

**ATTACHMENT C  
MANAGEMENT OF THE INSTALLATION**

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## C.1 Site Management

### C.1.1 Management Responsibility

Goff Recycling Ltd operates an existing efficient waste management business in accordance with proper practices and the Waste Management Permit (WP/04/12). Goff Recycling Ltd intends to develop an Environmental Management System (EMS) and may decide to investigate the accreditation of this system to ISO 14001.

Goff Recycling Ltd currently employs 20 staff. Job titles, qualifications and responsibilities are listed below.

The minimum number of staff required to operate the site is 4.

A member of management fully aware and competent of the waste management operations and environmental issues is on-site at all times.

### C.1.2 Staff

Name	Job Title	Responsibilities	Qualifications in waste management	Courses attended
Damien Goff	Managing Director and Operations Manager	Day to day management of the Company and facility operations	2 years experience in waste recycling & disposal company	as previous
Francis Goff	Company Director	No site responsibilities	Not applicable	as previous
Eammon O'Neill	Facility Supervisor & Sales Rep.	Daily management of facility operations.	2 years experience in waste management business	as previous
Sabrina Stamp	Administrator and waste records controller	Office duties	Not applicable	will complete FAS waste mgt course
Marion Dempsey	Administration Accounts	Invoicing, sales etc	Not applicable	as previous
Shirley Bolger	Administration Credit Control	Invoicing, sales etc	Not applicable	as previous
Steven Cleary James Cleary Pat Cleary Mariusz Partyga	Site Operatives	Responsible for the handling and recycling of waste on site	various years experience in waste management	as previous

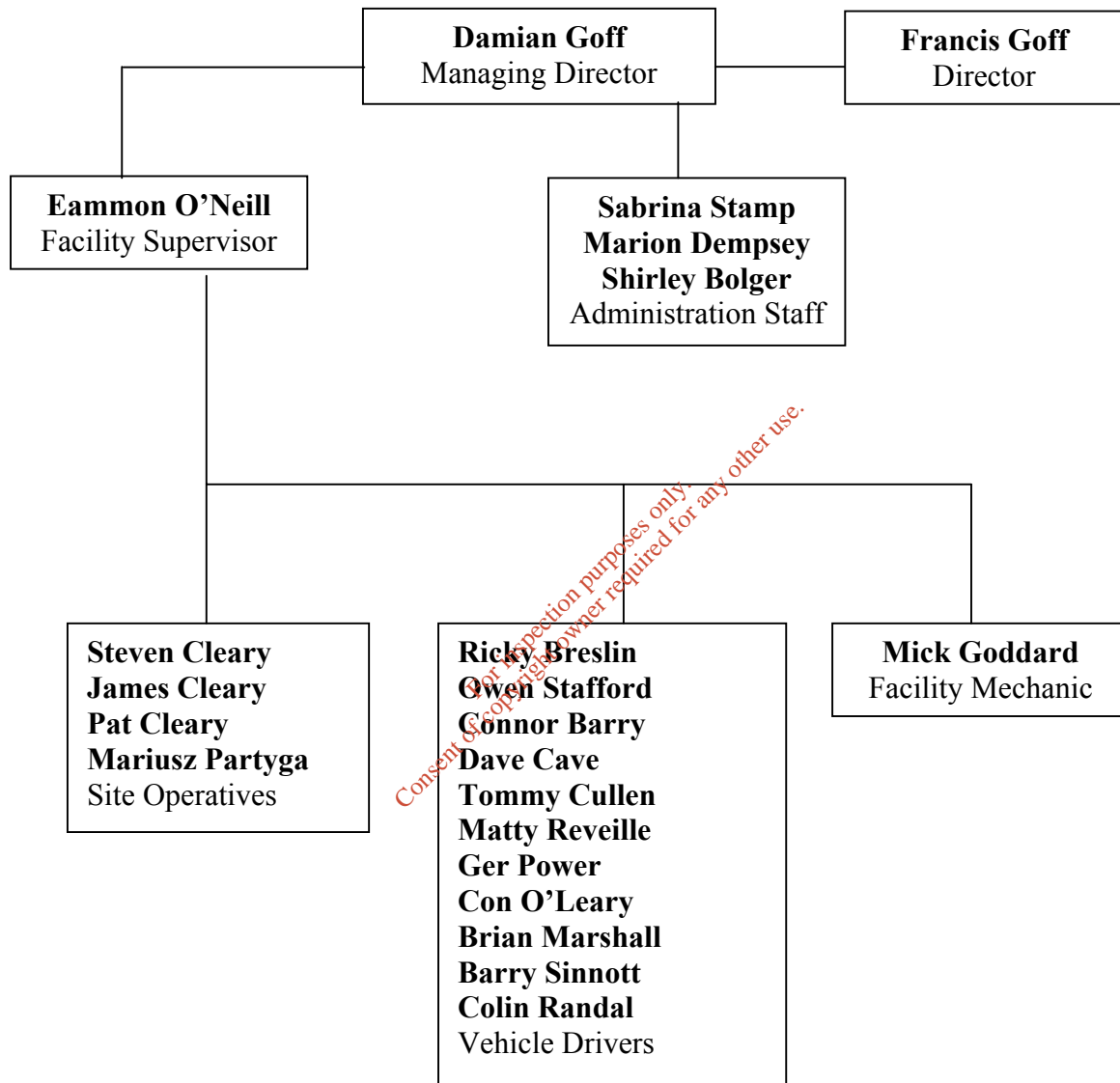
Name	Job Title	Responsibilities	Qualifications in waste management	Courses attended
Mick Goddard	Mechanic	Routine truck and plant maintenance	Not applicable	as previous
Ricky Breslin Owen Stafford Connor Barry	Skip Lorry Drivers	Collection /disposal of waste	various years experience in waste management	as previous
Dave Cave Tommy Cullen Matty Reveille	Van Drivers and temporary site operatives	Collection /disposal of waste	various years experience in waste management	as previous
Barry Sinnott Colin Randal	Bin Lorry Drivers	Collection /disposal of waste	various years experience in waste management	as previous
Ger Power Con O'Leary Brian Marshall	Articulated Truck Drivers	Collection /disposal of waste	various years experience in waste management	as previous
Criostoir O'Brien (M.E.S)	External Waste Management Consultant	Advice on environmental issues.		In addition, various environmental courses attended

Goff Recycling Ltd staff will undergo a series of internal environmental awareness raising workshops as part of Goff Recycling Ltd commitment to continued environmental improvement.

A full training record will be kept for each permanent staff member.

### C.1.3 Company Organisation

The management structure at Goff Recycling Ltd is outlined below.



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A description of the responsibility and authority of each of the above follows.

**a) Managing Director (Damien Goff)**

Responsible for overall management of the company in ensuring that customer, company, staff, legal and environmental requirements are met. Directly responsible for ensuring that the company Health, Safety and Environmental Management System is adequate and implemented.

**b) Directors (Francis Goff)**

Responsible for the management and organisation of the company and for providing adequate resources to ensure that the company meets its objectives in productivity, profitability, legal and environmental control.

**c) Facility Supervisor and Sales Representative (Eammon O'Neill)**

Responsibilities include organisation and management of waste collection/disposal vehicles, overseeing transport and yard duties are correctly performed. Directly responsible for supervising the waste collection drivers. Responsible for overall site management when the MD and Directors are away from the premises. Responsible for managing facility staff and site operatives. Duties include ensuring that the recycling/transfer station, yard and site access roads, operate in a clean, safe and efficient way.

**d) Drivers (Ricky Breslin, Owen Stafford, Connor Barry, Dave Cave, Tommy Cullen, Matty Reveille, Ger Power, Con O'Leary, Brian Marshall, Barry Sinnott, Colin Randal)**

Responsibilities include the collection and transport of waste in skips, containers, refuse trucks, articulated trailers, vans and compactors from customer sites. Drivers are also engaged in transporting segregated materials to further recycling outlets and disposing of waste to landfill. Drivers must ensure vehicle safety conditions i.e. checking oil and water levels, tyre pressure, electric's etc.

**e) Site Operatives (Steven Cleary, James Cleary, Pat Cleary, Mariusz Partyga)**

Responsibilities include segregation, sorting, baling and handling waste on site.

**f) Site Mechanic (Mick Goddard)**

Routine servicing and maintenance of plant machinery and vehicles.

**g) External Waste Management Consultants (Criostoir O'Brien of M.E.S.)**

Duties include providing environmental advice and assistance to Goff Recycling Ltd in relation to waste management and reporting.

**C.2 Environmental Management System**

The waste permit was granted for the site on the 21<sup>st</sup> December 2004. Since the operation of the waste management facility the following monitoring has taken place ;

- Environmental noise, dust and surface water emissions. The results of these monitoring events are included as part of this waste licence application.
- Regular checking for potential site nuisances such as litter, vermin and odour takes place daily. Weekly records will be kept as part of future operations.
- Daily waste records (waste movements in and out of the site) are recorded electronically and compiled for monthly reports to Wexford County Council.
- Presently, any complaints received at the facility are noted in the administrator diary. It is proposed that a complaints log is maintained in the office on site and all accidents that occur are recorded and all details are maintained in the office on site.
- Annual Environmental Returns will be submitted for the Site Waste Permit and the Waste Collection Permit.

An environmental management system shall be maintained at the facility once a licence is granted from the EPA. The EMS shall be updated on an annual basis with amendments being submitted to the Agency for its agreement.

As a minimum the environmental management system shall include the following elements as outlined in the EPA BAT Guidance Notes for the Waste Sector: Waste Transfer Activities;

- Schedule of Environmental Objectives and Targets
- Corrective Action Procedures
- Awareness and Training Programme
- Details of Management Structure
- Communications Procedure
- Regular Reporting of Environmental Performance, and,
- Regular Audit of the EMS

### C.3 Hours of Operation

The following are the proposed hours of operation, waste acceptance and handling at the facility at Ballyknockan, St Helens, Kilrane, Rosslare Harbour.

#### C.3.1 Proposed Hours of Operation

The proposed hours of operation of the facility are as follows:

- Monday → 6am to 8pm
- Tuesday → 6am to 8pm
- Wednesday → 6am to 8pm
- Thursday → 6am to 8pm
- Friday → 6am to 8pm
- Saturday → 8am to 1pm

#### C.3.2 Proposed Hours of Waste Acceptance / Handling

The following are the proposed hours of acceptance of waste at the facility:

- Monday → 8am to 6pm
- Tuesday → 8am to 6pm
- Wednesday → 8am to 6pm
- Thursday → 8am to 6pm
- Friday → 8am to 6pm
- Saturday → 8am to 1pm

#### C.3.3 Proposed Hours of any Construction and Development Works at the Facility and Timeframes

The proposed hours of construction and development works at the facility will take place during the proposed hours of operation as outlined above.

#### C.3.4. Any other relevant Hours of Operation Expected

There are two periods outside of the normal operating hours that are relevant to the operation of the facility. These are as follows:

1. Delivery and collection of a waste container i.e. a skip at customer's premises, outside of normal operating hours. In this case some customers can only have their waste container emptied outside of the normal operating hours which requires that a skip truck, which is parked at the facility, to be used to deliver an empty skip and / or collect a full skip at the customer's premises.

If a full skip is then brought back to the facility it will only be parked in Unit 3 building and it will not be unloaded or handled outside of the normal waste acceptance / handling hours of the facility.

This activity generally takes place between the hours of 8pm to 12 pm. Also on occasion similar work may need to be carried out on Saturdays and Sundays as skips can only be dropped or collected in various town centres during the weekend as enforced by the various Town Council Bye-Laws on placing skips.

2. On occasion there may be a requirement to repair any broken down plant on site which is required for waste handling purposes. These repairs may need to be carried out outside of normal working hours in order for the plant to be available during the next period of waste handling on site and thus to prevent a build up of waste.

These activities mentioned above generally take place between the hours of 8pm to 12pm.

#### **C.4. Conditioning Plan**

This is not applicable to this waste licence application.

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