

**Department of Local Government and the Environment**  
*Rheynn Reiltys Ynnydagh as y Chymmyltaght*

**Public Health Act 1990**

**Collection and Disposal of Waste Regulations 2000**

**NOTIFICATION OF AN EXEMPT ACTIVITY**

**Notice of intention to carry out an exempt activity falling in Regulation 8 Schedule 5**

|                            |                        |
|----------------------------|------------------------|
| <b>For Office Use Only</b> |                        |
| First Notice: Yes/No       | Renewal Notice: Yes/No |
| Previous Reference No.     |                        |
| Date Received:             | Date of Enquiry:       |
| Date Entered onto Register |                        |
|                            |                        |

Please complete this form if you wish to give notice to the Department of Local Government and the Environment, herein referred to as the Department, of your intention to carry on a Paragraph 12 exempt activity under the following provisions of Schedule 5 of The Collection and Disposal of Waste Regulations 2000 or to give notice of a request that a registration of such an exempt activity be renewed.

**N.B. This form is designed for notifications only in respect of Non-agricultural land.**

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

- (i) enter the particulars of the exempt activity on the register and confirm this in writing to you; OR
- (ii) serve on you a notice of refusal stating that registration is refused and giving reasons for that decision.

Before completing this form:

Please note that this form should only be used to register an activity which is exempt under Paragraph 12 of Schedule 5 of The Collection and Disposal of Waste Regulations 2000 (see Appendix 2).

|  |
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| <b>1. Contact details of the Establishment or Undertaking i.e. the Person, Company or Organisation that will carry on the Exempt Activity.</b> |
| <b>Name:</b>   |
| <b>Address:</b>  |
| <b>Postcode</b>  |
| <b>Telephone</b>   |
| <b>Contact Name &amp; Designation:</b>   |
| <b>Registered Office Address:</b>  |

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| <b>2. Agent Details.</b>   |
| <b>This section must be filled in where you are applying to register an exemption on behalf of another person, company or organisation. If not applicable go on the section 3.</b> |
| <b>Company / Name:</b>   |
| <b>Address:</b>  |
| <b>Postcode:</b>   |
| <b>Telephone:</b>  |
| <b>Contact Name &amp; Designation:</b>   |
| <b>Registered Office Address:</b>  |

| <b>3. Are you giving notice of a new Exempt Activity or of a renewal of a previously registered exempt activity?</b>  |                            |                 |
|---|----------------------------|-----------------|
|   |                            | <b>Yes / No</b> |
| <b>(i) Are you giving notice of an activity under Schedule 5</b>  | <b>12(a) Sewage Sludge</b> |                 |
|   | <b>12(b) Any Waste</b>     |                 |
| <b>(ii) Is your intention to carry on an Exempt Activity that has not previously been registered or was registered and has subsequently been removed from the register?</b> |                            |                 |
| <b>(iii) Is your request to renew the registration of an existing registered exempt activity?</b>   |                            |                 |
| <b>If Yes, exemption reference:</b>   |                            |                 |
| <b>Amount of waste used in the previous 12 months:</b>  |                            |                 |
| <b>Give date current exemption was registered:</b>  |                            |                 |
| <b>Have any details of the exemption changed?</b>   |                            |                 |

|  |                 |
|--|-----------------|
| <b>4. Storage and spreading of sludge</b>  |                 |
| <b>(i) How has the sludge been treated?</b>  |                 |
|  |                 |
| <b>(ii) What is the quantity and origin of sludge to be stored or treated?</b>   |                 |
|  |                 |
| <b>(iii) Do you plan to store the sludge prior to use?</b><br><b>(If No go to (viii) below)</b>  | <b>Yes / No</b> |
| <b>(v) Will storage be at the place where it is to be used?</b>  |                 |
| <b>(vi) Give a 6 figure National Grid Reference of a key point of the storage area:</b>  |                 |
| <b>(vii) Will storage exceed 90% capacity of the available capacity of the storage vessel?</b>   |                 |
| <b>(vii) Will sludge be stored for a period longer than 6 months in suitable storage vessel?</b>   |                 |
| <b>(vii) Is storage</b>  | <b>Yes / No</b> |
| <b>Within 10 metres of any inland or coastal waters?</b>   |                 |
| <b>Within 50 metres of any spring, well or borehole used for water supply other than domestic supply?</b>  |                 |
| <b>Within 250 metres of any spring, well or borehole used for domestic water supply?</b>   |                 |
| <b>(viii) Is the sludge to be used in accordance with the Code of Practice for Agriculture Use of Sewage Sludge?</b>   |                 |
| <b>(ix) Is the sludge to be used to treat land which is not agricultural land?</b>   |                 |
| Where sludge is to be used on land which is not agricultural land, this notice shall be accompanied by a document describing how the activity will result in ecological improvement or as the case may be, enhancement of the growth of crops. This shall be prepared by or based on advice from a person who, in the opinion of the EPU, has appropriate technical or professional expertise. The signature or contact details of the appropriate person should be on the document. |                 |
| The document should detail how the application of sludge will not cause the concentration in the soil of any elements listed in Table 1, do not exceed the maximum concentration limits specified.   |                 |

**5. This Notice shall be accompanied by the following Documents**

Please tick box where included.

| <b>(i) For initial notification the following documents shall be provided:</b>  | <b>Please tick where included</b> |
|---|-----------------------------------|
| (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. To aid assessment please mark on watercourses and buffer strips if appropriate. |                                   |
| <b>(ii) Where the purpose of the treatment is ecological improvement or crop enhancement the following document(s) must be supplied:</b>  |                                   |
| (a) A certificate describing how the treatment will result (or continue to result) in ecological improvement or enhancement of the growth or crops.<br><br>The statement shall be prepared by or based on advice from a person with appropriate technical or professional expertise.                                |                                   |
| (b) An assessment of the risk of pollution caused by the use. (see guidance in Appendix 1 for detailed requirements)  |                                   |
| (c) An analysis of the wastes to be used and the soil which is to be treated. (see guidance in Appendix 1 for detailed requirements)  |                                   |
| <b>(iii) For renewals with minor changes the following document must also be supplied:</b>  |                                   |
| Please provide details of how the particulars given in your notice, plan and documentation prior to first registration have been revised and are no longer accurate. A minor change would include issues such as contact detail.  |                                   |

**The Data Protection Act 2002**

The Department of Local Government and the Environment (the Department) is responsible for maintaining and improving the environment and regulating environmental issues. 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 Department to deal with your application, to monitor compliance with the licence/permit/registration conditions, 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 (e.g. Health and Safety at Work Inspectorate, Local Authorities, Emergency Services) 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 making any resulting action preventing breaches of environmental law, assessing customer satisfaction and improving our service.

We may pass this information on to our agents/representatives who may ask to do any of 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.**

***If you would like to know what we do with your personal information and your rights in relation to it, our Privacy Policy can be found here***

<https://www.gov.im/about-the-government/departments/environment-food-and-agriculture/environment-directorate/fisheries-division/privacy-notice/>

***Our Data Protection Officer can be contacted on 686781 or at***

[DPO\\_DEFA@gov.im](mailto:DPO_DEFA@gov.im)

**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.**

|   |   |
|---|---|
| <b>6. Declaration of Notice / Declaration of Renewal Notice (The declaration must be signed by applicants or their agents)</b>      |   |
| I/we certify that, to the best of my/our knowledge, the information provided in this form and any associated documents are correct. |   |
| <b>Tick appropriate box</b>   |   |
|   | <b>Declaration of Notice form</b>         |
|   | <b>Declaration of Renewal Notice form</b> |
| <b>Signature</b>  |   |
| <b>Name</b>   |   |
| <b>Date</b>   |   |
| <b>Company Name</b>   |   |