



Control of **Major** Accident Hazards Regulations 2015 (Seveso 3) (COMAH)

In the event of a Major Incident please refer to Section 1.4

Offsite Emergency Plan - Version 1.1

Classification: Official

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Salvatori & Son Ltd

Unit 4

Aylesham Industrial Estate

Covert Road

Aylesham

Canterbury

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Distribution

Salvatori
Health & Safety Executive (HSE)
Environment Agency (EA)
Kent Fire & Rescue Service (KFRS)
Kent Police
South East Coast Ambulance Service (SECAMB)
NHS South East and CCG
United Kingdom Health Security Agency Kent Surrey Sussex Health Protection Team
Kent County Council (KCC)
Dover District Council
Kent Resilience Team (KRT)
Department for Environment, Food & Rural Affairs (Defra)
Food Standards Agency (FSA)
Natural England (NE)
Southern Water
Affinity Water

Amendments

Version	Amended By	Amendments Made	Date Amended
1			
1.1	Matt Sandwell	Amendments made as a result of learning from Exercise Hawfinch – including the inclusion of Canterbury City Council and specific details on rest centre(s) for a COMAH incident.	23/08/2024

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Section 1 - Purpose and Activation

1.1 Purpose

This External Plan has been prepared to describe:

- The method by which the response to a major accident is implemented.
- How an emergency response will minimise any effects upon and /or damage to human health and welfare, the environment, property and infrastructure;
- How measures necessary to protect the environment from the effects of major accidents will be implemented;
- How information will be communicated to the public, the emergency services, local authorities and other stakeholders;
- How the environmental restoration and clean-up following a major accident will be achieved;
- The agreed roles and responsibilities of response organisations;
- The management and integration of the emergency response; and
- How the requirements and objectives of the COMAH Regulations 2015 are met.

The External Plan is supported by detailed contingency plans and / or operating procedures for each of the response agencies.

It also integrates with the Onsite Plan and uses information supplied by Salvatori and contained within the Site Safety Report approved by the Competent Authority and Onsite Plan.

The Health & Safety Executive (HSE) has determined that this External Plan should be prepared in respect of potential adverse environmental impacts and surrounding areas (see Section 3).

1.2 Definition of a Major Accident

The Control of Major Accident Hazards Regulations (2015) defines a Major Accident as: -

“An occurrence such as a major emission, fire, or explosion resulting from uncontrolled developments in the course of the operation of any establishment to which these Regulations apply and leading to serious danger to human health or the environment (whether immediate or delayed) inside or outside the establishment, and involving one or more dangerous substances”.

The onsite emergency procedures have been developed to ensure that appropriate decisions can be taken to escalate any incident from a minor controllable incident to a Major Accident.

1.4 Quick response guide to COMAH emergency

1. Start a log book;
 - Record the time of each entry;
 - Log all alerts and any resulting actions;
 - Capture the rationale for each of your actions;
2. Inform relevant organisations and parties using contact flowchart on Page 27;
3. If the County Emergency Centre at Invicta House is mobilised, it may be appropriate to work from this location;
4. You may be required to attend or dial-in to a multi-agency Strategic, Tactical or Recovery Co-ordinating Group meetings.
5. Microsoft Teams meetings can be established, invitations will be sent out to all key multi-agency teams listed in the distribution list.
6. What happens next (key steps):
 - The police, and other organisations, will continue the call-out process;
 - The police will set up the Strategic Coordination Centre (SCC);
 - The Strategic Coordinating Group (SCG) will set up and take over strategy coordination of the incident and the generation of public advice;
 - The police, local authority, operator and health authorities will work together to protect, advise and reassure the public via multi-agency command control coordinating groups;
 - When the situation allows and the key stakeholders agree, there will be a transition, either to normality or to a recovery process.

1.5 Site Operations, Staff Numbers and Onsite Responsibilities

During the week one of the managers listed will always be on site. When they are notified of an incident, they will assess the situation and if necessary, begin the prescribed Emergency Action Plan including notifying all relevant agencies of an MAH.

At weekends the same persons will be notified, it will still be the responsibility of these managers to decide on any escalation of the emergency action, we have arrangements in place for local managers to visit site for immediate assessment, this is also done using the CCTV which can be viewed remotely.

1.6 Responsibility for Onsite Declaration of a Major Accident

The decision on declaring a Major Accident is taken by Salvatori.

1.7 Reasonably foreseeable Incidents

Whilst the COMAH Safety Report clearly demonstrates that the likelihood of a fatality or serious disabling injury resulting from a Major Accident Hazard (MAH) is very low, it is recognised that they could occur. The major risks to the site are:

- A violent collision of the diesel storage tank.
- A violent collision to the diesel delivery tanker.
- Accidental or Unplanned rupture of diesel delivery hoses during transfer.
- A violent collision to the LPG storage tanks.
- A violent collision to the LPG delivery tanker.
- Accidental or Unplanned rupture of LPG delivery hoses during transfer.
- A violent collision of the kerosene storage tank.
- A violent collision to the kerosene delivery tanker.
- Accidental or unplanned rupture of diesel delivery hoses during transfer.
- Accidental damage to the acetylene gas bottle in Shed 5 (workshops).
- Accidental ignition of the acetylene gas bottle in Shed 5 (workshops).
- A significant fire in any adjacent building on site.

1.8 Events which could cause a Major Accident or a Major Accident to the Environment

- Major spillage of Diesel during filling or a violent collision to the storage tank.
- Major spillage of Kerosene during filling or violent collision to the storage tank.
- Major release of LPG from the storage tanks during filling or violent collision to the storage tank.
- A Major Fire in any building on site but more specifically in Sheds 6 & 7 where hazardous products are stored. (Hazardous contaminant would include any resultant fire water)

1.9 When this External Plan will be Activated

This plan will be activated when:

- A major accident occurs (or may potentially occur); or

An uncontrolled event occurs which could be reasonably expected to lead to a major accident.

1.10 Responsibility for Activating the External Plan

The Salvatori main Site Controller / Deputy Site Controller are responsible for activating the External Emergency Plan.

In certain circumstances the External Plan would be activated by the Kent County Council Duty Emergency Planning Officer (See Section 1.9).

1.11 How the External Plan will be Activated

Salvatori personnel will make a '999' telephone call to the emergency services whenever a major accident has occurred, or an uncontrolled event has taken place which could reasonably be expected to lead to a major accident.

- A '999' telephone will be made requesting attendance by:
 - Kent Fire and Rescue Service
 - Kent Police
 - Kent County Council Duty Emergency Planning Officer
- If there are casualties a request should also be made for attendance by South East Coast Ambulance Service.
- Salvatori shall provide a situation report addressing onsite impacts for emergency responders.
- The following information will be given to each emergency service (and other responders in due course):
 - Salvatori address
 - It is an upper-tier COMAH site and are activating the external COMAH Plan
 - Details of the incident or potential incident (**using the METHANE mnemonic – Annex 3**)
 - Casualties
 - Actual or potential hazards for responding services
 - Access point for emergency services' vehicles
 - Location of onsite Rendezvous Point (RVP)
 - That it has or may impact adversely on the environment
 - Any other relevant information
 - Contact telephone number(s)

Kent Police will also alert the Kent County Council Duty Emergency Planning Officer (DEPO) if a Major Accident is declared, as well as Salvatori. The DEPO will then, as the appropriate local authority representative under the COMAH Regulations (2015), activate this external plan. Any emergency services attending a (potential) Major Accident where the External Plan has not been activated should then inform the KCC DEPO who will then activate the plan.

1.12 Reviewing and Exercising

This plan will be reviewed and where necessary revised at suitable intervals not exceeding three years. Reviews of this plan will consider changes occurring at the Salvatori site, and in relation to the emergency services and other organisations, legislation, emergency planning philosophy, experience and lessons learned from operational response and through exercising and testing this and other relevant plans.

This plan will be tested by either live deployment on site, table-top, or alerting exercises once every three years. Exercises will involve the site operator, Kent County Council, the emergency services, and other appropriate stakeholders.

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Section 2 - Roles & Responsibilities

2.1 Salvatori

a) Initial Actions

- Ensure the safety of personnel;
-
- Ensure that the onsite plan has been activated;
- Employees, contractors and visitors must evacuate the area and proceed to the main assembly point if there is a continuous sounding alarm.
- Alert the emergency services;
- Alert KCC Duty Emergency Planning Officer (DEPO);
- Advise the emergency services that they are triggering the External Plan;
- Ensure environmental protection measures are implemented;
- Ensure that an onsite (RVP) is identified and communicated to the emergency services for initial attendance;
- Ensure that a company representative attends the RVP to assist incoming emergency services;
- Advise adjacent premises;
- Arrange for a chronological log to be kept of all significant actions taken;
- If appropriate, provide technical advice on the plant and its processes to the emergency services;
- Assist with the communications strategy and dissemination of Public Information;
- Advise the emergency services of any need to transmit safety warnings to persons in the surrounding area.
- Provide media and public information on hazards and any countermeasures;
- Notify the Health and Safety Executive (HSE) and Environment Agency (EA);
- Gather and preserve evidence in anticipation of an investigation (N.B. If death or serious injury has occurred and /or there has been sabotage the police will treat this as a crime scene, as they will need to gather evidence);
- Inform relatives in liaison with Kent Police regarding any major accident to employees;
- Enter the details of the emergency on all relevant accident notification forms; and
- Arrange for liaison/representation at strategic and/or recovery co-ordinating groups, if necessary.

b) Further Key Actions

- Provide media and public information on hazards and any countermeasures;
- Notify the Health and Safety Executive (HSE) and Environment Agency (EA);
- Gather and preserve evidence in anticipation of an investigation (N.B. If death or serious injury has occurred and /or there has been sabotage the police will treat this as a crime scene, as they will need to gather evidence);
- Inform relatives in liaison with Kent Police regarding any major accident to employees;
- Enter the details of the emergency on all relevant accident notification forms; and

- Arrange for liaison/representation at strategic and/or recovery co-ordinating groups, if necessary.

2.2 Kent Fire and Rescue Service

- Protecting life and property in the event of fire;
- Rescuing people from collapsed buildings/structures;
- Lifesaving through search and rescue;
- Securing adequate supply of water for fire-fighting;
- Removing chemical contaminants from people and containing environmental runoff;
- Identification, monitoring and management of hazardous materials
- Salvage and damage control at fire incidents;
- Safety management within the inner cordon for KFRS led incidents; and
- Establish liaison with Salvatori, Police, Ambulance, KCC DEPO, Port of London Authority and the Environment Agency at the onsite and/or offsite emergency control centre(s).

2.3 Kent Police

The primary areas of Kent Police responsibility are:

- Preserving life in conjunction with other emergency services;
- Protecting property and environment;
- Co-ordinating the activities of the emergency services and other responding agencies at and around the scene of a land based sudden impact emergency or major incident;
- Ascertain whether any external ground or water pollution has occurred or is likely;
- If so, ascertain whether this External Plan has been activated by the Company and if not notify KCC DEPO;
- Carry out a dynamic risk assessment as necessary;
- Establish communication with site and other responders;
- Identify, through liaison with the Environment Agency and Kent Fire Rescue Service, safe approach routes to the site if necessary;
- Deploy staff to the 'Onsite RVP';
- Deploy an Officer to the onsite emergency control centre;
- Set up an external tactical (silver) control if required;
- Designate and maintain any cordons required. In respect of an inner cordon during the rescue phase, this responsibility must be undertaken in conjunction with Kent Fire and Rescue Service;
- Implement traffic management arrangements if required;
- Assist with the communications strategy and dissemination of Public Information; (refer to comments re. role of Kent Fire and Rescue Service above.
- With relevant agencies and the operator consider any need for evacuation;
- Inform KCC DEPO;
- Consider the need for a Local Authority Incident Liaison Officer (ILO) at tactical and / or operational control;
- Consider the need to collate casualty information;

- Support the role of HM Coroner in the investigation of the cause and circumstances of unexplained or sudden deaths. This duty extends to the retrieval of the deceased, their personal property, the positive identification of the deceased and their return to their family or friends for burial or cremation;
- Protecting and preserving the scene, to safeguard and collect evidence for subsequent inquiries and possibly, criminal proceedings (see above re. collecting evidence);
- Investigate any potential breaches of criminal law in conjunction with other investigative bodies or competent authorities; and
- If terrorism is suspected to be the cause of an emergency, assume overall control of the incident.

2.4 South East Coast Ambulance Service

- Consider the requirement to declare a Major Incident;
- Consider implementation of the Incident Response Plan;
- Obtain details of the incident from the site operator;
- Inform the Integrated Care Board (ICB) and UKHSA if required;
- Identify safe approach route after a dynamic risk assessment;
- Direct Ambulance crews to the onsite or offsite Rendezvous Point;
- Deploy an Ambulance Commander to tactical control and/or operational control;
- Establish communications with other responding agencies;
- In consultation with Police identify locations for Incident Command Vehicle and external RVP responding ambulances including marshalling area should that be necessary;
- Ascertain product/chemical involved;
- Establish appropriate level of protection for staff;
- Determine availability of onsite facilities for casualty management and decontamination;
- Provide clinical decontamination and identify and inform receiving hospital(s).

2.5 Kent County Council Duty Emergency Planning Officer

- Receive alerting calls from Salvatori, Kent Police and/or Kent Fire & Rescue Service;
- Commence an incident log;
- Ascertain details of the incident;
- Confirm that Salvatori has activated the COMAH External Emergency Plan;
- If Salvatori have not done so, activate it immediately;
- Alert the emergency services and advise them that KCC are activating the Offsite Emergency Plan;
- Inform Dover District Council that this plan has been activated;

- Advise and alert relevant KCC services and other agencies depending on the circumstances and (potential) effects of the incident in accordance with normal practice;
- Liaise with KCC Highways, Transportation and Waste in relation to transportation implications, drainage infrastructure, waste disposal and equipment requirements;
- Liaise with KCC Public Rights Of Way Service to request GIS mapping support if required;
- Liaise with Environment Agency and Natural England in relation to mitigation and monitoring of harm to the natural environment;
- Assist with the communications strategy and dissemination of public information;
- Co-ordinate voluntary sector if required

N.B. It is essential that the Environment Agency, as lead agency for aquatic pollution, are alerted given that this is the most likely consequence of a release of contaminants to the environment.

2.6 Dover District Council

- Receive the alerting call;
- Send an Incident Liaison Officer (ILO) to the Salvatori premises to ascertain the extent of the incident and any actual or potential impact on the local community;
- Consider the requirement to declare an emergency in respect of the District Council's response;
- Maintain an incident log;
- If appropriate activate the District Council's emergency arrangements;
- Alert the Environmental Health Officer;
- Assist with the communications strategy and dissemination of public information;
- Send a Local Authority Incident Liaison Officer to the Tactical Co-ordinating Group or Salvatori if necessary;
- Ascertain actions required of the District Council;
- Consider the (potential) future effects on the community and environment.
- Determine, in consultation with KCC and the Environment Agency, the appropriate lead agency for recovery co-ordination. Refer to the community recovery considerations in Section 8 of this plan and the KRF Pan Kent Recovery Framework;
- Set up and manage rest centres if required (primary rest centre location at Whitfield Leisure Centre see Figure 8.
- Assist with dissemination of public information and media matters.

2.7 Canterbury City Council

- Send an Incident Liaison Officer (ILO) to the Salvatori premises if required to ascertain the extent of the incident and any actual or potential impact on the local community;
- Consider the requirement to support Dover District Council in an emergency at the site;
- If appropriate activate the City Council's emergency arrangements;

- Alert the Environmental Health Officer;
- Assist with the communications strategy and dissemination of public information;
- Send a Local Authority Incident Liaison Officer to the Tactical Co-ordinating Group or Salvatori if necessary;
- Ascertain any actions required of the City Council;
- Consider the (potential) future effects on the community and environment.
- Determine, in consultation with KCC and the Environment Agency, the appropriate lead agency for recovery co-ordination. Refer to the community recovery considerations in Section 8 of this plan and the KRF Pan Kent Recovery Framework;
- Set up and manage rest centres if required – if requested / required through mutual aid depending on scale of any evacuation and shelter
- Assist with dissemination of public information and media matters.

2.8 Environment Agency (EA)

The Agency has responsibility throughout England and Wales for:

- The management and regulation of the water environment, including abstraction licensing, pollution control, flood warning and flood defence;
- Controlling industrial pollution, particularly at nuclear, oil and chemical sites and major industrial processes; and
- Regulating the transport and disposal of wastes.

Incident Response

- The Agency will attend all incidents posing a significant or potentially significant environmental impact, or, in specific circumstances, posing a threat to human health;
- Receive alerting call to a (potential) major accident having external environmental consequences;
- Assist in identifying the (potential) environmental impact;
- Advise on mitigation measures with the emergency services and/or the site operator to minimise environmental impacts;
- (in liaison and consultation with the Company, warn water abstractors and water users who may be at risk;
- Notify other organisations that might be affected (e.g. Food Standards Agency, Natural England, Water Companies);
- The Agency will work with Kent Fire Service and KCC Highways Transportation and Waste to minimise the threat to the environment caused by chemical spills and contaminated fire-water run-off and warn appropriate parties who may be affected by the associated dangers;
- According to the seriousness of the incident, an Agency officer will attend as soon as possible following receipt of a report within a maximum of two hours during normal office hours and within four hours outside office hours. However, these are maximum times and every effort will be made to attend as quickly as possible;
- Ascertain the extent and source of pollution where required and collect samples and other evidence in relation to offences under environmental legislation;
- Assist with the communications strategy and dissemination of Public Information;

- Provide liaison officers to Operational, Tactical and Strategic Co-ordinating Groups; and
- In the event of a major air quality incident, co-ordinate the provision of air quality data which can be used for the basis of public health advice through co-ordination of a multi-agency Air Quality Cell. The cell will brief tactical and strategic command groups through the local Health Protection Liaison Officer.

2.9 Water Undertakers

Brief	Affinity Water	Southern Water (Sewerage)
To receive initial information of incident.	√	√
Provide expertise, as required, to support emergency response and recovery	√	√
Provide Liaison Officer at onsite emergency centre if requested	√	√
Provide Liaison Officer at Local Authority Emergency Centre(s) if requested	√	√
Despatch Trade Effluent Officer to the incident if necessary		√
Implement measures to protect water supplies	√	
Implement measures to protect drainage system and Waste Water Treatment Works		√
Provide emergency water supplies if necessary	√	
Consider need to formulate advice on contaminated water supplies	√	
Liaise with and advise Salvatori on relevant drainage issues.		√
Liaise with Environment Agency	√	√
Consider need to advise the public regarding contaminated drainage supplies		√
Liaise with emergency services regarding public warning.	√	√
Assist with local dissemination of information if required	√	√
Maintain logs and records of all activities	√	√
If requested appoint a representative to the multi-agency Strategic Recovery Co-ordinating Group	√	√

2.10 The UK Health Security Agency (UKHSA) (South East)

The UKHSA Team (South East) will be supported, if required, by the Chemical Hazards and Poisons Division (CHAPD) of the Health Protection Team (HPT) and work closely with the NHS and other agencies in responding to incidents:

- Receive an incident alert from South East Coast Ambulance Trust;
- Provide any necessary expert advice to the Tactical Co-ordinating Group in respect of health aspects of the incident;
- If required, convene the Science and Technical Advice Cell (STAC) to be chaired by the Director of Public Health (DPH) or Consultant in Communicable Diseases (CCDC);
- Supported by CHAPD, provide health advice to the public and other agencies, e.g. about the toxic effects of released chemicals and actions to be taken to protect health;
- In collaboration with the DPH, provide health-related information to GPs, hospital staff and NHS staff during the incident;
- Provide health advice to partner agencies as required, including advice on decontamination;
- Assist with the dissemination of Public Information;
- In collaboration with the DPH, advise Police Commanders on the health considerations of a decision, e.g. evacuation versus sheltering decision (through STAC or otherwise);
- Prepare health protection components of agreed media statements. Liaise with police and the DPH on this; and
- Liaise with other agencies to ensure an appropriate response in the recovery phase, continuing to access and provide expert health advice.

2.11 NHS Kent & Medway ICB

NHS Kent & Medway ICB is responsible for co-ordinating the overall health response to a Major Incident, with South East Coast Ambulance Service Trust (SECAmb) providing the blue light response for the NHS. NHS Kent and Medway will work closely with UKHSA who will provide the expert health protection advice.

NHS Kent and Medway ICB will:

- Receive alert from Emergency Services and/or KCC Emergency Planning
- Coordinate the health response to the incident
- Provide input at any Strategic Co-ordination Group meetings;
- If required, convene the Scientific and Technical Advice Cell (STAC), to be chaired by the Director of Public Health (DPH) or Consultant in Communicable Diseases (CCDC);

- Work with KMFR Member to assess any potential risk to the population and represent the NHS on any Vulnerable People and Communities Cell (VPCC) meetings;
- Cascade information to GPs and responding NHS Staff;
- Support rest/reception centres (if required);
- Assist with the dissemination of public information;
- Participate in media calls and support the development and cascading of media statements;
- Liaise with other agencies to ensure an appropriate response in the recovery phase.

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Section 3 – Site information

3.1 The Company

Salvatori provide transport, storage and logistics services in Kent, delivering a full range of services across the UK. The head office in Aylesham, Canterbury is the home for the heavy haulage division, storage and logistics facility as well as a commercial vehicle workshop.

The Salvatori heavy haulage team specialises in full load movements across UK as well as daily export and import to and from France, they are one of the largest flatbed operators linking the UK and France on daily basis, transporting wide variety of goods including building, construction, aggregates, timber, machinery and steel products.

3.2 Site Location

The Salvatori Head Office is located on the Aylesham Industrial Estate Covert Road (off Cooting Road), Aylesham, Canterbury

A list of neighbouring businesses and corresponding contact numbers can be found an Annex 4.

What three words locations –

Redacted



Aerial photograph of Salvatori (red pin) and the surrounding area

3.3 Landscape Context and Environmental Sensitivity¹

The setting of the Salvatori site encompasses open arable farmland and semi-natural ancient woodland and is characterised by the underlying chalk, with a high environmental sensitivity to both atmospheric pollutant deposition and groundwater pollution.

The Salvatori site and its setting is located within a Groundwater Source Protection Zone 2 overlying a major chalk aquifer.

- Spinney Wood is an area of ancient woodland south of the village of Aylesham, with mixed coppice and areas of Beech dominated high forest. The surrounding landscape comprises mostly arable farmland, with a network of footpaths linking with the North Downs Way.
- Spinney Wood is managed on behalf of Aylesham Parish Council by The White Cliffs Countryside Partnership (WCCP).
- The entire woodland supports a rich ground flora, including several ancient woodland indicator species. There is also a diverse invertebrate fauna, including species associated with dead wood and leaf litter.
- The geology of the woodland comprises a chalk substrate under a thin clay cap (with some exposed chalk visible).
- The western edge of Spinney Wood comprises an area of high forest with a canopy of Beech, standing and fallen dead wood. Here there are many regenerating beech saplings as well as a profusion of (healthy) ash seedlings.
- The eastern edge of the site, closest to the boundary with the industrial estate and Salvatori site, is mostly made up of Hazel coppice with English Oak standards. The densest area of Hazel coppice is that closest to the industrial estate boundary.
- There is an 'overstood' veteran Sweet Chestnut coppice stool and a dry ditch running alongside the industrial estate boundary.
- Public rights of way lead around the edge of the woodland and run adjacent to the boundary with the industrial estate.
- Several ephemeral ponds were observed close to the southern edge of the wood (reputed to be V1 impact craters dating back to WWII).

Key contacts:

- Aylesham Parish Council, Aylesham, Dover. Email: admin@ayleshampc.co.uk
- Tel: 07830 353872

- White Cliffs Countryside Partnership, Whitfield, Dover. Email: WCCP@doover.gov.uk.
- Tel: 01304 241806

3.4 COMAH Dangerous Substances Held and Used Onsite

Redacted

¹ A full list of Spinney Wood animal and plant species is available in Annex 1.

3.5 Potentially Toxic Substances Onsite

Redacted

3.6 Site Access and Egress

The site access and egress points are:

Primary

Redacted

Secondary

Redacted

3.7 Onsite Assembly Points

Primary: *Redacted*

Secondary: *Redacted*

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Section 4 – External Response Information

4.1 External Assembly Points

As the incident develops and if the need arises for external Rendezvous Points (RVPs) they will be established by the emergency services as required. All emergency, specialist and support services will be directed there as appropriate.

The emergency services will decide, according to the prevailing circumstances, operational factors, including flood footprint, wind speed and direction, and advice from the Company or Kent Fire & Rescue Service, whether an external RVP is necessary.

4.2 External Tactical Co-ordinating Group

Should circumstances require it, a location for an external Tactical Co-ordinating Group will be determined by the emergency services.

4.3 Tactical Holding / Marshalling area

Appropriate locations will be determined by the emergency services.

4.4 External Helicopter Landing Zones

Locations cannot be pre-identified: individual pilots will determine them at the time, following a dynamic risk assessment.

Section 5 – Public Information

5.1 Public Information Zone (PIZ)

The Competent Authority has determined that as the potential consequences of a major accident are environmental only, COMAH Regulation 18(294) (which states: “The PIZ does not cover areas where a major accident might cause solely environmental damage”) is not applicable and has therefore set a Consultation Distance of zero.

As the Consultation Distance equates to the Public Information Zone there is no requirement to provide public information as required by Regulation 17(1 & 2) including to adjoining commercial premises.

However, during any incident, (e.g. where emissions occur) it may be considered necessary or advisable to alert, inform or advise the public, local community, or adjoining premises. In this case, the ***KMRF Media & Communications Plan*** will be implemented.

This plan will be made publicly available via the KCC website and, as with any other incident, should public information, reassurance or advice be required at any time, this will be provided. The consultation strategy for this external plan also encompasses local elected representatives and neighbouring businesses.

5.2 Public warning & informing

During an incident

In the event of a Major Accident being declared, triggering the external COMAH plan, Kent Fire and Rescue Service will assume the lead on communications strategy and dissemination of Public Information, in liaison with the Company and other key partners. This follows the established and agreed principles contained within the ***KMRF Media & Communications Plan***.

End of an incident

The method(s) of notification will be dependent on the nature and extent of the incident but will include media releases and contact with adjoining businesses, river users and local communities.

It will be consistent with the ***KMRF Media & Communications Plan***.

Section 6 – Media Strategy and Information

6.1 General

The *KMRF Media and Communications Plan* states:

The KMRF will “provide accurate, authoritative and timely information, so that the public is well-informed and better able to respond to an emergency and, thereby, minimise the impact on themselves and the wider community”.

6.2 Initial Response and Strategy

In the initial response, a joint multi-agency (including Salvatori) media response will be led by the Lead Agency co-ordinating the incident.

The Salvatori communications lead will liaise with the Lead Agency’s media officer(s) to ensure a co-ordinated approach to media messaging, providing relevant and timely information about the nature of the unfolding event, including:

- Immediate actions being taken by responders to minimise the risk to human or animal health and welfare, the environment or property;
- Actions being taken by responders to assist the recovery phase;
- Actions the public can take to minimise the impact of the emergency if effected;
- How further information can be obtained; and
- End of emergency, recovery and return to normal arrangements.

6.3 Lead Agency

The Lead Agency for the incident will be determined by the nature and scale of the event and will be agreed by agencies as soon as possible. Kent Police will be the default lead agency where there is an immediate threat to life, until other arrangements are agreed.

Response phase

The lead agency will be responsible for :

- Contacting other relevant responder organisations and informing them of action being undertaken or proposed;
- Delivering urgent emergency warnings, or ensuring they are delivered;
- Co-ordinating all communications activity at the time of an emergency, so that Public information is consistent, timely and without unnecessary duplication;
- Delivering information and advice in relation to its functional areas of responsibility;
- Assisting other participating responder organisations to deliver information and provide advice in relation to their functional responsibilities.
- Provision of and organisation of a media and communications response capability; an agreed lead spokesperson to work with the media and facilities for staff from

different responder organisations to work together on a public information service. It is possible that these facilities will be provided through virtual meetings.

Recovery Phase

In the recovery phase, KCC or Dover District Council (depending on the scale of the incident) and the Environment Agency will be closely involved in all media matters.

6.4 Salvatori media management

The Salvatori Media Manager will provide the media link to responding agencies. They will provide factual details relating to the incident and to the company's response.

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Section 7 – Recovery

The following outlines in principle the generic arrangements for recovery as agreed by the Kent Category 1 and 2 Responders in the ***KMRF Pan Kent Recovery Framework***.

If a Strategic Recovery Co-ordinating Group is set up following an incident at Salvatori, it will work to those principles. However, it is acknowledged that any potential incident for which this external plan is constructed is not expected to impact adversely on the persons beyond the site boundary but is more likely to have an environmental impact primarily as a result of hazardous substances entering the surrounding environment.

However, the general principles, as would be applied to such an incident are outlined below. In accordance with the ***KMRF Pan Kent Recovery Framework***, the multi-agency response to the recovery phase of an emergency, as applied to a relevant incident at Salvatori, will usually be led by either the County or District Council(s), depending on the scale and effect of the incident, i.e. should it be of a greater magnitude than is reasonably foreseeable and wider co-ordination of the recovery is necessary.

As the majority of impacts would almost certainly be environmental the Environment Agency would play a significant role in advising and guiding the recovery process.

Section 8 – Environmental Protection

8.1 Site Actions for the Management of Environmental Clean-up and Restoration

Salvatori recognises the importance of having suitable and sufficient procedures in place to ensure that the consequential damage from any major accident is controlled. The types of potential major accident have been identified and the consequences determined in general as having the potential to pollute and potentially cause damage to the surrounding natural environment.

8.2 Contractors and External Specialists

Salvatori Group of Companies currently do not have an established contractor / specialist on retainer, and therefore would look to procure any necessary clean up services during and/or after an incident.

8.3 Chemical Safety Data Information

Before the removal, or other handling, of any contaminated earth or absorbents, the details of the hazardous properties of any contaminant will be obtained and supplied to any contractor. Material Safety Data Sheets (MSDS) are held for all materials that are used on the site. In the unlikely event that these are not available then contact will be made with the supplier to obtain the details.

8.4 Organisations to be Consulted

Salvatori has contact details for notification of an external emergency, and will, during and after a multi-agency response or recovery, consult with relevant bodies including Kent County Council, Dover District Council and the Environment Agency etc. seeking professional advice and guidance as required.

8.5 Biodiversity Considerations

The primary means by which biodiversity could be affected is through waterborne contamination. Damage to and trampling of semi-natural habitats during any operational response, including intertidal mud, also has potential to impact negatively upon biodiversity.

Key biodiversity considerations in the event of an incident impacting upon local woodlands

- Ensure early alerting of the Environment Agency and Natural England.
- Seek to ensure that any discharge or run-off is prevented / limited.
- Ensure that clean-up interventions and locations for contractor compounds and access routes consider carefully and seek to mitigate potential negative impacts upon semi-natural habitats.

8.6 Predicted Environmental Impacts of Accidents

The predicted environmental impacts of an accident at Salvatori relate to the presence of dangerous substances which are harmful, toxic or very toxic to local flora and fauna and have the potential to cause long-term adverse effects in the natural environment.

8.7 Action by the Environment Agency

The Environment Agency has a response capability and established plans and procedures which will be invoked at a scale and within the time-frame commensurate with the type of water and/or land pollution which could result from an uncontrolled loss of hazardous substance from the site, should that occur. They will give advice and guidance to the Company on such issues.

They will also consult with water companies in respect of material entering the drainage or sewerage systems, or which may possibly affect the water table and subsequently ground water abstraction points.

SECTION 9 – Emergency Contact Directory

Agency	Office Hours	Out-of-Hours	Other Information
South East Coast Ambulance Service	999	999	
Dover District Council			
Department for Environment, Food & Rural Affairs			
Department for Levelling up, Housing and Communities (DLUHC)			
Environment Agency Incident Hotline Kent And South London Area Control Room (Addington)			
Fire and Rescue Service (Kent)	999	999	
Food Standards Agency			
Animal and Plant Health Agency (APHA)			
Health and Safety Executive			
UK Health Security Agency (UKHSA) <ul style="list-style-type: none"> • Kent Surrey Sussex Health Protection Team • CRCE (Centre for Radiation, Chemical & Environment) 			
Department of Environment, Food & Rural Affairs (DEFRA)			
Kent County Council <ul style="list-style-type: none"> • DEPO • 24hr Call Centre • Highways 			
Met Office			

Agency	Office Hours	Out-of-Hours	Other Information
Natural England Kent Office			
NHS Kent and Medway			
Kent Police	999	999	
Affinity Water <ul style="list-style-type: none"> • Customer Call Centre • Control Operations 			
Southern Water			

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SECTION 10 – Maps Plans and Photographs

10.1 Photographs

- Figure 1: Salvatori – Staff and visitor Entrance
Figure 2: Salvatori – Haulage Entrance and Security Hut
Figure 3: Emergency Services Entrance
Figure 4: Sheds 6 & 7
Figure 5: Redacted
Figure 6: Aylesham Welfare Leisure Centre, Bowls Club and Football Pitches
Figure 7: Aerial view of Salvatori Ltd
Figure 8: Dover Leisure Centre in Whitfield (primary rest centre)

10.2 Maps

- Figure 7: Aerial view of Salvatori

10.3 Site Plan

- Annex 1 – Spinney Wood Plants and Animal Species List
Annex 2 – Multi Agency Alerting Flowchart
Annex 3 – METHANE Mnemonic

Figure 1: Salvatori Staff and Visitor Entrance



Figure 2: Haulage Entrance & Security Hut



Figure 3: Emergency Services Entrance



Figure 4: Sheds 6 & 7



Figure 5: Redacted

Figure 6: Aylesham Welfare Leisure Centre, Bowls Club and Football Pitches (Spinney Lane)

The leisure centre (which includes a gym and sports bar) is located 0.5 miles from Salvatori Ltd and holds a number of outside events for football and bowls, with a large amount of daily visitors.



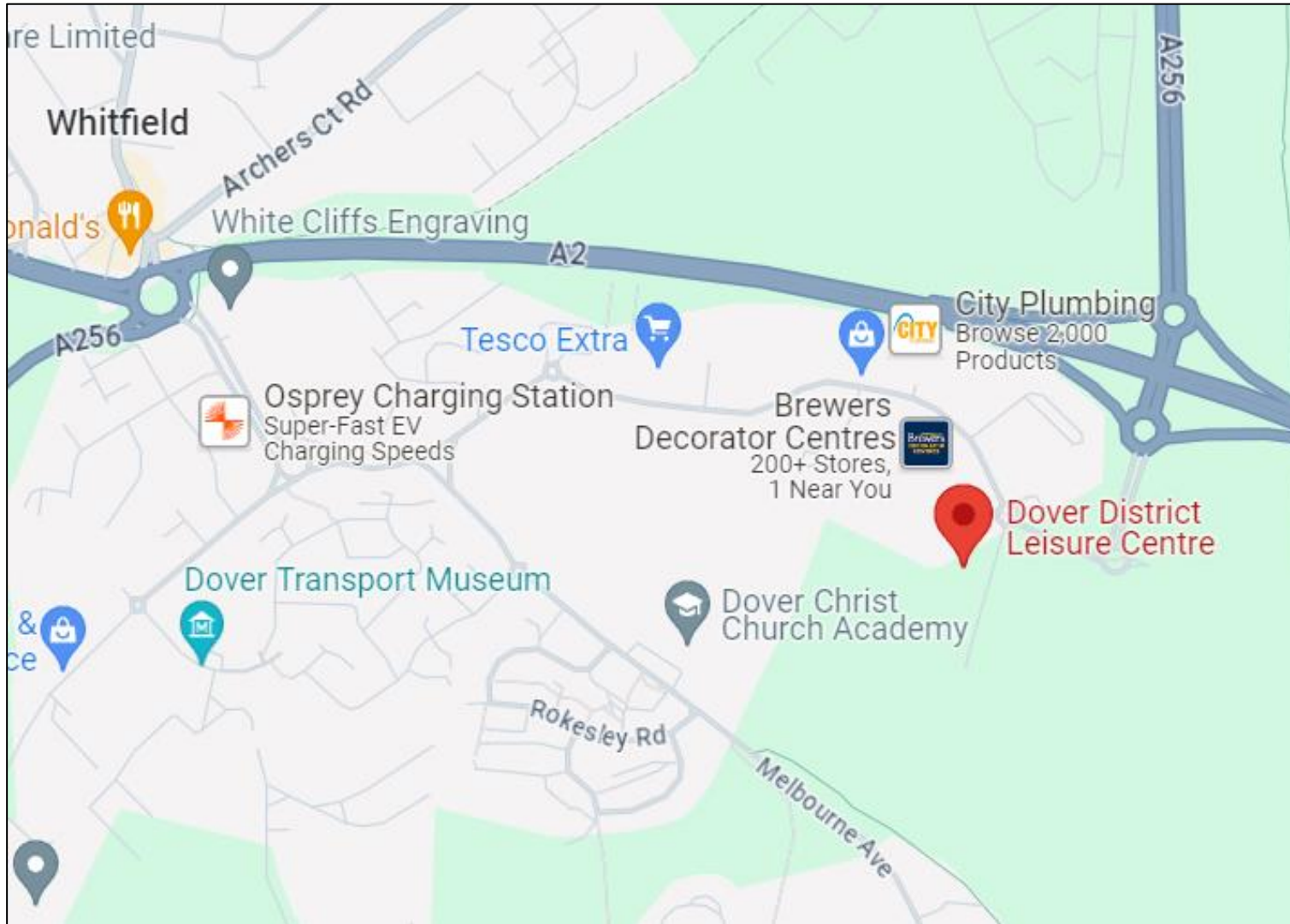
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Figure 7: Aerial View of Salvatori



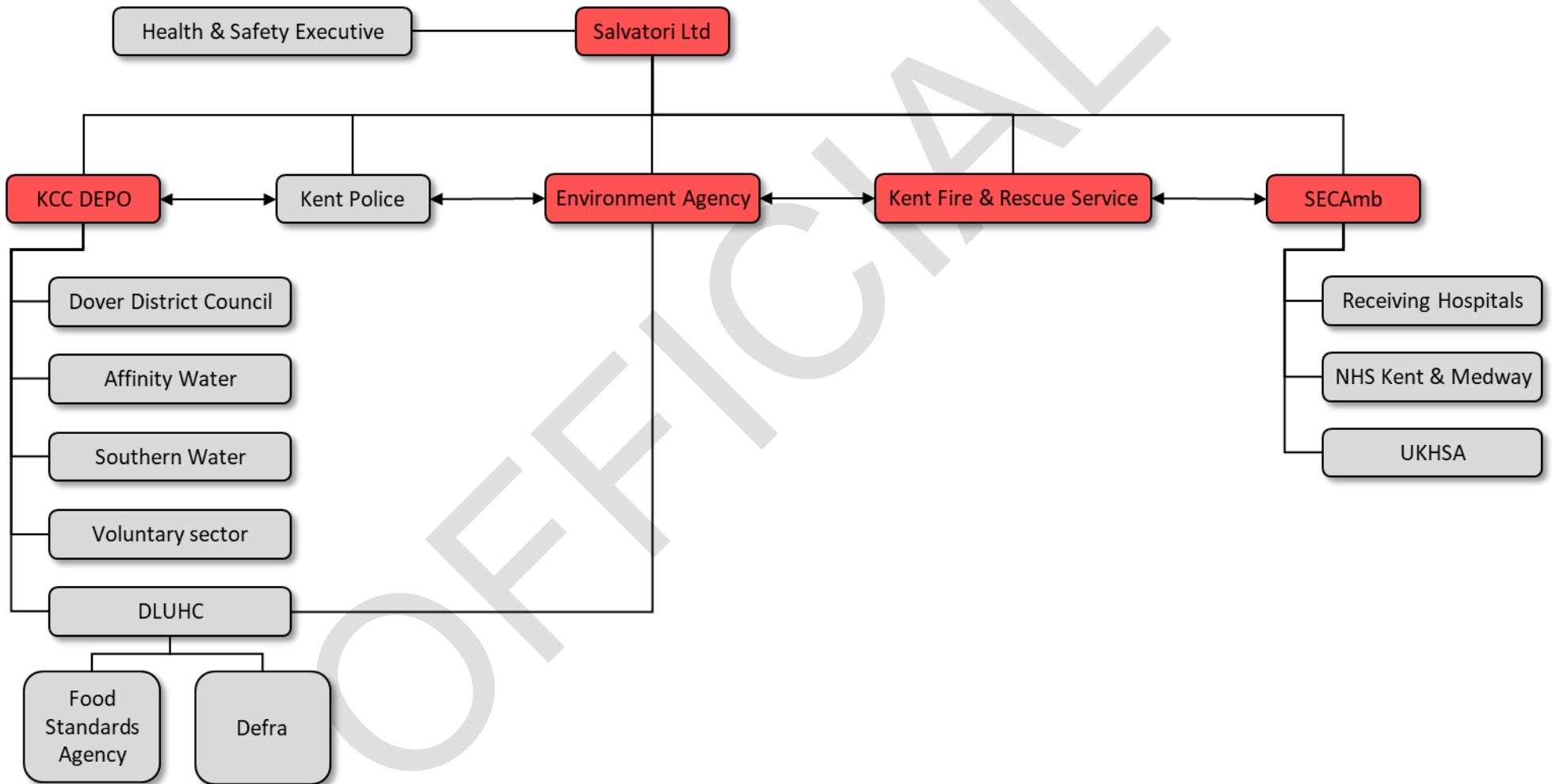
Figure 8: Dover Leisure Centre in Whitfield (primary rest centre)



Annex 1: Spinney Wood Species List

Plants	Animals
<p>¹ Survey observation December 2023/April 2024 ² whitecliffscountryside.org.uk/visit-us/spinney-wood ³ attachments.asp(ayleshampc.co.uk) ⁴ attachments.asp(ayleshampc.co.uk)</p> <ul style="list-style-type: none"> • Alexander’s (Smyrniolum olusatrum)¹ • Ash (Fraxinus excelsior)¹ • Autumn Hawkbit (Scorzoneroides autumnalis)¹ • Beech (Fagus sylvatica)¹ • Bluebell (Hyacinthoides non-scripta)² • Bramble (Rubus fruticosus agg.)¹ • Butcher’s Broom (Ruscus aculeatus)¹ • Common Mallow (Malva neglecta)¹ • Common Mugwort (Artemisia vulgaris)¹ • Common Twayblade (Neottia ovata)³ • Cuckoo Pint (Arum maculatum)¹ • Dog Rose (Rosa canina)¹ • Dog’s Mercury (Mercurialis perennis)¹ • Early-purple Orchid (Orchis mascula)³ • Elder (Sambucus nigra)¹ • Enchanter’s Nightshade (Circaea lutetiana) • Field Maple (Acer campestre)¹ • Field Rose (Rosa arvensis)¹ • Goldilocks Buttercup (Ranunculus auricomus)³ • Guelder Rose (Viburnum opulus)¹ • Hairy Wood-rush (Luzula pilosa)¹ • Hazel (Corylus avellana)¹ • Herb-robert (Geranium robertianum)¹ • Holly (Ilex aquifolium)¹ • Honeysuckle (Lonicera periclymenum)¹ • Hornbeam (Carpinus betulus)¹ • Ivy (Hedera helix)¹ • Male Fern (Dryopteris filix-mas)¹ • Moschatel (Adoxa moschatellina)³ • Nettle-leaved Bellflower (Campanula trachelium)⁴ 	<ul style="list-style-type: none"> • Norway Maple (Acer platanoides)¹ • Old Man’s Beard (Clematis vitalba)¹ • Pedunculate Oak (Quercus robur)¹ • Ribwort Plantain (Plantago lanceolata)¹ • Scots Pine (Pinus sylvestris)¹ • Silver Birch (Betula pendula)¹ • Spindle (Euonymus europaeus)¹ • Spurge Laurel (Daphne laureola)¹ • Sweet Chestnut (Castanea sativa)¹ • Sweet Violet (Viola odorata)¹ • Wayfaring Tree (Viburnum lantana)¹ • White Helleborine (Cephalanthera damasonium)¹ • Whitebeam (Sorbus aria)¹ • Wild Cherry (Prunus avium)¹ • Wild Privet (Ligustrum vulgare)¹ • Wild Strawberry (Fragaria vesca)¹ • Wood Avens (Geum urbanum)¹ • Wood Melick (Melica uniflora)¹ • Woodland Hawthorn (Crataegus laevigata)¹ • Yew (Taxus baccata)¹
	<ul style="list-style-type: none"> • Badger (Meles meles)¹ • Blackcap (Sylvia atricapilla)³ • Blue Tit (Cyanistes caeruleus)¹ • Brambling (Fringilla montifringilla)¹ • Brimstone (Gonepteryx rhamni)² • Buzzard (Buteo buteo)¹ • Chiffchaff (Phylloscopus collybita)³ • Goldcrest (Regulus regulus)¹ • Great Tit (Parus major)¹ • Greater Spotted Woodpecker (Dendrocopos major)¹ • Grey Squirrel (Sciurus carolinensis)¹ • Ground Beetle (Carabidae spp.)¹ • Hawfinch (Coccothraustes coccothraustes)² • Hazel Dormice (Muscardinus avellanarius)² • Large White (Pieris brassicae)³ • Long-tailed Tit (Aegithalos caudatus)¹ • Marsh Tit (Poecile palustris)³ • Mistle Thrush (Turdus viscivorus)³ • Nuthatch (Sitta europaea)³ • Rabbit (Oryctolagus cuniculus)¹ • Red Admiral (Vanessa atalanta)³ • Small Tortoiseshell (Aglais urticae)³ • Song Thrush (Turdus philomelos)³ • Sparrow (Passer domesticus)¹ • Speckled Wood (Pararge aegeria)² • Tawny Owl (Strix aluco)² • Treecreeper (Certhia familiaris)²

Annex 2 – The Alerting Chain



Annex 3 – METHANE Mnemonic



M/ETHANE Form

Time	Date
Organisation	
Name of Caller	Tel No

M	Major incident	Has a Major Incident been declared? YES/NO <i>(If no, then complete ETHANE message)</i>	
E	Exact Location	What is the exact location or geographical area of incident	
T	Type of Incident	What kind of incident is it?	
H	Hazards	What hazards or potential hazards can be identified?	
A	Access	What are the best routes for access and egress?	
N	Number of casualties	How many casualties are there and what condition are they in?	
E	Emergency Services	Which and how many emergency responder assets/personnel are required or are already on-scene?	

Restricted once complete

Signature _____

Date	Status	Document Name	Version	Page
09/01/2018	OFFICIAL	M/ETHANE Template	1	Page 1 of 1

Annex 4 – Neighbouring businesses

Company	Contact Number	Location
Skelton Plant Hire		
Sharpak		
Fudge Kitchen		
Kent Auto Tech		
Honey Q		
Bioteknik		
Aylesham Autos		
Dedicated Logistics Services		
Cowling & Wilcox		
Olympia Contracts		
Kent Secure Parking		
Swans Cleaning Services		

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