

Working Plan Template (JWL066).

This document is to assist operators of waste management facilities (other than landfill / incinerators) and applicants for licences to provide the information required in the working plan. The working plan is a detailed and comprehensive statement that clearly describes all aspects of the site's development, operations, monitoring, completion and the methods and working practices to be used to ensure that the operation of the site does not cause pollution.

The working plan is the operator's document and proposed revisions must be discussed with and approved by the Department of the Environment.

For further information see Section 5 of "Guidance Notes on the new Waste Management Licensing System (JWL016)" available via the link www.gov.je/wasteregulations

Topic	Working Plan
A. General Considerations	
A1. Application area	Plan with unique reference number showing application area clearly outlined in red to a scale of 1: 1,250 or 1:2,500.
Drawing 101 – Michael Felton Landscape Architect	
A1.1 Site activities	Please summarise the activities carried out at the site.
<p>Planning permission granted to re-profile escarpment and deposit excavated material on Field 665.</p> <p>See Michael Felton Landscape Architect Ltd drawing nos: 1590 – 103PO 1590 – 104PO 1590 – 105PO 1590 – 106PO</p>	
A2. Waste types and quantities	<p>The licence application form is completed to show the quantities and categories of controlled wastes, hazardous, healthcare, municipal or other which the site accepts. The working plan should detail the types of wastes it is proposed to accept within these broad categories.</p> <p>Please complete the table in Appendix 1 which gives a wide range of Municipal Wastes (including household and Construction & demolition wastes) to pick from. Some common categories of hazardous and healthcare wastes are included in the table. The waste categories and hazardous properties referred to in Article 3 of the Waste Management (Jersey) Law 2005 are included in the Appendix for reference.</p>

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<p>10,000 cu metres shale 4,800 cu metres top-soil</p>	
A3. Hours of operation	Section clearly detailing what hours are applied for and, if relevant, what site activities will take place outside of permitted hours for receipt of waste.
<p>08.00 – 17.00 Monday to Friday 08.00-13.00 Saturday</p> <p>No working Sundays or bank or Public Holidays</p>	
A4. Commencement of activities	Section detailing what work is to be undertaken and expected timescales for completion.
<p>Clear woodland – before 1st March or after 31st July 2014 Stockpile top-soil. Excavate slope and re-profile Field 665 August – September 2014</p>	
A5. Manning and management	Detail of staff numbers and job titles. Management structure. Staff training and development systems.
<p>5 staff anticipated Managed by Turril Ltd and Site Supervisor</p>	
A7. Emergency procedures	Specific emergency procedures, including action trees, to cover generic emergency situations or site specific issues (e.g. spillages of particular waste types, failure of pollution control systems, fire)
See TPT Emergency Risk Assessment	

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A8. Maximum duration of waste storage	Section detailing how wastes will be managed to prevent excessive storage times and how compliance with the condition(s) will be demonstrated.
Permanent	
B. Site Infrastructure	
B1. Site access	Sections on location, design and construction of site access. Section on control procedures for vehicles and/or persons accessing and leaving the site.
See Michael Felton Drawing 1590 111 P0 Vehicular access from Les Petites Rues	
B2. Site security	Section detailing fencing and gating specifications (height, construction etc), referenced to site plan. Details of inspection and maintenance of security measures.
Secure compound to be created in south-east corner of Field 665, prior to commencement of works. To include cabin for site office and Rebehaloo.	
B3. Wheel cleaning	Section detailing wheel cleaning system to be used, including specifications, maintenance, breakdown cover and instructions for use.
All plant/equipment to be kept on site, within secure compound. Water tanker to provide wheel washing if necessary upon completion of works.	
B4. Noticeboard and signs	Section detailing specification and location of noticeboard. Section(s) detailing type and locations of other signs.
Noticeboard to be displayed on compound and within site cabin.	
B5. Internal roads	Section(s) detailing construction standards and maintenance procedures for internal roads. Referenced to site plan showing locations.

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B6. Fuel tanks and bunding	Section detailing design and construction of fuel tanks and bunding, including fill and draw pipes. Referenced to site plan showing location(s).
No fuel kept on site. Mobile fuel tanker to visit site as necessary and re-fuel within compound on matting.	
B7. Weighing/ measuring of loads	Section detailing type and specification of weighbridge, procedures for use, maintenance and breakdown cover. Referenced to site plan showing location.
B8. Secure compound, quarantine area	Section detailing construction and security of, area, container,. Used for quarantine storage of unauthorised wastes. Referenced to site plan showing location.
B9. Hardstanding/ parking	Section(s) detailing construction standards and maintenance procedures for hardstandings/parking areas. Referenced to site plan showing locations.
Matting provided within compound if necessary.	
B11. Drainage	Section detailing justification, construction, testing and maintenance of site drainage, including interceptors and/or sumps where appropriate. Provision of proposed and/or as built detailed site drainage plan.
B12. Plant design, construction, operation and maintenance.	Sections detailing full plant design and construction details (including construction materials). Details of theoretical and actual capacities and method(s) of operation. Provision of proposed and/or as-built plans and referenced to site plan showing locations. Include types of plant and machinery to be used on site and how they are to be used, including details of maintenance procedures and breakdown management.
3 excavators, 3 dumper trucks	
B13. Bays and bins	Sections detailing design, construction (including construction materials) and use of bays and/or bins. Details of drainage and maintenance procedures. Provision of proposed and/or as-built plans and referenced to site plan showing locations.

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B14. Site office	Sections detailing design, construction (including construction materials) and outfitting of site office. Details of drainage and utility supplies. Provision of proposed and/or as-built plans and referenced to site plan showing locations.
Cabin within compound	
D. Waste Reception	
D1. Checking loads: reception	Section detailing methodology used to inspect loads and training provided to relevant staff.
Apart from tree trunks and tree stumps, all materials to be kept on site.	
D2. Recording loads	Section detailing how records will be made of wastes received and dispatched.
D3. Inspection of wastes: deposit	Section detailing how deposits will be inspected.
No contamination expected. Site supervisor will inform staff to report if any suspect material is encountered.	
D4. Rejection of loads	Section detailing methods for rejecting loads and recording of rejections. Section detailing how non-conforming wastes will be handled and disposed of.
D5. Sampling and analysis	Section detailing methods for sampling and analysis of wastes.
D6. Handling, segregation and storage and labelling	Sections detailing methods for waste handling on receipt at the site. Where relevant, sections concerning waste segregation, storage methods and timescales. Referenced to site plan showing locations.
Apart from tree trunks and tree stumps all materials to be deposited on Field 665	

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E. Site Operations	
E8. Special waste management procedures	Sections detailing any special waste management procedures and techniques for wastes requiring special care.
E9. Residues	Section detailing what residues will be produced and how they will be managed.
E11. Maximum Storage capacities	Sections detailing what procedures will be used to monitor and maintain storage areas to ensure wastes stored will not exceed their capacity.
All material deposited on Field 665.	
F. Pollution Control	
F3. Dust	Section detailing dust suppression, monitoring and control procedures.
Site supervisor to assess weather conditions and provide water tanker on site if necessary	
F4. Noise/vibration	Sections detailing procedures and systems for minimising noise and vibration from the site. Where relevant, details of noise/vibration survey and actions taken.
Assessment of noise as part of planning application P/2013/0688 confirms that noise effects have the potential to be significant and adverse. The development proposed is short-term and temporary. Liaison with close neighbours to take place to advise when noisy activities are programmed.	
An assessment of vibration impacts will be carried out prior to the commencement of any development.	
F5. Odour	Sections detailing procedures and systems for minimizing odours from the site. Sections detailing how odorous wastes will be managed to minimize emissions.
Not anticipated.	
F6. Vermin/insect/bird control	Sections detailing what procedures will be used to monitor and control vermin, insects and birds.
The potential impact of the works upon protected species requires mitigation measures to be agreed with the Environment Department, to avoid any species from being harmed.	

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F7. Litter	Section detailing what litter control procedures will be used and what actions will be taken should litter escape from the site.
Site supervisor to ensure that litter is collected and disposed of appropriately.	
H. Records	
H1. Wastes received and removed	Section detailing how the records will be made and where they will be kept.
H2. Rejected wastes	Section detailing how the records will be made and where they will be kept.
H3. Site diary	Section detailing who will be responsible for the diary and where it will be kept.
Site diary to be kept to record weather conditions and any incidents requiring further investigation or action.	
H4. Other data e.g. monitoring data, waste analysis, site inspections	Sections detailing records storage, security and availability to include storage medium.
H5. Waste analysis	Section detailing how and where records will be made and kept.
H7. Site inspections	Section detailing how and where reports will be kept.

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Appendix 1 - Waste Types Accepted at the waste management site

Wastes types are categorised according to the 3 main categories of controlled wastes within the Waste Management Jersey Law 2005. The lists are not exhaustive and any additional waste types should be included.

Municipal Wastes - means (a) household waste; (b) any residue from the incineration of household waste; (c) any other waste that, because of its nature or composition, is similar to household waste; (d) commercial or trade refuse; (e) waste from any charitable undertaking; or (f) any residue from the incineration of anything described in any of paragraphs (c), (d) and (e).

Waste type (municipal wastes)	Tick if Accepted	Quantities Tonnes per week
<i>General Municipal Wastes</i>		
Mixed household wastes		
Mixed municipal wastes		
Mixed household waste - compacted		
Mixed municipal wastes - compacted		
Mixed commercial or trade refuse		
Glass		
Glass cullet		
Paper		
Cardboard		
Biodegradable kitchen wastes		
Street sweepings and litter		
Moulding sands and/or clays		
Uncontaminated silt and dredgings		
Ferrous metal packaging and containers		
Non-ferrous metal packaging and containers		
plastic packaging and containers		
Plastics and polymers		

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Waste type (municipal wastes)	Tick if Accepted	Quantities Tonnes per week
Rubber and foam products		
Textiles and clothes		
Untreated wood and timber		
Coated or chemically treated timber		
Mixed wood, laminates, chipboard, fibreboard including wooden furniture		
Vegetable fibres		
Sawdust, shavings and/or wood pulp		
Vegetation and/or vegetable waste		
Green wastes - vegetation, plant tissue, grass		
Green wastes - wood, trees, roots		
Mixtures of vegetation, soil and/or stones		
Vegetable food		
Composted green wastes		
Leather		
Animal fibres		
Waste food - animal or mixed		
Whole and/or parts of animal		
Excreta (Sludge, screenings, ??)		
Sanitary waste		
Vegetable oils, fats, waxes and/or grease		
Animal fats, oils, waxes and/or grease		
Animal glue		
Waste From Biological Processes Other Than Sewage Treatment		
Residues of fermentation and other microbiological processes		

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Waste type (municipal wastes)	Tick if Accepted	Quantities Tonnes per week
Wastes from biological treatments of effluents and wastes		
Other dry non-hazardous and non-healthcare municipal wastes		
<i>Construction & Demolition Wastes</i>		
Rock and stone		
Sub-soils		
Soil and stones		
Concrete and/or mortar		
Bricks		
Tiles and ceramics		
Mixtures of concrete, bricks, tiles and ceramics		
Asphalt, bitumen and coated roadstone		
Excavated road base and road planings		
Plasterboard / plaster		
<i>Contaminated (non-hazardous) materials</i>		
Contaminated soil, sub-soils		
Contaminated silts / dredgings		
Contaminated interceptor wastes		
Contaminated tank cleaning residues		
Contaminated construction and demolition wastes		
Used moulds or moulds containing organic binders		
Drilling muds		
Landfill leachate		
<i>Scrap metal - general</i>		
Mixed ferrous metal		

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Waste type (municipal wastes)	Tick if Accepted	Quantities Tonnes per week
Mixed/unknown non-ferrous metal		
Mixed ferrous and non-ferrous metals (including empty aerosol cans)		
Cable and wire		
Other metallic items (including bicycles, shopping trolleys , metal furniture)		
<i>Scrap metal - specific ferrous and non ferrous</i>		
Iron		
Lead		
Copper		
Zinc		
Aluminium		
Metal Catalysts		
Alloys		
Other metals (please specify)		
<i>Motor Vehicles, Ships, Machinery</i>		
End of life vehicles - whole		
End of life vehicle components		
Tyres (whole)		
Tyres (shredded)		
Undrained lead-acid batteries		
Aircraft		
Ships		
Heavy industrial equipment and machinery		
<i>Electrical and electronic equipment</i>		
Refrigeration equipment		

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Waste type (municipal wastes)	Tick if Accepted	Quantities Tonnes per week
Television equipment including cathode ray tubes and flat screen monitors		
IT and telecommunications equipment		
Light bulbs (including fluorescent tubes & street lamp bulbs)		
Alkaline batteries		
Batteries (other)		
Other electrical goods and appliances		
<i>Incineration residues</i>		
Bottom ash and/or clinker		
Fly ash		
Residues from stack gas cleaning (solid or liquid)		
Ferrous materials removed from bottom ash		

Healthcare Wastes

1. waste arising from medical, nursing, dental, veterinary, pharmaceutical or similar practice, investigation, treatment, care, instruction or research; or

2. waste arising from the collection of blood for transfusion or from the conduct of the business of an undertaker or embalmer,

if it consists wholly or partly of any of the following things, namely human or animal tissue, blood or any other bodily fluid or excretion, a drug or other pharmaceutical product, a swab or dressing or a syringe, needle or other sharp instrument.

NB - some healthcare wastes will also be hazardous wastes. E.g. healthcare waste which is infectious (H6.2) or toxic

Waste type	Tick if Accepted	Physical form solid/sludge / liquid/ powder/gas	Quantities Tonnes per week

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Wastes consisting wholly or partly of human blood, tissue or other bodily fluid or excretion			
Wastes consisting wholly or partly of animal blood, tissue or other bodily fluid or excretion			
Soiled surgical dressings, swabs and other similar soiled wastes.			
Sharps (syringes, needles, glass, or sharp instruments or items)			
Drugs or pharmaceutical products			
Cytotoxic or cytostatic medicines			

Hazardous Wastes means

(a) waste that is described in Section A of Part 1 of Schedule 2 (of which Part relates to wastes specified in the Basel Convention¹), and possesses at least one of the hazardous characteristics described in Section B of that part; and

(b) waste that is described in Part 2 of Schedule 2 (which Part relates to other wastes that are hazardous by national definition).

Please indicate the wastes types and hazardous properties and estimated quantities

Examples only -

Waste type	Hazard code H1 - H13	Tick if Accepted	Physical form solid/sludge/ liquid/ powder/gas	Quantities Tonnes per week
Construction and demolition waste containing fibrous asbestos	H11			
Construction and demolition waste containing bonded asbestos	H11			
Brake pads containing asbestos	H11			
Used Engine Oil	H11			
Acid in lead acid batteries	H8			

¹ 1989 Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal (UNEP EP/IG.80/3 22nd March 1989. 1 JEL 2 (1989), 255 - 277

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flue gas residues	H11, H12			
pesticides	H12			
photochemicals	H11, H12			
organic solvents	H3, H8, H11, H12			

Appendix 2. - Schedule 2 to the Waste Management (Jersey) Law 2005

Hazardous wastes

Part 1 - Hazardous waste specified in Convention

Section A: Categories

Waste streams

- Y1 Clinical wastes from medical care in hospitals, medical centres and clinics.
- Y2 Wastes from the production and preparation of pharmaceutical products.
- Y3 Waste pharmaceuticals, drugs and medicines.
- Y4 Wastes from the production, formulation and use of biocides and phytopharmaceuticals.
- Y5 Wastes from the manufacture, formulation and use of wood preserving chemicals.
- Y6 Wastes from the production, formulation and use of organic solvents.
- Y7 Wastes from heat treatment and tempering operations containing cyanides.
- Y8 Waste mineral oils unfit for their originally intended use.
- Y9 Waste oils/water, hydrocarbons/water mixtures, emulsions.
- Y10 Waste substances and articles containing or contaminated with polychlorinated biphenyls (PCBs) and/or polychlorinated terphenyls (PCTs) and/or polybrominated biphenyls (PBBs).
- Y11 Waste tarry residues arising from refining, distillation and any pyrolytic treatment.
- Y12 Wastes from production, formulation and use of inks, dyes, pigments, paints, lacquers or

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varnish.

- Y13 Wastes from production, formulation and use of resins, latex, plasticizers or glues/adhesives.
- Y14 Waste chemical substances arising from research and development or teaching activities that are not identified and/or are new and whose effects on man and/or the environment are not known.
- Y15 Wastes of an explosive nature not subject to other legislation.
- Y16 Wastes from production, formulation and use of photographic chemicals and processing materials.
- Y17 Wastes resulting from surface treatment of metals and plastics.
- Y18 Residues arising from industrial waste disposal operations.

Wastes having as constituents -

- Y19 metal carbonyls;
- Y20 beryllium or beryllium compounds;
- Y21 hexavalent chromium compounds;
- Y22 copper compounds;
- Y23 zinc compounds;
- Y24 arsenic or arsenic compounds;
- Y25 selenium or selenium compounds;
- Y26 cadmium or cadmium compounds;
- Y27 antimony or antimony compounds;
- Y28 tellurium or tellurium compounds;
- Y29 mercury or mercury compounds;
- Y30 thallium or thallium compounds;
- Y31 lead or lead compounds;
- Y32 inorganic fluorine compounds (excluding calcium fluoride);
- Y33 inorganic cyanides;
- Y34 acidic solutions or acids in solid form;
- Y35 basic solutions or bases in solid form;

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- Y36 asbestos (dust and fibres);
- Y37 organic phosphorous compounds;
- Y38 organic cyanides;
- Y39 phenols or phenol compounds (including chlorophenols);
- Y40 ethers;
- Y41 halogenated organic solvents;
- Y42 organic solvents excluding halogenated solvents;
- Y43 any congener of polychlorinated dibenzo-furan;
- Y44 any congener of polychlorinated dibenzo-p-dioxin; or
- Y45 organohalogen compounds other than substances referred to in this Part (for example Y39, Y41, Y42, Y43, Y44).

Section B: Hazardous characteristics

UN Code	Characteristics
Class*	
1 H1	<u>Explosive substances or wastes</u> An explosive substance or waste is a solid or liquid substance or waste (or mixture of substances or wastes) that is in itself capable by chemical reaction of producing gas at such a temperature and pressure and at such a speed as to cause damage to the surroundings.
3 H3	<u>Flammable liquids</u> The word “flammable” has the same meaning as “inflammable”. Flammable liquids are liquids, or mixtures of liquids, or liquids containing solids in solution or suspension (for example, paints or varnishes, lacquers, but not including substances or wastes otherwise classified on account of their dangerous characteristics) that give off a flammable vapour at temperatures of not more than 60.5° C, closed-cup test, or not more than 65.6° C, open-cup test. (Because the results of open-cup tests and of closed-cup tests are not strictly comparable and individual results even by the same test are often variable, results varying from the above figures to make allowance for such differences are within the scope of this definition.)
4.1 H4.1	<u>Flammable solids</u> Solids, or waste solids, other than those classed as explosives, that under conditions encountered in transport are readily combustible, or may cause or contribute to fire through friction.
4.2 H4.2	<u>Substances or wastes liable to spontaneous combustion</u> Substances or wastes that are liable to spontaneous heating under normal conditions encountered in transport, or to heating up on contact with air, and are then liable to catch fire.

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- 4.3 H4.3 Substances or wastes that, in contact with water, emit flammable gases
Substances or wastes that, by interaction with water, are liable to become spontaneously flammable or to give off flammable gases in dangerous quantities.
- 5.1 H5.1 Oxidizing substances or wastes
Substances or wastes that, while in themselves not necessarily combustible, may (usually by yielding oxygen) cause or contribute to the combustion of other materials.
- 5.2 H5.2 Organic peroxides or wastes
Organic substances or wastes that contain the bivalent-O-O- structure and are thermally unstable substances that may undergo exothermic self-accelerating decomposition.
- 6.1 H6.1 Poisonous substances or wastes
Substances or wastes that are liable either to cause death or serious injury or harm to human health if swallowed or inhaled or by skin contact.
- 6.2 H6.2 Infectious substances
Substances or wastes containing viable micro-organisms or their toxins that are known or suspected to cause disease in animals or humans.
- 9 H8 Corrosives
Substances or wastes that, by chemical action, will cause severe damage when in contact with living tissue, or, in the case of leakage, will materially damage or even destroy other goods or the means of transport (whether or not they may cause other hazards).
- 9 H10 Liberation of toxic gases in contact with air or water
Substances or wastes that, by interaction with air or water, are liable to give off toxic gases in dangerous quantities.
- 9 H11 Toxic substances or wastes delayed or chronic
Substances or wastes that, if they are inhaled or ingested or if they penetrate the skin, may involve delayed or chronic effects, including carcinogenicity.
- 9 H12 Ecotoxic substances or wastes
Substances or wastes that, if released, present or may present immediate or delayed adverse impacts to the environment by means of bioaccumulation and/or toxic effects upon biotic systems.
- 9 H13 Other substances or wastes
Substances or wastes, that, by any means, are capable after disposal of yielding another material (for example, leachate) that possesses any of the characteristics listed above.

Part 2 - Hazardous waste by national definition

Any waste that is the subject of a transboundary movement (whether or not it is hazardous waste within the meaning of Part 1 of this Schedule), if it is defined or considered to be a hazardous waste by the domestic legislation of the country of dispatch or any country of transit or the country of destination.

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* Corresponds to the hazard classification system included in the United Nations Recommendations on the Transport of Dangerous Goods (ST/SG/AC.10/1/Rev.5, United Nations, New York, 1988).