

William Tracey Ltd  
Burnbrae Road  
Linwood Industrial Estate  
Linwood  
Renfrewshire  
PA3 3BD

FAO: Dr Doug Nobel

5 September 2007

Dear Sirs

**POLLUTION PREVENTION AND CONTROL ACT 1999  
POLLUTION PREVENTION AND CONTROL (SCOTLAND) REGULATIONS 2000 ("the Regulations")  
APPLICATION BY: WILLIAM TRACEY LTD  
SITE: DUNNIFLATS DEPOT, LUGTON, EAST AYRSHIRE  
PERMIT REFERENCE NUMBER: PPC/A/1017028**

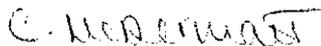
Further to your application for a permit under regulation 7 of the Regulations, I enclose your Permit.

Should you be unhappy with any of the conditions attached you have the right to appeal to the Scottish Ministers providing the conditions have not been applied as a result of a Direction to SEPA from Scottish Ministers. The procedures to be followed in the event of any appeal are set out in Regulation 22 and Schedule 8 to the Regulations. Your appeal must be made in writing to the Scottish Ministers no later than 5 March 2008 in accordance with the procedures specified in Schedule 8 of the above Regulations. A guidance note is attached to this letter for your assistance.

Particular attention should also be paid to the Explanatory Notes attached to the Permit.

If you have any queries relating to this letter please contact Richard Birch at the Ayr office, telephone number 01292 294000.

Yours faithfully



Catriona McDermott  
Senior Registry Officer

Enc



## GUIDANCE NOTES

Under regulation 22 of the Pollution Prevention and Control (Scotland) Regulations 2000, a person who is aggrieved by the conditions attached by SEPA to a new permit may appeal to the Scottish Ministers. Any person who wishes to appeal under regulation 22 must do so by notice in writing to:

The Scottish Ministers,  
Scottish Executive,  
Air Climate & Engineering Unit,  
Determinations Team,  
Area 1-G (North),  
Victoria Quay,  
Edinburgh,  
EH6 6QQ

Tel: 0131 244 0198 Fax: 0131 244 0211

Appeals must be notified within 6 months from the date of SEPA's decision. Scottish Ministers may in a particular case allow a longer period for the giving of notice of an appeal.

**Any notice of appeal must be accompanied by the following information:-**

- a) a statement of the grounds of appeal;
- b) a copy of the relevant application;
- c) A copy of any relevant Permit;
- d) a copy of any relevant correspondence between the appellant and SEPA;
- e) a copy of the decision or notice which is the subject matter of the appeal; and
- f) a statement indicating whether the appellant wishes the appeal to be in the form of a hearing or to be determined on the basis of written representations;

A copy of any appeal notice must also be served on SEPA together with copies of the documents mentioned at paragraphs a) and f) above. Should the appellant wish to withdraw an appeal, they should do so by notifying Scottish Ministers in writing sending a copy of that notification to SEPA.

On determining an appeal, Scottish Ministers will notify the appellant in writing of their decision.

SCOTTISH ENVIRONMENT PROTECTION AGENCY

Pollution Prevention and Control Act 1999

Pollution Prevention and Control (Scotland) Regulations 2000  
("the Regulations")

PERMIT TO OPERATE A 'PART A' INSTALLATION

Permit Number: PPC/A/1017028

Operator: William Tracey Ltd

The Scottish Environment Protection Agency ("SEPA"), in accordance with Regulation 7 of the Regulations, hereby grants a permit to William Tracey Ltd, company registration number SCO57052, having its registered office at Burnbrae Road, Linwood Industrial Estate, Linwood, Renfrewshire, PA3 3BD ("the Operator") to operate an installation, more particularly described in Schedule 1 of this permit, on a site at Dunniflats Depot, Lugton, East Ayrshire, KA3 4EA more particularly described in said Schedule 1, subject to the requirements of the Regulations and to the conditions contained in the Schedules to this Permit.

Signed... *Robert Keir* .....  
Authorised to sign on behalf of the  
Scottish Environment Protection Agency

Date: 5 September 2007

Right of Appeal

Under Regulation 22 of the Regulations you are entitled to appeal to the Scottish Ministers against any condition or conditions of this Permit within six months of the date of this Permit, except where SEPA has granted this Permit in implementation of a direction to SEPA of the Scottish Ministers. The bringing of an appeal will not have the effect of suspending the operation of the said condition or conditions. The procedures for the making of an appeal are set out in Schedule 8 of the Regulations.

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## INTERPRETATION OF TERMS

For the purposes of this Permit, and unless the context requires otherwise, the following definitions shall apply:

"the Application" means the application made by William Tracey Ltd for Dunniflats Depot, Lugton on the 26/01/2007 and given the reference number PPC/A/1017028;

"Authorised Person" means a person who is authorised in writing under Section 108 of the Environment Act 1995 to carry out duties on behalf of SEPA;

"Another Relevant Person" has the same meaning as in Section 74(7) of the Environmental Protection Act 1990;

"emission" has the same meaning as in the Regulations;

"hazardous waste" has the same meaning as in the Regulations;

"incident" means any of the following situations:

- Where an accident occurs which has caused or may have the potential to cause pollution;
- Where any malfunction, breakdown or failure of plant or techniques is detected which has caused or may have the potential to cause pollution;
- Where any substance, vibration, heat or noise specified in any Condition of this Permit is detected in an emission from a source not authorised by a Condition of this Permit and in a quantity which may cause pollution;
- Where an emission of any pollutant not authorised to be released under any Condition of this Permit is detected;
- Where an emission of any substance, vibration, heat or noise is detected that has exceeded, or is likely to exceed, or has caused, or is likely to cause to be exceeded any limit on emissions specified in a Condition of this Permit.

"Location Plan" means the plan attached at Schedule 1;

"non-hazardous waste" means waste which is not hazardous waste;

"PCBs or PCTs" means polychlorinated biphenyls, polychlorinated terphenyls and mixtures containing one or both of such substances;

"the Permitted Activities" are defined in Schedule 1 of this Permit;

"the Permitted Installation" is defined in Schedule 1 of this Permit and includes references to parts of the Permitted Installation;

"pollutant" and "pollution" have the same meaning as in the Regulations;

"the Regulations" means The Pollution Prevention and Control (Scotland) Regulations 2000;

"Ringleman Shade 1" has the same meaning as in British standard BS 2742:1969;

"waste" has the same meaning as in the Regulations;

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

"SEPA" means the Scottish Environment Protection Agency;

"the Site Boundary" is defined in Schedule 1 of this Permit;

"Site Plan" means the plan attached at Schedule 1;

"Toxic and dangerous waste" has the meaning given by Article 1(b) of Council Directive 78/319/EEC;

"waste oil" has the same meaning as in the Regulations;

"water environment" has the same meaning as in the Water Environment and Water Services (Scotland) Act 2003 that is all surface water, groundwater and wetlands; and "surface water", "groundwater" and "wetlands" shall have the same meanings as in the Act.

Any reference to a numbered Condition, group of Conditions, Schedule, Table, Appendix, Figure or Paragraph is a reference to the condition, group of conditions, schedule, table, appendix, figure or paragraph bearing that number in this licence;

Except where specified otherwise in this Permit:

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

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

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

## 1 THE PERMITTED INSTALLATION

### 1.1 Description of Permitted Installation

1.1.1 The permitted installation to which this Permit applies ("the Permitted Installation") is:

1.1.1.1 the stationary technical unit specified in paragraph 1.1.4 (the Stationary Technical Unit), where the activities specified in paragraph 1.1.3 are carried out ("the Activities"), together with the directly associated activities specified in paragraph 1.1.5 ("the Directly Associated Activities").

1.1.1.2 the site of the Permitted Installation is delineated in red on the Site Plan ("the Site Boundary").

1.1.2 The general location of the Permitted Installation is as shown on the Location Plan.

1.1.3 The Activities carried out at the Stationary Technical Unit are: -

1.1.3.1 the disposal of hazardous waste (other than by incineration or landfill) in plant with a capacity exceeding 10 tonnes per day for hazardous waste being an activity falling within paragraph (a) of Part A of Section 5.3 of Schedule 1 of the Regulations.

1.1.3.2 the disposal of non-hazardous waste in plant with a capacity exceeding 50 tonnes per day by physico-chemical treatment, specified in paragraph D9 of Annex IIA to Council Directive 75/442/EEC, which results in final compounds or mixtures which are discarded by means of any of the operations numbered D1 to D12 in that Annex, being an activity falling within paragraph (c) (ii) of Part A of Section 5.3 of Schedule 1 of the Regulations.

1.1.4 The Stationary Technical Unit comprises the following units: -

1.1.4.1 liquid waste delivery and bulk storage systems, with a maximum capacity of 565 cubic metres, more particularly described below;

- a) 2 reception tanks for receipt of liquid from road tankers and intermediate bulk containers,
- b) 6 bulk liquid storage tanks,
- c) Associated pumps and pipe work.

1.1.4.2 ash waste delivery and storage systems, with a capacity of 250 cubic metres, more particularly described below;

- a) 3 reception tanks for receipt of ash waste,
- b) Associated pumps and pipe work.

1.1.4.3 ash waste and liquid waste mixing and storage facilities, with a throughput capacity of 60 cubic metres per hour, more particularly described below;

- a) An ash/liquid mixer.
- b) An ash sludge storage shed with a capacity of 150 cubic metres.

1.1.5 The following Directly Associated Activities are carried out on the Site: -

1.1.5.1 liquid waste storage in intermediate bulk containers.

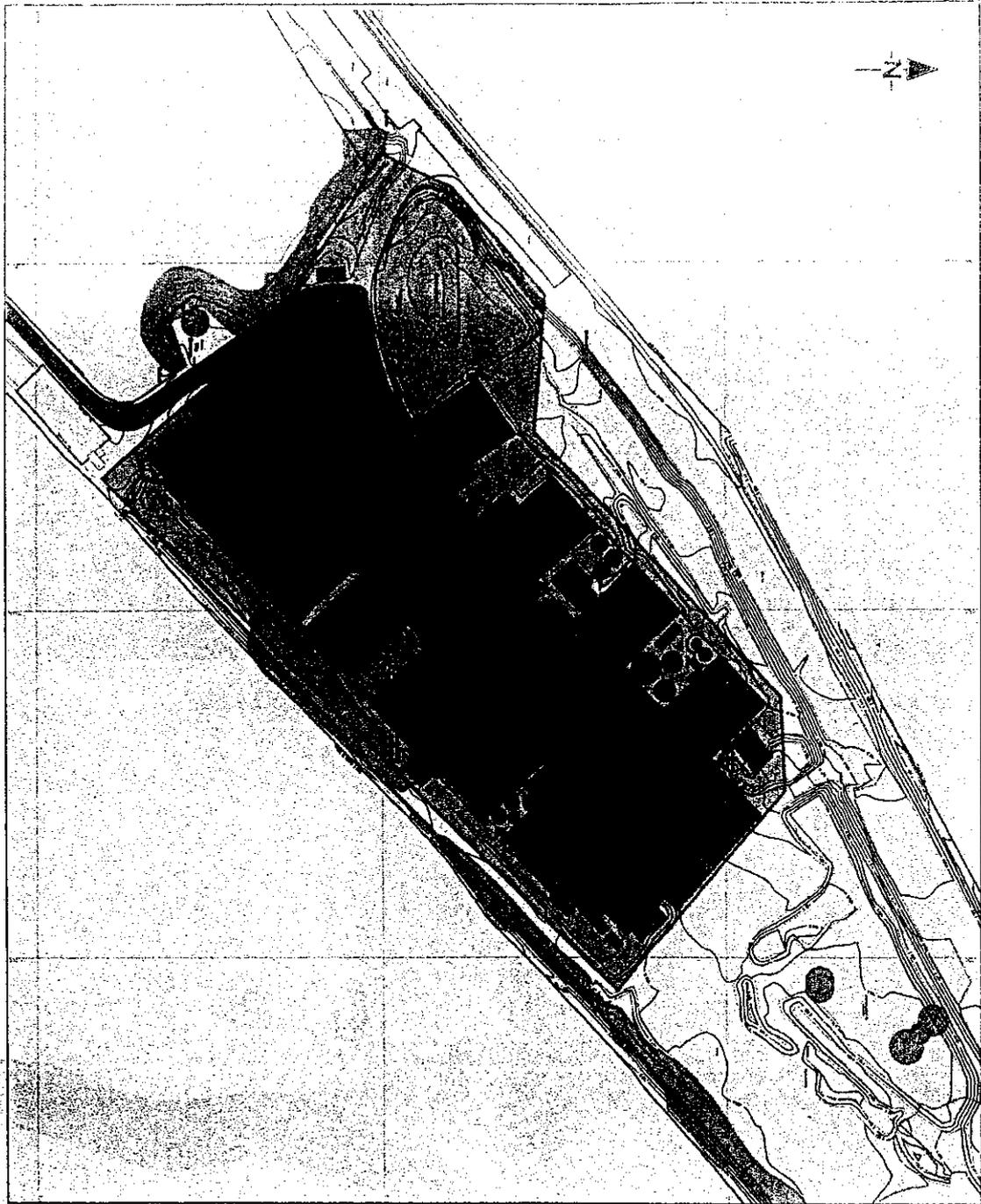
1.1.5.2 storage and treatment of non-hazardous waste.

1.1.5.3 storage of stabilised hazardous waste.

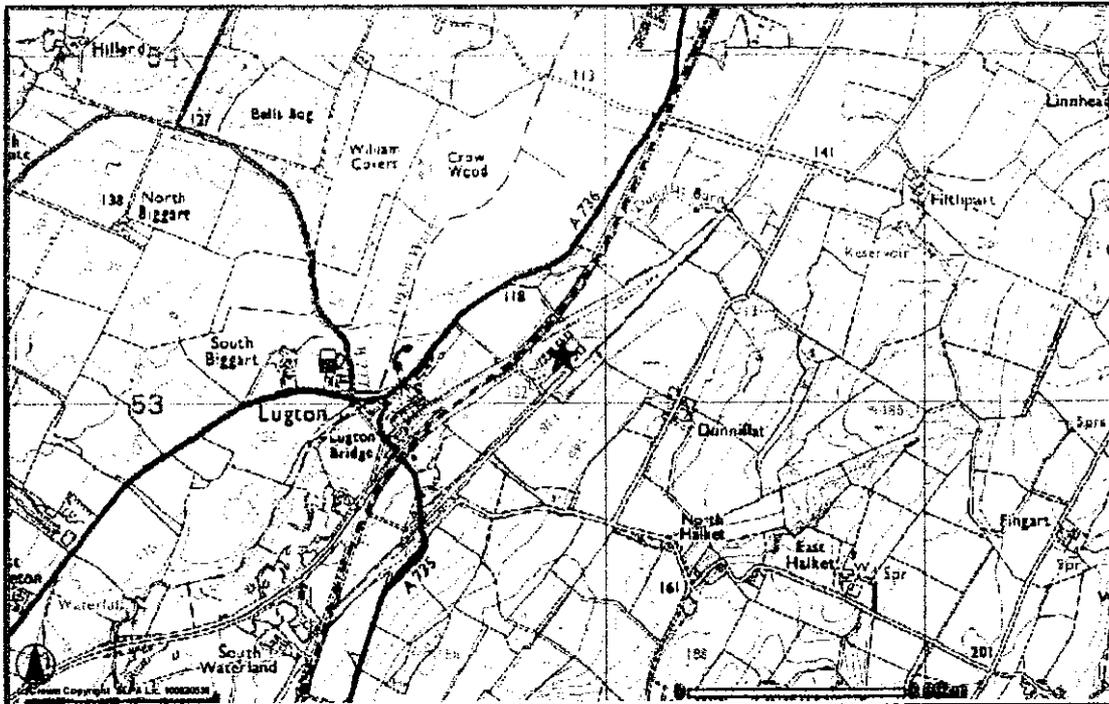
1.1.6 Third party raw material storage is not part of the Permitted Installation.

1.1.7 For the purposes of this Permit, the Activities and Directly Associated Activities shall be known together as "the Permitted Activities".

### 1.2 Site Plan



1.3 Location Plan



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**2 GENERAL CONDITIONS**

**2.1 Administration**

- 2.1.1 The Operator shall have an appropriate person (and deputy) as the primary point of contact with SEPA and shall notify SEPA in writing of the name of the appointed person (and deputy) within 4 weeks of the date of this Permit.
- 2.1.2 In the event of a different person being appointed to act as primary point of contact (or deputy) the Operator shall notify SEPA in writing of the name of the appointed person or deputy without delay and no later than 4 weeks from the date of the appointment.
- 2.1.3 A copy of this Permit shall be kept at the Permitted Installation and shall be made readily accessible for examination by all staff.
- 2.1.4 Any systems or procedures used by the Operator to demonstrate compliance with a Condition of this Permit shall be recorded.

**2.2 Records**

- 2.2.1 The Operator shall keep on the Permitted Installation a diary to record significant events including as a minimum:
  - Visits by a designated technically competent person,
  - Plant maintenance,
  - Incidents and details of remedial action taken,
  - Problems with waste received including actions taken,
  - Pest control inspections,
  - Environmental problems specific to the permitted installation.
- 2.2.2 The diary shall be kept in a form which can be audited and shall be made available for inspection at any reasonable time.
- 2.2.3 All records made in compliance with this Permit shall be kept in a systematic manner.
- 2.2.4 Unless otherwise specified in a Condition of this Permit, every record made in compliance with a Condition of this Permit shall be preserved for not less than 5 years from the date of its being made. Every such record shall be kept at the Permitted Installation for not less than one year from the date of its being made and thereafter preserved at a location, previously notified to SEPA in writing, if that location is not the Permitted Installation.
- 2.2.5 All records shall be legible, and any amendment made to any record made in compliance with a Condition of this Permit shall be made in such a way as to leave the original entry clear and legible. The reason for each amendment shall be explained in the said record.

**2.3 Reporting**

- 2.3.1 Where any Condition of this Permit requires information to be reported, a report shall be forwarded in writing in duplicate to SEPA at the address specified in the explanatory notes attached to this Permit, by the date(s) or

within the period or at the frequency specified in Table 2.1 and, where appropriate, the first report shall be due on the date specified in that Table. All such reports shall include the Permit number and the name of the Operator.

2.3.2 Where the Permitted Installation has not operated for the duration of any reporting period specified in Table 2.1 the Operator shall provide written notification to SEPA. This shall confirm that no reports have been made in terms of Condition 2.3.1 because the Permitted Installation has not operated during the said period. Notifications shall be submitted within one month of the end of the reporting period concerned.

2.3.3 All notifications required by any Condition of this Permit shall be made to SEPA in the manner specified in that Condition to the address specified in the explanatory notes attached to this Permit by the date(s) or within the period or at the frequency specified in Table 2.1 and, where appropriate, the first notification shall be due on the date specified in that Table. All such notifications shall include the Permit number and name of the Operator.

## **2.4 Waste Data Reporting**

2.4.1 The Operator shall compile the data required to complete the "Licensed/Permitted Site Returns Form" detailed in Appendix 1. A copy of the completed form shall be returned to SEPA within 28 days of the last day of March, June, September and December each year.

## **2.5 Incidents**

2.5.1 In the event of an incident, the Operator shall take all necessary measures to prevent, or where that is not practicable to reduce, emissions from the Permitted Installation. All necessary measures to limit the consequences for the environment of any emissions from the Permitted Installation shall be taken, so far as reasonably practicable.

2.5.2 In the event of an incident, the Operator shall notify SEPA by telephone without delay. This notification shall include as far as practicable the information specified in Condition 2.5.3.

2.5.3 The Operator shall confirm any incident to SEPA in writing by first class post or fax by the next working day after identification of the incident. This confirmation shall include: the time and duration of the incident, the receiving environmental medium or media where there has been any emission as a result of the incident, an initial estimate of the quantity and composition of any emission, the measures taken to prevent or minimise any emission or further emission and a preliminary assessment of the cause of the incident.

2.5.4 Any incident notified to SEPA shall be investigated by the Operator, and a report of the investigation sent to SEPA within 14 days of the date of the incident unless otherwise agreed in writing with SEPA. The report shall detail, as a minimum, the circumstances of the incident, an assessment of any harm to the environment and the steps taken by the Operator to bring the incident to an end. The report shall also set out proposals for remediation, where necessary, and for preventing a repetition of the incident.

2.5.5 The Operator shall implement and maintain the "Incident Prevention and Mitigation Plan" as provided in the Application.

2.5.6 At least every 2 years, the Operator shall review the Incident Prevention and Mitigation Plan required under Condition 2.5.5. Each review of the said Incident Prevention and Mitigation Plan shall be recorded and where the Operator makes any revisions to the said plan, said revisions shall be recorded.

**2.6 Resource Utilisation**

2.6.1 At least every 2 years, the Operator shall carry out a systematic assessment and review of the raw material, energy and fuel consumption, emissions and waste production associated with the Permitted Activities. The purpose of the assessment shall be to identify methods of reducing raw material, energy and fuel consumption, emissions and waste production. Each assessment shall be recorded.

**2.7 Waste Arisings Management**

2.7.1 At least every 2 years, the Operator shall carry out a systematic assessment and review of the management of all wastes generated by the Permitted Activities. The purpose of the assessment shall be to identify methods of avoiding or reducing the impact on the environment of the disposal of waste. Each assessment shall be recorded.

2.7.2 The Operator shall maintain a record of the location, estimated quantities and types of all wastes generated by the Permitted Activities and stored within the Permitted Installation. The said record shall be updated quarterly.

**2.8 Sampling and Monitoring Facilities**

2.8.1 Sampling, measurement and monitoring facilities at the Permitted Installation shall conform to the requirements of the relevant test methods specified in any Condition of the Permit or as otherwise agreed in writing by SEPA.

2.8.2 Unrestricted access to all sampling points required by any Condition of this Permit shall be provided at all times.

Table 2.1 - Reporting and Notification Requirements

Summary of Information to be Reported or Notified	Condition	Date/Within period/ Frequency to be Reported	Date First Report Due
Primary point of contact with SEPA	2.1.1 & 2.1.2	Within 4 weeks of the date of any new appointment.	Within 4 weeks of the date of this Permit
Waste Data Returns	2.4.1	Within 28 days of the last days of: March, June, September and December each year	28 September 2007
Incident investigation notification	2.5.2 & 2.5.3	Without delay by telephone. Next working day written confirmation.	Not applicable
Incident investigation report	2.5.4	within 14 days of the date of the Incident unless otherwise agreed in writing with SEPA	Not applicable
Temporary cessation of operations	3.4.1	After 14 days of temporary cessation	Not applicable
Decommissioning	3.5.2	At least 1 month prior to the proposed date of cessation	Not applicable
Technically competent persons notification	3.6.5	Within 4 weeks of the date of any new appointment.	Within 4 weeks of the date of this Permit
Relevant conviction notification	3.6.6	Within 7 days of the conviction	Not applicable
Integrity testing of bunds and containers	3.8.4	Within 14 days of each 3 yearly assessment	Within 6 months of the date of this Permit
Assessment of site surfaces	3.12.3	Within 14 days of each 3 yearly assessment	Within 6 months of the date of this Permit
Rejected Loads	4.2.1	Details of refusal to be passed to SEPA forthwith	As required
Site drainage report	6.1.5	Within 14 days of each 3 yearly assessment	Within 6 months of the date of this Permit.
Remedial action following drainage assessment	6.1.6	Within 14 days of each 3 yearly assessment	Within 6 months of the date of this Permit.
Plan for prevention of fugitive emissions	6.1.8	Within 14 days of each 3 yearly assessment	Within 6 months of the date of this Permit.

Summary of Information to be Reported or Notified	Condition	Date/Within period/ Frequency to be Reported	Date First Report Due
Water sample analysis	6.2.5	Results reported quarterly. Breach of condition notified within 1 day.	Report – 30 September 2007. Breach of condition notification - N/A.
Sampling Plan notification	6.2.6	Annually	30 November 2007
Mass water emissions	6.2.7	Annually	23 February 2008
Surface water treatment plan	6.2.9	One off	Within 1 month of the date of this Permit.
Assessment of ash process emissions	6.3.1	One off	Within 4 months of the date of this Permit.
Fugitive emissions assessment	6.3.3	Annually	Within 4 months of the date of this Permit.
Noise and Vibration systematic assessment report	6.5.2	Following each 2 yearly assessment	Not applicable
Noise and Vibration Management Plan changes	6.5.4	Notified to SEPA at least 14 days prior to changes being implemented	Not applicable
Odour emissions systematic assessment report	6.6.5	Following each 2 yearly assessment	Not applicable
Odour Management Plan changes	6.6.7	Notified to SEPA at least 14 days prior to changes being implemented	Not applicable

**Table 2.2 – Review and Systematic Assessment Requirements**

Summary of Information to be Reviewed or Assessed	Condition	Frequency of Review	Date First Review Due
Incident Prevention and Mitigation Plan review	2.5.6	At least every 2 years from date of permit	30 September 2009
Resource utilisation systematic assessment and review	2.6.1	At least every 2 years from date of permit	30 September 2009

<b>Summary of Information to be Reviewed or Assessed</b>	<b>Condition</b>	<b>Frequency of Review</b>	<b>Date First Review Due</b>
Waste arisings systematic assessment and review	2.7.1	At least every 2 years from date of permit	30 September 2009
Start Up Plan review	3.3.2	At least every 4 years from date of Permit	30 September 2011
Decommissioning Plan review	3.5.4.1 & 3.5.4.2	at least every 4 years from date of Permit (and where substantial change proposed)	30 September 2011
Noise and Vibration systematic assessment and review	6.5.2	At least every 2 years from date of permit	30 September 2009
Odour emissions systematic assessment and review	6.6.5	At least every 2 years from date of permit	30 September 2009

**3 CONDITIONS APPLYING TO THE PERMITTED INSTALLATION AS A WHOLE**

**3.1 Waste Types and Quantities**

3.1.1 Only waste types detailed in Table 3.1 shall be accepted at the site.

3.1.2 The quantities of waste accepted at the site in any year shall not exceed those detailed in column 2 of Table 3.2.

**3.2 Hours of Operation**

3.2.1 The site shall only receive, treat and dispose of waste within the following hours -

Monday to Sunday                      07:00 hours – 19:00 hours

**3.3 Start Up**

3.3.1 Within 6 months of the date of this Permit, the Operator shall, produce, implement and maintain a "Start Up Plan".

3.3.2 At least every 4 years, the Operator shall review the Start Up Plan. Each review of the said Start Up Plan shall be recorded and where the Operator makes any revisions to the said plan, said revisions shall be recorded.

**3.4 Temporary Cessation of Operations**

3.4.1 Any temporary cessation of operations in excess of two weeks shall be notified to SEPA in writing. SEPA shall be given at least one day's prior notice of the Permit Holder's intention to recommence operations after such a temporary cessation.

**3.5 De-commissioning**

3.5.1 Within 6 months of the date of this Permit, the Operator shall produce a "De-commissioning Plan". Thereafter the operator shall maintain the De-commissioning Plan. The De-commissioning Plan shall set out the steps to be taken by the Operator after the final cessation of the Permitted Activities.

3.5.2 The Operator shall notify SEPA in writing of its intention to cease the Permitted Activities, or any part thereof, for any period exceeding 12 months, no later than 1 month prior to the proposed date of cessation.

3.5.3 The Operator shall implement the De-commissioning Plan on final cessation of the Permitted Activities or any part thereof.

3.5.4 The Operator shall review, record and, where necessary, update the De-commissioning Plan as follows: -

3.5.4.1 at least every 4 years; and

3.5.4.2 where the Operator plans to make a substantial change in the extent or nature of the Permitted Installation.

### **3.6 Staffing and Management**

- 3.6.1 All staff engaged in carrying on the Permitted Activities shall be provided with adequate professional and technical development and training and written operating instructions to enable them to carry on their duties.
- 3.6.2 The Operator shall ensure that all staff engaged in carrying on the Permitted Activities are fully conversant with those aspects of the Permit Conditions which are relevant to their duties.
- 3.6.3 The Operator shall maintain a record of the skills and training requirements for each job and shall keep records of all relevant training.
- 3.6.4 The Permitted Installation shall be managed and supervised by a designated technically competent person to ensure that the conditions of the Permit are being complied with.
- 3.6.5 The Operator shall inform SEPA in writing of all persons, and their qualifications, engaged in the operation or management of the Permitted Installation who are designated as technically competent. Any changes to the technically competent persons shall be reported to SEPA within 7 days.
- 3.6.6 Where the Operator or Another Relevant Person is convicted of an offence prescribed under section 74(6) of the Environmental Protection Act 1990 for the purposes of section 74(3)(a) of the Environmental Protection Act 1990 the Operator shall notify SEPA in writing within 7 days of the conviction, whether or not the condition is subsequently appealed.
- 3.6.7 When the permitted installation is open to receive waste the permitted installation shall be staffed by at least 2 members of staff.

### **3.7 Infrastructure**

- 3.7.1 All roads and surfaces shall be constructed and maintained in a condition such that their use is not compromised by debris, ruts, potholes or ponded surface water.
- 3.7.2 The site shall be maintained in a secure condition to prevent unauthorised access.
- 3.7.3 A site notice board of durable material and finish shall be displayed at the site entrance. The noticeboard shall contain the under noted information, which information shall be legible from outwith the site boundary:-
- permitted installation name, address and permit number
  - permit Holder's name
  - site opening times
  - emergency contact telephone number for the permit Holder
  - telephone number of the SEPA area office and the SEPA emergency telephone number.

3.7.4 Legible signs of a durable material and finish shall be prominently displayed throughout the site to ensure that users of the installation are aware of:-

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

### 3.8 Storage of Liquids

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

3.8.2 The bunded area(s) and containers shall conform to the following standards:

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

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

3.8.4 Within 6 months from the date of Permit issue, and at an interval of no greater than every 3 years thereafter, the operator shall undertake and complete an assessment of the condition of site bunding and tanks/containers. The assessment shall identify any remedial actions necessary to comply with conditions 3.8.1 - 3.8.3. Written details of the assessment shall be provided to SEPA no later than 14 days from completion of the assessment.

3.8.5 Any remedial action required by SEPA following receipt of the assessment required by condition 3.8.4 above shall be completed within a timescale specified by SEPA.

### 3.9 Weighbridge

3.9.1 A weighbridge shall be provided at the permitted installation.

### 3.10 Secure Compound

3.10.1 An area within the site boundary shall be provided for isolating non-conforming wastes. This area shall have an impermeable surface designed to ensure that no liquid fraction can escape beyond this area.

3.10.2 Secure chemical storage units shall be provided for holding wastes that have been received but do not conform with the permit conditions. Each secure chemical storage unit shall be clearly and permanently identified as to show the waste category which it is designed to store.

### **3.11 Lighting**

3.11.1 At all times the permitted installation is open to the public or operations are being carried out on site average and minimum luminance detailed in Table 3.3 below must be achieved.

3.11.2 If lighting systems are used to comply with the standards they must be maintained in working order.

### **3.12 Impermeable Pavement and Drainage**

3.12.1 All working surfaces shall be impermeable to water and laid to falls that direct surface run-off to a purpose designed drainage system.

3.12.2 The impermeable pavement shall be constructed of concrete or similar material and be laid to a fall so as to direct pavement water run-off to a sealed drainage system and oil interceptor. The impermeable pavement shall be of such a design that any spillage on it or run-off from it is fully contained and cannot escape onto adjacent ground.

3.12.3 Within 6 months of the date of permit issue, and at an interval of no greater than every 3 years thereafter, the operator shall undertake an assessment of all site surfaces in order to identify any defects and remedial action required and shall submit a report of the assessment to SEPA.

3.12.4 Any remedial action required by SEPA following receipt of the assessment required by condition 3.12.3 above shall be completed within a timescale specified by SEPA.

3.12.5 Site drainage shall be provided and maintained to ensure that:-

- rainfall run-off from surrounding areas does not drain into the waste.
- contaminated surface water run-off does not enter watercourses
- the site does not become subject to ponding or waterlogging

### **3.13 Site Office**

3.13.1 A site office facility equipped with an effective communication system shall be provided and maintained.

Table 3.1 - Accepted Wastes

European Waste Catalogue Code	Description including physical form
01	Wastes resulting from exploration, mining, quarrying, physical and chemical treatment of minerals
02	Wastes from agriculture, horticulture, aquaculture, forestry, hunting and fishing, food preparation and processing
03	Wastes from wood processing and the production of panels and furniture: pulp, paper and cardboard
04	Wastes from the leather, fur and textile industries
05	Wastes from petroleum refining, natural gas purification and pyrolytic treatment of coal
06	Wastes from inorganic chemical processes
07	Wastes from organic chemical processes
08	Wastes from the manufacture, formulation, supply and use (MFSU) of coatings (paints, varnishes and vitreous enamels), adhesives, sealants and printing inks
09	Wastes from the photographic industry
10	Wastes from thermal processes
11	Wastes from chemical surface treatment and coating of metals and other materials; non-ferrous hydro-metallurgy
12	Wastes from shaping and physical and mechanical surface treatment of metals and plastics
13	Oil wastes and wastes of liquid fuels (except edible oils, 05 and 12).
14	Waste organic solvents, refrigerants and propellants (except 07 and 08)
15	Waste packaging; absorbents, wiping cloths, filter materials and protective clothing not otherwise specified
16	Wastes not otherwise specified in the list
17	Construction and demolition wastes (including excavated soil from contaminated sites)
18	Wastes from human or animal health care and/or related research (except kitchen and restaurant wastes not arising from immediate health care)
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
20	Municipal wastes (household waste and similar commercial, industrial and institutional wastes) including separately collected fractions

Table 3.2 – Waste types and quantities

<b>Column 1 Waste Accepted</b>	<b>Column 2 Yearly Tonnage</b>
Hazardous solid waste	15000
Non-hazardous solid waste	30000
Hazardous liquid waste	3000
Non-hazardous liquid waste	18000

Table 3.3 - Luminance

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

#### 4 CONDITIONS APPLYING TO THE RECEPTION OF WASTE AT THE PERMITTED INSTALLATION AS A WHOLE

##### 4.1 Waste Acceptance

4.1.1 The Permit Holder shall monitor all wastes entering the site (including weight recording of waste loads) to ensure that they are within the types/quantities permitted under the conditions of this permit. Vehicles shall not be permitted to proceed to the storage or treatment area unless the source of waste has been ascertained and where practicable, the load visually inspected by a suitably trained member of staff and found to comply with the requirements of this permit.

4.1.2 All waste received shall be further inspected by a suitably trained member of staff when it is kept/treated, to check that the waste is permitted for acceptance under the conditions of this permit. Any waste found not to conform to the conditions of this permit detected during this inspection shall be immediately removed to the secure compound.

4.1.3 Waste received at the site shall be held in a defined quarantine area until such time as an assessment of hazards, potential hazards and storage requirements has been completed. The assessment shall be completed within 7 days of the receipt of the waste. This assessment shall be recorded. Wastes shall be handled and stored in the manner identified as appropriate by this assessment.

4.1.4 Waste shall only be received, stored and/or treated at the site if there is sufficient capacity in storage facilities appropriate to prevent environmental harm, harm to human health or nuisance from the particular waste type, as assessed prior to reception in compliance with this Permit. Where appropriate storage is identified it shall be used.

##### 4.2 Procedure for Rejected Loads

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

##### 4.3 Labelling of Storage Areas

4.3.1 Within 1 month of the date of this Permit all waste storage areas shall be clearly labelled. The label shall identify the material stored in the area and any hazardous properties. This information shall be legible from outwith the storage area.

## **5 CONDITIONS APPLYING TO THE OPERATION OF THE PERMITTED INSTALLATION AS A WHOLE**

### **5.1 Plant, Machinery, Equipment and Instrumentation**

5.1.1 All plant, machinery, equipment and instrumentation used at the permitted installation shall be operated, maintained and inspected in accordance with the manufacturer's instructions. Should the plant, machinery, equipment or instrumentation for any reason become unserviceable or inoperable, its replacement, repair or arrangements for its repair shall be put in hand forthwith.

### **5.2 Disposal of Compatible Wastes**

5.2.1 Different categories of hazardous wastes, or hazardous wastes and non hazardous wastes shall not be mixed at the installation other than using processes and methods which shall ensure that such mixing does not endanger human health or harm the environment.

5.2.2 Waste oil shall not be mixed with toxic or dangerous waste or PCBs or PCTs.

5.2.3 Any regeneration of waste oils shall be carried out using such methods and processes as are necessary to ensure that the base oils derived from such regeneration do not constitute a toxic and dangerous waste and do not contain PCBs or PCTs in concentrations exceeding 50 parts per million.

### **5.3 Leakages/Spills**

5.3.1 Any spillages of waste, fuel or other liquids shall be cleaned up forthwith. A supply of a suitable absorbent material shall be kept on site to deal with any such spillages.

### **5.4 Site Management**

5.4.1 At the end of the working day storage areas shall be free of debris and litter.

5.4.2 At the end of each working day, all skips containing waste which are to remain on site shall be covered.

5.4.3 All storage areas shall be cleared of all wastes at least once every month and the area thoroughly cleaned. Details of such cleaning shall be recorded in the Site Diary.

### **5.5 Handling and Storage of Wastes**

5.5.1 The operator shall produce and thereafter maintain an inventory of waste on site. The record shall include as a minimum a description of the waste including EWC code, quantity, storage location and the date received on site. The inventory shall be available for inspection by SEPA.

5.5.2 Any waste held at the Permitted Installation for a period of 16 weeks from receipt shall be removed from site within 5 working days from the end of this 16 week period.

- 5.5.3 A representative sample of each batch of waste shall be analysed to assess compatibility with other batches of waste. Where batches of waste are found to be incompatible, waste from those batches shall not be mixed.
- 5.5.4 Asbestos waste shall be stored in a secure lockable container. The container shall be kept locked at all times other than when asbestos is being deposited in the container.
- 5.5.5 Lead acid batteries shall be stored in an impermeable bunded storage area whilst awaiting removal from the site. The bunded storage area shall either be roofed or be kept free of any accumulation of rainwater. Any accumulation of contaminated liquid shall be removed and treated.
- 5.5.6 Upon arrival at the site, waste pressurised gas bottles shall be stored in a designated secure area whilst awaiting removal from the site. The designated area shall be clearly identified.

**6 CONDITIONS APPLYING TO POLLUTION ABATEMENT AT THE PERMITTED INSTALLATION AS A WHOLE**

**6.1 Protection of Soil and Groundwater**

- 6.1.1 Unless specified elsewhere in this Permit there shall be no emission of any Pollutants to groundwater or soil from the Permitted Installation.
- 6.1.2 The Operator shall maintain a record of any incident that has, or might have, impacted on the condition of any soil or groundwater under the Permitted Installation, either as a result of that incident or as a result of an accumulation of incidents, together with a record of any further investigation or remediation work carried out.
- 6.1.3 Notwithstanding the requirements of Condition 2.2.4, the record required by Condition 6.1.2 shall be preserved until this Permit is surrendered.
- 6.1.4 The Operator shall maintain plans that identify the configuration and specification of all drains and subsurface pipe-work and the position and purpose of all sub-surface sumps and storage vessels that are used or have been used within the Permitted Installation from the date of this Permit until the Permit is surrendered.
- 6.1.5 Within 6 months of the date of Permit issue, and at an interval of no greater than every three years thereafter, the Operator shall undertake a survey of all surface and foul process drains and associated sumps and separators/interceptors within the boundary of the Permitted Installation. The survey shall determine the state of all of the drains, separators/interceptors and sumps within the boundary of the Permitted Installation, and determine what, if any, remedial action is required to ensure that the drains, separators/ interceptors and sumps are free from obstruction and that the integrity is maintained. This assessment shall be recorded and reported to SEPA within 14 days and shall include but may not be limited to:
- (a) Identifying the size, location, depth and outfall location of all surface, foul and process drains, separators/interceptors and sumps on a suitably scaled plan;
  - (b) Determination of the integrity of the drains, separators/interceptors and sumps;
- 6.1.6 Any remedial action required to clear the drains, separators/interceptors and sumps of blockages, or repairs undertaken to ensure the integrity of the drains, separators/interceptors and sumps as identified by the survey required by condition 3.12.3 shall be recorded and reported to SEPA within 14 days.
- 6.1.7 The operator shall identify the catchment area of each of the drains and establish the nature of effluent entering each drainage system sufficient to determine whether fugitive emissions are entering any of the drainage systems.

- 6.1.8 In the event that fugitive emissions are identified entering any of the drainage systems the Operator shall identify the options to prevent such entry. A report shall be compiled and submitted to SEPA detailing these options, the environmental benefits of each and timescale for implementation. The preferred option shall be identified and justification for its selection, and dismissal of the other options shall be provided.
- 6.1.9 Any remedial action required by SEPA following receipt of the assessments required by conditions 6.1.5 and 6.1.8 above shall be completed within a timescale specified by SEPA.
- 6.2 Water Environment Discharge Conditions**
- 6.2.1 The emissions to the water environment specified in Table 6.5, shall only be permitted from the emission points specified in that Table to the destinations specified in said Table and only after having passed through the sample points specified in that Table.
- 6.2.2 No emission specified in Table 6.5 shall exceed the limit, or be outwith the range, as appropriate, for the parameters specified in said Table.
- 6.2.3 Measurement and/or sampling of the emissions in Table 6.5 shall be carried out by the Operator at the sampling locations specified in that Table subject to the requirements for monitoring specified in Table 6.5.
- 6.2.4 Within 1 month of the date of issue of the Permit the operator shall install a sampling chamber to specifications agreed in writing with SEPA at the sampling location specified in Table 6.5.
- 6.2.5 The date, time and results of all samples and measurements carried out in compliance with Condition 6.2.3 shall be recorded by the Operator and reported on a quarterly basis. Where analysis indicates that a limit in Table 6.5 has been breached SEPA shall be notified within 1 day of the results being obtained.
- 6.2.6 A sampling plan shall be agreed in writing with SEPA and shall be maintained and reviewed annually. The reviewed sampling plan shall be reported each year for the forthcoming calendar year.
- 6.2.7 The Operator shall record and report the mass emission results for the parameters of the combined emissions specified in Table 6.7 using the method agreed in writing with SEPA (as summarised in that Table). This information shall be reported in a format agreed in writing with SEPA.
- 6.2.8 Information used to estimate mass emissions to the water environment in compliance with Condition 6.2.7, shall be recorded for each estimate.
- 6.2.9 Within 1 month of the date of this Permit the operator shall submit proposals for improvement of the wash bay effluent and surface water treatment system, to be agreed in writing with SEPA.
- 6.2.10 Within 6 months of the date of this Permit the operator shall implement proposals submitted in compliance with condition 6.2.9 and agreed in writing with SEPA.

### **6.3 Air Emission Conditions**

- 6.3.1 Within 4 months of the date of this Permit the operator shall submit to SEPA an assessment of emissions from the ash neutralisation and stabilisation processes. The assessment shall include, but not necessarily be limited to;
- 6.3.1.1 A description of the main chemical reactions and/or transformations involved;
- 6.3.1.2 A quantification of emissions from the processes;
- 6.3.1.3 A description of methods used in making the assessment;
- 6.3.2 The operator shall carry out an annual review of the assessment required by condition 6.3.1. Where any changes are identified, SEPA shall be notified within 14 days of the review.
- 6.3.3 Within 4 months of the date of this Permit, and thereafter annually, the operator shall carry out and submit to SEPA a systematic assessment of fugitive emissions from the Permitted Installation, the purpose of which shall be to identify methods of reducing emissions to air and their impact.

### **6.4 Operation of Process**

- 6.4.1 Solid and liquid waste shall be sampled and tested to verify compatibility prior to neutralisation/stabilisation mixing.

### **6.5 Noise and Vibration**

- 6.5.1 Within 6 months of the date of this Permit the Operator shall produce, implement and maintain a 'Noise and Vibration Management Plan'.
- 6.5.2 At least every 2 years, the Operator shall carry out a systematic assessment and review of noise and vibration emissions associated with the Permitted Activities, the purpose of which shall be to identify methods of reducing noise and vibration emissions. Each assessment shall be recorded and reported to SEPA.
- 6.5.3 The Noise and Vibration Management Plan shall be updated following each systematic assessment and review as required by condition 6.5.2, the purpose of which shall be to implement the findings of the assessment in a systematic manner.
- 6.5.4 The Operator shall notify SEPA in writing on any proposed changes to the Noise and vibration Management Plan at least 14 days prior to the change being made.
- 6.5.5 All actions taken in accordance with the Noise and Vibration Management Plan shall be recorded.
- 6.5.6 All necessary measures shall be taken to minimise pollution arising from the Permitted Installation in respect of noise and vibration, as far as reasonably practicable. These measures shall include, but not be restricted to, those described in the Noise and Vibration Management Plan.

**6.6 Odour Conditions**

- 6.6.1 All emissions to air from the Permitted Installation shall be free from offensive odour, as perceived by an Authorised Person, outside the Site Boundary.
- 6.6.2 Monitoring shall be carried out to assess odour emissions down-wind of the Site, at the Site Boundary, at least daily during any storage and/or handling of waste identified as potentially odorous during waste acceptance checks required by condition 4.1.1 of this Permit.
- 6.6.3 The Operator shall record the result of each assessment referred to in Condition 6.6.2. The records shall include the date, time, location, duration and result of the assessment as well as the name of the person making the assessment, the wind direction and strength and the general weather conditions at the time. The record shall further include the operational status of the Installation.
- 6.6.4 Within 6 months of the date of this Permit the Operator shall produce, implement and maintain an 'Odour Management Plan'.
- 6.6.5 At least every 2 years, the Operator shall carry out a systematic assessment and review of Odour Emissions associated with the Permitted Activities, the purpose of which shall be to identify methods of reducing odour Emissions and their impact. Each assessment shall be recorded and reported to SEPA.
- 6.6.6 The Odour Management Plan shall be updated following each systematic assessment and review as required by condition 6.6.5, the purpose of which shall be to implement the findings of the assessment in a systematic manner.
- 6.6.7 The Operator shall notify SEPA in writing on any proposed changes to the Odour Management Plan at least 14 days prior to the change being made.
- 6.6.8 The Odour Management Plan and all actions taken in accordance with the Odour Management Plan shall be recorded.

**6.7 Dust**

- 6.7.1 All emissions to atmosphere from the Permitted Installation shall be free from visible emissions of particulate matter and fallout of particulate matter beyond the Site Boundary.

**6.8 Litter**

- 6.8.1 All operations on the Permitted Installation shall be carried out such that no litter escapes beyond the Permitted Installation boundary. On a daily basis any litter lying within the Permitted Installation shall be removed and contained.

**6.9 Birds, Vermin & Insects**

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

**6.10 Mud on Roads**

6.10.1 Vehicles shall not be permitted to leave the site in a condition that would cause mud, oil or debris to be deposited onto the public road.

**Table 6.5: Emissions to Water Environment ELVs**

<b>Source of Emission</b>	<b>Emission number point</b>	W1	W2	W3
	<b>Source of Emission</b>	Surface water treatment	Office and laboratory	Office and toilets
	<b>Destination</b>	Unnamed tributary of Lugton Water	Soakaway at NGR NS 419 532	Soakaway at NGR NS 418 531
	<b>Emission location</b>	NS 418 531	NS 419 532	NS 418 531
	<b>Sampling location</b>	Sampling chamber at exit from surface water lagoon	-	-
	<b>Limits for Parameters from Emission Source</b>	BOD	20 mg/l	-
	Suspended solids	100 mg/l	100 mg/l	100 mg/l
	pH	Not less than 5 or greater than 9	-	-
	Colour	No visible discolouration	-	-
	Oil	No visible oil	-	-
	COD	-	-	-
	Ammoniacal Nitrogen	-	-	-

- denotes that no limit has been set.

Table 6.6 - Emissions to Water Environment Monitoring Requirements

Parameter	Emission Number	Test Method	Reporting format	Sampling/ Measurement facility	Instantaneous
					Frequency
BOD	W1	Analysis to standards BSEN 1899-1:1998 or BSEN 1899-2:1998 or equivalent	mg/l	Sampling point W1	At least once a month
Suspended Solids	W1	Analysis to standard HMSO ISBN 0 11 751 751 X or equivalent	mg/l	Sampling point W1	At least once a month
pH	W1	Analysis to standard HMSO ISBN 0 11 751 252 4 or equivalent	pH units	Sampling point W1	At least once a month
Colour	W1	Analysis to standard HMSO ISBN 0 11 751 613 9 or equivalent	mg/l	Sampling point W1	At least once a month
Oil	W1	Visual assessment and Method A as described in 'The Determination of Hydrocarbon Oils in Waters by Solvent Extraction, Infra Red Absorbtion and Gravimetry 1983' (ISBN 0-11-751728-3)	-	Sampling point W1	At least once a month
COD	W1	Analysis to standard BS ISO 14705 or equivalent	mg/l	Sampling point W1	At least once a month

Ammoniacal Nitrogen	W1	Analysis to standard HMSO ISBN 0 11 751 613 9 or equivalent	mg/l	Sampling point W1	At least once a month
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Table 6.8 - Mass Emissions to Water Environment

Parameter	Combined Emissions (number)	Method (summary)	Mass Emission Result recorded as
BOD (mg/l)	W1	To be agreed in writing	To be agreed in writing
Suspended Solids (mg/l)	W1	To be agreed in writing	To be agreed in writing
pH	W1	To be agreed in writing	To be agreed in writing
Colour	W1	To be agreed in writing	To be agreed in writing
Oil	W1	To be agreed in writing	To be agreed in writing
COD (mg/l)	W1	To be agreed in writing	To be agreed in writing
Ammoniacal Nitrogen (mg/l)	W1	To be agreed in writing	To be agreed in writing

7 APPENDIX 1 - WASTE DATA RETURN

Document		Q-Pulse Number
Data Returns Front Cover - PPC	Dingwall	FC/WDS/004
	Glasgow	FC/WDS/005
	Stirling	FC/WDS/006
Licensed Permitted Site Return Form		F/WDS/001
Licensed Permitted Site Return Form – Guidance Notes		G/WDS/001

## **EXPLANATORY NOTES**

(These Explanatory Notes do not form part of the Permit)

### **1. BAT**

It should be noted that Regulation 9(11) & (12) of the Regulations specify that there is an implied Condition in every Permit that, in operating the installation or mobile plant, the Operator shall use the best available techniques (BAT) for preventing or, where that is not practicable, reducing Emissions from the installation or mobile plant.

This implied Condition does not apply in relation to any aspect of the operation of the installation or mobile plant, which is regulated by a specific Condition of the Permit. Examples of aspects of the operation that have not been regulated by specific Conditions are management and supervision systems, training and qualification and maintenance in general.

BAT is defined in Regulation 3 of the Regulations as follows:

"Best available techniques" means the most effective and advanced stage in the development of activities and their methods of operation which indicates the practical suitability of particular techniques for providing in principle the basis for Emission limit values designed to prevent and, where that is not practicable, generally to reduce Emissions and the impact on the environment as a whole.

"available techniques" means those techniques which have been developed on a scale which allows implementation in the relevant industrial sector, under economically and technically viable Conditions, taking into consideration the cost and advantages, whether or not the techniques are used or produced inside the UK, as long as they are reasonably accessible to the operator.

"best" means in relation to techniques, the most effective in achieving a high general level of protection of the environment as a whole.

"techniques" includes both the technology used and the way in which the installation is designed, built, maintained, operated and decommissioned.

Schedule 2 of the Regulations specifies the matters to be taken into account in determining BAT.

In considering BAT, SEPA would expect the Operator to have regard to all relevant PPC sectoral or other technical guidance, including BAT Reference Documents published by the European Commission and UK technical guidance published by the Environment Agency.

### **2. GENERAL STATUTORY REQUIREMENTS**

The Permit does not detract from any other statutory requirements applicable to you in respect of the Permitted Installation, such as any need to obtain planning permission or building regulations approval or any responsibilities under legislation for health, safety and welfare in the workplace.

### 3. APPEALS

If you are aggrieved by any of the Conditions of the Permit, you should initially contact the local SEPA Office at the address or telephone number below. Further information on your right of appeal and the appeals procedure is contained Regulation 22 and Schedule 8 of the Regulations.

### 4. SUBSISTENCE CHARGES

An annual subsistence charge will be payable in respect of the Permit in terms of the Pollution Prevention and Control (Scotland) Charging Scheme 2002 or any relevant charging scheme made under Section 41 of the Environment Act 1995, copies of which are available from SEPA.

### 5. ADDRESS AND TELEPHONE NUMBERS

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

Scottish Environment Protection Agency  
31 Miller Road  
Ayr  
Ayrshire  
KA7 2AX

Tel No: 0800 80 70 60 and/or 01292 294000  
Fax No: 01292 611130

### 6. REVIEW OF CONDITIONS

The Conditions of the Permit will be periodically reviewed by SEPA.

### 7. PROPOSED CHANGE IN OPERATION OF INSTALLATION

It is a requirement of Regulation 12 of the Regulations that if you propose to make a change in the operation of the installation, you must notify SEPA at least 14 days before making the change. The requirement under Regulation 12 does not apply if you have already made an application to SEPA for the variation of the Conditions of the Permit containing a description of the proposed change.

N.B. the requirements of Regulation 12 are in addition to any obligations you may have under the Permit itself to only operate the Permitted Installation in the manner set out in the Permit and to notify SEPA of proposed changes to the Permitted Installation.

Regulation 13 and Schedule 7 of the Regulations provide details on applications for variation of the Permit in respect of proposed changes and substantial changes in operation.

"Change in operation" and "substantial change in operation" are defined in Regulation 2 of the Regulations.

## **8. ENFORCEMENT & OFFENCES**

If SEPA is of the opinion that you have contravened, or are contravening or are likely to contravene a Condition of the Permit it may serve an Enforcement Notice. Further details on Enforcement Notices are provided in Regulation 19 of the Regulations.

If SEPA is of the opinion that the operation of an installation or mobile plant involves a risk of serious pollution it must, in certain circumstances, serve a Suspension Notice on you. Further details on Suspension Notices are provided in Regulation 20 of the Regulations.

It is an offence to operate an installation or mobile plant covered by the Regulations without a Permit or in breach of the Conditions of the Permit. It is an offence to fail to comply with the requirements of an Enforcement or Suspension Notice. It is an offence to intentionally make a false entry in any record required to be kept under a Condition of a Permit. Further details on offences and on penalties liable to be imposed upon conviction of an offence are provided in Regulation 30 of the Regulations.

Directors, managers and other individuals within a company may be held personally liable for offences under the Regulations.

All personnel who are responsible for fulfilling any Condition of the Permit should be made aware of these facts.

## **9. RECORDED SYSTEMS, PROCEDURES OR INFORMATION RECORDING/ RETURN REQUIREMENTS**

Where a Condition requires any system, procedure or information record/return, the Operator may demonstrate compliance by making use of any relevant existing written system used for any other purpose and which meets the requirements of the relevant Condition.

## **10. SYSTEMATIC ASSESSMENT (AND REVIEW)**

Where a Condition of the permit requires a "systematic assessment (and review)" the assessment should be undertaken in a methodical and arranged manner. If you require guidance on the scope or extent of any assessment (and review) required to be undertaken, you should contact your local SEPA office at the address or telephone number given above.