

Environmental Incident Response Plan (EIRP)

Prepared on Behalf of Associated British Ports

Site Name: Roath Dock, Cardiff

Project: Bespoke Permit Application

Environmental Permit Number: TBC

Prepared By:

Beyond Waste Ltd



Beyond Waste


www.beyond-waste.com

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Title Environmental Incident Response Plan EIRP

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Signed	
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Issued to	Craig Christoforato
Authorised	
Signed to confirm acceptance	
To be reviewed	Annually or as necessary

Distribution List

South Wales Fire & Rescue Service

Natural Resources Wales

Key Site Information

SITE DETAILS			
Location: Roath Dock, Cardiff		Operator: Associated British Ports	
Postcode: CF10 4LY		Grid Ref: ST 20312 74837	
SITE CONTACTS	Name	Office Hours (specify)	Out of hours
Site Contact:	Craig Christoforato	+44 (0) 87 0609 6699	0845 6018870
Operations Manager			
Competent Manager	Mark Robson		
EMERGENCY SERVICES		Office Hours	Out of hours
Police, Fire Ambulance		999	999
REGULATORS		Office Hours	Out of hours
Natural Resources Wales (Local) Gareth Danter-Hill		0300 065 3000	
Natural Resources Wales (emergency hotline)		0800 80 70 60	0800 80 70 60
Local Authority Environmental Health: Cardiff City Council		029 2087 2087	
UTILITY / KEY SERVICES	Name	Office Hours	Out of hours
Water Supplier:	Welsh Water	0800 052 0130	0800 052 0130
Electricity Supplier:	Haven Power	+44(0)1473 725943	0800 052 0400
Clean Up Contractors:	Bio Clean Jetting	0121 602 5835	0121 602 5835
OTHER KEY CONTACTS	Name	Office Hours	
Specialist advisor:	Alan Potter Beyond Waste	07795 216374	
Insurance Provider	TBC		

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1 Summary of Activities

1.1 Associated British Ports handles:

1. Pre-screened low risk biomass, shredded to 10-150mm specification loose; and
2. Pre-sorted and screened RDF delivered in baled form

Baled RDF is stored on an impermeable concrete surface, whilst woodchip is stored on tarmaced hard standing.

2 Site Materials Inventory

Materials	Max Quantity (approximately)	Solid/Liquid/Gas or Powder	Location
Woodchip	3000 Tonnes	Solid	Stored on an tarmac pad
Baled RDF	5000 Tonnes	Solid	Stored on concrete pad

3 Site Staff Resources

Site Operational Hours (6am-6pm)	Operative Numbers (Maximum)	Management Numbers
Weekdays Mon-Fri	3	1
Weekends Saturdays	3	1

- 3.1 At least one operative will be present when the site is operational.

4 Description of Surrounding Area:

- 4.1 The site is situated within the dock area. The surrounded activities are port related and predominately commercial in nature.

5 Pollution Prevention Equipment Inventory

Material	Location	Trained User
Absorbents	ABP Store	
Drain Mats/Covers	ABP Store	
Pipe Blockers/Bung	ABP Store	
Booms	ABP Store	
Pumps	ABP Store	

6 Site Provisions

Material	Description	Location
Interceptor	Sealed drainage to interceptor, which then discharges into dock water	Shown on Site Drainage Plan Appendix IRP2
Site Drains	Surfaces are to a fall such that any spillages flow to the interceptor via the site drains.	Shown on Site Drainage Plan Appendix IRP2

7 Site Equipment Inventory

<u>Equipment</u>	<u>Quantity</u>
Crane	1
Wheeled loader with clamps	1
Fork Lift	1

8 Scope

8.1 This EIRP is intended to provide guidance to reduce the risk of incidents occurring onsite and, should an incident occur, ensure that staff respond effectively to minimise the risk to human health and the environment.

8.2 This Environmental Incident Response Plan (EIRP) has been prepared with reference to the following guidance:

- Incident Response Planning Pollution Prevention Guidelines (PPG 21) Environment Agency (July 2014)
- How to Comply with your Permit Version 6.0 Environment Agency (June 2013)
- General Version for waste handling industry: Environmental Management Toolkit Natural Resources Wales Version 2 (October 2014)
- Horizontal Guidance Note H1 Overview Document Version 2.1 Environment Agency (December 2011)

8.3 The PPG 21 guidelines identify a number of circumstances that may give rise to incidents onsite. Table 1 presents the list and scopes out those situations that are not applicable to the proposed operation.

Table 1: Possible Causes Of Environmental Incidents Identified in PPG21.

Possible causes identified in PPG21.	Applicable ?	Reason
• Delivery and storage of materials;	Y	Wood chip & baled RDF to be delivered
• Overfilling containment vessels;	X	No containment vessels within site
• Plant or equipment failure;	X	Only mobile plant in use, not critical to ongoing safe maintenance of operation
• Containment failure;	X	No containment vessels within site
• Fires, explosions or failure to contain fire fighting water;	Y	Risk of fire & need to limit fire water discharge
• Wrong connections of sewers and pipes;	X	Site drainage isolated
• Incompatible materials coming in contact;	X	Only wood chip and/or baled RDF received and stored onsite
• Uncontrolled reactions;	X	As above
• Discharge of partially-treated or raw effluent;	X	No discharges
• Vandalism;	X	Risk of arson controlled by preventative security
• Flooding of part or all of site.	Y	Proximity to Dock and Severn Estuary

8.4 Having scoped out issues that are applicable an assessment has been conducted of the risks presented by each. This is presented in Table 2.

8.5 This plan applies to the following foreseeable environmental emergencies:

Table 2: Environmental Emergencies & Vulnerable Targets

Type	Emergency	Pathway	Receptors
A	Uncontrolled release of polluting substances arising from leakage or spillage.	Escape through site drains to dock water.	Site users, staff, General Public and Neighbours Aquatic ecosystem (Dock & Severn Estuary)
B	Air borne dust	Escape through air to cause nuisance.	Neighbours, residential properties, staff and general public. Adjacent land (fallout)
C	Fire involving waste materials	Escape via air (smoke), and/or firewater via site drains.	Neighbours, residential properties, staff and general public. Adjacent land (fallout) Aquatic ecosystem (Dock & Severn Estuary)
D	Flooding	Escape of material through drains or directly from site surface by wash off	Site users, staff, General Public and Neighbours Aquatic ecosystem (Dock & Severn Estuary)

9.0 Emergency Procedures

9.1 Type A Emergency: Leakage or Spillages

1. Isolate the affected area to prevent unauthorised access.
2. If safe to do so, isolate source of leak or spillage to prevent further losses.
3. Activate interceptor isolation valve. (Refer to site drainage plan [Appendix IRP2](#))
4. Use absorbents to contain spread of spillage as identified in the Pollution Prevention Equipment Inventory.
5. Notify Natural Resources Wales and site Management. (Contact numbers on Front Page EIRP).
6. Transfer any residual contents and contaminated absorbents to suitable temporary storage containers.
7. Obtain specialist advice on decontamination of surfaces and drains if necessary.
8. Confirm site clean up with the Natural Resources Wales.

9.2 Type B Emergency: Dust Escape

1. Activate dust suppression system. (Procedure located within Dust Management Plan within EMS Folder).
2. Notify Natural Resources Wales, local EHO and senior management if dust escapes from site in significant/visible quantities

9.3 Type C Emergency: Fire - See Fire Plan

9.4 Type D Emergency: Flooding

1. If safe to do so, contain any materials that may contaminate water or float away by use of solid barrier
2. Notify Natural Resources Wales and Senior management (contact number on Front Page of EIRP)
3. When flooding subsides check and secure as far as possible all materials affected by flood to ensure that no polluting materials escape – if so treat as Type A Emergency.
4. Isolate contaminated materials for inspection and possible removal from if quality or wrapping adversely affected.
5. Remove unaffected waste from affected area using mechanical equipment if majority of stockpile adversely affected.

9.5 Procedure For All Emergencies

1. Notify Senior management and NRW (contact number on Page 1 of EIRP)
2. The most senior person present on site to take immediate control of any incident pending arrival or remote handover to the appropriate authority or site manager.
3. Gather as much information as possible – get names and addresses of any witnesses and take photos if possible.
4. Complete an Accident & Incident Record form Appendix IRP3, for investigation and action.
5. Appropriate personal protective equipment is to be used at all times.

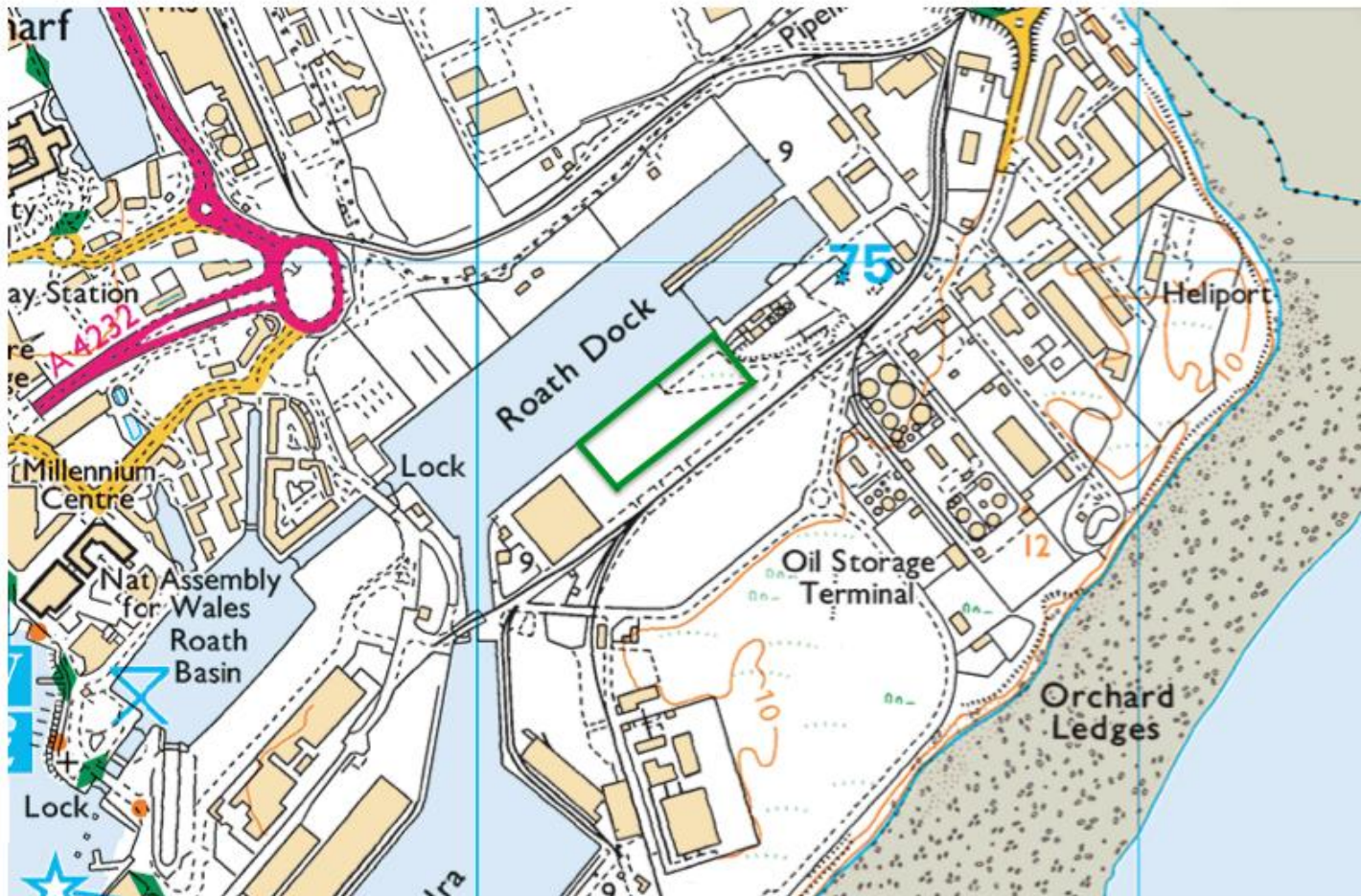
10. Accident & Incident Recording Procedure

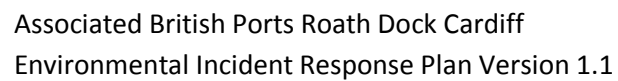
1. This form will be completed in the event of any accident or incident.
2. It shall be passed to the Operations Manager for investigation.
3. Once investigated any corrective action recommended.
4. Following management approval the form is passed to Operations Manager for implementation.
5. The form is returned to the site and kept in the actioned Record Form File located in the site office.

A cover sheet shall be used to record:

- When a form has been generated;
- When it has been passed to the Operations Manager; and
- When it has been returned for action.

Appendix IRP1: Site Plan (@1:25000 Scale)






Appendix IRP 3: Accident & Incident Record Form

Date and time of the incident	
What happened, what was it about?	
Was anyone else aware of this – other witnesses? If so who?	
What caused it?	
What have you done to make sure that it does not happen again?	
Was there any significant pollution or environmental damage to land, water or protected areas – for example: dust, odour or noise pollution outside the site or spillage of polluting liquids onto the ground, or at a site of special scientific interest, or into a drain or a watercourse? If so what?	
Is there a continuing threat? Yes / No	
If there was, then you must take steps to prevent further damage and notify Natural Resources Wales on 0800 80 70 60 and any other relevant regulators ASAP. Have you done so? Yes/ No	Who did you phone? At what time did you phone?
You must also write or send an email to confirm this to the local office (see your accident management plan for the address) Have you done so?	Yes/No What date did you contact?
Please print your name and sign	

Appendix IRP4: Complaint Record

Who made the complaint?	Name:	
	Address	
	 Phone No	
Date and time they made the complaint		
What happened, what was it about?		
Was anyone else aware of this – other neighbours or your staff? If so who?		
Did the complaint relate to your site? If so, what happened? What went wrong?		
What have you done to make sure that it does not happen again?		
Was there any significant pollution or environmental damage to land, water or protected areas – for example: dust, odour or noise pollution outside the site or spillage of polluting liquids onto the ground, or at a site of special scientific interest, or into a drain or a watercourse? (If so, then complete an incident form in Section 6)		
If there was, then you must take steps to prevent further damage and notify Natural Resources Wales on 0800 80 70 60 and any other relevant regulators ASAP. Have you done so? Yes/ No	Who did you phone? At what time did you phone?	
You must also write or send an email to confirm this to the local office (see your accident management plan for the address) Have you done so?	Yes/No What date did you contact?	
Please print your name and sign:		