

FIRE PREVENTION AND MITIGATION PLAN

Denbigh Civic Amenity Site, Colomendy Industrial Estate, Denbighshire, LL16 3EA

C A D Recycling Ltd

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THIS DOCUMENT IS DUE FOR REVIEW IN **MARCH 2021** OR AS A RESULT OF ANY INCIDENTS WHICH MAY LEAD TO THE REQUIREMENT FOR IMMEDIATE REVIEW, WHICHEVER IS THE SOONER

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Site Information & Key Contacts List

Site Address:	Denbigh Civic Amenity Site, Colomendy Industrial Estate, Denbighshire, LL16 3EA		
Site Operator:	C A D Recycling Ltd	National Grid Ref:	SJ 05806 66925

CONTACT	DESCRIPTION	OFFICE HOURS	OUT OF HOURS
Mike Hogan Tony Sykes	Directors	01492 545954	07944 373540 (Dave Driver)
David Driver	Technically Competent & Site Manager	01492 545954	07944 373540
Denbigh Community Hospital -Ruthin Road, Denbigh, Denbighshire LL163ES	Minor Incidents Unit	01745 818100	999
Glan Clwyd Hospital Rhuddlan Road, Bodelwyddan, Rhyl, DenbighshireLL185UJ	Local NHS Hospital (Main)	01745 583910	999
	Accident & Emergency (A&E)	111	999
Beech House Surgery 69 Vale Street, Denbigh Denbighshire LL163AU	Local Doctor Surgery (GP)	01745 812863	999 or 112
North Wales Police Ffordd Y Graig, Denbigh LL163YB	Local Police Non- Emergency	101, or; 0845 6071002	999
	Police Emergency	999	999
North Wales Fire and Rescue Service Denbigh Fire Station, Smithfield Road, Denbigh LL163RG	Fire and Rescue Service (in Emergency Dial 999)	01745 812250	999 or 112
Natural Resources Wales Clawdd Newydd, Ruthin DenbighshireLL152NL	Environmental Regulator	0300 065 3000	0300 065 3000
Denbighshire County Council	Local Planning Authority	01824 706000	01352 752121
	Environmental Health Dept.	01824 706000	01352 752121
Dwr Cymru Welsh Water	Local Water Supplier / Sewerage Provider	01490 420208	0800 052 0130
Oaktree Environmental Ltd Lime House, 2 Road Two, Winsford, Cheshire CW7 3QZ	Specialist Advisor (Waste and Planning Issues)	01606 558833	999

1 Introduction

1.1 Fire prevention objectives

1.1.1 This Fire Prevention & Mitigation Plan (FPMP) has been produced in accordance with Natural Resources Wales' (NRW) - Waste Management; Guidance Note 16 published July 2017 to:

- Minimise the likelihood of a fire;
- Reduce impact from emissions during or after a fire on the local community, critical infrastructure and the environment;
- Ensure suitable resources required by the NRW and other emergency responders are available during an incident; and,
- Identify post incident clean-up and remediation costs.

1.2 General site information

1.2.1 This document considers the risks associated with fire on site at Denbigh Civic Amenity Site, Colomendy Industrial Estate, Denbighshire, LL16 3EA. The site is operated as a civic amenity (CA) site / household waste recycling centre (HWRC) where waste is brought into the site by members of the public and deposited into a variety of recyclable skips. No trade waste is permitted at the site.

1.2.2 In addition to this document, the site will be operated by C A D Recycling Ltd in accordance with a fully comprehensive Environmental Management System (EMS).

1.2.3 All site staff should be provided with a copy of this FPMP and be aware of where it is located on site in order to:

- prevent a fire occurring; and,
- know what to do during a fire if one breaks out.

- 1.2.4 This FPMP will be located in the Emergency Services Box (ESB) located near the site entrance as shown on Drawing No. DCA/2411/03 in Appendix I. The ESB will contain contact numbers for immediate receptors who could be in danger if a large fire broke out at the site. The receptors are shown on Drawing No. DCA/2411/04 in Appendix I. In the event of a fire, the Fire & Rescue Service and NRW would be able to view this FPP to ensure the actions set out are implemented to meet the objectives shown in section 1.1.1.

1.3 **Staffing and management**

- 1.3.1 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 and, therefore, shows the minimum number of staff available to tackle a fire on site during operational hours. Only the site manager, machine/plant operators and general operatives will be permitted to tackle fires on-site.

Position	Employees	Responsibilities
Site manager / Technically Competent Manager	1(1)	Ensuring that the site is being operated in accordance with the Environmental Permit and in-line with attendant regulations
Administrative Staff	1(1)	Office / administrative duties
General & plant operatives	2(1)	Waste handling / reception and movement

- 1.3.2 All site staff and contractors must be aware and understand the contents of the FPMP and know what to do in the event of a fire.
- 1.3.3 This FPMP document will be kept in the site office the location of which is shown on Drawing No. DCA/2411/03.

1.4 **Plant and equipment**

- 1.4.1 There is no plant situated at the site.

1.5 **Hours of operation**

1.5.1 The site is operated according to the hours specified below:

Summer Hours

Monday to Friday	10:00 - 18:00 hours
Saturday/Sunday	09:00 - 17:00 hours
Bank/Public holidays	Closed

Winter Hours

Monday to Friday	10:00 - 16:00 hours
Saturday/Sunday	10:00 - 16:00 hours
Bank/Public holidays	Closed

1.5.2 Maintenance work may be carried out during out-of-hours.

1.6 **Correspondence with Fire and Rescue Service**

1.6.1 North Wales Fire and Rescue Service (FRS) were contacted in the preparation of the FPMP review with a view to obtaining details regarding the nearest hydrants in the proximity of the site.

1.6.2 C A D Recycling Ltd will seek a two yearly response from NRW and FRS (or sooner should a fire incident occur) with regards to their FPMP 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.

1.7 **Sensitive receptors**

1.7.1 A Sensitive Receptors Plan has been provided at Appendix I to highlight all main receptors within 1,000m of the site.

1.7.2 There are no protected habitats, groundwater source protection zones, boreholes, wells, springs supplying water for human consumption located within 100m of the site.

- 1.7.3 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 1.1 above). These measures will ensure the potential impact on any of the surrounding land is as minimal as practicably possible.
- 1.7.4 The primary sensitive receptors for any fire event would be the site itself and any site users and the adjacent sites and their users.

2 Managing common causes of fire

2.1 Details

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

Source	Risk	Specific 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	Site security measures are detailed in Section 2.6 and shown on Drawing No. DCA/2411/03
Plant or equipment	e.g. spillages of fuel, sparks from machinery or malfunction caused by ineffective maintenance	There is no plant or equipment situated at the site.
Electrical appliances and cabling	Faulty appliances or damaged/ exposed electrical cables may spark as a result of a power surge	All electrical equipment is serviced and maintained by a suitably qualified electrician.
Discarded smoking materials	Risk of ignition of stored wastes from smoking materials which have not been fully extinguished	No smoking permitted inside the permit boundary.
Open burning on site or on adjacent sites	Risk of ignition from radiative heat or flaming from open burning on site or an adjacent sites	There is no open burning on site, all staff are suitably trained and regular checks take place 2/3 times a day.
Overheating of stored waste	sources of heat may include heating pipes, hot exhausts, light bulbs, space heaters or direct sunlight	There are no external sources of heat situated at the site which could spread to stored wastes combusting.
Sparks from loading buckets/shovels	Scraping of loading buckets/shovels causing sparks which may ignite stored wastes	There are no loading shovels/buckets situated at the site.

Source	Risk	Specific mitigation
Fireworks/Chinese lanterns	Ignition of stored wastes from either of these two sources	All waste is stored in sealed containers and the site has CCTV which can be remotely accessed in the event of a fire breaking out in one of the skips.
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	No hot works take place at the site.
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	There are no industrial heaters (or associated pipework) used at the site.
Hot exhausts	Potential source of both primary and residual heat to stored wastes	Daily fire watch and the preventative maintenance ensure the risk is minimised.
Loose material build up around plant/machinery and exhausts	Light waste and ambient particulates with high combustibility settling and building up in key areas in and around plant/machinery and around exhausts	There is no plant / equipment where debris, dust or fluff could build up.
Hot loads	Imported wastes which may contain materials which are above ambient temperature	All loads are inspected in accordance with our waste acceptance procedures. If such loads arrive at site they are intercepted by site operatives who will refuse the acceptance of the waste. They will then if necessary be directed to the quarantine area to ensure the material does not pose a concern/fire risk to the site. The material will if required be treated to ensure the risk of fire is completely negated.
Overhead power lines	Any overhead power lines on or around the site may ignite in the event of a fire and worsen the effects	There are no overhead power lines which traverse the site.

2.2 Fuel storage

2.2.1 There is no fuel stored at the site.

2.3 **Gas canisters**

2.3.1 Any gas cylinders stored at the site are done so inside a delineated gas cylinder cage and using the following procedures:

- i) Stored always in an upright position;
- ii) Stored in a well-ventilated place on site;
- iii) Ensure storage is >6m away from heat and ignition sources; and,
- iv) Always stored outdoors and away from building entry/exit points and drains.

2.4 **Smoking policy**

2.4.1 Smoking of cigarettes and e-cigarettes is prohibited onsite.

2.4.2 Employees who wish to smoke may do so in their own time during lunch breaks at a location outside of the site.

2.4.3 Managers will be responsible for the promotion and maintenance of the no smoking policy by their staff. Managers will receive training and guidance regarding their responsibilities in relation to the policy and enforcement of it.

2.4.4 Employees should inform the appropriate manager immediately if anyone fails to comply with the policy. Employees not complying with the policy will be referred to their manager for support subject to the usual disciplinary procedure.

2.4.5 Visitors not adhering to the policy will be asked to comply or leave the site.

2.4.6 All job applicants will be made aware of the policy via application packs, where a requirement to abide by it will be part of the person specification. Applicants will be reminded of the policy at interview stage.

2.4.7 A copy of the policy will form part of new employees' induction packs. Training and guidance on enforcing the policy will form part of new managers' induction process.

2.4.8 The policy will be reviewed every 12 months.

2.5 **Plant and equipment maintenance**

2.5.1 There is no plant / equipment situated at the site.

2.6 **Preventative Maintenance**

2.6.1 There is no plant / equipment situated at the site therefore no maintenance is required, however all containers will be checked regularly to ensure they are fit for purpose.

2.6.2 All fire extinguishers on site are checked daily by staff to ensure they are fit for purpose and periodically i.e. annually by the manufacturer or fire risk auditor.

2.7 **Site security**

2.7.1 The site security infrastructure is detailed on Drawing No. DCA/2411/03 and is considered ample.

2.7.2 Further to the above, the site has 24 hour remotely accessible CCTV with on and off site supervision. The CCTV system is also fitted with passive infrared (PIR) sensors and any unusual activity sends an alarm to the 3 no. out-of-hours fire contacts who can be at the site within 5 minutes of a call. the CCTV system can also be accessed externally via mobile phones and Ipad. The CCTV system is installed throughout the entire site by Active CCTV who are a UKAS accredited security company.

2.7.3 The site security measures will be inspected on a daily basis and any defects which impair the effectiveness of the security will be repaired by the end of the working day. If this is not possible, temporary measures will be put in place to ensure no unauthorised access to the site can be gained until the proper repairs can be carried out as soon as practicably possible.

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

3 Preventing self-combustion

3.1 General & manage storage time for combustible wastes

- 3.1.1 The site will reduce the risk of self-combustion by ensuring good stock rotation. All wastes on site are stored inside containers which are monitored frequently i.e. hourly or sooner by staff and removed from site once the container is full.
- 3.1.2 As this is a CA site, daily inputs of waste can vary but on average a recyclable container is not usually stored for longer than the site's out of hours i.e. 18:00 - 10:00 prior to its removal meaning the site complies with the 'first in, first out' principle. On occasions there may be wastes which are stored longer; however, as all waste is delivered to the site by hand, inspected on reception and stored in a container, it is unlikely to present a significant fire risk.
- 3.1.3 Storage times for all stored combustible waste stored on site considerably less than Table 1 of the NRW FPMP guidance. No waste on site is stored for longer than 4 weeks. Due to the nature of the facility, the containers are emptied once full and this can vary depending on the amount of waste received from the public.

3.2 Monitoring and control of temperature

- 3.2.1 It is considered that only visual monitoring by staff is appropriate for this CA site and reference should be made to section 3.1.5 above regarding this.

3.3 Waste acceptance

- 3.3.1 Strict waste acceptance procedures are in place at the site to ensure every vehicle delivering waste is inspected on arrival and the waste complies with the site. The person/s delivering waste to the site will be made to deposit any recyclables in the relevant skips to avoid bulking up Piles 1 - 3. This also ensures that no incompatible wastes or hot loads are deposited.

- 3.3.2 As this is a CA site, incoming waste tonnages cannot be calculated due to the variety of wastes received from one vehicle therefore it is considered the above section would only need to apply in terms of recording / monitoring incoming wastes.

4 Managing waste piles

4.1 Stored combustible waste/materials

- 4.1.1 All combustible waste stored at the site is done so in sealed containers and the next section describes the storage/monitoring techniques.

4.2 Waste stored in containers

- 4.2.1 The table below details the waste types which are stored in containers at the site.

Pile Ref:	Storage/monitoring procedures to reduce the risk of fire
All other wastes accepted on the permit	• These are recyclable storage skips containers consisting of green waste, scrap metal, paper cardboard, wood, tyres, plasterboard, asbestos, mattresses, inerts etc. which have been delivered to the site from members of the public. • All containers are clearly labelled to ensure the correct waste is deposited into the container. • Vehicles are directed to the associate container on arrival. • The stored waste will have been inspected on arrival and also prior to being placed inside by hand so will not contain any hot loads which could lead to a spark and/or the waste overheating causing a fire. • The containers will be removed from site when full or collected on a rolling contract by a third party. • All containers containing hazardous waste i.e. batteries, WEEE are fully enclosed and the public are advised to deposit the waste outside the container so operatives can ensure the waste is handled and stored correctly. • The waste stored will not exceed the height of the containers which is approximately 2.4m. • When a container is full and cannot be removed immediately, the relevant deposit area will be shut off and an alternative container sourced to ensure no further waste can be deposited. • All skips are open other than hazardous skips and small clothes, bottle, paper banks to allow access for fire-fighting. • As the skips are all movable, the locations have not been identified on site and assumed are all combustible. • In the event of a fire breaking out in one of the containers, the container can be moved immediately using the 360° excavator and consigned to quarantine area where the skip can be dissipated. This ensures the adjacent containers do not catch fire.

5 Prevent fire spreading

5.1 Waste storage general / fire breaks

- 5.1.1 Combustible waste is stored as shown on Drawing No. DCA/2411/03.
- 5.1.2 The containers are typically 6.2m long, 2.4m wide and 1.8m high. Due to the type and size of the site it is considered there is no need for fire breaks between containers of waste. In addition, the event of a fire occurring, the quarantine area will be used either to 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 bays/containers near any material affected by a fire to prevent fire spreading to adjacent piles. This is further outlined within Section 6.0 and in Appendix I of this FPMP.
- 5.1.3 The aim of the site is to minimise over-stocking which in-turn minimises the risk of a large scale fire occurring. This also ensures the 'first in, first out' principle is met.
- 5.1.4 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.

5.2 Fire walls and bays

- 5.2.1 As specified on Drawing No. DCA/2411/03, where wastes are stored within fire walls, there is an acceptable freeboard to prevent a fire spreading.
- 5.2.2 All fire walls at the site are of sufficient height, thickness and construction that offer a fire resistance period of at least 120 minutes to allow waste to be isolated to stop fire spreading and minimise radiant heat.
- 5.2.3 It is not possible to scientifically calculate the flame height as each waste pile is different and could contain a number of different sizes/grades of waste leading to a lesser or greater flame height.

- 5.2.4 All concrete fire walls which are used on site are constructed to British Standard (BS) and will:
- a) resist fire (both radiative heat and flaming); and,
 - b) have a fire resistance period of at least 120 minutes to allow waste to be isolated and to enable a fire to be extinguished within 4 hours.
- 5.2.5 The walls are checked as part of the below daily inspection programme to ensure the joints are adequately sealed using cement or intumescent foam to act a thermal barrier.

6 Quarantine area

- 6.1.1 In accordance with Section 22 of NRW's FPMP guidance a designated quarantine area as shown on Drawing No. DCA/2411/03 which is kept clear at all times. The area allows for a 6 metre buffer from the site perimeter and other stored waste or materials on site.
- 6.1.2 The largest pile on site is considered to be **2 no. containers** situated in the lower yard which would equate to an approximate area of 30m² and volume of 75m³. In the event of a fire the site would close and the quarantine area would be situated in the upper yard which has capacity to store 6 no. containers of waste.
- 6.1.3 In the event of a fire occurring, the quarantine area will be used either to 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 bays/containers near any material affected by a fire to prevent fire spreading to adjacent piles. The site has a waste transfer station situated on Spencer Trading Estate approximately 0.5 miles away and in the event of a fire, plant i.e. a loading shovel, 360⁰ excavator would be sourced from the site and be available to use within 10 minutes of notification.
- 6.1.4 If one of the waste containers were to combust, the surrounding containers would be moved to the quarantine or alternative area using the 360⁰ excavator and the container extinguished in-situ.

7 Detecting fires

7.1 Site inspection programme

- 7.1.1 Daily inspections of all site areas will be undertaken and recorded on the fire checklist shown in Appendix II; or the operators own checklists provided in Appendix III. These inspections will be conducted by a person(s) who is/are familiar with the requirements of the EMS, EP and this document. This will keep the levels of dust and litter, 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.

7.2 Automated detection

- 7.2.1 There is no automated detection system for fires at the site. There is CCTV which will alert the out-of-hours contact in the event of an intrusion or unusual activity i.e. smoke, flames by text/phone. Due to the type of site, it is considered manual detection is ample; details of which are shown in the next section.

7.3 Manual detection

- 7.3.1 If a fire is detected or suspected by a member of staff, it must be immediately reported to the site manager or TCM. The site manager will then conduct the following procedure:
- a) Raise the fire alarm which is rotary bell (if not already done by another staff member).
 - b) 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.
 - c) 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.
 - d) If viable and safe, instruct necessary site staff to commence extinguishment.

7.4 **Staff training**

- 7.4.1 Staff will be suitably trained in how to; raise a fire alarm, deploy the emergency polybooms and how to use the extinguishing equipment, including hose reel should the fire be small enough to tackle. Managers will also ensure formal fire extinguisher training has been provided for anyone specifically designated to use such equipment.
- 7.4.2 A full understanding the procedures outlined in this FPMP document will be required to be demonstrated as part of the site induction for all new staff and any existing staff that are not familiar with the documents. In particular all staff will be trained to ensure that they know what to do in the event of a fire and more importantly how to undertake their work in a way that minimises the risk of a fire occurring.
- 7.4.3 Ongoing training, including tool box talks, will also be provided to ensure site staff are informed of any changes to any of the site management documentation as this is subject to regular review.
- 7.4.4 A full test (drill) of the procedures in this document (including deployment of polybooms) will be carried out every 6 months. The first test will take place within one month of the agreement of this document with NRW. The outcome and any follow up training for staff will be documented in the site diary and relevant forms in the EMS. The inspection forms in Appendix II & III will also be used during the drill.
- 7.4.5 All staff will be rigorously tested about the requirements of this FPMP on a 6 monthly basis to ensure they know the procedures in the event of a fire. Training will be documented and available for review by NRW/LA.

8 Suppressing fires& water supply

8.1 General

8.1.1 Section 20 of the NRW'sFPMP 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.

8.1.2 Based on the above scenario, the largest waste pile is considered to be 2 no. containers of combustible waste equating to a volume of approximately 75m³ and if at full capacity would require 90,000 litres (90m³) of water to extinguish the pile/stack within 3 hours requiring a flow of approximately 500 litres per minute.

8.2 Internal suppression

8.2.1 As there is no waste stored internally, there is no requirement for the site to have an automated suppression system.

8.3 Fire Hydrants

8.3.1 There is a 150mm main fire hydrant situated on the Colomendy Industrial Estate approximately 200m north-east of the site. There is access to all areas of the site for the FRS if the hydrant is to be used and a 150mm main would be ample in providing the required flow of 500 litres per minute.

8.4 Additional suppression measures

8.4.1 The site is also in possession of a 6 litre AFFF and a 9kg dry powder extinguisher to put out small fires and prevent a fire spreading during early detection.

8.4.2 The site also has a mains water point with hose reels which can be tapped into for additional measures.

9 Response procedures

9.1 Access for emergency services

- 9.1.1 The site is located off the Colomendy Industrial Estate and provides direct access to the site for the emergency services with the nearest fire station located 1.4 miles away situated at Smithfield Road. The response time is expected to be 5 minutes.
- 9.1.2 The width of the surrounding roads and gateway is approximately 6.5m which exceeds the minimum required in Section 5 of the FRS (3.7m). Operational staff also ensure that the 3.7m access routes are maintained throughout the working day and before cessation of works.
- 9.1.3 Access routes for emergency services around the site are clearly shown on Drawing No. DCA/2411/03.

9.2 Fire response procedures

- 9.2.1 Further to the above measures, the following procedure would apply in the event of a fire at the site:
- a) Call the Fire and Rescue Service (FRS) immediately using 999.
 - b) Call NRW's Emergency Contact Number.
 - c) Prior to the FRS arriving, inform all neighbouring premises likely to be affected.
 - d) 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.
 - e) Ensure access routes are clear.
 - f) If safe to do so, the TCM or a senior member of staff will inspect the location of the fire, to identify immediate risks to surrounding premises and the FRS.
 - g) 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.

- h) Ensure relevant site staff are standing by in a safe location to deploy surface water protection equipment under the direction of the FRS when they arrive.
- i) The site manager / TCM will identify themselves to the fire service as soon as they arrive on site and will provide them with a copy of this document and update them with relevant information that will assist them in dealing with a fire more effectively.
- j) Implement pollution control measures only when safe to do so.

9.2.2 In the event of the site manager or TCM being absent from the site, the operator will ensure a suitable person is employed and familiar with the site. The operator's waste consultants Oaktree Environmental Ltd are contactable on 01606 558833 and have the appropriate staff who are FPMP trained and familiar with the site and operations.

9.3 **Staff/visitor response procedure**

9.3.1 The following actions will be undertaken by site operatives when a fire is detected or suspected on site:

- a) Don't panic
- b) Inform the site manager or technically competent manager immediately
- c) Raise the alarm (if not done so already)
- d) Do not try to tackle the fire yourself unless you are trained in doing so and you are sure of the nature of the fire
- e) Leave the site using the nearest exit as quickly and as orderly as possible
- f) Assemble at the specified fire assembly point
- g) The site manager or delegated operative will be in charge of calling the emergency services on "999" and ensuring that all persons who were working in the building are assembled safely
- h) Do not return to the site until you have been given the 'all clear' by the emergency services and/or the site manager

9.4 Evacuation of staff (and drill procedure)

- 9.4.1 An evacuation plan has been formulated for the site and all persons have been made aware of it through site induction and refresher training. The fast and effective evacuation of staff to the fire assembly point will increase safety on site and limit the impact of a fire on any persons on site.
- 9.4.2 Fire drills will take place every 6 months to ensure evacuation times are acceptable and that site staff remain informed of evacuation procedures. The operator will also appoint and train fire marshals on site, to aid in the above.
- 9.4.3 The full drill involving a dry run of the procedures involved in this document will be carried out every 6 months. The drill will be a simulation of an emergency with the location of a mock fire notified to staff in order to test the response speed in deploying pollution control equipment i.e. including drain mats/plugs and ensure all firefighting equipment is sound. The fire check form will be completed and a detailed report of the outcome of the exercise will be prepared to assist with staff training as stated in 7.2.

9.5 Out-of-hours fire procedure

- 9.5.1 It is considered arson would be the only cause of a fire outside of operating hours. The site has 24 hour CCTV which is remotely accessible during times where the site is closed (i.e. not operational or open for receipt of wastes), the 24 hour security guard / watchman would be trained to identify any fires or potential for fire.
- 9.5.2 If a fire were to occur, once notified by the security guard, the site manager/out-of-hours contact will then conduct the following procedure:
- a) Irrespective of whether a company presence is required at the site by the FRS, the out of hours appointed contact (or delegated responsible person) will attend the site to assist in any way possible and to ensure that surface water protection and control measures are deployed, if safe to do so, under the instruction of the FRS.

The site appointed out-of-hours contact will subsequently contact as many additional members of staff as required to ensure that surface water protection, smothering and/or separation measures may be effectively deployed. Ideally this will be a minimum of three other staff members (enabling safe working in pairs) with at least one machine operator.

10 Managing fire water/combustion products

10.1 Drainage

- 10.1.1 The drainage for the site is clearly shown on Drawing No. DCA/2411/03. In summary all surface water is engineered to fall into a series of gullies which connect surface and foul water sewer systems.
- 10.1.2 If there is any deviation from the current drainage arrangement, an amended FPMP will be submitted for approval by the NRW and FRS.

10.2 Containment of fire water

- 10.2.1 In the event of a fire, the lower yard would be sealed using a fire water boom (specifications same as the FRS) and any surface water gullies would be covered with drain mats and manholes plug to prevent the release of firewater into the sewer system. In the event of an emergency this would close all potential drainage outlets until such a time when the emergency has been dealt with and the drains have been emptied, collecting all contaminants by creating a lagoon effect which would prevent an environmental incident.
- 10.2.2 In assuming Pile 4 requires 90,000 litres (90m^3) of containment, the lower yard measures approximately 800m^2 and using the 160mm fire water boom along with the 125mm kerb which spans the south and east of the site, 0.11m^3 is required meaning there would be more than enough containment required in the event of a worst case scenario fire occurring.

10.3 Fire water boom deployment procedure

- 10.3.1 The fire water boom would be deployed across the lower yard site entrance in the event of a fire to contain any fire water runoff. The fire water boom will have a 160mm diameter tube each side and can be filled using a standard water mains within <10 minutes. A key member of senior staff will be responsible for arranging the deployment of the fire water booms and will be trained in this procedure.

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

- a) Take the boom roll from the site office;
- b) Emplace the boom as shown on the Layout & Fire in the Annexe by rolling the necessary length;
- c) Use supplied cable ties (also available in the site office) to seal the front end of the boom;
- d) Using a sharp knife, cut the laid out section from the remaining roll;
- e) Using the Hose Reel, begin filling the first of the two chambers of the boom being sure to elevate the 'fill' end to prevent the water leaving the tube;
- f) Once the first chamber is filled, repeat in second chamber ensuring the 'fill' end is kept elevated to prevent escape of water;
- g) When both chambers are full the 'fill' end should be sealed using a cable tie thus completing deployment.
- h) Typically one side of the roll would be filled which has a 160mm diameter,

10.3.3 The above process should be completed as above for all lengths of boom shown on Drawing No. DCA/2411/03.

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

10.4 **Removal of fire water**

10.4.1 Upon successfully extinguishing a fire all standing fire water would be pumped using a hired-in vacuum tanker and sent to a suitably permitted site for treatment.

10.4.2 The operator would also sample the water and contact the sewerage undertaker to see if the water could discharge into the sewer system.

10.5 **Control of Combustion Products**

- 10.5.1 Combustion products likely to be associated with the waste stored at the site include; oxides of carbon, nitrogen and particulate matter including white smoke (mixed waste). Additional combustion products may also include PAHs, dioxins and particulate matter including black smoke from plastics.
- 10.5.2 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).
- 10.5.3 In addition, the contact numbers of all sensitive receptors identified within 1km of the site (as identified on the sensitive receptors plan will be stored within the sites office), should either the FRS/site management consider that a fire is large enough and causing significant levels of combustion products (i.e. smoke) these receptors will be contacted and advised accordingly. These details are presented below in Table 10.1.
- 10.5.4 As it isn't feasible for a contact number to be provided for every individual residential receptors and individual business within 1km and therefore the most sensitive receptors and closest business receptors have been included within the below. The contact number for Denbighshire County Council has been included as the contact for residential/small business receptors.

CONTACT	DESCRIPTION	CONTACT NUMBER
Denbighshire County Council	Contact for residential/small business receptors	01824 706000
Oel Held Uk Ltd	Adjacent business receptor	01745 814777
Pro Remaps	Adjacent business receptor	07539 425462
Frongoch County Primary School	Primary school as identified on receptors plan	01745 812410
Ysgol Plas Brondyffryn Primary School	Primary school as identified on receptors plan	01745 815385

Ysgol Y Parc Infants	Primary school as identified on receptors plan	01745 812989
Denbigh Community Hospital	Hospital as identified on receptors plan	01745 818100
Denbigh High School	High school as identified on receptors plan	01745 812485
Ysgol Plas Brondyffryn	School as identified on receptors plan	01745 813914
Middleton College	College as identified on receptors plan	01745 472201

11 During and after an incident

11.1 Contingency Planning

11.1.1 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 NRWpublic register.

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

11.2 Post fire site recovery

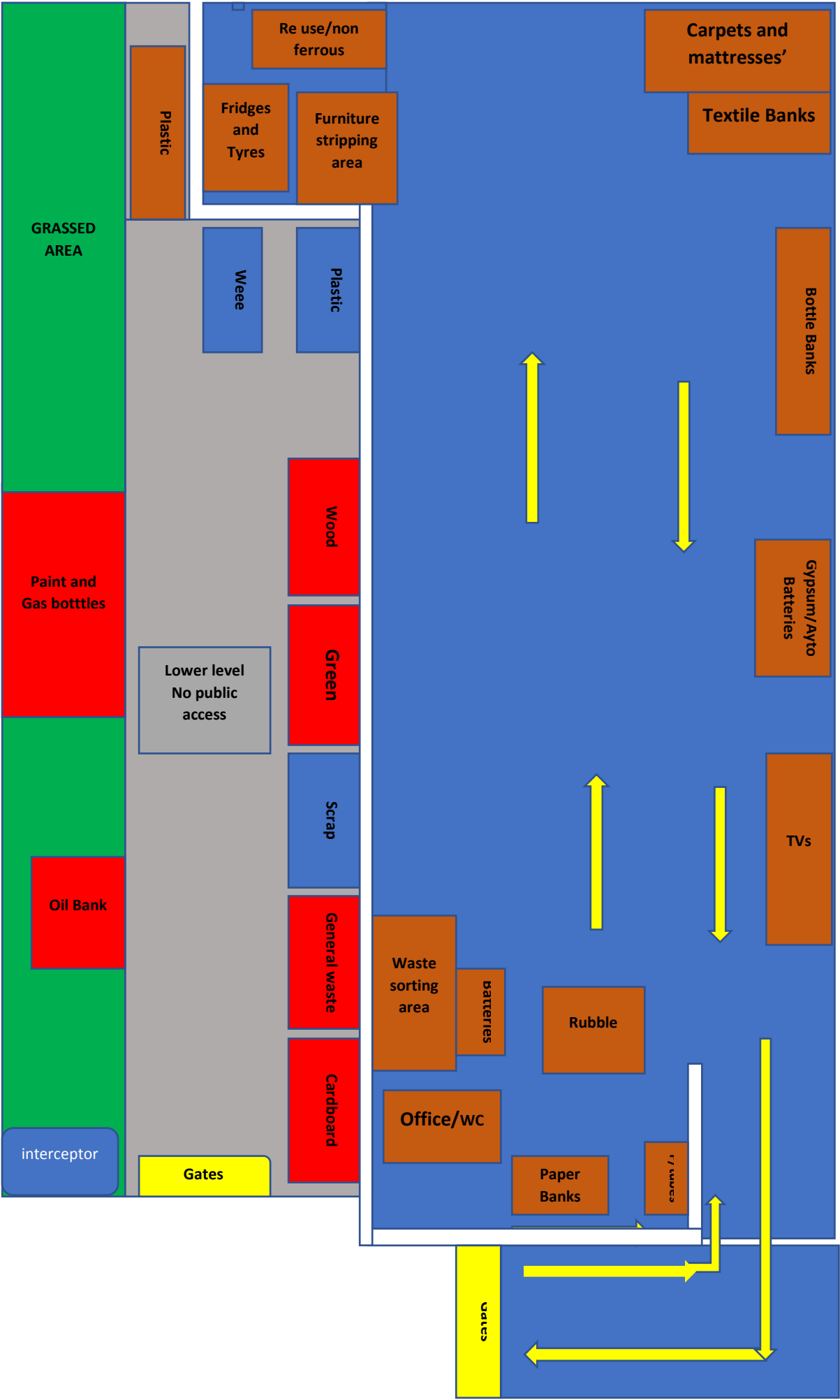
11.2.1 If a recovery procedure is required, C A D Recycling Ltd would instigate the following;

- a) Remove damaged material to a permitted facility that is able to 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 FPMP and EMS procedures and improve upon where 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 treatment/disposal.

Appendix I

Drawings

DENBIGH HWRC. WASTE SKIPS, CONTAINERS AND WASTE AREAS



SITE PLAN DENBIGH HWRC. 2

ALL OPEN SKIPS **COLOURED RED.**

CARDBOARD SKIP 40 CU YD OPEN TOP.

RESIDUAL WASTE 40 CU YD OPEN TOP.

SCRAP METAL 40 CU YD OPEN TOP.

GREEN WASTE 40 CU YD OPEN TOP.

WASTE WOOD 40 CU YD OPEN TOP.

WASTE PLASTIC 40 CU YD OPEN TOP.

SMALL ELECTRICAL ITEMS 40 CU YD OPEN TOP.

ALL ABOVE EMPTIED WHEN FULL. ALL LOWER LEVEL

RUBBLE 18 CU YD OPEN TOP **COLOURED RED** EMPTIED WHEN FULL

ALL ENCLOSED CONTAINERS **COLOURED BROWN.**

REUSE IN 20 FOOT CONTAINER EMPTIED AS REQUIRED.

NON-FERROUS METALS IN 20 FOOT CONTAINER EMPTIED AS REQUIRED

CARPET AND MATTRESS 20 FT CONTAINER EMPTIED AS REQUIRED.

3 TEXTILE BANKS EMPTIED WEEKLY. (WEDNESDAY)

4 NO BOTTLE BANKS EMPTIED WHEN FULL.

6 NO PAPER BANKS. EMPTIED WEEKLY. (WEDNESDAY)

AUTO BATTERIES IN BATTERY BOX. STORED IN 8 FOOT CONTAINER EMPTIED WHEN FULL APPROX 40 BATTERIES.

GYPSUM/PLASTERBOARD STORED IN 8 FOOT CONTAINER MAXIMUM 30 BAGS.

DOMESTIC BATTERIES IN BATTERY BOX. EMPTIED WHEN FULL.

FLOURESECENT TUBES IN DESIGNATED CONTAINER 6 FOOT X 4 FOOT. EMPTIED WHEN FULL.

EXTERNAL STORAGE AREAS **COLOURED PURPLE**

FURNITURE STRIPPING AREA. SETTEES CHAIRS AND BED BASES STRIPPED FOR RECYCLING AS REQUIRED.

FRIDGE/FREEZER STORAGE AREA. MAXIMUM STORED 20.

TYRE STORAGE AREA. MAXIMUM STORED 40 TYRES.

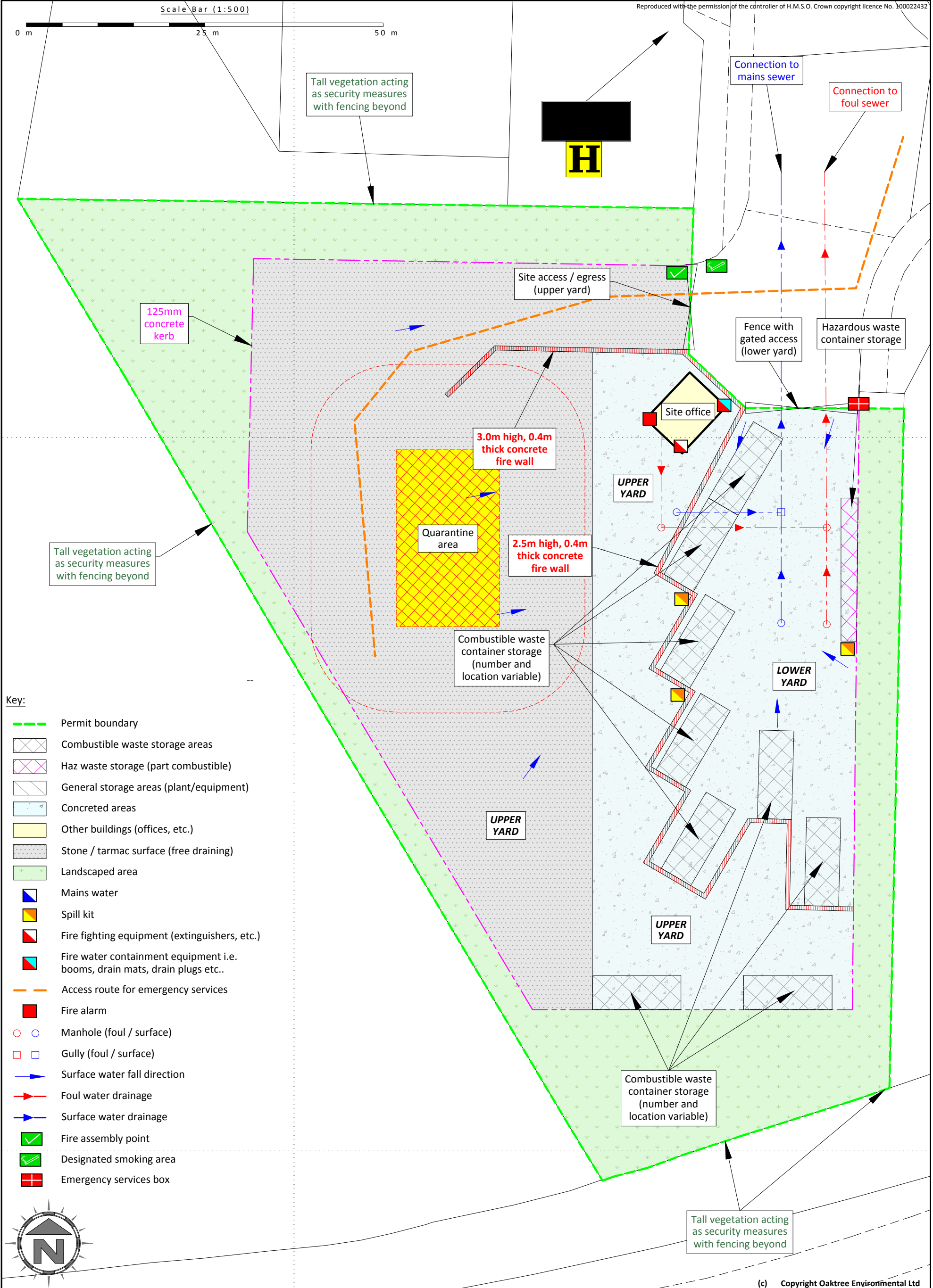
ALL ABOVE ON TOP LEVEL

DESIGNATED OIL BANK **COLOURED DARK BLUE** HOLDS 1000 LTRS AND EMPTIED WHEN FULL.

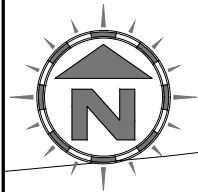
GAS BOTTLE STORAGE CAGE. **COLOURED DARK BLUE**. MAXIMUM STORED 20 GAS BOTTLES.

PAINT FOR REUSE OR RECYCLING IN STORAGE CAGE **COLOURED DARK BLUE**. MAXIMUM 80 TINS

ALL ABOVE ON LOWER LEVEL



- Key:
- Permit boundary
 - Combustible waste storage areas
 - Haz waste storage (part combustible)
 - General storage areas (plant/equipment)
 - Concreted areas
 - Other buildings (offices, etc.)
 - Stone / tarmac surface (free draining)
 - Landscaped area
 - Mains water
 - Spill kit
 - Fire fighting equipment (extinguishers, etc.)
 - Fire water containment equipment i.e. booms, drain mats, drain plugs etc..
 - Access route for emergency services
 - Fire alarm
 - Manhole (foul / surface)
 - Gully (foul / surface)
 - Surface water fall direction
 - Foul water drainage
 - Surface water drainage
 - Fire assembly point
 - Designated smoking area
 - Emergency services box



Oaktree Environmental Ltd
Waste Management and Environmental Consultants
Lime House, Road Two
Winsford Industrial Estate
Winsford, Cheshire CW7 3QZ
Tel: 01606 558833
E-mail: sales@oaktree-environmental.co.uk

Client: C A D Recycling Ltd

Site: Denbigh Civic Amenity Site, Colomendy Industrial Estate, Denigh, Denbighshire LL16 3EA

Date: 28 March 2019

Scale: 1:500

Client No: 2411

Printed At: A3

Revision: A

Job No: 3859

Checked:

Notes:

(1) Drawing for indication only.

(2) All measurements must be verified on site.

(3) The type of waste in the skips shown have not been identified as the skips location will vary throughout the lifetime of the permit.

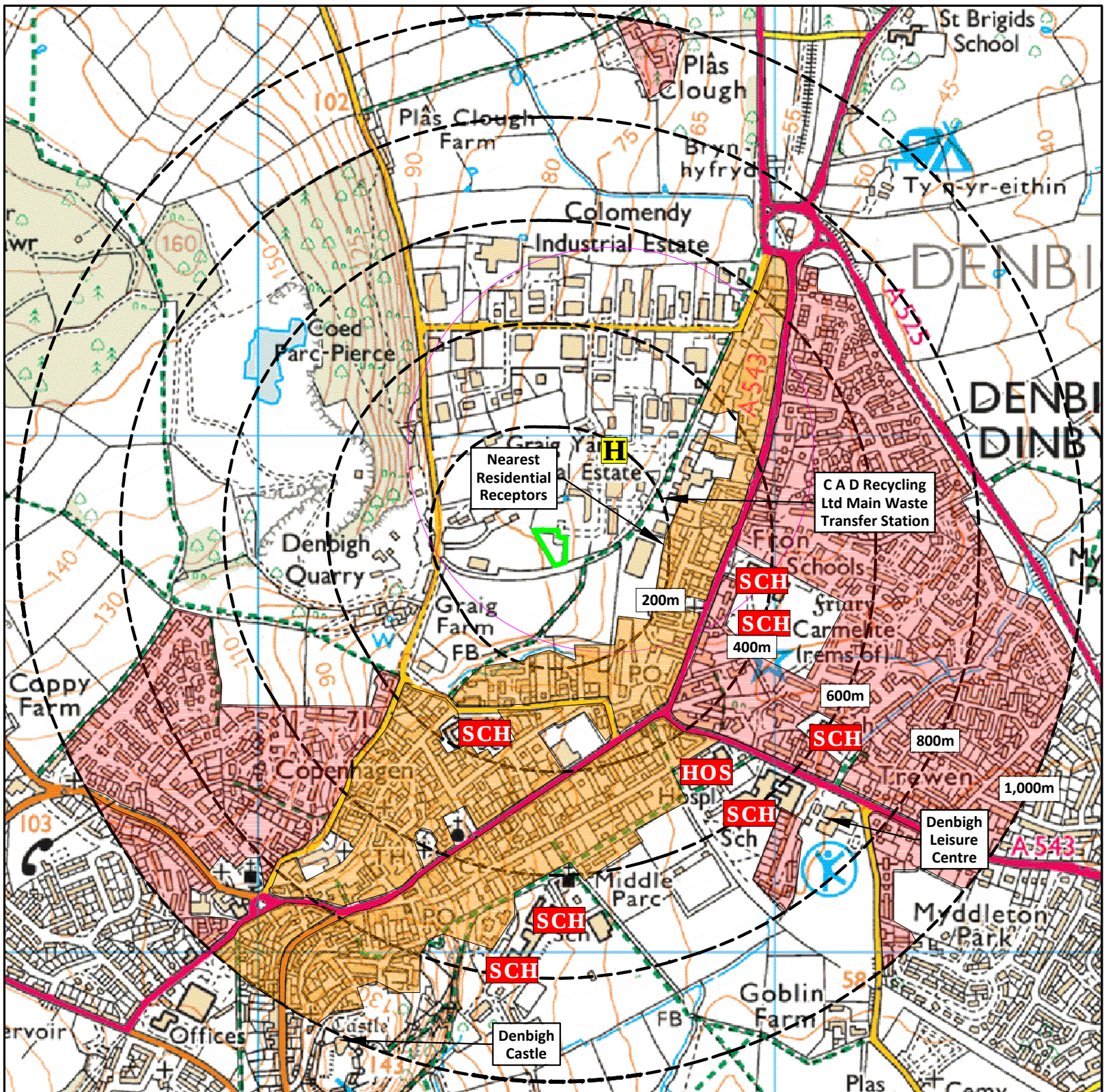
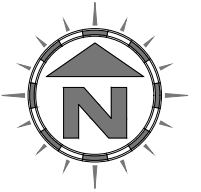
Revision Details:

Rev:	Description:	Date:
-	Initial drawing	26/06/18
A	Amended as per NRW comments	28/03/19

Title: SITE LAYOUT & FIRE PLAN

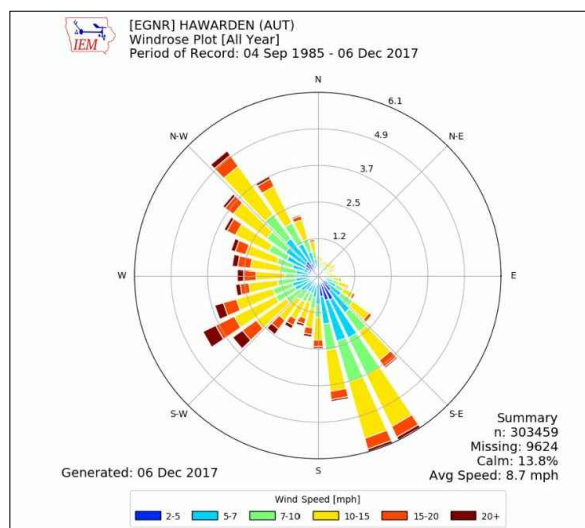
Drawing No: DCA/2411/03

(c) Copyright Oaktree Environmental Ltd

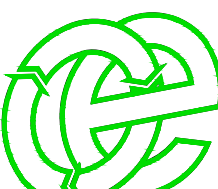


KEY:

- Permit boundary
- Plymyrdale (Main River)
- Watercourse i.e. ditch, stream, river
- Workplaces (includes agriculture industry, commerce and retail)
- Areas with mix of residential, retail and commercial properties
- Residential blocks
- Class A, B, C roads
- H Nearest fire hydrant
- Railway line
- SCH School
- HOS Hospital
- Woodland areas



Compass Wind Rose for Hawarden (AUT) Period 1985-2017

 Oaktree Environmental Ltd Waste Management and Environmental Consultants Lime House, 2 Road Two Winsford Industrial Estate Winsford, Cheshire CW7 3QZ Tel: 01606 558833 E-mail: sales@oaktree-environmental.co.uk	Client: C A D Recycling Ltd			<u>Notes:</u> (1) Boundaries are shown indicatively. (2) Wind rose data shows the prevailing wind direction to be SSE & NEN.	Revision Details:		
	Site: Denbigh Civic Amenity Site, Colomendy Industrial Estate, Denigh, Denbighshire LL16 3EA				Rev:	Description:	Date:
	Date: 20 June 2018		Printed At: A3		-	Initial drawing	20/06/18
	Title: RECEPTOR PLAN	Scale: 1:10,000	Revision: -		Drawn By: CP		
	Drawing No: DCA/2411/04	Client No: 2411	Job No: 3889		Checked: --		

Appendix II

Record Keeping Forms

C A D RECYCLING LTD
SITE INSPECTION FORM (DAILY INSPECTIONS) – CRL/RF/4

WEEK STARTING								
TYPE OF INSPECTION		DAY						
		M	T	W	T	F	S	S
SITE ENTRANCE/NOTICE BOARD								
SECURITY - GATES								
SECURITY - FENCING								
SITE ROADS (CLEAR FROM HAZARDS)								
IMPERMEABLE CONCRETE AREAS (INTEGRITY)								
BAY WALLS (STRUCTURAL INTEGRITY)								
FIRE BREAKS IMPLEMENTED (WHERE NECESSARY)								
WASTE STORAGE LIMITS	WASTE STORED IN CONTAINERS							
STORAGE LIMITS	OTHER WASTE							
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								
NOTES/ACTION (CONTINUE ON A SEPARATE SHEET IF NECESSARY):								
CHECKED BY		SIGNATURE						
POSITION		DATE						
Sheet		of						

Appendix III

Operators own Fire Risk Assessment/Checks

CAD RECYCLING LTD



**FIRE RISK ASSESSMENT
RECORD SHEET
CREATED BY DAVID DRIVER
REF NO
DEN/FA/1/09
LOCATION DENBIGH
 RECYCLING
 PARK**

DENBIGHSIRE RECYCLING PARKS

**REVIEWED 08/01/2018
STATUS CURRENT**

**SAFETY
MANAGER**

WHAT IS YOUR REASON FOR REVIEWING THIS FIRE ASSESSMENT	ANNUAL REVIEW	RESPONSIBLE PERSON	DAVID DRIVER
OCCUPIED AREA	SITE AND SITE CABINS	NUMBER OF PERSONS IN THIS AREA	FOUR
DATE OF ASSESSMENT	01/05/2010	DATE OF NEXT REVIEW	JANUARY 2019

Answer all the questions below.

Prevention

Q1 Is there a system for controlling the amounts of combustible materials and flammable liquids and gases that are kept in the workplace/site	YES
Q2 Is that control system operating effectively?	YES
Q3 Are all the combustible materials and flammable liquids and gases stored safely?	YES

CAD RECYCLING LTD



Q4 Are all heaters fitted with suitable guards and fixed in position away from combustible materials?	YES
Q5 Are all items of portable electrical equipment inspected every 12 months (PAT tested)?	YES
Q6 Is the wiring of the electrical installation inspected every 5 years by a competent person?	N/A
Q7 Is the use of electrical extension leads and multi-point adaptors kept to a minimum?	N/A
Q8 Are flexes run in safe places where they will not be damaged?	N/A
Q9 Is the upholstery of furniture in good condition?	YES
Q10 Is the workplace free of rubbish and combustible waste materials?	CABINS.YES
Q11 Is there a designated smoking area provided with adequate ashtrays?	YES
Q12 Have suitable measures been taken to protect against the risk of arson?	YES
Q13 Do procedures and practices avoid the use of combustible materials or processes that use heat?	YES
Q14 Has consideration been given to all cost-effective measures that could be taken to prevent the occurrence of arson?	YES
Detection	
Q16 Have you asked the Insurance department for advice regarding fire protection of your premises?	N/A
Q17 Is there an automatic fire detection and alarm system?	NO
Q18 Is the fire alarm system in good working order?	FIRE BELL.YES
Q19 Is the fire alarm tested weekly?	YES
Q20 Can the fire alarm be raised without placing anyone in danger?	YES
Q21 Are the fire alarm call points clearly visible and unobstructed?	YES
Q22 Is the fire alarm system connected to a monitoring centre, which calls the fire brigade?	NO
Q23 Is the fire alarm system, and all its components, continually monitored?	N/A
Escape	
Q24 Is there a sufficient number of exits of suitable width for the people likely to be present?	YES
Q25 Do the exits lead to a place of safety?	YES
Q26 Are all gangways and escape routes free from obstructions?	YES
Q27 Are the escape routes free from tripping and slipping hazards?	YES
Q28 Are steps and stairs in a good state of repair?	YES
Q29 Are final exits always unlocked when premises are in use?	YES
Q30 Are the devices securing final exits capable of being opened immediately and easily without the use of a key?	YES
Q31 Do the doors on escape routes open in the direction of travel i.e. towards the escape route?	N/A

CAD RECYCLING LTD



Q32 Are escape routes clearly signed?	YES
Q33 Are escape routes adequately lit?	YES
Q34 Have plans been made and rehearsed regarding assisting disabled staff / visitors to evacuate the premises?	YES
Q35 Where escape lighting is installed is it in working order and is it maintained regularly?	N/A

Containment

Q36 Have measures been taken to ensure that smoke and flames cannot spread from one compartment within the building to another?	N/A
Q37 Are internal fire doors labelled as such and normally kept closed?	N/A
Q38 Are the self-closers on fire doors operating correctly?	N/A
Q39 Is an adequate number of suitable fire extinguishers provided?	YES
Q40 Are the fire extinguishers and fire blankets located suitably and ready for use?	YES
Q41 Are the fire extinguishers serviced annually by a competent company or person?	YES
Q42 Is any fixed fire-fighting installation or automatic fire detection system in working order?	N/A

Communication

Q43 Have staff been trained in how to call the fire brigade, the use of the fire extinguishers and basic fire prevention?	YES
Q44 If you share the workplace with others, do they know about the risks that you have identified?	N/A
Q45 If you do not have direct control over the workplace have you made your findings known to the owner or landlord?	N/A
Q46 Are fire action notices displayed prominently throughout the workplace?	CABINS.YES
Q47 Has an emergency plan been drawn up in case of a major fire?	YES
Q48 Is a copy of the emergency plan kept other than at the workplace?	NO
Q49 Have you told your staff or their representatives about your findings in this assessment?	YES
Q50 Have you contacted the local fire brigade?	YES