

States of Jersey

Department of the Environment  
Waste Management (Jersey) Law 2005 - Article 26

**Waste Management Licence Application Form (JWL001)**

**When complete, send six copies of each sheet and all accompanying plans, cross sections and documents to:-**

Head of Waste Regulation,  
Department of the Environment  
States of Jersey, Howard Davis Farm,  
La Route de la Trinite, Trinity,  
Jersey JE3 5JP

**WARNING**

**It is an offence under Article 100 of the Waste Management (Jersey) Law 2005 to knowingly or recklessly make a statement in this application that is false or misleading in a material particular. Any person found guilty of such an offence shall be liable to imprisonment for a term not exceeding two years or to a fine, or both.**

**IMPORTANT - PLEASE READ BEFORE COMPLETING THIS FORM**

- < Please ensure that you have read all the accompanying guidance before proceeding with this application form.
- < Each section should be fully completed. An incomplete or insufficient answer will halt the licensing process until a suitable answer is provided. For each section please refer to the guidance provided with the application form.
- < An application will not be considered against a poor set of accompanying plans and cross sections - these should be drawn up by a competent surveyor, architect or engineer.
- < An unsigned application will not be considered.

**COMMERCIAL CONFIDENTIALITY**

**This application form, when completed and submitted, will become a publicly available document. Should you consider that any of the information you are required to provide is a trade secret you are entitled to apply for a certificate of confidentiality under Article 94 of the above Law. To apply for such a certificate please enclose a letter when submitting this form stating clearly which information you wish to be kept confidential and why.**

**Whilst your application for confidentiality is being considered by the Minister for Planning and Environment the information concerned shall be treated as confidential. You will be informed in writing of the Minister's decision. You may appeal against the Minister's decision - *see guidance note 1***

## Part 1 - The Applicant

<b>1.1 Authorised contact</b> <i>(see note 2)</i>		
Full name, surname first then all forenames	Steedman, Stephanie Helen	
Position	Consultant	
Business address	C'est Tout, Les Fourneaux, La Rue de la Corbiere,	
St Brelade		
	Postcode	JE3 8HP
Telephone number	[REDACTED]	
Fax number		
e-mail address	enquiries@keplanning.com	

<b>1.2 Is the applicant:</b>	tick	
An individual/sole trader	<input type="checkbox"/>	complete section 1.3 then go to part 2
A partnership	<input type="checkbox"/>	complete sections 1.4 & 1.5 then go to part 2
A limited company	<input type="checkbox"/>	complete sections 1.6 & 1.7 then go to part 2
A Department of the States of Jersey, other than under the Planning and Environment Minister	<input type="checkbox"/>	complete section 1.8 then go to part 2
Other (please detail)	<input type="checkbox"/>	

<b>1.3 Individual applicant - please provide the following information:</b>	
Full name, surname first then all forenames	
"Trading as" or business name	
Any former "trading as" or business names	

<b>1.4 Partnership - please provide the following information:</b> <i>(see note 3)</i>		
Name of partnership (if there is one)		
Business address		
	Postcode	
Telephone number		
Fax number		
e-mail address		

<b>1.5 Partnership (continued) - please provide the following information for each partner:</b>	
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<b>Partner</b>		
Full name, surname first then all forenames		
Business address		
	Postcode	
<b>Partner</b>		
Full name, surname first then all forenames		
Business address		
	Postcode	
<b>Partner</b>		
Full name, surname first then all forenames		
Business address		
	Postcode	

<b>1.6 Companies registered under Companies (Jersey) Law 1991 please give:</b>		
Company name	Holiday Tours Ltd T/A W.P.Recycling	
Company registration number	37319	
Address of registered office	Broadlands, Le Mont Fallu, St Peter	
	Postcode	JE3 7EF
Address of main office (if different)		
	Postcode	
Date of formation of company	Holiday Tours Limited – Registered 25.03.1987. W.P.Recycling registered as trading/business name of Holiday Tours Limited on 21.03.2006.	
Telephone number of company	01534 499641	
Fax number of company	01534 746757	

<b>1.7 Companies (continued) - please provide the following for the Company Secretary and each Director or similar officer:</b>		
<b>Officer</b>		
Full name, surname first then all forenames	Le Marquand, Wayne Philip	
Position held within the company	Managing Director	
Full correspondence address	Broadlands, Le Mont Fallu, St Peter	
	Postcode	JE3 8EF
<b>Officer</b>		
Full name, surname first then all forenames	Duncan, Lynn	
Position held within the company	Company Secretary	
Full correspondence address	As above	
	Postcode	
<b>Officer</b>		
Full name, surname first then all forenames		
Position held within the company		
Full correspondence address		
	Postcode	

<b>1.8 Department of the States of Jersey</b>		
Name of Minister		
Full name of Department		
Contact Name		
Contact address		
	Postcode	
Telephone number		
Fax number		
e-mail address		

## Part 2 - The Site

<b>2.1 Site name and location - your application must also include a site plan showing, outlined in red, the area of land this application relates to (see note 4).</b>										
Site name (if applicable)	Broadlands									
Full site address	Le Mont Fallu, St Peter									
							Postcode	JE3 7EF		
Ordnance Survey National Grid Reference	4	9	1	2		0	2	1	0	
What is the site currently used for?	Waste management and recycling facility and transfer station									

<b>2.2 Ownership of the site</b>	
Is the applicant the owner of the land this application relates to?	Yes <input type="checkbox"/> go to section 2.3 No <input type="checkbox"/> go to section 2.4

<b>2.3 Proof of occupancy</b>	
Please detail what proof of ownership you have provided with this application.	Letter attached (1)

<b>2.4 Proof of occupancy</b>	
Please detail what proof that you have the landowner's consent to occupy the land for the purposes of the activity to which the licence relates.	Not required

<b>2.5 Planning status of the site (see note 6)</b>	
Does the site have a suitable planning permission for the activities applied for?	Yes <input type="checkbox"/> include copy with application No <input type="checkbox"/> go to section 2.6
Planning permission reference number	P/2008/0288
Date granted	09/12/2010

<b>2.6 Lawful use of the site</b>	
Please detail what, in the absence of a planning permission, allows the lawful use of the site for the activities applied for.	

### Part 3 - Waste Management Activities

<b>3.1</b> <b>What will be the main waste management activity carried out at the site?</b> <i>(see note 7)</i> <i>Please tick one box only</i>	
Landfill	<input type="checkbox"/>
Transfer station	<input type="checkbox"/>
Incinerator	<input type="checkbox"/>
Storage at site other than that of production	<input type="checkbox"/>
Biological treatment	<input type="checkbox"/> <i>please specify process below</i>
Chemical treatment	<input type="checkbox"/> <i>please specify process below</i>
Physical treatment	<input type="checkbox"/> <i>please specify process below</i>
Treat waste to maximise re-use, recycling and recovery.	
Other	<input type="checkbox"/> <i>please give details below</i>

<b>3.2</b> <b>Other waste management activities</b> <i>(see note 8)</i>	
Please summarise the other waste management activities to be carried out at the site (e.g. baling, sorting, screening, leachate treatment)	

<b>3.3 Other regulatory controls</b>			
Are any of the activities referred to in your answers to 3.1 & 3.2 subject to any other regulatory controls (e.g. discharge permit under the Water Pollution [Jersey] Law 2000)?		Yes <input type="checkbox"/>	<input type="checkbox"/> <i>please give details below</i>
		No <input type="checkbox"/>	<input type="checkbox"/>
Discharge permit under Drainage (Jersey) Law 2005 – ref: 161c/01/13			
Hazardous Waste Carriers Licence Licence under Diseases of Animals (Jersey) Law, 1956 and Diseases of Animals (Waste Foods) (Jersey) Order, 1958 as amended			
<b>3.4 What are the types and quantities of wastes the site will manage? (see note 9)</b>			
<b>Waste type</b>	<b>Physical form</b> <i>Delete as appropriate</i>	<b>Tonnes per day</b>	<b>Tonnes per year</b>
Municipal	solid/sludge/liquid/powder/gas	150	49,500
Hazardous	solid/sludge/liquid/powder/gas	10	330
Health care	solid/sludge/liquid/powder/gas		
Scrap metal	solid/sludge/liquid/powder/gas	45	14850
Construction/demolition	solid/sludge/liquid/powder/gas	300	99,000
Other <i>please specify</i>			
	solid/sludge/liquid/powder/gas		
	solid/sludge/liquid/powder/gas		
	solid/sludge/liquid/powder/gas		
	solid/sludge/liquid/powder/gas		
<b>Total</b>		505	163,680
<b>Annual total (if different to combined totals)(see note 10)</b>			

3.5 Hazardous wastes (see note 11)				
Does the applicant intend to accept hazardous wastes at the site?		Yes	<input type="checkbox"/> please give details below	
		No	<input type="checkbox"/> go to Part 4	
Waste type	Hazard code H1 - H13	Physical form <i>Delete as appropriate</i>	Tonnes per day	Tonnes per week
Asbestos		solid/sludge/liquid/powder/gas	10	50
Fuel, oil, paints, varnishes, other liquids		solid/sludge/liquid/powder/gas	<1	<5
		solid/sludge/liquid/powder/gas		
		solid/sludge/liquid/powder/gas		
		solid/sludge/liquid/powder/gas		
		solid/sludge/liquid/powder/gas		
		solid/sludge/liquid/powder/gas		
		solid/sludge/liquid/powder/gas		
		solid/sludge/liquid/powder/gas		
<b>Total</b>			11	55
<b>Annual total</b> (if different to combined totals)(see note 10)				



## Part 4 - Site Operations

<b>4.1 Capacity of the site</b>	
What type of site is being applied for?	<input type="checkbox"/> Landfill site - go to section 4.2 then 4.5 <input type="checkbox"/> Incinerator - go to section 4.3 then 4.5 <input type="checkbox"/> Treatment plant -go to section 4.3 then 4.5 <input type="checkbox"/> Transfer station - go to section 4.4 then 4.5 <input type="checkbox"/> Other - go to section 4.4 then 4.5

<b>4.2 Landfill capacity (se note 12)</b>	
Total void space	cubic metres
Total area for landfilling of wastes	vergees

<b>4.3 Incinerator/treatment plant capacities</b>	
Maximum theoretical design throughput	tonnes per hour
Proposed actual throughput (if different from above)	tonnes per hour
Storage capacity for wastes prior to treatment / incineration (both tonnes and cubic metres)	tonnes
	cubic metres
Storage capacity for post treatment / incineration residues (e.g. ash) (both tonnes and cubic metres)	tonnes
	cubic metres

<b>4.4 Transfer station/other capacities</b>	
Municipal waste storage capacities  (both tonnes and cubic metres for solids, please state units used for liquids or gases)	1000 tonnes
	500 cubic metres
Hazardous waste storage capacities  (both tonnes and cubic metres for solids, please state units used for liquids or gases)	80 tonnes
	40 cubic metres
Health care waste storage capacities  (both tonnes and cubic metres for solids, please state units used for liquids or gases)	tonnes
	cubic metres
Construction/demolition waste storage capacities  (both tonnes and cubic metres)	Storage 20,000 Tonnes
	10,000 cubic metres
Scrap metal storage capacities  (both tonnes and cubic metres)	50 tonnes
	20 cubic metres

4.5 Operational status	
Is the application site:	<input type="checkbox"/> Existing site - go to section 4.6 then 4.8 <input type="checkbox"/> A new facility - go to section 4.7 then 4.8

4.6 Existing sites (see note 13)	
Date waste management activities began	1994
Estimated remaining active life (where appropriate)	years

4.7 New facilities	
Proposed start date for work at the site	Planning Permit P/2008/0288 commenced
Estimated active life (where appropriate)	years

4.8 Operating hours			
	Days	From	To
	Monday to Friday	07:30	18:00
	Saturday	07:30	13:00
	Sunday	:	:
	Bank/public holidays	:	:
Hours open for receipt/removal of waste (if different from permitted hours) <i>Use 24 hour clock</i>	Days	From	To
	Monday to Friday	07:30	18:00
	Saturday	07:30	13:00
	Sunday	:	:
	Bank/public holidays	:	:
Hours open for processing/handling of waste (if different from permitted hours) <i>Use 24 hour clock</i>	Days	From	To
	Monday to Friday	08:00	18:00
	Saturday	08:00	13:00
	Sunday	:	:
	Bank/public holidays	:	:

\* Occasionally a P30 vehicle will make a delivery to/collect materials from the site. Timing will need to comply with highway authority requirements.

\*\* Refuse vehicles from 04.30am Monday – Saturday, including bank holidays on occasions.

## Part 5 - "Fitness" of Applicant

<b>5.1 "Fitness"</b>
<p>A waste management licence may be granted to a person only if the Planning and Environment Minister is satisfied that he is fit to carry on the activity to which it relates. There are three factors to take into account:</p> <ol style="list-style-type: none"> <li>1. Financial security</li> <li>2. Technical resources</li> <li>3. Relevant convictions for offences</li> </ol>

<b>5.2 Financial security (see note 14)</b>
<p>Please describe below how you intend to demonstrate that you have sufficient financial resources to meet the terms and conditions of the waste management licence (use separate sheets if necessary). You should include an expenditure plan for the site with this application.</p>
<p>The main costs arising from the construction of the facility – the workshop and mixed-waste shed have already been met. The wheel wash and weighbridge have also already been purchased. The main outstanding construction items are the concrete slab, retaining walls and drainage infrastructure. These costs will be kept to a minimum as materials and services will be supplied by W.P.Recyclomix and W.P.Recycling and a long spread of payment schedules be organised. Professional fees have been paid for. It is calculated that remaining other outstanding costs to implement the replacement facility will be in the order of [REDACTED], payment for which will be spread over 3 years. No change in operating costs – Holiday Tours Limited t/a W.P.Recycling is a long standing successful trading company. Mr Le Marquand has adequate funds/assets to meet necessary costs (further information provided separately) (2).</p>

<b>5.3 Technical resources (see note 15)</b>	
<p>Please give the following details for each person who will be responsible for managing the site. For each person named below we require a statement of qualifying experience and we may also want to carry out our own assessment.</p>	
Full name	Mr W Le Marquand
Position	Managing Director
Name of referee on statement of qualifying experience	1. Mr M Clancy
	2. Mr A Frazier
Full name	Mr M Marie
Position	Operations Manager
Name of referee on statement of qualifying experience	1. Mr D Saunders
	2. Mr J Hamilton
Full name	Mr N Poignard
Position	Assistant Operations Manager
Name of referee on statement of qualifying experience	1. Mr G Mourant
	2. Mr T MacDonald

**5.4 Relevant convictions for offences** (see notes 16 & 17)

Has the applicant or any relevant person been convicted of any offence?	Yes <input type="checkbox"/> <i>provide details below</i> No <input type="checkbox"/> <i>go to Part 6</i>
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**Please give full details of each offence below. Continue on a separate sheet if necessary.**

Full name of company or individual convicted	
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Position held within company (if relevant)	
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Date of conviction	
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Name of court	
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Offence and penalty imposed	
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Full name of company or individual convicted	
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Position held within company (if relevant)	
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Date of conviction	
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Name of court	
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Offence and penalty imposed	
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Additional information on any offences detailed (for example, any appeals lodged, why the offence occurred, what actions have been taken to prevent further such offences in the future).

## Part 6 - Completion of Application

<b>6.1 Checklist - please tick to confirm inclusion of the following documents (see note 18)</b>		
Document	No. of copies	Included?
Completed application form	1	<input type="checkbox"/>
Continuation sheets - numbered and cross referenced to the section they apply to and signed and dated by the applicant	1	<input type="checkbox"/>
Company registration or partnership documents	1	<input type="checkbox"/>
Site location plan	1	<input type="checkbox"/>
Evidence of land ownership or written undertaking from site owner	1	<input type="checkbox"/>
Copy of planning permission	1	<input type="checkbox"/>
Financial information, including site expenditure plan	1	<input type="checkbox"/>
Statement(s) of qualifying experience	1 of each	<input type="checkbox"/>
Working plan, including: \$ a written statement \$ plans \$ detail drawings with a full contents list of plan titles, dates and unique plan/drawing reference numbers (see "Guidance Notes on the New Waste Management Licensing System", Chapter 5)	1	<input type="checkbox"/>
Letter requesting commercial confidentiality	1	<input type="checkbox"/>

<b>6.2 Other relevant documents included with this application</b>	
Document	
Title	
Date	
Reference number	
Document	
Title	
Date	
Reference number	
Document	
Title	
Date	
Reference number	

### Part 7 - Declaration

Any person who, in support of an application made for a Waste Management Licence, knowingly or recklessly makes a statement that is false or misleading in a material particular commits an offence under Article 100 of the Waste Management (Jersey) Law 2005 and is liable to imprisonment for a term not exceeding two years or to a fine, or both.

*I/we certify that this information is correct.*

*I/we hereby apply for a waste management licence in respect of the particulars described in this application (including working plan and supporting documentation) (see note 20)*

#### Signature(s)

**Please note that applicants must sign the declaration themselves, even if an agent is acting on their behalf. An unsigned or incorrectly signed application will not be accepted.**

**For applications from**

- **more than one person - all applicants must sign below**
- **a company or other corporate body - an authorised person should sign below.**

Signature	
Name	Mr Wayne Le Marquand
Position	Managing Director
Date	15/11/2013
Signature	
Name	
Position	
Date	
Signature	
Name	
Position	
Date	