



Rhayader Depot Site Management Plan

Title:	Rhayader Depot Site Management Plan		
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Site Description

Local Authorities have a statutory duty to provide households with a collection service for recyclable materials. It is not practical or cost-effective for the collection vehicle to take recyclate directly to re-processor, therefore it is necessary for the authority to provide bulking and transfer facilities locally.

Rhayader depot

Station Road
Rhayader
Powys
LD6 5AW

- The maximum quantity of waste accepted at the site shall not exceed 4,999 tonnes per year.
- No hazardous waste shall be accepted at the site
- No Clinical waste shall be accepted at the site
- No liquid waste or sludge shall be accepted at the site.

Description of Activities ☐

Storage of waste pending collection on the site, where waste is produced.

Waste Types and Quantities

15 01	Packaging (including separately collected municipal packaging waste)
15 01 01	Paper and cardboard packaging
15 01 02	Plastic packaging
15 01 04	Metallic packaging
15 01 06	Mixed packaging
20 01	Separately collected fractions (except 15 01)
20 01 01	Paper and cardboard
20 01 02	Glass
20 01 08	Biodegradable kitchen and canteen waste
20 01 39	Plastics
20 01 40	Metals

1.1 Hours of Operation

1.1.1 Permitted operating hours Monday-Sunday- 07.00 to 18.30

1.1.2 Waste operations on site will normally take place between the hours of 07.30 to 15.30 Monday – Friday.

1.2 Staffing Details

1.2.1 A technically competent person will be onsite for 4.25 hours per week.

1.2.2 The site shall be manned at all times when it is open for reception/removal of wastes.

1.3 Health and Safety

1.3.1 All operations on site will be carried out in accordance with the relevant requirements of the Health and Safety at work act 1974 and PCC Policies.

2. Site Engineering

2.1 Waste will be stored in the area shown on the plan (see figure 1). The area benefits from an impermeable concrete base.

2.2 All other areas of site will consist of tarmac or hard standing.

2.3 Only waste contained within skips can be stored outside area described in the site plan.

3. Site Infrastructure

3.1 Site Security

3.1.1 Site is surrounded by suitable fencing.

3.1.2 Site will be kept locked outside operating hours or when site is unmanned.

3.1.3 Any defects should be reported to the ASO for repairs to be undertaken.

3.2 Site Office

3.2.1 The office is signed from the main gate

3.2.2 The site diary will be kept in the site office and will be available for inspection at all times.

3.2.3 The odour diary will be kept in the site office and will be available for inspection at all times.

3.2.4 The weighbridge tickets will be kept in the site office and will be available for inspection at all times.

3.2.5 Vehicle movement records will be kept in the site office and will be available for inspection at all times.

3.3 Containment Systems

3.3.1 Two impermeable bases and an associated oil interceptor and foul drainage system has been installed. A daily visual check of the concrete pads will be undertaken and any defects are to be entered into site diary.

3.3.2 The oil interceptor must be emptied at monthly intervals.

3.4 Site Identification Board

3.4.1 A site identification sign will be erected at the main gates and will display the following Information (see Figure 2);

1. Site Operator's name and emergency telephone number

2. Site Licence number

3. The telephone number and address of the local NRW office.

3.5 Weighbridge

3.5.1 A weighbridge is available on site.

3.5.2 All deposits must be recorded along with time, material type, estimated weight and vehicle registration number.

3.5.3 All movement of waste from the site must be recorded at site office, including time, destination, waste type and vehicle registration number.

3.5.4 Weighbridge ticket must be obtained for all materials leaving site, whether for recovery

or disposal. Copies of tickets to be retained at site office.

3.6 Wheel cleaning facilities

3.6.1 No wheel cleaning facilities are available. Road sweeper vehicles are available to clear the site and access roads as required.

3.7 Vehicles, Plant & Equipment

3.7.1 Mechanical Road sweepers will be available as a means of dust suppression and as a means of keeping site in a tidy condition.

3.7.2 Waste material will be moved onsite using a telescopic handler

3.7.3 A daily inspection of all vehicles stored onsite should be carried out. All defects should be entered into site diary. Vehicle maintenance should be informed immediately of all defects. All remedial actions taken should be recorded in site diary.

3.7.4 Vehicle maintenance is carried out as given in depot preventive maintenance schedule.

3.7.5 Skips should be inspected on a weekly basis to check:

- A) Skip doors operate correctly
- B) Sheeting system operates correctly
- C) Integrity of floor and sides
- D) Integrity of hook attachment
- E) Integrity of sealed waste food containers

3.7.6 All defects should be recorded in the site diary. Skips deemed unfit for purpose should not be used for waste storage and should be repaired prior to use.

3.7.7 Skips and containers are to be numbered and programmed for regular maintenance.

4. Site Operations

4.1 Control of Mud and Debris

4.1.2 Any mud or debris that is visible will be swept up using Powys County Council operated mobile road sweepers.

4.1.3 A visual inspection of the site is to be carried out on a daily basis by site staff with any observations recorded in the site diary.

4.2 Potentially Polluting Leaks and Spillages

4.2.1 There are no fuels or other chemicals stored within the licensed area which pose a risk to spillage.

4.2.2 The oil interceptor from the vehicle wash-down should be emptied at monthly intervals.

4.2.3 To combat any spills from vehicles, refuelling and waste operations spill kits are stored at key locations near the fuel tank and waste storage facilities. One spill kit is located at the side of the wash facility opposite the waste loading bays and another at the right hand side of the fuel pumps. Any spills should be cleared immediately and details should be entered in site diary.

4.2.4 Any contaminated absorbent materials should be disposed of using suitably licensed contractor. (Vehicle workshop will dispose of via their contractor)

4.3 Fires on Site

4.3.1 No fires will be permitted on site.

4.3.2 Fire fighting equipment is located at the site office, weighbridge office (CO₂ extinguisher) and a foam extinguisher in a cabinet each side of the waste loading bays.

4.3.3 Fire fighting equipment should be inspected on a monthly basis, observations to be recorded in the site diary. Defects to be rectified within 5 days with remedial action entered in site diary.

4.3.4 The NRW is to be informed immediately of any fires on site, with details entered in site diary.

4.4 Waste Acceptance and Control Systems

4.4.1 In the event that waste cannot be deposited at Rhayader depot or in an instance where material needs to be diverted (e.g. it is very odorous), then the procedure given in EP69 "Rhayader depot waste material diversion procedure" should be followed.

4.4.2 All loads are to be deposited within specified bays in the salt barn or in sealed food waste containers.

4.4.3 A visual inspection of all loads entering site will be carried out. Unsuitable loads should be rejected. For small quantities of rejected material there is a wheeled bin at the right hand side of the loading bays and also on the left hand side of the fuel pumps. Both are signed "Rejected Waste". Large batches of rejected waste will be stored in their delivery containers on the food waste concrete pad which will be used as a quarantine area for storage, prior to removal from site. Rejected loads will be detailed in site diary.

4.4.4 The weight deposited will be determined using the weighbridge. All loads will be recorded with the data passed on the NRW as required. Each deposit will be recorded along with the vehicle registration number, time and weight.

4.4.5 All material leaving site will be weighed using the weighbridge. Weighbridge tickets for loads taken from site to reprocessor will be retained.

4.4.6 Litter and contaminates will be removed wherever practicable from the waste and stored in a secure container onsite prior to disposal by a suitably registered contractor. Details of waste transfer to be held at the site office.

5. Pollution Control, Monitoring and Reporting Systems

5.1 Reporting

5.1.1 The agency shall be notified without delay following the detection of:

A) Any malfunction, breakdown or failure of equipment or techniques, accident or fugitive emission which has caused, is causing or may cause significant pollution;

B) The breach of a limit specified in this licence; and

C) Any significant adverse environmental and health effects.

5.1.2 Written confirmation of actual or potential pollution incidents and breaches of emission

limits shall be submitted within 24 hours.

5.3 Monitoring of Waste

5.3.1 The waste will undergo a daily visible check by operational staff with any observations recorded in site diary.

5.3.3 Waste acceptance criteria detailed in section 4.4

6. Amenity Management and Monitoring

6.1 Control and Monitoring of Dusts, Fibres and Particulates

6.1.1 Mobile road sweepers to be used as a mean of dust suppression.

6.1.3 The licensed area will undergo a daily visible inspection;

All remedial action should be entered into site diary.

6.2 Control of Noise

The activities undertaken at the site are unlikely to cause unacceptable noise levels, however

staff onsite will ensure that:

6.2.1 No operations will be carried out outside the licensed working hours of the site.

6.2.2 Any defects to plant will be entered in site diary along with details of remedial action taken.

6.2.3 Any complaints received will be logged in the site diary.

6.3 Control of Pests

6.3.1 Staff will carry out a daily inspection of the site, with any problems logged in the site diary

6.3.2 A pest control officer will be called if a problem is identified.

6.3.3 Details of remedial action to be recorded on the site diary.

6.4 Control of litter

6.4.1 A daily inspection of the site, including site perimeter, will be carried out to check for items of litter. Any items of litter will be removed from the site by the end of the working day.

6.4.2. Litter netting will be erected along perimeter fence adjoining railway line.

6.4.3 All skips leaving the site will be securely sheeted to prevent litter escaping. All skips left on-site will be sheeted at the end of the working day.

6.4.4 No bulking operations should take place during high winds. Loads deposited should be covered in net or similar to prevent escape of litter from site.

6.4.5 Any complaints received will be logged in the site diary

6.5 Control of odour from food waste (when operational for food waste)

6.5.1 The procedures set out in EP68 Odour Management Plan will be followed.

6.5.2 Daily odour testing will be undertaken and the results recorded in the site odour diary.

7. Site Records

7.1 Site Diary is located in site office and is available for inspection during opening hours.

7.2 Daily records shall be kept of;

- 1) The weight and type of waste going into and out of the site
- 2) The date and time when waste is delivered to and removed from site
- 3) The facility to which material removed from the site is taken

7.3 Monitoring data will be made available as soon as possible following receipt of data, copies to be held at site office for inspection.

7.4 All weighbridge tickets and Waste transfer notes will be available for inspection at site office.

7.5 A summary report of the waste types and quantities accepted and removed from the site shall be made for each quarter. It shall be submitted to the Agency within one month of the end of the quarter and shall be in the format required by the Agency.

7.6 The format of the records required under section 7.2 and 7.5 shall be agreed with NRW

7.7 In addition to the above, a site diary shall be kept of the following;

- 1) Weather conditions
- 2) Any incidence of fires or other emergencies within the site
- 3) Any incidence of fly tipping at the site
- 4) Dates on which the site was inspected for
 - A) Litter
 - B) Defects in any drainage system
 - C) Defects in fencing or security
 - D) Compliance with the site licence conditions
 - E) Signs of infestation
- F) Any mechanical breakdowns of plant. A note shall be entered into the diary when the machine is again fully operational.
- G) Any incidents of unauthorised wastes being brought onto site.

The Accident Management Plan for dealing with accidents shall be followed, a copy of which shall be kept in the site office. Staff on duty at the site must be trained in the operation of the Accident plan; this training must be refreshed annually and recorded.

Figure 1



Powys County Council

RHAYADER WASTE TRANSFER FACILITY

NRW Environmental Permit EPR/DB3930AB

Grid ref SN 9664 6795

In emergency telephone

0870 850 6505

Or

0800 807 060

(EA Incident Hotline)

NO UNAUTHORISED PERSONNEL BEYOND THIS POINT