

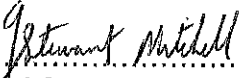
SCOTTISH ENVIRONMENT PROTECTION AGENCY
ENVIRONMENTAL PROTECTION ACT 1990 (AS AMENDED)
WASTE MANAGEMENT LICENSING REGULATIONS 1994 (AS AMENDED)

WASTE MANAGEMENT LICENCE

Licence No: WML/N/220079
To: Keenan (Recycling) Ltd
Address: Hillhead of Auchreddie
New Deer
Turriff
AB53 6YH

The Scottish Environment Protection Agency, being a waste regulation authority as defined in Section 30 of the Environmental Protection Act 1990 (the Act), in exercise of its powers under Section 35 and 36 of the Act, hereby grants a waste management licence to Keenan (Recycling) Ltd, Company Registration Number SC254053 (the Licence Holder).

This licence authorises the treatment, keeping or disposal of household, commercial or industrial waste by the Licence Holder in or on the area of land at Hillhead of Auchreddie, New Deer, Turriff, AB53 6YH delineated in red on the site plan 01DJAN2003 attached to this licence, subject to the conditions contained in the attached Schedule(s).


.....
Director of Operations
(or a person authorised to sign on his behalf):

Date: 10 June 2004

Under Section 43 (1) of the Act, you may appeal against the terms of this licence to the Scottish Ministers, except where it relates to a direction given by the Scottish Ministers. Your attention is drawn to Regulations 6 to 9 of the Waste Management Licensing Regulations 1994 (as amended) (SI1994 No.1056) which set out the procedure for appealing.

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INTERPRETATION OF TERMS

For the purposes of these Conditions, and unless the context requires otherwise, the following definitions shall apply "authorised SEPA officer" means any person who is authorised in writing under Section 108 of the Environment Act 1995 to carry out duties on behalf of SEPA;

"Controlled Substances" has the same meaning the Environmental Protection (Controls on Ozone Depleting Substances) Regulations 2002

"controlled waters" has the same meaning as in section 30A of the Control of Pollution Act 1974;

"European Waste Catalogue" is a list of wastes pursuant to Article 1(a) of Directive 75/442/EEC on waste and Article 1(4) of Directive 91/689/EEC on hazardous waste contained in Council Decision 2000/532/EC (O.J. L 226, 6.9.2000p.3) as amended by Council Decisions 2001/118/EC (O.J. L 47 16.2.2001, p.32) and 2001/119/EC (O.J. L 203, 28.7.2001, p.18)(or any subsequent amendments to the same)

"incident" means any of the following situations:

(a)Where an accident occurs which has caused or may have the potential to cause pollution of the environment;

(b)Where any malfunction, breakdown, or failure of plant or techniques is detected which has caused or has the potential to cause pollution of the environment;

"groundwater" has the same meaning as in the Groundwater Regulations 1998;

"other relevant person" has the same meaning as in section 74(7) of the Act:

"pollution of the environment" has the same meaning as in section 29 of the Environmental Protection Act 1990;

"SEPA" means the Scottish Environment Protection Agency;

"sealed drainage system" has the same meaning as in paragraph 45(7) of Schedule 3 of the Waste Management Licensing Regulations 1994;

"substance" has the same meaning as in section 29 of the Environmental Protection Act 1990;

"the Act" means the Environmental Protection Act 1990;

"the Licence Holder" means the Licence Holder specified in the licence or other person to whom the licence has been transferred in accordance with section 40 of the Act .Except where specified otherwise, any reference to the Licence Holder shall include a reference to the Licence Holder's employees, agents or contractors

"the operator" means a person who is in occupation of the site and has responsibility for carrying out day to day activities at the site;

"the site" is defined in the site licence;

"the site licence" is waste management licence WML/N/220079 granted to the Licence Holder by SEPA;

"waste" has the same meaning as in section 75 of the Act;

"Green and wood waste" means fruit and vegetable waste from gardens and parks, tree cuttings, branches, grass, leaves (with the exception of street sweepings) sawdust, woodchips and other wood waste and organic material which has not been chemically treated or otherwise contaminated.

"Working Plan" means the document(s) identified as the Working Plan in writing by SEPA at the time of grant of the licence, as listed in appendix 1 to the schedule of conditions, and any subsequent changes to that Working Plan made in accordance with the conditions of the licence;

Any reference to a group of Conditions, numbered Condition, Schedule, Table, Appendix, Figure or Paragraph is a reference to a group of Conditions, numbered Condition, Schedule, Table, Appendix, Figure or Paragraph bearing that number in these Conditions;

Except where specified otherwise in these Conditions:

- "day" means any period of 24 consecutive hours,
- "week" means a period of 7 consecutive days,
- "month" means a calendar month,
- "year" means any period of 12 consecutive months,

and any derived words (e.g. "monthly", "quarterly") shall be interpreted accordingly.

Except where specified otherwise, any reference to an enactment or statutory instrument includes a reference to it as amended (whether before or after the date of the Conditions) and to any other enactment, which may, after the date of this licence, directly or indirectly replace it, with or without amendment.

1 GENERAL CONSIDERATIONS

1.1 Licence Conditions

1.1.1 The activities at the site shall be restricted to the keeping and treating of waste.

1.2 Site Licence

1.2.1 A copy of the site licence, its conditions and the associated Working Plan shall be made available on the site when the site is in operation. The licence, its conditions and the details of the associated Working Plan shall be made known to all staff manning, or responsible for supervising the site.

1.3 Waste Types and Quantities

1.3.1 Only waste types included in column 1 (of table A) and not excluded in table B shall be accepted at the site.

1.3.2 The quantities of waste accepted at the site shall not exceed those detailed in column 2 (of table A), in respect of the total quantity of waste accepted at the site per day and those detailed in column 3 (of table A) in respect of the total quantity of waste accepted at the site per year.

Table A

Column 1	Column 2	Column 3
Waste Accepted	Daily Tonnage	Yearly Tonnage
Green & Wood Wastes	100	24,900

1.3.3 Waste types detailed in table B shall be excluded and shall not be accepted at the site.

Table B

Waste Excluded
Treated Wood
Waste from kitchens
Animal matter

1.3.4 The total quantity of waste kept on site shall not exceed 15,000 tonnes.

1.4 Hours of Operation

1.4.1 The Licence Holder shall notify SEPA in writing of the operating hours for the receipt of waste, and if different, the hours of other operations. SEPA shall be given 7 days written notice of any change in operating hours.

1.4.2 The site shall only receive and treat waste within the following hours -

Monday to Friday	0800 hours - 1800 hours
Saturday	0800 hours - 1200 hours
Sunday	No operations

1.4.3 Litter picking and monitoring activities may take place on site outwith the above specified hours in agreement with the planning authority and as detailed in the Working Plan.

1.5 Commencement of Operations

1.5.1 SEPA must be advised in writing of the date the site is to become operational and receive waste at least 7 days before the site becomes operational and receives waste.

1.6 Temporary Cessation of Operations

1.6.1 Any temporary cessation of operations in excess of two weeks shall be notified to SEPA in writing.

1.6.2 SEPA shall be given at least one days prior notice of the Licence Holder's intention to recommence operations after such a temporary cessation.

1.7 Permanent Cessation of Operations

1.7.1 Written notice shall be given to SEPA of the designated date when the site shall cease operations permanently at least 14 days prior to the said designated date.

1.8 Staffing and Management

1.8.1 When the site is operational it shall be staffed by at least 1 member of staff.

1.9 Working Plan

1.9.1 All operations on site shall be carried out in accordance with the Working Plan. Where any licence condition conflicts with the Working Plan, the licence condition shall take precedence over the Working Plan.

1.9.2 Any change(s) to the Working Plan shall be made in writing to SEPA in accordance with condition 1.9.3 below, and must be accompanied by a completed quality control sheet as detailed in Appendix 2 to the schedule of conditions.

1.9.3 Proposed change(s) submitted as described in Condition 1.9.2 above to any section of the Working Plan detailed in Table C below shall not be implemented until SEPA has given its written consent to the proposed change(s). If SEPA does not give its written consent within 28 days of receipt of the proposed change(s) the request for change(s) shall be deemed refused.

- 1.9.4 Changes to any subject area of the Working Plan other than those areas detailed in Table C below, may be implemented at any time provided the licence holder complies with the requirements of condition 1.9.2 above within 7 days of implementation of the change.
- 1.9.5 The Licence Holder, in consultation with SEPA, shall review the Working Plan to ensure consistency with licence conditions at least once a year. This review shall include the submission of "as-built" drawings for any construction work undertaken during the year.

Table C

Section of working plan requiring prior consent	Activity to which working plan section relates
2.1	Working surface
2.1	Site Drainage
2.2.1	Litter Management
2.2.3	Wheel Cleaning
3.4	Pest Control
3.5	Dust
3.5	Bioaerosols
6.1.2	Composting Process
6.2	Record Keeping

1.10 Incident Procedures

- 1.10.1 SEPA shall be informed forthwith of any incidents occurring on site. Immediate action shall be taken to deal with the incident. A written report shall be forwarded to SEPA within seven days of any such incident. This shall include the circumstances of the incident, the identity of any persons responsible or thought to be responsible for the incident and the actions taken by the Licence Holder.

1.11 Maximum Duration of Storage

- 1.11.1 Waste shall not remain on site for a period exceeding that specified below:

Waste Type	Maximum Storage Period
Un-segregated waste awaiting treatment	7 days
Non conforming wastes – putrescible	3 days
Non conforming wastes (other)	7 days
Putrescible waste (fruit and vegetable)	3 days
Segregated wood	3 months

1.12 Technical Competence

- 1.12.1 At least one technically competent person shall be responsible for supervising the site and shall be contactable by site staff and SEPA at all times during operational hours.
- 1.12.2 A list of technically competent persons shall be included in the Working Plan.
- 1.12.3 Any changes to the list of technically competent persons who may be in charge of the site shall be notified to SEPA within 2 working days.

1.13 Reporting of Relevant Offences

- 1.13.1 Where the Licence Holder or other relevant person (as defined in Section 74(7) of the Act) has been convicted of an offence prescribed by Regulation 3 of The Waste Management Licensing Regulations 1994, the Licence Holder shall notify SEPA in writing within seven days of the conviction.

2 SITE INFRASTRUCTURE

2.1 Internal Site Roads

- 2.1.1 All roads and surfaces shall be constructed and maintained in a condition such that their use is not compromised by debris, ruts, potholes or ponded surface water, as detailed in the Working Plan.

2.2 Wheel Cleaning

- 2.2.1 Wheel cleaning facilities shall be installed and maintained at the site. The design/type and location of the wheel cleaning facilities shall be as detailed in the Working Plan.

2.3 Site Security

- 2.3.1 The site shall be maintained in a secure condition to prevent unauthorised access in accordance with details provided within the Working Plan.

2.4 Notice Board and Signs

- 2.4.1 A site notice board of durable material and finish shall be displayed at the site entrance. The notice board shall contain the under noted information, which shall be legible from outwith the site boundary.
- site name, address and WML number
 - site Licence Holder's name
 - site opening times
 - emergency contact telephone number for the Licence Holder
 - telephone of the SEPA area office and emergency telephone number
- 2.4.2 Legible signs of a durable material and finish shall be prominently displayed throughout the site to ensure that users of the site are aware of:-

- traffic routing and access restrictions
- the location of the various facilities
- all areas of high risk

2.5 Storage of Liquids

2.5.1 All containers used to store any liquids shall be located in a bund. The minimum capacity of any bund shall be either; 110% of the capacity of the largest container, or 25% of the total capacity of all the containers within the bund, which-ever is the greater. In the event of any containers being connected to one another, they shall be treated as one container.

2.5.2 The bunded area(s) and containers shall conform to the following standards -

- the walls and base of the bund shall be impermeable
- the base shall drain to a sump
- when not in use all taps, valves, pipes and every part of each container shall be located within the area served by the bund.
- vent pipes shall be directed downwards into the bund
- no part of the bund shall be within 10 metres of a watercourse
- all containers with a design capacity above 1250 litres shall be fitted with a device for continuously monitoring the level of the contents.

2.5.3 The accumulation of rainwater, spillages or leaks shall be managed to ensure that at least 95% of the capacity of the bund is free of liquid.

2.6 Secure Compound

2.6.1 An area within the site boundaries shall be provided for isolating non-conforming wastes. This area shall have an impermeable surface as detailed in the Working Plan, designed to ensure that no liquid fraction can escape beyond this area.

2.7 Lighting

2.7.1 At all times the site is operational, average and minimum luminance detailed in Table D below must be achieved.

Table D

Area	Average Luminance Lx	Minimum Measured Luminance Lx
1. Movement of people, vehicles, plant, machines	50 (measured at ground level)	20 (measured at ground level)
2. Waste Inspection	200 (measured at waste level)	100 (measured at waste level)

2.7.2 If lighting systems are used to comply with the standards they must be provided and maintained as detailed in the Working Plan.

2.8 Traffic Control

- 2.8.1 Waiting areas shall be provided and maintained for vehicles delivering waste to or removing waste from the site as detailed in the Working Plan in order to prevent vehicles queuing on the public highway and congestion within the site.
- 2.8.2 Spaces shall be provided for staff and visitor car parking, in accordance with the Working Plan.

2.9 Site Surface

- 2.9.1 All working surfaces shall be laid to falls that direct surface run-off to a purpose designed drainage system as detailed in the Working Plan.
- 2.9.2 The entire site surface where wastes are stored and treated shall be constructed and maintained as detailed in the Working Plan.

2.10 Bays and Bins

- 2.10.1 Separate facilities shall be provided for the reception of different categories of wastes. These facilities shall be as detailed in the Working Plan.

2.11 Site Office

- 2.11.1 A site office facility equipped with an effective communication system shall be provided and maintained in accordance with the Working Plan.

3 WASTE RECEPTION

3.1 Inspection of Loads

- 3.1.1 The Licence Holder shall monitor all wastes entering the site in accordance with the Working Plan, (including weight recording of waste loads) to ensure that they are within the types/quantities permitted under the conditions of this licence. Vehicles shall not be permitted to proceed to the storage area unless the source of waste has been checked and where practicable, the load visually inspected by a suitably trained member of staff and found to comply with the requirements of this licence.
- 3.1.2 All waste received shall be further inspected, prior to treatment, by a suitably trained member of staff to check that the waste is permitted for acceptance under the conditions of this licence. Any waste found not to conform to the conditions of this licence detected during this inspection shall be immediately removed to the secure compound as detailed in the Working Plan.

3.2 Procedure for Rejected Loads

- 3.2.1 Where the Licence Holder refuses any person permission to deposit waste at the site the Licence Holder shall take all reasonable steps to obtain the following details: name and address of person, registration number of vehicle, quantity and type of waste, date and time of refusal. Details of the incident shall be passed to SEPA forthwith.

3.3 Labelling

3.3.1 All waste storage areas shall be clearly labelled. The label shall identify the material stored in the area. This information shall be legible from outwith the storage area.

3.4 Adequate Storage Capacity

3.4.1 In the event that the maximum capacity of the storage facilities, as specified in the Working Plan, is reached, no further waste shall be accepted at the site until capacity becomes available.

4 SITE OPERATIONS

4.1 Plant and Machinery

4.1.1 All plant, machinery, equipment and instrumentation used at the site shall be operated, maintained and inspected in accordance with the manufacturers' guidelines. Should the plant, machinery, equipment and instrumentation for any reason become unserviceable or inoperable, its replacement, repair or arrangements for its repair must be put in hand forthwith.

4.2 Breakdowns, Leakages, Spills

4.2.1 Any spillages of waste, fuel and liquid shall be cleaned up immediately. A supply of a suitable absorbent material as detailed in the Working Plan shall be kept on site to deal with any such spillages.

4.3 Tidiness

4.3.1 All storage areas, excluding composting and maturation areas, shall be cleared of all wastes at least once every 6 months and the area thoroughly cleaned. Details of such cleaning shall be recorded in the Site Diary.

4.3.2 Composting and maturation areas shall be cleaned as detailed in the Working Plan.

4.4 Handling & Storage of Waste

4.4.1 Fruit and vegetable wastes shall be stored in suitable containers prior to treatment.

5 COMPOSTING PROCESS CONTROL

5.1 Temperature

5.1.1 All material being composted on site shall be maintained at a minimum temperature of 60°C for a time period of 48 hours. The methodology for temperature recording shall be as detailed in the Working Plan.

5.2 Batch Identification

5.2.1 Each batch of prepared material shall have a unique reference number to which all temperature, moisture and oxygen records at each stage of the process shall be allocated as detailed in the Working Plan.

6 POLLUTION CONTROL

6.1 Polluting Discharge

6.1.1 In the event of any contaminants from the site entering or threatening to enter controlled water or land outwith the site boundary, SEPA shall be informed forthwith. Immediate action shall be taken to terminate such a discharge and to take such other remedial action as may be necessary.

6.2 Dust

6.2.1 The emission of dust to the atmosphere shall be minimised and dust suppression water spraying equipment shall be provided, maintained and used as detailed in the Working Plan.

6.3 Noise

6.3.1 In order to minimise the impact of noise during waste operations, all plant and equipment used on site and fitted with noise control measures such as silencers, acoustic panels or enclosures shall be regularly maintained in accordance with the manufacturer's instructions. Where any defects or disrepair to the said plant and equipment cannot be repaired the same day, the said equipment shall not be used on site until remedial works are completed.

6.4 Mud on Roads

6.4.1 The Licence Holder shall ensure that all roads and site surfaces are kept free from mud and other debris to the extent necessary to prevent fouling of the public highway.

6.5 Odour

6.5.1 Waste operations shall be carried out so that offensive odours from the site, in the opinion of an authorised SEPA officer, do not become detectable beyond the boundaries of the site.

6.6 Vermin/Insect/Bird Control

6.6.1 All site operations shall be carried out so as to minimise the presence of insects, birds and vermin. The site shall be inspected at least once every three months by a person suitably qualified and experienced in pest control and a treatment programme shall be undertaken to deal with any identified infestation forthwith.

6.7 Litter

6.7.1 All site operations shall be carried out such that no litter escapes beyond the site boundary. On a daily basis any litter lying within the site shall be removed and contained.

6.8 Burning

6.8.1 No waste shall be burnt within the boundaries of the site.

6.9 Biological Aerosols

6.9.1 Monitoring for bioaerosols shall be carried out at locations and frequencies as detailed in the Working Plan.

7 RECORDS

7.1 Site Diary

7.1.1 The Licence Holder shall keep on site a diary to record significant events including, as a minimum, those detailed below:-

- Site visits by a COTC holder & any instruction issued to staff regarding compliance with licence conditions
- Plant maintenance
- Emergencies and details of remedial action taken
- Problems with waste received including actions taken
- Pest control inspections
- Environmental problems specific to the site
- Analytical results

The site diary shall be kept in a form that can be audited and shall be made available for inspection at any reasonable time.

7.2 Waste Data Returns

7.2.1 The Licence Holder shall compile the data required to complete the Waste Data Return form detailed in Appendix 3. A copy of the completed form shall be returned to SEPA within 28 days of the last day of March, June, September and December each year.

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9 APPENDIX 2 – WORKING PLAN – QUALITY CONTROL SHEET

Amendments

Revision No	Date	Page/Item No	Change	Signed Operator	Acknowledged SEPA	Approval Required	WP Amended	QC Sheet Returned
1	April 07	1.3	UPDATED	GJK				
2	"	2.1	UPDATED	GJK				
3	"	2.2.2	UPDATED	GJK				
4	"	4.1	AMENDMENT	GJK				
5	"	5.1.2	UPDATED	GJK				
6	"	6	UPDATED	GJK				

10 APPENDIX 3 – LICENSED/PERMITTED SITE RETURN FORM

The Licensed/Permitted Site Return Form is attached.