular not endanger the quality of surface water and/or groundwater'.*

Permitted wastes for landfill are listed in Tables 1 and 2 below.

**Table 1: Permitted waste types for inert landfill to be accepted without testing**

| EWC Code  | Description   |
|---|---|
| <b>10 11 Wastes from manufacture of glass and glass products</b>                  |   |
| 10 11 03  | Waste glass-based fibrous materials (without organic binders only)  |
| <b>15 01 Packaging (including separately collected municipal packaging waste)</b> |   |
| 15 01 07  | Glass packaging   |
| <b>17 01 Concrete, bricks, tiles and ceramics</b>                                 |   |
| 17 01 01  | Concrete (selected construction and demolition waste only <sup>1</sup> )  |
| 17 01 02  | Bricks (selected construction and demolition waste only <sup>1</sup> )  |
| 17 01 03  | Tiles and ceramics (selected construction and demolition waste only <sup>1</sup> )  |
| 17 01 07  | Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06 (selected construction and demolition waste only <sup>1</sup> ) |
| <b>17 02 Wood, glass and plastic</b>  |   |
| 17 02 02  | Glass   |

**Table 1 continued: Permitted waste types for inert landfill to be accepted without testing**

| EWC Code  | Description   |
|---|---|
| <b>17 05 Soil (including excavated soil from contaminated sites), stones and dredging spoil</b>   |   |
| 17 05 04  | Soil and stones other than those mentioned in 17 05 03 (excluding topsoil, peat; excluding soil and stones from contaminated sites) |
| <b>19 12 Wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified</b> |   |
| 19 12 05  | Glass   |
| <b>20 01 Separately collected fractions (except 15 01)</b>  |   |
| 20 01 02  | Glass (separately collected glass only)   |
| <b>20 02 Garden and park wastes (including cemetery waste)</b>  |   |
| 20 02 02  | Soil and stones (only from garden and parks waste; excluding top soil, peat)  |

<sup>1</sup> Selected construction and demolition waste with low contents of other types of materials like metals, plastic, organics, wood, rubber etc. The origin of the construction and demolition waste must be known.

No C&D waste from constructions polluted with inorganic or organic dangerous substances, e.g. because of production processes in the construction, soil pollution, storage and usage of pesticides or other dangerous substances, etc., unless it is made clear that the demolished construction was not significantly polluted.

No C&D waste from constructions treated, covered, or painted with materials containing dangerous substances in significant amounts. Waste must be tested where there is suspicion of contamination or doubt that the waste meets the definition of inert waste or the limit values.

**Table 2: Permitted waste types for inert landfill to be accepted with testing**

| EWC Code  | Description  |
|---|--|
| <b>01 01 Wastes from mineral excavation</b>   |  |
| 01 01 02  | Wastes from mineral non-metalliferous excavation: waste overburden and interburden   |
| <b>01 04 Wastes from physical and chemical processing of non-metalliferous minerals</b>   |  |
| 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            |
| <b>19 02 Wastes from physico/chemical treatments of waste (including dechromatation, decyanidation, neutralisation)</b>                     |  |
| 19 02 06  | Sludges from physio/chemical treatment other than those mentioned in 19 02 05; limited to residues from the soil washing plant |
| <b>19 12 Wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified</b> |  |
| 19 12 09  | Minerals (for example sand, stones) from the mechanical treatment of inert waste on site only                                  |

All wastes received must be listed in the Landfill Tax (Qualifying Materials) Order 2011.

## Compliance Testing

### Level 1: Basic Characterisation of Waste

All deliveries to the Site must be accompanied by a description of the waste (Basic Characterisation Form, Form G) in accordance with, and in addition to, Duty of Care requirements to assist the operator to verify that material in that consignment is suitable and not contaminated. The description shall include:

- A full description of the waste and the code applicable to the waste under the European Waste Catalogue (EWC);
- The process producing the waste (including a description of the process, SIC Code<sup>1</sup>, and the characteristics of its raw materials and products);
- Waste producer name and site address;
- Appearance of the wastes and a description of its odorous characteristics;
- Identification that the waste is appropriate for an inert waste site;
- The results of any waste acceptance criteria (WAC) testing if required, see below; and
- Quantity and frequency of waste deliveries from source.

The waste types allowed by the permit listed in Table 1 above are acceptable at a landfill for inert waste without testing, if:

- They are single stream waste of a single waste type (although different waste types from the list may be accepted together if they are from a single source); and
- There is no suspicion of contamination and they do not contain other material or substances such as metals, asbestos<sup>2</sup>, plastics, chemicals, etc., to an extent which increases the risk associated with the waste sufficiently to justify their disposal in other classes of landfill.

In the case of suspicion of contamination (either from visual inspection or from knowledge of the origin of the waste) the waste must be WAC tested or refused acceptance at a landfill for inert waste. The test method shall be L:S 10:1 ratio leaching test. All samples should be subject to analysis for the full WAC suite in Table 1.

The results of testing will be compared to inert WAC which is reproduced in Table 3.

Any waste having any quality or containing any chemical or compound falling outside the WAC as detailed above will not be accepted for disposal at the Site, unless otherwise agreed in writing with the EA.

### Level 2: Compliance Testing of Wastes

Where testing is not required for waste characterisation, it is not required to carry out compliance testing.

For regularly generated waste streams that require testing, compliance testing shall be carried out by the Operator at least once per year.

Records of the compliance testing shall be retained by the operator for a period of not less than two years.

---

<sup>1</sup> A code included in 'The United Kingdom Standard Industrial Classification of Economic Activities' 2007.

<sup>2</sup> Asbestos concentrations should be below the standard laboratory detection limit of <0.001 %.

---

Results of compliance testing shall be appended to the basic characterisation information and filed by the Site Manager or designated staff. All analysis shall be carried out by competent accredited laboratories.

Where testing is not required for waste characterisation, it is not required to carry out compliance testing.

### Level 3: On -Site Verification of Wastes

The drivers of all vehicles delivering waste to the Site must report to the weighbridge to disclose the nature of the waste and complete the relevant documentation. In the event of unknown carriers arriving at the Site, they will be refused entry.

Wastes will be inspected at the weighbridge and at the tipping face and compared to the written description that accompanies the load.

The waste may only be accepted at the Site if it is the same as that which has been subjected to basic characterisation and which is described in the accompanying documents. If this is not the case, the waste must not be accepted. If there is any evidence of visual or olfactory contamination then the wastes will not be accepted (Waste Rejection Form, Form H).

**Table 3 Criteria for granular waste acceptable at landfills (Transposed from Council Decision annex 2003/33/EC)**

| Parameter  | Inert Waste Landfill |
|--|----------------------|
| <b>Parameters determined on the waste</b>  |                      |
| Total organic carbon (w/w %)   | 3                    |
| Loss on Ignition (%w/w)  | -                    |
| BTEX (mg kg <sup>-1</sup> )  | 6                    |
| PCB's (7 congeners) (mg kg <sup>-1</sup> )   | 1                    |
| Mineral oil C <sup>10</sup> -C <sup>40</sup> (mg kg <sup>-1</sup> )  | 500                  |
| PAH's (x congeners)  | 100                  |
| pH   | -                    |
| Acid neutralisation capacity   | -                    |
| <b>Limit values (mg kg<sup>-1</sup>) for compliance leachate testing using BS EN 12457 – 3 at L/S 10 1 kg<sup>-1</sup></b> |                      |
| As   | 0.5                  |
| Ba   | 20                   |
| Cd   | 0.04                 |
| Cr total   | 0.5                  |
| Cu   | 2                    |
| Hg   | 0.01                 |
| Mo   | 0.5                  |
| Ni   | 0.4                  |
| Pb   | 0.5                  |
| Sb   | 0.06                 |
| Se   | 0.1                  |
| Zn   | 4                    |
| Chloride   | 800                  |
| Fluoride   | 10                   |
| Sulphate   | 1000 <sup>1</sup>    |
| Total dissolved solids (TDS) <sup>2</sup>  | 4000                 |
| Phenol index   | 1                    |
| Dissolved organic carbon at own pH or pH 7.5 – 8.0 <sup>3</sup>  | 500 <sup>4</sup>     |

<sup>1</sup> If an inert waste does not meet the SO<sub>4</sub> L/S10 limit, alternative limit values of 1500 mg l<sup>-1</sup> SO<sub>4</sub> at C0 (initial eluate from the percolation test (prCEN/TS 14405:2003)) AND 6000 mg kg<sup>-1</sup> SO<sub>4</sub> at L/S10 (either from the percolation test or batch test BS EN 12457-3), can be used to demonstrate compliance with the acceptance criteria for inert wastes

<sup>2</sup> The values for TDS can be used instead of the values for Cl and SO<sub>4</sub>

<sup>3</sup> DOC at pH 7.5-8.0 and L/S10 can be determined on eluate derived from a modified version of the pH dependence test, prCEN/TS 14429:2003, if the limit value at own pH (BS EN 12457 eluate) is not met.

<sup>4</sup> In the case of soils, a higher TOC limit value may be permitted by the EA at an inert waste landfill, provided the DOC value of 500mg/kg is achieved at L/S 10 l/kg, either at the soils own pH or at a pH value between 7.5 and 8.0.

## **APPENDIX 4**

### Site Procedures



## PROCEDURES DIRECTORY

### 1. IMPLEMENTATION

- 1.1. Environmental Training, Awareness and Competence
- 1.2. Register of Legislation

### 2. OPERATIONAL CONTROL

- 2.1. Fluids Handling Protocol
- 2.2. Traffic Management
- 2.3. Housekeeping, Litter, Pest and Vermin Control
- 2.4. Noise Control
- 2.5. Site Security
- 2.6. Environmental Accident, Incident and Complaints
- 2.7. Key Contacts
- 2.8. Mud and Debris
- 2.9. Odour
- 2.10. Maintenance

### 3. EMERGENCY PROVISIONS

- 3.1. Fire
- 3.2. Flood Management
- 3.3. Spill Response
- 3.4. Utility Failure

## FORMS

- A: Environmental Training Record
- B: Environmental Training Checklist
- C: Accident / Incident Report Form
- D: Complaints Record
- E: Maintenance Checklists
- F: Waste Assessment and Quote Form
- G: Basic Characterisation Form
- H: Waste Rejection Form

## 1. Implementation

## 1.1. ENVIRONMENTAL TRAINING, AWARENESS AND COMPETENCE

**PURPOSE:** To ensure that all employees are trained, developed and qualified to undertake their duties and fulfil their responsibilities safely, efficiently and effectively and with due regard to the environment to produce the best product or provide the best service possible. Induction training for new staff, ongoing workplace training and any other internal and external training, as deemed necessary, are included

|                        |   |
|------------------------|---|
| <b>Responsibility:</b> | Site Manager  |
| <b>Record</b>          | Form A Environmental Training Record<br>Form B Environmental Training Checklist |

### PROCEDURE:

#### Induction Training

1. All new employees, including those transferring from elsewhere in the Aggmax Transport Limited company or returning to work after a break in employment, and temporary staff, shall receive induction training. The induction includes:
  - Introduction to Aggmax Transport Limited;
  - Introduction to the Site and its operations;
  - Quality, Environment and Health & Safety and management systems brief;
  - The Employee's role as per the job description with particular consideration to;
    - any technical and operational responsibilities;
    - any quality, environmental and health & safety responsibilities; and
    - any specific requirements related to product or service provision;
  - The main hazards and control measures applicable to their place of work identified in accordance with the site specific risk assessment; and emergency procedures.
2. The Environmental Training Record Form should be completed for the employee and filed.
3. Induction training should take place in the first month of appointment to a role.

#### Ongoing Awareness and Competence Training

1. Training assessment needs to be carried out for all permanent staff when commencing a new role and thereafter at least annually. The review takes account of:
  - The skills and knowledge specified for the job;
  - Any specific operational or technical job responsibilities;
  - Any specific quality, health and safety and environmental job responsibilities; and
  - The employee's current level of competence/performance in respect of these areas. This will be recorded on the Training Checklist Form.
2. Identified training is agreed, sourced, priced, scheduled and included in the budget wherever possible. Training can be sourced internally or externally.
3. Refer to the Environmental Training Checklist to ensure all employees have received and continue to receive all the relevant training.
4. After completion of any training the employees Environmental Training Record is updated. The completed course review form is retained along with any certificate issued.

## Reference Documents/Notes

1. The Management of Health and Safety at Work Regulations 1999 require that the employers provide employees with adequate health and safety training both upon initial recruitment and when being assigned new duties or responsibilities, or when affected by changing methods of work or work equipment.

## 1.2. REGISTER OF LEGISLATION

**PURPOSE:** To ensure that all documents are updated in response to relevant and emerging legislation

|                        |                 |
|------------------------|-----------------|
| <b>Responsibility:</b> | Site Manager    |
| <b>Record:</b>         | See Table Below |

### PROCEDURE:

| Legislation/code of practice  | Applies to process | Hard copy location  | Person responsible for compliance |
|---|--------------------|---|-----------------------------------|
| The Environmental Permitting (England and Wales) Regulations 2016, SI 1154      | All                | <a href="http://www.legislation.gov.uk/uksi/2016/1154/made">http://www.legislation.gov.uk/uksi/2016/1154/made</a>                       | Technically Competent Manager     |
| Groundwater Regulations 2009, SI 2902   | All                | <a href="http://www.legislation.gov.uk/uksi/2009/2902/part/2/made">http://www.legislation.gov.uk/uksi/2009/2902/part/2/made</a>         | Technically Competent Manager     |
| Water Resources Act, 1991, As amended   | All                | <a href="http://www.legislation.gov.uk/ukpga/1991/57/part/1/chapter/1">http://www.legislation.gov.uk/ukpga/1991/57/part/1/chapter/1</a> | Technically Competent Manager     |
| Environmental Protection Act 1990   | All                | <a href="http://www.legislation.gov.uk/ukpga/1990/43/contents">http://www.legislation.gov.uk/ukpga/1990/43/contents</a>                 | Technically Competent Manager     |
| Wildlife and Countryside Act 1981 As amended                                    | All                | <a href="http://www.legislation.gov.uk/uksi/2011/2015/contents/made">http://www.legislation.gov.uk/uksi/2011/2015/contents/made</a>     | Technically Competent Manager     |
| Air Quality Standards Regulations 2010  | Dust Emissions     | <a href="http://www.legislation.gov.uk/uksi/2010/1001/contents/made">http://www.legislation.gov.uk/uksi/2010/1001/contents/made</a>     | Technically Competent Manager     |
| Environmental Protection (Duty of Care) (England) (Amendment), Regulations 2003 | All                | <a href="http://www.legislation.gov.uk/uksi/2003/63/contents/made">http://www.legislation.gov.uk/uksi/2003/63/contents/made</a>         | Technically Competent Manager     |
| Control of Pollution (Oil Storage) (England) Regulations 2001, SI 2954          | Oil Storage        | <a href="http://www.legislation.gov.uk/uksi/2001/2954/contents/made">http://www.legislation.gov.uk/uksi/2001/2954/contents/made</a>     | Technically Competent Manager     |

## 2. Operational Control

## 2.1. FLUIDS HANDLING PROTOCOL

|                 |   |
|-----------------|---|
| <b>PURPOSE:</b> | <b>To ensure that all fuels and oils are stored, and used in a safe manner that minimises the risk of harm to human health or damage to the environment</b> |
|-----------------|---|

|                            |                                       |
|----------------------------|---------------------------------------|
| <b>Responsibility:</b>     | TCM/ site supervisor/ site operatives |
| <b>Related procedures:</b> | Procedure No. 2.10 Maintenance        |

### PROCEDURE:

#### Bulk storage of fuels and oils, including waste oil

1. All fuels and oils in bulk shall be kept in bunded storage.
2. The walls and floor of storage bunds must be impervious to oil.
3. Tank filling points shall be inside the bunded area.
4. Delivery lines shall be overhead or, if underground, sleeved.
5. Delivery nozzles shall be stored inside the bund and locked when not in use.
6. Bund drain valves, where fitted, shall be designed so that they can only be removed by key or hand held tool, except when emptying the bund under controlled conditions.
7. All bulk storage tanks shall be appropriately labelled with contents and maximum storage capacity.
8. Spill kits and spill trays shall be provided close to hand.
9. Fill point drip trays should be:
  - clean, free from water and other debris before each use;
  - large enough to hold all the oil that could be lost when the fill point shut off valve has been closed and the delivery hose is disconnected;
  - able to be moved without risk of spilling the oil;
  - checked after each delivery and if necessary safely emptied before being put away; and
  - kept somewhere safe where they cannot collect rain water when not in use.

#### Filling of bulk storage tanks

1. A member of site staff must supervise all tank filling operations.
2. Storage tank levels must be checked to gauge spare capacity before starting filling operations.
3. Check delivery hoses and hose connections for leaks.
4. Report spillages and leaks and clean them up promptly, disposing of waste correctly according to the requirements of prevailing regulation(s).

#### Storage and handling of drums

1. All drums and containers used for the storage of fuels and oils, including waste oil, shall be appropriately labelled and kept in designated areas identified on a site plan. This will include temporary storage areas.
2. All drums or containers will be kept in bunded storage or on drip trays. This will include temporary storage.
3. Where drum taps are fitted these should be secure. The tap should be positioned over a bund tray to collect drips and spillage.
4. No drum shall be stored in the open without a drum cap fitted.
5. Drums shall be secured when moving them about the site.

6. Report spillages and leaks and clean them up promptly.
7. Spill kits shall be provided.
8. Drum storage areas shall be checked weekly for evidence of poor practice.

### **Refuelling operations**

1. The person refuelling the vehicle must be present throughout the entire refuelling operation.
2. Check vehicle fuel tank level before starting refuelling operations to gauge how much fuel is required.
3. Check delivery hose from the pump / tank to the nozzle for leaks.
4. All delivery nozzles shall be fitted with an automatic cut-out to prevent over-filling.
5. Ensure delivery nozzle is held upright when moving between storage tank and vehicle.
6. Operatives should be prepared to react to any gas oil splashing out whilst re-fuelling.
7. Fuel delivery nozzles shall be locked or similarly disabled when not in use.
8. Report spillages and leaks and clean them up promptly.

### **Procedure for emptying bunded areas**

1. Authority of site management is required before emptying a bund.
2. Details of bund emptying shall be recorded and maintained on site.
3. If the contents of the bund include floating oil then the water underneath this oil should be carefully pumped out. The remaining oil coated water should be collected and disposed of through a licensed contractor.
4. The reason for bund contamination shall be investigated.

### **Fuel and oil spills**

1. Any spillage that cannot be cleaned up promptly with available inert materials must be reported to the site manager who will co-ordinate the response and investigate the cause.
2. Spills to ground shall be absorbed and prevented from spreading by using absorbent materials such as sand, fines, absorbent mats, paper or cloth.
3. Halt the movement of fuel or oil towards a watercourse by creating a barrier in front of it by sand bagging, deployment of absorbent boom or use of 3 mm or finer dust.
4. If oil enters a watercourse, prevent it spreading by deploying an absorbent boom.
5. If spilt oil or fuel leaves the Site, the site manager must inform EA.
6. Contaminated materials from clean-up should be put in an appropriately labelled container and disposed of through a licensed contractor in line with regulatory requirements.



## 2.2. TRAFFIC MANAGEMENT

**PURPOSE:** To provide for the safe and efficient flow of traffic

|                        |   |
|------------------------|---|
| <b>Responsibility:</b> | TCM/Supervisor/Weighbridge Operator/All |
| <b>Record</b>          |   |

### PROCEDURE:

1. Vehicle parking for the workforce and visitors shall be provided away from the work area.
2. All delivery drivers shall report to the weighbridge upon entering the Site.
3. All vehicles must comply with site specific rules and speed limits. Use standard road signs where appropriate.
4. One-way systems are recommended where possible and can reduce risk, especially in storage areas.
5. People who direct vehicle movements (signallers) must be trained and authorised to do so.
6. All Heavy Goods Vehicles will turn left on exit of the Site in accordance with planning permission.
7. Traffic management will be reviewed following any changes to site operations or neighbours in so far as to ensure the safe movement of traffic, which causes the least environmental impact and level of resource consumption.

## 2.3. HOUSEKEEPING, LITTER, PEST AND VERMIN CONTROL

**PURPOSE:** To ensure good housekeeping and control of litter, pest and vermin at all operations

|                        |  |
|------------------------|--|
| <b>Responsibility:</b> | TCM/Supervisor/All Site Operatives/All Site Operatives<br>Reporting to TCM |
| <b>Record</b>          | Procedure No. 2.10 Maintenance   |

### PROCEDURE:

#### Waste and Litter

1. Due to the nature of the wastes accepted at the Site, wind-blown litter and waste of the kind likely to attract vermin will not occur or is extremely unlikely to occur.
2. The Site and immediate surroundings are inspected regularly for the presence of litter and non-compliant wastes. Any litter or other non-compliant waste discovered is promptly removed.

#### Housekeeping

1. Wastes are stored in designated areas only. Stockpiles will be maintained in a tidy manner.
2. Site security measures (e.g. gates, fencing) are checked regularly for faults and maintenance. Upon discovery of a fault, the site manager is notified immediately and preparations for repair are made. Temporary repairs must be made by the end of the day so that the site is not left unsecured.

#### Pest Control

1. The nature of the waste facility means that attraction of vermin due to waste is very low to negligible. If any evidence is found to suggest a pest control issue, an appropriate specialist contractor will be called in to remove or eradicate the problem.

## 2.4. NOISE CONTROL

**PURPOSE:** To ensure that noise emissions from operations are kept to an acceptable level

|                        |   |
|------------------------|---|
| <b>Responsibility:</b> | Site Manager  |
| <b>Record</b>          | Procedure No. 2.6 Environmental Accident, Incident and Complaints procedure |

### PROCEDURE:

1. Noise mitigation measures are provided in Section 4 of the EMS.
2. In the event of a complaint of noise being received the Environmental Accident, Incident and Complaints procedure will be followed.

## 2.5. SITE SECURITY

**PURPOSE:** The protection of equipment, facilities and particularly the personnel on sites and offices is an area of critical importance. This procedure defines a basic standard of security awareness and crime prevention strategy development

|                        |   |
|------------------------|---|
| <b>Responsibility:</b> | Site Operatives/Site Manager/Weighbridge Operative/Weighbridge Supervisor/All |
| <b>Record</b>          | Form C Accident / Incident Report Form  |

### PROCEDURE:

1. The Site is accessed and secured by lockable gates. Outside operating hours, the site must be left secure with all gates locked.
2. The site boundaries are fenced. The fences will be kept well maintained to prevent and discourage access by livestock or the public.
3. The site security, including fencing and gates will be checked weekly and strictly maintained with any breaches due to wear and tear or vandalism being made safe by the end of the working day and a full repair carried out within seven days of occurrence.
4. When not in use and during out of work hours, keys to machines and vehicles are kept secure and wherever possible machines and vehicles are secured in the site compound.
5. A regular physical stock check of small portable tools, plant and radios is carried out.

### Site Office / Weighbridge

1. The Site Office/ weighbridge is constantly manned during office hours preventing unauthorised persons from entering.
2. Laptop computers, company mobile phones, personal and/or confidential data is not left unattended anywhere in plain sight for any length of time, particularly on a desk, in cars or public areas. They are always locked away out of sight and kept out of direct sunlight and away from excessive heat, liquids, smoke and food.
3. All deliveries to the building are checked and supervised.
4. If a break-in is discovered the Site Manager must be contacted immediately.
5. In the event of an alarm being activated staff must only enter the building if they are accompanied by either another member of staff or the police.
6. If no other member of staff is available then the alarm activation must not be checked until one is available.
7. The Site Manager should assess the situation and any damage caused. A list should be made of the damaged or stolen items and where possible photos of the damage.
8. Contact the police to inform them of the incident and provide any evidence on damage / items stolen and request a crime reference number.
9. The Accident/Incident Report Form should be completed and the Accident Management Plan should be reassessed.

## 2.6. ENVIRONMENTAL ACCIDENT, INCIDENT AND COMPLAINTS

|                 |  |
|-----------------|--|
| <b>PURPOSE:</b> | <b>To ensure that all environmental accidents, incidents and complaints are promptly reported and investigated</b> |
|-----------------|--|

|                        |   |
|------------------------|---|
| <b>Responsibility:</b> | Site Operatives/Site Operatives reporting to TCM/ Site Manager. |
| <b>Record</b>          | Form C Accident/ Incident Record<br>Form D Complaints Record    |

### PROCEDURE:

#### Incidents and Accidents

1. Accidents and incidents are unplanned negative events. Included in the group definition are injuries, near misses, dangerous occurrences, spillages, complaints, material damage, pollution incidents and breach of site authorisations.
2. Any unsafe plant, equipment, substances, behaviour, working practices, procedure or situation that has the potential to cause accident, injury, damage or pollution is reported as soon as practicably possible.
3. On discovery of an accident or incident, the Site Manager must be informed.
4. Efforts should be made to reduce any impact of the accident or incident i.e. stop the substance being released and containing the spillage.
5. The Accident/ Incident Report Form needs to be completed and kept filed in the Site Office.
6. Following an accident/ incident a review of site procedures is undertaken to establish possible ways to prevent a similar accident from occurring.

#### Complaint

1. As soon as a complaint is received, inform the Site Manager.
2. A Complaints Record shall be completed and as much detail as possible recorded.
3. Measures should be taken to assess the issue and find possible mitigation methods.
4. The record should be kept and if deemed necessary discussed with the Environment Agency on their next visit.

## 2.7. KEY CONTACTS

**PURPOSE:** To ensure that, in the event of an accident, the correct people/organisations are notified; see below list of Key Contacts

| SITE  |  |                                   |
|---|--|-----------------------------------|
| Location: Lawn Farm Quarry, Old Bury Road, Wetherden, Stowmarket, Suffolk |  |                                   |
| Postcode: IP30 9RS  |  |                                   |
| Site Access Grid Reference: TL 994 623                                    |  |                                   |
| SITE CONTACTS   | Name   | Contact No(s)/ e-mail             |
| Director:   | Mark Broadbelt   | 01359 244369                      |
| Technically Competent Manager:  | Louise Chubb   | 07793286214 / louise@aggmax.co.uk |
| Site Supervisor:  |  |                                   |
| Security Contact:   |  |                                   |
| Landowner / Agent:  |  |                                   |
| EMERGENCY SERVICES  |  | Contact No(s)                     |
| Emergency/ Police/ Fire   |  | 999                               |
| REGULATORS  |  | Contact No(s)                     |
| Health and Safety Executive (HSE); Incident Contact Centre:               |  | 0345 300 9923                     |
| Local Authority; Babergh Mid-Suffolk District Council                     |  | 0300 123400                       |
| Environment Agency:   |  | 03708 506 506                     |
| EA (24 hour emergency hotline):   |  | 0800 807 060                      |
| Environment Agency, Floodline (24 hour service)                           |  | 0345 988 1188                     |
| Natural England:  |  | 0300 060 3900                     |
| UTILITY / KEY SERVICES  |  | Contact No(s)                     |
| Water undertaker:   |  |                                   |
| Sewerage undertaker:  |  |                                   |
| Gas supplier:   |  |                                   |
| Electricity supplier:   |  |                                   |
| Oil supplier:   |  |                                   |
| Fuel supplier:  |  |                                   |
| Oil spill contractor:   |  |                                   |
| Maintenance contractor:   |  |                                   |
| Electrician:  |  |                                   |
| OTHER KEY CONTACTS  | Name   | Contact No(s)                     |
| Head Office:  | Lawn Farm Quarry, Old Bury Road, Wetherden, Stowmarket, IP14 3JU | 01359244369                       |
| Adjacent landowners/Neighbours:   |  |                                   |
| Environmental Consultants   | PDE Consulting Limited   | 01284 764085/ 01743 361918        |

## 2.8. MUD AND DEBRIS

**PURPOSE:** To control mud and debris around the site and on local access roads

|                        |   |
|------------------------|---|
| <b>Responsibility:</b> | Site Operatives/Site Supervisor   |
| <b>Record</b>          | Procedure No. 2.10 Maintenance<br>Procedure No. 2.6 Reporting and Investigation of Accident, incident and Complaint |

### PROCEDURE:

1. All vehicles entering and exiting the Site shall be sheeted. This will minimise the risk of debris from the lorries falling onto the public highway, or onto internal haul roads.
2. All haul roads will be checked daily and any maintenance required will be arranged, including filling of pot holes and ruts, and the levelling of low areas.
3. The cleanliness of the public highway in the vicinity of the Site entrance will be checked as part of maintenance procedure.
4. A road sweeper is to be employed in the event of unacceptable external road cleanliness or following complaints in relation to the same.
5. Any complaints of mud and debris will be handled in accordance with the Reporting and Investigation of Accident, Incident and Complaint Procedure.

## 2.9. ODOUR

**PURPOSE:** To control odours on Site

|                        |   |
|------------------------|---|
| <b>Responsibility:</b> | Weighbridge Supervisor  |
| <b>Record</b>          | Procedure No. 2.3 Housekeeping, litter, pest and vermin control.<br>Procedure No. 2.6 Reporting and Investigation of Accident, Incident and Complaint.<br>Form D Complaints Record. |

### PROCEDURE:

1. The types of wastes to be stored and treated on site have a negligible potential to generate odours.
2. Should contravening waste arrive at the Site, it will be removed from the Site as soon as possible.
3. Good housekeeping methods are actively maintained on Site further reducing any risks of odour from the Site.
4. In the event of a complaint of odour being received the Reporting and Investigation of Accident, Incident and Complaint procedure should be followed.



## 2.10. MAINTENANCE

|  |
|--|
| <b>PURPOSE:</b> To ensure that the Site is maintained in accordance with a structured and regular regime |
|--|

|                        |                               |
|------------------------|-------------------------------|
| <b>Responsibility:</b> | Site Manager                  |
| <b>Record</b>          | Form E Maintenance Checklists |

### PROCEDURE:

1. Routine maintenance of your site is essential to reduce the risk of leaks, spills and other incidents.
2. Maintenance checks are to be carried out regularly on the Site.
3. The maintenance checklists will need to be completed when scheduled. New 'Daily Maintenance Checklists' need to be printed on a weekly basis, 'Weekly Maintenance Checklists' need to be printed on a monthly basis and 'Monthly Maintenance Checklists' and 'Annual Maintenance Checklist' to be printed on a yearly basis.
4. A record needs to be maintained of when the checks are due and tick off when they are done. This should be kept on file.
5. All checklists should be kept in chronological order in the Site Office and they should be made available for inspection upon request.

### **3. Emergency Provisions**

### 3.1. FIRE

**PURPOSE:** To inform of action necessary in the event of a fire

|                        |  |
|------------------------|--|
| <b>Responsibility:</b> | Site Manager/Weighbridge Supervisor/ Site Operative/ALL  |
| <b>Record</b>          | Procedure No. 2.7 Key Contacts<br>Site Diary<br>Form C Accident/ Incident Record<br>Form E Accident/ Incident Record |

#### PROCEDURE:

##### Fire detected on vehicle at weighbridge

1. Any loads being brought to Site smoking or burning will be turned away. However in the unlikely event that a "hot load" is discovered on Site the following procedure should be followed:
2. On discovery contact the Site Manager and report incoming "hot load". If the fire is of a serious nature contact the emergency services immediately.
3. If it is not safe to move the vehicle then the weighbridge building must be evacuated.
4. If it is safe to move the vehicle it should be directed to a designated quarantine area. Once in the quarantine area, the load shall be ejected from the vehicle.
5. The unloaded material should be smothered with inert materials to reduce any spreading of the fire.
6. The vehicle that brought the load shall be thoroughly checked to ensure that all burning/ smouldering material has been unloaded.
7. Once the material is no longer burning/ smouldering and the vehicle is in a fit state, the waste shall be reloaded onto the vehicle and escorted off Site.
8. The Environment Agency and the TCM must be informed of the incident as soon as reasonably possible and record the details of the incident in the Site Diary and complete the appropriate Accident / Incident Report Form. All instances will require full accident investigation and review of the site procedures.

##### Fire Detected at tipping/ stockpile treatment area

1. If you detect or suspect a fire in or around the tipping area inform the Site Manager immediately.
2. If you notice smoke or fire in your item of plant while operating, then move away from the operational area if possible, shut down the engine and switch off the ignition, vacate the vehicle and then contact the Site Manager.
3. If the fire is of a serious nature, contact the emergency services immediately. If trained and safe to do so, then tackle the fire with a portable fire extinguisher (available in all mobile plant).
4. Contact the Weighbridge Supervisor and ask them to stop vehicles from entering the area.
5. The Environment Agency and TCM must be informed of the incident as soon as reasonably possible and record the details of the incident in the Site Diary and complete the appropriate Accident / Incident Report Form. All instances will require full accident investigation and revision of the Accident Management Plan.

## **Fire Detected in Offices / Weighbridge**

1. Upon discovery raise the alarm to others by shouting "Fire" and/or activating any fire alarm system installed. Inform other site staff using the site radio system.
2. If the fire is of minor nature, attempt to extinguish it with the fire fighting equipment provided. Do not place yourself in danger.
3. If you cannot control the fire or you are in any doubt, then contact the emergency services by dialling 999.
4. Evacuate the area taking the visitors' book.
5. Assemble at the Emergency Assembly Point (Car Park) until the fire is extinguished and the appointed fire warden has issued further instructions.
6. Check that all persons are accounted for using the visitors' book. Any missing persons will be reported to the emergency Services.
7. Position a member of staff at the Site entrance to stop all oncoming traffic and direct the emergency services to the scene.
8. The Environment Agency and the TCM must be informed of the incident as soon as reasonably possible and record the details of the incident in the Site Diary and complete the appropriate Accident / Incident Report Form. All instances will require full accident investigation and revision of the Accident Management Plan.

### 3.2. FLOOD MANAGEMENT

**PURPOSE:** To ensure sufficient management is in place to deal with flooding on Site

|                        |                                |
|------------------------|--------------------------------|
| <b>Responsibility:</b> | Site Manager                   |
| <b>Record</b>          | Procedure No. 2.7 Key Contacts |

**PROCEDURE:**

1. The Site is not located in an area at risk of flooding, however, as a matter of good practice, the following will be carried out.
2. Ensure that chemicals, oils and other substances under your responsibility are kept safe and do not have the potential to contaminate flood water.
3. Know the location of cut-off points for gas, electricity and water.
4. In the unlikely event of a flood contact Floodline, local authority and insurance company.
5. In the event of a flood, move items in the Site Office (such as computers, staff files etc.) to a safer location and if possible – to an upper level of the office or Site.

**Flood Warning Codes:**

|   | Status   |
|---|--|
|  | <p><b>Severe Flood Warning</b><br/>Severe flooding. Danger to life.</p>  |
|  | <p><b>Flood Warning</b><br/>Flooding is expected. Immediate action required</p>  |
|  | <p><b>Flood Alert</b><br/>Flooding is possible. Be prepared.</p>   |
|   | <p><b>Warning no longer in force</b><br/>Flood warnings and flood alerts that have been removed in the last 24 hours</p> |

### 3.3. SPILL RESPONSE

**PURPOSE:** To put in place procedures in the event of a chemical, fuel or oil spillage

|                        |   |
|------------------------|---|
| <b>Responsibility:</b> | Site Manager/Operative/All  |
| <b>Record</b>          | Procedure No. 2.7 Key Contacts<br>Form C Accident/ Incident Record<br>Site Plan |

**PROCEDURE:**

1. On discovery of a spillage inform the Site Manager immediately.
2. Investigate where the spillage is coming from and try to prevent further spilling. Attempt to contain the spillage using sand, clay or other inert materials.
3. Spill kits will be located in or next to the Site Office/ weighbridge and should be used to clean up the leak.
4. If it is a large spillage or has the potential to contaminate surface water or groundwater then contact the Environment Agency and provide them with information of the spillage. The incident should also be reported to the TCM.
5. An Accident / Incident Report Form should be completed and filed.

### 3.4. UTILITY FAILURE

|                 |   |
|-----------------|---|
| <b>PURPOSE:</b> | <b>To put in place procedures in the event of a failure in utility services including electricity and water</b> |
|-----------------|---|

|                        |                                     |
|------------------------|-------------------------------------|
| <b>Responsibility:</b> | Site Manager/Weighbridge Supervisor |
| <b>Record</b>          | Procedure No. 2.7 Key Contacts      |

#### PROCEDURE:

##### Electricity

1. In the event of a failure in electrical supply, the trip switches should be reset to try and remediate the problem.
2. If the problem remains, the TCM must be notified and they or a person delegated by them should phone the electricity suppliers' emergency number (see Key Contacts) to inform them.
3. Acceptance of waste on the Site can continue if deemed safe by the site manager. Depending on the availability of a back-up generator, waste may have to be booked in manually.

##### Water

1. In the event that there is a failure in water supply the Site Manager must be notified. Visual dust monitoring will be increased as dust suppression may not be possible.
2. The water supplier may have to be contacted via their emergency number, see Key Contacts.
3. Operations should be able to continue as normal; there may be an issue with municipal use of water and if the problem with supply continues the responsible person should arrange for alternative sources of water supply e.g. water tanks.



## **APPENDIX 5**

### Evidence of Technically Competent Management



**Qualification Title:**

**WAMITAB Level 4 Certificate in Waste and Resource Management -  
4WRMe**

**Qualification Accreditation Number:**

601/2388/6

**This Certificate is awarded to**

**Louise Chubb**

**Awarded:** 10/02/2016

**Serial No:**26717/4WRMe/1

**Authorised**

A handwritten signature in blue ink, appearing to read "Ray Burberry".

**Ray Burberry**  
Qualifications Manager, WAMITAB

Regulated by

**Ofqual**

For more information see <http://register.ofqual.gov.uk>



The qualifications regulators logos on this certificate indicate that the qualification is accredited only for England, Wales and Northern Ireland.



00098299





CIWM

# Continuing Competence Certificate

This certificate confirms that

Louise Chubb

Has met the relevant requirements of the Continuing Competence scheme for the following award(s) which will remain current for two years from 26/10/2021

LIN

Landfill - Inert Waste

**Expiry Date:**  
**26/10/2023**

Verification date: 25/10/2021

Authorised:

Professional Services Director

Learner ID: 26717

Certificate No.: 5187125

Date of Issue: 26/10/2021

CIWM Chief Executive Officer



The Chartered Institution  
of Wastes Management





## **APPENDIX 6**

### Dust Emissions Management Plan



# DUST EMISSIONS MANAGEMENT PLAN

**Lawn Farm Quarry Inert Landfill and Waste Recycling Facility**

**Lawn Farm Quarry, Old Bury Road, Wetherden,  
Stowmarket, Suffolk, IP14 3JU**

**Report Prepared on behalf of:**  
Aggmax Transport Limited

**Report Date:**  
July 2022



This Report was prepared by PDE Consulting Limited on behalf of  
Aggmax Transport Limited

## Dust Emissions Management Plan - Revision History

The following revision history sheet will be completed to detail any issued changes to this documentation:

| Version No. | Version date | Description       |
|-------------|--------------|-------------------|
| Original    | July 2022    | Original Document |
|             |              |                   |
|             |              |                   |

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### APPENDICES

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# 1. INTRODUCTION

## Scope

- 1.1 This Dust Emissions Management Plan (DEMP) has been prepared by PDE Consulting Limited (the 'Agent') on behalf of Aggmax Transport Limited (the 'Operator') for the permitted waste operations at Lawn Farm Quarry, Old Bury Road, Wetherden, Stowmarket, Suffolk, IP14 3JU (the 'Site').
- 1.2 The Operator holds Environmental Permit No. EPR/EB3800FS which authorises an inert landfill activity and the treatment of waste to produce soil, soil substitutes, and aggregate.
- 1.3 This DEMP has been produced to support a permit variation application to add additional inert waste types to those permitted for landfilling, allow the storage of waste prior to landfilling, and add washing to the already permitted treatment activity.
- 1.4 The Site is located 5 km northwest of Stowmarket and 14 km east of Bury St Edmunds in Suffolk at National Grid Reference (NGR) TL 99459 62662 as shown on Drawing No. M06.152(c).01. The Site covers an area of approximately 18.3 hectares.
- 1.5 The nearest residential receptor to the Site is Warren Mill house, located 90 m east of the Site boundary.
- 1.6 The Site is not located within a current or proposed Air Quality Management Area (AQMA).
- 1.7 This report has been completed in accordance with the following EA guidance:
  - <https://www.gov.uk/guidance/control-and-monitor-emissions-for-your-environmental-permit>; and
  - Example Dust & Particulate Emissions Management Plan (version 10).

## Implementing the DEMP

- 1.8 The Site manager/ technically competent manager (TCM) will ensure that the procedures in this DEMP are adhered to.
- 1.9 They will have the authority to modify or stop operations to reduce emissions on a temporary or permanent basis until the risk of emissions has subsided.
- 1.10 They will ensure that all members of staff are aware of the dust management procedures.
- 1.11 Staff at all levels will receive the necessary training and instruction in their duties relating to the control of all operations and the potential sources of dust emissions.
- 1.12 This document will form part of the Site-specific Environmental Management System (EMS) for the waste operation. A copy of the EMS will be kept on-Site.

## Review of the DEMP

1.13 This DEMP will be reviewed as follows:

- When changes are made to your Site, operations, or equipment that affect the activities covered by your permit;
- Whenever an application is made to change ('vary') the permit;
- After any accident, complaint, or breach of your permit; and
- If a new environmental problem or issue is encountered, and you have implemented new measures to control it.

1.14 Any revisions or changes will be logged in a revision history table at the beginning of the document.

## 2. OPERATIONS

### Permitted Activities

2.1 The proposed permitted activities at the Site are listed in Table 1.

**Table 1: Proposed Activities**

| Activity Reference | Description of Activities for Waste Operations  | Limits of Activities   |
|--------------------|---|--|
| A1                 | R13: Storage of wastes pending the operations numbered R3 and R5.<br>R3: Recycling or reclamation of organic substances which are not used as solvents.<br>R5: Recycling or reclamation of other inorganic materials. | Secure storage of wastes listed in tables S2.1 and S2.2 in the permit pending treatment.<br>Treatment of wastes listed in tables S2.1 and S2.2 of the permit consisting only of sorting, separation, screening, crushing, blending and washing of waste for recovery as a soil, soil substitute, or aggregate. |
| A2                 | D1: Deposit into or on to land  | Secure storage of wastes listed in tables S2.3 in the permit pending landfilling.<br>The deposit of inert waste into or onto land.   |

2.2 Annual waste throughputs are limited to 74,999 tonnes for recycling and 99,000 tonnes for landfill.

2.3 Permitted hours for soil processing and landfilling are stated in the planning permission as:

- 07:30 – 17:30 Monday to Fridays; and
- 07:30 – 13:00 Saturdays.

There shall be no working on Sundays or National Public Holidays.

### Landfilling Operations

2.4 Imported inert material will be directly placed for restoration in the footprint of the landfill or be subject to treatment prior to landfilling.

2.5 Following landfilling with inert wastes, approximately 1 m of subsoils and screened soils will be used in the final layers to provide an appropriate growing medium consistent with the proposed restoration and afteruse.

2.6 It is proposed that the operations to create the concept restoration landform will take place over a period of approximately 27 years and over five phases.

2.7 To comply with the Permit, an artificial geological barrier (AGB) equivalent to  $\geq 1$  m thickness at a permeability of  $\leq 1 \times 10^{-7}$  m/s will be placed across the base and sides of the Site, prior to waste placement.

### Soil Washing

- 2.8 Waste treatment is ongoing at the Site via crushing and screening. A new soils wash plant is to be installed at the Site.
- 2.9 The proposed new wash plant will be located in the southeast of the Site, directly to the north of the existing concrete batching plant, office, and workshop, as shown on Drawing No KD.WDN.D.003.
- 2.10 The wash plant will sit upon a sealed concrete pad which will have a hardcore apron and a sealed and recirculating drainage system.
- 2.11 A lagoon has been constructed to serve the wash plant and has been sized to hold a sufficient capacity of water to deal with rainfall run-off from the concrete pad.
- 2.12 Stockpiled material shall either be pre-treated by crushing if it is oversize or, if it is of a sufficiently small size, it shall be transferred directly into the processing plant for treatment via an excavator.
- 2.13 Materials entering the processing plant shall be loaded into a feed hopper where they shall then be transferred by conveyor to a vibrating screen which shall do the initial separation according to size. Oversize material shall be removed from the process and later crushed as described above.
- 2.14 Having initially been partly separated, the materials are then subject to further classification by a screening and simple washing process whereby water is added to assist the separation and cleaning process. Some sands and silts are washed away into the sand classification system and larger particles are then transported by conveyor belt to the final screening and separation area.
- 2.15 Coarse particles then pass over the final screen which sorts them by size and then transfers them in their graded form into different stockpiles. Typically, the sizes of aggregates sold will be 40 mm, 20 mm, and 10 mm, although the specific product produced will vary depending upon the requirements at the time.
- 2.16 The sands and silts pass into the classification system where they are separated into their component sizes which typically results in the production of a concreting grade sand and one which is generally used in mortar production or other similar applications. The silts which have been removed are then transferred into a silt press.
- 2.17 Once separated, the recycled aggregates are removed by loading shovel to other stockpiles from which they are ultimately sold and transported from Site by HGV. These HGVs are loaded by a tracked or wheeled loading shovel, weighed on the Site weighbridge, and then dispatched from the Site.

### **Potential Emission Sources**

- 2.18 The wastes to be treated on-Site will have a natural moisture content and therefore have a negligible potential to create dust when handled. The washing of waste is by nature a wet process, which will limit the potential for dust emissions associated with Site activities.

2.19 Identified sources for fugitive dust emissions from the Site should no mitigation measures be implemented are:

- Vehicles entering and/ or leaving the Site with mud on wheels, and tracking dust on to or off the Site;
- Debris falling off vehicles;
- Vehicles and plant moving around the Site kicking up dust;
- Movement of waste materials around the Site;
- Particulate emissions from the exhaust of vehicles/ plant/ machinery on Site;
- Road vehicles tipping waste;
- Physical treatment of waste, including wastes dropping from conveyors into stockpiles;
- Wind whipping from stockpiled waste; and
- All Site surfaces.

### **Meteorology**

2.20 Unlike many other atmospheric pollutants, the generation of fugitive dust is particularly dependent upon weather conditions and the nature of the operations.

2.21 The prevailing meteorological conditions at any site will be dependent upon many factors, including its location in relation to macroclimatic conditions as well as more site specific, microclimatic conditions.

2.22 The most important climatic parameters governing the release and dispersal of emissions are:

- **Wind direction** determines the broad transport of the emission and the sector of the compass into which the emission is dispersed; and
- **Wind speed** will affect the ground level emission by increasing the initial dilution of pollutants in the emission. It will also affect the potential for entrainment of dust.

### Local Wind Speeds and Directions

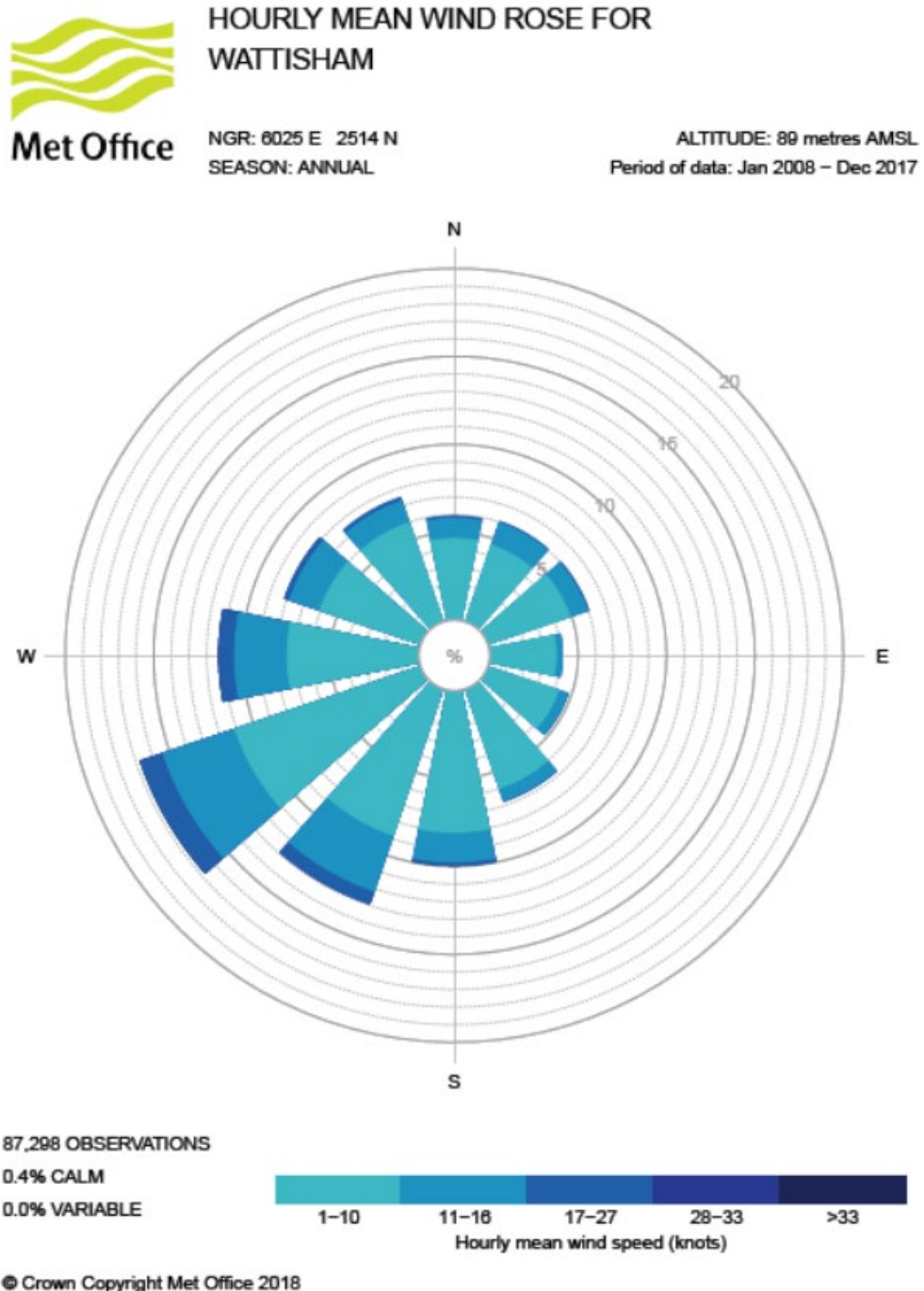
2.23 Wind speed and direction data has been obtained from the Wattisham observing station for the period 2008 to 2017. Wattisham observing station is located approximately 11 km southeast of the Site and has the facility to calculate both wind speed and wind direction. This is the closest and most appropriate observing station for the Site and has wind speed and direction data appropriate for characterisation of the wind climate.

2.24 The predominant wind direction is from the southwest. It is calculated that the wind originating from the southwest (WSW and SSW) accounts for approximately 29 % of all wind.

2.25 Winds exceeding 13 mph are taken to be capable of entraining dust from surfaces. Wind speeds exceeding 13 mph from all directions occur 32 % of the time. Winds from the west southwest are most prevalent, blowing 17 % of the time, with winds exceeding 13 mph for 7 % of that time.

- 2.26 Wind directions from the northeast and southeast sectors occur relatively infrequently. Calm conditions (< 0.5 mph) are apparent for 0.4 % of the time.
- 2.27 Wind speed and direction data from the observing station are presented as a wind rose in Figure 1.

**Figure 1: Hourly Mean Wind Rose, Wattisham, Suffolk 2008-2017**



### 3. POTENTIAL SENSITIVE RECEPTORS

- 3.1 Sensitive receptors are those where the public and habitats may be exposed to airborne emissions from the Site.
- 3.2 Locations with a high sensitivity to dust include hospitals and clinics, hi-tech industries, painting, furnishing and food processing, none of which can be found within 500 m of the Site. Locations classed as being moderately sensitive include schools, residential areas, and food retailers.
- 3.3 The distance from the source to the receptor location plays an important role in the potential impact experienced. The largest dust particles usually only travel 10 m to 20 m before being deposited and the vast majority of dust is deposited within 100 m of the source.
- 3.4 Potentially sensitive receptors within 500 m of the Site are presented in Table 2 below and shown on Figure 2. All receptors in Table 2 have been deemed to be at low risk to nuisance dust from the Site.

**Table 2: Sensitive Receptor Locations**

| Ref | Land use                                 | Description | Direction from Permit Application Boundary | Distance from Permit Application Boundary (m) |
|-----|--|-------------|--|---|
| 1   | Old Bury Road                            | Road        | South                                      | 0   |
| 2   | Footpath running along eastern boundary  | Footpath    | East                                       | 0   |
| 3   | Footpath running along northern boundary | Footpath    | North                                      | 0   |
| 4   | Warren Mill House                        | Residential | Northeast                                  | 90  |
| 5   | New housing estate – under construction  | Residential | North                                      | 110   |
| 6   | Business along Old Bury Road             | Commercial  | Southwest                                  | 165   |
| 7   | Lawn Farmhouse                           | Residential | Southwest                                  | 190   |
| 8   | Lawn Cottage                             | Residential | Southwest                                  | 320   |
| 9   | Properties in Elmswell Village           | Residential | North                                      | 355   |
| 10  | Ye Olde Smithy                           | Residential | Northeast                                  | 335   |
| 11  | Warren Farmhouse                         | Residential | East                                       | 415   |
| 12  | Properties at Little London              | Residential | Northeast                                  | 420   |
| 13  | Properties off Warren Lane               | Residential | Northwest                                  | 485   |



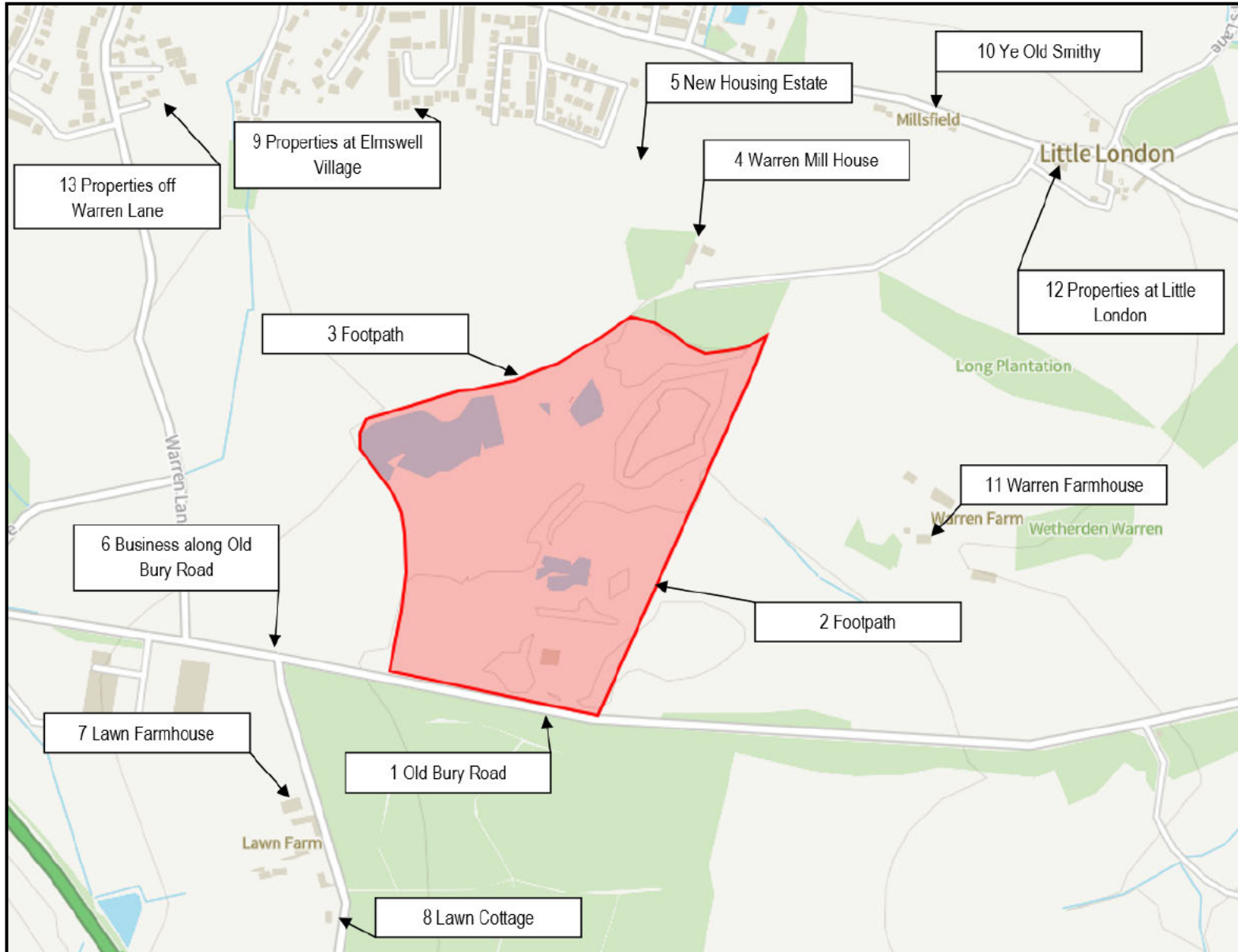
- 3.5 There are no statutory designated habitats located within 2 km of the Site. The nearest designated habitat to the site is Norton Wood SSSI, located approximately 2.4 km to the northwest.
- 3.6 The Site is not located within an AQMA. The nearest AQMA is located some 13 km west, on Sicklesmere Road in Bury St Edmunds. The AQMA was designated in April 2018 for Nitrogen Dioxide.

### **Other Dust/ Particulate Emitting Operators**

- 3.7 With the exception of the temporary construction of the new housing development to the north of the Site, no other potentially dusty operations have been identified within 500 m of the Site. However, vehicle movements associated with the operations of local businesses as well as users of the nearby Old Bury Road and the A14 roads are likely to produce fugitive emissions from vehicle movements and point source emissions from exhausts.
- 3.8 It should also be noted that events such as construction works and harvesting, which are temporary, may from time to time generate elevated dust levels and soiling over short durations.
- 3.9 Due to the distance between sensitive receptors and the Site together with employed mitigation, cumulative dust effects are not anticipated from the waste operation. Best practice mitigation measures are included in Section 4 within this document and will be implemented at the Site.



Figure 2: Sensitive Receptor Location Plan



## 4. MITIGATION AND MONITORING

### Mitigation Measures

- 4.1 The wastes to be treated on-Site will have a natural moisture content and therefore have a negligible potential to create dust when handled. The treatment activity of soil washing is a wet process and has negligible potential to generate dust.
- 4.2 Table 3 presents the source pathway receptor model for the Site.

**Table 3: Source-Pathway-Receptor Routes**

| Source   | Pathway   | Receptor                 | Type of impact  | Where relationship can be interrupted   |
|--|---|--------------------------|---|---|
| Vehicles entering and/ or leaving the Site with mud on wheels, and tracking dust on to or off the Site | Tracking dust on wheels and vehicles, then mud dropping off wheels/ vehicles when dry | Receptor No 1 in Table 2 | Visual soiling, also consequent resuspension as airborne particulates | Use of wheel wash.<br><br>Surfaced haul road ensures residual mud drops off before vehicle reaches public highway.<br><br>Use of road sweeper.  |
| Debris falling off vehicles  | Falling off lorries   | Receptor No 1 in Table 2 | Visual soiling, also consequent resuspension as airborne particulates | All loads will be sheeted.<br><br>Use of road sweeper.  |
| Movement of waste materials around the Site and tipping of waste                                       | Atmospheric dispersion  | All receptors in Table 2 | Visual soiling and airborne particulates                              | Minimise source strength by means of low drop heights, profiling and shielding of piles from wind whipping, positioning sources away from receptors.<br><br>Also wetting of certain materials if required (refer to Section 4.1 above). |
| Physical treatment of waste, including wastes dropping from conveyors into stockpiles                  | Atmospheric dispersion  | All receptors in Table 2 | Airborne particulates   | Minimise source strength by means of low drop heights, positioning sources away from receptors.<br><br>Wetting of certain materials if required.  |
| Wind whipping from stockpiled waste  | Atmospheric dispersion  | All receptors in Table 2 | Airborne particulates   | Regulatory controls and best-practice measures to minimise source strength.<br><br>Minimise source strength by means of low drop heights, profiling and shielding of piles from wind whipping.  |

**Table 3 continued: Source-Pathway-Receptor Routes**

| Source   | Pathway                | Receptor                 | Type of impact        | Where relationship can be interrupted                                       |
|--|------------------------|--------------------------|-----------------------|---|
| Particulate emissions from the exhaust of vehicles                 | Atmospheric dispersion | All receptors in Table 2 | Airborne particulates | Regulatory controls and best-practice measures to minimise source strength. |
| All Site surfaces  | Atmospheric dispersion | All receptors in Table 2 | Airborne particulates | Dampening of road surfaces to prevent re-suspension.                        |
| Particulate emissions from the exhaust of non-road going machinery | Atmospheric dispersion | All receptors in Table 2 | Airborne particulates | Regulatory controls and best-practice measures to minimise source strength. |

- 4.3 Table 4 provides detailed mitigation measures to be employed at the Site. The mitigation measures include preventative and remedial measures which will break the potential source-pathway-receptor linkages identified in Table 3 above.

**Table 4: Summary of Mitigation Measures**

| Abatement Measure  | Description/ Effect   | Use on Site  |
|--|---|--|
| Site surfacing   | Creating a hard surface as opposed to unmade (rocky or muddy) ground within the Site and on-Site haul roads. This will reduce the amount of dust generated at ground level by vehicles and Site activities. | <p>The access road is concreted. Provision of a surfaced access road greatly reduces the chances of mud being deposited on the public highway.</p> <p>The wash plant will be located upon a concrete surface. Periodic wash down of access and haul roads and other surfaced areas will prevent the re-suspension of dust by the action of moving vehicles.</p> <p>The Site surfacing will allow easy cleaning and prevent wind-whipping.</p> <p>There are regular inspections and maintenance of hard surfaces.</p> |
| Appropriate sizing of operations (waste throughput, vehicle size, operational hours) | Reducing the amount of activity on-Site as well as associated traffic movements will result in reduced emissions and re-suspension of particulates from a site.   | <p>The operation has been sized appropriately, with particular regard to dust and vehicle movements.</p> <p>Table S2.1 and S2.2 in the permit limits annual waste treatment inputs to 74,999 tonnes and Table S2.3 limits annual landfill inputs to 99,999 tonnes.</p>   |
| Site/ process layout in relation to receptors  | Locating particulate emitting activities at a greater distance from receptors may reduce receptor exposure.   | <p>A phased restoration of the landfill is proposed which will reduce the potential area over which fugitive emissions may be released at any one time.</p> <p>Working plans have been designed to minimise double handling of material on Site. Incoming wastes will be either placed in stockpiles and only moved when they are transferred to the treatment plant or placed directly for disposal in the landfill.</p>  |

**Table 4 continued: Summary of Mitigation Measures**

| Abatement Measure  | Description/ Effect  | Use on Site   |
|--|--|---|
| Sheeting of vehicles   | Prevents the escape of debris, dust, and particulates from vehicles as they travel.  | All vehicles delivering wastes to the Site will be sheeted to prevent wind whipping from delivery loads.  |
| Installed wheel wash   | Provides a high pressure wash of vehicle wheels and lower parts (including under body) using a series of jet sprays.   | <p>A wheel wash is in operation at the Site, as shown on Drawing No KD.WDN.D.003, to prevent vehicles depositing material from their wheels or undercarriage onto public highways.</p> <p>In accordance with Condition 7 of Planning Permission Reference SCC/0084/20MS, no HGV shall leave the Site unless its wheels have been cleaned to prevent materials including mud and debris being deposited on the public highway.</p> <p>The condition also states that if the wheel wash fails and requires repair, a manual jet wash is to be used to wash all HGV vehicle wheels prior to leaving the Site.</p> <p>In the unlikely event that the wheel wash fails to effectively remove dirt from a vehicle then secondary control measures include use of a road sweeper.</p> <p>Daily visual inspections of the effectiveness of the wheel wash will be undertaken.</p> |
| Site speed limit, 'no idling' policy and minimisation of vehicle movements on-Site | <p>Reducing vehicle movements and idling will reduce emissions from vehicles.</p> <p>Enforcement of the speed limit will reduce re-suspension of particulates by vehicle wheels.</p> | <p>All vehicles.</p> <p>In accordance with Condition 47 of Planning Permission Reference SCC/0084/20MS, a 20 mph speed limit for Site trafficking shall be applied to all surfaced areas of the Site.</p> <p>A 5 mph speed limit for Site trafficking shall apply to all un-surfaced areas of the Site.</p> <p>Signs shall be placed and maintained within the Site at locations where they are clearly visible to approaching vehicles at the Site entrance and the junction between the plant site and the extraction/ landfill area.</p>   |
| Physical barriers including mitigation bunds                                       | Provision of a physical barrier between the Site and identified sensitive receptors.   | <p>The recycling area is enclosed by bunds located on its northern, eastern, and western boundaries. There is also a bund present along the southern Site boundary.</p> <p>An existing belt of mature trees bounds the landfill and processing area on the southern boundary, adjacent to Old Bury Road, as well as along the eastern Site boundary.</p> <p>Top soil bunds are also present along the western and northern boundaries of the Site.</p>  |



**Table 4 continued: Summary of Mitigation Measures**

| Abatement Measure  | Description/ Effect  | Use on Site   |
|--|--|---|
| Minimisation of waste storage heights and volumes on-Site  | <p>Minimising the height at which waste is handled should reduce the distance over which debris, dust and particulates could be blown and dispersed by winds.</p> <p>Reducing storage volumes should reduce the surface area over which particulates can be mobilised.</p> | <p>In accordance with Condition 6 of Planning Permission Reference SCC/0085/20MS, no stockpiles within the bunded area where the wash plant will be located, shall exceed 6 m in height.</p> <p>The waste storage limits stated in the permit shall be complied with.</p>   |
| All Site vehicles will be maintained in accordance with the manufacturer's instructions  | <p>To ensure optimum operation conditions.</p> <p>Plant and vehicles will be regularly serviced and equipped with effective exhausts to minimise exhaust emissions.</p>  | All vehicles.   |
| Standard good practices for site haulage to be implemented   | Avoiding abrupt changes in direction and evenly loading vehicles to avoid spillages.   | All vehicles.   |
| <b>Remedial Measures</b>   |  |   |
| An adequate supply of water for spray equipment (bowser, hoses and/ or mist sprays) is maintained to ensure that the rate of application would be sufficient for the purpose of dampening ground surfaces and dusty waste prior to tipping | <p>To minimise fugitive emissions on internal haul roads and access roads.</p> <p>To prevent the re-suspension of dust from unpaved areas, by the action of moving vehicles.</p> <p>To minimise fugitive emissions from deposited wastes.</p>                              | <p>In accordance with relevant guidance, surfaces will be dampened as required and without saturating, so as to prevent off Site dust emissions.</p> <p>Stockpiled materials will be dampened if required, during dry conditions and within operational hours, to prevent wind whipping and dust entrainment within the Site boundary.</p> <p>The spray equipment is stored on Site to be employed as and when required by Site operatives.</p> <p>In accordance with Condition 50 of Planning Permission Reference SCC/0084/20MS, dust suppression spray equipment shall be used when necessary on-Site and on processing plant likely to give rise to periodic dust creation.</p> |
| Use plant within design capacity and maintaining good standards of all plant and equipment   | To minimise dust emissions during the mineral processing process.  | All relevant plant.   |
| On-site sweeping   | Sweeping is effective in managing larger debris and dust but may also cause the mobilisation of smaller particles.   | <p>To be undertaken as often as necessary during operational hours to prevent off-Site emissions as part of general Site maintenance.</p> <p>There are regular inspections and maintenance of hard surfaces.</p>  |

**Table 4 continued: Summary of Mitigation Measures**

| Remedial Measures    |  |  |
|----------------------|--|--|
| Road sweepers        | Road sweeping vehicles damp down dusts whilst brushing and collecting dust and particulates from the road surface, particularly at the kerbside.   | To be employed in order to prevent mud on public highway.  |
| Good Site Management | Record all dust and air quality complaints, identify cause(s), take appropriate measures to reduce emissions in a timely manner, and record the measures taken.                              | All staff.   |
| Staff training       | Provide training to the Site personnel on dust mitigation. Training should also cover 'emergency preparedness plans' to react quickly in case of any failure of the planned dust mitigation. | All staff.   |
| Communication        | Maintain good communication to help alleviate anxieties between the Operator and the surrounding communities.  | All staff.<br><br>A Site office board will be maintained at the Site entrance and will include contact details (including out of hours) for any queries/ complaints. |

- 4.4 Existing vegetation will be retained and will effectively block the pathway for dust emissions towards sensitive receptors. The primary method of remedial mitigation will be the application of water to wastes and surfaces.
- 4.5 The use of water sprays on haul roads has been documented as a very effective dust control measure, being able to reduce dust emissions by over 90 % depending upon the degree of wetting and the frequency of application.

#### Dust Monitoring

- 4.6 Visual inspections of the following will be undertaken by the Site Manager or their nominee during each working day as set out in Table 5.
- 4.7 A record of the inspections and their findings, together with the prevailing weather conditions, will be maintained. The results of daily dust monitoring inspections are to be recorded on the form provided in Appendix 3. The forms will be kept on Site for senior management to review at any time.

**Table 5: Dust Monitoring**

| Location  | What are you looking for?  | Actions   |
|---|--|---|
| Site boundaries                                       | Check for fugitive dust emissions across boundary.                 | See Dust Action Plan (DAP) below.                     |
| Site access roads and haul roads                      | Check for wind whipping of surfaces, do they require damping down? | Use bowser to dampen down.                            |
| Stockpile and Processing Areas                        | Do dusty wastes or surfaces need damping down?                     | Use bowser or mobile suppression unit to dampen down. |
| Site road between final wheel wash and public highway | Check it is clear of mud and debris, is action required?           | Call road sweeper                                     |
| Public highway  | Check it is clear of mud and debris, is action required?           | Call road sweeper                                     |

- 4.8 Housekeeping procedures will be in place for the regular inspection and maintenance of storage areas and associated infrastructure, including Site surfacing, drainage systems, and dust suppression units.
- 4.9 Inspections will pay particular attention to signs of damage, deterioration and leakage. Records will be kept detailing action taken. Any identified faults will be repaired as soon as practicable.
- 4.10 The daily housekeeping inspection checklists are presented in Appendix 4.

#### Dust Action Plan

- 4.11 In the event that any dust or particulates arising from the Site are released outside the Site boundary in such quantities or concentrations that they are likely to cause pollution of the environment or harm to human health, the actions specified below will be implemented:
- The Site manager or their nominee will be informed immediately;
  - The source will be identified and damped down;
  - If the source is a particular waste stream, consideration will be given to suspending acceptance of that waste until appropriate measures are in place to control the release of nuisance emissions from the waste; and
  - If deemed necessary, the Site Manager will instruct the suspension of any operation causing visible dust emissions until such time as the situation has been resolved.

#### Following a Complaint

- 4.12 Following receipt of a complaint and in accordance with Condition 52 of Planning Permission Reference SCC/0084/20MS, regarding dust, all dusty operations may be ceased, and the following actions should be taken:
- The complaint must be investigated fully and the source of the dust identified;
  - Following identification of the dust source, suitable remediation measures will be employed as detailed above;
  - Once the dust source has been identified and mitigated, operations can be resumed;

- If the identified source of dust is deemed to require more thorough investigation or remediation i.e., the source of the dust is not immediately apparent, then dusty operations will be suspended until such a time as it has been identified;
- A record of the complaint together with the remediation actions and a completed Incident Report form will be kept on-Site for senior management to review at any time; and
- In the unlikely instance that three or more complaints be logged for one event, the Site manager will escalate the event to senior management.

4.13 Reporting forms for incidents and complaints are presented in Appendices 1 and 2.

#### Out of Hours

4.14 In the event that there are dust emissions from the Site out of hours, contact details (including out of hours contact numbers) are provided on the Site notice board.



## DRAWINGS

Drawing No. M06.152(c).01  
Drawing No. KD.WDN.D.003

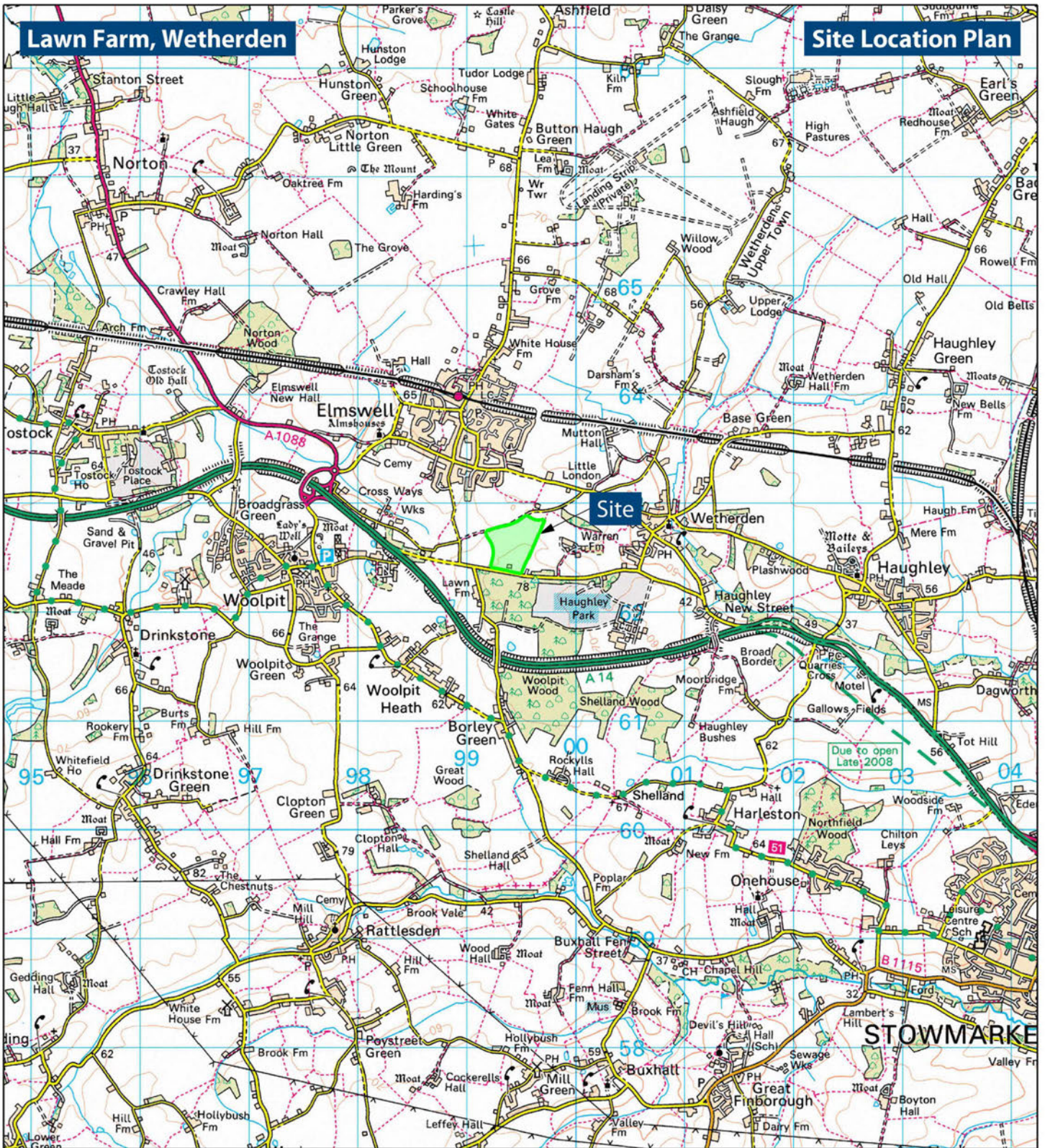
Site Location Plan  
Proposed Site Layout

Scale 1:50,000 @ A4  
Scale 1:1,000 @ A3



# Lawn Farm, Wetherden

# Site Location Plan



### Legend

 Proposed Environmental Permit Boundary

| REV | AM'D | NOTES | DATE |
|-----|------|-------|------|
|     |      |       |      |



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### DRAWING STATUS

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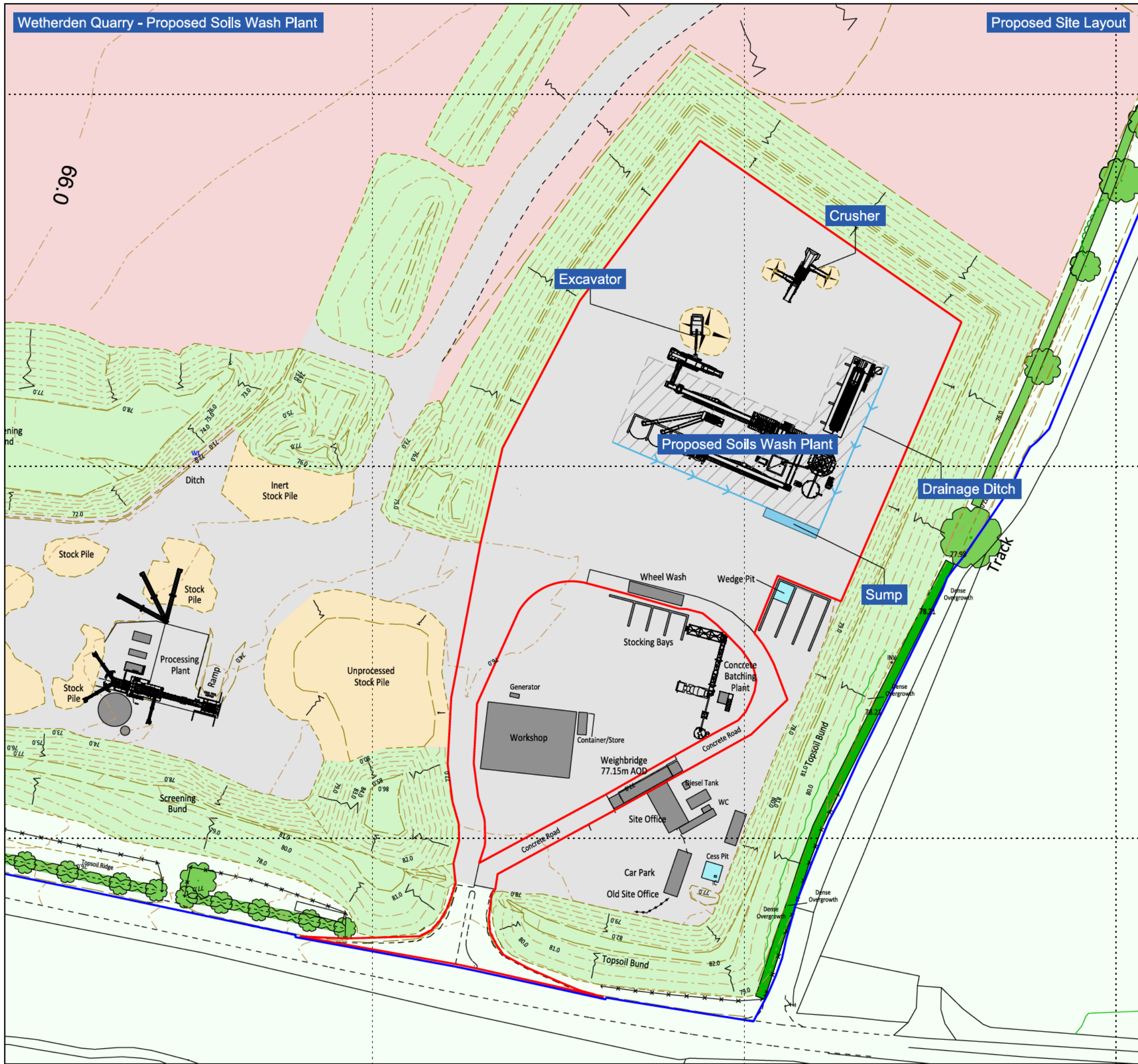
PROJECT  
**LAWN FARM, WETHERDEN ENVIRONMENTAL PERMIT APPLICATION**

CLIENT  
**Aggmax Limited**

TITLE  
**Site Location Plan**

|                                  |                              |
|----------------------------------|------------------------------|
| DATE<br><b>Aug 2013</b>          | SCALE<br><b>1:50,000 @A4</b> |
| DRAWN<br><b>LMB</b>              | CHECKED<br><b>SW</b>         |
| DRAW NO.<br><b>M06.152(c).01</b> | REVISION<br><b>A</b>         |





- Legend**
- Proposed Planning Application Area
  - Land Under the Control of the Applicant
  - Existing contours
  - Existing trees, hedges and woodland plantations
  - Grassed soil storage bunds
  - Site management area and haul routes
  - Ongoing mineral extraction and restoration
  - Stock Piles
  - Concrete Pad
  - Sump (77m<sup>3</sup> Storage Capacity)
  - Drainage Ditch (0.1m deep x 0.5m wide)



PROJECT  
**Wetherden Quarry**

DRAWING TITLE  
**Proposed Site Layout**

DATE  
**July 2020**

SCALE  
**1:1,000 @ A3**

DRAWING No.  
**KD.WDN.D.003**

DRAWING STATUS  
**FINAL**



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## APPENDIX 1

Accident/ Incident Report Form

## Accident (and Incident) Record

### Record of accidents, other incidents or near misses

|   |   |
|---|---|
| Date and time of the incident   |   |
| What happened, what was it about?   |   |
| Was anyone else aware of this – other witnesses? If so who?   |   |
| What caused it?   |   |
| What have you done to make sure that it does not happen again?  |   |
| Was there any <b>significant pollution</b> or <b>environmental damage</b> to land, water or protected areas – for example: dust, odour or noise pollution outside the site or spillage of polluting liquids onto the ground, or at a site of special scientific interest, or into a drain or a watercourse? If so what? |   |
| If there was, then you must take steps to prevent further damage and notify the Environment Agency on <a href="tel:0800807060">0800 807060</a> and any other relevant regulators <b>ASAP</b> .<br>Have you done so? Yes / No  | Who did you phone?<br><br>At what time did you phone? |
| You must also write or send an email to confirm this to the local office (see your accident management plan for the address) Have you done so?  | Yes/No<br><br>What date did you contact?              |
| Please print your name and sign   |   |

Continue on a separate sheet if you do not have enough room.

Keep the completed form in the file to discuss with your auditors or regulators when they visit.

## APPENDIX 2

Dust Complaint Form

## DUST COMPLAINT FORM

| Customer Details   |  |
|--|--|
| Customer Name  |  |
| Address  |  |
| Postcode   |  |
| Customer Contact Details                                     |  |
| Tel  |  |
| Email  |  |
| Date   |  |
| Complaint Ref Number   |  |
| Complaint Details  |  |
| Investigation Details  |  |
| Investigation carried out by                                 |  |
| Position   |  |
| Date & time investigation carried out                        |  |
| Weather conditions   |  |
| Wind direction and speed                                     |  |
| Investigation findings                                       |  |
| Feedback given to Environment Agency and/ or local authority |  |
| Date feedback given  |  |
| Feedback given to public                                     |  |
| Date feedback given  |  |
| Review and Improve   |  |
| Improvements needed to prevent a reoccurrence                |  |
| Proposed date for completion of the improvements             |  |
| Actual date for completion                                   |  |
| If different insert reason for delay                         |  |
| Does the dust management plan need to be updated             |  |
| Date that the dust management plan was updated               |  |
| Closure  |  |
| Site manager review date                                     |  |
| Site manager signature to confirm no further action required |  |

## APPENDIX 3

### Dust Inspection Checklist



### Daily Dust Inspection Checklist

|                                  | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|----------------------------------|--------|---------|-----------|----------|--------|----------|
| Weather Conditions               |        |         |           |          |        |          |
| Wheel Wash Operating Effectively |        |         |           |          |        |          |
| Other Dust Suppression Used      |        |         |           |          |        |          |
| Road Sweeper On-Site             |        |         |           |          |        |          |

Comments from Site Supervisor

## APPENDIX 4

Housekeeping Check Sheet

## Housekeeping Daily Questionnaire

**Week Commencing:** \_\_\_\_\_

| <b>Checkpoints:</b>  | <b>M</b> | <b>T</b> | <b>W</b> | <b>T</b> | <b>F</b> | <b>S</b> |
|--|----------|----------|----------|----------|----------|----------|
| Is the Site secure (no evidence of trespassing)?                     |          |          |          |          |          |          |
| Is access to the Site in good condition and lighting operational?    |          |          |          |          |          |          |
| Have all persons signed in/ out of the Site?                         |          |          |          |          |          |          |
| Have contractors and visitors on-Site been inducted?                 |          |          |          |          |          |          |
| Are stockpiles correctly formed?                                     |          |          |          |          |          |          |
| Is there sufficient space to operate plant and receive loads safely? |          |          |          |          |          |          |
| Are fences in good condition and signage in place?                   |          |          |          |          |          |          |
| Were all persons seen to be wearing appropriate items of PPE?        |          |          |          |          |          |          |
| Are the welfare facilities adequate and clean?                       |          |          |          |          |          |          |
| Are internal floors/ walkways clear of trip hazards?                 |          |          |          |          |          |          |
| Are signs on-Site suitable, in position, and adhered to?             |          |          |          |          |          |          |
| Are walkways in good order and free of build up?                     |          |          |          |          |          |          |
| Is Site lighting adequate and functioning correctly?                 |          |          |          |          |          |          |
| No visible damage to plant structural and buildings?                 |          |          |          |          |          |          |
| Is all plant (fixed & mobile) in good visual condition?              |          |          |          |          |          |          |
| Are maintenance tasks being undertaken?                              |          |          |          |          |          |          |
| Have management plans been complied with?                            |          |          |          |          |          |          |
| Have personnel been working to site rules?                           |          |          |          |          |          |          |
| Are fuels and oils stored correctly?                                 |          |          |          |          |          |          |

|  |           |  |  |  |  |  |
|--|-----------|--|--|--|--|--|
| Emergency Spill Kits in place and contents checked?    |           |  |  |  |  |  |
| Has the Site operated without any complaints received? |           |  |  |  |  |  |
| Details of any remediation actioned.                   |           |  |  |  |  |  |
|  |           |  |  |  |  |  |
| Any other comments.                                    |           |  |  |  |  |  |
|  |           |  |  |  |  |  |
| Name   | Signature |  |  |  |  |  |
|  |           |  |  |  |  |  |

## **APPENDIX 7**

### Noise Management Plan



# NOISE MANAGEMENT PLAN

**Lawn Farm Quarry Soil Washing Plant**

**Lawn Farm Quarry, Old Bury Road, Wetherden,  
Stowmarket, Suffolk, IP14 3JU**

**Report Prepared on behalf of:**  
Aggmax Transport Limited

**Report Date:**  
July 2022



This Noise Management Plan was prepared by PDE Consulting Limited on behalf of Aggmax Transport Limited



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## Noise Management Plan - Revision History

The following revision history sheet will be completed to detail any issued changes to this documentation:

| Version No. | Version Date | Description       |
|-------------|--------------|-------------------|
| Original    | July 2022    | Original Document |
|             |              |                   |
|             |              |                   |
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# 1. INTRODUCTION

## Background

- 1.1 This Noise Management Plan (NMP) has been prepared by PDE Consulting Limited (the 'Agent') on behalf of Aggmax Transport Limited (the 'Operator') for the permitted waste operations at Lawn Farm Quarry, Old Bury Road, Wetherden, Stowmarket, Suffolk, IP14 3JU (the 'Site').
- 1.2 The Operator holds Environmental Permit No. EPR/EB3800FS which authorises an inert landfill activity and the treatment of waste to produce soil, soil substitutes, and aggregate.
- 1.3 An application is being made to vary the permit to add new waste codes for landfilling, allow the storage of waste prior to landfilling, and to add washing to the treatment activity.
- 1.4 Landfilling operations are already permitted under Permit No. EPR/EB3800FS. This NMP has been produced in support of the proposed soils wash plant only.
- 1.5 The Site is located 5 km northwest of Stowmarket and 14 km east of Bury St Edmunds in Suffolk at National Grid Reference (NGR) TL 99459 62662 as shown on Drawing No. M06.152(c).01. The Site covers an area of approximately 18.3 hectares.
- 1.6 The nearest residential receptor to the Site is Warren Mill house, located 90 m east of the Site boundary.

## Regulatory Requirements

- 1.7 The standard noise condition for environmental permits requires that:

*Emissions from the activities shall be free from noise at levels likely to cause pollution outside the site, as perceived by an authorised officer of the Environment Agency, unless the operator has used appropriate measures, including, but not limited to, those specified in any approved noise and vibration management plan to prevent or where that is not practicable, to minimise, the noise and vibration."*

- 1.8 This condition requires an operator to take appropriate measures to prevent or minimise noise. The measures required need to be reasonable, good practice, and balances the costs and benefits to prevent or minimise noise.
- 1.9 This NMP has been produced in accordance with EA guidance Noise and vibration management: environmental permits published 23 July 2021 and updated 31 January 2022 and the EA NMP template (Version 1, December 2021).

1.10 The above guidance outlines the hierarchy of noise control:

- Prevent the generation of noise at the source through good design, consideration of noise within the Site layout, and regular maintenance activities on the plant.
- Minimise/ contain noise at the source through adherence to good operational techniques and management practices such as the switching off of plant or specific vehicles, ventilation units, and equipment when they're not in use.
- Use of effective silencers, physical barriers such as bunds, and noise reduction equipment.
- Use sympathetic timing to control unavoidably noisy operations, avoiding noisy work during evenings and weekends.
- Increase the distance between the source of noisy operations and receptors, where possible.

1.11 The aim of this NMP is to:

- Ensure compliance with the mitigation measures proposed in Section 4 of this report;
- Formalise actions to be taken in the event of a noise complaint;
- Ensure any noise complaints are dealt with effectively and a record maintained;
- Investigate noise complaints and implement measures to prevent further occurrences; and
- Inform continuing improvements to noise control and Site management and update the NMP reflecting such improvements.

1.12 This document forms part of the site-specific Environmental Management System (EMS) for the waste operation. A copy of the EMS is kept on-Site.

1.13 Staff at all levels will receive the necessary training and instruction in their duties relating to the control of all operations and the potential sources of noise emissions

1.14 The Operator accepts and understands their responsibility to reduce noise impact where possible. It is necessary to review and update this NMP as follows:

- When you make changes to the Site, operations, or equipment that affect the activities covered by your Permit;
- Whenever you apply to change ('vary') your Permit;
- After any accident, complaint, or breach of your Permit; and
- If you encounter a new environmental problem or issue and have implemented new measures to control it.

## 2. CURRENT OPERATIONS

### Permitted Activities

- 2.1 The proposed activities at the Site are listed in Table 1.

**Table 1: Proposed Limits of Activities**

| Activity Reference | Description of activities for waste operations  | Limits of activities   |
|--------------------|---|--|
| A1                 | R13: Storage of wastes pending the operations numbered R3 and R5.<br>R3: Recycling or reclamation of organic substances which are not used as solvents.<br>R5: Recycling or reclamation of other inorganic materials. | Secure storage of wastes listed in tables S2.1 and S2.2 in the permit pending treatment.<br>Treatment of wastes listed in tables S2.1 and S2.2 of the permit consisting only of sorting, separation, screening, crushing, blending and washing of waste for recovery as a soil, soil substitute, or aggregate. |
| A2                 | D1: Deposit into or on to land  | Secure storage of wastes listed in tables S2.3 in the permit pending landfilling.<br>The deposit of inert waste into or onto land.   |

- 2.2 Annual waste throughputs are limited to 74,999 tonnes for recycling and 99,000 tonnes for landfill.

### Current Permitted Operations

- 2.3 Imported inert material is directly placed for restoration in the footprint of the landfill or subject to treatment prior to landfilling. Waste treatment is ongoing at the Site via crushing and screening.

### Soil Washing

- 2.4 A new soils wash plant is to be installed at the Site.
- 2.5 The proposed new wash plant will be located in the southeast of the Site, directly to the north of the existing concrete batching plant, office, and workshop, as shown on Drawing No KD.WDN.D.003.
- 2.6 The wash plant will sit upon a sealed concrete pad which will have a hardcore apron and a sealed and recirculating drainage system.
- 2.7 Stockpiled material shall either be pre-treated by crushing if it is oversize or, if it is of a sufficiently small size, it shall be transferred directly into the processing plant for treatment via an excavator.
- 2.8 Materials entering the processing plant shall be loaded into a feed hopper where they shall then be transferred by conveyor to a vibrating screen which shall do the initial separation according to size. Oversize material shall be removed from the process and later crushed as described above.
- 2.9 Having initially been partly separated, the materials are then subject to further classification by a screening and simple washing process whereby water is added to assist the separation and cleaning process. Some sands and silts are washed away into the sand classification system and larger particles are then transported by conveyor belt to the final screening and separation area.

- 2.10 Coarse particles then pass over the final screen which sorts them by size and then transfers them in their graded form into different stockpiles. Typically, the sizes of aggregates sold will be 40 mm, 20 mm and 10 mm, although the specific product produced will vary depending upon the requirements at the time.
- 2.11 The sands and silts pass into the classification system where they are separated into their component sizes which typically results in the production of a concreting grade sand and one which is generally used in mortar production or other similar applications. The silts which have been removed are then transferred into a silt press.
- 2.12 Once separated, the recycled aggregates are removed by loading shovel to other stockpiles from which they are ultimately sold and transported from Site by HGV. These HGVs are loaded by a tracked or wheeled loading shovel, weighed on the Site weighbridge, and then dispatched from the Site.

### **Operating Hours**

- 2.13 Permitted hours for soil processing and landfilling are stated in Condition 26 of planning permission SCC/0084/20MS/VOC as:
- 07:30 – 17:30 Monday to Fridays; and
  - 07:30 – 13:00 Saturdays.

There shall be no working on Sundays or National Public Holidays.

### **Potential Sources of Noise Emissions**

- 2.14 Potential sources of noise emissions associated with the proposed treatment activities include the crusher, the wash plant, and an excavator used to load and transport materials.

### 3. SENSITIVE RECEPTORS

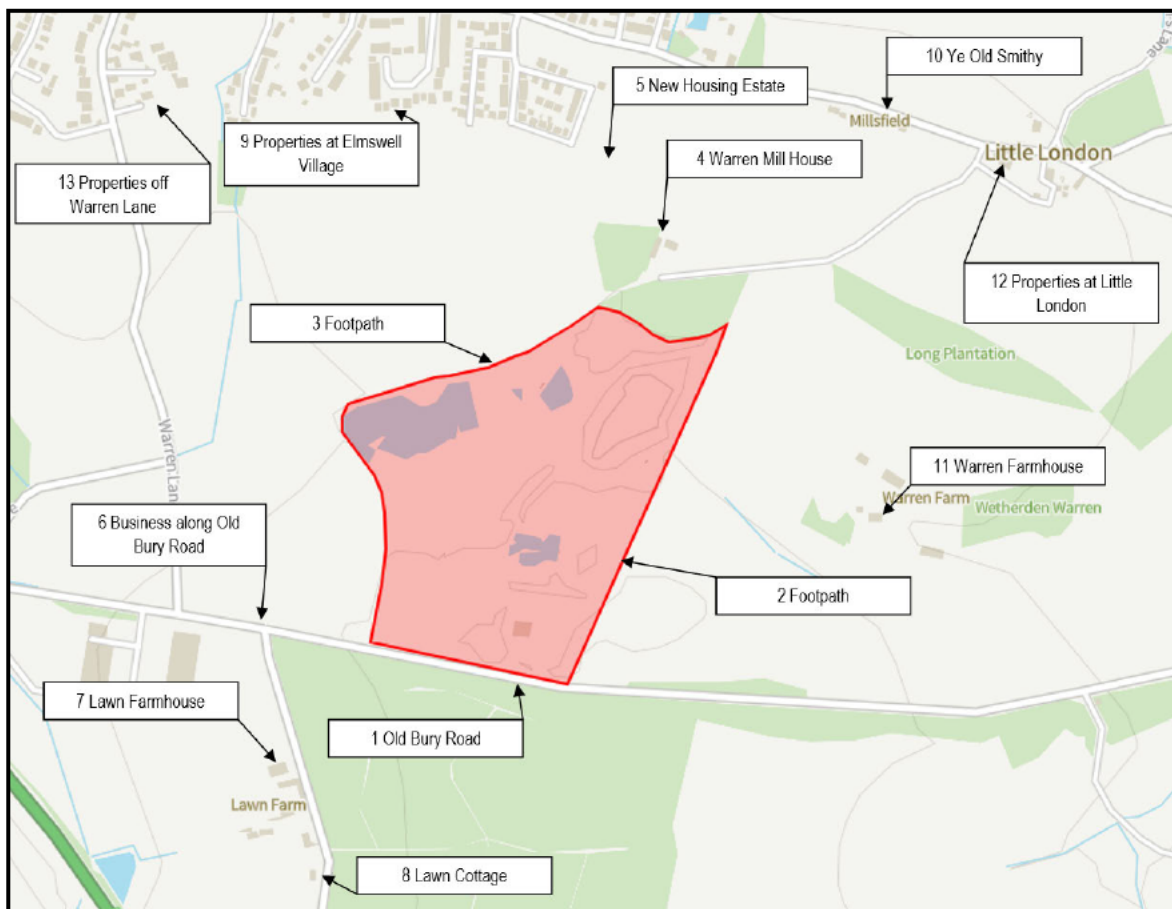
#### Sensitive Receptors

- 3.1 Potentially sensitive receptors identified within 500 m of the Site are presented in Table 2 and on Figure 1 below.

**Table 2: Sensitive Receptor Locations**

| Reference Number | Land use                                 | Description | Direction from Permit Boundary | Distance from Permit Boundary (m) |
|------------------|--|-------------|--------------------------------|-----------------------------------|
| 1                | Old Bury Road                            | Road        | South                          | 0                                 |
| 2                | Footpath running along eastern boundary  | Footpath    | East                           | 0                                 |
| 3                | Footpath running along northern boundary | Footpath    | North                          | 0                                 |
| 4                | Warren Mill House                        | Residential | Northeast                      | 90                                |
| 5                | New Housing Estate – Under Construction  | Residential | North                          | 110                               |
| 6                | Business along Old Bury Road             | Commercial  | Southwest                      | 165                               |
| 7                | Lawn Farmhouse                           | Residential | Southwest                      | 190                               |
| 8                | Lawn Cottage                             | Residential | Southwest                      | 320                               |
| 9                | Properties in Elmswell Village           | Residential | North                          | 355                               |
| 10               | Ye Olde Smithy                           | Residential | Northeast                      | 335                               |
| 11               | Warren Farmhouse                         | Residential | East                           | 415                               |
| 12               | Properties at Little London              | Residential | Northeast                      | 420                               |
| 13               | Properties off Warren Lane               | Residential | Northwest                      | 485                               |

**Figure 1: Sensitive Receptor Location Plan**



3.2 Noise limits for the Site are presented in Tables 3 and 4 below as per Condition 38 of planning permission SCC/0084/20MS/VOC.

**Table 3: Existing Noise Limits at Residential Receptos**

| Monitoring Point  | Noise Limit (dB (A))  |
|-------------------|---|
| Warren Mill House | Monday – Friday: 53 (A) Leq (1 hour)<br>Saturday: 53 (A) Leq (1 hour) |
| Mill Gardens      | Monday – Friday: 52 (A) Leq (1 hour)<br>Saturday: 52 (A) Leq (1 hour) |
| Lawn Farm         | Monday – Friday: 55 (A) Leq (1 hour)<br>Saturday: 55 (A) Leq (1 hour) |
| Warren Farm       | Monday – Friday: 51 (A) Leq (1 hour)<br>Saturday: 51 (A) Leq (1 hour) |



**Table 4: Existing Façade Noise Limits**

| Monitoring Point  | Noise Limit (dB (A))  |
|-------------------|---|
| Warren Mill House | Monday – Friday: 56 (A) Leq (1 hour)<br>Saturday: 56 (A) Leq (1 hour) |
| Mill Gardens      | Monday – Friday: 55 (A) Leq (1 hour)<br>Saturday: 55 (A) Leq (1 hour) |
| Lawn Farm         | Monday – Friday: 58 (A) Leq (1 hour)<br>Saturday: 58 (A) Leq (1 hour) |
| Warren Farm       | Monday – Friday: 54 (A) Leq (1 hour)<br>Saturday: 54(A) Leq (1 hour)  |

### Noise Impact Assessment Conclusions

- 3.3 A Noise Impact Assessment (NIA) was produced by WBM Acoustic Consultants in September 2020 for the planning application for the soils wash plant. The report set out the calculated noise levels arising from the proposed washing plant for use in the BS 4142:2014+A1:2019 assessment method for the nearest residential receptors. The NIA concluded that:

*“In the context of a calculated noise level 8 dB below the measured ambient sound level and 4 dB above the measured background sound level, the conclusion is that this rating level represents a low impact”.*



## 4. MITIGATION MEASURES

4.1 The following measures represent good practise and will continue to be employed to mitigate against potential noise emissions from the activities:

- Working plans have been designed to minimise double handling of material on Site. Incoming wastes will be either placed in stockpiles and only moved when they are transferred to the treatment plant or placed directly for disposal in the landfill;
- Table S2.1 in the permit limits annual waste treatment inputs to 74,999 tonnes;
- Perimeter bunds and existing mature vegetation will effectively block the pathway for noise emissions towards sensitive receptors to the north and west. An existing belt of mature trees bounds the landfill and processing area on the southern boundary, adjacent to Old Bury Road, as well as along the eastern Site boundary. Screening bunds are present along the northern and western boundaries of the Site;
- The recycling area is enclosed by bunds located on its northern, eastern, and western boundaries;
- Switching off plant and vehicles when not in use – no idling policy;
- All Site vehicles will be maintained in accordance with the manufacturer's instructions;
- Maintaining equipment specifically to reduce noise levels, for example fixing loose covers;
- Enclosure or abatement, for example acoustic enclosures and silencers;
- Timing – only operating within specified operational hours;
- Reducing or stopping activities that are causing the noise until either the circumstances have changed or other appropriate measures have been put in place to allow the operations to re-commence without significant noise; and
- Ensure regular maintenance of the concreted access road to repair 'pot holes' which serves to significantly reduce noise generated from empty vehicles.

4.2 The following conditions are specifically listed in planning permission reference SCC/0084/20MS for the Site:

- Condition 41 states that silencers shall be fitted to, used, and maintained in accordance with manufacturers' instructions on all vehicles, plant, and machinery used on-Site. No machinery is to be operated with the covers open or removed;
- Condition 42 states that only broadband sound reversing alarms shall be used on plant and machinery used on-Site including loading vehicles;
- Condition 43 states that no sound reproduction or amplification equipment (including public address systems, and loudspeakers etc.) which is audible at the nearest noise sensitive location shall be installed or operated on-Site;
- Condition 44 states that in the event of the Mineral Waste Planning Authority (MWPA) receiving reasonable complaint arising from noise events at the Site, the Operator will undertake consultation with the MWPA and agree further action; and
- Condition 47 states that a 20 mph speed limit for Site trafficking shall be applied to all surfaced areas of the Site, and a 5 mph speed limit on un-surfaced areas.

- 4.3 The NIA, in-built design features to reduce noise emissions and mitigation measures highlighted above all demonstrate that noise emissions from the Site are acceptable.
- 4.4 Furthermore, the above measures are considered reasonable, good practice, and balance the costs and benefits to prevent and minimise noise.

### **Noise Action Plan**

- 4.5 In the unlikely event of a noise complaint, the following action plan will be followed:
- The complaint must be investigated fully and the source of the noise identified;
  - Identified source(s) of the noise relating to the complaint will be ceased and/ or additional mitigation provided;
  - The Accident and Incident Record (see Appendix 1) should be completed. Upon completion, this procedure ensures that the root cause has been identified; consideration has been given to prevent recurrence of root cause, the EA is notified if pollution has been caused and a written record exists;
  - Once the source has been identified, mitigated and recorded operations can be resumed;
  - A record of the complaint together with the remediation actions and a completed Incident Report form will be kept on-Site;
  - A review of the Site-specific mitigation measures detailed above will be undertaken.

### **Community Engagement**

- 4.6 Any noise complaints will be thoroughly investigated and the noise complaint form (see Appendix 2) will be completed.
- 4.7 You should inform the EA and neighbours about any temporary work alterations that could cause a noise nuisance.

## DRAWINGS

Drawing No. M06.152(c).01

Site Location Plan

Scale 1:50,000 @ A4

Drawing No. KD.WDN.D.003

Proposed Site Layout

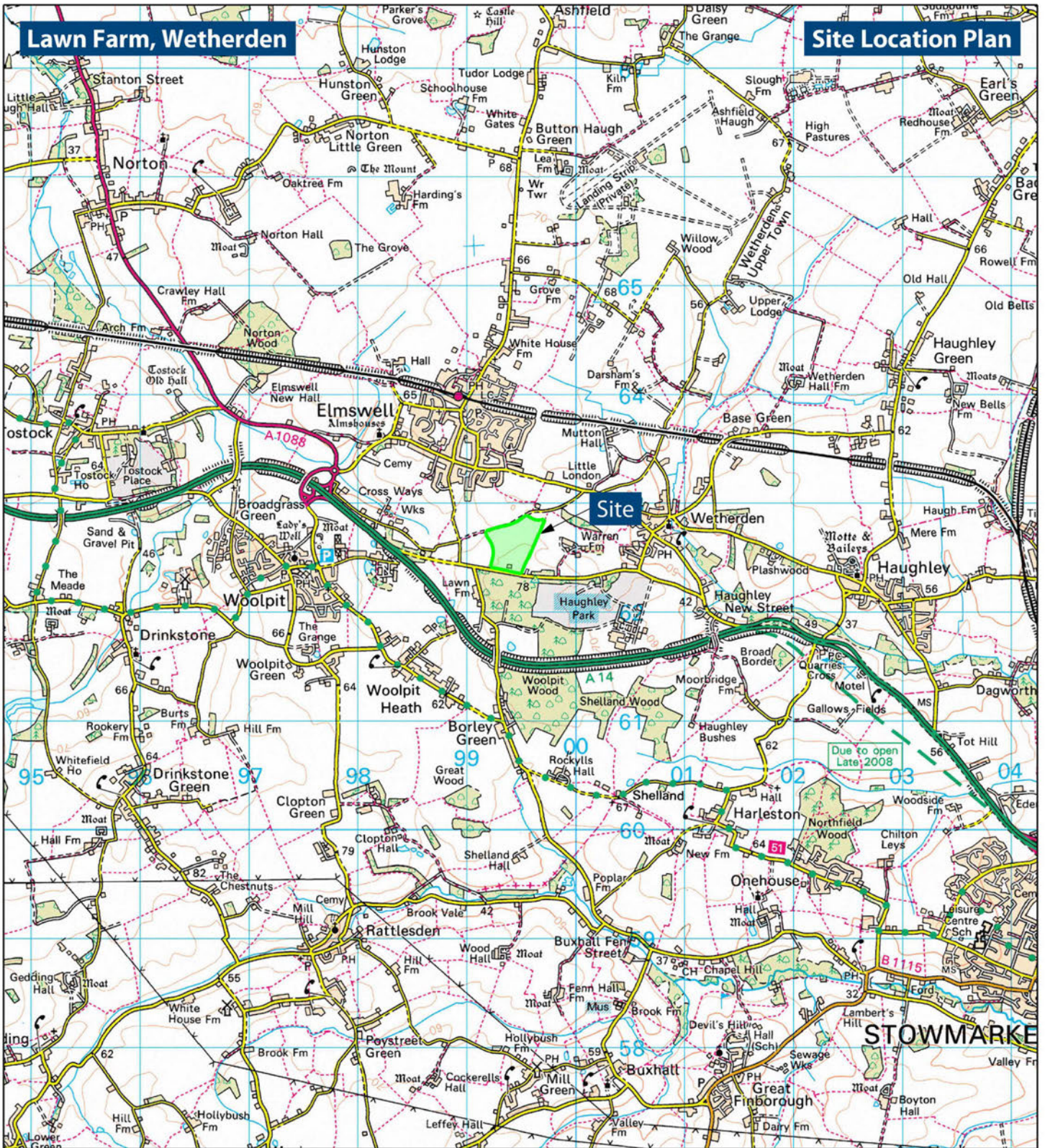
Scale 1:1,000 @ A3

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# Lawn Farm, Wetherden

# Site Location Plan



### Legend

 Proposed Environmental Permit Boundary

| REV | AM'D | NOTES | DATE |
|-----|------|-------|------|
|     |      |       |      |



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### DRAWING STATUS

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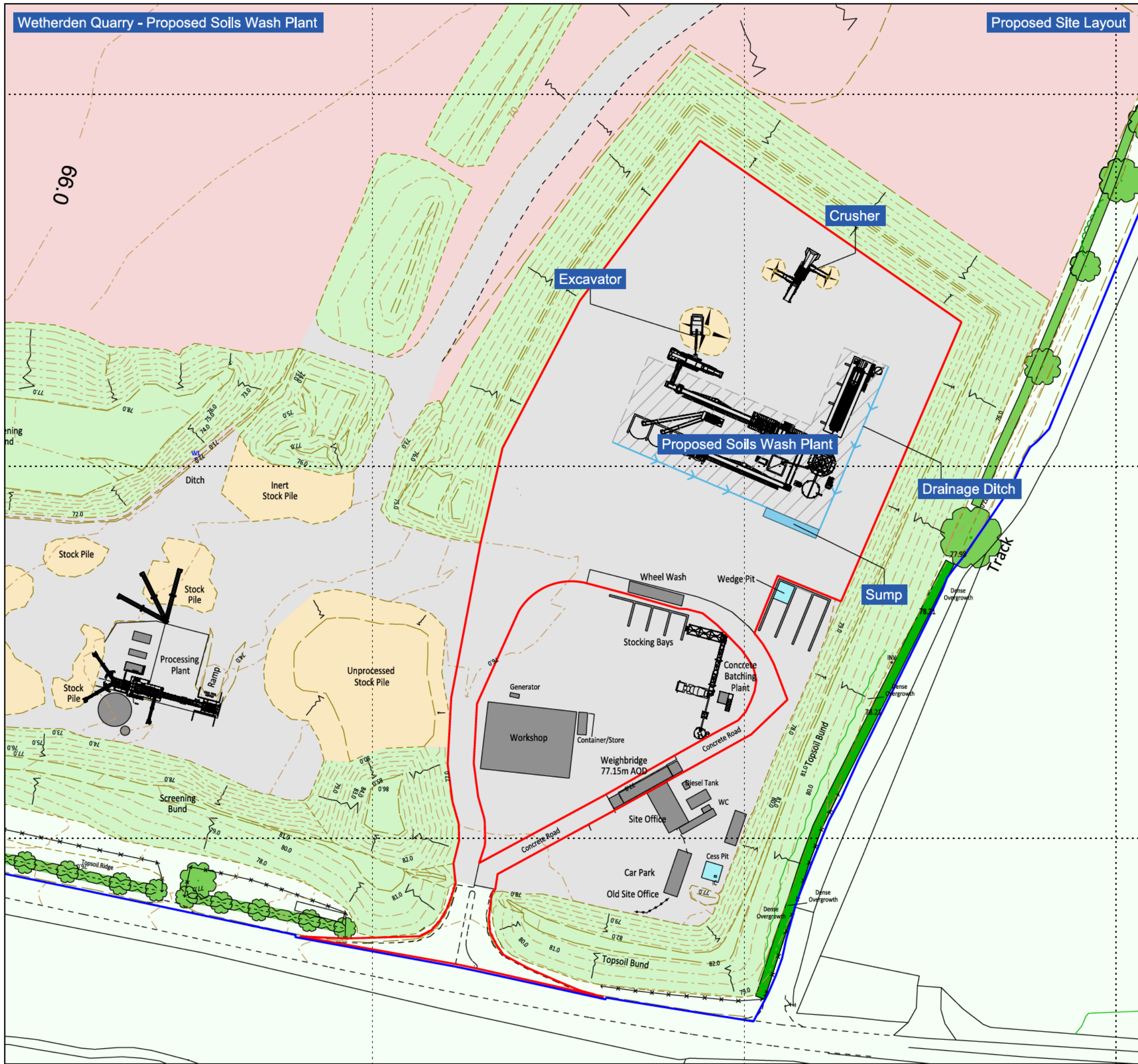
PROJECT  
**LAWN FARM, WETHERDEN ENVIRONMENTAL PERMIT APPLICATION**

CLIENT  
**Aggmax Limited**

TITLE  
**Site Location Plan**

|                                  |                              |
|----------------------------------|------------------------------|
| DATE<br><b>Aug 2013</b>          | SCALE<br><b>1:50,000 @A4</b> |
| DRAWN<br><b>LMB</b>              | CHECKED<br><b>SW</b>         |
| DRAW NO.<br><b>M06.152(c).01</b> | REVISION<br><b>A</b>         |





- Legend**
- Proposed Planning Application Area
  - Land Under the Control of the Applicant
  - Existing contours
  - Existing trees, hedges and woodland plantations
  - Grassed soil storage bunds
  - Site management area and haul routes
  - Ongoing mineral extraction and restoration
  - Stock Piles
  - Concrete Pad
  - Sump (77m³ Storage Capacity)
  - Drainage Ditch (0.1m deep x 0.5m wide)



PROJECT  
**Wetherden Quarry**

DRAWING TITLE  
**Proposed Site Layout**

DATE  
**July 2020**

SCALE  
**1:1,000 @ A3**

DRAWING No.  
**KD.WDN.D.003**

DRAWING STATUS  
**FINAL**



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## APPENDIX 1

### Accident/ Incident Report Form

## Accident (and Incident) Record

### Record of accidents, other incidents or near misses

|   |   |
|---|---|
| Date and time of the incident   |   |
| What happened, what was it about?   |   |
| Was anyone else aware of this – other witnesses? If so who?   |   |
| What caused it?   |   |
| What have you done to make sure that it does not happen again?  |   |
| Was there any <b>significant pollution</b> or <b>environmental damage</b> to land, water or protected areas – for example: dust, odour or noise pollution outside the site or spillage of polluting liquids onto the ground, or at a site of special scientific interest, or into a drain or a watercourse? If so what? |   |
| If there was, then you must take steps to prevent further damage and notify the Environment Agency on <a href="tel:0800807060">0800 807060</a> and any other relevant regulators <b>ASAP</b> .<br>Have you done so? Yes / No  | Who did you phone?<br><br>At what time did you phone? |
| You must also write or send an email to confirm this to the local office (see your accident management plan for the address) Have you done so?  | Yes/No<br><br>What date did you contact?              |
| Please print your name and sign   |   |

Continue on a separate sheet if you do not have enough room.

Keep the completed form in the file to discuss with your auditors or regulators when they visit.

## APPENDIX 2

### Complaint Form



## COMPLAINT FORM

|                          |                 |
|--------------------------|-----------------|
| <b>Customer Name:</b>    | <b>Address:</b> |
| <b>Customer Contact:</b> |                 |

|                           |                       |
|---------------------------|-----------------------|
| <b>Complaint Ref. No.</b> | <b>Time and Date:</b> |
|---------------------------|-----------------------|

|   |
|---|
| <b>Complaint Description of Noise (hiss/hum/rumble/continuous/intermittent)</b>                   |
| <b>Any other previous known complaints relating to installation (all aspects, not just noise)</b> |
| <b>Potential noise sources that could give rise to the complaint</b>                              |
| <b>Action Taken</b>   |
| <b>Signed:</b> ..... <b>Date:</b> .....   |

|                                  |                        |
|----------------------------------|------------------------|
| <b>Investigation Details:</b>    |                        |
| <b>Investigation by:</b> _____   | <b>Position:</b> _____ |
| <b>Times Start:</b> _____        | <b>Finish:</b> _____   |
| <b>Weather Conditions:</b> _____ |                        |

|   |
|---|
| <b>Environment Agency Feedback:</b>     |
|   |
|   |
| <b>Public Recommendation / Feedback</b> |
|   |
|   |

## **APPENDIX 8**

Updated Environmental Risk Assessment

| Data and information  |   |  |   | Judgement               |             |                   |  | Action (by permitting)   |               |
|---|---|--|---|-------------------------|-------------|-------------------|--|--|---------------|
| Receptor  | Source                                  | Harm   | Pathway   | Probability of exposure | Consequence | Magnitude of risk | Justification for magnitude  | Risk management  | Residual risk |
| Local human population - respiratory irritation and illness.  | Releases of particulate matter (dusts)  | Harm to human health respiratory irritation and illness.   | Air transport then inhalation.                          | Medium                  | Medium      | Medium            | Permitted waste types are inert with low potential to produce bioaerosols, but the activities will produce some particulate matter so a medium magnitude risk is estimated. There is potential for increased dust generation during prolonged dry periods. | The Site is not located within a specified air quality management area (AQMA). The nearest AQMA is located approximately 13 km west, in Bury St. Edmunds town centre. Activities shall be managed and operated in accordance with the Environmental Management System (EMS) and the Dust Emissions Management Plan (DEMP) (PDE Consulting, July 2022) which includes measures to prevent and reduce risk of dust being produced and where it is produced from leaving the Site boundaries. Procedures for control of particulate matter are detailed in the DEMP and include: screening bunds, sheeting of all loads; periodic damping down of access and hauls roads; and phased restoration works. | Low           |
| Local human population - nuisance dust on cars, clothing etc.   | Releases of particulate matter (dusts)  | Nuisance - dust on cars, clothing etc.   | Air transport then deposition                           | Medium                  | Low         | Medium            | As above.  | As above   | Low           |
| Local human population, livestock and wildlife - nuisance, loss of amenity and harm to animal health.                                 | Litter                                  | Nuisance, loss of amenity and harm to animal health.   | Air transport then deposition                           | Low                     | Low         | Low               | Local residents often sensitive to litter, however permitted waste types have extremely low litter potential.  | Adherence to WAP. Control measures include litter picking affected areas and rejection of unsuitable waste loads.  | Very low      |
| Local human population - nuisance, loss of amenity, road traffic accidents.   | Waste, litter, and mud on local roads   | Nuisance, loss of amenity, road traffic accidents.   | Vehicles entering and leaving site.                     | Medium                  | Medium      | Medium            | Road safety, local residents often sensitive to mud on roads.  | As above. Appropriate measures include clearing waste, litter and mud arising from the activities from affected areas outside the Site. A wheel wash is in operation at the Site.  | Low           |
| Local human population - nuisance, loss of amenity.   | Odour                                   | Nuisance, loss of amenity.   | Air transport then inhalation.                          | Low                     | Low         | Low               | Local residents often sensitive to odour, however permitted waste types have extremely low odour potential.  | Permit conditions require that emissions shall be free from odour. An odour management plan will be produced in the unlikely event that a problem develops.  | Very low      |
| Local human population - nuisance, loss of amenity, loss of sleep.  | Noise and vibration                     | Nuisance, loss of amenity, loss of sleep.  | Noise through the air and vibration through the ground. | Medium                  | Medium      | Medium            | Local residents often sensitive to noise and vibration   | Noise management measures are detailed in the Noise Management Plan (PDE Consulting, July 2022). Working hours are restricted by the planning permission.  | Low           |
| Local human population - harm to human health from waste carried off site and faeces. Nuisance and loss of amenity.                   | Scavenging animals and scavenging birds | Harm to human health from waste carried off site and faeces. Nuisance and loss of amenity.                               | Air transport and over land                             | Low                     | Low         | Low               | Permitted wastes extremely unlikely to attract scavenging animals and birds. The site is unlikely to be an attractive nesting or breeding site.  | The permit requires that emissions of substances not controlled by emission limits (excluding odour and noise) shall not cause pollution. An emissions management plan will be produced in the unlikely event that a problem develops.   | Very low      |
| Local human population - harm to human health, nuisance, loss of amenity.   | Pests (e.g. flies)                      | Harm to human health. Nuisance, loss of amenity.   | Air transport and over land                             | Low                     | Low         | Low               | Permitted waste types unlikely to attract pests.   | As above   | Very low      |
| Local human population and local environment - waste washed off site may contaminate buildings/ gardens/ natural habitats downstream. | Flooding of site                        | If waste contaminated water is washed off site it may contaminate buildings, gardens, watercourses and natural habitats. | Flood waters  | Low                     | Low         | Low               | Permitted waste types are inert and excavation wastes only, so any waste washed off site will add to the volume of the local post-flood clean up workload, rather than the hazard.   | The Site is located within Flood Zone 1 (lowest risk)  | Very low      |

| Data and information  |  |   |  | Judgement               |             |                   |   | Action (by permitting)   |               |
|---|--|---|--|-------------------------|-------------|-------------------|---|--|---------------|
| Receptor  | Source   | Harm  | Pathway  | Probability of exposure | Consequence | Magnitude of risk | Justification for magnitude   | Risk management  | Residual risk |
| Local human population and/ or livestock after gaining unauthorised access to the waste operation - bodily injury.  | All on-site hazards: wastes; machinery and vehicles  | Bodily injury.  | Direct physical contact  | Medium                  | Low         | Low               | Permitted waste types are inert therefore only a low magnitude risk is estimated.                     | Provision and maintenance of Site security measures will prevent unauthorised access.  | Low           |
| Local human population and local environment - respiratory irritation, illness and nuisance to local population. Injury to staff, fire fighters or arsonists/vandals. Pollution of water or land. | Arson and/ or vandalism causing the release of polluting materials to air (smoke or fumes), water or land            | Respiratory irritation, illness and nuisance to local population. Injury to staff, fire fighters or arsonists/ vandals. Pollution of water or land.                 | Air transport of smoke. Spillages and contaminated firewater by direct run-off from site and via surface water drains and ditches. | Medium                  | Low         | Low               | Permitted waste types are inert and excavation waste only, so only a low magnitude risk is estimated. | As above.  | Low           |
| Local human population and local environment - respiratory irritation, illness and nuisance to local population. Injury to staff or fire fighters. Pollution of water or land.                    | Accidental fire causing the release of polluting materials to air, water or land                                     | As above.   | As above.  | Low                     | Low         | Low               | As above.   | Permitted waste types are not flammable. Permitted activities do not include the burning of waste.   | Low           |
| Local human population - asphyxiation, explosion.   | Lateral migration of landfill gas  | As above.   | Lateral migration through sand and gravel above the water table.   | Low                     | High        | Low               | The proposed inert wastes will not generate landfill gas.   | Adherence to the WAP. In-waste boreholes to be retro drilled on completion of infilling.   | Low           |
| Global atmosphere - emission of greenhouse gases.   | Surface emissions of landfill gas  | As above.   | Fugitive emissions through the site surface.   | Low                     | Medium      | Low               | The proposed inert wastes will not generate landfill gas.   | As above.  | Low           |
| All surface waters close to and downstream of site -  | Spillage of liquids, leachate from waste, contaminated rainwater run-off from waste e.g. containing suspended solids | Acute effects: fish and invertebrate kill .   | Direct run-off from site across ground surface, via surface water drains, ditches etc.   | Low                     | Low         | Low               | No point source emissions to water are permitted.   | All potentially polluting liquids (e.g. fuel for Site plant) shall be provided with secondary containment. All filling points, vents and sight glasses shall be within the sealed impermeable enclosure. Wastes from potentially contaminated sites require analysis. No sensitive receiving surface water courses identified within the vicinity. Monitoring of the Cross Ways Watercourse is undertaken quarterly. | Very low      |
| Abstraction from watercourse downstream of facility (for agricultural or potable use) - acute effects, closure of abstraction intakes.  | As above   | If waste contaminated water is washed off site it may contaminate watercourses and natural habitats leading to chronic effects: and deterioration of water quality. | Direct run-off from site across ground surface, via surface water drains, ditches etc. then abstraction.                           | Low                     | Low         | Low               | Surface water run off is managed at the Site.   | No abstractions identified within distance criteria.   | Very low      |

| Data and information  |  |   |   | Judgement               |             |                   |   | Action (by permitting)   |               |
|---|--|---|---|-------------------------|-------------|-------------------|---|--|---------------|
| Receptor  | Source   | Harm  | Pathway   | Probability of exposure | Consequence | Magnitude of risk | Justification for magnitude   | Risk management  | Residual risk |
| Groundwater - chronic effects: contamination requiring treatment or closure of borehole.  | As above   | Chronic effects: contamination of groundwater, requiring treatment of water or closure of borehole. | Transport through soil/groundwater then extraction at borehole. | Low                     | Low         | Low               | As above  | As above . The site is outside SPZ1. Excavated wastes from potentially contaminated sites require analysis. Groundwater and surface water monitoring is undertaken quarterly in accordance with the permit.  | Very low      |
| Local human population - harm to human health (skin damage or gastro-intestinal illness). | Contaminated waters used for recreational purposes | Harm to protected sites through contamination, smothering, disturbance etc.                         | Direct contact or ingestion                                     | Low                     | Medium      | Low               | Unlikely to occur.  | Receptors not present.   | Very low      |
| Protected nature conservation sites - European sites and SSSIs.                           | Dust, noise, contaminated run-off leachate etc.    | Harm to protected sites through contamination, smothering, disturbance etc.                         | Any   | Low                     | Low         | Low               | Waste operations may cause harm to and deterioration of nature conservation sites. Vehicles moving on and around site causing disturbance through noise. Potential for run-off and siltation of habitats etc. | No receptors identified within 2 km of the site. The nearest designated habitat to the site is Norton Wood SSSI, located approximately 2.4 km to the northwest, which is designated for broadleaved, mixed and yew woodland (lowland). There is no mechanism whereby emissions from the Site could impact this SSSI. | Very low      |