

19th September 2001.



Working Plan

Waste Management Licence Application.

Waste Transfer and Materials Reclamation Facility.

**Bron y Nant Road
Mochdre.**



AGREED
JPE 11/1/02

DRAFT ISSUE 3 30/08/2001 Prepared by Mr A. T. Sykes. Waste Operations Manager.
Operational Statement and Working Plan

Waste Transfer and Materials Reclamation Facility
Bron Y Nant Rd, Mochdre. Waste Management Licence Application.
For Conwy County Borough Council.

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Introduction

This statement, accompanying plans and appendices forms the Working Plan for the operation of a Materials Reclamation Facility / Waste Transfer Station at Bron Y Nant Rd Mochdre.

The facility is for the sorting, treatment, storage and subsequent passage to disposal of wastes arising from Conwy County Borough Councils Municipal waste stream.

The operator of the facility is Conwy County Borough Council.

The Working Plan has been compiled in accordance with the requirements laid down in the Environmental Protection Act 1990 and the Waste Management Licensing Regulations 1994.

Planning consent issued by the Planning Authority is appended in this Working Plan as Appendix 1.

Conwy County Borough Council.
Technical Services.

Mission Statement.

8th March 2000.

Duty of Care: Code of Practice.

To be responsible for the protection of the environment and human health against the known and possible effects of all wastes handled on sites and in connection with all operations.

Primary Legislation.

Environmental Protection Act 1990.

In consideration of the following:-

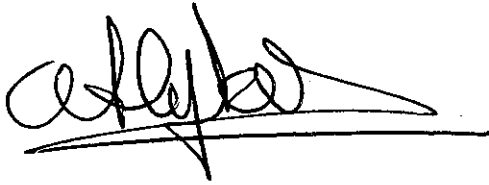
The Duty of Care Code of Practice.
Collection and Disposal of Wastes Regulations 1998.
Control of Pollution Amendment 1889.
Controlled Waste Regulations 1991.
Control of Pollution (Special Waste) Regulations 1980.
Special Waste Regulations 1996.

At all times, in all operational circumstances, all staff, management and directors should perform their duties in the spirit of the following:-

Waste Movement:

- 1) All Waste at all times will have documentation, details will include:-**
 - a) Date of Arising.**
 - b) Source of waste, name, address and signature.**
 - c) Date of reception.**
 - d) Description of waste.**
 - e) Quantity.**
 - f) Drivers name and waste carriers licence number and signature, vehicle type and registration number.**
 - g) Reception site waste management licence number.**
 - h) Receivers name and signature.**
 - I) Collecting drivers signature, waste carriers licence number, vehicle type and registration number; date of dispatch.**

j) Disposers waste management licence number, Duty of Care code of practice, name, address and signature. Date of receipt by disposer.

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke at the end, positioned above a solid horizontal line.

Waste Operations Manager.

General Considerations

1.A. Specified Waste Management Operations

Operations.

1.A.1

The Waste Transfer Station will be operated as a Manual Materials Reclamation Facility; as well as functioning in waste transfer, to landfill, of wastes derived from council activities only.

1.A.2.

Conwy County Borough Council is a stakeholder with a primary interest in compliance, and provision of services, in relation to the Environmental Protection Act 1990. The types of council activity as outlined in the E.P.A. 1990, in the Authorities role as a "Duty Body" as specified in the Act. Which instigates and sources the waste functions in Table 1 below.

1.A.3

Table headings include:-

- * Street Cleaning Operations
- * Grounds Maintenance Operations
- * Building Maintenance Operations
- * Highways Construction Operations
- * Abandoned Vehicle, Processing, Disposal and Storage Operations.

Section 1. General Considerations.

Table 1: Specified Waste Management Operations.

Waste Source / Activity	Waste Types	Site Containment Method	Statutory \ Legislative Instrument
1)Cleansing Operations			
A) Street \ Highway Sweepings	All	Liquid Waste Separation Area	E.P.A. Sec 89
B) Litter Collection	All	Manual Sorting Deck	E.P.A. Sec 89
C) Clearance of Fly Tipped Materials	All	Manual Sorting Deck	E.P.A. Sec 89
1) Community Skip Scheme, Controlled Fly Tipping Measure.	All		
D) Gully Emptying	All	Liquid Waste Separation Area	Highways Act 1980, Sec 150, 151
E) Maritime Spills.	Wastes Collected from beaches in conjunction with maritime oil spills and other unforeseen beach contamination.	Liquid Waste Separation Area	
2)Grounds Maintenance Operations			
A) General Operations	Degradable Industrial Solids	Green waste storage area.	
B) Grounds Clearances.	All	Liquid Waste Separation Area	
3)Building Maintenance Operations			
A) Waste Arising From	Degradable Industrial Solids Inert C + D Metal Other	Manual Sorting Deck	
4)Highways Operations			
A) General Operations	Residual Building Materials, used tools and equipment, disused iron works, street furniture, lighting equipment, roadsigns and residual packagings.	Manual Sorting Deck	
B) Highway Resurfacing			
1)	Cold Plannings	Water Separation Area	
2)	Fresh Tarmacadem	Water Separation Area	
5) Abandoned Cars			
A) General Operations	All	Water Separation Area	EPA. Sec 70. Refuse Disposal and Amenity Act 1978 Removal and Disposal of Vehicles Regs

1. B. Permitted Wastes

1.B.1

Permitted Waste types are as listed in Table 2 below.

1.B.2

Table 2 includes the methods of containment, the site location, the maximum quantity permitted on site at any one time, any activity or operation necessary to process the waste and the source operation of the permitted waste.

Waste Type	Containment	Site Location	Maximum Quantity	Source Operations (ref to Table 1)	Activity
1)Waste Paper or Cardboard					
1) Mixed Papers	Dedicated, Fully Enclosed Dismountable Container.	Recycling Bank Area	5 tonnes	1,a; 1,b; 1,c;	Sorting
2) Newsprint and Pamphlets	Dedicated, Fully Enclosed Modular Containers	Recycling Bank Area	5 tonnes	2,b; 3,a; 4,a.	
3) Cardboard	See Below	See Below	100 tonnes	1,a; 1,b; 1,c;	Sorting
a) Loose	Link Tip Cage	Recycling Bank Area	1 tonne	1,a; 1,b; 1,c;	Bailing and Sorting
b) Bailed	Transport Trailer.	Recycling Bank Area	99 tonnes	2,b; 3,a; 4,a.	
2)Textiles					
	Dedicated, Fully Enclosed Modular Containers	Recycling Bank Area	3 tonnes	1,a; 1,b; 1,c;	Sorting
				2,b; 3,a; 4,a.	
3)Plastics					
a) Loose	Open Skip	Recycling Bank Area	20 tonnes	1,a; 1,b; 1,c;	Bailing and Sorting
b) Bailed	Transport Trailer.				
4)Glass					
1) Bottles					Sorting
2) Sheet Glass	Dedicated, Fully Enclosed Modular Containers	Recycling Bank Area	20 tonnes	1,a; 1,b; 1,c;	
	Covered Skip	Recycling Bank Area		2,b; 3,a; 4,a.	
				1,c;	
5)Construction Works Re-usables				3,b; 3,a; 4,a.	
Ref (Waste Licensing Regs 1994, Schedule 3, Table 4, item 7).	Pallatted	Inert Waste Area	100 tonnes	1,a; 1,b; 1,c;	
				3,b; 3,a; 4,a.	
6)Refrigerents CFC, Gasses					
1) Contained in Refrigerator Units.	Captivated within Fridge units	C.F.C.recovery Area	Contained in 100 Fridges	1,a; 1,b; 1,c;	C.F.C Gass Extraction.
		Ferrous Metal Storage Area.		2,b; 3,a; 4,a.	
7)Fridges	Site Floor	C.F.C.recovery Area	100 Fridges	1,a; 1,b; 1,c;	
		Ferrous Metal Storage Area.		2,b; 3,a; 4,a.	
8)Biodegradable Organic Waste					
1) Grass Cuttings	Allocated and segregated Dismountable Container to be used for transportation to composting facility.	Waste Transfer Pens	50 tonnes	2,a.	Litter extraction / seiving.
2) Woody green waste, bark, wood.		Green waste storage area. Water Separation Area	50 tonnes	1,a; 1,b; 1,c;	Sorting and Shredding
				2,a;2,b; 3,a; 4,a.	

1) Waste Soils, Sands, Silts and Compost.

2) Hardcores and Rubble.

Tipped onto confined concrete liquid waste inspection area with leachate control run off area to Water Separation Facility. Then Transferred to Inert storage area.	Inert Waste Area	1000 tonnes	1.a; 1.b; 1.c; 2.a; 2.b; 3.a; 4.a.	Litter extraction / sieving and transferring.
Tipped onto confined concrete liquid waste inspection area with leachate control run off area to Water Separation Facility. Then Transferred to Inert storage area.	Inert Waste Area	inc in above	1.a; 1.b; 1.c; 2.a; 2.b; 3.a; 4.a.	Litter extraction / sieving and transferring.

10) Metals

1) Ferrous

2) Waste Steel Cans, Aluminium Cans or Aluminium Foil.

3) Non Ferrous Metals

11) Tyres.

12) Mineral Oils

1) Motor Oils

2) Cooking Oils

3) Maritime oil Spills

13) Lead Acid Batteries.

14) Liquid Wastes.

1) Gully Tanker Wastes.

2) Street Sweepings.

Dismountable Container 35 cyd capacity.	Ferrous Metal Storage Area.	12 tonnes.	1.a; 1.b; 1.c; 2.b; 3.a; 4.a.	Sorting
Open Skip	Ferrous Metal Storage Area.	inc in above	1.a; 1.b; 1.c; 2.b; 3.a; 4.a.	Sorting
Open Skip	Ferrous Metal Storage Area.	5 tonnes	1.a; 1.b; 1.c; 2.b; 3.a; 4.a.	Sorting
Transport Container.	Skip Storage Area.	250 tyres	1.a; 1.b; 1.c; 2.b; 3.a; 4.a.	Tyre removal from wheels.
Dedicated, Fully Enclosed Fully Bunded Container.	Recycling Bank Area	350 Gallons	1.a; 1.b; 1.c; 2.b; 3.a; 4.a.	Transferring into larger ban
Dedicated Drums	Recycling Bank Area	50 Gallons	1.a; 1.b; 1.c; 2.b; 3.a; 4.a.	Transferring into larger ban
Hot load / Maritime spills isolation area	Isolation Area	100 Tonnes	1.f.	Contact Environment Agen for storage and treatment .
Special Waste Emergency Holding Tank, Fully enclosed and Bunded to 110% of Capacity.	Emergency Holding Area.	400 Batteries.	1.a; 1.b; 1.c; 2.b; 3.a; 4.a.	Sorting. Transferring to E.H.Tank.
Tipped onto confined concrete liquid waste inspection area with leachate control run off area to Water Separation Facility.	Liquid Waste Separation Area.	100 Tonnes	1.e.	Litter extraction / sieving and transferring.
Tipped onto confined concrete liquid waste inspection area with leachate control run off area to Water Separation Facility.	Liquid Waste Separation Area.	100 Tonnes	1.a; 4.a.	Litter extraction / sieving and transferring.

15) Asbestos

1) Roofing Sheets and Constructional Prefabrications; Bonded Pressed Asbestos Type Only.

16) Gas Bottles

17) Solid Controlled Waste
Residual Waste from Recycling Processes.

18) Abandoned Vehicles

Metals, Tyres, Lead Acid Batteries, Mineral Oils, Vehicle Shells, engines and transmissions.

Contained in Dedicated Marked and Fully Enclosed Container	Emergency Holding Area.	3 tonnes.	1, a: 1, b: 1, c: ;2, b: 3, a: 4, a.	Transferring into EHA
Contained in Purpose built lockable Storage Unit to BS Standards	Emergency Holding Area.	100 Bottles	1, a: 1, b: 1, c: ;2, b: 3, a: 4, a.	Transferring into EHA
Dismountable Container 35 cyd capacity.	Waste Transfer Pens, or pre loaded and sheeted in the Fleet Parking Area awaiting further transport to Landfill.	30 tonnes.	1, a: 1, b: 1, c: ;2, b: 3, a: 4, a.	Loading and transferring into residual waste skips.
	Area for extraction of Special Wastes - Liquid Waste Separation Area. Residual metals after Hazardous wastes extraction contained in ferrous metal skip.	3 Vehicles	5a	Transferring, processing, bulking into ferrous metal skips.

1.C. Hours of Operation

1.C.1

The operating Hours for the site will be 7.00 - 17.00 all year.

1.C.2

If in circumstances which may arise, and the site should be required for the reception of permitted wastes outside the normal hours; (in cases of emergency) it will be a site rule that the site users will contact an officer assigned as "on call" to direct and supervise the reception and storage of the waste, so to, ensure proper handling, documentation and safe storage procedures are adhered to.

1.D. Duration of Activities

1.D.1 Expected Duration Of Activities.

The Bron y Nant Rd, M.R.F /W.T.S. facility is likely to be operating as a waste disposal site for the foreseeable future.

1.E. Groundwater Protection and Aftercare

1.E.1.

The site is constructed on existing contaminated ground; the former use of the site was as a Highways and Cleansing depot. The whole site surface will be of concrete construction and with the use of interceptors and shut off devices the whole site will be hydrological isolated from out side drainage systems. See drawing No 001 for details of Catchpit / Cut off Chambers and Oil Interceptor locations.

1.E.1.1

A Licence to discharge to foul sewer issued by the Drainage Authority is included in the appendix as appendix 7 of this Working Plan.

1.E.1.2.

The use of detergents in the vehicle wash area and other site areas is not permitted; in view of the use of an oil interceptor as detailed in Drawing no 001

1.F. Financial Provisions for Clearing Wastes from the Site in the Event of Failure by the Authority.

1.F.1.

Table 3 below, Expenditure Plan, lists waste types, method of containment, Site locations, Maximum Storage Quantities, clearance requirements and costs of transportation and disposal.

1.F.1.1.

The financial provision will be in the form of a Waste Regulator and Local Authority Financial Provision Agreement Performance Deed between the Authority, Conwy County Borough Council, and the Environment Agency and will be appended to this Working Plan as Appendix 4.

1.F.1.2.

The tonnage's set out in Table 3 below are tonnage's on which the Financial Provisions are to be calculated and included in the Financial Provision Agreement attached as Appendix 4.

Waste Type		Issue 3	Financial Provision			Site Location	Maximum Quantity On Site	Clearance Requirements	Cost £
Waste Type			Containment						
1)Waste Paper or Cardboard	1) Mixed Papers		Dedicated, Fully Enclosed Dismountable Container.			Recycling Bank Area	Ag 110 tonnes	Containers and Papers liability for the removal off site in the event of failure is the responsibility of the third parties involved. In this case:- U.K.Waste Services Cheshire Recycling Ltd.	0.00
	2) Newsprint and Pamphlets		Dedicated, Fully Enclosed Modular Containers			Recycling Bank Area			
	3) Cardboard		See Below			See Below			
	a) Loose b) Balled		Link Tip Cage Transport Trailer.			Recycling Bank Area Recycling Bank Area			
2)Textiles			Dedicated, Fully Enclosed Modular Containers			Recycling Bank Area	3 tonnes	As above but:- Kettering Textiles Ltd The Salvation Army.	0.00
3)Plastics									
a) Loose b) Balled			Open Skip Transport Trailer.			Recycling Bank Area	20 tonnes	No Environmental Threat. No Reprocessor engaged at this time Landfill Disposal. @ £32.18 / tonne plus transport	603.60
4)Glass									
1) Bottles 2) Sheet Glass			Dedicated, Fully Enclosed Modular Containers Covered Skip			Recycling Bank Area Recycling Bank Area	20 tonnes	As 1) Waste Paper but:- Glass Recycling U.K.Ltd.	0.00
5)Construction Works Re-usables Ref (Waste Licensing Regs 1994, Schedule 3, Table 4, item 7).			Palliated			Inert Waste Area	100 tonnes	No Environmental Threat. Landfill Disposal @ £2.50 / tonnes plus transport	450.00
6)Refrigerents CFC, Gasses									
1) Contained in Refrigerator Units.			Captivated within Fridge units			C.F.C.recovery Area Ferrous Metal Storage Area.	100 fridges	Removal of the C.F.C's by a reprocessor. Gwnnedd Appliances @ £3.75 / unit	375.00
7)Fridges			Site Floor			C.F.C.recovery Area Ferrous Metal Storage Area.	100 Fridges	unit weight 50kgs = 5 tonnes inc in ferrous metal skip.	0.00
8)Biodegradable Organic Waste									
1) Grass Cuttings			Allocated and segregated Dismountable Container to be used for transportation to composting facility.			Waste Transfer Pens	Aggregate for all Biodegradable Organic waste 100 tonnes	Clearance Contingency; to Landfill would involve transportation and disposal.	3500.00
2) Woody green waste, bark, wood.						Green waste storage area. Water Separation Area			
9) Construction / Garden Inerts									
1) Waste Soils, Sands, Silts and Compost.			Tipped onto confined concrete liquid waste inspection area with leachate controll run off area to Water			Inert Waste Area	Aggregate for all Inerts / Hardcores 1000 tonnes	Transport and Disposal as Void Consuming Hardcore and Cover to a Landfill Site.	4500.00

2) Hardcore and Rubble.	Separation Facility. Then Transferred to Inert storage area.	Inert Waste Area				
	Tipped onto confined concrete liquid waste inspection area with leachate control run off area to Water Separation Facility. Then Transferred to Inert storage area.					
10) Metals						
1) Ferrous	Dismountable Container 35 cyd capacity.	C.F.C.recovery Area Ferrous Metal Storage Area.	12 tonnes.	As1) Waste Paper but:- Haywoods Scrap Metal Merchants Wrexham.	0.00	
2) Waste Steel Cans, Aluminium Cans or Aluminium Foil.	Open Skip	C.F.C.recovery Area Ferrous Metal Storage Area.				
3) Non Ferrous Metals	Open Skip	C.F.C.recovery Area Ferrous Metal Storage Area.	5 tonnes		0.00	
11) Tyres.	Transport Container.	Skip Storage Area.	250 Tyres	Tyres removed by reprocessor at a cost of .60p per case.	150.00	
12) Mineral Oils						
1) Motor Oils	Dedicated, Fully Enclosed Fully Bunded Container.	Recycling Bank Area	350 Gallons	As1) Waste Paper but:- Orcol Oils Ltd.	0.00	
2) Cooking Oils	Dedicated Drums	Recycling Bank Area	50 Gallons	A+B Oils Ltd.		
13) Lead Acid Batteries.	Special Waste Emergency Holding Tank, Fully enclosed and Bunded to 110% of Capacity.	Emergency Holding Area.	400 Batteries.	As1) Waste Paper but:- GP Batteries, Wolverhampton.	0.00	
14) Liquid Wastes.						
1) Gully Tanker Wastes.	Tipped onto confined concrete liquid waste inspection area with leachate control run off area to Water Separation Facility.	Liquid Waste Separation Area.	50 Tonnes	Transport and Disposal as Directive Waste to Landfill.	3000.00	
2) Street Sweepings.	Tipped onto confined concrete liquid waste inspection area with leachate control run off area to Water Separation Facility.	Liquid Waste Separation Area.	50 Tonnes		3000.00	
15) Asbestos						
1) Roofing Sheets and Constuctional Refabrications; Bonded Pressed Asbestos Type Only.	Contained in Dedicated Marked and Fully Enclosed Container	Emergency Holding Area.	3 tonnes.	Transport and Disposal as Special Waste to Landfill.	200.00	

17) Solid Controlled Waste Residual Waste from Recycling Processes.	Contained in Purpose built lockable Storage Unit to BS Standard	Emergency Holding Area.	100 Bottles	Collected by Calor Gas.	0.00
	Dismountable Container 35 cyd capacity.	Waste Transfer Pens, or pre loaded and sheeted in the Fleet Parking Area awaiting further transport to Landfill.	30 tonnes.	Transport and Disposal as Directive Waste to Landfill.	1500.00
	Wastes Included in Ferrous Metal and Emergency Holding Area Finanacial Provision.				0.00
18) Motor Vehicles.					
19) Unspecified Wastes.	Contained in Containers in the Emergency Holding Area as Specified.	Emergency Holding Area.		Analised and disposed of by:- SARPS UK Ltd.	3000.00
				Total Maximum Cost of Clearing Site.	19675

Section 2 : Site Engineering for Pollution Prevention and Control

2.A. Engineered Site Surface and Drainage Systems

2.A.1

All surfaced areas which are to be detailed in Table 2 as being identified as being areas for the sorting and storage of wastes on the surface, are, to be laid to a fall and all surface water run off is collected in trapped gullies. All gullies are connected to foul sewer via interceptor and catchpit cutoff chambers. See Drawing 001 for drainage details.

2.A.2

The site supervisor as part of his daily routine shall undertake a visual inspection of the discharge interceptor. A monthly inspection of the interceptor chambers will be undertaken and recorded in the site diary by the site manager.

2.A.3

The interceptor shall be emptied as and when required, but at least every 4 weeks. Any necessary maintenance or repairs will be undertaken as soon as possible or within 7 days.

Section 3: Site Infrastructure

3.A Site Security

3.A.1 Security Guard Personnel.

The site is manned around the clock 24 hours a day by one of 3 security staff. The security guard on duty will be required to contact the "on call" officer in case of any emergency.

3.A.2 Closed Circuit Television Cameras.

The site is covered by CCTV cameras which have constant 24 hour record and playback capability. See drawing 001 for camera locations.

3.A.3. Location of CCTV Recording Suite.

The location of the security office and main C.C.T.V control / recording suite is located in the Refuse and Cleansing building.

3.A.4 Fencing.

See drawing 001 for fencing specifications. The site has an array of different fence type, however, the waste management areas to the south bounding the railway line is enclosed with a 2.4 m high chain link fence with cranked posts with the top .4 m with barbed wire.

3.A.5 Gates.

The gates at the site are all of pallistrade construction and are kept locked when the site is closed to prevent unauthorised access..

3.A.6 Inspections.

A daily inspection will be made of the security fencing to ensure that no breaches have occurred. If the fencing is found to be damaged, temporary repairs will be made the same day and permanent repairs will be undertaken within 48 hours.

3.A.7. Lighting.

Adequate lighting will be employed for operations in times of poor natural light. Permanent flood lights will be fixed to support columns as detailed on drawing 001

3.A.7.1.

The lighting scheme will be employed to ensure that no dazzle hazard will threaten the security of the site and or operations by third parties operating in surrounding areas. All necessary masking or redirecting of light will be undertaken to ensure that no dazzle hazard exists.

3.A.7.2.

The Operator will forward specifications and site layouts of the lighting systems or any future modifications to the operator of the Holyhead to Chester Railway line to ensure that the safety of the Railway signaling system is not compromised. All necessary improvements or modifications will be undertaken promptly and at the expense of the site operator and not the Railway operator.

3.B. Site Location and Description.

3.B.1. Location

The Bron Y Nant Rd Materials Reclamation Facility / Waste Transfer Station is situated at the Authorities Waste Management Park in Bron Y Nant Rd in Mochdre near Colwyn Bay as shown on drawing No 002 (Location Drawing).

3.B.1.1

The site is bounded to the north by Bron Y nant Road and the Authoritys principal cemetery and crematorium.. To the north and west by Bron Y Nant road and access roads to a major factory site and the Authorities drainage works operational base. To the south by a railway embankment under the control of Railtrack and beyond an industrial estate. To the east by Mochdre Civic Amenity site and a transport maintenance garage. The main entrance's to the site is on Bron Y Nant Rd (a public highway).

3.B.2. Waste Management Areas.

The areas assigned for the processing and containment of wastes are marked within the Red line on drawing No 001. The handling and depositing of wastes will only take place within these red bounded marked areas. The areas on the site within the red marked lines will be used for transporting, unloading and loading wastes only when wastes are adequately contained and sufficient measures are taken to limit spillage's of wastes. If spillage's should occur in these areas, these spillage's will be cleaned up immediately as they occur.

3.B.3 Traffic Management.

3.B.3.1.

All traffic on site will be limited to 2 M.P.H. and signs to this effect will be placed on the site as detailed on drawing No 001.

3.B.3.2

A one way system is employed at the site as detailed on drawing No 001.

3.B.4. Site Engineering.

3.B.4.1.

The site consists of a area, which contains the site office and mess facility, C.F.C. gas reclamation and ferrous metal storage area, the road sweeping and gully waste separation and treatment area, the isolation bed for analysing inert loads for the presence of Special Wastes, the Inert storage area, the biodegradable organic waste storage and treatment area, the recycling skip area, and the manual sorting deck area, residual waste storage pens and the Emergency Holding Area; for Special Hazardous or unspecified wastes. All these areas are detailed on drawing No 001 and area bounded with a Red line.

3.B.4.2.

All floor surfaces will be of concrete construction. See drawings 001 for construction specifications.

3.B.4.3

The surface dressings on the access and exit areas of the site will be of a concrete construction See drawings 001 for construction specifications.

3.B.4.4.

The constructional specifications for inner Red line waste management areas; eg, The manual sorting deck, the residual waste pen / ramping structure, the road sweeping and gully waste treatment and separation area and the inert waste inspection deck, are detailed in the construction drawings for the particular facility in drawing No 001.

3.B.4.5.

Should defects appear in the walls or floor of the site they will be temporarily repaired within one working day and permanently repaired within five working days. Any repairs will be fashioned so that the finish and durability is no worse than the original surface. The surface of the site will be inspected by the site manager on a weekly basis and any problems listed in the site diary.

3.B.4.6. The Waste Management Licence Area.

The facility covers an area of some 4,000 sm. Drawing no 001 (within Red Line) identifies the planning application boundary that is also the waste management license boundary. The handling and deposit of wastes will only take place within the Red Line areas on drawing No 001.

3.B.5 Site Notice Board.

3.B.5.1

A bilingual identification board (Welsh and English) is situated at the main site entrance to Bron Y Nant Road, which details:-

- * The Name of the Facility.
- * The Address and telephone Number of the Waste Regulatory Authority.
- * The Waste Management License Number.
- * The Principal C.O.T.C holder.
- * an Emergency Telephone Number of the Operator.
- * Emergency Telephone Numbers of the Waste Regulatory Authority.

3.B.6. Control Office and Mess Facilities.

3.B.6.1.

Facilities are detailed as follows:-

- * A site office provides facilities for record keeping and telephone and radio links with operational waste carrying vehicles and site operatives.
- * A canteen with mess facility, hand washing, showers and changing rooms is provided in the Portacabin located on Drawing 001 at the North western corner of the licensed area by the entry gate of the site.
- * An 18 foot fully lockable container for the storage of tools and items of equipment is provided and located in the South West corner of the site as detailed on drawing 001.
- * A dedicated container is situated by the site office for the storage of PPE and PPC.

3.B.7 Manpower.

3.B.7.1.

The Bron Y Nant Road MRF which is the entire area enclosed by the Red line marked on Drawing No 001, is a base for Conwy County Borough Councils Waste Materials Recycling Operations. The permitted operations feeding waste to the complex are detailed in 1.A.3 of this Operational Statement

3.B.7.2.

A total number of approximately 10 manual operatives, (7 MRF recycling operatives and 3 delivery drivers) are employed from the site in relation to the acceptance of wastes relating to the execution of the operations in 1.A.3 of this Working Plan. These operatives are responsible for carrying all the wastes input into the site in conjunction with their day to day operations.

3.B.7.3.

The dedicated permanent Materials Reclamation Facility Staff number 5 manual recycling operatives who are supervised day to day by 2 Materials Recycling Foreman. If waste inputs should become too intense for the permanent staff to manage comfortably provision is in place to employ casual workers to carry the manning levels to a higher level for the duration of the increased waste input periods.

3.B.7.4

The staffing structure for the site Waste Management is as follows:-

Waste Operations Manager.(C.O.T.C)

Senior Waste Management Officer. (C.O.T.C)

2 x M.R.F. Foreman

5 x M.R.F Manual Operatives.

3.B.7.5.

There will be a shift system employed so to cover the site operational opening hours fully. This shift rotor will be planned in advance on a monthly basis by the M.R.F. Foreman. Between the hours of 10.00 am and 2.00 pm there will be at least 3 dedicated M.R.F staff employed at the site for the handling and processing of wastes between Monday to Friday. Adequate staff will man the site at all other times.

3.B.7.6.

The C.O.T.C. holder will be available to the staff by mobile or landline telephone at all times the site is operating.

3.B.7.7.

The Waste Management office is situated in the main office block at Meadow Lodge, Abergele Rd, Colwyn Bay, LL29 8AR and a C.O.T.C holder will be present at the site between 8.00 am and 5.00pm Monday to Friday.

3.B.8 Training.

3.B.8.1. Heath and Safety Policy, Environmental Services.

3.B.8.1.1.

Due to the existing operational activities of the Conwy County Borough Waste Environmental Services at the site, the M.R.F / W.T.S's staff training policy will mirror the existing policy adopted. A copy of the Health and Safety Policy is included in the appendices of information which is part of this Working Plan.

3.B.8.1.2.

A declaration of the use and maintenance and adoption of the Health and Safety Policy is underpinned here in this Working Plan. The full policy will be adhered to when operating the site and the appended Policy is a part of this Working Plan.

3.B.8.1.3.

A Health and Safety Working Group will meet on a calendar Quarterly basis. All aspects of Health and Safety will be covered. Minutes will be recorded and posted on the Health and Safety Information Board in the site office.

3.B.8.2. Plant and Equipment.

Sufficient plant and equipment for the safe and efficient processing of wastes will be provided. The level of provision for plant and equipment will vary.

3.B.8.2.1.

Staff training for the safe operation of Plant and Equipment is outlined in Section 2.9 of the appended Health and Safety Policy.

3.B.8.3. First Aid Training.

The training standards for First Aid are detailed in the appended Health and Safety Policy in section 2.9.

3.B.8.4. Modular Training.

The training standards for Modular Training are detailed in the appended Health and Safety Policy in section 2.9.

4. Waste Handling

4.A. General Description of Handling Methods.

4.A.1.

The M.R.F. / W.T.S. is utilised on the critical path of all municipal waste stream movements of the operations detailed in Table 1, entitled, Specified Waste Management Operations, in Section 1, General Considerations, in this Working Plan.

4.B. Waste Analysis and Waste input Procedures.

4.B.1.

When a vehicle enters the site via the access entrance, a sign instructs the driver to report to the site office. The Foreman or a manual operative inspects the load to analyse the load in order to ascertain what the constituent parts of the load are.

4.B.2.

If the load is suspect in any way, or the inspector suspects that the load may contain special wastes or hazardous wastes. The Forman will direct the driver to tip or dismount his body on the Manual Inspection Sorting Deck for further investigation. When the driver has left the site, the operatives will enclose the Sorting Deck with blinds and wearing sufficient Personal Protective Clothing and with the use of Personal Protective Equipment will sort out all the Special and Hazardous wastes from the load. See Special and Hazardous Waste Handling Procedures.

4.B.3.

After any isolation of Special or Hazardous wastes, the recyclable elements of the load will be deposited in the dedicated recycling containers situated in the area marked Skip Storage / Recycling Banks on Drawing No 001.

4.B.4.

After the recyclable elements have been extracted from the load, the residual waste will be either handled into the residual waste 18cyd skips housed on the lower level of the loading ramp by JCB excavator. The residual refuse in the 18 cyd skips will be compacted to cut down on any wind blown litter by the Back Actor of the J.C.B. machine at regular intervals during the skip filling process.

4.B.5.

To reduce the likelihood of spillage from the 18 cyd skips movable steel waste deflector sheets will be employed to deflect wastes into the skips while loading.

4.B.6

As the prevailing winds at the site blow from the west to the east. The western facade and half way down the gables of the Residual Waste Skip housing building have been enclosed with corrugated steel sheeting to ensure that litter and wind blown debris is minimised from this waste transfer and storage operation.

4.B.7.

Once an 18cyd skip is full of residual wastes, the skip is sheeted and transported to a landfill site at the discretion of Conwy County Borough Council.

4.B.8

The full containers will be collected by the waste collection vehicles and removed to the designated waste disposal point for disposal. Sufficient H.G.V's will be provided to ensure that the containers, when full, are removed from the site and empty ones returned, thereby providing sufficient storage capacity for residual waste on the site.

4.B.9

If in the event that the end disposal facility for the waste is unavailable, and due to the statutory nature of the operations catered for at the site, an alternative disposal point will be found. In this event, the management of the site will import waste containers to accommodate any wastes which cannot be stored in the 3 18 cyd containers employed permanently at the site. The Waste Regulatory body will be consulted in this event, as to where these extra containers will be positioned at the site.

4.B.10.

It will not be possible to remove all the residual wastes from the site at the end of each day as the facility has operating hours in excess of the waste disposal facility. Any waste brought to the site after the last delivery to the disposal facility will remain on the site until the next day when it will be removed and disposed of.

4.B.11.

Although it will be necessary to store some wastes overnight, no residual waste materials will be kept on site for longer than 24 hours. Other than wastes deposited on the 24th December and 31st December, when end disposal facilities closure will necessitate this waste to be kept for up to 72 hours.

4.C. Waste Types

4.C.1.

See Table 2, Permitted Waste Types.

4.D. Maximum Quantities to be Stored on Site.

4.D.1.

See Table 2, Permitted Waste Types.

4.D.1.1.

Total annual throughput tonnage's will not exceed 25,000 tonnes.

4.E. Permitted Special Wastes.

4.E.1. Asbestos.

The inclusion of Asbestos as a permitted special waste is due to the statutory nature of the operations at the site. Due to the unlawful depositing of wastes (Fly Tipping) and the ignorance of the public when disposing of asbestos in refuse bins or community skips it is essential that the facility is licensed to accept the material.

4.E.1.1.

When asbestos is identified as a constituent part of a load it will be placed in the dedicated and marked Asbestos fully enclosed skip which is situated in the Emergency Holding Area. The Maximum quantity for a full container being 3 tonnes.

4.E.1.2.

When the asbestos skip is 75% full a Special Waste Transfer note will be issued by our Direct Services Organisation and the end disposal site will be given 5 days notice of a load arriving at their site. After the 5 day notification period the asbestos will be transported to the end disposal site for disposal.

4.E.1.3

Only the bonded, WHITE, pressed type of asbestos will be entertained in this way. All other types (BROWN and BLUE) will be isolated and after the Waste Regulatory Authority has been informed a specialist contractor will be employed to handle and remove and dispose of the asbestos. See EMERGENCY ACTION PLAN.

4.E.2. Mineral Oils.

4.E.2.1.

The oil bank is specifically designed with an integral bund capable of absorbing 110% of the capacity of the container. The oil bank will be situated in the Emergency Holding Area.

4.E.2.2.

The tank is constructed to ensure easy use by site operatives. Containers are emptied directly into the main tank void. Any residue that collects near the access hold is channeled into the main tank. Empty containers are either retained for recycling or disposed of in the residual waste skips.

4.E.2.3.

A contractor undertakes unloading of the waste oil. A hose is placed within the oil bank and the waste oil is removed by suction. A record of the quantity of the oil removed is kept in the site records.

4.E.3. Liquid Wastes.

4.E.3.1.

Permitted liquid wastes include Gully Tanker wastes and Street Sweepings.

4.E.3.2.

On entering the site the load will be directed to the Road Sweepings and Gully waste separation and treatment area. See Drawing 001 for site location details.

4.E.3.3.

After the load has been tipped onto the isolation deck, the load will be assessed to determine whether the load contains special wastes such as mineral oils.

4.E.3.4.

Any leachate or effluent run off will be channeled via an interceptor to the foul sewerage system under licence with the Water / Drainage Authority.

4.E.3.5.

A Maximum tonnage of 100 tonnes of Gully Tanker and Street sweepings to be on site at any one time will not be exceeded.

4.E.3.6.

Any litter will be picked out of this waste and deposited in the residual waste skips. The remaining material will be used as a feedstock for composting at a composting site. Records of all outputs will be aggregated with the loads of green waste / biodegradable organic waste and kept in the site office.

4.E.4. Lead Acid Batteries.

4.E.4.1.

Lead acid batteries will be sorted from the waste input loads and deposited for safe storage in the Special waste container situated in the Emergency Holding Area.

4.E.4.2.

This container will be painted blue and marked Special Wastes Only. It will be fully enclosed and will consist of a sealed basement pan which will be seam welded and banded to 150 mm on the front doors side.

4.E.4.3.

When the container is 75% full a licensed contractor will be employed to empty, carry and deliver to the reprocessors.

4.E.4.4.

A Maximum of 400 batteries on site at any one time will not be exceeded.

4.E.5. Liquid C.F.C bearing Wastes.

4.E.5.1.

Large bulky household and commercial items such as white goods will be deposited in the Ferrous metal storage and C.F.C. recovery area on the site.

4.E.5.2.

C.F.C's will be removed from appliances, in accordance with the Method Statement included in the Appendices of information attached to this working Plan.

4.E.5.3.

If a Refrigerator is of an older construction where a child or small person could inadvertently lock themselves in the fridge, then, the site Forman will instruct staff to remove the door of the fridge.

4.E.5.4.

It is anticipated that the removal of the C.F.C gasses contained in the refrigerant lines of the fridge will be removed by a suitably qualified contractor on the site. De-gassing will take place at regular intervals on or before a storage level of 100 fridges is reached. It is therefore likely that the units will be on site for a period of up to 4 weeks before de-gassing.

4.E.5.5.

After the fridge unit has been de-gassed the body will be disposed of into the ferrous metal storage container in the same area.

4.E.5.6.

No attempt will be made to recover any C.F.C gasses contained within the foam insulation in the units, as at this time it is not feasible to the lack of equipment produced for this purpose.

4.E.5.7.

Liquid C.F.C's will not be stored on site subsequent to their removal.

4.E.5.8.

Fridge units from Refuse Collection Operations will not be dealt with at the site.

4.E.6. Gas Bottles.

4.E.6.1.

Gas Bottles from all operations will arise at the site. They will be removed from loads and stored in a dedicated cage housed in the Emergency Holding Area.

4.E.6.2.

The gas bottles are removed from the site at weekly intervals by a collection contractor.

4.E.6.3.

A maximum of 100 gas bottles are to be stored in the cage at any time.

4.F. Difficult Wastes.

4.F.1. Tyres.

4.F.1.1.

Tyres could arise on site as a product of all operations.

4.F.1.2.

Tyres will be sorted from all wastes and stored in a designated fully enclosed and lockable 18 ft shipping container. If the tyre is still attached to a steel rim, the rim will be removed and recycled as ferrous metal.

4.F.1.3.

When the container is 75% full a contractor will be employed to collect, carry and deliver the tyres to a re-processor.

4.F.1.4.

A Maximum of 250 tyres on site at any one time will not be exceeded.

4.F.2. Motor Vehicle Processing.

4.F.2.1.

Motor vehicles will be permitted under the Authorities statutory obligation to remove Abandoned Vehicles only.

4.F.2.2.

A Maximum of 3 vehicles may be processed at any time.

4.F.2.3.

Special Wastes or wastes required to be removed in order to comply with the Recovery End-of-Life Vehicles Directive (2000/53/EC) or any subsequent replacement Directive will be removed and stored in the Emergency Holding Area. See Special Wastes in this Section 4.

4.F.2.4.

The removal of Special Wastes will take place in the Road Sweepings and Gully Wastes separation area.

4.F.2.5.

The residual vehicle wastes will be contained in the Ferrous Metal skip in the Recycling Skip Storage Area.

4.G. Recyclable Materials Stored on the site.

4.G.1.

A full description of all waste types, containment methods, site locations, quantities, source operations and handling activities; are listed in Table 2 'Permitted Waste Types' in section 1 of this Working Plan.

4.H. Emergency Holding Area.

4.H.1.

Any items which are found on site which are unsuitable for handling or deemed hazardous will be placed in the Emergency Holding Area in a dedicated hazardous waste container.

4.H.2.

This container will be painted orange and black and marked 'Hazardous Wastes Only'. It will be fully enclosed and will consist of a sealed basement pan which will be seam welded and banded to 150 mm on the front doors side.

4.H.3.

Depending on the nature of the deposited material, the waste will either be immediately removed to a suitably licensed site or contained on site and disposed of following the usual methods.

4.H.4.

When the container becomes 75% full a specialist contractor will be employed to collect, carry, and dispose of the wastes.

4.H.5.

Details of the wastes deposited within the Emergency Holding Area will be recorded in the site diary and the Waste Regulatory Body contacted for advice on the further disposal of the unlicensed wastes.

4.I. Emergency Action Plan

4.I.1.

In the event of an incident occurring which might lead to a potentially polluting occurrence or a danger to employees or the public in surrounding areas, the entire site, or the effected area of the site will be immediately closed and the Waste Regulatory Authority notified of the nature of the incident. A copy of the Emergency Action Plan is included in this Working Plan as Appendix 6.

4.I.1.1.

The nature of the incident and the actions taken will be recorded in the site diary.

4.J. Leaks and Spillage's Action Plan.

4.J.1.

In the event of a leak or spillage the area will be immediately cordoned off to prevent access by unprotected employees. The site Forman or his deputy will contact the site manager regarding the incident and site closure. If the incident is significant the site manager may wish to close the site until the clean up operations have been completed.

4.J.1.1.

Once cordoned off, absorbent granules will be used to prevent the spillage from migrating. The absorbent granules will then be collected and disposed of in the appropriate way.

4.J.1.2.

Should the spillage enter the drainage system the Catchpit valve will be closed and a tanker will empty the internal system. The collected waste will be disposed of in the appropriate way after consultation with the Waste Regulatory Authority.

4.J.1.3.

The nature of the incident together with the actions taken will be recorded in the site diary.

4.J.1.4. The Leaks and Spillage's Action plan is included in the Emergency Action Plan.

4.K. Fires on Site.

4.K.1. No waste will be burnt on the site whether controlled or not.

4.K.2

Fire fighting equipment is located on the site for use by the site staff.

4.K.2.1.

In the event of a fire starting on the site the site staff will attempt to extinguish it. The site will be closed and the emergency action plan implemented.

4.K.2.2.

Should the fire require additional assistance a member of the staff will call on the Emergency Services for assistance. This will be timed and recorded in the site diary.

5. Amenity Control and Monitoring.

5.A. Control and Monitoring of Dusts, Fibres and Particulates.

5.A.1. Inert Dusts.

All wastes contained on the site will be sheeted if there is a possibility of dust, fibres or particulates becoming a problem. Where necessary water will be used for damping down wastes or roads. Water will be taken from a flexible hose mounted in the Gully Waste treatment area.

5.A.1.1.

Operatives working on the site will use PPA / face masks when dusty loads are being tipped or loaded on the site.

5.B. Control of Odours.

5.B.1. Odours.

Odours arising from the operation will be controlled with disinfectant to suppress any with an objectionable nature. Waste generating odours considered a 'nuisance' will be removed from site immediately, or as soon as practicable, to a licensed facility. Disinfectants are stored in the site office and used where considered appropriate to mitigate any offensive odours.

5.C. Control and Monitoring of Noise.

5.C.1.

All plant and equipment operating at the site will be fitted with appropriate sound deadening equipment and operated in accordance with the manufacturers instructions.

5.C.1.1

The activities on the site which could be above the background level or 55 dbls are periodical shredding of trees. A shredding machine will be permanently placed at the site and positioned in the area marked Shredder Area on Drawing No 002.

5.C.1.2.

Due to the close proximity of the Cemetery, shredding operations would only take place when the Cemetery is not in use. Exclusion times therefore being when any activity is taking place.

5.C.1.3.

Operatives working on the site will use the appropriate PCP and Pep ear defenders when shredding activity is taking place. Other equipment such as JCL machines will not pose a adverse noise / air pollution effect.

5.D. Control of Pests.

5.D.1.

The enclosed nature of the recycling bins will discourage the presence of vermin, birds or scavengers. The waste will only be stored on the site for a short duration before being removed to a suitable disposal point or recycling facility.

5.D.1.1.

If pests should be found to be present on site a reputable contractor will be employed to deal with the problem within 48 hours.

5.D.1.2.

A contract with a specialist pest control company will be in place at all times.

5.E Litter.

5.E.1.

All waste deposited at the site is placed directly into the waste management areas for handling and sorting. In the event that winds may cause litter to blow around the site, movable wind fencing will be placed as and when required to catch any litter from waste sorting or handling operations.

5.E.1.1.

However, daily litter picking operations of the licensed and surrounding areas will be undertaken to ensure that litter does not cause a nuisance to local residents. In addition, the site security fencing also acts as a litter fence preventing litter from leaving the site. All litter will be removed by the end of the working day.

5.E.1.2.

All containers leaving the site will be sheeted.

6. Maintaining and Submitting Records.

6.A. Input Output Return Tonnages.

6.A.1.

Records of wastes and recyclables removed from the facility will be maintained at the site Foreman's office and transferred to the main site office after a period of 7 days for maintaining computerised records.

6.A.1.2.

The quantities removed from the site will be calculated from weighbridge ticket returns and supplementary information attached to the completed Waste Transfer Note returned by the carriers of the wastes.

6.A.1.3.

A computerised Input out put return will be forwarded to the Waste Regulatory Authority's Waste Regulations Area Officer for Tactical Planning no longer than 20 days after the relevant quarterly activities.

6.B. Security and Availability of Records.

6.B.1.

The site diary will be used to record the inspection of drainage systems, pest control, security, weather conditions, general inspections, Health and Safety matters, conditions of containers and any other conditions relevant to the site license conditions etc., in addition to any maintenance works undertaken and any incidents that occur at the site which are detailed in the working plan.

6.B.1.1.

The site diary will be stored in the Foreman's office at all times.

6.C Recording Special Waste Deposits.

All Special waste inputs and outputs and deposits into the Emergency Holding Area will be recorded in table dated form in a register 'Special and Hazardous Waste Register' which will be kept in the site office.

6.D. Duty of Care: Quality Assurance Auditing.

6.D.1. Waste Reception.

Due to a block Duty of Care Waste Transfer note being issued to our Contract Services Directorate for all waste movements. On reception there is no documentation to enable us to comply with our own Code of Practice on Duty of Care.

6.D.1.2.

Due to this anomaly, a supplementary Waste Reception / Transfer note will be issued for each waste input at the reception point; which is the site office.

6.D.1.3.

The Reception / Transfer record will detail information as detailed in our Code of Practice for Duty of Care. A copy of which is enclosed as a Mission Statement at the front of this Working Plan.

6.D.1.4.

Completed Waste Reception / Transfer record will be kept in the site office.

6.D.1.5.

A Waste Reception note summary sheet giving details of individual notes will be kept in the site office for easy access to information.

6.D.2. Waste Rejection.

On finding a special or hazardous waste at reception or within a load. A back reference to the Waste Reception form will be made. This is to identify the source and transportation details appertaining to the particular shipment in order to carry out a Quality Assurance Audit to compile accurate and detailed information on the Waste Rejection Form.

6.D.2.1.

The waste Rejection Form will detail or reference information required to fully record the waste rejection. The details to include, Reception form number, details of the waste, action taken, consultation details and storage and disposal details.

6.D.2.2.

As detailed in 6.C. of this working plan a register of all special waste and hazardous waste will be kept. This will be a summary of Waste Rejection Form details.

6.D.3. Special and Hazardous Waste Identification and Labeling.

As detailed in 4.B.2. of this Working Plan, the waste sorting operation will take place. Any Special or Hazardous wastes will be identified by the site staff or management. If a waste can be identified a COSHH data sheet will be acquired. If the waste is identified as a waste which is considered to pose a hazard to the health of employees on the site or the general public part 3.10 of the EMERGENCY ACTION PLAN will apply.

6.D.3.2

If the waste is identified as a special or hazardous which can be safely handled by the site staff. The waste will be transferred to the emergency Holding Area and will be stored securely. At the earliest possible opportunity a COSHH data handling sheet will be kept both in the site office and posted with the waste in the emergency holding area.

6.D.3.3.

A COSHH data handling sheet detailing, usages, hazards, ingestion into body details, PPC requirements, handling methods, storage requirements, labeling requirements, legal requirements, transportation requirements and disposal requirements will accompany the waste at all times irrespective of the waste being specified in the licence as an accepted waste or not. In the event of unspecified wastes arriving on site the Quality Assurance Auditing / Documentation procedures will be followed.

6.D.3.4.

All wastes will be treated in strict adherence to the COSHH data handling requirements.

6.D.4. Special and Hazardous Waste Shipments.

All Special and Hazardous wastes leaving the site will be under strict adherence to the Special Waste Duty of Care requirements.

6.D.4.1.

All contractors employed for the shipment of Special and Hazardous Wastes will be required to validate their Duty of Care practices and satisfy the site management as to their integrity before Duty of Care is transferred.

6.D.5. Audit Trail.

All documents will be kept for a period of 3 years. All documents appertaining to a particular waste reception and subsequent rejection will be filed together to complete a full record of handling at the site.

6.D.5.1

Examination of the documents for accuracy and completeness will fulfill an audit trail. Any non compliance's can be found and quickly corrected.

6.D.5.2.

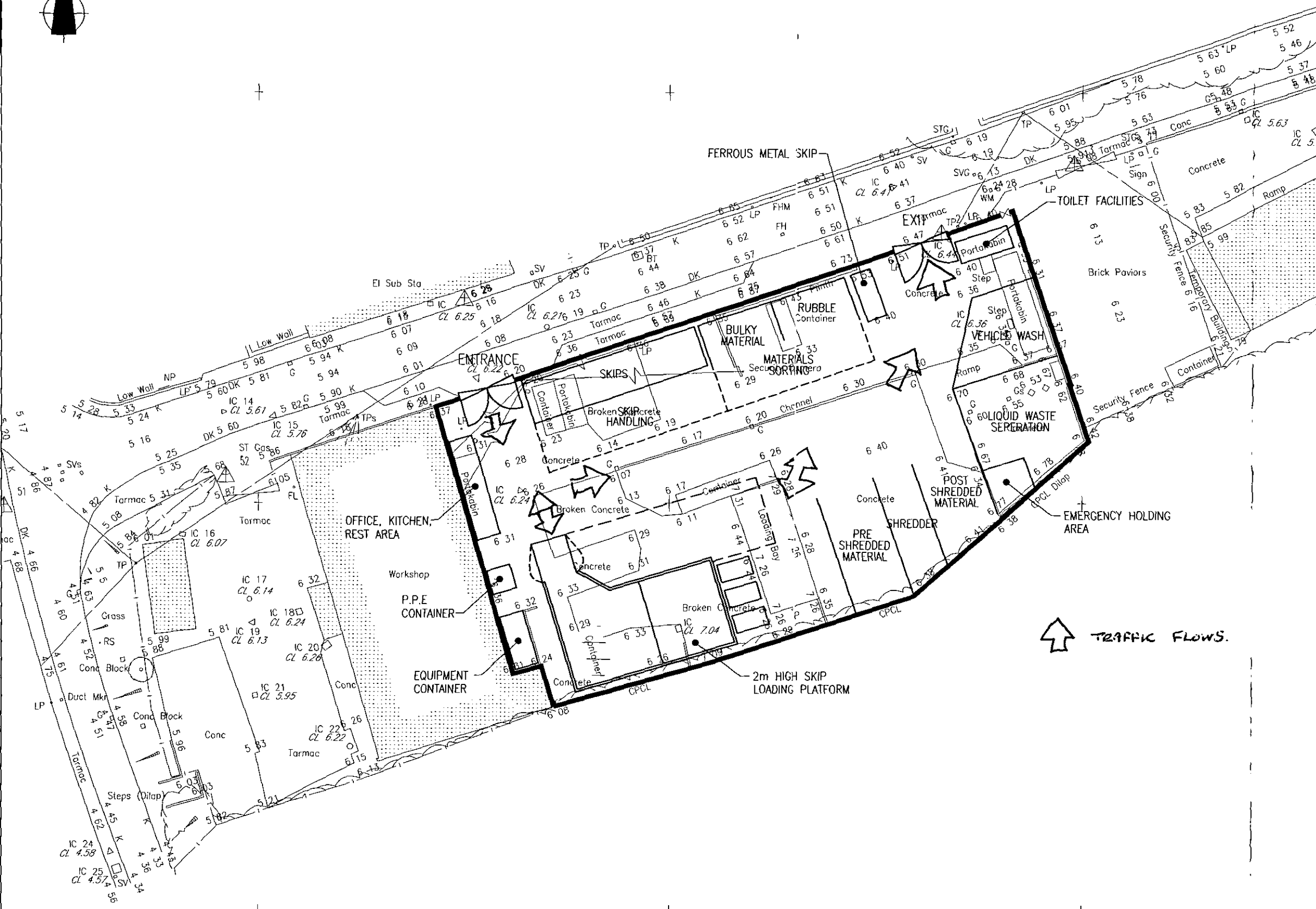
Inspection of the documents will be conducted quarterly and Duty of Care compliance is a permanent agenda item at the monthly Health and Safety Working group meetings.

6.D.5.3.

All events listed in part 6 of this Working Plan will be entered into the site diary on a day to day basis.



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A FIRST ISSUE				DGT	JES	JES	06.01
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SCALES @ A3				ISSUING OFFICE			
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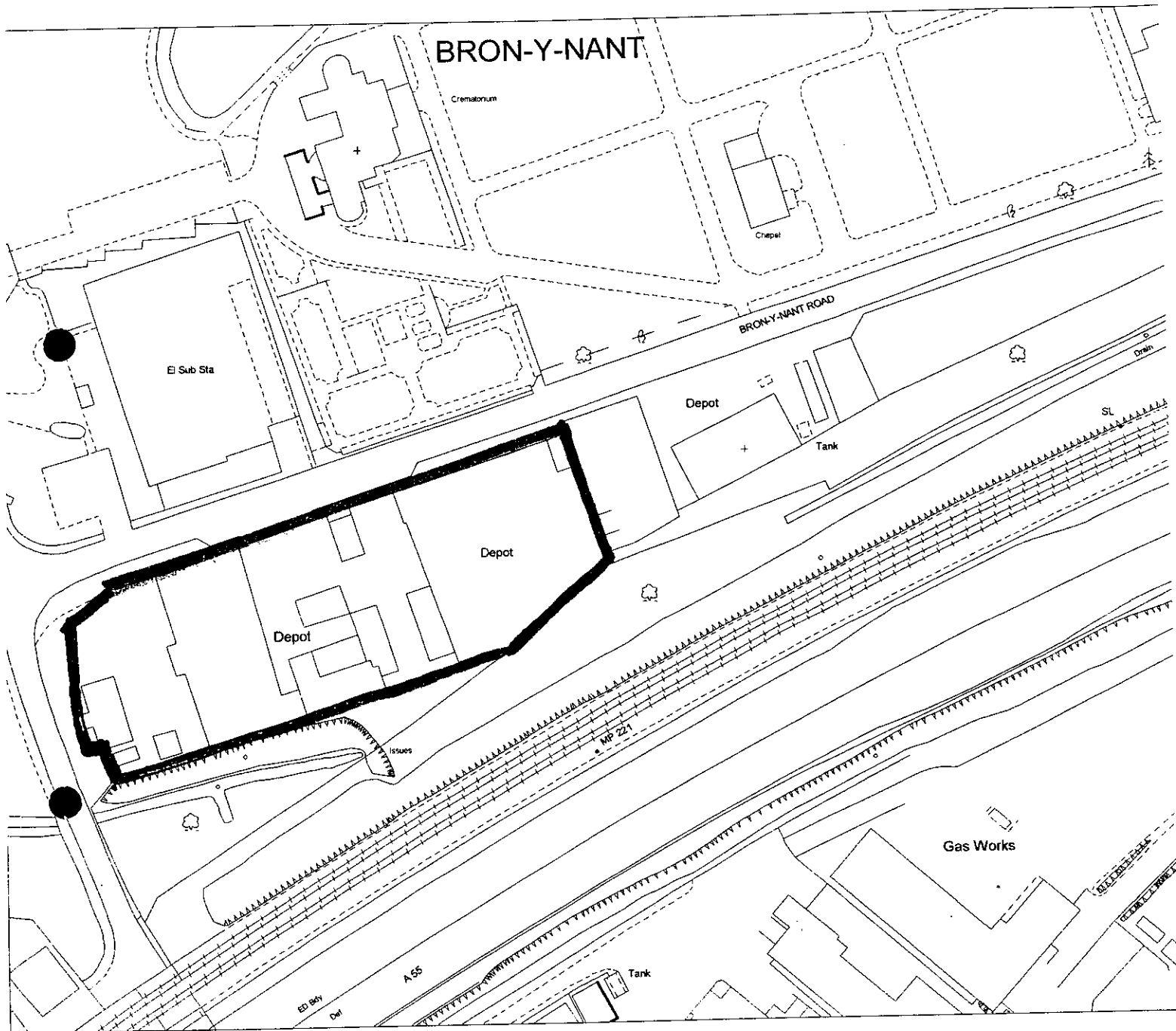
BRON-Y-NANT SITE

SITE LAYOUT

CONWY COUNTY BOROUGH COUNCIL

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