



ORKNEY
ISLANDS COUNCIL

CHINGLEBRAES WASTE TRANSFER STATION

ACCEPTABLE COMMERCIAL LOAD TYPES
1 APRIL 2020 – 31 MARCH 2021

**PLEASE NOTE: ALL LOADS, EXCLUDING PAPER AND CARDBOARD, ARE
SUBJECT TO A MINIMUM CHARGE OF £17.45 PER LOAD**

Clinical Waste

Low-grade clinical wastes from licensed carriers.

Charge: £187.42 per tonne

Domestic Waste

Any mainly combustible wastes originating from households and that would normally be collected by the refuse carts.

Charge: £187.42 per tonne

Commercial/Industrial Waste (Non-Hazardous)

Mainly combustible wastes which cannot be landfilled at Bossack. This category includes soiled paper and cardboard, silage wrap, fertiliser bags, carpets, furniture, plastics, scrap timber and plaster/plasterboard.

Charge: £187.42 per tonne

Mixed Wastes to Sort

Combustible wastes that require removal of non-combustible waste prior to processing. Unacceptable loads containing large amounts of non-combustible material will be rejected from site.

Charge: £302.50 per tonne

Dry Recyclates

Dry recyclates source segregated into paper and light card, food and beverage cans, corrugated cardboard, household plastic bottles and glass bottles and jars

Please Note: Materials must be clean and free from contamination or they will be rejected.

Charge: £30 per tonne & subject to minimum gate fee.

Confidential Documents

Confidential documents can be destroyed by appointment between 9am to 12noon and 1pm to 3pm, Monday to Friday. Shredding can be witnessed.

Charge: £0.46 per kilogramme

ACCESS TO CHINGLEBRAES WASTE TRANSFER STATION



Ensure you are familiar with the Site Safety Instructions **before** using this site. If you have not been sent a copy one can be obtained from the site office.

Site opening hours are; Monday to Thursday, 8.30am to 12.30pm and 1.00pm to 3.45pm. Friday, 8.30am to 12.30pm and 1.00pm to 3.15pm.

If it is the first time you have been on site or you are unsure about how to follow the instructions below, please park safely in the layby outside the site and contact site staff.

VEHICLE ENTRY: Ensure you have the correctly assigned Access card, required to allow entry to site.

1. On approach to site, ensure the weighbridge is clear of traffic, the automated entry barrier is down and the traffic light indicates red.
 2. Approach the weighbridge entry barrier slowly until the front of your vehicle is over the concrete surface immediately in front of the entry barrier.
 3. Wait for the weighbridge to detect your vehicle, the barrier will raise AND the traffic light turns green.
 4. Drive carefully onto the weighbridge and up to the exit barrier, ensuring the rear of the vehicle is clear to allow the entry barrier to lower. **Put on your handbrake.**
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DATA ENTRY 1st weighing: Present your white Access card to the driver terminal on the driver's side of the weighbridge, once detected you must enter/input data followed by pressing 'Enter' (a green TICK BOX) each time;

1. Your **vehicle registration** (**Ensure entered correctly - noting you must enter the same registration to exit the site after tipping.**)
2. **Product or the waste type** you are tipping (Typically Domestic or Commercial wastes, or Recyclates.
3. **Source** (Typically 'OWN' or 'GENERAL WASTE' or for council services the 'REFUSE' or 'RECYCLING AREA' or 'SITE' you have come from).
4. **Destination**, if you are queried to enter this select Chinglebraes (IE site of disposal).
5. **Waste transfer note (WTN) number**, If you do not have a WTN number press number 1 only, if you have a number you wish to log on the final ticket, enter it here.
After entering the default 1 or the number you require, press Enter (The green tick box),

If the inputs are accepted the system may list these and ask you to confirm they are correct by pressing 'Enter' (a green TICK BOX). If you have entered incorrectly select **X** and start again.

If you are unable to complete this stage, contact the site staff.

On completion of data entry the Exit barrier will raise - Proceed carefully to the appropriate reception hall. Follow Site Safety Instructions & instructions the site staff give you.

Site staff will check the **Data** & may confirm this with you. Discharge your load as instructed and return to the weighbridge, enter using the same method advised under **VEHICLE ENTRY** above.

FINAL WEIGHING

Re-present your white Access card to the driver terminal located on the driver's side of the weighbridge, once detected you must re-enter your vehicle registry (**Ensure this is the same one entered on the 1st weighing.**) You will be asked to confirm the weigh details, if these are correct press 'Enter' (a green TICK BOX), if incorrect please contact site staff.

A ticket will be printed, please collect the ticket and depart the site once the barrier lifts clear.



ORKNEY
ISLANDS COUNCIL

HEALTH AND SAFETY AT WORK ACT 1974

SAFETY INSTRUCTIONS FOR THE USERS OF ORKNEY ISLANDS COUNCIL CHINGLEBRAES WASTE TRANSFER STATION.

The following instructions are issued for your health and safety when using Orkney Island Council's (OIC) Waste Management facilities. Please read them carefully and co-operate with site staff to ensure safety. Any persons failing to follow these instructions or any other safety guidance issued on site may be prevented from further use of OIC's facilities.

Remember YOU have a responsibility to ensure your own health and safety and the health and safety of others when using the site.

- Follow all site signs and instructions.
- No smoking on site, except at designated smoking area.
- Provide the weighbridge operator details of your load including any suspect problems (e.g. has it been on fire or does it contain hazardous materials including liquids, vehicle batteries, paint tins, electrical items etc.).
- If you require mechanical assistance in unloading please notify the weighbridge operator.
- Follow the weighbridge operator and site operative's instructions.
- You must wear high visibility clothing and a hard hat when on site.
- Do not exceed the 5mph speed limit.
- Watch for pedestrians; do not stop on the marked pedestrian walkways.
- If you have to park up prior to discharging your load to remove covers or tailgates please be considerate and do not block vehicle and pedestrian access ways.
- Do not proceed to the tipping area until you are instructed to do so, access to the tipping areas are normally controlled by traffic lights. Be patient and follow site operative instructions.
- Internal tipping areas (waste and recyclables) are restricted to one vehicle at a time.
- Do not climb on top of loads.
- Do not stand next to tipping vehicles.
- Never walk behind reversing vehicles.
- Be aware of doors swinging open on waste containers.
- Stay clear of any swinging chains and never stand beneath a raised skip.
- Be aware of other vehicles including other customers and site plant.
- The site contains blind corners and doorways. Check for vehicles and pedestrians before proceeding.
- Don't walk around the yard or building, contact the weighbridge or a site operative if you have a problem or are not sure what to do. Keep passengers inside the vehicle unless required to help reversing or unloading.
- Exercise the greatest care if attempting to dislodge any jammed load - inform site staff of the problem.
- Deposited waste may be harmful, under no circumstances should the load be sorted over, and no waste deposited should be removed from site.
- Secure all doors and skips after discharging your load and ensure vehicle bodies are fully lowered before moving off.
- Any incidents, accidents or near misses on site **MUST** be reported to the weighbridge operator, site operatives or site supervisor.
- Ensure your vehicle is fit for purpose and is safe to travel on the highway.

THANK YOU FOR YOUR CO-OPERATION.

*All enquiries about these services to Development and Infrastructure
Tel. (01856) 873535 ext 2320*

BOSSACK LANDFILL AND TRANSFER STATION

ACCEPTABLE COMMERCIAL LOAD TYPES 1 APRIL 2020– 31 MARCH 2021

**PLEASE NOTE: ALL LOADS, EXCLUDING MUNICIPAL GREEN WASTE, ARE
SUBJECT TO A MINIMUM CHARGE OF £17.45 PER LOAD**

Inert Landfill Waste

Non-hazardous landfill material (e.g. glass, concrete, bricks and mortar, tiles, slates, fibreglass wool, clay and stones). **Please note:** plastics, plaster, plasterboard and timber are not permitted.

Charge: £52.92 per tonne plus Landfill Tax Lower Rate

Waste Oil

Loads to be accompanied by a completed SEPA Special Waste Transfer Note.

*Charge: £314.33 per tonne
Landfill Tax: zero rated*

Mixed Wastes to Sort

Inert material that requires removal of non-inert contaminants before landfill. **Please note:** Loads that are predominately non-inert will be classed as commercial waste and rejected from site.

Charge: £302.50 per tonne

Asbestos Cement Sheeting

Cement bonded asbestos sheeting will only be accepted for disposal when double bagged, sealed and accompanied by a completed SEPA Special Waste Transfer Note.

*Charge: £291.96 per tonne
Landfill Tax: zero rated*

Used Cooking Oil

Used cooking oil free from water and food wastes.

*Charge: £287.54 per tonne
Landfill Tax: zero rated*

Municipal Green Waste

Green wastes suitable for shredding.

*Charge: £18.04 per tonne
Landfill Tax: zero rated*

Hazardous and Other Special Waste

Hazardous and other wastes requiring special arrangements for proper disposal. Loads to be accompanied by a completed SEPA Special Waste Transfer Note.

Charge: Price on application pending full cost of recovery.

Computer Monitors and Televisions

*Charge: £10.37 per item
Landfill Tax: zero rated*

Domestic Sized Fridges and Freezers

Please note: larger units may be charged at a higher rate.

*Charge: £20.17 per item
Landfill Tax: zero rated*

Other Electrical Items

Electrical items including computers, printers etc. **Please note:** larger or unusual items may be charged at a higher rate.

*Charge: £290.83 per tonne
Landfill Tax: zero rated*

Fluorescent Tubes

*Charge: £1 per tube
Landfill Tax: zero rated*

Portable Batteries

*Charge: £1.87 per kilogramme
Landfill Tax: zero rated*

ACCESS TO BOSSACK LANDFILL AND TRANSFER CENTRE



Please ensure you familiarise yourself with our [Site Safety Instructions](#) **before** using our site. If you have not been sent a copy one can be obtained from the site staff.

The landfill site and transfer station are open **Tuesday to Friday**, and the hours of opening are:
May to September: from 11am to 6.45pm
October to April: from 8am to 3.45pm
Additional opening may be available by negotiation.

Enter the site through the landfill entrance gate and stop. Ensure the weighbridge is **clear of all traffic and both barriers have lowered** before approaching the weighbridge.

As you pull forward to the weighbridge an induction loop cast into the concrete approach slab will detect your vehicle and the barrier will rise. Please proceed slowly to allow the barrier time to rise.

Drive onto the weighbridge and pull up alongside the pole-mounted box at the far end of the bridge. The barrier will close behind you once the induction loop has sensed that the vehicle is clear.

Hold your entry tag in front of the pole mounted reader. If the computer recognises your tag as valid, the small green light on the reader will come on and the system will record your incoming weight.

When this weight has been recorded the exit barrier will rise and you should drive slowly through the wheel-wash and down into the landfill site or up to the transfer station.

Report to the machine driver in the landfill area or the attendant on the CA site who will inspect your load and assess it. The attendant will direct you to the proper area to discharge your load.

To leave the site, drive back through the wheel-wash and slowly toward the weighbridge. If site conditions are particularly muddy, there is a water hose available for you to ensure that your vehicle is clean before you leave the site.

As you approach the weighbridge, an induction loop will detect your vehicle and the barrier will rise. Pull up onto the weighbridge and alongside the exit terminal.

Hold your tag in front of the reader on the terminal. The small message screen will then ask you to select the load type, then the source type from a pre-selected list, scroll through the list until the appropriate load type / source type can be selected.

Wait for the computer to process your tare and net weight and print a ticket. Wait until the ticket has printed and take the ticket for your own records. Allow the barrier to rise and leave the site.

HEALTH AND SAFETY AT WORK ACT 1974



ORKNEY
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SAFETY INSTRUCTIONS FOR THE USERS OF ORKNEY ISLANDS COUNCIL BOSSACK RECYCLING CENTRE, LANDFILL AND WASTE TRANSFER STATION

The following instructions are issued for your health and safety when using Orkney Island Council's (OIC) Waste Management facilities. Please read them carefully and co-operate with site staff to ensure safety. Any persons failing to follow these instructions, or any other safety guidance issued on site, may be prevented from further use of OIC's facilities.

Remember YOU have a responsibility to ensure your own health and safety and the health and safety of others when using the site.

- Follow all site signs and instructions.
- No smoking on site, except at designated smoking area.
- Please be aware this site disposes of hazardous materials including asbestos. Do not handle any wastes.
- Provide the site operatives details of your load including any suspect problems (e.g. has it been on fire or does it contain hazardous materials including liquids, vehicle batteries, paint tins, electrical items etc.).
- If you require mechanical assistance in unloading please notify a site operative.
- Follow the site operative's instructions.
- You must wear high visibility clothing, a hard hat and safety boots when accessing the landfill site, composting area and waste transfer station.
- Do not exceed the 5mph speed limit.
- Beware of uneven ground particularly on the landfill site.
- Watch for pedestrians particularly when driving through the Household Waste Recycling Centre.
- Do not climb on top of loads.
- Do not stand next to tipping vehicles.
- Never walk behind reversing vehicles.
- Be aware of doors swinging open on waste containers.
- Stay clear of any swinging chains and never stand beneath a raised skip.
- Be aware of uneven ground and proceed slowly. Only discharge load if vehicle is stationary and level.
- Be aware of other vehicles including other customers, members of the public and site plant.
- Don't wander around the yard or landfill, contact the site operative if you have a problem or are not sure what to do. Keep passengers inside the vehicle unless required to help unload.
- Exercise the greatest care if attempting to dislodge any jammed load - inform site staff of the problem.
- Deposited waste may be harmful, under no circumstances should the load be sorted over, and no waste deposited should be removed from site.
- Secure all doors and skips after discharging your load and ensure vehicle bodies are fully lowered before moving off.
- Any incidents, accidents or near misses on site **MUST** be reported to the site operatives.
- Use wheel wash before leaving site if required.
- Ensure your vehicle is fit for purpose and is safe to travel on the highway.

THANK YOU FOR YOUR CO-OPERATION.

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