



Associated British Ports

South Wales Port

Waste Management Plan

2011

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1. INTRODUCTION

Under the Merchant Shipping (Port Waste Reception Facilities) Regulations 1997, ports, harbours, terminals, installations, marinas, piers and jetties were required to report to Government on how they planned their port waste reception facilities. The Regulations set out a structured planning process for waste management issues, including a formal consultation process with affected individuals and organisations and the estimation of the amounts of different wastes landed at ports. Associated British Ports (ABP) complied with the requirements and produced its first generation of Port Waste Management Plans (PWMPs) in 1998 for all its UK ports. The PWMPs referred to the provision of facilities for ships' waste under the MARPOL Regulations and the operations associated with the provision of those facilities. Arrangements for waste arising at the ports from non-shipping activities were not detailed in the Plans.

During 2003, the Government brought into force a new set of Merchant Shipping (Port Waste Reception Facilities) Regulations, which superseded the 1997 Regulations and introduced new requirements to Port Waste Management Plans. In summary, these are:

- Ships must provide notification before entry into port of the waste they will discharge, including information on types and quantities
- Ships must deliver their waste to port reception facilities before leaving port, unless they have sufficient dedicated storage capacity for the waste and for it to be accumulated until the next port of call
- Ships must pay a mandatory charge to significantly contribute to the cost of port reception facilities for ship-generated waste, whether they use them or not.

The Regulations also require waste arising from cargoes and associated activities to be addressed in Port Waste Management Plans, in addition to ship-generated garbage. Within ABP, these waste streams are generally dealt with under separate arrangements from those for ship-generated MARPOL waste. This Plan outlines the arrangements made for these streams but concentrates on the ship-generated MARPOL wastes. A number of vessel types fall outside the scope of the new Regulations and, as such, do not have to notify or offload waste or pay a mandatory charge. Separate arrangements will be made to deal with the waste these vessels generate. The categories and the arrangements made are outlined in Appendix B.

ABP's Port Waste Management Plans needed to be reviewed and updated on a two-yearly basis under the 1997 PWRP Regulations. With the changes introduced by the 2003 Regulations, we have taken the opportunity to review and revise all of our Plans, to bring them into line with the new requirements. This Plan covers the ABP facilities at its South Wales Ports, which make up five of the 21 ports and terminals owned and operated by the company in the UK.

This Plan has been prepared taking into account the advice contained in the Maritime & Coastguard Agency's 'Port Waste Management Planning – A Guide to Good Practice'. It will be submitted for approval, in the first instance, to the local office of the MCA. Once approved, copies will be held at the MCA offices in Southampton, ABP's Head Office in London as well as with the Marine Department at ABP Cardiff. It is intended to be reviewed in three years' time, as stipulated by the PWRF Regulations 2003, although the Plan may be required to be amended at a shorter interval if significant changes have taken place.

2. LEGISLATION

2.1 MARPOL REGULATIONS

The International Convention for the Prevention of Pollution from Ships 1973, and its 1978 Protocol (MARPOL 73/78) aims to regulate and minimise pollution from ships. MARPOL 73/78 covers the five main forms of ship generated waste in five specific annexes which are summarised in Table 1.

Table 1 MARPOL Regulations relating to reception facilities

Annex	Category of Waste	Annex in force?	Reception facilities required?	Types of waste for reception
I	Oil	✓	✓	Covers all types of wastes from the carriage of oil: as fuel, engine room slops, cargo (tank washings) or dirty ballast water.
II	Noxious liquid substances in bulk	✓	✓	Chemical wastes derived from bulk chemical transportation, including residues and mixtures containing noxious substances
III	Harmful substances carried by sea in packaged form	✓	x	-
IV	Sewage from ships	✓	✓	Raw sewage – retained in holding tanks for disposal in port or outside 12nm Partially treated sewage – retained in holding tanks for disposal in port or outside 4nm
V	Garbage from ships	✓	✓	Garbage includes domestic (food and packaging) and operational (maintenance, cargo and miscellaneous) wastes See Appendix A
VI	Air pollution from ships	x	x	-

Annexes I, II, IV and V provide specific requirements for the handling and discharge of ship generated wastes. Annex IV, regarding the discharge of sewage from ships came into force in September 2002 and the UK has until September 2004 to make provision for suitable reception arrangements. Annex VI is intended to extend MARPOL regulations to cover air pollution from ships but has not been ratified by the necessary number of member states so is not yet in force.

MARPOL Regulations for the provision of reception facilities for ship generated waste are installed in UK legislation under the Prevention of Pollution (Reception Facilities) Order 1984 and the Merchant Shipping (Reception Facilities by Garbage) Regulations 1988. These regulations require harbour authorities and terminal operators to provide reception facilities for ships, which, in their opinion, are using the harbour or terminal for a primary purpose other than using the reception facilities. The facilities must be adequate (of sufficient capacity and appropriate design) to meet the needs of ships using them without causing them undue delay.

The facilities can be fixed installations or mobile conveyances, as appropriate. In assessing what facilities are to be provided, factors to be taken into account are numbers, types and sizes of vessels, the trades in which they are engaged and any prospective changes. It is for the operator to decide which combination or types of facilities would be most suitable. A reasonable charge may be made for the use of the facilities

Within ABP South Wales reception facilities for the disposal of Annex V (Garbage) wastes are provided in accordance with the MARPOL Regulations under the Prevention of Pollution (Reception Facilities) Order 1984 and the Merchant Shipping (Reception Facilities by Garbage) Regulations 1988 (Section 5).

2.2 THE ENVIRONMENTAL PROTECTION ACT 1990 – DUTY OF CARE

The Environmental Protection Act 1990 imposes a Duty of Care on all persons in the waste management chain to take all reasonable measures to ensure that waste is safely and legally disposed of. The waste must be safely contained, may be transferred only to authorised persons and a Waste Transfer Note (WTN), containing specified information must be completed by the two parties when waste changes hands. These WTNs must be kept for a minimum of three years.

An authorised person is a holder of a Waste Management Licence under Section 35 of the Environmental Protection Act 1990 or a registered waste carrier under the Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations 1991, as amended.

ABP accepts that it has a Duty of Care for the garbage landed by vessels into the bins we provide on our managed berths. However, ABP does not generate any of this waste through our own activities and, therefore, we do not take ownership of it at any point. ABP will not be considered as the 'waste producers'. Our Duty of Care is incorporated within the service we provide to the vessels using our managed berths and the associated waste reception facilities.

2.3 MERCHANT SHIPPING AND FISHING VESSELS (PORT WASTE RECEPTION FACILITIES) REGULATIONS 2003

The Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) Regulations 2003 came into force on 15 July 2003 and revoke and replace with amendments the Merchant Shipping (Port Waste Reception Facilities) Regulations 1997. They transpose the requirements of Directive 2000/59/EC of the European Parliament and Council on for reception facilities for ship-generated waste and cargo residues, as amended, into UK law.

As with the previous legislation, all harbour authorities and terminal operators are required to provide waste reception facilities which are adequate to deal with waste of types covered by the Regulations from ships normally using the harbour or terminal. Harbours and terminals are still required to produce Waste Management Plans detailing the provisions made and to submit them to the Secretary of State for Transport for his approval. The harbour authority (or terminal operator where the operator has prepared the Plan) is required to implement the approved Plan.

The significant differences included in the new Regulations are:

- i) a duty on vessels to deliver waste to reception facilities in the harbour or terminal of call
- ii) a requirement to notify the harbour or terminal in advance of arrival of the amount of waste to be discharged, and
- iii) a duty for harbour authorities and terminal operators to impose charges to cover the costs of waste reception facilities for ship-generated waste.

The 2003 Regulations contain powers for the Secretary of State to grant exemptions from some of the provisions contained in the legislation. Vessels which satisfy certain criteria – that they operate a 'scheduled', 'frequent' and 'regular' service between ports, according to the definitions contained in Marine Guidance Note 259 – will be exempted from the requirements relating to advance notification of waste, mandatory discharge of waste and payment of a charge to cover the provision of reception facilities.

2.4 ANIMAL BY-PRODUCTS REGULATIONS 2003

These Regulations, drafted and regulated by the Department for the Environment, Fisheries and Rural Affairs (DEFRA), make provision in England for the administration and enforcement of Council Regulation (EC) No. 1774/2002 of the European Parliament, laying down health rules concerning animal by-products not intended for human consumption. The Regulations came into force on 1 May 2003 and included in their scope is the means of disposing catering waste from international means of transport. ABP has asked DEFRA for clarification on the implications of these Regulations for food waste landed in ports.

The Regulations differentiate between waste from food which originated within the European Union and that which originated from outside. It stipulates that there shall be different methods and disposal routes for EU and non-EU food waste and that if the two waste streams are mixed, then the whole amount of waste shall be disposed of at the higher treatment level.

Vessels sailing within the EU will be able to deposit their galley waste into general garbage bins along with other domestic refuse from the crew's quarters. This waste can be disposed of without any special arrangements being made. However, food waste that originates from outside the European Union, carried into the EU on a vessel that has sailed from a non-EU port, must be disposed of via separate arrangements.

DEFRA guidance states that any vessel which has been outside the EU during its voyage will be deemed to have ICW on board regardless as to whether provisions were taken on within the EU or outside. Basically if a ship goes outside the EU then it is deemed to be carrying ICW unless the Master signs a declaration to say the stores have been emptied, cleaned and disinfected.

The offence of disposal is under The Products of Animal Origin (Third Country Imports) (Wales) Regulations 2007 which says:

PART 4 The Disposal and Burial of Unused On-Board Catering Supplies and Other Material

Disposal of unused catering supplies

29.—(1) Part 3 does not apply in relation to products that are brought into Wales from means of transport operating internationally and that had been intended for consumption by the crew or passengers on that means of transport.

(2) Any person who has in his or her possession or under his or her control a product referred to in paragraph (1) must comply with Article 4(2) and (3) of Regulation (EC) No. 1774/2002.

(3) Where items such as packaging materials, or disposable cutlery or plates—

(a) have been in contact with a product referred to in paragraph (1); and

(b) are unloaded from the means of transport for disposal,

the person referred to in paragraph (2) must ensure that those items are dealt with in the same way as the products themselves.

ABP has amended its waste management arrangements to cope with this requirement in as practical a manner as possible, given the nature of the operational activities taking place. This guidance will dictate the actual waste management arrangements made for ABP's South Wales Ports and, consequently, the charges levied on vessels. ABP may publish its own advice to ships on how to deal with this waste stream and reserves the right to amend the arrangements set out in this plan (and, consequently, the charges levied on vessels) by way of an addendum, which may be submitted to the Maritime and Coastguard Agency (MCA) once the outstanding issues regarding this subject have been satisfactorily resolved.

ABP has been advised by the MCA that, where the vast majority of traffic visiting a port sails entirely within the European Union (EU), all waste landed can be treated as if it is produced inside the EU and does not require any special disposal methods. Such waste will continue to be emptied in front or rear-loading refuse lorries and compacted on its way for processing with an aim to recycle as high a proportion of the waste as possible. What is not recycled will go for disposal at a landfill site.

The MCA has advised, with agreement from DEFRA, that, where a vessel arriving from outside the EU is the exception to traffic rather than the rule, the port's Waste Management Plan need only make provision for any food waste requiring disposal to be dealt with under the same 'direct contract' arrangements employed for oily waste, sewage or another special MARPOL waste stream. All food refuse from these ships must be brought ashore in leak-proof bags and deposited in the special bins brought to the ship by authorised waste contractors who will receive and dispose of the waste according to the appropriate regulations. Other general domestic refuse may be deposited in the normal quayside bins.

This is the case with ABP South Wales and, as a result, our Port Waste Management Plan will reflect these arrangements. Ships landing 'non-EU food waste' will be expected to pay the necessary charges according to the rates levied by the waste contractors. They will also be charged the ABP Mandatory Waste Fee as they may be using our quayside bins as well.

3. THE PORTS OF SOUTH WALES

3.1 THE PORTS OF SOUTH WALES

Associated British Ports owns and operates the Ports of Swansea, Barry, Cardiff, and Newport. We own both Port Talbot Dock and the Tidal Harbour but as there are no common-user berths in either place, ABP does not provide ships' waste-reception facilities at these sites. This is the responsibility of the terminal operators, Corus.

3.2 LOCATION OF THE DOCK ESTATES

The Port of Swansea is an enclosed dock system on the north side of Swansea Bay consisting of two main docks, Kings and Queens Docks, and a third Dock, The Prince of Wales, which is now used mainly as a marina accepts limited commercial traffic.

Port Talbot's enclosed dock lies on the north-east of the bay and consists of a single dock with several branches. Close east is the entrance to Port Talbot Tidal Harbour which contains a large deep-water jetty for handling bulk cargoes of coal and iron ore.

The Port of Barry lies to the north and east of Barry Island and consists of two docks, No 1 and No 2, accessed through the Lady Windsor Lock or No 3 Dock Basin.

The Port of Cardiff consists of three interconnected docks, Queen Alexandra Dock, Roath Dock, and Roath Basin. Entrance is through the Queen Alexandra Lock.

The Port of Newport lies to the north of the mouth of the River Usk and is accessed via the lower reaches of the river. It consists of two docks, North and South; entrance is through the South Dock Lock.

3.3 FACILITIES & CARGOES HANDLED

All of the ports handle a variety of general cargoes including petroleum products, steel, unit load (containers), bulk coal, coke, and other minerals, timber, frozen fruit and vegetable products, scrap, and marine-dredged aggregates. There are also occasional visits from cruise vessels.

3.4 Table 2 Independent Terminals at ABP South Wales

BARRY					
Vopak	Mr Dave Pratt	01446 704944		Windmill Site, Hayes Road, Sully, Penarth, CF64 5P	
EVC	Mr Barry Makepeace	01446 724268		Sully Moor Road, Barry, CF64 5RP	
CARDIFF					
EMR	Chris Gabica	02920 488522	07970082800	Dowlais Wharf, Roath Dock, Cardiff, CF10 4ED (security manager Mick Blackwell)	
Marshall Maritime	Nick Marshall	02920 470639	07831505531	Cargo Rd, Cardiff, CF10 5LT	
Cardiff Stevedores	Alan Edwards	0292048518 8	07811354762	Roath Dock terminal, Roath Dock, Cardiff, CF10	
Inver Energy	Jim Spurr	02920 494650		Queen Alexandra Dock, Cardiff	
HCB	Mike Oliver	02920 498303		Longships Rd, Queen Alexandra Dock, Cardiff CF10	
Chevron Texaco		02920 462624		Roath Dock terminal, Rover way, Cardiff, CF24 2RZ	
Cardiff Containers	Steve Harris	02920 488866	07785535977	Cardiff Container Terminal, Queen Alexandra Dock, Cardiff, CF10 4RP	
NEWPORT					
Sims Metal	Richard Morgan	01633 261975	07774896188	North Side, South Dock, Alexandra Dock, Newport, NP20 2WE	rmorgan@simsmetal.co.uk
W E Dowds	Paul Smith	01633 779900		Alexandra Dock, Newport, NP20 2UW	
RMC/Seament	Morris Mitchell	01633 212449	07970 87928	Newport Terminal, South Dock, Alexandra Dock, Newport, NP20 2NQ	
PORT TALBOT					
Corus Strip Products	Kevin May	01639 872397	07736 900521	PO Box 42, Port Talbot	Kevin.J.May@corusgroup.com
Civil & Marine	Warren Scott	01639 885205		Civil & Marine Slag Cement Ltd, Rio Tinto Wharf, Port Talbot Docks, Port Talbot, SA13 1RA	Warren.scott@civilandmarineport.co.uk
SWANSEA					
Swansea Container Terminal	Mike Price	01792 458854		Swansea, SA1 8RU	kathryn@swanseaterminal.co.uk
Dan Morrissey (UK) Ltd	Paul Jones	01792 645302		Kings Dock, Swansea, SA1 8RU	pauljones@morrisseycement.com

3.5 Independent Terminals adopted under ABP plan.

As from 1st February 2006 the following independent terminals have been adopted under the ABP port waste management plan. ABP will provide skips to these berths and administer same. All vessels using these berths will be charged the standard ABP environment fee as shall be in force at the time.

Swansea

Swansea Container Terminal (SCT)

Cardiff

HCB / Inver Energy Queen Alexandra Dock

Newport

W.E. Dowds North Dock Terminal

3.6 ABP SOUTH WALES REGIONAL EMERGENCY PLAN

Ships' Masters and Officers are required to immediately notify Cardiff LPS [tel: +44 (0) 845 6018870], as the Port Authority, of any involuntary discharge of oil, oil-based products and other hazardous substances into the docks. Upon such notification, ABP's Emergency Plan for the South Wales Ports will be activated. Oily wastes and other chemicals collected as a result of these actions will be disposed of by road or barge, using the services of an approved waste contractor.

ABP's South Wales Port's have prepared an Oil Spill Contingency Plan according to the requirements of the Merchant Shipping (Oil Pollution Preparedness and Response Convention) Regulations 1997. The OPRC Plan was prepared in accordance with the MCPUC Guidelines for ports, harbours and oil-handling facilities. It is tested on a regular basis with the last exercise being held in 2004.

3.7 SPECIAL PROTECTION AREAS / SPECIAL AREAS OF CONSERVATION

ABP acknowledges that the Severn Estuary is of national and international importance for nature conservation. This importance is reflected in the various designations for the sites. Its international importance is illustrated by its notification as a Site of Special Scientific Interest (SSSI) under the Wildlife and Countryside Act (1981 as amended).

The international importance of the Severn is further indicated by its designation as a Special Protection Area for Birds (SPA) under the Council Directive 79/409/EEC(b) (the Wild Birds Directive) in recognition of its mud and sand flats which provide feeding grounds for significant numbers of over-wintering birds. It is also further designated under the Ramsar Convention on Wetlands of International Importance, especially as Wildfowl Habitat, ratified in 1976.

The Severn Estuary is also being considered as a possible marine Special Area of Conservation (SAC) under the Council Directive 92/43/EEC(c) (the Habitats Directive), because it supports outstanding examples of habitats of European importance.

The Ports of Newport and Cardiff are sited within the Severn Estuary SSSI, Ramsar, SPA and SAC.

It is recognised that ports operating in or near SPAs and SACs should give the highest degree of protection to these areas of European nature-conservation importance and operations which have adverse effects on their nature-conservation status should be avoided or minimised as far as practicable.

4. CONSULTATION

As with the previous Port Waste Management Plans for the port, ABP South Wales is required to consult with all port users and other organisations having a reasonable interest in the proper disposal of waste arising from shipping activities. The simplest way of ensuring that reception facilities meet the needs of port users and complying with the requirements of the regulations is to talk to those who need to make use of them. During the life of the previous PWMP, a waste questionnaire was used to not only notify the port of the amount and types of waste landed from vessels but also as a means of drawing attention to any areas where service provision could be improved.

The port must ensure that all parties in the waste-management chain – Crew, Ships' Agents, Terminal Operators and Waste Management Contractors – fulfil specific responsibilities as detailed in Section 6, in order to facilitate the plan's satisfactory operation. Most importantly, the port is required to collate and submit to Government annual records of waste landed. These records originate from port users, ships' agents and waste management companies. Since early 2004, these figures have been provided by ABP's electronic prior-notification system set up to deal with one of the new requirements of the 2003 Port Waste Reception Facilities (PWRF) Regulations. For further details on this system, please refer to Section 5.

The full consultation exercise for this PWMP has included representation from port users, waste-management contractors, the local Maritime & Coastguard Agency, the Environment Agency, Port Health Authority, Local Authorities and local DEFRA officers. Consultation has been undertaken using a number of methods, including letters, emails, informal discussions, presentations and formal meetings. The subjects under discussion have been:

- overall operation of the existing Port Waste Management Plan
- type, capacity, number and adequacy of reception facilities
- the new requirements of the PWRF Regulations 2003 and the Animal By-Products Regulations 2003
- location and ease of use of reception facilities
- cost of facilities and the ABP Environmental Charge
- prior notification of waste to be landed, waste statistics and record keeping by ships using the port's facilities (ship operators/agents, terminal operators and waste contractors)
- amounts of waste stored by ships on board for later disposal at another port (ship operators and agents)
- promotion of proper method of disposing of food waste originating from outside the European Union

Consultation with the ships' agents and terminal operators is a continuous process, undertaken by the Port Waste Environment Team on an individual basis or through more formal gatherings as required. Consultation with regulatory bodies and other interested parties will be undertaken on an annual basis or at shorter intervals if any significant changes in operations take place. The 2003 PWRF Regulations increase the lifespan of a Port Waste Management Plan from two years to three, so a complete review of this plan and the procedures associated with it will be carried out in 2014. Should operational activities alter substantially before that date, a new Port Waste Management Plan will be drafted to deal with the situation as it arises.

Table 3 Individuals and organisations involved

Name & Organisation	Reason for involvement	Method of involvement	Area of particular interest
Maritime & Coastguard Agency	Regulators of Port Waste Reception Facilities Regulations 2003	Letter and meetings	<ul style="list-style-type: none"> ▪ Overall operation of the PWMP ▪ Prior notification system
Environment Agency	Regulators of land-based waste reception facilities	Letter and Email South Wales Ports Web Site	<ul style="list-style-type: none"> ▪ Waste-disposal sites ▪ Overall operation of the PWMP
Local Authorities	Port Health Authority	Letter, Email, and Meetings	<ul style="list-style-type: none"> ▪ Environmental health implications for the reception & disposal of waste
Department of the Environment, Fisheries & Rural Affairs	Regulators of Animal By-Products Regulations 2003	Letters and Meeting South Wales Ports Web Site	<ul style="list-style-type: none"> ▪ Food-waste reception & disposal
Terminal Operators	Provision and use of waste reception facilities	Letter or Email	<ul style="list-style-type: none"> ▪ Waste-reception charges ▪ Information requirements ▪ Prior notification system ▪ Location & adequacy of waste reception facilities
Ships' Agents	Provision and use of waste reception facilities – representatives of port users	Letter or Email and Meetings South Wales Ports Web site	<ul style="list-style-type: none"> ▪ Waste-reception charges ▪ Information requirements ▪ Prior notification system ▪ Location & adequacy of waste reception facilities
Waste Contractors	Representatives of waste management industry and providers of service	Letter or Email, Presentations and Meetings	<ul style="list-style-type: none"> ▪ Arrangements for handling waste from vessels
English Nature	Relevant Authority for SPA/SAC designations	Letter and Email Web Site	<ul style="list-style-type: none"> ▪ Nature-conservation management
Sea Fisheries Committee	Interested authority	Letter or Email	<ul style="list-style-type: none"> ▪ Waste-disposal arrangements for fishing fleet
Tenants	Interested party	Letter or Email	<ul style="list-style-type: none"> ▪ Information

Following approval by the MCA, the finalised Port Waste Management Plan for ABP South Wales will be circulated to all consultees.

5. PRIOR NOTIFICATION OF WASTE TO BE LANDED

5.1 LEGAL REQUIREMENT

The **Merchant Shipping (Port Waste Reception Facilities) Regulations 2003** requires vessels to notify their next port of call of the types and amount of waste they will be discharging during their time alongside. This information must be given at least 24 hours in advance of arrival or as soon as they leave their last port. Ports have a duty to set up schemes by which this information can be delivered. The regulations permit ports to set up an electronic notification service if they wish to process the information in this manner. Given the numbers of vessels that ABP deals with on an annual basis in our 21 ports, the Company developed an electronic notification system in late 2003 and trialled it in the four ABP ports on the Humber during January 2004. It was extended to cover the whole Company from the beginning of February 2004.

5.2 ABP PRIOR NOTIFICATION SYSTEM

The basic premise is very simple. ABP has created a website designed specifically to deal with the advance notification of all types of waste that ships may land. It provides an advance notification service for both MARPOL and cargo-associated wastes and is available at www.abpwaste.co.uk

The user, either the Master or the ships' Agent on his behalf, will select the port his vessel is approaching from a list on the home page. He will then be presented with an online form which requests the name of the vessel, Flag State, type and amount of waste to be landed, etc. Once the form has been completed and the Master or the Agent presses the 'submit' button on the screen, the information given is processed in three different ways:

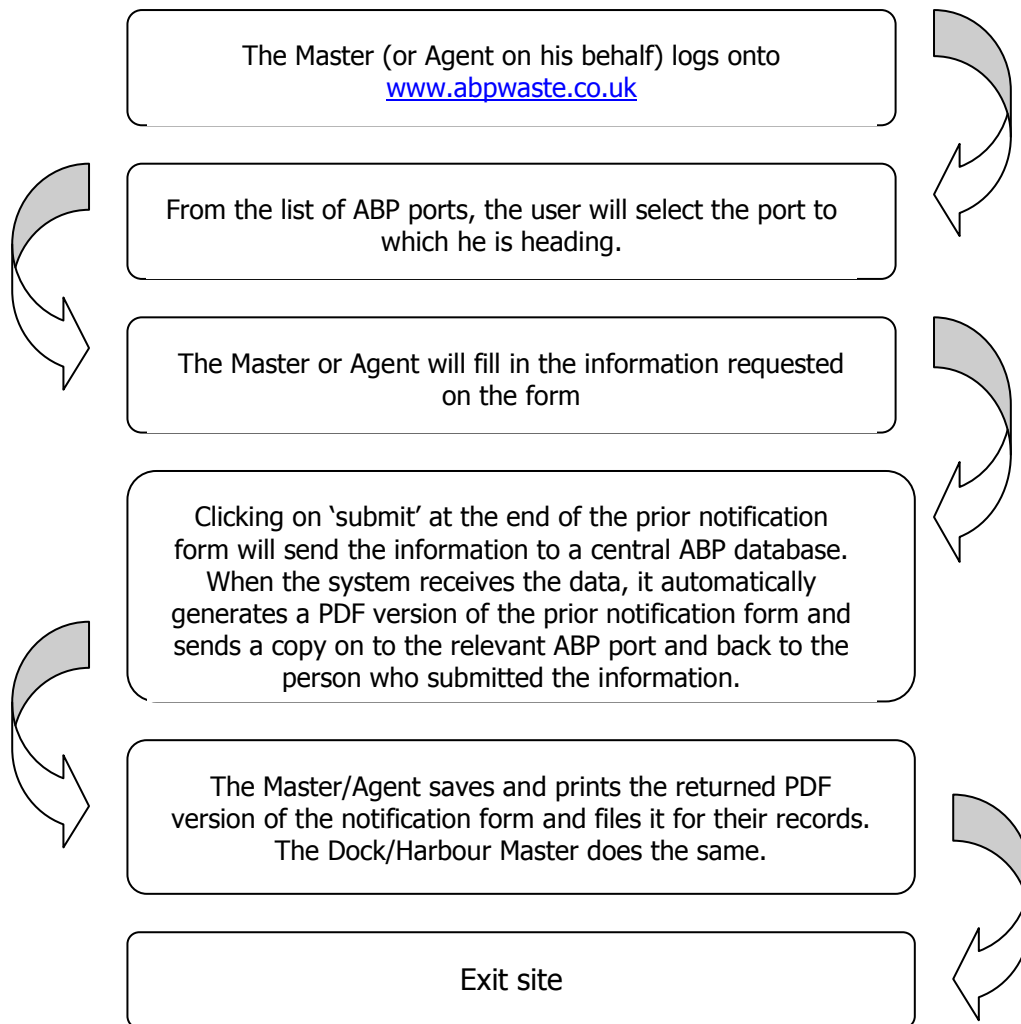
- *Firstly, the information is delivered to a computer server which codes the data as 'belonging' to a particular port and stores it*
- *Secondly, the system takes the data and generates a PDF file, which is sent on to a special 'waste' email address at the port to which the vessel is heading*

The Harbour/Dock Master of the port, or whoever has responsibility for the Port Waste Management Plan, will have access to this email account and be able to print off a hard copy of the notification information. This is necessary in case ABP becomes aware of a problem with a vessel and needs to check whether a waste return has been filed. We may select one return at random, print out a hard copy and present it to the Master for accurate verification, which would act as a check on the accuracy of prior reporting.

- *Finally, the system will generate a second PDF file and send it back to the email address of the person who submitted the information, i.e., either the Agent or the ship. This closes the loop and allows a copy of the Prior Notification form to be downloaded/printed for the ships' own records as confirmation that their waste information has been logged in advance of arrival*

This version can be stored on board, in either hard or electronic format, to prove to Port State Control officers that the vessel has an audit trail for its waste-management practices. This is likely to become more important as enforcement authorities around Europe begin to check on waste management as part of a vessel's survey.

Figure 1 Prior Notification System



5.3 BACK-UP SYSTEM

Whilst aware that not all vessels using ABP's ports have access to the internet or email facilities, we believe that most of the Agents servicing these vessels do. Therefore, we acknowledge that Agents will have a significant role to play in the successful delivery of the information and the running of the system.

If, for some reason, access is denied to the waste website address, or there are difficulties in submitting the notification form, a more low-tech back-up system has been developed. Ports will hold blank copies of their own Prior Notification form, which will be available to Masters or Agents either by email or in paper format. The relevant waste information will be able to be entered onto the form and then faxed to the appropriate ABP port. Vessels or Agents should keep the fax transmission report as proof that the notification was given in advance of arrival. ABP will handle the recording of the information on the computer system should this circumstance arise.

An example of the Prior Notification form for the Port of Cardiff is included at Appendix E.

6. PROVISION OF WASTE RECEPTION FACILITIES

6.1.1 RESPONSIBILITIES

Port Authority

ABP South Wales has the duty to prepare and revise this Port Waste Management Plan to ensure that adequate and convenient garbage-reception facilities are available throughout the port estate. By consultation and agreement, the provision of certain facilities in specific areas may be undertaken by terminal operators and port users. ABP may recover a significant proportion of the costs involved in waste management from the ships visiting its ports. This will be done via a Mandatory Waste Fee levied on all eligible vessels. Finally, ABP has the duty to maintain records of waste landed in the dock estate, whether or not the reception facilities used are provided or arranged by the Company.

The port will maintain and publish a list of approved licensed waste contractors who are able to provide appropriate waste collection and disposal facilities to port users for all MARPOL Annex wastes. The list is not exclusive and is open to addition and amendment upon production of the necessary licence information (see also Section 6.1.4). The current list is contained in Appendix C. Enquiries relating to the list should be addressed to the Deputy Harbour Master / Port Waste Management Team.

ABP South Wales is not the producer of the ship-generated waste covered by this plan. ABP's responsibility to the waste is to provide a temporary storage facility prior to the waste being removed by an approved contractor for onward disposal at a licensed site. The Maritime & Coastguard Agency confirmed to ABP in 2002 that "the temporary storage of waste at reception facilities for ships in harbours is an activity that is exempt from the need for waste-management licensing. This is set out in Section 36 of Schedule 3 of the Waste Management Licensing Regulations 1994", which states that;

- "36.(1) *The temporary storage of waste consisting of garbage, including any such waste which is special waste, at reception facilities provided within a harbour area in accordance with the Merchant Shipping (Reception Facilities for Garbage) Regulations 1988, where such storage is incidental to the collection or transport of the waste and so long as –*
- (a) *the amount of garbage so stored within a harbour area at any time does not exceed 20 cubic metres for each ship from which waste has been landed; and*
 - (b) *no garbage is so stored for more than seven days."*

The 1988 regulations referred to have been superseded by first the Merchant Shipping (Port Waste Reception Facilities) Regulations 1997 and now by the Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) Regulations 2003. However, there is an ongoing obligation to ports arising from Annex V of the International Convention for the Prevention of Pollution from Shipping (MARPOL 73/78), to which the UK is a party. ABP has checked with the MCA that the new PWRF legislation does not alter this situation. Correspondence from the MCA in 2004 states that DEFRA lawyers are of the opinion that, providing the conditions set out in Section 36 of the Waste Management Licensing Regulations are met, the temporary storage of ships' waste in harbours is exempt from the need to have a waste-management licence.

6.1.2. Terminal Operators

Waste-management planning within specific terminal areas is the responsibility of the terminal operator, who is required to ensure that suitable waste-reception facilities can be provided in line with MARPOL regulations. Terminal operators shall implement their own Port Waste Management Plans in accordance with the MARPOL regulations, the provisions of the Port Waste Reception Facilities Regulations 2003, the Animal By-Products Regulations 2003 and with due regard to the general principles and requirements set out in ABP's Port Waste Management Plan. Dedicated terminal operators may have to consider setting up prior notification systems for non-exempt vessels using these facilities and will also have to make annual returns to the MCA detailing the waste landed. The PWRF Regulations make provision for such Terminal Operators to levy their own environment fee on visiting vessels to make a significant contribution to the costs of the waste reception facilities provided.

ABP does not take any responsibility for the Port Waste Management Plans or other arrangements made by dedicated terminal operators. Their PWMPs will no longer be submitted to the MCA for approval as part of our plan but will be submitted independently for the MCA's approval. This follows an agreement reached between ABP and the terminal operators during the consultation exercise for the port waste-management planning process.

Where an operator makes use of an ABP-managed berth – i.e., his vessels may have priority on the berth but he does not operate it exclusively – he may also make use of the waste-reception facilities provided under ABP's own waste-management arrangements. Vessels using such facilities will be expected to use ABP's prior notification system and will pay the South Wales Ports Environment Charge.

6.1.3. Ships' Agents

Ships' Agents acting on behalf of ship owners, Masters or managers in arranging provision of waste-disposal facilities or services shall, at all times, pay due regard to the Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) Regulations 2003, Marine Guidance Notes 253 and 259, MARPOL regulations, the Environmental Protection Act 1990 and the general provisions and requirements set out in this Port Waste Management Plan.

There is a key role for Agents within ABP's new Prior Notification system for waste to be landed. They will have to deal with the advance notification aspect if their vessels cannot do it themselves, including making sure the vessel receives a copy of the returned prior notification form for its own records. Additionally, they will continue to be responsible for making the arrangements between the ship and waste-management contractors for the removal and disposal of all non-garbage, non-operational waste. This includes MARPOL Annex I (oil and oily wastes) Annex II (hazardous or noxious substances in liquid form) and, following its ratification in September 2002, MARPOL Annex IV (sewage). If the vessel intends to discharge any of these wastes, they must fill in the appropriate figures on the Prior Notification form.

Ships' Agents are required to keep full records of requests made by Ships' Masters for the provision of reception facilities for, Annex II and Annex IV wastes, as well as the amounts of these wastes being disposed of through approved waste contractors. Agents are required to keep records of the Waste Transfer Notes generated by waste landed from their vessels for a minimum of 3 years under the requirements of the Environmental Protection Act 1990.

6.1.4. Waste Management Contractors

Appendix C lists the authorised waste contractors who are approved to operate in ABP's South Wales Ports by virtue of their EPA Waste Management Licence issued in accordance with Section 35 of the Environmental Protection Act 1990, or Disposal Licence issued under Section 5 of the Control of Pollution (Amendment) Act 1989.

If an Agent or terminal operator wishes to use a contractor who does not appear on this list, they should advise ABP's appropriate Dock & Harbour Master of the following:

- Name of the contractor
- Copy of valid Waste Management Licence (where appropriate)
- Proof of registration as a waste carrier
- Statement of company's Environmental Policy
- List of specific types of waste that can be handled by the contractor
- Procedures for collection and disposal of the categories of waste handled by the contractor.

This information shall be provided to ABP **before** using the services of the new contractor, except in an emergency.

By law, a Waste-Transfer Note is generated by the contractor when waste is collected from the port and a copy left with the organisation employing the contractor (i.e., terminal operator, ships' Agent, etc.) The details in the transfer note form the basis of the records to be kept by ABP's South Wales contractor of the amount of waste transferred from the dock estates to disposal sites in any given year. ABP's contractor will use the information gathered from the Prior Notification forms and the Waste Transfer Notes to provide a more accurate picture of the amount of waste landed and taken for disposal. This information is required not only for returns made to the Government but also for ABP's own records, as reported in the Company's annual Corporate and Social Responsibility Reports.

6.2 PROVISION OF RECEPTION FACILITIES BY MARPOL ANNEX

Table 4 shows the categories of waste which are likely to be landed under the MARPOL Regulations at the port, taking into account the types of ships and cargoes handled. Unusually large quantities of any type of waste will always require at least 24 hours' notice. This should be given through the ABP Prior Notification system and directly to the waste contractor involved. The table also shows responsibility for making the necessary arrangements. **Charging arrangements are described in Section 8 and Appendix F of this plan.**

Table 4 Categories of waste expected to be landed in ABP's South Wales Ports and responsibility for the provision of associated facilities

MARPOL Annex	Type of Waste	Frequency of use of facilities	Responsibility for the provision of facilities
Annex I	Oil	Infrequent	Terminal Operators / Ships' Agents
Annex II	Hazardous substances	Infrequent	Terminal operators / Ships' Agents
Annex IV	Sewage	Infrequent	Terminal operators / Ships' Agents
Annex V	Garbage	Common	Associated British Ports/ Terminal operators / Ships' Agents

The following arrangements have been made for the reception of waste in each MARPOL Annex which is likely to arise at the port. The information has been summarised in Table 5, which denotes the type and capacity of reception facilities and the costs for using them.

Annex I – Oil

Ships' Agents, using licensed waste contractors, make arrangements for the collection of oily wastes from all areas of the port. Collection is normally by road tanker. Most waste contractors require 24 hours' notice to collect oily waste.

Accidental oil spills must be reported.

Annex II – Hazardous substances

Dry bulk vessels are not generally considered to require the provision of fixed facilities for the reception of tank washings at the present time.

Washings from tankers can be readily disposed of by approved waste contractors, generally removed by road tanker, with arrangements being made through the ships' Agents. Most contractors require 24 hours notice. Tank washings are not allowed to be discharged into the dock waters.

Accidental chemical spills must be reported.

Annex IV – Sewage

With the ratification of MARPOL Annex IV in September 2002, ports in the UK had until September 2004 to make suitable provision for the reception of this waste stream in their port waste-planning arrangements. In ABP ports, sewage is disposed of via the same 'direct contract' arrangements between a ships, or her Agent and an approved waste-management contractor as are in place for Annex I and II substances.

Annex V – Garbage

ABP South Wales provides covered bins at fixed locations around the dock estates for the disposal of domestic garbage and food waste originating from inside the European Union. A licensed waste contractor, Amber Engineering Ltd, empties these bins on a regular basis. This process is kept under constant review and the frequency of collection, number of bins and locations can be altered to meet demand. These facilities are available to ships on ABP-managed berths at all times. Ships' crews are expected to use the appropriate bins for the waste to be disposed of. They are also expected to make sure the waste is placed totally inside the receptacle and that the lid is shut firmly to prevent birds, rodents or rain from getting in or the contents escaping.

Some wastes from ships cannot be treated as ordinary garbage and have special handling requirements. Some level of waste stream separation or segregation is, therefore, required on board. Oily garbage and solids should be separated from general garbage and arrangements made with licensed waste contractors for collection. Paint tins still containing paint are now treated as special waste and can only go to licensed disposal sites. They should be dealt with accordingly and collected by an approved contractor.

International Catering Waste (ICW)

ABP do not provide facilities for the collection of ICW under the Mandatory environmental levy. Any vessel that wishes to land such waste must make an arrangement with one of the approved contractors, giving sufficient notice. Agents, operators and ships masters should note that, ICW covers food and galley waste from any vessel that has visited a port outside of the European Union(whether or not provisions were taken on board) This does not just apply to the last port visited. Port Health officers have previously audited vessels visit records to determine if galley waste they have landed should fall under the category of ICW. . On these occasions the quayside containers have been quarantined and the ship held financially responsible for the disposal of the contents, cleaning of the quayside container and any costs involved in substituting the container. If a vessel has sailed outside of the EU and the Captain certifies that all foodstuffs onboard at the time the vessel visited a non EU port are no longer onboard and the ships food storage areas have been cleaned and disinfected, Port Health officers should accept that any galley waste put into non hazardous Annex V reception Facilities in S. Wales ports is not ICW

6.3 CARGO-ASSOCIATED WASTE

Throughout ABP's ports, cargo-associated waste such as dunnage, packaging and strapping, is dealt with under the same arrangements as for waste generated through the operational activities taking place on the quayside, such as stevedoring. It is not considered as part of the MARPOL ship-generated arrangements. The only exception to this is for the purposes of prior notification of waste to be landed, where information on cargo-associated waste and cargo residues is requested as part of the advance notification system.

ABP South Wales provides large general skips for the disposal of operational waste. ABP's Operations Team controls the number and location of these bins around the dock estates. Licensed waste contractors empty them on a regular basis.

6.4 WASTE MINIMISATION AND RECYCLING

ABP has a corporate policy to encourage the responsible management of waste, including minimisation and recycling, at the point of its generation. However, the management of ship-generated waste on board vessels, and the extent to which waste is minimised at source, is a matter for ship owners and operators. Evidence from our Port Waste Management Questionnaires (in use from 1998 until superseded by the Prior Notification forms) suggests that a significant proportion of vessels have waste minimisation and treatment equipment on board. These include oily waste separators, incinerators, compactors, shredders, sewage treatment facilities and the separation at source of garbage wastes for recycling or discrete disposal routes. This information has been used to determine the waste management arrangements currently in place in ABP's South Wales Ports. Although careful minimisation and treatment of such wastes at source will reduce the amount of waste landed in ports, it will not eliminate it altogether.

ABP's MARPOL Annex V waste contractor (Amber Engineering Limited) Aim to recycle a large percentage of all ship generated non hazardous waste. After collection from ABP South Wales port reception facilities the Waste is taken to the Amber Waste recycling centre where the waste is separated for recycling and the remainder sent to licensed landfill sites. While all Annex V non Hazardous ship generated waste is collected in the same containers Ships and ship owners may help ABP and Amber Waste to recycle as high a proportion as possible by ensuring that non recyclable galley waste (generated within the EU) is double bagged in sturdy plastic bags so as not to contaminate other recyclable waste that is collected in the same container.

7. LOCATION OF FACILITIES AND EASE OF USE

Based largely on operational requirements established during the lifespan of the previous Port Waste Management Plan, ABP South Wales has considered how best to locate its garbage-reception facilities to ensure that there is no disincentive to their use. In determining the most suitable locations for placing waste-reception facilities if they are required on the quaysides, the port has considered the following factors:

- Access – safety
- Distance from berths
- Visibility
- Signage
- Lighting
- Colour and symbols

Table 6 Location of Ship-Generated Waste Reception Points at the ABP-managed berths of the Ports of SOUTH WALES

Port	Location in Port
Swansea	SW 1 Between A & B Sheds Kings Dock
	SW 2 East End of D Shed Kings Dock
	SW 3 4 Quay Kings Dock
	SW 4 West Graigola Wharf Kings Dock
	SW 5 Phoenix Wharf Kings Dock
	SW 6 Swansea Container Terminal
Barry	B 1 31 Berth No 2 Dock
	B 2 Vopak Terminal No 2 Dock
	B 3 A Shed No 2 Dock
Cardiff	C 1 D Shed Queen Alexandra Dock
	C 2 F Shed Queen Alexandra Dock
	C 3 H Shed Roath Dock
	C 4 Seawood Shed Queen Alexandra Dock
	C 5 Chevron Terminal Roath Dock
	C 6 Oil Berth No 1 Queen Alexandra Dock
Newport	NP 1 1/2 Section South Quay South Dock
	NP 2 3 Section South Quay South Dock
	NP 3 4 Section South Quay South Dock
	NP 4 7 Section North Quay South Dock
	NP 5 9 Section North Quay South Dock
	NP 6 24 section Jewsons
	NP 7 11/12 section 3 shed
	NP 8 North dock 22 section Dowds Terminal

Access

Ideally, the route to and from the general Ships waste skips should be clear from obstructions to ensure safe access to both the ships' crews and the waste contractors. For reasons of safety, the skips and bins are located at the perimeters of the main operational areas. Due consideration has been given to the areas of activity of forklifts, trucks, cranes and road vehicles.

Distance

Experience from our waste-management arrangements has shown that best use is made of garbage-reception facilities when there is as short a distance as possible between the vessels and the bins. In view of this, and also with regard to operational safety on the quaysides, where possible, cargo and general garbage skips are placed in such a way as to minimise the maximum distances required for the ships' crews to travel to deposit waste.

Signage

The garbage bins are clearly labelled to aid ships' crews in finding them. The Bins are also clearly signed as to what can and cannot be placed in the bin d

Lighting

The general cargo and garbage skips are located near lighting, wherever possible, so as to allow safe use around the clock.

Symbols and Colour

There is no IMO standard symbol to depict reception facilities for food waste, although ABP, along with other members of the UK ports' industry, has suggested that one be developed.

In ABP's South Wales Ports, bins for receiving general garbage and EU-Galley waste are coloured blue. Special bins for receiving non-EU food waste are available on request and are coloured Blue with a broad yellow horizontal band.

Table 5 Type, capacity and cost of Port Waste Reception Facilities at ABP SOUTH WALES

Estimate of total number of vessels calling at the ports per year – approximately 3500 (excluding Port Talbot)

Based on the returns from the year 2010 the average amount landed in each south Wales port was 1706m³. It is not expected that this amount will change dramatically, but ABP undertake to monitor the requirement and to respond to demand as per the table below and as stated in paragraph 9.2.

	Oil						Noxious Liquid substances	Sewage	Garbage	
	Dirty Ballast Water	Tank washings (slops)	Oily Mixtures containing chemicals	Scale and sludge from tank cleaning operations	Oily Bilge water	Sludge from purification of fuel oil	Categories A, B or C		General Compactable And EU Galley Waste	ICW
Type & Size of facility	Approved Contractor - 23m ³ Tanker Barrel(s)	Approved Contractor - 23m ³ Tanker Barrel(s)	Approved Contractor - 23m ³ Tanker Barrel(s)	Approved Contractor - 23m ³ Tanker Barrel(s)	Approved Contractor - 23m ³ Tanker Barrel(s)	Approved Contractor - 23m ³ Tanker Barrel(s)	Approved Contractor - 23m ³ Tanker Barrel(s)	Approved Contractor - 23m ³ Tanker Barrel(s)	6.1m ³ Skips	Approved Contractor - up to 6.1m ³
Method of use	Hose connection from ship's tank to quayside road tanker									
Is Notice required? (If yes, give number of hours)	24	24	24	24	24	24	48	24	24	24
Frequency of emptying	On demand but no less than daily								Twice per week	On Demand
Annual Capacity	Limited only by Ship stay & financial demand									Limited only by Ship stay & financial demand
Amount of waste which should be received	Can only be completed after analysis of 24 hour notification forms									
Amount of waste actually received										
Amount of waste stored by ships for reception in other ports										
Cost of use	Direct contract through agent								Environmental Fee	Direct contract through agent

8. COST OF FACILITIES

Ships should bear the cost of providing waste-reception facilities and for the associated treatment and disposal of the waste landed, although it is recognised that the cost of using port waste-reception facilities should not be so high as to encourage disposal at sea. There is a legal obligation to ensure that the vessel pays and this section outlines the charges made to ships for the use of the waste-reception facilities.

8.1 MANDATORY WASTE FEE

All ships, apart from vessels holding a MCA-exemption certificate, fishing vessels and recreational craft authorised or designed to carry no more than 12 passengers, must contribute significantly to the cost of reception facilities through a mandatory charge, irrespective of their actual use of the facilities provided.

Since 1998, it has been ABP's policy to recover 100% of the costs involved in providing waste-reception facilities, including an element for our administration of the system. In ABP South Wales, these costs have been recovered by an Environmental Charge, levied as a direct fee on all vessels. However, this universal charge does not take into account the categories of 'exempt' vessels under the Port Waste Reception Facilities Regulations 2003 and, therefore, must be amended.

ABP South Wales intends to introduce a new Mandatory Waste Fee to replace the existing Environment Charge. The Mandatory Waste Fee will be charged to every non-exempt vessel and will cover the costs of the provision of appropriate bins for receiving ship-generated garbage, the disposal of the waste, any necessary cleaning arrangements and will also include an element to cover ABP's administration of the system. The Mandatory Waste Fee will NOT cover any costs associated with the disposal of the MARPOL Annex wastes outlined in section 8.2 or other waste streams disposed of via 'direct contract' arrangements. These will remain as separate costs to be negotiated and paid by the ship or her agent.

8.2 COSTS ASSOCIATED WITH MARPOL WASTES

8.2.1 MARPOL ANNEX I - OILY WASTE

Arrangements for oily waste-reception facilities in all areas of the ports are made by Ships' Agents using licensed waste contractors. Ships' Agents will recover the costs incurred through the normal channel of ships' disbursements. In general a direct charge is made for the single use of oil collection services in the port, which varies according to the amount and types of oily wastes landed and contractor used.

Waste removal is a highly competitive business and charges vary considerably between companies, it is therefore difficult to obtain a typical cost. As guidance, however, the total charge (in 2010) for the removal of up to 4m³ should not exceed £500

8.2.2 MARPOL ANNEX II – HAZARDOUS SUBSTANCES

Arrangements for hazardous substances reception facilities in all areas of the ports are made by Ships' Agents using licensed waste contractors. Ships' Agents will recover the costs incurred through the normal channel of ships' disbursements

In general a direct charge is made for the single use of collection services for hazardous substances in the port, which varies greatly according to the amount and types of chemical wastes landed.

Considering the highly variable toxicity and range of handling requirements for the different types of hazardous substance that might be landed in the port, the charges made for the collection of these wastes are highly substance specific. For this reason, there are no typical charge can be given for the use of this reception facility.

8.2.3 MARPOL ANNEX IV – SEWAGE

Arrangements for sewage-reception facilities in all areas of the ports are made by Ships' Agents using licensed waste contractors. Ships' Agents will recover the costs incurred through the normal channel of ships' disbursements

In general a direct charge would be made for the collection of sewage wastes by road tanker depending on the amounts landed and the contractor used. A typical charge (in 2010) for the collection of sewage wastes from ships is £25 per 1000 gallons, plus approximately £200 transport fees (assuming 1/2 hr is spent on-site). However, at present there is no obligation for the port or terminals to provide such reception facilities or for port users to use them.

8.2.4 MARPOL ANNEX V – GARBAGE

ABP South Wales have investigated a number of possible methods of charging for the use of reception facilities for garbage from ships, each with its advantages and disadvantages. On consideration it was decided that indirect charging was the method most unlikely to act as a disincentive towards the use of garbage-reception facilities in the port. The Mandatory Waste Fee will be a separate charge, not related to ship's dues, for the use of garbage facilities in the common-user berths of the South Wales Ports and will apply on a per ship per call basis, regardless of whether the facilities are used.

8.3 CARGO-ASSOCIATED WASTES

The cost of the skips provided for cargo-associated Wastes is recovered by ABP South Wales as a proportion of the dues paid by a vessel for entering the port. This is separate from the mandatory Environment Charge levied to pay for the reception facilities for ships' garbage and the direct charges negotiated between the vessel's Agent and waste-management contractors for the removal and disposal of the other MARPOL wastes.

9. DATA COLLECTION AND ASSESSING THE NEED FOR WASTE RECEPTION FACILITIES

9.1 DATA COLLECTION

ABP is required to collate the following information on an annual basis:

- The amounts of each type of waste ACTUALLY received in the port
- The amounts of each type of waste which SHOULD be received in the port from prior notification information
- The amounts of each type of waste STORED BY SHIPS for reception elsewhere.

Since June 2004, this information has been available from the data collection element of our Prior Notification system. When the ship submits its advance notification of waste to be landed in one of our South Wales ports, the information is coded and stored in a spreadsheet. The Deputy Harbour Master/Port Waste Management Team has access to this spreadsheet and can see which ships have notified us in advance of arrival, how much/what types of waste they say they will offload and how much they intend to keep on board for discharge at another port of call.

The system has been designed to give totals for any of the information held in a spreadsheet, for example: number of vessels in a month, amount of garbage notified for discharge, amount of prescribed wastes kept on board for disposal elsewhere, etc. The Deputy Harbour Master/Port Waste Management Team will be able to calculate the amounts of all waste types which should be received and the amounts remaining on board from this raw data source. This is regardless of whether the waste in question is intended for an ABP bin or is disposed of via a direct contract with an approved contractor. The Prior Notification forms are designed to be held as 'live' documents for a month after delivery, after which time they will be archived onto a CD-ROM and kept by the Deputy Harbour Master/Port Waste Management Team. However, the system is also capable of having a historic file regenerated on request, should any problems occur with data held on CD-ROMs.

ABP's waste management contractor receives, and retains, a Waste Transfer Note each time the bins containing garbage and EU Galley waste are emptied. When a vessel discharges other MARPOL wastes through the direct services of a waste contractor, the Master should also receive a Waste Transfer Note and the waste contractor should record how much waste was removed. A condition of being approved to operate on an ABP port estate is that the waste contractor shall provide ABP with the information relating to the amount of waste removed in this manner on a quarterly basis. As a result of the new regulations, we have taken the opportunity to tighten up the WTN system and will use them as the best indicator available of the amounts of waste actually landed. The WTN's will be kept for a minimum of three years.

In this way, the Prior Notification system and the existing use of Waste Transfer Notes will allow ABP to gauge how much waste is notified for disposal, is kept for discharge in another port, and is actually offloaded within the port. This information will be gathered together at the end of the year for submission to the MCA in the formats required by Annexes C and D to the MCA's document, 'Port Waste Management Planning – A Guide To Good Practice' (April 2004).

9.2 ASSESSING THE NEED FOR WASTE RECEPTION FACILITIES

The experience gained from the previous port Waste Management Plan, along with the waste-management arrangements within the port, have been instrumental in assessing the ongoing need for waste-reception facilities. As a corporate exercise in 2003, ABP asked all its UK ports to consider whether their existing waste-management arrangements were using the right equipment for the waste landed, delivering appropriate levels of service and best value for money for the users.

ABP's South Wales Ports reviewed their operations in December 2003 and October 2010 and this Revised Port Waste Management Plan reflects the arrangements that are now in place as a result of this process. As with the previous plan, the port and personnel will ensure that the capacity of the facilities provided is sufficient to handle the amounts of waste that might be generated by ships, now and in the future. The collection process and capacities will be kept under constant review and the frequency of collection will be altered to meet demand as necessary.

The Prior Notification form contains contact details for the Deputy Harbour Master, who has overall responsibility for the implementation of this Port Waste Management Plan and the provision of facilities for ship-generated garbage. Any inadequacies in the available facilities should be reported directly to him using this information.

It is ABP's policy to work with ships' agents and licensed waste contractors to provide whatever waste reception facilities are required by incoming vessels. The Prior Notification for waste system would be utilised to ensure that the appropriate waste reception facilities are available to handle whatever capacity of waste is required to be removed from a ship.

9.3 VESSELS FALLING OUTSIDE THE SCOPE OF THE REGULATIONS' PROVISIONS

For fishing vessels, recreational craft and the other classes of vessels which are exempted or otherwise not included in the scheme to satisfy the Regulations, ABP, or the appropriate terminal operator, must still provide adequate waste reception facilities. The costs of these will be met from harbour dues or other charges levied on the vessels in question, but all waste-management costs will be clearly outlined in the published tariff or agreement.

Where vessels do not have to provide advance notification of waste to be landed, ABP will only have the figures from the Waste Transfer Notes as an estimate of how much waste has been discharged. By its very nature, this will be a less precise figure than the other data gathered on waste notified and landed but it will still be accommodated within the annual returns for the port.

A vessel, which is NOT exempt, but which fails to make a return under the required Prior Notification, then that vessels agent would be informed and requested to undertake such a return before the vessel is docked. If such a return had still not been received the time the vessel arrived then the MCA would be advised so that further action could be taken against the vessel.

10. INFORMATION

ABP has considered a number of possible methods to ensure that all port users are aware of waste-management procedures, including the operation of the Prior Notification system, the location of bins and the costs of using reception facilities. The various methods include:

- letters sent to Agents detailing the additional requirements for both the port and the ships/Agents contained in the Port Waste Reception Facilities Regulations
 - briefing notes and presentations for Agents and terminal operators on the Prior Notification system and new Port Waste Management Plan
 - summary leaflets outlining both the six steps of the Prior Notification system and the details of waste-management procedures
 - notification on ABP websites of new arrangements
 - circulation of new Port Waste Management Plan to all Agents and regular port users
 - direct representation to Master by Pilots
-
- notice boards and signage highlighting waste-reception facilities
 - port maps showing location of waste-reception facilities.

10.1 PRIOR NOTIFICATION FORM

The returned PDF version of the completed Prior Notification form contains details for the port's Deputy Harbour Master, should a vessel or its Agent need to contact him to report problems with waste reception facilities.

10.2 SIGNPOSTS

Signposts have been used to clearly identify the location of waste-reception points around the ABP-managed berths at the ports. The locations for garbage skips are indicated by large yellow signs with black type stating "WASTE RECEPTION POINT FOR SHIP-GENERATED WASTE". Such signs provide essential information for port users and waste contractors alike. The use of symbols and translated phrases on the signs make the use of garbage-reception facilities easier and provide further information to ships, especially for their non-English speaking crews.

10.3 CIRCULATION OF PORT WASTE MANAGEMENT PLAN TO ALL SHIPS' AGENTS AND REGULAR PORT USERS

A copy of the revised 2010 ABP South Wales Port Waste Management Plan will be posted on ABP's

South Wales Ports website (www.southwalesports.co.uk/pinfo/wastemanagement.htm)

Formal letters will be sent to Agents and port users advising them of this in due course.

11. REVIEW PROCEDURE

The ABP South Wales Port Waste Management Plan will be reviewed by the ports on a three-yearly basis, in keeping with the requirements of the Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) Regulations 2003.

As with the review process that produced this plan, the next exercise will consider:

- continuous feedback from consultation on all aspects of the waste-management planning process
- changes in type and volume of traffic using the port
- updated and improved records of the amounts of waste notified in advance of arrival and actually landed and disposed of
- updated waste-management arrangements, probably following another review of the arrangements set up in 2004.
- any relevant changes in MARPOL Regulations, such as the designation of additional Special Areas or the ratification or introduction of new annexes.

APPENDICES

APPENDIX A	EXAMPLES OF GARBAGE & DEFINITION OF MARPOL
APPENDIX B	FURTHER INFORMATION ON THE APPLICABILITY OF THE PORT WASTE RECEPTION FACILITIES REGULATIONS
APPENDIX C	APPROVED WASTE CONTRACTORS FOR ABP SOUTH WALES
APPENDIX D	SHIPS' AGENTS FOR ABP SOUTH WALES
APPENDIX E	BLANK EXAMPLE OF WASTE PRIOR NOTIFICATION
APPENDIX F	CALCULATIONS FOR MANDATORY WASTE FEE 2010
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APPENDIX A

EXAMPLES OF GARBAGE

SHIP GENERATED NON-HAZARDOUS WASTE

- Catering waste which is unloaded from vessels which operate inside of the European Union Area
-
- Packaging materials such as plastics, cans, etc. from food produced within the European Union or from a vessel whose last port of call was within the European Union
- Packaging materials such as plastics, cans, etc. from food produced outside the European Union or from a vessel whose last port of call was outside the European Union
- Bottles, crockery, etc.
- Paper, cardboard, magazines, etc.
- Other items of domestic refuse from crews' quarters and galleys, e.g. plastic shampoo bottles, razor blades, etc.
-

INTERNATIONAL CATERING WASTE (ICW)

- Catering waste which is unloaded from vessels which operate outside of European Union member states

OPERATIONAL WASTE

- Maintenance wastes:
 - oily rags/pads
 - machinery maintenance remains
 - soot & machinery deposits
 - broken parts
 - packaging materials
 - rust
 - paint
- Cargo residues
- Cargo-associated wastes:
 - dunnage
 - pallets
 - lining
 - strapping
 - metal banding
- Miscellaneous:
 - shellfish shells
 - fishing gear
 - polystyrene boxes
 - ash/slag from on-board incineration plants

DEFINITION OF MARPOL ANNEX V – GARBAGE

Garbage means all kinds of victual, domestic and operational waste, excluding fresh fish and parts thereof, generated during the normal operation of the ship and liable to be

disposed of or continuously or periodically present, except those substances which are defined or listed in other Annexes to the present MARPOL Convention.

APPENDIX B

FURTHER INFORMATION ON THE APPLICABILITY OF THE PORT WASTE RECEPTION FACILITIES REGULATIONS

The following categories of vessel fall outside the scope of the requirements of the Merchant Shipping (Port Waste Reception Facilities) Regulations 2003 and do not have to notify or discharge waste nor pay the mandatory Environmental Charge.

Vessel Type	Conditions to be fulfilled for vessels to fall outside of the scope of the regulations to notify, offload and pay mandatory charges
1. Vessels under the Small Commercial Vessel Code of Practice	Lay down provisions for sound waste management with further guidance to be provided in the forthcoming harmonised Small Commercial Vessel Code of Practice.
2. Warships, Naval Auxiliary ships and Vessels owned or operated by a state, and on government non-commercial service	Regulations do not apply but vessel is advised to consider the spirit of the regulations and apply best environmental practice
3. Tugs/Pilot Boats operating on a regional basis	Outside of scope of regulations unless vessel is calling at a port/terminal for reasons other than operating on behalf of other vessels, or is overnighting at a facility other than its home port/terminal
4. Class IV – Passenger Ships engaged only in voyages in category A, B, C and D waters.	Lay down provisions for waste management under Domestic Safety Management Code
5. Class V – Passenger Ships engaged only in voyages in category A, B and C waters.	Lay down provisions for waste management under Domestic Safety Management Code
6. Class VI – Passenger Ships carrying not more than 250 passengers to sea, or category A, B, C, and D waters in all cases in favourable weather and during restricted periods during which the vessel is at no time more than 15 miles exclusive of A, B, C and D waters from their point of departure nor more than 3 miles from land.	Lay down provisions for waste management under Domestic Safety Management Code
7. Class VI (A) – Passenger ships carrying not more than 50 passengers for distances not more than 6 miles on voyages to or from isolated communities on the islands or coasts of the UK and which do not proceed for a distance of more than 3 miles from land.	Lay down provisions for waste management under Domestic Safety Management Code
8. Class IX (A) – Ships (other than ships of class IV to VI inclusive) which do not proceed to sea.	These vessels should ensure that their ship generated wastes are handled in an environmentally sound manner with further information to be provided in forthcoming standards and guidance. If the vessel proceeds to sea with a loadline exemption then it must fulfil the regulations
9. Class IX (A) (T) – Tankers which do not proceed to sea.	These vessels should ensure that their ship-generated wastes are handled in an environmentally sound manner with further information to be provided in forthcoming standards and guidance. If the vessel proceeds to sea with a loadline exemption then it must fulfil the regulations

Such vessels must lay down their own sustainable waste-management practices in their applicable codes of practice to ensure they manage their wastes in a manner consistent with the spirit of the PWRF Regulations. Guidance from the Maritime & Coastguard Agency suggests that this should take the form of individual contracts or similar arrangements with approved waste-management contractors or the terminal at which they call.

Dredgers, Survey Ships and comparable vessels

MCA Guidance states that these vessels, which are not 'bound' for another port or terminal per se, may apply to the MCA for an exemption in the same manner as any other vessel if they can demonstrate scheduled, frequent and regular sailings with robust waste-management practices at their home port or terminal. Refer to MGN 253 and MGN 259 for further information.

APPENDIX C

APPROVED WASTE CONTRACTORS FOR ABP SOUTH WALES

Main Contractor

Amber engineering LTD
T/A Amber Services
The Recycling Centre
Dyffryn Business park
Ystrad Mynach
Hengoed
Caerphilly
CF82 7RJ

Authorisation

Annex V, (ICW)

Other Approved Contractors

Veolia
10A Greenway,
Bedwas House Industrial Estate
CAERPHILLI
Mid Glamorgan
CF83 8DW

Annex V, (ICW)

Biffa Waste Services Ltd
Nationwide Works
Viking Place
Roath Dock
CARDIFF
CF1 4TS

Annex V, (ICW)

Egan Waste Services Ltd
Old Coach Works
Berw Road
Pontypridd
CF37 2AB

Annex I, IV

Castle Environmental
Waste treatment centre
Clipper road
Cardiff
CF10 4LX

Annex I, II, IV

NB The above contractors also have depots in west Wales serving Swansea and Port Talbot. They can be contacted direct or through above addresses.

APPENDIX D**SHIPS AGENTS FOR ABP SOUTH WALES**

Bay Shipping
 First Floor
 124/125 Bute Street
 Cardiff
 CF10 5AE
 Tel: 02920 453399
 Fax: 02920 454343
 E-mail: info@bayshipping.co.uk

Clarkson Brothers
 Ground Floor
 St Andrews House
 St Andrews Road
 Avonmouth
 Bristol
 BS11 9DQ
 Tel: 01179380810
 Fax: 01179382183
agency@avonmouth.clarksonbrothers.co.uk

Cory Brothers
 Alexandra Docks
 Newport
 NP20 2NP
 Tel: 01633 266351
 Fax: 01633 256915
 E-mail: peter.james@cory.co.uk

Harvest Shipping
 1a Stanwell Rd
 Penarth
 Vale of Glamorgan
 CF64 2AB
 Tel: 02920 713838
 Fax : 02920 713839
 E-mail: drycargo@harvestchartering.co.uk

Celtic Logistics
 71 Rhyd-y-Penau Road
 Cardiff
 South Glamorgan
 Tel:029 20753444
 Fax 029 20757324
 E-mail: theo@celticlogistics.co.uk

Charles Willie Group
 Celtic House
 6 Ocean Way
 Cardiff
 CF24 5HG
 Tel: 02920 475740
 Fax: 02920 475744
 E-mail: steveali@williegroup.co.uk

Tata Steel Shipping West Wales
 Transport Building Office
 Port Talbot Works
 Tel: 01639 872169
 Fax: 01639872163
 E-mail: shipping-agency-pt@corusgroup.com .

Denholms
 Avonmouth Dock
 Bristol
 BS11 9DM
 Tel: 01179802757
 Fax: 01179826272
 E-mail: agency@denholm-shipping-brs.co.uk

Inchcape
 Gardano Quay
 Royal Portbury Dock
 Bristol
 BS20 9XF
 Tel: 01275 375868
 Fax: 01275 375380
 E-mail: gbpby@iss-shipping.com

Marine Shipping Services
 Newport Dock
 Alexandra Dock
 Newport
 NP20 2NP
 Tel: 01633 255255
 Fax: 01633 255180
 E-mail: marineshipping.services@virgin.net

Osprey
 Gordano Rd
 Royal Portbury Dock
 Bristol
 BS20 7XQ
 Tel: 01275 374636
 Fax: 01275 373250
 E-mail: bristolchannel@ospreyltd.com

Graypen
 Old Customs House
 East Block
 Newport
 Queen Alexandra Dock
 NP20 2NP
 Tel: 01633 254385
 Fax: 01469 552914
 E-mail: newport@greyphen.co.uk

Cargo Services (UK) Ltd
 Roath Dock Cargo Terminal
 Compass Place
 Port of Cardiff
 CF10 4LL
 Tel : 02920485188
 Fax 02920485189
 E-mail agency@cargoservicesuk.co

GAC-OBC Shipping Ltd
 Queens Dock
 Marine Terminal
 Swansea
 SA1 8QR
 Tel: 01792 650021
 Fax: 01792 458211
 E-mail: swansea.agency@obcgroup.com

Premiership
 The Old Custom House
 74 Lower Dock
 Newport
 NP20 1EH
 Tel: 01633 244880
 Fax: 01633 840360
 E-mail: jerry.hobbs@premiership.ltd.uk

TU Agencies
 Alexandra Dock
 Newport
 NP20 2UW
 Tel: 01633 259932
 Fax: 01633 266727
 Email: tualimited@aol.com



**ASSOCIATED BRITISH PORTS – PORT OF CARDIFF
PORT WASTE MANAGEMENT NOTIFICATION FORM**

**THIS FORM IS TO BE COMPLETED UNLESS THE SHIP HAS BEEN GRANTED AN
EXEMPTION BY THE MARITIME & COASTGUARD AGENCY**

Ship information

Name of Ship* IMO Number.....

Call Sign* Flag State*

ETA* Date.....Time..... ETD* Date.....Time.....

Number of Crew* Berth No./Terminal*

Last port of call* Next port of call*

Ship's Agent* Email address*

* THIS INFORMATION MUST BE GIVEN OR THE FORM WILL NOT BE ACCEPTED

ALL **SOME** **NONE**

If delivering all waste, complete **Red** column data fields only. Otherwise, complete all columns.

Waste	Amount of waste to be delivered (m³)	Maximum dedicated storage capacity (m³)	Amount of waste retained on board (m³)	Port where remaining waste will be delivered	Estimated waste to be generated before next port of call (m³)
Oil					
Oil	0	0	0		0
Oily mixtures containing chemicals	0	0	0		0
Sludge from purification of fuel oil	0	0	0		0
Noxious liquids					
Dirty ballast water & tank washings	0	0	0		0
Other (please specify)	0	0	0		0
Sewage					
Untreated sewage	0	0	0		0
Part-treated sewage	0	0	0		0
Garbage					
Food waste & packaging This waste is from within the EU	0	0	0		0
International Catering Waste	0	0	0		0
Separated for recycling	0	0	0		0

Other (please specify) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Cargo-associated waste¹					
Dunnage	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Other (please specify) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Cargo residues¹					
Scale & Sludge from tank cleaning	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Other (please specify) <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
¹ May be estimates					

- Notes: 1. This information may be used for Port State Control and other inspection purposes
2. EU Member States will determine which bodies will receive copies of this notification
3. This form is to be completed unless the ship is covered by an exemption in accordance with Article 9 of Directive 2000/59/EC, issued in the UK by the Marine & Coastguard Agency (MCA)
4. International Catering Waste (ICW) is defined under the EU Animal By-products Regulations (1774/2002/EC) as "catering waste from means of transport operating internationally". Any catering waste from a vessel that has landed in a non-EU port is subject to these controls after returning to the EU. This includes all vessels that have docked/landed in non-EU countries even if the vessel has been provisioned in the EU.

If a declaration from the Ship's Master is provided stating that the ship's stores have been completely emptied, cleaned, disinfected and re-stocked in the EU, catering waste from these supplies would not be considered to be ICW. Please refer to http://www.defra.gov.uk/animalH/int-trde/icw/pdf/icw_candd.pdf.

Do you treat or minimise waste on board? YES NO

If the answer is YES, please state which equipment you use (Tick all boxes that apply)

Oily separator Incinerator Compactor Sewage treatment
Recycling facilities Other (please specify)

STATEMENT

I confirm that the above details are correct and there is sufficient dedicated onboard capacity to store all waste generated between notification and the next port at which waste will be delivered.

Date: Time:

Name: Position:

Send email receipt:

APPENDIX F

CALCULATIONS FOR THE ABP MANDATORY WASTE FEE

The Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) Regulations 2003 require ports to levy a charge on vessels to pay for a "significant" proportion of the costs incurred in the provision of waste reception facilities.

ABP South Wales will discharge this duty by charging non-exempt vessels a Mandatory Waste Fee to cover waste-management costs. It will follow the corporate ABP policy of recouping 100% of costs involved in the provision of garbage-reception facilities. The costs of providing operational waste reception facilities are covered under separate arrangements. Overall, however, ships will contribute – through the Mandatory Waste Fee – to at least 30% of the total costs involved with waste management in this port.

The Mandatory Waste Fee is calculated by dividing the total cost of waste-reception facilities provided by ABP, including an element of administration, by the number of non-exempt vessels visiting the ports. The fee will be reviewed and revised at the end of each year, when the costs for waste disposal – including the annual increase in Landfill Tax – will be agreed with ABP's waste contractors. The port will notify vessels and their Agents of the new annual charges. The MCA will also be notified about changes to the fee by means of an addendum to this Port Waste Management Plan.

N.B. The Mandatory Waste Fee relates only to the costs of dealing with ship-generated garbage. All other costs in regards to the reception and disposal of oil, hazardous waste and sewage are to be borne by the ship. At the present time this also includes non-EU waste but this may change if the decision is made to treat ALL waste as Category 1.

Historically charges have been levied in two bands, vessels under 3000 gt, and vessels over 3000 gt. ABP South Wales has decided to replace this with a single charge made to all non-exempt vessels, currently set at £62.95, and will review on an annual basis

At that time calculations will be made which truly reflect the costs of providing the service, they will be totally transparent, and will be promulgated to all interested parties.

As stated above, the formula to be used will be the total cost of providing the waste reception and disposal service, including a small administration charge, divided by the total number of non-exempt vessels visiting ABP's South Wales ports.

Total Cost of Provision

Number of non-exempt vessels

APPENDIX G**WASTES LANDED AT SOUTH WALES PORTS FOR 2010**

PORT	Waste Oil	Noxious Liquids	Sewage	No-Haz Garbage		
Newport	106.7 m ³	3 m ³	20.41 m ³	2711 m ³		
Swansea				1835 m ³		
Cardiff	435.64 m ³	23 m ³	132.89 m ³	2113 m ³		
Barry	3.94 m ³	3.55 m ³	0.5 m ³	1302 m ³		

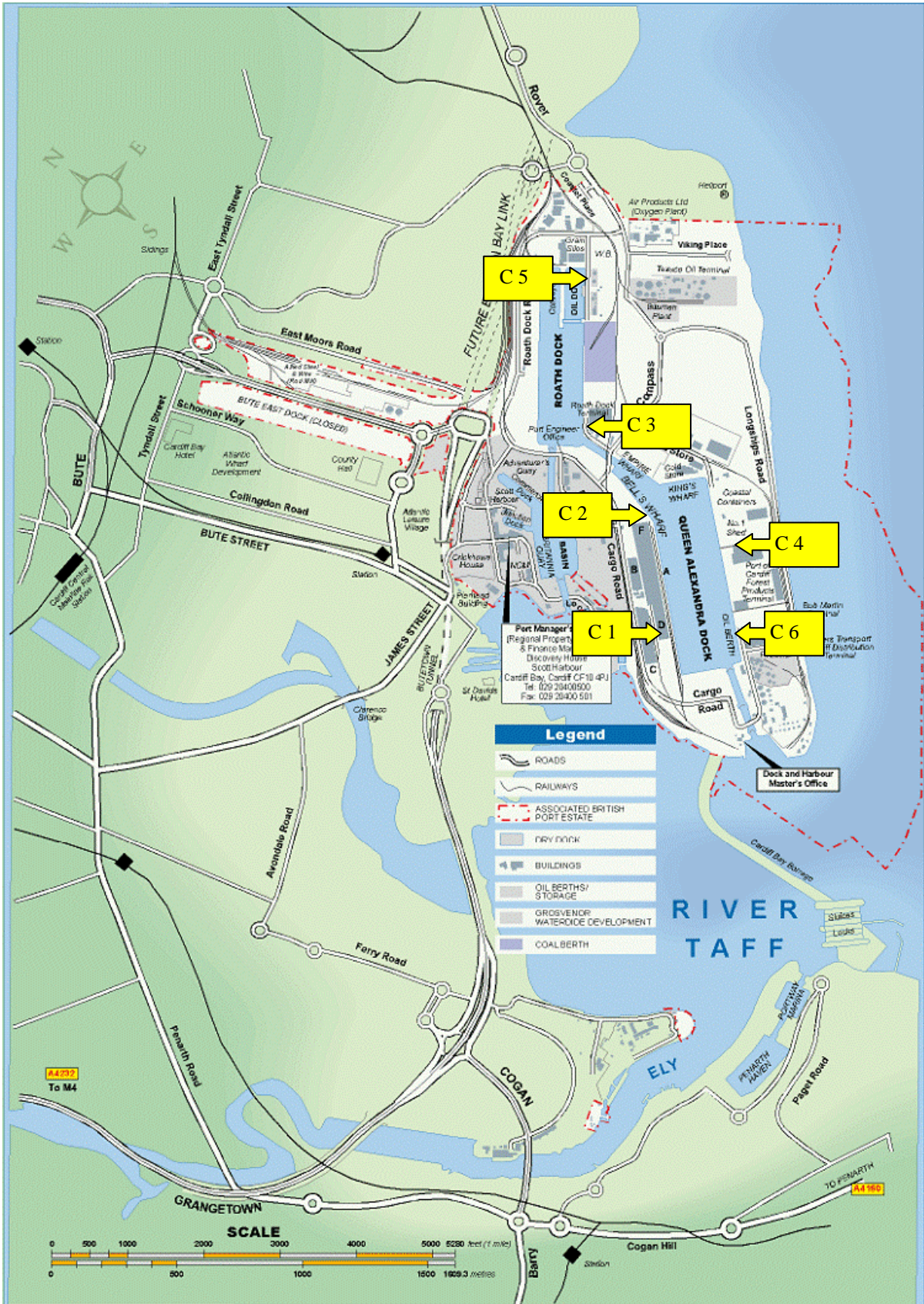
Figures are not available for Swansea or Port Talbot for this period.

APPENDIX H

LOCATION OF SHIP-GENERATED WASTE RECEPTION POINTS AT THE ABP-MANAGED BERTHS OF THE PORTS OF SOUTH WALES

Port	Location in Port
Swansea	SW 1 Between A & B Sheds Kings Dock
	SW 2 East End of D Shed Kings Dock
	SW 3 4 Quay Kings Dock
	SW 4 West Graigola Wharf Kings Dock
	SW 5 Phoenix Wharf Kings Dock
	SW 6 Swansea Container Terminal
Barry	B 1 31 Berth No 2 Dock
	B 2 Vopak Terminal No 2 Dock
	B 3 A Shed No 2 Dock
Cardiff	C 1 D Shed Queen Alexandra Dock
	C 2 F Shed Queen Alexandra Dock
	C 3 H Shed Roath Dock
	C 4 Seawood Shed Queen Alexandra Dock
	C 5 Chevron Terminal Roath Dock
	C 6 Oil Berth No 1 Queen Alexandra Dock
Newport	NP 1 1/2 Section South Quay South Dock
	NP 2 3 Section South Quay South Dock
	NP 3 4 Section South Quay South Dock
	NP 4 7 Section North Quay South Dock
	NP 5 9 Section North Quay South Dock
	NP 6 24 section Jewsons
	NP 7 11/12 section 3 shed
	NP 8 North dock 22 section Dowds Terminal

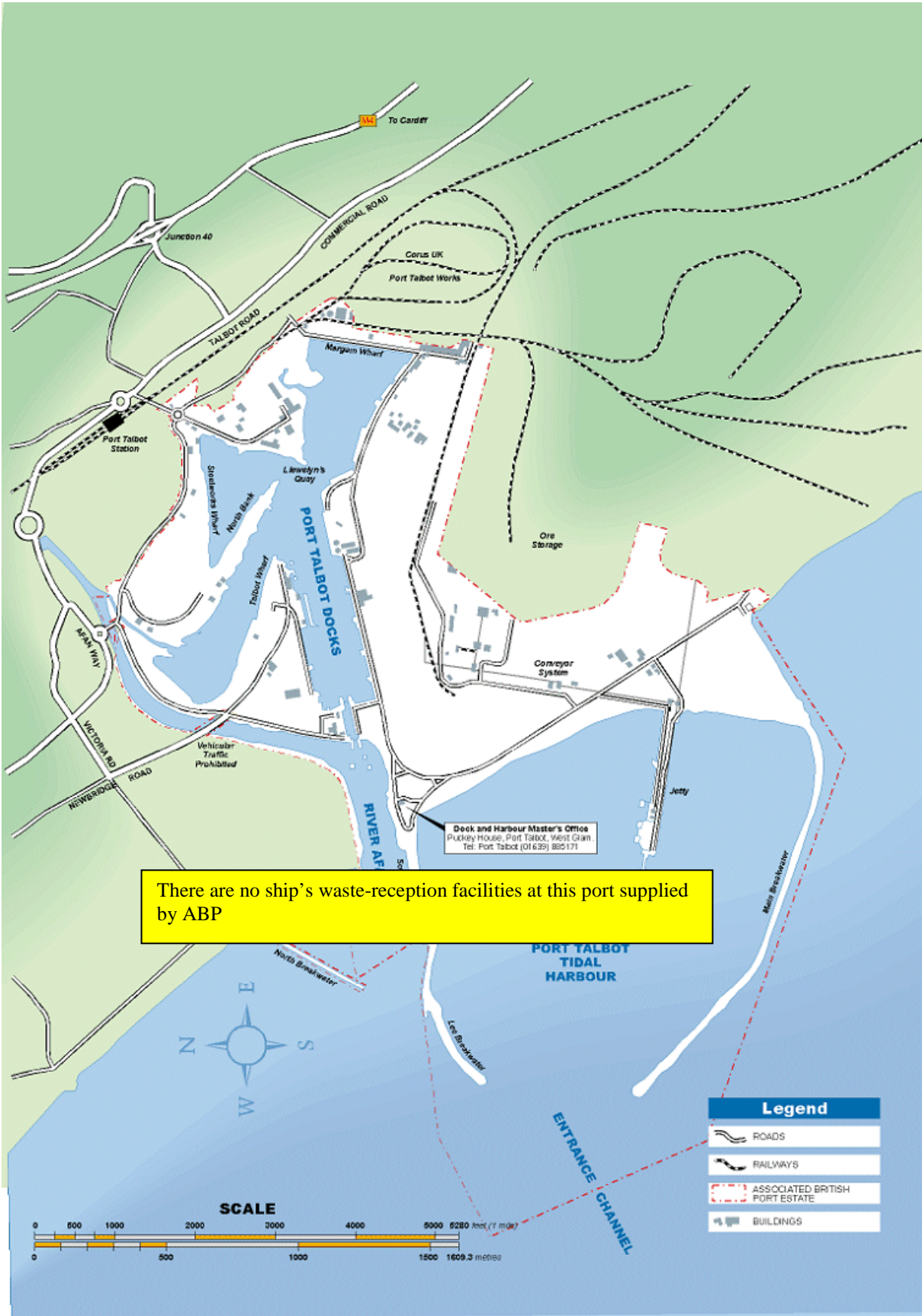
Port of Cardiff



Port of Swansea



Port of Port Talbot



APPENDIX I

EXAMPLE OF INFORMATION LEAFLET FOR VESSELS

WASTE DISPOSAL

DISPOSAL OF SHIP GENERATED WASTE IN ABP SOUTH WALES PORTS

MASTERS; SHIPPING AGENTS; FISHING VESSEL SKIPPERS PLEASE NOTE:

SKIPS FOR SHIP'S WASTE (INCLUDING FOOD) THAT ORIGINATES FROM WITHIN THE EUROPEAN UNION ARE LOCATED AS PER PLANS.

FOOD WASTE FROM OUTSIDE THE EUROPEAN UNION MUST BE COLLECTED SEPERATLY BY WASTE CONTRACTOR. PLEASE CONTACT YOUR AGENT/PORT AUTHORITY IF THIS SERVICE REQUIRED.

WASTES OTHER THAN THE ABOVE, INCLUDING OIL WASTE, CAN BE DISPOSED OF BY ARRANGEMENT THROUGH YOUR AGENT OR PORT AUTHORITY.

CONTACT AT ANYTIME: HARBOUR MASTERS OFFICE (CARDIFF LPS)

TEL:02920835023

APPENDIX J

ASSOCIATED BRITISH PORTS

PORT WASTE PRIOR NOTIFICATION WEBSITE: www.abpwaste.co.uk

1. Introduction

The **Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) Regulations 2003** requires most vessels to notify their next port of call of the types and amount of waste they will be discharging during their time alongside. This information must be given at least 24 hours in advance of arrival or as soon as they leave their last port.

2. ABP Prior Notification System

ABP has developed a single 'waste website' to handle all the waste notification information for all our ports. Electronic notification forms are to be used by **ALL** vessels heading to an ABP-managed berth or terminal, unless in possession of an MCA-exemption certificate.

There are 6 simple steps to online prior notification.

- Step 1:** The Master (or Agent on his behalf) logs onto www.abpwaste.co.uk.
- Step 2:** From the list of ABP ports, select the port to which the ship is sailing. Click on the port name to bring up a prior notification form designed specifically for that port.
- Step 3:** Fill in the information requested on the notification form. Certain questions have a red star next to them – these must be filled in or the questionnaire will not be accepted by the system. **ALL** data fields should have an answer within them, even if it is just 'nil', '0' or 'not appropriate'.
- Step 4:** Click on 'SUBMIT' at the end of the notification form to send the information to ABP's waste database. When the system receives the data, it automatically generates two PDF versions of the notification form – one copy is sent on to the relevant ABP port and the other is sent back to the email address of the person who submitted the information (i.e. either the Master or the Agent).
- Step 5:** The Master/Agent saves and prints the returned PDF version of the notification form and files it for their records. The ABP Dock/Harbour Master does the same.
- Step 6:** Exit site

ABP may select one prior notification response at random, print out a hard copy and present it to the Master for accurate verification, which would act as a check on the accuracy of prior reporting.

Back-up system

If you cannot get onto the waste website address, or have difficulties in submitting the notification form, notify your Agent and see if he can send the information for you. Alternatively, but only as a last resort, get a blank copy of the prior notification form from the ABP port and fill in the data by hand before faxing it to ABP. The fax number will be at the bottom of the form but please note that you **MUST** send the right information to the right port! You should keep the fax transmission report as proof that the notification was given in advance of arrival. ABP will record your information on the computer system should this circumstance arise. *This back-up system is only to be used in emergencies – use the main system normally.*

Contact

Captain Rod Lewis
Deputy Harbour Master South Wales
ABP South Wales Ports
Queen Alexandra House
Cargo Road CARDIFF
CF10 4LY

Tel: +44 (0) 29 2083 5090
Fax: +44 (0) 29 2083 5006

APPENDIX K

Letter sent to all Agents and other interested parties inviting them to a presentation

Associated British Ports
Queen Alexandra House
Cargo Road
CARDIFF
CF10 4LY

18th November 2003

Dear Sir,

Associated British Ports' Port Waste Management Arrangements

The Merchant Shipping & Fishing Vessels (Port Waste Reception Facilities) Regulations 2003 came into force on 16th July 2003. They supersede the Merchant Shipping (Port Waste Reception Facilities) Regulations 1997, under which Associated British Ports is required to have a Port Waste Management Plan for each of its facilities, including the five ports in South Wales

The Department for Transport still requires ABP to prepare Port Waste Management Plans that are capable of dealing with the waste regularly landed from vessels making use of our ports but a number of new requirements have been added to our responsibilities. In summary, the requirements of the new regulations for vessel operators are as follows:

1. ABP must receive advance notification from vessels, up to 24 hours before arrival, of waste they are bringing into port and the amount they intend to discharge.
2. All vessels are expected to discharge all their waste in port, unless they can prove that they have sufficient storage space on board to cope with existing waste and additional waste generated between this port and their next.

At the same time, the Department for the Environment, Food & Rural Affairs (DEFRA) has introduced the Animal By-Products Regulations 2003. These regulations cover any food or catering waste received into the UK from a vessel sailing from a port outside of the EU. Any such waste must be removed from the ship 'double-bagged', deposited in a covered skip and taken to a landfill site for burial. Skips and vehicles used to transport the waste to the disposal site must be disinfected before return to use. DEFRA has indicated that spot checks of waste reception facilities will be made to ensure compliance with the requirements of the Animal By-Products Regulations.

ABP has been considering whether our existing waste management arrangements for ship-generated waste – both the reception facilities and collection and disposal arrangements – meet the requirements of the new legislation. It is our opinion that they do not and that there scope for providing a more comprehensive package of waste management measures across the South Wales region. As a result, we are inviting

you and your company to tender for a Regional contract to deal with ship-generated waste in all five ports. We are looking to introduce this new situation as soon as possible, ideally by the end of the year.

We consider that these new requirements will probably involve greater charges for the level of service provided. Additionally, increases in the Landfill Tax and the costs associated with the disposal of waste inevitably mean that a reappraisal of the financial element of this service is timely. We are, of course, looking for 'best value' in our contractual arrangements and would be interested in discussing whether you are able to provide our new required level of service and, if so, what your proposed rates might be. We are particularly interested in considering any economies of scale that might be achieved from providing waste management services on a Regional basis for the South Wales ports.

I would, therefore, like to invite you to meet with representatives of ABP's Marine Department in South Wales to consider with you the matters outlined in this letter and its Appendix. We are intending to hold a presentation for a number of waste management contractors, outlining what we require and providing an opportunity to discuss some of the issues raised. The event will take place at Queen Alexandra House, ABP Cardiff at 2.00 PM on Wednesday 26th November 2003. I apologise for the short notice of this meeting and I would be grateful if you could indicate whether you would wish to attend.

I look forward to hearing from you shortly.

Yours sincerely,

Captain Miles Chidlow

Assistant Harbour Master South Wales

Direct Line 029 2083 5026

Mobile 07958 908333

Email mchildlow@abports.co.uk

Letter sent to Port Health Authorities

15th March 2007

Dear Sir,

ABP Newport/Swansea/Port Talbot – Port Waste Management Plan

Under the requirements of the Merchant Shipping & Fishing Vessels (Port Waste Reception Facilities) Regulations 2003, Associated British Ports is required to produce a Port Waste Management Plan for each of its operations in South Wales.

Within the last year, we have undertaken a major reassessment of the waste reception facilities required to handle ship-generated waste streams and, from the 1st July 2004, have operated a regional management arrangement with Onyx Ltd. The final stage of this project is to produce new Port Waste Management Plans, which reflect these new arrangements and set them into the context required by the 2003 Regulations.

We have probably been remiss in not advising you of this development before now, for which we apologise. However, we have been working hard to ensure that the arrangements for the notification, landing and disposal of ship-generated garbage and other waste streams are appropriate and cost-effective, as required by the new Regulations. These arrangements are encapsulated within the new **draft** Port Waste Management Plan for the ABP South Wales ports which is available for your perusal on our website at www.southwalesports.co.uk, and which is nearing completion. Please have a look at this **draft** plan and we would welcome any observations or comments that you would like to make.

We will, of course, be pleased to send you a copy of the completed Port Waste Management Plan for ABP Newport/Swansea/Port Talbot once it is approved by the MCA.

Yours sincerely,

Email sent to all Agents, CCW, English Nature, and other interested parties,

The **DRAFT** Port Waste Management Plan is now available on our website www.southwalesports.co.uk. If anyone would like to look through it and make any observations or comments we would be delighted to hear from you. Please bear in mind that this is only a draft and that it is being, and will continue to be, altered in the light of new legislation, feedback from users, and best practice obtained from our contractors and our own experience.

Kindest Regards,

Captain Miles Chidlow
Assistant Harbour Master South Wales
Direct Line 029 2083 5026
Mobile 07958 908329

Email sent to all Agents, CCW, English Nature, and other interested parties

Associated British Ports
Queen Alexandra House
Cargo Road
CARDIFF
CF10 4LY

16th November 2010

Dear Sir,

Associated British Ports' Port Waste Management Arrangements

The Merchant Shipping & Fishing Vessels (Port Waste Reception Facilities) Regulations 2003 came into force on 16th July 2003. They supersede the Merchant Shipping (Port Waste Reception Facilities) Regulations 1997, under which Associated British Ports is required to have a Port Waste Management Plan for each of its facilities, including the 4 ports in South Wales that have common user berths.

In 2007 we reviewed our Port waste Management Plan to add improvements and to implement a regional approach. The Department for Transport requires ABP to review our regional Port Waste Management plan every 3 years, in compliance with this requirement and to coincide with the start of a new contract we have started a review process with the aim of supplying a service to our customers that is both cost effective and meets theirs and statutory requirements.

ABP are committed to a responsible environmental policy and while Ship generated waste does not fall under the scope of our environmental policy we recognise that many vessels have policies for separating out non hazardous ship generated waste and feel that it there may be a better way of disposing of this waste where a lesser proportion will go to landfill. As part of ABP's commitment to recycling we aim to appoint a contractor that has the facilities to process the waste collected and only landfill the proportion that cannot be recycled. We aim to achieve this without substantially increasing the environmental levy by using a contractor that can collect both recyclable and non recyclable waste together and process it at their depot.

As trade to our ports has not substantially changed since the last review (most vessels that use our ports are trading solely inside the EU area) we don't feel there is any requirement to change the way that we deal with International Catering Waste (ICW). Vessels that want to land ICW will still be obliged to make an arrangement directly with one of our approved waste contractors and must not put any galley waste or related packaging into any of our Quayside Skips. ABP will still charge the Environmental levy for such vessels as they may still use our facilities for Annex V waste that is not ICW.

On the subject of ICW I would particularly like to draw your attention to the new paragraph in 6.2 of the revised PWMP

I am attaching The proposed F&Q that I am hopeful will be of use in giving ships that use our ports better understanding of the provision that we have for dealing with International catering Waste (ICW). Once this consultation is complete and our reviewed plan has been approved by the MCA I will send out an electronic copy of the final F&Q to all agents and hope that you will transmit it to vessels along with other pre-arrival information that you send them.

also attached is a file containing draft signage that we propose fixing to all our quayside skips along with a draft of our revised PWMP

Once the review process is over we will be submitting the PWMP to the MCA for approval.

I welcome any comments regarding the revision of the plan
And look forward to hearing from you.

Yours sincerely,

Captain Rod Lewis

Deputy Harbour Master South Wales

Direct Line 029 2083 5090

Mobile 07958 908329

rlewis@abports.co.uk

South Wales Regional Port Waste Management Plan FAQ

Q1 What is ICW (international Catering Waste)?

A International Catering Waste is any Galley waste or related packaging that is brought into port on a ship that has traded outside of the EU in the past, regardless of stores being taken outside the EU or not, and has not had its Galley storage rooms and cold rooms certified as cleaned and disinfected since the last time the vessel visited a non EU port.

Q2 Why can I not land ICW in the Annex V non hazardous port reception facilities?

A The MCA has accepted that the majority of ships that enter the common user and adopted sole use wharfs and quays in the South Wales Ports are trading solely inside the EU. As a result there is no mandatory obligation for ABP to provide facilities for the collection of ICW. ABP do have an obligation under our port waste management plan to approve contractors who can dispose of ICW by separate arrangement between ship, charterer, or agent and the approved contractor. ABP feel that this is a good way of keeping the Environmental levy as low as possible for the majority of our port users who will not be using the ICW facility.

Q3 If I am unsure if my galley waste should be classed as ICW do I have to land it during my stay in one of ABP's South Wales Ports?

A No, provided your vessel has enough dedicated storage on board for Galley waste you may pre-notify that you will be retaining your Galley waste on board for delivery at a convenient port after departure from the ABP South Wales Ports.

Q4 If I keep ICW on board or make special arrangements for its disposal do I still need to pay the Environmental levy during my stay?

A If your vessel will be moored at one of the common user berths or private wharfs that come under the

South Wales Port Waste Management Plan you will still have to pay the Mandatory Environmental levy as your Vessel may still land other non hazardous MARPOL Annex V garbage that is not Galley waste or associated packaging.

Q5 My vessel has a policy of separating waste for recycling, if I land this waste in ABP's MARPOL Annex V non hazardous waste reception facilities will my waste be recycled?

A Yes, ABP have appointed a main contractor who have the facilities to Recycle a large proportion of MARPOL Annex V Non Hazardous Waste. Any such waste that has been separated for recycling on board can be placed loose in the reception containers provided. You can help us to recycle as large a proportion as possible by double bagging any non recyclable waste in strong plastic bags.

Q6 There is more than one Waste container on the Quay where my vessel is berthed, how will I know which container to place my waste in

A Reception containers provided under the South Wales Port Waste Management Plan are coloured Blue and are marked ABP in association with Amber Waste. The positions of all containers that come under the plan are marked in the Annex of our published plan that can be found on the South Wales website: -
<http://www.southwalesports.co.uk/files/sw%20pwmp%20approved%20march%202007.pdf>
All containers are marked with the sign on the next page

Q7 What happens if I dispose of ICW in a general waste receptacle which is only suitable for non hazardous MARPOL Annex V garbage?

A Your Vessel will be held responsible for the cost of quarantining the waste receptacle, disposing of all of its contents as International Catering Waste and for disinfecting it before it is put back on the quay. (This can prove expensive)