

# gardenscape



## Fire Prevention Plan

**Gardenscape Direct Ltd**  
**Newenden Bridge Depot**  
**Station Road**  
**Northiam**  
**East Sussex**  
**TN31 6QA**  
**January 2020**

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## 1. Introduction

- 1.1 This Fire Prevention Plan (FPP) has been prepared by Gardenscape Direct Ltd and applies to the storage of waste and potentially combustible materials at their facility in Northiam, East Sussex
- 1.2 This plan identifies the site operations that present a risk of fire, the prevention techniques to minimise the potential for fire, fire suppression techniques in the event of a fire starting and the measures which will be employed to protect the environment in the event of a fire;
- 1.3 This plan meets the standards required by the Environment Agency to deliver a robust set of measures which will minimise the likelihood of a fire. It shows how the 3 objectives of the Environment Agency's Fire Prevention Plan Guidance will be met. Those 3 objectives being:
  - Minimise the likelihood of a fire happening;
  - Aim for a fire to be extinguished within 4 hours;
  - Minimise the spread of fire within the site and to neighbouring sites
- 1.4 This plan will form part of the Environmental Management System which will be implemented on the site. A copy of the FPP will be kept on site enabling ease of reference by site staff;
- 1.5 All staff will receive training to ensure that they understand their responsibilities in relation to the FPP. All staff will know where the FPP is kept on site and will be able to easily access the plan at all times, including during an incident;
- 1.6 All staff and contractors working on site must understand the contents of the FPP so that they know what to do to both to prevent a fire occurring, and during a fire if one breaks out.
- 1.7 The Site Manager will regularly test how well the plan works with 6 monthly exercises to make sure that staff understand what to do;
- 1.8 The site layout provides access to all areas so that any fire outbreak can be easily accessed and extinguished.

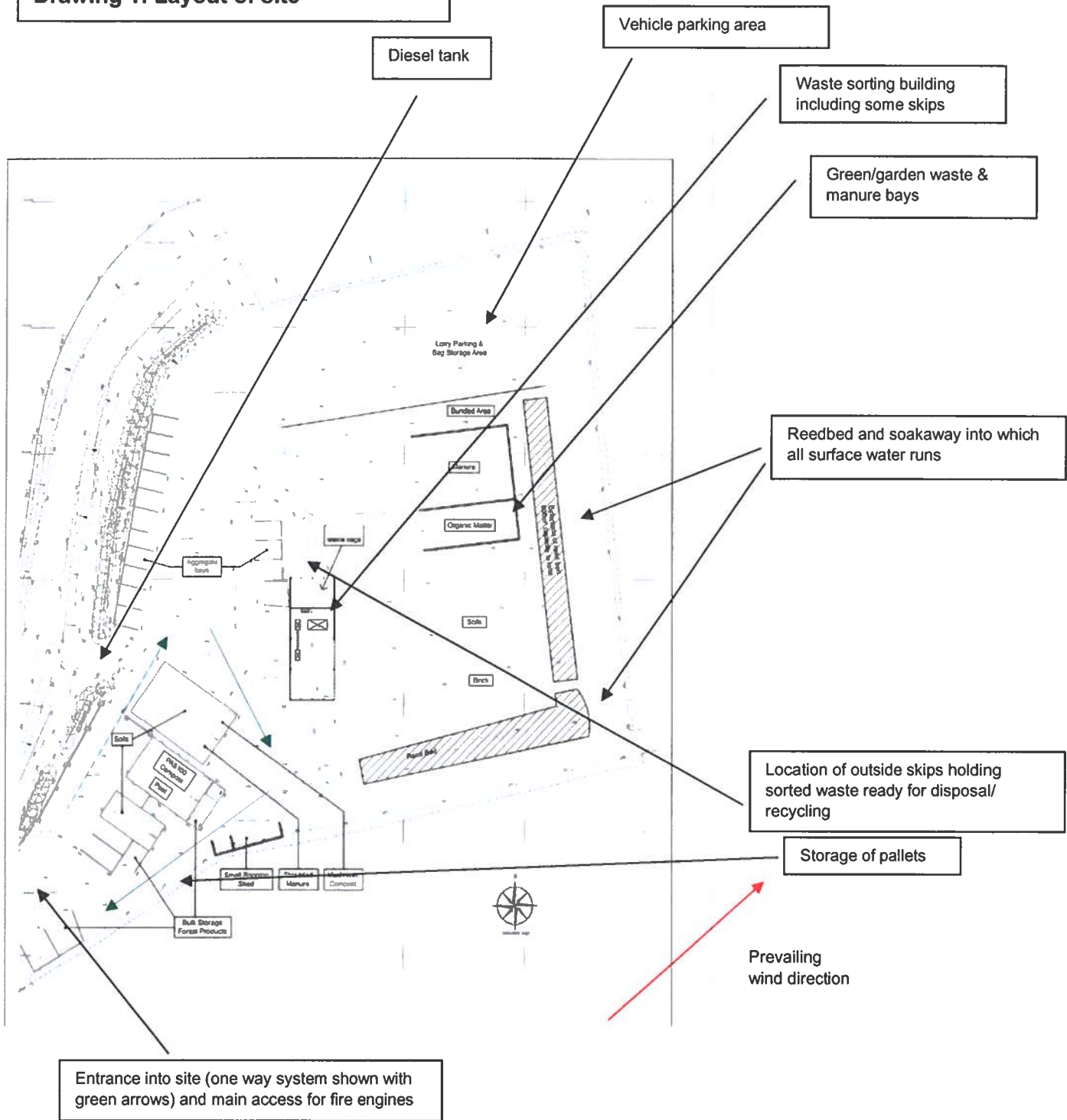
## **2. Waste activities and combustible wastes**

- 2.1 Combustible wastes stored on-site and addressed in this plan include;
- Mixed non-hazardous waste including wood, paper/cardboard, scrap metal etc;
  - Plant material / green waste / manure
- 2.2 Waste transfer and recycling activities are ancillary to the main activity on site which is, and has been for many years, the manufacture and sale of horticultural products including bark mulches, soils, composts etc;
- 2.3 The site will accept <75,000 tonnes of suitable non hazardous mixed DIY / Construction, garden(green) waste and manure. Deliveries of DIY / Construction waste will come onto the site in bulk bags and be offloaded into a building for processing. Green waste and manure will be off loaded into the purpose built sealed concrete bunkers;
- 2.4 Other materials on site that potentially pose a fire risk are PAS100 certified compost (non waste), forest products (barks) and wooden pallets which are used in the loading of products onto lorries;

## **3. Site location and layout**

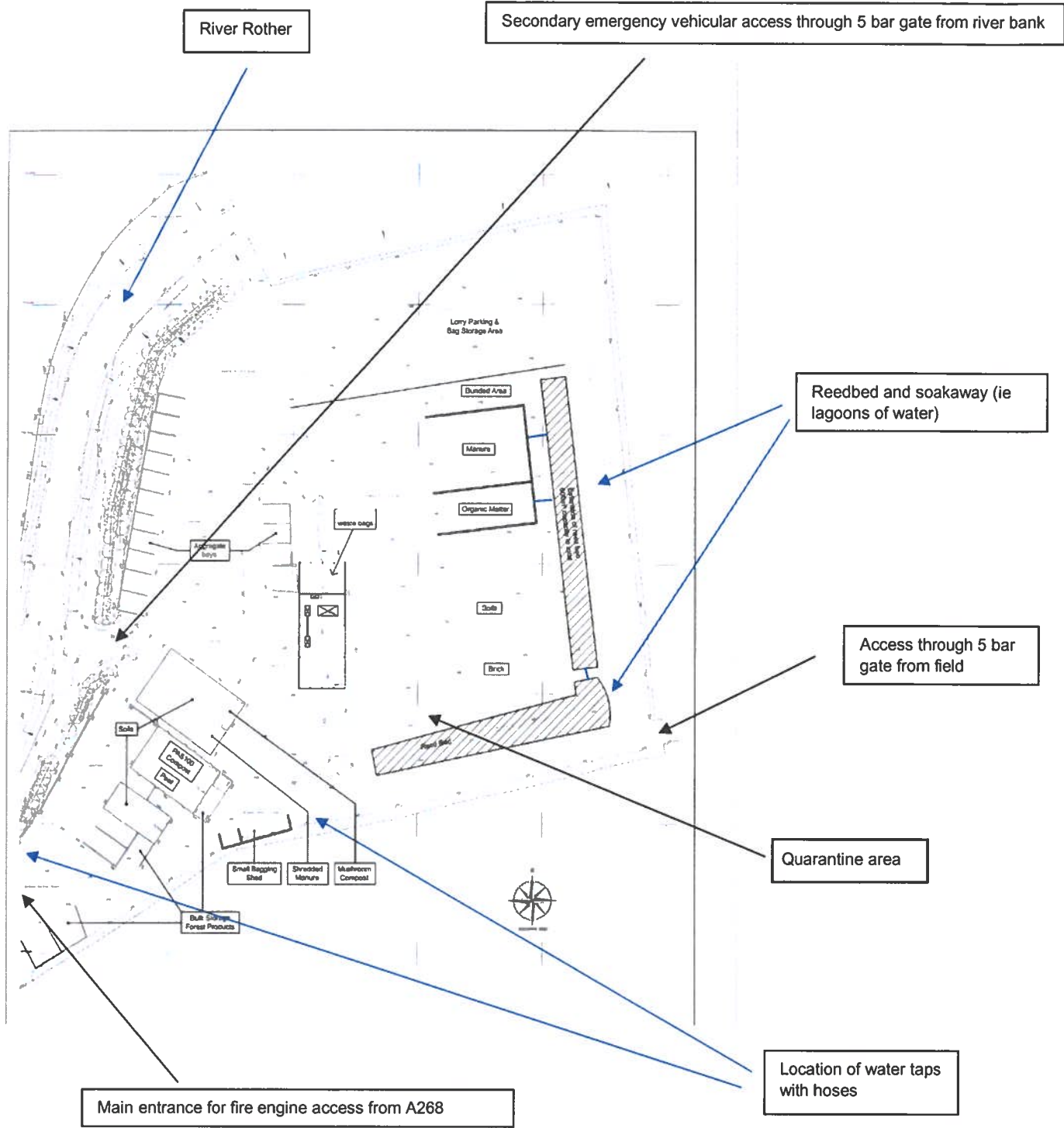
- 3.1 The site is located on Station Road, Northiam, on the outskirts of the village of Newenden. The site is bordered on three sides by a well established line of leylandii trees. To the south of the site is a campsite and cafe, to the south west the A268 and to the west the Rover Rother which separates the site from the residential area of Newenden;
- 3.2 The only vehicular entrance to the site is from the A268 on the south west boundary of the site. Vehicles are directed around the site via a one-way system. DIY/ Construction waste is taken directly to the waste processing building. Green waste and manure is tipped directly into the bunkers;
- 3.3 PAS100 compost is kept in a large covered building. Forest products are kept in outside, designated bays. Pallets are kept in piles on the south side of the site. All vehicles are parked to the north of the site;
- 3.4 Bays are located on site to take separated waste, ready for disposal or recycling off site;
- 3.5 A 5000ltr red diesel tank is located to the west of the site, away from all potentially combustible materials;
- 3.6 No hazardous material is kept on site;
- 3.7 The surface of the site is entirely concrete / hardstanding;
- 3.8 There follow site plans show the following information:
- Drawing 1: Layout of buildings, bays, materials, plant, vehicles, diesel tank
  - Drawing 2: Access routes for fire fighting and location of water supplies;
  - Drawing 3: Drainage runs;
  - Drawing 4: Storage areas showing bunker dimensions and quarantine area

Drawing 1: Layout of site

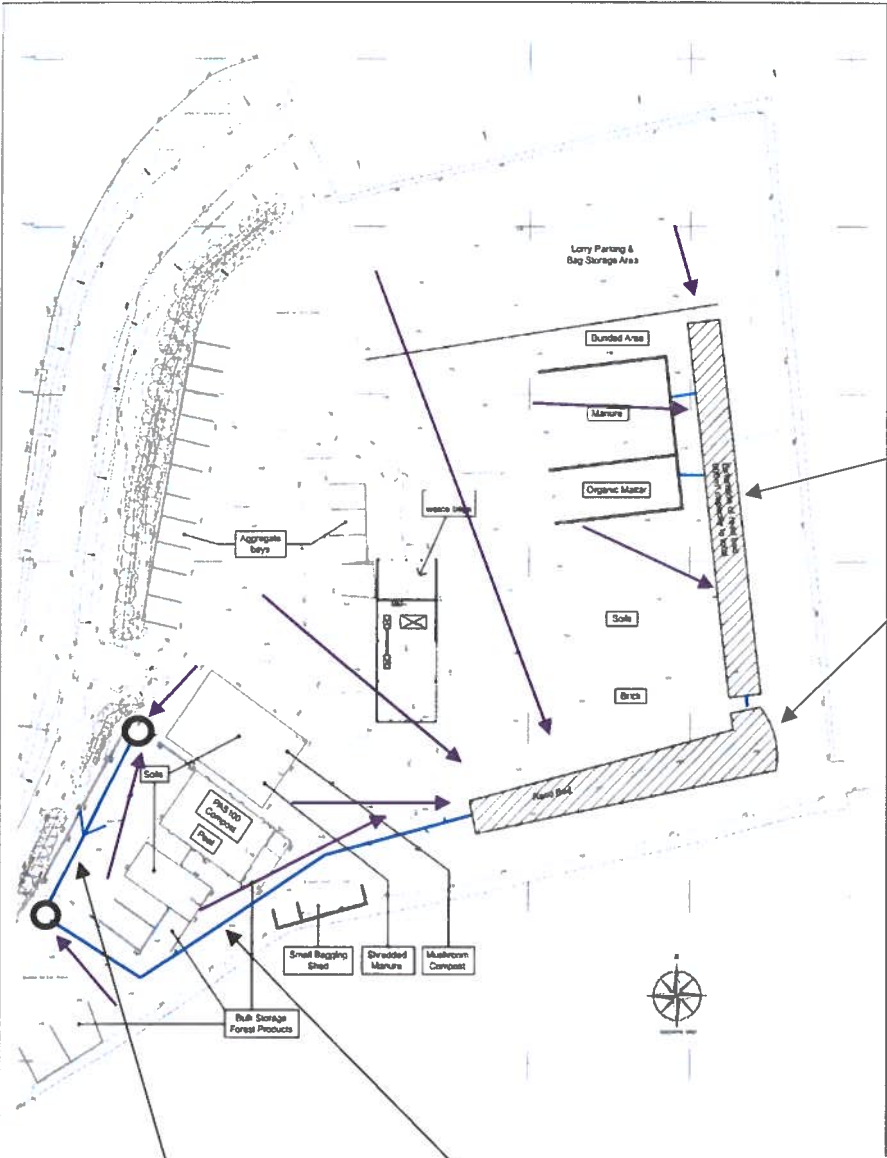




**Drawing 2: Fire routes and water supplies**



Drawing 3: Drainage runs and routes



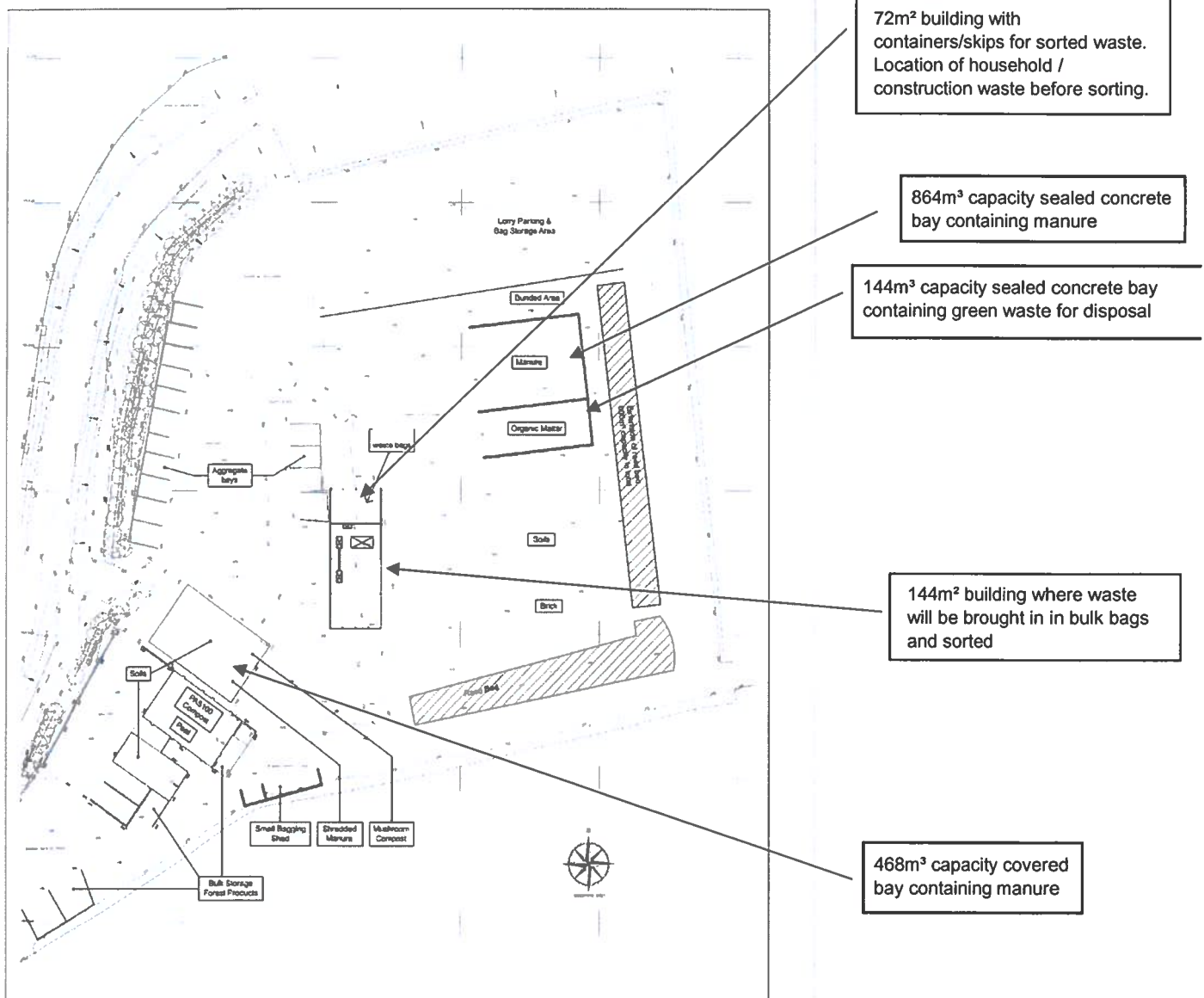
- Key:**
- = pipes to soakaway
  - = drainage runs
  - = Concrete water chamber

Reed bed and  
soakaway

Pumped to second chamber

Natural fall to soakaway

**Drawing 4: Waste bunker/building dimensions**





#### 4. Site Drainage

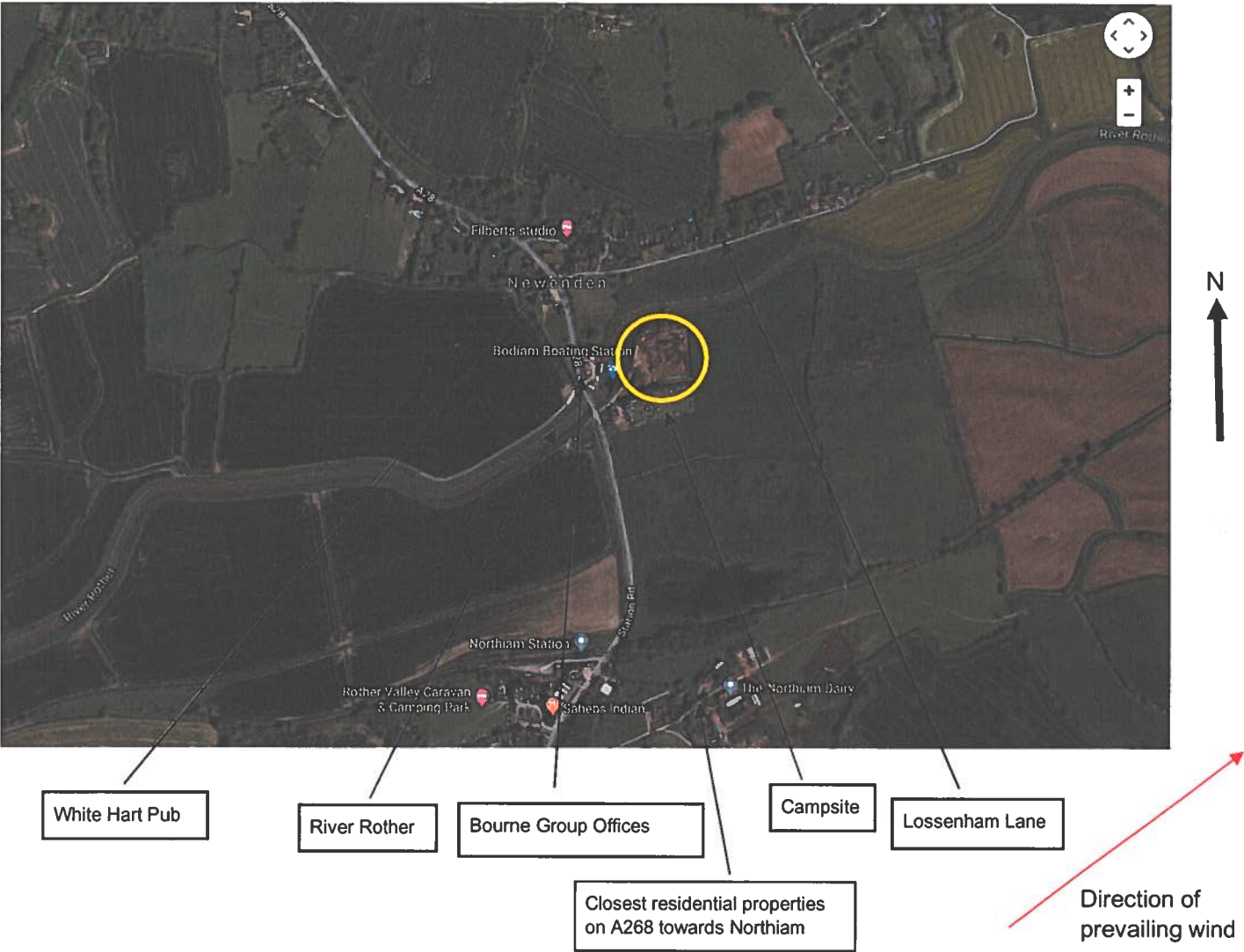
- 4.1 All surface water drains to a reedbed and soakaway to the rear of the site. Drawing 3 shows the location of concrete water chambers, water pipes, reedbed and soakaway.

#### 5. Site setting and proximity to sensitive receptors

- 5.1 Whilst technically the address for the site is Northiam, it actually sits on the outskirts of Newenden over 125m away from the main residential area. There is a campsite and café to the south of the site. To the north and west is the River Rother, and across the river are the offices of The Bourne Group (of which Gardenscape is a part);
- 5.2 There are no European Sites or SSSI's within 1km of the site;
- 5.3 Table 1 lists all of the sensitive receptors within a 1km radius of the site. Image 1 that follows shows the location of these receptors in relation to the site.

Table 1: List of sensitive receptors		
RECEPTOR	DISTANCE FROM SITE	DIRECTION
<b>Residential</b>		
Bodiam Boating Station (1 house)	100m	SE
Properties on or near Lossenham Lane	125+m	N, NW, NE
Properties within 1km on A268	600+m	S
<b>Commercial</b>		
Bodiam Boating Station/campsite	40m+	SW
Bourne Group offices	100m	W
White Hart pub	230m	NW
Rother Valley campsite	700m	S, SW
Sahebs Indian Restaurant	650m	SE
Northiam Dairy	580m	SW
<b>Infrastructure</b>		
Kent & Sussex steam railway line	500m	S
<b>Environmental</b>		
River Rother	40m	N,W

Image 1: Sensitive receptors within 1km



## 6. Causes of fire

6.1 There are a number of potential causes of fire at the site. These include:

- Arson or vandalism;
- Self-combustion;
- Electrical faults or damaged cables;
- Discarded smoking materials;
- Heat sources such as sparks from grabbers, loading buckets, hot exhausts and naked lights;
- Leaks and spillages of oils and fuels;

6.2 Robust measures including good housekeeping will be put in place to ensure that the risk of a fire is kept to a minimum. Details of these are provided in Section 7.

## 7. Fire prevention and detection

7.1 The site will employ fire prevention techniques to minimise the risk of fire, including both design and operational measures.

### *Physical Separation of wastes to prevent fire spread*

7.2 The containment of waste storage will be as follows (referring to Drawing 4):

- All DIY / construction waste that comes onto the site in bulk bags will be put into the building shown;
- Waste will be separated into various different bays within this building / directly outside this building;
- Green / garden waste will be moved by telehandler directly into the 'green waste bay' indicated. This is a sealed concrete floored bay which is fire resistant;
- Manure / soil will be brought in loose and tipped straight into the manure / soil bay indicated. This is a sealed concrete floored bay which is fire resistant;
- Wastes will remain in their various bays until they are loaded and removed for sale (in the case of manure/soil) or recycling / disposal for composting in the case of DIY/Construction and green waste;
- Waste stockpiles will not exceed the height of the top of the bays.

### *Design measures*

7.3 The design measures put in to place to prevent fire are as follows:

- CCTV. This covers all areas of the yard and is accessible to key personnel at all times;
- Fire quarantine area. The location of this area is shown on Drawing 2. It is equidistant from all locations of combustible materials and will be kept clear at all times to be dedicated to the storage of smoldering wastes at risk of combusting. This will be an area of hard standing with an exclusion area around it. The closest material is non-combustible soil (which could be used to aid suppression of fire), and it is bordered on the south side by a body of water, the soakaway;
- Fire extinguishers. There is a dry powder fire extinguisher located in the 'tea hut' at the entrance to the site.
- Fire suppression. The location of all water supplies is shown on Drawing 2. The 2 taps have hoses, and water can be pumped from the River Rother and/or the 2 reedbeds if necessary;
- Designated smoking area. This is on the outskirts of the site at the site entrance away from all waste treatment and storage.

- Vehicles. Lorries are fitted with fire extinguishers and spill kits. Any vehicle that is noticed to be leaking fuel will be stopped immediately and the leak rectified;
- Spillages. In the event of the spillage of fuel or any other combustible liquid a 'spill kit' is kept in the 'tea hut' at the entrance to the site.

#### *Operational Measures*

7.4 The operational measures put into place to prevent fire are as follows:

- Waste acceptance checks. The facility will be permitted to accept a range of DIY/Construction, garden/green waste, soil and manure. Incoming waste will be visually checked for signs of combustion. Any smoldering, non-compliant or unstable waste found in mixed loads will be moved to the quarantine area, dampened if necessary and removed from site as quickly as possible;
- Appropriate storage of waste. Unseparated mixed waste will be kept in an enclosed building away from direct sunlight. Separated waste will be kept in skips, containers or sealed concrete floored bunkers. The volume in these areas will not exceed the maximum allowed to ensure there is no overflow of waste in any area;
- Manage storage time. All waste will be treated on a first in first out basis. As soon as any bays are full of waste that is to be disposed of / recycled this will be arranged. No DIY / green waste will be kept for longer than 3 months. Manure, whose sale has an element of seasonality, is sold on a first in first out basis, and in any case no manure will be on site for longer than 6 months at any time during the year;
- Monitor and control of temperature. Any metals, which can oxidise in sunlight generating heat, will be kept in a bay inside the building and so away from direct sunlight. Manure will be turned on a regular basis to prevent any build up of heat.

7.5 All waste storage areas are designed so that there are several smaller areas as opposed to one large area, limiting the scale of any fire if one does break out. Table 2 shows the volume and type of waste held on site, supported by Drawing 4 which shows the locations of the waste. No loose piles of waste are higher than 4m or longer/wider than 20m;

Table 2: Type and volume of waste	
Type of waste	Volume on site at any one time (tonnes)
DIY / construction	50
Garden / green	40
Manure	200
Soil	500



### *Health and Safety*

7.6 A range of health and safety measures are already in place at this site:

- The Fire Prevention Plan, including methods of firefighting, will be made known to all employees and published on noticeboards. Fire drills will be held at regular intervals and co-ordinated by the Site Manager;
- Appropriate safety and fire training will be given to all employees and will be appropriate to their role on site. A training record will be maintained for each member of staff and they will receive regular refreshers;
- New staff will be given appropriate training and their attention drawn to the Fire Prevention Plan as well as to where it is published;
- Signage will be provided on site with regards to fire awareness and emergency procedures to be implemented in the event of a fire being detected on site;
- Naked flames will not be permitted on site. Mobile plant when not in use will be stored at least 6m away from combustible wastes;
- Smoking is only permitted in the designated location outside the tea hut at the entrance to the site which is over 40m away from the stockpiles of combustible waste. Smoking is not permitted anywhere else on site

### *Monitoring inspections*

7.7 There will be regular site inspections of stored waste and infrastructure. These shall include the following:

- Site signage and security;
- Hardstanding and impermeable areas;
- Containers / skips / bays for integrity and fitness for purpose;
- Condition of waste piles;
- Ensuring stockpile limits are not exceeded;

7.8 At the end of each day stockpiles shall be checked to ensure that there are no smoldering wastes or indications that fire has started;

7.9 The green waste and manure shall be turned in their respective bays on a regular basis to disperse any build up of heat;

7.10 Daily site inspections will take place to ensure no build up of loose combustible waste outside the designated areas. Any that may have escaped from the designated areas shall be immediately returned;

7.11 Any build up of dust will be removed / sprayed with water (as detailed in the Dust Management Plan).

### *Maintenance and repairs*

7.12 All mobile plant and lorries are subject to regular maintenance plans;

7.13 In addition regular monitoring of mobile plant and onsite electrics will take place. Any defects are noted and repair / replacement undertaken at the earliest opportunity;

7.14 Staff will be trained to be vigilant and report any faulty equipment, damaged cabling etc and these will be repaired as soon as possible. If necessary faulty equipment that presents a fire risk will be taken out of use until it is repaired;

7.15 Details of all inspections, servicing maintenance and repairs will be recorded.



*Site security to measures to prevent arson*

- 7.16 During operational hours, when the front gate is open, the site is staffed at all times;
- 7.17 The site is surrounded on three sides by a thick line of leylandii trees. On the fourth side, at the entrance, there is a security gate which is secured with a padlock when the site is closed;
- 7.18 Security is backed up by CCTV which is operational 24 hrs a day. This is accessible to all key personnel at all times.

**8. Fire Suppression**

- 8.1 The site is bordered on one side by the River Rother, and there are 2 large water bodies on the site as shown in Drawing 2. There are also two taps with hoses on the site. All combustible waste is located in the middle of these sources of water;
- 8.2 In the event of fire, the first measure would be to move the burning waste to the fire quarantine area if possible;
- 8.3 The priority on discovery of a fire will be the suppression of that fire and prevention of it spreading. Water will be drawn from the most appropriate water sources to suppress the fire;
- 8.4 Alternatively, where safe to do so, mobile plant may be used to move inert materials such as soil or sand to cover the burning waste.
- 8.5 Following the discovery of a fire, and prior to the arrival of the Fire Service, the Site Manager and any other staff who are properly trained may engage in firefighting efforts where safe to do so. No persons under 18 or not properly trained will be permitted to fight the fire, including operating any firefighting equipment;
- 8.6 Firewater run off will follow the site drainage routes. It will not enter directly into the watercourse but will direct into the reedbed/soakaway;
- 8.7 There are two routes of access for the fire service (shown on Drawing 2). The first is the main entrance, the second through a 5 bar gate on the riverbank. Access through the site will be cleared in the event of the emergency services requiring access;

**9. Following a Fire**

- 9.1 In the event of fire measures will be undertaken before the site is fully operational again, including any affected waste / solids requiring it being removed to be disposed of at a permitted facility;
- 9.2 Once cleared of affected waste site infrastructure will be inspected to ascertain whether any repairs are required. These will be done as soon as is practicable and before the site becomes operational again;
- 9.3 An investigation will be done to ascertain how the fire started and what measures, if any, need to be taken to mitigate against it happening again. This will be noted in the Environmental logbook
- 9.4 The EA will be advised of all inspections and repairs.

## **10. Management Plan**

- 10.1 This FPP forms part of the Environmental Management System. Copies will be kept on site for reference by staff. Staff will receive training to ensure that they understand their responsibilities in relation to the FPP and they know where to locate it should they need to refer to it,