

Griffith City Council

# Tharbogang Landfill: **Waste Screening Procedures**

V1.1

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## Document Control

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## Executive Summary

Griffith City Council has received planning consent from the NSW Department of Planning (DoP) for the expansion of the quarry and landfill at Tharbogang located approximately 10 km to the northwest of Griffith.

The planning consent requires that Council implement procedures to ensure that the site doesn't accept prohibited wastes and screens incoming waste loads. Staff are also to receive adequate training in the identification and handling of hazardous or unapproved wastes.

This document describes the procedures required to achieve these objectives.

Most of the procedures are already either in place or actions have been commenced to achieve them.

It should be noted that the Environmental Protection Licence issued by the NSW Department of Environment, Climate Change and Water (DECCW) for the Tharbogang landfill does not allow the acceptance of hazardous wastes or wastes that require tracking, and so procedures relating to those wastes are not required. This is notwithstanding that the DoP consent also requires Council to ensure that all waste sludges and wastes that are controlled under a tracking system have the appropriate documentation prior to acceptance at the site. As these waste materials can't be legally accepted at the site there is no need for Council to monitor the relevant documentation and so this matter is not addressed in these procedures.

## Contents

Document Control .....	i
Executive Summary .....	ii
<b>1. Introduction.....</b>	<b>1</b>
1.1 Purpose of Report .....	1
1.2 Acknowledgements.....	1
1.3 Disclaimer.....	1
<b>2. Screening Procedures.....</b>	<b>2</b>
2.1 Weighbridge Procedures .....	2
2.2 Transfer Station and Landfill Site Procedures .....	3
<b>3. Procedures in the Event that Prohibited Materials are Discovered .....</b>	<b>5</b>
<b>4. Staff Training.....</b>	<b>6</b>
Appendix A. Asbestos Flowcharts.....	1
Appendix B. Flowchart for Screening Incoming Wastes .....	2

## Figures

Figure 1: Extract from Environmental Protection Licence of acceptable wastes at Tharbogang .....	4
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## **1. Introduction**

### **1.1 Purpose of Report**

Griffith City Council has obtained consent from the NSW Department of Planning (DoP) to expand the quarry and landfill located at Tharbogang, approximately 10 km to the northwest of the Griffith urban area.

Condition 4, “Screening” of the consent requires that:

“The Proponent shall:

a) “implement suitable procedures to:

- ensure that the site does not accept wastes that are prohibited; and
- screen incoming waste loads;

b) “ensure that:

- all waste sludges and wastes that are controlled under a tracking system have the appropriate documentation prior to acceptance at the site; and
- staff receive adequate training in order to be able to recognise and handle any hazardous or other unapproved wastes”

This document has been prepared to document the procedures in place and to satisfy the DoP requirements.

### **1.2 Acknowledgements**

The assistance provided by Mr John Roser, Waste Operations Manager and Council staff located at the Tharbogang landfill is gratefully acknowledged.

### **1.3 Disclaimer**

This document has been prepared for a particular purpose, using information made available by the client in accordance with the client’s instructions. Users of this document should note the assumptions and approximations used. Any use of the document outside of the stated purpose is at the user’s risk.

## 2. Screening Procedures

Screening procedures fall into 2 major categories:

- a) Those that take place at the weighbridge
- b) Those that take place at the transfer station

### 2.1 Weighbridge Procedures

Signs are provided at the weighbridge to advise customers of waste materials that are prohibited within the landfill. These signs will be kept up to date and legible and another similar sign is to be erected at the approach to the entrance gate to give customers the opportunity to turn around at that point if conveying any of the listed materials.

Brochures listing the broad categories of prohibited materials will be produced and made available from time to time to ratepayers through the rates notices or other direct communication with ratepayers. Copies of these brochures will also be made available to the driver of any vehicle found to be conveying a prohibited waste material. The brochure will contain a statement advising persons requiring disposal of prohibited wastes to contact the DECCW for advice and guidance on the appropriate means of disposal.

Acceptable wastes are categorised into different types and charged according to their various categories. Customers are to be encouraged to separate wastes so that the appropriate and minimum fees can be charged.

Customers shall be asked by the weighbridge attendant to declare the contents of their load. In the case of commercial customers or casual customers with large vehicles (i.e. those that will be directed to the landfill rather than the transfer station), they are also to be required to provide a declaration confirming that they are not carrying any prohibited materials. Persons refusing to provide the declaration are to be refused admission to the site.

The weighbridge is situated under a high-roofed shade structure. A mirror is affixed to the underside of the roof so that the weighbridge attendant can see into the top of a loaded vehicle and ascertain the waste type unless the waste is covered. The weighbridge attendant shall view the contents of all uncovered loads via this mirror. Where there is any doubt the attendant shall make a physical inspection of the load and may request the customer to remove any covers in order to do so. Customers are then to be given directions as to where the various components of the load are to be placed at the transfer station (for light vehicles) or the landfill site (for heavy vehicles).

Where unauthorised materials (i.e. any of those listed on the signs at the entrance) are detected or declared then the customer is to be advised to immediately leave the area and to contact DECCW on 131 555 for guidance and advice on the proper disposal of these materials. The

date, time and registration number of the vehicle are to be recorded in the weighbridge computer, along with the nature of the waste that was rejected.

Should the material in question be asbestos then the procedures as set out in the applicable Asbestos Flowchart shall be followed (refer to Appendix A).

Note that the Council's kerbside domestic collection vehicles and Council's commercial waste collection vehicle are exempt from the above requirements as the design of these vehicles and the nature of their collections means that it is impossible to scrutinise the load upon entry over the weighbridge.

The domestic collection vehicles are fitted with cameras that enable the driver to monitor the bin contents as they are emptied into the truck. The commercial truck is loaded from the rear by one or more offsideers who are able to observe the contents of bins as they are emptied and in most cases will be able to stop the compaction ram before the waste enters the truck hopper. In the event that the driver or an offsideer identifies a prohibited waste as it goes into the truck then the driver must declare this to the weighbridge attendant. The attendant shall then direct the truck to a designated area of the landfill where the load is to be tipped and quarantined from other waste so that it can receive the appropriate treatment.

## **2.2 Transfer Station and Landfill Site Procedures**

All light vehicles are to be directed to the transfer station. The transfer station is to be set out in such a way that general waste is put into skips dedicated for that purpose. Other receptacles are to be provided for the collection of recyclables such as glass, paper and cardboard, used oils, batteries, beverage containers (plastic and liquid paperboard) and metals (including a separate area for gas bottles).

A staff member is to be present at the transfer station at all times during opening hours to supervise the unloading of customer vehicles and ensure that materials are placed in the appropriate location. In the event that unauthorised materials are detected then the procedures listed in Section 3 below are to be immediately implemented. Should the material in question be asbestos then the procedures as set out in the applicable Asbestos Flowchart shall be followed (refer to Appendix A).

The landfill is to be set out so that stockpiles of discreet materials are maintained, such as oils, metal, green waste and other recyclable materials. There are also to be separate stockpiles maintained of construction and demolition (C&D) materials and virgin excavated natural material (VENM). These are in addition to the active landfill face.

Large vehicles are to be directed to the relevant stockpile at the landfill. The landfill plant operator is responsible to surveil the area and note any unauthorised waste deposited and if possible the source of the material. If such waste is observed, quarantine the area and

immediately implement the procedures listed in Section 3 (on page 5). In such cases the full cost is to be recovered from the person depositing the waste wherever possible.

It should be noted that the Environmental Protection Licence (Licence No 5875) does not authorise the Tharbogang landfill to accept any wastes that are required to be conveyed under a waste tracking system with the exception of asbestos. Asbestos is only required to be tracked when it is transported interstate. It also does not authorise the receipt of any waste sludges. The only materials that the landfill can accept are those as set in in Figure 1 below.

Waste	Description	Activity
General Solid Waste (non-putrescible)	As defined in Schedule 1 of the POEO Act, in force from time to time.	Waste Disposal (application to land)
General Solid Waste (putrescible)	As defined in Schedule 1 of the POEO Act, in force from time to time.	Waste Disposal (application to land)
Asbestos Waste	As defined in Schedule 1 of the POEO Act, in force from time to time.	Waste Disposal (application to land)
Waste Tyres	As defined in Schedule 1 of the POEO Act, in force from time to time.	
	Any waste received on site that is below licensing thresholds in Schedule 1 of the POEO Act, as in force from time to time	

Figure 1: Extract from Environmental Protection Licence of acceptable wastes at Tharbogang

A flowchart showing the overall screening process for incoming materials is included at Appendix B.

### **3. Procedures in the Event that Prohibited Materials are Discovered**

These procedures describe the actions to be taken at either the landfill for the transfer station in the event that prohibited materials are discovered at either of these locations:

Upon discovering the material:

- Immediately quarantine the area from the public and staff members by barricading or other suitable means. Be aware that some prohibited materials are volatile and may be harmful to human health, so ensure a large buffer zone (say at least 6m) around the material and also take into consideration the wind direction at the time;
- Ascertain who placed the material, if possible. If the vehicle is no longer on site immediately contact the weighbridge operator who may be able to intercept the vehicle as it exits the site;
- Advise the Landfill Team Leader (LTL) on duty at the time;
- If the person responsible is still on site, the LTL is to record the date, time and vehicle registration number, together with the general thrust of what is said and by whom;
- The LTL shall advise the person responsible that the material is prohibited and that the DECCW will have to be contacted so ascertain how to handle it;
- The LTL shall immediately contact the Waste Operations Manager, who will then contact the DECCW on 131 555 for advice on how to handle the material. If the Waste Operations Manager cannot be contacted, then phone 131 555, describe the situation to the operator and follow any directions given; and
- Keep the area quarantined until arrangements are made for safe handling and removal of the material.

## **4. Staff Training**

Training shall be provided to landfill operations staff in the identification and safe handling of hazardous and other unapproved wastes. This training will include the actions to be taken in the event that such wastes are detected at Tharbogang, including quarantining the waste, appropriate contacts (including where to find out detailed information about a suspected waste and how to manage it), interactions with the person transporting the waste, and records to be kept.

In particular, training shall be provided in the identification and safe handling of asbestos containing wastes as asbestos is the only hazardous material approved for acceptance at Tharbogang.

A record of the training provided and the competencies achieved shall be kept on the personal file of each operations staff member and made available as required to verify that the training has been provided and that it is current.

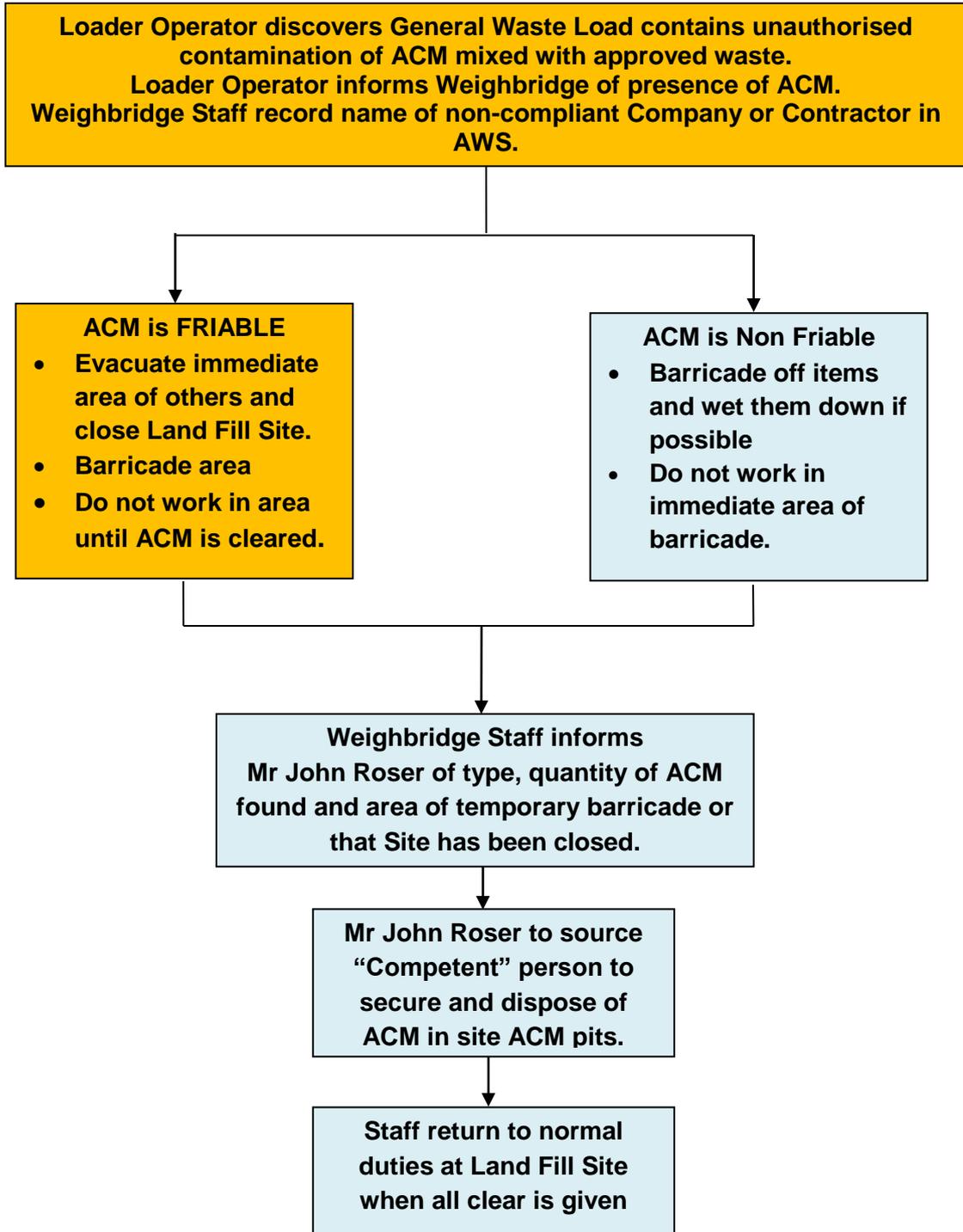
## **Appendix A. Asbestos Flowcharts**

There are three flowcharts developed by Griffith City Council that describe how to manage asbestos containing material (ACM) at Tharbogang landfill. These are:

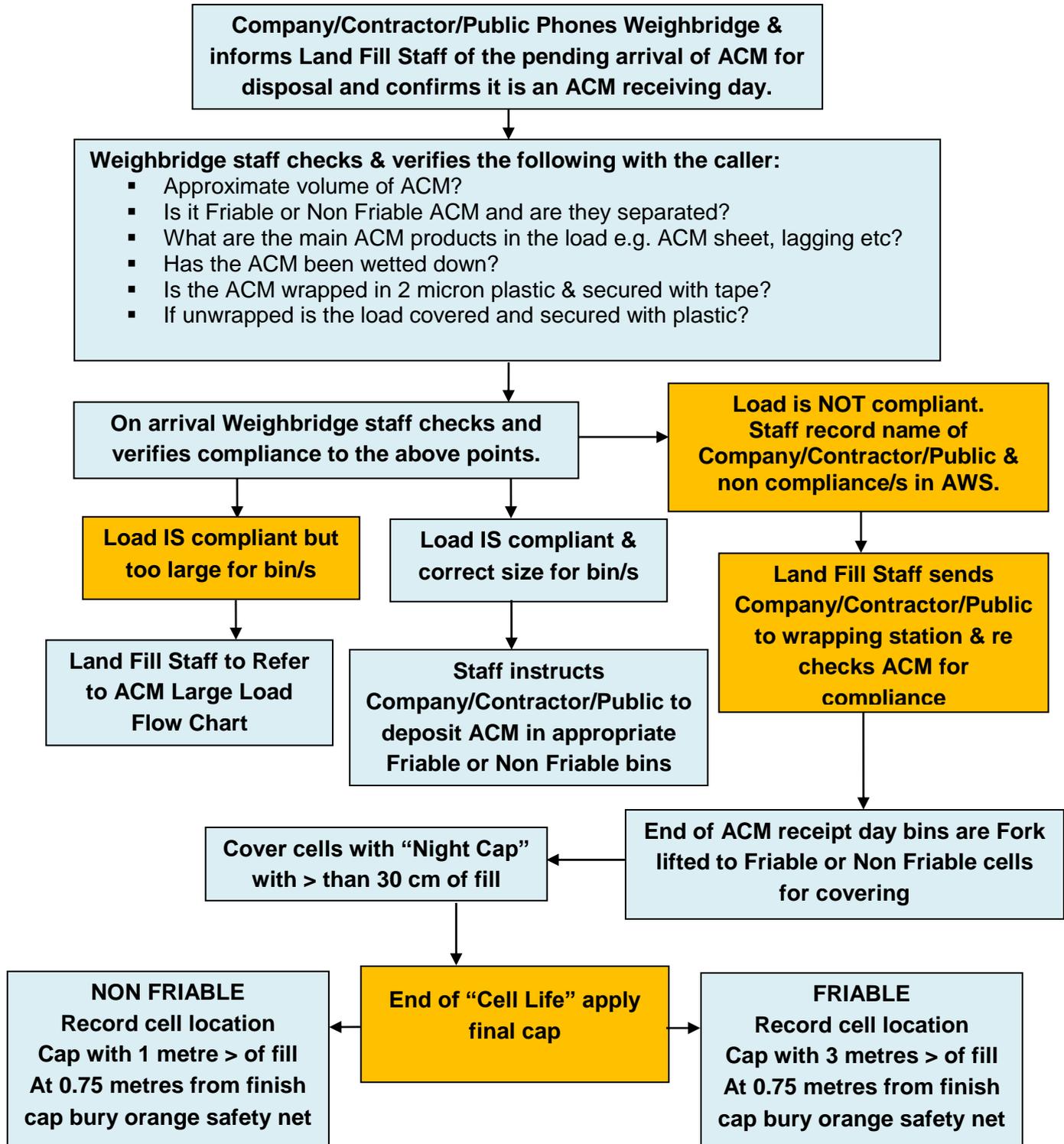
- Actions to follow on receipt of loads containing ACM contamination;
- Receipt of ACM in small loads; and
- Receipt of ACM in large loads

These are reproduced on the following pages

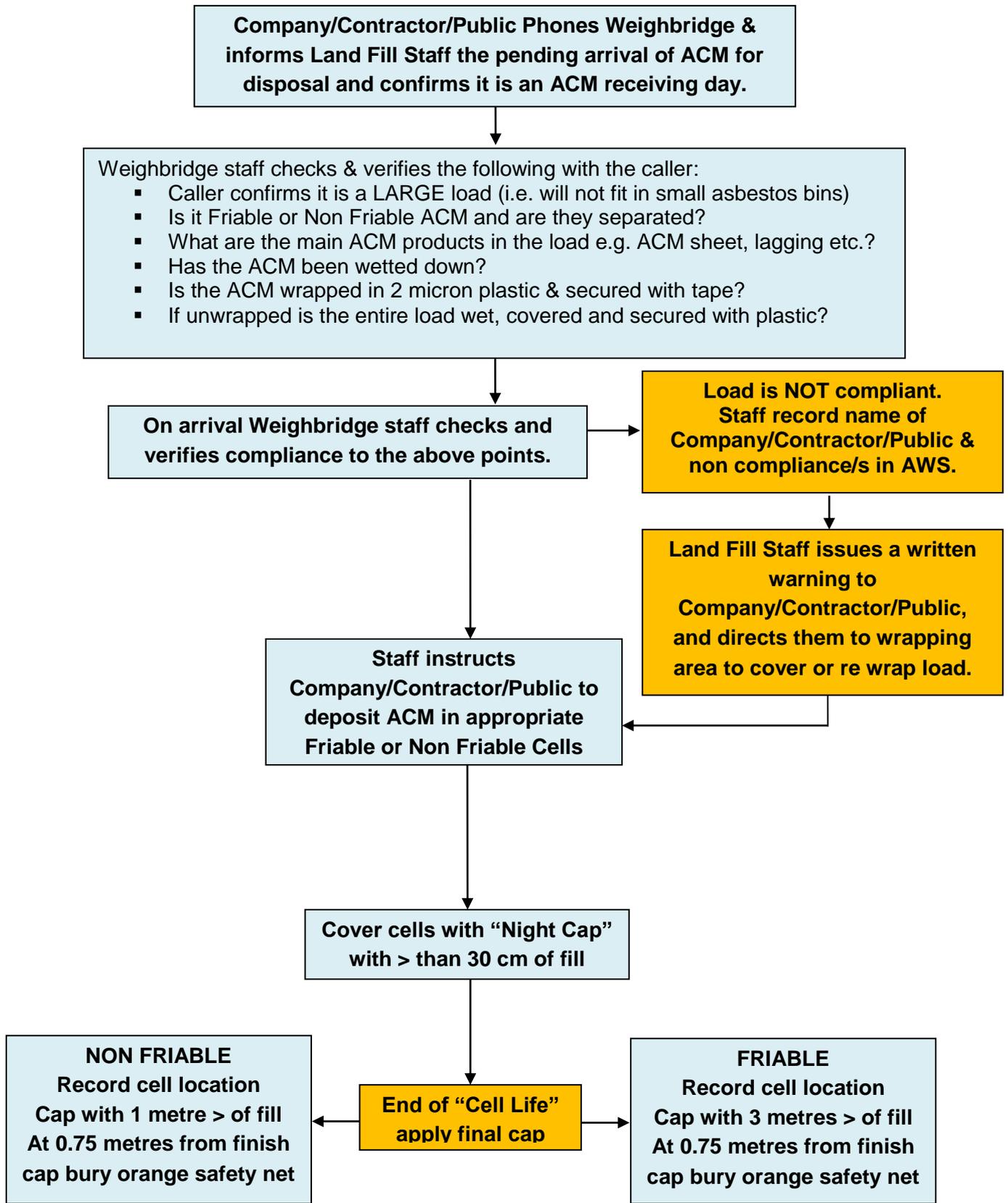
## ACTION ON LOADS OF WASTE WITH UNAUTHORISED CONTAMINATION OF ACM AT THARBOGANG LAND FILL SITE



## RECEIPT OF ACM PRODUCTS AT THARBOGANG LAND FILL SITE SMALL LOADS



## RECEIPT OF ACM PRODUCTS AT THARBOGANG LAND FILL SITE LARGE LOADS



## **Appendix B. Flowchart for Screening Incoming Wastes**

The flowchart on the following page summarises the actions required to screen wastes as they enter the Tharbogang Waste Management facility.

