

Waste Infrastructure Statement

Ford Depot Highway Maintenance Depot

The purpose of this statement is to reduce the impact of waste and to ensure compliance and maintain duty of care in relation to associated legal requirements.

Introduction and Scope

This Waste Infrastructure Statement outlines the facilities, procedures, and responsibilities for the effective management, storage, and disposal of all waste streams generated at the Highway Maintenance Depot located at Ford Lane, Yapton BN18 0DF.

The Depot is responsible for storing highway maintenance equipment, materials, and housing associated vehicles used in road maintenance, repair, and winter operations (gritting/salting). The primary goal of this statement is to ensure compliance with all relevant environmental legislation and promote the highest standards of waste minimisation, reuse, and segregation.

1. Waste Streams Identification

Waste generated at the depot is broadly categorised into Non-Hazardous (Municipal and Industrial) and Hazardous waste streams.

2.1 Non-Hazardous Waste Streams

Waste Stream	Description	Typical Source at Depot
General Waste (20 03 01)	General office waste, food packaging, non-recyclable items.	Office buildings, staff welfare facilities
Mixed Packaging (15 01 06)	Paper, cardboard, plastics (bottles, containers), cans.	Offices, workshops, packaging from incoming supplies
Food Waste (20 01 08)	Biodegradable kitchen and canteen waste	Office buildings, staff welfare facilities

Mixed Metals (17 04 07)	Vehicle parts (non-oily), rejected road furniture, worn tools.	Garage Area
Mixed Construction & Demolition waste (17 09 04)	Small quantities of rubble, concrete, and asphalt chippings.	Minor repair works on site
Used Tyres (16 01 03)	Tyres removed from Highway Vehicles	Depot Yard
Batteries (Alkaline) (16 06 04)	General office waste	Office building
Confidential Paper (20 01 01)	Confidential paper removed for shredding	Office building

1.2 Hazardous Waste Streams

Waste Stream	Description	Typical Source at Depot
Waste Oil	Used engine oil, hydraulic fluid, lubricating oil.	Vehicle garage
Oil Filters / Rags	Contaminated oil filters, oily rags, absorbents, and spill cleanup materials.	Vehicle garage
Waste Batteries	Roadside collection from incidents and TM lighting.	Hazardous Waste Store
Waste Aerosols	Paint, lubricant, and solvent aerosols.	Vehicle garage
Detergents containing hazardous substances	Screen wash for vehicles	Vehicle garage
Fluorescent Tubes / WEEE	Spent light tubes and redundant electrical equipment.	Offices and lighting repair stores and roadside debris collection

2. Storage Infrastructure and Capacity

The depot maintains clearly labelled, dedicated storage areas for each waste stream to prevent cross-contamination and ensure safety.

Waste Stream	Storage Type	Location/Specifications	Capacity
Mixed Packaging	Wheeled Bin	Adjacent to the main office building	660 Litre
Municipal Waste	Wheeled Bin	Adjacent to the main office building	660 Litre
Food Waste	Wheeled Bin	Adjacent to the main office building	240 Litre
Surface water runoff	Holding Tanks	Hard-standing area in yard/highway	40,000 Litre
Scrap Metals	Open-top, clearly marked 12-yard Skip	Designated hard-standing area in the yard	12-Cubic Yards
General Waste	Ro-Ro Skip	Vehicle washdown area/settlement tank overflow	20-Cubic yards
Used Tyres	IBC Cage	Hard standing area	1m3 cage
Oily Rags/ Filters / Spill Kits	Wheeled Bin	Hard-standing area in yard	120 Litre
Batteries (Alkaline)	Storage Box	Office	5 Litre
WEEE	Covered, sealed, clearly labelled drums	Secure internal storage area (stores)	205 Litre

The COSHH Hazardous waste storage area (HWSA) is a dedicated, secure container that includes a hazardous spill-deck. Access is restricted to authorised personnel only. All containers within this area are compatible with their contents and kept sealed when not in use.

3. Waste Handling and Segregation Procedures

4.1 Principle of Segregation

All personnel are required to segregate waste at the point of generation. Clear signage, colour-coding, and pictorial instructions are posted above all bins and skips to aid correct separation.

4.2 Garage/Workshop Procedures

- **Spill Prevention:** Maintenance work is performed over drip trays or in designated areas to contain oil and fuel spills.
- **Filter Disposal:** Used oil filters are drained and placed into sealed, labelled drums within the HWSA.
- **Absorbents:** Used absorbent materials (granules, pads) are placed directly into the designated contaminated waste drums.
- **Wastewater:** Water from vehicle washing bays is directed to a three-stage interceptor/ settlement tank system, with residual solids managed as road sweepings/grit.

4.3 General Depot/Office Procedures

- **Recycling:** Mixed Packaging bins are placed in all office and common areas to maximise recycling rates and in accordance with Simpler Recycling guidelines.
- **Bulky Waste:** Any large, infrequent waste items require authorisation from the Depot Manager before being placed into waste containers i.e. skips to ensure proper classification.

4. Waste Collection and Documentation

5.1 Licensed Contractors

All waste is collected by licensed waste carriers holding valid Waste Management Licences.

Waste Stream	Collection Frequency	Contractor	Documentation
Non-Hazardous	Weekly and/or as required	Ecofficiency Ltd	Waste Transfer Note (WTN)

		Sweeptech Environmental Services Ltd Bryan Hirst LTD Restore Datashred Ltd	
Hazardous Waste	As required	Ecofficiency Ltd	Hazardous Waste Consignment Note (HWCN)

5.2 Documentation and Auditing

The Depot Manager or designated Environmental Officer is responsible for retaining all waste documentation (WTNs and HWCNs) for a minimum of two years for Non-Hazardous waste and three years for Hazardous waste. Regular audits are conducted to verify compliance and track waste tonnage/volume for performance monitoring.

5. Training and Responsibilities

6.1 Responsibilities

- Depot Manager: Overall responsibility for ensuring compliance with this statement, providing adequate resources, and maintaining contractor licenses.
- Environmental Officer (or delegated staff): Day-to-day management of waste streams, inspection of storage areas, and administration of documentation.
- All Staff: Responsible for segregating waste at the source and adhering to established storage protocols.

6.2 Training

All new employees undergo basic environmental and waste management induction training. Annual refresher training is provided to workshop and yard staff, focusing specifically on:

- Identification and classification of Non-Hazardous and hazardous waste streams
- Safe handling and storage procedures (e.g., drum closure, bund maintenance)

- Spill response procedures

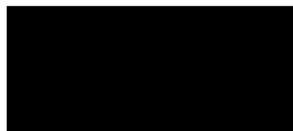
6. Future Capacity and Minimisation

The current infrastructure is designed to accommodate 150% of the peak anticipated waste volume.

Kier Transportation Ltd commits to continuous improvement through:

- **Waste Minimisation Targets:** Implementing annual targets to reduce the overall volume of mixed residual waste.
- **Material Reuse:** Prioritising the internal reuse of materials such as pallets, packaging, and suitable construction materials before disposal.
- **Regular Review:** Reviewing this Statement annually or after any significant change in depot operations, such as the introduction of new vehicle types or maintenance procedures.

Depot Manager Signature:



Date: 13/11/2025

1st Nov 2025 Prepared by: Andrew Hope – Kier Transportation (Waste & Materials Manager)