FIRE PREVENTION PLAN

Mucklow Hill, Halesowen, B62 8DL

Halesowen Skip Hire Ltd

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Oaktree Environmental

Waste, Planning & Environmental Consultants

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THIS DOCUMENT IS DUE FOR REVIEW IN OCTOBER 2027 OR AS A RESULT OF ANY INCIDENTS WHICH MAY LEAD TO THE REQUIREMENT FOR IMMEDIATE REVIEW, WHICHEVER IS THE SOONER.

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Site Information & Key Contacts List

Site Address:	Mucklow Hill, Halesowen, B62 8DL		
Site Operator:	Halesowen Skip Hire Ltd	National Grid Ref:	SO 97464 84047

Contact	Description	Office Hours	Out of Hours
Jason Welch & Mark Welch	Directors	07918 632378	07918 632378
Rowley Regis Hospital Moor Lane, Rowley Regis, B65 8DA	Local NHS Hospital (Main)	0121 507 6300	999
	Accident & Emergency (A&E)	999	999
St. Margaret's Well Surgery 2 Quarry Lane, Halesowen, B63 4WD	Local Doctor Surgery (GP)	0121 550 4917	999 or 112
West Midlands Police Halesowen Police Station, Pool Road, Halesowen, B63 3AB	Local Police Non-Emergency	101	999 or 112
	Police Emergency	999 or 112	999 or 112
West Midlands Fire Service Haden Cross Fire Station, Halesowen Road, Cradley Heath, B64 7JU	Fire and Rescue Service (in Emergency Dial 999)	0121 380 7543	999 or 112
Environment Agency	Environmental Regulator	03708 506506	0800 80 70 60
Dudley Metropolitan Borough Council Harbour Buildings, Waterfront Way, Brierley Hill, DY5 1LN	Local Council General Enquiries	01384 815092	999 or 112
	Environmental Health Department	0300 555 2345	999 or 112
South Staffordshire Water	Mains water supplier	03456 070 456	0800 389 1011
Oaktree Environmental Ltd Lime House, 2 Road Two, Winsford, Cheshire CW7 3QZ	Secondary specialist waste and permitting compliance advisors	01606 558833	N/A

KEY RECEPTOR CONTACT LIST

CONTACT	DESCRIPTION	NUMBER
Mucklow Hill Interiors – Mucklow Hill, Halesowen, B62 8DL	Bathroom supply shop	0121 585 5588
Mantech UK Ltd – Heywood Wharf, Mucklow Hill, Halesowen, B62 8DJ	Machining manufacturer	0121 541 1444
DXF Manufacturing Limited – Bay 2 Heywood Wharf, Mucklow Hill, Halesowen, B62 8DJ	Metal fabricator	07847 220173
Unicon – Enfield Works, Mucklow Hill, Halesowen, B62 8DL	Manufacturer	0121 585 6144
The Leasowes Wardens Office – 3 Leasowes Lane, Halesowen, B62 8DH	Park and gardens	01384 814 642
M T Scaffolding – Haywood Forge, Unit 4 / The Yard, Haywood Forge, Prospect Road, Halesowen, B62 8DZ	Scaffolding service	07979 613848
U E I Group – Flacon House, Mucklow Hill, Halesowen, B62 8DT	Engraver	0121 550 1076

N.B. – list will be reviewed every 6 months or sooner if required

1 Introduction

1.1 General

1.1.1 Oaktree Environmental Ltd have been instructed by Halesowen Skip Hire Ltd (the operator) to prepare this Fire Prevention Plan (FPP).

1.1.2 The FPP assesses the fire risk associated with the storage and treatment of combustible waste at Mucklow Hill, Halesowen, B62 8DL. The site will be operated as a household, commercial & industrial (HCI) waste transfer station with treatment facility.

1.1.3 The permit boundary is illustrated in green on Drawing No. 3490-MUC-02 Permit Boundary Plan. All references to 'the site' in this FPP refer to the associated operations, infrastructure, plant, and equipment within this boundary.

1.1.4 All site staff and contractors must be aware and understand the contents of this FPP and what they must do during a fire. A copy of this FPP will be kept on site at all times and be made available to all members of staff.

1.1.5 In the event of a fire, the Fire & Rescue Service (FRS) and Environment Agency (EA) would be able to view this FPP to ensure the actions set out are implemented to meet the objectives shown in Section 1.2.2.

1.1.6 Contact details for neighbouring business and receptors within the immediate vicinity of the site are kept on site. In the event of a fire these receptors would be contacted to alert them of the fire.

1.1.7 In addition to this FPP the site is managed and operated in accordance with a fully comprehensive Environmental Management System (EMS).

1.2 Fire Prevention Plan Objectives

1.2.1 This FPP has been prepared in accordance with the Environment Agency guidance on Fire Prevention Plans: Environmental Permits (updated 11th January 2021). The FPP guidance requires that the FPP accounts for the fire risk from potentially combustible waste types stored on site.

1.2.2 This FPP has been designed to meet the following objectives:

a) To minimise the likelihood of a fire happening.
b) To aim for a fire to be extinguished within 4 hours.
c) To minimise the spread of a fire within the site and to surrounding neighbouring sites; and,
d) To minimise impact of fire on people, environment, and businesses.

1.2.3 All staff working on site must understand the content of this FPP to know what to do:

a) To prevent a fire occurring.
b) During a fire if one breaks out.

1.3 Reviewing and Monitoring this FPP

1.3.1 This FPP is considered a 'live' document which will be reviewed on a biannual basis (once every two years), if there are changes to FPP guidance and or if any of the following occur:

a) A fire incident.
b) Additional combustible waste types are accepted on to site.
c) An increase in the annual throughput of combustible waste accepted.
d) An increase in the amount of combustible waste stored.
e) The construction of new infrastructure e.g. buildings.
f) The installation of new plant / equipment.

1.3.2 Reference should be made to Sections 7.2 and 7.3 which details procedures for staff training in the event of any changes in relations to the FPP.

1.3.3 Reference should be made to Table 1.1 which details the methods and procedures to maintain compliance with the FPP guidance.

Table 1.1 - Staff Training

STAFF TRAINING	
Item	Method
Ensure your FPP is available and that all staff know where it is kept.	The FPP will be kept within the off-site main office
Ensure staff receive training to enable them to competently carry out the procedures and measures contained within your FPP	• Staff will be suitably trained in how to raise a fire alarm and how to use the monitoring and extinguishing equipment. Managers will also ensure formal fire extinguisher training has been provided for anyone specifically designated to use such equipment. • A full understanding the procedures outlined in this FPP document will be required to be demonstrated as part of the site induction for all new staff and any existing staff that are not familiar with the documents. In particular all staff will be trained to ensure that they know what to do in the event of a fire and more importantly how to undertake their work in a way that minimises the risk of a fire occurring. • A full test (drill) of the procedures in this document will be carried out every 6 months. The first test will take place within one month of the agreement of this document with the EA. The outcome and any follow up training for staff will be documented in the site diary and relevant forms in the EMS. The Site Inspection Form in Appendix II will also be used during the drill. • All operational staff will receive fire awareness and firefighting procedures training / toolbox talks by trained site management prior to working at the site. This will enable the operational staff to detect early signs of fire and to minimise the chance of a fire breaking. Refresher testing will be mandatory every 6 months or sooner if site operations change which could lead to a greater fire risk.

1.4 Site Operations

1.4.1 Reference should be made to the Environmental Management System for specific details regarding the acceptance, storage, treatment and removal of waste, in summary the main operations which take place at the site are as follows:

a) Sorting (with loading shovel/360° excavator or by hand).
b) Manual separation (by picking line).
c) Mechanical separation (including magnets and density separator).
d) Screening (by using appropriate mechanical screen / trommel).
e) Baling (by using appropriate mechanical baling plant).
f) Storage (prior to removal).

1.4.2 The above activities are shown on the Site Layout & Fire Plan, Drawing No. 3490-MUC-03.

1.5 Hours of Operation

1.5.1 The site will be open during the following hours for the delivery, receipt, removal and processing of waste:

Monday to Friday	07:30 - 17:00
Saturday	07:30 - 13:00
Sundays, Bank/Public holidays	Closed

1.5.2 The only activities on site which will be permitted outside of these hours are onsite maintenance works and general office use.

1.5.3 During times where the site is closed or not in operation, the site will be locked and secured to prevent unauthorised vehicular or pedestrian access.

1.6 Staffing and Management

1.6.1 Table 1.2 below details the minimum staff structure required when the site is open for the reception and processing of waste and, therefore, shows the minimum number of staff available to tackle a fire on site during operational hours.

1.6.2 Site management will train operational staff in the contents of the FPP to ensure they can be considered suitable to assist in tackling a fire at the site ensuring the objective in Section 1.2.2 are met.

Table 1.2 - Staffing Levels

Position	Employees	Responsibilities
Site manager / Technically Competent Manager	1	Overseeing all activities. Ensuring that the site is being operated in accordance with the EP and in-line with attendant regulations
Office / Administrative Staff	2	Office/administrative duties
Machine / Plant Operators / General Site Operatives	6	Waste handling/processing, reception and plant operation

1.7 Plant and Equipment

1.7.1 Table 1.3 below details the plant / equipment available on site. Only trained operators will be permitted to drive / operate the plant / equipment listed below.

Table 1.3 - Plant & Equipment

Item	Number	Function
Loading shovel	1	Loading/unloading/movement/sorting
360^0 excavators	1	Loading/unloading/movement/sorting
Picking line (including conveyor belts, magnets and blower)	1	Hand sorting recyclables from mixed waste
Trommel	1	Separation of clean soils and stones from mixed waste
Balers	2	Baling and compaction of wastepaper, cardboard and plastic

1.7.2 Note: The plant/equipment on site may vary and additional equipment may be hired-in to cope with busy periods, larger jobs or jobs with specific requirements.

1.7.3 Table 1.4 below details the plant available to aid in fire suppression or manoeuvring of waste to reduce the spread of fire.

Table 1.4 - Item of plant available for firefighting, number and function

Item	Number	Function
Loading shovel	1	Loading/unloading/movement/sorting
360^0 excavators	1	Loading/unloading/movement/sorting

1.7.4 Maintenance of all site plant is described in Section 2.5 of this FPP.

1.8 Correspondence with Fire and Rescue Service

1.8.1 The operator will seek a two-yearly response from the EA and FRS (or sooner should a fire incident occur) with regards to their FPP and associated operations on site. This regular correspondence will ensure all measures to prevent, mitigate and contain fires on site are up to date and deemed sufficient by the FRS.

1.8.2 The FRS were contacted during the preparation to obtain information relating to the nearest fire hydrants to the site, see Drawing No. 3490-MUC-03 and Section 10.3 for further information.

1.9 Sensitive Receptors

1.9.1 It is considered that fire presents three main hazards to nearby sensitive receptors:

a) Heat from the fire itself.
b) Air pollution (predominantly from smoke emissions).
c) Pollution to groundwater / surface water features.

1.9.2 Heat energy from a fire will reach sensitive receptors via direct fire spreading or by the deposit of burning embers. Heat energy is largely dependent upon the location and intensity of the fire.

1.9.3 Smoke produced from fires can contain harmful gases that are produced from the combustion process. The distance smoke will travel is dependent on wind speed at the time of the fire, however it is considered unlikely that smoke from the burning waste stored on site will significantly affect sensitive receptors outside of a 1km radius.

1.9.4 Significant amounts of water and / or other chemicals may be used when controlling a fire. Firewater produced from tackling a fire has the potential to contain contaminants from the chemicals used, burned materials and other pollutants present on the site. The release of firewater from the site because of a fire has the potential to cause pollution to groundwater / nearby surface water features.

1.9.5 Sensitive receptors within 1km of the site are listed in Table 1.5 Sensitive receptors are also illustrated on Drawing No. 3490-MUC-04 Receptor Plan, see Appendix I.

1.9.6 The primary sensitive receptor for any fire event would be the site itself and any site users.

Table 1.5 – Sensitive Receptors

Receptor	Direction from Site	Approx distance from the site boundary to the receptor boundary (m)
Commercial / Industrial		
Mucklow Hill Interiors	South	0
Mantech UK	West	20
D X F Manufacturing Limited	West	55
Ultraline Factory	Northwest	65
Mucklow Hill Trading Estate	North	90
M T Scaffolding	West	95
Forge Trading Estate	West	215
Shenstone Trading Estate	Southwest	230
Residential Dwellings		
Sylvan Green	Northeast	215
Ladypool Close	South	360
Dudley Road	West	460
Care homes (residential)		
Shenstone Court Care Home	West	335
Schools		
Tenterfields Nursery	Southwest	550
Tenterfields Primary Academy	Southwest	625
Manor Way Primary Academy	South	695
The Earls High School	West	735
Halesowen College	West	775
Windsor Academy Trust	Southwest	820
Halesowen C of E Primary School	Southwest	940
Watercourses / Surface Water Features		
Dudley Canal No.2	East	10
Breaches Pool	South	150
River Stour	West	410
Infrastructure (major roads and transport links)		
Mucklow Hill (A458)	west	0
Ecological Sites		
The Leasowes (SSSI)	East	0
Bromsgrove Road Cutting Tenterfields (SSSI)	Southwest	490
Recreational		
Halesowen Golf Club	East	220

2 Managing Common Causes of Fire

2.1 Details

2.1.1 The following table outlines common causes of fire and outlines specific examples of these sources, the associated risks and any mitigation measures necessary to manage them:

Table 2.1 - Common fire sources and mitigation

Source	Risk	Magnitude of Risk / Likelihood	Brief outline of Mitigation (refer to Section 4 for storage/monitoring procedures)	Magnitude of risk / likelihood following mitigation
Arson or vandalism	Deliberate ignition of wastes by intruder(s) and/or vandalism of site infrastructure, plant and/or machinery which may give rise to malfunction or compromise the integrity of waste storage/containment measures	Medium	• Suitable site security infrastructure. • Vehicle checks on arrival to the site. • Plant & equipment daily checks and preventative maintenance of plant / equipment by manufacturer. • Staff training / toolbox talks.	Negligible
Plant or equipment	Spillages of fuel, sparks from machinery or malfunction caused by ineffective maintenance	Medium	• Plant & equipment daily checks and preventative maintenance of plant / equipment by manufacturer. • Any liquid/fuel/oil storage is double bunded storage areas. • Daily checks of site surfacing and spill kits. • Staff training / toolbox talks. • Daily checks are undertaken for hot plant / exhausts at least once during the day and again at the end of each shift.	Negligible
Electrical appliances and cabling	Faulty appliances or damaged/ exposed electrical cables may spark as a result of a power surge	Medium	• Fixed wiring testing is carried out 5 years and portable appliances are PAT tested 12 months in accordance with Legislation. • Daily checks for dust and fluff on wiring / electrical appliances.	Low
Discarded smoking materials	Risk of ignition of stored wastes from smoking materials which have not been fully distinguished	Low	• Smoking (including e cigarettes) is not permitted on site. Any persons wanting to smoke will have to do so off site in the dedicated smoking area (6m from the perimeter boundary).	Negligible
Sparks from loading buckets/shovels	Scraping of loading buckets/shovels causing sparks which may ignite stored wastes	Low	• Fire extinguishers are fitted in the cab of all loading plant. • Staff training / toolbox talks. • Plant & equipment daily checks and preventative maintenance of plant / equipment by manufacturer.	Low
Hot works	e.g. welding, soldering, cutting, etc. which involve the use of high temperature equipment which may be a source of both primary and residual heat to stored wastes	Medium	• No hot works will take place on site.	Low
Industrial heating	Industrial heaters and/or pipework used to heat internal and external areas on site which may, in turn, supply heat to stored wastes increasing the risk of combustion	Low	• There are no industrial heaters (or associated pipework) used heat areas of the site.	Low

Source	Risk	Magnitude of Risk / Likelihood	Brief outline of Mitigation (refer to Section 4 for storage/monitoring procedures)	Magnitude of risk / likelihood following mitigation
Hot exhausts	Potential source of both primary and residual heat to stored wastes	High	• Staff training / toolbox talks for continuous monitoring throughout the day to detect signs of a fire caused by dust settling on hot exhausts and engine parts. • Plant & equipment daily checks and preventative maintenance of plant / equipment by manufacturer. • Out-of-hours storage of plant & equipment away from combustible or flammable wastes. • Daily checks for dust and fluff on plant/equipment before and use of equipment. • Daily checks are undertaken for hot plant / exhausts at least once during the day and again at the end of each shift.	Low
Build-up of loose combustible waste, dust and fluff	Light waste and ambient particulates with high combustibility settling and building up in key areas in and around plant/machinery and around exhausts	High	• Fire extinguishers are fitted in the cab of all loading plant. • Staff training / toolbox talks for continuous monitoring throughout the day to detect signs of a fire caused by dust settling on hot exhausts and engine parts. • Plant & equipment daily checks and preventative maintenance of plant / equipment by manufacturer. • Minimum daily checks for dust and fluff on plant/equipment before and use of equipment at the start/end of each working day.	Low
Hot loads	Imported wastes which may contain materials which are above ambient temperature	High	• All loads are inspected in accordance with strict waste acceptance procedures. • Quarantine area and rejected waste containers on site for quick isolation of load.	Low
Overhead power lines	Any overhead power lines on or around the site may ignite in the event of a fire and worsen the effects	Low	• There are no overhead power lines which traverse the site.	Negligible
Ignition sources	Activities or appliances which use a source of both primary and residual heat to treat waste or manufacturer material or plant/equipment	Medium	• Plant & equipment daily checks and preventative maintenance of plant / equipment by manufacturer. • Minimum daily checks for dust and fluff on plant/equipment before and use of equipment at the start/end of each working day. • Out-of-hours storage of plant & equipment away from combustible or flammable wastes. • No idling policy in place.	Low
Other combustible non-waste materials on or near the site not mentioned above i.e. gas cylinders / LPG tanks	Any combustible non-waste materials on or near the site may ignite in the event of a fire and worsen the effects	High	• All loads are inspected in accordance with strict waste acceptance procedures. • Quarantine area and rejected waste containers on site for quick isolation of load. • Dedicated storage areas for cylinders and LPG tanks on site.	Low
Reaction between wastes	Combustible waste piles may ignite in the event of a fire and worsen the effects if wastes react	High	• All loads are inspected in accordance with strict waste acceptance procedures. • Quarantine area and rejected waste containers on site for quick isolation of load.	Low
Leaks and spillages of oils and fuels	Fuels and combustible liquids leaking or trailing from site vehicles can combust or cause accidents leading to combustion	High	• Spill kits available throughout the site. • Suitable and sealed drainage system. • Continuous (minimum twice daily) checks for spillages around the site. • Staff training / toolbox talks. • Plant & equipment daily checks and preventative maintenance of plant / equipment by manufacturer.	Low
“Tramp” metal	Metal could be hot from mechanical processing and interact with lighter waste causing a fire	High	• All loads are inspected in accordance with strict waste acceptance procedures. • Quarantine area and rejected waste containers on site for quick isolation of load containing batteries. • Staff training / toolbox talks for continuous monitoring throughout the day to detect signs of a fire caused by dust settling on hot exhausts and engine parts. • No mechanical treatment of scrap metal expected to take place at the site other than separation via an overband magnet.	Low

2.2 Fuel, Oil & Hazardous Material Storage

2.2.1 No gas cylinders or aerosols will be accepted for storage at the site, nor will there be chemicals present on site.

2.2.2 No fuel or oil will be stored on site, if fuel or oil were to be stored on site the following procedures would apply:

a) Tanks will be surrounded by a bund capable of containing a minimum of 110% of the volume of fuel stored in the tank.
b) All pipework and associated infrastructure will be enclosed within the bund.
c) A lock will be fitted to the tank valve to prevent unauthorised operation.
d) Any storage of oil will comply with the Control of Pollution (Oil Storage) (England) Regulations 2001 SI No.2954 or any subsequent legislation.
e) All valves and gauges on the tank will be constructed to prevent damage caused by frost.
f) The tanks will be clearly marked showing their capacity and product within.

2.3 Hot Works Procedure

2.3.1 No hot works will take place at the site.

2.4 Smoking Policy

2.4.1 Smoking (including e-cigarettes) is prohibited on site. Any persons wanting to smoke will have to do so in the designated smoking area located 6m from the permit boundary and waste storage areas see Drawing No. 3490-MUC-03.

2.5 Plant and Equipment Maintenance

2.5.1 Plant and equipment including the operators own fleet of vehicles will be maintained and serviced in line with manufacturer's recommendations. All plant and equipment will be subject to preventative maintenance checks by site operatives to ensure safe operation and prevent situations which may give rise to faults or malfunction, see Appendix II Preventative Maintenance Checklist.

2.5.2 Site management will undertake or delegate additional preventative maintenance checks on a more frequent basis i.e. daily, before, during and 1 hour at the end of each working day using a checklist similar to that in Appendix II to ensure the following:

a) Machinery is mechanically sound for use and no presence of black fumes or trailing liquids visible prior to use or following shutoff of plant/equipment.
b) Mobile plant is stored in the out-of-hours plant storage area as shown on Drawing No 3490-MUC-03 following cessation of activities and external separation distances of 6m are observed between plant and any combustible or flammable material.
c) No plant will be stored in the buildings out-of-hours.
d) Plant which is not in use for any extended period is stored at least 6 metres from combustible waste in the dedicated area on site.
e) All plant and equipment vehicles are fitted with fire extinguishers in the cab. Rubber strips are not considered appropriate as they are usually removed via uneven and bumpy ground.
f) Dust from processing/treatment operations on site can settle throughout the working day onto processing plant, plant exhausts and engine parts so a fire-watch will be implemented after cessation of works and equipment powered down for 1 hour each day to remove any dust/fluff using brushes, hoses etc... Any build of dust/fluff will be removed from the equipment and deposited into a container to await removal from site and site management informed.

2.6 Site Security

2.6.1 Site security is important to reduce the likelihood of unauthorised access to the site. The site is situated within a heavily industrial area with multiple trading estates / business parks surrounding the site. The only access to the site is from Mucklow Hill (A458).

2.6.2 The perimeter of the site is secured with predominantly 2m metal sheet fencing panels with a 5m high acoustic barrier along the sites northern perimeter. The entrance to the site is secured with lockable gates, whenever the site is unmanned / out-of-hours the gates will be locked to prevent unauthorised access.

2.6.3 In addition to the above, the site has 24-hour CCTV covering all operational and waste storage areas on site. Any unusual or suspicious activity picked up which is not in line with site specific procedures will mean a call to the emergency services.

2.6.4 In addition to the above, the waste transfer building will remain locked outside of operational hours and whenever the site is unmanned to prevent access from potential trespassers.

2.6.5 The site security measures will be inspected on a weekly basis and any defects which impair the effectiveness of the security will be repaired to the same or better standard within 7 working days. All repairs will be noted on the site diary within 24 hours of the event.

2.6.6 If unauthorised access becomes apparent as a problem at the site, the security measures will be reviewed, and improvements implemented.

2.7 Electrical Faults or Damaged/Exposed Electrical Cables

2.7.1 All fixed wiring electrical cabling on site will be inspected daily by staff and serviced in accordance with Legislation (3/5 years) by fully qualified and certified electrical contractors to undertake both Planned Preventative Maintenance and Reactive Maintenance (under contract) of the following:

a) Fire detection & alarm system;
b) Emergency lighting;
c) Machinery checks / services (as per manufacturers' instructions).

2.7.2 In terms of portable appliance testing (PAT), this will be serviced annually by qualified and certified electrical contractors.

2.7.3 Weekly inspections of cabling, etc. will be undertaken and the daily Fire Checklist can be used as a reference. Any potential ignition sources from suspected electrical faults will be isolated and the appointed electrical contractors will be contacted immediately to rectify the situation. Where possible, staff will immediately remove any stored wastes from the vicinity of the fault area or cable traverse if safe to do so.

2.7.4 All electrical points will be turned off at least 10 minutes before the site closes (other than those used for CCTV) to ensure the risk of short circuiting is minimised.

3 Waste Acceptance Procedures

3.1 General

3.1.1 Strict waste acceptance procedures are implemented on site as detailed below.

3.1.2 Every load will have the following details recorded at pre-acceptance:

a) Vehicle Registration and drivers name and signature.
b) Waste haulier name and valid waste carriers' registration number.
c) Name address (of source site) and signature of transferor.
d) Name, address (of destination site) and signature of the person receiving the waste (transferee).
e) Permit number or exemption reference of person receiving the waste (if applicable).
f) Description of waste including waste type, waste source, waste containment and waste quantity.
g) List of Waste (LoW) code.
h) SIC code of the waste holder.
i) Date and time of waste transfer and waste transfer note number.
j) Confirmation that the waste hierarchy has been considered.

3.1.3 The operator predominantly uses their own vehicles to collect skips from customer sites. Upon collection of a load the skips content will undergo an initial visual inspection to ensure that the load is acceptable. Following the initial inspection, if the load is deemed acceptable by the driver it will be brought to the site.

3.1.4 Once on site the the transfer documentation will be fully checked to ensure the waste matches the pre-acceptance information received.

3.1.5 The loads will undergo a further inspection upon arrival and when being tipped at the site. Any wastes identified during these inspections which do not conform to site acceptance criteria will not be accepted and removed/quarantined immediately to await safe removal

from site. The EA will be contacted (where necessary) if the non-conforming waste discovered is likely to lead to a breach of permit conditions or a potential risk of combustion.

3.1.6 If loads are heavily contaminated with non-conforming waste the load will be rejected.

3.2 Combustible Waste Reception

3.2.1 The main combustible waste types accepted at the site include the following EWC codes:

- Mixed municipal waste – 20 03 01
- Plastic – 17 02 03 / 20 01 39
- Wood / green waste – 17 02 01 / 20 01 38
- Paper / cardboard – 19 12 01 / 20 01 01
- Mixed metals – 17 04 07 / 20 01 40

3.2.2 Unless source segregated waste will be tipped in the mixed waste reception area (AREA 1A). Material will comprise of a mixture of skip wastes, similar to those EWC codes outlined above, from HCI premises.

3.3 Combustible Waste Treatment

3.3.1 Once a load has been accepted by the operator, mixed loads are deposited in the mixed waste reception (tipping), inspection and sorting area in the enclosed waste transfer building. Waste is then subject to the following procedures:

a) Tipped waste is inspected in line with WM3 for signs of any contamination. Operatives will be trained to identify pieces of plasterboard/gypsum to ensure they are deposited into the appropriate plasterboard container to avoid mixing with other wastes on site. Any non-conforming material (if any) will be picked out during this process and quarantined immediately for removal from site.

b) Once any items of non-conforming wastes have been removed and larger items of recyclables have been handpicked and moved to the appropriate storage area, the remaining waste in AREA 1A is considered suitable for further processing through the

trommel and picking line. AREA 1A has been positioned adjacent to the plant hopper to minimise the double handling of waste.

c) Waste from AREA 1A is deposited into the hopper and transferred through the trommel with the initial screened fines (<10mm) being deposited in the bay below the trommel (AREA 2).

d) The remaining waste continues along the conveyor to a three-bay picking station where recyclables are hand picked and deposited into bays beneath the picking station (AREAS 3-5). The contents of each bay may vary depending on the demand for each waste type on site. Once these bays beneath the picking line are reaching maximum capacity, the contents of each bay will be transferred and bulked in the appropriate area on site for storage prior to removal.

e) Separated cardboard and thin plastic will be further processed on site via baling for more efficient storage and transportation.

f) Following the picking line there is an overband magnet to separate any ferrous metals from the remaining waste, these are deposited into a container beneath the conveyor (AREA 6). Waste then continues to pass through a density separator (blower) which blows lighter fractions of residual waste in a cage (AREA 7).

g) The remaining waste that will fall off the end of the conveyor into AREA 8 will comprise of bulky stone / aggregate which is transferred to the yard for storage.

4 Managing Waste Storage to Prevent Self-Combustion and the Fire Spreading

4.1 General

4.1.1 All waste stored on site will comply with Section 9.1 of the EA's FPP guidance, reference should be made to Drawing No. 3490-MUC-03 Site Layout & Fire Plan for details of waste stored and the indicative storage locations on site.

4.1.2 The operator will minimise pile sizes and waste storage time where possible. The maximum time combustible waste will be stored on site is four weeks, which is significantly shorter than the time frame outlined in the FPP guidance, this short storage time significantly reduces the chance of internal heating in waste piles causing combustion. Maximum storage durations for each waste time are illustrated in Table 4.1 and Drawing No. 3490-MUC-03.

4.2 Waste Storage Table

4.2.1 Table 4.1 details the maximum quantity, location and duration for all wastes stored on site. This ensures all piles are stored in accordance with Section 9.1 of the FPP guidance.

4.2.2 The storage table has been based on the maximum volumes of waste the site could store at any one time. Non-combustible waste types are highlighted in blue.

4.2.3 All waste stored in bays will be stored with a minimum 1m freeboard from the maximum height of the bay walls. Containers and skips used for waste storage will not be overfilled to prevent any potential release or escape of waste.

4.2.4 The operator manages the site in accordance with a first in first out principal ensuring waste is not stored for longer than the maximum durations outlined in Table 4.1 overleaf.

Table 4.1 – Waste Storage Area Details

Storage Area Details											
Plan Ref	Description	Unprocessed / processed	Containment	Height / width of firewall (m)	Max Width (m)	Max Length (m)	Height (m)	Max area (m2)	Conversion factor used	Volume (m3)	Maximum storage durations
AREA 1A	Mixed waste reception (tipping), inspection and sorting area	Free-standing (unprocessed)	Two-sided concrete bay within an enclosed waste transfer building	4 / 0.1	6.2	2.8	3	17	0.75	39	<72 hours
AREA 1B	Mixed C&D waste	Free-standing (unprocessed)	Two-sided concrete bay within an enclosed waste transfer building	4 / 0.1	3.3	2.8	3	9	0.75	21	<72 hours
AREA 2	<10mm screened fines (trommel fines)	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	3.6	2.6	3	9	1	28	<1 week
AREAS 3-5	Sorted waste bays beneath picking line containing wood, plastic, cardboard, residual waste, green waste etc (contents in each bay may vary)	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	2.3	2.7	3	6	1	19	<72 hours
AREA 6	Ferrous metals	Sorted by overband magnet	Open topped moveable 4 cubic yard skip container	4 / 0.1	1.3	1.8	0.9	2	1	2	<72 hours
AREA 7	Lights (mixed waste)	Sorted by blower	Free-standing in cage	4 / 0.1	1.4	2.6	3	4	1	11	<72 hours
AREA 8	Oversize stone, concrete and hardcore from recycling plant	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	2.5	2.8	3	7	0.75	16	<4 weeks
AREA 9	Plasterboard	Free-standing (processed)	Open topped moveable 8 cubic yard skip container	n/a	1.5	3	1.2	5	1	5	<4 weeks
AREAS 10 - 12	Sorted waste containers containing plastic, residual waste, metal etc (the contents in each container may vary)	Free-standing (processed)	Open topped moveable 40 cubic yard roll on roll off skip	4 / 0.1	2.4	6.1	2.5	15	1	37	<4 weeks
AREA 13	Baled paper & cardboard	Free-standing (processed)	Two-sided concrete bay	4 / 0.1	3	3.7	3	11	1	33	<4 weeks
AREA 14	Baled plastic	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	3	3.7	3	11	1	33	<4 weeks
AREA 15	Wood / green waste	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	2.3	3.0	3	7	0.75	16	<4 weeks
AREA 16	<10mm screened fines (trommel fines)	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	4.2	4.6	3	19	1	58	<4 weeks
AREA 17	Soils / inert material	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	4.2	7.3	3	31	1	92	<6 months
AREA 18	Hardcore, concrete and stone	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	4.2	7.3	3	31	1	92	<6 months

4.3 Conversion Factors

4.3.1 The following conversion factors for calculating waste pile sizes are set out below.

Table 4.2 – Conversion Factors

Conversion Factors
Conversion factors for waste piles are worked out using the following methods set out by the Environment Agency
The maximum length width pile is based on the largest dimension – the volume of the pile has been calculated using the area x height x relevant conversion factor
Conversion of 1 for materials stored within containers, area of storage in stackable containers and waste/bale stacks
Conversion of 0.75 for waste stored within a bay comprising volume of rectangle + pyramid
Conversion of 0.3333 for waste stored in a free-standing stockpile
All containers can be moved and are accessible from one side so a fire can be extinguished

4.4 Removal of Waste

4.4.1 The operator will ensure more than one contract is set up with a destination site that can take their recycled / sorted waste to prevent a backlog building up on site.

4.4.2 Each waste storage area is inspected throughout the day by operational staff and in the event of a fire has suitable techniques shown in various sections of this FPP to ensure any fire could be extinguished within the limitations set out in the FPP guidance.

4.4.3 All combustible waste will be stored in its largest form while on site.

4.5 Storage / Monitoring Procedures (free standing piles)

4.5.1 Table 4.3 details the combustible waste piles stored on site and procedures to reduce the risk of the waste combusting. It must be noted AREAS 1B, 8, 17 and 18 are not included in the table as they are not combustible wastes.

Table 4.3 – Combustible waste storage/monitoring table (freestanding waste piles)

Pile Ref:	Storage/monitoring procedures to reduce the risk of fire
AREA 1A Waste reception (tipping), inspection and sorting area	• AREA 1A is the waste reception (tipping) inspection and sorting area where mixed HCI waste is deposited upon arrival to the site. • Waste is stored in the waste reception area for <72 hours significantly reducing the potential for self-combustion. Any non-conforming items likely to increase the risk of self-combustion i.e. batteries will have been removed during the initial hand sorting process. • Wastes in AREA 1A undergo an initial manual sorting / separation via grabs bulkier items and fractions of waste (predominantly C&D waste such as stones, concrete, hardcore) is moved into AREA 1B prior to storage. • Waste in AREA 1A has not undergone any mechanical processing that is likely to raise the temperature of the waste. • AREA 1A is situated internally within the waste transfer building providing protection from heating via direct sunlight. • Waste will be tipped at right hand side of the stockpile and extracted from the left in an anticlockwise formation ensuring the first in first out principle applies. • Waste piles are visually monitored throughout the day by site operatives and trained personnel who will be trained via toolbox talks in recognition of a fire. • In addition to visual monitoring throughout the day by site operatives, CCTV is located within the building providing coverage of all waste storage / processing areas for out-of-hours monitoring. • A full deep clean of the waste storage areas will take place every 12 weeks to ensure there are no contrary items of waste which have been stored longer than necessary. • All site staff will be given instructions and advised of the importance of stock rotation as part of their training. • Due to the above it is considered no further storage or monitoring is required.
AREAS 3-5 Sorted waste bays beneath the picking line containing wood, plastic, cardboard, residual waste, green waste etc (contents in each bay may vary)	• AREAS 3 – 5 comprise of concrete interlocking storage bays beneath the picking line for the storage of various separated recyclables. • Wastes will be stored with a 1m freeboard from the top of the bay wall. All bays are open at the front meaning there is access available at all times in the event of a fire. • Waste will be stored in the bays for a maximum of 72 hours in these bays prior to bulking and storage elsewhere on site. • To comply fully with the FPP guidance, the entire pile will be cleared and deep cleaned every 12 weeks prevent any build-up of residual material. • As the waste in these areas has been separated by waste type, they are unlikely to contain any material which is likely to cause combustion i.e. a hot load or lithium battery. • Waste piles are visually monitored throughout the day by site operatives and trained personnel who will be trained via toolbox talks in recognition of a fire. • In addition to visual monitoring throughout the day by site operatives, CCTV is located within the building providing coverage of all waste storage / processing areas for out-of-hours monitoring.

Pile Ref:	Storage/monitoring procedures to reduce the risk of fire
	• Due to the above it is considered no further storage or monitoring is required.
AREA 7 Lights (mixed waste)	• AREA 7 is a freestanding cage used to store mixed light waste that has been separated via a blower. • The same procedures as outlined above for AREAS 3 -5 are applicable.
AREA 15 Wood & green waste	• AREA 15 will be used for the bulking and storage of separated wood / green waste from AREAS 3-5. • Waste will be stored in a concrete bay underneath a covered open fronted structure. • Wastes will be stored with a 1m freeboard from the top of the bay wall. The bay is open at the front meaning there is access available at all times in the event of a fire. • Waste has been sorted / processed and is therefore unlikely to contain any material which could cause combustion i.e. a hot load or lithium battery. • Waste will be tipped at right hand side of the stockpile and extracted from the left in an anticlockwise formation ensuring the first in first out principle will applies. The stockpiles are therefore dynamic, and, given the material throughput of the site, waste will not be stored in these piles for longer than four weeks, which is a worst-case scenario in the event of a breakdown or plant malfunctions. • Waste piles are visually monitored throughout the day by site operatives and trained personnel who will be trained via toolbox talks in recognition of a fire. • In addition to visual monitoring throughout the day by site operatives, CCTV is located on site providing coverage of all waste storage / processing areas for out-of-hours monitoring. • A full deep clean of waste storage bays will take place every 12 weeks to ensure there is no build-up of residual items of waste that are stored for longer than necessary. • All site staff will be given instructions and advised of the importance of stock rotation as part of their training. • Due to the above it is considered no further storage or monitoring is required.

4.6 Storage / Monitoring Procedures (containers)

4.6.1 Table 4.4 below details the waste types which are stored in containers at the site.

Table 4.4 – Combustible waste storage/monitoring table (containers)

Pile Ref:	Storage/monitoring procedures to reduce the risk of fire
AREA 6 Ferrous metals	• Waste stored in AREA 6 will comprise the storage of ferrous metals that have been separated by an overband magnet above the picking line and deposited into a container below. • Waste storage will not exceed the height of the container and containers will be accessible from the top and at least one side at all times. • All containers are stored on the ground and replaced by empty containers once at maximum capacity. • Waste in AREA 6 has been processed and is unlikely to contain any hot loads or incompatible waste which could lead to a spark or overheating causing a fire. • AREA 6 is located within the waste transfer building, providing shelter from direct sunlight and external heating • Once the container in AREA 6 reaches capacity waste will be bulked in a container in AREA 10-12 for storage prior to removal. • In the event of a fire breaking out in the containers, all can be dragged into the quarantine area by mobile plant to reduce the spread i.e. to another skip or adjacent waste piles. • Waste can be visually monitored 24/7 throughout the day by site operatives and by CCTV out-of-operational hours. • In terms of moving the waste in a fire incident, site management or the FRS will decide on the best course of action from a practical and safety point of view. • Due to the above it is considered no further storage or monitoring is required.
AREA 9 Plasterboard	• AREA 9 is used for the storage of source segregated / separated plasterboard from mixed loads. • Plasterboard will predominantly arrive source segregated and will be checked to ensure it does not contain any waste that would increase the risk of self-combustion. • The same procedures as outlined for AREA 6 above will apply.
AREA 10 – 12 Sorted waste containers containing plastic, residual waste, metal etc the contents in each container may vary)	• AREAS 10 - 12 is used for the bulking of separated fractions of waste from inside the waste transfer building. • Containers in these areas are positioned beneath an open fronted covered structure, providing shelter from direct sunlight and external heating. • The same procedures outlined above for AREA 6 apply.

4.7 Storage / Monitoring Procedures (baled waste)

4.7.1 Table 4.5 below details the waste types which are stored in bales at the site.

Table 4.5 - Combustible waste storage/monitoring table (waste bales)

Pile Ref:	Storage/monitoring procedures to reduce the risk of fire
AREA 13 Paper & cardboard AREA 14 Baled plastic	• Waste stored in AREAS 13 & 14 comprise of separately baled paper & cardboard or plastic. • Bales are stored in open fronted 3-sided concrete interlocking bays under an open fronted covered structure, providing shelter from direct sunlight. • Bales will be stacked a maximum of 3m high (approximately 3 bales) to ensure a 1m freeboard is maintained from fire walls. • There will be suitable access to the bales via at least one side and from on the top of the bale stack. • Waste can be visually monitored 24/7 throughout the day by site operatives and by CCTV out-of-operational hours. • In terms of moving the waste in a fire incident, site management or the FRS will decide on the best course of action from a practical and safety point of view. • Due to the above it is considered no further storage or monitoring is required.

4.8 Fire Walls and Bays

4.8.1 The concrete firewalls used to separate combustible waste on site are constructed to the BS8110 Pt2 'Structural use of concrete Part 2 Code of practice for special circumstances' and BSEN1992-1-2 'Design of concrete structures. General rules. Structural fire design'. In accordance with BSEN1992, the fire resistance of concrete structures over 100mm will have a fire resistance of 1200°C for 4 hours. This means the fire walls:

4.8.2 Reduce the need for 6m separation distances between different waste piles; and

4.8.3 Reduce the need to provide a 6m separation from the waste and permit or site boundary.

4.8.4 Table 4.5 details the type of wall and demonstrates their properties to:

a) resist fire (both radiative heat and flaming); and,
b) have a fire resistance period of at least 120 minutes to allow waste to be isolated and to enable a fire to be extinguished within 4 hours.

Table 4.6 – Fire wall details and specifications

Firewall type	Width	Site location / use	Specification
Concrete panels	0.18m	Waste transfer building walls and open fronted building structure. Waste storage bays.	Class A under EN 13501-1:2007+1:20009: Fire classification of construction products and building elements. Classification using test data from reaction to fire tests: concrete structures over 100mm will have a fire resistance of 1200°C for 4 hours. Specifically concrete panels are - Class A1 in accordance with Clause 4.3 4.4 of EN:13369 - >120 minutes

4.8.5 Walls are checked throughout the day by staff and recorded on weekly inspections, if any gaps or damage to the walls are present which could compromise their integrity will be repaired and sealed as soon as practically possible.

4.8.6 All waste stored against fire walls will have a suitable freeboard of at least 1m but it is not possible to scientifically calculate the flame height as each waste pile is different and could contain a number of different sizes/grades of waste leading to a lesser or greater flame height.

4.9 External heating from hot weather

4.9.1 It is considered the risk of combustion from external heating of waste is very low, all combustible waste is stored and processed either within the waste transfer building or under an open fronted covered structure, meaning no combustible waste will be subject to exposure of direct sunlight.

4.9.2 Waste stored in external bays without cover will consist of inert construction & demolition waste (soil, stones, concrete, hardcore) which is not considered sensitive to external heating from hot weather.

4.9.3 To reduce the risk of self-combustion from external heating, the site will deploy the following measures:

a) In the event of a drought period i.e. three hot days where weather conditions would exceed 250C / 750F, which the operator would know in advance via the Met Office, the monitoring frequency of these piles will be increased to at least three times every 12 hours per day and the piles would undergo additional dousing using hoses and sprinkler systems.
b) The piles can be easily supressed using hoses in the event of early fire detection i.e. smoke, steam, flames.
c) No combustible waste is stored for longer than four weeks and therefore in accordance with FPP guidance, due to this, no monitoring i.e. temperature checks, thermal probes are considered necessary. The site would only look to deploy the use of thermal imaging cameras / probing would be in extenuating circumstances i.e. closure of destination sites, transport failures, staff illness where the waste could be stored excessively i.e. up to 12 weeks. This would occur only on very rare occasions and the EA would be contacted in this scenario.

4.10 Stock Rotation and Seasonal Variations

4.10.1 Details of stock rotation are clearly shown in Sections 4.5– 4.7 for all wastes which are stored and processed on site.

4.10.2 In the event of destination site closures or seasonal demands for wastes leading to a longer storage duration, the operator can divert incoming waste and send stored waste to alternative site's using the EAs public register for alternative sites who could take this material, or they would contact the destination sites where waste from the site will be sent.

5 Site Inspection Programme

5.1 Site Checks

5.1.1 Site management are responsible for staff and contractors carrying out fire watches including daily site walks for checking drainage systems, security measures, out-of-hours plant (hot exhausts) and waste storage areas. Site management can reference the Inspection Checklists shown in Appendix II but may use internal check sheets.

5.1.2 Weekly inspections of firefighting equipment also take place to ensure they are fit for purpose and there are sufficient quantities available on site.

5.1.3 The fire watches/site inspections will take place regularly throughout the day when plant is idle but recorded at least once at the end of the working day before the site closes to ensure the risk of a potential fire has been reduced.

5.1.4 Carrying out the above checks daily will keep the levels of dust, fibre, paper and other loose combustible materials, which could aid in the acceleration of a fire, on site surfaces to a minimum and ensure all containment of wastes on site are functioning effectively in accordance with the storage limitations provided in the table on Drawing No. 3490-MUC-03.

5.2 Staff Training

5.2.1 Operational staff will be subject to site inductions which includes basic fire emergency procedures provided by site management or the Technically Competent Manager (TCM). If necessary, a third-party fire consultant will be contacted to carry out additional training.

5.2.2 A full test (drill) of the procedures in this document will be carried out every 12 months to test that the plan works. The first test will take place within one month of the agreement of this document with the EA. The outcome and any follow up training for

staff will be documented in the site diary and relevant forms in the EMS. The Inspection Checklists may also be used during the drill.

5.3 Toolbox Talks

5.3.1 All operational staff on site have received fire awareness training / toolbox talks off trained staff i.e. the operations, site or technically competence manager on their staff induction to detect early signs of fire and to minimise the chance of a fire breaking out in order to meet the three objectives.

6 Quarantine Area

6.1 Quarantine Area Details

6.1.1 In accordance with the EA's FPP guidance an area of the site has been designated as the quarantine area. The location of the quarantine area is shown on Drawing No. 3490-MUC-03, which is accessible at all times. The quarantine area is situated in the central area of the yard and has a 6m buffer from all waste storage and operational areas (including the permit boundary).

6.1.2 It is considered the largest combustible waste pile is AREA 1A comprising of the mixed waste reception area. If this area was full, the maximum volume of waste stored would equate to 39m^3, meaning the quarantine area on site would be required to hold 19.5m^3 of waste material.

6.1.3 The quarantine area proposed measures 25m^2 and has a volume capacity of 21m^3 (if waste was piled to 2.5m high using a 0.333 conversion factor) which is capable of holding more than 50% of the waste in the largest stockpile.

6.1.4 Waste would be moved to the quarantine area using mobile plant available at the site i.e. telehandlers. The out-of-hours storage locations for mobile plant is shown on Drawing No. 3490-MUC-03.

6.1.5 In the event of a fire, the quarantine area will be used to either isolate wastes which are smouldering to allow safe dissipation of heat without placing other areas on site at risk of ignition; or, to remove any wastes stored in piles/containers near any material affected by a fire to prevent fire spreading to adjacent piles.

6.1.6 Waste will only be moved to the quarantine area if safe to do so following judgement by site management co-ordinating the fire response procedure or the FRS.

7 Detecting Fires & Response Procedures

7.1 Fire detection procedure (manual)

7.1.1 If a fire is detected or suspected by a member of staff during operational hours, the relevant person will conduct the following procedure report to site management:

a) Raise the fire alarm (if not already done by another staff member) or sound fire alarms/communicate via radio or ring out-of-hours key holders. Timescale for this will be upon detection i.e. seconds

b) Assess the intensity and scale of the fire and make a judgment as to whether the fire can be managed without the requirement for assistance from the emergency services i.e. using the hose or fire extinguishers. This process should take less than 60 seconds. If fire requires further assistance, a call will be logged to the FRS then the procedures in 8.1 followed.

c) Initiate evacuation of staff and visitors on site to the meeting point and instruct delegated person(s) to conduct a roll-call to ensure all site users are accounted for. Timescale variable depending on staff on site – estimated within 5 minutes.

d) If viable and safe, instruct necessary site staff to commence extinguishment. Timescale variable depending on size of fire, suppression can be within minutes if safe to do so.

7.2 Automated/out-of-hours detection

7.2.1 Both all internal and external areas of the site benefit from a 24 hour remotely accessible motion sensor CCTV. The motion sensors will detect any sudden movement i.e. a piece of falling waste, animals, intruders or trespassers. Senior management including the site manager and directors have access to CCTV footage via mobile devices, outside of operational hours CCTV is monitored by a third-party security who will alert management and the relevant authority if required of any unusual or suspicious activity.

7.2.2 The onsite CCTV will be installed and maintained by a company who hold a UKAS product specification certification.

7.2.3 The out-of-hours staff are trained in the following to ensure reduce the impact of a fire:

- Mobile plant
- Site drainage and surface water protection measures
- Firefighting equipment

7.2.4 In the event the out-of-hours contacts are unavailable due to sickness or holiday, an alternative member of staff who lives within a reasonably close proximity to the site (suitably trained) will be provided with a phone contactable by the monitoring company and directors who will stand in temporarily to ensure out-of-hours procedures are sufficient.

7.2.5 It is also considered the FRS would be available within 10 minutes to assist the out-of-hours contact in supressing and controlling the fire.

7.2.6 Alternative measures – based on the following, it is considered that the installation of an automated detection system is not required for this facility:

a) Limited quantity and duration of waste stored at the site.
b) The operator and FRS's ability to attend the site within 10 minutes of notification in an incident.

8 Fire Response Procedures

8.1 Response Procedure

8.1.1 Further to the measures detailed in Section 7, the following procedure would apply in the event of an incident:

a) Call the Fire Response Service (FRS) immediately using 999.
b) Call the EA's Emergency Contact Number.
c) Competent person to ensure suitably trained employee initiates the three penstock valves in the site's surface water drainage system shown on t Drawing No. 3490-MUC-03.
d) Prior to the FRS arriving, inform all neighbouring premises likely to be affected as a result of the fire in terms of potential road closures, smoke inhalation and action to be taken i.e. stay indoors (see Section 8.3).
e) If not previously informed, senior management of the company will be informed at this point of the details, nature and extent of the fire and whether assistance from staff from other depots is required.
f) Ensure access routes are clear (see Section 8.2).
g) If safe to do so, site management will inspect the location of the fire, to identify immediate risks to surrounding premises and the FRS.
h) Ensure operators of appropriate machinery are standing by in a safe location to help create fire breaks, under the direction of the FRS when they arrive.
i) Ensure relevant site staff are standing by in a safe location to deploy additional surface water protection equipment where required under the direction of the FRS when they arrive (booms, etc.).
j) Site management will identify themselves to the FRS as soon as they arrive on site and will provide them with a copy of this document and update them with relevant information in terms of fire location, possible reason, waste on fire and projected impact which will assist them in dealing with a fire more effectively.
k) Implement pollution control measures) if safe to do so.

8.1.2 In the event of site management being absent from site, the operator will ensure the TCM, or a suitably competent deputy is available during operating hours to take command of an incident should one occur.

8.2 Access for Emergency Services

8.2.1 The site has a clear access point for the emergency services as shown on Drawing No. 3490-MUC-03. The nearest fire station is Haden Cross Fire Station, situated approximately 2.1 miles away on Halesowen Road and the anticipated response time following a call to the FRS is for them to be on site within <10 minutes.

8.2.2 The width of the surrounding roads and gateway exceeds the minimum required by the FRS which is 3.7m. Site management will also ensure the 3.7m access routes are maintained throughout the working day and before cessation of works during site inspections.

8.3 Notifying Receptors

8.3.1 The contact numbers of key sensitive receptors identified within 1km of the site who could be directly affected in the event of a fire along with the Receptor Plan will be stored within the site office. The numbers/contacts are also shown in the pre-pages of this FPP. Other numbers may be added to this list or existing numbers changed throughout the lifetime of this FPP.

8.3.2 As it isn't feasible to contact all receptors within 1km of the site, in the event of a fire the most sensitive receptors (i.e. receptors within the immediate vicinity of the site) would be contacted by the operator.

9 Suppressing Fires & Firefighting Techniques

9.1 Site-wide Suppression

9.1.1 The site has the following on site suppression measures which are indicatively shown on Drawing No. 3490-MUC-03:

a) Hose reels strategically placed providing coverage to areas storing combustible and flammable materials.
b) Mixture of water, foam, powder and CO_2 fire extinguishers located in close proximity to waste piles.
c) Mobile water bowser (IBC of water on forklift truck).

9.1.2 During normal operational hours, there are numerous members of staff who are fully trained in using mobile plant to assist with firefighting which would include suppression using the above and isolating waste at risk of combusting using mobile plant as shown below.

9.1.3 In addition to the above:

- The buildings also have strategically placed water, foam and CO2 extinguishers.
- Out-of-hours plant storage (shovels and forklifts) to isolate waste at risk of combusting in the event of a fire.
- Direct access into the covered structure storing combustible waste for external suppression from the FRS (if required).
- All waste piles stored internally are below the limits shown within the FPP guidance in terms of size and duration reducing the size of a fire.
- All staff working in the building can operate the hoses and extinguishers.

9.1.4 Mobile plant i.e. excavators, forklifts will be used to move unburned material / containers of waste to the quarantine area and away from waste that is on fire to prevent it from spreading. The waste on fire which will have been separated will be quenched using

suppression by staff or the FRS. The waste will be kept here until the fire has been extinguished.

9.1.5 The operator could also fill a sealed skip with water and load burning waste into it. Access routes into and out of buildings including out-of-hours plant storage is clearly shown on Drawing No. 3490-MUC-03.

9.2 Out-of-hours Suppression

9.2.1 Once alerted to a fire the following procedure will be conducted:

a) Irrespective of whether a company presence is required at the site by the FRS, the out of hours appointed contact (or delegated responsible person) will attend the site to assist in any way possible if safe to do so, under the instruction of the FRS.
b) The site appointed out of hours contact will subsequently contact as many additional members of staff as required.

10 Water Supplies

10.1 General

10.1.1 Section 16 of the EA's FPP mentions the site should have enough water available for firefighting to take place and to manage a worst-case scenario. A worst-case scenario would be the largest waste pile catching fire.

10.1.2 The largest combustible waste pile on site equates to 39m^3 and to extinguish within 3 hours it would require approximately 46,800 litres (46.8m^3) of water requiring a flow of approximately 1,800 litres per minute based on the calculation provided in Table 10.1 below.

Table 10.1 - Water supply calculations (Largest Stockpile)

Maximum pile volume in m^3	Water supply needed in litres per minute	Overall water supply needed over 3 hours in litres	Total water available on/off site in litres
39	39 x 6.67 = 260	260 x 180	46,800 (46.8m^3)

10.2 On-site water supply

10.2.1 Reference should be made to section 9.1.1 in terms of the water available on site. Although there are not the required 46,800 litres stored on site, there is access to mains water and hoses for an initial suppression prior to the FRS arrival. A standard hose will have a flow of approximately 30/40 l/m in connected to a high-pressure washer.

10.2.2 In addition to the above there are Suitable firefighting equipment i.e., fire extinguishers – foam and CO_2 will be available on areas of the site storing combustible waste and the site office.

10.2.3 The operator will rely on quick detection and suppression to prevent a large-scale incident occurring requiring the maximum of water.

10.2.4 It is considered that the quantity of water calculated in Table 10.1 is a worst-case scenario and is unlikely to be required in the event of a fire, due to the implementation of this FPP and its procedures. It is considered if a fire were to occur on site the entire stockpile of waste would not become fully involved in the fire due to early detection and immediate action implemented.

10.3 External suppression - Fire Hydrants

10.3.1 In consultation with the FRS, the hydrant within closest proximity to the site is situated approximately 90m from the site access on Mucklow Hill. The location of which is illustrated on Drawing No. 3490-MUC-03.

10.3.2 The FRS and water company and both are unable to provide a flow rate for the hydrant on and off-site therefore the following guidance extracted from The Local Government Association (LGA) / Water UK National Guidance Document details the following flow rates which should be considered for this site:

Industry

10.3.3 In order that an adequate supply of water is available for use by the Fire and Rescue Authority in case of fire it is recommended that the water supply infrastructure to any industrial estate is as follows with the mains network on site being normally at least 150 mm nominal diameter -

- Up to one hectare 20 litres per second.
- One to two hectares 35 litres per second.
- Two to three hectares 50 litres per second.
- Over three hectares 75 litres per second.

10.3.4 In accordance with the industry information provided on the pre-pages of this document, the site is considered to be situated in an area industry and Industrial Estate measures over three hectares the flow rate of the hydrant should be approximately 4,500 l/m which

easily exceeds the required amount of water (260 l/m) and suitable for extinguishing the fire within 3 hours.

10.4 Other Suppression Methods

10.4.1 There will be an ample supply of inert material on site comprising of soils and aggregates. With the mobile plant available, this material can be accessed easily, collected by a grab and dropped on the fire from height to starve it of oxygen thus reducing the flames and heat of the fire. If this method was used and considered safe, the material would be tested and disposed of at a suitably permitted site.

10.5 Automated Suppression

10.5.1 There is no automated suppression system for waste stored within the buildings. The building has automated detection systems covering waste storage and processing areas, therefore it is considered that no automated suppression is required for waste stored in the waste transfer building. See section 7.2 for alternative measures.

11 Managing Fire Water

11.1 Drainage

11.1.1 The drainage arrangements for the site are clearly shown on Drawing No. 3490-MUC-03. All waste operational areas comprise entirely of an impermeable surface within the yard and waste transfer building. There is a small area of hardstanding behind the waste transfer building which comprises of a freely draining surface. However, no surface water associated with waste operations will be able to access this area.

11.1.2 There is a connection to the public surface water sewer on Mucklow Hill on site, comprising of a storm water drain. The only water discharged via this outlet will comprise of roof water from buildings on site or clean surface water. There is a stormcell tank in the central yard of the site which will drain water from the waste transfer building via a series of downpipes and surface water from the external yard (excluding waste storage areas) via slot drains (ACO or similar) and a manhole with a silt trap. The storm cell tank will then discharge water via the storm water drain to surface water sewer.

11.1.3 Drainage for external waste storage areas (16 – 18) comprising of inert waste storage bays will separately drain to a sealed 15m^3 holding tank to capture any surface water that may have come into contact with the waste. Water will drain into the underground tank via a series of slot drains (ACO or similar) and a silt trap.

11.1.4 The tank will be emptied by a suitably licenced contractor typically once per month. The tank is fitted with a capacity alarm which will alert site operatives of when it is required to be emptied. The capacity of the tank will be inspected on a weekly basis or daily in periods of prolonged or heavy rainfall.

11.1.5 It is considered the internal areas of the waste transfer building will be fully sealed preventing the ingress or egress of liquid from the building.

11.1.6 The covered area used for the storage of separated recyclables is also considered to be suitably sealed, the roof will provide shelter from any rainwater and due to the fall of the site

no surface water will enter these bays as the site is laid to fall towards the stormcell tank drainage and therefore will not intercept any waste.

11.1.7 There is also a connection to foul sewer from the site which services the site office, toilets and welfare facilities on site and no water associated with waste operations is discharged via this outlet.

11.1.8 Inspection of the surface water on site will be carried out throughout the day by site staff and in the event of surface water pooling from heavy rainfall events, the operator will inspect the water by eye and anu distinctive colouring from either oil or potentially contaminated wastes will be pumped out using a hired in tanker. If the water is suitable for suppression techniques, it will be scoped and doused on external stockpiles.

11.2 Containment of Fire Water

11.2.1 The boundary of the site is predominantly surrounded by the building, palisade or acoustic fencing. To contain firewater a boom will be placed across the site to capture any firewater produced in one area to create a lagoon effect and prevent it from being discharged to surface water via the storm water drain.

11.2.2 As detailed in Section 10.1.2, the largest pile on site would require containment for 46.8m^3 of water in accordance with the FPP guidance. Table 11.1 details there is suitable firewater containment on site for an additional 0.11m^3 of firewater.

Table 11.1 - Firewater Containment Calculation

Volume of Water (m^3)	Containment Area (m^2)	Containment Required	Total Containment On Site
46.8	870 (sealed impermeable yard and waste transfer building)	46.8/870= 0.05m^3	0.16m firewater containment boom and 4m high concrete boundary / bay walls & waste transfer building walls. >0.11 additional capacity available.

11.3 Fire Water Boom Deployment Procedure

11.3.1 The site will have access to several fire water booms which will be located as shown on Drawing No. 3490-MUC-03 and would be deployed in the event of a fire and positioned as per the plan to contain any fire water runoff and prevent firewater from penetrating the hardstanding area of the site. The booms have a 160mm diameter tube each side and using a standard water main i.e. the hose from the site could be filled and provide containment in <5 minutes based on the length of the boom, the volume required and the 15 l/m from the standard hose.

11.3.2 A key member of senior staff will be responsible for arranging the deployment of the fire water boom will be trained in this procedure.

11.3.3 Upon confirmation that a significant volume of water is likely to be required for extinguishing a fire on site, the following deployment procedure for the fire water booms will be observed:

a) Take the boom roll from the site office.
b) Emplace the boom as shown on Drawing No. 3490-MUC-03 by rolling the necessary length; they will be cut to size prior to being used as part of the fire drill procedure.
c) Use supplied cable ties to seal the front end of the boom.
d) Using a sharp knife, cut the laid-out section from the remaining roll.
e) Using the Hose Reel, begin filling the first of the two chambers of the boom being sure to elevate the 'fill' end to prevent the water leaving the tube.
f) Once the first chamber is filled, repeat in second chamber ensuring the 'fill' end is kept elevated to prevent escape of water.
g) When both chambers are full the 'fill' end should be sealed using a cable tie thus completing deployment.
h) Typically, one side of the roll would be filled which has a 160mm diameter.

11.3.4 The above process should be completed as above for all lengths of boom shown on Drawing No. 3490-MUC-03.

11.3.5 Once deployed, all booms should be regularly checked during a fire event to ensure that they are providing effective containment and that there are no breaches. Secondary/additional lengths of boom can be deployed in addition to the compulsory locations using the same procedure (as above) if deemed necessary.

11.3.6 Fire water boom specification - The boom is the same as those issued by the Agency to the FRS in their 'Grab Packs'. In the grab pack information, it states "*The boom is resistant to most chemicals but may be adversely affected by very aggressive solvents such as acetone*". The site will not accept any waste material containing acetone or any other solvents.

11.3.7 If there is any deviation from the above drainage arrangement, an amended FPP will be submitted for approval by the EA and FRS.

11.4 Removal of Fire Water

11.4.1 Upon successfully extinguishing a fire all standing fire water would be pumped using a hired-in vacuum tanker and deposited to a suitably permitted site.

12 After an Incident

12.1 Contingency Planning

12.1.1 In the event of a fire the site will cease accepting waste. All customers who wish to deliver wastes during a fire will be notified by site admin staff and any who arrive without prior notification will be turned away. If urgent, deliveries will be directed to an alternative waste facility in the borough; details of which can be found on the EA's public register.

12.1.2 No waste will be accepted on site until the post-fire site recovery procedures outlined in the section below have been fully implemented and the site is authorised to re-open for trade and waste acceptance.

12.2 General recovery procedure

12.2.1 When the fire has been successfully dealt with the following actions will take place:

a) All fires will be reported to the EA on the working day that they occur including all steps taken by site staff, management and/or emergency services to deal with the fire.
b) Removal of burnt material to a suitably permitted site.
c) Investigation into the cause of the fire, to ensure it does not reoccur.
d) A review of the FPP and EMS, associated amendments will be implemented.
e) Review of any additional training requirements for site personnel as a result of the incident.
f) All fire extinguishers used to tackle the fire will be serviced and replaced after use.

12.2.2 In addition to the abovementioned procedures, the sections below outline specific procedures following a fire.

12.3 Site Decontamination

12.3.1 Surface water on site will be cleared using the following method:

a) Using a tanker/sucker, all standing fire water should be sucked up and taken off site or stored in a tank/bowser prior to removal off site.
b) Using all available resources, manually clean out the surface drainage system and underground interceptors/drains removing the debris to the pile of fire damaged waste for removal to landfill or permitted site.
c) Using a road sweeper, sweep the yard (damp as required using the bowser) until all ash and clinker has been removed.
d) All debris has now been isolated and all contaminated water holding areas have been cleaned and emptied.
e) Wash the yard down in entirety using clean water or allow a reasonably heavy rain shower to wash the yard down.
f) It is at this stage that site management should decide whether to repeat areas of the clean-up.

12.3.2 If the clean-up operation has been deemed complete and the site is deemed suitable for accepting waste, the site will ensure the following:

a) Account for all consumables that have been used in the fire and re-order / replace immediately.
b) Restack, and re-locate all items used for the surface water protection during the fire to their storage locations ready for future deployment.
c) Check monthly that items are still present and correct and still serviceable for use in an emergency.

12.3.3 The operator will liaise with the EA throughout the event ensuring they are satisfied with the clean-up programme and notify the operator when the site can begin accepting waste again onto site.

12.3.4 Due to the nature of the site's customers, there are no regular waste contracts which need to be dealt with if the site is closed for a period due to any incidents.

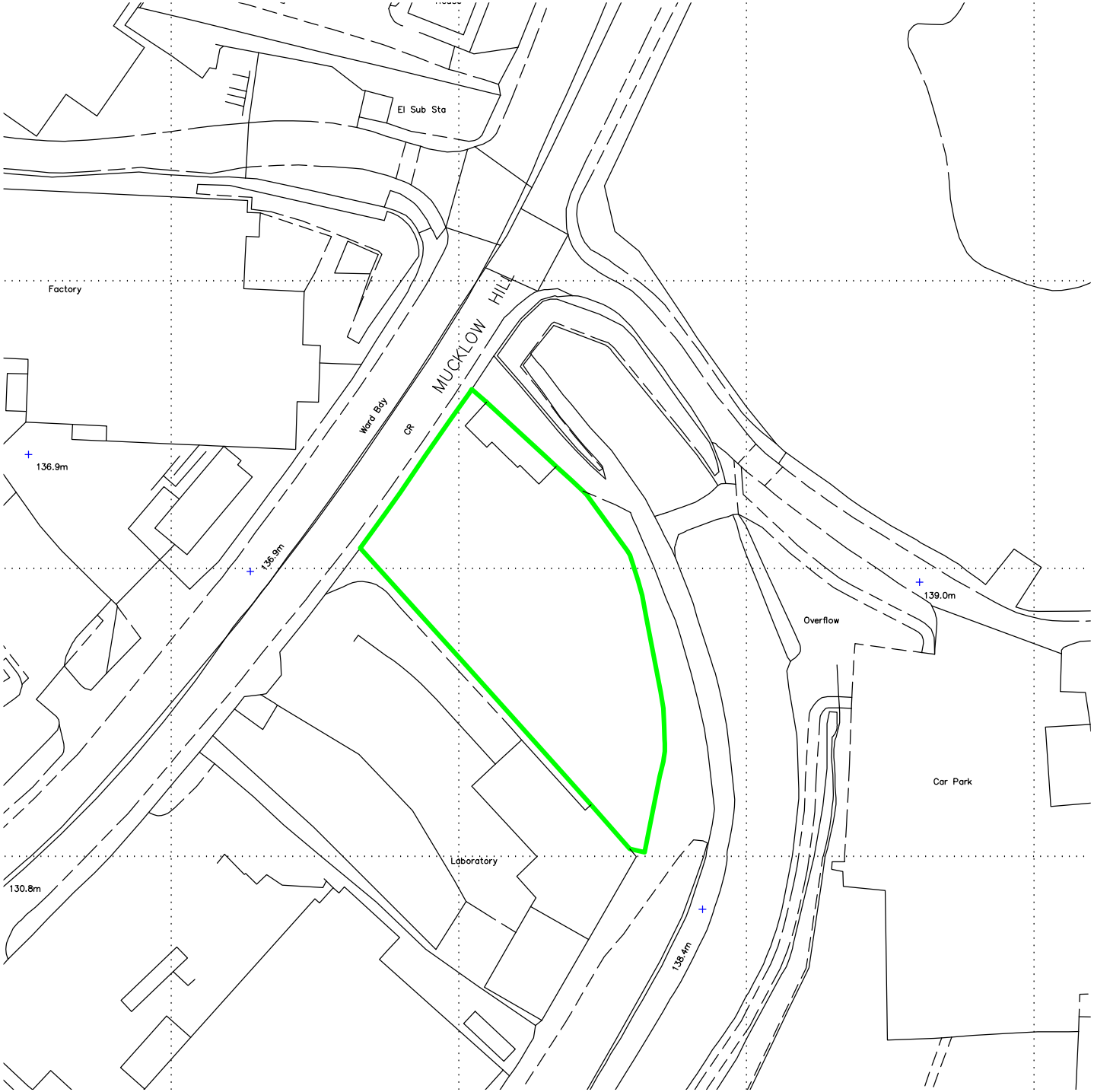
12.4 Post Fire Site Recovery

12.4.1 If a recovery procedure is required, the operator would instigate the following procedures:

a) Remove damaged material to a permitted facility that can deal with it legally.
b) Ask engineers to carry out repairs on any plant, vehicles and/or infrastructure.
c) Assist the FRS with the fire investigation and where necessary engage the advice from a professional fire consultant.
d) Review the FPP procedures and improve upon those which were found deficient.
e) Review training requirements for staff.
f) Assess whether further preventative measure could be implemented.
g) Ensure all fire equipment, where used, is replenished.
h) Remove fire water to a permitted facility for disposal.

Appendix I

Drawings



NOTES

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REVISION HISTORY

Rev:	Date:	Init:	Description:
-	24.01.25	JH	Initial drawing

KEY:

Permit boundary

N

Scale Bar (1:1,000)

0 10 20 30 40 50m

TITLE:

PERMIT BOUNDARY PLAN

CLIENT:

Halesowen Skip Hire Ltd

PROJECT/SITE:

Mucklow Hill, Halesowen B62 8DL

SCALE @ A4:	CLIENT NO:	JOB NO:
1:1,000	3490	001

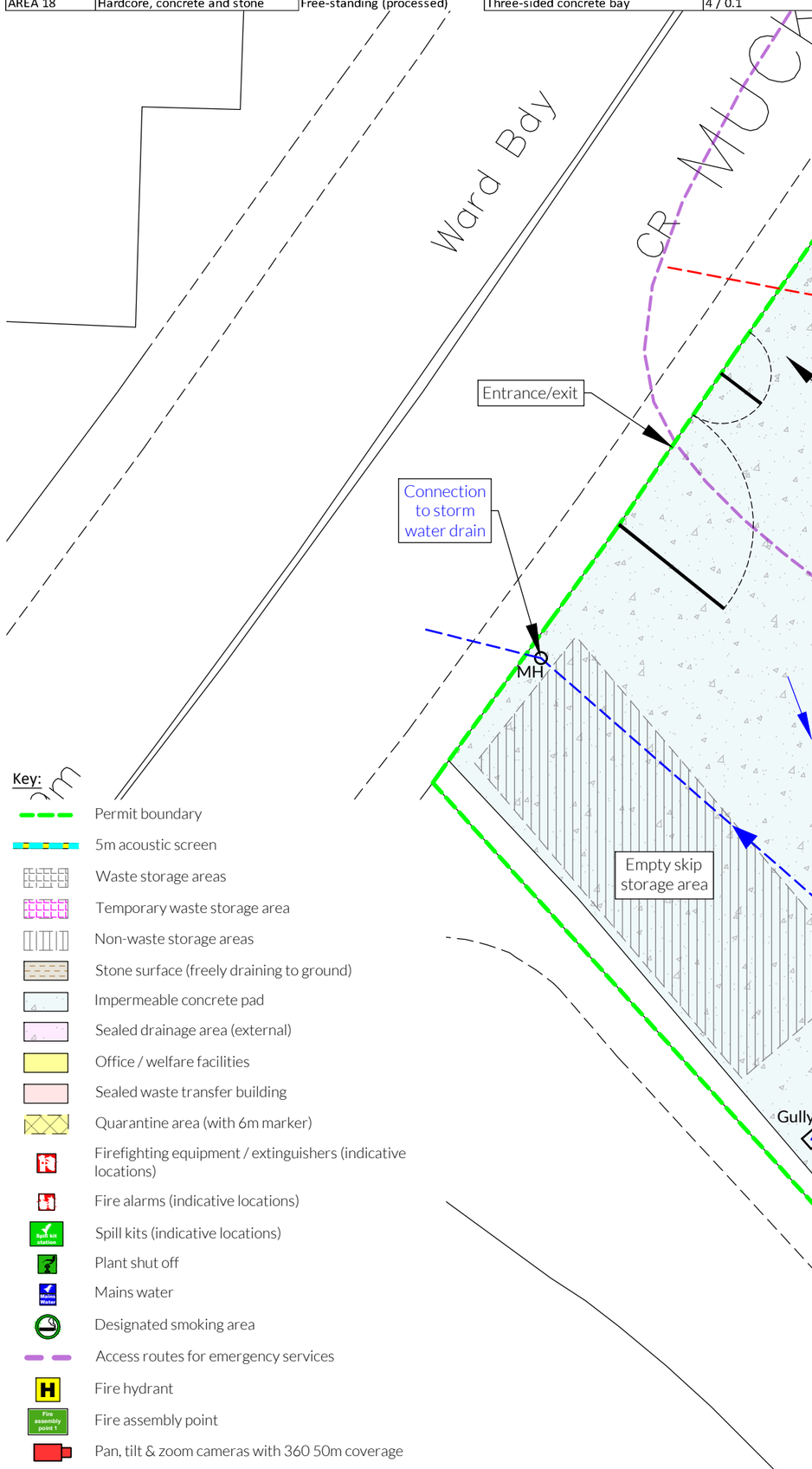
DRAWING NO:	REV:	STATUS:
3490-MUC-02	-	Issued

DATE:	DRAWN:	CHECKED:
24.01.25	JH	RS

Oaktree Environmental
Waste, Planning & Environmental Consultants

Storage Area Details

Plan Ref	Description	Storage type	Containment	Height / width of firewall (m)	Max width of pile (m)	Max length of pile (m)	Max height of pile (m)	Approx. area (m2)	Conversion factor used	Approx. volume (m3)	Max storage time
AREA 1A	Mixed waste reception (tipping), inspection and sorting area	Free-standing (unprocessed)	Two-sided concrete bay within an enclosed waste transfer building	4 / 0.1	6.2	2.8	3	17	0.75	39	<72 hours
AREA 1B	Mixed C&D waste	Free-standing (unprocessed)	Two-sided concrete bay within an enclosed waste transfer building	4 / 0.1	3.3	2.8	3	9	0.75	21	<72 hours
AREA 2	<10mm screened fines (trommel fines)	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	3.6	2.6	3	9	1	28	<1 week
AREAS 3-5	Sorted waste bays beneath picking line containing wood, plastic, cardboard, residual waste, green waste etc (contents in each bay may vary)	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	2.3	2.7	3	6	1	19	<72 hours
AREA 6	Ferrous metals	Sorted by overband magnet	Open topped moveable 4 cubic yard skip container	4 / 0.1	1.3	1.8	0.9	2	1	2	<72 hours
AREA 7	Lights (mixed waste)	Sorted by blower	Free-standing in cage	4 / 0.1	1.4	2.6	3	4	1	11	<72 hours
AREA 8	Oversize stone, concrete and hardcore from recycling plant	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	2.5	2.8	3	7	0.75	16	<4 weeks
AREA 9	Plasterboard	Free-standing (processed)	Open topped moveable 8 cubic yard skip container	n/a	1.5	3	1.2	5	1	5	<4 weeks
AREAS 10 - 12	Sorted waste containers containing plastic, residual waste, metal etc (the contents in each container may vary)	Free-standing (processed)	Open topped moveable 40 cubic yard roll on roll off skip	4 / 0.1	2.4	6.1	2.5	15	1	37	<4 weeks
AREA 13	Baled paper & cardboard	Free-standing (processed)	Two-sided concrete bay	4 / 0.1	3	3.7	3	11	1	33	<4 weeks
AREA 14	Baled plastic	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	3	3.7	3	11	1	33	<4 weeks
AREA 15	Wood / green waste	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	2.3	3.0	3	7	0.75	16	<4 weeks
AREA 16	<10mm screened fines (trommel fines)	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	4.2	4.6	3	19	1	58	<4 weeks
AREA 17	Soils / inert material	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	4.2	7.3	3	31	1	92	<6 months
AREA 18	Hardcore, concrete and stone	Free-standing (processed)	Three-sided concrete bay	4 / 0.1	4.2	7.3	3	31	1	92	<6 months



TITLE: SITE LAYOUT & FIRE PLAN

CLIENT: Halesowen Skip Hire Ltd

Oaktree Environmental
Waste, Planning & Environmental Consultants

PROJECT/SITE: Mucklow Hill, Halesowen, B62 8DL

SCALE @ A2:	CLIENT NO:	JOB NO:
1:200	3490	001
DRAWING NO:	REV:	STATUS:
3490-MUC-03	A	Issued
DATE:	DRAWN:	CHECKED:
17.09.25	EG/RS	RS

Scale Bar (1:200)
0 2 4 6 8 10m

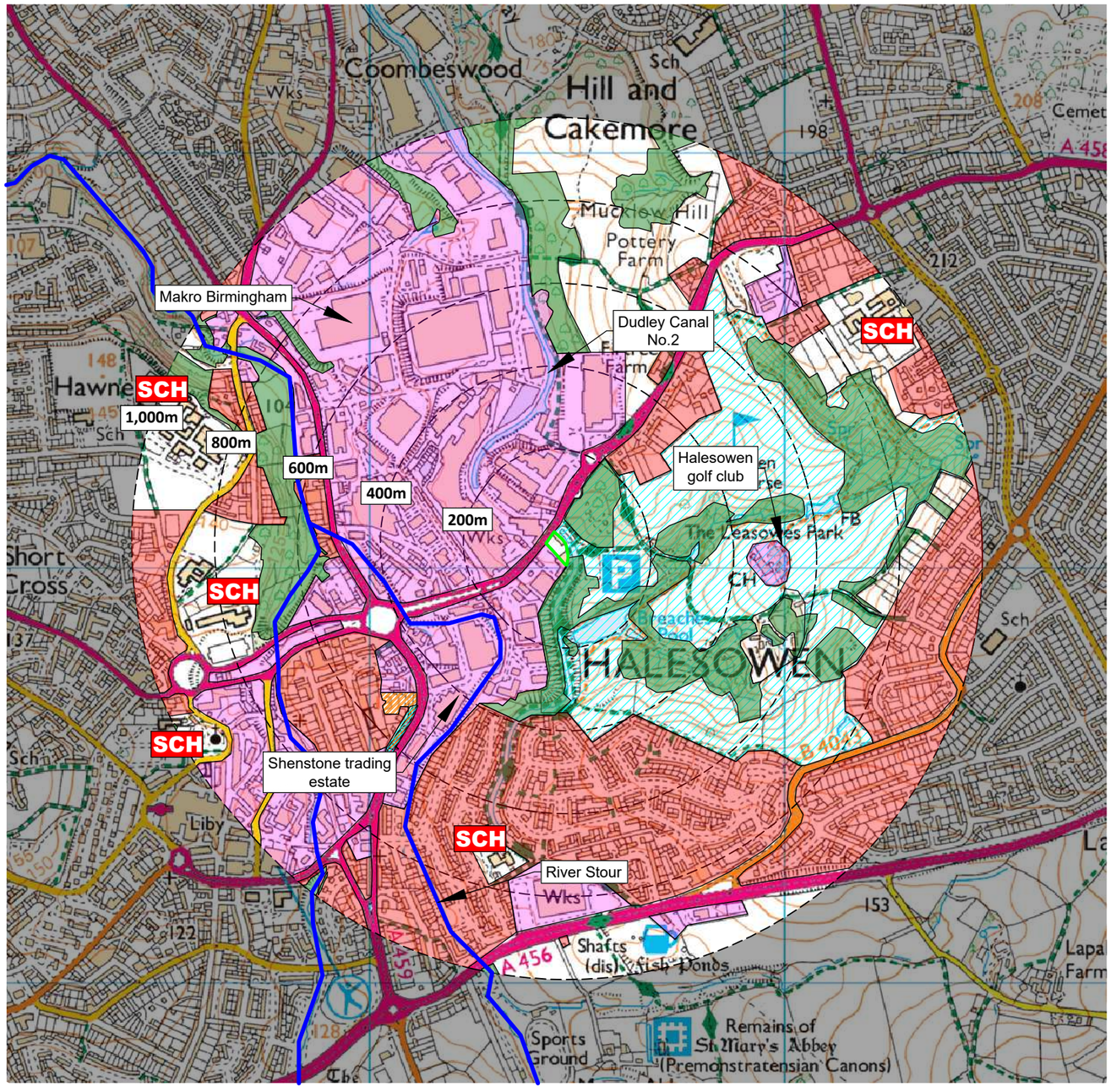
NOTES

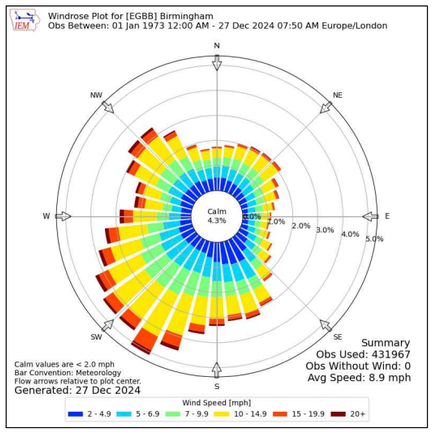
REVISION HISTORY

Rev:	Date:	Init:	Description:
-	16.07.25	EG	Initial drawing
A	17.09.25	RS	Minor amendments

KEY:

- Permit boundary
- Main river
- Surface water body (river / stream / pond / pool / lake)
- Areas with mix of residential, retail and commercial properties
- Workplaces (includes agriculture industry, commerce and retail)
- Residential blocks
- Class A, B, C roads
- Nearest fire hydrant
- Railway line
- Schools
- Woodland areas
- Local Nature Reserves
- Sites Of Special Scientific Interest
- Priority Habitat Inventory - Deciduous Woodland





Compass Wind Rose for (EGBB) Birmingham
1973-2024
- source: Iowa State University

NOTES

1. Boundaries are shown indicatively.
2. Wind rose data shows the prevailing wind direction to be Southerly.

REVISION HISTORY

Rev:	Date:	Init:	Description:
-	24.01.25	JH	Initial drawing

N

Scale Bar (1:12,500)
0 100 200 300 400 500m

TITLE:
RECEPTOR PLAN

CLIENT:
Halesowen Skip Hire Ltd

PROJECT/SITE:
Mucklow Hill, Halesowen B62 8DL

SCALE @ A3:	CLIENT NO:	JOB NO:
1:12,500	3490	001
DRAWING NO:	REV:	STATUS:
3490-MUC-04	-	Issued
DATE:	DRAWN:	CHECKED:
24.01.25	JH	RS

Oaktree Environmental
Waste, Planning & Environmental Consultants

Appendix II

Record Keeping Forms

HALESOWEN SKIP HIRE LTD
SITE INSPECTION FORM – MUC/RF/4

WEEK STARTING									
TYPE OF INSPECTION		FREQ	DAY						
			M	T	W	T	F	S	S
SITE ENTRANCE/NOTICE BOARD		**WEEKLY**							
SECURITY - GATES		**WEEKLY**							
SECURITY - FENCING		**WEEKLY**							
SITE ROADS (CLEAR FROM HAZARDS)		**DAILY**							
WATER DRAINING (FUNCTIONING)		**DAILY**							
WASTE CONTAINERS		**DAILY**							
WASTE STORAGE LIMITS	SOILS	**WEEKLY**							
WASTE STORAGE LIMITS	HARDCORE	**WEEKLY**							
WASTE STORAGE LIMITS	OTHER	**WEEKLY**							
REJECTED WASTE TYPES / STORAGE		**WEEKLY**							
NOISE LEVELS		**DAILY**							
FIRES (ANY INCIDENTS REPORTED)		**DAILY**							
NO SMOKING SIGNS IN PLACE		**MONTHLY**							
SPILLAGES & ABSORBENTS		**DAILY**							
UNDERGROUND SUMP CAPACITY		**WEEKLY**							
LITTER		**DAILY**							
DUST		**DAILY**							
ODOUR		**DAILY**							
VERMIN		**DAILY**							
RECORDS		**WEEKLY**							
COMPLAINTS RECEIVED		**AS REQUIRED**							
OTHER (SEE NOTES BELOW)		**AS REQUIRED**							
INSPECTION CARRIED OUT BY									

NOTES/ACTION (CONTINUE ON A SEPARATE SHEET IF NECESSARY):	

CHECKED BY		SIGNATURE	
POSITION		DATE	
Sheet		*of*	

HALESOWEN SKIP HIRE LTD
PREVENTATIVE MAINTENANCE CHECKLIST

CHECKED BY	POSITION
DATE	DATE OF LAST CHECKLIST

	EQUIPMENT ITEM					
OFFICIAL MAINTENANCE CHECK REQUIRED (Y/N)						
IF NO, DATE OF LAST CHECK						
IF YES, DATE OF NEXT CHECK						
IS ITEM IN CORRECT WORKING ORDER						
LEAKAGES OF OIL/DIESEL ON MOBILE PLANT / VEHICLES						
IF NO, WHAT REPAIRS ARE REQUIRED (USE SEPARATE SHEET IF REQUIRED)						
WERE REPAIRS DETAILED ON THE LAST CHECKLIST						
IF YES, HAVE THEY BEEN CARRIED OUT						
ADDITIONAL REPAIRS OR ACTIONS REQUIRED						

HALESOWEN SKIP HIRE LTD - EMPLOYEE TRAINING NEEDS ASSESSMENT / REVIEW

EMPLOYEE TRAINING NEEDS ASSESSMENT / REVIEW

EMPLOYEE NAME				DATE COMPLETED			
POSITION				REVIEW DUE			
TRAINER				OUTCOME	PASSED		
POSITION					FURTHER TRAINING REQUIRED		
CARRIED OUT /SIGN OFF >	Y/N	SIGNED BY EMPLOYEE	SIGNED BY TRAINER		Y/N	SIGNED BY EMPLOYEE	SIGNED BY TRAINER
ENVIRONMENTAL PERMIT				FIRE PREVENTION PLAN			
MANAGEMENT SYSTEM				FIRE SAFETY			
SITE RULES				EMERGENCY PROCEDURES			
RECORD KEEPING / TRANSFER NOTES				STORAGE /PILE SIZE LIMITS			
RECOGNITION OF WASTE TYPES				STORAGE DURATION			
SECURITY				FIRE DETECTION			
VEHICLE CHECKS				FIRE ALARMS			
PLANT OPERATION				FIRE FIGHTING EQUIPMENT			
PLANT CHECKS				FIRE WATER CONTAINMENT MEASURES			
AMENITY - LITTER, ODOUR, PESTS etc.				SPILL CLEARANCE			
NOTES AND ACTIONS:							