

Application Form for Surrender of Licence

Doc. Ref. No.: See Template Ltr Sur 1

Revision No.: n/a

Issue Date: 22 August 2011

Guidance on Completing Form

In order to apply for a surrender of your licence¹ complete this form and submit to the OEE Inspector/Local OEE office [for contact details see www.epa.ie] along with the correct fee [See Attachment 1 - Guide to Fees] and all other items listed within Section E: *Application Checklist*.

A About your Licence

Provide details of your licence.

B About the Applicant

Provide full contact details for the licensee and any professional/consultant engaged to make the application to surrender on your behalf. The person[s] should be a competent, adequately qualified and experienced hydro-geological expert or similar. The quality of the information provided will be essential to the timeliness of the surrender process.

C About the Facility

Details are required in relation to your facility and its previous process and operation. Please provide dates on the cessation of activity/licensable activity and the reasons behind it. The current status of your site and the proposed end use post-surrender must be provided so that the appropriate risk assessment can be determined, and recommendations can be made to the relevant Local Authority who may take on the role of enforcement where appropriate, if the surrender application is accepted.

A key requirement of the surrender process is for the licensee to arrange for a Closure Audit to be undertaken by an independent expert as outlined above. **The scope of the 'Independent Closure Audit' must have prior written approval by the Agency before being conducted.** Guidance on what the Independent Closure Audit should address is provided in Attachment 2: *Checklist for Scope of Independent Closure Audit*.

Glossary

CRAMP - Closure Restoration and Aftercare Management Plan

CSM - Conceptual Site Model

DMP - Decommissioning Management Plan

DQRA - Detailed Quantitative Risk Assessment: Risk assessment carried out using detailed site-specific information to estimate risk or to develop site-specific assessment criteria

ELRA - Environmental Liability Risk Assessment

Exposure Pathway - For a risk to exist there must be a contaminant capable of causing harm, a receptor sensitive to that contaminant and a pathway linking them. The contaminant - pathway - receptor relationship is often known as an exposure pathway or a pollutant linkage.

GQRA - Generic Quantitative Risk Assessment: Risk assessment carried out using generic assumptions to estimate risk or to develop generic assessment criteria

ICA – Independent Closure Audit

RMP - Residual Management Plan

¹ under S.95[2] of the EPA Act 1992, as amended /S.48[2] of the WM Act 1996, as amended

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Section A: About Your Licence

A.1. Provide name[s] of the facility:

Scarriff Recycling Centre & Transfer Station.

A.1.1. Address of the facility:

Fossa Beg

Feakle Road

Scarriff

Co. Clare

A.2. Full licence registration number:

Reg. No. W0150-01

A.3. Date licence was issued and issue dates of revised licence[s]:

10/05/2002

A.4. Is this a waste or IPPC facility?

Waste IPPC

If a waste facility, what is your annual tonnage?

1,000 tonnes

A.5. What is the 'Enforcement Category' of your facility if available?

A.6. What is the 'Location Enforcement Category' of your facility if available?

A.7. Have any ELRA's been conducted for the site?

No Yes If yes, provide date submitted to the EPA

A.7.1 Are there Financial Provision arrangements in place, arising from the ELRA?

No Yes If yes, provide date submitted to the EPA:

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A.8. Have there been any 'Transfers of Licence' or 'Name Change(s)' in relation to the Licence/Facility?

No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	If yes, give details including relevant dates and parties involved:

Section B: About The Applicant

B.1. Full name of applicant for surrender

[If the applicant is not the licensee but is applying on behalf of the licensee, please state this and ensure both the applicant and the licensee sign below.]

Licensee:
Clare County Council
Applicant <i>[if not the same as the licensee]:</i>

B.1.1. Is this an Individual or a Company?

Individual Company **N/A - Licensee is a Local Authority**

B.1.2. If a Company, provide company registration number (CRO) and submit the Certificate of Incorporation.

--

B.1.3. Date of Company Registration:

N/A

B.1.4. Country of company Registration:

N/A

B.2. Who is the Relevant Contact Person?

Name:	James Keane		
Address:	Clare Co. Co., Aras Contae an Chlair, New Road, Ennis, Co. Clare		
Telephone:	(065) 6821616	Mobile:	(087) 9517302
Email:	JKeane@clarecoco.ie		

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B.3. Provide Land Registry Details: Folio and Map for Site Included in Appendix A attached

Title or ownership is registered in the Land Registry. You must provide both folios and maps, which are available in electronic form at: http://www.prai.ie/eng/Land_Registry/ or you can also obtain certified copies of folios or folio/title plans at Customer Service Unit, Property Registration Authority, Chancery Street, Dublin 7, Lo Call 1890333001.

B.4. Include appropriate scaled maps delineating the following: facility/site location; licence boundary (in accordance with Condition 1 of your licence); licensed emission points, licensed monitoring points; any non-licence related groundwater monitoring points or supply wells, adjacent surface waters. Please indicate the location of any known underground tanks/pipelines/sumps and bunds onsite. Provide reference for map(s):

Figure 1: Site Location Map 1, Figure 2 – Location Map 2, Drawing 03-1045-01 – Monitoring Point Locations

Drawing 96-010-02-02 – Services Layout Plan, Zoning Map - Scarriff / Tuamgraney Overall Plan

Section C: About The Facility

C.1. Provide the date(s) that the facility ceased to operate, ceased to operate the licensable activity, or began operating below the licensable threshold. Outline the reasons why:

Under Schedule A of the facility licence (W0150-01), the Scarriff Civic Amenity site can accept up to 1,000 tonnes of waste per annum from the public for disposal and recovery. The EPA decision tree for Local Authorities as to the regulatory level required for a facility indicates that at a site for the “Reception and temporary storage for off-site Recovery or Disposal of <1,000 tonnes at any one time of waste deposited by the public” that a Certificate of Registration would be sufficient.

In the past 5 years the annual tonnage at site has consistently reduced from 1,292 tonnes in 2010 to 588.2 tonnes in 2014 and has never had in excess of 1,000 tonnes on site at any one time. Since 2012 the site has handled less than 1,000 tonnes per annum.

C.2. What is the current status of the facility?

- Vacant, licenced activity(s) ceased
- Non-licensable activities remain in operation
- Licensable activity(ies) operating below licensable threshold
- Other (please specify)

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C.3. Record your current emissions monitoring including the reference of relevant monitoring points

	Reference
Atmosphere <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Process Effluent <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Onsite WWTP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
To Sewer <input type="checkbox"/> or Surface Water <input type="checkbox"/>	
Storm/Surface Water <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Oil Interceptor <input type="checkbox"/> Yes <input type="checkbox"/> No	SW-1 - Discharge to adjacent stream SW-2 – Upstream of Discharge to adjacent stream SW-3 – Down stream of Discharge to adjacent stream Weekly visual inspections and annual sampling for pH, electrical conductivity, temperature, NH₄-N, DO TSS, Chloride and BOD
Noise <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	No Noise Monitoring Required under Licence Conditions
Groundwater <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	No Groundwater Sampling Required under Licence Conditions

C.4. Does your facility have a DMP, RMP or CRAMP? If so, has this been agreed by the OEE and does it include related Financial Provisions [FP]?

DMP	No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Date:	Agreed on:	FP <input type="checkbox"/>	Agreed on
RMP	No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Date:	Agreed on:	FP <input type="checkbox"/>	Agreed on
CRAMP	No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Date:	Agreed on:	FP <input type="checkbox"/>	Agreed on

C.5.1. What is the proposed end use of the facility post-surrender?

The facility will continue to operate as a Civic Amenity Centre below the licence threshold, accepting waste materials from domestic householders for disposal and recycling.

C.5.2. What is the zoning in the existing [and/or any draft] local development plan for the site?

Existing:
Under the East Clare Local Area Plan 2011-2017 the CA site is Zoned “Community” which is “The development of lands for Community uses shall be taken to include the use of land for community, public or educational uses, including the provision of schools, community halls, health care institutions, utilities, libraries and the development of other community uses. Ancillary facilities such as dedicated open space and sports facilities will also be facilitated within this type of zoned land”, see Map - Scarriff / Tuamgraney Overall Plan, attached.
Draft:

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N/A

C.6. Have any EPA Notifications of Non-compliances been issued to your facility in the last 5 years?

No Yes If yes, indicate whether any corrective actions are outstanding, and provide a timeframe for completion.

No recorded incidents or Non-Compliances on site from 2010 to present.

1.

C.7. You are required to arrange for an **Independent Closure Audit [ICA]** to be carried out by a competent, adequately qualified and experienced hydro-geological expert or similar. Submit a Proposed Scope for the ICA to the OEE for approval, prior to conducting the ICA. See Attachment 2 *Checklist for Scope for the Independent Closure Audit* for guidance. The scope must be approved in writing by the Agency, before continuing any further with the surrender process.

Have you enclosed the 'proposed scope for the ICA'?

Yes No

Section D: Declaration

D.1. Confirm your intention as **LICENSEE** to apply for surrender of your licence as provided for under S.95(2) of the EPA Act 1992 as amended/S.48(2) of the WMA 1996 as amended, by signing below:

Print Name: PAUL MORONEY

Signature: Paul Moroney

Date: 24/8/2015

D.2 Confirm all the data and information in this form has been checked and certified as being accurate.

Print Name: PAUL MORONEY

Signature: Paul Moroney

Date: 24/8/2015

Section E: Application Checklist

One original and two hard copies of the following items must be sent to your OEE Inspector/Local EPA office [for contact details see www.epa.ie]. Failure to provide such information will delay your application.

- Completed & Signed Application Form
- Correct Fee [See Attachment 1 - *Guide to Fees*]
- Proposed Scope for Independent Closure Audit [See Attachment 2 - *Checklist for Scope for the Independent Closure Audit*]
- RMP, DMP or CRAMP where required
- Land Registry Details [see B.3 of Form]
- Appropriately scaled map [see B.4 of Form]

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Other supporting information where relevant

Section F: Next Step

Once you have submitted the above items, the OEE Inspector will assess the Proposed Scope for the Independent Closure Audit. Upon receipt of approval from the Agency for the Scope, you should arrange for the Independent Closure Audit to take place. The Independent Closure Audit Report [and any other reports/information] should then be submitted to the OEE Inspector for assessment, to enable the surrender process to proceed.

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Attachment 1: Guide to Fees

Guide to Surrender Fees for IPPC Licence [See *EPA (Licensing Fees) Regulations 1994, as amended, Schedule Part 1* for Extract]

Class of Activity	Fee		
	Small Activity	Large Activity	
1. Minerals and Other Materials	€ 4,444	€ 8,888	<p>'small activity' means: 'on the date of receipt by the Agency of the said application or during normal levels of operation, whichever is greater, <u>has not more than 50 employees</u> and other persons working or engaged in connection with the activity'</p> <p>'large activity' means: 'on the date of receipt by the Agency of the said application or during normal levels of operation, whichever is greater, <u>more than 50 employees</u> and other persons working or engaged in connection with the activity'</p>
2. Energy	€ 5,713	€ 12,697	
3. Metals	€ 3,809	€ 6,983	
4. Mineral Fibres and Glass	€ 3,174	€ 6,983	
5. Chemicals (excluding 5.6)	€ 5,713	€ 14,601	
5.6 The manufacture of pesticides, pharmaceutical or veterinary products and their intermediates	€ 7,618	€ 16,506	
6. Intensive Agriculture	€ 1,904	€ 6,983	
7. Food and Drink	€ 4,444	€ 8,888	
8. Wood, Paper Textiles and Leather	€ 3,174	€ 6,983	
9. Fossil Fuels	€ 4,444	€ 10,157	
10. Cement	€ 5,713	€ 12,697	
11. Waste	€ 4,444	€ 10,157	
12. Surface Coating	€ 3,174	€ 6,983	
13. Other Activities	€ 3,174	€ 6,983	

Guide to Surrender Fees for Waste Licence [See *Waste Management (Licensing) Regulations 2004, as amended, Second Schedule – Fees - Part 1* for Extract]

Waste Activity	Fee
1.1 The disposal of waste at a landfill facility where the annual intake is likely to exceed 100,000 tonnes.	€25,000
1.2 The disposal of waste at a landfill facility where the annual intake is likely to exceed 40,000 tonnes but be less than 100,000 tonnes.	€22,500
1.3 The disposal of waste at a landfill facility where the annual intake is likely to exceed 20,000 tonnes but be less than 40,000 tonnes.	€20,000
1.4 The disposal of waste at a landfill facility where the annual intake is likely to exceed 5,000 tonnes but be less than 20,000 tonnes.	€5,000
1.5 The disposal of waste at a landfill facility where the annual intake is likely to exceed to be less than 5,000 tonnes	€6,000
2. The disposal of hazardous waste	€22,500
3.1 The disposal of waste (other than hazardous waste) at a facility (other than a landfill facility) where the annual intake is likely to exceed 100,000 tonnes.	€15,000
3.2 The disposal of waste (other than hazardous waste) at a facility (other than a landfill facility) where the annual intake is likely to exceed 25,000 tonnes but be less than 100,000 tonnes.	€10,000
3.3 The disposal of waste (other than hazardous waste) at a facility (other than a landfill facility) where the annual intake is less than 25,000 tonnes.	€6,000
4. The recovery of waste	€6,000

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Attachment 2: Checklist for Scope for Independent Closure Audit

	A key requirement of the surrender/closure process is for the Licensee to arrange for a Closure Audit to be undertaken by an independent expert ² . The scope of the Independent Closure Audit must have prior written approval by the Agency before being conducted. See below for what the Independent Closure Audit should address, and what should be reported upon in the Independent Closure Audit Report.
1.	<p>Identify and document the decommissioning, rendering safe or removal for disposal/recovery, of any soil, sub-soils, buildings, plant, equipment, or waste materials or substances or any other matter contained therein or thereon, that may result in environmental pollution. This should include:</p> <ul style="list-style-type: none"> ✓ Waste Inventory/Register listing all wastes arising onsite [description, EWC Codes, tonnages, permit details of hauliers, permit/licence details of final destinations, all relevant documents {C1s, TFS's etc}. Should confirm whether any hazardous wastes present such as Asbestos [see below], PCBs³, laboratory chemicals, fuel oil, refrigerant gases, ammonia/glycol from chiller units, timber preservatives etc. ✓ Asbestos⁴: where there is potential for asbestos to be present, require full identification, management and safe removal, if required, by appropriately certified contractor ✓ Identification of all underground structures including tanks, pipelines and sumps [containing or previously containing fuel, chemicals, slurry, other], with maps, their integrity testing history & records for same. Where there is poor information on this, integrity testing by a Chartered Engineer may need to be conducted during the ICA process to ascertain the current integrity of tanks to inform on risk of previous leakage/contamination. ✓ Documented verification that all plant, equipment, tanks, bunds, sumps will be fully emptied, cleaned and verified as such and contents removed appropriately.
2.	<p>Assessment of the potential for soil/groundwater contamination:</p> <ul style="list-style-type: none"> ✓ Has a hydro-geological assessment previously been conducted as part of the licence or due to known contamination onsite. If so, submit same. ✓ Some level of investigation will be required to be carried out by an appropriately qualified and experienced hydro-geologist professional to establish whether the soil/groundwater is contaminated; the extent of the investigation will vary on a site by site basis and will depend on previous site activities, the condition of the site etc, but should include a Source Audit/Preliminary Risk Assessment/Preliminary Site Assessment [Source-Pathway-Receptor], together with a Conceptual Site Model [CSM]. Development and revision of a good CSM is the overarching framework within which everything else must be based. All potential exposure pathways should be considered. Refer to <i>Model Procedures for the Management of Land Contamination - Contaminated Land Report 11</i> [EA, 2004], http://www.contaminatedland.co.uk/ [CLEA Website] and any future guidance issued by the Agency regarding Contaminated Land and Groundwater. The basic information that should also be provided includes an assessment of recent and available groundwater monitoring results, whether the site overlies a groundwater protection zone and the Aquifer Status and Vulnerability [See: http://www.gsi.ie/Programmes/Groundwater/Aquifer+Classification.htm]. Consideration of the need for further detailed investigation and/or the need for further risk assessment [GQRA, DQRA⁵] and/or remediation should be considered.

² e.g. a competent, adequately qualified and experienced hydro-geological expert or similar.

³ e.g. from oil in electrical transformers,

⁴ E.g. in roofing, floor tiles, rope insulation, gaskets

⁵ General Quantitative Risk Assessment, Detailed Quantitative Risk Assessment

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3.	Timescale for completion and submission of the Independent Closure Audit Report . It should include a Declaration as to whether or not the condition of the site is not causing or likely to cause environmental pollution ⁶ and the site of the activity is in a satisfactory state ⁷ and that all environmental liabilities have been addressed.
4.	Identify how environmental liabilities will be dealt with post-closure, and whether any remediation measures are necessary. Submit the following documents where available: <ul style="list-style-type: none"> ✓ Residual Management Plan/Decommissioning Management Plan/Closure Restoration Aftercare Management Plan ✓ Financial provision[s]
5.	Proposals for revised sampling, analysis and reporting arrangements on foot of the changes on site, for agreement with the Agency.
6.	Consideration of health & safety issues during decommissioning ⁸ and site security
7.	The Independent Closure Audit and its Report should be in accordance with all relevant Agency guidance and submitted to the Agency in triplicate.

⁶ under S.95[7] of the EPA Act 1992 as amended /S.48[7] of the WMA 1996, as amended

⁷ under S.95[7] of the EPA Act 1992 as amended

⁸ e.g. Safety, Health and Welfare at Work (Construction) Regulations 2006 (S.I. No. 504 of 2006)

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DRAWINGS

- **Figure 1 – Site Location Map 1**
- **Figure 2 – Site Location Map 2**
- **Drawing 03-1045-01 – Monitoring Point Locations**
- **Drawing 96-010-02-02 – Services Layout Plan**
- **Zoning Map - Scarriff / Tuamgraney Overall Plan**

Figure 1: Site Location Map 1

ite location with respect to Scarriff Urban Area and Neighbouring Propert

- Location of Site Notice
- Battlefield
- ▨ Land Area comprising Civic Amenity Centre
- Location of Mart
- ▨ Finsa Forest Products Ltd.

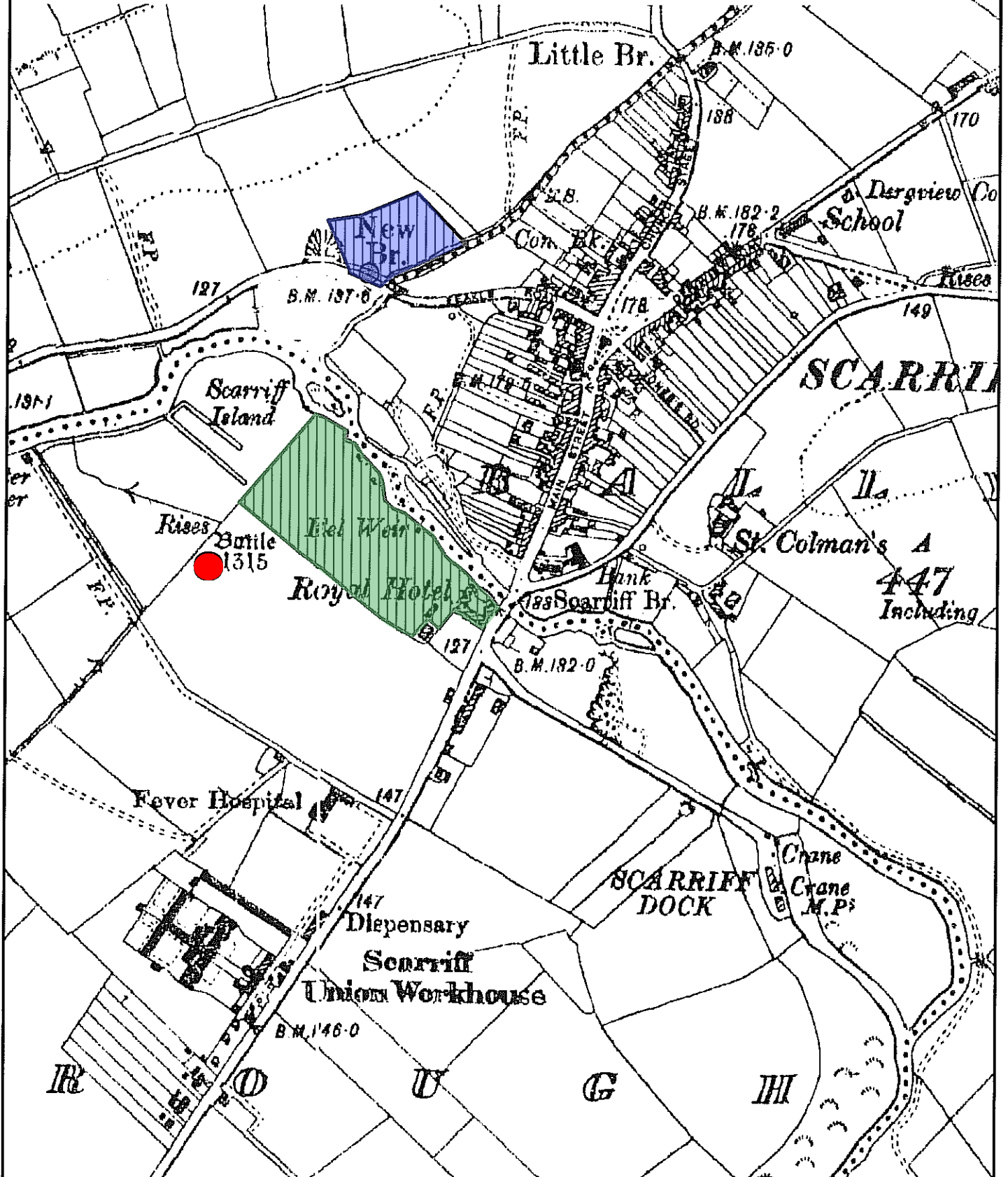


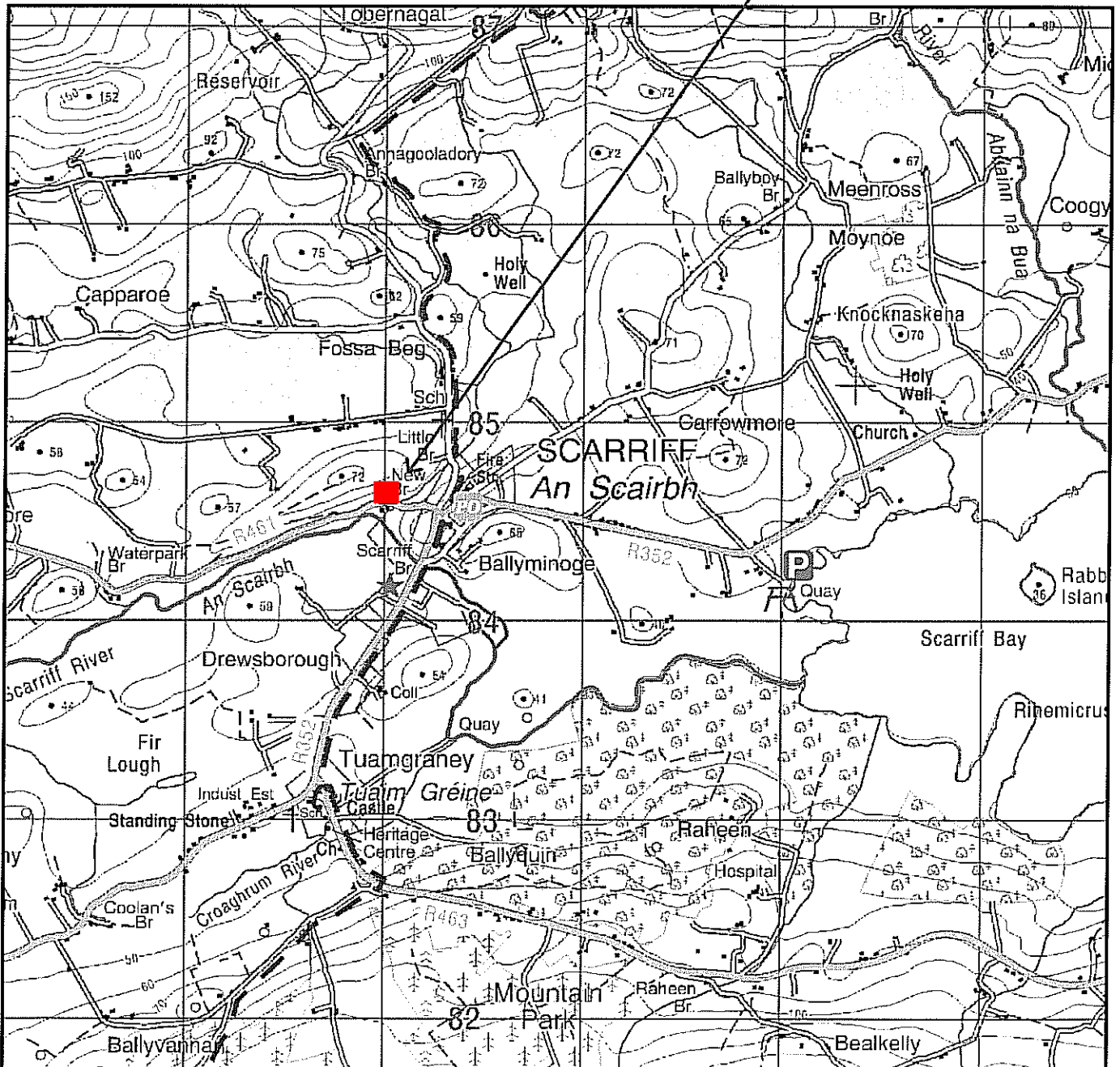
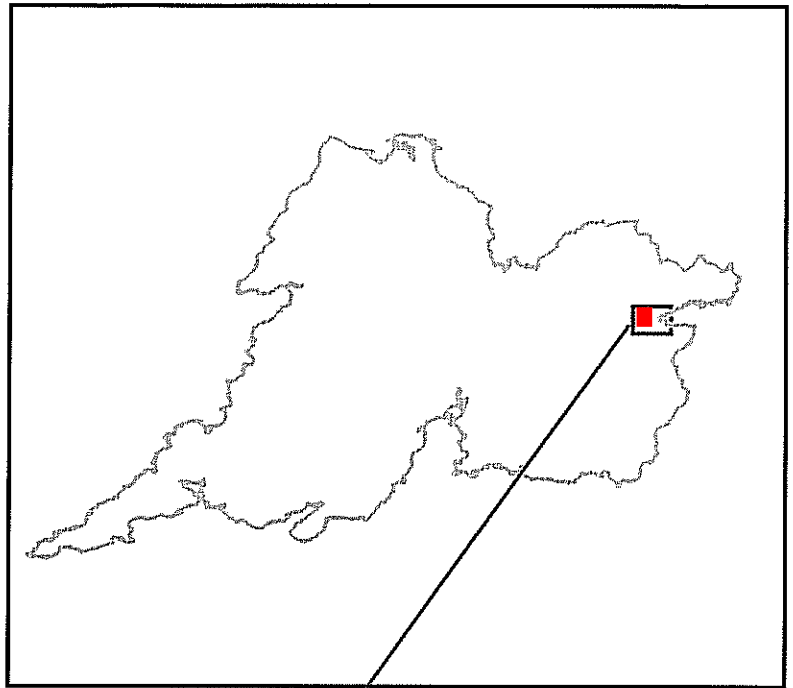
Figure 2: Location Map 2

Discovery Series Location Map

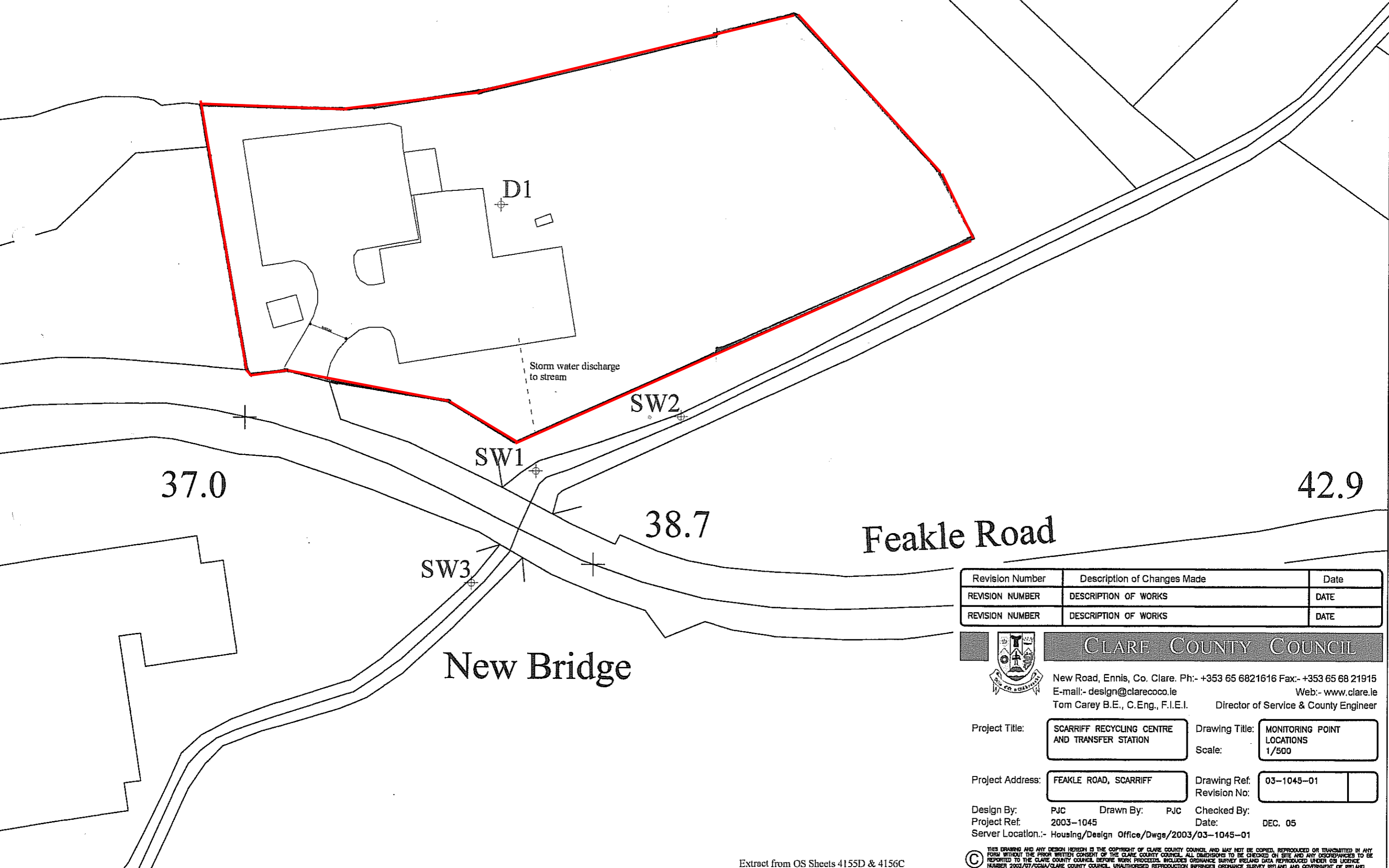
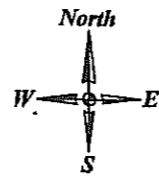
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■ Location of Civic Amenity Site


Grid Reference: 1640 E, 1845 N



	Monitoring Point		Coordinates	
	Point	Easting	Northing	
SURFACE	SW1	164064	184587	
WATER	SW2	164085	184595	
	SW3	164055	184571	
DUST	D1	164059	184625	



Revision Number	Description of Changes Made	Date
REVISION NUMBER	DESCRIPTION OF WORKS	DATE
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CLARE COUNTY COUNCIL
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 E-mail:- design@clarecoco.ie Web:- www.clare.ie
 Tom Carey B.E., C.Eng., F.I.E.I. Director of Service & County Engineer

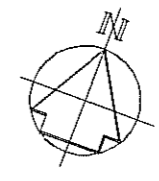
Project Title: **SCARRIFF RECYCLING CENTRE AND TRANSFER STATION** Drawing Title: **MONITORING POINT LOCATIONS**
 Scale: **1/500**

Project Address: **FEAKLE ROAD, SCARRIFF** Drawing Ref: **03-1045-01**
 Revision No:

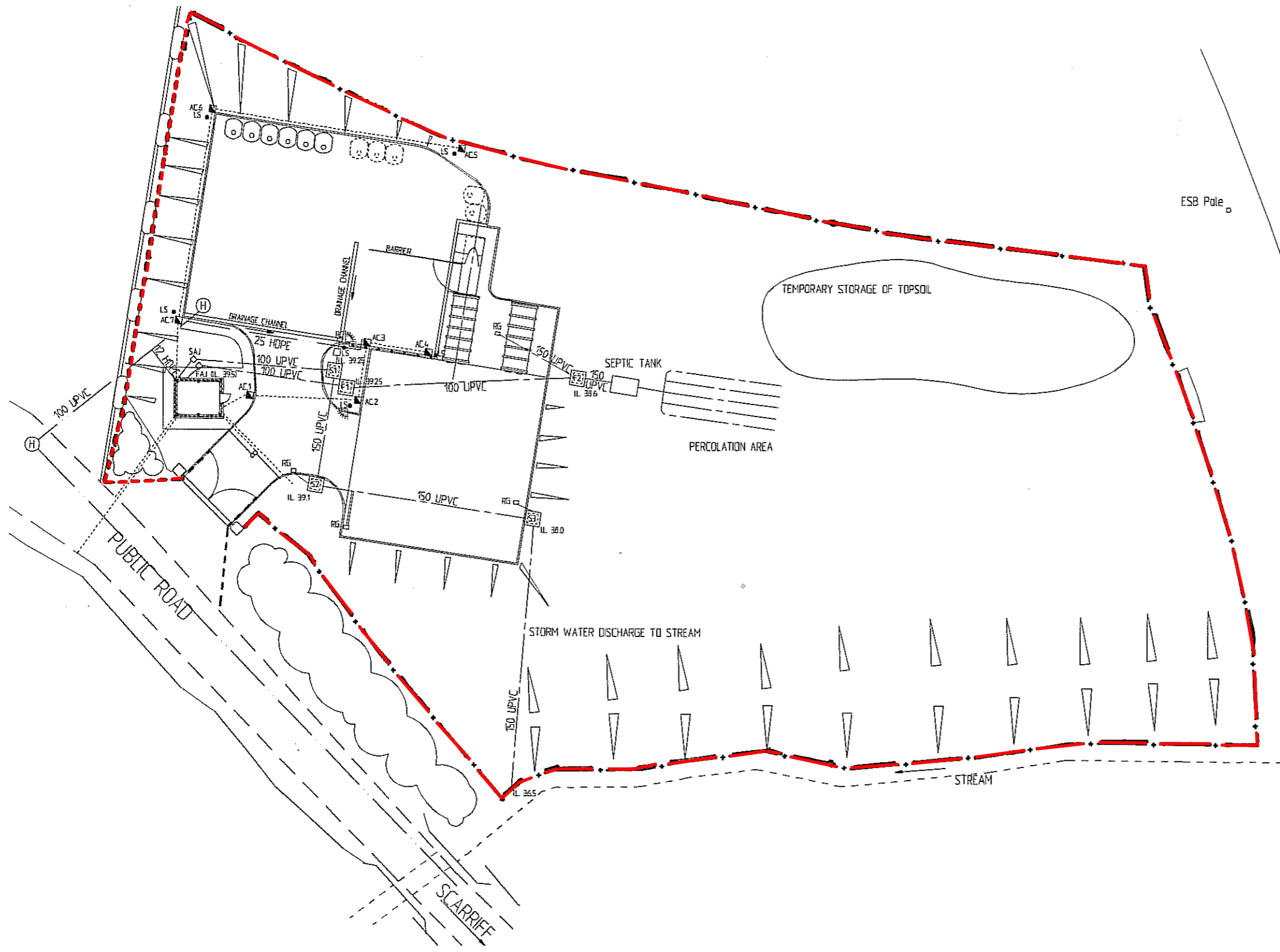
Design By: **PJC** Drawn By: **PJC** Checked By:
 Project Ref: **2003-1045** Date: **DEC. 05**
 Server Location:- **Housing/Design Office/Dwgs/2003/03-1045-01**

Extract from OS Sheets 4155D & 4156C

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A	24-09-97



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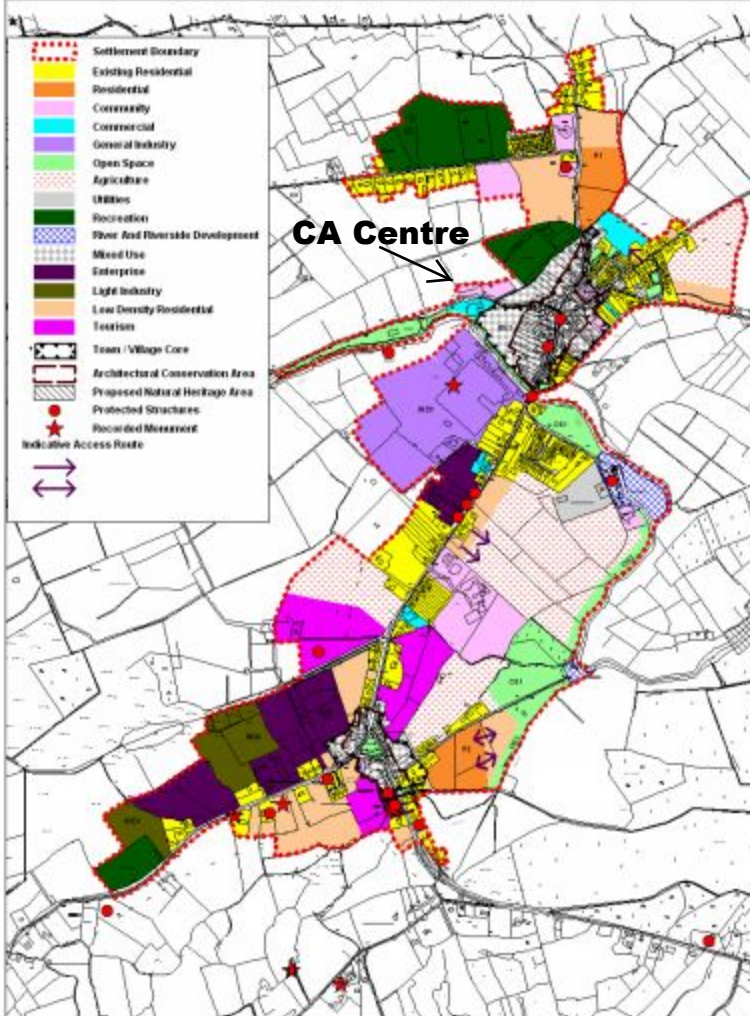
- ACB
LS SITE LIGHTING DUCT, ACCESS CHAMBER AND LAMP STANDARD
- SECURITY CAMERA ON LAMP STANDARD
- RG STORMWATER SEWER, MANHOLE AND ROAD GULLY LOCATION
- FE FOUW SEWER + MANHOLE
- Hydrant (H) WATER PIPING
- SEWER
- 100 PVC DUCT

Figure 9: Drg No. 96-010-02-02 Services Layout Plan

Client CLARE COUNTY COUNCIL		
Job PROPOSED CIVIC AMENITY SITE AT SCARRIFF		
Title of Dwg 1:200 SERVICES LAYOUT PLAN		
Scale 1:200	Dwg No. 96-010-02	Rev. A
Date 16-09-97	Drawn BMS	Checked
		Approved

1:200 SERVICES LAYOUT PLAN

FEHILY TIMONEY WESTON
 MANAGERS • DESIGNERS • CONSULTANTS
 Cork Office: Centre Park House, Centre Park Road, Cork City, Ireland. Telephone: 021-804100, Facsimile: 021-804464.
 Dublin Office: 14 Pembroke Street, Dublin 2, Dublin City, Ireland. Telephone: 01-0014045, Facsimile: 01-0010930.
 Email Address: postmaster@weston.ie



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APPENDIX A

Land Registry Details

Land Registry

County Clare

Folio 42440F

Register of Ownership of Freehold Land

Part 1(A) - The Property

Note: Unless a note to the contrary appears, neither the description of land in the register nor its identification by reference to the Registry Map is conclusive as to boundaries or extent

No.	For parts transferred see Part 1(B) Description	Official Notes
1	<p>The property shown coloured Red as plan(s) BJHR1 on the Registry Map, situate in the Townland of FOSSA BEG , in the Barony of TULLA UPPER , in the Electoral Division of SCARRIFF .</p> <p>The Registration does not extend to the mines and minerals</p>	From Folio CE6081F

Land Registry

County Clare

Folio 42440F

Part 1(B) - Property
Parts Transferred

No.	Prop No:	Instrument:	Date:	Area (Hectares):	Plan:	Folio No:

Land Registry

County Clare

Folio 42440F

Part 2 - Ownership

Title ABSOLUTE

No.	The devolution of the property is subject to the provisions of Part II of the Succession Act, 1965
1	<p>02-MAR-2007 THE COUNTY COUNCIL OF THE COUNTY OF CLARE of NEW ROAD, ENNIS, D2007WR011178Y COUNTY CLARE is full owner.</p> <p>Cancelled D2012LR010223A 13-JAN-2012</p>
2	<p>02-MAR-2007 Clare County Council, Ennis, County Clare is full owner. D2007WR011178Y</p> <p>D2012LR010223A Altered 13-JAN-2012 Instrument No. D2012LR010223A</p>

Land Registry

County Clare

Folio 42440F

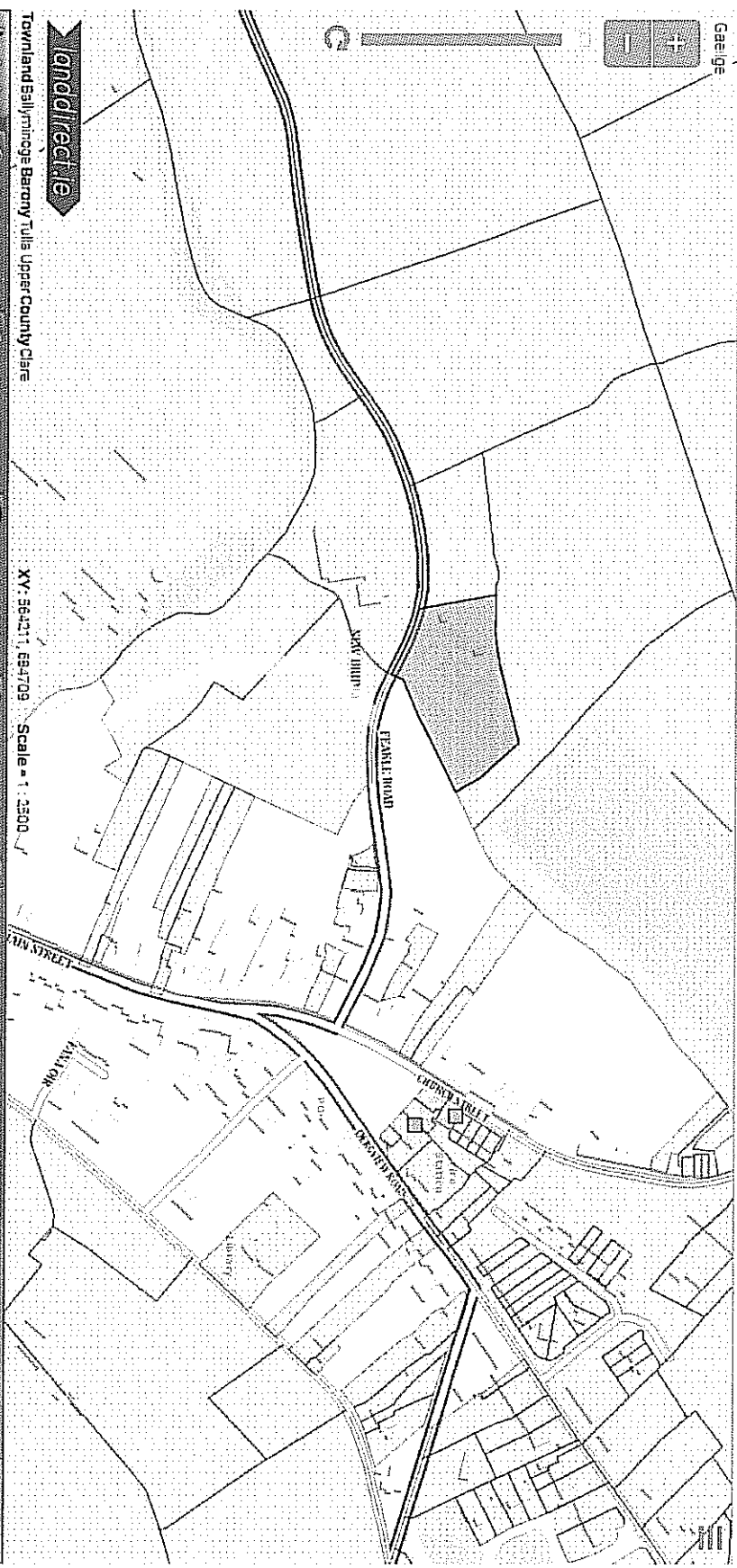
Part 3 - Burdens and Notices of Burdens

No.	Particulars
1	02-MAR-2007 D2007WR011178Y The property having been acquired by the registered owner thereof for its statutory purposes is subject to such restrictions against alienation or letting as may be contained in the statutory enactments relating to such property.

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Gaeilge



Townland Sallyminge Barony Tulla Upper County Clare

	WASTE LICENCE W0150-01 SURRENDER APPLICATION			
		Rev	Date	Page
	W0150-01	PB	21-07-15	A-3

APPENDIX B

Independent Closure Audit Scope

**SCOPE OF INDEPENDENT CLOSURE AUDIT FOR
SURRENDER OF WASTE LICENCE W0150-01
FOR SCARRIFF CIVIC AMENITY CENTRE, FOSSA
BEG, FEAKLE ROAD, SCARRIFF, CO. CLARE.**

Prepared for:

**CLARE COUNTY COUNCIL
ARAS CONTAE AN CHLAIR
NEW ROAD
ENNIS, CO. CLARE**

**Ref. 3196
July 24th, 2015**

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1. INTRODUCTION

Clare County Council operates a Civic Amenity (CA) Centre on the Feakle Road, Scarriff, Co. Clare for the collection of various waste materials from members of the public. The site is located in an area zoned for community use. The principal waste activity at the CA Centre is the compaction of solid waste into 30 m³ closed containers for subsequent disposal to landfill in accordance with Class 12 of the Third Schedule of the Waste Management Act, 1996 and the storage of non-recoverable waste received at the facility, prior to disposal at an appropriate facility in accordance with Class 13 of the Third Schedule.

Waste recovery activities on site include recycling or reclamation of organic substances which are not used as solvents (including composting and other biological transformation processes) in accordance with Class 2 of the Fourth Schedule, recycling or reclamation of metals and metal compounds in accordance with Class 3 of the Fourth Schedule, and recycling or reclamation of other inorganic materials in accordance with Class 4 of the Fourth Schedule. This covers the acceptance of waste oils, cooking oils, beverage cans, white goods, other metals, and glass at the facility. Class 13 of the Fourth Schedule allows for the storage of waste intended for submission to any activity referred to in a preceding paragraph of this Schedule, other than temporary storage, pending collection, on the premises where such waste is produced. This activity is limited to the storage of waste types authorised by the licence at the facility prior to recovery at an alternative appropriate facility.

The Scarriff facility was developed on a green field site and an application for a waste licence was submitted to the Environmental Protection Agency in February 2001. In May 2002 Clare County Council was granted Waste Licence W0150-01 by the Environmental Protection Agency (EPA). Under Part I of the Waste Licence the licenced activities include the following:

Disposal Activities in accordance with the Third Schedule of the Waste Management Act 1996

- **Class 12** – Repackaging prior to submission to any activity referred to in a preceding paragraph of this Schedule (*limited to the compaction of waste and its transfer from the compactor unit to an enclosed container for storage prior to removal off-site to landfill*).
- **Class 13** – Storage prior to submission to any activity referred to in a preceding paragraph of this Schedule, other than temporary storage, pending collection on the premises where the waste concerned was produced (*this activity is limited to the storage of non-recoverable waste received at this facility, prior to disposal at an appropriate facility*).

Recovery Activities in accordance with the Fourth Schedule of the Waste Management Act 1996

- **Class 2** – Recycling or reclamation of organic substances which are not used as solvents (including composting and other biological transformation processes) (*This activity is limited to the acceptance of waste oils and cooking oils at the facility*).

- **Class 3** – Recycling or reclamation of metals and metal compounds (*This activity is limited to the acceptance of beverage cans, white goods and other metals at the facility*).
- **Class 4** - Recycling or reclamation of other inorganic materials (*This activity covers the acceptance of glass at the facility*)
- **Class 13** – Storage of waste intended for submission to any activity referred to in a preceding paragraph of this Schedule, other than temporary storage, pending collection, on the premises where such waste is produced (*This activity is limited to the storage of waste types authorised by the licence at the facility prior to recovery at an alternative appropriate facility*)

Since 2012 the site at Scarriff has accepted less than 1,000 tonnes of waste material per annum from members of the public. Based on the reduced waste tonnages received at the Scarriff site Clare Co. Co. have decided to apply for surrender of their Waste Licence, to be replaced by a Certificate of Registration. As part of the licence surrender process Clare Co. Co. have completed an Application Form for the Surrender of a Licence and as part of the application they also submit this proposed scoping document for the Independent Closure Audit (ICA) for the site to be reviewed by the EPA. The Independent Closure Audit will be completed by SNC Environment based in Kilkenny. The audit will be completed by Mr. John Rea B.Sc., MIENV.Sc. and overseen by Mr. Jason Morrissey C.Eng (Chartered Hydrogeologist). Mr. Rea has over 19 years experience as an environmental professional and Mr. Morrissey has over 14 years experience as an environmental engineer and hydrogeological specialist.

Based on the site history (i.e., not a contaminated site) and the low tonnages of waste materials being handled at the facility on an annual basis, Clare County Council will apply for a Certificate of Registration (COR) for the Scarriff Civic Amenity site to ensure that the site continues to operate under the appropriate environmental controls. The decision to surrender waste licence W0150-01 and move to operating the facility under a COR is based on the low tonnages handled at the facility and the thresholds whereby a waste licence are required by a site. The decision process for surrendering the site waste licence and operating the site under a COR is outlined in Table A below and is based on the decision tree provided by the Environmental Protection Agency for Local Authorities deciding whether their waste transfer, storage and collection site should operate under a waste licence or COR.

Table A – Decision Process for Surrender of Waste Licence W0150-01 and Transfer to COR

Materials Description	EPA Threshold for COR	Annual Tonnage Handled at Scarriff Site	Regulatory Requirement - Licence or COR
Public Domestic Waste Accepted at Site for Disposal	Reception and temporary storage for off-site disposal or recovery of <1,000 t at any one time of waste deposited by the public.	2009 – 743 tonnes 2010 – 566.42 tonnes 2011 – 517.52 tonnes 2012 – 387.1 tonnes 2013 – 307 tonnes 2014 – 306.9 tonnes	COR
Public Domestic Waste Accepted at Site for Recycling / Recovery		2009 – 531.52 tonnes 2010 – 605.97 tonnes 2011 – 567.1 tonnes 2012 – 556.23 tonnes 2013 – 236.44 tonnes 2014 -281.3 tonnes	COR

2. OBJECTIVES

The outline of the ICA scoping is referenced to the requirements provided under Attachment 2 of the Application Form for Surrender of Licence which provides a “*checklist for scope of independent audit*” which forms the basis of Clare County Council’s proposal. The main areas that will be assessed during the ICA are outlined below:

- Identification and documentation of any impacted soils, equipment, building materials, products, process input materials or wastes that may require removal, making safe or disposal to ensure they do not result in environmental pollution or impacts on human health.
- Assessment of potential impact on soil and/or groundwater quality from historical operation of the site;
- Timescale for the completion of the ICA and submission of the ICA report
- Identification of how environmental liabilities will be dealt with following the surrender of the Waste Licence and outlining any remediation works that may be required;
- Complete a review of environmental monitoring and sampling works carried out as part of the licence compliance and submit a proposal for the revision of licence sampling, analysis and reporting for the Scarriff site following the transfer from a Waste Licence to a COR;
- Proposed health and safety controls to be implemented during any site decommissioning works, where required; and
- Proposed Independent Closure Audit Report completed with reference to the EPA document entitled “*Guidance to Licensees on Surrender, Cessation, and Closure of Licensed Sites*”, 2012.

3. PROPOSED ICA SCOPE METHODOLOGY

As outlined in Section 2 the proposed ICA will include review an inspection of environmental aspects associated with historical operations at the Scarriff Civic Amenity Centre site and potential environmental impacts associated with those historical operations. The main areas covered by the ICA are outlined below.

3.1. Licence Documents Review

A review of relevant site information will be completed by the auditor prior to the completion of the ICA. Clare County Council will provide the ICA auditor with access to the following documentation; licence application and environmental reports (e.g., site assessments, baseline sampling and surface water quality), site environmental monitoring data from granting of licence

to end of 2014, tonnages and types of waste materials handled on site AERs and EPA correspondence. The review will provide baseline information for the auditor and guide the audit process.

3.2. Interview with Clare County Council Staff

The ICA will begin with an interview of Clare County Council staff that have a full knowledge of the site waste licence and the site history. The interview will be used to establish the practical operations at the site and to address any queries that the auditor may have following the licence document review.

The audit will include a complete registry / inventory of wastes already transported off site and those still remaining on-site and requiring disposal/recovery from the site. The inventory/register will include a listing of wastes and their associated EWC codes, hauliers used/ and the hauliers permit numbers and permit/licence registration numbers of final disposal/recycling facilities.

3.3. Plant and/or Equipment Decontamination

The surrender of the licence will not involve the removal or decommissioning of equipment but rather the readjustment of the regulatory controls that the site must comply with as part of the process of transition between a Waste Licence and a COR. It is anticipated that all equipment and storage receptacles would remain on site as part of the on-going and future operations of the site.

3.4. Liquids Storage Assessment

The Audit will include the identification of all surface and subsurface liquid storage (e.g., waste oil storage) and associated pipework. The audit will initially comprise of review of all available site drawings indicating the locations of on-site storage tanks and bunded areas and any associated integrity testing results. The review will be followed up by a site walkover inspection to confirm the presence of the identified storage areas and associated pipework and to confirm their condition and status (i.e., observed leaks or corrosion and confirm if any liquid is still present that will require removal and appropriate treatment or disposal. The outline of tasks to be completed are provided in section 1 of Table A.

3.5. Surface Water/Storm Water Runoff

The Audit will identify on a site map the location of surface water runoff drains and identify surface water flows direction. A review of sampling and analysis results will be completed to assess storm water quality exiting from the site and identify if any potential impacts to surface water exist or are likely to exist.

3.6. Waste Management

A waste inventory will be completed for any wastes arising from the transfer process between a Waste Licence and COR including; decommissioned plant, equipment, impacted soils, building materials and process wastes. The waste inventory will include the materials EWC codes, proposed tonnage, details of waste haulage contractor (name and permit No.) and the details of the final disposal / recycling facility to be used (name and waste licence No.). Any decommissioning, cleaning, decontamination and rendering safe of site plant, equipment, pipework or tanks will be documented and verified as part of the final ICA report. It is anticipated that there will be minimal to no additional waste produced during the regulatory transfer process, however the ICA will still complete the aspects of the licence surrender process. The outline of the works to be completed are included in section 2 of Table A.

A review of the waste management controls that Clare Co. Co. will have in place post licence surrender will be documented and available for inspection.

3.6.1. Decommissioning of Buildings Plant and Machinery

Because the licence surrender is based on the reduced tonnages on site and a transfer from a Waste Licence to a COR it is envisaged that the site building and the existing process and storage equipment will remain in place.

3.6.2. Underground Structures

A review and assessment of any subsurface liquid storage tanks/sumps and associated transfer pipework for process inputs (e.g., fuel or waste oil) and/or waste liquids or slurries will be completed. The audit will initially comprise a review of all available site drawings indicating the locations of on-site storage tanks, sumps and bunded areas and any associated integrity testing results. The review will be followed up by a site walkover inspection to confirm the presence of the identified storage areas and associated pipework and to confirm their condition and status (i.e., observed leaks or corrosion and confirm if any liquid is still present that will require removal and appropriate treatment or disposal. For any areas where no integrity test results are available it may, depending on site observations, be necessary to collect soil samples to determine soil quality. The outline of tasks to be completed are provided in section 1 of Table A.

Verification will be provided that all storage tanks, sumps, bunds and associated pipework associated with the site has been/ will be emptied, cleaned and any contents appropriately removed and disposed of (where required).

3.7. Soil & Groundwater Assessment

The initial licence document review completed as part of section 3.1 will include any hydrogeological works completed as part of the waste licence application in 2001. Based on the review of groundwater quality at the site an assessment of potential soil and groundwater impacts will be developed, were applicable. The assessment will be based on the development

of a source-pathway-receptor model for the site coupled with a conceptual site model that identifies all potential contaminant pathways. The outline of tasks to be completed are provided in section 3 of Table A.

As part of the site groundwater screening an assessment identifying if the site overlies a groundwater protection zone, the aquifer status and vulnerability will be completed. The Site ICA will include a visual inspection of waste, fuel and storage areas to determine surface conditions (i.e., concrete yard, bunds etc.) and identify any area where potential impact from run-off or vertical migration of contaminants (e.g., surface staining or vegetation dieback) is evident.

The results of the initial site assessment will determine if further site investigation is required.

4. COMPLETION OF INDEPENDENT CLOSURE AUDIT

The timescale for the completion of the Independent Closure Audit (ICA) will be dependent on the acceptance of the ICA scope by the EPA OEE. It is hoped that the submission of the licence surrender application and this ICA scope will be submitted by the end of July 2015 with approval of the ICA scope from the EPA OEE and the completion of the ICA by the end of September 2015 if possible. The audit will be completed to assess the following criteria:

- whether environmental impacts will arise in future based on past operations and incidents on site;
- Storage of waste on site is appropriate and will not cause environmental impact;
- Any decommissioning works are completed to best practice and any contaminated plant and equipment is appropriately decontaminated and or recycled/disposed of; and
- Record and report any areas that may require further investigation or clarification to allow for a clear understanding of site quality to be determined.

5. ENVIRONMENTAL LIABILITIES POST CLOSURE

Because the acceptance of waste materials will continue at the site under a COR rather than a Waste Licence, Clare Co. Co. recognise that there will be a requirement to review the site environmental liabilities to take account of the removed risks associated with larger volumes of waste handled on site and to identify and score those potential environmental risks that may remain on site post licence surrender. This will be completed and included in the ICA Report, see section 4 of Table A.

6. PROPOSED REVISED SAMPLING PROGRAMME

Based on the limited changes to the site operations a proposed revised sampling programme for the site and the justification for those changes will be provided in the ICA Report.

7. HEALTH & SAFETY

It is not envisaged that the proposed changes in the regulatory controls at the site will require any decommissioning works to be completed. If any decommissioning works are identified then they will be completed by competent and trained contractors to ensure that all appropriate health and safety control are maintained. All decommissioning works will also be completed with reference to appropriate health and safety regulations, including; Safety, Health and Welfare at Work Act, 2005 and the Safety, Health and Welfare at Work (General Application) Regulations, 2007 and associated Regulations. Where appropriate, health and safety works method statements will be requested for works being completed.

7.1. Site Security

The site will continue to operate as a Civic Amenity Centre and all existing security measures will be continued including alarms and CCTV surveillance.

8. INDEPENDENT CLOSURE AUDIT REPORT

The independent closure report will be completed with reference to Agency document "Guidance to Licensees on Surrender, Cessation and Closure of Licensed Sites", 2012 (EPA Guidance). The ICA report will outline the scope of works completed, copies of relevant paper work (including site audit sheets, groundwater quality trends, waste inventories etc.) and the status of the site with relation to surrender of the licence. The final report will be submitted in triplicate to the Agency upon completion.

Table A – ICA Environmental Risks and Audit Scope Tasks

Risk ID	Potential Environmental Risk	Potential Contaminants of Concern	Proposed Audit Scope Tasks
1	Liquids Storage	Waste oils	<p>Identification (through review of site drawings) and inspection of all areas where liquids are/were stored on site including tanks, sumps, bunded areas, hard standing areas and surrounding surfaces for identification of potential run-off (i.e., staining). Any additional areas identified during the site audit will also be included and a review of potential contents will be completed.</p> <p>Also, a review of tank conditions and integrity test reports will be completed and included for all tanks and bund areas on site.</p> <p>Verification will be provided that all tanks, sumps and bunds have been/ will be emptied, cleaned and any contents appropriately removed and disposed of (where required).</p>
2	Wastes	Wastes collected for disposal and recycling / recovery	<p>Assessment of waste inventory for wastes accepted on site. There is no perceived waste arising from the site licence surrender (i.e., no decommissioning works required). The waste inventory for the preceding 5 years will include the materials EWC codes, tonnage, details of waste haulage contractor (name and permit No.) and the details of the final disposal/recycling facility to be used (name and waste licence No.)</p>
3	Soil/groundwater Assessment	Run-off from waste oil, compactor or other waste storage area.	<p>Review of any existing hydrogeological information for the site. A review of site environmental monitoring results will be completed to assess potential impacts and may also be accompanied by a Source-pathway-receptor model for the site coupled with a conceptual site model that identifies all potential contaminant pathways. The assessment will also identify if the site overlies a groundwater protection zone and the aquifer status and vulnerability. The Site ICA will include a visual inspection of waste storage areas to determine surface conditions (i.e., concrete floor/yard, bunds etc.) and identify any area where potential impact from run-off (e.g., surface staining or vegetation dieback) is evident.</p> <p>The results of the initial site assessment will determine if further site investigation is required.</p>
4	Remaining Site Operations	Waste Storage	<p>A review of the site operations following the transfer from Waste Licence to COR. The review will include identification of the potential environmental risks associated with the site. The review will include a basic environmental liability risk assessment for the site to include a scoring matrix based on the potential environmental risk associated with the site post licence surrender.</p>