

# Guidance on the contents of a Site Specific Working Plan for a Mobile Plant Licence

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### The Working Plan should include the following:

1. Details of the Mobile Plant Licence to which it relates:
  - MPL reference number
  - Licence holder
  - Contact name and contact numbers
  
2. Site plan (dated, with a defined scale and with a reference number) of the site at which the mobile plant is to be used including details of:
  - site address
  - grid reference
  - operating site boundary (outlined in red)
  - security and access arrangements, including additional details where alternative security, other than that specified in the licence, is to be provided (for example, containerised unit and buried pipework, or where others are responsible for site security of a larger redevelopment scheme and you are relying on that security for your plant).
  - location of site identification board
  - areas/stockpiles of contaminated material, substances or products for remediation by the mobile plant
  - location of principal plant and equipment
  - process treatment and storage areas, including any buildings, bays and fixed tanks, areas of hard standing, areas of impermeable pavement and sealed drainage systems
  - drainage systems for the operating site, including all interceptors, sumps and discharge points
  - areas/stockpiles of treated materials
  - areas/bays/containers for quarantined materials
  - proposed location of pollution control measures
  - proposed location of monitoring facilities
  - potential receptors, for example, housing

3. Details of any protected sites within 2 kilometres of the operating site:
  - Names of protected sites (SACs, SPAs, Ramsar, ASSI sites)
  - Distance and direction from operating site and a map showing their location
  - Details of why the site is protected/designated and what additional control measures are needed to ensure that it will not be adversely affected by the licensed activities at the operating site.
  - Details of any other activities within the vicinity that in combination with your proposed activity could have a significant adverse affect on the protected site?
  
4. Proposed start and end dates
  
5. Operating hours
  
6. Staffing levels including details of CoTC holders
  
7. Description of the activities to be carried out:
  - A written statement
  - Details of any proposed activities which are not authorised by the MPL
  
8. Other authorisations: Important note – compliance with the conditions of the MPL does not necessarily mean that you are in compliance with other regulatory authorisations (for example, planning permission, discharge consent, abstraction licence). Provide the following:
  - Evidence that planning permission under the Planning (Northern Ireland) Order 1991 is in force or is not required for the proposed activity
  - Evidence that consent under the Water (Northern Ireland) Order 1999 has been granted or is not required.
  
9. Waste types and quantities to be treated:
  - Description of waste including six-digit EWC code
  - Total quantity in tonnes
  - Quantity to be treated in tonnes per day

10. Waste acceptance and control procedures:

- Details of procedures to ensure that only those wastes that are treatable with the specified technology will be treated
- Details of reception, inspection, storage and quarantine procedures

11. Pollution control:

- Details of how dusts, fibres, particulates, vapours, gases, aerosols and odours from the treatment process will be monitored, contained, collected or treated to prevent pollution of the environment, harm to human health or serious detriment to the amenity of the locality.
- Details of how pests, scavengers, mud, debris and litter will be monitored and controlled
- Details of how noise from the site will be monitored and controlled

12. Waste quantity measurement:

- Details of how the quantity of waste is to be measured. If conversion factors are to be used, specify how these factors have been derived

13. Commissioning and validation of plant:

- Details of the commissioning and validation process to be adopted.
- Only the materials necessary to complete commissioning may be treated until a validation report, prepared by a suitably qualified person, has been submitted and approved in writing by NIEA.
- During the commissioning process, the licence holder must comply with the conditions of the MPL and ensure that it does not cause pollution of the environment, harm to human health or serious detriment to the amenity of the locality.

14. Maintenance of plant:

- Details of arrangements for plant maintenance and cleaning, including documentation and record keeping
- Details of final cleaning and decommissioning of plant at the end of the treatment period

15. Risk assessment and control measures:

- Detailed risk assessment for all aspects of the treatment activities to be undertaken
- Details of additional control measures proposed to mitigate identified risks

16. Monitoring plan: The Northern Ireland Environment Agency considers that the provision of baseline monitoring is extremely useful in regulating a site and for the operator in managing it effectively. However, in certain circumstances the value of obtaining such data can be diminished. The requirement for baseline monitoring may be waived where there are unlikely to be other emission sources similar to those of the activity to be carried out or, at the other end of the scale, where activities already being carried out would adversely affect the value of obtaining background monitoring, for example, excavation of soils containing VOCs. Also, the requirement may be waived where time constraints are such that baseline monitoring would significantly hinder the deployment of the treatment plant. Operators need to be aware that where baseline monitoring has not been carried out, the Northern Ireland Environment Agency may look to them in the first instance if issues are identified that are associated with emissions. Operators should therefore consider whether or not baseline monitoring is necessary and provide a justification of their decision. In any event, a monitoring plan for groundwater, surface water, soil gases and air emissions should be submitted. The monitoring plan must include:

- Baseline monitoring programme (if required)
- Trigger levels for indicator parameters
- The location and construction of monitoring points
- Monitoring protocol
- Frequency of monitoring
- Experience and qualifications of personnel responsible for interpreting and acting upon the results of monitoring
- Action plan in the event of a trigger level being exceeded

17. Incident and emergency procedures:

- Details of procedures for dealing with incidents and emergencies including fires, leaks and spillages