Olleco Cymru Wales

Permit Variation Application – Food Waste Storage and Bulking

Olleco Cymru Wales
Newquay Road
Stephenson Street Industrial Estate
Newport
Gwent
NP19 4PL

Permit Number:
EPR/BP3296EF

Date:
October 2019

Contents

1. Non-Technical Summary

Olleco operate a recycling facility for used cooking oils on Newquay Road, Stephenson Street Industrial Estate, Newport, NP19 4PL. The company receives used cooking oils (UCO) from its customers (industrial food factories and retail outlets) and treats the oils by physical means to remove impurities and packaging.

The site is regulated by Natural Resources Wales (NRW) under permit reference number EPR/BP3296EF. With this application to NRW, Olleco is seeking to vary the current permit conditions to:

- extend the permitted boundary to include a depot currently operated by Olleco for the storage of fresh cooking oil and the temporary storage of used cooking oils, pending transfer to the treatment site
- add two new waste codes to the permitted waste types, to allow the temporary storage of food waste prior to off site recovery by anaerobic digestion
- operate a food waste bulking trailer at the site.

This application document describes the proposed operation of the food waste bulking trailer and provides an assessment of environmental risks, including the emission of odours.

The potential for odours to be emitted will be minimised by containment (the trailer is enclosed except during tipping) and by the length of time that the waste will be held on site (normally 24 hours).

The sensitivity of the site setting is relatively low as the site is situated in an industrial area. The closest residential properties are approximately 900m to the north east and 800m to the north west; beyond the River Usk.

Olleco consider that the proposed operational changes will not result in any detrimental effect on the environment, given the control measures and standard operating procedures that will be in place.

Olleco is committed to aiding the circular economy through the segregation of food waste and conversion into renewable energy. The use of the food waste bulking trailer helps to make this more economically viable.

2. Introduction

Olleco are currently permitted for the storage, treatment and recovery of edible oils and fats with the European Waste Code (EWC) 20 01 25. The permitted tonnage of waste oils is 25,000 tonnes per annum.

The company is seeking a variation to the current permit to allow the temporary storage and bulking of food waste prior to off site recovery at one of Olleco's food waste anaerobic digestion (AD) treatment plants. The food waste is collected from commercial and retail customers in dedicated wheelie bins and tipped into Olleco vehicles. On arrival back at the Olleco Depot, the food waste will be tipped into a bulking trailer fitted with a compactor. The trailer will be connected to a tractor unit for transport to the AD Plant each day. There will be two trailers that operate in tandem, one in transit and one being filled.

The trailer will be situated externally, at the rear of the Depot. It will be sited in an area outside the current permit boundary and thus an extension to the boundary will be required as part of the permit variation.

The food waste is collected under EWC 02 02 03 and 02 03 04 and thus we are seeking that these two additional codes are added to the permit.

The NRW Permitting Team has confirmed that these changes constitute a Normal Variation to the permit.

3. Operational Changes

3.1 Extension to Permit Boundary

The proposed extension to the permitted site boundary is shown in *Appendix 1* and the layout of the area is shown in *Appendix 2.*

The additional area of land is owned and occupied by Olleco. The site comprises two warehouse units, office accommodation, car parking and a delivery/storage yard. The warehouse in the western section of the site is used for the temporary storage of used cooking oils pending transfer to the treatment site to the north of Newquay Road. The used cooking oil is stored in specially designed wheelie bins and smaller containers (plastic barrel, tubs and metal tins) stored on wooden pallets secured with plastic shrink wrap. The storage of used cooking oils at this location is permitted under a NRW Exemption, No.NRW-WME023792.

The warehouse building in the eastern section of the site comprises office accommodation and a warehouse for the storage of fresh cooking oil in 5-20 litre containers on racking.

The car park and loading/ unloading areas are concrete surfaced. There is an area at the rear of the site that is used for parking Olleco vehicles overnight that is currently unsurfaced. It is this area that will be used to park the food waste trailer. The area will be concrete surfaced and new drainage installed prior to operating the trailer. This will include a new wash bay for Olleco oil and food waste collection vehicles.

A Site Condition Report for the additional area of land has been provided with this application.

3.2 Food Waste Storage

Food waste is collected from retail and commercial customers under the following waste codes:

- EWC 02 02 03 - wastes from the preparation and processing of meat, fish and other foods of animal origin; materials unsuitable for consumption or processing

- EWC 02 03 04 - wastes from fruit, vegetables, cereals, edible oils, cocoa, coffee, tea and tobacco preparation and processing; conserve production; yeast and yeast extract production, molasses preparation and fermentation; materials unsuitable for consumption or processing

The maximum quantity of food waste that can be stored in the bulking trailer is 20 tonnes. We are seeking permission to accept up to 7,500 tonnes of food waste at the site per annum.

3.3 Food Waste Trailer Operation

The bulking trailer will be filled with food waste collected by Olleco vehicles. The vehicles will tip directly into the trailer. There is an existing weighbridge that will be utilised to record vehicles weights.

The trailer, vehicles and tipping method are designed to ensure that the risk of spills is minimised. However, a metal fabricated spill tray will be placed beneath the tailgate of the trailer to capture any spills that occur. Spilled food will be shovelled out of the tray into a wheelie bin and back into the collection vehicle. The spill tray will be washed down once a week, or more frequently if required. The water will be pumped out into an IBC for off site disposal.

Once the trailer has been emptied of food waste at the AD Plant, the wheels and tailgate of the trailer will be washed and sprayed with disinfectant at the AD site. The inside of the trailer may also be washed out.

Photographs of the bulking trailer are provided in *Appendix 3*.

4. Risk Assessment

4.1 Odour

Food waste is collected by Olleco vehicles from commercial and retail customers on daily collection rounds. The waste comprises segregated food waste from kitchens and packaged food waste. Waste is collected in dedicated wheelie bins and tipped into the collection vehicle. On arrival back at the Olleco Depot, the food waste will be tipped into a bulking trailer fitted with a compactor. The trailer will be connected to a tractor unit for transport to the AD Plant each day. There will be two trailers that operate in tandem, one in transit and one being filled.

Food waste has the potential to be odorous. The odour potential can vary depending on the age of the waste and the ambient temperature on collection. Certain customers refrigerate the waste prior to collection. However, the character of the waste collected does not vary significantly from day to day.

Used cooking oil is stored in sealed containers prior to transfer to the permitted treatment site to the north of New Quay Road. The temporary storage of used cooking oils is not considered to be a source of odour.

Odour Control Measures

The potential for odour generation from food waste will be minimised by:

- storage conditions: the bulking trailer is fully enclosed except during the transfer of food waste when the compactor is in operation
- storage time: under normal operating conditions, waste will only be held on site for 24 hours prior to transport to the AD Plant for processing
- housekeeping: any spillages of food waste will be cleaned up promptly and good levels of hygiene maintained
- contingency arrangements: if the Olleco AD Plant is not available, waste would be tipped at a third party AD Plant (Asgard Renewables or Geneco).

Odour Monitoring

The sensitivity of the site setting is relatively low as the site is situated in an industrial area. Neighbouring properties are shown in the Goggle Earth image below (*Figure 4.1*). The closest residential properties are situated approximately 900m to the north east and 800m to the north-west; beyond the River Usk.

Figure 4.1

Odour monitoring in the form of sniff testing will be undertaken each day to check ambient air quality around the site boundary. The monitoring locations are shown in *Figure 4.1.*

At each monitoring location observations shall be made concerning odour intensity, persistence and character, weather conditions and any 'abnormal' site operating conditions at the time of the survey. A daily monitoring record sheet (CYM-UCO-F009) shall be completed, as shown in *Appendix 4*. This provides a scale of odour intensity; from 0 - no odour, to 6 - extremely strong odour, in accordance with Environment Agency guidance.

Odour Complaints

Any odour complaints will be communicated and investigated in accordance with Olleco's environmental complaints procedure (EMS 8.2.2). It is important that all complaints are investigated promptly to establish if the complaint is substantiated and if so the source and root cause of the odour.

4.2 Spillages

Used cooking oil is stored in specially designed wheelie bins with secure lids as well as a variety of smaller containers (plastic barrel, tubs and metal tins). These are stored on wooden pallets secured with plastic shrink wrap. The waste oil is stored in a warehouse building which provide containment for any leaks or spillages due to damaged containers.

Chemicals used for vehicle washing (wheel cleaner, traffic film remover, detergent) are stored in IBCs on bunded spill pallets.

The Depot holds spill kits that are stocked with absorbent materials to contain oil spills. The spill kits are inspected as part of a monthly SHE audit.

The food waste bulking trailer, collection vehicles and tipping method are designed to ensure that spills of food waste are minimised. However, a metal fabricated spill tray will be placed beneath the tailgate of the trailer to capture any spills that occur. Spilled food will be shovelled out of the tray into a wheelie bin and then tipped back into the collection vehicle. The spill tray will be washed down once a week, or more frequently if required. The wash water will be pumped out into an IBC for off site disposal.

Olleco staff receive spill training appropriate to their role.

4.3 Litter

The food waste bulking trailer is enclosed and the risk of wind blown litter is low.

4.4 Pests

The bulking trailer is enclosed to prevent the risk of pests (particularly birds) gaining access to the waste. The site has a contract with RentoKil for pest control which will be extended to include additional bait boxes in the area around the bulking trailer.

4.5 Noise

The bulking trailer will be sited at the rear of the Depot. There will be some noise associated with vehicle movements but this is in keeping with the industrial nature of the surrounding area. There will be no increase in noise levels from the site.

4.6 Energy Consumption

New energy efficient lighting will be installed at the Depot for safe operation of the trailer. This will increase the electricity consumption from current levels. Olleco monitor energy consumption as part of the company's environmental management system.

5. Emissions to Air

There will be no new emissions to atmosphere.

6. Emissions to Water

The food waste trailer will be sited on a new concrete pad installed with perimeter kerbing at the rear of the site. A new Aco drainage channel will be installed to capture surface water run off and this will be directed via a new oil separator into the surface water sewer on New Quay Road.

The vehicle wash bay will be constructed with perimeter Aco drains, falling to a concrete collection sump. The wash water will be periodically pumped out into an IBC for off site disposal.

There will be no unsurfaced ground and no direct discharges to groundwater.

The site layout and new drainage arrangements are shown on the plan in *Appendix 2*. This shows the point of connection for the site surface water drainage into the main sewer on New Quay Road.

7. Waste Management

Contaminated water from the vehicle wash bay and the bulking trailer spill tray will be disposed of off site, along with other wastewater streams from the permitted used cooking oil treatment process. The waste water is currently disposed of to Olleco's anaerobic digestion plants. There will be no other new waste streams arising from the change in operations.

Waste generation associated with the used cooking oil treatment process is included within the permitted waste treatment operations.

8. Management Techniques

The site operates an ISO14001 certified Environmental Management System, held with BSI (certificate No. EMS678215). The system has been reviewed and updated to ensure that the aspects and impacts of the proposed process changes are incorporated.

A screen shot of the EMS Manual and Management Procedures Index is provided as *Figure 8.1* below.

A new Standard Operating Procedure relating to operation of the trailer is provided in *Appendix 5*. All relevant staff will be trained in this procedure.

Figure 8.1 – Olleco EMS Manual and Management Procedures Index

ISO14001:2015 – Manual and Management Procedures Index	
Clause Numb	**Document Description**
4	**Context of Olleco**
4.1	Context & EMS Manual – System Explanation
4.2	Understanding the Needs and Expectations of Interested Parties
4.3	Scope of the EMS
4.4	Process Interaction
5	**Leadership**
5.1	Leadership & Commitment
5.2	Environmental Policy Statement
5.2.1	Energy Policy Statement
5.3	Allocation of Resources, Roles, Responsibility, Accountability and Authority (also covers 7.1 of the Standard)
6	**Planning**
6.1	Risks & Opportunities
6.1.2	Environmental Aspects and Control Procedure
6.1.2.1	Environmental Aspects Register
6.1.3	Legal Register
6.1.4	Process Management Plan
6.2	**Environmental Objectives & Planning to Achieve Them**
6.2.1	Setting Environmental Objectives
6.2.2	Planning Actions to Achieve Environmental Objectives
6.2.2	Gantt Action Tracker

7	**Support**
7.3	Staff Awareness & Competence (also covers 7.2 of the Standard)
7.3.1	Training Matrix – SHEQ (matrix held for each site) Minimum training requirement procedure held under 45001 (O:\Group Health and Safety\ISO 45001\Group Procedures\Word Documents)
7.4	Communication
7.5	**Documented Information**
7.5.1	Documented Information
7.5.2	Document Control
7.5.3	Control Of Documented Information (ISO14001:2015 – Manual and Management Procedures Index)
7.5.3.1	Document Control – Employment Workflows
8	**Operation**
8.1	**Operational Planning & Control**
QMS 8.1	Management of Change Procedure
QMS 8.1	Management of Change Procedure (form only
8.1.1	Management of Change
8.1.2	Waste Input Management
8.1.3	Site Waste Management
8.1.4	Site Drainage
8.1.5	Birds, Vermin and Pests
8.1.6	Noise & Odour
8.1.7	Spillages
8.1.8	Site Maintenance
8.1.9	Digestate Management Plan – Aylesbury & Westcott only

8.2	**Emergency Preparedness & Response**
8.2.1	Group Emergency Response Procedure
8.2.1	Aylesbury Emergency Response Procedure
8.2.1	Aylesbury Emergency Prevention Policy (MAPP)
WP-AD-SOP-102	Westcott Emergency Response Procedure Westcott – (Emergency, Disaster Recovery & Business Continuity Plan)
8.2.1	Liverpool Emergency Response Procedure
8.2.1	Liverpool Bulk Liquids (LBL) Emergency Response Procedure
8.2.2	Overarching Complaints Procedure

9	**Performance Evaluation**
9.1	Performance Measurement and Analysis
9.1.1	Control of Monitoring and Measurement Devices
9.1.2	Evaluation of Compliance
9.1.3	Environmental Reporting
9.1.3.1	Resource Consumption Reporting
9.2	**Internal Audit**
9.2.1	Internal Audit and Inspection (including audit schedule)
9.3	Management Review (including Continual Improvement)
10	**Improvement**
10.2	Non-Conformity & Corrective Action
10.2.1	Corrective Action Log
10.3	Continual Improvement

9. Monitoring

With the exception of daily odour sniff testing, as described in Section 4.1, no new environmental monitoring requirements are considered to be necessary.

10. Risk Assessment Summary

For the activities included within this Variation application, i.e. the temporary storage of used cooking oils and food waste, an assessment has been made of associated environmental hazards. For each hazard identified a simple risk assessment has been conducted to examine what the potential environmental impact could be. Factors that have been considered are:

- nature of the hazard – air emissions, fugitive emissions, discharges to surface water
- the receptors - people, animals, property
- the pathways - how the hazard can get to a receptor
- likelihood of the hazard occurring - whether a risk is unlikely or highly likely
- consequences - what harm could be caused
- mitigation - measures that will be taken to reduce risks
- residual risk - what the overall risk is, based on mitigation measures and management techniques.

The risk assessment is summarised in *Table 10.1*.

Table 10.1 - Risk Assessment

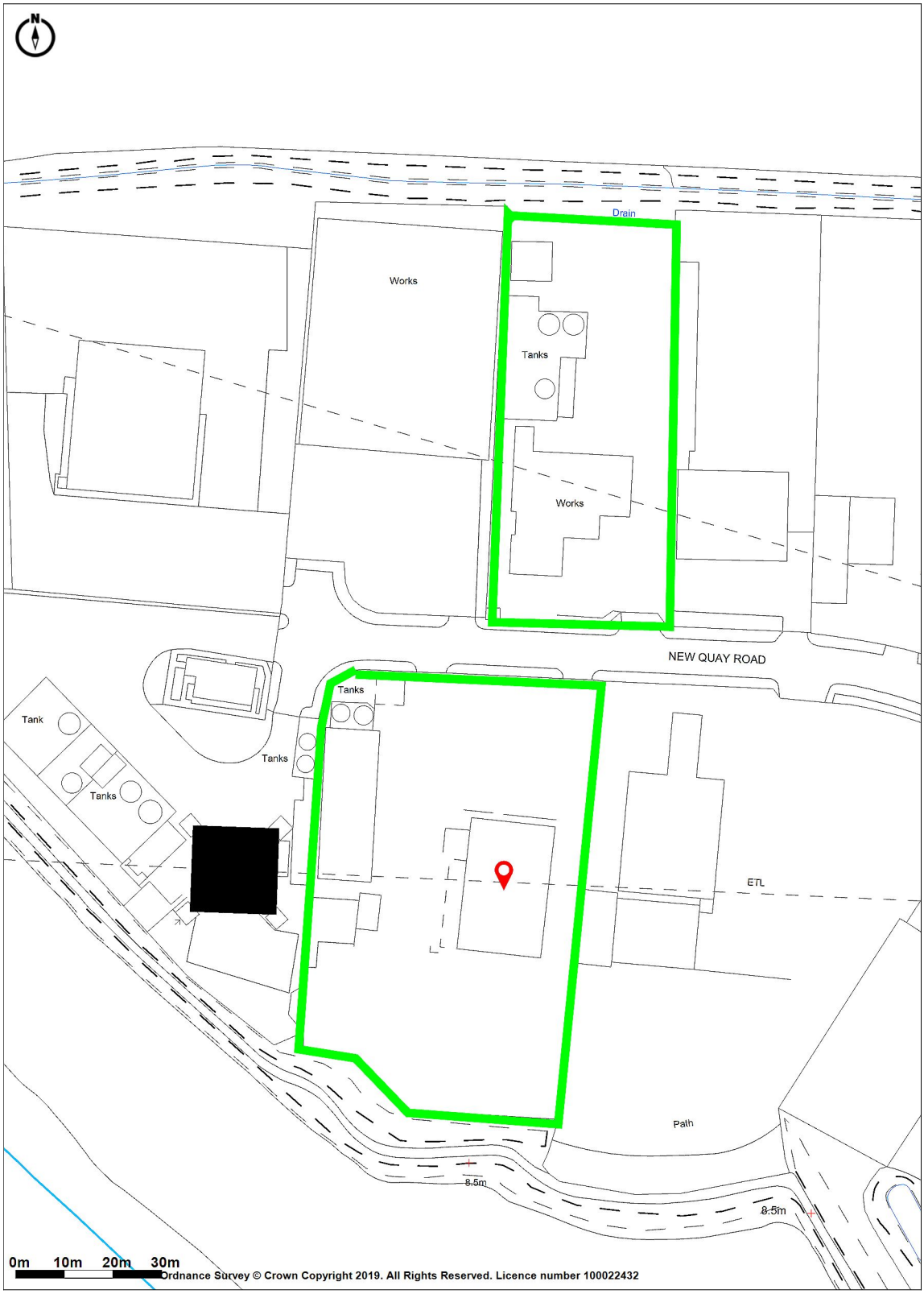
Hazard	Likelihood	Pathway	Receptor	Extent of Potential Consequences	Mitigation	Residual Risk
Loss of containment: spillage/ leakage of used cooking oil (UCO) during off-loading and movement of containers using fork lift trucks	Moderate	Run off into site surface water drains. Seepage into sub-soils and groundwater	Drains discharge into a mains sewer on New Quay Road Shallow soils (Made Ground) and perched groundwater	Frequent small scale spillages into the drains can result in the build up of fats in the sewer, eventually affecting capacity of the drains and causing blockages Potential for release into the water environment Contamination of shallow soils	The warehouse building l provides containment for any leaks or spillages. The building and yard area is entirely surfaced with concrete. The yard drainage will be directed via a new oil separator into the surface water sewer Availability of adequate spill kits, spill procedure, training.	Low

Table 10.1 - Risk Assessment						
Hazard	Likelihood	Pathway	Receptor	Extent of Potential Consequences	Mitigation	Residual Risk
Loss of containment: spillages of food waste during transfer from collection vehicles into the bulking trailer	Moderate	Contamination of surface water run off Seepage into sub-soils and groundwater	Drains discharge into a mains sewer on New Quay Road Shallow soils (Made Ground) and perched groundwater	Potential for release into the water environment Contamination of shallow soils	Food waste is mainly solid and does not flow. Spill trays beneath the trailer will collect any spills. Availability of adequate spill kits, spill procedure, training. The rear yard area where the food waste trailer will be stored will be surfaced with good quality concrete.	Low
Loss of containment: leaks and spills of vehicle cleaning chemicals	Moderate	Run off into site surface water drains. Seepage into sub-soils and groundwater	Drains discharge into a mains sewer on New Quay Road Shallow soils (Made Ground) and perched groundwater	Potential for release into the water environment Contamination of shallow soils	IBCs are stored on bunded spill pallets. Availability of adequate spill kits, spill procedure, training. The building and yard area is entirely surfaced with concrete.	Low
Odour from the storage of food waste	Low to Moderate	Airborne - fugitive emissions	Workers at neighbouring industrial properties Residential properties >800m distance	Potential for odour nuisance complaints	Storage conditions: the food waste bulking trailer is fully enclosed except during the transfer of food waste when the compactor is in operation Storage time: under normal operating conditions, waste will only be held on site for 24 hours prior to transport to the AD Plant for processing Housekeeping: any spillages of food waste will be cleaned	Low

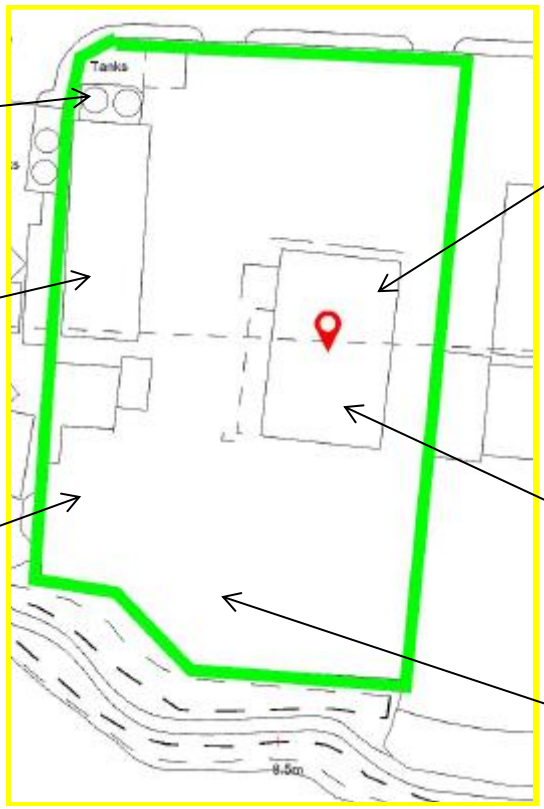
Table 10.1 - Risk Assessment						
Hazard	Likelihood	Pathway	Receptor	Extent of Potential Consequences	Mitigation	Residual Risk
					up promptly and good levels of hygiene maintained Contingency arrangements: if the Olleco AD Plant is not available, waste would be tipped at a third party AD Plant. Monitoring: daily odour sniff checks	
Pests: food waste attracting scavengers and flies	Moderate	Airborne: flies Cross boundary: scavengers	Neighbouring industrial properties and occupants	Potential for spread of disease and adverse health impacts	Containment: enclosed storage vehicle Housekeeping: removing spilled food promptly and good hygiene levels Pest control contract with regular service inspections	Low
Noise from vehicle movements, and fork lift trucks	High	Noise travelling beyond the site boundary	Occupants of neighbouring industrial properties	Potential for noise nuisance complaints	Food waste bulking trailer will be sited at the rear of the site. Noise will only be generated intermittently during the transfer operation. Vehicle movements associated with oil delivery/ collections will not increase from current levels.	Low
Waste generation: waste water will be generated from	High	Run off into site surface water drains. Seepage into sub-	Drains discharge into a mains sewer on New Quay Road	Potential for release into the water environment Contamination of	The vehicle wash bay will be constructed with perimeter Aco drains, falling to a concrete	Low

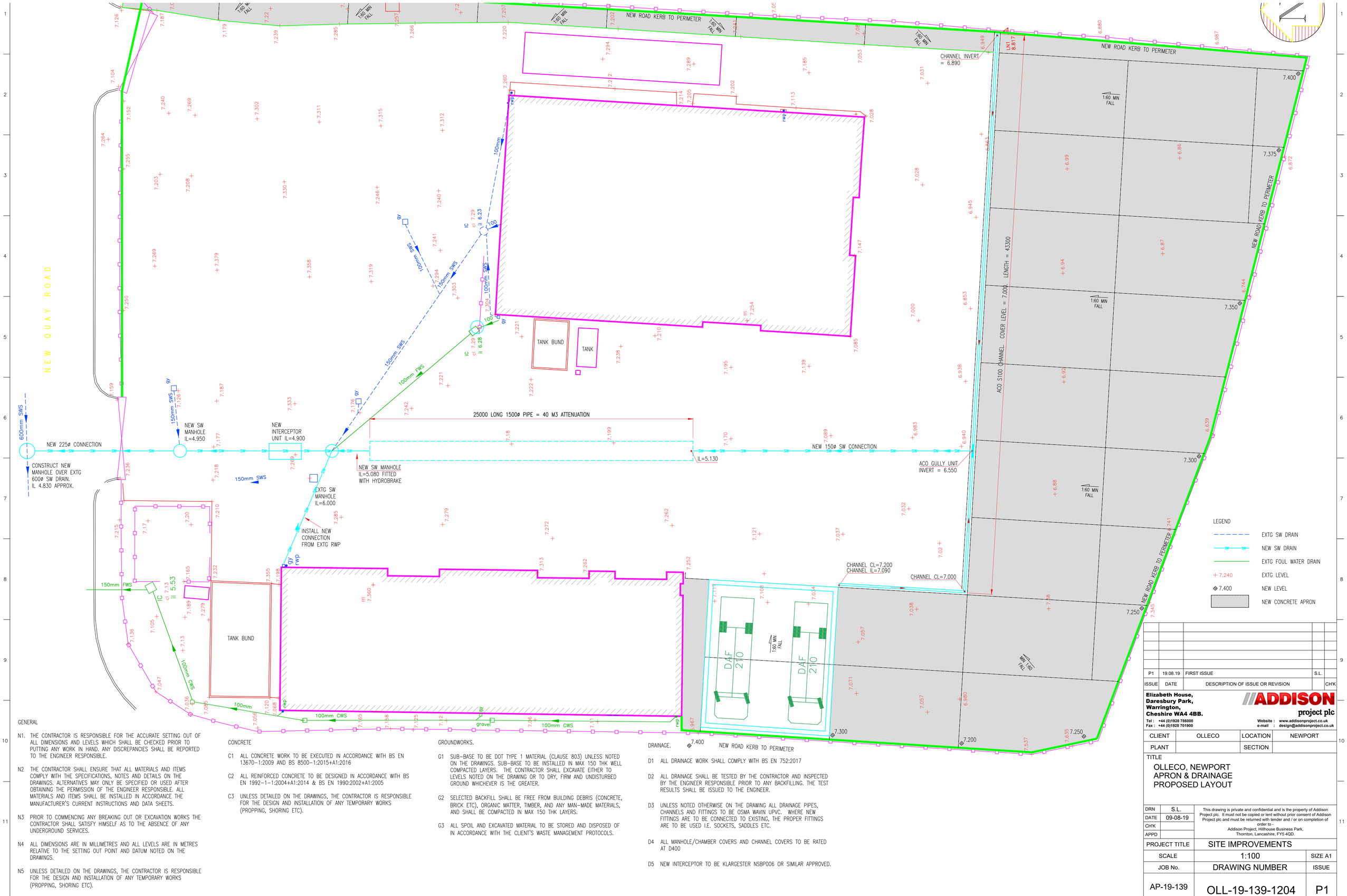
Table 10.1 - Risk Assessment						
Hazard	Likelihood	Pathway	Receptor	Extent of Potential Consequences	Mitigation	Residual Risk
vehicle washing		soils and groundwater	Shallow soils (Made Ground) and perched groundwater	shallow soils	collection sump. The wash water will be periodically pumped out into an IBC for off site disposal. There will be no unsurfaced ground and no direct discharges to groundwater.	

Appendix 1 – Proposed Extension to Permitted Site Boundary



Appendix 2 – Proposed Layout of the Extension Area


Tanks
Existing tanks for wastewater storage
Existing office building
Existing warehouse for temporary storage of used cooking oils
Existing warehouse for storage of fresh cooking oil
Location of new vehicle wash bay
Location of proposed food waste bulking trailer



GENERAL

N1. THE CONTRACTOR IS RESPONSIBLE FOR THE ACCURATE SETTING OUT OF ALL DIMENSIONS AND LEVELS WHICH SHALL BE CHECKED PRIOR TO PUTTING ANY WORK IN HAND. ANY DISCREPANCIES SHALL BE REPORTED TO THE ENGINEER RESPONSIBLE.

N2 THE CONTRACTOR SHALL ENSURE THAT ALL MATERIALS AND ITEMS COMPLY WITH THE SPECIFICATIONS, NOTES AND DETAILS ON THE DRAWINGS. ALTERNATIVES MAY ONLY BE SPECIFIED OR USED AFTER OBTAINING THE PERMISSION OF THE ENGINEER RESPONSIBLE. ALL MATERIALS AND ITEMS SHALL BE INSTALLED IN ACCORDANCE THE MANUFACTURER'S CURRENT INSTRUCTIONS AND DATA SHEETS.

N3 PRIOR TO COMMENCING ANY BREAKING OUT OR EXCAVATION WORKS THE CONTRACTOR SHALL SATISFY HIMSELF AS TO THE ABSENCE OF ANY UNDERGROUND SERVICES.

N4 ALL DIMENSIONS ARE IN MILLIMETRES AND ALL LEVELS ARE IN METRES RELATIVE TO THE SETTING OUT POINT AND DATUM NOTED ON THE DRAWINGS.

N5 UNLESS DETAILED ON THE DRAWINGS, THE CONTRACTOR IS RESPONSIBLE FOR THE DESIGN AND INSTALLATION OF ANY TEMPORARY WORKS (PROPPING, SHORING ETC).

CONCRETE

C1 ALL CONCRETE WORK TO BE EXECUTED IN ACCORDANCE WITH BS EN 13670-1:2009 AND BS 8500-1:2015+A1:2016

C2 ALL REINFORCED CONCRETE TO BE DESIGNED IN ACCORDANCE WITH BS EN 1992-1-1:2004+A1:2014 & BS EN 1990:2002+A1:2005

C3 UNLESS DETAILED ON THE DRAWINGS, THE CONTRACTOR IS RESPONSIBLE FOR THE DESIGN AND INSTALLATION OF ANY TEMPORARY WORKS (PROPPING, SHORING ETC).

GROUNDWORKS.

G1 SUB-BASE TO BE DOT TYPE 1 MATERIAL (CLAUSE 803) UNLESS NOTED ON THE DRAWINGS. SUB-BASE TO BE INSTALLED IN MAX 150 THK WELL COMPACTED LAYERS. THE CONTRACTOR SHALL EXCAVATE EITHER TO LEVELS NOTED ON THE DRAWING OR TO DRY, FIRM AND UNDISTURBED GROUND WHICHEVER IS THE GREATER.

G2 SELECTED BACKFILL SHALL BE FREE FROM BUILDING DEBRIS (CONCRETE, BRICK ETC), ORGANIC MATTER, TIMBER, AND ANY MAN-MADE MATERIALS, AND SHALL BE COMPACTED IN MAX 150 THK LAYERS.

G3 ALL SPOIL AND EXCAVATED MATERIAL TO BE STORED AND DISPOSED OF IN ACCORDANCE WITH THE CLIENT'S WASTE MANAGEMENT PROTOCOLS.

DRAINAGE.

D1 ALL DRAINAGE WORK SHALL COMPLY WITH BS EN 752:2017

D2 ALL DRAINAGE SHALL BE TESTED BY THE CONTRACTOR AND INSPECTED BY THE ENGINEER RESPONSIBLE PRIOR TO ANY BACKFILLING. THE TEST RESULTS SHALL BE ISSUED TO THE ENGINEER.

D3 UNLESS NOTED OTHERWISE ON THE DRAWING ALL DRAINAGE PIPES, CHANNELS AND FITTINGS TO BE OSMA WAVIN UPVC. WHERE NEW FITTINGS ARE TO BE CONNECTED TO EXISTING, THE PROPER FITTINGS ARE TO BE USED I.E. SOCKETS, SADDLES ETC.

D4 ALL MANHOLE/CHAMBER COVERS AND CHANNEL COVERS TO BE RATED AT D400

D5 NEW INTERCEPTOR TO BE KLARGESTER NSBP006 OR SIMILAR APPROVED.

ISSUE	DATE	DESCRIPTION OF ISSUE OR REVISION	CH'K
P1	19.08.19	FIRST ISSUE	S.L.

Elizabeth House, Daresbury Park, Warrington, Cheshire WA4 4BB.
Tel : +44 (0)1928 786000
Fax : +44 (0)1928 701900
Website : www.addisonproject.co.uk
e-mail : design@addisonproject.co.uk

ADDISON project plc

CLIENT	OLLECO	LOCATION	NEWPORT
PLANT		SECTION	

TITLE

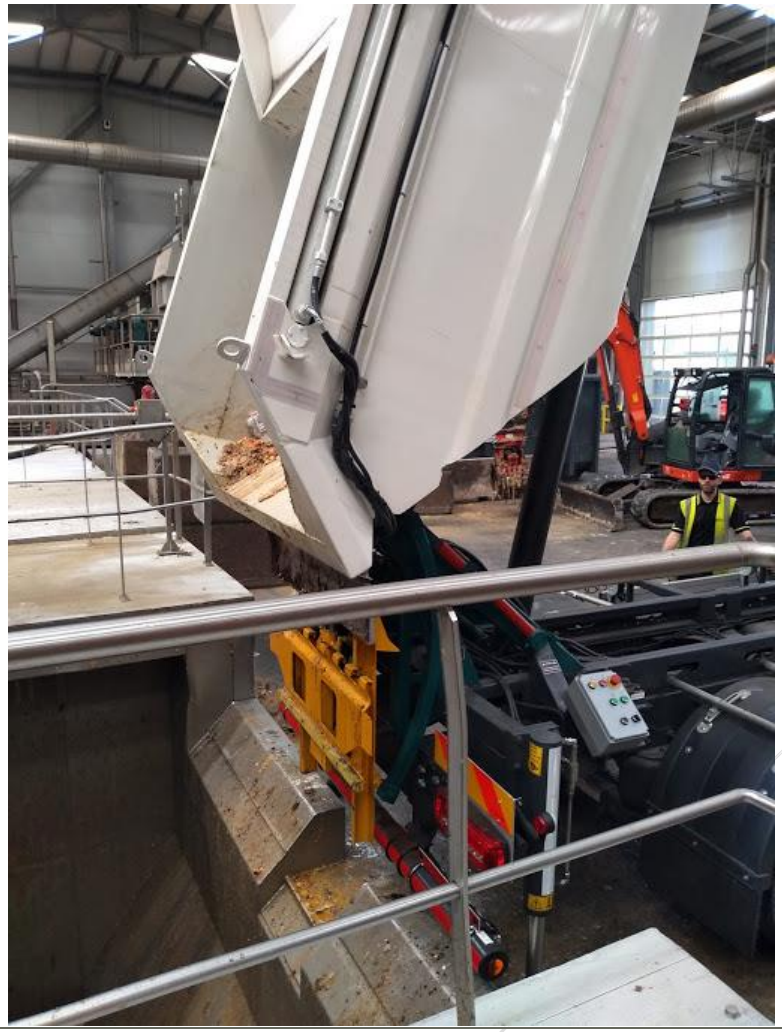
OLLECO, NEWPORT APRON & DRAINAGE PROPOSED LAYOUT

DRN	S.L.
DATE	09-08-19
CH'K	
APPD	

PROJECT TITLE	SITE IMPROVEMENTS	
SCALE	1:100	SIZE A1
JOB No.	DRAWING NUMBER	ISSUE
AP-19-139	OLL-19-139-1204	P1

Appendix 3 – Photographs

	
Tipping food waste bin into Olleco collection vehicle	**Food waste bulking trailer**

	
Bulking trailer being tipped at the AD Plant	**Bulking trailer being cleaned at the AD Plant**

Appendix 4 – Standard Operating Procedure for the Food Waste Bulking Trailer

Standard Operating Procedure - EMS		Document no.:	CYM-FW-SOP-001
		Issue date:	09/10/2019
Goliath Food Compactor Operation		Revision no.:	Rev. 1
		Review date:	01/10/2020
Issued by::	Jason McCann	Approved by:	Stephen Weston

CYM-FW-SOP-001 GOLIATH FOOD COMPACTOR OPERATION

PURPOSE

This document has been written to aid in the safe use of the Goliath Food Compactor Trailer. It does not replace the user manual but should be used in conjunction with the user manual.

RESPONSIBILITY

SHEQ Team

- Ensuring this procedure is developed and reviewed with adequate consultation; and
- Authorising approval and amendments to this procedure.

Depot Management

- Implementing this procedure and ensuring information relating to this procedure is communicated to supervisors, employees and contractors.
- Monitor compliance of this procedure
- Investigate non-compliances of this procedure.

Warehouse Supervisor

- Ensure they and their team comply with this procedure
- Ensure adequate and appropriate instructions regarding this procedure are provided
- Relay information to new starters and contractors regarding this SWP
- Report non-conformances of this procedure to their management through the near miss reporting system.

Employees

- Comply with this procedure
- Report non-conformances of this procedure to their management through the near miss reporting system
- Follow instructions from their supervisor regarding this procedure.

Contractors

- All third party contractors are to fully abide by this procedure: and
- Comply with further directions from Olleco employees in relation to this procedure.

TRAINING

The site management team is responsible for training the nominated staff on the aspects of this procedure as it relates to their job.

PERSONAL PROTECTIVE EQUIPMENT

- Hi-visibility clothing must be worn at all times.
- Safety boots in good condition and properly laced must be worn at all times.
- Hard hat must be worn when tipping in to bulking trailer.
- Eye protection when tipping in to bulking trailer

- Gloves must be worn tipping in to bulking trailer and operating jet wash.

PROCEDURE

PRE START CHECKS

2.1 Ensure that there is a full spill kit in place.
2.2 Ensure a qualified banksman is present.
2.3 Ensure only qualified personnel who are involved in the process are present in the operational area.
2.4 Ensure all personnel are wearing the correct PPE
2.5 Ensure no buttons are pressed on the trailer or in the cab prior to making the trailer operational.
2.6 On entry to the site, moving vehicles must turn on their hazard lights
2.7 Ensure all E-stop buttons on Goliath trailer and Food waste collection vehicle are checked before using the compactor

POSITIONING THE GOLIATH TRAILER

3.1 Banksman shall open the Heras fencing gate and position him/herself in a prominent position to assist in reversing the Goliath trailer back to the chute.

Ensure a competent, qualified Banksman is used to assist in this operation, that he/she stands on the right hand side of the trailer and that they never walk behind the trailer while it is being reversed into place.

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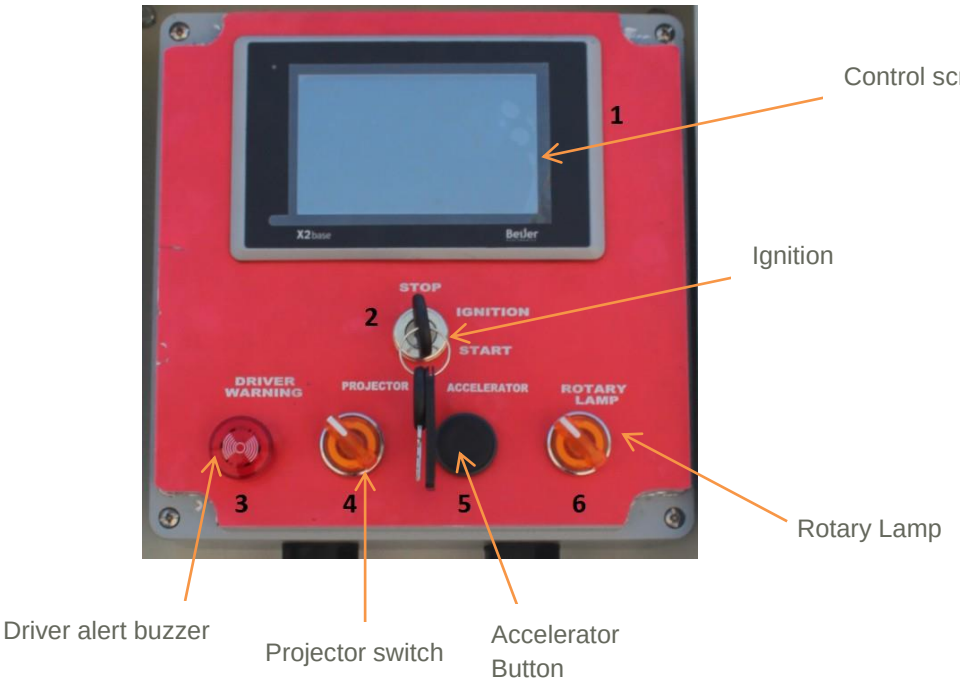
3.2 The driver of the HGV towing the Goliath trailer shall then lower the height of the trailer so it can slot underneath the food waste chute when reversed into position.
3.3 Reverse the trailer into position with the help of the qualified Banksman
3.4 Raise the height of the trailer back up so it is flush with the end of the food waste chute.

Fig 3a shows the Goliath trailer in the correct position beneath the food waste chute

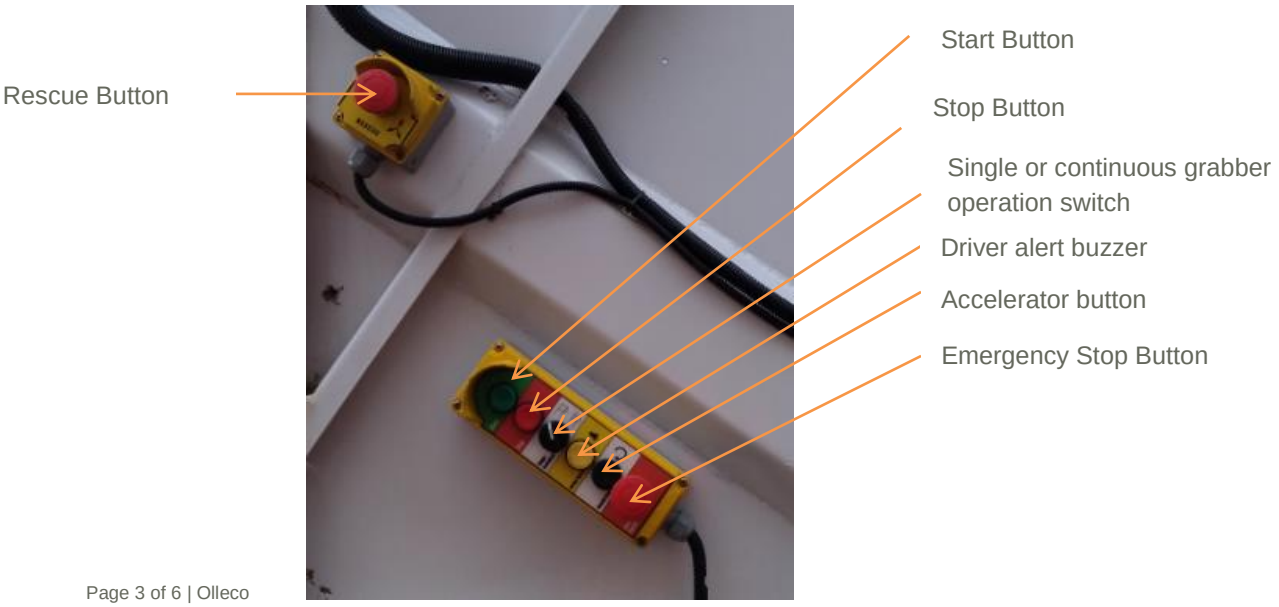
3.5 Once the Goliath trailer is in position, turn off the HGV ignition and remove the keys.

TIPPING THE FOOD WASTE VEHICLE

4.1 With the goliath trailer and Olleco food waste collection vehicle in position, the Banksman is to engage the engine on the Goliath trailer by turning the ignition key. The Control Screen should then illuminate.



4.2 The Banksman shall then set the hydraulic grab to auto cycle making sure to allow the grab to complete 2 full warm up rotations before tipping any food waste into the trough.



4.3 In the case of needing to operate the hydraulic grab manually, there are manual controls fitted to the left at the rear of the trailer.

1 – Slide UP
2 – Slide DOWN
3 – Shovel OPEN
4 – Shovel CLOSE

4.4 The remaining rear door secures on the Olleco food waste vehicle are to be removed by the driver and banksman from either side of the vehicle so the door is able to swing open.

4.5 Once all team members are happy with the position of the food waste vehicle, the food waste truck driver is to turn on the ignition and begin to tip the food waste down the chute.

4.6 The food waste driver shall tip food waste to agreed levels at a gentle rate until the food waste box is completely empty. Use the provided spades to remove the residual food waste from the back of the food waste box and chute.

Fig 4a shows an operator using his shovel to scrape residual food waste down the chute into the compactor

4.7 Once empty, part lower the food waste box and wash the seals and chute using the jet washer.
4.8 Lower the box fully and secure the rear door.
4.9 The hydraulic grab is to be turned off automatic and allowed to reach its stop position.
4.10 When the banksman has confirmed it's safe to do so, drive the food waste collection vehicle down the ramp onto even ground.
4.11 The driver should then exit the vehicle and double check the security of the rear door.
4.12 Ensure the hydraulic grab of the Goliath trailer is in the up position as seen below.

Fig 4b shows the hydraulic grab in the up (stop) position

4.13 Any spillages are to be cleaned up immediately - check the spill trays. Any spilled food should be shoveled out of the tray into a wheelie bin and back into the collection vehicle. The spill tray should be washed down once a week, or more frequently if required. The water should be pumped out into an IBC for off site disposal, to be arranged by the Depot Manager.

The chute should be washed down with water ONLY. No chemical washings should end up in the food waste bulking trailer as this can affect the operations of the Anaerobic Digestion (AD) plant.

End of Procedure

EMPLOYEE TRAINING DECLARATION

Document no.:		Related Risk Assessment ID No.(s)	
Depot / Location / Area		Task / Activity	

I have been shown, trained and understand the Work Instruction of the above task / activity. I agree to follow the Work Instruction documented at all times

I have been made aware of and understand the risks associated with this task and the consequences if this work instruction is not adhered to.

Print Name (Employee)			
Employee Signature		Date	

TRAINER DECLARATION

I the trainer have trained the above person in the procedures laid out in this work instruction. I am satisfied that the person has shown competency in the task/activity/equipment by way of:

- Practical demonstration ☐
- Verbal questioning ☐
- Theory test ☐
- Other (please state) ☐

Please provide details of criteria/method used below

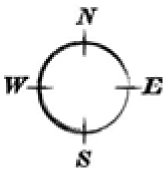
Training/ Testing Criteria / Methods / Documentation
Please indicate below the criteria/documentation used to test employee competence and attach to this work instruction

Print Name (Trainer)			
Trainer Signature		Date	

Appendix 5 – Odour Monitoring Record Form

CYM-UCO-F009 **DAILY ODOUR MONITORING RECORD FORM**

WALES LOG SHEET – ODOUR (daily) – Intensity (Detectability)		
0. No Odour	1. Very Faint Odour	2. Faint Odour
3. Distinct Odour	4. Strong Odour	5. Very Strong Odour
6. Extremely Strong Odour		

	Position	Reading	Comments	Signature
Date:	1			
Time:	2			
Wind Speed:	3			
Direction:	4			
	5			
	6			
	Position	**Reading**	**Comments**	**Signature**
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Time:	2			
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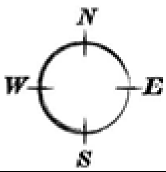
Direction:	4			
	5			
	6			
	Position	**Reading**	**Comments**	**Signature**
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Time:	2			
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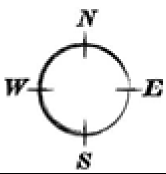
Direction:	4			
	5			
	6			


Olleco Wales
Legend
NP19 4PL
Shine Food Machinery Ltd
NP19 4PL
Olleco Wales (treatment)
New Quay Rd
1
2
3
4
5
6
Olleco Wales (food waste storage)
Google Earth
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