

Reference Number: WML/N/0020154/CL01

SCOTTISH ENVIRONMENT PROTECTION AGENCY

ENVIRONMENTAL PROTECTION ACT 1990 (AS AMENDED)
THE WASTE MANAGEMENT LICENSING (SCOTLAND) REGULATIONS 2011

CONSOLIDATED WASTE MANAGEMENT LICENCE

Licence Number: WML/N/0020154 (As Modified)

Consolidation Number: CL01

To: John Lawrie Metals Limited

Address: Greenbank Road
East Tullos
Aberdeen
AB12 3BQ

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 40A of the Act, hereby issues a consolidated Waste Management Licence Number WML/N/0020154/CL01 to John Lawrie Metals Limited, Company Registration Number: SC036725 (the Licence Holder).

This licence authorises the treatment, keeping or disposal of waste by the Licence Holder in or on the area of land at John Lawrie Metals Limited, Greenbank Road, East Tullos, Aberdeen, AB12 3BQ subject to the conditions contained in the attached schedule.

Caroline Simmers

Authorised to sign on behalf of the
Scottish Environment Protection Agency

Date: 22/06/2022

PAGE INTENTIONALLY LEFT BLANK

CONTENTS

| | |
|--|-----------|
| INTERPRETATION OF TERMS | 2 |
| SCHEDULES | |
| 1 GENERAL CONDITIONS | 4 |
| 1.1 Licenced Activities | 4 |
| 1.2 Site Licence | 4 |
| 1.3 Application Area..... | 4 |
| 1.4 Waste Types and Quantities | 4 |
| 1.5 Hours of Operation | 5 |
| 1.6 Groundwater Protection..... | 5 |
| 1.7 Staffing and Management | 5 |
| 1.8 Working Plan..... | 6 |
| 1.9 Emergency Procedures | 6 |
| 2 SITE INFRASTRUCTURE | 8 |
| 2.1 Access to the Site | 8 |
| 2.2 Site Security..... | 8 |
| 2.3 Notice Board and Signs | 8 |
| 2.4 Tanks and Bunding | 8 |
| 2.5 Weighbridge | 9 |
| 2.6 Secure Compound..... | 9 |
| 2.7 Lighting..... | 9 |
| 2.8 Site Office | 9 |
| 3 WASTE RECEPTION..... | 10 |
| 3.1 Checking in / Recording of Loads | 10 |
| 3.2 Procedures for Rejected Loads..... | 10 |
| 3.3 Handling, Segregation and Storage | 10 |
| 4 SITE OPERATIONS..... | 12 |
| 4.1 Plant and Machinery | 12 |
| 4.2 Breakdowns, Leakages and Spills | 12 |
| 4.3 Adequate Storage | 12 |
| 5 POLLUTION CONTROL..... | 13 |
| 5.1 Drainage | 13 |
| 5.2 Dust..... | 13 |
| 5.3 Noise | 13 |
| 5.4 Vermin/Insect/Bird Control..... | 13 |
| 5.5 Litter | 13 |
| 5.6 Fire | 13 |
| 6 RECORDS..... | 14 |
| 6.1 Waste Received..... | 14 |
| 6.2 Waste Returns | 14 |
| 6.3 Site Diary / Logbook | 14 |
| 6.4 Site Inspections | 14 |
| 7 APPENDIX 1 – SITE PLAN | 15 |
| 8 APPENDIX 2 – WASTE DATA INFORMATION TO BE SUBMITTED TO SEPA | 16 |

INTERPRETATION OF TERMS

For the purposes of the Conditions in the Schedules above, 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;

“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);

“emission” has the same meaning as in the 2012 Regulations;

“emergency” 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;

“inert waste” has the same meaning as in the 2003 Regulations;

“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;

“recovery” means any operation the principal result of which is waste serving a useful purpose by replacing other materials which would otherwise have been used to fulfil a particular function, or waste being prepared to fulfil that function, in the plant or in the wider economy.

“SEPA” means the Scottish Environment Protection Agency;

“sealed drainage system” has the same meaning as in paragraph 45(7) of Schedule 1 of the Waste Management Licensing (Scotland) Regulations 2011;

“the Act” means the Environmental Protection Act 1990;

“the 2012 Regulations” means the Pollution Prevention and Control (Scotland) Regulations 2012;

“the 2011 Regulations” means the Waste Management Licensing (Scotland) Regulations 2011;

“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 site” is defined in Schedule 1 of this Licence;

“the site licence” is waste management licence WML/L/0020154 granted to the Licence Holder by SEPA;

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

“Water Environment” means all surface water, groundwater and wetlands as defined in Section 3(1) of the Water Environment and Water Services (Scotland) Act 2003;

“Working Plan” means the document identified as the Working Plan in writing by SEPA at the time of grant of the licence and any subsequent changes to that Working Plan made in accordance with the conditions of the licence;

“writing” includes text that is -

- (a) transmitted by electronic means;
- (b) received in legible form; and
- (c) capable of being used for subsequent reference.

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 CONDITIONS

1.1 Licenced Activities

- (i) The permitted activities to which this licence relates are the treatment and keeping of controlled waste at a Metal Recycling Site.

1.2 Site Licence

- (i) A copy of this site licence, its conditions and the agreed Working Plan shall be kept in the site office at all times and they shall be updated by the licence holder in line with any changes made to them. All operational staff working at the site shall be made aware of the aforesaid documents and any changes to them.

1.3 Application Area

- (i) This Licence shall apply strictly to the area delineated in red on the attached docquetted plan forming Appendix 1 of this schedule.

1.4 Waste Types and Quantities

- (i) Only waste types detailed in column 1 of Table 1 shall be accepted at the site. The quantities of waste accepted at the site on any day shall not exceed those detailed in column 2 of Table 1. The quantities of waste accepted at the site in any year shall not exceed those detailed in column 3 of Table 1.

Table 1

| Column 1 | Column 2 | Column 3 |
|--|----------------------|-----------------------|
| Waste Accepted | Daily Tonnage | Yearly Tonnage |
| Ferrous and non-ferrous metals | 1,500 | 140,200 |
| Plastic | 2 | 600 |
| Non-hazardous WEEE (16 02 14) | 20 | 1,200 |
| Lead Batteries (16 06 01*) | 5 | 250 |
| End of Life Vehicles (Depolluted) | 25 | 5,000 |
| Concrete from concrete coated pipes and concrete mats (01 03 99) | 50 | 2,500 |
| Wooden Packaging (15 01 03) | 1 | 250 |
| Marine Growth (20 02 01) | 3 | 30 |
| Totals | 1,606 | 150,030 |

- (ii) Waste types detailed in Table 2 shall not be accepted at the site.

Table 2

| Waste Excluded |
|--|
| Special Waste unless the waste forms part of or is contained in a vehicle and was necessary for the normal operation of the vehicle. |

1.5 Hours of Operation

- (i) The site shall only receive and process waste within the following hours:

| | |
|------------------|----------------------------|
| Monday to Friday | 06:00 hours to 20:00 hours |
| Saturday | 06:00 hours to 17:00 hours |
| Sunday | 07:00 hours to 12:00 hours |

- (ii) The site shall only load waste for export within the following hours:

| | |
|------------------|----------------------------|
| Monday to Friday | 06:00 hours to 21:00 hours |
| Saturday | 06:00 hours to 21:00 hours |
| Sunday | 07:00 hours to 18:00 hours |

- (iii) Any temporary cessation of operations in excess of two weeks shall be notified to SEPA in writing.
- (iv) A minimum of seven days prior written notice shall be given of the licence holder's intention to recommence operations in the event of such a cessation.

1.6 Groundwater Protection

- (i) In accordance with the EC Directive on Protection of Groundwater Against Pollution Caused by Certain Dangerous Substances (80/68/EEC) all technical precautions as detailed in the agreed working plan shall be taken to prevent the discharge of List I Substances into groundwater and to prevent the pollution of groundwater by any substances in List II.

1.7 Staffing and Management

- (i) When operational the site shall be staffed by at least three members of staff. No waste management activities shall take place on the site unless this minimum staffing level is met.
- (ii) Day to day control of the site shall be supervised by a technically competent person in accordance with the Waste Management Licensing Regulations 1994 or subsequent amending legislation.
- (iii) The technically competent person shall be readily contactable by site staff during operational hours.
- (iv) To allow for periods of illness and holidays, at least two personnel shall hold or be exempt from holding an appropriate certificate of technical competence.

- (v) Details of personnel deemed to be technically competent and who may be in charge of the site shall form part of the agreed working plan. Details of their names, positions, normal contact address and copies of any relevant WAMITAB certification should be included.
- (vi) In the event that the licence holder is convicted of a relevant offence, as set out in regulation 3 of the Waste Management Licensing Regulations, SEPA shall be notified forthwith.

1.8 Working Plan

- (i) Within one month of the date of issue of this schedule of conditions, an updated operational working plan shall be submitted for agreement by SEPA.
- (ii) The operation of the site shall be carried out at all times in full accordance with the agreed Working Plan. Where a licence condition conflicts with the agreed Working Plan, the licence condition shall take precedence.
- (iii) Notification shall be made in writing to SEPA of any proposed alteration to the agreed Working Plan at least four weeks prior to the proposed changes being implemented (or such shorter period as may be agreed in writing by SEPA), and the proposed changes shall not take effect until approved in writing by SEPA.
- (iv) Following agreement of matters altering the content of the working plan, the licence holder shall submit three copies of the revised document to SEPA who shall return one copy marked "agreed" by SEPA.
- (v) The agreed Working Plan shall be subject to a formal review between the licence holder and SEPA annually or at a greater frequency if necessary.

1.9 Emergency Procedures

- (i) Emergencies on site shall be deemed to be any incident or material on site which has given, or might give, rise to pollution of the environment as defined in S29 of the Environmental Protection Act 1990.
- (ii) The licence holder shall ensure that there is a phone, fax or other means of communication, capable of use by any person employed on the site, available on the site at all times the site is open.
- (iii) SEPA shall be informed by phone or fax within one hour of all emergencies. A written report shall be forwarded to SEPA within seven days of any such emergency. This shall include the circumstances of the emergency, the identity of any persons responsible or thought to be responsible for the emergency and the actions taken by the licence holder.
- (iv) All persons listed in the working plan shall have the authority to close the site and/or notify the emergency services in the event of an emergency.
- (v) The licence holder shall ensure that there is absorbent material stored on site of a quantity and type to be specified in the agreed working plan. All persons employed at the site shall be instructed in its use in case of spillage from any source.

- (vi) SEPA and where appropriate, Scottish Water shall be informed forthwith of any accident, discharge or spillage which may be harmful or polluting. Written details of the incident shall be forwarded to SEPA no later than fourteen days after the incident.

- (vii) Portable fire fighting equipment shall be made available at locations throughout the facility as detailed in the agreed working plan.

2 SITE INFRASTRUCTURE

2.1 Access to the Site

- (i) Access and subsidiary roads shall be provided in accordance with the agreed working plan.
- (ii) All roads and hard standings shall be kept free from mud and other debris to the extent necessary to prevent fouling of the public highway, with wheel cleaning facilities provided and maintained as detailed in the agreed working plan.
- (iii) The licence holder will take all action as may be necessary or required by SEPA to prevent the fouling of any access roads with mud from the site or remove that which may have been deposited.

2.2 Site Security

- (i) Security gates and perimeter fencing shall be provided and maintained to the standard specified in the agreed working plan. The site shall be secured condition to prevent unauthorised access when the site is not operational.
- (ii) The security gates and perimeter fencing shall be regularly inspected and maintained by the site operator. Any damage affecting the integrity of the fence or gates shall be repaired by the end of the working day on which the damage is discovered.

2.3 Notice Board and Signs

- (i) A site notice board of durable material and finish shall be displayed at the site entrance and shall be legible from outwith the site boundary, showing the following information:
 - a) the name of the premises;
 - b) the name, address and telephone number of the licence holder;
 - c) the permitted hours of operation;
 - d) the address and telephone of the SEPA area office;
 - e) the waste management licence number;
 - f) an emergency telephone number.
- (ii) The board shall be maintained in a legible condition at all times.

2.4 Tanks and Bunding

- (i) Liquid fuel and liquid wastes shall only be stored in tanks provided at the locations detailed in the agreed working plan in accordance with the following standard:
 - a) The tanks shall be situated on an impermeable base and shall be surrounded by a liquid tight bund wall sufficiently constructed and maintained so as to contain without escape 110% of the capacity of the containers enclosed or 110% of the capacity of the largest distinct tank.

- b) All draw and fill pipes, sight gauges and trigger handles shall be stored within the curtilage of the bund when not in use and shall be protected from damage in the manner detailed in the agreed working plan. Vent pipes shall be directed downwards into the bund.
- c) The bund shall not be fitted with any drain hole and any liquid collecting within the bund shall be removed and disposed of in accordance with the agreed working plan.
- d) All tanks shall be labelled to show their contents.

2.5 Weighbridge

- (i) A weighbridge shall be provided at the entrance to the site as specified in the agreed working plan.
- (ii) Weighing and monitoring equipment shall be calibrated and serviced in accordance with the manufacturers requirements. Copies of calibration certificates and service records shall be kept available for inspection at the site.

2.6 Secure Compound

- (i) If waste not authorised by this licence is brought to the site, it shall be returned to the producer or to the secure storage area within the site, designed and constructed in accordance with the agreed working plan.

2.7 Lighting

- (i) No operations relating to this licence shall take place on any part of the premises unless adequate lighting is provided and used during the hours of darkness, ie. Statutory light up times, as detailed in the agreed working plan.

2.8 Site Office

- (i) Accommodation shall be provided for use as a site office. The site office shall be provided with emergency communication facilities and power.

3 WASTE RECEPTION

3.1 Checking in / Recording of Loads

- (i) The licence holder shall be responsible for monitoring all wastes entering the facility. All incoming consignments of waste shall be weighed using the weighbridge and checked to ensure that they are permitted by the conditions of this licence, as detailed in the agreed working plan.
- (ii) If waste not authorised by this licence is brought to the site it shall be returned to the producer or removed forthwith to the secure storage areas within the site, designated and constructed in accordance with the agreed working plan and arrangements made to transport the said material to a waste management facility licenced to accept the same.
- (iii) Records shall be kept of all instances where waste not authorised by the licence is brought to the site and, where suspected special wastes or potentially polluting substances are detected, SEPA shall be informed forthwith by telephone with written confirmation following within 24 hours, giving the date of occurrence, time, vehicle registration, waste type and the name and address of the carrier.
- (iv) No waste shall be accepted on site unless the delivery has been made by an authorised person. For the purposes of this licence authorised persons are defined as registered carriers of waste or persons for whom it is unnecessary to register or whom are exempt from registration within the terms of the Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations 1991.
- (v) Waste shall not be accepted at the site unless any plant and equipment required for dealing with that waste is available for use. A record of any plant breakdown shall be kept in the site diary.

3.2 Procedures for Rejected Loads

- (i) The licence holder shall ensure that SEPA is informed within one hour of all rejected loads. The licence holder shall ensure that, at the time of rejection, a record is made in the site diary of the circumstances of the rejection including a description and registration number of the vehicle involved, the types and amounts of waste and the reason for rejection.

3.3 Handling, Segregation and Storage

- (i) The licence holder shall ensure that any waste on site which has been identified as having, or is suspected as having, hazardous properties, and including all Special Waste, is handled in such a manner that no pollution of the environment, as defined in S29 of the Environmental Protection Act 1990, is caused. No waste referred to in this condition shall be mixed with other waste whether Special Waste or not.
- (ii) Acid batteries shall be stored in an impermeable bunded storage area whilst awaiting removal from the site. The bunded storage area shall either be roofed or be kept free of any accumulation of rainwater. Any accumulation of contaminated liquid shall be removed to a suitably licenced facility.

- (iii) All storing and sorting of oil contaminated scrap will be carried out in an area of impermeable hardstanding.
- (iv) All fuels, oils and radiator fluids shall be drained from vehicles prior to dismantling or crushing, in an area of hardstanding, using a method outlined in the agreed working plan.
- (v) All drained fluids referred to in condition 3.3 (iii) shall be collected and stored in tanks or sealed containers pending removal from the site.
- (vi) Separate provision will be made for the keeping of refrigeration equipment pending the safe and proper draining and collection of CFCs, as detailed in the agreed working plan.

4 SITE OPERATIONS

4.1 Plant and Machinery

- (i) Any equipment used for weighing, storing, handling or transferring waste materials shall be maintained in good working order. Should the equipment for any reason become unserviceable or inoperable, its replacement, repair or arrangements for its repair must be put in hand immediately.
- (ii) The site shall be inspected daily by the licence holder for defects in any plant, equipment or structure or in any working practice that may affect satisfactory compliance with the licence. Records shall be kept of daily inspections, and these shall be made available for inspection by authorised officers of SEPA. Steps shall be taken as are necessary to rectify any such defect forthwith.

4.2 Breakdowns, Leakages and Spills

- (i) Any spillages or leaks of liquid material should be cleaned up immediately by experienced and trained personnel equipped with the necessary materials required to carry out the task.

4.3 Adequate Storage

- (i) No more than 12,282 tonnes of controlled waste shall be kept at the site at any one time.
- (ii) No more than 50 tonnes of any special (hazardous) waste(s) shall be stored in total on the site at any one time.
- (iii) In the event of the maximum storage capacity is reached no further waste shall be accepted at the facility until such time as space becomes available.

5 POLLUTION CONTROL

5.1 Drainage

- (i) The site shall be provided with a system of drainage and surface water control as detailed in the agreed working plan.
- (ii) Plans of the site drainage system shall be included in the agreed working plan.
- (iii) The licence holder shall prevent the discharge of any liquid from the site either directly or indirectly to any surface water, underground water or sewer unless such a discharge has been agreed in writing with SEPA or Scottish Water. Evidence of any such consents shall be included in the agreed working plan for the site.
- (iv) In the event of any polluting discharge from the site entering or threatening to enter a watercourse or surface water drain the licence holder, in addition to informing SEPA forthwith, shall also take immediate action to terminate such a discharge and shall take such other remedial action as may be necessary and required by SEPA to minimise the impact of pollution on the environment. Written details of the incident shall be forwarded to SEPA no later than fourteen days after the incident.

5.2 Dust

- (i) During dry weather conditions measures shall be taken, as specified in the agreed working plan, to minimise the creation of dust within the site and to prevent dust escaping from the site.

5.3 Noise

- (i) In order to minimise the impact of noise during waste operations, all plant and/or 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/or equipment cannot be repaired the same day, the said plant/and/or equipment shall not be used on the site until remedial works are completed.

5.4 Vermin/Insect/Bird Control

- (i) The entire site shall be routinely inspected for the presence of pests and vermin and prompt action taken to minimise their presence, as detailed in the agreed working plan. An accurate record of such measures shall be maintained in the site diary.

5.5 Litter

- (i) Any windblown litter trapped by perimeter fencing or lying on or adjacent to the site shall be removed and disposed of as necessary, and at least on a daily basis.

5.6 Fire

- (i) No material of any kind shall be burned within the boundaries of the site. A fire at the site shall be regarded as an emergency and immediate action shall be taken to extinguish it. All outbreaks of fire shall be notified, where appropriate, to the fire authority and in all cases to SEPA forthwith. Written details of the incident shall be forwarded to SEPA no later than fourteen days after the incident. In this regard, the term burning does not preclude the use of "burning by gas cutting" equipment used for the purposes of reducing the size of salvaged material.

6 RECORDS

6.1 Waste Received

- (i) A record shall be kept of the type, source and quantity of wastes imported and exported from the site.
- (ii) The location of the aforementioned records shall be detailed in the agreed working plan.
- (iii) The said records shall be made available to authorised officers of SEPA on request and shall be in a form which can be audited as detailed in the agreed working plan.

6.2 Waste Returns

- (i) The licence holder shall compile quarterly statistical returns in the form prescribed by SEPA and a copy shall be submitted to the SEPA area office within fourteen days of the last day of March, June, September and December each year.

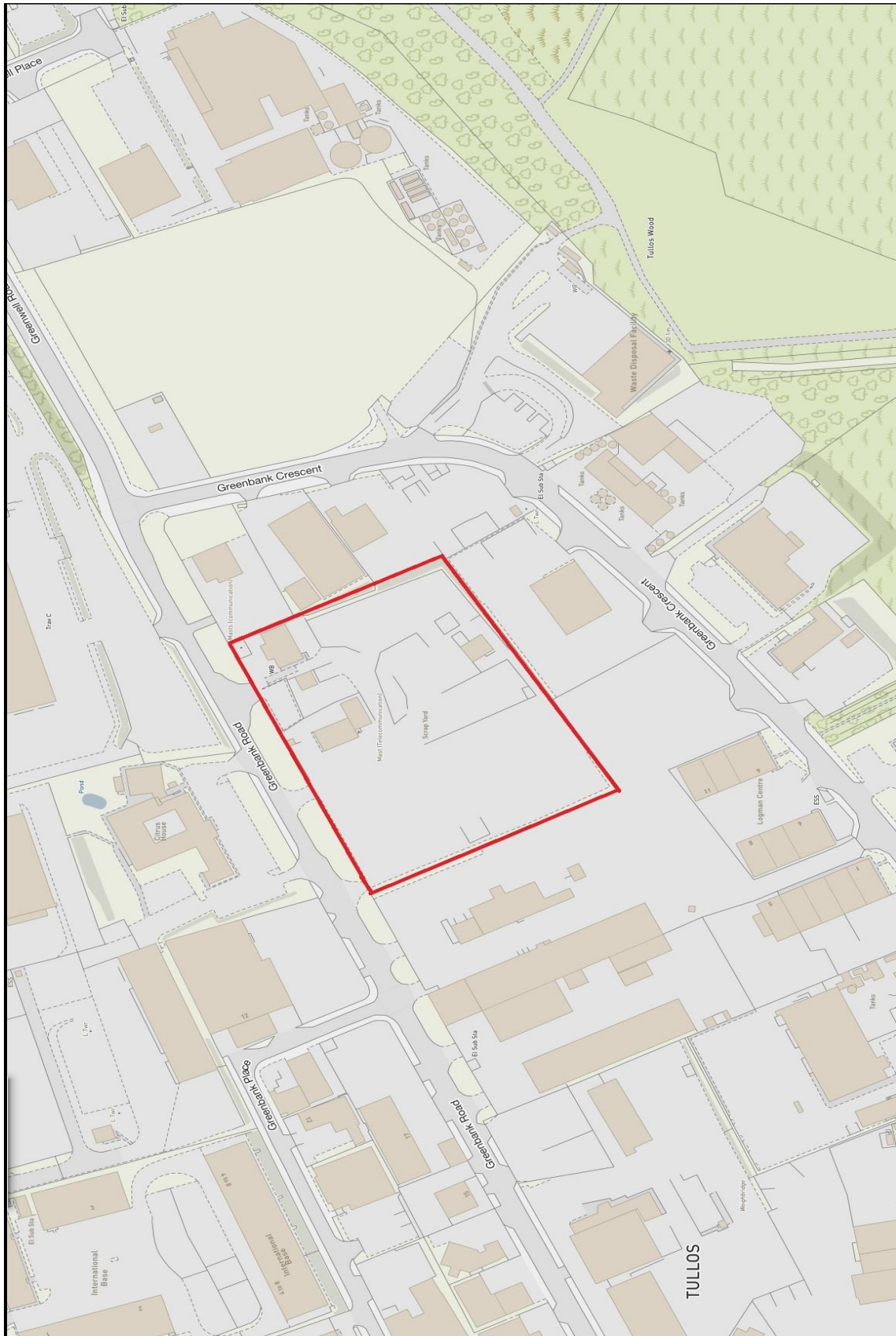
6.3 Site Diary / Logbook

- (i) The licence holder shall keep a Site Diary to record significant events including those detailed below:
 - a) any defects noted by the supervisor;
 - b) any instructions given to staff regarding compliance with the site licence;
 - c) plant maintenance;
 - d) emergencies, giving full details including action taken;
 - e) problems with waste received, including actions taken;
 - f) site inspections by the licence holder, their findings and action taken;
 - g) the dispatch of records to SEPA;
 - h) pest control;
 - i) general environmental problems relating to the site.
- (ii) The location of the aforementioned site diary shall be detailed in the agreed working plan. The said diary shall be made available to authorised officers of SEPA on request and shall be in a form which can be audited as detailed in the agreed working plan.

6.4 Site Inspections

- (i) The site supervisor or site manager shall inspect the site and its surroundings on each day that the site is open. This inspection shall be for the purpose of ensuring that the site and its operation is complying with the site licence. The results of that inspection shall be recorded in the site diary on the day of the inspection along with the actions taken in order to achieve compliance. The site manager shall be informed of any contraventions of this licence found during such an inspection undertaken by the site supervisor.
- (ii) Copies of all site inspection reports issued to the licence holder by any person shall be kept, at a place previously agreed in writing with SEPA, for a period of three years from their date of issue or until such time as has been agreed in writing with SEPA.

7 APPENDIX 1 – SITE PLAN



8 APPENDIX 2 – WASTE DATA INFORMATION TO BE SUBMITTED TO SEPA

The information which must be submitted to SEPA in accordance with Condition 6.2(i) is:

Operator and Site Details

1. The Reporting Quarter (i.e. Jan-Mar, Apr-Jun, Jul-Sep, Oct-Dec) and year that the submission refers to
2. Site Licence number
3. Name of the Licence Holder
4. Name and address of the Site
5. Details of the person who SEPA can contact about the submission including:
 - a. Name,
 - b. Job Title,
 - c. Telephone number
 - d. e-mail address (if applicable)
6. Confirmation of whether or not there is a weighbridge on the Site
7. If there is a weighbridge on Site detail of the percentage of waste weighed during the reporting quarter
8. An explanation of how tonnages were calculated for any waste that was not weighed including details of any assumptions made and volume to weight conversion factors used.

With Reference to Waste Treated on the Site

9. Details of waste treated on the Site during the Reporting Quarter including for each type of waste:
 - a. The 6 digit European Waste Catalogue (EWC) Code
 - b. A brief description of the type of waste (e.g. Tyres, asphalt, rock, soil etc)
 - c. It's physical form (i.e. Gas (G), Liquid (L), Sludge (P) or Solid (S))
 - d. The quantity, in Gallons, Kilograms, Litres or Tonnes
 - e. The management method (i.e. Biological Treatment on site (BT), Chemical Treatment on Site (CT), Composted on site (CP), Crushed / Screened on site (CS), Other Treatment on site (OT), Physical Treatment on site (PT), Recycled on site (RC))

With Reference to Waste Sent off Site for Treatment, Transfer or Disposal

10. Details of any waste sent off Site for treatment, transfer or disposal during the Reporting Quarter including for each type of waste:
 - a. The 6 digit European Waste Catalogue (EWC) Code
 - b. A brief description of the type of waste (e.g. Tyres, asphalt, rock, soil etc)
 - c. It's physical form (i.e. Gas (G), Liquid (L), Sludge (P) or Solid (S))
 - d. The quantity, in Gallons, Kilograms, Litres or Tonnes
 - e. The geographical origin of the Waste (using the Local Authority Code)
 - f. Management Method (i.e. Biological Treatment off site (BT), Chemical Treatment off Site (CT), Composted off site (CP), Crushed / Screened off site (CS), Other Treatment off site (OT), Physical Treatment off site (PT), Recycled off site (RC), Incinerated off site (IN), Landfilled off site (LF), Transferred off site (TF))
 - g. Site Name and/or Licence/Permit Number of Facility where the waste was sent.

With Reference to Waste Accepted at the Site

11. Details of all waste accepted at the Site during the Reporting Quarter including for each type of waste:

- a. The 6 digit European Waste Catalogue (EWC) Code
- b. A brief description of the type of waste (e.g. Tyres, asphalt, rock, soil etc)
- c. It's physical form (i.e. Gas (G), Liquid (L), Sludge (P) or Solid (S))
- d. The quantity of the waste (i.e. Gallons, Kilograms, Litres or Tonnes)
- e. The geographical origin of the Waste (using the Local Authority Code)
- f. The management method (i.e. Incinerated (IN), Landfilled On-site (LF), Sent Offsite (SO) or Treated on Site (TR))
- g. Whether the waste was pre-treated before being accepted on site, (i.e. yes or no) (landfills only)

EXPLANATORY NOTES

(These explanatory notes do not form part of the licence)

1. GRANT OF LICENCE

This licence is granted in accordance with the provisions of Section 35 and 36 of the Environmental Protection Act 1990.

2. MODIFICATION OF LICENCE

Licence conditions may only be modified in accordance with Section 37 of the Environmental Protection Act 1990. The working plan may be modified in accordance with the relevant conditions of the licence.

3. SUSPENSION OF LICENCE

SEPA may suspend or partially suspend a licence in accordance with the provisions of Sections 38 and 42 (5) and (6) of the Environmental Protection Act 1990 and Section 41(6) of the Environment Act 1995.

4. REVOCATION OF LICENCE

A licence may be revoked or partially revoked in accordance with the provisions of Sections 38, and 42(5) and (6) of the Environmental Protection Act 1990 and Section 41(6) of the Environment Act 1995.

5. SURRENDER OF LICENCE

A licence may only be surrendered in accordance with the provisions of Section 39 of the Environmental Protection Act 1990.

A licence shall remain in effect, subject to any modification, revocation or transfer issued by SEPA until such time as the licensed activity has ceased, an application for surrender of licence has been made by the licence holder and the certificate of completion has been issued by SEPA.

6. TRANSFER OF LICENCE

A licence may only be transferred in accordance with the provisions of Section 40 Environmental Protection Act 1990.

7. GENERAL STATUTORY REQUIREMENTS

A licence does not detract from any other statutory requirements applicable to the licence holder or his operations, such as any need to obtain planning permission or building regulations approval or any responsibilities under legislation for health, safety and welfare in the workplace.

8. SUBSISTENCE CHARGES

An annual subsistence charge will be payable in respect of the licence under Section 41 of the Environment Act 1995.

9. OFFENCES

Under Section 33(6) of the Environmental Protection Act 1990, a person who contravenes any condition of a waste management licence commits an offence.

A person who commits an offence under Section 33(6) may be liable to imprisonment and/or to a fine.

10. ADDRESS AND TELEPHONE NUMBERS

The contact address and telephone number for all information to be reported in terms of the licence, is as follows:

Scottish Environment Protection Agency
Edinburgh Office
Silvan House
SEPA 3rd Floor
231 Corstorphine Road
Edinburgh
EH12 7AT

Tel No: 0800 80 70 60 and/or 0131 449 7296

11. WASTE DATA RETURNS

The information required for each Reporting Quarter may be submitted in any format, however a submission form in Excel format is available should you wish to use it.

www.sepa.org.uk/environment/waste/waste-data/guidance-and-forms-for-operators/licensed-and-permitted-sites/

Alternatively a submission form in Word Format is available on request by emailing waste.data@sepa.org.uk

Completed Licensed/Permitted Site Return forms can be submitted to:

waste.data@sepa.org.uk or posted to SEPA Data Unit, Strathallan House, Castle Business Park, Stirling, FK9 4TZ

Further guidance on the submission of quarterly returns can be found at:

www.sepa.org.uk/environment/waste/waste-data/guidance-and-forms-for-operators/licensed-and-permitted-sites/