ENVIRONMENTAL
SERVICES

Operating Techniques

Waste Transfer Station, 19 Eastbank Road, Felnex Industrial Estate, Newport NP19 4PP

For

GD Environmental Services Ltd

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Appendices

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1.0 Introduction

1.1 The site is located in an industrial area remote from residential developments.

The site comprises of an area of approximately 2 acres. Access is via the site gates and these are locked at all times when the site is non operational.

1.2 The site will undertake a range of waste management activities including:

- Storage and treatment of Non Hazardous Municipal Solid Waste
- Storage and treatment of Commercial and Industrial Waste;
- Storage and treatment of Construction and Demolition Waste

The site will recover, process and recover recyclates.

A Kiverco Trommel, Picking Station & Blower is installed at the facility. The purpose of the trommel screen is to remove all the fines from a given waste stream. By removing the small fractions, a large proportion of the weight is removed and the waste becomes easier to handle.

A CK International Horizontal Baler is installed at the facility for the baling of recyclates.

2.0 OPERATIONS

2.1 Activities

The principle activities at the site are processing and recycling non-hazardous solid waste. The facility will be designed, operated and maintained in such a way so as to minimise any potential environmental risks and impact on the environment.

Classification of the Waste Management Operations – Waste Directive Codes

In accordance with Annex IIB of the Waste Framework Directive the site activities falls into the following:

R2 Recycling or reclamation of organic substances which are not used as solvents

R3 Recycling or reclamation of metals or metal compounds

R4 Recycling or reclamation of other inorganic materials.

R13 Storage of waste consisting of materials intended for submission, on this site to any of the category 'R' operations.

D9 Physico-chemical treatment of waste not listed elsewhere in this table which results in final compounds or mixtures which are disposed of on this site by means of any of the category 'D' operations authorised under this column, or elsewhere than on this site, by means of any of the operations listed in Part III of Schedule 4 of the 1994 Regulations.

D14 Repackaging of waste prior to waste being submitted on this site to any of the category 'D' operations authorised under this column, or elsewhere than on this site, by means of any of the operations listed in Part III of Schedule 4 of the 1994 Regulations.

D15 Storage pending category D operations.

2.2 Types and Quantities of Waste

The maximum quantities of all wastes received, stored and processed with the total tonnage accepted per annum totalling a maximum of 74,999 tonnes.

2.3 Permitted Waste Types

Only wastes permitted by the Environmental Permit will be accepted on site. A list of The permitted waste types can be found in condition 2.2 of the permit.

2.4 Hours of Operation

The site is operated between the following hours;

- Monday to Friday 06.00am to 20.00pm
- Saturday 08.00 am to 16.00 pm
- Sunday 08.00 am to 13.00 pm

2.5 Location of Wastes

Notwithstanding the above, due to the constantly changing operational and Commercial pressures of the industry, a degree of flexibility with regard to the storage locations is required. Depending of operational demands at any one time, it may be necessary to relocate specified activities within the overall permitted area. However, in the event of such demand, the overriding principle will always be that the operation will be carried.

2.6 Waste Acceptance Procedures

All vehicles bringing waste to the site will be directed to the Weighbridge where the Paperwork is scrutinised by the Weighbridge Operator to ensure it is in line with Duty

of Care requirements and the Hazardous Waste Regulations. Such paperwork may include weighbridge tickets, waste transfer notes and season tickets for contracted waste and hazardous waste consignment notes.

Weighbridge tickets are produced for all delivered loads which comply with the Duty of Care Regs.

As far as possible all loads are visually assessed from the weighbridge and may be rejected if the waste is found to be mis-described. If there are other irregularities with the paperwork. The weighbridge Operator may also radio a designated site operative and request specific inspection of the load when deposited at the tipping area.

Further inspection follows before and during the tipping stage. If the site operative is unsatisfied with any particular item (s) or indeed the whole load, its removal off site by the driver is required or, if the Company considers it to best environmental option, the material is quarantined pending further investigation and possible referral to Natural Resource Wales.

Non-conforming wastes will be placed immediately in a designated quarantine area Until suitable disposal arrangements can be made. There will be no mixing of non Conforming (quarantined) wastes with authorised wastes. Non-conforming wastes will be stored separately where possible and when legislation requires.

2.7 Waste Storage

All waste will be stored on impermeable pavement or hardstanding.

WEEE wastes will be managed in accordance with relevant legislative requirements.

Tyres will be accepted on site for storage prior to removal for processing at a suitably authorised facility.

Batteries will be accepted on site for storage prior to removal for processing at a Suitable authorised facility.

Treatment includes the manual sorting of waste, mechanical sorting of waste and baling.

These activities are carried out with the aid of mechanical plant.

No wastes are disposed of at the site.

3.0 Management

3.1 Environmental Management System

GD Environmental Services Ltd has an Environmental Management System (EMS) that is certified to ISO14001, ISO9001 (Quality Management) and OHSAS 18001 (Occupational Health and Safety).

The management systems includes standard operating procedures that minimise he environmental risks and impacts of the normal operations and include contingency plans to minimise the effects of breakdown, accidents etc. These include procedures relating to waste acceptance and environmental monitoring.

The management systems will therefore ensure that;

- The risks that the activities pose to the environment are identified;
- The measures that are required to minimise the risks are identified;
- The activities are managed in accordance with the management system;
- Performance against the management system is audited at regular intervals; and
- The Environmental Permit is compiled with.

A planned programme of maintenance for all infrastructure, plant and equipment is Specified in the management system. All plant is inspected and maintained in line With manufacturers instructions or other appropriate regime.

GD Environmental has a training and development programme designed to ensure that staff are suitably trained to undertake their duties. The roles and responsibilities of staff on site are clearly defined and training records for each staff member are maintained and reviewed regularly to ensure competence is maintained and up to date.

GD Environmental has an Emergency Contingency Plan that together with the

Environmental Management System and Operational Techniques for the site, meet the requirements of Environment Agency Guidance 'How to comply with your Environmental Permit'.

The management system and its associated documents are subject to an annual management review or sooner of there are significant changes to the activities or following an accident.

The EMS is the subject of regular surveillance audits to maintain accreditation status.

3.2 Maintenance

All plant and equipment will be subject to a programme of planned preventative Maintenance which will follow the inspection and maintenance schedule recommended by the manufacturer. GD Environmental Services will review environmental performance in line with procedures detailed in the Management System and as set out by the conditions of the permit, to ensure that any necessary actions are taken to ensure the effective control of operations.

In addition, all vehicles used on site as part of the operations will be kept in good Working order, will be refuelled in accordance with site operational procedures to prevent any fuel spillage, and will be driven only by suitably qualified members of staff.

3.3 Incidents and Non Conformances

GD Environmental Services Ltd will have in place procedures to account for the potential incidents and non conformances which may affect the environmental performance of the facility. The procedures will set out how any abnormal operation including malfunction, breakdown or failure of plant, equipment or techniques will be dealt with to ensure that normal operation of the facility is regained promptly.

The procedures will ensure that non conformances are reported, investigated and

rectified, and that failures and weaknesses are prevented.

To assist in the reporting of incidences, GD Environmental Services Ltd will display a notice near the site entrance with the following information clearly visible;

- Company name;
- Emergency contact name and telephone number
- The Environment Agency national number (08708 506 506) and incident hotline number (0800 807060)

3.4 Sufficient Persons

The facility will be managed by a sufficient number of staff competent to operate the site without causing pollution. A number of staff holds relevant Certificates of Technical Competence from the Waste Management Industry Training and Advisory Board.

3.5 Site Security

In order to prevent unauthorised access to the site, site security measures will be in place.The site will be securely fenced with palisade fencing. Security measures include out of hours security staff and security cameras at key areas of the site.

3.6 Accident management Pan

GD Environmental Services Ltd recognises the importance of the prevention of accidents that may have environmental consequences and that it is important to limit those consequences and that it is important to limit those consequences. GD Environmental Services Ltd has developed a system to identify, assess and minimise the environmental risks and hazards of accidents and their consequences as part of their Environmental Management System.

An Accident Management Plan will be implemented and maintained at the site as part of the EMS to ensure the site and site staff are fully prepared for such incidents. The Accident Management Plan will be reviewed at least every four years, or as soon as practicable after an incident with changes made accordingly to minimise the risk of occurrence.

4 Records and Reporting

4.1 Site Records

The operator will ensure the following information is recorded:

- Site inspections by the operator or other body and any subsequent issues and corrective actions taken;
- Emergencies;
- Complaints and actions taken;
- Plant/equipment failure;
- A record of any rejection of waste;
- Any queries with Waste Carriers;
- Technically competent manager – times on site;
- Any Incidents/accidents on site and actions taken;
- Security failures;
- Severe weather conditions.

All records will be held in the site office and will be available on request. All records, which are required under the conditions of the Environmental Permit, shall be maintained and kept secure from loss, damage or deterioration. Any records held electronically will be backed up on a regular basis.

Appendices