O.C.O Technology Ltd

Leeds Aggregate Manufacturing Facility

EP Variation Application

(EPR/TP3737YG/A007)

OCO_2026.02_v1 dated February 2026

O.C.O Technology Ltd

Leeds Aggregate Manufacturing Facility

EP Variation Application - Application Forms

OCO_2026.02_v1 dated February 2026

Application for an environmental permit
Part A – About you

Environment Agency

When to complete the Part A form

Complete this part of the application form if you are:

- applying for a new permit (apart from exclusion 1 below)
- applying to vary (change) an existing permit (apart from exclusion 2 below)
- notifying or applying for a permit surrender (apart from exclusion 3 below)
- notifying or applying to transfer an existing permit to yourself

Exclusions – when you do not need to complete this form

You do not need to complete this form if you are:

1. applying for a new permit for:
   - intensive farming – see **Part B3.5 form**
   - discharge of treated domestic sewage up to 20 cubic metres a day to surface water – see **Part B6.5 form**
   - discharge of treated domestic sewage up to 15 cubic metres a day into ground – see **Part B6.5 form**
   - existing small discharges of sewage to ground in a source protection zone 1 – see **Part B6.6 form**
   - a medium combustion plant standard rule permit – see **MCP guidance**
   - a specified generators standard rule permit – see **SG guidance**
2. applying for a variation to:
   - make an administrative change – see **Part C0.5 form**. Note: you will still need to complete this Part A form if you're changing a name or address on the permit.
   - make a non-administrative change to an intensive farming permit – see **Part C3.5 form**.
3. notifying us of a water discharge or groundwater activity permit surrender – see **Part E1 form**. Note: this exclusion does not apply to surrender applications for standalone groundwater activities at onshore oil and gas facilities. You will need to complete this Part A form for those surrender applications.

Do not use this form for radioactive substance regulation permitting. See **RSR: environmental permit application forms**

Completing the form

Visit our website to check this is the latest version of the form. See **Application for an environmental permit: part A about you**.

Please read through the form before completing it. We expect it will take less than 1 hour to complete if you have all the necessary information available.

The form can be:

saved onto a computer and then filled in. We recommend using Adobe Acrobat software to avoid any compatibility issues.

- printed off and filled in by hand. Please write clearly in the answer spaces. If you need to use the links in this form, you can access the electronic version here: **https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-a-about-you**

Other forms you will need to complete

You will also need to complete other parts of the application form. This depends on your facility type and what you are applying for:

- for a new bespoke permit, see: **New bespoke environmental permit: application forms**
- for a new standard rules permit, see: **Application for an environmental permit: part B1 standard facilities permit**
- If you already have a permit, see **Change, transfer or cancel your environmental permit**

Contents

1 About you

Tick the box that describes you as the applicant.

- ☐ An individual. Now go to **section 2**.
- ☐ More than one individual. Now go to **section 3**.
- ☐ A public body. Now go to **section 4**.
- ☐ A ministerial government department. Now go to **section 5**.
- ☑ A registered company, limited liability partnerships, or other incorporated body. Now go to **section 6**.

To apply, you must be the legal operator of the activity or facility. See: **Legal operator and competence requirements: environmental permits**

2 Applications from an individual

2.1 Name of applicant

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

2.2 Address of applicant

Address

Postcode

2.3 Contact details for applicant

Email

Telephone number

Use a business address and contact details where possible. Otherwise use personal details. Individuals based overseas must provide an address for service in the UK.

Now go to **question 7.2**

3 Applications from more than one individual

3.1 Names and addresses of individuals

This could be, for example:

- individuals acting jointly
- individuals that are partners in a general or limited partnership (but not a limited liability partnership)
- unincorporated charities, trusts and associations, (unless we have agreed the charity, trust or association is a legal entity)

For unincorporated trusts, charities and societies provide the names and addresses of all governing individuals. For example:

- trustees
- chairperson
- treasurer
- secretary
- or a person with a similar position

For applications from other individuals provide the names and addresses of all individuals. However, for applications involving large numbers of individuals, a smaller number of individuals can be nominated. These individuals will be named on the permit and responsible for controlling activities. For example, where a group of 20 individuals are involved, you may decide to identify four individuals as being the operator. This is only applicable to permit and transfer applications. For variation and surrender applications, provide up to date details of the permit holders.

Use a continuation sheet as necessary.

3.1a Name of first individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

3.1b Address of first individual

Use a business address where possible. Otherwise use a personal address. Individuals based overseas must provide an address for service in the UK.

3 Applications from more than one individual, continued

Address

Postcode

3.1c Name of second individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

3.1d Address of second individual

Use a business address where possible. Otherwise use a personal address. Individuals based overseas must provide an address for service in the UK.

Address

Postcode

3.1e Name of third individual (where applicable)

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

3 Applications from more than one individual, continued

3.1f Address of third individual (where applicable)

Use a business address where possible. Otherwise use a personal address. Individuals based overseas must provide an address for service in the UK.

Address

Postcode

3.1g Continuation sheet for additional individuals (where applicable)

Document reference of continuation sheet

3.2 Organisation type (if any)

For example, individuals acting jointly (e.g. a club), general partnership, unincorporated charity

3.3 Charity Commission registration number (if any)

Recognised charities may qualify for reduced permitting fees for certain water discharge activities. We'll need a Charity Commission registration number to check if this applies to this application.

3.4 Companies House registration number (Limited Partnerships only)

Now go to **section 7: Contact details**

4 Applications from public bodies

4.1 Name of public body

4 Applications from public bodies, continued

4.2 Address of public body

Address

Postcode

4.3 Type of public body

For example, local government body, executive agency, non-departmental public body

4.4 Charity Commission number (if any)

Now go to **section 7: Contact details**

5 Applications from ministerial government departments

5.1 Title of Secretary of State for relevant government department

Title

For example, Secretary of State for Environment, Food and Rural Affairs

5.2 Address of the government department

Address

Postcode

Now go to **section 7: Contact details**

6 Applications from registered companies, limited liability partnerships and other corporate bodies

6.1 Name of company, limited liability partnership, or other incorporated body

O.C.O Technology Limited

6.2 Principal address or Registered Office of registered company, limited liability partnership, or other incorporated body

Address

Larkshall Mill
Thetford Road
East Wretham
Norfolk
United Kingdom

Postcode

IP24 1QY

For registered companies and limited liability partnerships this is the office address registered with Companies House. For other incorporated bodies use your principal business address or the address registered with The Charity Commission.

6.3 Main UK business address for overseas corporate bodies (if applicable)

Your main UK business address is required only if your principal or registered office address is overseas.

Address

Postcode

6 Applications from registered companies, limited liability partnerships and other corporate bodies, continued

6.4 Type of incorporated body

Private limited company

For example, private limited company, public limited company, limited liability partnership, incorporated society, charitable incorporated organisation or community interest company

6.5 Companies House registration number (if any)

07247345

6.6 Charity Commission number (if any)

6.7 Additional information if not registered with Companies House or The Charity Commission (if applicable)

This question does not apply to variation or surrender applications.

If you are not registered with Companies House or The Charity Commission, supply:

- evidence that your company or corporate body is a legal entity
- a description of how you will be the legal operator if you are an overseas company without a UK presence.

Document reference for evidence/description:

Evidence of legal entity could, for example, include:

- a copy of your Certificate of Incorporation for companies.
- a copy of your Memorandum and Articles of Association for incorporated charities and trusts

Now go to section 7: Contact details

7 Contact details

7.1 Contact for receipt of official documents

This question does not apply to applications from an individual. We'll send documents to the individual named in **section 2** of this form. Go to **question 7.2** instead.

Provide the details of someone we can send official documents to, such as notices and copies of permits.

7 Contact details, continued

Important: this must be the permit holder and cannot be an agent or consultant acting on their behalf.

For companies this person must be a company secretary, clerk or a director.

For partnerships this must be a person with control or management of the partnership.

For applications from more than one individual, provide details of everyone who is to receive official documents. You can include all individuals or nominate one or more people. Add a continuation sheet where necessary.

If relevant, we'll also send a copy of official documents to the application contact.

Title (Mr, Mrs, Miss and so on) (optional)

Mr

First name

Lee

Last name

Thompson

Position

Director

'Position' could, for example, be a director, secretary, trustee, or managing partner

Address

As for 6.2 above

Postcode

Email

I.thompson@oco.co.uk

Phone number

(0)113 249 1777

Document reference of continuation sheet for additional people (if any). For applications from more than one individual only.

7 Contact details, continued

7.2 Application contact

Provide the details of someone we can contact about the application. The person must have the authority to act on behalf of the applicant.

☐ Contact details are the same as **section 2** (application from an individual). You do not need to fill in their details again.

☐ Contact details are the same as **question 7.1** (contact for receipt of official documents). You do not need to fill in their details again.

☑ New contact. Add their details below

Title (Mr, Mrs, Miss and so on) (optional)

Miss

First name

Rebecca

Last name

Hodkinson

Address

156 Russell Drive
Wollaton
Nottingham

Postcode

NG8 2BE

Phone number

07949 178558

Email

rebecca@revaenvironmental.co.uk

Position

Agent

‘Position’ could, for example, be the applicant, their employee, or an agent or consultant acting on their behalf.

☑ Tick if you would like all general communication about this application sent to the above email address.

7 Contact details, continued

7.3 Operational contact

We use this information to help us know who to contact about operations at the site, returns and reporting. The operational contact is ordinarily the permit holder. Anyone else must have the authority to act on behalf of the permit holder.

- ☐ Contact details are the same as **section 2** (application from an individual). You do not need to fill in their details again.
- ☑ Contact details are the same as **question 7.1** (contact for receipt of official documents). You do not need to fill in their details again.
- ☐ Contact details are the same as **question 7.2** (application contact). You do not need to fill in their details again.
- ☐ New contact. Add their details below

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Address

Postcode

Phone number

Email

Position

'Position' could, for example, be the applicant, an employee, or an agent or consultant acting on their behalf.

7 Contact details, continued

7.4 Billing contact

Provide a billing contact where we can send requests for payment, such as invoices for the annual subsistence charge.

- ☐ Contact details are the same as **section 2** (application from an individual). You do not need to fill in their details again.
- ☑ Contact details are the same as **question 7.1** (contact for receipt of official documents). You do not need to fill in their details again.
- ☐ Contact details are the same as **question 7.2** (application contact). You do not need to fill in their details again.
- ☐ Contact details are the same as **question 7.3** (operational contact). You do not need to fill in their details again.
- ☐ New contact. Add their details below

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Address

Postcode

Phone number

Email

For applications from public bodies and ministerial government departments, go to **section 9**.

For all other applications, go to **section 8**.

8 Environmental record check

Question 8.1 applies if you are:

- applying for a new installation or waste permit
- applying to transfer an existing installation or waste permit
- applying to add a relevant waste operation to a permit that has not previously had one

'Relevant waste operations' are one or both of the following:

- a waste operation (not carried on at an installation or by means of a Part B mobile plant).
- a specified waste management activity (certain installations carrying out waste management activities).

For further details of relevant waste operations, see: **The Environmental Protection (Miscellaneous Amendments) (England and Wales) Regulations 2018**

We use the date of birth information to check your environmental record.

If this question does not apply, go to **section 9**

8.1 Complete the date of birth information in **Appendix 1** for the applications set out above.

☐ Tick the box to confirm that Appendix 1 has been completed where required.

Then go to **section 9**

9 How to contact us

If you have difficulty using 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**

Website: **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 easy to understand. Please use the space below to give us any comments that you may have about this form.

9 How to contact us, continued

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

We will use your feedback to improve our form.

Would you like a reply to your feedback?

☐ Yes please

☐ No thank you

Go to **section 10**

10 Where to send your application

Send one electronic copy of your completed application via email to:

- **PSC-WaterQuality@environment-agency.gov.uk** for water discharge activities
- **PSC@environment-agency.gov.uk** for waste or installation activities
- **flood.permitting@environment-agency.gov.uk** for flood risk activities

Alternatively send one paper copy of your application to:

Integrated Permitting Services
Environment Agency
Quadrant 2
99 Parkway Avenue
Parkway Business Park
Sheffield
S9 4WF

Appendix 1: Date of birth information for installation and waste activities

Dates of birth information in this appendix will not be put onto our Public Register.

Only complete this Appendix if required by **question 8.1**.

A1.1 Are you applying as an individual; group of individuals; or a registered company, limited liability partnership or other incorporated body?

- ☐ An individual. Now go to **A1.2**
- ☐ More than one individual. Now go to **A1.3**.
- ☐ A registered company, limited liability partnership or other incorporated body. Now go to **A1.4**.
- ☐ Public body or ministerial government department. Do not complete this appendix. Go to **section 9** instead.

A1.2 Applications from an individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Date of birth (DD/MM/YYYY)

Now go to **section 9**

A1.3 Applications from more than one individual

For unincorporated trusts, charities and associations provide the name and date of birth of all individuals that are part of the group's controlling or guiding mind. For example:

- trustees
- chairperson
- treasurer
- secretary
- or a person with a similar position

In all other instances, provide the names and address of all individuals listed in **section 3** of this form.

Use a continuation sheet where necessary.

Appendix 1: Date of birth information for installation and waste activities, continued

First individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Date of birth (DD/MM/YYYY)

Second individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Date of birth (DD/MM/YYYY)

Third individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Date of birth (DD/MM/YYYY)

Fourth individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Date of birth (DD/MM/YYYY)

Continuation sheet for additional individuals

Document reference of continuation sheet (if any):

Now go to **section 9**

Appendix 1: Date of birth information for installation and waste activities, continued

A1.4 Applications from registered companies, limited liability partnership or other incorporated bodies

For registered companies provide the names and dates of birth of all directors and any company secretary.

For limited liability partnerships provide the names and dates of birth of all partners.

For other incorporated bodies provide the name and date of birth of all individuals that are part of the body's controlling or guiding mind. For example:

- trustees
- chairperson
- treasurer
- secretary
- or a person with a similar position

Use a continuation sheet where necessary.

Provide the company name and registration number on a continuation sheet for any corporate:

- directors
- company secretaries
- partners

First person

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Position

Date of birth (DD/MM/YYYY)

Appendix 1: Date of birth information for installation and waste activities, continued

Second person

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Position

Date of birth (DD/MM/YYYY)

Third person

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Position

Date of birth (DD/MM/YYYY)

Fourth person

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Position

Date of birth (DD/MM/YYYY)

Document reference of continuation sheet for additional people or corporate officers (if any):

Now go to **section 9**

Application & Guidance for an environmental permit Part C2 – General – varying a bespoke permit

Use this form if you are applying to make a non-administrative variation (change) to the conditions or any other part of your permit.

In addition to this form, you will also need to complete:

- **Part A: about you https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-a-about-you**
- **Part F1: charges and declarations https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-f1-opra-charges-declarations**

You will also need to complete one or more additional part C forms, depending on your proposed change:

- **Part C3: vary a bespoke installation permit https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-c3-varying-a-bespoke-installation-permit**
- **Part C4: varying a bespoke waste operation permit https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-c4-varying-a-bespoke-waste-operation-permit**
- **Part C5: vary a permit to a mining waste permit, or vary a bespoke mining waste permit https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/582774/LIT_6785.pdf**
- **Part C6: vary a water discharge activity, groundwater activity, or point source emission to water from an installation https://assets.publishing.service.gov.uk/media/66743838d427ab249955cef2/Part_C6_vary_a_bespoke_water_discharge_activity_and_groundwater__point_source__environmental_permit.pdf**
- **Part C7: vary a bespoke groundwater permit to discharge used sheep dip, waste pesticide washing or other waste substances https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-c7-varying-a-bespoke-groundwater-permit**

If you are not changing to or adding a different facility type, the additional Part C form will depend on your permitted facility type. For example, if you are proposing to change the conditions of an installation permit, the additional form you need to complete is Part C3.

If you are changing to or adding a different facility type, the additional form you complete will depend on the facility you are changing to or adding.

Some examples are given below:

- Waste operation changing to an installation – if your changes mean that your existing waste operation becomes an installation you will need to fill in **Part C3: vary a bespoke installation permit https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-c3-varying-a-bespoke-installation-permit**
- Installation changing to a waste operation – if your changes mean that your existing installation becomes a waste operation you will need to fill in **Part C4: varying a bespoke waste operation permit https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/928388/Application-for-environmental-permit-Part-C4-varying-a-bespoke-waste-operation-permit.pdf**

- Change to add a waste operation to an installation – if you are applying to add a waste operation to your existing installation you will need to complete application form **Part C4: varying a bespoke waste operation permit https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/928388/Application-for-environmental-permit-Part-C4-varying-a-bespoke-waste-operation-permit.pdf**
- Change to add an installation to a waste operation – if you are applying to add an installation to your existing waste operation you will need to complete application for **Part C3: vary a bespoke installation permit https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-c3-varying-a-bespoke-installation-permit**
- Change to add an inert mining waste operation – if you have an existing permit for a water discharge activity that is integral to the mining waste operation and you wish to vary this permit by adding the requirements for an inert mining waste operation, complete forms Part A, C1 and F1. Please note that we will issue a bespoke permit, but it will resemble the standard rules for mining waste as closely as possible but will not technically be standard rules permit.
- Changing from a standard rule to a bespoke permit – the additional Part C form will depend on the bespoke facility type you are changing to. For example, if you are changing to a bespoke waste operation permit, you will need to complete the **Part C4 form https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/928388/Application-for-environmental-permit-Part-C4-varying-a-bespoke-waste-operation-permit.pdf**
- Change to convert to or add a standard facility – to convert your existing permit to a standard permit or add a standard facility, do not complete this part of the form, but see: **Part C1: vary a standard facilities permit https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/928394/Application-Part-C1-varying-a-permit-to-change-to-or-add-a-standard-facility.pdf**

To make an administrative change to your permit, do not complete this form. Instead see: **Part C0.5 administrative change to a standard or bespoke permit https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-c05-administrative-variation-of-a-standard-or-bespoke-permit**

To vary (change) your intensive farming permit, do not complete this form. Instead use: **https://www.gov.uk/government/publications/application-to-vary-an-environmental-permit-part-c3.5**

To vary (change) your medium combustion plant/specified generator permit, do not complete this form. Instead see: **https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-c2.5-vary-to-add-a-new-mcpsg-or-change-an-existing-mcp-or-sg-permit**

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 an existing one).

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

Please check that this is the latest version of **Part C2 form: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/928047/Application-for-a-permit-Part-C2-general-varying-a-bespoke-permit.pdf**

This form can be:

- Saved onto a computer then filled in. We recommend you use an Adobe Acrobat product to complete the form. You may not be able to complete the form using different software, such as a PDF reader built into your internet browser.
- Printed off and filled in by hand. Please write clearly in the answer spaces.

Contents

1 About the permit

1a Have you spoken to the Environment Agency already about this application?

☑ No

☐ Yes Provide your pre-application reference number. For further information on pre-application advice see **Get advice before you apply for an environmental permit https://www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit**

Pre-application reference number

Reference for the extra documents

1b If we have agreed you can send application information in stages

Provide your proposed timetable giving the dates of when you will submit each piece of information. For further information please see the guidance on **Send environmental permit application information in stages https://www.gov.uk/guidance/send-environmental-permit-application-information-in-stages**

Timetable document reference

1c Permit number

What is the permit number that this application relates to?

EPR/TP3737YG (V006)

This is the permit number starting with 'EPR' and can be found on your subsistence invoice, for example 'EPR/AB1234CD'

1d Site details (excludes mobile plant)

What is the site name, address and postcode?

Site name

Leeds Aggregate Manufacturing Facility

Address

Hub 45
Knowsthorpe Gate
Leeds

Postcode

LS9 0NP

1 About the permit, continued

National grid reference for the centre of the site

SE 32873 31999

Provide the 12-digit Ordnance Survey national grid reference for the centre of the site: for example, ST12345 67890.

There are several online resources available that can help find the grid reference. For example go to the Ordnance Survey website at **https://explore.osmaps.com/?lat=51.776100&lon=-1.894300&zoom=7.0000&style=Standard&type=2d**, locate and right click on the centre of the site.

2 About your proposed changes

2a Type of variation

What type of variation are you applying for? For examples of the different variation types, see our 'Charging Scheme Guidance' **https://www.gov.uk/government/publications/environmental-permitting-charges-guidance/environmental-permitting-charges-guidance#varying-a-permit-charge**.

- ☐ Minor variation
- ☐ Normal variation
- ☑ Substantial variation

2b Changes or additions to existing activities

2b.1 Provide a summary of the changes or additions you want to make to each activity, include details of any changes to discharge points or site boundaries.

2b.2 Provide further details of your proposed changes or additions in a separate document

Variation to increase the annual throughput from 120,000 to 150,000 tonnes, and to utilise two of the existing binder storage silos for waste storage, increasing storage from 10 to 12 silos and from 2,375 to 2,850 tonnes.

Document reference of the detailed changes or additions

Appendix A NTS (ref. OCO_2026.02/01)

2 About your proposed changes, continued

2b3 Do you want to remove an activity from your permit?

☑ No

☐ Yes Enter the activity that you are applying to remove in the text box below.

2c Consolidate (combine) two or more permits into one

If you have more than one permit on the same site you can apply to combine them into a single permit.

We will combine the existing permits into a single replacement permit. Where we agree to combine the permits, old style permit conditions will be replaced with modern ones that deliver an equivalent standard. An existing condition may be used if it does not have a modern equivalent.

We may require additional information from you, for example, about your management system.

It is advisable to obtain pre-application advice before you apply to combine your permits. See **https://www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit**

Note: You will need to pay a variation charge for each permit being consolidated. See the 'Consolidate permits through variations' section of our Charging Scheme Guidance **https://www.gov.uk/government/publications/environmental-permitting-charges-guidance/environmental-permitting-charges-guidance#consolidate-2-or-more-permits-into-1**.

Do you want to combine two or more permits into one?

☐ Yes – list all the permit numbers you want to combine in Table 1 below.

Table 1 – Permit numbers

☑ No – **go to question 2d**

2 About your proposed changes, continued

2d Consolidate (update) a single permit

We will usually issue a new, updated permit whenever variations are made. If your permit has old style conditions we will usually replace them with modern ones that deliver an equivalent standard. An existing condition may be used if it does not have a modern equivalent.

We do this updating as a regulator initiated variation, so it is not something you need to apply for. If you do not want us to do this, tick the box in 2d.1 below and tell us why.

2d.1

☐ I do not want my permit updated with modern conditions.

Explain your reasons below:

Sometimes we will be unable to update old style conditions as a regulator initiated variation. For example, where the work is disproportionate to the type of variation applied for.

You can still apply to consolidate and update your old-style conditions, but this may incur an additional charge. See the 'Consolidate permits through variations' section of our Charging Scheme Guidance **https://www.gov.uk/government/publications/environmental-permitting-charges-guidance/environmental-permitting-charges-guidance#consolidate-a-single-permit**. You will need to include this as part of your overall application charge.

It is advisable to obtain pre-application advice before you apply to update and modernise your permit. See **https://www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit**

2d.2

☑ I am applying to update and modernise my permit.

2e Low impact installations (installations only)

This applies to low-risk installation activities only. If this is not applicable, answer 'No' go straight to **section 3** on the application form.

Read the low impact installation guidance in **appendix 1** to check whether your installations fit the criteria. You must tell us how you meet the criteria in a separate document, giving the document reference in this section.

You must complete the low installation checklist in **appendix 1**. Tick the box to confirm you have filled it in.

2 About your proposed changes, continued

2e.1 Will the changes mean the facility qualifies as a low impact installation?

☑ No Now go to section 3

☐ Yes If yes, tell us how you meet the low impact installation criteria (see the guidance notes in **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 (relevant waste operations) to a permit that has not previously had them, you need to fill in all of section 3. Otherwise, complete the relevant questions as indicated by the accompanying guidance.

Relevant waste operations are one or both of the following:

- A waste operation (not carried on at an installation or by means of a Part B mobile plant).
- A specified waste management activity (certain installations carrying out waste management activities).

For further details refer to **https://www.legislation.gov.uk/uksi/2018/1227/regulation/4/made**

When deciding such applications we consider whether you will be competent operator. We look at any unspent relevant convictions; your technical ability; financial competence; and check that you have a management system.

3a Convictions for any relevant offences

This question applies to relevant waste operations only. Complete the question if you are applying to add a relevant waste operation to a permit that has not had one before.

It does not apply to applications from public bodies or government departments.

Relevant convictions are explained at: **https://www.gov.uk/government/publications/relevant-conviction-guidance-for-permit-applications-for-waste-activities-and-installations-only**

Do you, or any other relevant person, have any unspent convictions for any relevant offence?

☐ No Now go to **question 3b**

☐ Yes Please give details below

3 Your ability as an operator, continued

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/YYYY)

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

☐ Tick this box to confirm you have provided dates of birth for each relevant person in **Appendix 2**.

Relevant person

For individuals or groups of individuals

A 'relevant person' is:

- the individual where the permit holder is a sole individual
- all individuals where the permit holder is a group of individuals, (such as individuals in a general or limited partnership)

For registered companies

A 'relevant person' is the company itself and any:

- director
- company secretary
- manager
- similar corporate officer

3 Your ability as an operator, continued

For limited liability partnerships

A 'relevant person' is:

- the partnership itself
- all partners

For other organisations or bodies

A relevant person is any person who is part of the controlling or guiding mind of the organisation or body. This could be, for example any:

- trustee
- chairperson
- treasurer
- secretary
- person with a similar position

Relevant unspent convictions must be declared whether the relevant person has been:

- convicted of a relevant offence themselves
- held one of the positions above at a time when the organisation or body was convicted of a relevant offence

3b Technical ability

Section 3b applies to relevant waste operations only.

Complete the questions if:

- you are adding a relevant waste operation to a permit that has not had one before; or
- your proposed variation will change your current technical competence requirements

'Relevant waste operations' are one or both of the following:

- a waste operation (not carried on at an installation or by means of a Part B mobile plant).
- a specified waste management activity (certain installations carrying out waste management activities). For further details about specified waste management activities refer to 2(4) and 2(5) of **https://www.legislation.gov.uk/uksi/2018/1227/regulation/4/made**

3b.1 Which technical competence scheme are you using?

We need to be satisfied that you will have sufficient technical ability to operate your facility.

To demonstrate your technical ability, you must comply with one of the government approved technical competence schemes. The two schemes currently approved are:

- Chartered Institute of Wastes Management/Waste Management Industry Training and Advisory Board (CIWM/WAMITAB) scheme: **https://ciwmquals.co.uk/competence/**.
- Energy and Utility Skills/Environmental Services Association/ (EU skills/ESA) scheme: **https://www.euskills.co.uk/about/our-industries/waste-management/competence-management-system/**.

3 Your ability as an operator, continued

Tick the scheme(s) you are using to demonstrate your technical competence.

☐ CIWM/WAMITAB. Go to question 3b.2

☐ EU skills/ESA. **Go to question 3b.3**

3b.2 CIWM/WAMITAB scheme

The information you provide in this section must be for the person(s) providing technical competence once the new or changed waste operation starts.

Note: grace periods do not apply to variation applications.

Provide the following information for each technically competent manager (TCM).

Use a separate sheet to provide the information for each TCM where more than one is being provided.

Document reference for continuation sheet, (if applicable):

a. Details of the technically competent manager

Title (Mr, Mrs, Miss and so on)

First name

Last name

Phone

Email

☐ Tick this box to confirm you have provided the date of birth for the TCM in **Appendix 2**.

Complete table 2 for any other sites where the manager provides technical competence. This includes permits held by other operators and any other sites where they are intending to provide technically competent management.

3 Your ability as an operator, continued

Continue on a separate sheet as required.

Table 2		
Permit number	**Site address**	**Postcode**

Document reference of the extra sheet (if applicable)

For information on how much time the TCM must be on site, see: **https://www.gov.uk/guidance/legal-operator-and-competence-requirements-environmental-permits#how-much-time-your-technically-competent-manager-must-be-on-site**.

b. Provide evidence of relevant technical competence

Tick the document(s) you are submitting to show evidence of technical competence. The original and continuing competence must be relevant to the activity you are applying for.

Primary competence qualification

☐ a copy of the primary competence qualification certificate(s)

☐ copy of current continuing competence certificate(s). This is required when the original qualification is over 2 years old.

Deemed competence

☐ evidence of deemed competence and current continuing competence certificate(s)

Environment Agency assessed competence

☐ evidence of passing an Environment Agency assessment and current continuing competence certificate(s)

Transitional provisions (for previously exempt activities)

☐ generic knowledge test certificate and current continuing competence certificate(s).

The generic knowledge test option only applies to managers nominated under the 2010 exemption transitional arrangements.

3 Your ability as an operator, continued

3b.3 EU skills/ESA scheme

Provide evidence of technical competence.

☐ Tick this box to confirm you have included a copy of your Competence Management System (CMS) certificate and any appendices

Now go to question 3c

3c Finances

Section 3c applies to installations, waste operations and mining waste operations only.

Complete question 3c.1 if you are applying to add a relevant waste operation to a permit that has not had one before.

Otherwise start at question 3c.2 for variations to all landfills, Category A and hazardous waste mining waste facilities.

If you want to change your permit to extend the area of a landfill or mining waste facility as described above, you will need to discuss when is necessary to review the expenditure plan/ cost profile for variation.

3c.1 Financial competence – adding a relevant waste operation to a permit that has not had one before.

Do you or any relevant person or a company in which you (or they) (or any relevant person) 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 contact a credit reference agency for a report about your business's finances.

See **Environmental permits privacy notice** – **https://www.gov.uk/guidance/environmental-permits-privacy-notice** for how we use your personal information to support environmental permitting.

3 Your ability as an operator, continued

Financial provision – variations to a landfill, Category A or hazardous waste mining waste facilities.

When you apply to change your permit, you must also review your financial provision. This is to make sure it covers any changes in liability.

For further guidance for landfills see: **https://www.gov.uk/guidance/landfill-operators-environmental-permits/calculate-your-financial-provision#review-and-change-your-financial-provision**

For further guidance for mining waste facilities see: the 'Financial guarantees' section of 'Environmental Permitting Guidance – The Mining Waste Directive' **https://www.gov.uk/government/publications/environmental-permitting-guidance-the-mining-waste-directive**

3c.2 Do you need to change the amount of financial provision?

You need to provide an expenditure plan. Tell us the document reference here and send the documents with the application form when you've completed it.

☐ Yes Go to question 3c.3

☐ No Provide an explanation in the box below and then go to **question 3d**

3c.3 How do you plan to make financial provision?

You need to satisfy us that you are financially capable of meeting the obligations of the permit, including during aftercare.

Tick the type of financial provision you intend to use:

☐ Renewable bonds

☐ Cash deposits with the Environment Agency

3c.4 Submit your revised expenditure plan

For landfills, include any updated monitoring point plan or monitoring and extraction point plan. For guidance see: (**https://www.gov.uk/guidance/landfill-operators-environmental-permits/calculate-your-financial-provision**).

Document reference for revised expenditure plan

3 Your ability as an operator, continued

3d Management systems

You must complete section 3d for all variation applications

You must have an effective, written management system in place that identifies and reduces the risk of pollution. You can show this by using a certified scheme or your own system. For guidance on developing a management system see: **https://www.gov.uk/guidance/develop-a-management-system-environmental-permits**

If you operate more than one site, 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.

For waste and installation activities only: your management system must also explain your resilience to climate change. Explained at: **https://www.gov.uk/guidance/climate-change-risk-assessment-and-adaptation-planning-in-your-management-system**.

For small sewage treatment activities only: your management system must ensure that your sewage treatment system is maintained and run effectively. **https://www.gov.uk/guidance/develop-a-management-system-environmental-permits**

You can find guidance on management systems here: **https://www.gov.uk/guidance/develop-a-management-system-environmental-permits**

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

What management system are you providing for your regulated facility?

☑ ISO 14001

☐ BS 8555 (Phases 1–5)

☐ BS EN ISO 14005:2019

☐ Green dragon

☐ EMAS Global

☐ Other

☐ Own management system

Please send us a summary of your updated management system and a copy of your accreditation (if applicable) with your application.

Document reference/s

Appendix C EMS Certificate

4 Environmental risk assessment

Your environmental risk assessment will need updating to consider any additional or other changes in risk. The risk assessment must show the measures in place to reduce and control risks.

The risk assessment must follow the methodology set out in 'Risk assessments for your environmental permit' (see **https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit**), or an equivalent method.

Include modelling reports and files where you have carried out detailed modelling.

If a habitat site is within screening distance, then an additional fee will be required. See **https://www.gov.uk/government/publications/environmental-permits-and-abstraction-licences-tables-of-charges**

You must provide an updated environmental risk assessment. Your risk assessment should clearly identify any additional or other changes in risk. This does not apply when we can do the risk assessment for you. We can do the risk assessment for you where you are:

- a farmer discharging certain substances to ground
- discharging domestic treated sewage, (depending on volume and site sensitivities)

See 'Risk assessments for your environmental permit' at **https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit#when-the-environment-agency-can-do-your-risk-assessment** for further details on when we can do your risk assessment for you.

Document reference(s) for the updated risk assessment, including modelling reports and files where applicable

Appendix D ERA (ref. OCO_2026.02/02)

5 Site condition report

This section is applicable to Part A installations, waste and mining waste operations only. Do not complete for mining waste facilities.

This section does not apply to areas of land where waste is permanently deposited, for example areas of landfill, mining waste operations and deposit for recovery. It does apply to any parts of the site where waste will not be permanently deposited, for example a weighbridge area that will not be backfilled with waste.

You can contact us for pre-application advice on site condition reports, see: **https://www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit**

If you want to make any of the changes listed in question 5a, you will need to submit an updated site condition report (SCR). This must include an updated site plan. For details of what to include on the site plan, see the H5 template linked below.

If you do not currently have an SCR, you should use the **H5 Site Condition Report word template https://www.gov.uk/government/publications/environmental-permitting-h5-site-condition-report** to prepare one.

You should keep your SCR up to date throughout the life of your permit. It will help you show how you have protected land and groundwater when you come to surrender your permit.

For SCR guidance and a template see:

https://www.gov.uk/government/publications/environmental-permitting-h5-site-condition-report.

5 Site condition report, continued

5a Are you proposing to make any of the following changes:

- extend your site boundary
- add an installation
- use, produce or release any new hazardous substances
- relocate hazardous substances to a new area within your site?

☑ No **Go to section 6**

☐ Yes Provide a site condition report, or an updated site condition report together with a summary of the changes.

Document reference(s) of your site condition report

Document reference(s) of your change summary document

For installations, go to question 5b

For waste and mining waste operations, go to **section 6**.

5b Stage 1 to 3 assessment for hazardous substances (installations only)

Question 5b only applies to installations.

If you want to make any of the changes listed in question 5b, you will need to update your stage 1 to 3 assessment. If you do not already have a stage 1 to 3 assessment, you will need to carry one out.

For guidance on producing a stage 1 to 3 assessment, see 'EC Commission Guidance concerning baseline reporting (2014/C 136/03)' (**https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:52014XC0506(01)&from=EN**)

We have also produced a stage 1 to 3 assessment guidance document with worked examples. To request a copy, contact our pre-application service and ask for 'EPR advice note: Stage 1 to 3 assessment'. See: **https://www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit**

Are you proposing to make any of the following changes:

- use, produce or release any new hazardous substances
- relocate any hazardous substances you currently use, produce or release to a new area within your site boundary?

☐ No **Go to section 6**

☐ Yes Tick to confirm you have included a stage 1 to 3 assessment as part of your updated site condition report

Go to question 5c

5 Site condition report, continued

5c Baseline reference data (installations only)

Section 5c only applies to installations.

If your stage 1 to 3 assessment identifies a risk to soil and groundwater from relevant hazardous substances, you must provide baseline reference data for those substances. You may be unable to provide this information as part of your application. In this situation, it is likely that we will include an improvement condition in your permit. This will require you to submit baseline reference data within a given timeframe.

You will also be required to do periodic monitoring of soil and groundwater if your stage 1 to 3 assessment identified there is a risk to soil and groundwater from relevant hazardous substances.

It is recommended that you plan for this and include details of your proposed monitoring plan in your updated site condition report. The monitoring period in your permit will depend on the severity of the risk.

If your stage 1 to 3 assessment identifies a risk to soil and groundwater from any other potentially polluting substances, we recommend you establish baseline reference data.

5c.1 Has your stage 1 to 3 assessment identified a risk to soil and groundwater from relevant hazardous substances?

☐ No

☐ Yes Go to question 5c.2

5c.2 Have you have provided baseline reference data in your site condition report?

☐ No

☐ Yes

5c.3 Has your stage 1 to 3 assessment identified a risk to soil and groundwater from any other potentially polluting substances?

☐ No Go to section 6

☐ Yes Go to question 5c.4

5c.4 Have you have provided baseline reference data in your site condition report?

☐ No

☐ Yes

6 Other supporting information

6a Provide a non-technical summary of your application

Write a summary that explains your application. Summarise the key technical standards and control measures for your proposed changes. Use non-technical language wherever possible and avoid detailed data and scientific discussion. Other parts of the application form will ask for these details when necessary.

For mobile plant, tell us how the proposed changes could impact land quality. Describe the mobility of your plant and how you intend to operate.

6 Other supporting information, continued

Document reference of the non-technical summary

Appendix A NTS (OCO_2026.02/01)

6b Updated site plans (not for mobile plant)

If you are extending your site boundary or adding a discharge point you must send us a revised site plan or plans.

For an example of a suitable plan please see **Appendix 3**.

If you are sending us a paper copy of your plan it must be either A3 or A4 size. Alternatively, you can send us an electronic copy. For both formats, the plan must be legible at A4 size, drawn to scale, and include a scale bar. The plan should also include a date, a reference and local features.

For installations, waste and mining waste operations your site plan must also:

- identify all the land on which your activities will take place
- clearly show the outline of the site (preferably in a green colour)

It may be possible to incorporate your site plan into your site condition report plan.

For water discharge or groundwater activity permits your site plan must also show:

- any treatment plant
- the sample point
- the point where the effluent is discharged to the receiving environment

Are you extending your site boundary or adding a discharge point?

☑ No

☐ Yes

Document reference/s of the plans

Appendix E 2020 Site Layout Plan

6c Fire prevention plan (not for mobile plant)

You may need to submit a fire prevention plan (FPP) if you want to start storing combustible waste.

You may need to submit a revised FPP if your changes will increase the fire risk in other ways. This could be an increase in the risk of a fire occurring or an increase in the environmental risk if a fire occurs.

You will not need an FPP if both of the following apply:

- you only store waste with low combustibility
- we are satisfied that you can meet the 3 fire prevention objectives without using any of the measures in our FPP guidance (or alternative measures)

See our FPP guidance at: **https://www.gov.uk/government/publications/fire-prevention-plans-environmental-permits**

6 Other supporting information, continued

Complete this question if you accept or propose to accept combustible waste.

6c.1 Does our Fire Prevention Plan guidance apply to any of your activities?

☑ No Go to section 7

☐ Yes Go to question 6c.2

6c.2 Do you want to start storing combustible waste or will the fire risk increase in other ways?

☑ No

☐ Yes Provide a fire prevention plan or revised fire prevention plan that meets our guidance.

Document reference of the fire prevention plan

7 Consultation

Complete questions 7a to 7c for installations and waste operations and 7d for installations only. You will only need to answer the following questions if your proposed changes will result in the release of any substances to sewer or certain waters.

Does the change or addition to the waste operation or installation involve releasing any substance into any of the following?

7a A sewer managed by a sewerage undertaker?

☑ No

☐ Yes Please name the sewerage undertaker

7b A harbour managed by a harbour authority?

☑ No

☐ Yes Please name the harbour authority

7c Directly into inshore waters?

☑ No

☐ Yes Please name the relevant Inshore Fisheries and Conservation Authority (**https://association-ifca.org.uk/**)

7 Consultation, continued

7d Is the installation on a site for which:

7d.1 a nuclear site licence is needed under section 1 of the Nuclear Installations Act 1965?

☑ No

☐ Yes

7d.2 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

8 How to contact us

If you have difficulty using 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**

Website: **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

Would you like a reply to your feedback?

☐ Yes please

☐ No thank you

Appendix 1 – Low impact installation checklist (if you completed question 2f, low impact installations, you must also complete this checklist below).

Guidance for applicants on low impact installations

The Industrial Emissions Directive (IED) requires us to permit all installations regardless of their potential for environmental harm.

Consequently, we have developed the Low Impact Installation (LII) permit. If the criteria for LII are met, then a simpler permitting approach is adopted but all other aspects of the Environmental Permitting Regulations (EPR) still apply. LII sites are expected to require minimal regulatory effort by our staff.

Such reduction in regulatory effort can be reflected in lower subsistence charges for operators. The low impact qualifying criteria are demanding, as they are not designed to circumvent the purposes of the IED Directive or the Environment Permitting Regulations that implement them.

We do not consider the following waste activities under Schedule 1 of the Environmental Permitting Regulations to be eligible for the low impact approach:

- Section 5.1 – Incineration and co-incineration of waste
- Section 5.2 – Disposal of waste by landfill
- Section 5.3 – Disposal or recovery of hazardous waste, (except for standard rules SR2012 No13 for the treatment of incinerator bottom ash)
- Section 5.4 – Disposal, recovery or a mix of disposal and recovery of non-hazardous waste
- Section 5.6 – Temporary or underground storage of hazardous waste Requirements on the operator

Requirements on the operator

If you can comply with this guidance, you may pay the lower subsistence charge, as set out in our charges scheme. You must first demonstrate to us that your installation can have only a low impact on the environment through your variation application. We will check that the application is duly made and meets the criteria set out in this guidance. If we do not agree that the installation meets these criteria, we will not proceed to determine the application.

An application for a permit variation must address all the matters set out in the guidance on environmental permitting applications in sufficient detail to allow us to determine it, even if you believe that you are likely to satisfy the LII criteria. You must show through your application that your installation meets each of the conditions set out below. The application might not have to be as detailed as that required for installations that do not meet these criteria. However, it will still need to be made in the proper manner, advertised and entered on the Public Register in the usual way. In coming to our view, we will consider any comments that we receive about the application as part of the consultation process.

The permit conditions for a LII will meet the requirements of the Environmental Permitting Regulations. The permit conditions will also aim to ensure that an installation is operated in such a way that all appropriate measures are taken to avoid pollution, in particular through the application of best available techniques (BAT) and achieving a high level of protection of the environment as a whole. The operator will be required to report each year that the installation is still running as set out in the application and certify that actual releases remain below the levels set out in this guidance.

Appendix 1 – Low impact installation checklist, continued

Installation reference

Low impact installation criterion	Section of supporting document that shows how your proposed activity meets the LII criterion	Do you meet LII criterion?
A – Management techniques		☐ Yes ☐ No
B – Aqueous waste		☐ Yes ☐ No
C – Abatement systems/ releases to air		☐ Yes ☐ No
D – Emissions to groundwater		☐ Yes ☐ No
E – Waste production		☐ Yes ☐ No
F – Energy consumption		☐ Yes ☐ No
G – Accident prevention		☐ Yes ☐ No
H – Noise		☐ Yes ☐ No
I – Emissions of polluting substances		☐ Yes ☐ No
J – Odours		☐ Yes ☐ No
K – Compliance history		☐ Yes ☐ No

If you answered 'No' to any of the questions above, your installation cannot be considered as a low impact installation.

Appendix 1 – Low impact installation checklist, continued

Determination of low impact installations

We will determine what constitutes a low impact installation according to the principles set out below. You must demonstrate to our satisfaction that such is the nature of the installation, there is no reasonable likelihood that you will fail to meet any of these criteria.

A. **Management techniques:** All the criteria described below must be met without having to rely on significant management effort. In other words, the installation intrinsically must have only a low environmental impact, including under start up, shut down, or abnormal operating conditions.

B. **Wastewater:** The installation must not release more than 50 m³ per day of water from process activities conducted at the installation giving rise to effluent. No account need be taken of the volume of water exported from the installation as product. Characterise and quantify any aqueous effluents released from the installation on a daily basis and provide justification that the installation releases no more than 50 m³ per day of water from process activities.

C. **Abatement systems/releases to air:** The installation must comply with the criteria in this guidance without having to rely on active abatement for releases to the environment outside of any buildings. Releases must not be dependent on continuing or correct operation of equipment, where failure of active pollution prevention systems could result in an unacceptable external release. For example, if the installation depends on active abatement in the form of scrubbers, filters or electrostatic precipitators to achieve the releases to the environment set out in this guidance, it is unlikely that it can be treated as having only a low potential for impact. However, abatement systems installed solely for the protection of workers (where abatement is not to attenuate external environmental releases) need not be included in this assessment.

D. **Emissions to groundwater:** There must be no planned or fugitive emission from the permitted installation into the ground, or any soak away. This does not preclude the discharge of clean rainwater run-off into soak ways.

E. **Waste production:** The installation must not produce more than one tonne of waste or 10 kg of hazardous waste per day, averaged over a year, with no more than 20 tonnes of Directive waste or 200 kg of hazardous waste being produced in any one day.

F. **Energy consumption:** The installation must not consume energy at a rate greater than 3 MW or, if the installation uses a combined heat and power installation to supply any internal process heat, 10 MW. These limits apply to the sum of energy imported as electricity and produced on site through the combustion of fuels.

G. **Accident prevention:** You must have in place satisfactory containment measures to prevent fugitive emissions to surface water, sewer or land and ensure that these are adequately maintained at all times. This requirement applies to all substances present on site and in any quantity.

H. **Noise:** There must be only a low potential for causing offence due to noise. An installation will not be considered as a low impact installation if it may give rise to noise noticeable outside the installation boundary. This requires the exercise of judgement, taking account of any history of noise complaint arising from the installation and consideration of the likely offsite noise levels and proximity of sensitive receptors. Describe the main sources of noise from the installation, the nearest noise sensitive locations and any relevant noise measurement surveys which have been undertaken, and the proposed techniques and measures for the control of noise. Provide justification that there is only a low potential for offence due to noise.

Appendix 1 – Low impact installation checklist, continued

I. **Emissions of polluting substances:** Justify that there will be no likelihood of a release to the environment of any particular substance from the whole installation at a rate greater than that determined as insignificant as set out in our guidance note (search for 'Control and monitor emissions for your environmental permit' at: **https://www.gov.uk/guidance/control-and-monitor-emissions-for-your-environmental-permit**. Describe the nature, quantities and sources of foreseeable emissions from the installation.

J. **Odour:** There must be only a low potential for giving offence due to odour. An installation will not be considered as a low impact installation if it may give rise to an offensive smell noticeable outside the installation boundary. This requires the exercise of judgement, taking account of any history of odour complaint from the installation and whether this class of activity is known by experience to give rise to smells. A significant possibility or actual history of excursions or fugitive emissions, for example from stored materials, would suggest that the installation could not be treated as having a low impact. Provide details of potential sources of odour from the installation, for example from stored materials, and justify that there is only a low potential for offence due to odour.

K. **Compliance history:** If any of the following enforcement actions have taken place at the same installation under the same management (and where appropriate, have not been overturned on appeal), then it will not normally be considered further as a low impact installation:

- prosecution*
- formal caution*
- suspension notice*
- enforcement notice relating to an actual or potential environment incident*

* (All under EPR or the equivalent under previous environmental regimes)

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

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

1 Relevant Offences – date of birth information for each relevant person

Please give us the following details if you have answered 'Yes' to question 3a1

Name of relevant person 1

Date of birth (DD/MM/YY)

Name of relevant person 2

Date of birth (DD/MM/YY)

Name of relevant person 3

Date of birth (DD/MM/YY)

Name of relevant person 4

Date of birth (DD/MM/YY)

Continue on a separate sheet as required

Document reference of continuation sheet

Appendix 2 – Date of birth information for Relevant offences and/or Technical competence questions only, continued

2 Technical competence – date of birth information for each technically competent manager

Please give us the following details (relevant waste operations only)

Name of technically competent manager 1

Date of birth (DD/MM/YY)

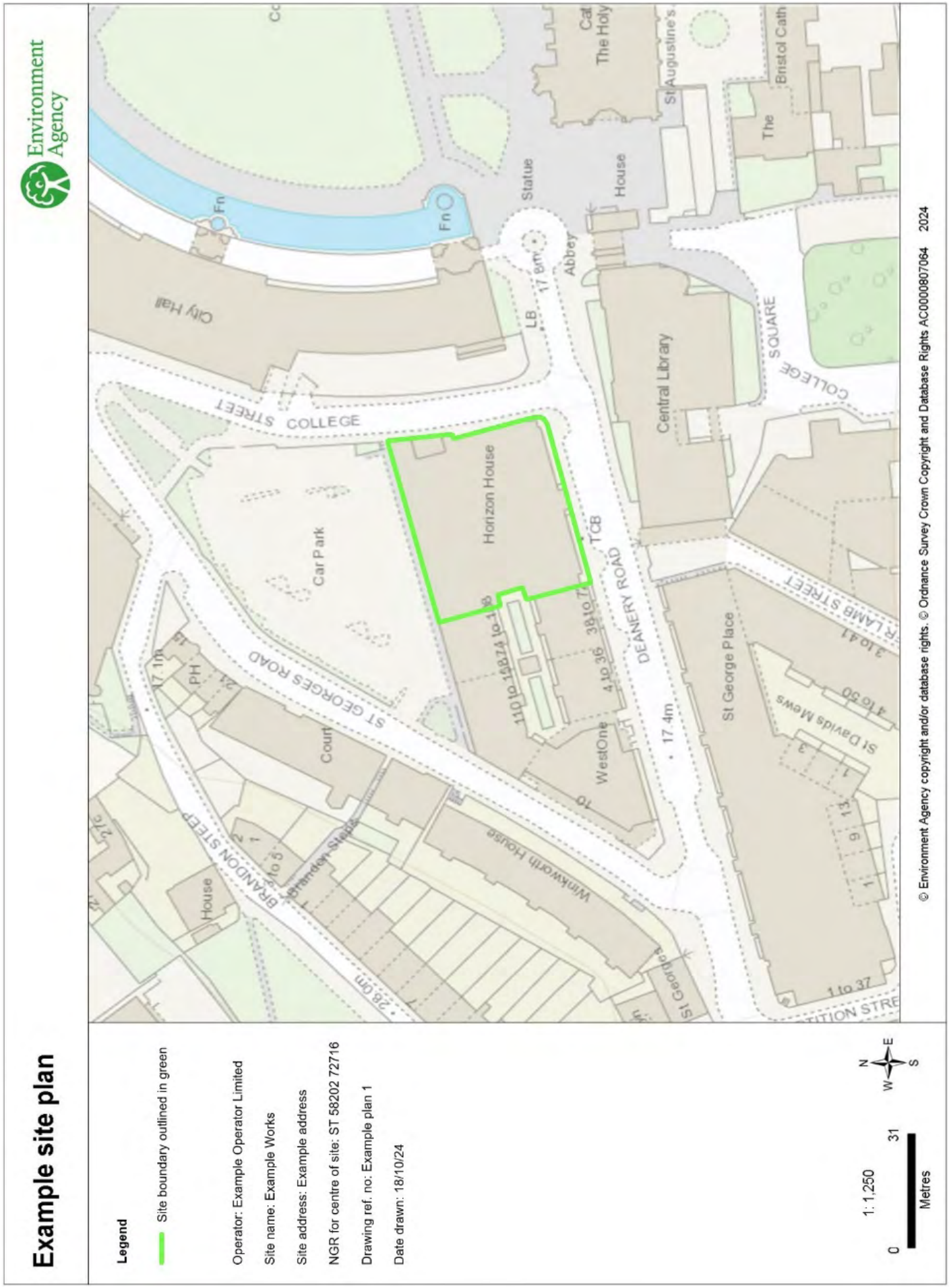
Name of technically competent manager 2

Date of birth (DD/MM/YY)

Continue on a separate sheet as required

Document reference of continuation sheet

Appendix 3 – Example site plan



Copyright issue

Please note that some plans and maps will be copyright. Unless you are using your own maps or plans or have paid for the copyright (for example with Ordnance Survey) you may not have the right to reproduce the map or plan.

Application for an environmental permit
Part C3 – Variation to a bespoke installation permit

Environment Agency

Fill in this part of the form, together with part A, part C2 and part 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 go 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 activities are you applying to vary?

Fill in Table 1a below with details of all the activities listed in schedule 1 or other references (see note 1) of the Environmental Permitting Regulations (EPR) and all directly associated activities (DAAs) (in separate rows), that you propose to vary.

Note: if you want to add a Medium Combustion Plant or Specified Generator (MCP/SG) to your installation please use part C2.5 instead. If you want to vary an intensive farm permit please use part C3.5 instead.

Fill in a separate table for each installation 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 the document.

Document reference

1 What activities are you applying to vary?, continued

Table 1a – Types of activities

Schedule 1 listed activities						
Installation name	Schedule 1 or other references (See note 1)	Description of the activity (See note 2)	Activity capacity (See note 3)	Annex I (D codes) and Annex II (R codes) and descriptions	Hazardous waste treatment capacity (if this applies) (See note 3)	Non-hazardous waste treatment capacity (if this applies) (See note 3)
If there are not enough rows, send a separate document and give the document reference number here	Put your main activity first			For installations that take waste only	For installations that take waste only	For installations that take waste only
Leeds Aggregate Manufacturing	5.3 A(1)(a)(vi)	Treatment of haz waste	520	R5	520	N/A
	5.6 A(1)(a)	Storage of haz waste	2375	R13	2375	N/A

Directly associated activities (See note 4)		
Name of DAA If there are not enough rows, send a separate document and give the document reference number here	Description of the DAA (please identify the schedule 1 activity it serves)	
	No changes are being made to the existing DAAs (AR5 - AR9 in the EP)	
For installations that take waste (See note 5 below)	Total storage capacity	2375
	Annual throughput (tonnes each year)	120000

1 What activities are you applying to vary?, continued

Notes

1. Quote the section number, part A1 or A2 or B, then paragraph and sub paragraph number as shown in EPR part 2 of schedule 1.
2. Use the description from schedule 1 of EPR. Include any extra detail that you think would help to accurately describe what you want to do.
3. By 'capacity', we mean:

- the total incineration capacity (tonnes every hour) for waste incinerators
- the total landfill capacity (cubic metres) for landfills
- the total capacity (cubic metres) for the recovery of hazardous waste on land
- the total treatment capacity (tonnes each day) for waste treatment operations
- the total storage capacity (tonnes) for waste storage operations
- the processing and production capacity for manufacturing operations, or
- the thermal input capacity for combustion activities

4. Fill this in as a separate line and give an accurate description of any other activities associated with your schedule 1 activities. You cannot have Directly Associated Activities (DAAs) as part of a mobile plant application.
5. By 'total storage capacity', we mean the maximum amount of waste, in tonnes, you store on the site at any one time.

Types of waste accepted

For those installations that take waste, for each line in Table 1a (including DAAs), fill in a separate document to list those wastes you will accept on to the site for that activity. Give the List of Wastes catalogue code and description (see https://www.gov.uk/government/publications/waste-classification-technical-guidance).

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.

Please provide the reference for each document.

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 of this extra information: No changes to waste types for this variation

1 What activities are you applying to vary?, continued

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 Recovery of hazardous waste on land

Are you applying for a waste recovery activity involving the permanent deposit of inorganic hazardous waste on land for construction or land reclamation?

No ☑ Now go to question 2

Yes ☐

Have you written a waste recovery plan (WRP) that shows that you will use waste to perform the same function as non waste materials you would have used?

No You must write a WRP to support your application.

Yes

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

No

Yes

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

No

Yes

Please send us a copy of your current waste recovery plan that complies with our guidance at https://www.gov.uk/government/publications/deposit-for-recovery-operators-environmental-permits/waste-recovery-plans-and-deposit-for-recovery-permits. You need to highlight any changes you may have made since your pre-application discussions.

Document reference

Please note that there is an additional charge for the assessment or re assessment of a waste recovery plan that must be submitted as part of this application. For the charge see https://www.gov.uk/government/publications/environmental-permitting-charges-guidance/environmental-permitting-charges-guidance

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 installations.

Fill in one table for each installation, continuing on a separate sheet if necessary.

Table 2 – Emissions (releases)

Installation name	Leeds Aggregate Manufacturing Facility			
Point source emissions to air				
Emission point reference and location	Source	Parameter	Quantity	Unit
The variation does not introduce any new				
emissions				
Point source emissions to water (other than sewers)				
Emission point reference and location	Source	Parameter	Quantity	Unit
The variation does not introduce any new				
emissions				
Point source emissions to sewers, effluent treatment plants or other transfers off site				
Emission point reference and location	Source	Parameter	Quantity	Unit
The variation does not introduce any new				
emissions				
Point source emissions to land				
Emission point reference and location	Source	Parameter	Quantity	Unit
The variation does not introduce any new				
emissions				

You will also need to complete application form part C6 if your variation includes changing or adding a point source emission(s) to:

- water
- groundwater or
- sewer

Supporting information

3 Operating techniques

3a Technical standards

Fill in Table 3a for each activity at the installation you refer to in Table 1a above and list the 'Best Available Techniques' you are planning to use. If you use the standards set out in the relevant BAT conclusion(s), BAT reference document(s) (BREF) and/or technical guidance(s) (TGN) there is no need to justify using them within your documents in Table 3a.

For Part A(2) activities refer to https://www.gov.uk/government/collections/integrated-pollution-prevention-and-control-sector-guidance-notes and for Part B and Schedule 14 activities see https://www.gov.uk/government/collections/local-air-pollution-prevention-and-control-lappc-process-guidance-notes

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 (general bespoke permit) of the application form.

For each of the activities listed in Table 1a, the documents in 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 BAT conclusions, BREF or technical guidance
- how you will meet other standards set out in the relevant BAT conclusions document, BREF or technical guidance

Table 3 – Technical standards

Fill in a separate table for each activity at the installation.

Installation name	Leeds Aggregate Manufacturing Facility	
Description of the schedule 1 activity or directly associated activity	Best available technique (BATC, BREF or TGN reference) (see footnote below)	Document reference (if appropriate)
5.3 A(1)(a)(vi) - treatment of waste to produce an aggregate	Chemical Waste: Appropriate Measures guidance	No changes to techniques as a result of this variation
5.6 A(1)(a) - temporary storage of hazardous waste		

* Directive 2010/75/EU of the European Parliament and of the Council of 24 November 2010 on industrial emissions (integrated pollution prevention and control)

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: No changes to techniqes from that already permitted

3a1 Does your permit (in Table 1.2 Operating Techniques or similar table in the permit) have references to any of your own documents or parts of documents submitted as part of a previous application for this site?

No ☐ Now go to 3b

Yes ☑ Please tell us in a separate document what document references are no longer valid or have been superseded and why

Please also tell us below the reference number you have given the document and send it in with your application

Document reference: See Appendix F OP Techniques (ref. OCO_2026.02/03)

3b General requirements

Fill in a separate Table 4 for each installation.

Table 4 – General requirements

Name of the installation	Leeds Aggregate Manufacturing Facility
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 See Appendix D ERA (OCO_2026.02/02)
Where the technical guidance or your risk assessment shows that odours are an important issue, send us your odour management plan	Document reference or references N/A - see ERA
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 N/A - see ERA

For guidance on risk assessments for your environmental permit see https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit

3c Types and amounts of raw materials

Fill in Table 5 for all schedule 1 activities. Fill in a separate table for each installation.

Table 5 – Types and amounts of raw materials

Name of the installation		Leeds Aggregate Manufacturing Facility		
Capacity (See note 1 below)		2375 tonnes and 520 tpd		
Schedule 1 activity	Description of raw material and composition	Maximum amount (tonnes) (See note 2 below)	Annual throughput (tonnes each year)	Description of the use of the raw material including any main hazards (include safety data sheets)
No changes in raw materials				

Notes

1 By 'capacity', we mean the total storage capacity (tonnes) or total treatment capacity (tonnes each day).

2 By 'maximum amount', we mean the maximum amount of raw materials on the site at any one time.

Use a separate sheet if you have a long list of raw materials, and send it to us with your application form. Please also provide the reference of this extra sheet.

Document reference

3d 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 below, you must answer the questions in the related document.

Table 6 – Questions for specific sectors

Sector	Appendix
Combustion	See the questions in appendix 1
Chemicals	See the questions in appendix 2
Incinerating waste	See the questions in appendix 3
Landfill and recovery of hazardous waste on land	See the questions in appendix 4

General information

Complete section 4 if you are proposing to change or add an emission point(s).

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 changes as a result of the variation application

4b Point source emissions to air only

4b1 Has the sampling location been designed to meet BS EN 15259 clause 6.2 and 6.3?

No ☐

Yes ☐

4b2 Are the sample ports large enough for monitoring equipment and positioned in accordance with section 6 and appendix A of BS EN 15259?

No ☐

Yes ☐

4b3 Is access adjacent to the ports large enough to provide sufficient working area, support and clearance for a sample team to work safely with their equipment throughout the duration of the test?

No ☐

Yes ☐

4b4 Are the sample location(s) at least 5 HD from the stack exit

No ☐

Yes ☐

4b5 Are the sample location(s) at least 2 HD upstream from any bend or obstruction?

No ☐

Yes ☐

4b6 Are the sample location(s) at least 5 HD downstream from any bend or obstruction?

No ☐

Yes ☐

4b7 Does the sample plane have a constant cross sectional area?

No ☐

Yes ☐

4b8 If horizontal, is the duct square or rectangular (unless it is less than or equal to 0.35 m in diameter)

No ☐

Yes ☐

4b9 If you have answered 'No' to any of the questions 4b1 to 4b8 above, provide an assessment to how the standards in BS EN 15259 will be met.

Document reference of the assessment

5 Environmental impact assessment

5a Have your proposals been the subject of an environmental impact assessment under Council Directive 85/337/EEC of 27 June 1985 [Environmental Impact Assessment] (EIA)?

No ☑ Now go to question 6

Yes ☐ Please provide a copy of the environmental statement and, if the procedure has been completed:

- a copy of the planning permission
- the committee report and decision on the EIA

Document reference of the copy

6 Resource efficiency and climate change

If the site is a landfill or a recovery of hazardous waste on land activity, you only need to fill in this section if the application includes gas engines.

6a Describe the basic measures for improving how energy efficient your activities are

Document reference of the description: No changes as a result of the variation

6b Provide a breakdown of any changes to the energy your activities use up and create

Document reference of the description: No changes as a result of the variation

6c Have you entered into, or will you enter into, a climate change levy agreement?

No ☑ Describe the specific measures you use for improving your energy efficiency

Document reference of the description

Yes ☐ Please give the date you entered (or the date you expect to enter) into the agreement (DD/MM/YYYY)

Please also provide documents that prove you are taking part in the agreement.

Document reference of the proof

6d Explain and justify the raw and other materials, other substances and water that you will use

Document reference of the justification: No changes as a result of the variation

6e Describe how you avoid producing waste in line with Council Directive 2008/98/EC on waste

If you produce waste, describe how you recover it. If it is technically and financially impossible to recover the waste, describe how you dispose of it while avoiding or reducing any effect it has on the environment.

Document reference of the description: The site is a waste recovery activity

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

Website: https://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 ☐

Crystal Mark 19107
Clarity approved by Plain English Campaign

For Environment Agency use only

Date received (DD/MM/YYYY)

Payment received?

No ☐

Yes ☐ Amount received

Our reference number

£

Plain English Campaign's Crystal Mark does not apply to appendices 1 to 4.

Appendix 1 – Specific questions for the combustion sector

1 Identify the type of fuel burned in your combustion units (including when your units are started up, shut down and run as normal). If your units are dual fuelled (that is, use two types of fuel), list both the fuels you use

Fill in a separate table for each installation.

Installation reference			
Type of fuel	When run as normal	When started up	When shut down
Coal	☐	☐	☐
Gas oil	☐	☐	☐
Heavy fuel oil	☐	☐	☐
Natural gas	☐	☐	☐
WID waste	☐	☐	☐
Biomass (see notes 1 and 2 below)	☐	☐	☐
Biomass (see notes 1 and 2 below)	☐	☐	☐
Biomass (see notes 1 and 2 below)	☐	☐	☐
Biomass (see notes 1 and 2 below)	☐	☐	☐
Biomass (see notes 1 and 2 below)	☐	☐	☐
Landfill gas	☐	☐	☐
Other	☐	☐	☐

Notes

1. Not covered by Industrial Emissions Directive 2010/75/EU.
2. 'Biomass' is referred to The Renewables Obligation Order 2002 (https://www.legislation.gov.uk/uksi/2002/914/contents/made)

Give extra information if it helps to explain the fuel you use.

Document reference

Appendix 1 – Specific questions for the combustion sector, continued

2 Give the composition range of any fuels you are currently allowed to burn in your combustion plant

Fill in a separate table for each installation, continuing on a separate sheet if necessary

Fuel use and analysis					
Installation reference					
Parameter	Unit	Fuel 1	Fuel 2	Fuel 3	Fuel 4
Maximum percentage of gross thermal input	%				
Moisture	%				
Ash	% wt/wt dry				
Sulphur	% wt/wt dry				
Chlorine	% wt/wt dry				
Arsenic	% wt/wt dry				
Cadmium	% wt/wt dry				
Carbon	% wt/wt dry				
Chromium	% wt/wt dry				
Copper	% wt/wt dry				
Hydrogen	% wt/wt dry				
Lead	% wt/wt dry				
Mercury	% wt/wt dry				
Nickel	% wt/wt dry				
Nitrogen	% wt/wt dry				
Oxygen	% wt/wt dry				
Vanadium	mg/kg dry				
Zinc	mg/kg dry				
Net calorific value	MJ/kg				

Appendix 1 – Specific questions for the combustion sector, continued

3 If NOx factors are necessary for reporting purposes (that is, if you do not need to monitor emissions), please provide the factors associated with burning the relevant fuels

Fill in a separate table for each installation.

Installation reference	
Fuel	NOx factor (kgt^{-1})
Fuel 1	
Fuel 2	
Fuel 3	
Fuel 4	

Note: kgt^{-1} means kilograms of nitrogen oxides released for each tonne of fuel burned.

4 Will your combustion plant be subject to Chapter III of the Industrial Emissions Directive 2010/75/EU?

No ☐ Now fill in application form part F

Yes ☐

5 What is your plant?

an existing one ☐ A plant licensed before 1 July 1987

a new one ☐ A plant licensed on or after 1 July 1987 but before 27 November 2002, or a plant for which an application was made before 27 November 2002 and which was put into operation before 27 November 2003

a new-new one ☐ A plant for which an application was made on or after 27 November 2002 If you run more than one type of plant or a number of the same type of plant on your installation, please list them in the table below

6 If you run more than one type of plant or a number of the same type of plant on your installation, please list them in the table below

Fill in a separate table for each installation.

Installation reference	
Type of plant	Number within installation
Existing	
New	
New-new	
Gas turbine (group A)	
Gas turbine (group B)	

Appendix 1 – Specific questions for the combustion sector, continued

7 If you run an existing plant, have you submitted a declaration for the 'limited life derogation' set out in Article 33 of Chapter III of the Industrial Emissions Directive?

No ☐ Now go to question 9

Yes ☐

8 Have you subsequently withdrawn your declaration?

No ☐

Yes ☐

9 List the existing large combustion plants (LCPs) which have annual mass allowances under the National Emission Reduction Plan (NERP), and those with emission limit values (ELVs) under the LCPD

Installation reference	
LCPs under NERP	LCPs with ELVs

10 Do you meet the monitoring requirements of Chapter III of the Industrial Emissions Directive?

No ☐

Yes ☐ Document reference

11 Are you substantially refurbishing an existing installation according to the meaning given in Article 14 of the Energy Efficiency Directive?

No ☐

Yes ☐ Now go to question 12

12 Have you carried out a cost–benefit assessment (CBA) of opportunities for cogeneration (combined heat and power) or district heating under Article 14 of the Energy Efficiency Directive?

No ☐ Please provide supporting evidence of why a CBA is not required (for example, an agreement from us)

Document reference of this evidence

Yes ☐ Please submit a copy of your CBA

Document reference of the CBA

Appendix 2 – Specific questions for the chemical sector

1 Please provide a technical description of your activities

- The description should be enough to allow us to understand:
- the process
- the main plant and equipment used for each process
- all reactions, including significant side reactions (that is, the chemistry of the process)
- the material mass flows (including by products and side streams) and the temperatures and pressures in major vessels
- the all emission control systems (both hardware and management systems), for situations which could involve releasing a significant amount of emissions – particularly the main reactions and how they are controlled
- a comparison of the indicative BATs and benchmark emission levels standards: technical guidance notes (TGNs) (see https://www.gov.uk/government/collections/technical-guidance-for-regulated-industry-sectors-environmental-permitting); additional guidance 'The production of large volume organic chemicals' (EPR 4.01); 'Speciality organic chemicals sector' (EPR 4.02); 'Inorganic chemicals sector' (EPR 4.03); and best available techniques reference documents (BREFs) for the chemical sector

Document reference

2 If you are applying for a multi-purpose plant, do you have a multi-product protocol in place to control the changes?

No ☐

Yes ☐ Provide a copy of your protocol to accompany this application

Document reference

3 Does Chapter V of the Industrial Emissions Directive (IED) apply to your activities?

No ☐

Yes ☐ Fill in the following

3a List the activities which are controlled under the IED

Installation reference	
Activities	

3b Describe how the list of activities in question 3a above meets the requirements of the IED

Document reference

Appendix 3 – Specific questions for the waste incineration sector

If you are proposing to accept clinical waste, please complete your answer to question 3a 'Technical standards' with reference to relevant parts of our healthcare waste appropriate measures guidance (see https://www.gov.uk/guidance/healthcare-waste-appropriate-measures-for-permitted-facilities)

1a Do you run incineration plants as defined by Chapter IV of the Industrial Emissions Directive (IED)?

No ☐ You do not need to answer any other questions in this appendix

Yes ☐ IED applies

1b Are you subject to IED as

An incinerator? ☐

A co-incinerator? ☐

2 Do any of the installations contain more than one incineration line?

No ☐ Now go to question 4

Yes ☐

3 How many incineration lines are there within each installation?

Fill in a separate table for each installation.

Installation reference		
Number of incineration lines within the installation		
Reference identifiers for each line		

You must provide the information we ask for in questions 4, 5 and 6 below in separate documents. The information must at least include all the details set out in section 2 ('Key Issues') of S5.01 'Incineration of waste: additional guidance' (under the sub heading 'European legislation and your application for an EP Permit'). See https://www.gov.uk/government/collections/technical-guidance-for-regulated-industry-sectors-environmental-permitting.

You must answer questions 7 to 13 on the form below.

4 Describe how the plant is designed, equipped and will be run to make sure it meets the requirements of IED, taking into account the categories of waste which will be incinerated

Document reference

5 Describe how the heat created during the incineration and co-incineration process is recovered as far as possible (for example, through combined heat and power, creating process steam or district heating)

Document reference

Appendix 3 – Specific questions for the waste incineration sector, continued

6 Describe how you will limit the amount and harmful effects of residues and describe how they will be recycled where this is appropriate

Document reference

For each line identified in question 3, answer questions 7 to 13 below

Question 3 identifier, if necessary

7 Do you want to take advantage of the Article 45 (1)(f) allowance (see below) if the particulates, CO or TOC continuous emission monitors (CEM) fail?

No ☐

Yes ☐ This allows 'abnormal operation' of the incineration plant under certain circumstances when the CEM for releases to air have failed. Annex VI, Part 3(2) sets maximum half hourly average release levels for particulates (150 mg/m3), CO (normal ELV) and TOC (normal ELV) during abnormal operation.

Describe the other system you use to show you keep to the requirements of Article 13(4) (for example, using another CEM, providing a portable CEM to insert if the main CEM fails, and so on).

8 Do you want to replace continuous HF emission monitoring with periodic hydrogen fluoride (HF) emission monitoring by relying on continuous hydrogen chloride (HCl) monitoring as allowed by IED Annex VI, Part 6 (2.3)?

Under this you do not have to continuously monitor emissions for hydrogen fluoride if you control hydrogen chloride and keep it to a level below the HCl ELVs.

No ☐

Yes ☐ Please give your reasons for doing this

Appendix 3 – Specific questions for the waste incineration sector, continued

9 Do you want to replace continuous water vapour monitoring with pre-analysis drying of exhaust gas samples, as allowed by IED Annex VI, Part 6 (2.4)?

Under this you do not have to continuously monitor the amount of water vapour in the air released if the sampled exhaust gas is dried before the emissions are analysed.

No ☐

Yes ☐ Please give your reasons for doing this

10 Do you want to replace continuous hydrogen chloride (HCl) emission monitoring with periodic HCl emission monitoring, as allowed by IED Annex VI, Part 6 (2.5), first paragraph?

Under this you do not have to continuously monitor emissions for hydrogen chloride if you can prove that the emissions from this pollutant will never be higher than the ELVs allowed.

No ☐

Yes ☐ Please give your reasons for doing this

Appendix 3 – Specific questions for the waste incineration sector, continued

11 Do you want to replace continuous HF emission monitoring with periodic HF emission monitoring, as allowed by IED Annex VI, Part 6 (2.5), first paragraph?

Under this you do not have to continuously monitor emissions for hydrogen fluoride if you can prove that the emissions from this pollutant will never be higher than the ELVs allowed.

No ☐

Yes ☐ Please give your reasons for doing this

12 Do you want to replace continuous SO_2 emission monitoring with periodic sulphur dioxide (SO_2) emission monitoring, as allowed by IED Annex VI, Part 6 (2.5), first paragraph?

Under this you do not have to continuously monitor emissions for sulphur dioxide if you can prove that the emissions from this pollutant will never be higher than the ELVs allowed.

No ☐

Yes ☐ Please give your reasons for doing this

Appendix 3 – Specific questions for the waste incineration sector, continued

13 If your plant uses fluidised bed technology, do you want to apply for a derogation of the CO WID ELV to a maximum of 100 mg/m³ as an hourly average, as allowed by IED Annex VI, Part 3?

No ☐

Does not apply ☐

Yes ☐ Please give your reasons for doing this

14 Are you substantially refurbishing an existing installation according to the meaning given in Article 14 of the Energy Efficiency Directive?

No ☐

Yes ☐ Please go to question 15

Document reference of the CHP-ready assessment

15 Have you carried out a cost–benefit assessment (CBA) of opportunities for cogeneration (combined heat and power) or district heating under Article 14 of the Energy Efficiency Directive?

No ☐ Please provide supporting evidence of why a CBA is not required (for example, an agreement from us)

Document reference of this evidence

Yes ☐ Please submit a copy of your CBA

Document reference of the CBA

Appendix 4 – Specific questions for the landfill sector and recovery of hazardous waste on land activities

1. For the landfill sector, provide your Environmental Setting and Installation Design (ESID) report and any other risk assessments to control emissions.

For recovery of hazardous waste on land activities, provide your Environmental Setting and Site Design (ESSD) report and any other risk assessments to control emissions

Document reference

2. For recovery of hazardous waste on land activities, provide your Waste Acceptance Procedures (including Waste Acceptance Criteria)

Document reference

Refer to our guidance at
https://www.gov.uk/government/publications/deposit-for-recovery-operators-environmental-permits/waste-acceptance-procedures-for-deposit-for-recovery

3. Provide your hydrogeological risk assessment (HRA) for the site

Document reference

4. Provide your outline engineering plan for the site

Document reference

5. Provide your stability risk assessment (SRA) for the site

Document reference

6. Provide your landfill gas risk assessment (LFGRA) for the site

Document reference

We have developed guidance on these assessments and their reports which can be found at
https://www.gov.uk/government/collections/environmental-permitting-landfill-sector-technical-guidance

7. For recovery of hazardous waste on land activities, 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

Document reference of this evidence

Yes ☐ Document reference

8. Have you completed a proposed plan for closing the site and your procedures for looking after the site once it has closed?

No ☐ If you have answered 'no' for recovery of hazardous waste on land activities, refer to the section of your ESSD that explains why this is unnecessary for your site

Document reference of this evidence

Yes ☐ For landfill you must provide a closure and aftercare plan

Document reference

Application for an environmental permit Part F1 – Charges and declarations

When to complete the Part F1 form

Complete this form for all applications for:

- installations (except exclusions 1 and 2)
- waste operations (except exclusion 1)
- mining waste operations (except exclusion 1)
- medium combustion plant (except exclusions 1 and 3)
- specified generators (except exclusion 1 and 4)
- water discharges to surface water (except exclusions 1, 5, 6 and 7)
- groundwater activities (except exclusions 1, 6, 8, 9 and 10)

Exclusions – when you do not need to complete this form

You do not need to complete this form if your application is for:

1. an administrative variation. Use the **Part C0.5 form** instead.
2. a permit or non-administrative variation for intensive farming. Use the **Part B3.5 form** or **Part C3.5 form** as appropriate.
3. a medium combustion plant standard rule permit. See **MCP guidance**
4. a specified generator standard rule permit. See **SG guidance**
5. a permit to discharge up to 20 cubic metres a day of treated domestic sewage to surface water. Use the **Part B6.5 form**.
6. a water discharge or groundwater activity transfer notification. Use the **Part A** and **Part D1** forms. This exclusion does not apply to partial transfer of activities. You'll need to complete this Part F1 form as part of the permit variation to reflect the partial transfer.
7. a water discharge surrender notification. Use the **Part E1 form**. This exclusion does not apply to partial surrenders that need a permit variation. If a variation is required, you'll need to complete this Part F1 form as part of your variation application.
8. a permit to discharge up to 15 cubic metres a day of treated domestic sewage to ground. Use the **Part B6.5 form**.
9. a permit for an existing discharge up to 2 cubic metres a day of treated domestic sewage to ground in a source protection zone 1. Use the **Part B6.6 form**.
10. a groundwater activity surrender notification. Use the **Part E1 form**. You will still need to complete this Part F1 form for the following:
    - surrender applications for standalone groundwater activities at onshore oil and gas facilities
    - partial surrender notifications that need a permit variation. If a variation is required, you'll need to complete this Part F1 form as part of your variation application.

Completing this form

Visit our website to check this is the latest version of the form. See **Application for an environmental permit (charges and declarations): part F1**

Please read through this form before completing it.

You will need to refer to our **charging scheme and charge tables** and **charging guidance** to complete the form.

You can also use our **pre-application advice service** to help you work out your charges.

We expect it will take less than 3 hours to complete the form.

The form can be:

- saved to your computer or device and then filled in. We recommend using Adobe Acrobat software to avoid any compatibility issues.
- printed off and filled in by hand. Please write clearly in the answer spaces. If you need to use the links in this form, you can access the electronic version here: **https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-f1-opra-charges-declarations**

Other forms you will need to complete

You'll also need to complete other parts of the application form in addition to this Part F1 form. This depends on your facility type and what you are applying for:

- for a new bespoke permit visit **New bespoke environmental permit: application forms**
- for a new standard rules permit visit **Application for an environmental permit: part B1 standard facilities permit**
- If you already have a permit visit **Change, transfer or cancel your environmental permit**

Contents

1 When you need to pay an application charge

1.1 What are you applying for?

Complete Table 1 with your facility type, application type and number of applications.

Table 1

Facility type (see **note 1**)	Application type (see **note 2**)	Number of applications
Installation	Substantial Variation	1

Table 1 notes

1. Facility type

Choose the facility type from the following list:

- groundwater activity
- installation
- medium combustion plant or specified generator
- mining waste
- waste operation
- water discharge

Use a separate row for each facility type and each application type.

2. Application type

Choose the application type from the following list:

New permit:

- new bespoke permit
- new standard rules permit

Variation:

- minor variation
- normal variation
- substantial variation

Surrender:

- full surrender
- low risk surrender
- partial surrender
- partial surrender with variation

1 When you need to pay an application charge, continued

Transfer:

- full transfer
- partial transfer with variation

Use a separate row for each facility type and each application type.

1.2 Are you applying for any of the following?

Tick any that apply

☐ Part B installation surrender (except a partial surrender requiring a permit variation)

☐ waste mobile plant surrender

☐ authorised ship recycling facility (applications and renewals)

☐ bespoke groundwater mobile plant (all application types)

☐ staged application

If **none** of the above apply, go to **section 2**

If you have ticked **any** of the above, go to **section 4**

The following applications do not attract a charge:

- Part B installation surrender (except a partial surrender requiring a permit variation)
- waste mobile plant surrender

The following charges are payable on demand as time and materials charges:

- authorised ship recycling facility (applications and renewals)
- bespoke groundwater mobile plant (all application types)
- staged applications

For all other applications, charge payments must be made at the time of application.

2 Working out your application charge

For all applications, enter your fixed charges in Table 2. These charges are detailed in our charging scheme tables.

Complete Table 3 if additional charges apply. For example, where additional chargeable assessments are needed.

Your total application charge consists of your fixed charges, plus any additional charges. Complete Table 4 with these figures.

Do not add VAT as most application charges are outside the scope of VAT. The exception is pre-application charges where VAT is applicable. Your pre-application invoice will show if VAT has been included in the charge.

Application charges are set out in **Environmental permits and abstraction licences: tables of charges**.

Guidance on charges is available at **Environmental permits: when and how you are charged**.

You can also use our pre-application advice service to help you work out your charges. Visit **Get advice before you apply for an environmental permit**.

2 Working out your application charge, continued

2.1 Fixed charges

Complete Table 2 with all fixed charges relevant to your application.

Table 2

Ref (from charging table)	**Activity description** (from charging table)	**Additional description** (where applicable – see **note 1**)	**Application type** (from charging table)	**Fixed charge amount** (see **note 2**)
1.16.1.5	Hazardous waste installation - recycling and reclamation of inorganic waste	This covers the 3 production lines at the site (split into AR1, AR2 and AR3 in the EP)	Substantial Variation	12,797
1.16.4	Temporary or underground storage of waste		Substantial Variation (90% reduction applies as serves 1.16.1 activity above)	1,216.70
Total fixed charges				14,13.70

Continue on separate sheet as necessary

Document reference of continuation sheet (if any):

2 Working out your application charge, continued

Table 2 notes

1. Additional description

For multiple activities on the same permit:

- use a separate row for each chargeable activity
- add a description to help identify the correct charge. For example, if the same activity is being carried out multiple times or is a secondary activity.

Bulk permit transfer with the same charging table reference can be entered on the same row.

2. Fixed charge amount

Enter the fixed charge amount from the relevant **charging table**.

Show any reductions for:

- **batch permit transfers** (also see example 1 below)
- **multi-activity new permit applications** (also see example 2 below)
- **standalone directly associated activities**

New standard rules may not be shown in the current charging scheme tables. Whilst the scheme is being updated, you can find the charges by visiting **Standard rules: environmental permitting**. Then follow the link to the relevant rule set. The charges will be listed on the individual rule set page. Alternatively, you can contact us for pre-application advice by visiting **Get advice before you apply for an environmental permit**.

2 Working out your application charge, continued

Example 1 – batch transfer of 11 permits

Ref (from charging table)	**Activity description** (from charging table)	**Additional description** (where applicable)	**Application type** (from charging table)	**Fixed charge amount**
1.16.9	Household waste amenity site taking hazardous waste; includes assessment of fire prevention plan and odour management plan		Transfer application	£2,529 (100% of largest transfer charge)
1.16.9	Household waste amenity site taking hazardous waste; includes assessment of fire prevention plan and odour management plan		Transfer application	£5,058 (10 applications after 80% reduction)
Total fixed charges				£7,587

Example 2 – multi-activity new permit application

Ref (from charging table)	**Activity description** (from charging table)	**Additional description** (where applicable)	**Application type** (from charging table)	**Fixed charge amount**
1.7.1	Section 6.8: food and drink production	First production line	Permit application	£13,984 (100% of largest activity charge)
1.7.1	Section 6.8: food and drink production	Second production line (same activity carried out multiple times)	Permit application (part of above application)	£1,398 (after 90% reduction)
1.16.2.2	Section 5.4 (a)(ii): non-hazardous waste installation – physico-chemical treatment for disposal	Effluent treatment plant discharging to sewer (secondary activity)	Permit application (part of above application)	£1,344 (after 90% reduction)
Total fixed charges				£16,726

Note: example charges and calculations were correct at time of form publication.

2 Working out your application charge, continued

Now go to **question 2.2**

2.2 Additional application charges

Complete Table 3 with any additional application charges

Table 3

Charging scheme reference (table 1.19 or paragraph reference)	**Additional charge type**	**Tick all applicable**	**Charge amount**
1.19.1	Waste recovery plan or variation or revision of a waste recovery plan assessment	☐	
1.19.2	Habitats assessment (except where the application activity is a water discharge or groundwater activity)	☐	
1.19.3	Fire prevention plan assessment	☐	
1.19.4	Pests management plan assessment	☐	
1.19.5	Emissions management plan assessment	☐	
1.19.6	Odour management plan assessment	☐	
1.19.7	Noise and vibration management plan assessment	☐	
1.19.10	Habitats assessment for discharges to water and groundwater activities	☐	
1.19.11	Specific Substances Assessment for a water discharge activity to surface water	☐	
1.19.12	Specific Substances Assessment for a groundwater activity	☐	
Paragraph 10(a)	Advertising charge	☐	
Paragraph 10(c)	Enhanced pre-application charges (invoiced but not yet paid). Include the amount and invoice number in the ‘Charge amount’ column	☐	
Total additional charges			0

2 Working out your application charge, continued

Table 3 notes

Complete Table 3 if additional charges apply to your application.

Chargeable plans and assessments

Tick all chargeable plans and assessments submitted in support of your application. Enter the charge amount for each. Charges can be found in the relevant charging table at **Environmental permits and abstraction licences: tables of charges**

Some charges for assessing your plans and documents are already included in the fixed charge. Where this is applicable, it will be shown in the charge table description. For example, the description may say 'includes assessment of fire prevention plan'.

For further guidance visit **Charges for plans and assessments** for further information. There is no need to complete table 3 for assessments already included in the fixed charge.

Advertising charge

Tick the advertising charge box if we've told you we will be advertising your application. For further information see **Advertising charge**.

Enhanced pre-application advice charge

You must pay any outstanding pre-application charge invoices with your application. We will return any applications with unpaid invoices.

Now go to **question 2.3**

2.3 Total amount payable

Complete Table 4 with the total application charges payable.

Table 4

Charge	Charge amount
Total fixed charges (from **Table 2**)	14013.70
Total additional charges (from **Table 3**)	0
Total amount payable	14013.70

Now go to **section 3**

3 Payment

Only complete this section if your application needs to be accompanied by a payment. Refer to **question 1.2**.

Please note we are unable to:

- send you an invoice for application charges, (other than pre-application charges)
- accept payments in instalments

3 Payment, continued

3.1 Payment method

Tick one option to show your payment method. Then follow the link to the relevant payment section and follow the steps shown.

☐ Online card payment using GOV.UK Pay – go to **Paying by GOV.UK Pay**

☑ Electronic bank transfer (for example, by BACS) – go to **Paying by electronic bank transfer**

☐ Credit or debit card payment over the phone – go to **Paying by phone**

☐ Cheque – go to **Paying by cheque**

A. Paying by GOV.UK Pay

GOV.UK Pay is a digital payment system where you can pay using a Visa, MasterCard, Maestro card and some digital wallets.

Follow steps A1 to A3 to pay using GOV.UK Pay.

A1 Create your payment reference number

You'll need to include a unique reference number when making your payment. This reference number means we can match the payment to your application. It may cause delays if you do not include a reference number.

1. Start your reference number with one of the following codes, based on your facility type:
   - PSCAPPWASTE – for waste operations and mining waste operations
   - PSCAPPINST – for installations and medium combustion plant or specified generators
   - PSCAPPWQ – for water discharge and groundwater activities
2. Follow this with the first five letters of the applicant's name
3. Finish with your chosen unique identifying number

Example

- application is for a waste operation, so the code is: PSCAPPWASTE
- applicant is Anyfirm Limited, so the first five letters are: ANYFI
- applicant's chosen identifier is: 01

The payment reference number is therefore: PSCAPPWASTEANYFI01

Make a note of this reference number. You'll need to provide it in step A3 below.

A2 Go to GOV.UK Pay payment page

Click on the relevant link below according to your facility type. This will take you to the relevant page to make your payment.

- Link for: **waste operations and mining waste operations**
- Link for: **installations and medium combustion plant/specified generators**
- Link for: **water discharges and groundwater activities**

3 Payment, continued

A3 Complete the payment details below

Payment reference number

Payment amount

Payment date

Now go to **section 4**

B. Paying by electronic bank transfer

Follow steps B1 to B3 to pay by electronic bank transfer, such as BACS.

B1 Create your payment reference number

You'll need to include a unique reference number when making your payment. This reference number means we can match the payment to your application. It may cause delays if you do not include a reference number.

1. Start your reference number with one of the following codes, based on your facility type:

- PSCAPPWASTE – for waste operations and mining waste operations
- PSCAPPINST – for installations and medium combustion plant or specified generators
- PSCAPPWQ – for water discharge and groundwater activities

2. Follow this with the first five letters of the applicant's name
3. Finish with your chosen unique identifying number

Example

- application is for a waste operation, so the code is: PSCAPPWASTE
- applicant is Anyfirm Limited, so the first five letters are: ANYFI
- applicant's chosen identifier is: 01

The payment reference number is therefore: PSCAPPWASTEANYFI01

Make a note of this reference number. You'll need to provide it in step B3 below.

B2 Log onto your banking system

Log onto your banking system to transfer the funds.

You'll need to use the following information to make your payment:

Payee name:	Environment Agency
Sort code:	60-70-80
Account number:	10014411
Account name:	EA RECEIPTS

If you are making your payment from outside the United Kingdom, it must be in sterling. Our IBAN number is GB23NWBK60708010014411 and our SWIFTBIC number is NWBKGB2L.

3 Payment, continued

B3 Complete the payment details below

Name of account holder

OCO Technology

Payment reference number

PSCAPPINSTOCOTE243

Payment amount

14013.70

Payment date

24/03/2026

Also email your payment details and reference number to **ea_fsc_ar@gov.sscl.com**.

Now go to **section 4**

C. Paying by phone

If you want to pay by phone, add the name and phone number of the person making the payment.

Name

Phone number

We'll call the above person to arrange payment. We can accept payments by Visa, MasterCard or Maestro card only.

Now go to **section 4**

D. Paying by cheque

Make your cheque payable to 'Environment Agency' and cross it with 'A/C Payee' (if not already printed on the cheque).

Write the following on the back of your cheque:

- applicant's name
- application reference number (if known)
- application site address and postcode (where applicable)

Enter the cheque number below

3 Payment, continued

If you're submitting a paper application, include your cheque with the application.

If you're emailing your application, include a covering note with your cheque. Post your cheque to our Integrated Permitting Services at the address shown in **section 11**.

Please note, we're unable to accept post-dated cheques.

It is usually quicker and easier to complete your payment online or by phone.

Now go to **section 4**

4 Privacy notice

See how we use your personal information in services to support environmental permitting by visiting **Environmental permits privacy notice**.

Now go to **section 5**

5 Commercial and industrial confidentiality

We're required to put a copy of your application on a public register. We may exclude information we consider to be confidential from the public register. 'Confidential information' in this context means it is commercially or industrially confidential.

You can ask for information in your application to be treated as confidential. You should request confidentiality when you submit your application.

To be considered fully, your request must:

- clearly identify which information should be considered confidential
- include a clear justification for each item you want kept from the public register
- include evidence that the confidentiality is provided by law to protect a legitimate economic interest

Confidential information should be easy to separate from the rest of your application. For example, you could submit two versions of the same document. One version that contains the confidential information and is marked accordingly. The other document is the same, but with the confidential information hidden or removed.

Information identified as confidential won't be put on the public register while we review your request. We'll let you know the outcome once our decision has been made.

You can find further information on commercial and industrial confidentiality by visiting **Environmental permitting guidance: Core guidance**.

Only tick the box below if you do want to claim commercial or industrial confidentiality.

☐ I wish the information I have identified to be treated as confidential and excluded from the public register.

Now go to **section 6**

6 National security

We maintain a public register of permitting applications. We can be directed to exclude information in the interests of national security. If your application contains such information, you may notify the Secretary of State. They will decide whether it should be excluded from the register.

You must tell us if you have given notice to the Secretary of State. You must still include the information in your application. It will be excluded from the register unless the Secretary of State decides it should be included.

You cannot apply for national security using this application form.

You can find further information on national security by visiting **Environmental permitting guidance: Core guidance**.

Now go to **section 7**

7 Ecological survey information

7.1 Have you provided ecological survey data as part of your application?

☐ Yes – go to **question 7.2**

☑ No – go to **section 8**

7.2 Use of ecological survey data

We may wish to use any ecological survey data you have supplied for other purposes as detailed below.

We assume that we are permitted to use the information you supply to us, in connection with our statutory and regulatory responsibilities. In particular (although there may be other uses), we may:

- incorporate the information into our datasets and mapping. These are used for a variety of purposes
- provide information to other applicants and organisations where this enables us to protect wildlife as we are directed to do in the Environment Act
- respond to requests for information under the Freedom of Information Act and the associated Environmental Information Regulations 2004 and agree limited usage rights in accordance with our Standard Notices that we use when supplying our information
- license datasets and mapping derived from or containing information

If you have any queries, please contact us using the details in **section 10** of this form

☐ Tick this box if you do **not** want us to use information from any ecological survey that you have supplied with your application

8 Declaration

Who should complete the declaration

The person needing to complete the declaration depends on the type of legal entity applying. This is set out below:

Individual

One of the following must sign the declaration:

- the individual

8 Declaration, continued

- someone with written authorisation from the individual

Multiple individuals (see below for unincorporated organisations)

One of the following must sign the declaration:

- all individuals named, or to be named on the permit
- someone with written authorisation from all individuals named, or to be named on the permit

Unincorporated trusts, charities and societies

One of the following must sign the declaration:

- trustee
- chairperson
- treasurer
- secretary
- person with a similar position
- someone with written authorisation from any of the above

Registered company

One of the following must sign the declaration:

- director registered at Companies House
- company secretary registered at Companies House
- any similar company officer registered at Companies House
- someone with written authorisation from any of the above

Limited liability partnership

One of the following must sign the declaration:

- partner registered at Companies House
- partnership secretary registered at Companies House
- someone with written authorisation from any of the above

Other incorporated body

One of the following must sign the declaration:

- chairperson
- treasurer
- secretary
- person with a similar position
- someone with written authorisation from any of the above

Public body or ministerial government department

A person with delegated authority under the body's non-financial scheme of delegation must sign the declaration.

Corporate bodies subject to insolvency procedures

The official Receiver or appointed insolvency practitioner must sign the declaration.

8 Declaration, continued

Written authorisations

If you are the applicant and want someone to complete the below declaration on your behalf, you must give them written authorisation to do so.

Your authorisation must confirm the person has authority to complete the declaration for you. Include a copy of the authorisation with your application, unless we already hold a valid one on file.

Agents or consultants cannot complete the declaration without written authorisation from the applicant.

8.1 Declaration by current permit holder or applicant applying for a new permit

The declaration and details below must be completed by the:

- current permit holder for variation, transfer and surrender applications
- applicant applying for a new permit

Declaration

Note: It is an offence under the Environmental Permitting (England and Wales) Regulations 2016 to knowingly or recklessly make a statement that is false or misleading for the purpose of obtaining an environmental permit, variation, transfer or surrender (for yourself or anyone else)

For further information visit **Environmental Permitting Regulations (EPR) offences**

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 misleading information.

☑ Tick this box to confirm that you understand and agree with the declaration above.

In addition, if you are applying for a standard rules permit, tick the box below if you agree with the statement.

☐ I confirm that my standard rules facility will fully meet the rules that I have applied for.

Now complete your details below. You do not need to provide a signature as well.

Person completing declaration

Title (Mr, Mrs, Miss and so on) (optional)

Mr

First name

Lee

Last name

Thompson

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

O.C.O Technology Limited

Position (if relevant)

Director

'Position' could, for example, be a director, secretary, trustee, or partner in a partnership

8 Declaration, continued

Date of declaration (DD/MM/YYYY)

24/03/2026

Use **Appendix 1** if more than one person needs to complete the declaration for the same applicant. For example, where multiple individuals are to be named on the permit.

8.2 Are you applying for a permit transfer?

☐ Yes – now go to **question 8.3**

☑ No – now go to **section 9**

8.3 Declaration by proposed new permit holder

The proposed new permit holder must complete the declaration and their details below.

Declaration for permit transfer applications

Permit transfer applications are joint applications.

The existing permit holder must complete the declaration and details in **question 8.1**.

The proposed new permit holder must complete the declaration and details below.

Note: there may be situations when you're unable to trace the permit holder or a joint holder. You may still be able to transfer the permit without their declaration. Contact us to discuss this. You'll need to supply evidence in your application to confirm you're unable to trace them.

It is an offence under the Environmental Permitting (England and Wales) Regulations 2016 to knowingly or recklessly make a statement that is false or misleading for the purpose of obtaining an environmental permit, variation, transfer or surrender (for yourself or anyone else)

For further information visit **Environmental Permitting Regulations (EPR) offences**

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 misleading information.

☐ Tick this box to confirm that you understand and agree with the declaration above.

Now complete your details below. You do not need to provide a signature as well.

Person completing declaration

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

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

Position (if relevant)

8 Declaration, continued

‘Position’ could, for example, be a director, secretary, trustee, or partner in a partnership

Date of declaration (DD/MM/YYYY)

Use **Appendix 1** if more than one person needs to complete the declaration for the same applicant. For example, where multiple individuals are to be named on the permit.

Now go to **section 9**

9 Application review section

You must complete this section.

We are unable to return any application or supporting documents. Do not send original legal or important documents.

We can’t progress applications that are incomplete or lack sufficient detail.

If you aren’t sure about what you need to send, contact us before submitting your application. For further information on pre-application advice visit **Get advice before you apply for an environmental permit**.

9.1 Checklist

Tick to confirm you’ve completed the following:

- ☑ filled in all relevant parts of the application form clearly
- ☑ included all required supporting documents and listed them in the table below
- ☐ included supporting information for any commercial or industrial confidentiality claim (where applicable)
- ☑ declaration completed by a relevant person, with written authorisation if needed
- ☑ sent the correct payment

9.2 Table of supporting documents

List of all the documents submitted as part of your application in the table below

Question reference e.g. Part B1, Q5b	Document title	Document reference
	Application Form Parts A, C2, C3 and F1	
	Non - Technical Summary	Appendix A (ref. OCO_2026.02/01)
	Copy of Existing EP (V006)	Appendix B
	EMS Summary and Certificates	Appendix C

9 Application review section, continued

Question reference e.g. Part B1, Q5b	Document title	Document reference
	ERA Addendum	App D (OCO_2026.02/02)
	Copy of 2020 SIte Layout Plan	Appendix E
	Operating Techniques	App F (OCO_2026.02/03)

Continue on a separate sheet if necessary.

Document reference of continuation sheet (where applicable)

Now go to **section 10**

10 How to contact us

If you have difficulty using 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**

Website: **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 easy to understand. Please use the space below to give us any comments that you may have about this form.

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

We will use your feedback to improve our form.

Would you like a reply to your feedback?

☐ Yes please

☐ No thank you

Now go to **section 11**

11 Where to send your application

A. By email

Send water discharge and groundwater activity applications to: **PSC-WaterQuality@environment-agency.gov.uk**

Send all other applications to: **PSC@environment-agency.gov.uk**

If your documents are too large to email, you can upload them to a file sharing site and send us the download link. You can also send multiple emails with attachments.

B. By post

Send one paper copy to:

Environment Agency
Integrated Permitting Services
Quadrant 2
99 Parkway Avenue
Parkway Business Park
Sheffield
S9 4WF

Appendix 1 – declarations from additional people

Declaration – additional person 1

Note: It is an offence under the Environmental Permitting (England and Wales) Regulations 2016 to knowingly or recklessly make a statement that is false or misleading for the purpose of obtaining an environmental permit, variation, transfer or surrender (for yourself or anyone else)

For further information visit **Environmental Permitting Regulations (EPR) offences**

Complete the declaration and add your details below.

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 misleading information.

☐ Tick this box to confirm that you understand and agree with the declaration above.

In addition, if you are applying for a standard rules permit, tick the box below if you agree with the statement.

☐ I confirm that my standard rules facility will fully meet the rules that I have applied for.

Now complete your details below. You do not need to provide a signature as well.

Person completing declaration

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

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

Position (if relevant)

'Position' could, for example, be a director, secretary, trustee, or partner in a partnership.

If applying to transfer a permit, state whether you're the current or proposed holder.

Date of declaration (DD/MM/YYYY)

Declaration – additional person 2

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☐ I confirm that my standard rules facility will fully meet the rules that I have applied for.

Now complete your details below. You do not need to provide a signature as well.

Person completing declaration

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

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

Position (if relevant)

'Position' could, for example, be a director, secretary, trustee, or partner in a partnership.

If applying to transfer a permit, state whether you're the current or proposed holder.

Date of declaration (DD/MM/YYYY)

Declaration – additional person 3

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Now complete your details below. You do not need to provide a signature as well.

Person completing declaration

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

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

Position (if relevant)

'Position' could, for example, be a director, secretary, trustee, or partner in a partnership.

If applying to transfer a permit, state whether you're the current or proposed holder.

Date of declaration (DD/MM/YYYY)

Continue on separate sheet as necessary

Document reference of continuation sheet (if any)

O.C.O Technology Ltd

Leeds Aggregate Manufacturing Facility

EP Variation Application – Appendix A: Non-Technical Summary

OCO_2026.02/01_v1 dated February 2026

O.C.O Technology Ltd – Leeds Aggregate Manufacturing Facility

Appendix A: Non-Technical Summary for EP Variation Application (OCO_2026.02/01)

Client:	O.C.O Technology Limited
Project No:	OCO_2026.02
Date:	2026-02-24

Document Information

Project Name:	O.C.O Technology Ltd – Leeds Aggregate Manufacturing Facility
Document Title:	Appendix A: Non-Technical Summary for EP Variation Application (OCO_2026.02/01)
Client Name:	O.C.O Technology Limited
Client Contact:	Lee Thompson, Peter Swann
Client Address:	Larkshall Mill, Thetford Road, East Wretham, Norfolk, IP24 1QY
Document Status:	Final for Issue
Author:	Rebecca Hodkinson
Date:	2026-02-24
Version:	v1
Project Number:	OCO_2026.02

Revision History

Version	Date	Author	Notes
v1	2026-02-24	Rebecca Hodkinson	Prepared for the EP substantial variation application, 2026

Contents

1. Introduction

1.1 General

O.C.O Technology Limited (the applicant) has engaged Reva Environmental Ltd (the agent) to prepare an Environmental Permit (EP) variation application, for its existing aggregate manufacturing facility waste transfer and recovery facility at Hub45, Knowsthorpe Gate, Leeds, LS9 0NP.

The site is centred at NGR SE 32873 31999, within an industrial area approximately 3.6 km from Leeds city centre. Halton Moor local nature reserve (LNR) is approximately 0.9 km away from the site, and Temple Newsam Estate Wood local wildlife site (LWS) is approximately 1.5 km away from the site.

It is currently permitted by the Environment Agency (EA) under EPR/TP3737YG which allows the treatment of up to 520 tonnes of waste per day to produce carbon neutral aggregate pellets for the construction industry. It limits the annual throughput to 120,000 tonnes and storage of waste at any one time to less than 2,375 tonnes (in 10 silos – A3 to A10 and A13, A14 as shown on Site Layout Plan dated 2020 for V005).

The facility treats air pollution control (APC) residues to create an aggregate that can be used in block manufacture. This is carried out in three production lines which can operate in parallel. Wastes are delivered in powder tankers and transferred into silos (which benefit from a top filter, providing dust collection/emission abatement), then into a reactor where they are treated with carbon dioxide to lower the pH and reduce the leachability of some heavy metals. The material is then mixed with cement, sand, and water to turn it into pellets. The pellets are stored in curing bays then are moved to storage bays outside the permitted area where they remain pending collections by customers. Processing is all carried out in a building.

The current EP includes the following listed activities, waste operations and DAAs:

- AR1, AR2 and AR3 – 5.3 A(1)(a)(vi) recovery of hazardous waste >10 tpd by recycling or reclamation of inorganic materials other than metals or metal compounds (R5);
- AR4 – 5.6 A(1)(a) temporary storage of hazardous waste >50 tonnes (R13);
- AR5 – DAA for the management of processed materials;
- AR6 – DAA for the storage of raw materials;
- AR7 – DAA for the handling and storage of non-hazardous wastes (R13);
- AR8 – DAA for the management of surface water for re-use;
- AR9 – DAA for the management of surface water for discharge to sewer; and
- AR10 and AR11 are allocated for process trials where these are specified and agreed in writing with the EA.

The current version of the EP is V006 dated 12 December 2023. The EP boundary is shown in Schedule 7 of the V006 EP, a copy of which is provided in Appendix B of this application.

This non-technical summary provides an overview of the application and is provided in response to Part C2 of the application form, Question 2b.

1.2 Application Objective

The objective of this application is to obtain a varied EP which allows the applicant to increase the permitted limit for throughput of waste from 120,000 tpa to 150,000 tpa.

This is achievable by way of:

- Efficiencies that have resulted from operational experience over the past 8 years and fine tuning of the treatment process during that period;
- Reduction in down-time of the treatment lines and optimisation of maintenance programmes; and
- 24-7 operations.

The inherent nature of operations remains unchanged and there is no requirement to increase the current EP boundary to accommodate the proposals. The proposed changes do not add any new listed activities or waste operations to the existing EP.

Table 1 below is presented to confirm the changes to the activities, as they are currently listed in Table S1.1 of the EP.

Table 1: Changes to Existing EP Activities

Activity Ref	Description	Comment
AR1 to AR3	S5.3 A(1)(a)(vi) recovery of hazardous waste >10 tpd by recycling/reclamation of other inorganic materials (R5)	This is currently limited to 520 tonnes of waste per day for treatment across the three production lines. Waste throughput is limited to 120,000 tpa. The application seeks to increase throughput by 25%, to 150,000 tpa. Applying this percentage increase gives a daily treatment quantity of 650 tonnes. The increase of 130 tpd is over the listed activity threshold; this is therefore a substantial variation.
AR4	S5.6 A(1)(a) Temporary storage of hazardous waste >50 tonnes (R13)	This is currently limited to 2,375 tonnes, across the 10 storage silos (A3, A4, A5, A6, A7, A8, A9, A10, A13 and A14). Silos A11 and A12 are permitted for binder storage (within the waste storage plinth) and the 2020 variation (V005) sought to add A15 and A16 as additional binder storage although this has not been instated yet. This application seeks to utilise A11 and A12 for waste storage instead of binder; an increase of 475 tonnes. This is over the listed activity threshold and is therefore also a substantial variation. Silos A15 and A16 remain sufficient for binder storage.
AR5	DAA – management of processed materials	No change proposed.
AR6	DAA – storage of raw materials	No change proposed.
AR7	DAA – handling and	No change proposed.

	storage of non-hazardous wastes	
AR8	DAA – management of surface water for re-use	No change proposed.
AR9	DAA – management of surface waste for discharge to sewer	No change proposed.
AR10 and AR11	Allowance for process trials	No change proposed.

The site layout plan has been revised to include the proposed additional waste storage silos and is provided in Appendix E of this application.

2. Application Contents

The content of the application has been guided by EA guidance on permitting.

In addition to this Non-Technical Summary (Appendix A), the application also includes the following documents.

- EP Application Form – Parts A, C2, C3 and F1. The application form is provided at the front of the EP application document.
- A copy of the existing EP (V006). This is provided in Appendix B.
- A summary of the EMS that is in place at the site. It has been written in accordance with ISO 14001:2015 and is formally certified. The EMS Summary and current ISO certificate is provided in Appendix C.
- An ERA Addendum. There is an existing environmental risk assessment for the permitted activities; this is a general ERA that assesses the risks and impacts from the site. For the purposes of this variation, the ERA has been revisited to review it against the proposed changes. The review is an addendum to the existing ERA and is presented in Appendix D (ref. OCO_2026.02/02) of the application. The assessment follows the EA's source-pathway-receptor methodology to identify potential risks and assess the potential impacts of those risks following implementation of suitable control/mitigation measures. The outcome of the risk assessment is that there is no additional risk introduced by the proposals that cannot be mitigated with existing appropriate measures. A copy of the original 2020 ERA, and the 2023 Addendum are included in Annex ERA1 for completeness.

  The ERA assesses the potential for odour and dust and, based on the existing and proposed control measures it determines that the risk is mitigated sufficiently. The risk is minimal in any case as any potentially odorous or dusty wastes are contained when they arrive at the site, and remain so whilst stored, and then when transferred to the production lines. The storage silos benefit from a top filter which is a high-efficiency dust abatement system. This will apply to the two silos proposed for additional waste storage. EA guidance states that an odour/dust management plan may be required, where the emission has the potential to be a high risk. This is deemed not to be the case by the ERA in this application and no standalone OMP or DMP has been deemed necessary.
- A copy of the 2020 site layout plan which shows the location of the storage silos and binder silos. This is provided in Appendix E.

- A review of the operating techniques presented in Table 1.2 of the existing EP, to present updates arising from this variation application. This is provided in Appendix F (ref. OCO_2026.02/03).

The application fee has been identified using the 2022 EA Charging Scheme (updated to 18 August 2025). The application seeks to vary two activities; the combined fee is as follows:

- Activity AR1 to AR3 – Recycling/reclamation of inorganic waste, ref. 1.16.1.5 in Table 1.16. The substantial variation application charge for this is £12,797
- Activity AR4 - Temporary storage of hazardous waste, ref. 1.16.4 in Table 1.16. The substantial variation application charge for this is £12,167 but a 90% reduction is offered where this activity serves an activity falling under 1.16.1. The reduced fee is £1,216.70.

The total application fee is therefore £14,013.70.

3. Key Control Measures

The key technical standards and control measures that will apply (and already do) to ensure the site does not give rise to significant environmental impact are summarised below:

- Storage of hazardous waste is only carried out within the waste silos which benefit from a concrete plinth surrounded by concrete hardstanding, and sealed drainage system.
- The waste silos have top filters, high-efficiency dust collection systems, designed specifically for pneumatically filled silos handling fine materials.
- Treatment is carried out within the building, in sealed treatment plant.
- Hazardous waste is transferred to the treatment plant by enclosed elevated pipe runs; all of which run over the concrete hardstanding with sealed drainage system.
- Activities are carried out in accordance with a management system (certified to ISO 14001).
- Performance against the management system is audited at regular intervals.
- Plant and equipment is subject to routine checks/inspections, service, and maintenance.
- Spill kits provided and spill training is carried out.
- Employees are trained in both the EMS and plant-specific operating procedures.
- Daily observational monitoring is undertaken at the site boundary for odour, noise, and dust emissions.

4. Impact of Changes

The applicant wishes to increase the permitted limit for throughput of waste in the three treatment lines. The current permit allows the treatment of up to 120,000 tonnes of hazardous waste per year. This will increase to 150,000 tonnes per year.

The proposed increase in throughput will proportionally increase the quantity of raw materials needed. With respect to the filler, binder and CO_2, the existing infrastructure provides sufficient capacity for the proposed increase. The proposal is to utilise two of the four binder silos (A11 and A12) for waste storage, bringing waste storage silos from ten to twelve. This provides an additional 475 tonne storage capacity. As noted elsewhere in this document, waste storage silos are fitted with an appropriate dust filter for abatement.

There will be an increase in the number of deliveries made to the site. In accordance with the information that is being submitted in parallel for the associated planning application, and consistent with previous applications to increase APCr tonnages, we can confirm that there will be an additional 7.4 vehicle trips per day on average. This is for 3.7 deliveries of APCr; a small increase and not considered to be a significant change. It is calculated as follows:

- Additional 30,000 tonnes per year
- 30,000 tonnes at 22 tonnes per load is 1,364 loads per year
- 1.364 loads per year is 3.7 loads per day (based on 364 days)
- 3.7 * 2 = 7.4 trips per day (allowing for vehicle outwards movement).

The application does not seek to amend the permitted waste types or the type of raw materials, the EP boundary or any emission points; nor does it affect the way in which the permitted process is undertaken. The existing EP allows the discharge of clean, uncontaminated surface water run-off to sewer, however there is no discharge consent for this. This is unaffected by the variation.

The increase of throughput of existing waste types, in the existing treatment plants, does not present any new sources, pathways or receptors, however a review of the existing ERA has been undertaken to confirm this. This confirms that there are no changes to the risk profiles (specifically the existing residual risk) identified in the original assessment.

5. Conclusion

O.C.O plans to continue to operate as a waste recovery facility whilst providing a high level of protection to the environment.

The ERA Addendum submitted in support of this application determines that there will be a low residual risk to receptors from the site from the proposed changes.

O.C.O Technology Limited is fully committed to ensuring the highest standards are met and will undertake its activities in a manner consistent with best industrial practices and in accordance with the company's management system.


Reva Environmental Ltd

O.C.O Technology Ltd

Leeds Aggregate Manufacturing Facility

EP Variation Application - Appendix B: Copy of Current EP

OCO_2026.02_v1 dated February 2026

Notice of variation and consolidation with introductory note

The Environmental Permitting (England & Wales) Regulations 2016

O.C.O Technology Limited

Leeds Aggregate Manufacturing Facility
Hub 45
Knowsthorpe Gate
Leeds
LS9 0NX

Variation application number

EPR/TP3737YG/V006

Permit number

EPR/TP3737YG

Leeds Aggregate Manufacturing Facility
Permit number EPR/TP3737YG

Introductory note

This introductory note does not form a part of the notice

Under the Environmental Permitting (England & Wales) Regulations 2016 (schedule 5, part 1, paragraph 19) a variation may comprise a consolidated permit reflecting the variations and a notice specifying the variations included in that consolidated permit.

Schedule 1 of the notice specifies the conditions that have been varied and schedule 2 comprises a consolidated permit which reflects the variations being made. Only the variations specified in schedule 1 are subject to a right of appeal.

O.C.O operate an aggregate manufacturing facility in Leeds, West Yorkshire. The site uses recovered air pollution control (APCr) residues, incinerator bottom ash (IBA) and other suitable wastes to create carbon neutral aggregate pellets for the construction industry. The site is regulated under the Environmental Permitting (England and Wales) Regulations 2016 (EPR) and it is currently permitted to carry out the following activities:

- Schedule 1, Section 5.3 Part A(1) (a) (vi) Disposal or recovery of hazardous waste with a capacity exceeding 10 tonnes per day: recycling or reclamation of inorganic materials other than metals or metal compounds.
- Schedule 1, Section 5.6 A(1) (a) Temporary storage of hazardous waste with a total capacity exceeding 50 tonnes pending any of the activities in S5.3.

The site has three production lines which currently process up to 420 tonnes of waste per day. This variation increases the annual throughput at the site from 90,000 to 120, 000 tonnes per year, and as a result the daily treatment capacity has increased to 520 tonnes per day across all three lines.

The site is located in an industrial area approximately 3.6 km from Leeds city centre. Halton Moor local nature reserve is approximately 0.9 km away from the site and Temple Newsam Estate Wood local wildlife site is approximately 1.5 km away from the site.

There are no emissions to air or water from the site.

The schedules specify the changes made to the permit.

The status log of a permit sets out the permitting history, including any changes to the permit reference number.

Status log of the permit		
Description	**Date**	**Comments**
Application EPR/TP3737YG/A001	Duly made 21/07/2017	New bespoke application for an aggregates manufacturing facility in Leeds.
Response to the Schedule 5 Notice, dated 30/10/17	Received 14/11/2017	Additional information received regarding the emergency plan, dust filters on the storage silos, waste pre-acceptance, acceptance and sampling procedures.
Response to the Schedule 5 Notice, dated 07/12/17	Received 05/01/2018	Additional information including sampling and testing procedures for the aggregate product, confirmation of site staff qualifications, identification of point source emissions to air, outline of reaction chemistry and consideration of the REACH regulations.

Status log of the permit		
Description	**Date**	**Comments**
Response to the extended Schedule 5 Notice, dated 18/01/18	Received 23/01/2018	Additional information received regarding chapter 10 waste code testing and process description.
	Received 29/01/2018	Revised site plan.
Permit determined EPR/TP3737YG/A001	02/03/2018	Permit issued to O.C.O Technology Limited.
Application EPR/TP3737YG/V002 (variation and consolidation)	Duly made 27/11/2018	Application to increase the annual throughput.
Variation determined EPR/TP3737YG/V002 (PAS billing ref: GP3831QP)	29/03/2019	Varied and consolidated permit issued.
Company name updated on Companies House	01/08/2019	Company name changed from Carbon8 Aggregates Limited to O.C.O Technology Limited
Application EPR/TP3737YG/V004	Duly Made 01/04/2020	Application to vary the permit to add additional EWC codes following trials.
Variation determined EPR/TP3737YG/V004	10/12/2020	Varied permit issued to O.C.O Technology Limited.
Application EPR/TP3737YG/V005	Duly Made 22/06/2020	Application to vary the permit to add a third additional duplicate aggregate processing line.
Variation determined EPR/TP3737YG/V005	17/03/2023	Varied permit issued to O.C.O. Technology Limited.
Application EPR/TP3737YG/V006	Duly Made 26/10/2023	Application to increase annual throughput of aggregate production.
Variation determined EPR/TP3737YG/V006	12/12/2023	Varied permit issued to O.C.O. Technology Limited.

End of introductory note

Notice of variation and consolidation

The Environmental Permitting (England and Wales) Regulations 2016

The Environment Agency in exercise of its powers under regulation 20 of the Environmental Permitting (England and Wales) Regulations 2016 varies

Permit number

EPR/TP3737YG

Issued to

O.C.O Technology Limited ("the operator")

whose registered office is

Montague Place Quayside
Chatham Maritime
Chatham
Kent
ME4 4QU

company registration number **07247345**

to operate a regulated facility at

Leeds Aggregate Manufacturing Facility
Hub 45
Knowsthorpe Gate
Leeds
LS9 0NX

to the extent set out in the schedules.

The notice shall take effect from 12/12/2023

Name	Date
Eleanor Blackeby	**12/12/2023**

Authorised on behalf of the Environment Agency

Schedule 1

The following conditions were varied as a result of the application made by the operator:

- Table S1.1 referenced in conditions 2.1.1 & 2.3.7 was amended to increase the maximum treatment limit and to amend the activity description.
- Table S2.2 referenced in condition 2.3.4 was amended to increase the maximum annual throughput.

Schedule 2 – consolidated permit

Consolidated permit issued as a separate document.

Permit

The Environmental Permitting (England and Wales) Regulations 2016

Permit number

EPR/TP3737YG

This is the consolidated permit referred to in the variation and consolidation notice for application EPR/TP3737YG/V006 authorising,

O.C.O Technology Limited ("the operator"),

whose registered office is

Montague Place Quayside
Chatham Maritime
Chatham
Kent
ME4 4QU

company registration number 07247345

to operate an installation at

Leeds Aggregate Manufacturing Facility
Hub 45
Knowsthorpe Gate
Leeds
LS9 0NX

to the extent authorised by and subject to the conditions of this permit.

Name	Date
Eleanor Blackeby	**12/12/2023**

Authorised on behalf of the Environment Agency

Conditions

1 Management

1.1 General management

1.1.1 The operator shall manage and operate the activities:

(a) in accordance with a written management system that identifies and minimises risks of pollution, including those arising from operations, maintenance, accidents, incidents, non-conformances, closure and those drawn to the attention of the operator as a result of complaints; and

(b) using sufficient competent persons and resources.

1.1.2 Records demonstrating compliance with condition 1.1.1 shall be maintained.

1.1.3 Any person having duties that are or may be affected by the matters set out in this permit shall have convenient access to a copy of it kept at or near the place where those duties are carried out.

1.1.4 The operator shall comply with the requirements of an approved competence scheme.

1.2 Energy efficiency

1.2.1 The operator shall:

(a) take appropriate measures to ensure that energy is used efficiently in the activities;

(b) review and record at least every four years whether there are suitable opportunities to improve the energy efficiency of the activities; and

(c) take any further appropriate measures identified by a review.

1.3 Efficient use of raw materials

1.3.1 The operator shall:

(a) take appropriate measures to ensure that raw materials and water are used efficiently in the activities;

(b) maintain records of raw materials and water used in the activities;

(c) review and record at least every four years whether there are suitable alternative materials that could reduce environmental impact or opportunities to improve the efficiency of raw material and water use; and

(d) take any further appropriate measures identified by a review.

1.4 Avoidance, recovery and disposal of wastes produced by the activities

1.4.1 The operator shall take appropriate measures to ensure that:

(a) the waste hierarchy referred to in Article 4 of the Waste Framework Directive is applied to the generation of waste by the activities; and

(b) any waste generated by the activities is treated in accordance with the waste hierarchy referred to in Article 4 of the Waste Framework Directive; and

(c) where disposal is necessary, this is undertaken in a manner which minimises its impact on the environment.

1.4.2 The operator shall review and record at least every four years whether changes to those measures should be made and take any further appropriate measures identified by a review.

2 Operations

2.1 Permitted activities

2.1.1 The operator is only authorised to carry out the activities specified in schedule 1 table S1.1 (the "activities").

2.1.2 Waste authorised by this permit shall be clearly distinguished from any other waste on the site.

2.2 The site

2.2.1 The activities shall not extend beyond the site, being the land shown edged in green on the site plan at schedule 7 to this permit.

2.3 Operating techniques

2.3.1 The activities shall, subject to the conditions of this permit, be operated using the techniques and in the manner described in the documentation specified in schedule 1, table S1.2, unless otherwise agreed in writing by the Environment Agency.

2.3.2 If notified by the Environment Agency that the activities are giving rise to pollution, the operator shall submit to the Environment Agency for approval within the period specified, a revision of any plan or other documentation ("plan") specified in schedule 1, table S1.2 or otherwise required under this permit which identifies and minimises the risks of pollution relevant to that plan, and shall implement the approved revised plan in place of the original from the date of approval, unless otherwise agreed in writing by the Environment Agency.

2.3.3 Any raw materials or fuels listed in schedule 2 table S2.1 shall conform to the specifications set out in that table.

2.3.4 Waste shall only be accepted if:

(a) it is of a type and quantity listed in schedule 2 tables S2.2, S2.3 and S2.4; and

(b) it conforms to the description in the documentation supplied by the producer and holder.

2.3.5 The operator shall ensure that where waste produced by the activities is sent to a relevant waste operation, that operation is provided with the following information, prior to the receipt of the waste:

(a) the nature of the process producing the waste;

(b) the composition of the waste;

(c) the handling requirements of the waste;

(d) the hazardous property associated with the waste, if applicable; and

(e) the waste code of the waste.

2.3.6 The operator shall ensure that where waste produced by the activities is sent to a landfill site, it meets the waste acceptance criteria for that landfill.

2.3.7 Hazardous waste shall not be mixed, either with a different category of hazardous waste or with other waste, substances or materials, unless it is authorised by schedule 1 table S1.1 and appropriate measures are taken.

2.4 Pre-operational conditions

2.4.1 The operations specified in schedule 1 table S1.3 shall not commence until the measures specified in that table have been completed.

3 Emissions and monitoring

3.1 Emissions to water, air or land

3.1.1 There shall be no point source emissions to water, air or land except from the sources and emission points listed in schedule 3 tables S3.1, S3.2 and S3.3.

3.1.2 The limits given in schedule 3 shall not be exceeded.

3.1.3 Periodic monitoring shall be carried out at least once every 5 years for groundwater and 10 years for soil, unless such monitoring is based on a systematic appraisal of the risk of contamination.

3.2 Emissions of substances not controlled by emission limits

3.2.1 Emissions of substances not controlled by emission limits (excluding odour) shall not cause pollution. The operator shall not be taken to have breached this condition if appropriate measures, including, but not limited to, those specified in any approved emissions management plan, have been taken to prevent or where that is not practicable, to minimise, those emissions.

3.2.2 The operator shall:

(a) if notified by the Environment Agency that the activities are giving rise to pollution, submit to the Environment Agency for approval within the period specified, an emissions management plan which identifies and minimises the risks of pollution from emissions of substances not controlled by emission limits;

(b) implement the approved emissions management plan, from the date of approval, unless otherwise agreed in writing by the Environment Agency.

3.2.3 All liquids in containers, whose emission to water or land could cause pollution, shall be provided with secondary containment, unless the operator has used other appropriate measures to prevent or where that is not practicable, to minimise, leakage and spillage from the primary container.

3.3 Odour

3.3.1 Emissions from the activities shall be free from odour 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 odour management plan, to prevent or where that is not practicable to minimise the odour.

3.3.2 The operator shall:

(a) if notified by the Environment Agency that the activities are giving rise to pollution outside the site due to odour, submit to the Environment Agency for approval within the period specified, an odour management plan which identifies and minimises the risks of pollution from odour;

(b) implement the approved odour management plan, from the date of approval, unless otherwise agreed in writing by the Environment Agency.

3.4 Noise and vibration

3.4.1 Emissions from the activities shall be free from noise and vibration 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.

3.4.2 The operator shall:

(a) if notified by the Environment Agency that the activities are giving rise to pollution outside the site due to noise and vibration, submit to the Environment Agency for approval within the period specified, a noise and vibration management plan which identifies and minimises the risks of pollution from noise and vibration;

(b) implement the approved noise and vibration management plan, from the date of approval, unless otherwise agreed in writing by the Environment Agency.

3.5 Monitoring

3.5.1 The operator shall, unless otherwise agreed in writing by the Environment Agency, undertake the monitoring specified in the following tables in schedule 3 to this permit:

(a) point source emissions specified in tables S3.1, S3.2 and S3.3;

3.5.2 The operator shall maintain records of all monitoring required by this permit including records of the taking and analysis of samples, instrument measurements (periodic and continual), calibrations, examinations, tests and surveys and any assessment or evaluation made on the basis of such data.

3.5.3 Monitoring equipment, techniques, personnel and organisations employed for the emissions monitoring programme and the environmental or other monitoring specified in condition 3.5.1 shall have either MCERTS certification or MCERTS accreditation (as appropriate), where available, unless otherwise agreed in writing by the Environment Agency.

3.5.4 Permanent means of access shall be provided to enable sampling/monitoring to be carried out in relation to the emission points specified in schedule 3 tables S3.1, S3.2 and S3.3 unless otherwise agreed in writing by the Environment Agency.

3.6 Pests

3.6.1 The activities shall not give rise to the presence of pests which are likely to cause pollution, hazard or annoyance outside the boundary of the site. The operator shall not be taken to have breached this condition if appropriate measures, including, but not limited to, those specified in any approved pests management plan, have been taken to prevent or where that is not practicable, to minimise the presence of pests on the site.

3.6.2 The operator shall:

(a) if notified by the Environment Agency, submit to the Environment Agency for approval within the period specified, a pests management plan which identifies and minimises risks of pollution from pests;

(b) implement the pests management plan, from the date of approval, unless otherwise agreed in writing by the Environment Agency.

3.7 Fire prevention

3.7.1 The operator shall take all appropriate measures to prevent fires on site and minimise the risk of pollution from them including, but not limited to, those specified in any approved fire prevention plan.

3.7.2 The operator shall:

(a) if notified by the Environment Agency that the activities are giving rise to a risk of fire, submit to the Environment Agency for approval within the period specified, a fire prevention plan which prevents fires and minimises the risk of pollution from fires;

(b) implement the fire prevention plan, from the date of approval, unless otherwise agreed in writing by the Environment Agency.

4 Information

4.1 Records

4.1.1 All records required to be made by this permit shall:

(a) be legible;

(b) be made as soon as reasonably practicable;

(c) if amended, be amended in such a way that the original and any subsequent amendments remain legible, or are capable of retrieval; and

(d) be retained, unless otherwise agreed in writing by the Environment Agency, for at least 6 years from the date when the records were made, or in the case of the following records until permit surrender:

(i) off-site environmental effects; and

(ii) matters which affect the condition of the land and groundwater.

4.1.2 The operator shall keep on site all records, plans and the management system required to be maintained by this permit, unless otherwise agreed in writing by the Environment Agency.

4.2 Reporting

4.2.1 The operator shall send all reports and notifications required by the permit to the Environment Agency using the contact details supplied in writing by the Environment Agency.

4.2.2 A report or reports on the performance of the activities over the previous year shall be submitted to the Environment Agency by 31 January (or other date agreed in writing by the Environment Agency) each year. The report(s) shall include as a minimum:

(a) a review of the results of the monitoring and assessment carried out in accordance with the permit including an interpretive review of that data;

(b) the annual production /treatment data set out in schedule 4 table S4.2; and

(c) the performance parameters set out in schedule 4 table S4.3 using the forms specified in table S4.4 of that schedule.

4.2.3 Within 28 days of the end of the reporting period the operator shall, unless otherwise agreed in writing by the Environment Agency, submit reports of the monitoring and assessment carried out in accordance with the conditions of this permit, as follows:

(a) in respect of the parameters and emission points specified in schedule 4 table S4.1;

(b) for the reporting periods specified in schedule 4 table S4.1 and using the forms specified in schedule 4 table S4.4; and

(c) giving the information from such results and assessments as may be required by the forms specified in those tables.

4.2.4 The operator shall, unless notice under this condition has been served within the preceding four years, submit to the Environment Agency, within six months of receipt of a written notice, a report assessing whether there are other appropriate measures that could be taken to prevent, or where that is not practicable, to minimise pollution.

4.2.5 Within 1 month of the end of each quarter, the operator shall submit to the Environment Agency using the form made available for the purpose, the information specified on the form relating to the site and the waste accepted and removed from it during the previous quarter.

4.3 Notifications

4.3.1 In the event:

(a) that the operation of the activities gives rise to an incident or accident which significantly affects or may significantly affect the environment, the operator must immediately—

(i) inform the Environment Agency,

(ii) take the measures necessary to limit the environmental consequences of such an incident or accident, and

(iii) take the measures necessary to prevent further possible incidents or accidents;

(b) of a breach of any permit condition the operator must immediately—

(i) inform the Environment Agency, and

(ii) take the measures necessary to ensure that compliance is restored within the shortest possible time;

(c) of a breach of permit condition which poses an immediate danger to human health or threatens to cause an immediate significant adverse effect on the environment, the operator must immediately suspend the operation of the activities or the relevant part of it until compliance with the permit conditions has been restored.

4.3.2 Any information provided under condition 4.3.1 shall be confirmed by sending the information listed in schedule 5 to this permit within the time period specified in that schedule.

4.3.3 Where the Environment Agency has requested in writing that it shall be notified when the operator is to undertake monitoring and/or spot sampling, the operator shall inform the Environment Agency when the relevant monitoring and/or spot sampling is to take place. The operator shall provide this information to the Environment Agency at least 14 days before the date the monitoring is to be undertaken.

4.3.4 The Environment Agency shall be notified within 14 days of the occurrence of the following matters, except where such disclosure is prohibited by Stock Exchange rules:

Where the operator is a registered company:

(a) any change in the operator's trading name, registered name or registered office address; and

(b) any steps taken with a view to the operator going into administration, entering into a company voluntary arrangement or being wound up.

Where the operator is a corporate body other than a registered company:

(a) any change in the operator's name or address; and

(b) any steps taken with a view to the dissolution of the operator.

In any other case:

(a) the death of any of the named operators (where the operator consists of more than one named individual);

(b) any change in the operator's name(s) or address(es); and

(c) any steps taken with a view to the operator, or any one of them, going into bankruptcy, entering into a composition or arrangement with creditors, or, in the case of them being in a partnership, dissolving the partnership.

4.3.5 Where the operator proposes to make a change in the nature or functioning, or an extension of the activities, which may have consequences for the environment and the change is not otherwise the subject of an application for approval under the Regulations or this permit:

(a) the Environment Agency shall be notified at least 14 days before making the change; and

(b) the notification shall contain a description of the proposed change in operation.

4.3.6 The Environment Agency shall be given at least 14 days notice before implementation of any part of the site closure plan.

4.4 Interpretation

4.4.1 In this permit the expressions listed in schedule 6 shall have the meaning given in that schedule.

4.4.2 In this permit references to reports and notifications mean written reports and notifications, except where reference is made to notification being made “immediately” in which case it may be provided by telephone.

Schedule 1 – Operations

Table S1.1 activities			
Activity reference	**Activity listed in Schedule 1 of the EP Regulations**	**Description of specified activity and WFD Annex I and II operations**	**Limits of specified activity and waste types**
AR1 (production line 1) AR2 (production line 2) AR3 (production line 3)	S5.3 Part A (1)(a)(vi) Disposal or recovery of hazardous waste with a capacity exceeding 10 tonnes per day: recycling or reclamation of inorganic materials other than metals or metal compounds.	R5: Recycling/reclamation of other inorganic materials.	From the receipt of waste to the dispatch of aggregates from the installation. Treatment of hazardous waste to produce aggregates by carbonation reactions (using carbon dioxide) between APCr, IBA, fillers, binders and water, including blending and pelletising in the installation production lines 1, 2 and 3. Treatment shall only take place on an impermeable surface with a managed drainage system. Treatment operations to be undertaken in sealed vessels. There are to be no visible emissions of dust from the high level fans. No more than 520 tonnes of waste to be treated per day over production lines 1, 2 and 3. Waste types specified in table 2.1.
AR4	S5.6 Part A (1)(a) Temporary storage of hazardous waste with a total capacity exceeding 50 tonnes pending any of the activities in S5.3.	R13: Storage of waste pending any of the operations numbered R1 to R12 (excluding temporary storage pending collection, on the site where it is produced).	No more than 2,375 tonnes of waste shall be stored at any one time. Waste to be stored in designated silos, which are located on an impermeable surface with a managed drainage system, as shown on the site plan, titled: "Site Layout Plan and Permit Boundary," in Schedule 7 of this permit. There are to be no visible emissions of dust from the silo dust vents. Waste shall not be stored for more than 6 months from the date of receipt. Waste types specified in table 2.1.
	Directly Associated Activity		
AR5	Management of processed materials.	Handling and storage of screened and treated materials produced by activities AR1, AR2 & AR3.	Handling and storage of processed materials shall only be undertaken on areas with an impermeable surface and sealed drainage system.
AR6	Storage of raw materials.	Storage of raw materials serving activities AR1, AR2 & AR3.	Raw materials limited to fillers, binders, water and carbon dioxide – all serving the aggregate manufacturing process. Handling and storage of raw materials shall only be undertaken on areas with an impermeable surface and sealed drainage system.

Table S1.1 activities			
Activity reference	**Activity listed in Schedule 1 of the EP Regulations**	**Description of specified activity and WFD Annex I and II operations**	**Limits of specified activity and waste types**
AR7	The handling and storage of wastes.	R13 Storage prior to treatment of non-hazardous wastes.	Handling and storage of wastes shall only be undertaken in areas with an impermeable surface and sealed drainage system.
AR8	Management of surface water for reuse.	Surface water collection and storage from areas serving activity AR4.	Surface water from the silo pad to be collected in a closed man-hole and reused in the aggregate manufacturing process.
AR9	Management of surface water for discharge to sewer.	Collection, storage and discharge to sewer of clean, uncontaminated surface water run-off from the aggregate stock yard, screening area and clean areas around the silos.	From the collection of surface water run-off to disposal to foul sewer. Temporary storage of clean, uncontaminated surface water run-off in an attenuation tank prior to discharge. Discharged water shall be clear of visible oily residues.
AR10	-	Process trials for Treatment Stage 1	As agreed in response to condition 1 in table S1.3. Waste types as specified in table S2.3. Following successful process trials and approval from the Environment Agency, approved waste types may be accepted on site for the purposes of treatment stage 1, without the need for further permit variations.
AR11	-	Process Trials for Treatment Stage 2	As agreed in response to condition 1 in table S1.3. Waste types as specified in table S2.4. Following successful process trials and approval from the Environment Agency, approved waste types may be accepted on site for the purposes of treatment stage 2, without the need for further permit variations.

Table S1.2 Operating techniques		
Description	**Parts**	**Date Received**
Application EPR/TP3737YG/A001	Responses to question 3 – Operating Techniques and Appendix 5 of part B3 of the application form and referenced supporting documentation: • Leeds Aggregate Manufacturing Facility: Best Available Technique Assessment.	Duly made 21/07/17
Responses to the Schedule 5 Notice, issued on 30/10/17	Responses to questions 6, 7 and 9 of the Schedule 5 Notice that provide additional information on: • Carbon8's waste sampling procedure (OP_GEN_401); • details of the storage silo vents; and the emergency plan (document reference: EP_AVO_000).	14/11/17
Responses to the second schedule 5	Responses to questions 1, 5, 6 and 7 of the Schedule 5 Notice that provide additional information on:	05/01/2018

Table S1.2 Operating techniques		
Description	**Parts**	**Date Received**
notice issued on 07/12/17	• details of the installation's sewage discharge point; • confirmation of quality and technical managers qualifications; • point source emissions to air; and overview of the reaction chemistry involved in the ACT process.	
Responses to the extended schedule 5 issued on 18/01/18	Responses to questions 1 and 3 of the Schedule 5 Notice that provide additional information on: • process description.	23/01/2018
	• site plan.	29/01/2018
Application EPR/TP3737YG/V002	• Variation supporting document November 2018	20/11/2018
Application EPR/TP3737YG/V004	• Appendix F – Procedure for carrying out trials on new waste types. This procedure must be followed. • Only wastes from Tables S2.3 and S2.4 subject to successful trial in accordance with this procedure are permitted to be accepted for treatment.	01/04/2020
Application EPR/TP3737YG/V005	• Supporting statement, including response to application questions.	11/06/2020
Application EPR/TP3737YG/V005	• Response to questions 2-5 and 7 of the email dated 26/02/2021 confirming: I. Updated site layout plan; II. Site drainage arrangements; and III. Additional site measures to control noise and dust.	03/03/2021

Table S1.3 Pre-operational measures for future development		
Reference	**Operation**	**Pre-operational measures**
1	Trials using wastes specified in tables S2.3 and S2.4 of this permit	A written proposal shall be submitted to the Environment Agency and agreed with the Environment Agency. The proposal shall include the following information as a minimum: 1. Description of trials – including: • The length of time the trials will run; • A comparison of the process against BAT; • Measures taken to prevent accidents and mitigate their consequences; • Success criteria. 2. Waste storage arrangements: 3. Proposed trial capacity: • Per batch/run; • Per day; • Total. 4. Proposed waste types: • Generic waste description, waste producer and process; • EWC codes; • Chemical composition;

Table S1.3 Pre-operational measures for future development		
Reference	**Operation**	**Pre-operational measures**
		• Hazards that the process is targeting; • Other hazards not being targeted. 5. Proposed raw material types: • Generic description; • Chemical composition. 6. Description of any changes to emissions, including emission points, concentrations and quantities to air and water and to those described in the application. (including a review of the existing environmental risk assessment).

Schedule 2 – Waste types, raw materials and fuels

Table S2.1 Raw materials and fuels	
Raw materials and fuel description	**Specification**
-	-

Table S2.2 Permitted waste types and quantities for hazardous waste treatment and storage	
Maximum quantity	**Maximum throughput of waste accepted for treatment or storage under activities AR1, AR2, AR3 & AR7 shall not exceed 120,000 tonnes per year.**
Waste code	**Description**
01	**WASTES RESULTING FROM EXPLORATION, MINING, QUARRYING, AND PHYSICAL AND CHEMICAL TREATMENT OF MINERALS**
01 04	**wastes from physical and chemical processing of non-metalliferous minerals**
01 04 09	waste sand and clays
10	**WASTES FROM THERMAL PROCESSES**
10 01	**wastes from power stations and other combustion plants (except 19)**
10 01 02	coal fly ash
10 01 14*	bottom ash, slag and boiler dust from co-incineration containing dangerous substances (bottom ash sourced from biomass, energy from waste plants only)
10 01 16*	fly ash from co-incineration containing dangerous substances
10 01 18*	wastes from gas cleaning containing dangerous substances
10 13	**wastes from manufacture of cement, lime and plaster and articles and products made from them**
10 13 04	wastes from calcination and hydration of lime
10 13 06	particulates and dust (except 10 13 12 and 10 13 13)
17	**CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)**
17 05	**soil (including excavated soil from contaminated sites), stones and dredging spoil**
17 05 04	soil and stones other than those mentioned in 17 05 03
17 05 06	dredging spoil other than those mentioned in 17 05 05
19 01	**wastes from incineration or pyrolysis of waste**
19 01 07*	solid waste from gas treatment
19 01 11*	bottom ash and slag containing dangerous substances
19 01 13*	fly ash containing dangerous substances
19 01 14	fly ash other than those mentioned in 19 01 13 (if mixed with APC residues)
19 01 15*	boiler dust containing dangerous substances
19 01 17*	pyrolysis wastes containing dangerous substances
19 04	**vitrified waste and wastes from vitrification**
19 04 02*	fly ash and other flue-gas treatment wastes
19 11	**wastes from oil regeneration**
19 11 07*	wastes from flue-gas cleaning

Table S2.3 Potentially acceptable waste for treatment stage 1, pending successful trial and approval from the Environment Agency		
Maximum quantity	**Maximum throughput to be confirmed following approval of a submitted proposal to the Environment Agency.**	
Waste code	**Description**	**Detail**
10	**WASTES FROM THERMAL PROCESSES**	
10 01	**wastes from power stations and other combustion plants (except 19)**	
10 01 01	bottom ash, slag and boiler dust (excluding boiler dust mentioned in 10 01 04)	Suitable for use in the manufacture of carbonated aggregate.
10 01 02	coal fly ash	Suitable for use in the manufacture of carbonated aggregate.
10 01 03	fly ash from peat and untreated wood	Suitable for use in the manufacture of carbonated aggregate.
10 01 05	calcium-based reaction wastes from flue-gas desulphurisation in solid form	Suitable for use in the manufacture of carbonated aggregate.
10 01 15	bottom ash, slag and boiler dust from co-incineration other than those mentioned in 10 01 14	Suitable for use in the manufacture of carbonated aggregate.
10 01 17	fly ash from co-incineration other than those mentioned in 10 01 16	Suitable for use in the manufacture of carbonated aggregate.
10 01 19	wastes from gas cleaning other than those mentioned in 10 01 05, 10 01 07 and 10 01 18	Suitable for use in the manufacture of carbonated aggregate.
10 01 24	Sand from fluidised beds	Suitable for use in the manufacture of carbonated aggregate.
10 02	**wastes from the iron and steel industry**	
10 02 01	wastes from the processing of slag	Suitable for use in the manufacture of carbonated aggregate.
10 02 07*	solid wastes from gas treatment containing hazardous substances	Suitable for use in the manufacture of carbonated aggregate.
10 02 08	solid wastes from gas treatment other than those mentioned in 10 02 07	Suitable for use in the manufacture of carbonated aggregate.
10 03	**wastes from aluminium thermal metallurgy**	
10 03 29*	wastes from treatment of salt slags and black drosses containing hazardous substances	Suitable for use in the manufacture of carbonated aggregate.
10 11	**wastes from manufacture of glass and glass products**	
10 11 15*	solid wastes from flue-gas treatment containing hazardous substances	Suitable for use in the manufacture of carbonated aggregate.
10 11 16	solid wastes from flue-gas treatment other than those mentioned in 10 11 15	Suitable for use in the manufacture of carbonated aggregate.
10 12	**wastes from manufacture of ceramic goods, bricks, tiles and construction products**	
10 12 09*	solid wastes from gas treatment containing hazardous substances	Suitable for use in the manufacture of carbonated aggregate.

Table S2.3 Potentially acceptable waste for treatment stage 1, pending successful trial and approval from the Environment Agency		
Maximum quantity	**Maximum throughput to be confirmed following approval of a submitted proposal to the Environment Agency.**	
Waste code	**Description**	**Detail**
10 12 10	solid wastes from gas treatment other than those mentioned in 10 12 09	Suitable for use in the manufacture of carbonated aggregate.
10 13	**wastes from manufacture of cement, lime and plaster and articles and products made from them**	
10 13 04	wastes from calcination and hydration of lime	Suitable for use in the manufacture of carbonated aggregate.
10 13 06	particulates and dust (except 10 13 12 and 10 13 13)	Suitable for use in the manufacture of carbonated aggregate.
10 13 11	wastes from cement-based composite materials other than those mentioned in 10 13 09 and 10 13 10	Suitable for use in the manufacture of carbonated aggregate.
10 13 12*	solid wastes from gas treatment containing hazardous substances	Suitable for use in the manufacture of carbonated aggregate.
10 13 13	solid wastes from gas treatment other than those mentioned in 10 13 12	Suitable for use in the manufacture of carbonated aggregate.
10 13 14	waste concrete and concrete sludge	Granular material only, probably pre-treated elsewhere to ensure the physical characteristics are acceptable. Sludge wastes will not be accepted.
15	**WASTE PACKAGING, ABSORBENTS, WIPING CLOTHS, FILTER MATERIALS AND PROTECTIVE CLOTHING NOT OTHERWISE SPECIFIED**	
15 02	**absorbents, filter materials, wiping cloths and protective clothing**	
15 02 02*	absorbents, filter materials (including oil filters not otherwise specified), wiping cloths, protective clothing contaminated by hazardous substances	Granular material only (only mineral based absorption media e.g. calcium carbonate or silica powder) used for gas filtration, no textiles or fibre-based materials.
15 02 03	absorbents, filter materials, wiping cloths and protective clothing other than those mentioned in 15 02 02	Granular material only (only mineral based absorption media e.g. calcium carbonate or silica powder) used for gas filtration, no textiles or fibre-based materials.
16	**WASTES NOT OTHERWISE SPECIFIED IN THE LIST**	
16 08	**spent catalysts**	
16 08 03	spent catalysts containing transition metals or transition metal compounds not otherwise specified	Suitable for use in the manufacture of carbonated aggregate.
16 08 04	spent fluid catalytic cracking catalysts (except 16 08 07)	Suitable for use in the manufacture of carbonated aggregate.
16 08 07*	spent catalysts contaminated with hazardous substances	Suitable for use in the manufacture of carbonated aggregate.
19	**WASTES FROM WASTE MANAGEMENT FACILITIES, OFF-SITE WASTE WATER TREATMENT PLANTS AND THE PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION AND WATER FOR INDUSTRIAL USE**	
19 01	**wastes from incineration or pyrolysis of waste**	
19 01 12	bottom ash and slag other than those mentioned in 19 01 11	Suitable for use in the manufacture of carbonated aggregate.

Table S2.3 Potentially acceptable waste for treatment stage 1, pending successful trial and approval from the Environment Agency		
Maximum quantity	**Maximum throughput to be confirmed following approval of a submitted proposal to the Environment Agency.**	
Waste code	**Description**	**Detail**
19 01 14	fly ash other than those mentioned in 19 01 13	Suitable for use in the manufacture of carbonated aggregate.
19 01 16	boiler dust other than those mentioned in 19 01 15	Suitable for use in the manufacture of carbonated aggregate.
19 01 18	pyrolysis wastes other than those mentioned in 19 01 17	Suitable for use in the manufacture of carbonated aggregate.
19 01 19	sands from fluidised beds	Suitable for use in the manufacture of carbonated aggregate.

Table S2.4 Potentially acceptable waste for treatment stage 2, pending successful trial and approval from the Environment Agency		
Maximum quantity	**Maximum throughput to be confirmed following approval of a submitted proposal to the Environment Agency.**	
Waste code	**Description**	**Detail**
01	**WASTES RESULTING FROM EXPLORATION, MINING, QUARRYING, AND PHYSICAL AND CHEMICAL TREATMENT OF MINERALS**	
01 01	**wastes from mineral excavation**	
01 01 01	wastes from mineral metalliferous excavation	Granular materials only, suitable for use as a sand replacement, to avoid consumption of virgin materials. Non-hazardous materials from mineral processing.
01 01 02	wastes from mineral non-metalliferous excavation	Granular materials only, suitable for use as a sand replacement, to avoid consumption of virgin materials. Including materials such as overburden etc.
01 03	**wastes from physical and chemical processing of metalliferous minerals**	
01 03 06	tailings other than those mentioned in 01 03 04 and 01 03 05	Granular materials only, suitable for use as a sand replacement, to avoid consumption of virgin materials. Non-hazardous materials from the separation of ore.
01 03 08	dusty and powdery wastes other than those mentioned in 01 03 07	Granular materials only, suitable for use as a sand replacement, to avoid consumption of virgin materials. Non-hazardous materials from the separation of ore.
01 04	**wastes from physical and chemical processing of non-metalliferous minerals**	
01 04 08	waste gravel and crushed rocks other than those mentioned in 01 04 07	Granular materials only, suitable for use as a sand replacement, to avoid consumption of virgin materials.
01 04 09	waste sand and clays	Granular materials only, suitable for use as a sand replacement, to avoid consumption of virgin materials.

Table S2.4 Potentially acceptable waste for treatment stage 2, pending successful trial and approval from the Environment Agency		
Maximum quantity	**Maximum throughput to be confirmed following approval of a submitted proposal to the Environment Agency.**	
Waste code	**Description**	**Detail**
01 04 10	dusty and powdery wastes other than those mentioned in 01 04 07	Granular materials only, suitable for use as a sand replacement, to avoid consumption of virgin materials.
01 04 13	wastes from stone cutting and sawing other than those mentioned in 01 04 07	Granular materials only, suitable for use as a sand replacement, to avoid consumption of virgin materials.
10	**WASTES FROM THERMAL PROCESSES**	
10 03	**wastes from aluminium thermal metallurgy**	
10 03 30	wastes from treatment of salt slags and black drosses other than those mentioned in 10 03 29	Suitable for use in the manufacture of carbonated aggregate.
10 11	**wastes from manufacture of glass and glass products**	
10 11 05	particulates and dust	Granular materials only. Suitable for use in the manufacture of carbonated aggregate.
10 11 12	waste glass other than those mentioned in 10 11 11	Granular materials only, suitable for use as a sand replacement.
10 12	**wastes from manufacture of ceramic goods, bricks, tiles and construction products**	
10 12 03	particulates and dust	Granular materials only. Suitable for use in the manufacture of carbonated aggregate.
10 12 08	waste ceramics, bricks, tiles and construction products (after thermal processing)	Granular materials only, suitable for use as a sand replacement, to avoid consumption of virgin materials.
17	**CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)**	
17 05	**soil (including excavated soil from contaminated sites), stones and dredging spoil**	
17 05 04	soil and stones other than those mentioned in 17 05 03	Granular materials only, suitable for use as a sand replacement, to avoid consumption of virgin materials. Soils will not be processed.
17 05 06	dredging spoil other than those mentioned in 17 05 05	Granular materials only, suitable for use as a sand replacement, to avoid consumption of virgin materials. Soils and sludges will not be processed.
19	**WASTES FROM WASTE MANAGEMENT FACILITIES, OFF-SITE WASTE WATER TREATMENT PLANTS AND THE PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION AND WATER FOR INDUSTRIAL USE**	
19 04	**vitrified waste and wastes from vitrification**	
19 04 01	vitrified waste	Granular material only. Secondary waste derived from others already listed.
19 12	**wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified**	
19 12 05	glass	Granular materials only, suitable for use as a sand replacement, to avoid consumption of virgin materials.

Table S2.4 Potentially acceptable waste for treatment stage 2, pending successful trial and approval from the Environment Agency		
Maximum quantity	**Maximum throughput to be confirmed following approval of a submitted proposal to the Environment Agency.**	
Waste code	**Description**	**Detail**
19 12 09	minerals (for example sand, stones)	Granular materials only, suitable for use as a sand replacement, to avoid consumption of virgin materials.

Schedule 3 – Emissions and monitoring

Table S3.1 Point source emissions to air – emission limits and monitoring requirements						
Emission point ref. & location	**Source**	**Parameter**	**Limit (incl. unit)**	**Reference period**	**Monitoring frequency**	**Monitoring standard or method**
High level fans on the first stage mixer housing, labelled A1 and A2 as shown on the site plan, titled: “Site Layout Plan and Permit Boundary,” dated 29/01/18.	Residues (incoming raw materials) from the high level fans on the first stage mixer housing.	No parameters set	No limits set	-	-	-
Vents on the storage silos labelled A3 – A10 as shown on the site plan, titled: “Site Layout Plan and Permit Boundary,” dated 29/01/18.	Residues (wastes to be treated) from silo vents, via filters.	No parameters set	No limits set	-	-	-
Vents on the binder storage silos, labelled A11 and A12 as shown on the site plan, titled: “Site Layout Plan and Permit Boundary,” dated 29/01/18.	Residues (binder materials) from silo vents, via filters.	No parameters set	No limits set	-	-	-

Table S3.2 Point source emissions to sewer, effluent treatment plant or other transfers off-site – emission limits and monitoring requirements						
Emission point ref. & location	**Source**	**Parameter**	**Limit (incl. Unit)**	**Reference period**	**Monitoring frequency**	**Monitoring standard or method**
Point marked “IL 32.15” discharge to sewer as shown on the site plan, titled: “Site Layout Plan and Permit Boundary,” dated 29/01/18.	Uncontaminated surface run off, via wedge pit, from aggregate stock yard, screening area and clean area around the storage silos.	No parameter set	No limits set	-	-	-

Table S3.3 Process monitoring requirements				
Emission point reference or source or description of point of measurement	**Parameter**	**Monitoring frequency**	**Monitoring standard or method**	**Other specifications**
“Wedge pit” as shown on the site plan, titled: “Site Layout Plan and Permit Boundary,” dated 29/01/18.	Suspended solids.	Weekly	Visual inspection	In the event of a build-up of suspended solids, clean out the settlement and silt trap.

Schedule 4 – Reporting

Parameters, for which reports shall be made, in accordance with conditions of this permit, are listed below.

Table S4.1 Reporting of monitoring data			
Parameter	**Emission or monitoring point/reference**	**Reporting period**	**Period begins**
Process monitoring (suspended solids). Parameters as required by condition 3.5.1.	Wedge pit	Every 6 months	1 January, 1 July

Table S4.2 Annual production/treatment	
Parameter	**Units**
Production of aggregate	tonnes
Other wastes taken off site (treated materials that fail to meet end-of-waste criteria).	tonnes

Table S4.3 Performance parameters		
Parameter	**Frequency of assessment**	**Units**
Water usage	Annually	tonnes
Energy usage	Annually	MWh
Total raw material used	Annually	tonnes

Table S4.4 Reporting forms		
Media/parameter	**Reporting format**	**Date of form**
Water usage.	Form water usage 1 or other form as agreed in writing by the Environment Agency.	01/03/18
Energy usage.	Form energy 1 or other form as agreed in writing by the Environment Agency.	01/03/18
Process monitoring (suspended solids).	Form process monitoring 1 or other form as agreed in writing by the Environment Agency.	01/03/18
Total raw material used.	Form performance 1 or other form as agreed in writing by the Environment Agency.	01/03/18
Waste returns.	E-waste Return Form or other form as agreed in writing by the Environment Agency	---

Schedule 5 – Notification

These pages outline the information that the operator must provide.

Units of measurement used in information supplied under Part A and B requirements shall be appropriate to the circumstances of the emission. Where appropriate, a comparison should be made of actual emissions and authorised emission limits.

If any information is considered commercially confidential, it should be separated from non-confidential information, supplied on a separate sheet and accompanied by an application for commercial confidentiality under the provisions of the EP Regulations.

Part A

Permit Number	
Name of operator	
Location of Facility	
Time and date of the detection	

(a) Notification requirements for any malfunction, breakdown or failure of equipment or techniques, accident, or emission of a substance not controlled by an emission limit which has caused, is causing or may cause significant pollution	
To be notified within 24 hours of detection	
Date and time of the event	
Reference or description of the location of the event	
Description of where any release into the environment took place	
Substances(s) potentially released	
Best estimate of the quantity or rate of release of substances	
Measures taken, or intended to be taken, to stop any emission	
Description of the failure or accident.	

(b) Notification requirements for the breach of a limit	
To be notified within 24 hours of detection unless otherwise specified below	
Emission point reference/ source	
Parameter(s)	
Limit	
Measured value and uncertainty	
Date and time of monitoring	

(b) Notification requirements for the breach of a limit	
To be notified within 24 hours of detection unless otherwise specified below	
Measures taken, or intended to be taken, to stop the emission	

Time periods for notification following detection of a breach of a limit	
Parameter	**Notification period**

(c) Notification requirements for the breach of permit conditions not related to limits	
To be notified within 24 hours of detection	
Condition breached	
Date, time and duration of breach	
Details of the permit breach i.e. what happened including impacts observed.	
Measures taken, or intended to be taken, to restore permit compliance.	

(d) Notification requirements for the detection of any significant adverse environmental effect	
To be notified within 24 hours of detection	
Description of where the effect on the environment was detected	
Substances(s) detected	
Concentrations of substances detected	
Date of monitoring/sampling	

Part B – to be submitted as soon as practicable

Any more accurate information on the matters for notification under Part A.	
Measures taken, or intended to be taken, to prevent a recurrence of the incident	

Measures taken, or intended to be taken, to rectify, limit or prevent any pollution of the environment which has been or may be caused by the emission	
The dates of any unauthorised emissions from the facility in the preceding 24 months.	

Name*	
Post	
Signature	
Date	

* authorised to sign on behalf of the operator

Schedule 6 – Interpretation

“accident” means an accident that may result in pollution.

“application” means the application for this permit, together with any additional information supplied by the operator as part of the application and any response to a notice served under Schedule 5 to the EP Regulations.

“authorised officer” means any person authorised by the Environment Agency under section 108(1) of The Environment Act 1995 to exercise, in accordance with the terms of any such authorisation, any power specified in section 108(4) of that Act.

“disposal” means any of the operations provided for in Annex I to Directive 2008/98/EC of the European Parliament and of the Council on waste.

“emissions to land” includes emissions to groundwater.

“EP Regulations” means The Environmental Permitting (England and Wales) Regulations SI 2016 No.1154 and words and expressions used in this permit which are also used in the Regulations have the same meanings as in those Regulations.

“emissions of substances not controlled by emission limits” means emissions of substances to air, water or land from the activities, either from the emission points specified in schedule 3 or from other localised or diffuse sources, which are not controlled by an emission or background concentration limit.

“groundwater” means all water, which is below the surface of the ground in the saturation zone and in direct contact with the ground or subsoil.

“Hazardous property” has the meaning in Annex lll of the Waste Framework Directive.

“Hazardous waste” has the meaning given in the Hazardous Waste (England and Wales) Regulations 2005.

“Industrial Emissions Directive” means DIRECTIVE 2010/75/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 24 November 2010 on industrial emissions.

“List of Wastes” means the list of wastes established by Commission Decision 2000/532/EC replacing Decision 94/3/EC establishing a list of wastes pursuant to Article 1(a) of Council Directive 75/442/EEC on waste and Council Decision 94/904/EC establishing a list of hazardous waste pursuant to Article 1(4) of Council Directive 91/689/EEC on hazardous waste.

“MCERTS” means the Environment Agency’s Monitoring Certification Scheme.

Pests” means Birds, Vermin and Insects.

“quarter” means a calendar year quarter commencing on 1 January, 1 April, 1 July or 1 October.

“recovery” means any of the operations provided for in Annex II to Directive 2008/98/EC of the European Parliament and of the Council on waste.

“Waste code” means the six digit code referable to a type of waste in accordance with the List of Wastes and in relation to hazardous waste, includes the asterisk.

“Waste Framework Directive” or “WFD” means Waste Framework Directive 2008/98/EC of the European Parliament and of the Council on waste.

Where a minimum limit is set for any emission parameter, for example pH, reference to exceeding the limit shall mean that the parameter shall not be less than that limit.

Unless otherwise stated, any references in this permit to concentrations of substances in emissions into air means:

- in relation to emissions from combustion processes, the concentration in dry air at a temperature of 273K, at a pressure of 101.3 kPa and with an oxygen content of 3% dry for liquid and gaseous fuels, 6% dry for solid fuels; and/or

- in relation to emissions from non-combustion sources, the concentration at a temperature of 273K and at a pressure of 101.3 kPa, with no correction for water vapour content.

“year” means calendar year ending 31 December.

When the following terms appear in the waste code list in Schedule 2, table 2.2, table 2.3 and table 2.4, for those tables, they have the meaning given below:

“hazardous substance” means a substance classified as hazardous as a consequence of fulfilling the criteria laid down in parts 2 to 5 of Annex I to Regulation (EC) No 1272/2008.

“heavy metal” means any compound of antimony, arsenic, cadmium, chromium (VI), copper, lead, mercury, nickel, selenium, tellurium, thallium and tin, as well as these materials in metallic form, as far as these are classified as hazardous substances.

“PCBs” means:

- polychlorinated biphenyls;
- polychlorinated terphenyls;
- monomethyl-tetrachlorodiphenyl methane, Monomethyl-dichloro-diphenyl methane, Monomethyldibromo-diphenyl methane;
- any mixture containing any of the above mentioned substances in a total of more than 0.005% by weight.

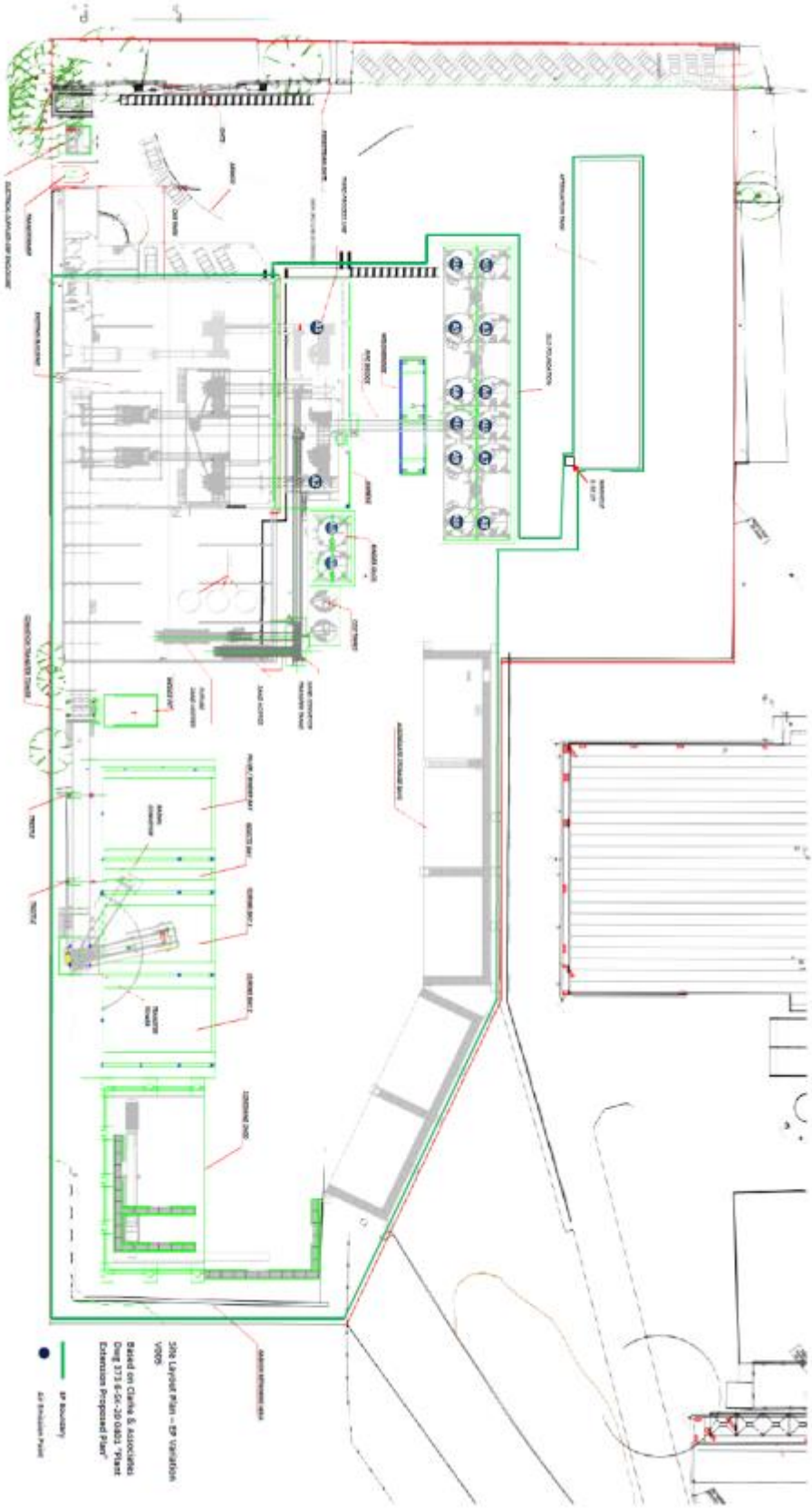
“transition metals” means any of the following metals: any compound of scandium, vanadium, manganese, cobalt, copper, yttrium, niobium, hafnium, tungsten, titanium, chromium, iron, nickel, zinc, zirconium, molybdenum and tantalum, as well as these materials in metallic form, as far as these are classified as hazardous substances.

“stabilisation” means processes which change the hazardousness of the constituents in the waste and transform hazardous waste into non-hazardous waste.

“solidification” means processes which only change the physical state of the waste by using additives without changing the chemical properties of the waste.

“partly stabilised wastes” means wastes containing, after the stabilisation process, hazardous constituents which have not been changed completely into non-hazardous constituents and could be released into the environment in the short, middle or long term.

Schedule 7 – Site plan



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END OF PERMIT

O.C.O Technology Ltd

Leeds Aggregate Manufacturing Facility

EP Variation Application - Appendix C: IMS Manual and ISO Certification

OCO_2026.02_v1 dated February 2026

O.C.O Technology Limited,
Integrated Management System Manual

1 Introduction to Company, Scope and Integrated Management System (IMS) Outline

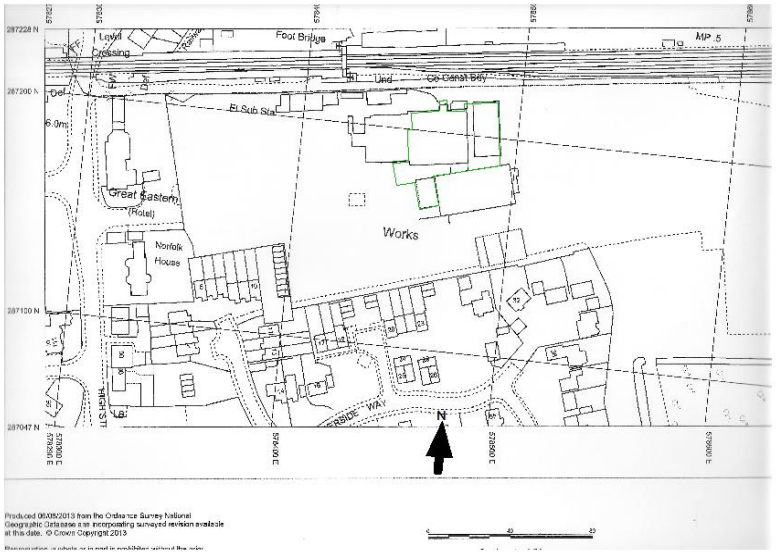
O.C.O Technology Limited (the company) was formed in May 2010, to commercialise the treatment of Air Pollution Control residues (APCr) from Municipal Solid Waste Incinerators (MSWI), using Accelerated Carbonation Technology (ACT). The company has an exclusive licence for this application of the technology to APCr in the UK. O.C.O intends to establish a network of four regionally operated waste treatment facilities with a minimum capacity of 40,000 tonnes of APCr at each site. This manual sets out the basis of the Integrated Management System that shall operate at the company.

1.1 Scope

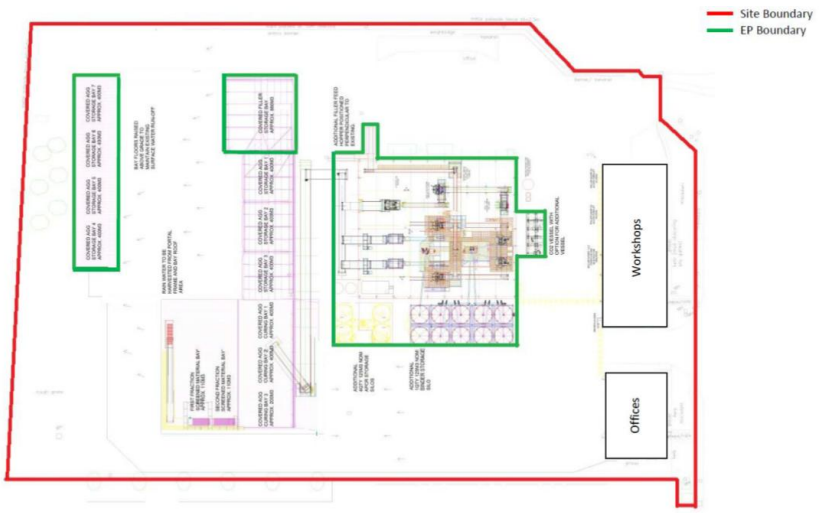
"Manufacturer of Aggregates from Waste"

The IMS relates to all processes and activities associated with the operation of a plant to manufacture lightweight aggregate (in accordance with EN13055) for use in unbound and hydraulically bound materials for civil engineering (in accordance with EN13242), from waste at Brandon (Suffolk), Wretham (Norfolk), Avonmouth (near Bristol) and Leeds (Yorkshire). The IMS refers particularly to the areas related to the Environmental Permit Numbers EPR/BP3702MC (Wretham), JP/3332FK and HP/3638WW and the associated welfare, storage and workshop facilities.

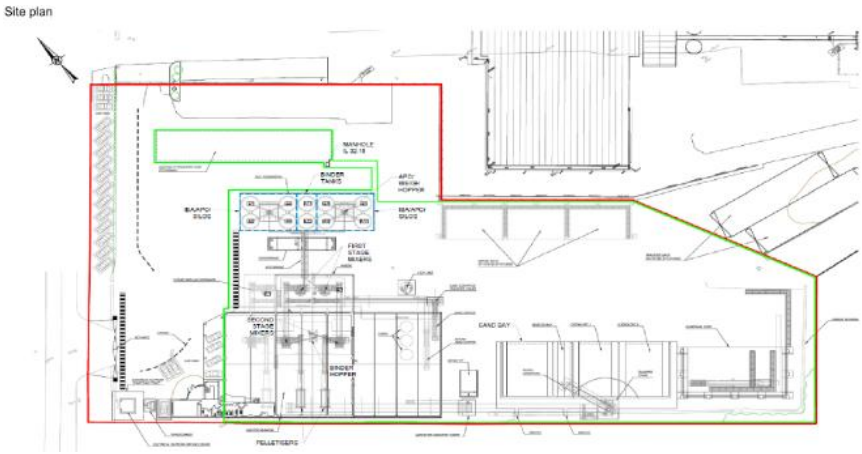
At Brandon, the plant occupies a building leased from Lignacite Ltd, within whose block manufacturing site the building is located. The site is bounded to the north by Brandon Railway Station and the Norwich to Cambridge railway line and to the south by an area of housing and a small stream flowing into the Little Ouse River, as shown below (the permitted area is outlined in green). Site drainage is the responsibility of the site owners Lignacite Ltd. **NOTE**: The O.C.O Brandon site is currently in a decommissioning phase and is no longer an active production site



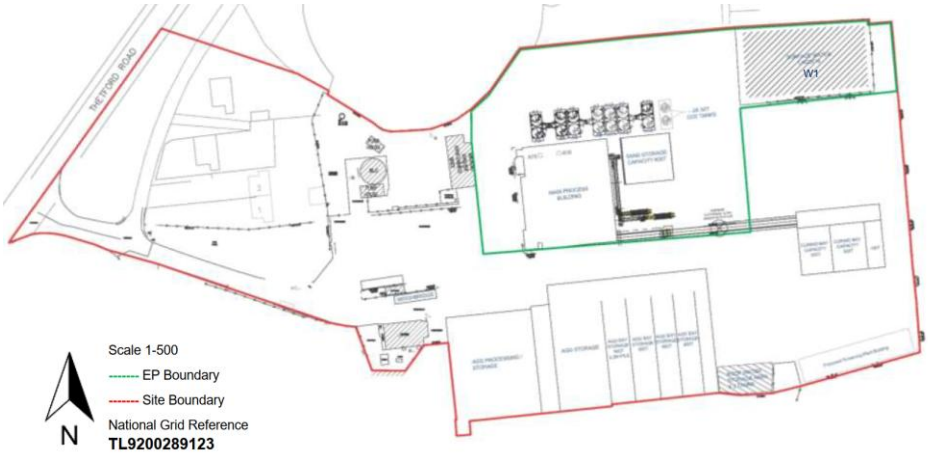
At Avonmouth, the site is leased from Churngold Ltd, the site is bounded to the northwest by the A403 Severn Rd. Northwest of the road and railway lies the Severn Estuary some 200m from the site boundary. Central Avenue forms the north-eastern boundary separated from the site by some large pipes and a rhyne. To the southeast and southwest there are further industrial plots. Part of the site is sub-let to Keyway Ltd but mainly separated from the O.C.O Technology site by a fence.



At Leeds, the O.C.O site is part of an industrial estate at Cross Green to the south east of the city and is situated on Knowsthorpe Gate, LS9 ONP. O.C.O Leeds is boarded by Thomas Armstrong to the North, a block maker who O.C.O lease their grounds from and Flow Gas to the south, a company that stock a range of propane, butane and LPG cylinders. There are steel fenced boarders between O.C.O and their neighbours, however the stock bays at the back of O.C.O can be assessed from the east side by Thomas Armstrong, for when O.C.O supply them with aggregate for their block mix.



At Wretham, the O.C.O site is situated in a light commercial/industrial and agriculture are in East Wretham, approximately 7 Km northwest of Thetford. The centre of the site is at National Grid reference TL92002 89123. Access to the site is off Thetford Road (A1075). There are a number of residential properties approximately 100 meters northwest of the site. The nearest ecological site is East Wretham Heath SSSI located 400 meters to the south.



1.2 Outline

The business implements an Integrated Management System (IMS) which incorporates the following standards, BS EN ISO9001, BS EN ISO 45001: 2018 and BS EN ISO14001 (certified by Alcumus ISOQAR), Competency Management System (CMS) (certified by LRQA) to prove technical competency and BES6001, which is an independent third-party audit scheme (audited by QSRMC) designed to enable manufactured products to be assessed and certified as being responsibly sourced.

The Quality, H&S and Environmental requirements of the IMS are described in this Manual. Work Instructions, Process Flow Charts and Safe Operating Procedures set out specific instructions for completing tasks safely and in accordance with company requirements.

Each key member of staff shall have access to the manual, which, along with relevant procedures, work instructions and other lists or instructions, shall be held as a read only document on the company SharePoint site.

The IMS is developed to provide customer and contract confidence that products and services will be delivered on time, safely, by competent staff, in accordance with the contract/order and in accordance with in-house quality procedures, permits and without detriment to the environment or individuals health. The IMS is designed to provide a process of continual improvement through measurement and corrective action relating to the services and the processes within it.

Personnel performing activities within the system are aware of their responsibilities and expectations including verification activities and authority, escalation and delegation. The company shall ensure that these personnel are adequately trained for the functions that they are expected to perform to protect themselves, others the environment and meet permitted requirements

Records of process controls and verifications shall be maintained and made easily retrievable.

1.3 Context of Integrated Management System

The company's senior management have identified the risks faced by the organisation which might prevent it from achieving its objectives with respect to the Integrated Management System. The external factors influencing the organisation are documented through completion of a Political, Economic, Social, Technological, Legal and Environmental (PESTLE) analysis. This exercise explored a wide range of factors which are narrowed down through consultation with senior management in order to identify the most significant ones. These factors are classified as risks or opportunities and rates high, medium or low.

Internal risks have been identified in a similar manner through use of a Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis. These risks are merged with the PESTLE analysis and determined either as strengths or weaknesses, and rated high, medium or low in significance.

Senior management have identified actions required to control the risks and harness the opportunities arising from a PESTLE or SWOT analysis; key stakeholders are assigned responsibility for derived actions.

The results from the exercise to identify and control external and internal risks and opportunities are contained in the PESTLE analysis document (MP_GEN_001c).

Monitoring of the internal and external issues and consideration of the impact of any changes to the risks and opportunities is conducted via:

- Site meetings (Monthly / more frequently as required)
- Team meetings (Monthly)
- Board meetings (Monthly)
- Customer complaints (As and when received)
- Customer feedback (via questionnaire, issued periodically to interested parties)
- Employee surveys / Feedback
- Representative of Employee Safety (ROES) meetings (Monthly)
- Regular customer meetings with Energy from Waste plant operators (APCr suppliers)
- Regular customer meetings with aggregate users

1.4 Understanding the Needs and Expectations of Interested Parties

The needs and expectations of interested parties have been identified by senior management. Each function head identifies the relevant interested parties who can affect, be affected by, or perceive themselves to be affected by a decision or activity undertaken by the company. These parties, and their key requirements, are listed in the Interested Parties Register (MP_GEN_001d). Senior management assess the requirements using the Johnson and Scholes Power/Interest Matrix which considers the strength of interest and level of influence that interested parties have over the organisation's decisions and actions. Rankings are assigned to interested parties as follows:

- Key Player – High priority
- Keep Satisfied – High/Medium priority (dependent upon the requirements of the interested party)
- Keep Informed – Medium priority
- Monitor (Minimal Effort) – Low priority

Those Interested Parties which are assigned High priority are pulled through into the Objectives and Targets and actions and responsible stakeholders are assigned in order to manage the identified needs and expectations.

Climate Change
Our business is based on providing solutions that minimise environmental impacts from the generation of Energy from Waste and associated Air Pollution Control residues and the manufacturing of aggregates. We collaborate with both up-

and-down-stream customers to maximise the environmental benefits and preservation of natural resources that our processes offer.
We manage our operations in a manner that as a minimum complies with environmental permits and minimises adverse impacts to land, air and water. To achieve this, we commit to achieving continuous improvement of our operations and working practices and following Best Available Technologies.
We minimise the amount of water consumed in our processes. We review the location of our facilities, transport methods and operational efficiency in order to reduce environmental impact from vehicles.

2 Integrated Management System

2.1 Leadership and Commitment

2.1.1 General

O.C.O Technology senior management takes accountability for the IMS by leading the identification of risks and opportunities facing the organisation through completion of analysis of the context of the organisation and the needs and expectations of interested parties. The senior management demonstrates their leadership and commitment by:

- Taking accountability for the effectiveness of the IMS;
- Ensuring that the IMS policies and objectives are established and are compatible with the context and strategic direction of the organisation;
- Ensuring the integration of the IMS requirements into the organisation's business processes,
- Promoting the use of the business process approach and risk-based thinking;
- Ensuring that the resources needed for the IMS are available;
- Communicating the importance of effective health, safety, quality and environmental management and conforming to the IMS requirements;
- Ensuring that the IMS achieves its intended outcomes;
- Engaging, directing and supporting persons to contribute to the effectiveness of the IMS;
- Promoting continual improvement; and,
- Supporting other relevant management roles to demonstrate their leadership as it applies to their areas of responsibility.

2.1.2 Customer Focus

O.C.O Technology' senior management demonstrates leadership and commitment with respect to customer focus by ensuring that:

- Customer and applicable statutory and regulatory requirements are determined, understood and consistently met.
- The risks and opportunities that can affect the conformity of products and services and the ability to enhance customer satisfaction are determined and addressed; and,
- The focus on enhancing customer satisfaction is maintained.

2.2 Policies

2.2.1 Sustainability Policy

The Company has established a Sustainability Policy which incorporates Quality, Health and Safety, the Environment, Social Responsibility, Equality and Diversity and Responsible Sourcing. The policy is reviewed at least annually through Management Review and at the Health and Safety Committee Meetings.
This combined policy reflects both the integrated approach that O.C.O technology has to its management system and the importance of being a sustainable business in its widest sense.
The sustainability policy statement is published as document number MP_GEN_023 and is displayed on company noticeboards and provided for all employees as part of their initial induction.

2.2.2 Competency Management Policy

The company has also established a separate Competency Management System (CMS) Policy to ensure technical competency is achieved to meet each sites specific permits requirements. The policy is reviewed annually to ensure all individuals and business needs are met.
The CMS policy statement is published as document number MP_GEN_024 and is displayed on company noticeboards and provided to all employees as part of their training.

2.3 Organisation

2.3.1 Management Systems and Standards

An Integrated Management System (IMS) meeting PAS99:2012 (Specification of common management system requirements as a framework for integration), ISO 14001:2015 (Environmental Management System), ISO 9001:2015 (Quality arrangement) and BS EN ISO 45001: 2018(Occupational Health & Safety) requirements has been developed and implemented, also incorporating the competency management system. This allows O.C.O Technology Ltd to achieve the highest practical standards of quality, safety, occupational health and environmental control, performance and competency.

All the standards follow the ***Plan – Do – Check – Act*** principle. Common elements of compliance, corrective and preventative actions, and continual improvement will be delivered more efficiently using a single management system approach.

PLAN

- Policy Statement
- Risk Management
- Legal and Other Requirements
- Emergency Planning
- Objective and Targets
- Roles and Responsibilities

DO

- Operational Control
- Resources
- Documentation
- Communication & Consultation

CHECK

- Monitoring and Measurement
- Evaluation of Compliance Audits
- Handling Non-Conformities

ACT

- Improvement
- Corrective Actions
- Management Review

2.3.2 O.C.O Technology Ltd.'s Corporate and Social Responsibility commitment.

The company is committed to meeting the following aims:

- Regularly monitor and review performance and set clear objectives and targets to ensure continuous improvement in health and safety, environmental and welfare performance, quality service provision whilst ensuring compliance to site specific permits, regulations, and legislation.
- Reduce negative impacts on the environment and augment positive impacts whilst taking all necessary steps to prevent pollution and adhere to each sites permitted requirements.
- Minimise the risks of accidents and incidents, which might threaten the wellbeing of our employees, customers and contractors by ensuring all activities are carried out safely and in accordance with the sustainability procedure, Identifying and implementing health and safety, environmental and welfare service quality improvement schemes to the benefit of employees, customers and stakeholders wherever possible.
- Using energy and natural resources more efficiently and encouraging the development and use of alternative fuels and recycled products.
- Promote and encourage, reduce, re-use, recycling, and good practice.
- Adopt a genuine partnership approach in delivering quality service solutions.
- All operating units will have appropriate arrangements and resources in place to implement an Integrated Management System (IMS) with clear management responsibilities and documented procedures.
- Identify and comply with all applicable legislation, including environmental, health and safety and other requirements including recognised industry best practise.
- Require all employees to be aware of their responsibilities for health and safety, environmental and quality issues.
- Provide training, information, and support for all employees to fulfil permitted requirements, their obligations and gain a better understanding of the company's commitment, policies and programmes and to develop and enhance their careers and personal development in line with company objectives.

2.3.3 Objectives, targets and management programmes

O.C.O Technology has established objectives considering specific aspects, compliance obligations, and other applicable requirements to remain complaint, prevent ill health, injury or pollution and to drive continually improve throughout the business

Guidance to senior managers and the site manager in establishing, documenting, implementing and maintaining suitable objectives, targets and management programmes at relevant functions and levels throughout the business is provided in the Objectives, Targets and Management Programmes Procedure (MP_GEN_006).

2.4 Management Organisation

2.4.1 Introduction

The management organization structure is set out in Document No. MP_GEN_001b, with site management structures set out in documents MP_AVO_001b (Avonmouth), MP_BRA_001b (Brandon) and MP_Lee_001b (Leeds) and MP_WRE_001B (Wretham).

Quality of the product is the managed through the following routine meetings:

- Weekly Operations Meetings
- Monthly Operations Meetings
- UK Management meetings

Environmental Monitoring and conformance to the conditions of the sites' environmental permit is the responsibility of the Site Managers, discussed at regular meetings by the senior management team.

2.5 Planning Quality Management, H&S Risk Assessment & Control and Environment Aspects & Impacts

2.5.1 Processes

The organisation knows that it is vital to understand, define & manage the processes involved from the conception of a contract through to delivery & invoicing. The definition, documentation & control of these processes are fundamental to this system and the sequence & interrelation of the processes have been defined and are set out.

Constant monitoring of the processes, through management, audit & measurement of the output shall be undertaken to ensure their continuing suitability and the effectiveness of the people controlling them. Continual improvement of the processes shall be a key output of such measurement.

The individual processes are documented within operating procedures and are issued to key relevant personnel. The key roles involved in the processes have been identified and management of the selection and training of the staff undertaking the roles is paramount to the delivery of them. As such, these key roles are a point of focus in the management control of the system.

Processes that involve third parties shall be controlled with the same disciplines as inhouse processes.

2.5.2 Planning

2.5.2.1 Quality

Through the review of processes, staff and key stages and activities, procedures and work instructions have been prepared to deliver optimum service to the customer and to the business. The system has been planned to ensure that activities and processes are understood, and how these processes interrelate. Moreover, the system is designed to control & measure them and the outputs and in accordance with these policies to ensure the integrity of the quality system.

The output of such planning has established the resource requirements, and these have been and shall continue to be met. The management has planned the system to provide a loop of on-going improvement and to allow the system to be dynamic. Any changes to the system shall be measured to ensure its on-going integrity.

2.5.2.2 Health and Safety

The company has established and shall maintain procedures for the ongoing identification of hazards, the assessment of risks and the implementation of necessary control measures.

The Risk Assessments shall measure risk from:

- Construction work.
- Processes and procedures in place to operate the plant including maintenance activities
- Disease and Welfare.
- New Services and New Contracts.
- General administration and support activities.
- Fire and Emergency Situations.
- Manual handling activities.
- Display screen equipment.
- Substances hazardous to health.

A programme of risk assessments shall exist based on the list of processes together with timescale for the implementation of suitable control measures.

A Risk Assessment for all and each above shall be produced and shall be reviewed and updated as necessary (at least every two years). Each process shall be assessed against the potential for injury or death and the frequency to which individuals are exposed. A simple numerical scoring method shall be adopted identifying: the raw risk, the control measures that need to be adopted and the residual risk remaining. Special attention shall be paid to risks associated with lone working persons, expectant mothers, vulnerable and young persons. Improvements shall be documented and reviewed. At regular intervals, the process shall be reviewed and re-assessed as necessary. Where a review of the risk assessment results in a change to the process or method statement these shall be amended and re-issued accordingly.

For each assessment, action requirements shall be documented and planned for implementation, based on what is reasonably practicable, viability and practicality. Plans for improvement shall be based on the following hierarchy and priority:

- Elimination of the hazard
- Reduction of the risks by substitution of plant, equipment or substance
- Isolation, distance guarding, close guarding or limit switches,
- Procedures, safe systems of work, method statements, permit to work, training, signage
- Personal protective Equipment

In addition to Risk Assessments, the company has a Point of Work Risk Assessment booklet for employees to assess tasks at the point of work, This allows for any changes that may affect safe working. Additional Control measures can be applied if required.

2.5.2.3 Environment

The company has established, and shall maintain, procedures for the ongoing identification of the environmental aspects which it controls and over which it may be expected to have an influence, to determine which of those aspects are considered significant. These aspects are to be reviewed at least annually or when there is a new or changed process or activity. O.C.O Technology Ltd shall document this information and keep it up to date.

All activities and services undertaken at all the company sites, including O.C.O arranged transport and haulage in and out of the site, shall form part of the evaluation and a series of functional areas and their associated activities, products and services that may impact on the environment have been established. Each functional area shall be evaluated in terms of the potential emissions (air pollution, water pollution), building generation (land pollution) and resource usage (material, power and water), through face-to-face interviews with relevant staff and physical inspection of the area concerned. The evaluation shall include provision for assessing each area in both normal operations, i.e. day to day, and abnormal operations, i.e. emergency situations, start up and shut down, spills etc. A list of all aspects shall be recorded; however, these are for internal use only; unless requested, O.C.O Technology Ltd shall not publish externally its aspects & impacts.

The company considers Life Cycle perspective into all processes, products and equipment and collaborates closely with manufacturers to ensure that life cycle considerations, from material selection to disposal are integrated into the production process for sustainable outcomes.

2.6 Compliance Obligations

Each site has its own bespoke environmental permit which must be adhered too. A list of key legislation and other relevant compliance obligations to which the company must subscribe is also held on the central server (MP_GEN_017b Compliance

Obligation Register). The compliance obligation register shall be communicated to all employees via the central server; however, specific legislation may at times be communicated to relevant employees via appropriate training. Changes to legislation shall be updated on the Compliance Obligation Register and the revised document uploaded onto the server. The relevant changes and how these affect the company operations and activities shall be communicated to relevant employees via e-mail, including as necessary guidance or toolbox talks on how to implement the changes.

The company uses the Managing Director, Compliance Director, Hr Manager, Director of Technology and Sustainability and HSEQ Manager as sources of information and guidance on new and existing legislation and takes direct instruction through line management and bulletins issued by them. The Managing Director and senior leadership team are also responsible for ensuring that appropriate legislation and other compliance requirements are being adhered to, via regular annual observations at director level (Senior Management Tours).

Periodic H&S Safety Observations will also be undertaken and recorded (MP-GEN-019B)

All employees are responsible for carrying out all necessary actions within their control to ensure that all appropriate legislation and other compliance requirements are complied with.

The HSEQ Manager shall review the Compliance Obligation Register on a six-month basis and ensure it contains all up-to date legislation and other requirements.

2.7 Competence, Awareness, Resource & Training

2.7.1 Introduction

The senior management of the company shall determine the required competence, skills and aptitude to fulfil key roles within the organisation and enable the requirements of the integrated management system to be met ensuring that:

- Permitted requirements are met.
- All staff are fully trained and qualified to carry out the functions for which they are employed safely.
- All staff are inducted according to a pre-defined procedure;
- Training and qualifications are documented and/or certified;
- All staff are appraised at regular intervals to ensure that training has been effective;
- All staff are updated as procedures and requirements change;
- New staff are selected based on them meeting minimum, pre-defined criteria.

Contract staff may also be employed. When this occurs, such staff shall be inducted according to this procedure and/or shall provide such certification as is necessary to assure the company that they are qualified for the tasks that are to be carried out.

Staff that cover another person's duties shall be trained and conversant with the associated procedures to enable them to fulfil the duty correctly.

Induction & training shall include: -

- Company objectives & policies (Sustainability, CMS, etc)
- Company and Safe Operating Procedures to ensure compliance and the wellbeing of individuals.
- On the job training in accordance with role requirements
- Legislation
- Use of equipment, as necessary
- Health & Safety procedures including fire, emergency, site & equipment

2.7.2 Infrastructure

2.7.2.1 Personal

It is the policy of the company to look after the welfare of its staff. This shall include ergonomics, workspace, personal support, health, safety and personal welfare. Staff appraisal and Health & Safety procedures shall address these issues.

2.7.2.2 Hardware & Services

The company, as part of on-going business reviews shall identify required resources in terms of:

- IT (hardware & software)
- Buildings & workspace
- Vehicles
- Communication (telephones, internet etc)
- Service support (Contract staff)

This shall form an integral part of management reviews.

2.7.3 Procedures

2.7.3.1 Selection

Staff, management and contractors shall be selected on the basis of interview, CV's, references, appropriate qualifications and in meeting the minimum criteria that is required for the function.

Proof of legal permission to work in the UK shall be obtained in accordance with section 8 of the Asylum & Immigration Act 1996 (amended 1 May 2004).

Contracts of employment shall be issued to all employed personnel. This shall be a standard contract, which shall only vary by way of amendments to schedules.

2.7.3.2 Induction

All staff/contractors shall be inducted using the appropriate O.C.O Technology Ltd Induction Procedure.

2.7.3.3 Appraisal

At least once per year, each member of staff shall undergo a Performance Appraisal Review, using the standard O.C.O Technology Ltd format. Their line manager shall carry this out.

This exercise shall identify any training needs that are required. The Line Manager shall ensure that the necessary training is provided.

When training is complete, the training record shall be updated.

All contractors shall undergo similar reviews at periods to be decided by the senior project's manager.

2.7.3.4 Specific Training Requirements

Specific work instructions exist for specific tasks and processes to ensure permit compliance and the safety of individuals, which form part of the company's procedures. These may be general instructions that are referenced in this procedure manual, relevant to specific operations and processes.

However, in addition, there exist specific instructions that relate to specific operations, but moreover for the safe use of plant and equipment.

These procedures can be described and classified to include, but are not limited to: -

- Site safety
- Completion of forms
- Processing orders, jobs etc
- What to do if… scenarios
- What to do when…. scenarios
- Set ups on the computer system.
- Complaints
- Staff procedures and expectations
- Emergency procedures

2.7.3.5 Training Records

Each employee will have a training record which identifies the training needs for their role.

2.7.3.6 Agency & Contractor Staff

When using contractors, such staff shall only be put to work once they have been correctly inducted according to the above procedures and shall provide such certification as is necessary to assure the company that they are qualified for the tasks that are to be carried out.

2.8 Communication, Engagement and Participation

The company will communicate and encourage engagement and participation of its employees and stake holders through varies methods and procedures -

- The company's policies, through both the visual display and inclusion into the procedures manual and through the company's audited procedures and work instructions shall be communicated throughout the organisation. Information & Communication Procedure (MP-GEN-005) which describes the way in which information pertaining to the O.C.O management system is communicated to employees, contractors, visitors, customers and interested third parties.

- The business will seek engagement and participation through questionnaires in accordance with the interested parties feedback procedure (MP-GEN-022). Request individuals to report Hazard, incident and undertaken scene capture in accordance with OP-GEN-1501 Hazard and incidents reporting.

- Rewarding employees for their engagement and participation and their staff suggestion in accordance with the companies reward scheme procedure (HR-GEN-016) which seeks to reward employees for their health and safety contributions and business improvement suggestions.

The on-going understanding, participation, and engagement of staff towards procedural, legal and attitudinal requirements to quality and conformity shall be measured through audit and shall be re-enforced through both staff appraisal and through re-training measures.

Managers and staff shall understand, through procedures, their responsibilities, and the impact that their roles have on both one another and on delivering quality and conformity in all areas of the integrated management system.

2.9 Documents & Records

2.9.1 Control of Documents

A documented procedure (MP_GEN_007 Control of documents and records procedure) has been created and is available on the SharePoint site.

The key documentation involved in the delivery of this system is set out below:

- Policy statements (Sustainability, CMS etc)
- IMS Manual
- Employee Manuals
- Operating Procedures
- Risk Assessments
- Training records
- Approved Supplier List
- Quality Control forms
- Operational Records, e.g.:
    - Monitoring records, Plant inspection, servicing & defect forms
    - Non-conformity documentation

Documents shall be reviewed and approved prior to issue as appropriate.

Each document shall be identified with the current issue number where necessary.

The recipients of controlled documents shall be made aware of the nature and detail of any amendments to ensure that revised instructions are clear and understood.

Documents used for control, measurement or specification in conjunction with these procedures shall be:

- Controlled to ensure that only the current and correct document is in use and that any superseded documentation is removed from use.
- Reviewed & approved before issue and use.
- Approved by the function that approved the original issue.
- Protected from deterioration and filed or are stored in such a way as to provide easy access and retrieval.

2.9.2 Storage and Retrieval

Computer stored data shall be backed up regularly.

Paper records shall be archived from time to time. The archived records shall be stored as above, but in a central location designated for archive.

Stored and filed documents shall be indexed for easy retrieval.

2.10 Compliance Management, Incidents & Non-Conformities

2.10.1 Introduction

The company has in place systems which direct, guide, advise and measures line management and operations in compliance and non-compliance management. (MP_GEN_020 Non-compliance procedure)

Additionally, the company has in place a HSEQ committee, which meets quarterly face to face and carries out monthly conference calls. The committee comprises of -

- Managing Director
- Compliance Director
- HSEQ Manager
- Avonmouth's ROES
- Wretham's ROES
- Leed's Roes

Requirements in terms of regulatory compliance are embedded in Safe Operating Procedures.

A list of key legislation to which O.C.O Technology Ltd must subscribe is held on the SharePoint Team Site along with the briefings for control (MP_GEN_017b Compliance Obligation Register). These form part of the O.C.O Technology Ltd Compliance Procedures.

2.10.2 Health & Safety

2.10.2.1 General

The implementation of the company's Sustainability policy is the responsibility of the HSEQ Manager, Site Management and the H&S committee.

Operations shall be risk assessed and the controls necessary to reduce the risks shall form part of these procedural requirements.

Any breaches in Health and Safety, accidents or near misses are to be treated as incidents and reported in accordance with the Incident and Hazard Reporting Procedure (OP_GEN_1501). Where accidents are reportable to HSE under RIDDOR, this shall be done in accordance with The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013.

Where risks have been identified, signage and posting shall be provided to ensure that all relevant parties are made aware of the hazards. Signage shall be of a standard type and size, set out in the Health & Safety (Safety Signs and Signals) Regulations 1996.

In any case, minimum signage shall include posters as required under the Health & Safety Information for Employees Regulations 1989.

2.10.2.2 COSHH & Hazardous material

All activities that involve substances hazardous to health shall be risk assessed. This shall be done taking into account the full information from the safety data sheets that relate to the substances and shall take account of the risk phrases and results of health surveillance. COSHH assessments shall be carried out by trained in-house personnel using sypol where cosh assessments will be documented and stored using. Controls shall be put into place and the COSHH information, including the COSHH Assessment results and the safety data sheets shall be available on sypol and hard copies will be available on site.

Control measures shall be signed in the areas and personnel shall be trained in both the storage and use of the substances.

Efforts shall be made to eliminate or reduce the risk by changing the substance to that of fewer hazards.

Substances that are procured shall not be accepted unless accompanied by safety data sheets; this shall be reflected on purchase orders.

COSHH consumables shall be stored in lockable cupboards. Access shall be restricted and all parties with access shall be trained in the storage and handling of COSHH on site. Signage warning of hazards shall be clearly visible. Each site will maintain a register of the hazardous substances held onsite, by reviewing its own areas substances on sypol.

Eating & drinking shall be prohibited where hazardous substances and APCr are handled. Wash facilities along with emergency decontamination (e.g. shower) shall be provided.

COSHH Assessments shall be regularly reviewed – by the frequency of which sypol determines. However, should the substances used change; processes change and impact the quantity used / length of time of exposure to a substance; or should reports of ill health be received from personnel, then assessments will be reviewed as required. COSHH records shall be kept for 40 years.

All areas where COSHH are used freely shall be ventilated. PPE shall be used as appropriate based on the outcome of COSHH assessments.

2.10.2.3 PPE

As part of barrier control to non-removable hazards, PPE shall be issued to employees that are at risk from hazards. PPE includes:

- Gloves (EN388)
- Safety Boots (EN ISO 20345)
- Hi-Visibility Jacket/Overalls (EN ISO 20471)
- Hard hats/Bump cap (EN397/EN812)
- Ear Protection (EN352)
- Eye Protection (EN 166)
- Face masks (FFP3) (EN149)

The line manager shall keep a local stock of PPE. It is the responsibility of the person wearing the PPE to check that issued PPE continues to be fit for purpose after initial wear and to defect PPE to the line manager. However, the line manager, on a weekly basis, shall ensure that sufficient and adequate PPE is provided.

It is the responsibility of the person issued with PPE to wear it, but it is the responsibility of the line manager, through support from the HSEQ committee, to enforce mandatory wear.

2.10.2.4 Other

Noise levels shall be measured to ensure that noise is below 80 dB. Risk assessment shall be conducted along with measurements to set out controls to mitigate, reduce or eliminate.

2.10.3 Environment

2.10.3.1 Waste

Managers shall ensure that

- all contractors and operatives are trained in their responsibilities for Duty of Care, in accordance to O.C.O Competency Management System.
- the waste hierarchy is to be considered and followed where possible in raw material procurement and in the treatment of waste generated by the business

2.10.3.2 Continuous Environmental Improvement through Assessing and Improving Impacts from Environmental Aspects

Environmental Aspects & Impacts Assessments shall be completed for all relevant environmental aspects & impacts. Programmes of improvements shall be set out according to planned objectives.

2.10.4 Employment

2.10.4.1 Asylum & Immigration

All employees shall be vetted on selection to ensure that they are permitted to work in the UK.

2.10.4.2 Consultation & Redundancies

Staff shall be consulted with on all matters of change involving: -

- Policy
- Structure
- Redundancies
- Procedure (significant)
- Health & Safety

This shall be done in accordance with relevant legislative requirements.

2.10.4.3 Data Protection

Employee records shall be held in a lockable area and access restricted.

Access to an employee's own information shall be allowed under supervision.

Permission shall be obtained in writing from the person to whom the information relates before passing on any personal information to any third party.

2.10.4.4 Contracts of Employment and Other Employment Rights

Contracts of employment shall be issued to all personnel. This shall be a standard contract, which shall only vary by way of amendments to schedules.

Paternity, maternity and compassionate leave shall be granted in accordance with regulatory standards.

Records of leave shall be retained.

Hours of work shall be in accordance with prevailing legislation.

2.10.4.5 Equal Opportunities

A policy exists which sets out the company's approach to equality. The training of all employees in this policy shall form part of the induction procedure.

2.10.4.6 Minimum Wage

The company shall ensure that the minimum wage requirements are upheld in its pay to employees.

Records of checks shall be retained.

2.10.4.7 Other

Employees shall not be subjected to detriment on the grounds that he/she has made a disclosure (whistle blowing).

The company shall ensure that working time for all employees is managed in accordance with prevailing working time regulations, including any restrictions for young workers.

2.10.5 Incidents & Non-Conformities

2.10.5.1 Quality & Service Related

Service non-conformities (NCs) shall normally be in the form of: -

- Poor quality product
- Invoicing errors
- Complaints relating to staff, operatives or contractors
- Damage to policy holder property

The person receiving or identifying the complaint or non-conformance shall ensure that it is identified correctly, documented on O.C.O Technology Ltd NC database and communicated to the person that can rectify.

It is the responsibility of the person that has been deemed to rectify, to ensure that such rectification takes place and to close off the NC Database.

2.10.5.2 Health & Safety

Health & Safety non-conformities shall normally be in the form of: -

- Accidents /Incidents
- Near Misses
- Infringements
- Sick leave through work-related illness
- Well-being or welfare issues (e.g. stress, ergonomics etc)
- Change is legislation
- Safety Observations

It is the responsibility of the managers to ensure that this procedure is upheld, to ensure that H&S NC's are identified and documented correctly on an Incident Form, to ensure that immediate and preventive action is implemented and to ensure that this action is effective and the Incident Form closed off.

2.10.5.3 Environment

Environmental non-conformities shall normally be in the form of: -

- Infringements or non-conformities of permit or environmental procedures
- Spillages or leaks from storage or loads
- Environmental emergencies
- Unintended escape of hazardous materials etc.
- Complaints from neighbours or other members of the community impacted by our operations

It is the responsibility of managers to ensure this procedure is upheld, to ensure that environmental NC's are identified and documented correctly on an Incident Form, to ensure that immediate and preventive action is implemented and to ensure that this action is effective, and the Incident Form closed off.

2.10.5.4 Other

Other non-conformities shall consist of deviations from other applicable legislation or compliance obligations. These shall cover, in the main:

- Employer (e.g. equal opportunities)
- Information (e.g. data protection)
- Client based or membership (e.g. operating procedures on client site)

It is the responsibility of managers to ensure that this procedure is upheld, to ensure that other NC's are identified and documented correctly on an Incident Form, to ensure that immediate and preventive action is implemented and to ensure that this action is effective and the Incident Form closed off.

2.10.5.5 Documentation & Communication

All incidents (Service Related or General Complaint, H&S, Environmental) shall be documented on the incident or NC database.

The immediate problem shall be rectified immediately or at the earliest point and this action shall be documented on the Incident database.

The incident shall be communicated to key responsible person via automatic email from the Dynamics system.

Any environmental non-conformity shall be also noted in the site diary.

Serious environmental non-conformities shall be reported to the Environment Agency.

2.11 Measurement, Audit & Evaluation of Compliance

2.11.1 Customer Management & Measurement

The company realises the importance of customer satisfaction in maintaining the growth of the business and the on-going maintenance of this system. This is interpreted into the operating procedures and is themed at induction and training activities.

O.C.O uses varying sources of data to monitor customer perception to determine whether we are meeting our customers' requirements and measure the level of customer satisfaction.

Our main source of data comes directly from the customer.

Good service is generally indicated by;

- Additional business.
- Duty of Care Audits (conducted by the Customer).
- Compliments, letters or emails praising good service.
- Feedback from Sales Advisors, Operatives, etc.
- Successful trials of aggregate product from potential customers

Poor service is generally indicated by;

- Complaints.
- Non-compliance Reports.
- Duty of Care Audits (conducted by the Customer).
- Loss of contracts/repeat business.

Shortfalls in service identified by customers, where necessary and applicable, shall be dealt with in the procedure for non-compliance (MP_GEN_020).

2.11.2 Measuring Environmental Improvement

O.C.O Technology Ltd shall establish, implement and maintain procedures to monitor and measure, on a regular basis, the key characteristics of its operations that can have a significant environmental impact with a view to avoiding or minimising such impacts. These will include emissions that are controlled by permits, indicators included in the objectives and targets of the management programme and elements required by BES 6001, specifically

- All energy consumption and its conversion to CO2e
- Resources used as constituent materials
- Waste utilised and generated
- Water consumed
- Transport impacts of goods and people

Energy consumption figures are provided annually to the Environment Agency through the Pollution Inventory. Electricity and Diesel usage is also monitored monthly and within the Management Review Procedure measures are considered to reduce the energy consumption of the process.

Monitoring and Measurement shall be achieved by a combination of:

- Specific data collection and review
- Internal audits
- Third Party Audits
- Customer Audits
- Contract Specific audits

2.11.3 Measuring H&S Performance

O.C.O Technology Ltd shall establish and maintain procedures to monitor and measure OH&S performance on a regular basis. This is achieved through both pro-active and re-active management systems. A Health and Safety audit programme includes internal audits to test the system against specified procedural and policy requirements. Proactive systems shall include internal audits, monitoring and review of incident reports, hazard reports and infringements. All of which are agenda items at Board meetings. The effectiveness and compliance with the OH&S system is regularly monitored through a series of internal audits and trend analysis. Consistent with its commitment to compliance,

2.11.4 Evaluation of Compliance

O.C.O Technology Ltd shall periodically evaluate compliance with applicable legal requirements. This shall be done through scheduled and specific audits.

Records of these audits shall be maintained.

2.11.5 Audit

O.C.O Technology Ltd shall conduct internal audits to ensure that the IMS continues to conform to PASS99, ISO9001, ISO45001, ISO14001, BES6001, its CMS and to internal procedures and policies.

An audit programme shall be in use and shall set out the content and frequency of audits, which shall cover all documented procedures documented.

Auditors shall be independent from the areas being audited and shall be qualified. This shall be an accredited third party or an internal member of staff that has completed a minimum training requirement of an internal audit course.

The auditor shall note non-conformities and *potential* non-conformities and pass these to the Site Manager for action. The date for completion shall be agreed with the Site Manager and signed off.

Non-conformances identified during audits shall be rectified by the person(s) responsible for the applicable process.

Results of audits including the details of non-conformances and the corrective action applied shall be recorded in accordance with procedure MP_GEN_020.

Non-conformities shall be re-audited at the point of the agreed date.

Results of audits shall be reviewed at Management Reviews; analysis of repeat problems shall be made, and preventive action shall be taken as necessary.

2.11.6 Monitoring and Measurement of Processes

The product quality is continuously measured during processing through OP_GEN_406 Control of product during processing procedure and the laboratory testing programme documented in OP_GEN_400 Overview of Laboratory testing procedures which include quality assurance of incoming APCr, calibration of instruments and quality assurance testing of the final product. All laboratory testing data is recorded in Dynamics System through which data can be monitored, summarised and trends identified.

2.11.6.1 Calibration of equipment

The majority of equipment that requires calibration is used specifically for the monitoring and measuring of environmental aspects and the quality of the product.

The Site Manager is responsible for tracking the calibration of monitoring and measuring equipment to ensure that only equipment calibrated according to the manufacturers specifications is used.

Each site shall have a list of equipment that requires calibrations and will create a system for tracking the status of all monitoring and measuring equipment, in compliance with the manufacturer's specifications.

OP_GEN_1517 Equipment Calibration List provides a template for recording this information.

2.12 Non-conformity & Corrective Action

2.12.1 Corrective Action

Complaints and non-conformities shall be analysed and reviewed to establish the magnitude of occurrences in terms of volume, value and impact on customer, in order to identify appropriate areas that require action to prevent recurrence.

Corrective action shall be implemented and documented; the effectiveness of implemented corrective action shall be reviewed for its effectiveness at subsequent reviews. Such action shall be either signed off as effective or alternate action shall be implemented and again reviewed the same.

In establishing corrective action, causes shall be established to ensure the correct and appropriate action is selected.

2.12.2 Preventive Action

2.12.2.1 System Integrity

The IMS and associated procedures have been written having assessed and analysed previous non-conformities & potential non-conformities.

As such, any changes that are made to it could interfere with the integrity of the output in terms of service & quality objectives.

Accordingly, no amendments to these procedures shall be permitted until the risk of such interference and the likely impact has been considered and assessed. This shall be done in consultation with the relevant workforce.

2.12.2.2 Potential Non-Compliances, Near Misses and Issues / Concerns

Where potential risks of non-conformance, or any other concerns or issues are raised or identified, by any party, then these shall be documented through the Near Miss reporting Form (OP_GEN_1501a) shall be passed the relevant manager for assessment and action.

2.13 Emergency Preparedness

O.C.O Technology Ltd shall establish and maintain plans and procedures to identify the potential for, and response to, incidents and emergency situations, and for preventing and mitigating any associated adverse environmental, health or safety impacts. Emergency Procedures in place will reflect environmental impacts of any emergency situations arising.

O.C.O Technology Ltd shall review its emergency preparedness and response plans and procedures after the occurrence of incidents and emergency situations. This will be achieved by the HSEQE committee reviewing such incidents to determine the need for changes to procedures or management action.

The company shall periodically test such procedures where practicable, including: -

- Fires
- Chemical Spills
- Accidents resulting in single injury or death
- Accidents or Emergencies involving more than one casualty.

2.14 Management Review

There is a procedure in place (MP_GEN_015) for Management Review which incorporates the information which Is required in order to review the IMS to ensure its continuing suitability, adequacy and effectiveness. This procedure is accompanied by template meeting minutes for personnel to use during management reviews (OP_GEN_015a)

2.14.1 Analysis of data

As an organisation, O.C.O collects and analyses the data from the following sources to determine the suitability and effectiveness of the management system, and to evaluate where continual improvement of the effectiveness of the management system can be made.

- Site Monitoring including;
  - Good Housekeeping Checklists.
  - Daily Site Inspections.
  - Internal Audits and Inspections,
  - Compliance evaluations.
  - External/Third Party Audits and Inspections.
- Near Miss, Accident and Incident Reports.
- Non-Conformity and Corrective Action Reports.
- Management Programmes.
- Supplier/Contractor information.
- Feedback from interested parties, including Customer complaints and satisfaction surveys.

3 Service Realisation & Operational Control

3.1 Introduction

Service realisation shall be made in accordance with the company's polices and associated Safe Operating Procedures.

3.2 Design and Development

Clause 8.3 Design and Development has been excluded from IMS

The design and development programme is carried out under controlled conditions in accordance with the design and development procedure (MP_GEN_018). All activities are planned and documented. Designs are reviewed at appropriate stages and where applicable validated. The design and development output is verified through processes quality assurance (OP_GEN_1514) and product quality assurance (OP_GEN_403).

3.3 Service Determination & Contract Review

3.3.1 Introduction

Contract Review shall take place at two points:-

- Agreement of a specific "contract" or agreement
- Transactions not covered by a general agreement (i.e. "ad-hoc"),

Either way, at enquiry stage, customers' or potential customers' requirements shall be assessed by competent staff or directors or sound technical advice that provides optimum solutions shall be given.

The realisation of orders or enquiries shall include advice and application of:

- Information on contracts shall be accurately and completely defined and shall be accurately transposed into an order or onto system.
- Invoicing accuracy will be managed by specification at contract and order set up stage.
- Quotations shall be prepared by authorised personnel and sound advice based on value for money and the customer's requirements shall be provided.
- Contracts shall be agreed only after ensuring that the requirements can be met and have been prepared using pre-defined terms.
- The information on the contract shall be accurately and completely defined and shall be accurately transposed into an order on the system.

3.3.2 Quotations & Contracts

Any (non-standard) quotations shall be confirmed in writing using either a standard company contract or a standard company quotation form or shall be confirmed back by purchase order from the customer.

The terms of the agreement shall be made clear before the contract is completed & signed.

3.3.3 Staff Management

Staff shall be employed and trained in accordance with the training procedure.

Driving & plant licenses shall be checked on employment and at frequent periods.

Drivers & plant operatives shall be fully trained in the use of vehicles handling/lifting equipment before being allowed to operate such equipment alone. This training shall be certificated internally or externally.

Staff shall understand their responsibilities to the environment and the associated procedures.

Protective clothing shall be issued which shall include hardhat, goggles, face mask, footwear, and hi-vis when appropriate and required by the risk assessment.

Staff shall be appraised at regular intervals.

3.3.4 Equipment Control & Management (Vehicle, Plant)

3.3.4.1 Vehicle & Plant Servicing & Maintenance

Vehicles, plant and equipment owned by O.C.O Technology Ltd or owned and operated on their behalf by contractors shall:

- Be clean and tidy
- Comply with the construction and use regulations
- Be fit for purpose
- Have the necessary certificates in accordance with the applicable regulations i.e. LOLER, PUWER.
- Be serviceable,
- Be tested for MOT at the defined time.

Vehicles & plant shall be maintained to present a minimum standard of image & cleanliness.

Vehicles & plant shall be serviced according to a schedule.

Each vehicle & piece of plant shall have a file prepared to include all inspection, service, defect and specification records.

Portable Appliances shall be tested at regular intervals and certificates retained.

3.3.4.2 Permit to Work

Repairs to or including:

- Gas appliances or services.
- Electric appliances or services
- Hot works
- Working at height
- Confined Space entry

Shall be carried out in accordance with Permit to Work Procedure.

3.4 Purchasing & Supplier Management

3.4.1 Purchasing

Orders may be placed by verbal means. Purchase orders may only be approved by the Site Manager or a company director.

On receipt of goods or services, it is the responsibility of the person receiving the goods to check the goods.

3.4.2 Contractor/Supplier Approval

For goods/services that affect the company's ability & compliance to supply services in accordance with procedures, purchases may only be made from "approved" contractors and suppliers.

A list of approved suppliers shall be maintained (MP_GEN_009).

All contractors must have the relevant qualifications for the work they are contracted to undertake and provide appropriate risk assessments and method statements. Unless the contractor has a history of previously satisfactory work, they should hold ISO9001 or have been satisfactorily audited by O.C.O Technology or a third party known to O.C.O. Specialist, subcontractors should also hold appropriate certification such as Gas Safe or NEIEC.

Similarly, suppliers of goods or services in excess of £1000 per year, should hold ISO9001, have been audited by O.C.O or a third party known to O.C.O, or have a history of satisfactory supply. Suppliers of constituent materials will be preferred if they are certified to ISO 9001, 14001 or 45001 (or OHSAS18001), or have management systems that follow these or are certified to BES 6001. Every effort will be made by O.C.O Technology to source local materials and preference will be given to materials which are renewable, recycled or recoverable from waste.

In the case of "one-off" purchases, these may be made on a trial basis. In the cases of "trial" suppliers, extra monitoring of the job in hand shall be made to ensure compliance to purchase requirements.

Goods costing less than £100 may be purchased based on cheapest supplier if the items are not business critical or have potential health and safety or environmental relevance.

Where the total value of the work or goods provided is in excess of £5000 (ex VAT), a Health and Safety Questionnaire (MP_GEN_025) must be completed by the contractor/supplier and copies of their Health and Safety Policy and Insurance certificate must be provided.

When purchasing substances that may carry a risk to human health, the orders shall specify that material safety data sheets (MSDS) must be supplied with the goods. Goods in checks shall ensure that COSHH materials are only accepted along with full data sheets.

3.5 Provision of Invoices & Management of Customer Accounts

Invoices shall be accurate and shall both reflect the contract/order and/or what has been agreed with the customer; invoices shall thereby be checked before despatch.

Statements shall be accurate and timely.

Customers' payments shall be allocated correctly.

4 Index of Safe Operating Procedures, Operating procedures and Risk Assessments

An index of all documents relating to the IMS is held on the Company SharePoint Team Site (MP_GEN_007b)

Certificate of Registration

This is to certify that the Management System of:

O.C.O Technology Ltd
Severn View Industrial Park, Central Avenue,, Hallen, Bristol, BS10 7SD

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 14001: 2015

SCOPE OF REGISTRATION

The Manufacture of Aggregates from Waste.

CERTIFICATE NUMBER: **11259-EMS-002**

Initial Registration Date:	23/08/2013
Previous Expiry Date:	23/08/2025
Recertification Audit Date:	06/03/2025
Re-issue Date:	21/03/2025
Current Expiry Date:	23/08/2028

The validity of this certificate depends on the validity of the main certificate and is one of several issued to registration number 11259-EMS-004

SIGNED

Jim Anderson, Chief Executive Officer
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its system to the required standard. This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of this certificate and the applicability of the relevant standards' requirement may be obtained by consulting Alcumus ISOQAR.

Alcumus ISOQAR Limited, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY
T: 0161 865 3699 **E:** isoqarenquires@alcumus.com **W:** isoqar.com

Certificate of Registration

This is to certify that the Management System of:

O.C.O Technology Ltd
37 Knowesthorpe Gate, Cross Green, Leeds, LS9 0NP

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 14001: 2015

SCOPE OF REGISTRATION

The Manufacture of Aggregates from Waste.

CERTIFICATE NUMBER: **11259-EMS-003**

Initial Registration Date:	23/08/2013
Previous Expiry Date:	23/08/2025
Recertification Audit Date:	06/03/2025
Re-issue Date:	21/03/2025
Current Expiry Date:	23/08/2028

The validity of this certificate depends on the validity of the main certificate and is one of several issued to registration number 11259-EMS-004

SIGNED

Jim Anderson, Chief Executive Officer
(on behalf of Alcumus ISOQAR)

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Certificate of Registration

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O.C.O Technology Ltd
Severn View Industrial Park, Central Avenue,, Hallen, Bristol, BS10 7SD

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 45001: 2018

SCOPE OF REGISTRATION

The Manufacture of Aggregates from Waste.

CERTIFICATE NUMBER: **11259-OHS-002**

Initial Registration Date:	23/04/2021
Previous Expiry Date:	23/08/2025
Recertification Audit Date:	06/03/2025
Re-issue Date:	21/03/2025
Current Expiry Date:	23/08/2028

The validity of this certificate depends on the validity of the main certificate and is one of several issued to registration number 11259-OHS-004

SIGNED

Jim Anderson, Chief Executive Officer
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its system to the required standard. This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of this certificate and the applicability of the relevant standards' requirement may be obtained by consulting Alcumus ISOQAR.

Alcumus ISOQAR Limited, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY
T: 0161 865 3699 **E:** isoqarenquires@alcumus.com **W:** isoqar.com

Certificate of Registration

This is to certify that the Management System of:

O.C.O Technology Ltd
37 Knowesthorpe Gate, Cross Green, Leeds, LS9 0NP

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 45001: 2018

SCOPE OF REGISTRATION

The Manufacture of Aggregates from Waste.

CERTIFICATE NUMBER: **11259-OHS-003**

Initial Registration Date:	23/04/2021
Previous Expiry Date:	23/08/2025
Recertification Audit Date:	06/03/2025
Re-issue Date:	21/03/2025
Current Expiry Date:	23/08/2028

The validity of this certificate depends on the validity of the main certificate and is one of several issued to registration number 11259-OHS-004

SIGNED

Jim Anderson, Chief Executive Officer
(on behalf of Alcumus ISOQAR)

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Alcumus ISOQAR Limited, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY
T: 0161 865 3699 **E:** isoqarenquires@alcumus.com **W:** isoqar.com

Certificate of Registration

This is to certify that the Management System of:

O.C.O Technology Ltd
Severn View Industrial Park, Central Avenue,, Hallen, Bristol, BS10 7SD

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 9001: 2015

SCOPE OF REGISTRATION

The Manufacture of Aggregates from Waste.

CERTIFICATE NUMBER: **11259-QMS-002**

Initial Registration Date:	23/08/2013
Previous Expiry Date:	23/08/2025
Recertification Audit Date:	06/03/2025
Re-issue Date:	21/03/2025
Current Expiry Date:	23/08/2028

The validity of this certificate depends on the validity of the main certificate and is one of several issued to registration number 11259-QMS-004

SIGNED

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T: 0161 865 3699 **E:** isoqarenquires@alcumus.com **W:** isoqar.com

Certificate of Registration

This is to certify that the Management System of:

O.C.O Technology Ltd
37 Knowesthorpe Gate, Cross Green, Leeds, LS9 0NP

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 9001: 2015

SCOPE OF REGISTRATION

The Manufacture of Aggregates from Waste.

CERTIFICATE NUMBER: **11259-QMS-003**

Initial Registration Date:	23/08/2013
Previous Expiry Date:	23/08/2025
Recertification Audit Date:	06/03/2025
Re-issue Date:	21/03/2025
Current Expiry Date:	23/08/2028

The validity of this certificate depends on the validity of the main certificate and is one of several issued to registration number 11259-QMS-004

SIGNED

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O.C.O Technology Ltd

Leeds Aggregate Manufacturing Facility

EP Variation Application - Appendix D: ERA Addendum

OCO_2026.02/02_v1 dated February 2026

O.C.O Technology Ltd – Leeds Aggregate Manufacturing Facility

Appendix D: ERA for EP Variation Application (OCO_2026.02/02)

Client:	O.C.O Technology Limited
Project No:	OCO_2026.02
Date:	2026-02-24

Document Information

Project Name:	O.C.O Technology Ltd – Leeds Aggregate Manufacturing Facility
Document Title:	Appendix D: ERA for EP Variation Application (OCO_2026.02/02)
Client Name:	O.C.O Technology Limited
Client Contact:	Lee Thompson, Peter Swann
Client Address:	Larkshall Mill, Thetford Road, East Wretham, Norfolk, IP24 1QY
Document Status:	Final for Issue
Author:	Rebecca Hodkinson
Date:	2026-02-24
Version:	v1
Project Number:	OCO_2026.02

Revision History

Version	Date	Author	Notes
v1	2026-02-24	Rebecca Hodkinson	Prepared for the EP substantial variation application, 2026

Contents

1. Introduction

O.C.O Technology Limited (the applicant) has engaged Reva Environmental Ltd (the agent) to prepare an Environmental Permit (EP) variation application, for its existing aggregate manufacturing facility waste transfer and recovery facility at Hub45, Knowsthorpe Gate, Leeds, LS9 0NP.

It is currently permitted by the Environment Agency (EA) under EPR/TP3737YG which allows the treatment of up to 520 tonnes of waste per day to produce carbon neutral aggregate pellets for the construction industry. It limits the annual throughput to 120,000 tonnes and storage at any one time to less than 2,375 tonnes (in 10 silos – A3 to A10, and A13, A14).

The current EP includes the following listed activities, waste operations and DAAs:

- AR1, AR2 and AR3 – 5.3 A(1)(a)(vi) recovery of hazardous waste >10 tpd by recycling or reclamation of inorganic materials other than metals or metal compounds (R5);
- AR4 – 5.6 A(1)(a) temporary storage of hazardous waste >50 tonnes (R13);
- AR5 – DAA for the management of processed materials;
- AR6 – DAA for the storage of raw materials;
- AR7 – DAA for the handling and storage of non-hazardous wastes (R13);
- AR8 – DAA for the management of surface water for re-use;
- AR9 – DAA for the management of surface water for discharge to sewer; and
- AR10 and AR11 are allocated for process trials where these are specified and agreed in writing with the EA.

The current version of the EP is V006 dated 12 December 2023. The EP boundary is shown in Schedule 7 of the V006 EP, a copy of which is provided in Appendix B of this application.

The objective of this application is to obtain a varied EP which allows the applicant to increase the permitted limit for throughput of waste from 120,000 tpa to 150,000 tpa.

There is no requirement to increase the EP boundary to accommodate the new activities. Full details are provided in the Non-Technical Summary in Appendix A. A copy of the 2020 site layout plan shows the location of the storage silos and binder silos. This is provided in Appendix E.

Question 4 of EA application form Part C2 requires the provision of an environmental risk assessment (ERA). There is an existing qualitative assessment in place at the site for the current activities and it follows the EA's source-pathway-receptor model and was written for the variation application to add the third duplicate processing line in 2020. A copy of this, and the 2023 ERA Addendum (for increased throughput), is included in Annex ERA1 for completeness.

The purpose of this variation application is simply to increase the throughput of existing waste types, in the existing treatment plants and it is confirmed that this does not present any new sources, pathways or receptors, however a review of the existing ERA has been undertaken to confirm this. This review comprises an addendum to the existing ERA.

It sets out the risks of potential failure or incident scenarios related to the proposed processes and assesses these in terms of the potential impact on any sensitive receptors.

2. Site Setting

The site is centred at NGR SE 32873 31999, within an industrial area approximately 3.6 km from Leeds city centre. Halton Moor local nature reserve (LNR) is approximately 0.9 km away from the site, and Temple Newsam Estate Wood local wildlife site (LWS) is approximately 1.5 km away from the site.

The site setting is summarised in Table ERA1.

Table ERA1: Site Setting

Direction	Local Setting
Northern Boundary	The site is immediately bounded by the Knowsthorpe Gate commercial and industrial estate, which extends to the A63 (at approximately 350 m) and beyond it. The nearest residential area to the north is off Halton Moor Road which lies 300 m beyond the A63. This is the most southerly point of Osmondthorpe. A railway line runs west to northeast beyond Halton Moor Road, at approximately 300 m. Halton Moor local nature reserve (LNR) is approximately 0.9 km away to the northeast.
Eastern Boundary	The site is immediately bounded by the Knowsthorpe Gate commercial and industrial estate, which extends to the A63. This area is less densely built up and comprises a mix of industrial use and open fields. The A63 joins the M1 beyond the estate at approximately 1.8 km. Temple Newsam Estate Wood local wildlife site (LWS) is approximately 1.5 km away from the site.
Southern Boundary	The site is immediately bounded by the Knowsthorpe Gate commercial and industrial estate, which extends to the south to the M621, A639 and M1 convergence at 1.8 km. The River Aire lies at 600 m to the south and intersects the industrial estate.
Western Boundary	The site is immediately bounded by the Knowsthorpe Gate commercial and industrial estate, which extends to the A63 /A639 at approximately 1.2 km. The nearest residential area is off Sussex Avenue which lies beyond Thwaite Gate (A639) at approximately 1 km.

2.1 Sensitive Receptors

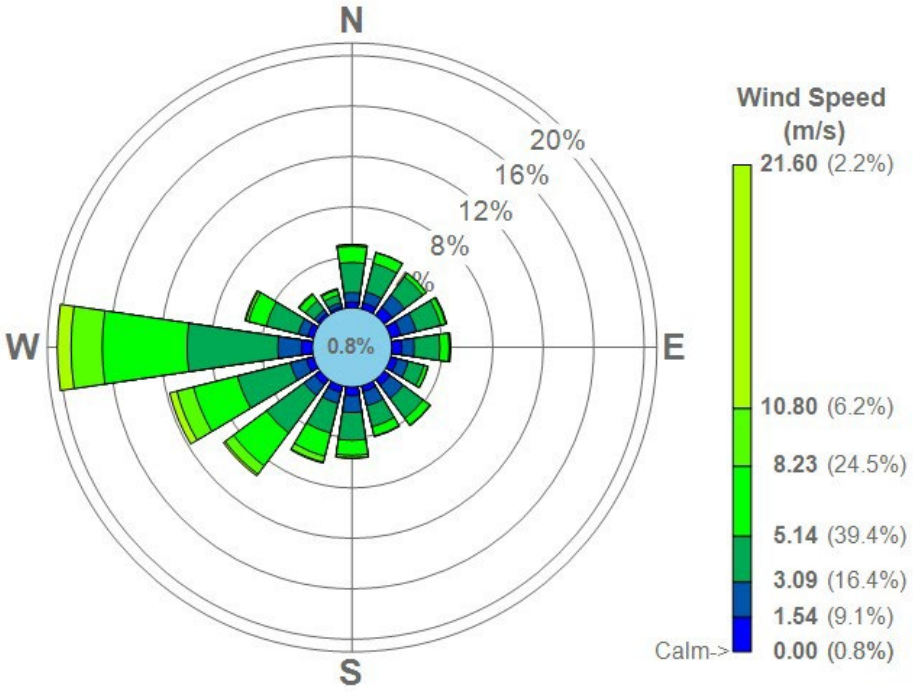
2.1.1 General

Key sensitive receptors are considered to be those within 1 km of the site; the potential impact to these from certain sources will depend on the weather conditions.

Figure ERA1 presents the wind rose for the area. This has been sourced from a station located at Leeds Bradford Airport which is the closest to the application site and lies approximately 14.2 km to the northwest. The latest data set is for 2019 – 2023.

The perceived impact at receptors located down-wind are likely to be more than at those located cross or up-wind for certain sources like dust, litter, odour, noise.

Figure ERA1: Wind Rose



2.1.2 Nature Conservation Sites

The existing EP notes two local nature reserves/wildlife sites within 2 km of the site:

- Halton Moor (LNR and LWS) comprising grassland, woodland, and scrub land – lying at approximately 1 km to the northeast; and
- Temple Newsam Estate Wood (LWS) comprising woodland – lying at approximately 1.5 km to the east.

A magic.gov.uk search has been carried out for this 2026 variation application, to check if any new habitat sites are within the screening distance of the facility. None were identified.

3. Risk Assessment

Table ERA3: Risk Assessment Review (Source-Pathway-Receptor Linkage)

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact Affected Y/N?
Releases of particulate matter (dusts)	Local human population/presence, livestock, and wildlife. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Harm to human health - respiratory irritation and illness.	Transportation through air then inhalation or deposition	Low	There are no proposed changes to the types of waste received at the site, nor to the types of raw materials as a result of the variation. Receipt, repackaging and storage activities will take place as per the existing waste acceptance procedures. The existing storage silos benefit from a top filter which is a high-efficiency dust abatement system. This will apply to the two silos (A11 and A12) proposed for additional waste storage. The increase in process throughput doesn't introduce any new point source emissions to air. There will be an increase in vehicle movements of, on average, 7.4 per day (3.7 in/out). Existing controls apply regarding vehicles moving into/out of and around the site (appropriate road surfacing, regular cleaning/damping as required, and visual assessment).	N
		Nuisance - dust on cars, clothing etc.		Very Low		N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact Affected Y/N?
Fire or Explosion from release of hydrogen gas from storage of APCr	Local human population and local environment. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	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	Low	There are no proposed changes to the types of waste received at the site, as a result of the variation. Receipt, repackaging and storage activities will take place as per the existing waste acceptance procedures. In line with the increase in throughput; the storage capacity is increasing by 475 tonnes (by way of use of two of the binder storage silos for waste instead). The silos are of the same capacity and design as the existing permitted ones and have a pressure relief valve with automated controls to prevent build-up of hydrogen gas.	N
Litter	Local human population and local environment. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Nuisance, loss of amenity and harm to animal health.	Air transport then deposition	Low	There are no proposed changes to the types of waste received at the site, nor to the types of raw materials as a result of the variation. Receipt, repackaging and storage activities will take place as per the existing waste acceptance procedures. Processing takes place within the confines of the existing building which provides containment to the treatment processes that are already themselves contained.	N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact Affected Y/N?
Waste and mud on local roads	Local human population/presence. The closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary.	Nuisance, loss of amenity, road traffic accidents	Vehicles entering and leaving the site	Low	There are no proposed changes to the types of waste received at the site, nor to the types of raw materials as a result of the variation. Receipt, repackaging and storage activities will take place as per the existing waste acceptance procedures. Processing takes place within the confines of the existing building which provides containment to the treatment processes that are already themselves contained. The increase in process throughput doesn't introduce any new point source emissions to air. There will be an increase in vehicle movements of, on average, 7.4 per day (3.7 in/out). Existing controls apply regarding vehicles moving into/out of and around the site (appropriate road surfacing, regular cleaning/damping as required, and visual assessment).	N
Odour	Local human population/presence. The closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and	Nuisance, loss of amenity	Air transport then inhalation	Low	There are no proposed changes to the types of waste received at the site, nor to the types of raw materials as a result of the variation. There are therefore no new odour sources. Receipt, repackaging and storage activities will take place as per the existing waste acceptance procedures.	N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact Affected Y/N?
	Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.				Processing takes place within the confines of the existing building which provides containment to the treatment processes that are already themselves contained.	
Noise and vibration	Local human population/presence, livestock, and wildlife. The closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Nuisance, loss of amenity; harm to ecological features through disturbance	Noise through the air and vibration through the ground	Medium	The site is already permitted for 24/7 operation. The variation to increase processing throughput does not result in any change to the modelled noise profile. Existing pollution control procedures will be applicable.	N
Scavenging animals (e.g. rats) and scavenging birds	Local human population/presence, livestock, and wildlife. The closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Harm to human health - from waste carried off site and faeces. Nuisance and loss of amenity. Harm to ecological features through predation	Air transport and over land	Low	There are no proposed changes to the types of waste received at the site, nor to the types of raw materials, as a result of the variation. There are therefore no new sources of interest for scavengers.	N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact Affected Y/N?
Pests (e.g. flies)	Local human population/presence, livestock, and wildlife. The closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Harm to human health, nuisance, and loss of amenity; Harm to ecological features through predation	Air transport and over land	Low	There are no proposed changes to the types of waste received at the site, nor to the types of raw materials, as a result of the variation. There are therefore no new sources of interest for pests	N
Flooding of site	Local human population/presence, livestock, and wildlife. The closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	If waste and/or raw materials is washed off site, it may contaminate buildings / gardens / natural habitats downstream	Flood waters flowing over land and soaking into the ground	Low	There are no changes to the types of waste or raw materials that will be present on the site, nor to the quantity of those on site at any one time. The risk profile for flooding is therefore unaffected by the variation.	N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact Affected Y/N?
All on-site hazards: wastes; machinery and vehicles	Local human population after gaining unauthorised access to the waste operation	Bodily injury	Direct physical contact	Low	In line with the increase in throughput; the storage capacity is increasing by 475 tonnes (by way of use of two of the binder storage silos for waste instead). The silos are of the same capacity and design as the existing permitted ones and have a pressure relief valve with automated controls to prevent build-up of hydrogen gas. As this mirrors existing provisions, the risk profile for on-site hazards is unaffected by the variation. The existing established management system applies which includes site security measures to prevent unauthorised access.	N
Arson and / or vandalism causing the release of polluting materials to air (smoke or fumes), water or land.	Local human population/presence, livestock, and wildlife. The closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	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	In line with the increase in throughput; the storage capacity is increasing by 475 tonnes (by way of use of two of the binder storage silos for waste instead). The silos are of the same capacity and design as the existing permitted ones and have a pressure relief valve with automated controls to prevent build-up of hydrogen gas. As this mirrors existing provisions, the risk profile for arson and/or vandalism is therefore unaffected by the variation. The existing established management system applies which includes site security measures to prevent unauthorised access.	N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact Affected Y/N?
Accidental fire causing the release of polluting materials to air (smoke or fumes), water or land.	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.	Air transport of smoke. Spillages and contaminated firewater by direct run-off from site and via surface water drains and ditches.	Medium	There are no proposed changes to the types of waste or raw materials as a result of the variation. Receipt, repackaging and storage activities will take place as per the existing waste acceptance procedures. Processing takes place within the confines of the existing building which provides containment. In In line with the increase in throughput; the storage capacity is increasing by 475 tonnes (by way of use of two of the binder storage silos for waste instead). The silos are of the same capacity and design as the existing permitted ones and have a pressure relief valve with automated controls to prevent build-up of hydrogen gas. As this mirrors existing provisions, the risk profile for accidental fire is therefore unaffected by the variation.	N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact Affected Y/N?
Spillage of liquids, leachate from waste, contaminated rainwater run-off from waste e.g., containing suspended solids.	All surface waters close to and downstream of site, land, and groundwater	Acute effects: oxygen depletion, fish kill and algal blooms	Direct run-off from site across ground surface, via surface water drains; transport through soil / groundwater	Low	There are no proposed changes to the types of waste or raw materials as a result of the variation. Receipt, repackaging and storage activities will take place as per the existing waste acceptance procedures. There are no new point source emissions to water introduced by the variation.	N

4. Conclusion

On the basis of the assessment above, which follows the H1 approach for risk assessment, it is considered that the existing control measures are appropriate for the proposed changes.

The ERA is a live document and will be subject to regular review throughout the life of the permitted operations. It will also be amended, if required, following any significant change to operations, an incident resulting in an environmental impact, and/or any substantiated complaints.


Reva Environmental Ltd

O.C.O Technology Ltd

Leeds Aggregate Manufacturing Facility

EP Variation Application – Annex ERA1: Original ERA and Previous Update

OCO_2026.02/02_v1 dated February 2026

2 RISK ASSESSMENT

Table ERA1: Risk Screening

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact affected Y/N?
Releases of particulate matter (dusts)	Local human population/presence, livestock, and wildlife. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Harm to human health - respiratory irritation and illness.	Air transport then inhalation	Low	There are no proposed changes to the types of waste received at the site, nor to the types of raw materials as a result of the variation. Receipt, repackaging and storage activities will take place as per the existing waste acceptance procedures. The increase in process throughput doesn't introduce any new point source emissions to air. There will be an increase in vehicle movements of, on average, 9 per day (4.5 in/out). Existing controls apply regarding vehicles moving into/out of and around the site (appropriate road surfacing, regular cleaning/damping as required, and visual assessment).	N
		Nuisance - dust on cars, clothing etc.		Very Low		N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact affected Y/N?
Fire or Explosion from release of hydrogen gas from storage of IBA	Local human population and local environment. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	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.	Low	There are no proposed changes to the types of waste received at the site, as a result of the variation. Receipt, repackaging and storage activities will take place as per the existing waste acceptance procedures. Whilst the throughput is increasing, the storage capacity of the site is not changing.	N
Litter	Local human population/presence, livestock, and wildlife. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Nuisance, loss of amenity and harm to animal health.	Air transport then deposition	Low	There are no proposed changes to the types of waste received at the site, nor to the types of raw materials as a result of the variation. Receipt, repackaging and storage activities will take place as per the existing waste acceptance procedures. Processing takes place within the confines of the existing building which provides containment.	N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact affected Y/N?
Waste and mud on local roads.	Local human population/presence. The closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary.	Nuisance, loss of amenity, road traffic accidents	Vehicles entering and leaving site.	Low	There are no proposed changes to the types of waste received at the site, nor to the types of raw materials as a result of the variation. Receipt, repackaging and storage activities will take place as per the existing waste acceptance procedures. Processing takes place within the confines of the existing building which provides containment. There will be an increase in vehicle movements of, on average, 9 per day (4.5 in/out). Existing controls apply regarding vehicles moving into/out of and around the site (appropriate road surfacing, regular cleaning/damping as required, and visual assessment).	N
Odour	Local human population/presence. The closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to	Nuisance, loss of amenity	Air transport then inhalation	Low	There are no proposed changes to the types of waste received at the site, nor to the types of raw materials as a result of the variation. There are therefore no new odour sources.	N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact affected Y/N?
	the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.				Receipt, repackaging and storage activities will take place as per the existing waste acceptance procedures. Processing takes place within the confines of the existing building which provides containment.	
Noise and vibration	Local human population/presence, livestock, and wildlife. The closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Nuisance, loss of amenity	Noise through the air and vibration through the ground	Medium	The site is already permitted for 24/7 operation. The variation to increase processing throughput does not result in any change to the noise profile. Existing pollution control procedures will be applicable.	N
Scavenging animals and scavenging birds	Local human population/presence, livestock, and wildlife. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton	Harm to human health - from waste carried off site and faeces. Nuisance and loss of amenity	Air transport and over land	Low	There are no proposed changes to the types of waste received at the site, nor to the types of raw materials, as a result of the variation. There are therefore no new sources of interest for scavengers.	N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact affected Y/N?
	Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.					
Pests (e.g., flies)	Local human population/presence, livestock, and wildlife. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east	Harm to human health, nuisance, loss of amenity	Air transport and over land	Low	There are no proposed changes to the types of waste received at the site, nor to the types of raw materials, as a result of the variation. There are therefore no new sources of interest for pests.	N
Flooding of site	Local human population/presence, livestock, and wildlife. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the	If waste and/or raw materials is washed off site, it may contaminate buildings / gardens / natural habitats downstream	Flood waters	Low	There are no changes to the types of waste or raw materials that will be present on the site, nor to the quantity of those on site at any one time. The risk profile for flooding is therefore unaffected by the variation.	N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact affected Y/N?
	southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.					
All on-site hazards: wastes; machinery and vehicles	Local human population after gaining unauthorised access to the waste operation	Bodily injury	Direct physical contact	Low	There are no infrastructure changes resulting from the increase to processing throughput. The risk profile for on-site hazards is therefore unaffected by the variation. The existing established management system applies which includes site security measures to prevent unauthorised access.	N
Arson and / or vandalism causing the release of polluting materials to air (smoke or fumes), water or land	Local human population/presence, livestock, and wildlife. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1 km to the	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	There are no infrastructure changes resulting from the increase to processing throughput. The risk profile for arson and/or vandalism is therefore unaffected by the variation. The existing established management system applies which	N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact affected Y/N?
	northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.				includes site security measures to prevent unauthorised access.	
Accidental fire causing the release of polluting materials to air (smoke or fumes), water or land.	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.	Air transport of smoke. Spillages and contaminated firewater by direct run-off from site and via surface water drains and ditches.	Medium	There are no proposed changes to the types of waste or raw materials as a result of the variation. Receipt, repackaging and storage activities will take place as per the existing waste acceptance procedures. Processing takes place within the confines of the existing building which provides containment. There are no infrastructure changes resulting from the increase to processing throughput. The risk profile for accidental fire is therefore unaffected by the variation.	N
Spillage of liquids, leachate from waste, contaminated rainwater run-off from waste e.g.,	All surface waters close to and downstream of site, land, and groundwater	Acute effects: oxygen depletion, fish kill and algal blooms	Direct run-off from site across ground surface, via surface water drains;	Low	There are no proposed changes to the types of waste or raw materials as a result of the variation. Receipt, repackaging and storage activities will take place as per the	N

Hazard	Receptor	Harm	Pathway	Current Residual Risk	Addendum Comments	Residual Impact affected Y/N?
containing suspended solids.			transport through soil / groundwater		existing waste acceptance procedures. There are no new point source emissions to water introduced by the variation.	

	Hazard	Receptor	Harm	Pathway	Probability of Exposure	Consequence	Magnitude of Risk	Justification of Magnitude	Risk Management	Residual Risk
3	Releases of particulate matter (dusts)	Local human population/presence, livestock and wildlife. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1m to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Harm to human health - respiratory irritation and illness.	Air transport then inhalation.	Low	High	Medium	Permitted waste types are hazardous and are fine dusts (as are so if inhaled, the consequence could be high. APCr and IBA is transported in fully sealed powder tankers with appropriate safeguards, and is delivered into enclosed silos with dust filters, thus probability of exposure is low. Raw materials are similar (e.g. cement), with sand being delivered in sheeted vehicles and directly into dedicated, covered, storage areas. The likelihood of dust being generated is low and any potential for dust generation is appropriately mitigated through a dust suppression system and operational control procedures.	Waste, binders, and fillers are delivered in sealed powder tankers. Transfer of it into silos is managed through driver induction and training in discharge of waste materials, use of appropriate couplings which are subject to regular inspection and maintenance. Silos are self-testing before each delivery which ensures that capacity is available to receive the load and that the discharge pressures are within the correct operating limits. Automatic shut-off if any safety system is breached. OP_GEN_302 "loading APCr and cement into silos" and OP_GEN_301 "receipt of bulk tanker". Waste silos are subject to regular inspection and maintenance and incorporate dust filters. Movement of untreated waste from silos is via sealed screw conveyors into the enclosed mixing chamber. At this stage water is added as well as the CO_2 allowing the subsequent movement of material to be via conveyors (as it is no longer a fine dust) but within the confines of the process building. The building has roller shutter doors and these will be kept open as needed, to prevent dust build up in the building. Incoming filler material is delivered in sheeted tipper trucks and is delivered directly into dedicated, covered, storage areas. The site is kept clean (mechanical road sweeper) and dampened down if necessary; the Team Leader is responsible for undertaking daily inspection of the site; this will include identification of any potential or actual dust emissions, and actions will be taken if required.	Low
4			Nuisance - dust on cars, clothing etc.		Medium	Low	Medium			Very Low
5	Fire or Explosion from release of hydrogen gas from storage of IBA	Local human population and local environment. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1m to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	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.	Low	High	Medium	Hydrogen gas can be released from incinerator bottom ash (IBA) during the ageing process. IBA will be received and stored on Site in silos prior to being processed.	IBA is received at the Site and placed in silos. The silos are not hermetically sealed as the filters allow venting of the silo to atmosphere; this means the hydrogen gas cannot accumulate in the silo creating an explosive atmosphere. Because the process is continuous and 24/7, no waste material is stored for a prolonged period of time in the silo, therefore the IBA will not have the opportunity to age and generate hydrogen. Pre-acceptance procedures require testing of waste materials and for IBA type materials this testing includes one for hydrogen gas evolution. If this test identifies that hydrogen evolution is likely within a 2 week typical maximum storage period, the silo will be made intrinsically safe prior to accepting the material.	Low
6	Litter	Local human population/presence, livestock and wildlife. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1m to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Nuisance, loss of amenity and harm to animal health.	Air transport then deposition	Low	Medium	Medium	It is acknowledged that local residents and habitat receptors are often sensitive to litter emissions however permitted wastes are not litter-generating. Waste that could generate litter will be limited to office and welfare facilities so small scale and managed in standard bins.	It is not anticipated that litter will be an issue at the Site. The Team Leader is responsible for undertaking daily inspection of the site; this will include identification of any potential or actual litter emissions, and actions will be taken if required.	Low
7	Waste and mud on local roads.	Local human population/presence. The closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary.	Nuisance, loss of amenity, road traffic accidents.	Vehicles entering and leaving site.	Low	Medium	Medium	Road safety, local residents often sensitive to mud on roads.	The Team lead daily inspection will identify if there are any areas of build up of mud on internal and local roads and any issues will be cleared as soon as practicable; the facility and site roads are constructed of concrete and suitable road sweeping equipment will be used to ensure site roads kept clear and tidy; all vehicles entering and leaving the site are covered or fully enclosed; any complaints will be recorded in the site diary; an investigation will be undertaken and findings acted upon. If EA perceives that mud is an issue, then a management plan will be implemented as required by the permit.	Low

	A	B	C	D	E	F	G	H	I	J	K
8		Odour	Local human population/presence. The closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1m to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Nuisance, loss of amenity.	Air transport then inhalation.	Medium	Medium	Medium	Local residents often sensitive to odour, permitted waste types are not generally odorous; nor are the raw materials (filler, binder, CO_2), however reactions within the process have the potential to generate ammonia (as a result of the waste source process overdosing ammonia for NOx abatement).	APCr does not have an odour, nor do the other wastes or raw materials. The APCr and IBA is discharged into the delivery tankers directly from the permitted EfW facilities therefore is a controlled source and will not be contaminated with any non-permitted waste. Every delivery is sampled prior to discharge (for compliance with specification). Filters in the silo inlet pipework to ensure that no foreign bodies are allowed into the process. The building has roller shutter doors and these will be kept open as needed, to prevent ammonia build up in the building. Operatives undertaking confined space cleaning are potentially exposed but are required to wear full face respirators for this activity.	Low
9		Noise and vibration.	Local human population/presence, livestock and wildlife. The closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1m to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Nuisance, loss of amenity	Noise through the air and vibration through the ground.	Medium	High	High	Local residents often sensitive to noise and vibration, closest residents are more than 850 m from the site, the site is within an existing 24/7 operational industrial area.	The noise design specification for the plant is such that employees are protected; the plant does not exceed 80 dBA at 1 m from the noise source. Operations are 24/7 but process plant is within a fully enclosed building. Any complaints will be recorded within the Site diary and an investigation will be undertaken and finding acted upon. White noise reversing beepers utilised on plant. Audible high level alarms on process plant are within the confines of the building.	Medium
10		Scavenging animals and scavenging birds.	Local human population/presence, livestock and wildlife. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1m to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Harm to human health - from waste carried off site and faeces. Nuisance and loss of amenity.	Air transport and over land.	Low	Medium	Medium	Permitted wastes and raw materials are non-biodegradable and will not attract scavenging animals and birds.	Pests and vermin are not expected to be an issue at the Site; the waste is not biodegradable so should not attract scavenging animals and birds; regular monitoring of the Site will be undertaken; any complaints will be recorded within the Site diary and an investigation will be undertaken and findings acted upon.	Low
11		Pests (e.g. flies).	Local human population/presence, livestock and wildlife. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1m to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	Harm to human health, nuisance, loss of amenity.	Air transport and over land.	Low	Medium	Medium	Permitted wastes and raw materials are non-biodegradable and will not attract pests	Pests and vermin are not expected to be an issue at the Site; the waste is not biodegradable so will not attract scavenging animals and birds; regular monitoring of the Site will be undertaken; any complaints will be recorded within the Site diary and an investigation will be undertaken and findings acted upon.	Low

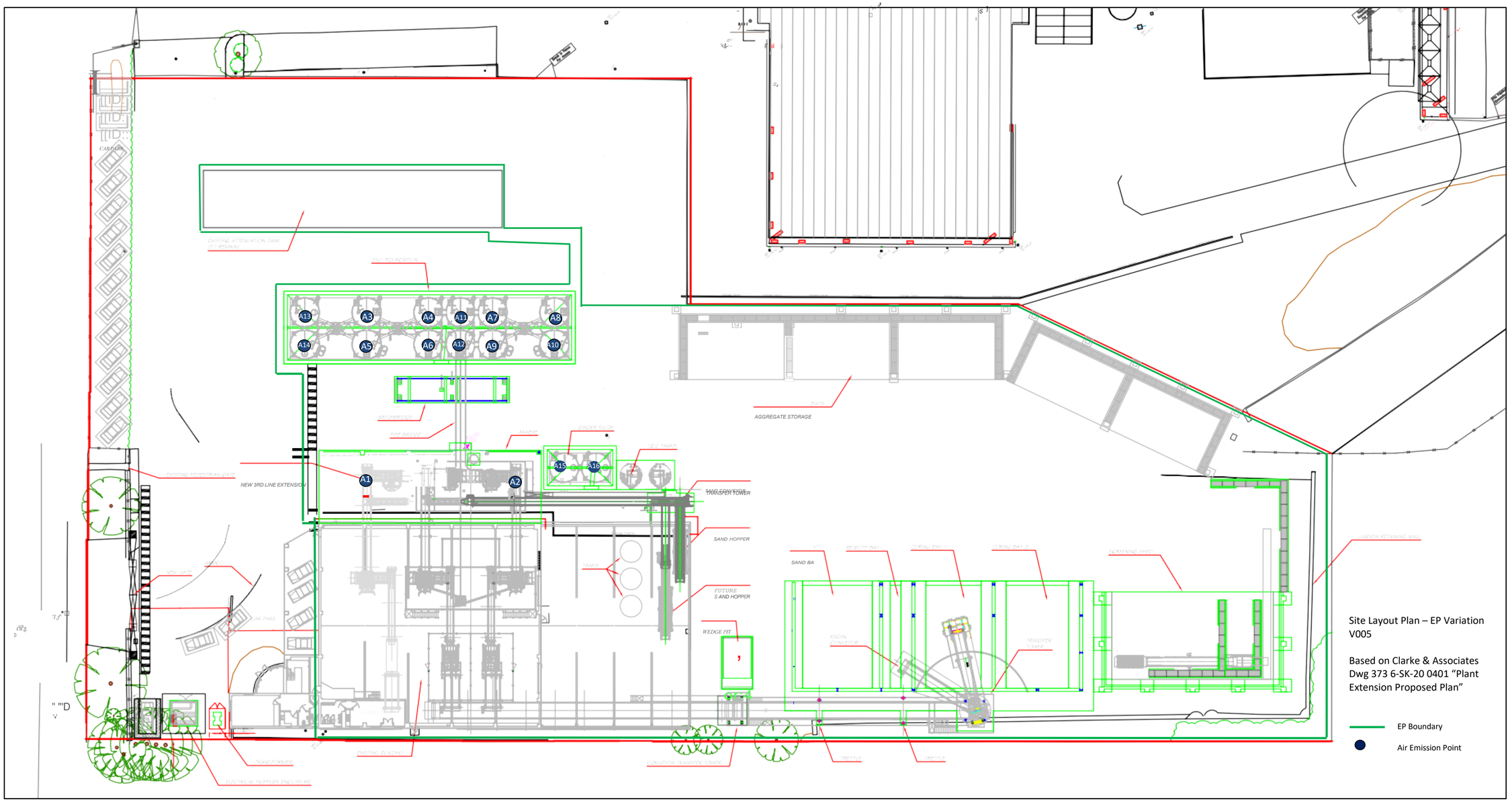
	A	B	C	D	E	F	G	H	I	J	K
12		Flooding of site.	Local human population/presence, livestock and wildlife. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1m to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	If waste and/or raw materials is washed off site it may contaminate buildings / gardens / natural habitats downstream	Flood waters.	Low	Medium	Medium	Permitted waste types are hazardous, however there are no water courses within 250 m and the Site is not in a flood plain.	A flood risk assessment has not been produced for the facility as part of the planning application process as it was screened out.	Low
13		All on-site hazards: wastes; machinery and vehicles.	Local human population after gaining unauthorised access to the waste operation.	Bodily injury.	Direct physical contact.	Medium	High	High	Permitted waste types are hazardous, there are access ladders on silos, there is plant and machinery and moving plant/vehicles, and moving belts/conveyors.	The Site will be made secure by 2.4 m palisade fencing and lockable gates; intercom system at entrance during operational hours will only grant access to authorised vehicles and visitors; the site will have CCTV covering general operating areas; the location of the site is in an industrial area rather than a residential area where there will be local population.	Low
14		Arson and / or vandalism causing the release of polluting materials to air (smoke or fumes), water or land.	Local human population/presence, livestock and wildlife. There are no surface water features within 250 m of the Site boundary, the closest residential receptors are some 850 m to the northeast of the site; the closest commercial receptor is 95 m to the southeast of the site boundary, Halton Moor (Local Nature Reserve and Local Wildlife Site - grassland, woodland and scrub) lies at approximately 1m to the northeast and Temple Newsam Estate Wood (Local Wildlife Site - woodland) lies at approximately 1.5 km to the east.	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	High	High	Permitted waste types do not include flammable materials	The Site will be made secure by palisade fencing and gates approximately 2.4 m high; lockable ladder guards on silos to prevent access, the Site will be made secure out of hours; there is a fire alarm; the Site will have CCTV. Intercom system at entrance during operational hours will only grant access to authorised vehicles and visitors; the site will have CCTV covering general operating areas; the location of the site is in an industrial area; the distance from residential receptors and therefore human presence is great. Pollution control measures including impermeable hardstanding and surface water management infrastructure provides protection in terms of providing storage capacity for fire water, including a cut off valve to prevent discharge from the underground attenuation tank. Water will be tested prior to discharge following fire to identify if it can be discharged.	Medium
15		Accidental fire causing the release of polluting materials to air (smoke or fumes), water or land.	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.	Air transport of smoke. Spillages and contaminated firewater by direct run-off from site and via surface water drains and ditches.	Medium	High	High	Permitted waste types unlikely to include flammable materials	The permitted waste types (and raw materials) are not flammable. Regular inspections and maintenance of key process plant and equipment (following planned preventative maintenance programme). Thermal cut outs on applicable equipment (e.g. electrical drives and inverters). Lightning protection systems in place on building, cement silo and APCr/IBA silos. All reasonable precautions will be taken to prevent the outbreak of fire. In the first instance Site staff will extinguish the fire where possible, if required the fire brigade will be contacted. Any hot works are completed under the permit to work system including a 30 minutes 'fire watch' following any hot works. Pollution control measures including impermeable hardstanding and surface water management infrastructure provides protection in terms of providing storage capacity for fire water, including a cut off valve to prevent discharge from the underground attenuation tank. Water will be tested prior to discharge following fire to identify if it can be discharged.	Medium
16		Spillage of liquids, leachate from waste, contaminated rainwater run-off from waste e.g. containing suspended solids.	All surface waters close to and downstream of site, land, and groundwater.	Acute effects: oxygen depletion, fish kill and algal blooms.	Direct run-off from site across ground surface, via surface water drains; transport through soil / groundwater	Low	Medium	Medium	Permitted waste types do not include sludges or liquids, nor are stored in the open air where rainfall can generate a leachate.	Surface water from the waste silo pad will be captured by the surface water management system and pumped to a storage tank for use in the process. Water collected in the aggregate stockyard and screening area will be directed via a wedge pit/silt trap system prior to being fed to the underground attenuation tank prior to discharge to public sewer. The hardstanding will be inspected on a regular basis and remediation undertaken if required. In the event of any spillages on site, the cut off valve will be used to isolate the attenuation tank so that there is no discharge off site until testing has been carried out on the contents.	Low

O.C.O Technology Ltd

Leeds Aggregate Manufacturing Facility

EP Variation Application – Appendix E: 2020 Site Layout Plan

OCO_2026.02_v1 dated February 2026


A13
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A6
A12
A9
A10
A1
A2
A15
A16
AGGREGATE STORAGE
NEW 3RD LINE EXTENSION
SAND HOPPER
FUTURE SAND HOPPER
SAND BA
WEDGE PIT
Site Layout Plan – EP Variation V005
Based on Clarke & Associates Dwg 373 6-SK-20 0401 "Plant Extension Proposed Plan"
EP Boundary
Air Emission Point

O.C.O Technology Ltd

Leeds Aggregate Manufacturing Facility

EP Variation Application – Appendix F: Operating Techniques Update

OCO_2026.02/03_v1 dated February 2026

Question 3a of application form Part C3 requires a review of any operating techniques that are presented in Table 1.2 of the EP that is being varied.

The table below presents commentary on the status of the existing referenced operating techniques.

Application	Parts	Variation Application Comments
Application (duly made 21/07/2017)	Responses to Question 3 – Operating Techniques and Appendix 5 of part B3 of the application form and referenced supporting documentation: • Leeds Aggregate Manufacturing Facility: Best Available Technique Assessment	The waste materials and permitted process remains unchanged as a result of this variation application; the BAT Assessment therefore remains relevant and applicable.
Response to Schedule 5 Notice 14/11/2017	Response to Questions 6, 7 and 9 of the Schedule 5 Notice that provides additional information on: • Carbon8's waste sampling procedure (OP_GEN_401); • Details of the storage silo vents; and • The emergency plan (document reference: EP_AVO_000)	The waste materials and permitted process remains unchanged as a result of this variation application; these documents therefore remain relevant and applicable.
Response to the second Schedule 5 Notice 05/01/2018	Response to Questions 1, 5, 6 and 7 of the Schedule 5 Notice that provides additional information on: • Details of the installation's sewage discharge point; • Confirmation of quality and technical managers qualifications; • Point source emissions to air; and • Overview of the reaction chemistry involved in the ACT process	The waste materials and permitted process remains unchanged as a result of this variation application; these documents therefore remain relevant and applicable.

Response to the extended Schedule 5 dated 23/01/2018	Responses to Question 1 and 3 of the Schedule 5 Notice that provide additional information on: • Process description; and • Site plan	The site plan does not need to be updated; the 2020 version submitted to the EA for the V005 application remains applicable. Noting that the existing binder silos A11 and A12 will be utilised for waste storage. Binder storage will be in the two silos near the CO2 storage (emission points A15 and A16). Whilst permitted, these have never been instated. The 2020 site plan is in Appendix E.
Application V002 dated 20/11/2018	Variation supporting document November 2018	This remains pertinent to the site, however, should be read in conjunction with the V005 supporting statement, and the Non-Technical Summary provided in Appendix A of this 2026 variation application (ref. OCO_2026.02/01).
Application V004 dated 01/04/2020	Appendix F – procedure for carrying out trials on new waste types. This procedure must be followed Only wastes from Table S2.3 and S2.4 subject to successful trial in accordance with this procedure are permitted to be accepted for treatment	The waste materials and permitted process remains unchanged as a result of this variation application; these documents therefore remain relevant and applicable.
Application V005 dated 11/06/202	Supporting statement, including response to application questions	This remains pertinent to the site, however, should be read in conjunction with the Non-Technical Summary provided in Appendix A of this 2026 variation application (ref. OCO_2026.02/01).
Application dated 03/03/2021	Response to Questions 2 – 5, and 7 of the email dated 26/02/2021 confirming: • Updated site layout plan; • Site drainage arrangements; and • Additional site measures to control noise and dust	The site plan does not need to be updated; the 2020 version submitted to the EA for the V005 application remains applicable. The site plan is in Appendix E.