

RGF Haulage Ltd
Unit 17 Martin Road, Tremorfa Industrial Estate,
Cardiff CF24 5SD

Waste Management Licence No ~~EWML/98204~~

PERMIT UP329SFU

Environmental Management System for Transfer Station

April 2013

1.0 LAYOUT

- (i) The layout of the licensed facility is shown on the attached plan (ref:- 01).
- (ii) The plan indicates the position of the principle elements including the storage, treatment and sorting areas within the facility.

2.0 SITE SECURITY

- (i) Site Security is by means of constant site staffing within an enclosed perimeter fenced area.

3.1 OPENING HOURS

- (i) The hours of opening are 07.00 to 17.00 hours Monday to Friday and 07.00 to 13.00 hours Saturday.
- (ii) No waste will be accepted outside these hours without first seeking written permission from the Environment Agency.

3.2 ACCESS ROADS

- (i) Access is currently by means of existing roads within the Martin Road, Tremorfa Industrial Estate complex.
- (ii) In the event of excess mud on the access road, a road sweeper will be made available as and when required.

3.3 WHEEL CLEANING

- (i) Due to the length of the access road there has been no experience of contaminating the public highway with mud. However, for instances where mud could be deemed a potential problem manual wheel washing facilities will be made available.

4.0 METHOD OF OPERATION

4.1 PLANT

- (i) The following plant will be used in the recycle centre.

Screener

Loading shovel

Tracked 360

Escalator

Crusher (to be hired in as and when required)

Storage skips

- (ii) All items of plant are standard items and it is not considered appropriate to detail them, they will be operated in accordance with manufacturer's specifications.

4.2. WASTE RECEPTION

Inert/ Non- Hazardous

(i) Waste imports will be visually checked into the tipping area to ensure compliance with the duty of care legislation. Vehicles will be unloaded into the main storage area where the load will be inspected for compliance with the licence.

(ii) Identifiable recyclable items will be removed for temporary storage in the appropriate container i.e. metals.

(iii) Any unauthorised waste will be removed and quarantined before arrangements for its safe and legal disposal at an authorised licensed site. An incidental skip will be available in the event of incidental non- inert waste being found in the mixed waste.

(iv) Any wastes considered difficult to handle will be isolated and the Manager will be consulted. The Manager will decide the appropriate course of action for such wastes.

(vi) All waste will be inspected on unloading to ensure compliance with the license and the classification.

4.3 SORTING

(i) Initial sorting will be by simply directing specific waste types into their relevant pre-treatment storage area.

(ii) Wastes will then be sorted/ treated using the automated equipment listed above.

(iii) Sorting will by and large, generate inert materials, soil, stone and other materials suitable for secondary aggregates. It is anticipated that metals and other incidental waste will be found in consignments from time to time, these will be sorted into a metal and a non- compliant waste skip.

(iv) Skips containing materials for disposal to a third party site will be held on site until they have reached a fill level commensurate with economic removal to the appropriate third party.

4.4 PRODUCTS

(i) Products will be 45 mm capping soil with the option to produce 16mm and 50mm crushed hardcore.

4.5 INCIDENTAL HAZARDOUS WASTE

(i) A skip will be made available for incidental hazardous wastes that may arrive on site within a consignment of inert/non-hazardous waste. This waste will be removed from site as soon as is practicable using the appropriate consignment note.

5 LITTER

(i) The imported materials will be tipped onto prepared receiving areas internally, so litter should be kept to a minimum.

(ii) Fencing will act as a final litter screen, should any material collect on this fence it will be removed on a daily basis.

6 NOISE

- (i) None of the machinery is likely to produce unacceptable levels of noise. By the nature of the site any noise is unlikely to affect neighbouring properties. There are no residential properties within the industrial estate.
- (ii) Plant and machinery will be maintained to manufacturers' specification- keeping noise to a minimum.
- (iii) Checks will be made to ensure plant silencers are in working order.
- (iv) Staff will be issued with the appropriate PPE i.e. ear defenders if appropriate.

7 ODOUR

- (i) The operation does not give rise to odour problems.

8 BUNDING OF DEISEL STORE

- (i) The oil storage building is a completely bunded unit.

9 FIRES ON SITE

- (i) No fires are permitted on site.

10 FIRE

- (i) In the event of fire the appropriate action will be taken dependent on its nature, i.e. plant fire or waste fire.
- (ii) Fire extinguishers are available on site and in vehicles.
- (iii) In the event of a vehicle or machine fire, if it cannot be controlled locally the fire brigade will be contacted.
- (iv) In the event of a waste fire the fire brigade will be called, and the Manager will be informed. Under no circumstances will this be dealt with by site staff.
- (v) All personnel will be evacuated to the muster point. The facility will be closed and no waste will be received until control is regained.

11 LIQUID SPILLAGE

- (i) As COSHH related materials will be stored within a fully bunded building, spillages will be contained securely.
- (ii) In the event of external spillage it would be cleared up using absorbent materials and disposed of in accordance with duty of care legislation.

12 QUALITY ASSURANCE

- (i) A Quality Assurance programme is in operation to ensure that all operations carried out on site are in accordance with the Health and Safety at Work Act 1974 and all appropriate site licenses.
- (ii) Members of staff are trained in their appropriate tasks.
- (iii) All machinery is regularly inspected and maintained in accordance with service recommendations. Workshop facilities and trained fitters are available on the adjacent site.

- (iv) The performance of the plant is monitored by the operators and any breakdowns reported to the Manager. Serious malfunctions will be recorded in the site diary.
- (v) All waste arriving on site is recorded on a duty of care waste transfer note.

13 RECORD OF MOVEMENTS

- (i) All classified waste accepted on site will be recorded by means of a duty of care waste transfer note.
- (ii) All recycled material removed from site is also recorded.
- (iii) All loads are visually inspected on arrival and checked against their documentation.
- (iv) Incorrectly consigned material will be refused entry to the site.
- (v) Any unauthorised incidental material found on site will be documented, its source investigated and arrangements made for its removal.
- (vi) Removal of unauthorised and hazardous incidental waste will be by means of waste transfer note or in the case of hazardous wastes by a consignment note and the relevant labelling.
- (vii) Waste returns will be completed and submitted in accordance with EA requirements.

14 HEALTH AND SAFETY AT WORK ACT 1974

- (i) Health and Safety Information is posted throughout the site.
- (ii) An emergency contact list is posted throughout the site.
- (iii) The Certificate of Employers Liability Insurance is posted in the reception area.
- (iv) PPE is issued to staff appropriate to their relevant task. (i.e. safety boots, ear defenders, hard hats, particle masks/self sufficient respirators, high visibility overalls).
- (v) First aid kits are available in the site office.
- (vi) A trained first aider is available on site.
- (vii) An accident book is available.
- (viii) All accidents are to be reported to the site Manager.
- (ix) Accidents which result in three or more lost working days will be logged on a RIDDOR report and supplied to the H.S.E.
- (x) Site rules will be available for inspection by visitors and a visitors' book signed.

15 SITE PERSONNEL

- (i) A minimum of two Employees will operate in the same area during operations for safety reasons.
- (ii) A Site Manager will be available on site at all times.
- (iii) The site will operate with a WAMITAB COTC holder on site in accordance with licence requirements.
- (iv) Employees will have training in their relevant functions.