



## Energy Recovery Facility La Collette

### \*\*IMPORTANT INFORMATION\*\*

**Facility User** - By applying and signing up to use the Energy Recovery Facility you are agreeing to abide by the Site Rules and the Waste Acceptance Criteria (WAC).

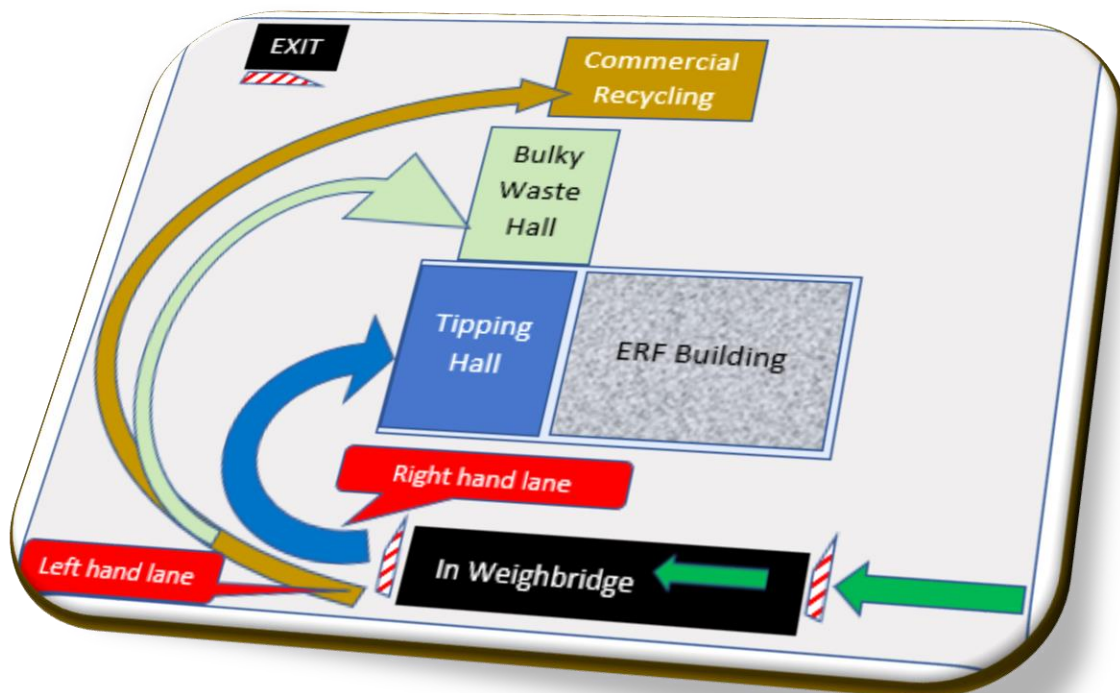
As a company owner/manager/user you are responsible for ensuring ALL your staff are aware, understand and comply with:

- The ERF's Waste Acceptance Criteria and Site Rules
- Understand where the correct area to take waste is – bulky, tipping hall or recycling

It is not the responsibility of the site staff to inform your employees of the information above, they are onsite to ensure everyone is safe, offer advice and ensuring the WAC is adhered to. As a company owner/manager you need to ensure all your staff using the site are aware, fully understand and comply.

Please give drivers copies of the WAC and site rules for their reference to have available in their vehicle. Any continual flouting of these rules will lead to access being denied and account closed.

The WAC and Site Rules may be changed from time to time. We will email updates to the email provided on your weighbridge application. It is your responsibility to inform us of any changes to your contact email.



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## Energy Recovery Facility - Waste Acceptance Criteria

### Tipping Hall - Right hand lane off weighbridge








The following waste needs to go to the **TIPPING HALL** – On the weighbridge touch screen please make sure you choose **TIPPING HALL** for **Product**

Accepted Waste	How you must bring your waste to site	Advice, tips, information
Household Putrescible waste (black bag waste)	Bin bag size 	<ul style="list-style-type: none"> <li>Food waste, household waste, small burnable waste bagged - no more than 1 meter in length(140lt)</li> </ul>
Saw Dust 	Damped down with water or in sealed bags-	<ul style="list-style-type: none"> <li>Bag no larger than 140 Lt size</li> </ul>
MDF	Bagged and tied – this will not be accepted loose	<ul style="list-style-type: none"> <li>Bag no larger than 140 Lt size</li> </ul>
Ceiling tiles	Sorted from other waste – no larger than 1msq	<ul style="list-style-type: none"> <li>Must not contain asbestos</li> </ul>
Oily Water/ Road sweepings	From Road Sweeper Vehicle 	<ul style="list-style-type: none"> <li>Only from registered authorised account holders</li> </ul>



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<b>Tipping Hall continued</b>		
<b>Accepted Waste</b>	<b>How you must bring your waste to site</b>	<b>Advice, tips, information</b>
Dewatered Sewage Sludge	In Tanker	<ul style="list-style-type: none"> <li>Only from registered authorised account holders</li> </ul>
Insulation mineral foam ie: Rock wall  	This must only be brought to site bagged and tied - max size bag 140lt. Any deliveries of 'skip' volume or more must be prebooked in by calling the control room on tel: 448383	<ul style="list-style-type: none"> <li>This must be bagged to ensure fibres are not released into air.</li> <li>Any deliveries skip volume or more <u>will be turned away</u> if not prebooked.</li> </ul>
Healthcare Waste – white bags 'offensive waste'	Only in approved heavy duty 'Offensive Waste' bags  	<ul style="list-style-type: none"> <li>Must only be unloaded into an 'open door'</li> <li>No unauthorised healthcare waste will be accepted.</li> <li>Healthcare waste must be from licenced registered companies only.</li> </ul>
Paint  	Water and oil based only. Lid open	<ul style="list-style-type: none"> <li>Lid open on paint tins.</li> <li>Large quantities must be prebook by calling chargehand on Tel: 07797812375</li> <li>We do not accept lead-based paint – this must be taken to Chemical compound at Bellozanne Gate 11.</li> </ul>
Catering oil and cooking fat  	Hand unloaded in tipping hall on reception trolley. Solid cooking fat must be brought in cardboard or plastic containers.	<ul style="list-style-type: none"> <li>NO metal containers are to be thrown into chute . Catering oil is recyclable <a href="http://Other.org.uk">Other organisations for recycling and waste (gov.ie)</a></li> <li>If solid fat is brought in metal containers it will be refused.</li> </ul>
Rope / Fishing Line	In bin bags – no larger than 140 Lt size  	<ul style="list-style-type: none"> <li>Rope and Line must be cut into lengths no longer than 1 meter</li> <li>Rope/line bagged in black bin bags 140lt max</li> <li>Large amounts being brought to site ie: skip load must be bagged but also prebooked in by calling Control Room Tel : 448383</li> </ul>




## Energy Recovery Facility - Waste Acceptance Criteria

### Bulky Waste – Left hand lane off weighbridge



The following waste needs to go to the **BULKY WASTE** – On the weighbridge touch screen please make sure you choose **BULKY WASTE** for **Product**

Accepted Waste	How you must bring your waste to site	Advice, tips, information
Carpets		
Mattresses/ Furniture	Glass and metal removed 	<ul style="list-style-type: none"> <li>Remove any metal and glass and take to appropriate recycling sites</li> </ul>
Plastic	Glass and metal removed	<ul style="list-style-type: none"> <li>Remove metal and glass and take to appropriate recycling sites</li> </ul>
Tyres	No metal	<ul style="list-style-type: none"> <li>Wheel rims removed</li> </ul>
Timber		<ul style="list-style-type: none"> <li><a href="#">Woodshack   Acorn</a> will accept good timber</li> </ul>
Agricultural Polythene/ wrap	Soil and ground removed 	<ul style="list-style-type: none"> <li>This incurs charges for disposal to encourage recycling <a href="#">La Collette commercial recycling and waste disposal facilities (gov.ie)</a></li> </ul>
Oil Tanks	These must be completely empty and well vented -Must contain no oil	<ul style="list-style-type: none"> <li>Drill holes in base to ensure all oil is drained &amp; tank well ventilated before bringing to site</li> <li>2 Tanks per load limit</li> </ul>
Large items (boats, Jacuzzies, hot tubs etc)	<b>Boats</b> – need to be prebooked in with Chargehand Max length 30ft All metal, electronics and glass removed before coming to site	<ul style="list-style-type: none"> <li>➤ All Boats must be booked in with chargehand before coming to site Tel: 07797812375</li> <li>➤ Person delivering boat/large items must be able to unload item/ take item off trailer by themselves. Site advisers are not able to help with this.</li> </ul>







## Energy Recovery Facility - Waste Acceptance Criteria

### Commercial Recycling - Left hand lane off weighbridge










The following waste needs to go to the **RECYCLING** – On the weighbridge touch screen please make sure you choose **RECYCLING** for **Product**

<i>Item</i>	<i>Max number</i>	<i>Where they go</i>	<i>Where can it be taken instead to be recycled</i>	<i>Helpful links and advice</i>
 Metal	Small amounts	Ask site Advisor	EMR Scrapyard La Collette, Hunt Bros Limited and other Charities	<a href="http://gov.je/la-collette-metal-recycling">La Collette metal recycling facility (gov.je)</a>
Wood	Small amounts	Ask site Advisor	Acorn	<a href="http://gov.je/woodshack-acorn">Woodshack   Acorn</a>
 Cardboard	Small amounts put in cardboard compactor	Ask site Advisor	Larger amounts - Abbey Waste Rue des Pres	Tel 01534735284
TV's / Computer Monitors	Max 5 per load 	In designated Skip	Larger amounts - Lower Yard of the Household Recycling Centre Wed – Friday 7.30 – 13:00	Recycling team contact Tel: 01534 448491 recycle@gov.je
Oil fired Radiators	Max 5 per load	In designated area	Larger amounts - Lower Yard of the Household Recycling Centre Wed – Friday 7.30 – 13:00	Recycling team contact Tel: 01534 448491 recycle@gov.je
WEEE - Waste electricals		In designated Skip	Larger amounts - Lower Yard of the Household Recycling Centre Wed – Friday 7.30 – 13:00	Recycling team contact Tel: 01534 448491 recycle@gov.je





## What is NOT ACCEPTED












<u>Non accepted waste</u>		<u>Where to take it</u>	<u>Why do we not accept it?</u>	<u>Helpful Links</u>
Flares 	<b>DO NOT BRING THESE TO ERF SITE</b>	Lower Yard of the Household Recycling Centre Wed – Friday 7.30 – 13:00	These can cause major fires/explosions in the facility – risk to life and facility	<a href="#">South Pier Marine Jackson Yacht Service</a>
Lithium Batteries 	<b>DO NOT BRING THESE TO ERF SITE</b>	Lower Yard of the Household Recycling Centre Wed – Friday 7.30 – 13:00	These can cause major fires/explosions in the facility – risk to life and facility	Recycling team Tel: 448491 recycle@gov.je
Batteries 	<b>DO NOT BRING THESE TO ERF SITE</b>	Lower Yard of the Household Recycling Centre Wed – Friday 7.30 – 13:00	These can cause major fires/explosions in the facility – risk to life and facility	Recycling team Tel: 448491 recycle@gov.je
Car Batteries	<b>DO NOT BRING THESE TO ERF SITE</b>	EMR Scrap Yard, La Collette	These can cause major fires/explosions in the facility – risk to life and facility	<a href="#">La Collette metal recycling facility (gov.je)</a>
Waste pressure cylinders	<b>DO NOT BRING THESE TO ERF SITE</b>	Lower Yard of the Household Recycling Centre Wed – Friday 7.30 – 13:00	These can cause explosions in the facility – risk to life and facility	Recycling team Tel: 448491 recycle@gov.je
LPG Cannisters, Froth Paks – professional insulating kit	<b>DO NOT BRING THESE TO ERF SITE</b>	Return to supplier, GoJ does not accept these at any site	Gas used for heating and cooking appliances ie: bbq, portable heaters, cookers have to be returned to supplier for disposal.	
Plasterboard	<b>DO NOT BRING THESE TO ERF SITE</b>	Commercial Green Waste Site, La Collette	This is recycled by the department 	<a href="#">Commercial green waste reception (gov.je)</a>
Pallet Boards	Whole and broken	Commercial Green Waste	These can generally be recycled 	<a href="#">Commercial green waste reception (gov.je)</a>
Asbestos 	<b>DO NOT BRING THIS TO ERF SITE</b>	Asbestos Reception La Collette	This needs to be disposed of correctly due to hazardous material	<a href="#">Commercial asbestos disposal (gov.je)</a>
Recyclable Rubble and Hardcore Materials		AAL La Collette	This can be recycled 	<a href="#">AAL Recycling Limited – Jersey Haulage, Aggregates, Plant &amp; Machinery Hire</a>
Non - Recyclable Rubble and Hardcore Materials	Roof tiles, ceramics, red bricks, subsoil and other	Inert waste site La Collette	This does not burn in the ERF	<a href="#">La Collette commercial recycling and waste disposal facilities (gov.je)</a>

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## What is NOT ACCEPTED

Glass 	All types	AAL La Collette	Damages the boilers as it melts and then sticks to them resulting in extra maintenance work and costs	<a href="#">AAL Recycling Limited – Jersey Haulage, Aggregates, Plant &amp; Machinery Hire</a>
Florescent tubes and lamp tubes 	All types	Lower Yard of the Household Recycling Centre Wed – Friday 7.30 – 13:00	The ERF Waste Licence does not cover holding these on site	Recycling team Tel: 448491 recycle@gov.je
Fire extinguishers 	All types	Lower Yard of the Household Recycling Centre Wed – Friday 7.30 – 13:00	These can cause major explosions in the facility – risk to life and facility	Recycling team Tel: 448491 recycle@gov.je
Textiles 	All	Salvation Army Bins across Island	These can be recycled 	<a href="#">Bring Banks (mini recycling centres) (gov.je)</a>
Green Waste/ Garden Waste 	All	Commercial Green Waste Site	Please read webpage for advice	<a href="#">Commercial green waste reception (gov.je)</a>
Paper / cardboard 	High quality recyclable paper not accepted on site	Abbey Waste	<b>Paper</b> - This can be recycled – if disposed of onsite charges apply <b>Cardboard</b> – quantities of cardboard must be taken to Abbey waste – not brought to site	<a href="#">La Collette commercial recycling and waste disposal facilities (gov.je)</a>
Washing machines, fridges, freezers cookers, Air conditioning units or dehumidifiers 	All types	EMR Scrap Yard La Collette	These are sent for recycling 	<a href="#">La Collette metal recycling facility (gov.je)</a>
Animal By Products 	All	Animal carcass incinerator	This is not covered by the Energy Recovery Facility's Licence	<a href="#">Knacker's yard service (gov.je)</a>
Hazardous Chemicals/solvents 	All	Hazardous Waste Facility Gate 11 Bellozanne	These need to be disposed of correctly to ensure no pollution to land or sea.	Tel Waste Regulation Officer Tel 01534 441600
Liquid Waste	All	Hazardous Waste Facility Gate 11 Bellozanne	This needs to be disposed of correctly to ensure no pollution Tel: 01534 445509	<a href="#">Sewage treatment works (gov.je)</a>
Manure and Agricultural Waste	All	Contact Environment Dept	This needs to be disposed of correctly to ensure no pollution	Environment Dept Tel 01534 441600



## Weighbridge Access and Site Information Site Rules

1. We use CCTV cameras to monitor and record customer activities. This data can be used where unacceptable behaviour or illegal activity is seen and this data can be used by the police. The Energy Recovery Facility of Infrastructure, Housing and Environment is registered with the Jersey Information Commissioner (Notification 15801). IHE ERF is the data controller for the CCTV system and all the information, documents and recordings obtained and used in relation to the system.
2. Infrastructure, Housing and Environment reserves the right to inspect any load. Any loads found to be containing items not designated suitable for incineration or recycling may be charged a mixed load charge or asked to remove the load from the site. If appropriate the Waste Regulator will be notified of waste being transported which does not comply with the Waste Management (Jersey) Law (2005).
3. Refusal to follow site instructions, WAC and or instructions from staff will result in a customer being asked to leave site. We reserve the right to refuse access to the facility if these rules are not followed. Unacceptable behaviour (including theft, violent or aggressive incidents) may result in Police intervention.
4. We do not accept any hazardous or dangerous waste.
5. Customers are not to sort loads in tipping bays as this will cause delays to other users.
6. The site speed limit is **10mph**
7. All Number plates must be kept clean enough to be read by the camera. Any plate that cannot be read will have to pull in and come to reception.
8. Visitors to Bulky Waste are required to wear Hi Vis, preferably neon orange, yellow or pink in colour to ensure customers can be seen , Hard Hats and Safety/Suitable Shoes/boots, Tipping Hall – High Vis as above and safety/suitable boots/shoes
9. Vehicles fitted with stabilizer legs must deploy these when tipping to prevent unbalancing.
10. Children and animals must always remain in vehicles when on the site.
11. All customers should drive courteously and watch out for other moving vehicles and no person should stand behind a vehicle.





## Weighbridge Access and Site Information Site Rules

12. The use of mobile phones (unless using a hands free device) and smoking is not permitted ANYWHERE on site.
13. Any items smaller than 1 meter in length/ size of standard 140lt bin bag must only be taken to the tipping hall.
14. All items over 1 meter in length/larger than standard bin bag must only be taken to the Bulky Waste Facility where it will be shredded prior to burning.
15. No removal of any material from the site is permitted.
16. Any vehicle which appears unsafe will be refused entry to site and reported to Driver and Vehicle Standards for inspection. DVS may conduct random inspections of vehicles on the Site.
17. Any spillages of waste on access roads and turning aprons must be picked up and disposed of appropriately by the customer delivering the waste. Please inform site staff of the incident. A charge will be levied to cover the cost of cleaning up any spillage not adequately cleaned up by customers.
18. Tipping vehicles should sort their loads before tipping and put recyclables in bins provided.
19. All users are to have adequate provision to unload their vehicles safely. It is not the responsibility of Infrastructure, Housing and Environment to assist unloading heavy or awkward loads. We accept no Responsibility or liability for any damage to customer vehicles using the facility.
20. No waiting on the access road outside the gates before 7.30am, this causes dangerous blind bend road use and blocks entry into other businesses. Repeated disregard for this rule will result in admittance being blocked.
21. All loads must be covered.

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## Q&A

### **What is the purpose of the weighbridge at the Energy Recovery Facility?**

*The purpose of the Weighbridge registration is to allow you a quick and efficient way of weighing in and out of the La Collette facility using the camera operated weighbridge system.*

### **Who can use the Energy Recovery Facility?**

*Any customers who have commercial waste once registered with the Facility can use the site. Domestic vehicles carrying household waste should continue to use the Household Recycling Centre at La Collette and other public recycling facilities.*

### **How do I apply to be registered or change and update my current details ie: buy or sell a vehicle, or change address?**

*Please fill out the online form on gov.je under La Collette commercial recycling and waste disposal*

### **Can I use the site if I haven't registered?**

**NO** – if you do not register with us or do not update your vehicles you cannot enter site.

### **Why do I need to update my contact details or vehicle registrations?**

*To be able to access the site the ANPR camera needs to read the number plate and connect it to a company vehicle on the data base. If it is not on the data base access will be denied. The Waste Management Law and Licence states that the Facility must record all waste brought onto site and where it is sourced. By applying for access, you are agreeing to update any details in a timely fashion. If this is not done, then company access could be denied.*

### **What are the opening times?**

*Monday to Friday 7.30am to 4.15pm – the site is closed all other times. **PLEASE DO NOT COME TO SITE BEFORE 7.30AM OTHERWISE QUEUES FORM RESULTING IN EXTREMELY DANGEROUS ROAD BLOCKAGES ON THE SLIP ROAD AND PREVENTING ACCESS TO THE JEC – REPEATED FAILURE TO COMPLY WITH THIS RULE MAY RESULT IN ACCESS BEING TERMINATED.***

### **What can be brought to the ERF?**

The Facility's Waste Acceptance Criteria is above

### **Can I deliver Fire extinguishers and flares to site?**

**NO!** *These are incredibly dangerous and MUST not be brought to site.*

### **Are there any charges to deliver waste to site?**

*Currently there are only charges for certain waste including agricultural polythene and high-grade paper. Please see gov.je for information.*