

# FIRE PREVENTION PLAN

The Dock, St John's Road, Boston, Lincolnshire PE21 6BN

**Port of Boston Limited**

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THIS DOCUMENT IS DUE FOR REVIEW IN **AUGUST 2025** 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

<b>Site Address:</b>	<b>The Dock, St John's Road, Boston, Lincolnshire PE21 6BN</b>		
<b>Site Operator:</b>	<b>Port of Boston Limited</b>	<b>National Grid Ref:</b>	<b>TF 33266 43019</b>

<b>Contact</b>	<b>Description</b>	<b>Office Hours</b>	<b>Out of Hours</b>
Liam Lynch Mark Gatehouse	Directors	01205 365571	07967114516
Andrew Brown	Secretary	01205 365571	07967114516
Ed Inglis	TCM	01205 365571	07967114516
<b>Boston West Hospital</b> Boston West Business Park, Sleaford Road, Boston, Lincolnshire, PE21 8EG	Main NHS Hospital	01205 591860	999
	Accident & Emergency (A&E) – 12-hour service	999	999
<b>Greyfriars Surgery</b> South Square, Boston, Lincolnshire, PE21 6JU	Local Doctor Surgery (GP)	01205311133	999
<b>Lincolnshire Police</b> Boston Police Station Lincoln Ln, Boston PE21 8QS	Local Police Non- Emergency	101 or 01522 532222	999
	Police Emergency	999 or 112	999
<b>Lincolnshire Fire &amp; Rescue Service</b> Boston Fire Station Robin Hood's Walk, Boston PE21 9ES	Fire and Rescue Service (in Emergency Dial 999)	999 or 01205 363231	999
<b>Lincolnshire County Council</b> County Offices, Newland, Lincoln LN1 1YL	County Council General Enquiries	01205 310010	01522 782333
<b>Anglian Water</b>	Water Provider / Sewerage Undertaker	03457 919 155	03457 145 145
<b>Environment Agency</b> Ceres house, Searby Rd, Lincoln LN2 4DW	Local Environment Agency Office	0370 850 6506	0800 80 70 60
<b>Oaktree Environmental Ltd</b> Lime House, 2 Road Two, Winsford, Cheshire CW7 3QZ	Specialist Advisor (Waste and Planning Issues)	01606 558833	N/A

# **1 Introduction**

## **1.1 Overview of site operations**

1.1.1 This Fire Prevention Plan (FPP) document considers the risks associated with a fire at The Dock, St John's Road, Boston, Lincolnshire PE21 6BN (the site). The site will be operated by Port of Boston Limited under an Environmental Permit (EP) to allow for the acceptance, storage and transfer of household, commercial & industrial (HCI) waste comprising bales of refuse derived refuel (RDF) and solid recovery fuel (SRF) only.

## **1.2 Fire prevention objectives**

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

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

1.2.2 This FPP will be kept in the site office/security cabin situated of the dock shown on Drawing No. POB/3401/03 –Site Layout & Fire Plan which is shown in Appendix I of this FPP. All operational site staff and contractors are aware and understand the contents of FPP and what they must do during a fire.

## **1.3 Reviewing and monitoring this FPP**

1.3.1 This document will be due for review two years from the date of approval, as a result of any incidents which may lead to the requirement for immediate review, or the FPP guidance changing, whichever is the sooner. The circumstances which would warrant a review are the following:

- Experiencing a fire incident.
- Increase in waste storage volumes



- Development of site infrastructure – new buildings
- Installation of new equipment or plant – baler/loading shovel/sort-line/ etc.

## 1.4 **Summary of site operations**

1.4.1 In summary the main operations which take place at the site are as follows:

- Storage of Refuse Derived Fuel (RDF) bales.
- Storage of Solid Recovered fuel (SRF) bales.
- The bales are stored on the open quayside at the port in readiness to load to ship's hold.
- The site will not be used for processing waste.

1.4.2 The above activities are clearly shown on the Site Layout & Fire Plan which is referenced as Drawing No. POB/3401/03 and shown in Appendix I of this FPP.

## 1.5 **Hours of operation**

1.5.1 The site is expected to be open on a 24/7 basis which is required for the loading from quay to vessels – 365 days a week. For receiving bales into the site this is usually 06:00 to 18:00 Monday – Friday and 07:00 - 12:00 on a Saturday.

1.5.2 Waste reception is typically Monday to Friday, but if a vessel is loading then where possible cargo will be brought in to load direct from vehicle to the ship's hold, which also includes Saturdays & Sundays.

1.5.3 The site may also need to receive bales on outside of the above hours e in the event of an emergency shipment. It must be noted the dock itself operates on a 24/7 basis.

## 1.6 Staffing and Management

1.6.1 The site will open for the deposit of waste or for other essential operations during the hours listed in Section 1.4. The table below details the staff structure of the site when operating at full capacity. Positions in bold italic print below are the minimum staff requirements when the site is open for the reception of waste:

**Table 1.1 - Staffing Levels**

<b>Position</b>	<b>Employees</b>	<b>Responsibilities</b>
Site manager, TCM	1 ( <b>1</b> )	Overseeing and co-ordinating all activities which take place at the site
Operative	1 ( <b>1</b> )	Using mobile plant to manoeuvre and load waste
Security guard	2 ( <b>1</b> )	Preventing unauthorised access to the site and monitoring the site when it is not in operation

## 1.7 Plant and Equipment

1.7.1 Waste will be handled using the plant listed in Table 1.2 below. Additional plant will be hired to cover any very busy periods. Only trained operators will be permitted to drive/operate the plant listed below and all plant used has cabs fitted with firefighting equipment, have hydraulics which are resistant and can be used to manoeuvre waste in a fire incident.

**Table 1.2 - Plant & Equipment**

<b>ITEM</b>	<b>NUMBER</b>	<b>FUNCTION</b>
Fuchs 380 – material handler/crane	2	Loading waste onto the ship
Forklift truck with bale clamp	1	Manoeuvring of bales around the site

1.7.2 Note: The plant/equipment on site may vary and additional equipment may be hired-in to cope with larger jobs, jobs with specific requirements or to prevent over stockpiling leading to a breach of permitting conditions.

1.7.3 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 Port of Boston Limited 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.

## 1.9 **Sensitive Receptors**

1.9.1 A Sensitive Receptor Plan has been produced (Drawing No. POB/3401/04 in Appendix I) to highlight the following within a 1000 radius (where applicable):

- detailing schools, hospitals, nursing and care homes, railways, bus stations, residential areas, workplaces, protected habitats, watercourses, groundwater, boreholes, wells and springs supplying water for human consumption

1.9.2 To minimise the impact on the local area and associated receptors from a fire on site, this document details mitigation measures which will decrease the likelihood of a fire occurring on site and limit the size and duration of a fire if it does occur (as per Section 1.2 above). These measures will ensure the potential impact on any of the surrounding land is as minimal as practicably possible.

1.9.3 Contact details for surrounding industrial, commercial, retail and leisure premises are shown in Section 8.3 including and procedures of how receptors with human population would be notified of a fire.

1.9.4 The table overleaf details a risk assessment of all the receptor types within 1km radius of site, and likely impacts on each - e.g. smoke, road closures, impacts on businesses etc...

Table 1.3 – Receptor information and fire mitigation

Receptor	Receptor Type	Source	Harm	Pathway	Probability of Exposure	Consequence	Magnitude of Risk	Risk Management
Numerous surrounding industrial and commercial uses	Industrial / commercial premises	Fire causing the release of polluting materials to air (smoke, fumes and particulate matter)	Respiratory irritation, illness and nuisance to local population.  Financial loss of businesses due to closure of adjacent roads/evacuation of premises.	Air transport of smoke.	High	Medium	Medium	Procedures set out in this FPP.  Toolbox talks and liaison meetings with receptors to review procedures in the event the site is subject of a fire.
Residential dwellings, schools and care homes in the surrounding area	Residential	As above	Respiratory irritation, illness and nuisance to local population.	Air transport of smoke.	High	Medium	Medium	As above
Surrounding highway and public transport networks including rail and bus services	Major road networks	As above	Closure of roads due to excessive smoke fumes.  Increased risk of accidents due to poor visibility.	Air transport of smoke.	High	Medium	Medium	As above
Nearby leisure / retail	Leisure / retail	As above	Respiratory irritation, illness and nuisance to local population.  Financial loss of businesses due to closure of adjacent roads/evacuation of premises.	Air transport of smoke.	Medium	Medium	Low	Procedures set out in this FPP.  Toolbox talks and liaison meetings with receptors to review procedures in the event the site is subject of a fire.
Surface Waters; mainly including the Haven and other smaller rivers, streams, brooks or lakes	Surface Waters	Direct run off of fire water across site or to surface waters.  Fire causing the release of polluting materials to air (smoke, fumes and particulate matter).	Loss of amenity, deterioration of water quality, killing of flora / fauna and other local wildlife	Air transport of smoke.  Direct run off of fire water across site to surface waters.	Med	Medium	Low	Procedures set out in this FPP.  The site has a sealed drainage system.
Habitats and species including Deciduous Woodlands, Mudflats, Coastal Saltmarshes and Local Nature Reserves and other protected species	Protected sites and species	As above	Harm to protected site through toxic contamination, nutrient enrichment, smothering, disturbance, predation etc.	Air transport of smoke.	Med	Medium	Low	Procedures set out in this FPP

## 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	<ul style="list-style-type: none"> <li>Suitable site security infrastructure.</li> <li>Vehicle checks on arrival to the site.</li> <li>Plant &amp; equipment daily checks before and one hour before shutdown.</li> <li>Ensure all mobile plant is stored in the out-of-hours plant storage before the site shuts down.</li> <li>Preventative maintenance of plant / equipment by manufacturer.</li> <li>Staff training / toolbox talks.</li> </ul>	Near-zero
Plant or equipment	Spillages of fuel, sparks from machinery or malfunction caused by ineffective maintenance	Medium	<ul style="list-style-type: none"> <li>Plant &amp; equipment daily checks before and one hour before shutdown.</li> <li>Ensure all mobile plant is stored in the out-of-hours plant storage before the site shuts down.</li> <li>Preventative maintenance of plant / equipment by manufacturer.</li> <li>There is no fuel storage on site.</li> <li>Daily checks of site surfacing and spill kits available on site inside mobile plant.</li> <li>Staff training / toolbox talks.</li> </ul>	Near zero
Electrical appliances and cabling	Faulty appliances or damaged/ exposed electrical cables may spark as a result of a power surge	Medium	<ul style="list-style-type: none"> <li>Fixed wiring testing is carried out 5 years and portable appliances are PAT tested 24 months in accordance with Legislation.</li> <li>There are no electrical appliances on site other than security cameras, there are no buildings on site with electrical sockets the build-up of dust and fluff should be negligible.</li> </ul>	Low
Discarded smoking materials	Risk of ignition of stored wastes from smoking materials which have not been fully distinguished	Low	<ul style="list-style-type: none"> <li>There is no smoking allowed within the permit boundary.</li> </ul>	Near-zero
Sparks from loading buckets/shovels	Scraping of loading buckets/shovels causing sparks which may ignite stored wastes	Low	<ul style="list-style-type: none"> <li>There are no loading shovels to be used at the site.</li> </ul>	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	<ul style="list-style-type: none"> <li>No hot works will take place at the site.</li> </ul>	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	<ul style="list-style-type: none"> <li>There are no industrial heaters (or associated pipework) used heat areas of the site.</li> </ul>	Low
Hot exhausts	Potential source of both primary and residual heat to stored wastes	High	<ul style="list-style-type: none"> <li>Fire extinguishers are fitted in the cab of all mobile plant.</li> <li>Plant &amp; equipment daily checks before and one hour before shutdown.</li> <li>Ensure all mobile plant is stored in the out-of-hours plant storage before the site shuts down.</li> <li>Preventative maintenance of plant / equipment by manufacturer.</li> <li>Out-of-hours storage of plant &amp; equipment away from combustible or flammable wastes.</li> <li>Daily checks for dust and fluff on plant/equipment before and use of equipment.</li> </ul>	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
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	<ul style="list-style-type: none"> <li>• Fire extinguishers are fitted in the cab of all loading plant.</li> <li>• 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.</li> <li>• Plant &amp; equipment daily checks before and one hour before shutdown.</li> <li>• Ensure all mobile plant is stored in the out-of-hours plant storage before the site shuts down.</li> <li>• Preventative maintenance of plant / equipment by manufacturer.</li> <li>• Minimum daily checks for dust and fluff on plant/equipment before and use of equipment at the start/end (one hour before) of each working day.</li> </ul>	Low
Hot loads	Imported wastes which may contain materials which are above ambient temperature	High	<ul style="list-style-type: none"> <li>• All loads are inspected in accordance with strict waste acceptance procedures.</li> <li>• Quarantine area and rejected waste containers on site for quick isolation of load.</li> </ul>	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	<ul style="list-style-type: none"> <li>• There are no overhead power lines which traverse the site.</li> </ul>	Near-zero
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	<ul style="list-style-type: none"> <li>• Plant &amp; equipment daily checks before and one hour before shutdown.</li> <li>• Ensure all mobile plant is stored in the out-of-hours plant storage before the site shuts down.</li> <li>• Preventative maintenance of plant / equipment by manufacturer.</li> <li>• Minimum daily checks for dust and fluff on plant/equipment before and use of equipment at the start/end (one hour before) of each working day.</li> <li>• No idling policy in place</li> </ul>	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	<ul style="list-style-type: none"> <li>• All loads are inspected in accordance with strict waste acceptance procedures.</li> <li>• Quarantine area and rejected waste containers on site for quick isolation of load.</li> <li>• There will be no storage of any cylinders, tanks or other type of materials at the site.</li> </ul>	Low
Reaction between wastes	Combustible waste piles may ignite in the event of a fire and worsen the effects if wastes react	High	<ul style="list-style-type: none"> <li>• All loads are inspected in accordance with strict waste acceptance procedures.</li> <li>• Quarantine area and rejected waste containers on site for quick isolation of load.</li> </ul>	Low
Leaks and spillages of oils and fuels	Fuels and combustible liquids leaking or trailing from site vehicles and ELVs can combust or cause accidents leading to combustion	High	<ul style="list-style-type: none"> <li>• Spill kits available throughout the site inside mobile plant.</li> <li>• Suitable and sealed drainage system.</li> <li>• Continuous (minimum twice daily) checks for spillages around the site.</li> <li>• Staff training / toolbox talks.</li> <li>• Plant &amp; equipment daily checks before and one hour before shutdown.</li> <li>• Ensure all mobile plant is stored in the out-of-hours plant storage before the site shuts down.</li> <li>• Preventative maintenance of plant / equipment by manufacturer.</li> <li>• Minimum daily checks for dust and fluff on plant/equipment before and use of equipment at the start/end (one hour before) of each working day.</li> </ul>	Low
“Tramp” metal	Metal could be hot from mechanical processing and interact with lighter waste causing a fire	High	<ul style="list-style-type: none"> <li>• All loads are inspected in accordance with strict waste acceptance procedures.</li> <li>• Quarantine area and rejected waste containers on site for quick isolation of load.</li> </ul>	Low

## 2.2 **Fuel & Hazardous Fluids Storage**

2.2.1 There is no fuel or hazardous fluids to be stored within the permit boundary of the site.

## 2.3 **Hot Works Procedure**

2.3.1 There are no hot works to take place within the permit boundary.

## 2.4 **Smoking Policy**

2.4.1 No smoking is permitted to take place within the confines of the site.

## 2.5 **Mobile and fixed plant maintenance**

2.5.1 All mobile and fixed plant on site including vehicles in the fleet are subject to annual manufacturer maintenance to ensure proper working order in the form of service contracts.

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:

- 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.
- Mobile plant is stored in the out-of-hours plant storage area as shown on Drawing No POB/3401/03 following cessation of activities and external separation distances of 6m are observed between plant and any combustible or flammable material.
- No plant will be stored in the building out-of-hours
- 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.
- All plant and equipment vehicles are fitted with fire extinguishers in the cab.
- All plant and equipment vehicles have mobile spill kits located inside.
- 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 The site is located on a port so the risk of any authorised personnel is low. The site itself is bounded by a 2m flood wall to the south, the Haven is situated to the north and east and the west comprises an open area for access. It must be noted the only access onto the port is via an automated gate which has number plate recognition and monitored by a security guard situated in an adjacent cabin 24/7. Each person entering the port will require to provide their credentials and reason for entering which will prohibit any authorised access.

2.6.2 There is 24/7 remotely accessible CCTV fitted with full site coverage and off-site supervision. The CCTV is monitored by the security guard in the cabin during operational and non-operational hours. In addition to this, security guard will patrol the site at least twice between the hours of 17:00 – 06:00 Monday Friday (most likely 11:00 and 15:00) and 12:00 – 06:00 Saturday – Sunday (similar times). The times may not be the same in the event someone is watching therefore will remain periodic out-of-hours but at least twice when the site is closed.

2.6.3 The site security measures will be inspected on a daily basis and any defects which impair the effectiveness of the security will be repaired to the same or better standard as soon as practicable. All repairs will be noted on the site diary within 24 hours of the event.

2.6.4 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 As discussed in Section 2.1, the site comprises an open bulking area for bales therefore there are no buildings which have any electrical cables on site which would require servicing.



- 2.7.2 Daily inspection will be undertaken and the daily Fire Checklist in Appendix II can be used as a reference for any potential ignition sources from suspected electrical faults (CCTV) 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.

### **3 Waste acceptance procedures**

#### **3.1 General**

3.1.1 Strict waste acceptance procedures are in place at the site and are summarised below. The waste is delivered to the site via an existing access to the east and upon arrival all waste will undergo a visual inspection on arrival at site prior to progressing through to the weighbridge. Once the vehicle has passed the initial inspection, the vehicle will be directed to the weighbridge where the waste transfer documentation will be fully checked to ensure the waste matches the pre-acceptance information received.

3.1.2 Any wastes identified during the incoming waste 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.

#### **3.2 Waste storage**

3.2.1 In summary the site will accept and store waste the following:

- 19 12 10 - combustible waste (refuse derived fuel)
- 19 12 12 - combustible waste (solid recovery fuel)

3.2.2 The site will not mechanically treat any waste on site.

3.2.3 The site will not mix or mechanically process any hazardous waste on site.

## **4 Managing waste storage to prevent self-combustion and the fire spreading**

### **4.1 General**

4.1.1 The site will comply with Section 9.1 of the EA's FPP guidance in terms of pile sizes guidance and reference should be made to Drawing No. POB/3401/03 which shows the indicative locations of the above wastes. The waste storage table in section 4.2 details the maximum pile sizes which the site will comply with when the relevant areas are not in operation.

4.1.2 The operator will minimise pile sizes and store waste materials in their largest form i.e. bales during all instances of out-of-hours as shown below.

### **4.2 Waste storage table**

4.2.1 The following table overleaf details the maximum pile sizes and duration for all wastes and stored on site when the site.

Table 4.1 – Storage Table Details

Waste Storage Area Details - PILE SIZES BASED ON AREA OF STOCKPILE ON SITE PLAN NOT LENGTH X WIDTH													
Plan Ref	Description	Storage type	Containment	Height / width of firewall (m)	Max Width (m)	Max Length (m)	Height (m)	Max area (m2)	Conversion factor used	Volume (m3)	Approx. number of bales	Tonnage (approx.)	Maximum storage durations
AREA 1	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 2	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 3	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 4	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 5	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	5	20.4	4.4	102	1	449	208	291	<12 weeks
AREA 6	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	8	4.4	72	1	317	140	196	<12 weeks
AREA 7	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	8	9	4.4	72	1	317	104	146	<12 weeks
AREA 8	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	8	4.4	72	1	317	140	196	<12 weeks
AREA 9	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 10	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 11	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 12	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	5	20.4	4.4	102	1	449	208	291	<12 weeks
AREA 13	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	5	20.4	4.4	102	1	449	208	291	<12 weeks
AREA 14	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	12.6	4.4	95	1	418	192	269	<12 weeks

### 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 conversion factor of 1 as shown below
Conversion of 1 for materials stored as waste/bale stacks
Each bale measures 1.1m (W) x 1.4m (L) and 1.1m (H), 1.54m <sup>2</sup> / 1.694m <sup>3</sup>

#### 4.4 **Waste storage residence times**

4.4.1 Each pile 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

#### 4.5 **Free standing piles**

4.5.1 There will be no free-standing piles of waste at the site i.e. stockpiles, all waste will be stored in bale form

#### 4.6 **Waste stored in containers**

4.6.1 There will be no waste stored in containers at the site, all waste will be stored in bale

#### 4.7 **Waste stored in baled form**

4.7.1 The site will store baled Refuse Derived Fuel (RDF) and Solid Recovered fuel (SRF) on the open quayside at the port in readiness to load to ship's hold and the table overleaf demonstrates storage and monitoring procedures ensuring the risk of any spontaneous combustion or other incident which could lead to a fire is minimised.

**Table 4.3 – Storage and monitoring procedures for wastes stored in baled form**

Pile Reference	Storage/monitoring procedures to reduce the risk of fire
<b>ALL PILES</b>	<ul style="list-style-type: none"> <li>• All bale stacks are stored externally and measure &lt;20m in length/width and &lt;450m<sup>3</sup> in volume as shown in table 4.1.</li> <li>• All bales received are from a suitable recycling company where due diligence checks have been carried out before the operator willingly accepts the bales, these comprise pre-acceptance waste procedures. This ensures no incompatible waste is received or any bales received contain any non-conforming material which could generate heat and combust.</li> <li>• Each shipment can handle up to approximately 3,000 bales at any one time equating to approximately 3,600 – 3,800 tonnes of waste. The site has been based around this volume of storage meaning 12 weeks before a shipment, the bales can be imported to the site in preparation for the shipment ensuring storage does not exceed this timeframe.</li> <li>• The Port of Boston only store SRF/RDF ready for loading onto vessels against known contracts with TFS in place. Typically, this will be 1-21 days but no longer than 3 months. The 3 months shown on the site plan is to cover contingencies.</li> <li>• Bale contents have different specifications, which are shipped to specific customers and as such the bales are received onto quayside for shipment to meet these requirements, and ensure the correct bales go to the correct destination and as described in the TFS.</li> <li>• In terms of smaller shipments, the bales will be stored in specific stacks and administrative staff will note which bales have been taken to which pile to ensure they match with the required shipment date ensuring the first in, first out principle applies.</li> <li>• The above is done with the bale stacks benefitting from a bale number logging system (based on the stack number shown on the site plan) where each stack will be sprayed with the date of the deposit or unique reference number which will also be logged electronically via staff communication and then software to alert the operator on 8 weeks to ensure there is a 4-week window to arrange removal using a third party or alternative site.</li> <li>• In addition to the above, The Port of Boston quays are only for the transit of SRF/RDF bales, against specific TFS in place, and therefore storage over 3 months will not occur and grades will be stock rotated to avoid over-storage.</li> <li>• The bale stacks have 6m separation distances between each stack.</li> <li>• The maximum duration of storage for these products will be &lt;12 weeks and in line with section 8.3 of the FPP guidance it is not considered necessary to show a sampling and testing protocol; obtain temperature readings from the centre of the bales and from bales within the centre of a pile and unnecessary to turn the bales to ask risk of heating should not present an issue.</li> <li>• The piles will be visually monitored throughout the day by site operatives and trained personnel who will be trained via toolbox talks in recognition of fire.</li> <li>• Each bale stack will have at least a 0.25m gap between them to ensure all areas including all areas and the centre of the stack can be monitored for signs of fire i.e. smoke.</li> <li>• During operational hours, a member of staff will always be on the quayside sorting the waste deposit and of the site is shutdown, the security guard will patrol the site and inspect each pile individually.</li> <li>• <b>No further storage or monitoring by using thermal imagery or temperature probes considered necessary</b></li> </ul>

## 5 **Prevent fire spreading**

### 5.1 **Waste storage general / fire breaks**

- 5.1.1 Combustible waste will be stored as per Drawing No. POB/3401/03 and within the limit of EA's FPP guidance. All stockpiles of stored wastes are detailed in the Storage Area Details table on Drawing No. POB/3401/03 in respect of their description, maximum length and width, area, volume and storage duration.
- 5.1.2 Given the site will only accept one type of waste in baled form with no processing of waste taking place, the operator will always store waste bale stacks in their largest form.
- 5.1.3 Fire breaks are clearly shown on Drawing No. POB/3401/03.
- 5.1.4 The site has demonstrated the 'first in, first out' principle is met as per table 4.3 above.
- 5.1.5 **Storage on flat ground:** Site surfaces where wastes are stored are flat and, therefore, reduce the risk of falling materials which would accelerate the spread of fire.
- 5.1.6 Although waste stacks are stored within 6m of the site perimeter, as shown on the site plan and clearly visible from Google Maps, no combustible or flammable is stored within 6m of the site boundary.

### 5.2 **Fire walls and bays**

- 5.2.1 In terms of firewalls, there is an EA flood wall to the south but this is only in place to prevent the dock flooding, this will also prevent any runoff from the site.
- 5.2.2 As 6m separation distances have been used, there is no requirement for the site to install any fire walls.

### 5.3 **Separation distances**

5.3.1 Site staff will ensure a 6m separation distance is maintained between wastes piles and other combustible/flammable materials throughout the day. Lines will be marked on the ground to ensure the 6m separation is visible. Prior to shutdown, a final check of the above will take place by trained staff which will include measuring the separation distances and moving all mobile plant with potential combustion properties are moved into the out-of-hours plant storage area.

### 5.4 **Stock rotation and seasonal variations**

5.4.1 Details of stock rotation is clearly shown in table 4.3.

5.4.2 In the event of destination site closure nonarrival of shipment, the operator would contact the EA and agree whether or not additional monitoring is required, this could be done by using temperature probes or thermal imagery in accordance with Section 8.3 of the FPP guidance. Given all waste tracked and required for the shipment, a delay in the waste storage is unlikely.

### 5.5 **External heating from hot weather**

5.5.1 It is considered that external waste will not be at risk from over-heating because as demonstrated in table 4.3, strict pre-acceptance procedures are in place to ensure only suitable bales are delivered to the site. These procedures include the producer site has removed all fines and organics (dust/fluff) processing procedure. The operator will inspect the site and process prior to allowing the importation of bales. This will prevent bales having any non-conformities which could generate heat during summer months.

5.5.2 The operator does not store loose waste materials in bulk, only processed wrapped bales, which have been compacted and therefore tightly packed, which reduces the likelihood of self-combustion given no oxygen will be generate in the pile.



5.5.3 It is considered the storage of bales has a low risk of self-ignition and no rise in temperature, this is demonstrated from the operator's two other sites on the port which carry out the same activities following temperature monitoring. It is considered bales exhibited good stability during storage with almost no energy or mass loss, and having clean and tidy handling and transport, with a volume reduction of up to 1/3

## 5.6 **Wind**

5.6.1 The weight of each bale is approximately 1.2 tonnes so will not be affected by high winds. All bales are identical in size/shape and stacked neatly using a bale stacker attached to a forklift meaning they will always be stable in conditions of high winds (above 7 on the Beaufort Scale).

5.6.2 Bale heights can be reduced in high winds if staff notice stability issues on daily inspections.

5.6.3 In the event large quantities of fire water are used, impermeable areas are sealed and all fire water is expected to pool in the centre of the site preventing wind from blowing this off site into the adjacent watercourse (The Haven).

## **6 Site inspection programme**

### **6.1 Daily checks**

6.1.1 Site management are responsible for carrying out daily site walks for checking drainage systems, security measures and waste storage areas. Site management can reference the Fire Checklist shown in Appendix II. The site also carries out weekly inspections for firefighting equipment to ensure they are fit for purpose.

6.1.2 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. POB/3401/03.

### **6.2 Staff training**

6.2.1 Operational staff are subject to site inductions which includes basic fire emergency procedures. Site management are suitably trained to carry out these inductions.

6.2.2 A full test (drill) of the procedures in this document will be carried out every 6 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 operator's EMS. The Fire Checklist and training form in this FPP may also be used during the drill.

### **6.3 Toolbox talks**

6.3.1 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.

## 7 Quarantine Area

- 7.1.1 In accordance with the EA's FPP guidance an area of the site has been designated as the quarantine area as shown on Drawing No. POB/3401/03 which is accessible at all times. This area is an empty storage bay.
- 7.1.2 It is considered the largest waste pile/area on site will **measure 20m x 5m (100m<sup>2</sup>) x 4.4m** and a volume of approximately <440<sup>3</sup> of waste material. The quarantine area proposed has an area of 100m<sup>2</sup> and a volume capacity of <220m<sup>3</sup> (if bales are stacked two high (2.2m) which is capable of holding more than 50% of the waste in this stockpile. Bales could be stored higher in the event of an emergency to increase the separation distance between a combusted bale stack and surrounding bale stacks to further reduce the spread of fire.
- 7.1.3 Waste would be moved to the quarantine area using mobile plant available at the site i.e. cranes/bale handlers and forklifts. The out-of-hours storage locations for mobile plant is shown on Drawing No. POB/3401/03.
- 7.1.4 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.
- 7.1.5 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.
- 7.1.6 **Alternative measures** – Although the quarantine area is situated within 6m of the site boundary to the south, the quarantine area, the south comprises the 2m high flood wall and The Haven beyond so no combustible or flammable waste is stored 6m of the quarantine area despite it being adjacent to the boundary of the site.

## **8 Detecting Fires & Response Procedures**

### **8.1 Fire detection procedure (manual)**

8.1.1 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 9.1 will be 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.**

### **8.2 Automated/out-of-hours detection**

8.2.1 The site has CCTV at the site which provides coverage to areas storing waste as shown on Drawing No. POB/3401/03. Any blind spots will be checked by site staff during operational hours and the security guard out-of-hours.

8.2.2 Details of the site's security infrastructure and 24-hour CCTV are outlined in Section 2.6 which are considered ample to prevent arson which could lead to a fire incident. As the site benefits from 24-hour manned security, it is considered the need for automated detection or certification of CCTV from UKAS accredited companies is not

required as all bale stacks would be monitored at least four times over a 24-hour period by trained staff.

8.2.3 The security guard would contact the site manager/TCM in the event of a fire and the TCM is trained in the following to ensure reduce the impact of a fire:

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

8.2.4 If a fire broke out when no staff are on site, the security guard would contact the FRS and request assistance as shown in Section 9.1. Given the type of waste stored, if a fire did happen, it is likely to accelerate quickly meaning staff on site may not be able to assist.

## 9 Fire response procedures

### 9.1 Response procedure

9.1.1 Further to the measures detailed in Section 8, the following procedures 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) Contact the competent person to ensure a suitably trained employee attends the site as quickly as possible.
- 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 9.2).
- 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.
- 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 as shown on Drawing No. POB/3401/03 (see Section 12).

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

## 9.2 **Access for emergency services**

9.2.1 The site has clear access points for the emergency services as shown on Drawing No. POB/3401/03. The nearest fire station is Boston Fire Station, situated 1.4 miles away to the north on Robin Hood's Walk and the anticipated response time following a call to the FRS is for them to be on site within <10 minutes. The out-of-hours contact for the site will be made available to the security guard situated at the access to the port.

9.2.2 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.

## 9.3 **Notifying receptors**

9.3.1 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.

9.3.2 As it isn't feasible for a contact number to be provided for every individual residential receptor and individual business within 1km, the most sensitive receptors and closest business receptors have been included within the table overleaf. It is considered these receptors could pass on the incident to adjacent premises who contact information hasn't been provided in this FPP.

9.3.3 Following discussions with Lincolnshire Council, they have advised that once Emergency Services arrive on site i.e. FRS, Police, the lead authority (usually the Police) will co-ordinate a systematic approach to ensure all the relevant sensitive receptors within 1,000m are notified. This will involve via telephone calls, personal visits (knocking on doors) and or using a loud speaker while driving around the associated catchment. In addition to this, the Emergency Services would also publicise the fire on their Social Media outlets and contact local news websites, radios who can also provide updates on the incident. The Council will not commit in providing written communication to demonstrate their approach as it would depend on the type/size of fire as they have numerous approaches.

9.3.4 The police with the assistance of ECSS and any other attending authority will ensure all relevant properties are informed of the fire event and given clear instructions of the actions they need to take.

## 9.4 **Control of Combustion Products**

9.4.1 Combustion products likely to be associated with the waste stored at the site include PAHs, dioxins and particulate matter including black smoke from mixed waste. The receptors will be advised of this during notification.

9.4.2 The release of combustion products may be controlled by the low size of waste piles at the site and the swift removal of burning wastes to the quarantine area (thus reducing spread of fire and reducing the amount of combustion products created).

9.4.3 **POPS** – In terms of POPs waste, as the site will be receiving only SRF/RDF bales from a producer site who will have segregated these art source or on site, it is considered that in the event of a fire, there would be no burning of any POPs waste. The FRS will be made aware of the waste storage and the origin should they need to tackle a fire at the site.



## **10 Suppressing fires & firefighting techniques**

### **10.1 Site-wide suppression**

10.1.1 All mobile plant used at the site have fire extinguishers which are either situated inside or to the front of the cab, these would be used to tackle any small engine fires. The two cranes and forklift truck could be used to remove bales into the quarantine area to reduce the spread of the fire, this would be under the supervision of the FRS.

10.1.2 As the site comprises an external bulking area for RDF/SRF waste, it is not considered necessary to have any fire extinguishers or hoses at the site as if a fire were to occur, these items would have very little effect given the nature of the waste stored.

10.1.3 It would also be dangerous for staff to try and tackle a fire of this nature without specialist training.

### **10.2 External suppression - Fire Hydrants**

10.2.1 In the event of a fire at the site, there are three no. hydrants on site which are shown on Drawing No. POB/3401/03. The FRS would be called in an incident and there are 6m, separation distances from the hydrants to any waste storage areas ensuring access is available at all times. Information on water supplies is shown in the next section.

## 11 Water supplies

### 11.1 General

11.1.1 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. As the site has reduced stockpiles since the previous fires, it is considered that a fire would not spread into adjacent piles due to the measures implemented throughout site which are documented in this FPP.

11.1.2 The largest combustible waste pile on site equates to <math>440\text{m}^3</math> and to extinguish within 3 hours it would require approximately 360,180 litres (<math>360\text{m}^3</math>) of water requiring a flow of approximately 2,001 litres per minute based on the calculation provided in the table below.

Table 10.1 - Water supply calculations (Largest Stockpile)

Maximum pile volume in $\text{m}^3$	Water supply needed in litres per minute	Overall water supply needed over 3 hours in litres	Total water available on/off site in litres
440	$440 \times 6.67 = 2,935$	$2,935 \times 180$	528,300 (<math>528\text{m}^3</math>)

### 11.2 Water on-site

11.2.1 Given the nature of the site comprising an external port, there are no on-site water supplies or fire-fighting equipment i.e. extinguishers, hoses which could be used so reliance would be from the FRS.

### 11.3 Water from Fire Hydrants

11.3.1 As mentioned in section 10.2, there are three no. fire hydrants on site and two just outside of the site. The fire hydrants conform to British Standard 750 and are regularly serviced and maintained by the FRS. The hydrants are situated on a nominal 150mm main. The location of these hydrants are shown on Drawing No. POB/3401/03. The hydrants have a combined flow of 1,500 l/m if all used at the same time. The hydrants

would not be suitable on their own in tackling a worst-case scenario fire, however, they provide a good initial water supply whilst other means can be used which are demonstrated in the next section.

## 11.4 **Other water supplies**

11.4.1 As the site is situated on a port, to the north lies an open watercourse (the port/dock) comprising an area of 27,437m<sup>2</sup> (assumed 5m deep) with only a 0.3m concrete bund wall separating the site to the port ensuring access is readily available by the FRS. The Haven is also situated to the south and east of the site, access from the east would only be available due to the flood wall. As the Haven is tidal, there would always be significant amount of water available for fire fighting in the event the hydrants were providing a good enough water supply. Ther FRS are very conversant with the port site layout and cargoes stored making regular training visits during the course of a year, including practice with their high-level MEWP and high-volume water pump. The FRS have confirmed their high-pressure pumps exceed 3,000 l/m per minute.

## **12 Managing Fire Water**

### **12.1 Drainage**

12.1.1 All areas which store and treat waste are located on an impermeable concrete surface with sealed drainage. Surface water from waste processing areas of the site drain into a series of surface gully catchment pits then into three separate discharge points into the Haven via three no. full retention interceptors.

12.1.2 The site generally falls to the centre of the site to the east and west are sealed based on gravity, the north is bounded by the 0.3m high concrete bund and the south by the 2m high flood wall. The above is demonstrated on Drawing No. POB/3401/03.

### **12.2 Containment of fire water**

12.2.1 There are two possible outlets where fire water could be released from the site:

- i) Through the drainage system into the Haven
- ii) The west or east of the site.

12.2.2 To prevent water escaping into the Haven through the drainage system, each interceptor has a penstock valve which can be initiated in the event of a fire. All manholes are readily available to lift and no waste is stored above the manholes as shown on Drawing No. POB/3401/03.

12.2.3 Based on the section above, the site would flood meaning water could potentially escape out of the west and east of the site given there is no physical bund in place. To prevent this, the operator would collect sandbags from an adjacent site situated <500m away. The sandbags are located on pallets so the forklift truck would be able to load these and bring to site. It would take approximately 10 minutes to get the sandbags to the site then a further 10 minutes to deploy them in the area shown on Drawing No. POB/3401/03. This means the entire site would be sealed in the event of a fire.

## 12.3 Sandbag procedure

12.3.1 It is estimated a minimum of 125 sandbags would be required to contain the east and west areas of the site. The sandbags are stored on pallets, each pallet has approximately 70 sandbags and the operator has a total of three pallets meaning there are additional if required. The location of the sandbags are shown on Drawing No. POB/3401/03. The sandbags can be collected using the forklift and taken straight to the area. In image of the sandbags is shown below.



12.3.2 Procedures for laying the sandbags are as follows:

- Clear any debris from the area where the bags are to be placed.
- Place the bags lengthways, tucking the open end under the filled half of the bag and position it pointing into the direction of waterflow.
- Place bags in layers. Like a brick wall, make sure that in the next layer each bag overlaps the one below by half.
- Stamp bags firmly into place to eliminate gaps and create a tight seal.

12.3.3 As detailed in Section 11.1.2, the largest pile would require containment for 528,300 litres (528m<sup>3</sup>) of water in accordance with the FPP guidance. The table overleaf details the containment available on site.

**Table 12.1 - Firewater Containment Calculation for External yard**

Volume of Water (m <sup>3</sup> )	Containment Area (m <sup>2</sup> )	Containment Required	Total Containment On Site
528	5,000 (sealed site area)	$528/4,560 = 0.12$	Sandbags = 0.2m high Concrete bund = 0.3m high Flood wall = 2m high <b>Containment available = +0.08</b>

## 12.4 Removal of fire water

12.4.1 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.

12.4.2 All sandbags used to contain fire water will be disposed of to a suitably permitted site.

## **13 After an incident**

### **13.1 Contingency Planning**

13.1.1 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.

13.1.2 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.

### **13.2 General recovery procedure**

13.2.1 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.

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

### 13.3 **Site decontamination**

13.3.1 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 the site surface and 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.

13.3.2 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 (sandbags)
- 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.

13.3.3 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.



13.3.4 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.

## 13.4 **Post fire site recovery**

13.4.1 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.

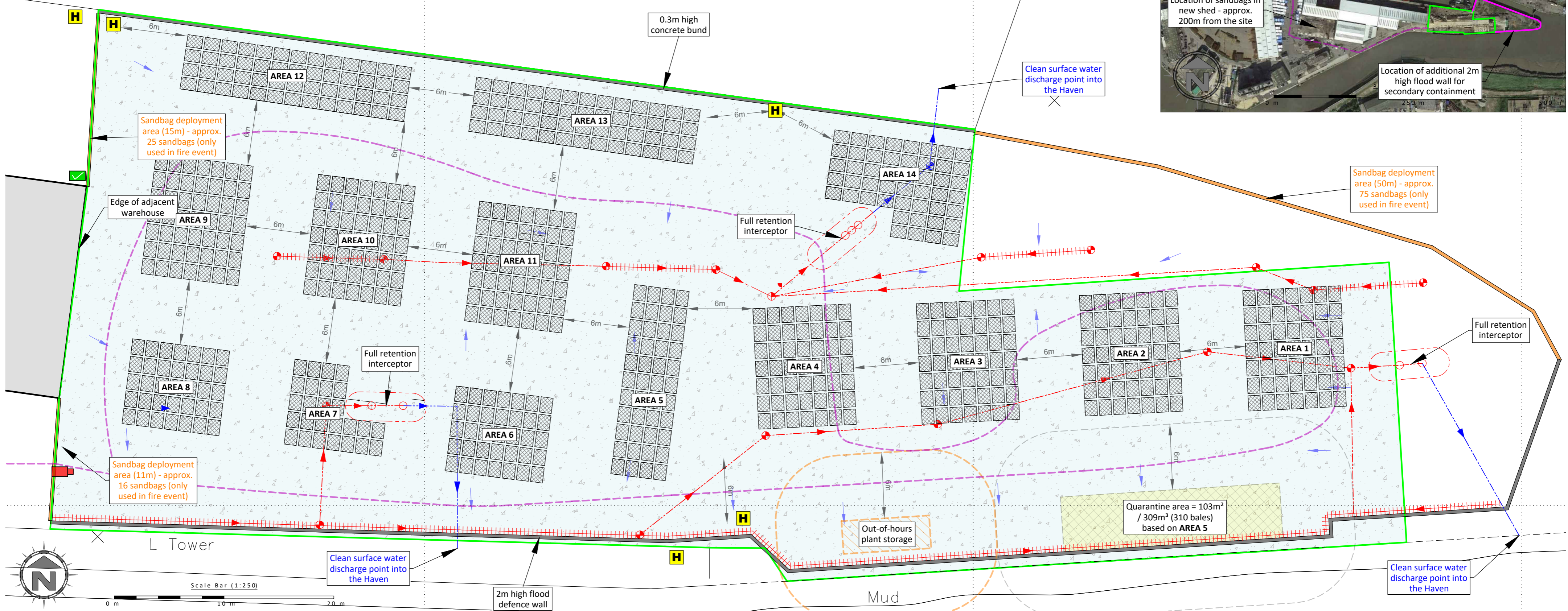
# Appendix I

# Drawings



Plan Ref	Description	Storage type	Containment / type	Height of firewall (m)	Max Width (m)	Max Length (m)	Max storage height (m)	Approx. Area (m <sup>2</sup> )	Conversion factor used	Approx. volume (m <sup>3</sup> )	Approx. no. of bales	Approx. tonnage	Max storage time
AREA 1	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 2	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 3	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 4	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 5	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	5	20	4.4	100	1	440	208	291	<12 weeks
AREA 6	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	8	4.4	72	1	317	140	196	<12 weeks
AREA 7	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	8	9	4.4	72	1	317	104	146	<12 weeks
AREA 8	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	8	4.4	72	1	317	140	196	<12 weeks
AREA 9	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 10	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 11	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	11	4.4	99	1	436	196	274	<12 weeks
AREA 12	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	5	20	4.4	100	1	440	208	291	<12 weeks
AREA 13	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	5	20	4.4	100	1	440	208	291	<12 weeks
AREA 14	Storage of RDF/SDF bales	Bale stack (four high)	Free-standing bale stack	N/A	9	12.6	4.4	95	1	418	192	269	<12 weeks

**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 as waste/bale stacks  
 Each bale measures 1.1m (W) x 1.4m (L) and 1.1m (H), 1.54m<sup>2</sup> / 1.694m<sup>3</sup>



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**DRAWING TITLE**  
 SITE LAYOUT & FIRE PLAN

**CLIENT**  
 Port of Boston Limited

**PROJECT/SITE**  
 Port of Boston, St John's Road, Boston, Lincolnshire  
 PE21 6BN

**SCALE @ A2**  
 1:250

**CLIENT NO**  
 3401

**JOB NO**  
 001

**DRAWING NUMBER**  
 POB/3401/03

**REV**  
 -

**STATUS**  
 Issued

**DRAWN BY**  
 CP

**CHECKED**  
 --

**DATE**  
 27.02.24

- Key:**
- Permit boundary
  - Waste storage areas
  - Quarantine area
  - Impermeable concrete surface with sealed drainage
  - Surface water drainage fall direction
  - ACO / surface water drains & direction
  - Potentially contaminated surface water underground drainage
  - Clean/treated water
  - Catchment pits
  - Manholes (contaminated and clean)

- Out-of-hours plant storage
- H Location of fire hydrants
- Fire assembly point
- Sandbag (fire water containment) location
- Access route for emergency services
- 0.3m high concrete bund 2wall and 2m high flood barrier locations

**NOTES**  
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REVISION HISTORY			
Rev:	Date:	Init:	Description:
-	28.02.24	CP	Initial drawing







# Appendix II

## Record Keeping Forms

**PORT OF BOSTON LIMITED  
SITE INSPECTION FORM (DAILY INSPECTIONS) – PBL/RF/4**

WEEK STARTING		DAY						
		M	T	W	T	F	S	S
TYPE OF INSPECTION								
FIRE EXITS, ESCAPE ROUTES AND CALL POINTS FREE FROM STORAGE OF WASTES/CONTAINERS								
SITE ENTRANCE/NOTICE BOARD								
SECURITY - GATES								
SECURITY - FENCING								
SITE ROADS (CLEAR FROM HAZARDS)								
IMPERMEABLE CONCRETE AREAS (INTEGRITY)								
INTERCEPTOR								
FUEL STORAGE AREAS								
BAY WALLS (STRUCTURAL INTEGRITY)								
FIRE BREAKS IMPLEMENTED (WHERE NECESSARY)								
WASTE STORAGE LIMITS   BALES								
COMBUSTIBLE WASTES (AWAY FROM POTENTIAL IGNITION SOURCES)								
REJECTED WASTE TYPES / STORAGE								
NOISE LEVELS								
FIRES (ANY INCIDENTS REPORTED)								
QUARANTINE AREA CLEAR OF WASTE								
NO SMOKING SIGNS IN PLACE								
FIRE FIGHTING EQUIPMENT								
PLANT/EQUIPMENT MAINTENANCE CHECKS								
HOT EXHAUSTS FIRE WATCH (DUST/FLUFF CLEANED REMOVED)								
OFFICE/WELFARE FIRE RISKS CHECKED								
LITTER								
DUST								
ODOUR								
VERMIN								
RECORDS								
COMPLAINTS RECEIVED								
OTHER (SEE NOTES BELOW)								
INSPECTION CARRIED OUT BY								
<b>NOTES/ACTION (CONTINUE ON A SEPARATE SHEET IF NECESSARY):</b>								
<b>CHECKED BY</b>					<b>SIGNATURE</b>			
<b>POSITION</b>					<b>DATE</b>			
<i>Sheet</i>					<i>of</i>			

**PORT OF BOSTON LIMITED  
 PREVENTATIVE MAINTENANCE CHECKLIST**

<b>CHECKED BY</b>	<b>POSITION</b>
<b>DATE</b>	<b>DATE OF LAST CHECKLIST</b>

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

**PORT OF BOSTON LIMITED - 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			
<b>NOTES AND ACTIONS:</b>							