



Fire Prevention and Management Plan

Shropshire IVC

Fenn's Bank, Whitchurch, SY13 3PA (NGR: SJ 50631 39117)

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1. Overview

1.1. Site Summary

Shropshire In Vessel Composting Facility 'the Facility' receives up to 50,000 tonnes per annum of non hazardous green and food waste arising principally from local households. Once received at the site input waste is stored in a building under negative extraction before being shredded and transferred to a series of indoor concrete tunnels otherwise known as 'vessels'. Here the waste is decomposed by micro-organisms under controlled conditions with continuous monitoring systems. The heat generated by the process sanitises the material destroying any harmful pathogens. Once sanitised the material is transferred to an external concrete pad where air is blown underneath the material allowing the composting process to continue aerobically under optimal conditions. Once composting has completed and the material is stable it is processed through a refining plant which removes contamination such as metals and plastics. The refining process also removes any woody 'oversized' material which is slower to compost which can be reintroduced to process before the shredding stage.

Once refined the material is placed into storage and tested for conformance with a recognised compost quality protocol and can then be considered a product suitable for agricultural or horticultural use.

The facility can store up to 1725m³ of input material with a maximum residence time of less than 7 days. The input storage area is fitted with fire detection however the material typically has a high moisture content and humidity within the building is high. Once shredded and moved into the sanitisation phase the material is in process and being actively monitored until the stabilisation phase is complete. Following stabilisation and refining the processed material is a product and no longer covered by waste regulation.

The area where storage of input material and shredding takes place is covered by a fire detection system and a hydrant system provides access to a minimum of 540m³ of water stored on site. The site is capable of containing more than 540m³ of fire water via controlled surface ponding, underground storage and a penstock valve.

The Facility is regulated by National Resources Wales and operates under an bespoke 'Installation' permit (ref TBC) which authorises the recovery or a mix of recovery and disposal of non-hazardous waste involving biological treatment.

Full details of the fire prevention, mitigation and control options are contained within this document and the associated drawings.

1.2. Objectives

This document outlines the Fire Prevention and Management Plan (FPMP) for the Shropshire IVC facility, located in Fenn's bank near Whitchurch. The plan details the site's operations, types of combustible waste handled, and strategies for managing and preventing fires. It includes information on fire detection, suppression, and firefighting techniques, as well as contingency measures and emergency management procedures. The document is intended to meet National Resources Wales' requirements and ensure the safety of the site and surrounding areas.

This plan describes the fire prevention measures in place at the facility to meet these 3 objectives as proscribed by National Resources Wales:

- 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.

The Fire Prevention and Management Plan 'FPMP' forms part of the facility's Environmental Management System 'EMS' as a standalone document. The plan describes the prevention measures and controls, procedures, and support available to the Fire Rescue Service 'FRS' in the event of an incident involving a fire.

1.3. Site setting and location (1km screening distance)

The following is a summary of the site setting highlighting key receptors within 1km, further information about receptors is provided in the amenity section and the associated drawings.

The facility is located off Fenn's Bank, Whitchurch, SY13 3PA centred on National Grid Reference SJ 50631 39117 and is in a predominantly rural setting. The site is within NRW's Gogledd Dwyran Cymru (North East Wales) operational area within the Wrecsam (Wrexham) unitary local authority.

The nearest residential receptor is approximately 185m to the east of the facility at Park Farm with further properties running south down the road to Maelor Terrace. Approximately 350m to the north east are residential properties at Annies Cottages. A small enclave of residential properties lies approximately 480m to the south east at the Pump House situated just over the border in England.

Approximately 120m to the south is a cluster of commercial properties including a Veterinary practice. To the west and south west are two farms, Conery Farm 680m to the south west and Woodlands Farm 460m west.

The Mereside industrial estate is located approximately 180m to the south comprising a small number of industrial premises with a total area of around 1.6ha.

The site is situated on a 'Secondary B' aquifer and superficial drift deposits are designated as 'Secondary A'. There are no groundwater source protection zones within 1km of the site. Groundwater vulnerability is described by NRW as 'Medium'.

The A495 (Long Lane) connecting Oswestry and Whitchurch runs south west to north east approximately 815m to the north west boundary of the facility, there are no other potentially impacted transport networks or related infrastructure.

The facility is approximately 200m north east of the Fenn's, Whixall, Bettisfield, Wem and Cadney Mosses complex which are designated as a SSSI and a SAC. The same area is also designated as a wetland of international importance under RAMSAR as Midland Meres & Mosses Phase 2 (Wales). This is a large lowland raised bog that straddles the English / Welsh border. It is amongst the largest and most southerly raised bogs in the UK and is a habitat for many rare plants. Via a series of drains flowing northwards from the complex the raised bog is a source of the Wych Brook, a tributary of the River Dee. Drainage from clean areas of the site is to the north away from the protected bog land via channels into Red Brook, the Wych Brook and then the River Dee. The site is not at risk of fluvial flooding with access roads also remaining clear. Groundwater levels in the general area are high and can result in standing water in some non operational areas of the site however waste storage areas are not affected.

There are no other regulated waste or installation sites within 1km - the nearest is D J Huxley (Farms) Limited at Bank Farm approximately 2.7km to the northwest.

The site is not within an Air Quality Management Area 'AQMA'.

1.4. Operational profile

The site operations are typically 07:00 to 18:00 Mondays to Saturday, but are subject to opening Sunday morning for deliveries.

1.5. Maintenance and review of the FPP

Training, document access and key review intervals

Training / review aspect	Details
Post holder responsible for FPP related training	Site manager
Review interval criteria	Annually unless there have been no changes.
	Following an incident which resulted in actual or potential fire.
	A change to activities on site.
	Following instruction by National Resources Wales under the relevant condition of the environmental permit.
Training overview	<p>The Veolia Management System 'VMS' includes a procedure that defines the process and responsibilities of personnel involved in the identification and evaluation of learning and development needs as well as the subsequent implementation of essential training to enable all employees to perform effectively and proficiently in their individual jobs.</p> <p>Site personnel are aware of the parts of the permit relevant to their role and a copy of the permit is available.</p> <p>A training matrix for all site personnel is in place and updated with all personnel trained according to the requirements of their role, including refreshers</p> <p>Monitoring is in place to demonstrate competency.</p> <p>Staff will be trained in the use of portable fire fighting equipment.</p>
Training interval	Management will maintain a statement of training requirements for each operational post and keep a record of the training received by each person whose actions may have an impact on the environment.

2. Types of combustible waste

Types of combustible waste stored at the site

See '[Waste types, storage locations, capacity and residence time](#)' for more information relating to the type of storage, the maximum volumes stored and the length of time waste is stored.

Material type	Waste	Description	Combustible
Municipal green inputs [Non hazardous]	Yes	Green waste inputs originating from municipal collections. The waste is a mixture of soft material such as grass clippings and more woody content from pruning etc from domestic gardens. The composition and quantity varies seasonally. The size range varies from 0 - >150mm.	Yes
Municipal food inputs [Non hazardous]	Yes	Food waste inputs originating from municipal collections. The waste is principally leftovers and out of date food from domestic kitchens.	Yes
Merchant waste inputs	Yes	These could come from a variety of sources depending on enquiries to the site. Any merchant wastes accepted will be non hazardous and suitable for the composting process. Merchant waste will undergo pre-acceptance checks including confirmation of waste type and physical form, before acceptance at the facility. No waste will be accepted which is not suitable for production of a PAS100 product.	Yes
Shredded green and food waste	Yes	Green and food waste inputs are shredded to >400mm (according to ABPR requirements) to promote biological activity / composting throughout the waste mass..	Yes
In process (sanitisation) [Non hazardous]	Yes	A mixture of shredded green and food waste within enclosed concrete tunnels which is undergoing active composting under controlled conditions. The material is continuously monitored for temperature and oxygen content. Material within the active composting phase is not within scope of the FPMP guidance and is not considered further (aside from quantity and location).	Yes
In process (stabilisation / maturation) [Non hazardous]	Yes	Sanitised green and food waste that has undergone the IVC phase programme. This material is formed into windrows and is undergoing stabilisation. Material within the active composting phase is not within scope of the FPMP guidance and is not considered further (aside from quantity and location).	Yes
Oversized material [Non hazardous]	Yes	Oversized material removed during the refining following stabilisation. This is predominantly woody material that is slow to compost with a high lignin and cellulose content, higher C:N ratio and lower surface area to volume ratio. This material is recirculated into the process before the shredding stage.	Yes
Metals [Non hazardous]	Yes	Ferrous metals removed from the stabilised compost.	Yes
Pre-PAS100	Yes	Material that has been refined but has not yet passed the	Yes

compost [Non hazardous]		PAS100 testing protocol so remains a waste. This material has the same composition as compost.	
PAS100 compost [Non hazardous]	No	The final compost material which has reached non waste status and ceases to be within scope of waste regulation.	Yes
Biofilter media [Non hazardous]	No	The core of a biofilter is its media, which can be either organic or inorganic. The IVC facility uses wood chips providing a large surface area for microorganisms to grow and for pollutants to be absorbed or adsorbed.	Yes

2.1. Persistent organic pollutants

None of the wastes on site are likely to contain Persistent Organic Pollutants 'POPs' specified by National Resources Wales.

3. Activities at the site

The Facility carries out an in-vessel composting process including receipt of waste, storage of waste and processing along with associated management of leachate produced and abatement of emissions to air.

3.1. Composting

3.1.1. Delivery

Green and food waste material is delivered to the site by bulk tipper / RCV and deposited into a bank of four concrete reception bays situated within a building with roller shutter doors.

3.1.2. Input storage

Storage of principally green and food waste and input material in concrete bays of a maximum capacity of 450m³. These may be co-mingled or source segregated and may be directly delivered or come via intermediate bulking facilities (i.e. transfer stations).

3.1.3. Shredding / blending

Green and food waste is transferred from storage bays and blended and shredded together to form a uniform mixture which is suitable for composting. Experienced operators ensure the correct mix of green / food material to achieve a suitable ratio of carbon to nitrogen content. The shredded material is then stored temporarily in a concrete bay with a maximum capacity of 450m³. The shredding process increases the surface area of material available to the microbes which carry out the composting process, speeds up composting and creates a more uniform end product.

3.1.4. In-vessel composting (sanitisation)

Shredded material is moved through a doorway between the input and processing halls and deposited into one of seven 32 x 5.5 x 5.5m concrete tunnels / vessels with a special door equipped with a rubber sealing. The concrete floor of the tunnels houses a series of parallel PVC pipes with tapered plastic nozzles called spigots which distribute the air evenly across the waste to maintain aerobic conditions. Each tunnel has its own centrifugal fan that blows a mixture of fresh air and recirculated process air via the spigot pipes to the composting material. Temperature, oxygen content, pressure, moisture levels and air flow are constantly monitored during the composting process. The sanitisation process destroyed any pathogens present in the material conforming to all requirements under the Animal By Product Regulations.

3.1.5. *Stabilisation*

Once the material is sanitised having undergone a computer controlled programme ensuring all required thresholds and set points are met, it is transferred to an external stabilisation / maturation pad. The pad consists of 11 bays of 35(l) x 5.5(w) metres and 5 bays of 30(l) x 5.5(w) metres. The pad has a forced aeration system supplying the air required to support the biological activity needed to complete the composting process, delivered by a series of fans and an underground network of pipework and spigots. Use of a forced air system means there is no requirement for turning of the piles. During the stabilisation period stage temperature is monitored by a probe array as well as air flow. Moisture and structure are monitored manually.

3.1.6. *Refinement*

Once the active composting process is completed the material is passed through a refining plant. The refining plant removes oversized material which is undesirable in the finished product. Refining plant includes a star screen, wind sifters, overband magnet and a trommel. Output includes plastics, metals, oversized material and graded compost material (10mm and 20mm product grade).

3.1.7. *Intermediate storage*

Oversized material is stored temporarily adjacent to the refining plant until it is recirculated back to the input stage for shredding. Metals are sent for recycling where they are sufficiently free of contamination, or landfilled, and plastics are sent for energy recovery.

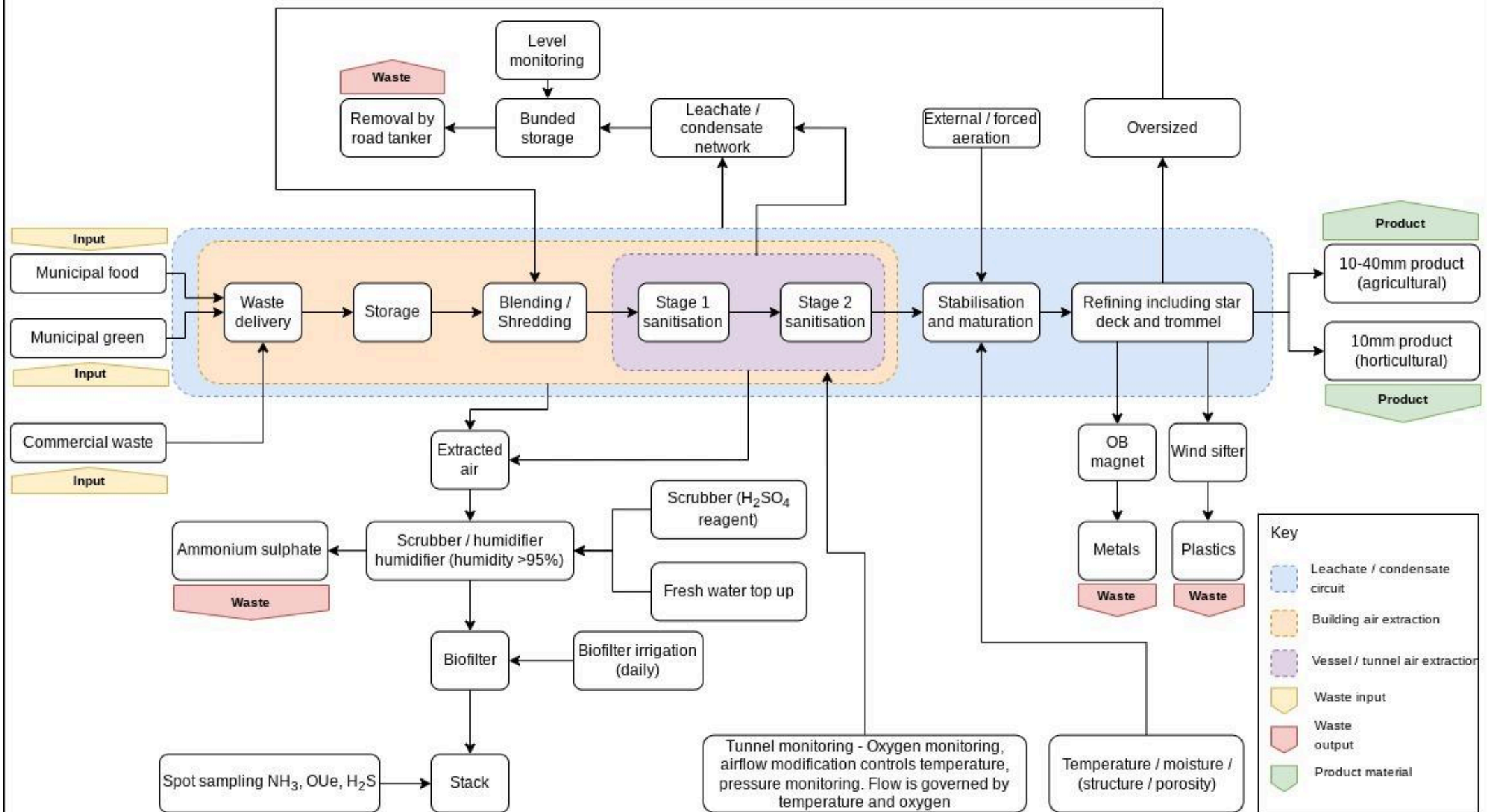
3.1.8. *Product storage*

Once refinement is complete, the product is stored in one of two Legioblock bays awaiting transport off site for final use as agricultural or horticultural soil improver.

Fenn's Bank IVC Facility - Process Flow diagram



March 2025



4. Managing Common Causes of Fires

4.1. Arson

The operational area is surrounded by security fencing and the site entrance is protected by a heavy duty double gate with padlock. The facility is protected by 24 hour CCTV which is monitored by an external contractor outside operational hours including a call escalation system for managers in the event of break in or fire.

Any unauthorised access would be detected and trigger an intervention either by Veolia staff, security staff, Police, Fire Rescue Service or other responder as appropriate.

4.2. Plant & Equipment

Mobile and fixed plant stored at the facility

Description	Make	Model
Mobile plant		
Front loader	Caterpillar	CAT 938
Front loader	Caterpillar	CAT 938
Front loader	Caterpillar	CAT 938
Front loader	Caterpillar	CAT 938
Material Handler	Sennebogen	893
Fixed plant		
Shredder - Low-speed dual-shaft shredder operating on Electric	Komptech	Crambo 6200E
Refining plant including star screen, overband magnet, wind sifter and trommel.	TBD	TBD

Fire prevention measures for mobile equipment include:

- Equipping mobile plant with individual fire extinguishers;
- Mobile plant operators are trained to suitable plant standards;
- See also ([‘hot exhausts’](#))

4.3. Planned Preventative Maintenance

A planned preventative maintenance and inspection programme for static and mobile plant and equipment is in place to ensure high performance and availability of plant and prevent malfunctions which could lead to a fire or make a fire worse (i.e. equipment breakdowns leading to excess waste).

The PPM system includes:

- Plant items and equipment are serviced and maintained according to manufacturer’s schedules and recommendations in order to minimise the risk of breakdown. A repair and maintenance agreement is in place to ensure vehicles are serviced and all preventative maintenance is carried out.

- The maintenance scheduling will make reference to any statutory requirements and manufacturer's recommendations.
- Major maintenance work will be documented and records kept for inspection.
- A daily check sheet is completed for all static and mobile plant, if an issue is identified then a defect sheet is completed, passed onto the maintenance team, and recorded electronically. Once appropriate repairs are completed the defect sheet is signed off and filed in the relevant mobile plant folder.
- Plant is checked at the end of each shift for any leaking fuels/oils.
- Alternative plant will be hired at short notice should it be required. The Service Level Agreement in place is such that if a vehicle cannot be repaired they will provide a 'like for like' replacement within 48 hours of breakdown.
- All static heating systems are subject to routine inspection and maintenance.
- All fire extinguishers will be checked as part of the site inspection programme and will be subject to an annual maintenance inspection by a competent company.
- Oils, greases and other lubricants are stored in designated areas with appropriate bund containment.
- Monthly testing of the booster pump supplying the hydrant network.
- The Penstock valve is tested monthly to ensure it is operational and minimise the chances of a failure to operate during an incident.

4.4. Electrical faults

- All site electrical supplies and installations are completed by certified electricians.
- All electrical installations repairs and maintenance will be carried out by suitably qualified electricians certified to NICEIC.
- The main switchboard and distribution board is fitted with surge protection and circuit breakers.
- All portable electrical appliances at site including hand tools and office equipment is subject to:
 - Pre-use checks and defecting reporting as applicable.
 - Fixed electrical testing every 5 years.
 - Portable appliance testing is carried out annually.

4.5. Smoking Policy & Procedures

The Veolia smoke free policy is applicable to the facility. There is a designated smoking area located outside the main offices. Smoking is strictly prohibited within operational areas.

4.6. Hot Works (Control or Welding & Brazing; Permit to Work; Impairment Handling)

Hot work such as welding, grinding, cutting and similar activities may be undertaken at the site in relation to maintenance and repair activities. All such works will be planned and undertaken in accordance with a Hot Works Procedure which includes:

- When hot works are planned, the most appropriate method of cutting is assessed, with consideration given to cold cutting, potential impact on other on-going works and associated fire safety arrangements.
- When possible, objects to be welded, cut or heated are moved to a safe and well ventilated hot work designated area (e.g. workshop).
- Fire extinguisher equipment is readily available as identified through the fire risk assessment.
- When hot works are performed outside a designated area, a hot work permit for the activity is issued and closed / suspended on a daily basis.
- Where a Permit to work is required, hot work permit issuing authorities are appointed for each location where hot works is undertaken who is trained in hot work hazards (including potential for flammable atmosphere, Impairment of fire systems), preventive measures and emergency procedures.
- Before hot work operations commence, the area is cordoned off. The area is cleaned to remove all residual combustible / flammable material. Fire resistant shields are used to protect combustible surfaces and items that cannot be removed from the area. Fire-resistant screens or curtains/shields are used around welding areas.
- Where hot works are being carried out under the control of a Permit to Work, the Permit dictates the length of fire watch required (see ['Fire Watch'](#)).
- Hot work permits are signed by Issuing authority to indicate work completed and area safe following completion of fire watch period.
- Additional protective equipment and clothing will be required as per the activity risk assessment. Where RPE is specified, face fit testing has been completed in the last 2 years.
- Gas bottles are secured at all times. When not in use and/or stored, gas bottles are segregated.

4.7. Fire Watch

This section consolidated information relating to what fire watch is conducted including the frequency and timing:

- **During hot works:** the Permit to Work dictates the length of fire watch required (minimum continually for 1 hour, and then periodically for a further 3 hours). Hot Work Designated areas are checked at the end of each day or shift.
- **During normal working periods:** Site operatives carrying out activities within the building and yard area throughout the entire working day are trained to recognise the signs of an emerging fire. In the event an emerging incident is identified action will be taken immediately including spreading material out to release heat.
- **Before site closure:** Following clean down a fire watch check to be undertaken for a minimum of 1 hour prior to the closure of the site. The end of day fire watch should include waste piles and plant and machinery (e.g. exhausts).

4.8. Ignition sources

Integrally banded fuel and Adblue storage tanks are located in two areas, adjacent to the biofilter and near the entrance to the processing area.

4.9. Space heating

Industrial heaters will not be used on site, the only heating present is within the office areas of the site. There will be no naked flames, space heaters, furnaces, incinerators, or other sources of ignition within 6m of any combustible waste. All heating systems are subject to routine inspection and maintenance.

4.10. Hot Exhausts

Unused plant and plant maintenance will be kept away from combustible waste, during operational hours this will be within the yard area adjacent to the biofilter away from waste material. During non-operational hours the mobile plant will be stored within the yard area adjacent to the biofilter away from waste material. Cleaning of plant will be undertaken as a minimum at the end of each shift to ensure that no wastes have been trapped under / near hot exhausts.

Plant and equipment are included in the fire watch schedule (see '[Fire Watch](#)'), and there is a cleaning regime in place.

4.11. Cleaning Regime

ABPR requires a high level of site cleanliness including static areas and fixed and mobile equipment to prevent spread of pathogens from unsanitised to sanitised material. The standard required by ABPR is sufficient to ensure there is no build up of loose combustible material

Cleaning practices at the facility include:

Prior to any loading or unloading of tunnels containing material which has undergone sanitisation, the following steps shall take place to ensure that sanitised material is not contaminated by un-sanitised material:

- All waste that has accumulated outside the tunnels will be removed. Any waste on the vehicle will be removed. All waste will be collected and placed in the delivery area or a first stage tunnel.
- Once all the loose waste has been removed from the tunnel access area the concrete will be swept to remove any accumulated waste or debris with a brush and to reduce dust and airborne particulate matter. The collected waste will be gathered up and placed in the reception area or a first stage tunnel.
- Once the tunnel access area has been cleaned a temporary barrier will be placed to prevent plant or people crossing from red to green areas.
- The tunnel area is now clean and as such the appropriate loading shovel can be used to unload material. Alternatively a loading shovel assigned to a different area can be used if it has been cleaned and disinfected thoroughly.
- A foot wash will be positioned at the edge of the cleaned area and the operators will dip their feet in the foot wash on completion of the cleaning before beginning their duties in the cleaned zone.
- If for any reason a machine assigned to the green zone is required to be used in the red zone it will be thoroughly washed and disinfected before going back to the green zone. Vehicles can be cleaned inside a tunnel so that dirty water does not spread across the tunnel corridor. The tunnels corridor will be washed down regularly.
- A daily housekeeping check is carried out which includes inspection for build-up of loose combustible material such as dust, fibres and fluff
- The shredder is 'over-run' at the end of each shift to ensure it is as clear as practicable of waste.

- Operations cease at least 1 hour before the end of the shift to enable the equipment to be cleaned down, removing any dust fluff and small fibres.
- Managers carry out a monthly walkaround as a minimum which includes a check of the effectiveness of the housekeeping.
- Ad hoc cleaning as dictated by daily inspections and instigated by the site supervisor or manager.

4.12. Leaks and spills

There are several spill kits located around the site including within the fire pump house, workshop, IVC area and tech room which are equipped to deal with hydrocarbon spills, solvent spills and any other organic liquids (this includes hydrophobic oil absorbents).

Fuel is stored in a sealed internally bunded tank capable of holding 110% of its capacity and is done so in line with the oil storage regulations. The fuel is stored away from waste operations and vehicle movements.

A procedure is in place which describes what to do in the event of a spillage. Relevant staff are trained in spillage response via toolbox talks.

4.13. Hot loads

The nature of the incoming green / food waste is such that hot loads are not expected. The site does not accept waste that is likely to have been stored at intermediate sites for long periods of time as residence time is a principal control for biodegradable waste.

4.14. Hot and dry weather

Waste inputs, shredded waste and material in the sanitisation process is not affected by the weather during the residence period on site as these activities take place within a building. Waste in the stabilisation process is stored in windrows which are continually monitored by a temperature probe array. Residuals produced by the refining plant are stored in small quantities. Plastics and metals are within netted RORO containers and oversized material is within an in process pile which is recirculated within 24 hours of production. Product material is stable with a low residence time.

5. Waste types and storage conditions

5.1. Residence times

Residence times are critical to ensuring efficient material flow through the compost production process. Sanitisation must meet the required thresholds to satisfy ABPR and the end product must achieve BSI PAS 100 and compost quality protocol. Residence time of the input material is less than 7 days.

As the production of the compost is a circular process all bays are emptied in turn ensuring first in first out 'FIFO' rotation is carried out. i.e. waste moves from input bays to the shredding stage before the final product is stored in the output bays awaiting onward transport. Residence times of input material are described in the table below (['Waste types, storage locations, capacity and residence time'](#)).

Off site transfer of finished compost is less than 7 days. No waste material will be retained on site longer than 90 days. During periods when the site is not staffed there is a continuous temperature monitoring system in place with an alert system ensuring early detection of a fire (see ['Fire Detection'](#)).

5.2. Battery contamination

Battery contamination within green / food waste is very unlikely either by accidental contamination or a conscious decision by members of the public. Other domestic waste streams are more likely to contain be contaminated ahead of the green / food waste. Similarly, commercial green / food waste is also unlikely to contain battery contamination.

5.3. Storage location and dimensions

Waste inputs are a mixture of fraction sizes but predominantly greater than 150mm. Inputs are stored in four bays ranging from 205 to 450m³. Waste is shredded to <40mm and stored temporarily in a bay with a maximum capacity of 450m³.

Once processed, waste is transferred into one of 7 internal tunnels where it undergoes sanitisation. From there it is transferred to a maturation pad where the remainder of the composting process is concluded.

Stabilised material is then transferred to a hopper through a star deck, overband magnet, wind sifter and trommel to separate oversized material, remove plastics and grade the product.

PAS100 compliant compost is stored in two external bays (see ['Waste types, storage locations, capacity and residence time'](#)).

5.4. Management of pile height and freeboard

To prevent the spread of fire, waste height of within scope piles (inputs and in process residuals) are managed to 4m and where they are stored within a bay the vertical freeboard is maintained at 1m where the pile intersects with the push wall and dividers. During operational hours as waste is regularly being loaded and unloaded into storage bays by heavy equipment, pile height and freeboard will vary naturally as the waste interacts with the push walls, particularly as the bays reach capacity. During the day waste is regularly reformatted by vehicle operatives to maximise available freeboard. At the end of the shift waste is reformatted again to ensure it is left when the Facility is unoccupied with a minimum of 1m freeboard at the intersection with push walls.

5.5. Waste types, storage locations, capacity and residence time

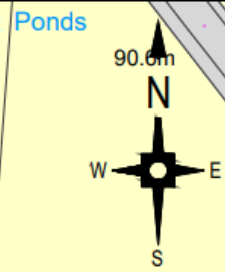
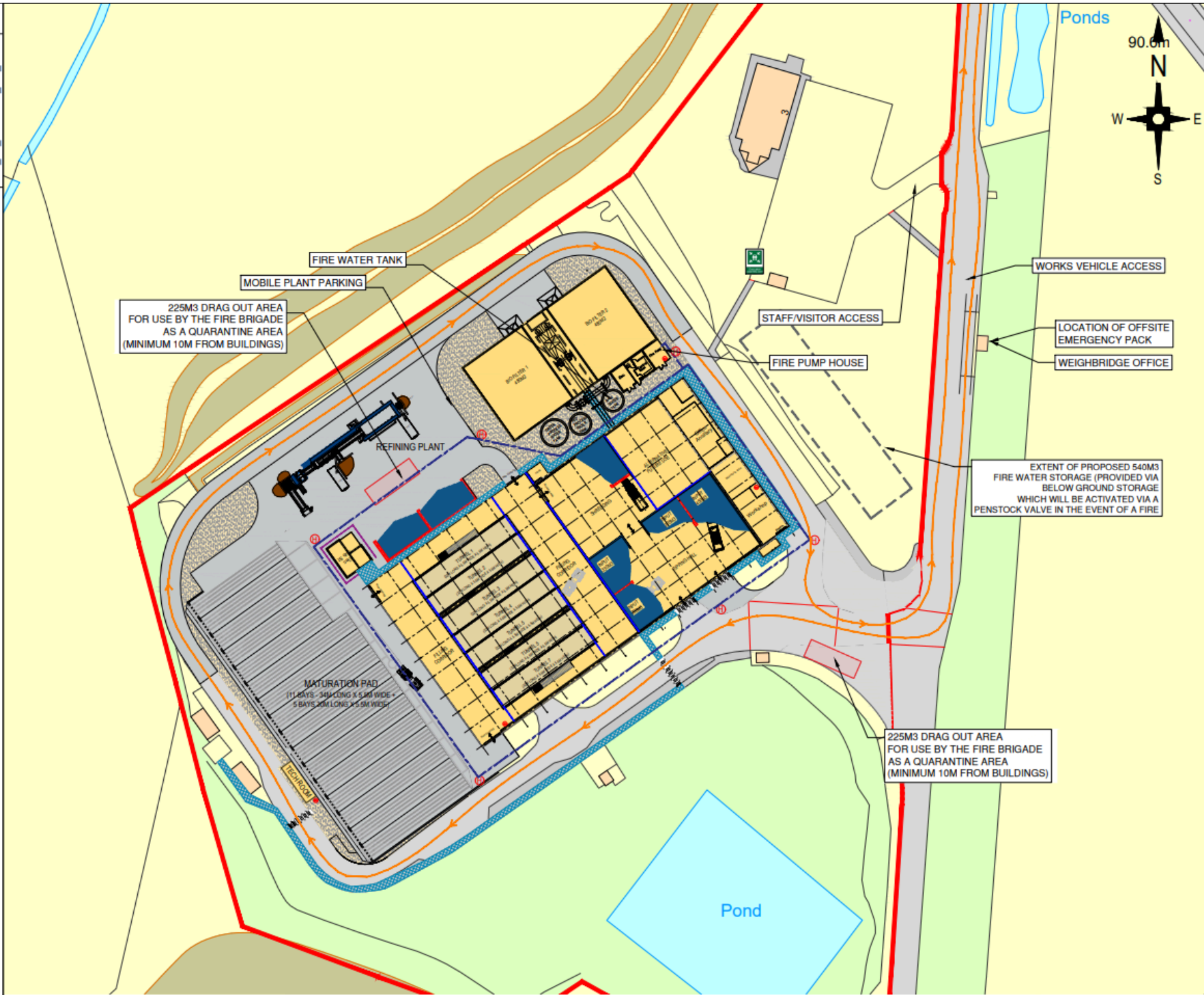
Bay designation	Waste type	Waste Description	Fraction size	Location type	Bay size	Storage capacity (m³)	Residence time (days) maximum during normal operation
1	Green / food inputs	Green and food inputs for composting	>150mm	Concrete bay	14.6 X 11	290	<7
2	Green / food inputs		>150mm	Concrete bay	12 x 4/11	330	<7
3	Green / food inputs		>150mm	Concrete bay	12 x 6.5	205	<7
4	Green / food inputs		>150mm	Concrete bay	11.6 x 11.3	450	<7
5	Pre-compost shred	Shredded / blended green / food waste	40mm	Concrete bay	12 x 6.5	450	1
6	Green / food inputs / pre-compost shred / oversized material	As above and slow to compost woody waste	As above plus >150mm (oversized)	Concrete bay	12.5 x 10	450	As above (green / food / pre-compost shred) 90 (oversized material)

Other waste

Waste type	Waste Description	Location type	Current bay designation	Storage capacity (m³)	Residence time (days) Typical / maximum
Green / food	In process compostables sanitisation / stabilisation	Concrete tunnel inside a building	N/A	600	14
Green / food	In process compostables maturation	Windrow on an external forced aerated pad	N/A	1000	42

Non waste material

Waste type	Description	Location type	Current storage location	Storage capacity (m³)
PAS100 compost	Finished compost	Concrete bay	Bay adjacent refining plant	450
Diesel	Product for vehicle refuelling	Bunded tank	Car park (eastern perimeter)	39
Ad blue	Product for vehicle refuelling	Bunded tank	Car park (eastern perimeter)	2



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- PERMIT BOUNDARY**
- SAFE PEDESTRIAN ROUTE**
- EMERGENCY VEHICLE ROUTES**
- EVACUATION ASSEMBLY POINT**
- HYDRANT LOCATIONS**
- FIRE HYDRANT MAIN**
- CONCRETE PUSHWALLS (MODULAR) (2HR FIRE RATING)**
- CONCRETE PUSHWALLS (2 HR FIRE RATED)**
- SPILL KITS**
- CONCRETE WITH SEALED DRAINAGE**
- MADE GROUND / PERMEABLE**
- HARDSTANDING / PERMEABLE**

Rev	Description of revision	Drawn	Chkd	App	Date
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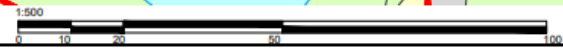
Project
MERSEYSIDE INDUSTRIAL ESTATE
FENNS BANK
WHITCHURCH

Title
SHROPSHIRE IVC
PROPOSED FIRE PREVENTION
PLAN

	Initials	Date	Scale	Sheet size
Drawn	JB	27.01.25	1:500 @A1	A1
Checked				
Approved				

Job No. WREXIVC

Drawing No. VES_TD_WREXIVC_100_002



PERMIT

5.6. Temperature Control & Monitoring

Waste piles are visually monitored throughout the working day as bays are loaded, unloaded and reformatted for signs of heat build-up or combustion. Signs of heat build up include steaming, smouldering or smoking heat haze or flames. Olfactory evidence of heat build up includes a burning smell.

Any waste material showing signs of self heating will be taken to the quarantine area for further inspection and monitoring. The waste will be spread out within the quarantine area so that a detailed inspection can be carried out. If no evidence of heating or elevated temperature is found the waste will be returned to an available bay. In the event that there is any evidence of self heating identified during inspection in the quarantine area the waste will be allowed to cool or dowsed using fire extinguishers, fire hose or the fire service called based on the judgement of the duty manager. Once the duty manager is satisfied that there is no longer a risk of further self heating / combustion the waste will be returned to an available bay.

6. Preventing Fire Spreading

6.1. Separation Distances

Input wastes are stored in 4 bays of Legioblock and concrete construction. Distances between the forward edge of the waste in the bays and either other waste or the building walls are within NRW guidance for burn temperatures up to 950°C. Pre-compostable shredded waste is stored in a bay of Legioblock and concrete construction with a separation distance to the opposing wall within NRW guidance for burn temperatures up to 950°C.

Distance model

Bay designation	Waste type	Stack length (m)	Separation distance (m)	Graph type	Guidance minimum distance
1	Green / food inputs	14.6	21.396	Loose stack to loose stack	9
2	Green / food inputs	12	15.488	Loose stack to building	10
3	Green / food inputs	12	21.396	Loose stack to lose stack	8
4	Green / food inputs	8.5	6.606	Loose stack to lose stack	6
5	Pre-compost shred	12	16.812	Loose stack to building	10
6	Green / food inputs / pre-compost shred / oversized material	12.5	14.946	Loose stack to building	10.5

6.2. Fire Walls & Bays

The rear pushwalls and bay dividing walls have all been designed and installed to provide a minimum of 120 mins fire resistance. The bays are designed to resist both radiative heat and flaming.

6.3. Quarantine Area

There are multiple options for quarantine of material in the event of a fire. The quarantine areas are a minimum of 10m away from site buildings and permanently clear for ease of access during fire control and are located on impermeable paving with either sealed drainage to effluent tanks or within an area controlled by a penstock valve.

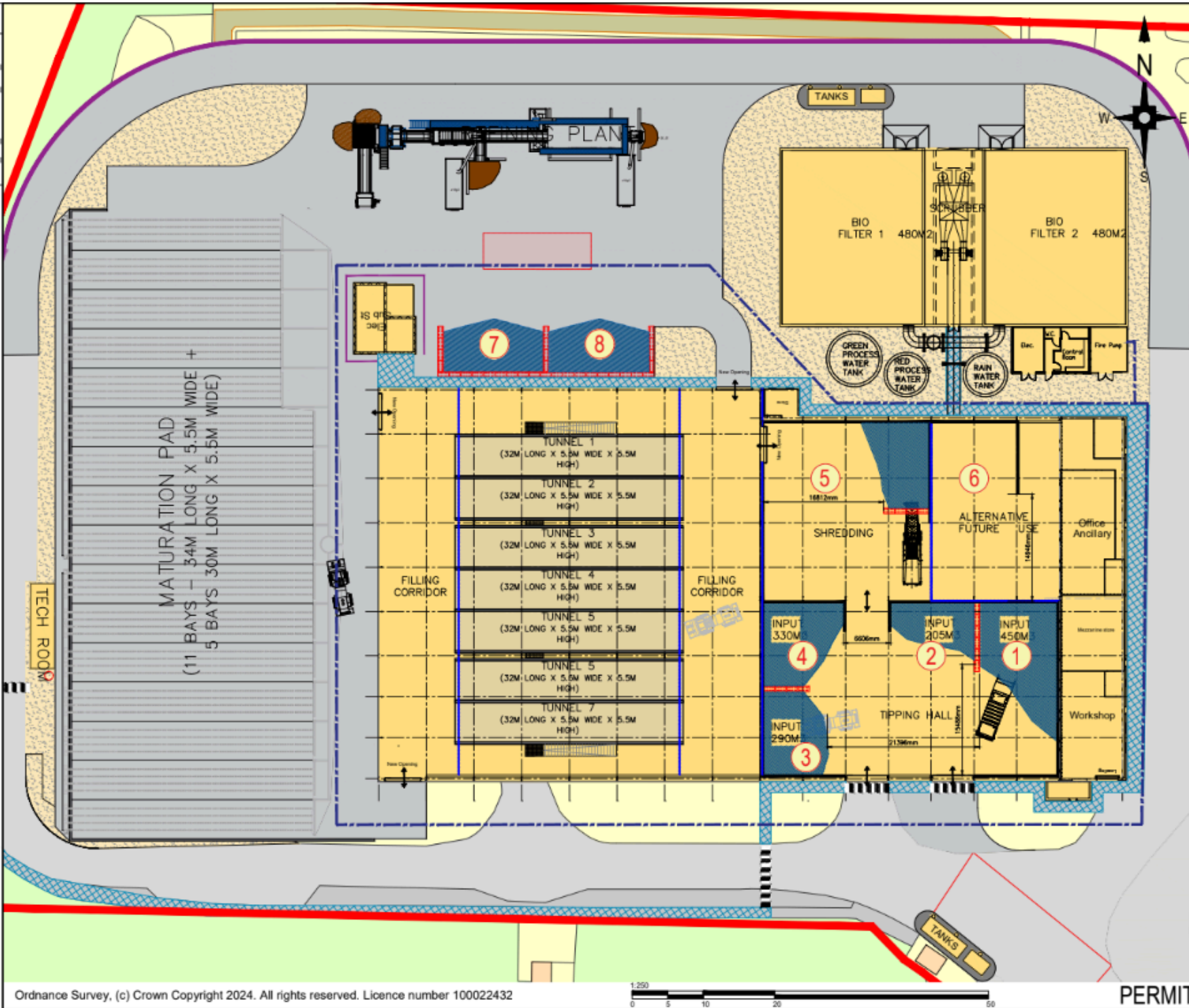
- **Quarantine area A** - Located in the north west of the site opposite the refining plant. This area has space for 225m³ of waste which is half of the largest stock pile on site (excluding actively managed waste and product). This area drains into the effluent capture system so any water generated would be channelled to the effluent collection system.
- **Quarantine area B** - Located opposite the eastern corner of the main building (input side). This area has space for 225m³ of waste which is half of the largest stock pile on site (excluding actively managed waste and product). This area drains to surface water so requires penstock valve closure.

6.4. Non- conforming waste

Contractual arrangements with waste material suppliers means that wholly non conforming waste is not received at the site and provision of a separate quarantine facility is not required. Off specification material may be received however while this presents logistical problems for processing it does not preclude acceptance of the material. Any wholly non conforming waste can be dealt with as follows:

- Immediately reloaded on the delivery vehicle for immediate dispatch off site and return to supplier.

- Availability of multiple fire quarantine areas could also allow them to be used for non conforming waste for a short period (i.e. until a suitable vehicle can be arranged for delivery back to the supplier or suitably authorised disposal / recovery outlet).
- The area in front of bay 6 can be used for quarantine purposes for a limited time period if required.



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Rev	Description of revision	Drawn	Chkd	App	Date



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Tel: 0207 812 5185

Project: MERESIDE INDUSTRIAL ESTATE
FENNS BANK
WHITCHURCH

Title: SHROPSHIRE IVC
PROPOSED BAY DISTANCES

Drawn	Checkd	Appr'd	Job No.	Scale	Sheet no.
RB			WREXNC	1:250 @A1	A1
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7. Fire detection

There are several approaches to fire detection including during the day when the site is staffed and for periods when the site is unoccupied.

7.1. During site occupation

The site is occupied throughout the working day and machine operators and other operatives are routinely present within the building and external areas. All loads arriving at the site will be visually inspected as they arrive. Regular visual inspections of waste streams for signs of smoke and / or temperature checks will be carried out by operatives handling waste material. Fire watch is carried out periodically throughout the day (see ['Fire Watch'](#))

If an emerging fire is identified then staff will initiate controls as appropriate to the scale of the incident.

7.2. When the site is unoccupied

CCTV system

The site is fitted with CCTV coverage with out of hours monitoring by a third party security contractor with a call escalation for managers in the event of break in or fire. Veolia has a pool of trained yellow plant drivers that can be available out of hours in the event of the need for plant and machinery to be used to assist the Fire Service.

Input material and pre-shred

The fire detection system will be designed, installed and commissioned by contractors holding UKAS third party accreditation. The installer and all components used within the system will be on the Loss Prevention Certification Board 'LPCB' list of approved equipment and installers. The LPCB is a third party certification body working to ensure that fire and security product systems and services work properly, underpinned by robust testing, evaluation of supporting documentation and auditing.

All areas of the facility will incorporate L1 detection systems in accordance with BS 5839-1 (Fire Detection and Fire Alarm Systems for Buildings – Part 1: Code of Practice for Design, Installation, Commissioning and Maintenance of Systems in Non-Domestic Premises). L1 systems are the highest level of fire protection and are designed to give the earliest warning of a fire.

Automatic fire detection will be installed in all major areas of the facility within enclosed buildings including plant rooms. The system will be set to signal off site to a central monitoring station. The detection system will utilise ultraviolet and infrared 'UVIR' fire detection within the IVC, with detection covering all areas where combustible materials will be stored and handled. The Fire detection system will be capable of operating reliably within the proposed environment and will include adequate measures to mitigate false alarms as a result of the dusty atmospheres found within the facility. The detection system will have the capability to programme set levels of sensitivity, which can be activated automatically dependent on time meaning the sensitivity levels can be set for operational hours and non-operational hours.

The fire protection system will be fully commissioned and shown to work prior to the issue of the Construction Completion Report.

7.3. Excesses temperature measures

- **Dismantle waste pile:** a front loader or material handler / 360 grab can be used to spread waste material thinly within a quarantine area in order to release build up of heat.
- **Proactive implementation of fire breaks:** fire breaks can be implemented proactively if it is suspected that a stockpile may be at risk of becoming involved in a fire. Staff at the site are well practised at the creation of fire breaks and can reduce pile size by use of loading shovels. Each loading shovel can move 20 tonnes (approximately 30m³) of material per 10 minutes. This means a pile of 680m³ can be reduced by 50% in around 40 minutes using two loading shovels.

8. Fire Suppression

The Fenns Bank IVC facility will be equipped with a comprehensive, integrated fire hydrant network designed for effective fire suppression. The primary goal is to provide a means to quickly and effectively extinguish fires that may occur at the facility, thereby protecting the site, its assets, and the surrounding environment. This network will feature:

- **Strategically Placed Hydrants:** A network of fire hydrants will be installed throughout the site, ensuring complete coverage. These hydrants will be located near all waste storage piles and access doorways to buildings, providing easy access to water for firefighting efforts. The hydrants will conform to BS750 Type II standards, ensuring compatibility with standard fire service couplings.
- **Dedicated Fire Pump House:** A fire pump house will be constructed on-site. The pumps are designed to pressurize the hydrant network, ensuring adequate water pressure for firefighting even in the event of multiple hydrants in use simultaneously. This dedicated system ensures that fire fighting is not reliant on mains pressure, and guarantees consistent system performance during an emergency.
- **Multiple Water Sources:** The fire suppression system will draw water from multiple sources to ensure a reliable supply, including:
 - **Static water tank:** A fixed tank designed to hold fire fighting water.
 - **Mains Water Connection:** A connection to the mains water supply will provide a backup and supplemental water source.
- **Accessibility for Fire Rescue Service:** The entire system is designed to be easily accessible and usable by the Fire Rescue Service. The hydrants, pumps, and water sources will be positioned and configured to facilitate a rapid and effective response to any fire incident. This includes ensuring that all connections are compatible with standard fire service equipment and that the layout of the site allows for easy access by fire tenders and personnel.

Details of the suppression system are shown on drawing VES_TD_WREXIVC_100_002 Rev - Shropshire IVC - Proposed FPP Layout including; Fire Hydrant Main, Hydrant Locations, Fire Water Storage, penstock valve, Spill Kits, Concrete Pushwalls with 2-hour fire rating, Emergency Vehicle Routes, Evacuation Assembly Point and Safe Pedestrian Routes.

9. Fire Fighting techniques

9.1. Site access

The site has a single access point for fire rescue appliances and associated vehicles. The approach to the main site access is via Fenn's Bank Road from the A495.

There is a car park adjacent to the main site offices which are separated from the waste storage and processing area (see VES_TD_WREXIVC_100_002 Rev - Shropshire IVC - Proposed FPP Layout). This can be used as a staging area or for location of a command unit (although this area is within the prevailing wind direction).

Once on site emergency services vehicles are able to use the site's perimeter roadway to access any area of the IVC facility including all available hydrants.

Map of site access points



9.2. Fire fighting strategy

In the event of a fire taking place within the permitted area, the most effective fire strategy would be to extinguish any fire as soon as possible and therefore a 'controlled burn' would not be a favourable option.

The firefighting strategy allows the fire service to connect to one or multiple hydrants pressurised by the fire pump house. The pumps will activate as soon as the system records a pressure drop.

The on-site resources available for firefighting include but are not limited to fire extinguishers, hoses, suppression system, wheeled loading shovel and trained fire marshals. However, it should be noted that, with the exception of the fire suppression system, the use of these resources prior to the arrival of the Fire Service will be very limited by Health and Safety procedures.

List of equipment infrastructure available

Vehicle type	Function
4 no. front loaders	Moving waste either burning or non burning, dragging out, creating fire breaks
1 no. 360 excavator	Moving waste either burning or non burning, dragging out, creating fire breaks
Pressurised hydrant network	Water supply of 540m ³ (minimum) via pressurised hydrant network. (see ' Available water supply ').
Lay flat hoses	There is a stock of lay flat hose which is available for use during a fire. This is sufficient to reach from the hydrant network to any of the waste piles on site.
Portable fire extinguisher	The site has a number of portable fire extinguishers within the cabins which can be used within the offices or for small emerging fires. The primary use of fire extinguishers is to facilitate the escape of personnel in the event of a fire, however they may also be used to quickly extinguish very small / localised fires. All VES controlled vehicles using the site will be fitted with appropriate fire extinguishers.
Penstock valve	A penstock valve is present on site which can be used to isolate the site from the local surface water network (see ' Penstock valve activation ' and Penstock valve and key locations ').

9.3. Fire breaks

A call list is in place with external monitoring providers and automated alert systems. The list will include the site manager, site supervisor, general manager, and also the business crisis line. The business crisis line is staffed on a rota basis and contact will always be available by this route.

Once the alert is raised either the site staff on the call list or the crisis team will source trained mobile plant operatives to attend the site. Veolia has a substantial presence in the region and has a large pool of trained plant drivers to call on in the event of an emergency.

See also ('[Excess temperature measures](#)').

9.4. Fire Rescue Service locations

The location of the site close to the border means that crews in North Wales Fire & Rescue Service may be supported by crews in Shropshire Fire & Rescue Service

Station name	Address	Crew type	Drive time to site (min)
Wrexham Fire Station (North Wales FRS)	Wrexham LL13 7SU	Whole time	29
Chirk Fire Station	Chirk LL14 5PS	Whole time	34

(North Wales FRS)			
Whitchurch (Shropshire FRS)	Bridgwater Street, SY13 1QL	Whole time	9
Ellesmere Fire Station (Shropshire FRS)	Wharfe Road, Ellesmere	Whole time	16

10. Water Supplies

10.1. Water supply calculation

ACTUAL	GUIDANCE CALCULATION		ACTUAL
Maximum pile volume in cubic metres	Water supply needed in litres per minute	Overall water supply needed over 3 hours in litres	Total water available on site in litres
Enter volume, for example, 300	Pile volume x 6.67	Water supply per minute x 180	Actual on site water availability
450	3001.5	540,270	540,000 (firewater tank) 7,668 (mains supply)

10.2. Available water supply

The principal fire fighting water supply is from a 540m³ tank situated adjacent to the biofilter. There is also a mains supply which can achieve a rate of approximately 0.71l/s used for smaller volumes of water feeding the offices.

The tank is connected to a fire hydrant main with several hydrants located in proximity to stored waste and the vehicular access doors to the building. The hydrants network is BS standard and designed to fit a fire service standard coupling and are fully compliant with BS750 Type II.

When a hydrant is opened the system detects a pressure drop and the diesel fire pump automatically pressurises the system. The fire tank will also have a direct connection suitable for fire rescue service and equipment.

11. Fire Water Management

11.1. Drainage networks

11.1.1. Summary

The site has a single emission point to surface water discharging to a tributary of the Red Brook and no emission point to sewer (the sewer system is an isolated package plant). The single emission point to surface water can be isolated by closing a penstock valve. Once closed the site will be contained with a hold up capacity of at least 540m³ of fire fighting water. Further detail relating to the drainage network is located below and in the drainage drawing.

11.1.2. Foul network (package treatment plant)

Foul water from the site toilets and kitchens in the offices and weighbridge is directed to an on site package treatment plant. The plant is located below ground in the north east corner of the site. There are no other foul water discharges from the site.

11.1.3. Surface water network (clean)

Surface water is collected from the roof of the buildings, site roadways and impermeable surfaces across the site via a series of drains. The surface water then drains via a 540m³ attenuation tank, a class 1 bypass separator and a flow control valve to a single emission point at the north east corner of the site. From there it runs along a pipe adjacent to the road and then discharges via a single outfall into the Red Brook at SJ50603949. The Red Brook

flows roughly northerly until it reaches confluence with the Grindley Brook at SJ50854181. There is a penstock valve on the surface water network located immediately after the bypass interceptor and flow control valve. In the event of a pollution incident or fire the penstock valve can be closed sealing the surface water drainage system across the site. There will be no penstock valve serving the surface and roof water from the main office block as this area is not directly adjacent to any waste storage or processing activities. There is also an overflow from an area to the north of the site where natural ponding occurs; drainage in this area prevents surface water collection on the access road.

11.1.4. Surface water network (contaminated)

Surface water from the external refining area and product storage is diverted into the process water network.

11.1.5. Process water network

The water in the plant is collected through pits in the floor and an underground piping system which is collected in a pumping pit / process water reservoir where it can be transferred into holding tanks.

Condensation in the aeration floor spigot system is discharged into a holding pit which acts as a water lock. If more water enters the system than can be treated, the excess can flow out into the process water reservoir.

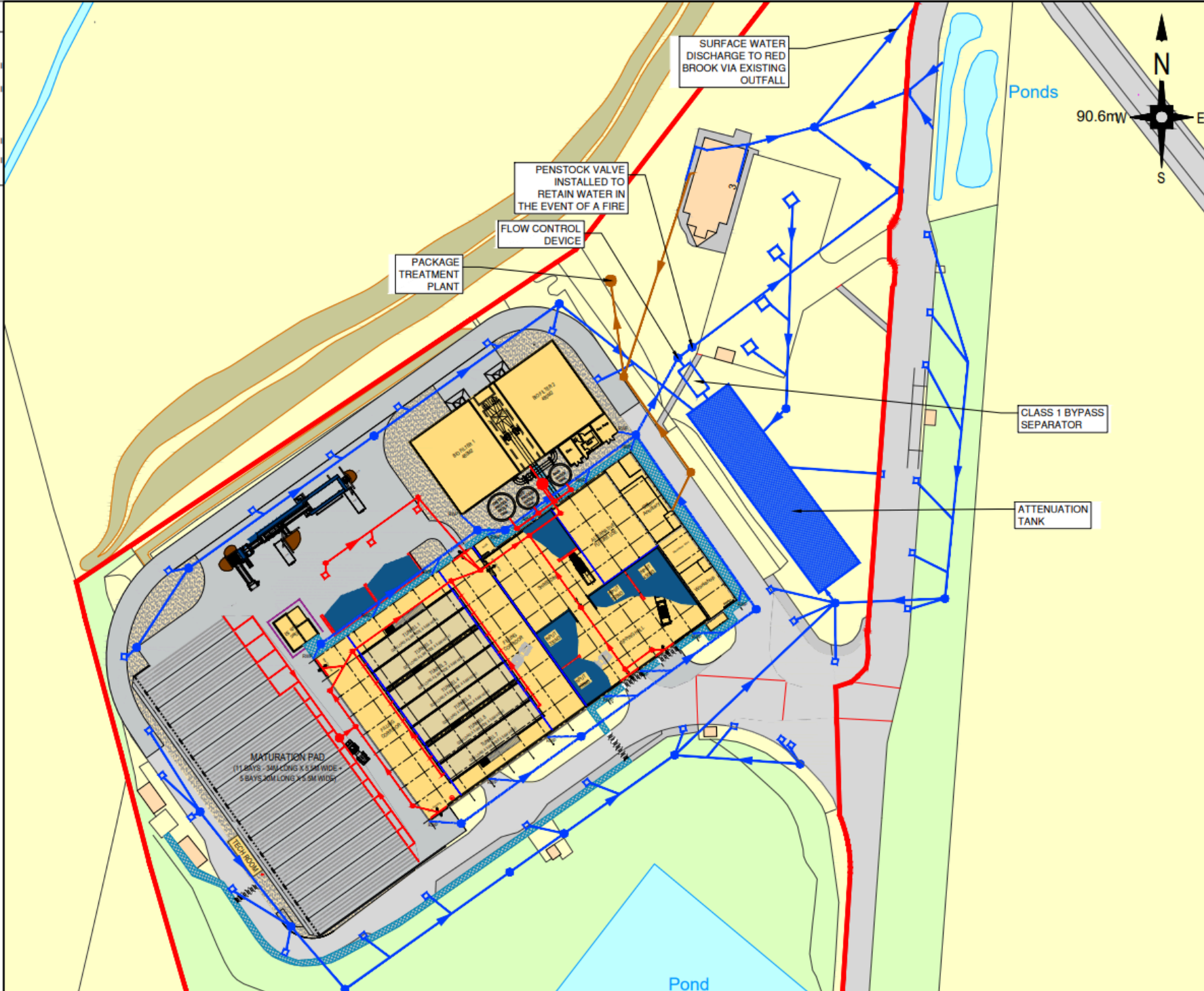
Condensation in the air dustwork is discharged by a piping system ending in a water collection pit

The biofilter fans and the suction ductwork have condensation discharge connections, the water is discharged via a PVC pipe into a water cellar below. Next to the collection pit a pit pump equipped with a diving pump transfers leachate over a rotation sieve into the process water reservoir

Liquids generated during the maturation process are captured by a series of drains and diverted to a fixed storage tank.

Gully drains are provided across doorways including personnel and vehicular access to capture migration of any liquids from inside the building.

There is no process water discharge to an off site foul sewer network. Any excess liquids are collected by road tanker and transferred to a suitably authorised disposal facility.



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KEY

SURFACE WATER DRAIN	—
FOUL WATER DRAIN	—
PROCESS WATER DRAINAGE (SEALED SYSTEM)	—

Rev	Description of revision	Drawn	Chkd	App	Date

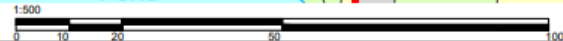


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Project
**MERSEYSIDE INDUSTRIAL ESTATE
FENNS BANK
WHITCHURCH**

Title
**SHROPSHIRE IVC
PROPOSED SITE DRAINAGE LAYOUT**

Drawn	Initials	Date	Scale	Sheet size
JB		05.02.25	1:500 @A1	A1
Checked				
Approved				
Job No.	WREXIVC			



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11.2. Penstock valve activation

There is a single Penstock valve which requires manual activation in the event of a fire.

Valve reference	Section of site covered
Penstock Valve	The valve is located following the attenuation tank and bypass separator. The key for the penstock is located in a plastic container outside the main offices. (see ‘Penstock valve and key locations’)

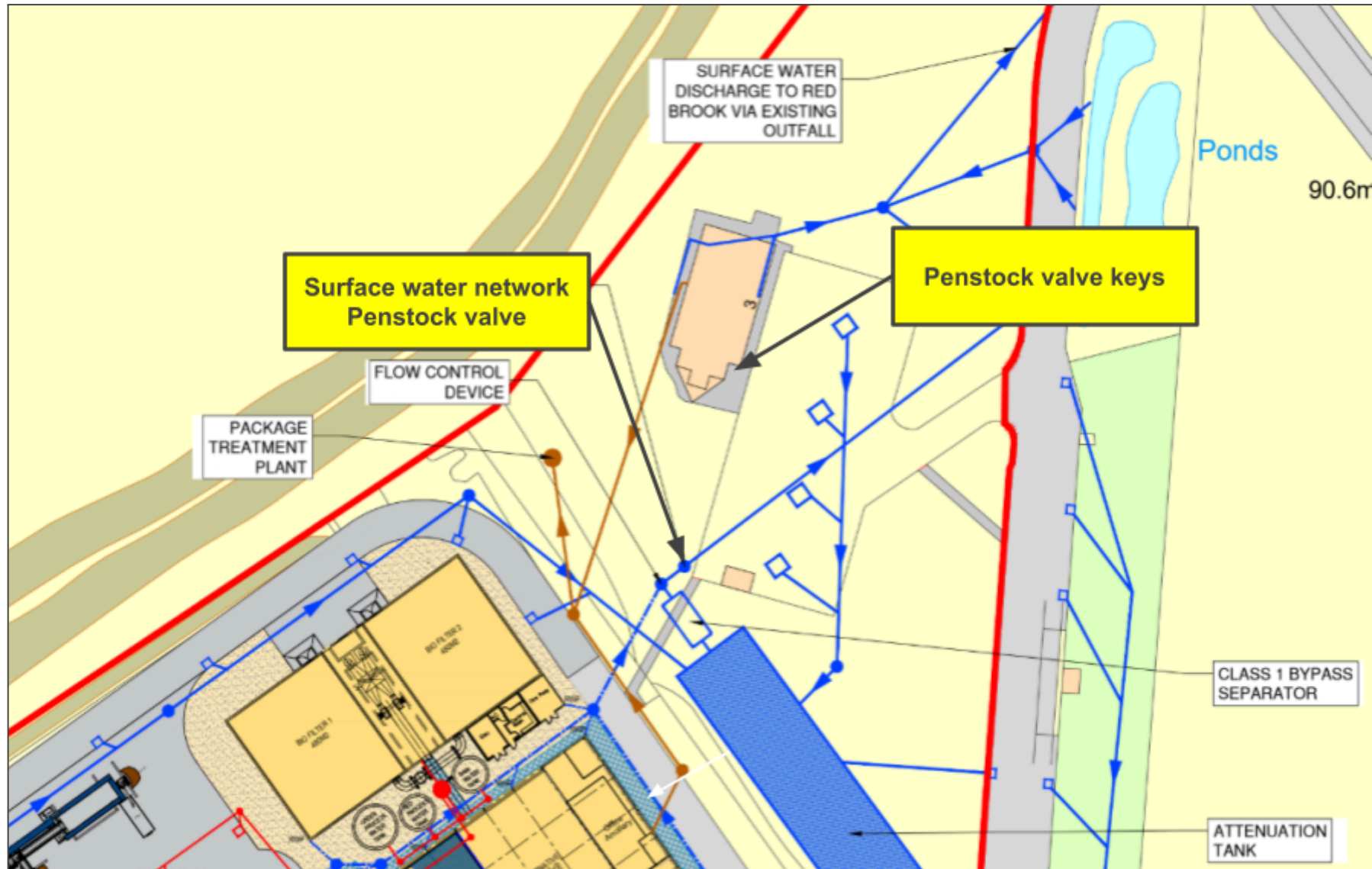
Once the penstock valve is closed there is no risk of fire water emission off site during an incident. The penstock valve is tested monthly to ensure it is operational and minimise the chances of a failure to operate during an incident.

Access to tanker fleet

In addition to on-site resources, Veolia as a large waste management company has the resources, including financial, to deal with a fire related incident and the subsequent aftermath such as contingency arrangements and fire water management.

Veolia also has access to a large tanker fleet and therefore extraction and disposal of contaminated surface water off site during an incident is available. There are multiple locations on the drainage network that could safely be used for extraction of firewater during an incident, most likely from one of the chambers of the attenuation tank.

11.3. Penstock valve and key locations



12. Amenity Issues

12.1. Receptor type screening

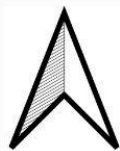
The table below describes the types of receptors that are present within 1km of the Facility.

Receptor type	Present within 1km
Schools	No
Hospitals / nursing homes	No
Residential	Yes
Roads (A Roads, Motorways)	Yes
Commercial / Industrial	Yes
Railways	No
Bus stations	No
Pylons (directly adjacent to site)	No
Utilities	No
Airports	No
Water for human consumption	No
SSSI, SAC, SPA, RAMSAR	Yes
Watercourses	Yes
Groundwater (principal aquifer)	No
Boreholes, wells and springs	No
Other specified receptor	No

Receptor detail (1km screen)

Receptor type	No.	Land use e.g. house, school, hospital, commercial	Direction from site (North, South, East, West)	Approximate distance to site boundary excluding access road (m)
Human	R1	Park Farm Cottages, Fenn's Bank Road	East	190
	R2	Fenn's Bank Road 2	East	220
	R3	Fenn's Bank Road 3	South East	240
	R4	Residence near Mereside Industrial Park	South East	308
	R5	The Conery, Conery Lane	South West	680
	R6	Woodlands Farm, Conery Lane	West	470
	R7	Conery Lane Farm, Conery Lane	North West	770
	R8	Pinfold Cottage, Long Lane	North West	840
	R9	The View, Fenn's Bank Road	North West	390
	R10	Waterworks Lane 1	East	480
	R11	Fenn's Bank Road 4	South East	310
	R12	Mereside Industrial Park	South	180
	R13	Bowkers Lane	North	960
	R14	Ellesmere Road	North	1060
	R15	Waterworks Lane 2	East	930
	R16	Fenn's Cottage	South	860
	R17	Fenn's Wood Farm	South	580
Infrastructure		A495 (Long Lane)	North West	850
Ecological		Fenn's, Whixall, Bettisfield, Wem and Cadney Mosses	South West	200

	The Conery	West	585
	Redbrook Marsh	South West	700
	Fenn's Rough Ancient Woodland	North East	510
	Red Brook (Watercourse)	East	465



Bowkers Lane

R14

R13

R8

Rose Vale Holding

A495

Conery Lane

R6

Permit Boundary

R9

Outfall (Red Brook Trib.)

R1

R2

Fenn's Rough

Red Brook confluence

R10

R15

The Conery

Moss Lane

R5

R12

R4

R3

R11

R17

Fenn's Wood Farm

R16

Redbrook Marsh

Llangollen Canal

1000m buffer

Fenn's, Whixall and Bettisfield Mosses

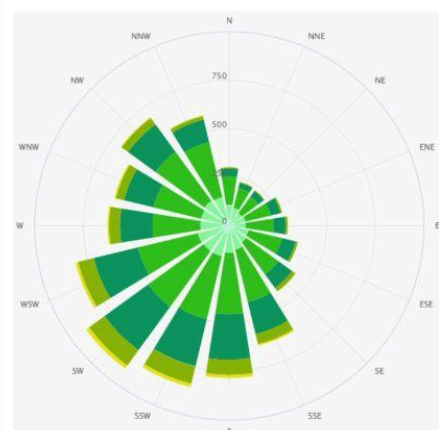


**Fenn's Bank IVC - 1km
Receptors**

February 2025

- Permit boundary
- Buffered
- Wildlife Sites
- Ramsar
- NNR
- SSSI
- Human receptors

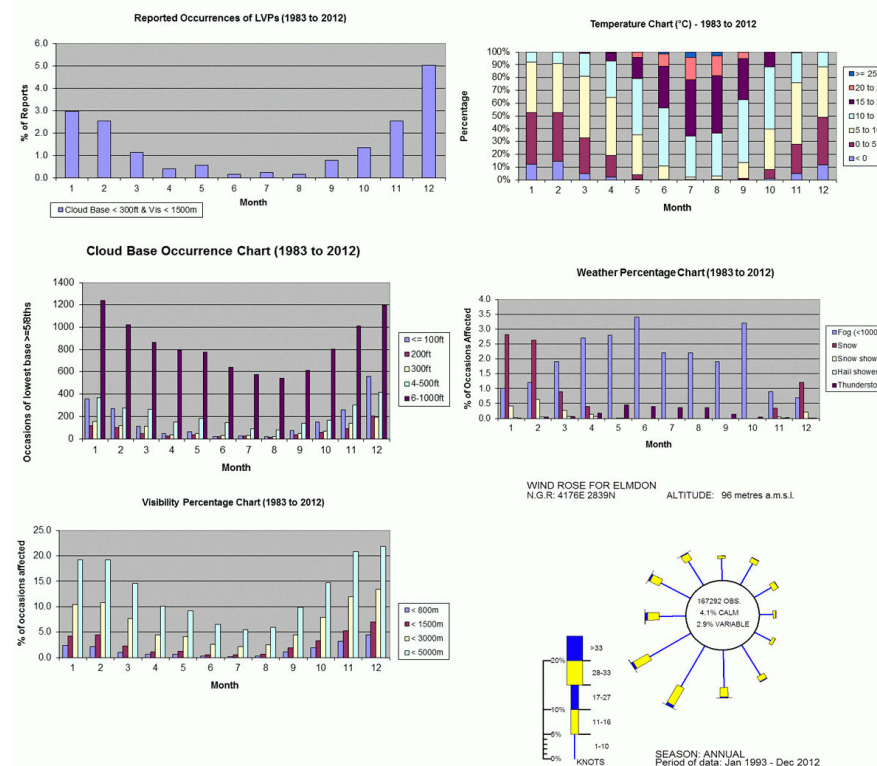
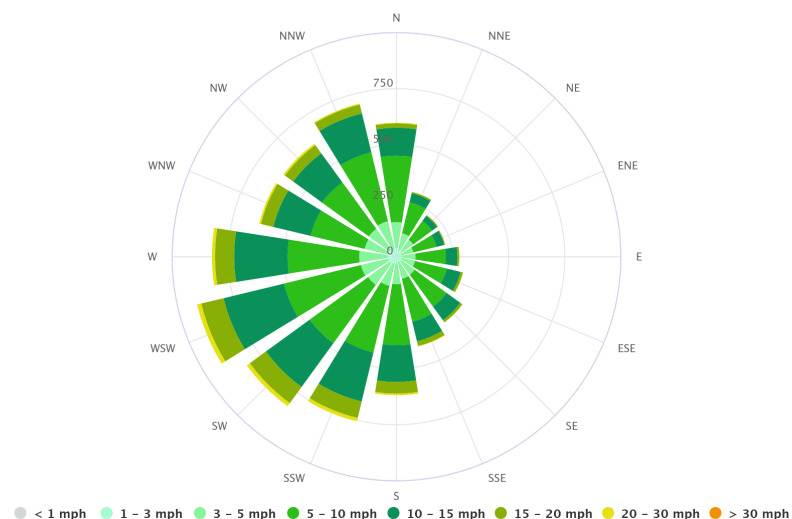
Wind Rose - Whitchurch



12.2. Wind Direction

Whitchurch

52.97°N, 2.68°W (101 m asl).
Model: ERA5T.



Source: Meteoblue (simulated historical climate and weather data for Whitchurch)
https://www.meteoblue.com/en/weather/historyclimate/climatemodelled/whitchurch_united-kingdom_2634124

Source: Met office (Birmingham Airport)
<https://www.metoffice.gov.uk/services/transport/aviation/regulated/national-aviation/uk-services/airfield-climate-data#Birmingham>

13. Contingency Measures

To ensure effective waste removal and protection of the environment, in the event of a closure of the intended outlet for the material treated on the site, the following contingency delivery points will be utilised according to tonnage requirements and availability;

- TBC

Following the extinguishing of a fire and only when the site is cleared of all fire damaged wastes, fire water and the infrastructure repaired, checked and drainage systems cleaned and reinstated will the site be in a position to re-open. Prior to re-opening the local National Resources Wales officer will be contacted and evidence provided to demonstrate the site is fit for purpose.

In the event that the fire suppression system is activated fire water will be retained within the yard and lagoon prior to off site disposal via road tanker if required. Veolia operates an extensive fleet of waste water tankers with a 24 hour call out availability and based locally.

Fire damaged wastes can be directed to the ERF's at Battlefield, Shrewsbury and four Ashes, Staffordshire or alternatively the Ling Hall Landfill all of which are operated by Veolia.

14. Emergency Management

14.1. Emergency Notification

The Shift Supervisor (or nominated deputy in their absence) will be responsible for notifying an emergency and acting as the Incident Controller. The Operator will adopt the following outline emergency notification procedure:

- a) Raise the alarm;
- b) Use the Emergency Contact List to notify:
 - Emergency services;
 - Key Veolia ES staff;
 - Community key contacts; and
 - Natural Resources Wales
- c) Keep key contacts informed of the progress of the incident;
- d) Maintain emergency status until advised by the emergency services that the incident is resolved; and
- e) Once resolved a 'closing report' is issued to key contacts.

14.2. Emergency Plan

An emergency management plan has been developed which details the emergency response actions along with relevant contact numbers.

The emergency plan will be maintained within the site overall management plan and adequate stocks of suitable equipment retained at the Facility. Procedures will be present for managing all reasonably foreseeable incidents, including:

- Fire;
- Material spillage;
- Personal injury.

In the event of an accident or incident taking place, site personnel will implement the actions detailed in the site emergency procedures.

14.3. Community Key Contacts

The emergency coordinator will contact the key community receptors in the event of a fire as soon as possible after contacting the fire service, EA and key Veolia staff. The key receptors and contact method are listed in the table below

Following an incident a member of staff will again notify the key contacts the fire has been extinguished

Key receptor	Contact	Method of contact
TBC		
TBC		

14.4. Ongoing Validity of Plan

The integrated Veolia ES Business Management System (BMS) includes procedures for checking the continued validity of site emergency plans and associated contingency arrangements.

The effectiveness of the site controls are reviewed at least annually, during the audit process, but are also verified during the accident/incident investigation to ensure that the site system remains effective.

14.5. Staff Training

The Emergency Plan will be implemented so that all staff is aware of, trained in and conversant with, the following:-

- Identifying a potential emergency;
- Knowing what to do in the case of an incident;
- Planning for evacuation and safe re-entry;
- Knowing who to contact in the event of an emergency;
- Locating plans for emergency equipment;
- Identifying and initiating operational contingency arrangements;
- The procedure to close or isolate part or all of the facility;
- Obtaining emergency help for casualties including first aid arrangements;
- Procedures for the notification, documentation, and assessment of response to emergencies and mishaps.
- A programme of inspection, maintenance and upgrading of emergency equipment, and personnel training.

14.6. Reporting and Review

Incident Reporting

Details of all accidents, incidents and emergencies will be recorded in the site diary in line with BMS non-compliance reporting procedures.

All emergency incidents involving fire, explosion or material release (fume/spillage) will be reported to National Resources Wales as soon as practicably possible. A written report detailing the nature of the incident, causes and remedial action will be sent to National Resources Wales in line with the Environmental Permit reporting requirements.

Emergency Plan Review

The effectiveness of the site controls will be reviewed at least annually during the audit process. However, these will be also verified during any accident/incident investigation in order to ensure that the site system remains effective.

15. Fire Drills

A fire drill will be carried out every 12 months, following each drill an assessment is undertaken and any lessons learned will be implemented. The fire alarm system will be functionally tested every week. A number of the site staff will be specifically trained and appointed as Fire Marshalls.

The fire drill will vary on each occasion and cannot be prescribed in advance. The precise nature of the drill will be decided by the fire marshal and operational management based on factors such as perceived risk, incidents at other facilities, experience of staff, consultation with H&S advisers etc. The drills will generally be focused around the FPP and Emergency Plan.

16. Emergency Management Plan

Site Name:	Fenn's Bank IVC	Environmental Permit Reference: TBC
Address and Grid Reference:	Fenns Bank, Whitchurch, Shropshire, SY13 3PA [SJ 50631 39117]	
Operating Hours:	0600 - 1800	

Facility Type:	In-vessel composting operation	No of Staff Drivers/Loaders: Transfer Station: Office:	
Site Manager:		Telephone:	
Route from nearest main junction: From the A495, take Fenn's Bank Road (junction at SJ 50276 40041) then travel south to the main site entrance at SJ 50751 39316.			
RESPONSIBILITIES/CONTACTS In the event of an emergency/incident contact:			
Emergency Coordinator 1:		Telephone:	
Emergency Coordinator 2:		Telephone:	
Area Manager:		Telephone:	
Business Line Director:		Telephone:	
QHSE Manager:		Telephone:	

Crisis Hotline:	08450 710755
Emergency Spill Response:	08007838020
Emergency Services Direct Dial:	999

17. Evacuation Procedure

The aim of this procedure is to ensure the staff at the Runcorn Wood Recycling Site understand what their duties are when an evacuation is required. The procedure explains what is expected from them when there is an evacuation whether the management team is present or not. This evacuation procedure shall only apply to the Runcorn site

INSTANCES FOR EVACUATION

- Staff Related Incidents
- Fires
- Explosive Devices
- Environmental Incidents
- Accidents
- Escape of Gases or Waste Substances Hazardous to Health in the Waste Stream

ROLES

EMERGENCY CO-ORDINATOR

- Senior member of staff on site is to act as an emergency coordinator and is responsible for liaising with the relevant emergency services
- Ensure that a roll call is being conducted
- Liaise with the roll call officer to ensure that all staff and visitors are accounted for via radio
- Telephone the emergency services if required
- Return to muster point if the emergency services have been called and provide all necessary information that is requested
- Phone the line manager to report the incident
- Only re-enter the site when instructed to do so by the emergency services staff

Roll Call Officer

- Supervisor/Fire Marshall to act as roll call officer and to ensure that all staff are out of the site and accounted for at the muster point by conducting a roll call
- The staff attendance sheet and contact weighbridge for visitors book.
- Liaise with weighbridge to stop any further vehicles down to site and to keep one lane of traffic clear for emergency services.
- Liaise with weighbridge to evacuate themselves and third party drivers if it safe to do so (Depending on where fire or other emergency is located)
- Liaise with the plant operators to make sure all third party drivers have evacuated to the muster point
- Ensure that all contractors (if on site) have evacuated to the muster point

Plant operators

- Do not return specifically to remove the vehicles and do not drive them around to the muster point, please leave the keys in the ignition, turn off the engine and apply the handbrake
- All tipping drivers are to evacuate the site as soon as possible and report to the muster point by the safest route

Site Operatives/ Staff

- To evacuate the site by the nearest emergency exit in a safe and orderly manner.
- Inform other staff members in the vicinity if required due to their possible hearing impairment
- Go straight to the muster point, do not collect any belongings from the canteen/locker room

DO NOT RETURN INTO THE SITE UNTIL YOU HAVE BEEN INFORMED THAT IT IS SAFE TO, BY THE EMERGENCY SERVICES