



Duty of Care

Information Pack

Quayside Industrial Park, Bates Road, Maldon, Essex, CM9 5FA
Telephone: 01621 842600 Fax: 01621 874630 Email: enquiries@greenrecycling.co.uk Website: www.greenrecycling.co.uk

Green Recycling Limited Registered Office as above. Registered in England and Wales No. 4276692
Waste Carriers Registration No. AEA/792330/CB. VAT no. 782 986 366



Company Profile

Green Recycling Ltd provides a wide range of tailor made waste management and recycling solutions to business and local authorities throughout the South-East of England. With over 25 years' experience the Company is at the forefront of waste recycling technology, investing heavily in state of the art equipment to help provide extra-ordinary levels of service to our client base. Our family run company has grown steadily over the years to provide workable services to industry and local authorities alike.

Based in Maldon, Essex; Green Recycling is a leader in its field of providing waste disposal and recycling services that work in partnership. This brings our customers environmental benefits alongside removing waste and recyclable materials from their sites, enhancing quality of life for all.

The Company provides a full range of waste and recycling containers to cater for all size of customers, from shops and pubs to the largest of blue chip companies. Green Recycling is mindful of its obligation to recycle and recover materials and takes this responsibility very seriously. The decrease in landfill space available coupled with the increase in Government recycling legislation placed upon business means that companies must look to new ways to dispose of their waste streams. Green Recycling has a range of innovative systems, such as the "recycle all" bin that enables recovery of more of the waste stream back into industry whilst reducing customer's costs.

Green Recycling evaluates the needs of every new customer to guarantee that the correct waste system is put in place. This makes systems as user friendly for the staff as they are for the management teams. All systems in place are continually accessed and improvements suggested as new technological innovations become available.

Robert Smith - Director
Dated 6th January 2023

Certificate of Registration under the Waste (England and Wales) Regulations 2011

Regulation authority

Name  Environment Agency

Address National Customer Contact Centre
99 Parkway Avenue
Sheffield
S9 4WF

Telephone number 03708 506506

The Environment Agency certify that the following information is entered in the register which they maintain under regulation 28 of the Waste (England and Wales) Regulations 2011.

Carriers details

Name of registered carrier GREEN RECYCLING LIMITED

Registered as An upper tier waste carrier, broker and dealer

Registration number CBDU130825

Address of place of business GREEN RECYCLING LTD
QUAYSIDE INDUSTRIAL ESTATE
MALDON
CM9 5FA

Telephone number 01621842600

Date of registration 30 August 2022

Expiry date of registration (unless revoked) 9 October 2025

Making changes to your registration

Your registration will last 3 years and will need to be renewed after this period. If any of your details change, you must notify us within 28 days of the change.

HEALTH AND SAFETY POLICY STATEMENT

The Health and Safety at Work etc Act 1974 (HASAW) imposes a duty on employers to ensure, so far as is reasonably practicable, the health, safety and welfare of their employees whilst at work and any person who may be affected by their undertaking. It is therefore our policy to comply, through normal operational activity, with the HASAW Act, all applicable regulations and other legal requirements relating to health and safety.

The Company also recognises that the management of health and safety ranks in importance with other measurable indicators of its overall business performance, and will therefore seek to constantly improve its health and safety performance.

Employees also have a statutory duty to take care of themselves and others who may be affected by their acts or omissions. To enable these duties to be carried out, it is our intention to see that responsibilities for health and safety matters are effectively defined, assigned, accepted and fulfilled at all levels within the Company.

Green Recycling will, so far as is reasonably practicable:

- Provide and maintain work equipment and systems of work that are safe and without risk to health.
- Ensure that articles and substances are used, handled, stored and transported safely and without risk to health.
- Provide, at all levels, information, instruction, training and supervision so that all employees are competent to carry out their duties and responsibilities.
- Ensure that all workplaces under the Company's control, including means of access and egress are safe and without risk to health.
- Provide and maintain a working environment which is healthy, safe, without risk to health, and which has adequate facilities and arrangements for the welfare at work of its employees
- Conduct its undertaking so that other persons (e.g. contractors, visitors and members of the public) who may be affected by the Company's activities, are not exposed to unacceptable risks to their health and safety.

Green Recycling will take reasonable steps to ensure that all its employees fulfil their statutory responsibilities:

- To take care of their own health and safety and that of others who may be affected by their act and omissions.
- To co-operate with Green Recycling in matters relating to health and safety.
- To take care of anything provided in the interests of health and safety

Key responsibilities for the Managing Director include:

- Ensuring suitable financial provision is made for health and safety obligations.
- Providing appropriate information and instruction to employees.
- Ensuring work is planned to take into account health and safety issues.
- Ensuring that all staff receive appropriate training.
- Assessing and monitoring risk to health and safety.
- Understanding the company policy for health and safety and ensuring it is readily available for employees.
- Setting a personal example when visiting site by wearing appropriate protective equipment.
- Actively promoting at all levels, Green Recycling's commitment to effective health and safety management.

Key responsibilities for the company Representative include:

- Monitoring the implementation of the health and safety policy throughout and reviewing using regular safety audits/inspections.
- Investigating accidents and implementing corrective action.
- Reviewing health and safety legislation and implementing any new requirements pertaining to the Green Recycling's undertaking.
- Liaising with managers, employees, sub-contractors and specialists as and when appropriate.
- Collating and reporting any accidents reportable under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013.

Key responsibilities for employees include:

- Taking reasonable care for the health and safety of himself and of other persons who may be affected by his acts or omissions at work.
- Co-operate with Green Recycling to enable it to manage health and safety.
- Reading and understanding the health and safety policy and carry out their work safely and in accordance with it requirements.
- Ensuring that all protective equipment provided under a legal requirement is properly used in relation to any instruction / training given and in accordance with this health and safety policy.
- Reporting any defects to work equipment immediately to the Site Supervisor.
- Reporting to the management any incidents, which have led or might lead to injury or damage.
- Reporting any accidents or near misses to the Site Supervisor.
- Using the correct tools and equipment for the job in hand and in accordance with training and instructions.
- Co-operating with any investigation, which may be undertaken with the objective of preventing reoccurrence of incidents

Risk assessments

- Who is responsible for undertaking risk assessments.
- That hazards are to be considered systematically, their level of risk determined, and appropriate control measures and work methods established to minimize risk.
- Where the person does not have sufficient knowledge about a specific hazard, they will seek advice from the H&S Co-ordinator / Representative.
- That risk assessments will be made available to all staff.
- Who to report to if a risk assessment is no long relevant or on site issues that affect the risk assessment are discovered.
- That risk assessments will be subject to monitoring and review to ensure that they are suitable and sufficient.

Staff consultation

- That Green Recycling plan to meet their duties under the Safety Representatives and Safety Committees Regulations 1977 and the Health and Safety (Consultation with Employees) Regulations 1996.
- That the company will communicate and consult with all employees on the following issues:
 - The content of the policy
 - Any rules specific to a site or job
 - Changes in legislation or working best practice
 - The planning of health and safety training
 - The introduction or alteration of new work equipment or technology.
- How consultation will take place (i.e. memos, emails, briefings, toolbox talks, formal staff meetings etc.)

Training

- That all employees are given training appropriate to their responsibilities.
- That training will be provided for the following situations:
 - Induction training for new employees (health and safety awareness, company procedures, Safe Systems of Work etc.)
 - The introduction or modification of new / existing machinery or technology
 - A change in employee position / work activity or responsibility.
- That specific training will be provided for work with hazardous substances, use of personal protective equipment (PPE), manual handling, work at height etc.
- Any training provided will be formally recorded with a hard copy kept on file.
- A programme of continual professional development and refresher training will be undertaken to keep employees up to date with legislation and best practice.

Fire and emergencies

- Green Recycling take account of fire hazards in the workplace and undertake a fire risk assessment.
- That all employees have a duty to conduct their operations in such a way as to minimize the risk of fire, including complying with the no smoking policy.
- That Site Supervisors are responsible for keeping their operating areas safe from fire, ensuring that their staff are trained in proper fire prevention practices and emergency procedures.
- Combustible materials are to be kept separate from sources of ignition and not allowed to build up.
- The actions to be taken upon discovering a fire.
- The actions to be taken upon hearing the fire alarm.
- Procedures for dealing with any other emergencies relevant to the business (i.e. flood, bomb threat etc.)

First aid

- That adequate first aid provision will be made at every place of work occupied by Green Recycling.
- Where suitable first aid boxes can be obtained, either from Green Recycling or in agreement with the Client / Principal Contractor.
- Who acts as the Qualified First Aider(s) / Appointed Person(s).

Accident reporting and investigation

- That all accidents MUST be reported to the Site Supervisor and the details recorded in the accident book. Serious accidents where hospital treatment is required must be reported to the Health and Safety Co-ordinator / Representative as soon as possible after the incident.
 - Green Recycling intends to comply with the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 by reporting the following:
 - Deaths
 - Specified injuries
 - Injuries which have caused over seven days incapacitation (not counting the day on which the accident happened)
 - The Managing Director is responsible for forwarding notification to the enforcing authorities via:
 - The web at <http://www.hse.gov.uk/riddor/report.htm>
 - Telephone 0845 300 9923 (opening hours Monday to Friday 8.30 am to 5 pm).
 - The Managing Director or Company Representative will be responsible for investigating the causes of an accident in order to:
 - To determine the cause(s) with a view to preventing a recurrence
 - To gather information for use in any criminal or civil proceedings
 - To confirm or refute a claim for industrial injury benefit
- To prepare notification to be made to the Health and Safety Executive
- That the aim of the investigation will be to seek to answer the following questions:
 - WHAT caused the accident?
 - WHO was involved?
 - WHEN did it occur?
 - WHY did it occur?
 - HOW could it have been prevented?
 - HOW can a recurrence be prevented?

Work equipment

- That No employee will use work equipment for which they have not received specific training.
- That No employee will knowingly misuse work equipment or remove any guards that are in place to minimise a specified risk.
- That all work equipment will be maintained and inspected at suitable intervals either internally by a competent person or by specialist external companies.
- The frequency of work equipment maintenance or inspection will be based on manufacturer's guidance and industry best practice.
- Any maintenance / inspections undertaken on company equipment will be formally recorded with a hard copy left on file.
- If any faults or damage are found on any equipment, stop using the work equipment and report the fault to your Supervisor.

Personal protective equipment (PPE)

- That appropriate PPE will be issued to employees as and when necessary for work activities. (Boot allowance for employees own boot supply)
- That training will be provided for employees on the safe use, storage and maintenance of the relevant equipment before issue.
- That a written record detailing what PPE has been issued will be signed by the employees on receipt of the equipment and the hard copy kept on file.
- Employees have a legal duty to wear PPE as specified in relevant site rules, risk assessments and method statements.
- To whom any defects or malfunction of PPE must be reported.

The control of substances hazardous to health

- Before any hazardous substances are used during a work process, a material safety data sheet (MSDS) will be requested from the supplier and an appropriate assessment made of the risks from that substance will be undertaken by the Health and Safety Co-ordinator / Representative, in line with the Control of Substances Hazardous to Health Regulations (COSHH) 2002.
- Alternative less harmful substances will be used wherever possible.
- Assessments will consider storage, handling, how the substance is used, the quantity used, the routes and level of exposure, PPE requirements, workers health, and emergency actions.
- Supervisors will brief staff on any hazard or substance precautions, with written records being located in an accessible location within each department.
- An inventory of all substances and materials hazardous to health is held at head office.

Asbestos management

- The details of any survey undertaken at the work premises and how it manages the condition of asbestos containing materials (ACMs).
- That staff will receive annual asbestos awareness training.
- What staff should do if they believe that have come across CMs.

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Manual handling

- That manual handling operations will be assessed to determine risk to those engaged in the activity.
- That suitable control measures for the management of manual handling risk.
- That sufficient training will be given to staff.
- Green Recycling will endeavour to eliminate manual handling operations where practicable by using mechanical means.
- Any remaining risks for activities that must be manually handled will be controlled by;
 - Reducing weights
 - Reducing the frequency of manual handling
 - The use of additional manpower
 - Through the provision of suitable equipment to assist in the operation.

Welfare provision

- staff will have access to adequate welfare facilities, including at a minimum toilet / washing facilities and rest areas.

Monitoring / Audit / Review

- Review every 12-18 months maximum.
- Director / Company Representative reviewing the policy, procedures, risk assessments etc.
- Monitoring, audit and review are undertaken and by representative (i.e. workplace / site inspections, management review meetings etc.)
- The policy will be reviewed in response to changes in legislation and industry best practice.

Green Recycling Ltd
ISSUE OF HEALTH AND SAFETY POLICY

The Company's Health and Safety Policy will be reviewed annually, and revised where necessary.

All employees have a responsibility to comply with the provisions for the organisation and arrangements for health and safety as set out in the Company's Health and Safety Policy Manual.

Approved by Jamie Smith, Operations Director

Signed:



Dated

1 - 7 - 2022

Reviewed and confirmed - 17th July 2023





Equal Opportunities and Employment Policy.

It is the Company's policy to carry out a programme of equal opportunity, irrespective of sex, sexual orientation, status as a married person or a civil partner, race, colour, nationality, ethnic origin, religion, beliefs, disability, pregnancy, childbirth, or age.

Wherever possible, we strive to promote from within the Company itself, investing in our staff as the future of our business. Staff are fully trained in house and externally, where required, and will be closely monitored to ensure that they are able to reach their full potential.

The Company will not tolerate discrimination or harassment on any grounds from within the workforce. Those found in breach of this policy will be dealt with in the severest disciplinary manner possible.

We currently employ a number of people with varying degrees of disability as well as others from wide ranging nationalities, encouraging harmony in the workplace and a. Utilizing these diversities we are able to draw on a wide expanse of experience helping us to build a fuller future for all.

Hard work is encouraged, results rewarded and customer feedback regarding staff members is duly noted and promptly acted upon.

Robert Smith
Managing Director

Date 9th Jan 2023

Broker Certificate of Insurance

To Whom It May Concern,

We act as Insurance Brokers to the company detailed and hereby certify that the company is currently insured as dated below.

Company Name	Green Recycling Ltd.
Main Address	Quayside Park Bates Road Maldon CM9 5FA
Business Description	Trade Waste collection, Skip Hire and sale of recyclable materials
Policy Period (both days inclusive)	21 st September 2023 – 20 th September 2024

Liability Insurance

Policy Number	Y045572QBE0110A
Insurance Company	QBE
Employers Liability	£ 10,000,000 any one claim
Public Products Pollution Liability	£ 5,000,000 any one claim, in the aggregate iro Products and Pollution
Indemnity to Principal	Included
Policy Excess(es)	£ 1500

All other terms and conditions as per applicable policy wordings. Copies available upon request.

This document is provided for information only. It does not make the person or organisation to whom it has been issued an additional insured, nor does it modify in any way the above policies. Any amendment can only be affected by specific endorsement. No obligation is accepted by Insurers or the undersigned to Inform details of any amendments to the above policies subsequent to the date of Issue of this document including cancellation of said policies. Should you have any further queries, please do not hesitate to contact us.

Signed



Sam English
Key Account Manager

20th September 2023

Certificate of Motor Insurance



Certificate No. 21032884

1. DESCRIPTION OF VEHICLE

Any motor vehicle the property of the Policyholder or in their care custody or control

2. NAME OF POLICYHOLDER

Green Recycling Limited

3. EFFECTIVE DATE OF THE COMMENCEMENT OF INSURANCE FOR THE PURPOSES OF THE RELEVANT LAW

01 November 2021

4. DATE OF EXPIRY OF INSURANCE

31 October 2022

5. PERSONS OR CLASSES OF PERSONS ENTITLED TO DRIVE

The Policyholder

Any person driving with the Policyholder's permission

Provided that the person driving holds a licence to drive the vehicle or has held and is not disqualified from holding or obtaining such a licence.

6. LIMITATIONS AS TO USE

Use for social domestic and pleasure purposes and for the Policyholder's business but subject to the following

- EXCLUSIONS:**
- Use for racing competitions trials or rallies (other than road safety rallies and treasure hunts)
 - Use for racing pacemaking reliability trial or speed testing
 - Use for hire or reward
 - Use for carriage of passengers for hire or reward
 - Use while drawing a greater number of trailers in all than is permitted by law

***I/We hereby certify** that the Policy to which this certificate relates satisfies the requirements of the relevant law in Great Britain, Northern Ireland, the Isle of Man and the Channel Islands*

American International Group UK Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and Prudential Regulation Authority (FRN number: 781109). This information can be checked by visiting the FS Register (www.fca.org.uk/register). American International Group UK Limited is registered in England: company number 10737370. Registered address: The AIG Building, 58 Fenchurch Street, London EC3M 4AB.

American International Group UK Limited

Anthony Baldwin, CEO of American International Group UK Limited

NOTES: For full details of insurance cover reference should be made to the Policy. It is essential to notify the Insurer (through your broker) if you change your vehicle or acquire another.

ADVICE TO THIRD PARTIES

Nothing contained in this certificate affects your right as a Third Party to make a claim.

American International Group UK Limited
AIG Building, 58 Fenchurch Street, London, EC3M 4AB
Tel: 020 7954 7000 Fax: 020 7954 7001

European Cover

The insurance evidenced by this Certificate of Motor Insurance and read in conjunction with a Green Card when required, extends to include the compulsory motor insurance requirements of any member of the European Union and all other countries which have made agreements which correspond to the conditions of insurance of the Commissions of the European Union and which are approved by it.

Copertura europea

L'assicurazione attestata dal presente Certificato di assicurazione autoveicoli in abbinato alla relativa carta verde (quando richiesta), si estende fino a includere i requisiti obbligatori di assicurazione auto di qualsiasi membro dell'Unione Europea e di tutti gli altri paesi che hanno stipulato accordi che corrispondono alle condizioni di assicurazione delle Commissioni dell'Unione Europea e da essa approvate.

Europäische Deckung

Die Versicherung, die durch diesen Kfz-Versicherungsschein und bei Bedarf in Verbindung mit einer Grünen Karte belegt ist, umfasst auch die vorgeschriebenen Kfz-Versicherungsanforderungen jedes Mitglieds der Europäischen Union und aller anderen Länder, die Vereinbarungen getroffen haben, die den von den Kommissionen der Europäischen Union genehmigten Versicherungsbedingungen entsprechen.

Cobertura europea

El seguro documentado por este certificado de seguro de Automóvil y leído conjuntamente con una Carta Verde si fuera necesario, se extiende para incluir los requisitos de seguro obligatorio de automóvil de cualquier miembro de la Unión Europea y de todos los demás países que han concluido acuerdos que corresponden a las condiciones del seguro de las Comisiones de la Unión Europea y que son aprobadas por esta.

Couverture d'assurance européenne

L'assurance attestée par ce certificat d'assurance automobile et lue en conjonction avec une carte verte si nécessaire, s'étend pour inclure les exigences d'assurance automobile obligatoire de tout membre de l'Union européenne et de tous les autres pays ayant conclu des accords qui correspondent aux conditions d'assurance des commissions de l'Union européenne et qui sont approuvées par elles.

In the event of an accident

1. Do not make any admission of liability nor give money to any injured person.
2. Obtain the name and address of any other driver and registration mark of any other vehicle involved.
3. Obtain insurance certificate details from any other driver you hold responsible for causing the accident and give such details to anyone that similarly holds you responsible. (You are compelled to provide such information by the Road Traffic Act 1988).
4. Obtain names and addresses of any witnesses.
5. Record the position in the road of your vehicle and any other vehicle.
6. Inform AIG or your Insurance Adviser as soon as reasonably possible.



ENVIRONMENTAL POLICY

Environmental Policy

The Company will as far as reasonably practicable address all its undertaking and activities with due consideration to (i) all environmental aspects and (ii) health and safety of employees, clients and others who may be affected.

Management will continually monitor new technology/products and services to establish as to whether they are an improvement beneficial to the Company's activities and/or clients and the general public. Where this is found (i) measures will be introduced to amend Company Policy and (ii) information/guidance will be passed to our staff for their action as appropriate.

This policy will be brought to the attention of all the Company employees requesting their full support in this important subject matter which not only affects the Company's activities but the future well being of the country/world at large.

Purchasing

Based on the Company's policy with respect to Control of Substances Hazardous to Health [COSHH] Regulations, Provisions and Use of Work Equipment [PUWER] Regulations those with the responsibility for purchasing, materials, goods, substances, equipment and services will question the environmental aspects of such when making enquiries to manufacturers/suppliers and also prior to placing firm orders.

An important aspect that will be addressed prior to purchases being made will be to establish as to whether there will be (i) a problem in the disposal of the purchases, e.g. hazardous waste, and/or (ii) life cycle of substance e.g. CFC/HCFC's which have recommended measures in place now.

Where plant/equipment is hired, the accepted standard will not be less than that required by the Company.

Operation/Maintenance

All precautions will be taken to ensure that during operation or maintenance activities by the respective staff or contractors, environmental matters will be treated as for health and safety.

The Company transport/vehicles will be kept in a well-maintained order to ensure that fuel and lubricants do not give cause for concern regarding polluting the atmosphere and/or land and drains.

Where hazardous substances could leak from containers the containers must be supported by an adequate bund to contain the leakage or spills.

Regulations

Where contractors and/or others are engaged to remove or dispose of waste either generated by the Company's activities, or on the Company's behalf, this will be managed by the Department of the Environment, as set out in "Waste Management – The Duty of Care – A Code of Practice".


Where waste falls within the "carriage of Dangerous Goods", drivers will hold the appropriate certificates e.g. Road Traffic (Training of drivers of vehicles carrying dangerous goods) Regulations 1992.

Monitoring/Review

Whilst the actual work/activity aspect will be monitored continually by line management, the Company Policy will be reviewed annually and or when there are changes in legislation and or good working practices.

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Jamie Smith
General Manager
4th Jan 2023

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GDPR Compliance Statement

Introduction

The **EU General Data Protection Regulation ("GDPR")** comes into force across the European Union on 25th May 2018 and brings with it the most significant changes to data protection law in two decades. Based on privacy by design and taking a risk-based approach, the GDPR has been designed to meet the requirements of the digital age.

The 21st Century brings with it broader use of technology, new definitions of what constitutes personal data, and a vast increase in cross-border processing. The new Regulation aims to standardise data protection laws and processing across the EU; affording individuals stronger, more consistent rights to access and control their personal information.

Our Commitment

Green Recycling Limited ('we' or 'us' or 'our') are committed to ensuring the security and protection of the personal information that we process, and to provide a compliant and consistent approach to data protection. We have always had a robust and effective data protection program in place which complies with existing law and abides by the data protection principles. However, we recognise our obligations in updating and expanding this program to meet the demands of the GDPR and the UK's Data Protection Bill.

Green Recycling Limited are dedicated to developing a data protection regime that is effective, fit for purpose and demonstrates an understanding of, and appreciation for, the new Regulation. Our preparation and objectives for GDPR compliance have been summarised in this statement and include the development and implementation of new data protection roles, policies, procedures, controls and measures to ensure maximum and ongoing compliance.

How We are Preparing for the GDPR

Green Recycling Limited already have a consistent level of data protection and security across our organisation, however it is our aim to be fully compliant with the GDPR by 25th May 2018. Our preparation includes: -

- **Information Audit** - carrying out a company-wide information audit to identify and assess what personal information we hold, where it comes from, how and why it is processed and if and to whom it is disclosed.

- **Policies & Procedures** - implementing new data protection policies and procedures to meet the requirements and standards of the GDPR and any relevant data protection laws, including: -

- o **Data Protection** – our main policy and procedure document for data protection has been overhauled to meet the standards and requirements of the GDPR. Accountability and governance measures are in place to ensure that we understand and adequately disseminate and evidence our obligations and responsibilities; with a dedicated focus on privacy by design and the rights of individuals.

- o **Data Retention & Erasure** – we have updated our retention policy and schedule to ensure that we meet the 'data minimisation' and 'storage limitation' principles and that personal information is stored, archived and destroyed compliantly and ethically. We have dedicated erasure procedures in place to meet the new 'Right to Erasure' obligation and are aware of when this and other data subject's rights apply; along with any exemptions, response timeframes and notification responsibilities.

- o **Data Breaches** – our breach procedures ensure that we have safeguards and measures in place to identify, assess, investigate and report any personal data breach at the earliest possible time. Our procedures are robust and have been disseminated to all employees, making them aware of the reporting lines and steps to follow.

- o **International Data Transfers & Third-Party Disclosures** – where Green Recycling Limited stores or transfers personal information outside the EU, we have robust procedures and safeguarding measures in place to secure, encrypt and maintain the integrity of the data. Our procedures include a continual review of the countries with sufficient binding corporate rules or provision of their standard data protection clauses or approved codes of conduct for those countries without. We carry out strict due diligence checks with all recipients of personal data to assess and verify that they have appropriate safeguards in place to protect the information, ensure enforceable data subject rights and have effective legal remedies for data subjects where applicable.

- o **Subject Access Request (SAR)** – we have revised our SAR procedures to accommodate the revised 30-day timeframe for providing the requested information and for making this provision free of charge. Our new procedures detail how to verify the data subject, what steps to take for processing an access request, what exemptions apply and a suite of response templates to ensure that communications with data subjects are compliant, consistent and adequate.

- **Legal Basis for Processing** - we are reviewing all processing activities to identify the legal basis for processing and ensuring that each basis is appropriate for the activity it relates to. Where applicable, we also maintain records of our processing activities, ensuring that our obligations under Article 30 of the GDPR and Schedule 1 of the Data Protection Bill are met.

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• **Privacy Notice/Policy** – we have revised our Privacy Notice(s) to comply with the GDPR, ensuring that all individuals whose personal information we process have been informed of why we need it, how it is used, what their rights are, who the information is disclosed to and what safeguarding measures are in place to protect their information.

• **Obtaining Consent** - we have revised our consent mechanisms for obtaining personal data, ensuring that individuals understand what they are providing, why and how we use it and giving clear, defined ways to consent to us processing their information. We have developed stringent processes for recording consent, making sure that we can evidence an affirmative opt-in, along with time and date records; and an easy to see and access way to withdraw consent at any time.

• **Direct Marketing** - we have revised the wording and processes for direct marketing, including clear opt-in mechanisms for marketing subscriptions; a clear notice and method for opting out and providing unsubscribe features on all subsequent marketing materials.

• **Data Protection Impact Assessments (DPIA)** – where we process personal information that is considered high risk, involves large scale processing or includes special category/ criminal conviction data; we have developed stringent procedures and assessment templates for carrying out impact assessments that comply fully with the GDPR's Article 35 requirements. We have implemented documentation processes that record each assessment, allow us to rate the risk posed by the processing activity and implement mitigating measures to reduce the risk posed to the data subject(s).

• **Processor Agreements** – where we use any third-party to process personal information on our behalf (i.e. Payroll, Recruitment, Hosting etc), we have drafted compliant Processor Agreements and due diligence procedures for ensuring that they (as well as we), meet and understand their/our GDPR obligations. These measures include initial and ongoing reviews of the service provided, the necessity of the processing activity, the technical and organisational measures in place and compliance with the GDPR.

Special Categories Data - where we obtain and process any special category information, we do so in complete compliance with the Article 9 requirements and have high-level encryptions and protections on all such data. Special category data is only processed where necessary and is only processed where we have first identified the appropriate Article 9(2) basis or the Data Protection Bill Schedule 1 condition. Where we rely on consent for processing, this is explicit and is verified by a signature, with the right to modify or remove consent being clearly signposted.

Data Subject Rights

In addition to the policies and procedures mentioned above that ensure individuals can enforce their data protection rights, we provide easy to access information during induction of an individual's right to access any personal information that Green Recycling Limited processes about them and to request information about: -

- What personal data we hold about them
- The purposes of the processing
- The categories of personal data concerned
- The recipients to whom the personal data has been/will be disclosed
- How long we intend to store their personal data for
- If we did not collect the data directly from them, information about the source
- The right to have incomplete or inaccurate data about them corrected or completed and the process for requesting this
- The right to request erasure of personal data (where applicable) or to restrict processing in accordance with data protection laws, as well as to object to any direct marketing from us and to be informed about any automated decision-making that we use
- The right to lodge a complaint or seek judicial remedy and who to contact in such instances

Information Security & Technical and Organisational Measures

Green Recycling Limited takes the privacy and security of individuals and their personal information very seriously and we take every reasonable measure and precaution to protect and secure the personal data that we process. We have robust information security policies and procedures in place to protect personal information from unauthorised access, alteration, disclosure or destruction and have several layers of security measures including SSL, access controls, password policy and encryptions.

GDPR Roles and Employees

Green Recycling Limited have designated Daniel Hurst as our Data Protection Officer (DPO) and have appointed a data protection team to develop and implement our roadmap for complying with the new data protection Regulation. The team are responsible for promoting awareness of the GDPR across the organisation, assessing our GDPR readiness, identifying any gap areas and implementing the new policies, procedures and measures.

Green Recycling Limited understands that continuous employee awareness and understanding is vital to the continued compliance of the GDPR and have involved our employees in our preparation plans. We have implemented an employee training program which will be provided to all employees prior to May 25th, 2018, and forms part of our induction and annual training program. If you have any questions about our preparation for the GDPR, please contact our Data Protection Officer.

Quayside Industrial Park, Bates Road, Maldon, Essex, CM9 5FA
Telephone: 01621 842600 Fax: 01621 874630 Email: enquiries@greenrecycling.co.uk Website: www.greenrecycling.co.uk

Green Recycling Limited Registered Office as above. Registered in England and Wales No. 4276692
Waste Carriers Registration No. AEA/792330/CB. VAT no. 782 986 366



Certificate of Accreditation

This is to certify that
Green Recycling Ltd

has achieved SafeContractor accreditation

Date: 7th November 2022

This certificate is valid until: 7th November 2023

Certificate number: TV8080

Signed:

Alyn Franklin
Alcumus CEO





Schedule to SafeContractor certificate

This SafeContractor certificate is awarded for the following services:

Work Categories:

Waste Services: Refuse Collection & Disposal

Industry Roles:

Non-Construction Contractor

Category Related Activities:

Working with Chemicals and Hazardous substances

Full validation of this certificate should be made via the SSIP Portal www.ssiportal.org.uk

SafeContractor accreditation has been achieved following an assessment of the contractor's health & safety documentation, and compared against the **SafeContractor** Charter Standards, which set out the health & safety standards required to achieve accreditation.

For more information on the Charter Standards, the **SafeContractor** scheme or for confirmation of this contractor's accreditation please telephone **SafeContractor** on 029 2026 6749.

www.safecontractor.com
www.alcumus.com

Alcumus SafeContractor Limited is owned by Alcumus Group Limited
Alcumus SafeContractor and the Alcumus SafeContractor logo are trademarks belonging to Alcumus Holdings Limited
Company registration number: 07618138



07/26/22



Green Recycling Limited

Became a member of the Avetta Consortium on:

07/26/22

This document certifies that the company above is a Member of the Avetta Consortium. Being an Avetta Consortium Member signifies that you are part of a global effort to advance company and worker safety, sustainability, and operational excellence. Consortium Members represent a pursuit of excellence in delivery, safety and sustainability.

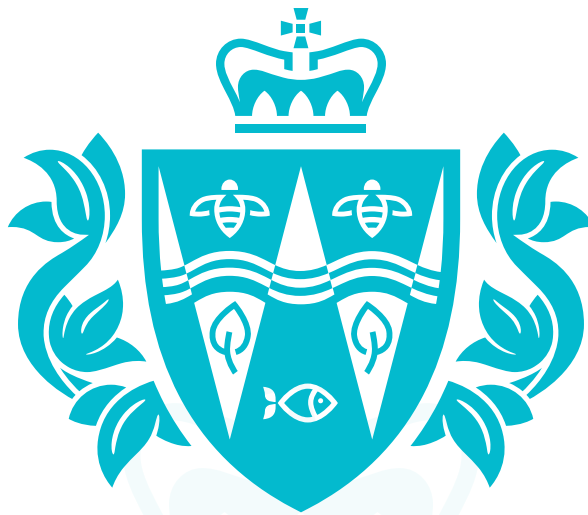
Arshad Matin

Arshad Matin, President and CEO



Taylor Allis

Taylor Allis, Chief Product Officer



CIWM


This is to certify that

Green Recycling Ltd

is a CIWM Affiliated Organisation

and have demonstrated their commitment to excellence in sustainable resource management by signing up to the CIWM Affiliated Organisation Code of Conduct.

Renewal date: February 29, 2024

Signed: 

President, CIWM



CIWM

Affiliated Organisation

Committed to excellence in sustainable resource management





CIWM Affiliated Organisations agree to adhere to the following Code of Conduct

- To uphold the good reputation of CIWM, its members, and the resource and waste management sector as a whole by seeking to achieve and maintain the highest standards of professional expertise, operational and business practice.
- To ensure compliance with all relevant sector related legislation and regulation, striving to lead in using and establishing sector best-practice.
- To conduct all activity with honesty, professional integrity and diligence; treating staff with fairness, respect and dignity and complying with the laws of the countries operated in.
- To employ, develop and train staff so that they are fully competent in their role and equipped with the knowledge and skills to work to high professional standards.
- To provide products and services which are within competencies and expertise, and deliver these to the standards described and promised to customers.
- To address customer concerns promptly, with professionalism and courtesy, and seek to negotiate an equitable solution in the case of dispute.
- To share and contribute towards achieving the goals laid out in the 'objects' set out in CIWM's Royal Charter:

"To advance for the public benefit the art and science of wastes management worldwide and so to promote education, the protection of public health and the preservation of the environment, and for that purpose to further promote and maintain good standards of practice, competence and conduct by all its members".





CIWM

Continuing Competence Certificate

This certificate confirms that

Jamie Smith

Has met the relevant requirements of the Continuing Competence scheme for the following award(s) which will remain current for two years from 08/08/2022

TMNH

Treatment - Non Hazardous Waste

Expiry Date:
08/08/2024

Verification date: 05/08/2022

Authorised:

Professional Services Director

Learner ID: 28181

Certificate No.: 5204089

Date of Issue: 08/08/2022

CIWM Chief Executive Officer



The Chartered Institution
of Wastes Management



National Vocational Qualification

EDEXCEL LEVEL 2 NVQ
in DRIVING GOODS VEHICLES

is awarded to

TROY CLARK

who has completed an approved programme at

WILTSHIRE TRANSPORT TRAINING LTD

AWARDED : JULY 2009

66911 :Q5000037:AD81219:00468113:13:12:70:ISSUED 12-SEP-2009:QAN 100/2582/0



Isabel Sutcliffe

Isabel Sutcliffe
Accountable Officer
Edexcel

Ofqual



1. Anti-Corruption and Bribery Policy

- 1.1. This policy applies to all individuals working at all levels and grades (whether working under a permanent, fixed-term or temporary contract) and any other person associated with us or any of our subsidiaries. The purpose of this policy is to set out the responsibilities, and of those working for us, in observing and upholding our position on bribery and corruption and to provide information and guidance to those working for us on how to recognise and deal with bribery and corruption issues.
- 1.2. We will uphold all laws relevant to countering bribery and corruption and remain bound by the laws of the UK, including the Bribery Act 2010.
- 1.3. A bribe is an inducement or reward offered, promised or provided in order to gain any commercial, contractual, regulatory or personal advantage. This policy does not prohibit normal and appropriate hospitality given and received to or from third parties.
- 1.4. It is not acceptable for you or someone on your behalf to:
 - Give, promise to give, or offer, a payment, gift or hospitality with the expectation or hope that a business advantage will be received, or to reward a business advantage already given;
 - Give, promise to give, or offer, a payment, gift or hospitality to a government official, agent or representative to facilitate or expedite a routine procedure;
 - Accept payment from a third party that you know or suspect is offered with the expectation that it will obtain a business advantage for them;
 - Accept a gift or hospitality from a third party if you know or suspect that it is offered or provided with an expectation that a business advantage will be provided by us in return;
 - Threaten or retaliate against another worker who has refused to commit a bribery offence or who has raised concerns under this policy; or
 - Engage in any activity that might lead to a breach of this policy.
- 1.5. In addition to the above, your responsibilities are as follows:
 - You must ensure that you read, understand and comply with this policy.
 - To prevent, detect and report any acts or suspected acts of bribery or corruption.
 - To avoid any activity that might lead to or suggest a breach of this policy.
 - You must notify your line manager as soon as possible if you believe or suspect that a conflict with this policy has occurred or may occur in the future.
- 1.6. You should note that any breach of this policy will be dealt with by our disciplinary procedure and could result in dismissal for gross misconduct.
- 1.7. With regard to record keeping we must keep financial records and have appropriate internal controls in place which will evidence the business reason for making payments to third parties. All accounts, invoices, memoranda and other documents and records relating to dealings with third parties (such as clients, suppliers and business contacts)

should be prepared and maintained with strict accuracy and completeness. You are further expected to:

- Declare and keep a written record of all hospitality or gifts accepted or offered, which will be subject to managerial review.
 - Ensure all expenses claims relating to hospitality, gifts or expenses incurred to third parties are submitted in accordance with our expenses policy and specifically record the reason for the expenditure.
- 1.8. It is encouraged for you to raise any concerns about any issue or suspicion of malpractice at the earliest possible stage. If you are unsure if these acts constitute bribery or corruption or if you have any other queries these should be discussed with either your line manager or the Managing Director
 - 1.9. If you have a concern that you are a victim or a potential victim of bribery or corruption it is important that you tell your line manager as soon as possible.
 - 1.10. Our aim is to encourage openness and reports of concerns regarding corruption and bribery. We will support anyone who raises a genuine concern which is made under good faith under this policy. Further we are committed to ensuring no one suffers a detrimental treatment as a result of refusing to take part in bribery or corruption or because they have reported a concern or suspicion of potential bribery or other corruption offence.
 - 1.11. Training on this policy will form part of your induction when you begin employment with us. Existing employees will receive regular and relevant training on this policy when required.
 - 1.12. The person/management team with ultimate responsibility for this policy is the Managing Director and is therefore responsible for ensuring this policy complies with legal and ethical obligations and that all comply with it.
 - 1.13. All workers are responsible for the success of this policy and should ensure that they use it to disclose any suspected danger or wrongdoing. We welcome comments and suggestions with regard to improving the policy and its effectiveness.
 - 1.14. This policy does not form part of your employment contract and may be amended at any time.

Weightron Bilanciai Ltd,
Titan Works
Bridge Way off Broombank Road,
Chesterfield Trading Estate,
Chesterfield S41 9QJ, UK
Tel: 01246 260062
Fax: 01246 260844
www.weightron.com



Weightron Bilanciai Ltd,
Unit 4b, Block 4
Westpark, Chelston
Wellington TA21 9AD, UK
Tel: 01823 662355
Fax: 01823 662017
www.weightron.com



CALIBRATION CERTIFICATE

This Calibration Certificate is issued in accordance with the UKWF Code of Practice for the calibration of Non Automatic Weighing Machines. All weights used are traceable to NPL

Customer

GREEN RECYCLING
QUAYSIDE IND PARK
BATES RD
MALDON
LOCATION

Machine Details

Cust ref	
Make	BILANCIAI
Model	FLYNET 50
Ser No	T22A200422
Capacity	50000kg
e/d	20kg /
Working cap	

Test Weights

Set No.	Cert No.	Date Cal
WB50-71	TR11830	20/1/23

Cert Interval 12 MONTHS
Next Cert MAY 2024

Tolerance +/-

0-10000	+/- 20
10000-50000	+/- 40
50000-50000	+/- 60

Comments

MAKE UP WEIGHTS USED

2	4	6
1	3	5

AS FOUND LINEARITY & HYSTERESIS

Load	Loading	Dev	Unloading	Dev

DEFINITIVE LINEARITY & HYSTERESIS

Load	Loading	Dev	Unloading	Dev
0	0	0	0	0
2000	2000	0	2000	0
10000	10000	0	10000	0
18000	18000	0	18000	0
24660	24660	0	24660	0
34660	34660	0	34660	0
43680	43680	0	—	

Repeatability

Load	Ind	Ind	Ind

Repeatability

Load	Ind	Ind	Ind
43680	43680	43680	43680

Eccentric Load

Reading	Dev	Reading	Dev
1		2	
3		4	
5		6	
7		8	

Eccentric Load

Reading	Dev	Reading	Dev
1	10000	2	10000
3	10000	4	10000
5	10000	6	10000
7		8	

Signature *K. Lampard* Name **K. LAMPARD** Date **11/5/23**

EUROPEAN COMMUNITY

UK

OCR
Oxford Cambridge and RSA

**CERTIFICATE OF PROFESSIONAL COMPETENCE IN
ROAD HAULAGE**

No **OCR3039682622041982**

We OCR

hereby certify that **ALAN MARK LOWDEN**

born on **22/04/1982** in **CHELMSFORD, UNITED KINGDOM**

has successfully passed the tests for the examination (year: 2018; session: June) necessary for the award of the Certificate of Professional Competence in Road Haulage in accordance with Regulation (EC) No 1071/2009 of the European Parliament and of the Council of 21 October 2009 establishing common rules concerning the conditions to be complied with to pursue the occupation of road transport operator.

This certificate constitutes the sufficient proof of professional competence referred to in Article 21 of Regulation (EC) No 1071/2009.

Issued on **07/08/2018**

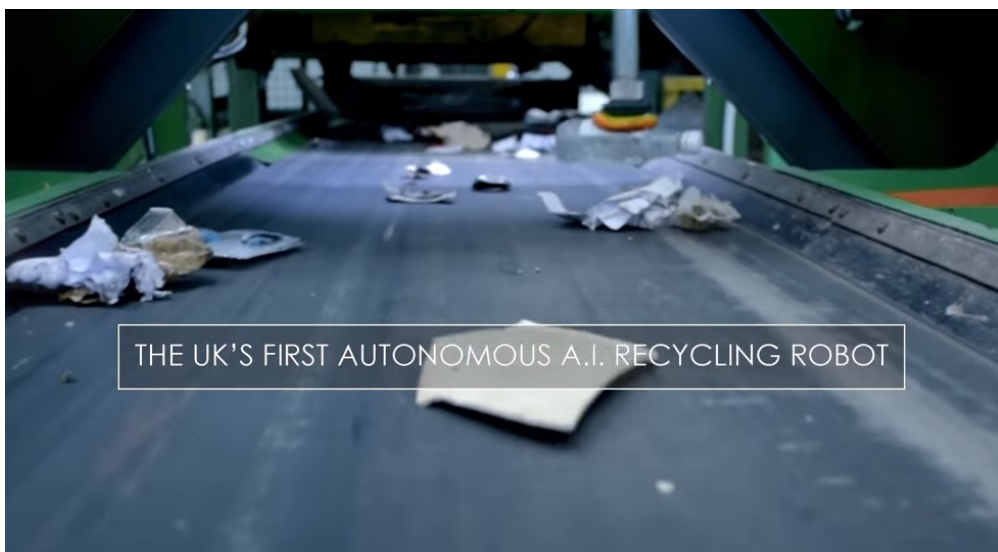


greenrecycling

INTELLIGENT WASTE RECYCLING

Introducing Max-Ai The UK's first Artificial Intelligent Waste Sorting Robot

Using brand new technology from around the world, Max uses Artificial Intelligence to identify, collect and sort various different waste types including but not exclusive to: Paper, Cardboard, Wood, Plastic Bottles and Metal Cans.



Quayside Industrial Park, Bates Road, Maldon, Essex, CM9 5FA
Telephone: 01621 842600 Fax: 01621 874630 Email: enquiries@greenrecycling.co.uk Website: www.greenrecycling.co.uk

Green Recycling Limited Registered Office as above. Registered in England and Wales No. 4276692
Waste Carriers Registration No. AEA/792330/CB. VAT no. 782 986 366



greenrecycling

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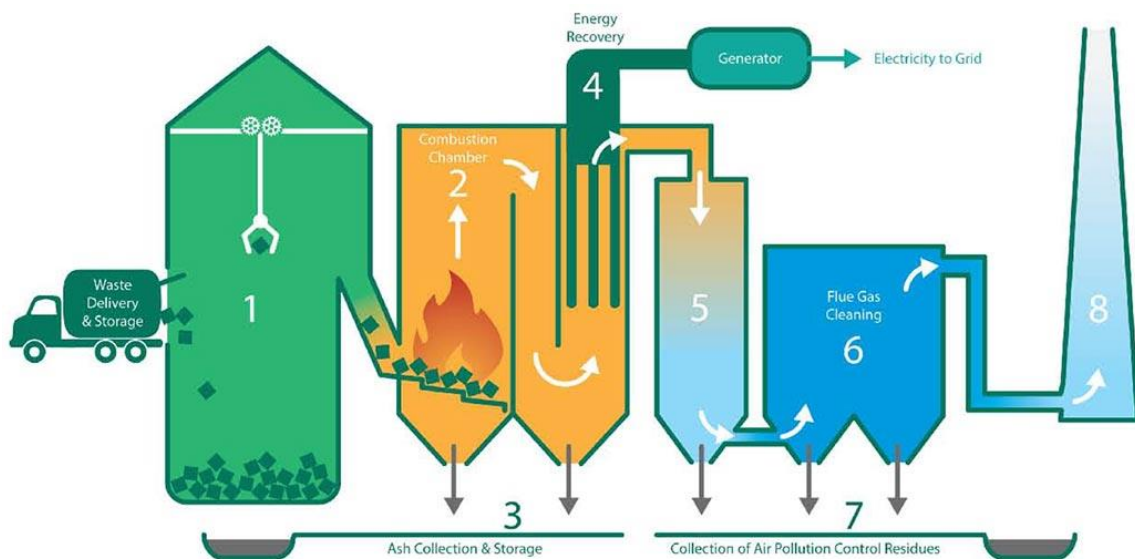
INTELLIGENT WASTE RECYCLING



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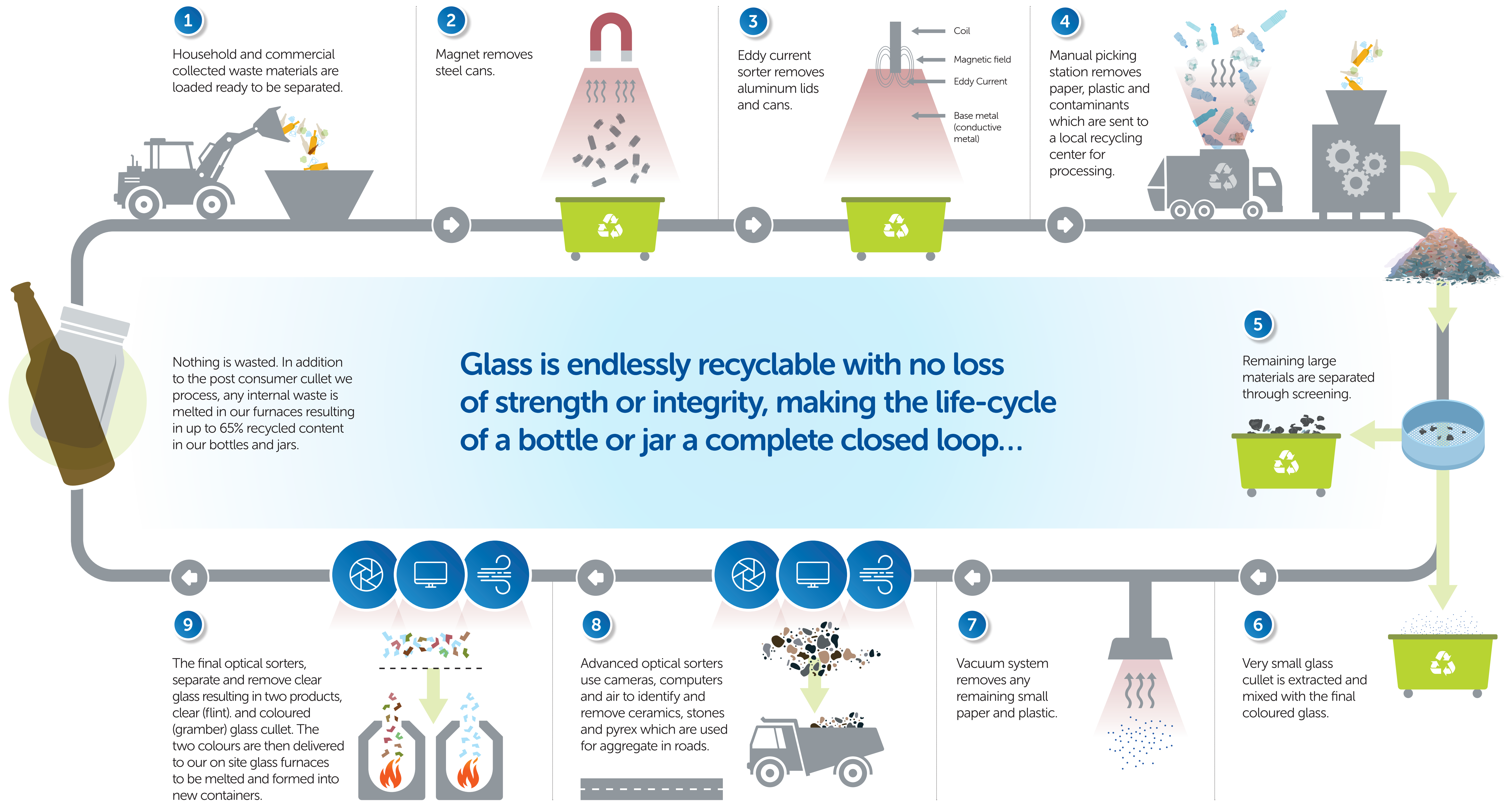
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RDF Plant Process Outline



1. Waste is delivered to the storage bunker where it is loaded into the feed chute by overhead crane.
2. The moving grate is where the waste is combusted under controlled conditions to meet minimum legal requirements for time and temperature so that complete burnout is achieved.
3. Collection of bottom ash and storage in a bunker. Bottom ash is used as an aggregate replacement in construction.
4. The hot gases pass over a heat exchanger which raises steam. The steam is used to produce electricity and can be used for heating.
5. Treatment and cooling of combustion gases to remove chemical contaminants.
6. Bag filters to remove ash and other solids.
7. Collection and storage of air pollution control residues.
8. Emission of cleaned gases to atmosphere.

Glass recycling plant flow chart





Container Size Guide

240 litre Wheeled Container



1100 litre Wheeled Container



2200 litre Wheeled Container



8 Yard FEL Container



14 Yard REL Container



40 Yard Roll On Container



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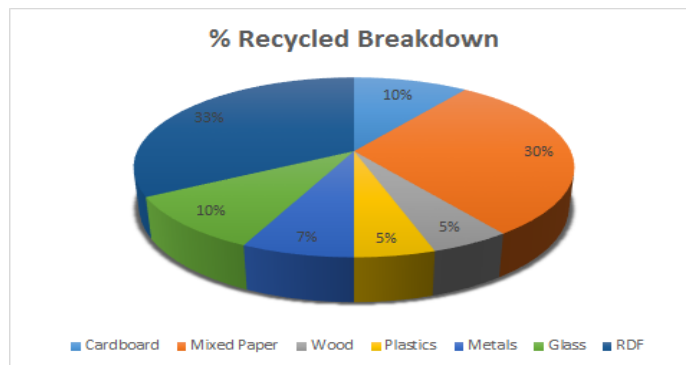


Registered Waste Carriers No. CB/UP3474BB

Waste Collection Recycling Report

Waste Descriptions Received:	General Commercial Recyclable	– 20.03.01
	Cardboard	– 20.01.01
	Wood	– 20.01.38
	Metal	– 20.01.40
	Plastics	– 15 01 06
	Biodegradable	– 20 01 08

Percentage Breakdown	Cardboard	10%
	Mixed Paper	30%
	Wood	5%
	Plastics	5%
	Metals	7%
	Glass	10%
	RDF	33%



ESTIMATED TOTAL RECOVERED WASTE: 100%

Period of validation

From: 1/1/2022 To: 31/12/2022

The Customer/Waste producer ensures that the waste transferred is free from any Special wastes, Tyres, Hazardous, Poisonous, Biological, Radioactive or any other pollutants that will adversely affect the environment.

Kind Regards

Jamie Smith

Quayside Industrial Park, Bates Road, Maldon, Essex, CM9 5FA
 Telephone: 01621 842600 Fax: 01621 874630 Email: enquiries@greenrecycling.co.uk Website: www.greenrecycling.co.uk

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 Waste Carriers Registration No. AEA/792330/CB. VAT no. 782 986 366



CERTIFICATE OF DESTRUCTION

THIS IS TO CERTIFY THAT

GREEN RECYCLING LTD

HAS SECURLY DESTROYED WASTE
MATERIAL AS LISTED BELOW FOR

PHIDAL PUBLISHING

DISPOSAL OF WASTE IN THE FORM OF 158 WOODEN PALLETS CONTAINING THE FOLLOWING
BOOKS, 67.66 TONNE IN TOTAL:

<u>ISBN</u>	<u>Item Description</u>	<u>Total Quantity</u>
9782764331613	DISNEY CARS/PLANES READ & GLOW	12,000 units
9782764331620	DISNEY JR. READ & GLOW	11,848 units
9782764331798	DISNEY FROZEN READ & GLOW	26,784 units
9782764331156	DISNEY PRINCESS READ & GLOW	7,000 units

This material was shredded on site 29th January 2016

SIGNED ON BEHALF OF GREEN RECYCLING LTD

Monday 1st August 2022

Quayside Industrial Park, Bates Road, Maldon, Essex, CM9 5FA
Telephone: 01621 842600 Fax: 01621 874630 Email: enquiries@greenrecycling.co.uk Website: www.greenrecycling.co.uk

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British Gas Business Zero Carbon

Electricity Certificate

British Gas Trading Ltd certifies that 100%
of the electricity supplied by British Gas to

Green Recycling Limited
1050000782475

will be backed by a mix of renewable certificates
and nuclear energy for the period:

From:

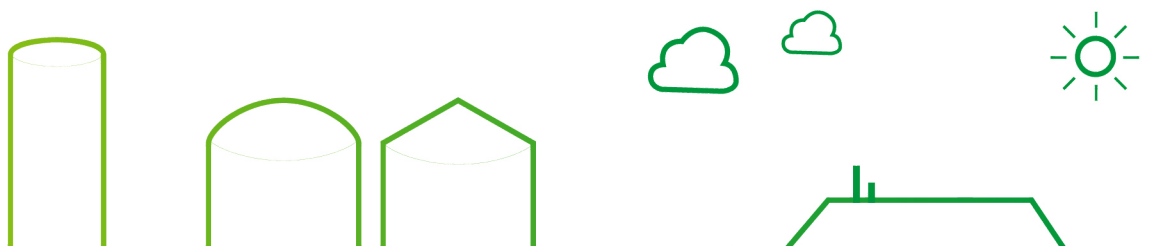
29 July 2022

To:

28 July 2023



Matt Wood
Director of Energy Supply



Notice of variation and consolidation with introductory note

The Environmental Permitting (England & Wales) Regulations 2016

Green Recycling Limited
Quayside Industrial Park
Bates Road
Maldon
Essex
CM9 5FA

Variation application number

EPR/VP3694ND/V003

Permit number

EPR/VP3694ND

Green Recycling Limited

Permit number EPR/VP3694ND

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. All the conditions of the permit have been varied and are subject to the right of appeal.

This variation extends the permitted boundary to encompass a new MRF building to be located to the south and east of the existing site boundary. It adds a limited range of non-hazardous waste liquids and sludges to the permit. This includes 06 05 03, 07 07 12, 08 01 12, 08 01 16, 08 01 20, 08 02 02, 08 03 08, 08 04 14, 16 10 02 and 19 08 05. In addition, the solid waste code 19 12 12 – other wastes (including mixtures of materials) from mechanical treatment of wastes other than those mentioned in 19 12 11 – is added. The description of this waste has been restricted to exclude fines.

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
Permit determined EAWML 71493	16/10/06	Original permit issued to Green Recycling Limited
	27/06/11	Registered Office address changed from Ulting Grove Farm to Quayside Industrial Park
Variation determined EPR/VP3694ND/V002	06/02/13	Variation issued to increase the site boundary, processing building and annual throughput
Application EPR/VP3694ND/V003 (variation and consolidation)	Duly made 16/04/20	Application to vary and update the permit to modern conditions.
Variation determined and consolidation issued EPR/VP3694ND	09/11/20	Varied and consolidated permit issued in modern format

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/VP3694ND

Issued to

Green Recycling Limited (“the operator”)

whose registered office is

Quayside Industrial Park

Bates Road

Maldon

Essex

CM9 5FA

company registration number 04276692

to operate a regulated facility at

Green Recycling Limited

Quayside Industrial Park

Bates Road

Maldon

Essex

CM9 5FA

to the extent set out in the schedules.

The notice shall take effect from 09/11/2020

Name	Date
Alan Whitley	09/11/2020

Authorised on behalf of the Environment Agency

Schedule 1

All conditions have been varied by the consolidated permit as a result of the application made by the operator.

Schedule 2 – consolidated permit

Consolidated permit issued as a separate document.

Permit

The Environmental Permitting (England and Wales) Regulations 2016

Permit number

EPR/VP3694ND

This is the consolidated permit referred to in the variation and consolidation notice for application EPR/VP3694ND/V003 authorising,

Green Recycling Limited (“the operator”),

whose registered office is

Quayside Industrial Park

Bates Road

Maldon

Essex

CM9 5FA

company registration number 04276692

to operate waste operations at

Green Recycling Limited

Quayside Industrial Park

Bates Road

Maldon

Essex

CM9 5FA

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

Name	Date
Alan Whitley	09/11/2020

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 Avoidance, recovery and disposal of wastes produced by the activities

- 1.2.1 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.
- 1.2.2 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”).

2.2 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 Waste shall only be accepted if:
- (a) it is of a type and quantity listed in schedule 2 table S2.1; and
 - (b) it conforms to the description in the documentation supplied by the producer and holder.

3 Emissions and monitoring

3.1 Emissions of substances not controlled by emission limits

- 3.1.1 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.
- 3.1.2 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.
- 3.1.3 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.

3.2 Odour

- 3.2.1 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 Noise and vibration

- 3.3.1 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.
- 3.3.2 The operator shall:
- (a) if notified by the Environment Agency that the activities are giving rise to pollution outside the site due to 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.

3.4 Pests

- 3.4.1 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.
- 3.4.2 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, hazard or annoyance from pests;
 - (b) implement the pests management plan, from the date of approval, unless otherwise agreed in writing by the Environment Agency.

3.5 Fire prevention

- 3.5.1 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.

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 Within one 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 The Environment Agency shall be notified without delay following the detection of:
- (a) 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;
 - (b) the breach of a limit specified in the permit; or
 - (c) any significant adverse environmental effects.
- 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.

4.4 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 "without delay", in which case it may be provided by telephone.

Schedule 1 – Operations

Table S1.1 activities	
Description of activities for waste operations	Limits of activities
<p>D15: Storage pending any of the operations numbered D1 to D14 (excluding temporary storage, pending collection, on the site where the waste is produced)</p> <p>R13: Storage of waste pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection, on the site where the waste is produced)</p> <p>D14: Repackaging prior to submission to any of the operations numbered D 1 to D13</p>	<p>All bulking or transfer of non-hazardous waste must be carried out inside a building.</p> <p>Non-hazardous wastes must be kept in a building or within a secure container. Non-hazardous waste must be kept on impermeable pavement with sealed drainage.</p> <p>Inert wastes must be kept on hard standing or on impermeable pavement with sealed drainage.</p>
<p>D9: Physico-chemical treatment not specified elsewhere in Annex I which results in final compounds or mixtures which are discarded by means of any of the operations numbered D1 to D12</p> <p>R3: Recycling/reclamation of organic substances which are not used as solvents</p> <p>R4: Recycling/reclamation of metals and metal compounds</p> <p>R5: Recycling/reclamation of other inorganic materials</p>	<p>Treatment consisting only of sorting, separation, screening, baling, shredding, crushing or compaction of non-hazardous or inert waste into different components for disposal, (no more than 50 tonnes per day) or recovery.</p> <p>Treatment of non-hazardous waste must be carried out within a building.</p> <p>Non-hazardous waste must be treated on impermeable pavement with sealed drainage.</p> <p>Inert waste must be treated on hard standing or on impermeable pavement with sealed drainage.</p>

Table S1.2 Operating techniques		
Description	Parts	Date Received
Response to RFI dated 15/10/20	Approved Fire Prevention Plan consisting of the following documents: Fire Prevention Plan: GRL/FPP/V.01/October 2020	20/10/20
Response to RFI dated 09/11/20	Approved Odour Management Plan consisting of the following documents: Odour Management Plan: GRL/OMP/Version2/November 2020	09/11/20

Schedule 2 – Waste types

Table S2.1 Permitted waste types and quantities for Household, Commercial and Industrial Waste Transfer Station with treatment	
Maximum quantity	The total quantity of waste accepted at the site for the above activity shall be less than 75,000 tonnes a year.
Waste code	Description
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
01 01 02	wastes from mineral non-metalliferous excavation
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
01 03 09	red mud from alumina production other than the wastes mentioned in 01 03 10
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
01 04 09	waste sand and clays
01 04 11	wastes from potash and rock salt processing other than those mentioned in 01 04 07
01 04 12	tailings and other wastes from washing and cleaning of minerals other than those mentioned in 01 04 07 and 01 04 11
01 04 13	wastes from stone cutting and sawing other than those mentioned in 01 04 07
02	Wastes from agriculture, horticulture, aquaculture, forestry, hunting and fishing, food preparation and processing
02 01	wastes from agriculture, horticulture, aquaculture, forestry, hunting and fishing
02 01 03	plant-tissue waste
02 01 04	waste plastics (except packaging)
02 01 07	wastes from forestry
02 01 10	waste metal
02 02	wastes from the preparation and processing of meat, fish and other foods of animal origin
02 02 03	materials unsuitable for consumption or processing
02 03	wastes from fruit, vegetables, cereals, edible oils, cocoa, coffee, tea and tobacco preparation and processing; conserve production; yeast and yeast extract production, molasses preparation and fermentation
02 03 04	materials unsuitable for consumption or processing
02 04	wastes from sugar processing
02 04 01	soil from cleaning and washing beet
02 04 02	off-specification calcium carbonate
02 05	wastes from the dairy products industry
02 05 01	materials unsuitable for consumption or processing

Table S2.1 Permitted waste types and quantities for Household, Commercial and Industrial Waste Transfer Station with treatment	
Maximum quantity	The total quantity of waste accepted at the site for the above activity shall be less than 75,000 tonnes a year.
Waste code	Description
02 06	wastes from the baking and confectionery industry
02 06 01	materials unsuitable for consumption or processing
02 06 02	wastes from preserving agents
02 07	wastes from the production of alcoholic and non-alcoholic beverages (except coffee, tea and cocoa)
02 07 01	wastes from washing, cleaning and mechanical reduction of raw materials
02 07 02	wastes from spirits distillation
02 07 04	materials unsuitable for consumption or processing
03	Wastes from wood processing and the production of panels and furniture, pulp, paper and cardboard
03 01	wastes from wood processing and the production of panels and furniture
03 01 01	waste bark and cork
03 01 05	sawdust, shavings, cuttings, wood, particle board and veneer other than those mentioned in 03 01 04
03 03	wastes from pulp, paper and cardboard production and processing
03 03 01	waste bark and wood
03 03 07	mechanically separated rejects from pulping of waste paper and cardboard
03 03 08	wastes from sorting of paper and cardboard destined for recycling
03 03 10	fibre rejects, fibre-, filler- and coating-sludges from mechanical separation
04	Wastes from the leather, fur and textile industries
04 01	wastes from the leather and fur industry
04 01 08	waste tanned leather (blue sheetings, shavings, cuttings, buffing dust) containing chromium
04 01 09	wastes from dressing and finishing
04 02	wastes from the textile industry
04 02 21	wastes from unprocessed textile fibres
04 02 22	wastes from processed textile fibres
06	Wastes from inorganic chemical processes
06 05	sludges from on-site effluent treatment
06 05 03	sludges from on-site effluent treatment other than those mentioned in 06 05 02
06 09	wastes from the MSFU of phosphorous chemicals and phosphorous chemical processes
06 09 02	phosphorous slag
06 09 04	calcium-based reaction wastes other than those mentioned in 06 09 03
06 11	wastes from the manufacture of inorganic pigments and opacifiers
06 11 01	calcium-based reaction wastes from titanium dioxide production
07	Wastes from organic chemical processes

Table S2.1 Permitted waste types and quantities for Household, Commercial and Industrial Waste Transfer Station with treatment	
Maximum quantity	The total quantity of waste accepted at the site for the above activity shall be less than 75,000 tonnes a year.
Waste code	Description
07 02	wastes from the MFSU of plastics, synthetic rubber and man-made fibres
07 02 13	waste plastic
07 07	wastes from the MFSU of fine chemicals and chemical products not otherwise specified
07 07 12	sludges from on-site effluent treatment other than those mentioned in 07 07 11
08	Wastes from the manufacture, formulation, supply and use (MFSU) of coatings (paints, varnishes and vitreous enamels), adhesives, sealants and printing inks
08 01	wastes from MFSU and removal of paint and varnish
08 01 12	waste paint and varnish other than those mentioned in 08 01 11
08 01 16	aqueous sludges containing paint or varnish other than those mentioned in 08 01 15
08 01 20	aqueous suspensions containing paint or varnish other than those mentioned in 08 01 19
08 02	wastes from MFSU of other coatings (including ceramic materials)
08 02 02	aqueous sludges containing ceramic materials
08 03	wastes from MFSU of printing inks
08 03 08	aqueous liquid waste containing ink
08 04	wastes from MFSU of adhesives and sealants (including water proofing products)
08 04 14	aqueous sludges containing adhesives or sealants other than those mentioned in 08 04 13
09	Wastes from the photographic industry
09 01	wastes from the photographic industry
09 01 07	photographic film and paper containing silver or silver compounds
09 01 08	photographic film and paper free of silver or silver compounds
09 01 10	single-use cameras without batteries
09 01 12	single-use cameras containing batteries other than those mentioned in 09 01 11
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)
10 01 05	calcium-based reaction wastes from flue-gas desulphurisation in solid form
10 01 07	calcium-based reaction wastes from flue-gas desulphurisation in sludge form
10 01 15	bottom ash, slag and boiler dust from co-incineration other than those mentioned in 10 01 14
10 01 19	wastes from gas cleaning other than those mentioned in 10 01 05, 10 01 07 and 10 01 18
10 01 24	sands from fluidised beds
10 02	wastes from the iron and steel industry
10 02 01	wastes from the processing of slag

Table S2.1 Permitted waste types and quantities for Household, Commercial and Industrial Waste Transfer Station with treatment	
Maximum quantity	The total quantity of waste accepted at the site for the above activity shall be less than 75,000 tonnes a year.
Waste code	Description
10 02 02	unprocessed slag
10 02 08	solid wastes from gas treatment other than those mentioned in 10 02 07
10 02 10	mill scales
10 02 14	sludges and filter cakes from gas treatment other than those mentioned in 10 02 13
10 02 15	other sludges and filter cakes
10 03	wastes from aluminium thermal metallurgy
10 03 02	anode scraps
10 03 05	waste alumina
10 03 16	skimmings other than those mentioned in 10 03 15
10 03 18	carbon-containing wastes from anode manufacture other than those mentioned in 10 03 17
10 03 24	solid wastes from gas treatment other than those mentioned in 10 03 23
10 03 26	sludges and filter cakes from gas treatment other than those mentioned in 10 03 25
10 03 28	wastes from cooling-water treatment other than those mentioned in 10 03 27
10 03 30	wastes from treatment of salt slags and black drosses other than those mentioned in 10 03 29
10 04	wastes from lead thermal metallurgy
10 04 10	wastes from cooling-water treatment other than those mentioned in 10 04 09
10 05	wastes from zinc thermal metallurgy
10 05 01	slags from primary and secondary production
10 05 09	wastes from cooling-water treatment other than those mentioned in 10 05 08
10 05 11	dross and skimmings other than those mentioned in 10 05 10
10 06	wastes from copper thermal metallurgy
10 06 01	slags from primary and secondary production
10 06 02	dross and skimmings from primary and secondary production
10 06 10	wastes from cooling-water treatment other than those mentioned in 10 06 09
10 07	wastes from silver, gold and platinum thermal metallurgy
10 07 01	slags from primary and secondary production
10 07 02	dross and skimmings from primary and secondary production
10 07 03	solid wastes from gas treatment
10 07 05	sludges and filter cakes from gas treatment
10 07 08	wastes from cooling-water treatment other than those mentioned in 10 07 07
10 08	wastes from other non-ferrous thermal metallurgy
10 08 09	other slags
10 08 11	dross and skimmings other than those mentioned in 10 08 10
10 08 13	carbon-containing wastes from anode manufacture other than those mentioned in 10 08 12

Table S2.1 Permitted waste types and quantities for Household, Commercial and Industrial Waste Transfer Station with treatment	
Maximum quantity	The total quantity of waste accepted at the site for the above activity shall be less than 75,000 tonnes a year.
Waste code	Description
10 08 14	anode scrap
10 08 18	sludges and filter cakes from flue-gas treatment other than those mentioned in 10 08 17
10 08 20	wastes from cooling-water treatment other than those mentioned in 10 08 19
10 09	wastes from casting of ferrous pieces
10 09 03	furnace slag
10 09 06	casting cores and moulds which have not undergone pouring other than those mentioned in 10 09 05
10 09 08	casting cores and moulds which have undergone pouring other than those mentioned in 10 09 07
10 09 14	waste binders other than those mentioned in 10 09 13
10 09 16	waste crack-indicating agent other than those mentioned in 10 09 15
10 10	wastes from casting of non-ferrous pieces
10 10 03	furnace slag
10 10 06	casting cores and moulds which have not undergone pouring, other than those mentioned in 10 10 05
10 10 08	casting cores and moulds which have undergone pouring, other than those mentioned in 10 10 07
10 10 14	waste binders other than those mentioned in 10 10 13
10 10 16	waste crack-indicating agent other than those mentioned in 10 10 15
10 11	wastes from manufacture of glass and glass products
10 11 03	waste glass-based fibrous materials
10 11 10	waste preparation mixture before thermal processing, other than those mentioned in 10 11 09
10 11 12	waste glass other than those mentioned in 10 11 11
10 11 16	solid wastes from flue-gas treatment other than those mentioned in 10 11 15
10 11 18	sludges and filter cakes from flue-gas treatment other than those mentioned in 10 11 17
10 12	wastes from manufacture of ceramic goods, bricks, tiles and construction products
10 12 01	waste preparation mixture before thermal processing
10 12 05	sludges and filter cakes from gas treatment
10 12 06	discarded moulds
10 12 08	waste ceramics, bricks, tiles and construction products (after thermal processing)
10 12 10	solid wastes from gas treatment other than those mentioned in 10 12 09
10 12 12	wastes from glazing other than those mentioned in 10 12 11
10 13	wastes from manufacture of cement, lime and plaster and articles and products made from them
10 13 01	waste preparation mixture before thermal processing

Table S2.1 Permitted waste types and quantities for Household, Commercial and Industrial Waste Transfer Station with treatment	
Maximum quantity	The total quantity of waste accepted at the site for the above activity shall be less than 75,000 tonnes a year.
Waste code	Description
10 13 04	wastes from calcination and hydration of lime
10 13 07	sludges and filter cakes from gas treatment
10 13 10	wastes from asbestos-cement manufacture other than those mentioned in 10 13 09
10 13 11	wastes from cement-based composite materials other than those mentioned in 10 13 09 and 10 13 10
10 13 13	solid wastes from gas treatment other than those mentioned in 10 13 12
10 13 14	waste concrete and concrete sludge
11	Wastes from chemical surface treatment and coating of metals and other materials; non-ferrous hydro-metallurgy
11 01	wastes from chemical surface treatment and coating of metals and other materials (for example galvanic processes, zinc coating processes, pickling processes, etching, phosphating, alkaline degreasing, anodising)
11 01 10	sludges and filter cakes other than those mentioned in 11 01 09
11 01 14	degreasing wastes other than those mentioned in 11 01 13
11 02	wastes from non-ferrous hydrometallurgical processes
11 02 03	wastes from the production of anodes for aqueous electrolytical processes
11 02 06	wastes from copper hydrometallurgical processes other than those mentioned in 11 02 05
11 05	wastes from hot galvanising processes
11 05 01	hard zinc
11 05 02	zinc ash
12	Wastes from shaping and physical and mechanical surface treatment of metals and plastics
12 01	wastes from shaping and physical and mechanical surface treatment of metals and plastics
12 01 01	ferrous metal filings and turnings
12 01 03	non-ferrous metal filings and turnings
12 01 05	plastics shavings and turnings
12 01 13	welding wastes
12 01 17	waste blasting material other than those mentioned in 12 01 16
12 01 21	spent grinding bodies and grinding materials other than those mentioned in 12 01 20
15	Waste packaging, absorbents, wiping cloths, filter materials and protective clothing not otherwise specified
15 01	packaging (including separately collected municipal packaging waste)
15 01 01	paper and cardboard packaging
15 01 02	plastic packaging
15 01 03	wooden packaging
15 01 04	metallic packaging
15 01 05	composite packaging

Table S2.1 Permitted waste types and quantities for Household, Commercial and Industrial Waste Transfer Station with treatment	
Maximum quantity	The total quantity of waste accepted at the site for the above activity shall be less than 75,000 tonnes a year.
Waste code	Description
15 01 06	mixed packaging
15 01 07	glass packaging
15 01 09	textile packaging
15 02	absorbents, filter materials, wiping cloths and protective clothing
15 02 03	absorbents, filter materials, wiping cloths and protective clothing other than those mentioned in 15 02 02
16	Wastes not otherwise specified in the list
16 01	end-of-life vehicles from different means of transport (including off-road machinery) and wastes from dismantling of end-of-life vehicles and vehicle maintenance (except 13, 14, 16 06 and 16 08)
16 01 03	end-of-life tyres
16 02	wastes from electrical and electronic equipment
16 02 14	discarded equipment other than those mentioned in 16 02 09 to 16 02 13
16 02 16	components removed from discarded equipment other than those mentioned in 16 02 15
16 03	off-specification batches and unused products
16 03 04	inorganic wastes other than those mentioned in 16 03 03
16 03 06	organic wastes other than those mentioned in 16 03 05
16 06	batteries and accumulators
16 06 04	alkaline batteries (except 16 06 03)
16 06 05	other batteries and accumulators
16 10	aqueous liquid wastes destined for off-site treatment
16 10 02	aqueous liquid wastes other than those mentioned in 16 10 01
16 11	waste linings and refractories
16 11 02	carbon-based linings and refractories from metallurgical processes others than those mentioned in 16 11 01
16 11 04	other linings and refractories from metallurgical processes other than those mentioned in 16 11 03
16 11 06	linings and refractories from non-metallurgical processes others than those mentioned in 16 11 05
17	Construction and demolition wastes (including excavated soil from contaminated sites)
17 01	concrete, bricks, tiles and ceramics
17 01 01	concrete
17 01 02	bricks
17 01 03	tiles and ceramics
17 01 07	mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06
17 02	wood, glass and plastic

Table S2.1 Permitted waste types and quantities for Household, Commercial and Industrial Waste Transfer Station with treatment	
Maximum quantity	The total quantity of waste accepted at the site for the above activity shall be less than 75,000 tonnes a year.
Waste code	Description
17 02 01	wood
17 02 02	glass
17 02 03	plastic
17 03	bituminous mixtures, coal tar and tarred products
17 03 02	bituminous mixtures other than those mentioned in 17 03 01
17 04	metals (including their alloys)
17 04 01	copper, bronze, brass
17 04 02	aluminium
17 04 03	lead
17 04 04	zinc
17 04 05	iron and steel
17 04 06	tin
17 04 07	mixed metals
17 04 11	cables other than those mentioned in 17 04 10
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 08	track ballast other than those mentioned in 17 05 07
17 06	insulation materials and asbestos-containing construction materials
17 06 04	insulation materials other than those mentioned in 17 06 01 and 17 06 03
17 08	gypsum-based construction material
17 08 02	gypsum-based construction materials other than those mentioned in 17 08 01
17 09	other construction and demolition wastes
17 09 04	mixed construction and demolition wastes other than those mentioned in 17 09 01, 17 09 02 and 17 09 03
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 02	ferrous materials removed from bottom ash
19 01 12	bottom ash and slag other than those mentioned in 19 01 11
19 01 18	pyrolysis wastes other than those mentioned in 19 01 17
19 01 19	sands from fluidised beds
19 02	wastes from physico/chemical treatments of waste (including dechromatation, decyanidation, neutralisation)
19 02 03	premixed wastes composed only of non-hazardous wastes
19 02 10	combustible wastes other than those mentioned in 19 02 08 and 19 02 09

Table S2.1 Permitted waste types and quantities for Household, Commercial and Industrial Waste Transfer Station with treatment	
Maximum quantity	The total quantity of waste accepted at the site for the above activity shall be less than 75,000 tonnes a year.
Waste code	Description
19 04	vitriified waste and wastes from vitrification
19 04 01	vitriified waste
19 05	wastes from aerobic treatment of solid wastes
19 05 01	non-composted fraction of municipal and similar wastes
19 05 02	non-composted fraction of animal and vegetable waste
19 05 03	off-specification compost
19 08	wastes from waste water treatment plants not otherwise specified
19 08 05	sludges from treatment of urban waste water
19 12	wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified
19 12 01	paper and cardboard
19 12 02	ferrous metal
19 12 03	non-ferrous metal
19 12 04	plastic and rubber
19 12 05	glass
19 12 07	wood other than that mentioned in 19 12 06
19 12 08	textiles
19 12 09	minerals (for example sand, stones)
19 12 10	combustible waste (refuse derived fuel)
19 12 12	other wastes (including mixtures of materials) from mechanical treatment of wastes other than those mentioned in 19 12 11 (excluding fines)
19 13	wastes from soil and groundwater remediation
19 13 02	solid wastes from soil remediation other than those mentioned in 19 13 01
20	Municipal wastes (household waste and similar commercial, industrial and institutional wastes) including separately collected fractions
20 01	separately collected fractions (except 15 01)
20 01 01	paper and cardboard
20 01 02	glass
20 01 08	biodegradable kitchen and canteen waste
20 01 10	clothes
20 01 11	textiles
20 01 34	batteries and accumulators other than those mentioned in 20 01 33
20 01 36	discarded electrical and electronic equipment other than those mentioned in 20 01 21, 20 01 23 and 20 01 35
20 01 38	wood other than that mentioned in 20 01 37
20 01 39	plastics
20 01 40	metals

Table S2.1 Permitted waste types and quantities for Household, Commercial and Industrial Waste Transfer Station with treatment	
Maximum quantity	The total quantity of waste accepted at the site for the above activity shall be less than 75,000 tonnes a year.
Waste code	Description
20 01 41	wastes from chimney sweeping
20 02	garden and park wastes (including cemetery waste)
20 02 01	biodegradable waste
20 02 02	soil and stones
20 03	other municipal wastes
20 03 01	mixed municipal waste
20 03 02	waste from markets
20 03 03	street-cleaning residues
20 03 07	bulky waste

Schedule 3 – Emissions and monitoring

There are no emission limits or associated monitoring requirements.

Schedule 4 – Reporting

There is no reporting under this schedule.

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 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.

“Annex I” means Annex I to Directive 2008/98/EC of the European Parliament and of the Council on waste.

“Annex II” means Annex II to Directive 2008/98/EC of the European Parliament and of the Council on waste.

“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.

“building” means a construction that has the objective of providing sheltering cover and minimising emissions of noise, particulate matter, odour and litter.

“D” means a disposal operation provided for in Annex I to Directive 2008/98/EC of the European Parliament and of the Council on waste.

“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 limit.

“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.

“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 waste” has the meaning given in the Hazardous Waste (England and Wales) Regulations 2005.

“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.

“pests” means birds, vermin and insects.

“quarter” means a calendar year quarter commencing on 1 January, 1 April, 1 July or 1 October.

“R” means a recovery operation 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.

“year” means calendar year ending 31 December.

When the following terms appear in the waste code list in Schedule 2, table S2.1, for that table, 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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	Title Site location plan		
Client Green Recycling Ltd, Quayside Industrial estate, Bates Road, Maldon, Essex, CM9 5FA	Drawn DR	Checked JSC	Approved JSC
	Date March 2020	Sheet Size A4	
File Reference & Date JSC-00263.dwg 09/03/2020	Drawing Number JSC/00263/EPR-01	Revision -	Scale 1:10,000

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