APPENDIX 1

REQUIREMENTS AND SPECIFICATIONS

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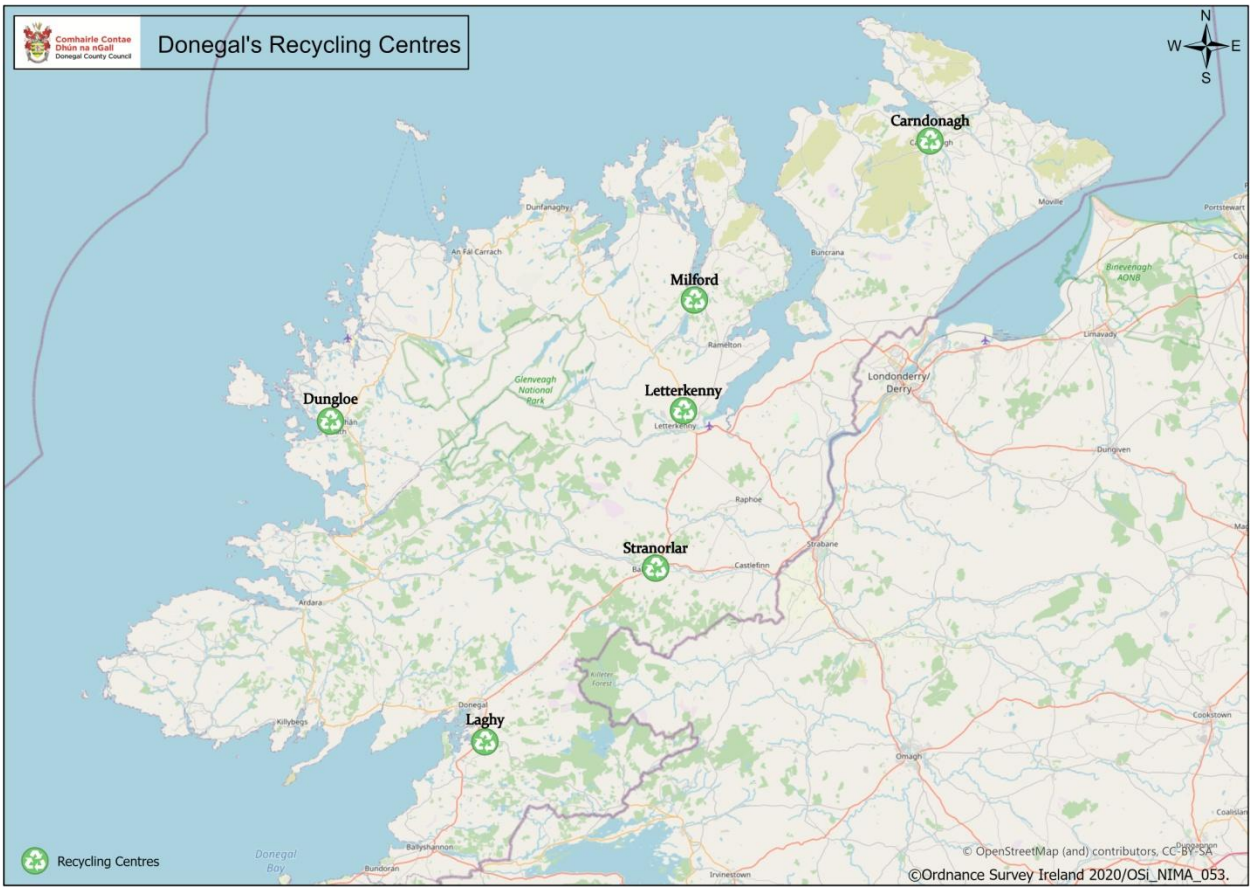
No.1. Carndonagh Recycling Centre
No 2. Dungloe Recycling Centre
No 3. Laghey Recycling Centre
No 4. Letterkenny Recycling Centre
No 5. Milford Recycling Centre
No 6. Stranorlar Recycling Centre

1.0 Overview

1.1 Donegal County Council is inviting suitably qualified Site Operators to tender for a Service Contract for the management and operation of six Recycling Centres in County Donegal under a single contract at the following locations:

- Carndonagh
- Dungloe
- Laghey
- Letterkenny
- Stranorlar
- Milford

See Map no. 1 for the location of the recycling centres.



Map No. 1: Location of Recycling Centres

1.1.2 All six Recycling Centres are owned by Donegal County Council and currently operated by Bryson Recycling Ltd.

2.0 Existing Site Infrastructure

Tenderers shall assume that responsibility for Council-owned assets listed in clause 2.1 and Table 7 (section 11) is limited to routine operation, servicing, inspection, testing, certification and day-to-day maintenance. Responsibility for capital replacement, lifecycle renewal and major structural repairs to Council-owned assets shall remain with the Contracting Authority unless otherwise expressly agreed.

2.1 Each site has an office building with operations office, kitchen and toilet.

2.1.2 Each site has a 15m (50ft) weighbridge (approximately 20 years old), calibrated to weigh vehicles of up to 50 tonnes and certified by the Legal Metrology Service under the National Standards Authority of Ireland. The Site Operator(s) shall operate and maintain the weighbridge system, keeping it properly calibrated with an up-to-date certificate that shall be renewed on an annual basis. The costs of calibrating the weighbridges will be included in the tenderer's fixed price lump sum. The Annual calibration certificates must be provided to the employer.

2.1.3 Each site has 3 Phase electricity supply with external power points for operating compactors, balers, etc.

2.1.4 Each site has a 2.4m high security fence, with office alarm system, a comprehensive CCTV system, security alarm and extensive external lighting cover.

2.1.5 Each site has suitable storage areas for expansion or diversification of use.

2.1.6 The site infrastructure is as outlined in the drawings 1- 6 provided in the Appendices.

2.1.7 Oil interceptors have been provided on all the sites.

2.1.8 The layout of the waste receptacles as illustrated in Drawings 1 to 6 are for guidance purposes only.

2.1.9 Certificates of Registration have been issued to the current operators Bryson Recycling Ltd. by Donegal County Council for each of the Recycling Centres. Certificates for the new contract will have to be reapplied for in the successful tenderers name. Any costs associated with this will have to be borne by the successful tenderer.

2.1.10 The tenderer shall be responsible for and include for all set up costs associated with the service provision in the contract.

2.1.11 Service Providers shall satisfy themselves of the location, size and extent of each Recycling Centre.

2.2 The list of materials currently accepted and current scale of charges is provided in **Table 1, see Section 11 for all Tables of Data.**

A breakdown of material tonnage collected for each site from 2021-2025, is outlined in **Table 4** in Section 11. These figures are supplied for information purposes only and the accuracy of the data provided cannot be guaranteed by the Council. The Council offers no guarantees of tonnages/quantities of waste streams collected at each of the Recycling Centres.

2.2.1 The successful tenderer shall be paid monthly in arrears at the tendered annual rate divided by twelve for each site and this will cover all fixed and variable costs associated with these Requirements & Specifications. This will be the proposed payment method for the duration of the contract.

3.0 Summary of Service Requirements

The duties for which the successful tenderer (i.e. the Site Operator) shall be responsible and shall be obliged to comply with include but are not limited to the following: (note any costs associated with same are deemed to be included in the tender price).

3.1 To provide Donegal County Council with a comprehensive waste management service at its 6 Recycling Centres. This involves serving the public and incorporates waste acceptance and final waste recovery/recycling/reuse/disposal in accordance with all current and future statutory legislation.

The primary duties of the Service Provider include but are not limited to the following:

1. Weighbridge Control and Recyclable Waste Acceptance
2. A mandatory list of waste materials that must be accepted is outlined in Tables 1 and 3 in Section 11
3. Waste Compaction/Bailing/Storage as necessary
4. Transfer of Recyclable Wastes off site for processing and recycling
5. Provide proposals for waste acceptance, storage, segregation and preparation for transport from each facility, demonstrating how materials will be managed in accordance with circular economy principles, including the prioritisation of waste prevention, reuse, repair and recycling, for approval by Donegal County Council
6. Nuisance Control
7. Maintenance of Site records
8. Provision and management of all staffing for sites – See Table 2, Section 11 for working hours.
9. Implementation of the relevant environmental aspects of the National Waste Management Plan for a Circular Economy 2024-2030. This Plan was adopted by all local authorities in 2024 and replaces the previous regional waste management

plans. The plan aims to support Ireland's transition from a traditional "take-make-dispose" model to a circular economy focused on waste prevention, reuse, repair, recycling and resource efficiency. Key features include:

- A national framework for waste prevention and management from 2024 to 2030.
- Strong alignment with the Circular Economy Act 2022, the Waste Action Plan for a Circular Economy, and Climate Action objectives.
- Targets and actions covering municipal waste, food waste, packaging, plastics, textiles, WEEE, construction and demolition waste, and waste infrastructure.
- An ambition of zero waste growth per person over the lifetime of the plan

10. Management will submit their current Health and Safety Policy, Company Safety Folder/Safety Management System, and project-specific Risk Assessments and Method Statements (RAMS) relevant to the services being tendered. These documents will be submitted within 2 months of the commencement of the contract.

11. Maintain all records required under the Waste Management Act 1996 (as amended), applicable Waste Collection Permit, Waste Facility Permit, Certificate of Registration, EPA requirements, and any Donegal County Council operational reporting requirements. The Contractor shall submit monthly operational returns to Donegal County Council in a format specified by the Council and shall complete all statutory reporting, including annual returns to the National Waste Collection Permit Office, where required

12. Other activities as required for the safe and efficient operation of the sites.

13. Ensure that all waste removed from the Recycling Centres is collected by authorised waste collectors and transferred only to appropriately authorised facilities in Ireland, Northern Ireland, the UK or the EU, as applicable, and in compliance with all relevant waste legislation and transfrontier shipment requirements.

14. Ensure that the Recycling Centers are for the recycling of household domestic waste. Acceptance of commercial quantities of waste will only be permitted with the prior written approval of Donegal County Council.

15. Provide and manage the waste handling equipment, including repairs, replacement and maintenance of the equipment as well as all aspects of the infrastructure at the site.

16. Comply with the Donegal County Council (Presentation of Kerbside Waste for Collection) Byelaws 2024, as amended, relating to the operation of authorised waste facilities and the acceptance, management and recording of waste delivered to Civic

Amenity and Recycling Centres. The Contractor shall cooperate fully with Donegal County Council in the implementation and enforcement of these Byelaws.

Additional Duties

3.1.2 Hazardous Waste and Hazardous Waste Storage

Household hazardous waste shall not be accepted without supervision. The successful tenderer shall be responsible for ensuring that all household hazardous waste streams are stored in appropriate containers, with bunding where necessary, within designated areas of the six Recycling Centres. All waste removed from the recycling centres must be done so by a collector holding a valid waste collection permit and transported to facilities in accordance with relevant waste legislation. Operational staff of the successful contractor shall be trained in the correct packing and labelling for collection of all hazardous materials.

3.1.3 The control of potential nuisances such as odors, dust, noise, litter, vermin etc. will be the responsibility of the successful tenderer.

3.1.4 Comply with **Table 2** in Section 11 which shows the proposed schedule of opening times. All Centres are closed on Sundays and designated bank holidays.

3.1.5 The Contractor shall ensure that Civic Amenity Sites remain continuously open to the public during the prescribed opening hours, including over lunchtime periods. Staffing resources shall be organised by the Contractor to maintain service continuity while ensuring compliance with all relevant Health and Safety legislation and best practice.

3.1.6 With minimum 2 members of staff per site each day during opening hours, the site operator shall stagger lunchbreaks, each site shall remain open to the public for the duration of the opening hours each day.

3.1.7 **Table 1** in Section 11 sets out the scale of charges for the variety of waste streams accepted at the recycling centres. Written agreement is required from Donegal County Council prior to any increase in charges or prior to the introduction of any additional charges.

3.1.8 The successful tenderer will have in place a contactless method of payment of recycling and other charges received from users, with the availability of providing receipts or record of usage for the customer.

3.1.9 The successful tenderer shall review and replace and upgrade all signage at each Recycling Centre within 6 months of commencement of the contract with prior agreement from Donegal County Council.

3.2 Detailed Description of Service Requirements

3.2.1 Provide site Safety Statements within 2 months of the commencement of the contract and ongoing review and further modification as required to suit the services offered.

3.2.2 Provision of all site services, including the operation, maintenance and all costs associated therewith, e.g. PCs (and any required software programmes which the Council deems necessary for the operation of the Recycling Centres), telephone, water supply, sewerage systems, electricity, security charges, CCTV, and gates.

3.2.3 The security of the sites, including the prevention of unauthorised access to the facilities and the implementation and provision of appropriate measures to ensure same.

3.2.4 Providing and maintaining an Identification Board (the site notice board) in a prominent position at the site entrance, legible from the public road. The board will contain details of the name and address of the Site Operator, emergency contact and telephone number and, the operating hours of the site. The Council logo must appear on the Identification Board. The format of the Identification Board and its location must be approved in writing by the Council in advance, including Irish language signage.

3.2.5 Providing and maintaining an Information Board in a prominent position at the site entrance. The board will contain list of waste materials accepted and the corresponding charge, where appropriate. The Council logo must appear on the Information Board. The format of the Information Board and its location must be approved in writing by the Council in advance, including Irish language signage.

3.2.6 Ensuring that the sites are adequately lit during the operating hours to facilitate its safe use by customers/public. Sufficient lighting shall be provided when the Recycling Centres are closed, for security purposes. It is the responsibility of the successful tenderer to maintain the lighting system including the replacement of light bulbs as required.

3.2.7 The Site Operator shall provide sufficient waste handling compactors, balers, containers, recycling containers, skips and other waste handling equipment with sufficient capacity to satisfy demand. The Site Operator shall plan a workable and practical container exchange schedule to meet these requirements, ensuring the containers are fit for purpose kept in good repair and in good condition aesthetically, including any normal day-to-day or seasonal fluctuations in usage of the facility over the contract period.

3.2.8 Tenderers shall, when making their submissions, make allowance for the possible effects of extraneous factors, including economic climate, in determining the amounts and types

of recyclable and other waste streams being received and handled at the facilities. Fluctuation in seasonal, weekly and daily waste arisings can be expected and influenced by other legislative requirements, social factors and holiday periods.

3.2.9 The Site Operator must accept the waste streams listed in Table 6 (Refer to Section 11) and arrange for their recovery/disposal.

3.2.10 The tender provides for the Site Operator to accept other materials from the public at the request of the Council and to facilitate the Council in relation to waste and circular initiatives for example the recycling of Christmas Trees. Other materials that are not currently being accepted but may be accepted in future are outlined in Table 6 (refer to Section 11).

3.2.11 Easy access to containers must be provided which must not compromise the health and safety of the public and any users of the sites. Containers must be of a presentable standard.

3.2.12 The containers in which the materials are deposited and transported shall be of an adequate standard. The Council reserves the right to reject any container considered unsuitable.

3.2.13 All containers shall have appropriate signage as agreed with the Council.

3.2.14 The Site Operator shall provide such plant as deemed necessary for the proper running of the sites.

3.2.15 All waste arriving at the facility shall be subjected to a visual inspection. Materials other than those permitted under this contract shall not be accepted at the site. Waste shall be segregated as required to prevent contamination and to ensure compliance with the waste acceptance criteria.

3.2.16 Prior to removal from the sites, all containers shall be appropriately covered and checked for leakages and secured for road haulage.

3.2.17 The Site Operator shall ensure there is no scavenging of any materials from the centres by visitors or Site Operator Employees. Reuse schemes approved by Donegal County Council may allow for the passing on of suitable materials under the supervision of the successful tenderer and with the prior approval of Donegal County Council.

3.2.18 The Site Operator shall provide a suitable area, Free of Charge, for the purposes of accepting and storing WEEE as per Schedule 8 in the European Union (Waste Electrical and Electronic Equipment) Regulations 2014. The Site Operator will comply with the WEEE Ireland Collection Point Manual and Presentation Guidelines. WEEE customer figures are included in the overall figures in Table 5.

3.2.19 These figures are supplied for information purposes only and the accuracy of the data provided cannot be guaranteed by the Council. The Council offers no guarantees of future tonnages/quantities of waste streams collected at each of the Recycling Centres.
The successful tenderer shall provide a suitable weatherproof lockable container for the purposes of storing WEEE goods.

3.2.20 The Site Operator shall provide a suitable area, for the purposes of accepting and storing paint (hazardous) for disposal at each Recycling Centre. Written agreement is required from Donegal County Council prior to the introduction of any charges to the public.

3.2.21 The Site Operator shall provide a suitable area and storage facility at each Recycling Centre, for the purposes of a non-hazardous water-based paint reuse scheme and engage with Donegal County Council on future paint reuse initiatives. Written agreement is required from Donegal County Council prior to the introduction of any charges to the public.

3.2.22 The Site Operator shall agree with the Council an inventory of machinery, equipment and infrastructure at the site(s) prior to contract signing.

3.2.23 The Site Operator shall ensure that the site is kept clean and tidy, free from obstruction and hazards.

3.2.24 The Site Operator shall sell home composters and rainwater harvesters provided by Donegal County Council to the public at an agreed rate approved by Donegal County Council and shall reimburse Donegal County Council the amount collected in relation to these sales.

4.0 Site Infrastructure and Services

4.1 The drainage system including oil interceptors at all sites shall be maintained by the Site Operator in accordance with relevant environmental legislation including inspection and maintenance records or as otherwise specified by Donegal County Council.

4.1.2 The Site Operator shall be responsible for all Electricity, Water and Communications charges and Commercial Rates.

4.1.3 The Site Operator shall provide a full and comprehensive caretaking and maintenance service for all sites and buildings as defined on the site layout drawings. All grounds and buildings shall be maintained in a clean, safe and tidy condition during the entirety of the contract.
Landscape management shall be undertaken in a manner that promotes and enhances biodiversity, supporting native flora, pollinators and local wildlife habitats wherever practicable. Grassland areas designated for biodiversity enhancement or wildflower meadow management shall be maintained through a reduced mowing regime, with

cutting undertaken only as necessary and generally at intervals of approximately four weeks during the growing season. The Contractor may implement an approved Pollinator-Friendly Landscaping and Biodiversity Management Plan, subject to the prior written approval of Donegal County Council.

5.0 Site Drainage

5.1 Contaminated water shall be prevented from entering all existing watercourses. The interceptors at all sites shall be inspected at least once weekly. Each week's observations shall be recorded, dated, and signed and a log shall be held on-site and made available for inspection upon request.

5.1.2 Unobstructed access to all hydrants and manholes to be always maintained.

5.1.3 The Site Operator shall carry out an inspection of all watercourses draining the facilities at least once weekly. Each week's observation shall be recorded, dated, and signed and a log shall be held on-site and made available for inspection upon request.

5.1.4 All inspection logs shall be retained on site for a minimum period of three years from the date of the inspection. These records shall be provided to Donegal County Council at monthly meetings.

5.1.5 In the event that any analysis or observation made on the quality or appearance of surface water run-off should indicate that contamination has taken place, the Site Operator shall:

- Carry out an immediate investigation to identify and isolate the source of the contamination;
- Maintain a record of the investigation undertaken;
- Notify Donegal County Council immediately.
- Act with the approval of Contracting Authority / EPA to address any contamination of surface water.

6.0 Management of Public Relations

6.1 The Site Operator shall be responsible for producing a public information leaflet on the Recycling Centres and making any necessary updates when required, maintaining information on a website and maintaining a social media presence. The operator may also advertise the service (in agreement with the Council) in the local media (newspapers, radio etc.), finger post signage and other roadside advertising in line with Planning and Council Policy.

6.1.2 The Council shall be allowed access to all Recycling Centres for Environmental Awareness Projects, including tours and school visits. These will be arranged following consultation

with the Site Operator. Site operator to conduct / facilitate school or group tours of the recycling centres where possible.

6.1.3 The Site Operator shall participate in the Council's ongoing awareness campaigns to encourage public participation in recycling. This includes the delivery to customers of promotional material supplied by the Council. In addition, the Site Operator shall be prepared to participate in public information meetings and awareness initiatives throughout the Contract period. The Site Operator will be required to provide information suitable for use on the Council's website.

6.1.4 The Site Operator shall make staff and the sites available to support any of the Council's seasonal or occasional campaigns to encourage public participation in recycling, appropriate household hazardous waste disposal, Bicycle re-use scheme and community paint reuse and specific collection events, such as but not limited to mattress collections, bulky goods collections, and Christmas tree recycling.

6.1.5 Site operator shall have flexibility to meet changing demands and customer needs as a key priority and shall affirm willingness, throughout the life of the contract, to vary their service provision according to Donegal County Council's and their customer's needs. Changes may either be variations to the original provision(s) agreed or by performing additional services.

6.1.6 The Site Operator shall deal with any complaints from the public in a prompt and courteous manner and report same to the Council in the monthly report.

6.1.7 The operatives at each facility shall assist any member of the public who is elderly, infirm, disabled or who requires assistance whilst using the facilities. Facility operatives shall provide reasonable assistance to any member of the public who requires support when using the facilities, including older persons, persons with disabilities and individuals with mobility, sensory or other access needs

6.1.8 The Site Operator shall ensure that a suitable database of customers is established, and these records are made available to Donegal County Council on request. This system should allow for customers to be issued with a receipt and request a copy of all their transactions at the recycling centre. Format of database shall be GDPR compliant and agreed with Donegal County Council.

6.1.9 The Site Operator shall ensure that all members of the public are dealt with in a polite and courteous manner and can reserve the right to refuse admission of entry.

7.0 Management of Staff

7.1.1 The successful tenderer must ensure that the Service Provider's personnel are suitably qualified, trained and experienced and are competent to carry out their tasks. The successful tenderer must ensure that personnel carry out their tasks in compliance with their obligations under this contract. The successful tenderer is liable for the acts and omissions of their personnel as if they were acts or omissions of the successful tenderer.

7.1.2 All Recycling Centres shall be under the control of a suitably qualified Person, known as the Facility Manager.

7.1.3 The Facility Manager shall be competent in Waste Management. Qualifications such as the Waste Management Training Programme or equivalent would be desirable but not essential.

7.1.4 The name, address and telephone number of the Facility Manager and his deputy shall be supplied to the Environment Section of Donegal County Council for written approval one week prior to allowing them on site.

7.1.5 The Council shall be informed of changes in key staff including the name and address of suitably qualified personnel, within seven days of such changes.

7.1.6 The successful tenderer will be required to obtain the Certificates of Registration from Donegal County Council for each site in the Service Providers own name. The activities at the Recycling Centres shall be in full compliance with the Conditions of Certificate of Registration. The Site Operator shall comply with all necessary instructions in relation to the registration.

7.1.7 The Facility Manager shall be responsible for:

(a) Ensuring that only waste of the type allowed is accepted at the facility;
(b) Recording information required under the conditions of this Contract;
(c) Enforcing the 'no smoking' ban in relation to all centres;
(d) Enforcing the 'no scavenging' policy in relation to all centres;
(e) Ensuring all recyclable waste streams are recycled;
(f) Ensuring a high level of customer service is provided and informing the Council of any complaints received,
(g) Facilitate any of the Council's public awareness campaigns in relation to the facility/facilities;
(h) Ensuring the facilities are well maintained and operated.
(i) Provide ongoing training to employees, in the areas of waste management and safety.
(j) Collection of entrance fees from customers.

(k) Making all claims to Repak.
(l) Making all relevant Annual Environmental Returns.

7.1.8 The Site Operator shall maintain a record, in a format approved by the Council, of all complaints relating to the operation of the facilities. Each such record should give the following details:

(a) Time and date of the complaint;

(b) The name and phone number of the complainant;

(c) Details of the nature of the complaint;

(d) Actions taken in relation to the complaint and the results of such actions;

(e) The response made to each complainant.

7.1.9 The Site Operator shall notify the Council immediately of:

(a) Any summons on, or conviction of, the Site Operator relating to environmental legislation;

(b) Any summons on, or conviction of, any of the Site Operators personnel relating to environmental legislation.

8.0 Operational Staffing

8.1 Each Operational Staff Member shall have the following competencies:

(a) Competency in Health and Safety and in particular manual handling and waste management;

(b) Competency in ensuring safety on site, including first aid and firefighting;

(c) Good standard of education;

(d) Good standard of English (written and oral);

(e) Good standard of Irish (written and oral) would be favourable for operational staff members working at Dungloe Recycling Centre.

(f) Ability to deal with the public in a helpful and courteous manner.

9.0 Environmental Management

9.1 The Site Operator shall ensure the control of airborne dust during periods of dry weather. The level of total dust deposition at the boundary of the facility shall not exceed 0.35g/m^2/day.

9.1.2 Activities on the site shall not cause noise levels, measured as LAeq(10mins), at the nearest noise sensitive location, to exceed the greater of 55dBA (daytime) or 3dBA above the daytime LAeq(10min) levels that exist when the site is not operating. There shall be no audible tonal or impulsive component in the noise emissions from the site.

9.1.3 The Site Operator shall ensure that operations at all Recycling Centres are carried out in such a manner so as not to cause an odour nuisance at adjoining sensitive locations.

9.1.4 All litter within the site and its surrounding areas shall be removed and disposed of in an appropriate manner daily.

9.1.5 The site environs, including public access roads, should be kept free from any debris caused by vehicles entering or leaving the facility. Any such debris shall be removed without delay.

9.1.6 The Site Operator shall maintain a record, in format approved by the Council, of any of the following incidents:

(a) Any emission that does not comply with the requirements of this Contract;

(b) Any fire, accidents/near misses, breach of security or emergency on site;

(c) All steps taken to control or minimise the emissions and/or emergency.

9.1.7 The Site Operator shall notify the Council, both by telephone and in writing, within 7 days after the occurrence of any incident as outlined above. Notification of the incident shall include the relevant written record of the incident.

9.1.8 The Site Operator will be responsible for ensuring the site is free of ice and snow during periods of cold weather.

9.1.9 Pest control at the facility shall be the responsibility of the Site Operator.

9.1.10 All sites shall be ‘no smoking’ environments.

10.0 Record Keeping and Reporting to Donegal County Council

10.1 The Site Operator shall maintain, in a format required by the Council, an electronic record of all wastes accepted and removed from the site. The record shall contain the following information:

(a) The name of the company which collected the waste;

(b) The vehicle registration number and vehicle type;

(c) The facility where the waste is to be recycled;

(d) A description of the waste including List of Waste (LoW)Code;

(e) The quantity of waste in tonnes;

(f) The name of the person who received the waste;

(g) Where loads are removed or rejected, details of the date of occurrence, the types of waste and the facility to which they were removed and by whom.

10.1.2 The Site Operator shall submit to the Council, on a quarterly basis, copies of all waste receipts and weighbridge dockets in respect of each waste stream collected from the site in the format specified by the Council.

10.1.3 On a monthly basis, the Site Operator shall submit to the Council all details of:

(a) The number of customers using each centre;

(b) The number of home compost bins and rainwater collectors sold where applicable.

10.1.4 The Site Operator shall allow a Council Official, and other individuals as requested, access to the sites as required. The same right of entry shall be provided for the Council to any premises used by staff of the successful Site Operator in connection with the performance of services:

(a) to carrying out statutory environmental inspections and any other statutory requirements;
(b) to inspect the operation and undertaking of the Site Operator or the Site Operator's staff but only to the extent necessary to monitor compliance by the Site Operator or the Site Operator's staff with its obligations under this Contract and any related contract;
(c) to inspect the records;
(d) to carry out any other audits or inspections as required.

11.0 Tables of Data:

Table 1: List of materials currently accepted and scale of charges.

Current materials accepted at each Recycling Centre and scale of charges	
Materials accepted Free of Charge:	
Mixed Glass bottles and jars	
Food Tins & Drink Cans	
Aerosols	
Mixed Textiles and Clothes	
Fluorescent Tubes?	
Household Batteries	
Lightbulbs	
Car Batteries	
Small appliances	
Large appliances	
TV and monitors	
Mobile Phones	
Scrap Metal	
Sewing Machines	
Recycling Charges:	
Paper	€1 Standard Bin Bag of sorted dry recyclables €4 Standard car €8 Large Car €8 - €15 trailer or van Depending on load size
Cardboard	
Cartons (Tetrapak)	
Rigid Plastic (Bottles, pots, tubs, trays)	
Cooking Oil	€1 – 1.5 litres €3 – 6-10 litres €6 – 11-20 litres
Engine Oil	
Food Waste (presented in a compostable bag or wrapped in newspaper.	€1 for 0 - 2kgs €2 for 3 - 5kgs €4 for 6 - 10kgs
Tyres	€4 per car tyre €0.55 per kg if on wheel €0.55 per kg for tractor & lorry tyres
Paint	€1 per 5 ltr/can
Polystyrene	€2 per bag
Polystyrene (clean white only)	€2 per bag
Garden Waste	€2 per bin bag
Gas Bottles	€2 per cylinder

Commercial appliances	€0.50 per kg
Furniture	€0.55 per kg
Bulky Waste	
Mattresses	Single €15, Double €25, King €30
Carpet	€0.55 per kg
Sofa	
Wood	€0.40 per kg
Non-recyclable waste	€0.55 per kg

Table 2 Proposed opening times

Day	Letterkenny	Laghey	Dungloe	Milford	Carndonagh	Stranorlar
Monday					8.30am – 4.30pm	
Tuesday	8.30am – 5pm		8.30am – 5pm			8.30am – 5pm
Wednesday	8.30am – 5pm		8.30am – 5pm	8.30am – 5pm	8.30am – 4.30pm	
Thursday	8.30am – 5pm	10.30am – 5pm	8.30am – 5pm			8.30am – 5pm
Friday	8.30am – 5pm	8.30am – 5pm	8.30am – 5pm	8.30am – 5pm		
Saturday	8.30am – 2.30pm	8.30am – 2.30pm	8.30am – 2.30pm	8.30am – 2.30pm	8.30am – 4.30pm	8.30am – 2.30pm
Staffing Level	Min 2 staff per site	Min 2 staff per site	Min 2 staff per site	Min 2 staff per site	Min 2 staff per site	Min 2 staff per site

Table 3 Mandatory Waste Streams to be Accepted at each Recycling Centre

Waste Stream	List of Waste Code
Oil Filters	16 01 07*
Newspapers and Magazines	20 01 01
Cardboard	20 01 01
Mixed Paper	20 01 01
Glass, Green	20 01 02
Glass, Brown	20 01 02
Glass, Clear	20 01 02
Textiles	20 01 11
Fluorescent Tubes and Lamps	20 01 21*
White Goods, Fridges/Freezers	20 01 23*
Oil, Cooking	20 01 25
Oil, Vehicle	13 02 04*,130205*, 130206*, 130207*, 13 02 08*
Solid Batteries (including primary and fence batteries)	20 01 33*
Lead Acid Batteries	20 01 33*
WEEE Hazardous	20 01 35*
WEEE Non Hazardous	20 01 36
Plastic	20 01 39
Scrap Metal	20 01 40
Steel Food Cans	20 01 40
Tetra Pak	20 01 01
Phone Books, Catalogues	20 01 01
CD's/DVD's/Books	Re-Use
Bulky Goods for disposal/reuse / recycling	20 03 07
Hand Tools	20 01 35* & 20 01 36
Gas Bottles	16 01 16*
Polystyrene	15 01 02
Tyres	16 01 03
Aluminium Cans	20 01 40
Residual Household waste	20 03 01
Biodegradable Kitchen and Garden Waste	20 01 08 & 20 02 01
Paint Hazardous	20 01 27*
Paint non-hazardous	20 01 28

Hazardous waste as defined in the Waste Classification List of Waste and Determining if Waste is Hazardous or Non-Hazardous (EPA document July 2018)

Table 4 2025 – 2019 Tonnage of material collected at all sites

	2025	2024	2023	2022	2021	2020	2019
Paper	87.52	107.58	84.86	81.8	102.99	97.5	117.38
Plastic	54.92	54.12	71.26	53.6	69.14	65.88	44.7
Soft plastic	19.93	15.89	14.30	5.38			
Metal	173.59	156.34	140.2	102.2	149.04	136.22	84.4
Textiles	39.3	30.82	26.72	21.64	21.24	26.02	18.63
Grass	45.01	45.13	40.88	35.27	20.08	25.17	17.20
Tetrapak	7.52	3.46	6.72	7.82	7.52	7.02	7.82
Polystyrene	1.7	2.07	2.57	1.66	3.40	2.7	2.24
Cardboard	180.44	153.3	154.77	123.44	155.62	106.9	96.28
Waste Cooking Oil	0	3.16	2.9	3	0	5.43	3.4
Waste Engine Oil	5.6	1.7	4.8	6.8	0	0	2
Lead Acid Batteries	7.69	6.28	8.72	5.37	5.63	7.56	4.01
Timber	68.92	42.18	41.61	24.52	34.60	29.56	28.56
Mixed Residual Waste	389.04	360.57	336.94	314.13	312.52	277.7	236.75
Bulky Waste, furniture, mattresses	284.46	253.04	213.12	187.26	192.18	191.9	86.69
Tyres	0.62	2.66	2.28	1.84	0.98	2.3	0
Food Waste	5.07	1.7	1.3992	0.4996	0	0.06	0
Paint	28.08	39.65	34.53	38.18			
Lamps	0.89	2.51					
Total:	**1400.30**	**1282.16**	**1188.60**	**1014.41**	**1074.94**	**981.92**	**750.06**

Table 5 Customer Numbers including WEEE Customer numbers

	2025	2024	2023	2022	2021
Carndonagh	12,504	13,406	11,612	10,541	13,347
Dungloe	23,568	23,606	20,935	18,341	17,946
Laghey	4,563	5,339	5,447	5,432	5,880
Letterkenny	16,021	16,757	15,194	14,378	12,991
Milford	12,212	12,565	11,500	11,241	13,935
Stranorlar	6,962	7,229	6,727	6,769	7,113
Totals	**75830**	**78902**	**71415**	**66702**	**71212**

These figures are supplied for information purposes only and the accuracy of the data provided cannot be guaranteed by the Council. The Council offers no guarantees of future tonnages/quantities of waste streams collected at each of the Recycling Centres.

Table 6 Additional Waste Streams

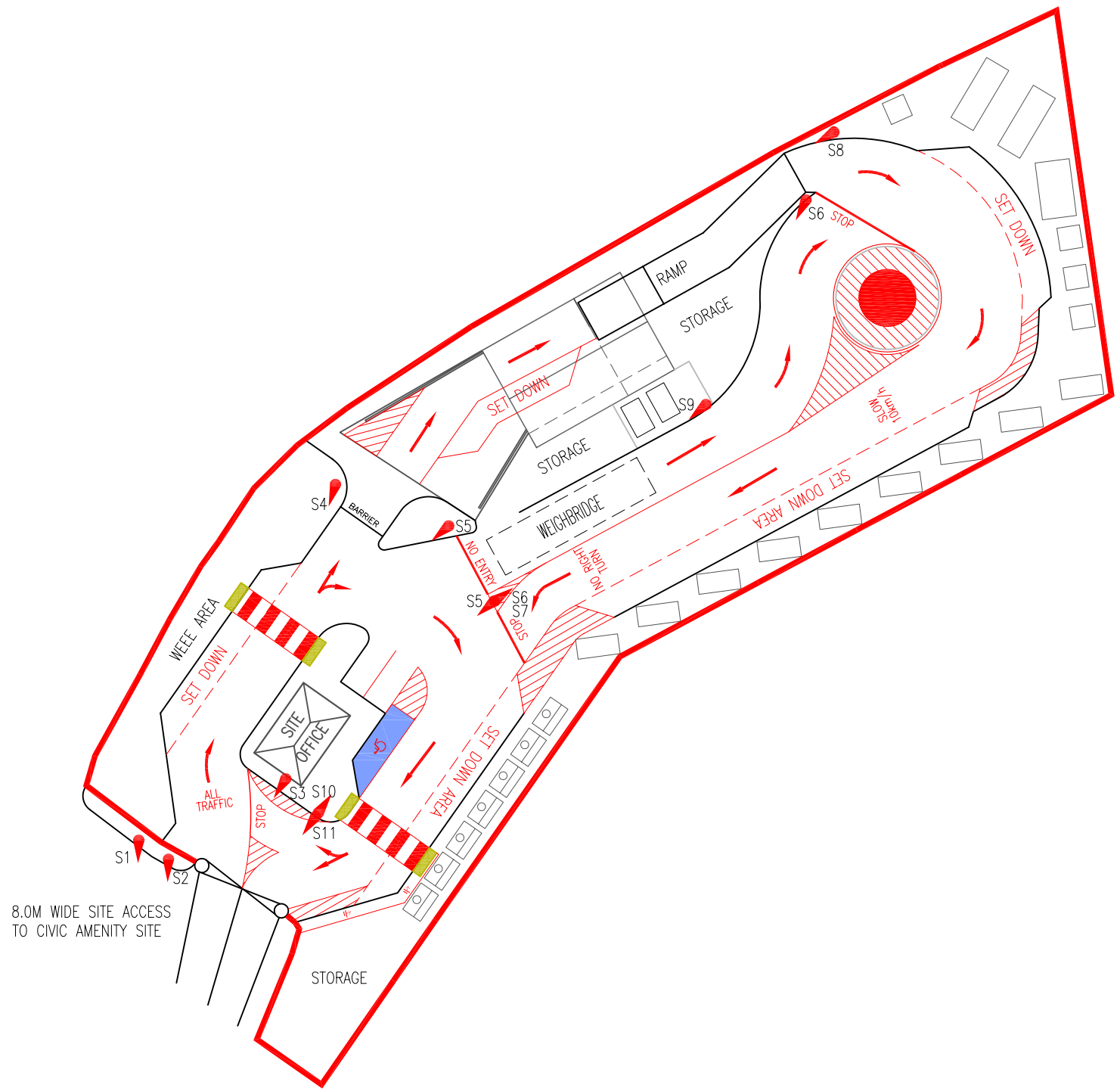
Examples of Additional Waste Streams

Waste Stream	LOW Code
Cleaning Agents	20 01 29* detergents containing hazardous substances 20 01 30 detergents other than those mentioned in 20 01 29
Anti-Freeze	16 01 14* antifreeze fluids containing hazardous substances 16 01 15 antifreeze fluids other than those mentioned in 16 01 14
Obsolete Medicines	Wastes from natal care, diagnosis, treatment or prevention of disease in humans 18 01 08* cytotoxic and cytostatic medicines 18 01 09 medicines other than those mentioned in 18 01 08 Wastes from research, diagnosis, treatment or prevention of disease involving animals 18 02 07* cytotoxic and cytostatic medicines 18 02 08 medicines other than those mentioned in 18 02 07 Municipal, separately collected fractions 20 01 31* cytotoxic and cytostatic medicines 20 01 32 medicines other than those mentioned in 20 01 31
Herbicides	**02 01 wastes from agriculture, horticulture, aquaculture, forestry, hunting and fishing** 02 01 08* agrochemical waste containing hazardous substances 02 01 09 agrochemical waste other than those mentioned in 02 01 08 **16 03 off-specification batches and unused products** 16 03 03* inorganic waste containing hazardous substances 16 03 04 inorganic wastes other than those mentioned in 16 03 03

	16 03 05* organic wastes containing hazardous substances 16 03 06 organic wastes other than those mentioned in 16 03 05 **20 Municpal Separately collected** 20 01 14* acids 20 01 15* alkalines
Aerosols	**14 WASTE ORGANIC SOLVENTS, REFRIGERANTS AND PROPELLANTS (except 07 and 08)** **14 06 waste organic solvents, refrigerants and foam/aerosol propellants** 14 06 01* chlorofluorocarbons, HCFC, HFC 14 06 02* other halogenated solvents and solvent mixtures 14 06 03* other solvents and solvent mixtures Or in chapter 07 or 08
Pesticides	20 01 19
Sharps	**18 01** **wastes from natal care, diagnosis, treatment or prevention of disease in humans** 18 01 01 sharps (except 18 01 03) **18 02** **wastes from research, diagnosis, treatment or prevention of disease involving animals** 18 02 01 sharps (except 18 02 02)
Obsolete Veterinary medicines arising from farming customers	18 02 07* cytotoxic and cytostatic medicines 18 02 08 medicines other than those mentioned in 18 02 07
Inert Construction Waste	17 01 01 concrete 17 01 02 bricks 17 01 03 tiles and ceramics 17 01 06* mixtures of, or separate fractions of concrete, bricks, tiles and ceramics containing hazardous substances 17 01 07 mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06
Flat Glass	20 01 02

Table 7. Donegal County Council's Recycling Centres Inventory

Items at each Recycling Centre	Owners
Pallet Truck	Donegal County Council
Bunded Store for recycling oils	Donegal County Council
Salt bins	Donegal County Council
Recycling Bottle, Clothing & Can Banks	Donegal County Council
WEE Store 3 doors	Donegal County Council
Lighting in the yard (All 14 Sol high energy bulbs)	Donegal County Council
Stop and go barrier on entrance.	Donegal County Council
Perimeter fence & Gates	Donegal County Council
Hedging and trees	Donegal County Council
Fire Alarms	Donegal County Council
Entrance to site	Donegal County Council
Weigh bridge	Donegal County Council
Site office	Donegal County Council
Road markings	Donegal County Council
Power points	Donegal County Council



NOTES

1. Verifying Dimensions.
   The contractor shall verify dimensions against such other drawings or site conditions as pertain to this part of the work.

2. Existing Services.
   Any information concerning the location of existing services indicated on this drawing is intended for general guidance only. It shall be the responsibility of the contractor to determine and verify the exact horizontal and vertical alignment of all cables, pipes, etc. (both underground and overhead) before work commences.

3. Issue of Drawings.
   Hard copies, dwf and pdf will form a controlled issue of the drawing. All other formats (dwg, dxf etc.) are deemed to be an uncontrolled issue and any work carried out based on these files is at the recipients own risk. RPS will not accept any responsibility for any errors arising from the use of these files, either by human error by the recipient, listing of un-dimensioned measurements, compatibility issues with the recipient's software, and any errors arising when these files are used to aid the recipients drawing production, or setting out on site.

4. For Details of Signage Refer to Drawings IBL0273-317 and IBL0273-318

rev	amendments	drawn date	checked date

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DONEGAL COUNTY COUNCIL

Project
CARNDONAGH CIVIC AMENITY SITE

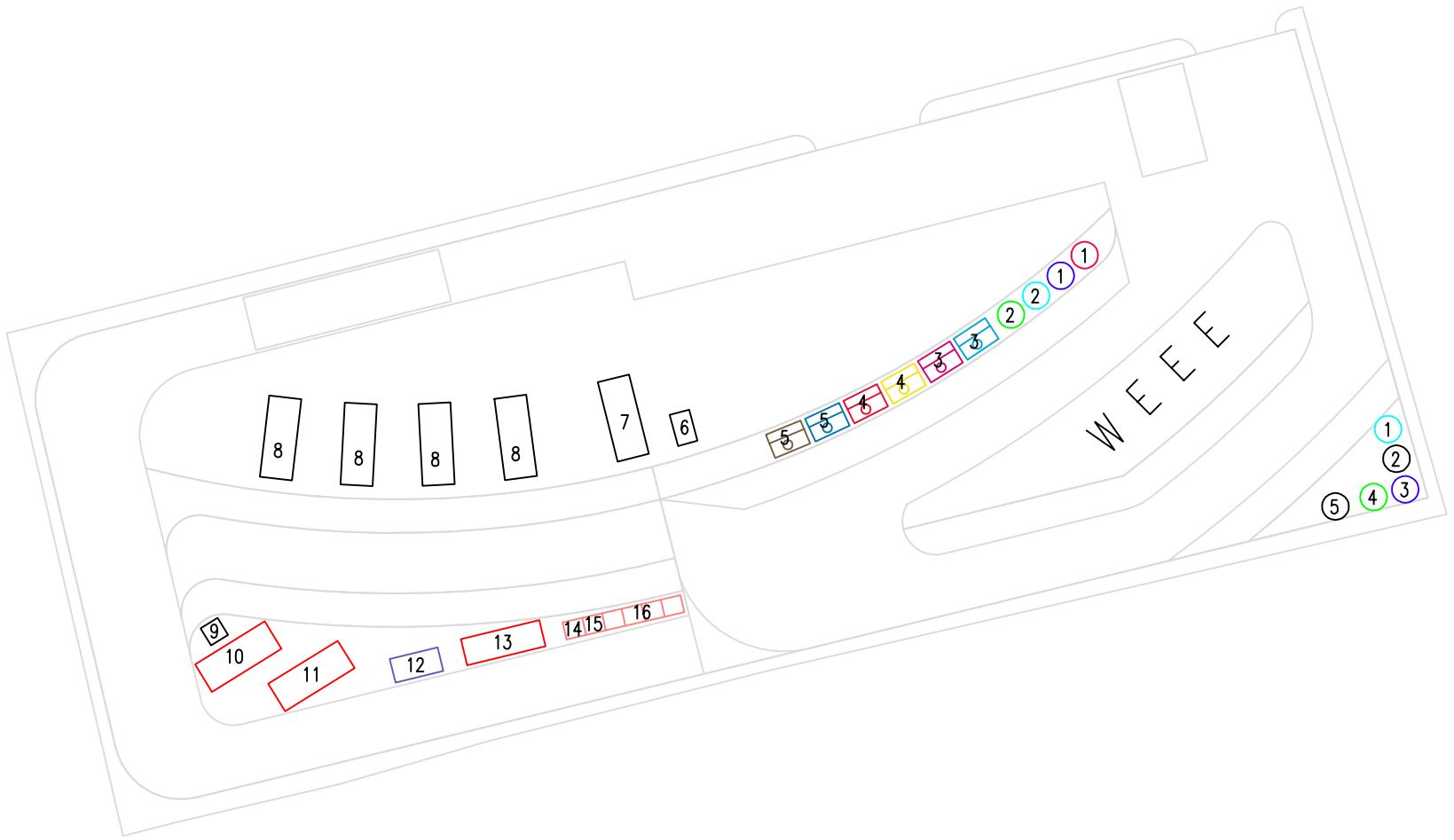
Title
Proposed Traffic Management

Architect

Drawing Status	Sheet Size	Drawing Scale
DRAFT	A3	1:500

Drawing Number	Rev
IBL0273-316	-

Drawn By / Date		Checked By / Date		Approved By / Date	
JD	Feb 09	NR	Feb 09	DD	Feb 09



10m SCALE 1:500

NOTES

1. KEYS

1	CLEAR GLASS
2	GREEN GLASS
3	BROWN GLASS
4	FOOD + DRINK CANS
5	TEXTILES
6	CARDBOARD BAILER
7	CARDBOARD
8	LARGE SKIPS
9	GAS CYLINDERS
10	PLASTIC
11	PAPER
12	TETRA PACK
13	OLD BUND SHED
14	MOBILE PHONES
15	HAND TOOLS
16	BATTERIES, BULBS

Rev	Amendments	Drawn Date	Checked Date

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DONEGAL COUNTY COUNCIL

Project
DUNGLOE CIVIC AMENITY SITE

Title
PROPOSED SKIP LAYOUT

Architect

Drawing Status	Sheet Size	Drawing Scale
PRELIM	A3	1:500

Drawing Number	Rev
IBL0208/319	0

Drawn By / Date		Checked By / Date		Approved By / Date	
AMB	MAR '08	NR	MAR '08	DD	MAR '08



NOTES

1. VERIFYING DIMENSIONS. THE CONTRACTOR SHALL VERIFY DIMENSIONS AGAINST SUCH OTHER DRAWINGS OR SITE CONDITIONS AS PERTAIN TO THIS PART OF THE WORK.

REV	DESCRIPTION	BY DATE	CHECK DATE

DRAWN BY AMB DATE JANUARY 05	CHECK BY DD DATE JAN 05	APPROVED DD DATE JAN 05
PLOT SCALE 1:500	SCHEDULES	SHEET SIZE A3

CLIENT

DONEGAL COUNTY COUNCIL

PROJECT

LAGHEY
CIVIC AMENITY SITE

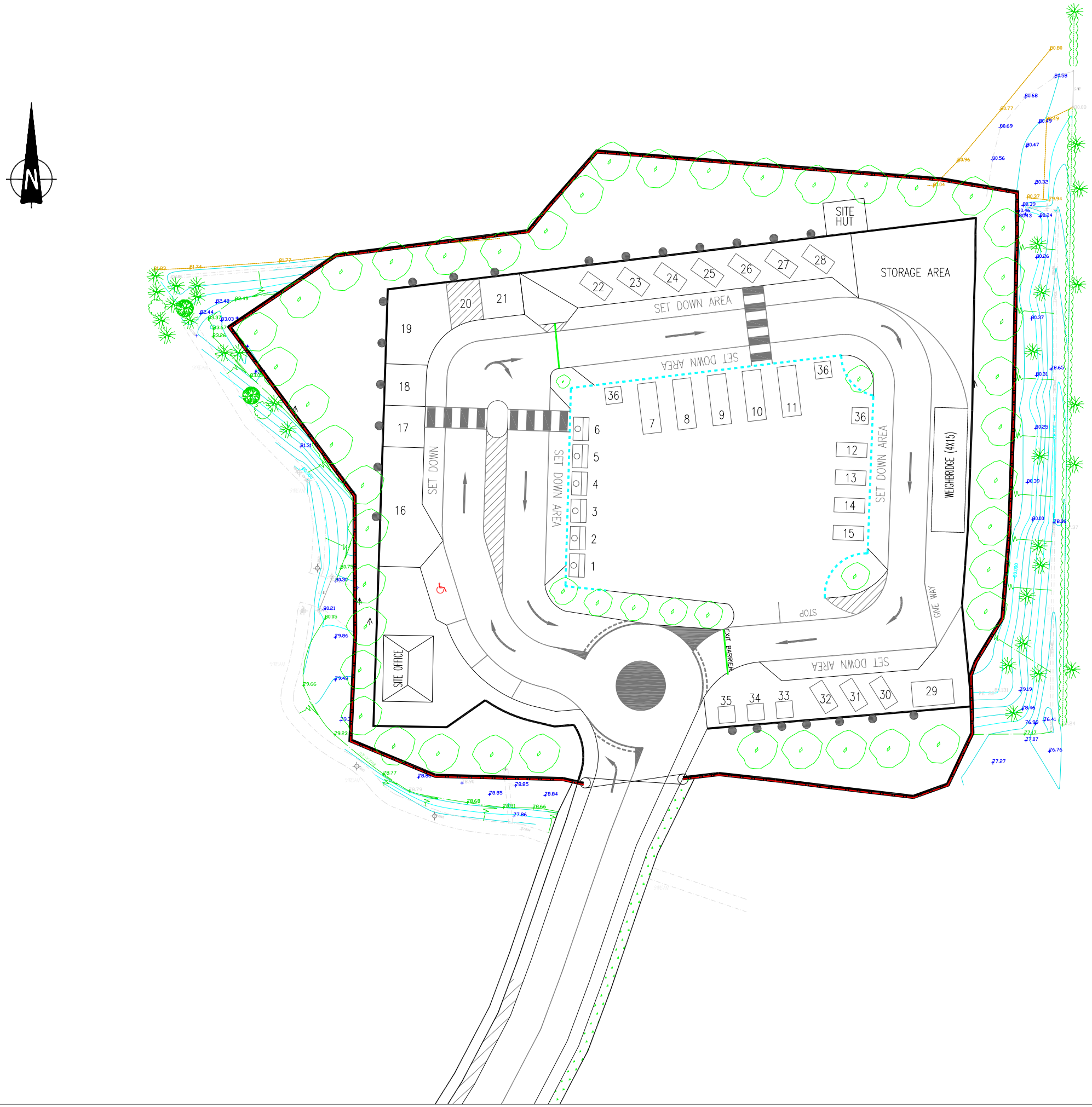
TITLE

PROPOSED SITE LAYOUT

RPS Kirk McClure Morton
CONSULTING ENGINEERS
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THE ENTERPRISE FUND BUSINESS CENTRE BALLYRAINE LETTERKENNY CO.DONEGAL

ARCHITECT	ARCHITECT
DRAWING No.	5234.72/101
REVISION	

DWG. STATUS	
PRELIM.	●
TENDER	
CONST.	
RECORD	



NOTES

KEY

1 Textiles
2 Drinks Cans
3 Food Cans
4 Clear Glass
5 Brown Glass
6 Green Glass
7 Paper
8 Cardboard
9 Plastic
10 Tetrapak
11 Spare Capacity
12 Scrap Metal
13 Spare Capacity
14 Spare Capacity
15 Spare Capacity
16 LargeWhite Goods
17 Fridges
18 VDUs
19 Small Appliances
20 Storage
21 Fluorescent Lightbulbs/ Household Batteries
22 Handtools
23 Mobile Phones
24 Print Cartridges
25 Spare Capacity
26 Spare Capacity
27 Spare Capacity
28 Spare Capacity
29 Engine Oil/ Vegetable Oil Bunded Tank
30 Car Batteries
31 Household Batteries
32 Books
33 CDs/Cassettes
34 Videos
35 Gas Bottles
36 Balers

rev	amendments	drawn date	checked date

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Donegal County Council

Project
Letterkenny Civic Amenity Site

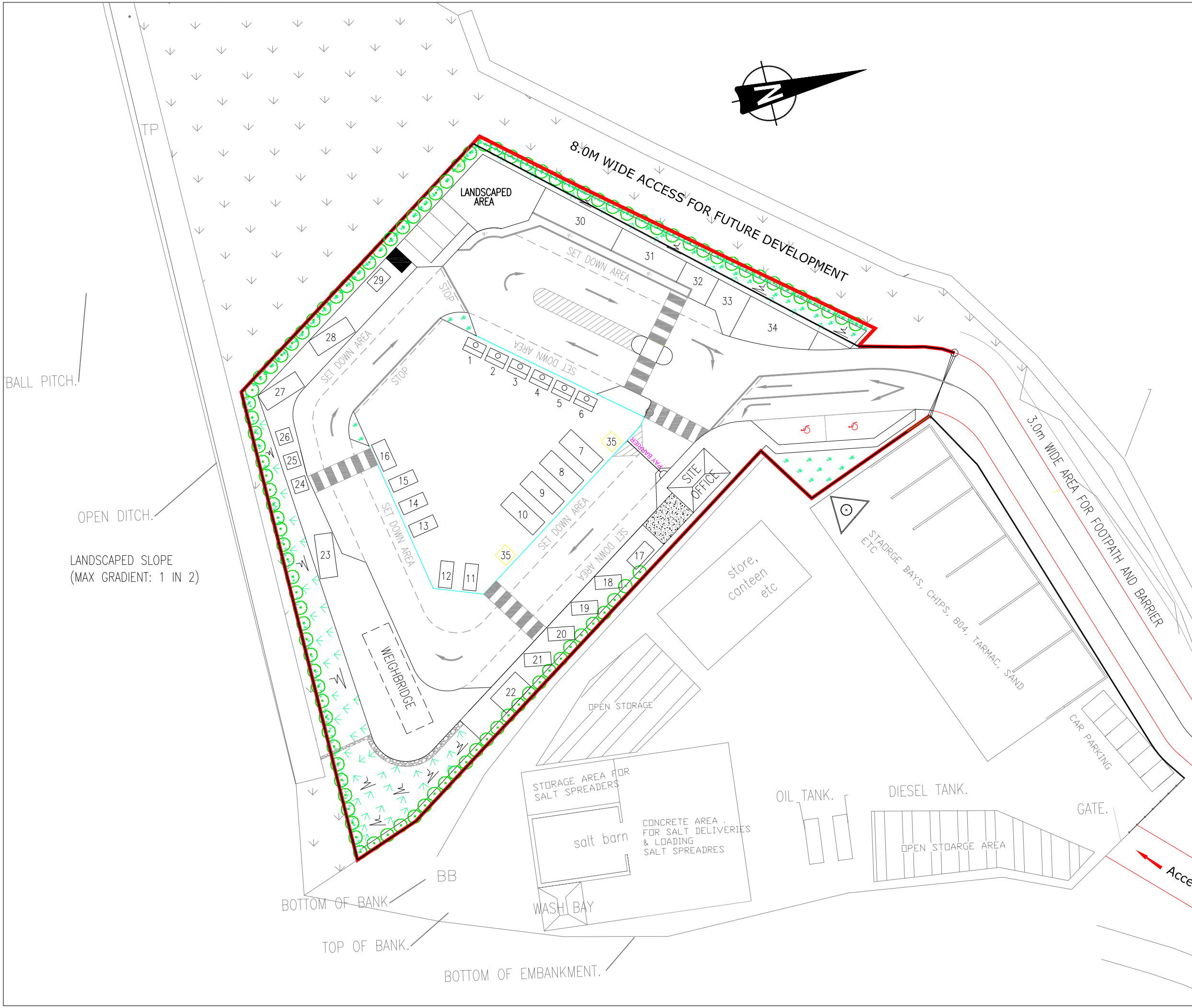
Title
Proposed Skip Layout

Architect

Drawing Status	Sheet Size	Drawing Scale
Preliminary	A3	1:500

Drawing Number	Rev
IBL0202/324	-

Drawn By	Date	Checked By	Date	Approved By	Date
JD	Sept 08	NR	Sept 08	-	-



NOTES

KEY

1 Textiles
2 Drinks Cans
3 Food Cans
4 Clear Glass
5 Brown Glass
6 Green Glass
7 Paper (Spare)
8 Cardboard (Spare)
9 Plastic (Spare)
10 Tetrapak
11 Spare Capacity
12 Spare Capacity
13 Scrap Metal
14 Household Batteries
15 Car Batteries
16 Tetrapak
17 Fluorescent Bulbs
18 Mobile Phones
19 Print Cartridges
20 Hand Tools
21 Sewing Machines
22 Engine Oil, Vegetable Oil Bunded Tank
23 Plastics
24 Videos
25 Cassettes/CD's
26 Gas Bottles
27 Paper
28 Cardboard
29 Books
30 Large White Goods
31 Fridges
32 VDUs
33 Small Appliances
34 Spare WEEE Capacity (Batteries)
35 Balers

rev	amendments	drawn date	checked date

RPS

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Client

DONEGAL COUNTY COUNCIL

Project

MILFORD CIVIC AMENITY SITE

Title

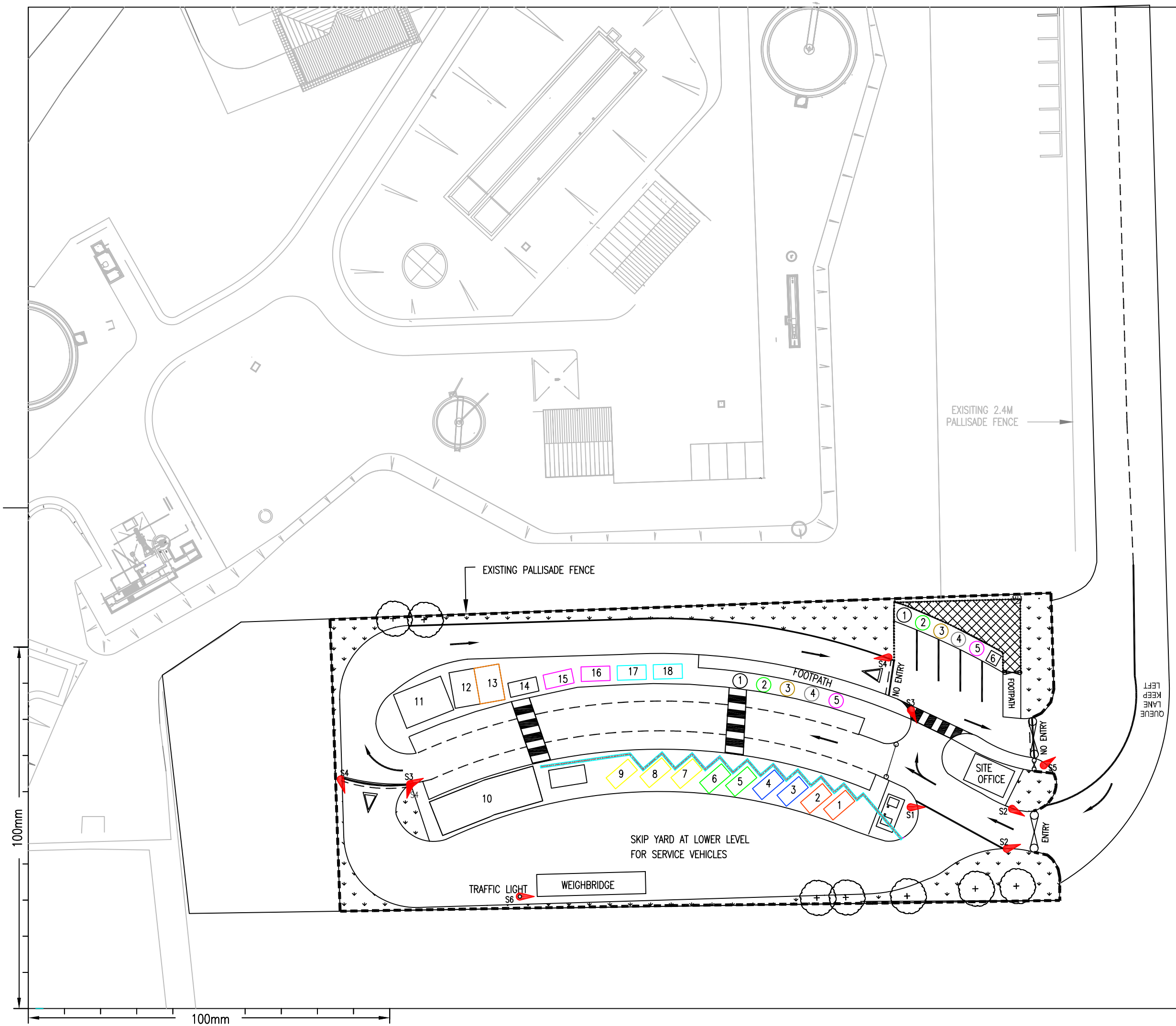
PROPOSED SKIP LAYOUT

Architect

Drawing Status	Sheet Size	Drawing Scale
FINAL	A3	1:500

Drawing Number	Rev
IBL0196-328	-

Drawn By / Date		Checked By / Date		Approved By / Date	
JD	APR 08	NR	APR 08	DD	APR 08



NOTES

1	BULKY GOODS	(1)	CLEAR GLASS
2	BULKY GOODS	(2)	GREEN GLASS
3	SCRAP METAL	(3)	BROWN GLASS
4	SCRAP METAL	(4)	TINS AND CANS
5	GREEN WASTE	(5)	TEXTILES
6	GREEN WASTE	6	SMALL W.E.E.E
7	BALE STORAGE		
8	BALER		
9	CARDBOARD		
10	W.E.E.E		
11	OIL TANK AND BUND		
12	BATTERIES AND BULBS		
13	GAS CYLINDARS & KEGS		
14	TETRA PAK		
15	PLASTIC		
16	PLASTIC		
17	PAPER		
18	PAPER		

REV	DESCRIPTION	BY DATE	CHECK DATE

DRAWN BY D.H. DATE NOV 2005	CHECK BY N.R. DATE NOV 2005	APPROVED D.D. DATE NOV 2005
PLOT SCALE 1:500	SCHEDULES	SHEET SIZE A3

CLIENT
DONEGAL COUNTY COUNCIL

PROJECT
STRANORLAR
CIVIC AMENITY SITE

TITLE
SKIP LAYOUT

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DRAWING No.	IBL523471/118
REVISION	

DWG. STATUS	
PRELIM.	
TENDER	
CONST.	●
RECORD	