



Operational Working Plan

Proposed amendment to the Working plan for the

Licensed Waste Operations, WML009,

proposed by Abbey Waste Ltd,

with respect to land at,

4 & 7 Rue des Pres Trading Estate, St Saviour, JE2
7QS

March 2025

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A. General Considerations

This document has been prepared with reference to guidance document, Working Plan Template (JWL066), produced by the States of Jersey together with the current Waste Management License WML009, issued on the 16 December 2013 by the Director of Environmental Protection.

A1. Application Area

The area considered under the license will include the original site area included within Licence WML009, 4 Rue Grellier, and extend to include the land immediately adjacent to the site known as 7 Rue Grellier, as outlined in red in the plan annexed hereto as Appendix 1 of WML009.

A2. Companies on Site

The Site is occupied and operated by two sister companies; Abbey Waste Ltd, (Jersey company registration 6307) and Jersey Scrap Metal Limited, (Jersey company registration number (157482). Both companies are subsidiaries of Jersey Resources Group, (Guernsey company registration CMP 72167), which is in turn owned by Guernsey Recycling (1996) Ltd (Guernsey company registration 30484) trading as GRG, and Wayhold Ltd, (Jersey Registered company 153840).

GRG and JRG are a group of specialist waste management companies with over 30 years' experience across the Channel Islands, UK and Cayman Islands.



A3. Site Activities

Abbey Waste and Jersey Scrap Metal provide 5 main services for dry recycling materials:

- i. Sorting and separation of bags of dry materials (see A4), for baling.
- ii. Shearing of recyclates, to size.
- iii. Sorting and sizing of material
- iv. Collection and shredding of confidential papers, for baling.
- v. Baling of all processed and segregated materials (see i and ii) for recycling or recovery.

In providing these Services the specified waste activities on the Site shall consist of the following.

- (a) The reception and storage of controlled waste pending recovery or disposal.
- (b) The resizing and repackaging of waste prior to submission to recovery or disposal.
- (c) Physico-chemical treatment which results in final compounds or mixtures which are subject to disposal.
- (d) Recycling/reclamation of organic substances which are not used as solvents.
- (e) Recycling or reclamation of metals and metal compounds.
- (f) Recycling/reclamation of other inorganic materials.

Treatment on Site shall consist only of manual / mechanical sorting, separation, baling, shearing, shredding and compaction of waste into different components for recovery or disposal.

A4. Waste Types and Quantities

The maximum quantities accepted at the Site shall not exceed 15,000 tonnes per annum*.

This tonnage consists of:

- i. loose, source segregated dry recycling materials.
- ii. bags of dry recycling materials.
- iii. bins of confidential paper shredding.

*Historically, this tonnage included mixed wastes received in skips; but it is anticipated that the tonnages that shall be received dry recycling shall replace the skip tonnages. Skip services ceased at Abbey Waste in 2023 and skip services are now operated through WP Recycling Ltd's Broadlands depot.

Please see EWC waste codes below:

Waste codes	Description of waste	Including
Entries in heading 16	Waste not otherwise specified in the list (delivered in admixture within a load of household, industrial and commercial waste, or acceptable as separately collected fractions)	16 01 17 ferrous metal 16 01 18 non-ferrous metal 16 01 19 plastic 16 01 20 glass 16 01 22 discarded components not otherwise specified 160214 – discarded electrical equipment 160216 – components removed from discarded equipment 160601* lead batteries 160602* Ni-Cd batteries 160603* mercury containing batteries 160604 – alkaline batteries 160605 - other batteries and accumulators

Entries in heading 17	Construction and Demolition Wastes (including excavated soil from contaminated Sites)	17 01 01 concrete 17 01 02 bricks 17 01 03 tiles and ceramics 17 01 07 mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06 [mixtures of, or separate fractions of concrete, bricks, tiles and ceramics containing dangerous substances] 17 02 03 plastic 17 03 02 bituminous mixture other than those mentioned in 17 03 01 [other than containing coal tar] 17 04 01 copper, bronze, brass 17 04 02 aluminum 17 04 03 lead 17 04 04 zinc 17 04 05 iron and steel 17 04 06 tin 17 04 07 mixed metals 17 04 11 cables other than those mentioned in 17 04 10 [other than cables containing oil, coal tar and other dangerous substances] 17 05 04 soil and stones other than those mentioned in 17 05
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		03 [other than containing dangerous substances] 17 05 06 dredging spoil other than those mentioned in 17 05 05 [other than containing dangerous substances] 17 06 04 insulation materials other than those mentioned in 17 06 01 and 17 06 03 [other insulation materials containing asbestos or consisting of or containing dangerous substances] 17 08 02 gypsum based construction materials other than those mentioned in 17 08 01 [gypsum based constructions materials]
		contaminated with dangerous substances] 17 09 04 mixed construction and demolition wastes other than those mentioned in 17 09 01, 17 09 02 and 17 09 03 [other containing mercury, PCB's and other dangerous substances] 19 10 01 iron and steel waste 19 10 02 non-ferrous metal 19 12 02 ferrous metal 19 12 03 non-ferrous metal

Entries in heading 20	Municipal Wastes (Household wastes and similar commercial, industrial and institutional wastes) including separately collected fractions	20 01 01 paper and cardboard 20 01 02 glass 20 01 08 biodegradable kitchen and canteen waste 20 01 10 clothes 20 01 11 textiles 20 01 23 discarded equipment containing chloroflourocarbons 20 01 27 paints, inks, adhesives and resins containing dangerous substances 20 01 28 paints, inks, adhesives and resins other than those mentioned in 20 01 27 20 01 35 discarded electrical and electronic equipment other than those mentioned in 20 01 21 and 20 01 23 containing hazardous components 02 01 36 discarded electrical and electronic equipment other than those mentioned in 20 01 21, 20 01 23 and 20 01 35 20 01 37 wood containing dangerous substances 20 01 38 wood other than that mentioned in 20 01 37 20 01 39 plastic 20 01 40 metals 20 02 02 soil and stones 20 02 03 other non-biodegradeable waste 20 03 01 mixed municipal waste
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Wastes with the following characteristics shall not be accepted:

- Wastes which consist solely or mainly of dusts, powders or loose fibres.
- Wastes that are in the form of liquid or sludge.

A3. Hours of Operation

The Sites operating hours are:

Monday – Friday 07:00 to 17:00

Saturday - 07:00 to 12:00

Sunday and Public Holidays – Closed

A4. Commencement of Activities

Activities to sort bags of dry recyclables commenced on the 1st January 2024, however activities over the extended site into 7 Rue Grellier shall not commence until July 2025.

A5. Emergency Procedures

The Operator will propose to submit a Fire Prevention Plan, (FPP) and Fire Emergency Plan (FEP) for the extended Site within 3 months of submitting this Working Plan. These plans will have regard to Waste 28, Reducing risks at waste management Sites, Waste Industry Safety and Health Forum, (WISH).

Other emergency procedures involve the management and control of non-conforming wastes and quarantine to enable pollution control. Should wastes be delivered that are not permitted by the license these wastes will be dealt with as per sections C4 and F2 below.

A6. Maximum duration of Waste Storage

Processed dry recyclables will be baled, and bales shall be stored both in the main buildings and in the external rear yard areas, or sorted and stored in bays, as detailed in the Site Plan, Appendix 2.

The extended Site will collect the segregated fractions until there is an economic load for recovery at the designated recycling / recovery facility. The maximum storage time of these segregated fractions shall not exceed 6 months.

B. Site Infrastructure

B1. Site Access

The extended Site is accessed via the estate road, La Rue Grellier, which is an adopted road. Access to the waste tipping and storage areas is via the Site haul roads which are situated on the eastern side of each building. These roads are 5 metres wide and suitable for heavy goods vehicles.

B2. Perimeter Fencing

The front of the extended Site is bordered by a low block wall.

A combination of a block wall and steel mesh fencing runs down each side of the extended Site, and rear of the Site.

Acoustic fencing may be installed, as necessary.

B3. Site Security

The Site has vehicular access gates which are closed when the Site is not-operating and accepting wastes.

CCTV cameras are in operation, monitoring all processing areas, and will include the extended site during Q3 2025.

B4. Fire Systems

Fire Monitoring Systems on site include Fire Alarms and Thermal Imaging Cameras. The Site Manager and other Senior Management have remote access to Thermal Imaging Cameras which will extend to the full site in Q3 2025.

See Appendix 3 Fire Risk Assessment.

B4. Noticeboard and Signs

The Site notice board is displayed at the Site entrance. Relevant Visitor and H&S Signage is in place around the Site.

B5. Internal Roads

There are no internal roads at the Site other than referred to above.

B6. Fuel Tanks and Bunding

The Site has two fuel 959L diesel tanks located inside the northerly building; one for red diesel and one for white diesel, not covered by the operation of the Site license. The tanks are bunded with an internal skin with 110 % of the fuel being stored.

B7. Weighing / Measuring Loads

The Site shall have a weighbridge from Q3 2025. A record of loads delivered is currently made using volumes of containers deposited. Where waste taken off Site is weighed on acceptance at the recovery / disposal Site, weights will then be recorded against the waste type authorised in the license.

B8. Quarantine Store

Should any waste items be deemed to require to be quarantined it shall be segregated and placed in a leak proof skip at the rear of the building pending disposal to the correct facility.

B9. Hardstanding / Parking

The yard areas are made up of an impermeable concrete hard standing. Skips, bales and bulking vehicles are stored on this hard standing overnight.

Staff and Visitor Parking is available at the front of both buildings.

The land has been concreted since the site has been in operation, offering protection from any potential pollutants.

B10. Drainage

The rear yard area drains to a sump that drains to a 3 stage interceptor as per the submitted drawing, 'Abbey Waste – Current Drainage'. 7 Rue Grellier drains to surface water drainage, and the yard area will be connected to the same sump and interceptor system.

Abbey Waste started water sampling during Q4 of 2020 to confirm the quality of the current surface water discharge on Site; and has continued submitted samples regularly since. No significant issues have been identified.

The sampling data has been presented to the Environment Department to support the application to formalize the current discharge of the Site into the surface water drainage system. The sampling data for the Site is attached as a spreadsheet in Appendix 4.

The Environment Department has confirmed that regular monitoring of water samples shall continue.

B11. Wheel Cleaning

The Site does not have a wheel wash. The Site access road runs for most of the length of the Site and allows vehicles that track over it to remove any minor debris. The Site will deploy a hand held road sweeper at least twice during the working week to maintain the cleanliness of the access road and site. This sweeper will also be deployed as soon as possible should any debris be tracked onto the public highway. Records of any road sweeping shall be recorded in the Site Diary.

B12. Plant Design, Construction, Operation and Maintenance

Mechanical separation of the bagged dry recyclables is achieved with hand separation along a conveyor belt and magnet system, fed by hand or using a telehandler, and then separated materials baled. The site has two balers, although currently only operated one at a time. Small shears are also in operation to cut material to size as required.

The plant is operated by trained personnel, and training and maintenance records for Employees and the plant are available on Site.

Maintenance and servicing of plant and machinery is outsourced to Approved Suppliers, who are audited on a regular basis.

B13. Bays and Bins

The internal and external layout and storage areas for the Site are set out on the Site Plan in Appendix 2.

B14. Site Office

The Site has a Site office at the front of building. All loads are booked in and recorded by the administration staff. The main administration of the site will take place from the main office building located within the extended site area.

C. Waste Reception

C1. Deposit

Waste materials may be delivered to Abbey Waste by Customers (including contractors); or collected and delivered by Company Drivers.

Waste materials are received in 3 ways:

- i. As source segregated loose materials, tipped into a storage bunker inside the main buildings, e.g. cardboard, or received in the yard area, e.g. metals and plastics
- ii. As source segregated confidential materials in secure bins, unloaded onto the secure shredding area on the mezzanine floor of the main building.
- iii. In blue and clear polythene bags, tipped into storage bunkers in the yard area.

Waste is then mechanically separated into the various fractions set out in Section D below.

C2. Inspection

A visual inspection of loads is made upon receipt. The visual inspection shall confirm as far as is reasonable possible, that the waste does not contain special waste, or waste outside the types acceptable under the license.

C3. Rejection of Loads

Where waste is deposited outside the scope of the waste management license, the Site Manager shall determine whether to inform the Customer, or re-load the waste and return it to the Customer as is most appropriate and practicable.

Alternatively, the Site Manager may choose to remove the item(s) outside the scope of the waste management license and quarantine them on Site, before arranging for appropriate disposal. In either case the Site Manager shall contact the Customer to inform them of the reason for the rejection of the load, or reason why a portion of the waste has been quarantined.

Records of such events shall be recorded in the Site Diary.

C4. Recording Loads

A record of loads delivered and dispatched shall be completed daily. An annual summary sheet shall be provided to the Waste Regulation Manager and will be completed within the first quarter of each

calendar year.

C5. Sampling and Analysis

Sampling and analysis shall not be routinely undertaken on the waste that is received. Where a load, or a portion of a load is suspected of being special waste outside the scope of the waste management license then that portion of the load shall be rejected from Site and returned to the waste generator or quarantined and disposed of appropriate.

D. Site Operations and Storage

Following deposit and inspection (Section C), the following processes are undertaken according to the materials received.

The site uses the following fixed and mobile plant:

- 3 x baler
- 4 x fork lifts
- 1 x skidsteer
- 1 x 360 grab
- 2 x alligator shears
- 1 x cable stripper
- 1 x telehandler
- 1 x picking station
- 3 x paper shredders
- 2 x magnetic head drum conveyors

D1. Shredding

Confidential waste (paper) is shredded using industrial shredders on the mezzanine floor of the main building. Shredded paper falls into a bay below the shredder chute, awaiting baling.

D2. Picking and Separation

Materials received in polythene bags are received and processed via mechanical and manual means in the rear yard:

- i. Bags are manually separated.
- ii. Materials are then separated via hand-sorting. This is a process undertaken by General Operatives inside a port-a-cabin.
- iii. Separated waste streams fall into skip containers below the picking station, awaiting baling or transport in skips.

Paper and cardboard skips are stored inside the main building; and plastics and tin skips stored outside in the rear yard (See D6. Storage).

D3. Sizing

Some recylates are resized for baling or export, using Alligator Shears.

D4. Baling

Paper, cardboard, plastics and tins/cans – whether delivered as source segregated, or sorted and picked - are baled using one of two balers inside the buildings.

A smaller baler for tins/cans is situated in the main building in the extended site area.

Paper and cardboard bales are stored indoors, inside the rear of the main building; plastic and tin bales are stored outdoors at the rear of the yard.

D5. Residues

Operations D2 – D4 give rise to segregated materials, which are dispatched for re-use, recycling or incineration on a routine basis.

The following wastes stream are dispatched from Site:

- Paper and cardboard bales, dispatched to the UK.
- Plastic bales, dispatched to the UK.
- Tin bales, dispatched to the UK.
- Inert waste, dispatched to AAL / WP Recycling Ltd.
- Combustible waste with contamination, dispatched to the Government of Jersey Waste to Energy Plant.
- Polythene bags, dispatched to Government of Jersey Waste to Energy Plant.
- Metals, dispatched to the UK.

D5. Special Waste Management Procedures

The Site has the capacity to deal with small volumes of specific hazardous wastes set out in Section A4 above.

The Site can safely separate and store other hazardous wastes set out in Section A4 that have been delivered in admixture with other wastes. Such deliveries would be extraordinary, and not encountered in the day to day types of wastes received on site.

Hazardous waste sent for recycling in the UK shall comply with Part 4 of the Waste Management (Jersey) Law 2005.

D6. Maximum Storage Capacities

The storage capacities at the Site are as follows:

Bale Storage	
Internal (Northerly Building)	480 bales
Internal (Southerly Building)	300 bales
Internal (Northerly storage building)	10 T metal cans
External Yard (northerly)	160 bales
External Yard (southerly)	200 cuYd capacity
Bay Storage	
Primary Bay (Rear Yard)	15 tonnes

Secondary Bay (Rear Yard)	6 tonnes
Loose Cardboard Bay (Internal, Main Building)	30 tonnes

Segregated fractions of waste shall be stored as bales both within the main building and in the external rear yard until there is an economic load for transfer to off-takers for further processing and recycling. No waste shall be stored on Site for greater than 6 months.

E. Pollution Control

The Site Manager shall monitor the compliance of the entirety of the Site on a daily basis and keep a record of compliance in the Site Diary.

E1. Dust

The Site Manager shall continuously monitor the Site for dust and should the need arise employ dust suppression measures. These measures shall consist of use of a hand-held road sweeper, and deployment of a bowser of water that will be dispersed across the affected areas of the Site to reduce the transmission of particles in the air.

E2. Noise and Vibration

Noise shall be monitored on a regular basis.

Mobile plant will be maintained in accordance with the manufacturer's instructions to minimise any noise being generated.

E3. Odour

It is anticipated that none of the wastes accepted at Abbey Waste shall be malodorous as Customers are instructed to rinse out packaging prior to recycling, and are not stored on site for any length of time sufficient so as to become a nuisance.

Odour shall be monitored daily by the Site Manager.

Any wastes found to be malodorous shall be quarantined, and removed from the Site for incineration.

E4. Vermin/Insect/Bird control

The Site Manager shall inspect the Site daily for any signs of vermin or insect infestation; and a pest control contract is in effect. A record of inspections shall be made in the Site Diary.

Should there be any infestation the Site Manager will arrange for a pest control company to be deal with the infestation immediately. Details of any pest control treatment undertaken by contractors will be maintained on Site in a pest control register.

E5. Litter

Netting and fencing are in effect around the perimeter of the Site and processing areas to control material flow, and prevent litter leaving the Site. The Site Manger shall inspect the Site daily for any signs of litter, and records maintained in the Site Diary.

Litter patrols and the use of a hand-held road sweeper shall be routinely undertaken.

Should there be any litter leaving the Site the Site Manager will arrange for additional measures to prevent any such further litter escaping to be implemented immediately. Staff will be deployed to collect and remove any litter that has escaped from the Site onto the public highway. Should litter escape onto private property arrangements shall be made to gain access and remove any litter by seeking the occupier's permission, prior to entering that private property

F. Records

F1. Waste Received and Removed

Details of all waste loads received and dispatched from Abbey Waste shall be recorded.

A summary of annual tonnages received and dispatched from each Site shall be produced at the end of the calendar year. These records shall be forwarded to the Waste Regulation Manager by the end of March for the preceding calendar year.

F2. Rejected Wastes

Any rejected or quarantined loads shall be recorded in the Site Diary by the respective Site Manager; or in their absence, their designated deputy.

F3. Site Diary

The Site Diary shall be kept recording any requirements as set out in this working plan and / or the waste management license. The Site Manager shall be responsible to update the Site Diary, or an authorised deputy shall do so in their absence. Any requirements to update the Site Diary shall be completed by the end of any working day.

F4. Other Data

Any other data required to be kept under section 56 of the Waste Management (Jersey) Law 2005 shall be recorded and be available for inspection at the Site by the Waste Regulation Manager, or other authorised officer during, normal working hours.

F5. Waste Analysis

Given the nature of the wastes being received the Site does not undertake any routine sampling and analysis.

F6. Site Inspections

The Site Manager will undertake a daily inspection and record any findings in the Site Diary. At all other times the Site Manager, or his designated deputy in this absence, shall remain vigilant to operational requirements during the working day to ensure compliance with the waste management license.

Appendices

Appendix 1 Location Diagram

Appendix 2 Site Plans

Appendix 3 Drainage Plan

Appendix 4 Water Analysis Results

Appendix 5 Fire Risk Assessment