FIRE PREVENTION PLAN

SKIP-A-HOY LIMITED
Unit 1- 4 International Trading Estate
Rainham, Essex, RM13 8RH

DOCUMENT CONTROL SHEET

Version Reference	Date	Reason for Change	Issued by
1.0	**September 2021**		

Contents

1. INTRODUCTION

This document provides the Fire Prevention Plan for the waste facility at Unit 1- 4 International Trading Estate, Rainham, Essex, RM13 8RH.

This is a standalone document and includes the following plans:

SAHFP01 Fire Prevention Plan

SAHSP01 Site Plan

1.1 PURPOSE

The primary purpose of this Fire Prevention Plan (FPP) is to guide staff and contractors in the prevention of fire. This FPP also confirms the actions to be taken in the event of fire to minimise any impact on the environment and to control the fire where appropriate.

This FPP will be issued to the Fire Brigade in the event of a fire to aid with firefighting.

1.2 SCOPE

This FPP has been prepared in accordance with Environment Agency guidance.[1]

1.3 OBJECTIVES

The objectives of the Fire Prevention Plan are:

- To minimise the likelihood of a fire occurring.
- To aim for a fire to be extinguished within 4 hours.
- To minimise the spread of fire within the site and to neighbouring sites.

1.4 SITE LOCATION

The site is located at the rear of Unit 1- 4 International Trading Estate, Rainham, Essex, RM13 8RH. The site is in an industrial estate.

The site has one entrance and one exit.

The site is surrounded by other industrial premises.

A map of key receptors within 1km is shown in Annex A.

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1 https://www.gov.uk/government/publications/fire-prevention-plans-environmental-permits/fire-prevention-plans-environmental-permits

1.5 ROLES AND RESPONSIBILITIES

The Site Manager has responsibility for ensuring these procedures are adhered to. The Site Manager is specifically responsible for:

- Ensuring the adequate training of staff and contractors working on site regarding the content of these procedures;
- Ensuring the adequate provision of resources such as personal protective equipment (PPE);
- Ensuring the provision and maintenance of handheld fire extinguishers and other firefighting equipment at the site is adequate.

1.6 SUMMARY OF OPERATION

The site is currently occupied but non-operational as Skip A Hoy are waiting for the Environmental Permit to be issued. The site's main activity is nonhazardous & inert waste recycling consisting mainly of mixed municipal skip waste, mixed builders skip waste, metals and inert C&D waste.

All waste processing is conducted internally in the building. Waste is separated physically and mechanically into separate recyclable fractions, wood, hardcore, soil, metal, cardboard, fines and non-recyclable residue for onward transportation to suitably authorised sites.

There will be very little run off from the waste as it is undercover and any water from the misting system will be soaked up by the waste. However should the waste come in wet with rainwater within the skip this will be caught by the gulley across the front of the building and captured in the holding tank within the building. The holding tank will be monitored regularly to ascertain when it needs emptying. Once it is three quarters full a tanker will be ordered to attend site and empty the tank.

2. CAUSES OF FIRE

The following have been identified as potential causes of fire and their relevance to this site is given in Table 1

Table 1 Causes of Fire and Applicability to the Site

Cause of Fire	Applicability to the Site
• Arson or vandalism	Yes – see section 9 Security
• Self-combustion	No – see below.
• Plant or equipment	Yes - see 10 Planned Preventative Maintenance
• Electrical faults	Yes – see 12.3 Electrics
• Naked lights	No – none on site
• Discarded smoking materials	No – on site smoking is prohibited
• Hot works, for example welding	No – not used as part of waste operations but maintenance may require welding/soldering see 12.2 Hot works
• Industrial heaters, furnaces, incinerators, space heaters	No – none on site
• Hot exhausts	Yes – see 12.4 Hot exhausts
• Open burning	No – No burning will take place
• Damaged or exposed electrical cables	Yes – see 10 Planned Preventative Maintenance
• Reactions between incompatible materials	No - not relevant given the waste types see 12.7
• Leaks and Spillages	Yes – see 12.5 Leaks and Spillages
• Hot loads deposited at the site	Yes – see 12.4 Hot Loads
• Build-up of loose combustible waste	Yes – see 12.6

3. FIRE PREVENTION PLAN

The site will be operated in accordance with an Environmental Management System. Operational Procedures are set out in SAH-EMS-01.

In addition to the Operational Procedures, the following reasonable actions will be taken to minimise the risk of fire, in accordance with Environment Agency guidelines.

4. MATERIAL RECEIPT, TREATMENT AND STORAGE

4.1 WASTE CAPACITY

The annual throughput will be 75,000 tonnes.

The maximum amount of waste that could be on site at any one time will be 480 tonnes in bays and a further 20 tonnes in skips. The site will store waste at the limits set out in Table 2.

4.2 WASTE ACCEPTANCE

Waste will be collected using the company's skips which will be removed from the customer's site and returned to Skip A Hoys site.

No waste will be delivered to site from third parties.

Only the waste types and EWC codes named on the environmental permit in Schedule 2 will be accepted at the site. The waste will be visually inspected as far as possible at the point of collection and non-compliant wastes will be removed from the skip and left with the customer. The wastes will be further inspected when tipped at the site any non-compliant waste materials not allowed on the permit will be quarantined and either returned to the customer or disposed of to an authorised site with the relevant paperwork.

Any incidents of non-conformance will be recorded in the Site Diary.

The site will not receive wastes that are incompatible and the likelihood of receiving noncompliant waste will be low. However, there may be occasions whereby customers have placed non-compliant waste in the skips or lorries.

The following procedure will be implemented if non-conforming waste is observed:

If waste arrives on site which is tipped then non-permitted wastes are found:

a) The waste is immediately separated into the quarantine area pending off-site removal

b) Management Informed of non-permitted waste

c) The customer will be informed of the breach and charged for the additional handling costs associated with transferring to another authorised facility

d) Record maintained of non-permitted waste, quantity, source, date and client/source of waste.

5. QUARANTINE AREA

For small non-permitted items there is a quarantine skip the location of this skip may vary as operating conditions permit.

Any waste material on fire (that is safe to be pulled from the storage bay) will be placed in the quarantine area shown on SAHSP01. There may at times be skips positioned in this area however they can be quickly removed with the grab machine.

6. WASTE STORAGE TIMES, STOCK MANAGEMENT AND ROTATION

No waste will be kept on site for longer than 3 months (see Table 2).

During the Daily Checks the site manager will also check for any signs of combustion and hotspots. In the unlikely event that there is localised warming, it will be dissipated by turning the waste in the bay.

The site has contingency plans in place if outlets become unavailable.

The company will undertake monthly stock checks (in the unlikely event that waste is on site for more than a month) which will involve moving the waste within each pile. The purpose of the stock check is:

- To turn wastes in order to ensure the waste is not at risk of self-combustion and any potential hotspots are dissipated;
- To ensure the waste volumes do not exceed those specified in the permit.
- To ensure waste is not kept on site for longer than allowed by the permit

Records will be maintained in the site office of any physical monthly stock checks, it is anticipated that stock will not remain on site for more than a few days.

The site manager in charge of stock checking will be vigilant for signs of combustion or hotspots. If any are found, these will immediately be quenched with water and reported to the management team. Stock rotation will be by mechanical means as necessary.

6.1 WASTE AND PRODUCT STORAGE STACKS

Table 2 below shows the maximum storage limits.

TABLE 2 –STORAGE LIMITS

	DIMENSIONS	ALLOWANCE	BLOCK DIMENSION STORAGE	ACTUAL STORAGE	STORAGE TIME
Bay 1 Incoming waste	10m x 7m x 4m	450m^3	280m^3	190m^3	1 to 3 days
Bay 2 Fines under trommel	6m x 2m x 2m	450m3	24m^3	16m^3	1 to 3 days
Bay 3 Residual waste	6m x 6m x 4m	450m^3	144m^3	100m^3	1 to 3 days
Bay 4 Inert	3.5m x 3.5m x 2m	750m^3	24m^3	16m^3	N/A
Paper Bin	8 yard skip	750m^3	N/A	6.12m^3	1 to 2 Weeks
Wood	8 yard skip	750m^3	N/A	6.12m^3	1 to 2 Weeks
Metal	8 yard skip	750m^3	N/A	6.12m^3	1 to 2 Weeks

Note actual storage volume is not based on block dimensions.

Skips may be used for storing different materials depending on market conditions.

Mixed municipal waste may contain a mixture of plastic, remnants of food, paper, cardboard, textiles and glass. With reference to the EA guidance there is no maximum storage size for this specific category. For individual components such as textiles, plastics, and cardboard, the maximum pile size for loose waste is 750m^3. The proposed storage capacity of each bay will be significantly less than the stated in the EA guidance.

When a bay is nearing the maximum storage limit, arrangements will be made to remove a lorry load from site. Skip A Hoy has key customers for each material. In addition, contingency customers are in place in case of a need to move material off site when the regular customer is not able to receive it. In this way, the stock will not build up to levels over the permitted limits.

All waste will be stored to a maximum height of 4m inside concrete firebays constructed of legio blocks to a height of 4.5m leaving 0.5m freeboard space and various recyclables will be stored in 8 yard skips.

Firebays and freeboard space will ensure that flame height and radiative heat will not ignite other waste piles. In the event that this does happen the quarantine area will be used to isolate burning waste.

Legio Blocks have been certified to have a fire resistance of 240 minutes.

7. DIESEL TANK

There will be no diesel tank on site, the grab will be refueled using diesel from a drum, should any diesel remain in the drum it will be stored in appropriate secondary containment.

A spillage kit will be provided on site and kept by the office.

No smoking signage will be clearly displayed and maintained.

Dry powder type extinguishers will be provided.

Any fuel remaining on site will be subject to regular inspections as part of the daily site checks, See Checklist.

8. TRAINING, AWARENESS AND VISITORS

All staff and contractors working on-site will be aware of this FPP and will understand its contents.

Through site inductions and staff awareness and training, Skip-A-Hoy will ensure that all relevant staff and contractors will:

- Understand what they must do during a fire.
- Know where the fire prevention plan is kept.
- Participate in exercises to test how well this FPP plan works and to confirm staff understand what to do. A full drill will take place annually.
- All new staff will receive induction training.
- Staff training on H&S and Fire Prevention will take place annually, or after any changes to operational practices.

In addition:

- A nominated member of staff will be trained to satisfy the function of a Fire Marshal.

For visitors to the site:

- They will be escorted at all times following signing in.
- They will understand the no smoking policy for the site.
- When signing in, information on the fire exits and muster point will be provided. As set out in the Operational Procedures, training and awareness raising will be recorded.

As part of the EMS, Skip A Hoy will ensure staff and contractors follow safe working practices when undertaking all activities which pose a fire, health and safety and environmental risks, such as those set out in this Fire Prevention Plan.

Annex B contains a FPP staff training record form.

9. SECURITY

The following security features will reduce fire risks, particularly from vandalism and operational risks:

- The site will be secured by lockable doors.
- The facility will always be manned during routine operations.
- 24 hour security guards patrol the estate.
- The facility is within a building and fully secure.
- All functions of security will be checked daily and information recorded on the Checklist.
- CCTV coverage of site and all management have access to the CCTV using mobile phones. This allows 24 hour coverage alerts are sent via an App to mobile phones.

10. PLANNED PREVENTATIVE MAINTENANCE

A programme of routine planned maintenance is in place for each item of plant and machinery, as well as the processing equipment to prevent breakdown and faults which may pose a fire risk.

All faults which require corrective action will be reported to the Site Manager to be implemented.

Plant and equipment will be subject to service agreements with the manufacturer and/or supplier. Where appropriate and/or possible, these agreements will include a 24 hour call out facility.

A list of essential items will be maintained to ensure that an adequate supply of spare parts can be provided on site. This will include items such as fuses, switches and bearings. This will enable efficient repairs to be made on site to avoid process delays.

All plant is checked prior to use daily. A sample form is provided in Annex F. In the event of any defects being recorded, the Site Manager will be informed immediately to arrange for repairs.

The vehicles are subject to daily defect checks and a 6 weekly Planned Maintenance Inspection programme. Plant and machinery are maintained in accordance with the manufacturer's specifications.

11. CONTINGENCY

To ensure all permitted waste quantities are adhered to and no amenity issues or increased fire risks are caused, Skip A Hoy will ensure that it has:

- Service Agreement Plans in place.
- Contacted relevant plant hire companies to source alternative equipment if required.
- Maintained a list of alternative facilities to take the waste.

In the event of a fire at the site, the Site Manager will notify all drivers to divert to another waste facility. The Site Manager will maintain a register of alternative sites, including telephone numbers and contact details.

A record of neighbouring business contact details will be maintained for each premise in case of an emergency. See Annex D.

There are no residential areas in the vicinity of the site.

12. CONTROL MEASURES

12.1 HOT EXHAUSTS

During operations site operatives will be vigilant for signs of ignition from operational hot exhausts such as those on vehicles used for transport and waste movement. Visual checks will occur every hour to ensure that dust on has not settled on hot exhausts.

When the grab is not being used, it will be switched off and parked at least 6m from any combustible waste (by exit door as shown on SAHSP01).

12.2 HOT WORKS

As part of waste operations, hot works will not be needed. However, if hot works such as welding is required as part of building or equipment repair or maintenance, a suitably qualified person will be used, and a fire marshal shall be appointed to oversee the works. Following completion of the works, the fire marshal will check to ensure everything is cooled and there is no fire risk as a result of the works.

12.3 ELECTRICS

Any electrical work will be certified by an electrical contractor.

12.4 HOT LOADS

The following actions are taken to prevent fire arising from a hot load:

- All drivers will be required to stop at the weighbridge when entering the site.
- If the vehicle is observed to be smouldering, the vehicle will not be allowed to deposit its load. Instead, it will remain stationery and the following steps will be taken.
- Extinguishers and/or water will be used and if necessary, the fire service will be contacted.
- If a load is found to be smouldering once it has been deposited within a reception bay, if deemed safe to do so, the grab machine will be used to move the smouldering material to the quarantine area. If it is not safe to do so, the material will be tackled using an extinguisher, water and or soil to smother the waste.
- No more waste will be deposited, and all deliveries will stop until the smouldering waste has been dealt with and the Site Manager has confirmed it is cooled and no longer a fire risk.

All staff will be trained to be vigilant for hot loads. All incidents of hot loads will be recorded on the Incident Form.

12.5 LEAKS AND SPILLAGES

The spillage procedure will be implemented in the event of a leak or spillage from site vehicles or waste delivery/collection vehicles. A spill kit will be kept on site by the office. All staff will be trained in the use of the spill kit. The spill kit will contain:

- absorbent granules;
- chemical/oil resistant gloves;
- chemical/oil resistant goggles; and
- a broom and shovel.

The spillage procedure is summarised in Annex G.

12.6 BUILD-UP OF LOOSE COMBUSTIBLE WASTE, DUST AND FLUFF

Good housekeeping will always be maintained to ensure dust and litter are prevented from accumulating on site.

As part of the daily checks, signs for litter and debris around the site will be recorded and action taken to remove such materials. The general cleanliness of the site will be checked throughout the working day. The following specific inspections will be carried out:

- Routine Checks - The Site Manager/Supervisor will carry out an inspection of all areas to ensure safe storage, access and egress. This will take place daily and will be recorded on the Daily Record Sheet/site diary. Particular attention will be required to identify any potential fire hazards when opening the site in the morning and prior to securing the site at the end of each shift. Any cleaning requirements will be implemented.

- Close – When the plant is switched off at the end of each working day, site operatives will clean the working areas. The Site Manager will carry out an end of day inspection. This will include checking the vehicles are parked in the correct area and all machinery is switched off. If the Site Manager records any build of litter or dusts, the areas will be cleaned before leaving the site.

12.7 REACTION BETWEEN WASTES

The site will not receive wastes that are incompatible and the likelihood of receiving noncompliant waste will be low. However, there may be occasions whereby customers have placed non-compliant waste in the skips or lorries, these will be separated and quarantined.

12.8 ADDITIONAL ACTIONS

Further actions to mitigate fire risk on site include:

- Overnight parking of vehicles at least 6m away from combustible waste, (only the Grab machine will be parked in the building overnight).
- The access route into the waste site is always kept clear and will therefore provide access for emergency vehicles. There is an entry and an exit, one will kept clear.
- Site inspections each day will identify any accumulations of combustible litter.
- Sources of ignition including, lit cigarettes, naked flames and storage heaters will not be allowed on site.
- At the end of each operational day, the Site Manager will conduct a site walk over to check all equipment is off and parked away from combustible materials.
- Fire extinguishers will be provided in each mobile plant and around the site.

13 FIRE DETECTION AND MANAGEMENT

13.1 DETECTING AND SUPPRESSING FIRES

All staff are trained to be vigilant in terms of fire detection.

On detection of a fire all staff will be made aware. The site is small enough that staff can be made aware using visual signs and vocal alerts. On detection of a fire during the working hours all staff will be alerted.

Automated smoke detectors are fitted above all combustible wastes (and the inert stock) in case of fire. These initiate a fine mist as soon as smoke is detected and will disperse sufficient water to extinguish any smouldering or burning waste. These are in operation 24/7. An alert is sent via a mobile phone App to the Operators.

Fire extinguishers are available around the site. Extinguishers will be provided at key points as shown on the drawing SAHSP01. Extinguishers will be used to tackle small, localised fires.

For out of hours, there are security guards that carry out regular patrols of the Estate, including the Skip A Hoy site. This is primarily to deter unauthorised access but they will also be able to respond to any fire incidents on the site. On detection of a fire the security guards will call one of the Directors of Skip A Hoy and/or the fire brigade.

13.2 FIREFIGHTING STRATEGY – DURING OPERATIONAL HOURS

In the event of a fire being detected that cannot be easily extinguished for instance by the automated mister system, the following steps will be taken:

STEP 1 SAFETY

- ALERT ALL STAFF (CALL EMERGENCY SERVICES ON 999 INF REQUIRED)
- EVACUATE AFFECTED AREA

STEP 2 EXTINGUISH

- IF SAFE TO DO SO SHUT DOWN ELECTRICS, MOVE MECHANICAL EQUIPMENT AWAY AND SHUT DOWN.
- IF SAFE TO DO SO USE A SUITABLE EXTINGUISHER AND/OR WATER/SOIL
- IF EMERGENCY SERVICES ARE USED DIRECT THEM TO THE FIRE AND SUPPORT THEM WITH IDENTIFYING POTENTIAL SOURCES OF IGNITION SUCH AS FUEL STORES

STEP 3 CONTAIN CLEAR UP

- IF SAFE TO DO SO IMPLEMENT FIRE WATER ESCAPE MEASURES I.E. SANDBAGS / HYDRO SNAKE / OSMO FLOOD BARRIER
- WHEN FIRE IS EXTINGUISHED ENSURE REMOVAL OF CONTAMINATED MATERIAL
- COMPLETE INCIDENT REPORT AND IMPLEMENT IMPROVEMENT MEASURES WHERE POSSIBLE, UPDATE FIRE PLAN WHERE NECESSARY

STEP 4 IMPROVE

- INSPECT INFRASTRUCTURE OF SITE FOR ANY DAMAGE CAUSED BY THE FIRE
- COMPLETE INCIDENT REPORT, MAKE NOTE IN SITE DIARY
- IMPLEMENT IMPROVEMENT MEASURES WHERE POSSIBLE AND UPDATE FIRE PLAN IF NECESSARY

13.3 FIREFIGHTING STRATEGY – OUT OF HOURS

During normal operations, the waste reception bay will usually be empty at the end of each working day. There may only be small volumes stored overnight and the automated mister system will be operational out of hours, which will extinguish the first signs of a fire. However In the event of a fire being detected during out of hours, the following steps will be taken:

STEP 1 ALERT

- ESTATE SECURITY GUARDS WILL ALERT A DIRECTOR OF SKIP-A-HOY DIRECTLY AND WILL ALSO CONTACT THE EMERGENCY SERVICES IF NECESSARY.
- A DIRECTOR OF SKIP A HOY WILL BE ALERTED BY AN APP ON THEIR MOBILE PHONE AND ATTEND INSTANTLY AND/OR CALL THE EMERGENCY SERVICES

STEP 2 EXTINGUISH

- IF SAFE TO DO SO USE A SUITABLE EXTINGUISHER AND/OR WATER/SOIL
- IF EMERGENCY SERVICES ARE USED DIRECT THEM TO THE FIRE AND SUPPORT THEM WITH IDENTIFYING POTENTIAL SOURCES OF IGNITION SUCH AS FUEL STORES

STEP 3 CONTAIN CLEAR UP

- IF SAFE TO DO SO IMPLEMENT FIRE WATER ESCAPE MEASURES I.E. SANDBAGS / HYDRO SNAKE / OSMO FLOOD BARRIER
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- COMPLETE INCIDENT REPORT AND IMPLEMENT IMPROVEMENT MEASURES WHERE POSSIBLE, UPDATE FIRE PLAN WHERE NECESSARY

STEP 4 IMPROVE

- INSPECT INFRASTRUCTURE OF SITE FOR ANY DAMAGE CAUSED BY THE FIRE
- COMPLETE INCIDENT REPORT, MAKE NOTE IN SITE DIARY
- IMPLEMENT IMPROVEMENT MEASURES WHERE POSSIBLE AND UPDATE FIRE PLAN IF NECESSARY

All staff are trained in these procedures.

The contact list of emergency numbers in Annex C will be retained in the Site Office and will be updated as required by the Site Manager.

The Site Manager, will liaise with the Emergency Services on their arrival. The Site Manager will clearly identify him/herself to the Emergency Services on their arrival on site and update the FRS on the situation ensuring they are made aware of the location any compressed gases or flammable liquids on site.

Prior to arrival of the FRS on-site there are several measures that Skip A Hoy can take to help fight fire, assuming there is no risk to life.

- Hand held fire extinguishers can be deployed to contain fires where possible.
- Hand held hoses can be used to contain fires where possible
- Access to the 90mm water outlet on site.
- Soil can be used to smother smaller isolated sources of fire.
- There is a quarantine skip that can be used for small amounts of waste on fire, if the fire is larger then if possible it will be pulled to the quarantine area away from other combustible material to stop the fire spreading. If this is not possible then the fire will be contained in-situ.
- In the event of a fire or observed self-combustion, if safe to do so, burning waste will be moved to the Quarantine Area or if unsafe to do so it will be dealt with in situ.
- The quarantine area, when made safe, will be emptied immediately. Should it be necessary to move or divert wastes to an alternative site then an alternative permitted site will be used. Skip A Hoy has an agreement with other waste sites for such an incident.
- Neighbours and local businesses downwind will be notified of any potential fire incident by the site operator as soon as possible from the local contact list. This will be completed by telephone and will be completed as soon as it is safe to do so. Local receptors will be notified in order of proximity to the site and prevailing wind direction. Local receptors will be kept updated as to the progress of fire fighting.
- The site is an impermeable surface and will be scraped clean and checked for any damage.
- Waste will be removed from site if necessary

14. FIRE FIGHTING WATER

Assuming a scenario in which a full reception bay of combustible waste was on fire, the following fire water management would be required:

Litre/min/1m^3 of waste (l)[a]	1680
Largest combustible pile (m^3)	200
Litre per minute required (l)	1333
Litres required over three hours (l)	240,000
Litres available	302,400

Based on EA guidance that 2000l /minute of water is required for a 300m^3 stockpile for three hours

There are two water supplies to the site, one is a normal tap which delivers approximately 480 litres per minute, the other is an industrial water outlet which delivers approximately 1,200 litres per minute. In addition there are two 15,000 litres tanks which supply the automatic heat detecting mister system.

Two water hoses from the mains water supply are located within the building and are ready for immediate use. The hoses are all ½ inch diameter with a flow rate of approximately 480 litres per minute equating to an extra 960 litres per minute. Fire extinguishers are located strategically around the yard. A small stock of clean hardcore/soil shall be maintained to smother any potential fire within the waste.

For information only, Wennington Fire Station is less than 2 miles from the site.

14.1 CONTAINMENT OF FIRE FIGHTING WATER

Sandbags or a Polyboom (or similar) will be stored on site to block off the entrance to the site to stop fire fighting water escaping site. The sandbags/polyboom will be stored by the entrance to the site. There will be a sufficient number of sandbags (or adequate polyboom) to cover the entrance to a height of 0.30 metres there will also be a speed ramp at the entrance which will contain the runoff in the first instance allowing time for the sandbags or polyboom to be deployed.

With a 0.30m flood barrier across the entrance, this would provide a storage volume of just over 200,000 litres. The barrier would be placed in the area as indicated on the fire plan SAHFPP01.

All staff will be trained on the deployment of sandbags/polyboom and will be aware of when to deploy them, if safe to do so i.e. if human life will not be put at risk. This will allow an individual member to respond on their own if required. Training will take place as part of the induction and will be tested during an annual fire drill. It is anticipated that it will take 5 minutes to deploy the sandbags.

Table 4: Volume of Firewater Contained within Site	
Average Site Length (m)	31
Average Site Width (m)	26
Water Depth (m)*	0.30
Site Volume (m^3)	241
Site Volume (l)	241,000
**minimum height of curb or boom*	

15. INCIDENT MANAGEMENT

In the event of an incident, all waste will be diverted to a third party operator. The operator maintains a list of potential sites that are permitted to receive the waste.

Annex D contains a template for maintaining a list of local contacts. This will be kept up to date and in the site office. In the event of a fire, the contact list will be used to ensure local businesses are notified immediately.

Once the fire has been extinguished and the site has been deemed safe to enter, an assessment of the fire damage will be made. Arrangements will be made to tanker away the fire water to allow access. Any fire residues will be loaded into containers and removed from the site for disposal.

Any equipment effected by the fire will be checked prior to use to ensure that it remains fit for purpose.

The cause of the fire will be investigated to understand what occurred and what measures need to be in place to prevent a recurrence. If necessary, advice will be sought from the Fire Service and this Fire Prevention Plan updated accordingly.

Appendix A: LOCATION OF KEY RECEPTORS

The receptors shown below are within 1 km of the site.

Wind Direction: The prevailing wind direction in the area is South-Westerly[3].

Receptors: The receptors are identified in Table 3 and in Figure3.

The site is in on a small industrial/commercial estate which is in an industrial area, surrounded by other commercial and industrial enterprises.

Key infrastructure includes the A13 running to the south west of the site, the A1306 running to the north and the railway from Purfleet to Fenchurch St running south of the site**.**

Sensitive locations are those where the public may be exposed to dust from the site. Locations with a high sensitivity to dust include hospitals and clinics, hi-tech industries, painting and furnishing and food processing. Locations classed as being moderately sensitive include schools, offices, residential areas and food retailers.

	RECEPTOR	TYPE	SENSITIVITY	DISTANCE(m) /DIRECTION
1	A1306	Road	Low	87m N
2	A1306 New Road	Residential	Moderate	107m N
3	Havering College	College	Moderate	135m SE
4	Train Line	Railway line	Low	155m S
5	Passive Close	Residential	Moderate	158m E
6	Dunedin Road	Residential	Moderate	330m NE
7	La Salette School	School	Moderate	440m NE
8	Rainham Creek	Watercourse	Low	445m E
9	La Salette Church	Church	Moderate	460m NE
10	Rainham Village	Residential	Moderate	500m SW
11	Tesco Supermarket	Food Retail	Moderate	510m E
12	Albion Public House	Public House	Moderate	542m NE
13	Lessa Park	Park	Moderate	560m N
14	Beam Park Café	Food Retail	Moderate	655m NW
15	Ingrebourne Valley	Local Nature Reserve	Moderate	673m E
16	A13	Road	Low	711m SW
17	Rainham Marshes	Local Nature Reserve	Moderate	870m SE
18	Rainham Village School	School	Moderate	895m SE
19	Mardyke Football Pitch	Football Pitch	Moderate	910m NW
20	Rainham Health Centre	Health Centre	Moderate	955m SE

Table 3 – Receptors within 1km of the Site

In terms of designated ecological sites surrounding the site, there are two areas of Special Scientific Interest (SSSI) within 1km. These ecological areas are presented below. Neither of these are downwind of the site.

Sensitive Receptors Site	Designation	Approximate distance from site
Ingrebourne Marshes	SSSI	640m East
Ingrebourne Valley	LNR	640m East
Inner Thames Marshes	SSSI	940m SE
Rainham Marshes	LNR	940m SE

[3] http://www.metoffice.gov.uk/climate/uk/regional-climates/so

APPENDIX A: SITE RECEPTORS PLAN

APPENDIX B: STAFF CONTACT AND TRAINING REGISTER

Name	Job Title	Contact Telephone Number	FPP Training Received (Insert Date)	Signature

APPENDIX C: EMERGENCY CONTACT NUMBERS

Name & Address		Telephone Number
Environment Agency	General Enquiries: Incident Hotline Reporting:	03708 506 506 0800 80 70 60
Electricity Supplier	National Power Cut Helpline UK Power Networks	105 0800 028 0247
Gas supplier	National Gas Emergency Service	0800 111 999
Essex and Suffolk Water	Water Leaks	0800 526 337
HSE	Incident Contact Centre Incident Hotline	0345 300 9923 0151 922 9235
Emergency Services (Fire/Police/Ambulance)	Emergency Non-Emergency	999 101
Nearest Hospital	Queens Hospital (24 Hours A&E)	

APPENDIX D: LOCAL CONTACT NUMBERS

Name & Address		Telephone Number
F J CHURCH & SONS	Centenary Works Manor Way, New Road Rainham, Essex RM13 8RH	01708 522651
Simply Loos	Manor Way, New Road Rainham, Essex RM13 8RH	0208 532 7878
Leader Lifestyle	Unit 5 & 6 Manor Way, New Road Rainham, Essex RM13 8RH	01708 526875
New City College	Manor Way, New Road Rainham, Essex RM13 8RH	01708 455011

APPENDIX E: DAILY CHECKS FORM

Date:

Checked by (Initials)		ACTIONS
Compliance (Y/N)		
External:		
Security		
Signage condition		
Litter		
Check external condition of site buildings		
CCTV Operational		
Integrity of concrete surface		
Internal:		
Integrity of concrete floor		
Integrity of storage bays		
Capacity of Waste Quarantine Area (% full)		
Signage clear and intact		
Evidence of leaks or spillages		
Capacity of Storage Bay		
Pests		
Site Cleanliness		Start / 10.00 / 12.00 / 2.00 / Close
Parked vehicles over 6m from combustible materials at the end of the day.		
Fire Watch check – storage capacities, Fire Quarantine Area		
Fire Fighting Equipment		
Actions:		

APPENDIX F: DAILY CHECKS PLANT

Week Commencing:		**Completed by: (Name/ Job Title)**

CHECK LIST (TICK FOR COMPLIANT, CROSS FOR NON-COMPLIANT AND COMPLETE COMMENTS

	Plant:	**M**	**T**	**W**	**T**	**F**	**S**	**Comments**
Item	**Check for**							
Tyres, wheels, tracks	**Wear/damage/security**							
Engine, Water	**Correct levels, leaks**							
Lights and warning devices	**Correct operation**							
Hydraulic System/ All pipes	**Correct operation**							
Service/Parking Brake	**Correct operation**							
Assess & Body work	**Damage**							
Guards / Glass	**Damage/breakage**							
Air conditioning / heater	**Correct operation**							
Greasing points	**Cleaned and greased**							
Radiator blown out / air filter	**Free from debris**							

APPENDIX G: SPILLAGE PROCEDURE

Spillage

Potential causes of a spill

Minor spillages may be caused by:

- Machinery and fuel/oil leaks from vehicles
- Spillages or leaks from the diesel tank

Prevention of Spillages

Spillages and impacts from spillages will be prevented by:

- Controlling vehicle maneuvering will be controlled
- Regular maintenance of plant and machinery
- Diesel tank to be double skinned and bunded
- Spill kits maintained in site office

Minor Spillage Procedure

A minor spillage is one that usually presents little or no risk to person or property and is small enough to be safely cleaned up using the emergency spill kit. The procedure is:

- Protect yourself and alert others
- Avoid contact with the spilt liquid and wear appropriate PPE
- Contain the spill and cordon off the spill area
- Use the spill kits to clean up the spill
- Cover liquid spills with absorbent material, dispose of material into suitable container
- Label to identify the material
- Complete Incident Report Form

Spill kits will be maintained at the facility to respond to any spill incident. The spill kits will include:

- absorbent material;
- protective overalls;
- chemical/oil resistant gloves/goggles
- a broom and shovel

Major Spillage Procedure

A major spill is one that cannot be contained safely with the material on site and threatens safety to life and or the environment. The procedure is:

- Do not touch any spilt substances
- Close doors to prevent further contamination, if safe to do so
- Raise the alarm and instruct all personnel to evacuate the building or site as required
- Contact the Site Manager who will notify the emergency services
- Determine if anyone is injured and summon a first aid officer
- Assist emergency services with providing Material Safety Data Sheets and supporting clean up and safe disposal of residue
- Complete Incident Report Form and follow up with remedial work