

**ATTACHMENT H
MATERIALS HANDLING**

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H1 Waste Types and Quantities – Existing & Proposed

Table H.1(A). Quantities of waste in relation to each class of activity applied for is included in the Waste Licence Application form.

H1 (b) Annual Quantities and Nature of Waste

The following Table H.1 (B) indicates the annual quantity of non-hazardous waste to be handled over the next five years (assuming an approximate 20% increase each year in business).

Table H1 (B) Annual Quantities and Nature of Waste

Year	Non-hazardous Waste (tonnes per annum)	WEEE waste (tonnes per annum)	Hazardous waste (tonnes per annum)	Total annual quantity of waste (tonnes per annum)
2005	10,855	1,000	0	11,855
2006	13,025	1,200	0	14,225
2007	16,000	1,000	0	17,000
2008	18,500	1,500	0	20,000
2009	21,000	2,000	0	23,000

H1 (c) Waste Types and Quantities

Goff Recycling Ltd currently handle the following waste streams :

- Industrial non-hazardous waste
- Household skip waste
- Commercial waste
- Construction and Demolition waste
- Glass bottles from 'bring banks'

The proposed types of waste to be accepted on site are (1) Household, (2) Commercial, (3) Construction and Demolition, (4) Industrial Non-hazardous waste and (5) Waste electrical and electronic equipment (WEEE). The EWC codes which describe these wastes best are as follows:

- 17-09-04: Mixed Construction and Demolition Wastes Other than those mentioned in 17-09-01, 17-09-02 and 17-09-03.
- 20-03-01: Mixed Municipal Waste including domestic refuse.

From time to time other EWC codes may be used to describe each of the four main waste types accepted at the facility. For example if commercial cardboard packaging is separately collected from customers sites for baling at the facility then the EWC code to describe this would be 15-01-01: Paper and Cardboard Packaging. A full list of EWC codes, of possible waste streams to be accepted at the facility, is included in Appendix 8.

Goff Recycling Ltd also propose to develop a WEEE waste recycling **area inside Unit 2** building at the site. This facility will be used for :

- Acceptance and temporary storage of non hazardous WEEE waste
- Acceptance and temporary storage of hazardous WEEE wastes (e.g. TVs, monitors, fridges, fluorescent tubes etc).

The following WEEE wastes are proposed to be accepted at the site:

1. **Large Household Appliances (LHAs)** – washing machines, fridge/freezers, microwaves, fans, radiators, large appliances for heating rooms/beds/seating furniture
2. **Small Household Appliances (SHAs)** – vacuum cleaners, irons, electric knives, clocks, scales.
3. **IT and Telecom** – computers, monitors, calculators and phones
4. **Consumer Equipment** – TV's, VCR's, radios
5. **Lighting Equipment** – straight/compact fluorescent lamps
6. **Electrical/Electronic Tools** – drills, sewing machines, sprayers/spreaders, lawn mowers
7. **Toys and Leisure sports Equipment** – train sets, videos games, cycle computers
8. **Monitoring and Control Instruments** – smoke detectors, thermostats, measuring / weighing appliances
9. **Automatic Dispensers** – Soda/sweet machines, ATM's

All proposed WEEE Waste will be accepted indoors at WEEE waste recycling building only.

A list of EWC codes, of possible waste streams to be accepted at the facility, is included in Appendix 8.

H.2 Waste Acceptance Procedures

The following are the procedures to be employed for waste acceptance on site.

Off-site Waste Profiling Procedure:

Customers

- The Managing Director and Facility Supervisor are responsible for the 'off-site waste profiling' of new customers. The procedure is as follows:
- When a new customer (commercial only) contacts Goff Recycling Ltd for a waste service, the Managing Director or Facility Supervisor arranges a meeting with the customer.
- The company representative will explore the following environmental criteria from the meeting:
 - The waste types to be collected.
 - The waste quantities and regularity of collections required from the customers.
 - Waste segregation at source (if possible)
 - The Goff Recycling Ltd representative will inform the new customer of the list of 'unacceptable waste types' and also of the company's commitments to their Waste Permit and Environmental Policy.
- Upon agreement of the above conditions between the customer and Goff Recycling Ltd, a contract is then drawn up or agreed verbally in some cases.

Other Waste Collectors

- Prior to accepting waste from other waste collectors a copy of their waste collection permit is requested and a copy maintained on the files on site.
- The Managing Director or Facility Supervisor arranges a meeting with the waste collector.
- The company representative will explore the following environmental criteria from the meeting:
 - The waste types to be delivered.
 - The waste quantities and regularity of deliveries required from the waste collector.
 - The Goff Recycling Ltd representative will inform the waste collector of the list of 'unacceptable waste types' and also of the company's commitments to their Waste Permit and Environmental Policy.

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- Upon agreement of the above conditions between the waste collector and Goff Recycling Ltd, a contract is then drawn up or agreed verbally in some cases.
 - The waste collector arranges for his drivers to meet with the facility manager so that they can be instructed on how to properly record the details of each waste load delivered to the site on the Weighbridge Software, “*Industrial Weighbridge Waste Management Software.*” The drivers will be instructed to print a docket of each load delivered which will record details such as Waste Type, EWC Code, Time & Date, Weight, Vehicle Registration and Customer Name. A copy of the weighbridge docket can be viewed in Appendix 9. The drivers will also be shown where each waste load should be tipped on site.

Drivers Procedure

- When a driver collects waste from a customer’s premises he will carry out a quick visual check to identify any unacceptable wastes.
- If unacceptable wastes are identified then the driver will either remove the unacceptable items or inform the customer to remove the items before the remaining wastes can be collected.
- When the unacceptable wastes have been removed the driver then collects the waste bound for the waste transfer station.
- When a driver arrives on site the vehicle is driven onto the weighbridge.
- The driver gets out of the cab of the truck and walks over to the weighbridge office which stores the on board computer and weighbridge dockets.
- The driver records the type of waste, the customer details and the vehicle registration number on the computer system and enters in the recorded weight i.e. the first weight, of the truck and its contents. The driver then walks back to the truck.
- The driver drives the vehicle off the weighbridge towards the Unit 3 building. The vehicle is reversed into the building and the load is tipped onto the floor as directed by the site operatives.
- The driver drives the vehicle back over the weighbridge, parks and gets out of the cab of the truck and walks over to the weighbridge cabin.
- The driver then records the weight of the vehicle i.e. the second weight, and the computer system records the nett weight of the waste delivered to the facility. The driver then prints out the details on a weighbridge docket and places a copy in the docket storage area in the weighbridge cabin.
- At the end of each day the facility manager prints out a record of all incoming and outgoing waste transactions from the computer system and files this in the on-site office. A copy of the daily transaction report is included in Appendix 9.

Site Operatives Procedures:

- When the driver of the waste vehicle arrives on-site the site operatives direct the driver to the waste tipping area.
- When the waste load is tipped out onto the floor of the transfer station building it is inspected for any unacceptable wastes. The teleporter with grab is sometimes used to disperse the load to properly examine the contents for any unacceptable wastes.
- If any unacceptable wastes are identified in the waste load the site operatives will determine whether or not to accept the waste load. The site operatives will discuss this with the operations manager / facility supervisor who will then decide to accept the waste load or not.
- If the load is not accepted and is rejected then the operations manager / facility supervisor will contact the customer and arrange to have the load:
 - Returned to the Producer, or
 - Arrange Alternative Disposal
- If the load is accepted then the unacceptable wastes will be quarantined in the suitable quarantine areas.

The procedures outlined above will form part of the environmental management system for the site. As part of the procedures a list of unacceptable wastes will be drawn up and issued to all staff of Goff Recycling Ltd, waste collectors delivering waste to the facility and all customers. All relevant staff of Goff Recycling Ltd and those working for other waste collectors delivering waste to the facility will be trained up in the use of the waste acceptance procedures.

H.3 Waste Handling

The waste handling and operating procedures will be as described in Section D.2 Facility Operation.