



Section 11.0 – Pollution Incident Response Plan

Guidance Notes:

Details of procedures and measures to be implemented to contain, limit and mitigate the effects of pollution incidents as far as reasonably practicable are contained within this section.



FORTH REPLACEMENT CROSSING – FIFE ITS

FRC/ITS/GC/PIRP/01
Pollution Incident Response Plan



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- Appendix L - Environmental Complaints, Spills, Incident Record
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11.1 Objective

To carry out the works in such a way as to avoid pollution incidents; however, should any occur, procedures and measures will be implemented to contain, limit and mitigate the effects as far as reasonably practicable.

11.2 Site Details

- **Site Name:** *GRAHAM Construction FRC-Fife ITS Project*
- **Location (address) Site Compound:**
 - *GRAHAM Construction, FIFE ITS Site Compound, Kirkgate Road, Inverkeithing, KY11 1HY*
- **Contact Details:** Rory McFadden (Sub Agent) 07500787890
- **Location and address of local emergency services facilities**
 - Police station: Hilton Road, Dunfermline, KY11 2XH Tel: 01383 425278
 - Fire Authority: Lumphinnans RD, Lochgelly, KY5 9AP Tel: 01592 782 444
 - Medical facilities: Queen Margaret Hospital, Whitfield Road, Dunfermline, Fife, KY12 OSU, Telephone: 01383 623623
- **Activities carried out on site:**
 - Earthworks and hard standings
 - Mine workings Consolidation
 - Extensive Temporary Traffic Management
 - Installation of 18 Overhead Gantries and associated communications networks
 - Resurfacing works to existing carriageway
 - Drainage and ducting
- **Distribution:**
 - Contracts Manager
 - Site Agent
 - Site Foreman
 - Site Engineers
 - Employer
 - Site Copy

11.3 Subsidiary Management Plans

Measures set out in the following management plans to limit the risk of pollution will be adhered to:

- Area Management Plan
- Noise and Vibration Management Plan
- Dust and Air Pollution Management Plan

- Geology, Land Contamination and Waste Management Plan
- Surface and Ground Water Management Plan

11.4 Guidance

Guidelines contained in the following Pollution Prevention Guidelines will be complied with:

- PPG 18: Managing Fire Water and Major Spillages
- PPG 22: Dealing with Spillages on Highways
- PPG 26: Storage and Handling of drums and intermediate bulk containers

11.5 Legal Compliance

Graham will be responsible for compliance with the Environmental Liability (Scotland) Regulations 2009 regarding any imminent threat of environmental damage and will take appropriate actions that may be necessary as a consequence of construction works.

11.6 Pollution prevention equipment inventory

A suitable number of **oil spillage kits** will be available on site at all times.



The following equipment and material will be available within the spill kits to deal with pollution incidents

- Absorbents
- Drain covers/ mats
- Pipe blockers
- Booms
- Pumps



The spill kits will be located in easily assessable areas on site and labeled appropriately (as illustrated above)

11.7 Pollution Incident Training

A team of operatives will be trained in the use of the site spill kits. Training will be carried out by the Graham Environmental Manager.

The **Emergency Contacts/ Reporting Procedure** and **Response Plan** will be displayed on site and communicated to all operatives.

All operatives will receive awareness training in the procedures to follow in the event of a spillage through regular toolbox talks.

Arrangements for practising emergency plans through simulated incidents will be carried out as part of the pollution incident training.

11.8 Reporting of Pollution Incidents

We will investigate and document ALL pollution incidents (including Spills, dust, noise pollution etc) using Appendix L – “Environmental Complaints, Spills, Incident Record”.

This record/ report will then be provided to the Employers Representative.

Details which will be recorded on the report will include:

- A description of the pollution incident
- Contributory causes
- Adverse effects
- Measures implemented to mitigate adverse effects
- Effectiveness of measures implemented to prevent pollution incidents

11.9 Monitoring of procedures and measures within relevant management plans in order to prevent pollution incidents

We will undertake appropriate monitoring of the procedures and measures set out in the relevant management plans for construction activities in order to prevent pollution incidents and to ensure they are being adequately implemented.

This will include ensuring that the control measures as set out in the following management plans are being implemented

- Area Management Plan
- Noise and Vibration Management Plan
- Dust and Air Pollution Management Plan
- Geology, Land Contamination and Waste Management Plan
- Surface and Ground Water Management Plan



11.10 Checks carried out on site to prevent pollution incidents

The following checks will be carried out on site to ensure that procedures and measures to prevent pollution incidents are being implemented.

- Checks to ensure that spill kits are located at the correct locations.
- Checks to ensure that spill kits include the correct inventory.
- Checks to ensure that the Emergency Response Plan is displayed at the Site Accommodation.
- Checks to ensure that operatives have received training in the procedures to follow in the event of a spillage.

11.11 Monitoring the effectiveness of procedures and measures to prevent pollution

The Environmental Manager will carry out a full review of any environmental incidents in order to determine the effectiveness of the procedures and measures implemented to prevent pollution incidents and the effectiveness of the response procedures set out in the Pollution Incident Response Plan.

Where necessary the Environmental Manager will identify any areas where improvement is required to comply with the requirements of the CoCP.



Appendices:

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Appendix I

Emergency Response Plan for dealing with a Spillage of Fuel Oil

Establish the nature and extent of the spillage and where necessary contact and deploy our partner Specialist Emergency Response Team (Alpha Environmental) at the earliest available opportunity.

Alpha Environmental - Tel: 0800 083 3524

Steps that should be taken to minimise any environmental pollution

1. Establish that there is not an immediate risk of fire, if there is call the Fire Brigade.
2. Remove possible sources of fire / ignition from the vicinity.
3. Isolate the leak to prevent further escape
4. Contain the spillage by bunding with booms or earth banks and by using absorbent materials
5. Seal any drains using suitable means to prevent further entry of oil
6. Trace drains and attempt to contain any oil within them
7. Place booms across any receiving water courses to absorb surface oil
8. Notify relevant parties in line with the “Environmental Incident Reporting Procedure”
9. Remove all contaminated materials such as absorbents or oil soaked ground for safe disposal
10. Attempt to decontaminate all contaminated surfaces

GRAHAM

CONSTRUCTION

11. All contaminated earth, absorbent mats etc. arising from the spillage are designated contaminated waste and are to be disposed of via a licensed haulier to a licensed recipient and signed traceable records kept



Appendix J

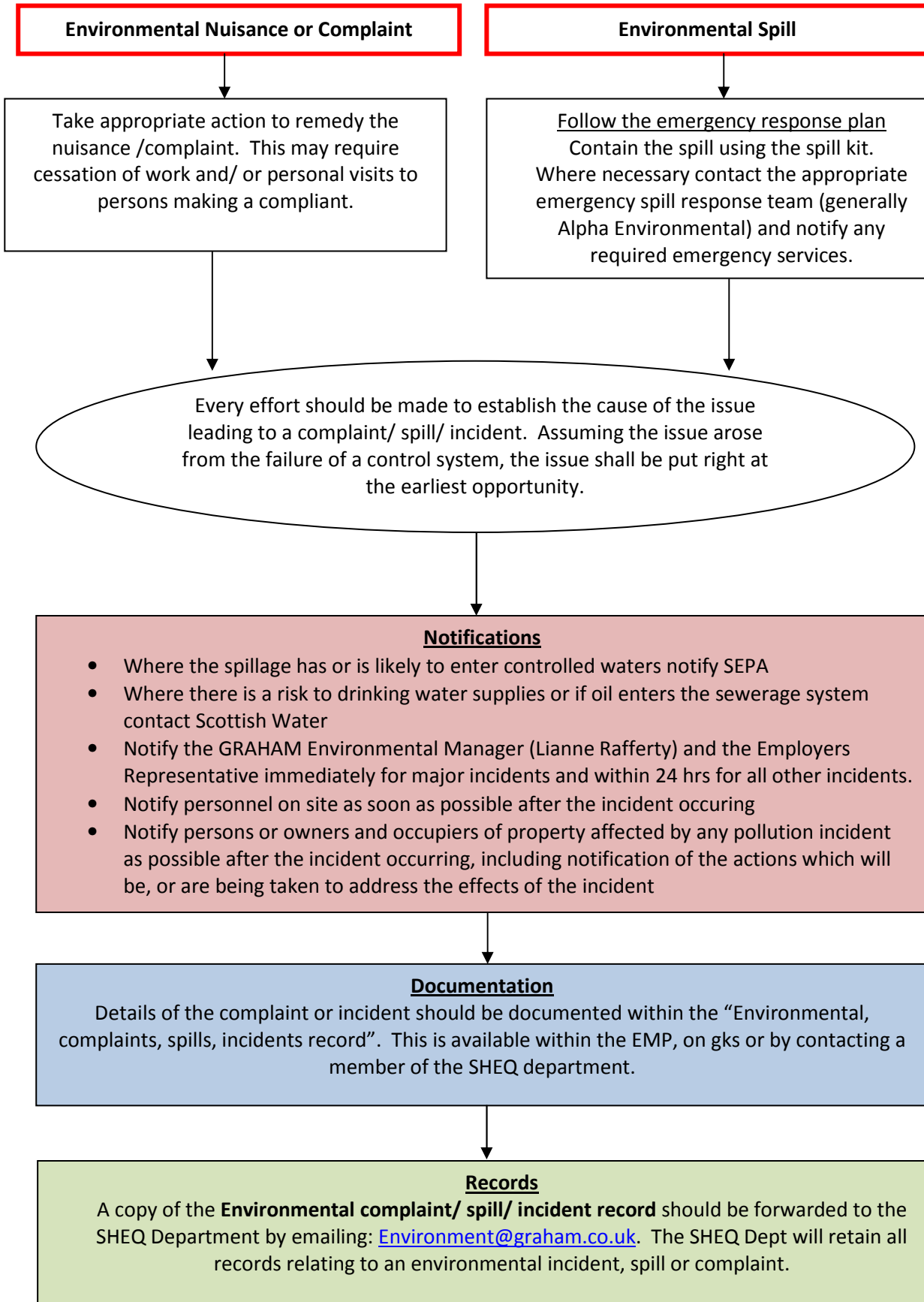
EMERGENCY CONTACTS
IN THE EVENT OF A SERIOUS ENVIRONMENTAL INCIDENT

Contract Name: FRC - FIFE ITS PROJECT	Site Code: FJ
Address: GRAHAM Construction, Kirkgate Road, Inverkeithing, KY 11 1HY	Site Tel No: 01383 420660



CONTACTS	TEL No:	LOCATION:
Emergency Services	999 For All Services	INVERKEITHING & DUNFERMLINE
SEPA	0131 273 7354	EDINBURGH
Local Authority	08451 55 55 55	FIFE COUNCIL
Scottish Water	01382 56 36 66	DUNFERMLINE
Clean up Contractor (Alpha Environmental)	0800 083 3524	EDINBURGH
Employers Representative	07950999828 (T. Barber)	INVERKEIHTING
Project Manager (GRAHAM)	07967039682 (S McFaul)	INVERKEITHING
Site Manager (GRAHAM)	07500787890 (R.McFadden)	EDINBURGH
Environmental Manager (GRAHAM)	02892689500 (L. Rafferty)	HILLSBOROUGH
SHEQ Director (GRAHAM)	02892689500 (A. Cooke)	HILLSBOROUGH

Appendix K - Environmental Incident reporting procedure flowchart for ALL pollution incidents





Appendix L - Environmental Complaints/ Spills/ Incidents Record

Project :	Forth Road Crossing FIFE ITS	Date & 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			
You must return this form to Environment@graham.co.uk		What date was it returned?	
Please print your name and sign:			
To be completed by the Environmental Manager			
Does the incident require to be reported to the regulator? Yes / No			
Have you done so? Yes / No		Who did you phone? What date/ time?	
Details of the effectiveness of measures implemented:			



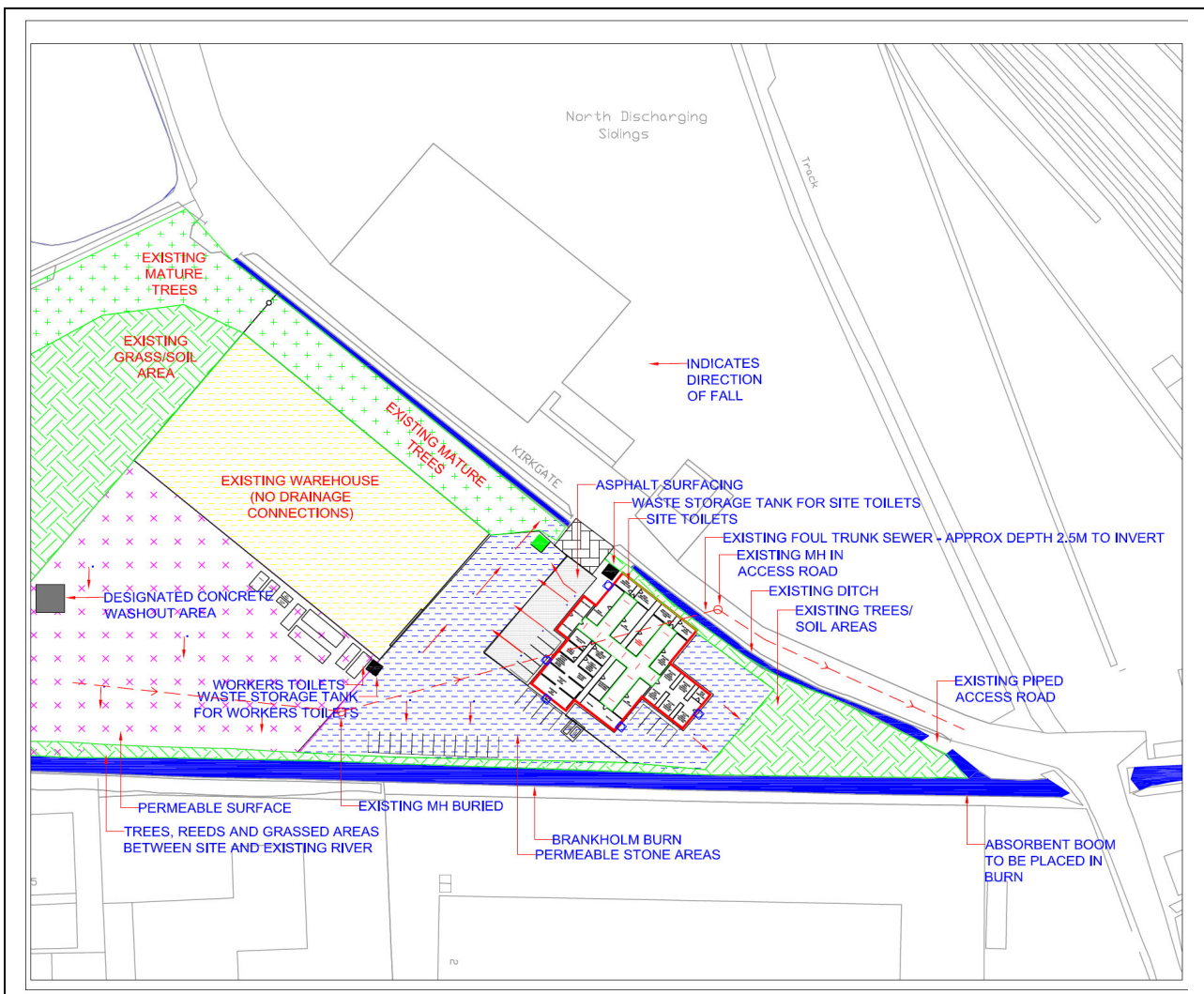
Please print your name and sign:

Appendix N - Drainage Plan

A site drainage plan must be drawn up to identify site drainage arrangements and features. The following should be used as guidance in constructing the drainage plan

- Use red for foul sewers.
- Use blue for surface water sewers, watercourses and soakaways.
- Use the same convention for drain covers and grips.
- Number the drain covers to help identify them.
- Distinguish between separate or combined system (Red C = Combined).
- Mark the location, depth and construction details of any soakaways or depth for boreholes and wells.
- Indicate the direction of flow for all sewers.
- Identify the sewage treatment works/sewage pumping station to which your site connects.
- Identify all surface water outfalls from the site.
- Identify suitable points for installing pollution control booms

SITE LAYOUT PLAN





Appendix O - Site Layout Plan

A site layout plan must be drawn up to identify the site layout and access details

The following should be used as guidance in constructing the site layout plan:

- Access routes and meeting points for emergency services
- The location of process areas and any on-site treatment facilities for trade effluent or domestic sewage
- Areas or facilities you use to store raw materials, products and wastes (include details of tank sizes and products stored)
- Bunded areas, with details of products stored and estimated retention capacity
- Location of hydrants, and pollution prevention equipment and materials
- Any watercourse, spring, borehole or well located within or near the site
- Areas of porous or unmade ground

Site Layout Plan – See Previous Sketch

Individual sketches will be completed for the Gantry locations if required.

