

**Waste Management Licensing (Scotland) Regulations 2011**

**("the Regulations")**

**Paragraph 19 - Form to register or renew an exemption**

**(Waste for construction and other ‘relevant works’)**

**PLEASE RETURN THIS FORM TO SEPA (details at end of form)**

Please read the accompanying guidance note WMX-TG19 as it gives technical advice relating to paragraph 19 exemptions as well as SEPA’s policy on certain topics. Please refer to the legislation for details of the exemption and your obligations. Other forms to give notice of separate exemptions under different paragraphs may be obtained from our website [www.sepa.org.uk](http://www.sepa.org.uk) or from any SEPA office.

This notice **must** be received by SEPA at least 21 days before the activity is due to begin. A separate form must be filled out for each activity. SEPA will either:

1. enter the particulars of the exempt activity on the register and confirm this in writing to you before the expiry of the 21 day period; OR
2. serve on you a notice of refusal stating that registration is refused and giving reasons for that decision before the expiry of the 21 day period.

**The Data Protection Act 1998**

“The Scottish Environment Protection Agency is responsible for maintaining and improving the environment and regulating environmental emissions. It has a duty to discharge its functions to protect and enhance the environment and to promote conservation and recreation.

The information provided will be processed by the Scottish Environment Protection Agency to deal with your registration, to monitor compliance with the legislation, to process renewals, and for maintaining the relevant public register(s).

We may also process and/or disclose it in connection with the following:

* offering/providing you with our literature/services relating to environmental affairs
* consulting with the public, public bodies and other organisations (eg Health and Safety Executive, Local Authorities, Emergency Services, Scottish Executive) on environmental issues
* carrying out statistical analysis, research and development on environmental issues
* providing public register information to enquirers
* investigating possible breaches of environmental law and taking any resulting action
* preventing breaches of environmental law
* assessing customer service satisfaction and improving our service.

We may pass it on to our agents/representatives to do these things on our behalf.

**You should ensure that any persons named on this form are informed of the contents of this Data Protection Notice**

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| For Office Use Only | | | |
| Reference No. |  | C & B Team: |  |
| First Notice: | Yes/No | Previous Reference No. |  |
| Date Received: |  | Date of Expiry: |  |
| Date Entered onto Register: |  | Entered within 21 days: | Yes/No |

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| **1. Contact Details of the Establishment or Undertaking i.e. the sole trader, company, partnership, authority, society, trust, club, charity or other organisation that will carry on the exempt activity (Print All)** | | | |
| Name & Designation |  | | |
| Organisation |  | | |
| Address |  | | |
| Registered Office Address |  | | |
| Postcode |  | E-mail |  |
| Tel No. |  | Fax No. |  |

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| **2. What are you attempting to register?** | | |
| (i) Tick all that apply | Paragraph 19(1) for the storage of waste to be used for relevant works |  |
| Paragraph 19(2) for the use of waste for the purposes of relevant works |  |
| (ii) Tick one only  If you are renewing a registration complete the relevant section of this form where minor changes exist. Where major changes exist, it should be registered as a new activity. | a) You wish to register the exempt activity for the first time. |  |
| b) You wish to renew a registration for a currently registered activity. |  |
| c) You wish to register an activity that was previously registered but isn’t currently registered. |  |
| If b) give exemption reference number (e.g. WMX/E/12345 or WML/XC/12345); if c) give exemption reference number and state reason why it isn’t currently registered. | |

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| **3. The location of the exempt activity** | |
| (i) Address of location of activity |  |
| (ii) Give an 8 figure grid reference of a key point of the treatment area, e.g. NS 7808 9469 |  |
| (iii) Is the activity within a designated area (eg SSSI, NVZ etc)? If yes state designation(s) |  |

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| **4. The Relevant Activity** | | | | | | |
| (i) What is the Relevant Activity?  (Tick one only) | | **The construction, maintenance or improvement of a building, road, railway, airport, dock or other transport activity** | | | |  |
| **The construction, maintenance or improvement of recreational facilities** | | | |  |
| **The construction, maintenance or improvement of drainage** | | | |  |
| **Engineering works relating to or adjacent to any part of the water environment. (does not include work involving land reclamation)** | | | |  |
| (ii)If waste tyres are to be used will they be baled to BSI PAS 108? | | | | | Y/N | |
| (iii) Will the activity involve land reclamation? | | | | | Y/N | |
| (iv) Intended start date of activity |  | | (v) Intended completion date of activity |  | | |
| (vi) Give the area of the activity in square metres | m2 | | (vii) Give the total quantity of waste to be used (tonnes of wet weight) | Tonnes | | |
| (viii) If shells from fish processing are to be used will they be used in accordance with the [Animal By-Products (Enforcement) (Scotland) Regulations 2011](http://www.legislation.gov.uk/ssi/2011/171/made) (And hence Regulation [(EC) No 1069/2009](http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2009:300:0001:01:EN:HTML) and [(EC) No. 142/2011](http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2011:054:0001:01:EN:HTML) of the European Parliament and Council | | | | | Y/N | |
| (ix) Describe the activity you wish to carry out in your own words. | | | | |  | |

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| **5. Description of the waste involved in the exempt activity** | | |
| (i) In the table below identify which waste streams you intend to use and stipulate the quantity to be use for the proposed activity. Note, the EWC Codes listed are the only wastes which can be used in this registration. | | |
| EWC Code | Description of Waste | Proposed Quantity (Tonnes) to be used for land treatment |
| 01 04 08 | Waste gravel and crushed rocks from physical and chemical processing of minerals |  |
| 01 04 09 | Waste sand and clays from physical and chemical processing of non-metalliferous minerals |  |
| 02 01 99 | Clean shells |  |
| 02 04 01 | Soil from cleaning and washing beet from sugar processing |  |
| 10 01 02 | Pulverised fuel ash from power stations and other combustion plant |  |
| 10 01 99 | Gypsum from power stations and other combustion plant |  |
| 10 02 02 | Unprocessed slag from the iron and steel industry |  |
| 10 09 03 | Furnace slag from the casting of ferrous pieces |  |
| 10 10 03 | Furnace slag from the casting of non ferrous pieces |  |
| 10 12 08 | Waste ceramics, bricks, tiles and construction products |  |
| 10 13 14 | Waste concrete and concrete sludge |  |
| 16 01 03 | Waste tyre bales |  |
| 17 01 01 | Concrete |  |
| 17 01 02 | Bricks |  |
| 17 01 03 | Tiles & Ceramics |  |
| 17 01 07 | Mixtures of concrete, bricks, tiles and ceramics |  |
| 17 03 02 | Road base and road planings |  |
| 17 05 04 | Soil and stones |  |
| 17 05 06 | Dredging spoil |  |
| 17 05 08 | Track ballast |  |
| 19 01 12 | Bottom ash and slag |  |
| 19 05 03 | Off-specification compost |  |
| 19 06 04 | Digestate consisting only of biodegradable waste |  |
| 19 06 06 | Digestate from anaerobic treatment of animal and vegetable waste |  |
| 19 12 09 | Minerals from the mechanical treatment of waste eg sand, stones |  |
| 19 13 02 | Solid waste from soil remediation |  |
| 20 02 02 | Soil and stones from garden and park wastes |  |
| **Total** | | Tonnes |

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| (ii) Describe the process from which the waste has arisen |  |
| (iii) Has the waste been mixed with any other wastes? If yes give the name of the waste(s) | Y/N |
| Waste: |
| (iv) Please identify any potential risks to the environment associated with the inherent hazards of the waste and any preventative measures that will be put in place to protect the environment.  (Additional sheets may be appended if required.) | |
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| **6. Description of any waste storage pending the exempt activity**  *Note: storage includes anywhere deposited greater than 12 hours prior to use* | | | | |
| (i) Do you intend to store the waste? | | | | Y/N |
| (ii) Is the storage location the same as the area where the relevant work will take place? | | | | Y/N |
| (iii) Intended start date of storage |  | (iv) Intended completion date of storage |  | |
| (v) Give an 8 figure grid reference of the treatment area, e.g. NS 7808 9469 |  | (vi) Give the total quantity of waste to be stored (tonnes of wet weight) | Tonnes | |
| (vii) State the method and type of storage (give capacity) | Tonnes | | | |
| (viii) Is the storage secure? | | | | Y/N |
| (ix) Describe what reasonable precautions will be taken to ensure that the waste cannot escape from storage and members of the public are unable to gain access to it? | | | | |
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| **7. Land Ownership Details** | |
| (i) Tick each correct statement in the list below | |
| You are the owner or have control of the land where the activity is to be carried on |  |
| If you are not the owner or have control of the land please state the name and address of the owner of the land in the space below | |
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| The activity will be carried out with the consent of the owner of the land |  |
| If the activity will be carried out without the consent of the owner of the land please state why you are entitled to carryout the activity and detail any consents necessary for you to carry out the activity. | |
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| **8. This notice shall be accompanied by the following documents**  Please tick all boxes where the relevant documents have been included. | |
| **For Initial registration - the following additional documents are required** | |
| (a) A plan of each place at which the exempt activity will be carried on showing the boundary of that place and the locations within that place at which the exempt activity is to be carried on and where storage will take place. Where more than 2500 cubic metres of waste is used a cross-sectional plan showing the proposed levels must be provided |  |
| (b) Where waste type 02 01 99 (clean shells from agriculture, horticulture, aquaculture, forestry, hunting and fishing) is used evidence must be appended confirming that the waste is treated in accordance with the [Animal By-Products (Enforcement) (Scotland) Regulations 2011](http://www.legislation.gov.uk/ssi/2011/171/made) (And hence Regulation [(EC) No 1069/2009](http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2009:300:0001:01:EN:HTML) and [(EC) No. 142/2011](http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2011:054:0001:01:EN:HTML) of the European Parliament and Council). |  |
| (c) The prescribed charge (cheques made payable to “Scottish Environment Protection Agency”) The current charges can be obtained on the SEPA website [www.sepa.org.uk](http://www.sepa.org.uk) at <http://www.sepa.org.uk/charging/fees_charges/index.htm> or from your local SEPA office. |  |
| **For registration renewal - the following additional documents are required** | |
| (a) The prescribed charge (cheques made payable to “Scottish Environment Protection Agency”) The current charges can be obtained on the SEPA website [www.sepa.org.uk](http://www.sepa.org.uk) at <http://www.sepa.org.uk/charging/fees_charges/index.htm> or from your local SEPA office. |  |

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| **8. Declaration** | | | |
| Important Please Note: It is an offence for a person to make a statement which he/she knows to be false or misleading in a material particular, or to recklessly make a statement which is false or misleading in a material particular. | | | |
| **Declaration of Notice / Renewal of Notice**  **(The declaration must be signed by applicants or their agents)** | | | |
| I/we certify that, to the best of my/our knowledge, the information provided in this form and any associated documents are correct. | | | |
| Name  (PRINTED) |  | Date |  |
| Company Name |  |  |  |

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| **Payment Method:** | | | | |
| BACS  Proof of payment must be submitted. | Sort Code | 83 34 00 | | |
| A/C number | 00137187 | | |
| A/C Name | SEPA | | |
| Proof of payment submitted: | Yes | | No |
| Proof of payment reference: |  | | |
| Online Card Payment  Payment is accepted online at  <https://webpayments.sepa.org.uk/>  Proof of payment must be submitted. | Proof of payment submitted: | Yes | No | |
| Proof of payment reference: |  | | |
| Cheque | Payable to SEPA and submitted with your application | | | |

**Please return this form to:**

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| **By email:**  [registry@sepa.org.uk](mailto:registry@sepa.org.uk) | **Angus Smith Building**  6 Parklands Avenue  Eurocentral  Holytown,  North Lanarkshire  ML1 4WQ  Tel: 01698 839000 | **For any queries, please contact:**  [wastepermitting@sepa.org.uk](mailto:wastepermitting@sepa.org.uk) |