



# Fire Prevention Plan

GXO UK Logistics Ltd



*Helping clients prosper through compliance*

---

### SITE DETAILS

GXO UK Logistics Ltd  
Touchet Hall Road,  
Middleton,  
Manchester,  
M24 2YX

---

### OPERATOR DETAILS

GXO UK Logistics Ltd  
9 Haymarket Square,  
Edinburgh,  
Scotland,  
EH3 8RY

---

### DOCUMENT REFERENCE

K547.1~09~003

---

### ISSUE DATE

18/03/2026



**Wiser Environment Ltd**, Suite 11 Manor Mews, Bridge Street, St Ives, PE27 5UW  
94 Xuan Thuy, Thao Dien Ward, District 2, Ho Chi Minh City, 713385  
+44 1480 462 232 | [www.wiserenvironment.co.uk](http://www.wiserenvironment.co.uk) | [info@wisergroup.co.uk](mailto:info@wisergroup.co.uk)

## DOCUMENT CONTROL

<b>DOCUMENT TITLE:</b>	Fire Prevention Plan
<b>REFERENCE:</b>	K547.1~09~003
<b>CLIENT:</b>	GXO UK Logistics Limited
<b>REPORTED BY:</b>	Wiser Environment Limited
<b>STATUS:</b>	Final
<b>ISSUE:</b>	01
<b>ISSUE DATE:</b>	18/03/2026
<b>AUTHOR:</b>	Wiser Environment Limited
<b>APPROVED BY:</b>	GXO UK Logistics Limited

## REVISION HISTORY

REFERENCE	DATE	ISSUE:	REVISION SUMMARY
K547.1~09~003	19/12/2025	D1	For client review.
K547.1~09~003	18/03/2026	01	Finalised for submission.

## QUALITY CONTROL

ACTION	DATE	NAME
Prepared	03/12/2025	Philippa Howes
Checked	08/12/2025	Elliott Howard
Approved	18/03/2026	Elliott Howard

## WHO THIS PLAN IS FOR

This plan is for the Technically Competent Manager, Site staff, contractors and the local Fire and Rescue Service (FRS). A copy of this plan will be kept on site and accessible for site staff, contractors or the FRS to review.

## CONTENTS

<b>1. SCOPE .....</b>	<b>9</b>
<b>2. TYPES OF COMBUSTIBLE MATERIALS.....</b>	<b>11</b>
2.1. Combustible Waste .....	11
2.2. Other Combustible Materials (Non-Waste) .....	11
2.3. Persistent Organic Pollutants.....	11
<b>3. USING THIS FIRE PREVENTION PLAN.....</b>	<b>12</b>
3.1. Location.....	12
3.1. Where the Plan is Kept and How Staff Know How to Use it .....	12
3.2. Testing the Plan.....	12
3.3. Staff Training .....	12
3.4. Activities at the Site .....	13
<b>4. PLAN OF SENSITIVE RECEPTORS NEAR THE SITE.....</b>	<b>15</b>
<b>5. MANAGE COMMON CAUSES OF FIRE.....</b>	<b>16</b>
5.1. Arson.....	16
5.2. Plant and Equipment .....	16
5.3. Electrical Faults Including Damaged or Exposed Electrical Cables.....	16
5.4. Electrics Certification .....	17
5.5. Electrical Equipment Maintenance Arrangements.....	17
5.6. Smoking on Site Policies .....	17
5.7. Hot Works Safe Working Practices .....	17
5.8. Industrial Heaters and Use .....	17
5.1. Hot Exhausts and Engine Parts.....	17
<b>6. FIRE WATCH PROCEDURES .....</b>	<b>18</b>
6.1. Infrastructure and Site Inspections.....	18
<b>7. IGNITION SOURCES .....</b>	<b>19</b>
7.1. Heat and Spark Prevention.....	19
7.2. Batteries .....	19
7.3. Leaks and Spillages of Oils and Fuels .....	19
7.4. Build-Up of Loose Combustible Waste, Dust and Fluff.....	19
7.5. Reactions Between Wastes .....	20
<b>8. WASTE ACCEPTANCE AND DEPOSITED HOT LOADS .....</b>	<b>21</b>
<b>9. HOT AND DRY WEATHER .....</b>	<b>23</b>
9.1. Prevent Self-Combustion.....	23

**10. GENERAL SELF-COMBUSTION MEASURES ..... 24**

**11. MANAGE STORAGE TIME ..... 25**

    11.1. Method Used to Record and Manage the Storage of All Waste on Site ..... 25

    11.2. Stock Rotation Policy ..... 25

**12. MONITOR AND CONTROL TEMPERATURE ..... 26**

    12.1. Reduce the Exposed Metal Content and Proportion of ‘Fines’ ..... 26

    12.2. Monitoring Temperature ..... 26

    12.3. Controlling Temperature ..... 26

    12.4. Dealing with Hot Weather and Heating From Sunlight ..... 26

    12.5. Waste Bale Storage ..... 26

**13. MANAGE WASTE PILES ..... 27**

    13.1. Storing Waste Materials in Their Largest Form ..... 27

    13.2. Maximum Pile Sizes for the Waste on Your Site ..... 27

    13.3. Waste Stored in Containers and Types of Containers ..... 28

    13.4. Accessibility of Containers ..... 28

    13.5. Gas Bottles and Other Flammable Items ..... 28

**14. PREVENT FIRE SPREADING ..... 29**

    14.1. Separation Distances ..... 29

    14.2. Fire Walls Construction Standards ..... 29

**15. STORING WASTE IN BAYS ..... 30**

**16. QUARANTINE AREA ..... 31**

    16.2. How to Use the Quarantine Area if There is a Fire ..... 31

    16.3. Procedure to Remove Material Stored Temporarily if There is a Fire ..... 31

**17. DETECTING FIRES ..... 32**

    17.1. Detection Systems in Use ..... 32

**18. SUPPRESSING FIRES ..... 33**

    18.1. Suppression Systems in Use ..... 33

    18.2. Certification for the Systems ..... 33

**19. FIREFIGHTING TECHNIQUES ..... 34**

    19.1. Initial Response ..... 34

    19.2. Active Firefighting ..... 34

**20. WATER SUPPLIES ..... 35**

    20.1. Available Water Supply ..... 35

    20.2. Show the Calculation for Your Required Water Supply ..... 35

---

<b>21. MANAGING FIRE WATER .....</b>	<b>37</b>
21.1. Containing the Run-Off From Fire Water .....	37
<b>22. DURING AND AFTER AN INCIDENT .....</b>	<b>38</b>
22.1. Employee Awareness .....	38
22.2. Dealing With Issues During a Fire.....	38
22.3. Notifying Residents and Businesses .....	38
22.4. Clearing and Decontamination After a Fire .....	38
22.5. Making the Site Operational After a Fire .....	39

## TABLES

TABLE	TITLE
Table 1	Combustible Waste
Table 2	Waste Acceptance Procedure
Table 3	Storage Times
Table 4	Pile Sizes
Table 5	Water Supply Calculations
Table 6	Fire Water Containment Calculations

## TECHNICAL DRAWINGS

REFERENCE	REV	DATE	TITLE
K547.1~20~001	01	18/03/2026	Permit Boundary
K547.1~20~002	01	18/03/2026	Site Setting Plan (2km buffer)
K547.1~20~003	01	18/03/2026	Site Layout Plan
K547.1~20~004	01	18/03/2026	FRS Route Plan
P1063-90_010		Enter date	Drainage Plan

## FIGURES

FIGURE	TITLE
Figure 1	Wind Rose Indicating Prevailing Wind Directions

## APPENDICIES

APPENDIX	TITLE	DATE
Appendix A	Sensitive Receptors Table	Enter date

## 1. SCOPE

This Fire Prevention Plan (FPP) is intended as a working procedure document to prevent and limit the causes of fire and to mitigate the impacts of fire should one occur. It applies to everyone on site:

- Site Management; [site manager name]
- Technically Competent Manager (WAMITAB)
- Trained Site Operatives
- Visiting Contractors
- Emergency Services

This document has been prepared using the guidance and template provided by the Environment Agency (EA).

The application is for a Bespoke Environmental Permit, to permit a waste transfer station located at Touchet Hall Road, Middleton, Manchester, M24 2YX. The site is located at National Grid Reference SD 88847 07317.

The facility to be operated at Middleton is effectively a replacement for the site currently operated at Oceans Estate, Trafford Park Road, Trafford Park, Manchester, M17 1AS which operates on a combination of waste exemptions as well as an Environmental Permit (EPR/KB3305KZ). This new application will consolidate these activities into one permit at the new facility, prior to the formal surrender of the Oceans Estate permit.

The application will permit the following activities:

- Cardboard waste – bulked and baled prior to dispatch.
- Plastics – packaging and containers, bulked and baled prior to dispatch.
- Aluminium/metal tins, cans – sorted, bulked prior to dispatch.
- Glass – bulked prior to dispatch.
- Waste Oil – received in containers, bulked and palletised prior to dispatch.
- Food Waste – received in totes, bulked and stored within dedicated building prior to dispatch.

All wastes received are subject to the waste acceptance procedure prior to being unloaded (See Section 8), during this stage any non-conforming waste will be rejected. These areas are marked on the Site Layout Plan (K547.1~20~003).

The site location is shown on the Site Setting Plan (K547.1~20~002) whilst the permitted boundary is shown on the Permit Boundary Plan (K547.1~20~001). The Site Layout Plan (K547.1~20~003) shows how key areas and processes are arranged.

The site approximately 1.43 ha and is manned 24/7 by security. The site is located within a commercial area in the Middleton area of Greater Manchester and accessed via Touchet Hall Road (see Site Layout Plan (K547.1~20~003)). The centre of Manchester is located approximately 10 km SSW whilst the towns of Middleton and Oldham are 2 km south-west and 4.5 km south-east respectively. The nearest main road is the A627 located approximately 1 km east.

A hard copy of this FPP will be displayed in the office on site and all staff shall be made aware of the measures outlined in the FPP. Required training of the related procedures shall take place and in the case of an emergency the FPP shall be presented to the Fire Rescue Service upon arrival to site.

## 2. TYPES OF COMBUSTIBLE MATERIALS

### 2.1. Combustible Waste

**Table 1: Combustible Waste**

Waste Stream	EWC
Food Waste	20 01 02
Waste Cooking Oil	20 01 25
Plastic	20 01 08
Paper and card	15 01 01
Glass	20 01 02

### 2.2. Other Combustible Materials (Non-Waste)

There is an integrally bunded, double-skinned 1000l diesel storage tank located onsite. It is protected from potential damage by both steel crash barriers and a tubular steel perimeter 'skeleton'.

### 2.3. Persistent Organic Pollutants

There are no POPs waste accepted onsite. In the unlikely event that POPs waste is found onsite, this will be quarantined and removed at the earliest convenience.

## 3. USING THIS FIRE PREVENTION PLAN

### 3.1. Location

An up-to-date copy of the Fire Prevention Plan, site plans and process are held in the site security office.

In addition, all procedures relating to emergencies on site, including fires, will be held within the site security office, and will be easily found and readily available.

#### 3.1. Where the Plan is Kept and How Staff Know How to Use it

A hard copy of the plan shall be readily available at the site office during operational hours and is available on request to visitors and contractors. All staff are to read the FPP as part of their induction and sign a training log. Any changes to the plan shall be communicated to staff via training. Visitors and visiting contractors are given a brief overview key fire related measures such as the evacuation muster point and any fire extinguishers in their work area. If their visits extend over considerable length of time or on a regular basis, then they will be encouraged to read the plan in full and sign the training log. Emergency services will be allowed immediate access to the plan, and further hard or digital copies can be made available if required.

### 3.2. Testing the Plan

Evacuation drills are conducted two per shift on an annual basis or at the discretion of the Site Management in accordance with the Fire Drill Procedure (listed below) and are recorded in the site diary. Testing of fire alarms are conducted on a weekly basis, but evacuation is not required in these instances. Any issues addressed through site meetings and further training if necessary.

A fire drill is held to simulate the processes undertaken in the event of a fire or other similar emergency. It involves replicating the scenario of if a real fire were to occur, with the inclusion of fire alarms, and requires the employees, contractors and visitors to evacuate.

The drill enables familiarisation of the Fire Prevention Plan. Findings from the drill are discussed and if needed, an action plan is created to address any opportunities for improvement implemented.

### 3.3. Staff Training

Training is provided to all site personnel in relation to how to identify fire risks, how to prevent fires on site and how to spot fires on site. Site management will ensure that there are always enough fire marshals on site when operational. All contractors working on site will be made

aware and understand the contents of the Fire Prevention Plan and procedures in the event of a fire on site.

All staff and contractors undergo intensive contractor engagement training, a robust Permit to Work (PTW) system operates, and all contractors are monitored via documented checks. WorkSafe observations are recorded on safety tours, remedial actions identified and taken.

### **3.4. Activities at the Site**

#### **3.4.1. Waste Management Activities**

Permitted activities are restricted to bulking, baling and repackaging of non-hazardous household, commercial and industrial waste to be transferred elsewhere for recovery. The permitted activities will take place on an impermeable surface.

The activities onsite consist of bulking and baling wastes such as cardboard and plastics. Soft and hard plastics are processed in separate bailers. Aluminium metal tins and cans are received in totes, sorted and bulked in a 40yrd skip. Food waste is packed in biodegradable bags within "totes" (small black plastic boxes), bulked within a dedicated building prior to dispatch. Glass is also received in totes (yellow top to differentiate from food waste) and this is emptied into a 40-yard skip prior to dispatch from site. Waste oil is received in containers, palletised and wrapped prior to dispatch. Only non-hazardous waste is accepted onsite.

Permitted activity codes for the waste transfer activities are listed below:

- R13: Storage of waste pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection, on the site where the waste is produced).
- R12: Exchange of waste for submission to any of the operations numbered R1 to R. Including preliminary operations prior to recovery including bulking, baling and repackaging.

#### **3.4.2. Waste Receipt and Acceptance**

The non-hazardous food waste will be removed from customer premises in sealed totes and within sealed food-grade bags. This will be checked and sorted on site and placed into a sealed trailer pending transport to an appropriately permitted treatment facility.

The site operates every day except Christmas day and is not open to the general public nor are there any public rights of way through the site; it is manned by fulltime (24/7) security, and all visitors are required to sign in to the visitor's register upon arrival and departure from the site. The visitor's register is located in the entrance of the main building and is monitored by security.

**3.4.3. Waste Processing**

The only ‘processing’ of waste undertaken is the baling of cardboard and plastics prior to dispatch. No treatment beyond this is undertaken on site to any of the accepted waste streams. All baling takes place internally.

Site does undertake some washing of containers (totes) in which food wastes and other streams are received. This is undertaken by dedicated plant, which recirculates water used before eventual discharge to a foul sewer connection under a trade effluent consent. The same consent covers the discharge from vehicle washing which is undertaken in a purpose-built bay with dedicated drainage system.

**3.4.4. Site Inspection**

**TABLE 2 Site Inspections**

WEEKLY INSPECTIONS
Water supply functional
Integrity of concrete surface
Integrity of spill kits – do items need replacement?
Where present on site that any oils are securely locked away in the designated container
Any evidence of the build-up of combustible materials around the site or on plant
Fire Alarms in working order

## 4. PLAN OF SENSITIVE RECEPTORS NEAR THE SITE

Sensitive Receptors are shown on the Site Setting Plan (K547.1~20~002) and in the Sensitive Receptors Table (Appendix A). The Sensitive Receptors displayed are in all directions. The prevailing wind direction of the site is south westerly. The closest residential dwelling to the site is 155 m SE described as Chadderton Fold Residential Area.

The site is surrounded by commercial land use, therefore consequences from an incident are likely to prove less impactful than would be expected in the case of more sensitive receptors i.e. residential land use.

## 5. MANAGE COMMON CAUSES OF FIRE

### 5.1. Arson

The site is covered by CCTV which is monitored by security staff in place 24/7 every day of the year. The site is accessed by a gated entrance, and the wider site is surrounded by a metal palisade fence.

A visitor sign-in systems is in place. In the event of a breach of security at the site, the cause will be investigated and appropriate mitigation measures implemented. This will be recorded in the Security incident data logging; and any actions realised will be implemented.

In the event of a security breach a full security audit will take place.

Regular checks and inspections are in place and documented. Records will be maintained of inspections and maintenance of security fencing and doors, breaches of security, investigations and actions taken. Further annual security audits are undertaken and a full report with remedial actions issued.

### 5.2. Plant and Equipment

In the unlikely event of a fuel leak, spill kits are located within the waste area. Staff trained to clean up any spillages and prevent entry to the onsite drainage systems. Induction training and refresher training is provided to staff in the safe operation of plant and equipment relevant to their role, in accordance with the site's company training schedule.

Plant and equipment is visually inspected prior to every use to ensure it is in good condition with no faults. At the end of the working day, mobile plant will be stored away from any storage of waste materials.

In the event of a failure or suspected fault with an item of plant or piece of equipment, the operator will ensure that the equipment is shut off/isolated in a safe manner and not used until the equipment can be repaired or replaced and ensure this is recorded on the defect log.

Vehicles will be turned off while in the waste area and keys controlled under strict key control process.

### 5.3. Electrical Faults Including Damaged or Exposed Electrical Cables

Any electrical faults noticed on site during normal inspections or throughout the working day are isolated. A qualified electrician will be called to resolve the problem. If required, the electric shall be switched off at the fuse box to prevent an ignition risk.

All equipment is inspected before and after use. Regular safety checks and daily preoperational checks are recorded and further WorkSafe observations carried out and recorded.

#### **5.4. Electrics Certification**

All electrics are fully certified by a qualified electrician; and Annual Portable Appliance Testing ("PAT") testing of any portable electrical appliances is carried out.

#### **5.5. Electrical Equipment Maintenance Arrangements**

Electrics are fully certified by a competent person, every 5 years. All electrical equipment is PAT tested once a year. HSS maintain all hired equipment as part of the contract with the site. Fixed wire testing is carried out on 5-year basis. Thermographic testing notes has been carried out within the last 2 years. All fixed equipment is included on a planned maintenance programme in line with manufacturer's recommendations.

#### **5.6. Smoking on Site Policies**

The site operates a strict no smoking policy, except in one designated area and this is clearly communicated to all staff and visitors within information and signage.

#### **5.7. Hot Works Safe Working Practices**

No naked flames or burning is licenced on site. Works which require the introduction of a source of ignition to the working area must be accompanied by an adequate Risk Assessment and 'Hot Work' permit issued by the TCM or appropriately appointed person. No hot works/cutting tools are used/carried out on site without adequate controls/supervision and works carried out under a strict PTW.

A fire watch will be carried out during the period which the hot works are being undertaken and for 1 hour after hot works have been concluded.

#### **5.8. Industrial Heaters and Use**

No industrial heaters are present or used onsite.

#### **5.1. Hot Exhausts and Engine Parts**

Operational staff will be required to remain vigilant when using plant and equipment for signs of fire caused by dust settling on hot exhausts and engine parts.

Plant and equipment will be checked prior to use of the build-up of combustible material and where required cleaned down before use.

Once a vehicle is unloaded it will not be parked in or within the waste area, therefore the likelihood of combustible material coming in to contact with hot exhaust systems is unlikely.

## 6. FIRE WATCH PROCEDURES

The site operates every day except Christmas day and is not open to the general public nor are there any public rights of way through the site. The site is manned 24/7 by security, and all visitors are required to sign in to the visitor's register upon arrival and departure from the site. The visitor's register is located in the entrance of the main building and is monitored by security.

The yard supervisor will conduct start and end of the day checks to the site, fleet and the security of the site.

### 6.1. Infrastructure and Site Inspections

The site will be continuously inspected by operatives throughout the working day using WorkSafe checks and recording findings.

Site inspections will be carried out once a week in addition to daily site walkovers ensuring that no potential fire risk remain for outside of operational hours. An environment audit is undertaken on an annual basis at the site. A waste audit is in place and will be carried at a frequency of one per month.

The waste area is manned 24/7 and is covered by fully operational CCTV.

## 7. IGNITION SOURCES

The most likely causes of fire at the site have been identified and described below, with a summary of the management controls for restricting the possibility of a fire outbreak.

### 7.1. Heat and Spark Prevention

Combustible materials will be stored in designated storage areas, with all materials containerised.

Due to the nature of the food waste, temperature and moisture content of materials within the site does not require checking, however, advice from the Fire Service for similar activities at another GXO site noted the time on the site is minimal and temperature checks not required.

In the event of a fire, use of extinguishers or hydrants will be utilised to extinguish the fire in the first instance. Any incident that cannot be tackled by these methods will result in a call to the Fire Service.

### 7.2. Batteries

No batteries are accepted or stored onsite. In the unlikely event that a battery is found onsite, it will be quarantined and removed at the earliest convenience to a suitably permitted facility.

### 7.3. Leaks and Spillages of Oils and Fuels

All liquid wastes will be held in sealed containers away from vehicular movements. All such containers will be provided with secondary containment and have a spill kit available for deployment in close proximity should a spillage occur. Any leaks or spills will be recorded in the daily site diary.

The Site will utilise a simple 'Stop-Contain-Divert' model for containing spillages and have spill kits or granules available on site to protect the surface water system and to prevent pollutants from entering the site drains. Site staff are trained and familiar with their use in an emergency situation through the use of spill drills. The site has a sealed drainage system with interceptors to prevent surface to prevent pollution exiting through the site drainage system. The system will remain closed until the spillage has been safely pumped from the site and disposed of at an appropriately permitted facility.

### 7.4. Build-Up of Loose Combustible Waste, Dust and Fluff

Regular housekeeping and inspection of the site will occur at the end of the working day and weekly as minimum. All equipment is checked prior to use and inspected as part of a daily site inspection routine.

### **7.5. Reactions Between Wastes**

If wastes are seen to react, then they are either isolated in situ if possible or moved to the quarantine area (see Site Layout Plan K547.1~20~003).

Strict waste acceptance procedures are implemented on site to ensure only waste within the waste operation permit are accepted. Collections of waste are well established and from known suppliers; the likelihood of non-conforming wastes entering the facility is unlikely.

All incoming waste or material has been pre-inspected prior to arriving on site therefore, incompatible waste and material should not enter site.

Secondary checking measures have been implemented on site to ensure incompatible waste is isolated and checked prior to tipping.

## 8. WASTE ACCEPTANCE AND DEPOSITED HOT LOADS

All waste accepted onsite is from the company Greene King, a known supplier, therefore the likelihood of adverse waste is minimal.

Strict waste acceptance procedures are implemented on site to ensure only materials allowed within the permit are accepted. Regardless of the waste, drivers are required to report to site weighbridge office upon arrival so relevant documentation can be verified. Where necessary site staff will visually inspect the waste to be tipped.

All staff collecting and receiving waste are fully trained and will be able to detect any non-conforming materials at the collection point. Any loads that do not conform are refused at the collection point. All loads will then be checked upon receipt and further secondary checking procedure will be in place to identify non-conforming materials.

However, where non-conforming waste is found after it has been accepted, they will be placed immediately into the designated quarantine area (Site Layout Plan (K547.1~09~003)). The Environment Agency shall be informed if necessary.

Quarantined waste shall be removed from site within seven days, and appropriate signage shall be used to identify quarantined waste. Records of any non-conforming waste shall be recorded in the site diary.

**Table 2: Waste Acceptance Procedure**

WASTE ACCEPTANCE PROCEDURE	SPECIFIC STANDARDS
<p><b>Waste Inspection</b></p>	<p>Waste upon entrance to site is visually inspected for compliance with waste management regulations, supplier specifications, and the permit.</p> <p>If conforming the waste is directed to the reception area to be unloaded. If non-conforming, the load is refused and details noted.</p>
<p><b>Quarantine Storage and Waste Which are Reject</b></p>	<p>Quarantined waste will be removed from site as soon as is suitably practicable. Appropriate signage is used to identify quarantined waste. Records on non-conforming waste shall be retained.</p>

WASTE ACCEPTANCE PROCEDURE	SPECIFIC STANDARDS
<p><b>Identification of Wastes</b></p>	<p>All wastes must conform to those EWC codes on the Permit and to the written description provided by the waste producer.</p>

## 9. HOT AND DRY WEATHER

The site operates under a FIFO policy which ensures regular turnover of waste. Wastes are containerised and mostly stored under cover. Processing (baling) occurs internally. See Site Layout Plan, (K547.1~20~003).

Visual inspection during operational hours will also identify hot spots. CCTV is operational and monitored 24/7.

Waste is not stored on site for longer than one week, thereby minimising the risk of combustion and mitigating the potential impacts of high temperatures.

### 9.1. Prevent Self-Combustion

The core strategy is the FIFO policy operated on site, waste first accepted is the waste first removed from site, with continual visual monitoring during operational hours.

## 10. GENERAL SELF-COMBUSTION MEASURES

Self-combustion of wastes is very unlikely owing to the time stored, methods of storage and the type of waste accepted. Effective waste management and the type of waste limit the likelihood of the self-combustion of materials stored on site.

The core strategy is First-In-First-Out (FIFO) procedure, waste first accepted is waste first dispatched from site. Site staff remain vigilant for any signs of combustion from waste piles on site.

Daily checks are made on the site as part of the fire watch procedure.

Storage areas are overseen by CCTV, and the site has security present 24/7. Waste are stored in containers/trailers and measure far below maximums set out within the FPP guidance. See Section 13 for specific dimensions. In the event of a fire from self-combustion the firefighting techniques detailed in Sections 19 and 22 will be implemented.

Several measures are implemented to prevent fuel and combustible liquids leaking onsite. These include:

- All vehicles subject to regulatory servicing and maintenance checks;
- Daily checks, such as evidence of obvious leaks, hydraulic fluid levels, operating systems, recorded on vehicle check sheet;
- A procedure for reporting any faults or maintenance concerns to prevent any foreseeable breakdowns or leaks;
- A procedure for immediate reporting of fuel leaks or spillages;
- Vehicles will be turned off in the waste area and strict key controls in place;

## 11. MANAGE STORAGE TIME

Given the nature of the wastes to be stored on site and recognising that they will typically not be on site for more than 4 days, the risk fire occurring and spreading is very low.

No more than 30 tonnes stored on site at any one time; Waste stored at any one time will be within metal containers and skips with hydraulic metal lids or is baled and stored directly on trailers for removal from site.

**Table 3: Storage Times**

WASTE STREAM	MAX. STORAGE TIME ON SITE	MAX. STORAGE LIMIT ON SITE
Food Waste	1 week	146 m <sup>3</sup>
Glass	1 week	41.6 m <sup>3</sup>
Paper & Cardboard	1 week	146 m <sup>3</sup>
Plastics	1 week	146 m <sup>3</sup>
Metal Tins & Cans	1 week	41.6 m <sup>3</sup>
Waste Oil	1 week	116 m <sup>3</sup>

All waste will be stored and processed on impermeable surfacing with a sealed drainage system.

All waste food waste returned is approximately one day old, sandwiches and pastries. Waste contractors are in place and waste skips are removed and replaced approximately twice per week or as required.

### 11.1. Method Used to Record and Manage the Storage of All Waste on Site

All waste will be recorded and processed in the order it arrives on site. Storage of waste on site is managed through a spreadsheet using data from the weighbridge and quarterly returns from the Environment Agency.

### 11.2. Stock Rotation Policy

Waste will be managed on a First In, First Out (FIFO) procedure, waste first accepted is the waste first removed from site. The nature of the operation mean that waste stored is collected within a week timeframe.

## 12. MONITOR AND CONTROL TEMPERATURE

No waste food waste will be stored on site longer than 4 days. Under normal operating conditions all wastes will be stored no longer than a week.

Due to the minimal amount of time any waste will be stored on site, the risk of hot spots forming within waste piles is deemed extremely unlikely.

Site operatives will ensure that the oldest materials will always be removed first. This ensures good stock rotation for all stored materials and a clear method to manage the storage of all waste on site. First In, First Out (FIFO) operated on site to reduce storage times on waste whilst staff work to hot weather procedure.

### 12.1. Reduce the Exposed Metal Content and Proportion of 'Fines'

Due to the minimal amount of time any waste will be stored on site, the risk of hot spots forming within waste piles is deemed extremely unlikely.

Fines are not accepted on site. Metals stored are done so within a container, subject to a FIFO procedure and stored for the minimal period of time.

### 12.2. Monitoring Temperature

Visual inspections of the waste occur at the start and the end of the operational day as well as ad-hoc throughout the day.

### 12.3. Controlling Temperature

To help control temperature of waste storage areas the site operates a FIFO policy to keep storage time to a minimum given the amounts on site. Waste is either stored within a building or within containers to further shade the material.

### 12.4. Dealing with Hot Weather and Heating From Sunlight

The FIFO procedure operated on site to reduce storage times on waste whilst staff work to hot weather procedure.

### 12.5. Waste Bale Storage

The waste to be baled is offloaded into the processing area and directly into the bailers. Bales are loaded onto a dispatch trailer for storage until collection (see Site Layout Plan, K547.1~20~003).

Baled waste storage on site is all located on stand trailers; there may be some overflow externally if receiving more waste than expected, although this is unlikely. This will only be on the rare occasion that the trailer has not been collected. .

## 13. MANAGE WASTE PILES

### 13.1. Storing Waste Materials in Their Largest Form

Only physical sorting occurs on site to separate into different waste fractions. Waste is stored in its largest fraction size to reduce reactions between waste.

Waste stored at any one time will be within metal containers and skips with hydraulic metal lids. Baled waste will be placed straight into trailers, to then be removed from site.

### 13.2. Maximum Pile Sizes for the Waste on Your Site

**Table 4: Pile Sizes**

WASTE STREAM	LOCATION	HOW IT IS STORED	MAX. LENGTH / M	MAX. WIDTH / M	MAX. HEIGHT / M	VOLUME / M <sup>3</sup>	MAX. TIME IT WILL BE STORED
Food Waste	See Site Layout Plan	RoRo Skip	13.6	2.55	4.2	146 (Size of Trailer)	4 days
Glass	See Site Layout Plan	40-Yard Skip	6.3	2.4	2.75	41.6	1 week
Paper & Cardboard	See Site Layout Plan	Baled, stored on a stand trailer	13.6	2.55	4.2	146 (Size of Trailer)	1 week
Plastics	See Site Layout Plan	Baled, stored on a stand trailer	13.6	2.55	4.2	146 (Size of Trailer)	1 week
Metal Tins & Cans	See Site Layout Plan	40-Yard Skip	6.3	2.4	2.75	41.6	1 week
Waste Oil	See Site Layout Plan	20 litre tubs, palletised, 22 per pallet	13.2	11	0.8	116	1 week

### **13.3. Waste Stored in Containers and Types of Containers**

All waste stored in containers will be closed in the event of a fire to prevent the spread.

Food waste is transferred from tote boxes to Dolav boxes. The food is then transferred into a trailer, which is stored within the dedicated building to prevent fugitive emissions.

### **13.4. Accessibility of Containers**

All containers are accessible on at least one side.

### **13.5. Gas Bottles and Other Flammable Items**

The strict waste pre-acceptance and acceptance procedures will ensure no gas cylinders enter site.

## 14. PREVENT FIRE SPREADING

### 14.1. Separation Distances

All waste that is not containerised (baled plastic, paper and cardboard), will be stored a within stand trailers. This negates the need for separation distances. All other wastes are containerised.

### 14.2. Fire Walls Construction Standards

There are no fire walls located onsite.

## 15. STORING WASTE IN BAYS

No waste is stored in bays. It is either containerised or baled and placed directly on a trailer to be removed from site.

## 16. QUARANTINE AREA

### 16.1.1. Quarantine Area Location and Size

Quarantine area and the associated 6 m separation distance is shown on the Site Layout Plan (K547.1~20~003). In accordance with the guidelines set out by the Environment Agency, the quarantine area can hold up to 50% of the largest waste pile.

Quarantine area covers approx. 74 m<sup>3</sup> (6 m x 6.2 m x 2 m) which covers more than the required 73 m<sup>3</sup> as dictated by the largest waste pile.

### 16.2. How to Use the Quarantine Area if There is a Fire

Quarantine area to be used for burning waste. In the event of a fire, where safe to do so, burning or smouldering material will be isolated and transferred to the quarantine area for extinguishing. Use of this area will only be carried out where safe to do so or under instruction of the Fire Service.

### 16.3. Procedure to Remove Material Stored Temporarily if There is a Fire

Quarantined waste will be removed from site as soon as is suitably practicable. Appropriate signage is used to identify quarantined waste. Records on non-conforming waste shall be retained.

## 17. DETECTING FIRES

### 17.1. Detection Systems in Use

Due to the type of waste, amount of waste, and time of storage on site, the need for detection systems is minimal.

CCTV does monitor operational and storage areas. Operational areas are occupied 24/7 and staff are trained to identify fire and raise the alarm. Quantities of waste are minimal, the majority containerised and storage durations under operational norms are less than a week.

Fire extinguishers are located in the area and staff are trained in their use.

## 18. SUPPRESSING FIRES

### 18.1. Suppression Systems in Use

There are fire extinguishers located across the site and site staff are trained in their use.

There is a fire hydrant located onsite (see Site Layout Plan, K547.1~20~003) which can be used by the Fire Rescue Service (FRS), in the unlikely event of a fire. The hydrant would represent the core method of suppression in the event of a more substantial incident.

### 18.2. Certification for the Systems

The fire extinguishers are maintained in line with the manufacturer's guidance.

## 19. FIREFIGHTING TECHNIQUES

Detailed below are the responses and actions which may be undertaken by operational staff members to isolate and extinguish burning or smouldering material upon detection. All operational staff members will be trained in the below techniques, and the principles identified within this document. It must be noted that firefighting techniques should only be used if safe to do so, and in the event of a fire becoming out of control precedent should be given to the safe evacuation of the site and the contacting of the FRS.

### 19.1. Initial Response

The aim of the initial response is to extinguish a fire in its earliest stage before it can take hold. Persons discovering a fire should only tackle the fire if there is no significant danger to themselves. In the event that the fire cannot be extinguished 'in-situ' and in its earliest stages the Local Fire Service must be contacted immediately and the site evacuated to a fire assembly point.

Upon arrival the local fire service should be directed to the site of the incident and provided with details such as the source of the outbreak (if known), materials present on site, any explosive or hazardous materials present, access routes and any pieces of equipment which may assist the Fire Service in extinguishing the fire.

### 19.2. Active Firefighting

Fire extinguishers are accessible across the site and their locations marked on the Site layout Plan (K547.1~20~003). Informal hoses support the suppression of fire. Site staff are aware of locations for fire extinguishers and hoses.

To prevent a fire several measures can be undertaken to reduce the likelihood of such an event. In the unlikely event of a fire, and to mitigate the spread of fire, all waste containers can be closed, thus starving the fire of oxygen and allowing the fire to burn out within the containers. Furthermore, the skips for waste are entire and fully sealed and can be filled with water to saturation, thus extinguishing any fire.

## 20. WATER SUPPLIES

### 20.1. Available Water Supply

Site has access to a fire hydrant, and the location is shown on the Site Layout Plan (K547.1~20~003).

### 20.2. Show the Calculation for Your Required Water Supply

Table 5: Water Supply Calculation

A	B	C	D	
<b>MAXIMUM PILE VOLUME (m<sup>3</sup>)</b>	<b>WATER SUPPLY NEEDED (L/min)</b>	<b>WATER SUPPLY NEEDED OVER 3 HOURS (L)</b>	<b>TOTAL WATER AVAILABLE ON SITE (L)</b>	<b>SUFFICIENT SUPPLY?</b>
See Table 5	Based on 1200l/m <sup>3</sup> - Pile volume (A) x 6.67L	(B x 180 minutes)	From hydrant, (See Table 6 below)	Is D greater than C
146	974	175,288	360,000	<b>YES</b>
<b>REQUIRED</b>	<b>VOLUME OF WATER REQUIRED</b>	<b>175 m<sup>3</sup></b>		
	MAXIMUM PILE SIZE 146 m <sup>3</sup>	<p><b>FROM EA FPP GUIDANCE</b></p> <ul style="list-style-type: none"> <li>• 2000 litres x 180 minutes = 360,000 litres per 300m<sup>3</sup></li> <li>• 360,000 litres/300m<sup>3</sup> = 1,200 litres / m<sup>3</sup> of waste</li> <li>• 1200 litres / 180 minutes = 6.67 litres / m<sup>3</sup> / minute</li> </ul> <p><b>SITE SPECIFIC REQUIREMENT</b> Based on the largest pile size.</p> <p>146 m<sup>3</sup> x 1200 litres = 175,200 litres / 1000 = 175 m<sup>3</sup></p>		

A	B	C	D	
<b>MAXIMUM PILE VOLUME (m<sup>3</sup>)</b>	<b>WATER SUPPLY NEEDED (L/min)</b>	<b>WATER SUPPLY NEEDED OVER 3 HOURS (L)</b>	<b>TOTAL WATER AVAILABLE ON SITE (L)</b>	<b>SUFFICIENT SUPPLY?</b>
See Table 5	Based on 1200l/m <sup>3</sup> - Pile volume (A) x 6.67L	(B x 180 minutes)	From hydrant, (See Table 6 below)	Is D greater than C
	1x Fire Hydrants	<p><i>Predicted supply (given 100 mm diameter).</i></p> <ul style="list-style-type: none"> <li>• 2000 l/min x 180 minutes = 360,000 litres</li> <li>• 360,000 litres/ 1000 = <b>360 m<sup>3</sup></b></li> </ul>		
<b>TOTAL AVAILABLE</b>		<b>360 m<sup>3</sup></b>		

## 21. MANAGING FIRE WATER

### 21.1. Containing the Run-Off From Fire Water

As identified in Sections 11 and 13 above, all wastes are stored in sealed containers. Furthermore, at any one time it is unlikely that there will be more than 3 tonnes of waste within any container. In these cases, firewater will be contained within the containers themselves.

Any fire within a vehicle trailer can be extinguished by starving the fire of oxygen through closing the doors or using water. With no more than 3 tonnes stored per trailer at any one time only a small amount of water would be required.

Water would not be used to extinguish a diesel fire and there are no fire water management considerations in this regard.

Site is equipped with a drainage system with various shutoff points – in the event of the fire these shall be utilised to prevent inadvertent entry into the foul drainage as a precautionary measure. In all likelihood, contaminated water will be contained by the storage receptacle.

## 22. DURING AND AFTER AN INCIDENT

### 22.1. Employee Awareness

Employees are aware of the actions to be taken on discovery of fire and on hearing a fire alarm. They are aware of the location of manual fire alarm call points within the site and the method of operation or alternative means for raising the alarm.

Employees are aware of the location of firefighting equipment within the waste area and the method of operation (using PASS). All escape routes within the site and buildings and waste area are always kept clear

### 22.2. Dealing With Issues During a Fire

During a fire, operations shall cease, and all incoming waste is diverted from the site. Site staff will only engage in active firefighting if safe to do so. The Fire Rescue Service shall be contacted and presented with FPP on arrival.

In the event of a fire onsite the Fire Service will be notified immediately and EA as soon as practicable and the site Fire Incident controller will be notified immediately.

All containers are kept closed, however where they are being used at the time they will be closed off to starve the fire of oxygen and to avoid the fire from spreading.

All access to and from the yard area will be restricted by security staff, and depending on the scale of the fire, the site and buildings will be evacuated. Emergency procedures are in place to contact neighbouring properties.

Site services would be shut down, and an Inspection will be made to ensure that no water has accessed foul drainage. In the event that this may have occurred, testing of the drains will be made.

### 22.3. Notifying Residents and Businesses

In the event of smoke emissions becoming an issue the site informs neighbouring residents and businesses through the city council website and their social media channels.

The Environment Agency shall be contacted as per permit requirements on the Environment Agency Incident Hotline: 0800 80 70 60.

### 22.4. Clearing and Decontamination After a Fire

After an incident a contractor shall be contacted to empty the drainage and take any waste off site.

The extent of the fire damage will be assessed by the Food Services Director and General Manager assisted by QSHE. Should damage be substantial to prevent the site from operating,

the site will cease accepting waste and will notify customers accordingly. The customer will direct waste via Veolia direct collections from premises.

The company Business Continuity Plan will be invoked and company insurers notified as required.

The fire and rescue service may have to also isolate gas, electric and water supplies. There is a site isolation switch off point located in the security hut. These will be reconnected by a registered gas engineer, electrician or plumber.

The integrity and functionality of the drainage system will be assessed and approved by a professional prior to recommencement of operations.

The designated environmental contractors will be deployed to amend all spillages, auditing, cleaning of bunds and interceptors. A full report will be issued and reported via the EA channels as necessary. All documentation will be retained for inspection.

#### **22.5. Making the Site Operational After a Fire**

After an incident the site shall be inspected fully for any signs of damage to infrastructure and where appropriate fixes made. Site will not reopen until this has taken place.

An assessment will be completed to determine potential further mitigation measures to prevent any future fires. Any outcomes to be implemented onsite will be incorporated within this Fire Prevention Plan (K547.1~09~003) and the site's Environmental Management System (EMS) as required.

Once actions have been undertaken, the site manager will confirm all actions have been undertaken for the recommencement of waste operations.

This Fire Prevention Plan is considered to be a 'working' document that will be reviewed and updated at least annually or as required.

Any changes/additions to the waste streams or quantities It will be the responsibility of the Senior Contracts manager or nominated person to maintain this Fire Prevention Plan, and to ensure it is adhered to in the event of a fire on site.



*Helping clients prosper through compliance*

Suite 11 Manor Mews, Bridge Street, St Ives, PE27 5UW  
01480 462 232 | [www.wiserenvironment.co.uk](http://www.wiserenvironment.co.uk) | [info@wisergroup.co.uk](mailto:info@wisergroup.co.uk)

