SOUTH WALES

Newport
Cardiff
Barry
Swansea
Port Talbot
River Usk

Oil Spill Contingency Plan

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Preface

Document Administration

Title:	Oil Spill Contingency Plan
Owner and Responsibility for Plan::	Harbour Master – Rod Lewis
Company:	Associated British Ports
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Distribution & Document Control

The Oil Spill Contingency Plan is a controlled document and the latest version is downloadable at www.southwalesports.co.uk. Printed copies of the plan are held in the Harbour Masters Office, and Cardiff Local Port Services (Cardiff LPS). The plan, and future amendments of it, will be sent electronically to the below organisations. When printed the document will be uncontrolled.

- National Resources Wales
- Newport Council
- Cardiff Council
- Swansea Council
- Neath, Port Talbot Council
- Monmouth Council
- Bristol Channel Environment Group
- Valero
- Prax
- Inver
- VOPAK
- Neath Harbour Commissioners
- Newport Harbour Commissioners
- HM Coastguard

Amendments

Amendment Number	Amended pages	Authorised By

Contents

Introduction

Under an agreement, first made in 2005 and renewed in September 2010, between Newport Harbour Commissioners and ABP South Wales, ABP South Wales are contracted by NHC to respond to and manage the responses for oil spill and other emergencies with in the NHC Statutory area of Jurisdiction. So as to aid that response and management, the NHC and ABP regional OSCP's have been harmonised into one document. This document describes ABP's responses to Oil spills in its own SHA area of jurisdiction and in the NHC SHA area of Jurisdiction where ABP are contracted to respond.

Strategy Plan

This describes the statutory requirements, as well as the purpose and scope of the plan, including the geographical coverage. It shows the relationship of the plan to the National Contingency Plan for Marine Pollution from Shipping (NCP) and plans of local organisations. Also included are perceived risks, and the Incident Response Organisation and responsibilities of individuals for defined categories of spill.

Action Plan

This sets out the emergency procedures, which will allow rapid mobilisation of resources and an early response to the situation.

Data Directory

This contains all supplementary information relevant to the performance of the plan such as; Contact Directory, Training and Exercise Policy, Risk Assessment, Sensitivity maps, Roles and Responsibilities of Government and Other Agencies, Resources Directory and Product Information Sheets.

Strategy Section

1.1 Statutory Requirement

This Oil Spill Contingency Plan has been developed to conform with the Merchant Shipping (Oil Pollution Preparedness, Response and Co-operation Convention) Regulations 1998, SI 1998 No. 1056, which entered into effect on 15 May 1998. The plan is designed to meet the statutory responsibilities placed on the Harbour Authority for responding to oil pollution within the harbour area.

1.2 Purpose of the Plan

The plan is provided to assist the Harbour Authority and other organisations in dealing with an accidental discharge of oil. Its primary purpose is to set in motion the necessary actions to stop or minimise the discharge and to mitigate its effects. Effective planning ensures that the necessary actions are taken in a structured, logical and timely manner.

This plan guides the Harbour Master and his Duty Officers through the decisions that will be required in an incident response. The tables, figures and checklists provide a visible form of information, thus reducing the chance of oversight or error during the early stages of dealing with an emergency situation.
For the plan to be effective, it must be:

- Familiar to those with key response functions in the Port
- Regularly exercised, reviewed and updated on a regular basis.

This plan uses a tiered response to oil pollution incidents. The plan is designed to deal with Tier One and Tier Two incidents, and to provide guidance for the initial response to a Tier Three incident. Where a spillage is associated with a wider emergency such as a shipboard fire, then additional factors involving the safety of personnel will take precedence over the pollution response. In this case, reference must be made to the Port Emergency / Business Continuity Plan. The salvage and casualty management of any vessel, which poses a threat of pollution, are priority considerations.

During oil spill response activities account must be taken of the following:

- Site hazard information
- Adherence to permit procedures
- Spill site pre-entry briefing
- Boat safety
- COSHH Regulations and material safety data sheets
- Personal protective equipment needs
- Heat stress, cold stress and hypothermia
- Decontamination
- Waste Management

1.3 Responsibility for the Plan

The Harbour Master is responsible for the maintenance and review of the OSCP, the HM discharges the statutory responsibility for the ports of Cardiff, Newport, Barry, Swansea and Port Talbot, and by contract for NHC; this plan therefore details the contingency arrangements for responding to actual or threatened oil pollution incidents in any of the South Wales ports and the River Usk. The response strategy has been developed taking into account the spill risks and possible sources of spillage associated with the port operations, including those at the oil tanker jetties and other facilities within the docks.

Environmental Statement

ABP's Environmental Statement can be found online at this address: http://environment.abports.co.uk/admin/content/files/ABP%20Environmental%20Policy%20Statement.pdf

1.4 Geographical Boundaries

The statutory harbour areas of jurisdiction are shown on the maps in section 12.3.

1.5 Consultation with Local Authorities

The following authorities and organisations have been consulted during the preparation of this plan:

- Natural Resources Wales (NRW)
- Cardiff Harbour Authority
- Newport Harbour Commissioners
- City and County of Swansea
- Neath Port Talbot County Borough Council
- Newport City Council

1.6 Interfacing Contingency Plans

Oil Company Plans (Cardiff)

Valero, Prax and Inver all operate from Cardiff Docks the import and storage of ground fuels, Jet Fuel, and Fuel Oils.

Oil Berth One in Queen Alexandra Dock is available for import of Fuel oils.

The oil spill response obligations of these companies are deemed to be covered within the scope of this plan and the Harbour Master, or his deputy, will direct any necessary spill response effort together with the assistance of terminal personnel.

Oil Company Plans (Barry)

VOPAK operates a Petro-Chemical installation at the Navigator site with loading/discharge berths in Number Two Dock.

The oil spill response obligations of this company have been jointly formulated with ABP and are deemed to be covered within the scope of this plan and the Harbour Master, or his deputy, will direct any necessary spill response effort together with the assistance of terminal personnel.

The subsidiary oil spill contingency plans are:

No.	Owner	Title
1	Valero at Roath Dock, Inver Energy and Prax at Queen Alexandra Dock Cardiff	Company Oil Spill Contingency Plan
2	Navigator terminal at No 2 Dock Barry	Joint ABP/Company Oil Spill Contingency Plan

Local Authority Plans

In the event of actual or threatened shoreline impact, the Oil Spill Contingency Plan administered by the relevant local authority will be implemented. The level of activation will be dictated by the incident classification (refer Section 1.7).

The interfacing plans are:

No.	Owner	Title
1	Cardiff Council	Cardiff Oil Spill Contingency Plan
2	Newport City Council	Local Coastal Pollution Tier 1 Incident Plan
3	City and County of Swansea Neath Port Talbot County Borough Council	Hazardous Materials and Chemicals Washed Ashore Plan
4	Cardiff Harbour Authority	Oil Spill Contingency Plan

1.7 Adjacent Harbour Authorities

Cardiff Harbour Authority

The entrance to Cardiff Bay is by locks leading off a supplementary channel of the Wrach channel into Cardiff Docks. The Wrach channel falls within the port limits and is the responsibility of ABP. The entrance to the outer harbour, locks, and waters within the enclosed bay, are all the responsibility of Cardiff Harbour Authority. Any spill in one area could quickly migrate into the adjoining waters and therefore both parties, whilst each having their own plans, would work closely together in the event of a spill.

Neath Harbour

The eastern port limit of Swansea and the western port limit of Port Talbot adjoin the limits of Neath Harbour. Where the possibility exists that spilled oil may migrate to, or from, the Neath harbour area, close liaison will be maintained with the Neath Harbourmaster.

1.8 National Contingency Plan

In the event of an oil spill incident, which calls for a Tier Three response, the Maritime and Coastguard Agency may decide to implement the National Contingency Plan (NCP). In this event, MCA will take control of at-sea counter pollution measures from either the Port Marine Response Centre (PMRC) or from their own Coastguard Operations Centre, (CGOC). Should there be a formal hand-over of responsibility to MCA for dealing with the incident, the Port's oil spill response resources and facilities will be made available to MCA.

In the event that the NCP is called into operation then the Secretary of State's representative, SOSREP, will assume full command of the operation. He/She has the decisive voice in the decision making process in a marine salvage operation that involves the threat of significant pollution. The Director / Deputy Director of Operations will act as a stand-in in the event of SOSREP being unavailable. The Director of Operations is responsible for search and rescue, counter pollution, survey and inspection, enforcement action, and clean up operations at sea. They are also responsible for maintaining the Government and MCA's stockpiles of equipment. All though the SOSREP would have overall control of the salvage elements in a large scale incident, if there was major oil pollution, this would potentially be taken up by the MCA Counter Pollution Branch.

1.9 Places of Refuge

Places of refuge are places of safety to which a ship in need of assistance can be brought to stabilise it's condition e.g. to effect repairs or to transfer cargo, so that further damage to the ship, and consequential pollution damage to the seas and coasts, can be averted. SOSREP will determine whether a vessel requiring such assistance should be directed to proceed to a safe haven and where that place might be. The SOSREP will take into account all the factors that relate to each specific incident such as the weather, the geographical location of the incident, and the type of threat posed by the vessel and it's cargo. The SOSREP will, at all times, seek to minimise the adverse consequences of the incident. There is no definitive list of places of refuge around the coast of the UK, any suitable location can be used, and the SOSREP, or the deputy, will decide at the time where the best location shall be.

1.10 Summary of Risk Assessment

(for full risk assessment details refer to section 11)

Cause	Likelyhood	Worst Case Spillage Quantity (Tonnes)
Grounding in channel	Low	<50 fuel
Striking floating object	Low	>250 cargo, <250 fuel
Locking / Berthing incident	Low	<500 cargo, >200 fuel
Tug Impact	Low	>250 cargo, <250 fuel
Oil Transfer Operations	Low/Moderate	<5 clean oil, <5 fuel oil
Bunkering Operations	Low/Moderate	<5 fuel / marine gas oil
Fire/Explosion	Low	<500 cargo, >200 fuel
Ranging	Low	<500 cargo, >200 fuel
Collision ship to ship	Low	<1000 cargo, >400 fuel
Sinking / Capsizing	Low	<500 cargo, >200 fuel
Impact with Structure	Low	<500 cargo, >200 fuel

Note: *the Worst Case Spillage quantities for tankers have been estimated for conventional, single hull vessels. The risk of spillage, and the quantities involved, as a result of grounding, collision, berthing incident or tug impact will diminish as more double hulled vessels and tankers with protectively located ballast tanks enter service.*

1.11 Categories of Incident

Oil spills will be categorised in accordance with the internationally recognised three-tier classification system.

It is not the intention of ABP to specify the amount of oil spilled which would automatically lead to the response being at the next higher tier. Rather each incident will be assessed at the time and the officer on scene will instigate appropriate action. If in any doubt he will always call for assistance. Continuous reassessment may mean that a further response at a higher level is subsequently deemed necessary.

Tier 1
Small operational spills. A spill that can be dealt with immediately utilising local resources without assistance from other areas.
Tier 2
Medium sized spills. A spill that requires regional assistance from other areas. May involve assistance by local government.
Tier 3
Large spills. Beyond the capability of local and regional resources. A spill that requires national assistance through the implementation of the National Contingency Plan (NCP).

Irrespective of the spill classification, Form **CG77 POLREP** will be completed and submitted to MCA-HM Coastguard by the Harbour Master for doubtful, probable, and confirmed oil spills

2.0 Incident Response Organisation

Harbour Master

The Harbour Master (or his nominated deputy) has overall responsibility for the conduct of spill response operations and for casualty / salvage management within the SHA areas of jurisdiction. He will be supported in his role by ABP harbour personnel and by the Oil Spill Management Team.

Oil Spill Management Team (OMT)

An Oil Spill Management Team (OMT) will be established, under the chairmanship of the Harbour Master, for Tier Two and Tier Three incidents. Depending on the circumstances of the incident, an OMT may be set up for a Tier One response. The OMT will convene at the designated building and will provide the command and control structure to co-ordinate and direct the incident response. The OMT may consist of representatives from the following organisations and authorities:

Oil Spill Management / Support Team	Tier 1	Tier 2	Tier 3
Harbour Authority	x	x	x
Relevant Local Authority / Emergency Teams	x	x	x
Oil Company (terminal Spill as required)	x	x	x
Natural Resources Wales	x	x	x
Tier 2 Contractor: Adler and Allan		x	x
Salvor (if appointed)		x	x
P&I Club / ITOPF		x	x
MCA		x	x
Vessels Owners / Agents		x	x
TATA (if appropriate)		x	x
Other Terminal Contractors		x	x
CPSO (Counter Pollution and Salvage Officer)		x	x
Police		x	x
Fire and Rescue Service		x	x

Contact details and notification matrix for the OMT and Support team can be found in Appendix 4 & 5. Local response personnel can be found in section 3.5.

2.1 Incident Response

Cardiff LPS will initiate the appropriate response actions and will immediately advise the Harbour Master. In the event that the spill involves oil terminal operations, the oil company concerned will initiate the first response actions. Once the Harbour Master assumes control, management of the response will be in line with the established day-to-day management structure of the Harbour Master's Department. Section 4.1

Tier 1

The Harbour Master will decide whether or not to set up an Oil Spill Management Team and in the event of an oil company involvement, whether the OMT will operate from the Port Marine Response Centre or from the oil company's response centre.

Tier 2

An Oil Spill Management Team, under the chairmanship of the Harbour Master, will be established at the Port Marine Response Centre, then initiate and coordinate the appropriate response in line with the Oil Spill Contingency Plan. It is possible that an Environment group may be set up in a Tier 2 Incident, depending on the response required.

Tier 3

An Oil Spill Management Team, under the chairmanship of the Harbour Master, will be established at the Port Marine Response Centre and will assist the governments National Contingency Plan in the appropriate response.

In the event of a Tier Three incident and the implementation of the National Contingency Plan (NCP), overall control would pass to the Secretary of State's Representative, SOSREP, or his appointed deputy. The OMT will assist SOSREP and appropriate members of the OMT will re-deploy to the Tactical Co-ordinatiing Group or the Response Co-ordinating Group.

Activation of the NCP will result in the formation of an Environment Group (EG) to provide environmental advice to response units. Natural Resources Wales would be a core member of this group together with other environmental and public health agencies. Conventionally this would be located with the TCG/RCG but maybe located close to CGOC or Ports Marine Response Centre if that is more appropriate.

The Port Marine Response Centre will remain active unless superseded by the MCA CGOC. The Harbour Master will require the transfer of responsibility for managing the incident response to be formally documented prior to relinquishing overall control of at-sea counter pollution measures to MCA.

2.2 Incident Control Arrangements

In all cases involving a national response, whether from ship or offshore installation, there is a need to establish centres to deal with the incident. Whilst the oil remains at sea, these centres may include:

Coastguard Operations Centre

The CGOC considers and implements the most appropriate means to contain, disperse, and remove potential pollutants from the scene based on all the information available to them. In almost all cases involving a national response the MCA establishes a Marine Response Centre at the most appropriate location. For a shipping incident this location may be within the Marine Emergencies Information Room at the MCA's Southampton Headquarters, the nearest CGOC or suitably equipped port operations room. During a complex salvage operation, the Marine Response Centre may be co-located near the Salvage/Operations Control Unit.

Salvage Control Unit

During a shipping incident, the primary role of the Salvage Control Unit is to monitor salvage operations and actions that are being taken and/or proposed relating to salvage activity and to ensure that such actions do not have an adverse effect on safety and the environment. The SOSREP determines the requirement for a Salvage Control Unit taking into consideration the nature and scale of the incident. The Unit operates close to the incident site. For incidents at sea the most appropriate CGOC or other MCA facilities may be considered. For incidents within port or harbour jurisdictions it is likely that a suitable location for the cell may have already been determined in the local contingency plan. However for at sea or harbour responses commercial facilities may be more appropriate or conveniently situated.

Operations Control Unit

During an offshore related incident the primary role of the Operations Control Unit is to monitor the offshore operator's response actions taken and/or proposed relating to containment activity and to ensure that such actions do not have an adverse effect on safety and the environment. The SOSREP determines the requirement for an Operations Control Unit taking into consideration the nature and scale of the incident. The Operations Control Unit is established by the SOSREP and is located at the operator's premises or with their emergency response provider as detailed within the operator's relevant approved Oil Pollution Emergency Plan. In circumstances where an Operations Control Unit has not been established, the lead government Department dealing with the incident decides, through the course of normal operational delivery, whether there is a need for additional formal inter-government liaison.

Strategic Co-ordinating Group

Civil Contingency (Gold Level) – during the acute phase of an incident where there is likely to be significant on-shore consequential impacts on health, the economy or environment or where significant public and media interest has been generated, a Strategic Co-ordinating Group may be activated. It is normally be chaired by a senior police officer during the response phase, although on occasions, particularly where there is no immediate threat to life, a senior local authority official or other appropriately trained and experienced individuals may assume the role. When established, it manages the overall on-shore response strategy, dovetailing when appropriate with the "at sea" response, develops the long term plan, and the policy and direction of operational response.

Tactical Co-ordinating Group

Civil Contingency (Silver Level) – when established develops and coordinates the on-shore operational response plan. The Tactical Coordinating Group usually comprise the most senior officers of each agency committed within the area of operations and assumes tactical command of the event or situation. In addition, for an offshore installation incident, other response teams may be established alongside the main centres to assist.

Operator's Emergency Response Team – incident response team established by the offshore operator and tasked with managing the operator's pollution response activity. Provides information to the SOSREP, Operations Control Unit and to other response organisations.

Operator's Crisis Management team - established by the offshore operator to manage the operator's stakeholders and to address the operator's long term strategic goals.

When the pollution threatens the shoreline, a number of additional groups may be established. These are:

Response Co-ordinating Group (ResCG)

Where an incident affects more than one Local Resilience Forum area a Response Co-ordinating Group (ResCG) may be established by the Department for Communities and Local Government to co-ordinate multi SCG interaction. The ResCG will normally be chaired by DCLG, with Lead Government Department input from DfT. ResCGs will observe the principle of subsidiarity – in which it is recognised that decisions should be taken at the lowest appropriate level. The ResCG will not interfere in local command and control arrangements but will provide a mechanism for ensuring that local responders can be as fully informed as possible in the decisions they have to take.

Recovery Co-ordinating Group

After the acute phase of an incident, recovery may be co-ordinated by a Recovery Co-ordinating Group.

Environment Group

Following the formation of an TCG/ResCG an Environment Group may be required to provide advice to any response unit set up to deal with the incident. The National Contingency Plan for maritime incidents identifies that any unit set up to deal with a maritime incident must contain a representative of the Environment Group, referred to as the Environment Liaison Officer. Currently there are two active Environment Groups within the ABP – South Wales Area of operation;

(i) Bristol Channel Standing Environment Group – Cover the Barry, Cardiff, Newport and River Usk Operational port areas.
(ii) West Wales Environment Group – cover the Port Talbot and Swansea operational port areas.

Each Environment Group is primarily is made up of representatives from the following organisations, however members of other organisations may be involved depending on the nature of the incident;

- Natural Resources Wales
- Public Health Wales
- Public Health England
- Public Health England CRCE

To ensure continuity, an Environment Group will be set up in incidents declared Tier 2 or 3 where it is likely that support will be required. It is also likely that the West Wales and Bristol Channel Group will also want to be informed and involved in any Tier 1 Pollution that will impact on shoreline or an environmentally sensitive area. The Environment Group will be purely advisory but response units should take all reasonable steps to consult on any proposed action.

2.4 Strategic Action / Response

For more details on the 3 stages please see Response Section 5.3.

Stage 1 - Assessment / Preparation / Activation

1A – Assess Situation – GPMO/LC/LPS
1B – Activate Contingency Plan - LPS
1C – Activate Organisational Response – HM / 4P

Stage 2 - Response / Action / Management

2A - Activate Operational Response – IC
2B – Prepare Ongoing Incident Action Plan – OMT
2C – Manage Ongoing Response - OMT

Stage 3 – Deactivate / Consolidate / Report

3A – Deactivate Response - OMT
3B – Consolidate Costs - OMT
3C – Debrief and Report - OMT

Action Section

3.1 Introduction

This section sets out the reporting procedures that should be followed in the event that an oil spill occurs within the area controlled by the Statutory harbour Authority.

3.2 Reporting

The extent of the notification of external organisations and authorities will be determined by the initial classification of the incident. Responsibility for external notification and the completion of POLREP CG77 rests with the Harbour Master.

Notification / Contact Sheet

Contact sheet can be found in appendix 4 & 5

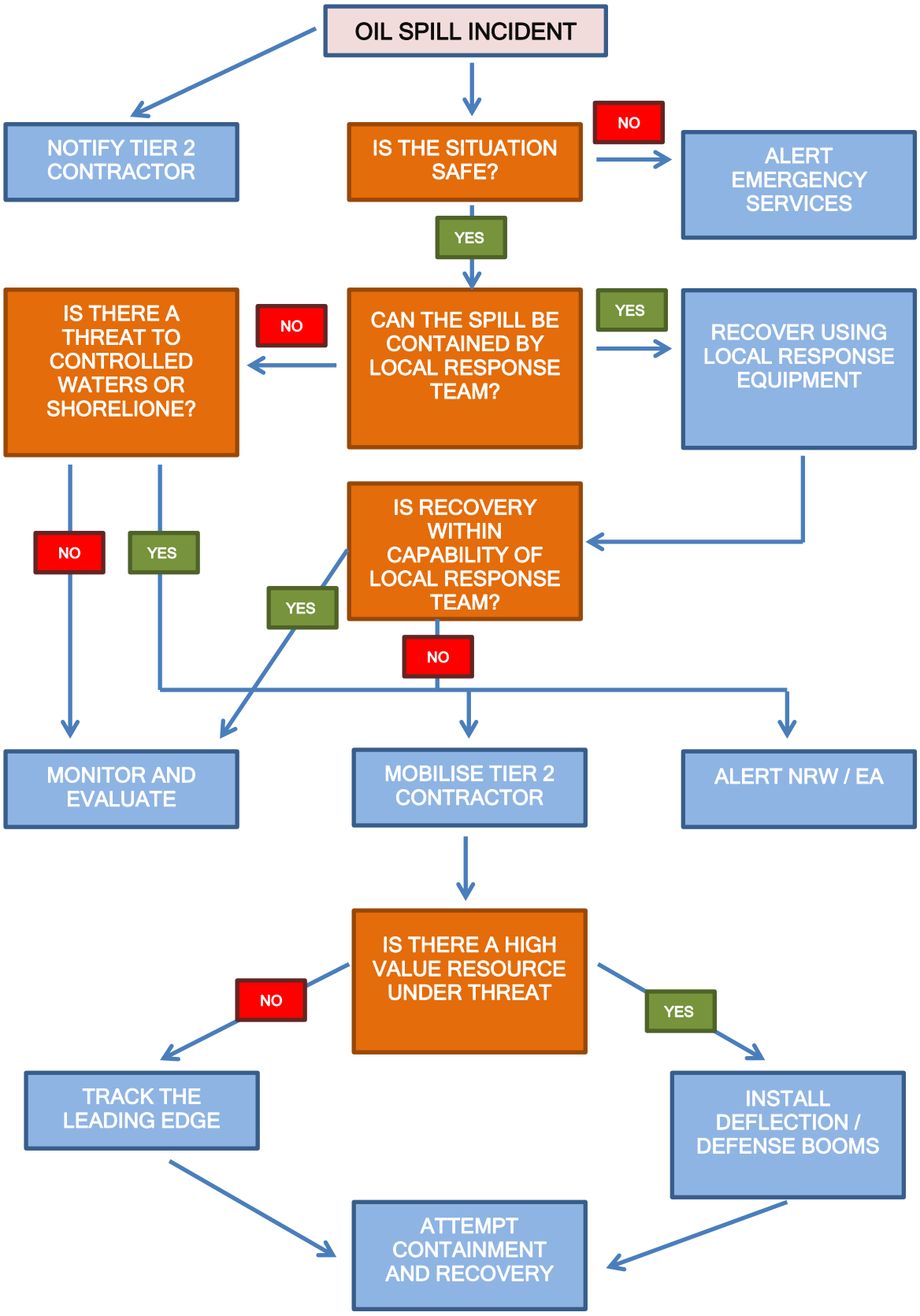
3.3 Call out Procedure

The first response to a report of an oil spill will be to notify LPS. Local Port Services (LPS) based in Cardiff are the 24 hour emergency response centre. The LPS officer will follow response procedure relevant to the nature of the spill. Depending on the nature of the spill the Emergency/ Business Continuity Plan may be activated. The LPS officer will assume control of the incident until an MCA 4/5p accredited OMT member is on scene. An example of the escalation of an Oil Spill Incident can be seen in Section 3.5.

3.4 Mobilisation Procedure

In the event of an oil spill, Operational Key Team Members from the corresponding ports and regional resources shall be mobilised to report in more detail, the location, type and extent of the spill. This should be an MCA accredited 2P (or higher) oil spill trained responder. (See section 3.6)

3.5 Escalation of Oil Spill Incident



3.6 Operational Key Team Members Call Out List (Local Response Team)

Name	Role	Newport	Cardiff	Barry	Port Talbot	Swansea	Training	Tier 1	Tier 2	Tier 3	Contact No
Cardiff LPS	Local Port Services	✓	✓	✓	✓	✓	2P	x	x	x	
	Harbour Master	✓	✓	✓	✓	✓	4P	x	x	x	
	Deputy Harbour Master	✓	✓	✓	✓	✓	4P	x	x	x	
	Marine Ops Supervisor	✓	✓	✓	✓	x	4P	x	x	x	
	Marine Ops Supervisor	✓	✓	✓	✓	✓	4P	x	x	x	
	Eng and Ops Supervisor	✓	✓	✓	✓	✓	4P	x	x	x	
	LPS Supervisor	✓	✓	✓	✓	✓	4P	x	x	x	
	Lock Controller	✓					2P	x	x	x	
	Lock Controller			✓			2P	x	x	x	
	Lock Controller				✓		2P	x	x	x	
	Lock Controller					✓	2P	x	x	x	
	GPMO	✓	✓	✓			2P	x	x	x	
	GPMO	✓	✓	✓			2P	x	x	x	
	GPMO	✓	✓	✓			2P	x	x	x	
	GPMO				✓	✓	2P	x	x	x	
	Coxswain	✓	✓	✓	✓	✓	2P	x	x	x	
	Deckhand	✓	✓	✓	✓	✓	2P	x	x	x	
	Gateman	✓	✓	✓			2P		x	x	
	Gateman	✓	✓	✓			2P		x	x	
	Gateman	✓	✓	✓			2P		x	x	
	Boatmen	✓					2P		x	x	
	Boatmen		✓				2P		x	x	
	Boatmen			✓			2P		x	x	
	Boatmen				✓		2P		x	x	
	Boatmen					✓	2P		x	x	

3.7 Incident / Personal Logs

It is the responsibility of Incident Commander to ensure an accurate Incident Log is completed. This may be delegated to another member of the Oil Spill management Team as appropriate. Every person responding to the incident is expected to maintain a Personal Log

Personal Log guidance	
This guidance is designed to facilitate and provide consistency in the response teams log keeping, thereby providing accurate information in the final incident report.	
Safety Hazards	Record all accidents / near miss incidents regardless of how / potentially how serious result.
Initial Notification	Record time of notification of oil spill incident and the name of the person informing you.
Daily Activities	Keep a daily record of all response activities undertaken, including time and location. Also include: • Meetings attended • Instructions received / given • Site visits and movements • Contacts with outside agencies
Personal Contacts	Generate a list of relevant contacts made, including contact details.
Photographic/Video records	Note time and location of any photographs / video taken.
Oil Distribution	Make sketches of oiled areas with notes.
Site Supervision	Keep a record of all staff under supervision, including hours of work etc. List all equipment utilised.
Expenditure Incurred	Record all expenditure and keep receipts.

3.8 Personal Log

Personal Log			
Incident Name			
Date		**Page**	
Time	Comment / Action / Detail		

3.9 Oil Spill Progress Report

Oil Spill Progress Report		
Incident Name:		
Updated By:		
Date:		**Time:**
Summary of Incident Response Operations:		
Summary of Incident Resource Utilisation: Equipment / Vessels / Personnel		
Extra Resource Required if any:		
Identify any new Hazards or Threats:		
Oil Spill Balance Sheet:		
Total Amount of Oil Spilled:		Litres/Tonnes
Total Amount of Oil Recovered:		Litres/Tonnes
Outstanding Amount of Spilled Oil:		Litres/Tonnes
Mass Balance:		
Estimated Natural Weathering:		Litres/Tonnes
Chemically Dispersed:		Litres/Tonnes
Skimmer Recovered:		Litres/Tonnes
Mechanically Agitated:		Litres/Tonnes
Sorbent Recovered:		Litres/Tonnes
Manually Recovered:		Litres/Tonnes
Other….		Litres/Tonnes

3.10 POLREP – Marine Pollution Report

Incident Details				
Date			Time	
Name & Organisation				
Tel			Email	
A	Pollution Confirmed?			
B	Reported By Date Time			
C	Positon and Extent Volume Volume Remaining Location Distance from coast			
D	Conditions Ebb/Flood HW Time Speed of Tide Direction of Tide Wind Speed Wind Direction			
E	Weather Conditions Wave Height Sea State Swell			
F	Appearance Type of Spill			
G	Source Vessel / Structure name Type and Size of Vessel Cargo and Contents			
H	Vessels in Area			
J	Photos and Samples?			
K	Remedial Action Dispersants? Booming etc			
L	Forecast of Likely Effect			
M	Persons Informed SOSREP MCA - zone27@hmcg.gov.uk NRW Other..			
N	Other Information			

3.11 Post Exercise / Incident Report

Post Exercise / Incident Report			
Scenario			
Location		Date	
Organisations or Authorities			
Equipment Deployed			
Tactical Response Actioned			
Boom Deployment Actioned			
Observations / Outcomes			
Details of Amendments to be made to Contingency Plan			
I can confirm that the details on this form provide a realistic summary of the exercise. Any action points resulting from this exercise have been completed accordingly.			
On Scene Commander		Position	
Signature		Date	

Amendments to the plan should be revised post incident by the Harbour Master, retained and either sent to the MCA as soon as possible, or at the time of the annual OSCP review.

4.0 Action Sheets

The following section contains action sheets and checklists for various members of the Oil Spill Response and Management Teams.

The action sheets follow a methodical checklist style, in order to effectively guide the post holders through the actions that they will be expected to take, and the sheets also list the post holders' responsibilities.

Action sheets are included for the following positions:

- GPMO / Gatemen
- Lock Controllers
- Harbour Master / Deputy Harbour Master / Other 4P Responder
- Port Director / Marine Manager

On Scene Commander The OSC should use the Strategic Action Response referenced in section 2.4 as a guide to the appropriate response to an incident.

GPMO / Gatemen		
Responsibilities	• Assisting Harbour Master / Incident Commander • Provide situation reports to On Scene Commander • Ensure safe working practice is carried out • Follow instructions of OSC	
Step	**Actions**	**Additional Information**
Alert	• LPS Cardiff	
Initial Actions	• Proceed to Incident Location • Assume role of On Scene Co-ordinator • Communicate relevant information to HM / Incident Commander • Initiate Personal Log	
Further Actions	• Assist HM in conducting response • Liaise with response craft / response team as directed • Monitor Safety	
Final Actions	• Submit personal log to the HM • Attend debrief	

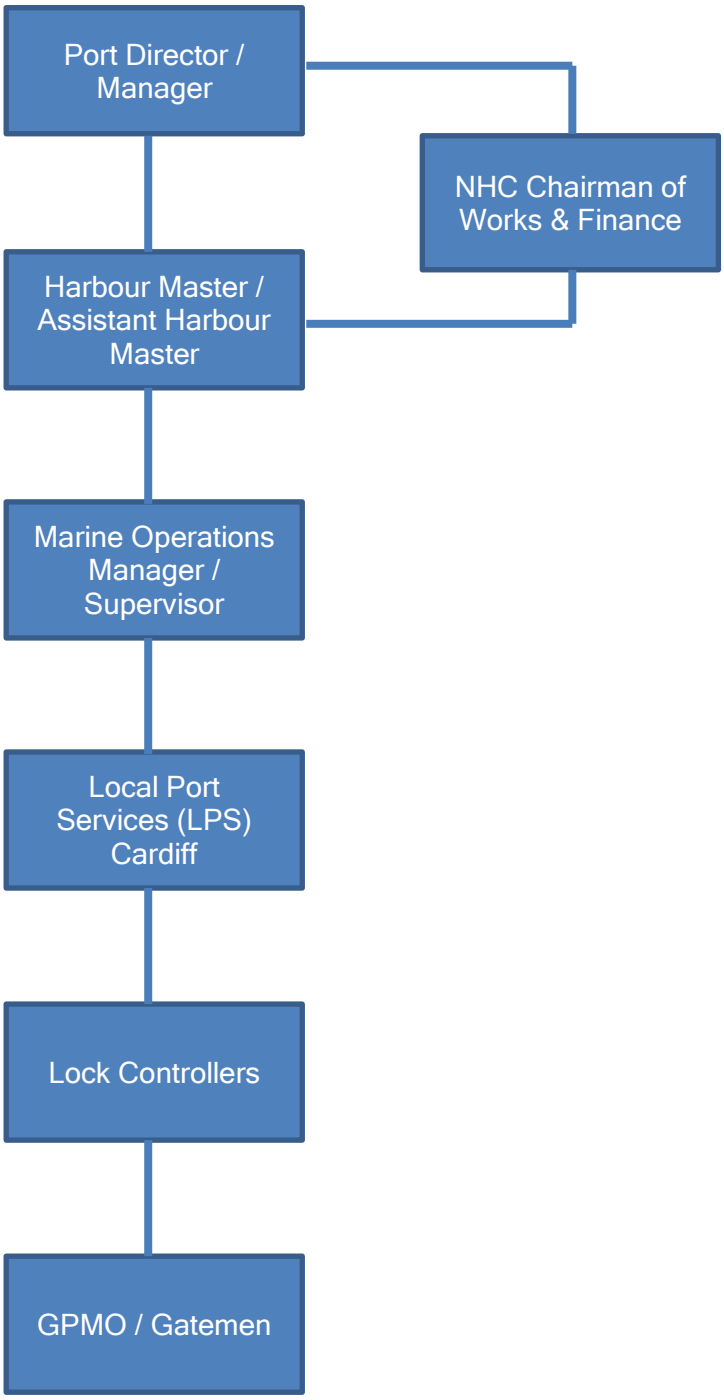
Lock Controller		
Responsibilities	• Initially assess situation • Assign incident classification • Collect evidence and / or statements • Liaise with incident vessel / oil company regarding status of oil spill • Assist HM / IC	
Step	**Actions**	**Additional Information**
Alert	• LPS Cardiff	
Initial Actions	• Proceed to incident location • Assume role of On Scene Co-ordinator • Investigate cause / source of spill • Communicate all information to the Harbour Master • Ensure samples of spilled oil are taken • Initiate personal log	
Further Actions	• Ensure resources being deployed as required • Take photographic evidence as appropriate • Collect evidence and take statements • Liaise with oil company representative (if applicable) • Liaise with emergency services, environmental and other organisations at the spill site	
Final Actions	• Submit personal log to the Harbour Master • Attend debrief	

Harbour Master / 4P Trained Equivalent		
Responsibilities	• Confirm / amend initial classification of incident • Manage the Port response to the incident • Authorise expenditure • Mobilise Tier Two Contractor • Review Press Statements prior to release • Liaise with external authorities and organisations • Deputise for Port Director as required	
Step	**Actions**	**Additional Information**
Alert	• MCA-HM Coastguard • Port Director / Port Manager (PM) • Port Facilities & Security Manager • External Organisations	*POLREP*
Initial Actions	• Verify / amend spill classification • Convene Oil Spill Management Team • Liaise with vessel agents / owners as appropriate • Initiate personal log	
Further Actions	• Authorise mobilisation of Tier 2 contractor • Authorise contract labour for shoreline clean up if appropriate • Chair the Oil Spill Management Team meetings • Constantly review the strategy and advise of changes where necessary • Agree all expenditure commitments • Brief Port Director / Port Manager • Review Press Statements with PD / PM • Attend Press Conferences as required • Confirm formal samples have been taken • Decide if Master or Polluter should be formally charged	
Final Actions	• Terminate the clean-up • Collate personal logs. • Prepare the incident report. • Hold full debrief involving all members. • Amend contingency plan as required.	

Port Director or Port Manager or deputy		
Responsibilities	• Overall responsibility for incident response • Approval and release of press statements • Brief ABP Management Board • Overall responsibility for expenditure and record keeping • Liaison with government / local government representatives as appropriate	
Step	**Actions**	**Additional Information**
Alert	• ABP Chief Executive (Tier 2/3 incidents only)	
Initial Actions	• Confirm spill classification with Harbour Master • Confirm all appropriate external organisations have been alerted • Review with Harbour Master initial response strategy being employed • Liaise with vessel Agents / Owners as appropriate	
Further Actions	• Release press statements after discussion with Harbour Master • Attend Oil Spill Management Team meetings • Attend press conferences • Brief ABP Management Board	*Maintain liaison with Corporate Public Relations Advisor*
Final Actions	• Submit personal log to the Harbour Master for inclusion in his report • Attend debrief • Review / implement recommendations from the Harbour Master's incident report	

Chairman, Works & Finance Committee (For NHC Responses)		
Responsibilities	• Overall responsibility for incident response • Approval and release of press statements • Brief Commissioners • Overall responsibility for expenditure and record keeping • Liaison with government / local government representatives as appropriate	
Step	**Actions**	**Additional Information**
Alert		
Initial Actions	• Confirm spill classification with Harbour Master • Confirm all appropriate external organisations have been alerted • Review with Harbour Master initial response strategy being employed • Liaise with vessel Agents / Owners as appropriate	
Further Actions	• Release press statements after agreement with Harbour Master • Attend Oil Spill Management Team meetings • Attend press conferences • Brief Commissioners	*Maintain liaison with Public Relations Advisor*
Final Actions	• Submit personal log to the Harbour Master for inclusion in his report • Attend debrief • Review / implement recommendations from the Harbour Master's incident report	

4.1 Hierarchy of Responsibility



4.2 Oil Spill Incident Checklists.

The following checklists are intended to promote consistency of approach by all personnel involved in the incident response.

4.21 Oil Spill Assessment Checklist

This checklist ensures that the initial assessment of the oil spill is accurate and all aspects likely to affect the classification such as quantity, oil type and likely fate of the spilled oil, are investigated thoroughly.

4.22 Oil Spill Sampling Checklist

This checklist summarises the guidance given in MCA STOp Notice 4/2001, “Collection and Handling of Oil Samples”. Following the guidance ensures that samples of sufficient quantity will be taken, sealed, labelled and handled correctly. Some STOp notices are under review, these can be found here; https://www.gov.uk/government/publications/scientific-technical-and-operational-advice-notes-stop-notes

4.23 Incident Briefing Checklist

This checklist ensures that all personnel involved in the management of the incident are given a thorough briefing, and are then able to give a consistent and effective briefing to personnel under their control during the incident.

4.24 Adler and Allan Briefing Checklist

This checklist ensures key information is exchanged between ABP and Adler and Allan when initiating an emergency response.

4.21 Oil Spill Assessment Checklist	
This checklist is designed to assist those personnel who are responsible for the initial and subsequent assessments of the oil spill incident. These personnel are likely to be: • Lock controllers / GPMO's / Gatemen • Harbour Master / Deputy	
STEP	**GUIDANCE**
Assess safety hazards	Until otherwise established, assume oil spill is giving off potentially dangerous hydrocarbon vapours. ELIMINATE IGNITION SOURCES Approach Oil Spill from upwind to reduce effects of vapours. APPROACH ONLY IF CONSIDERED SAFE TO DO SO
Determine oil spill source	If source unknown, investigate with care. Instigate actions to stop spillage at source IF SAFE TO DO SO
Estimate quantity of oil released if exact amount unknown	
Assess prevailing weather conditions.	Determine: Wind speed and direction State of tide and current speed Sea state
Can spill be contained	
Predict oil fate; determine direction and speed of oil movement in addition to weathering characteristics	Take forecast weather into account

4.22 Oil Spill Sampling Checklist	
This checklist gives guidance on taking samples of spilled oil. Following the guidance will ensure that sufficient oil has been collected, packaged and labelled correctly and has been handled in such a way that the samples may be used to support claims or prosecution proceedings.	
ITEM	**GUIDANCE**
Number of samples required	By law, a single sample must be collected. However, it would be normal practice to take at least three samples at each sampling point.
Sampling Frequency	Where an incident is ongoing, at least one sample of oil pollution on water should be taken per day. Where shoreline impact has occurred, one sample per every 1km of polluted shoreline should be taken per day.
Sample Size	A minimum of 500ml of liquid is required or, in the case of polluted shorelines, at least 50 grammes of pollutant.
Method of Sampling	Where the oil is free floating, it is essential that the oil is skimmed from the water surface and that any free water drawn with the sample is minimised. Where the oil has impacted the shoreline, oil should be scraped from rocks, boulders etc and placed in the sample container.
Sealing of Sample Containers	Samples should be placed in screw top bottles with the bottle top being sealed to ensure that the sample cannot be tampered with. Lead or wire seals or adhesive labels can be used.
Labelling of Samples	Sample bottles should be labelled in accordance with the MCA STOp Notice instructions.
Information	Samples should be forwarded, as appropriate, to the address given in the STOp Notice and, additionally, MCA should be informed of the fact.

4.23 Incident Briefing Checklist	
This checklist is designed to facilitate an effective response team briefing and should be used by supervisory personnel and, if appropriate, the Oil Spill Management Team	
STEP	**NOTES**
Specify Safety Hazards	
Extent of Problem *Size of spillage, type of oil, source*	
Slick trajectory *Tide and Wind conditions*	
Response actions *Strategies to utilise*	
Resource mobilisation *Equipment and personnel*	
Planning Cycle *Meetings schedule*	
Additional Information *Communications, Waste Disposal, Weather Forecast*	
Shipping List	
Oil Spill Trailer Equipment List	

4.24 Adler and Allan Briefing Report	
From (Sender's name):	
Position:	
Company:	
Contact Details:	
Designated callout authority	
Location of spill	
Time of spill (GMT and local time)	
Source of spillage	
Quantity (if known)	
Oil type and characteristics	
Weather conditions and forecast	
Resources at risk	
Clean up resources available on site or others ordered with estimated time of arrival	
Port of embarkation for equipment; location of secure storage for equipment	
Vessel availability for equipment deployment, storage of recovered oil	
Location of Command Centre	
Name of On Scene Commander and designated contact(s) and/or deputies	

5.0 Response Guidelines

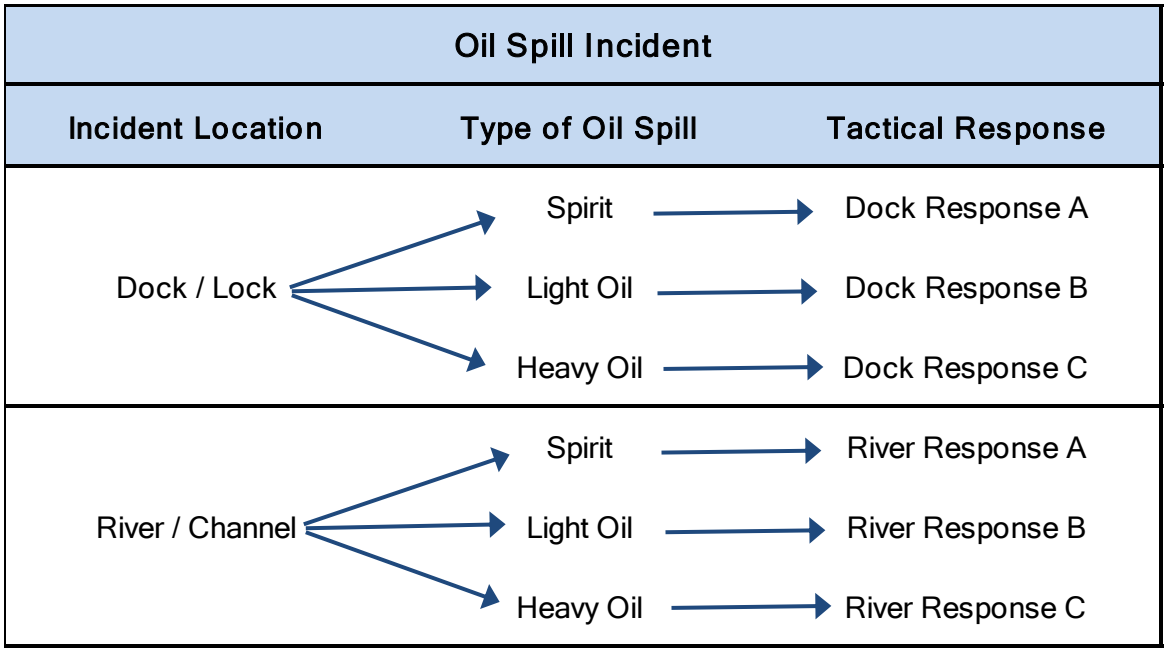
The following section gives details of the strategies to employ for the various type of oil spill incident that could occur within Port or Harbours limits. The section contains a flow chart that is designed to enable a swift decision to be made as to what strategy/tactics to employ in response to an incident dependent upon oil type and the location of the spillage.

All discharges, or potential discharges, of polluting material onto land, into rivers, estuaries or the sea where the pollution is likely to affect water within three miles of the territorial baseline, should be reported to the Natural Resources Wales using the National Contact Number 03000 653000.

5.1 Flowchart & Tactical Response Plans

By using the flow chart, it will be possible to determine which of the nine tactical response plans to employ. These tactical response plans give details of what tactics should be employed and considerations/requirements that should be complied with or made before implementing the plan.

Incident Flowchart



5.2 Tactical Responses

Dock Response A	
Incident Location	Dock
Type of Oil Spill	Spirit
Primary Strategy	Monitor
Secondary Strategy	Agitation / Absorbents

Introduction

Spirit will spread rapidly over the water's surface. It is likely to evaporate rapidly in the first few hours after a spillage, due to the many light ends. Spirit spills in an enclosed environment pose an explosive hazard. There is little that can be done actively to recover spirit from the waters surface. The most acceptable strategy is usually to encourage the products to evaporate and disperse naturally.

Safety

- Stop all operations in the area
- Ensure all personnel wear full PPE
- Prohibit smoking and naked flames
- Evacuate the area
- DO NOT attempt to contain the spillage – allow it to spread
- Call the Emergency Services
- Ban use of non-intrinsically safe equipment

Tactical Response

STOP ALLPORT OPERATIONS IN THE AFFECTED DOCK!
- INFORM relevant parties using Dock Response Notification Sheet Appendix 4
- The initial tactical response to this incident is to do nothing for the first few fours apart from considering the safety of life.
- The Emergency Services should take charge of the initial response effort.
- When considered to be safe, assist the dispersion of the product by agitating the spillage using water jets / fire hoses and possibly the propeller wash / bow waves of vessels.
- For large concentrations of spilled product, use absorbent pads to soak up the product.

Considerations / Requirements

Upon arrival at the scene, the Emergency Services Primary Response is likely to be to smother the spillage with Foam to inhibit Fire and Explosion. If it is considered to be safe not to smother the spillage, this should be encouraged. The reasoning behind this is that up to 80% of a spirit spillage on water may evaporate rapidly. If the spillage is smothered, evaporation will not take place, and there will become a need for a major manual clean-up operation to be undertaken

Dock Response B	
Incident Location	Dock
Type of Oil Spill	Light oil
Primary Strategy	Containment
Secondary Strategy	Recovery / Absorbents

Introduction

Light oils (such as diesel) are not as volatile as spirit, but still evaporate and disperse quite rapidly in the correct environment. As these types of oil are not as volatile, it is possible to contain the spillage close to its source, thereby reducing the overall area where an active clean up is required. Recovery of the Gross oil may be undertaken by vacuum systems / trucks and 'final polishing' by using absorbent pads. Absorbent booms may be used to sweep the spillage using small vessels.

Safety

- Stop all operations in the area
- Prohibit smoking and naked flames
- Ensure all personnel wear full PPE
- Persons using vessels / working on the waters edge should use lifejackets

Tactical Response

- INFORM relevant parties using Dock Response Notification Sheet Appendix 4
- Boom across the entrance to the relevant dock
- Once oil spill contained, commence recovery using vacuum system / truck
- Use small boats and an absorbent boom sweep system to corral oil and move to the vacuum system / truck.
- For small patches of spilled oil, use absorbent pads to remove from the waters surface

Considerations / Requirements

Given the fact that the impounded dock remains at approximately a constant level, there is no need to use 'running moorings' for the booms, merely ensure that there is an effective seal with the dock wall. Given the fact that the dock is relatively 'still' water, there is no need to angle the boom to the current to make it effective. It is essential that all recovered oil and absorbents be disposed of in the correct manner. If it is necessary to use temporary storage devices the NRW should be consulted

Dock Response C	
Incident Location	Dock
Type of Oil Spill	Heavy Oil
Primary Strategy	Containment
Secondary Strategy	Recovery / Absorbents

Introduction

Heavy oils do not evaporate and disperse as readily as light oils and spirits. It is for this reason that they are referred to as 'Persistent Oils'. For oil spills like this, it is necessary to contain the oil near its source of spillage and then to actively recover the oil from the waters surface. For large amounts of oil spilled of this type, booming and mechanical recovery will take place. Chemical dispersants may then be used to disperse any residual amounts into the water column. However it is extremely unlikely this method would be used in a dock.

Safety

- Stop all operations in the area
- Prohibit smoking and naked flames
- Ensure all personnel wear full PPE
- Persons using vessels / working on the waters edge should use lifejackets

Tactical Response

- INFORM relevant parties using Dock Response Notification Sheet Appendix 4
- Boom across the entrance to the relevant dock – See Figure 5or Figure 6 Booming Sites
- Once oil spill contained, commence recovery using disc or weir skimmers, pumped to temporary storage tanks that should be located on the quayside.
- Use small boats and an absorbent boom sweep system to corral oil and move to the recovery device.
- For small patches of spilled oil, use absorbent pads to remove from the waters surface.

Considerations / Requirements

Given the fact that the impounded dock remains at a relatively constant level, there is no need to use 'running moorings' for the booms, merely ensure there is an effective seal with the dock wall. Given the fact that the dock is relatively 'still' water, there is no need to angle the boom to the current to make it effective. It is essential that all recovered oil and absorbents are disposed of in the correct manner. If it is necessary to use temporary storage devices, then the NRW should be consulted. The use of dispersants is strictly controlled by NRW. They should be consulted before its use

River/Channel Response A	
Incident Location	River
Type of Oil Spill	Spirit
Primary Strategy	Monitor
Secondary Strategy	Agitation / Absorbents

Introduction

Spirit will spread rapidly over the water's surface. It is likely to evaporate rapidly in the first few hours after a spillage, due to the many light ends. There is little that can be done actively to recover spirit from the waters surface. The most acceptable strategy is usually to encourage the products to evaporate and disperse naturally, and where possible assist this.

Safety

- Stop all operations in the area
- Ensure all personnel wear full PPE
- Prohibit smoking and naked flames
- DO NOT attempt to contain the spillage – allow it to spread
- DO NOT allow vessels to close to within 800 metres of the spillage
- Where possible, remain upwind of the spill

Tactical Response

- INFORM relevant parties using River Response Notification Sheet Appendix 5
- Establish a vessel exclusion zone around the spillage – be prepared to change the position of this exclusion zone as the spillage moves.
- If possible, arrange aerial surveillance to monitor the size and movement of the spillage.
- If this is not possible, monitor the spillage from a vessel
- When considered safe, approach the spillage by vessel from upwind and agitate the spillage by fire hose from vessels. It is also possible to use the vessels propeller wash and bow wave to assist dispersion.

Considerations / Requirements

Specialist organisations are able to provide computer modelling of spillages to give indications of the likely time scale for the spillage to evaporate/disperse naturally. Information that will be required to do this is: water temperature, air temperature, wind speed, oil type, approximate size of spillage.

River/Channel Response B	
Incident Location	River
Type of Oil Spill	Light oil
Primary Strategy	Monitor
Secondary Strategy	Agitation / Absorbents

Introduction

Light oils (such as diesel) are not as volatile as spirit, but still evaporate and disperse quite rapidly in the correct environment. Due to the strong currents in the Severn Estuary/River Usk, there is little that can be done to actively recover the spilled oil. It is more acceptable to monitor the spillage and allow it to disperse / evaporate naturally. Shoreline protection will prove difficult due to the strong currents / tidal regime. It is also possible to assist the natural dispersion / evaporation by agitating the oil spill manually.

Safety

- Stop all operations in the area
- Prohibit smoking and naked flames
- Ensure all personnel wear full PPE
- Persons using vessels should use lifejackets

Tactical Response

- INFORM relevant parties using River Response Notification Sheet Appendix 5
- Establish a vessel exclusion zone around the spillage – be prepared to change the position of this exclusion zone as the spillage moves.
- If possible, arrange aerial surveillance to monitor the size and movement of the spillage.
- If this is not possible, monitor the spillage from a vessel
- If the oil spill does not appear to be approaching the shoreline, do not undertake an active response, merely monitor the situation on a regular basis.
- If the spillage appears to be approaching the shoreline, approach the spillage by vessel from upwind and agitate the spillage by fire hose from vessels. It is also possible to use the vessels propeller wash and bow wave to assist dispersion.
- For large concentrations that are not evaporating / dispersing, use either absorbent booms or pads to remove these concentrations from the waters surface.

Considerations / Requirements

Specialist are able to provide computer modelling of spillages to give indications of the likely timescale for the spillage to evaporate / disperse naturally. Information that will be required to do this is: water temperature, air temperature, wind speed, oil type, approximate size of spillage. It is essential that all used absorbents are disposed of in the correct manner. The NRW should be consulted with regard to this matter.

River/Channel Response C	
Incident Location	River
Type of Oil Spill	Heavy Oil
Primary Strategy	Containment
Secondary Strategy	Recovery / Absorbents

Introduction

Heavy oils do not evaporate and disperse as readily as light oils and spirits. It is for this reason that they are referred to as 'Persistent Oils'. For oil spills like this in open water areas, the most appropriate strategy to employ is the use of chemical dispersant, to disperse the oil into the water column. However it is highly unlikey that this method would be used in shallow waters in such close proximity to the shore. The other strategy is to utilise specialist equipment to contain and recover the spilled oil. It should be noted that this strategy is unlikely to have a high success rate.

Safety

- Stop all operations in the area
- Prohibit smoking and naked flames
- Ensure all personnel wear full PPE
- Persons using vessels / working on the waters edge should use

Tactical Response

- INFORM relevant parties using River Response Notification Sheet Appendix 5
- The Tier Two contractor will be able to mobilise specialist containment, recovery and storage equipment.
- Establish a vessel exclusion zone around the spillage – be prepared to change the position of this exclusion zone as the spillage moves.
- If possible, arrange aerial surveillance to monitor the size and movement of the spillage.
- If this is not possible, monitor the spillage from a vessel

Considerations / Requirements

It is essential that all recovered oil is disposed of in the correct manner. If it is necessary to use temporary storage devices, then the NRW should be consulted.
The use of dispersants is strictly controlled by NRW. They should be consulted before its use.

5.3 Dispersants

Under the Marine and Coastal Access Act 2009 the Marine Management Organisation (MMO) acts as the regulatory authority for the use of oil spill dispersant products in waters off England. In welsh waters Natural Resources Wales are the Approval Authority.

Natural Resources Wales acts on behalf of Welsh Government to approve the use of oil spill treatment products in welsh waters.

You need approval from the Marine Management Organisation (MMO) before you use a product to treat oil.

MMO will respond within 1 hour approving or rejecting your request to use an approved product in Welsh waters.

The product must be approved by MMO and be used in line with the conditions of its approval.

This section provides strategy guidelines for two oil types:

Oil Type	Strategy Figure	Specific Gravity	Genre	Characteristics	Examples
Light oils	5.1	< 0.8	White oils	Non-persistent, Volatile	Aviation fuel, Kerosene, Diesel, Motor Spirit
Heavy oil	5.2	> 0.95	Black oils	Persistent, Viscous, Emulsion	Fuel oils

By selecting the appropriate strategy figure, the user can derive an indicative strategy path to mitigate the effects of an oil spill, consistent with safe practice and net environmental benefit. The movement of any oil spilled within the docks complex will be dictated by the wind speed and direction at the time of the incident; the predominant factor influencing the movement of spilled oil within the Port Limits and at Port Talbot Harbour is the tidal regime.

The primary response to Tier One incidents in either port will be the use of absorbent booms and materials. There are no pre-identified protective booming sites within the port limits.

In the event of any oil spill within the docks complex, the option of suspending shipping movements and of keeping the lock gates closed must be given serious consideration when the circumstances so warrant.

Natural Resources Wales should be alerted to any oil spill threat to controlled waters, shoreline impacts or any threat to protected sites and species including those that are offshore such as SACs.

The guidelines refer to the Environmental Sensitivity Maps, Priority Protection Areas including Fisheries and the environmental information given in Section 12.

Mussel beds are operated under a “Several Order” in the vicinity of Mumbles, and crustacean shellfish store pots are also stored in the same area. Any threatened impact to fisheries interests must be advised to the South Wales Sea Fisheries Committee.

Although the guidelines offer the option of a dispersant response, the application of any chemical dispersant to an oil spill within the dock complexes / harbour areas would be under exceptional circumstances only and subject to full regulatory approval of NRW.

5.4 Strategic Action / Response

Stage 1 - Assessment / Preparation / Activation

1A – Assess Situation – GPMO/LC/LPS	Section	✓
Member of staff to spill site to identify oil if possible	4.2	
Identify spill size using Bonn agreement table	6.2	
Check weather forecast for projected spill movement		
Identify any threats – Dock Plans & Sensitivity Mapping	6.1 & 12.3	

1B – Activate Contingency Plan - LPS	Section	✓
Inform HM or relevant 4P Responder - call out table	3.6	
Mobilise local response team using call out table	3.6	
Use notification matrix to inform relevant authorities notifications	App 4/5	
Put A&A on standby number of A&A	App4/5	

1C – Activate Organisational Response – HM / 4P	Section	✓
Implement Organisational Structure – Establish IC, Loggist, Comms, OSC	3.7, 3.8	
Setup Command centre – Local Emergency Room (ER)		
Establish internal / external comms procedure – ER Number, VHF Channel		
Implement Safety and Security procedure – Inform Security + IM/SS		

Stage 2 - Response / Action / Management

2A - Activate Operational Response – IC	Section	✓
Prepare Site Safety Plans – Initial Incident Checklist, H&S Assessment Form	7.01, 7.1	
Briefings – POLREP, Incident Briefing Checklist, A&A Briefing Report	3.10, 4.23/4	
Coordinate Waste Disposal – Local Spill Equipment, A&A & Biffa Waste	13.8	
Monitor Results and Review Response Actions		
Inform Corporate Communications	6.4	

2B – Prepare Ongoing Incident Action Plan – OMT	Section	✓
Oil Spill Progress Report	3.9	
Consult Technical Experts A&A		
Identify Ongoing Response Strategy		
Maintain Records – Costs, Log etc		
Develop Response Action		

2C – Manage Ongoing Response - OMT	Section	✓
Evaluate Response Reports		
Update Incident Plans		
Brief Response Team		
Manage Site Safety and Occupational Hygiene		
Manage Incident Control Response Activities		
Contact P&I Club, IOPC	App 4	

Stage 3 – Deactivate / Consolidate / Report

3A – Deactivate Response - OMT	Section	✓
Determine Deactivating response with appropriate agencies		
Assess Potential for Recontamination		
Shutdown Field Operations		
Clean and Reinstate equipment		
Post Incident Report	3.11	

3B – Consolidate Costs - OMT	Section	✓
Verify Costs		
Consolidate and Produce Expenditure Records		
Verify Reasons for Costs – Log entries		
Produce Final Cost Report		
Submit Claims		

3C – Debrief and Report - OMT	Section	✓
Conduct Review		
Analyse Strengths and Weaknesses		
Commission Independent Report for Major Spills		
Make Recommendations for Future Responses		
Submit Report		

6.0 Booming

The Port of Cardiff

Cardiff has 2 dedicated bulk liquid hydrocarbon reception facilities

- Roath Dock Oil terminal
- Queen Alexander dock No1 oil terminal.

A permanently fixed bubble barrier, is in place to contain any small spill from the Roath Dock oil terminal. For a larger ship to shore spill from either of the 2 oil terminals in Cardiff, an oil boom is stored close to the Roath Dock Communication passage and can be used to contain a spill at either terminal.

The Cardiff Dock Plan shows the following:

- Position of Bubble barrier
- Boom position to isolate QA dock from Roath Dock
- Boom Position to isolate a spill at No 1 oil berth

The Port of Newport

Newport has 2 main docks, North and South with a junction cut separating the two. In the event of a spill a boom can be placed across the junction cut to prevent the movement of oil between North and South Dock.

The Port of Port Talbot

Port Talbot Docks consists of 4 main sections, should there be a spill in dock there is a possibility one of these sections could be contained using boom showed on the map. Currently only the main part of the dock is used for shipping so it is at low risk from a spill.

Port Talbot Tidal harbour

The Tidal Harbour at Port Talbot was purpose built to service Cape size vessels carrying iron ore and coal to the steel works at Port Talbot.

- The area has a high tidal rise and fall:
- 8.5m spring
- 5m neap

Has tidal streams across the entrance of up to 3 knots during spring tides.

The entrance to the harbour has a westerly aspect and is exposed to the prevailing Atlantic swells and winds. The entrance itself is over 600 m wide. The harbour is man made, the breakwaters constructed from irregular shaped stone blocks. (high Energy)

Due to the exclusive dry bulk cargo trade in the port and the natural and physical obstacles, it is not considered practical to plan to boom off the harbour in the case of the type of spill that could be expected (small bunkering spill)

Swansea Dock

There is currently no commercial activity taking place in the Queens dock at Swansea, however, there is a mussel farm situated close to the old BP facility (marked on the attached dock Plan. In the eventuality of a spill in the Kings dock (commercial activity other than bulk oil) it may be necessary to boom across the communication passage (as marked on the dock Plan). Similarly there is no commercial shipping in the POW Dock, however Swansea Watersports are licensed to operate in the POW Docks, so it may be necessary to boom across the Junction cut in the event of a spill in the Kings Dock.

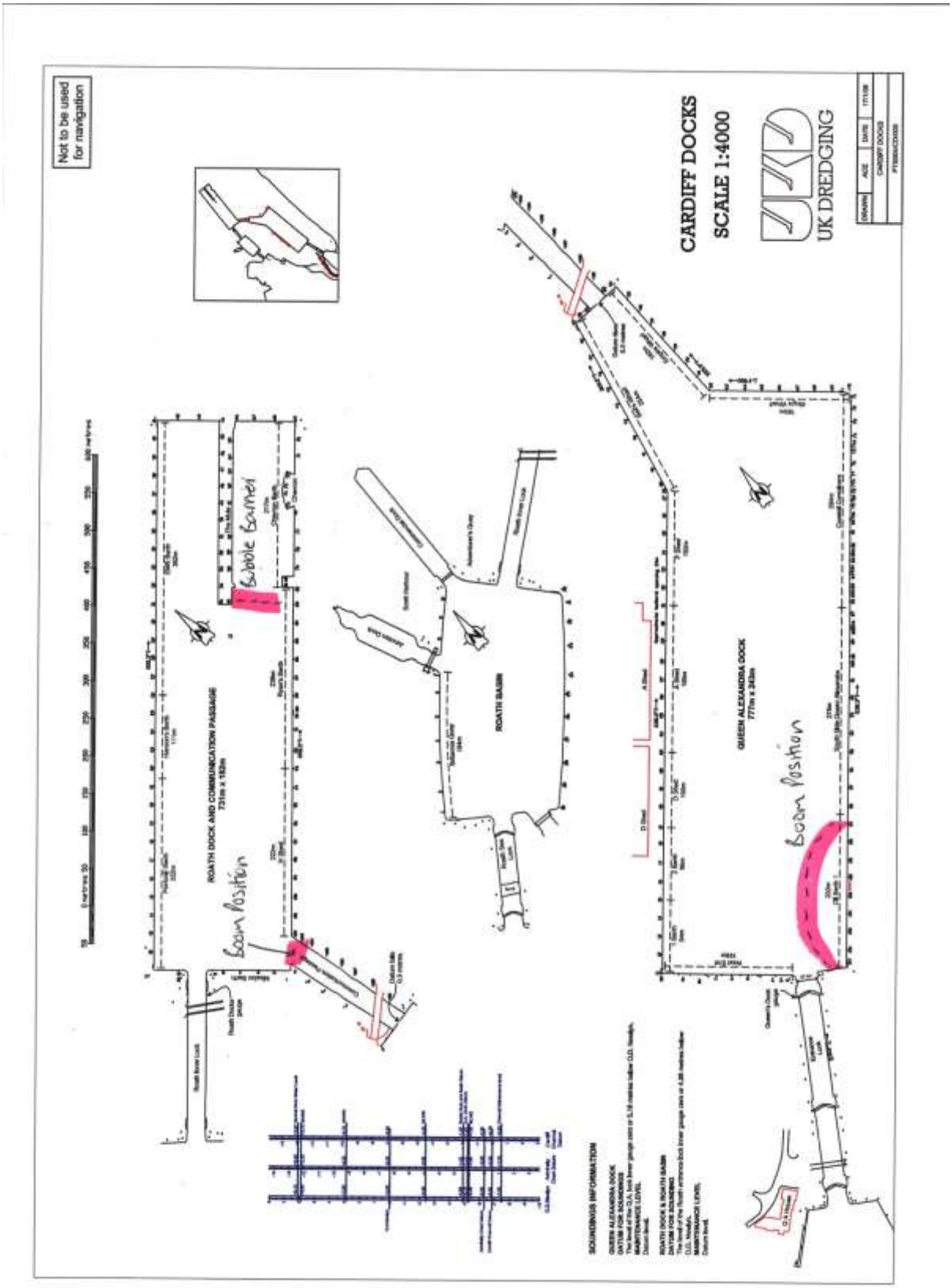
Barry Dock

Ocean Watersports Trust are licensed to operate in Barry dock, in the event of a spill it would be important to notify the trust, the only area that could be boomed off is the junction between 1 and 2 dock.

6.1 Booming Plans

Due to the nature of the ports of Swansea, Port Talbot dock, Barry Dock and Newport dock, having at least 2 sets of lock gates to confine any spill from contaminating the wider environment and due to the fact that no oil products are handled at these ports it has risk assessed that any likely pollution incident will be a small bunkering operation type spill. Because of the above, no booming plans have been prepared for incidents inside these enclosed docks. However Plans have been provided to show positions to deploy booms if the need to isolate areas of the dock should arise.

ABP personnel would keep the lock gates closed while any small spill was cleared up using local personnel and absorbents held in stock. For any larger spill, the services of Adler & Allan are on retention to respond within the required 4 hrs with a defined inventory of equipment and personnel.


Not to be used for navigation
CARDIFF DOCKS
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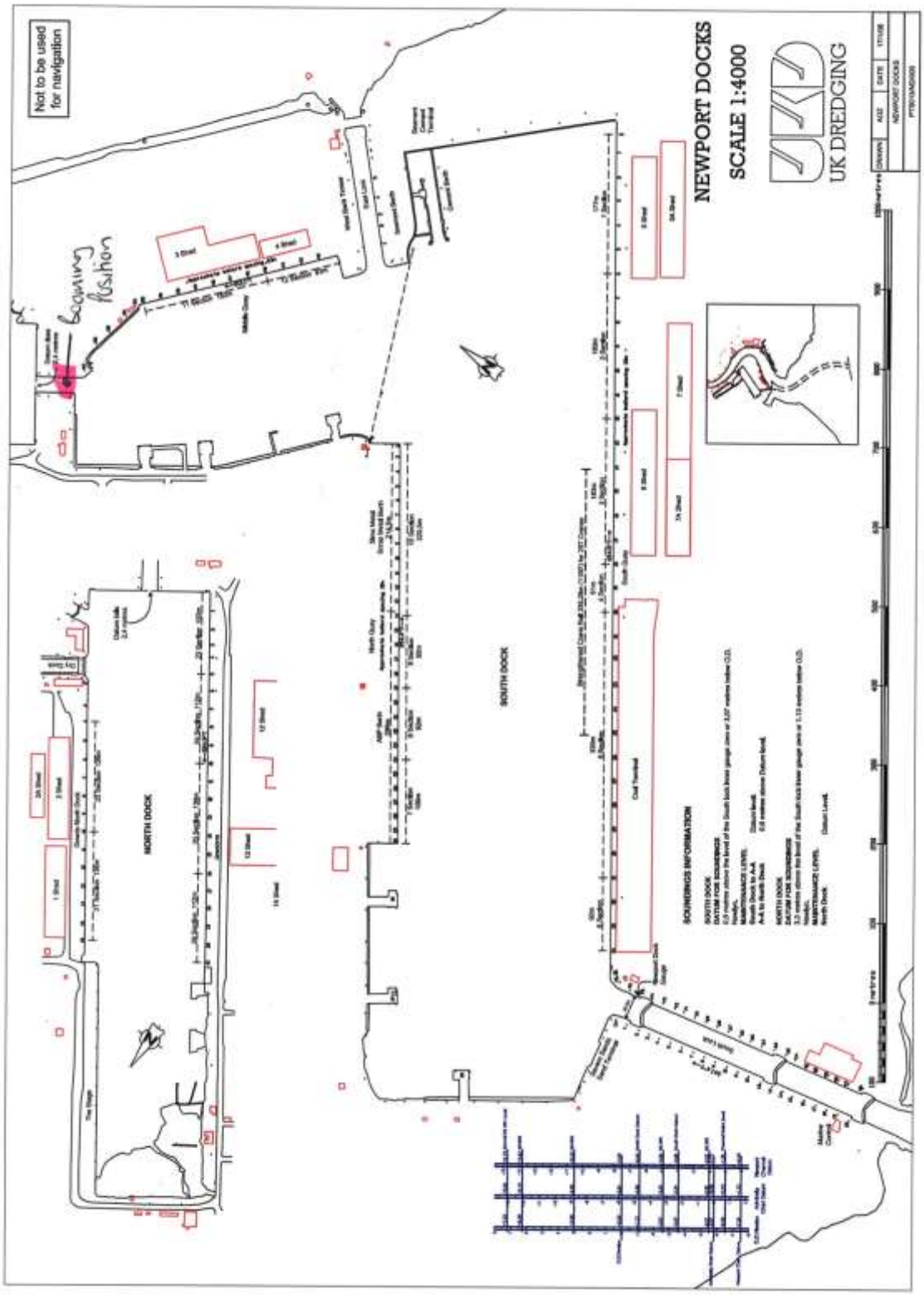
UK DREDGING
ROATH DOCK AND COMMUNICATION PASSAGE
ROATH BASIN
QUEEN ALEXANDRA DOCK
Bubble barrier
Boom position
Boom position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NEWPORT DOCKS
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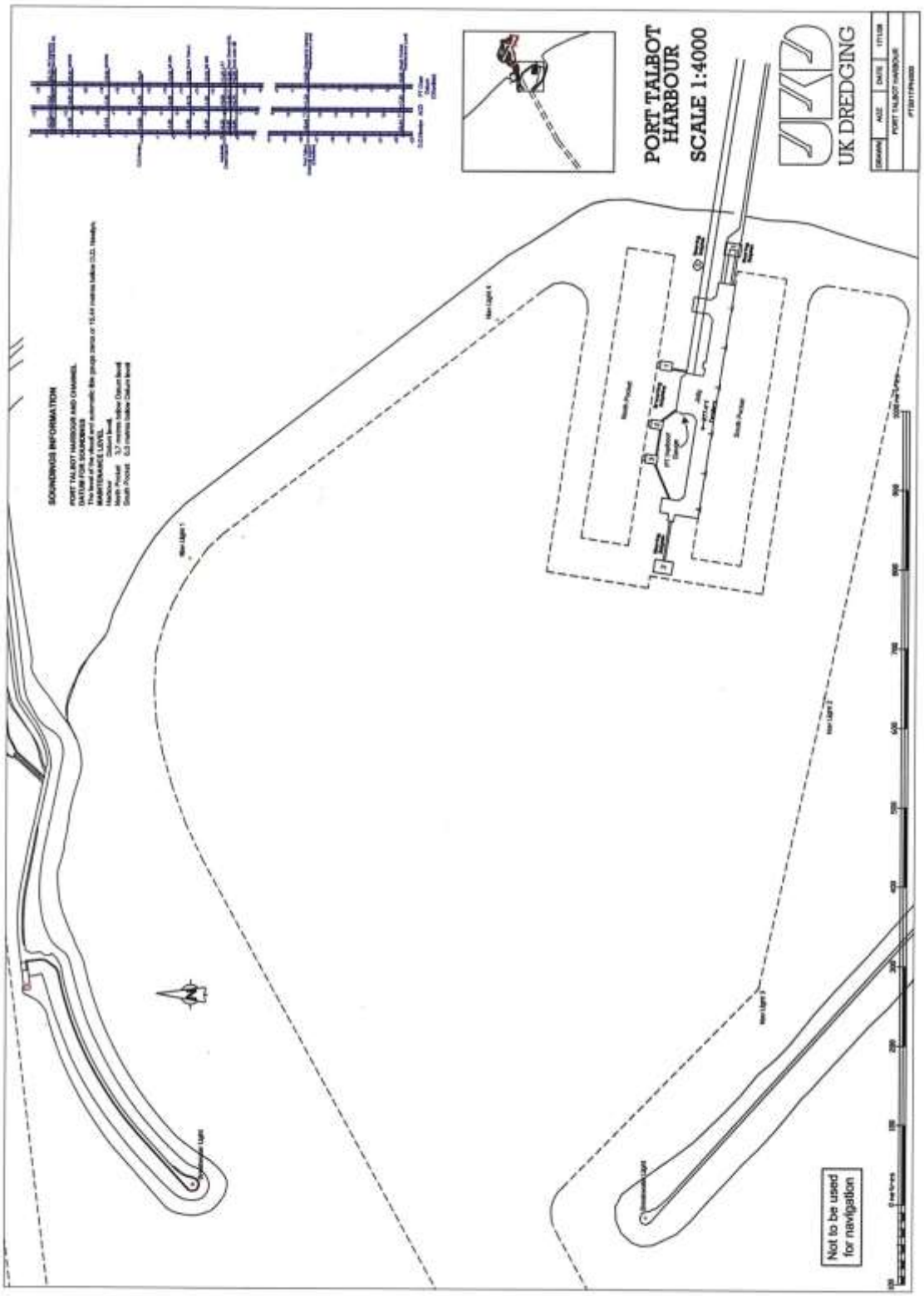
UK DREDGING
NORTH DOCK
SOUTH DOCK


PORT TALBOT
HARBOUR
SCALE 1:4000
UK DREDGING
SOUNDINGS INFORMATION
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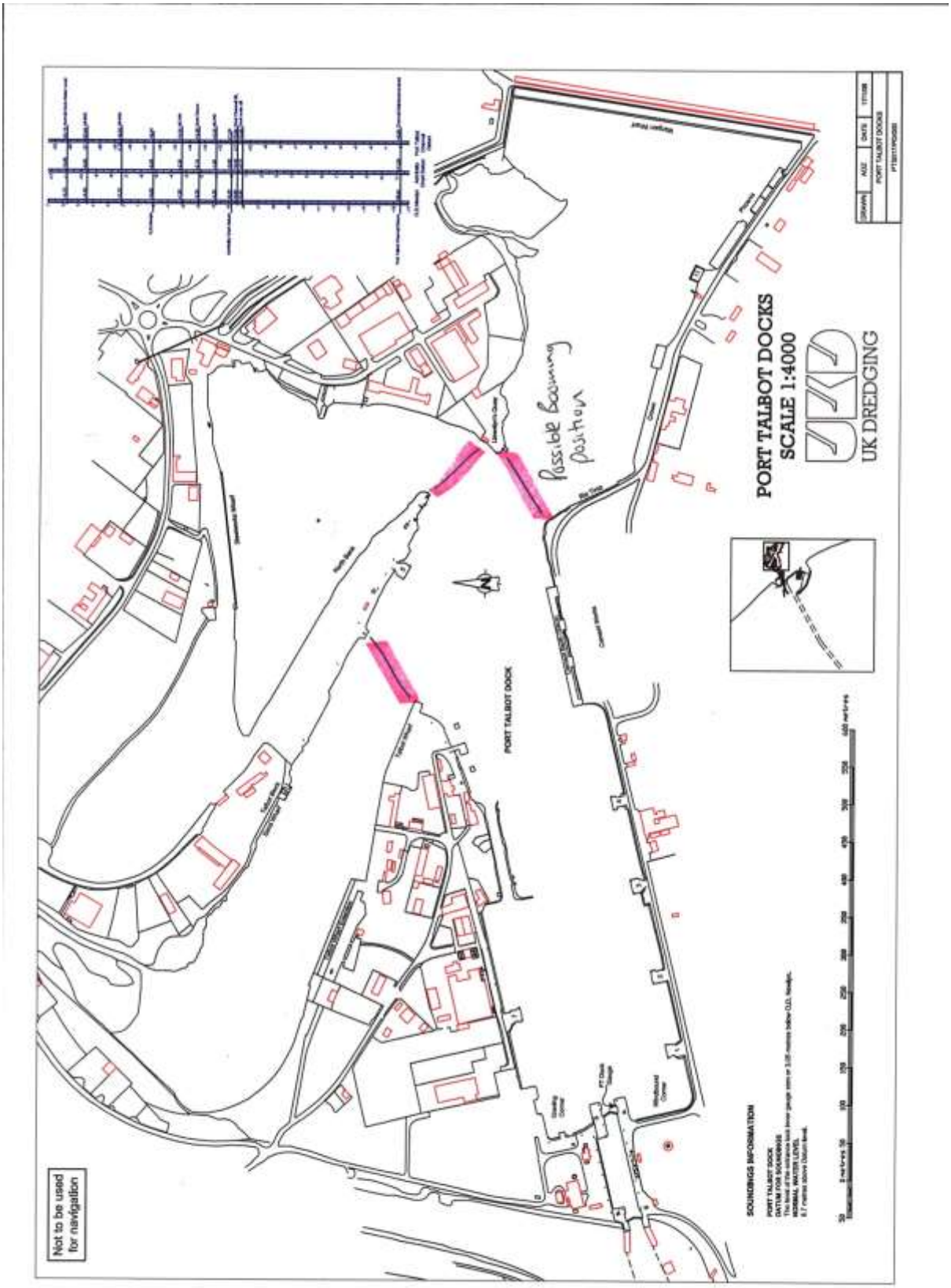
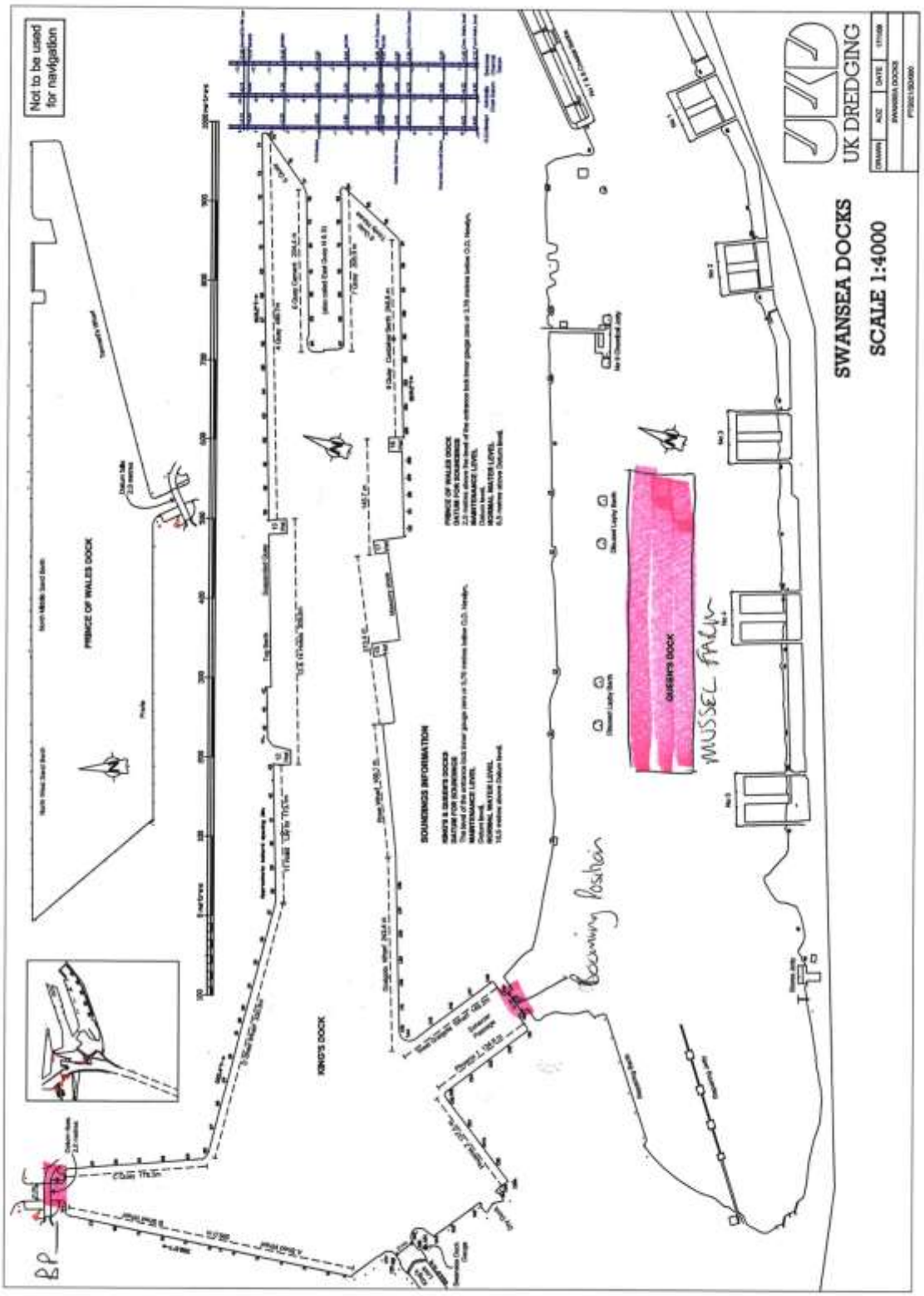

PORT TALBOT DOCKS
SCALE 1:4000
UK DREDGING
Possible Boomimg Position
PORT TALBOT DOCK
Not to be used for navigation
SOUNDINGS INFORMATION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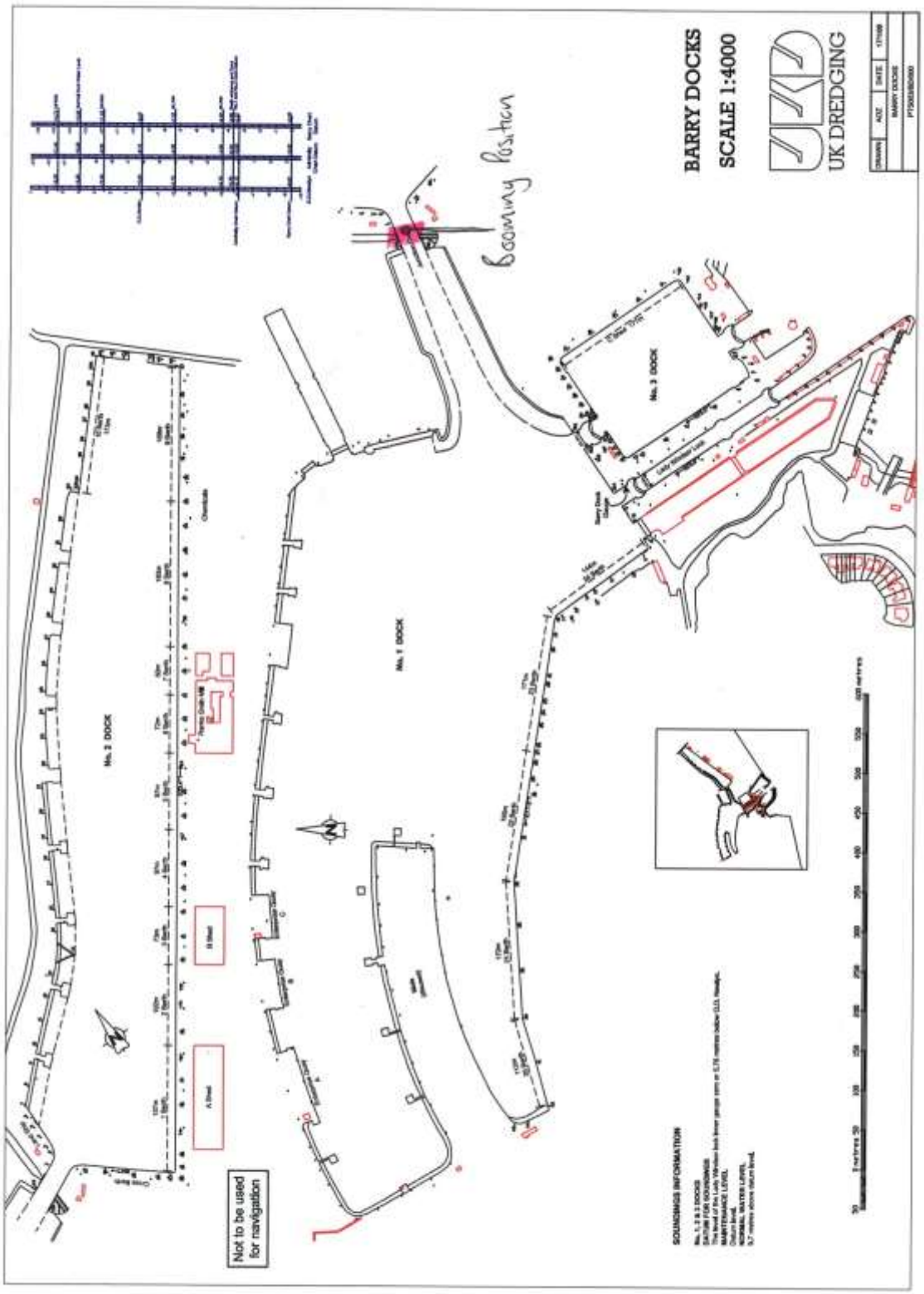
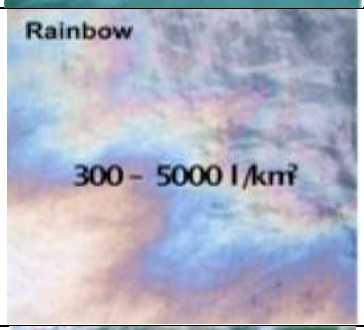
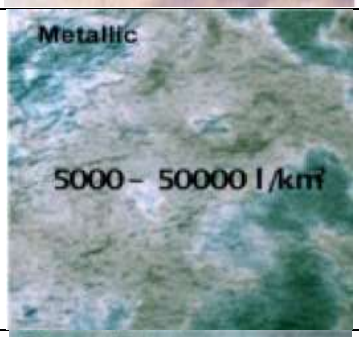
UK DREDGING
SWANSEA DOCKS
SCALE 1:4000
PRINCE OF WALES DOCK
KING'S DOCK
QUEEN'S DOCK
SOUNDINGS INFORMATION
BP

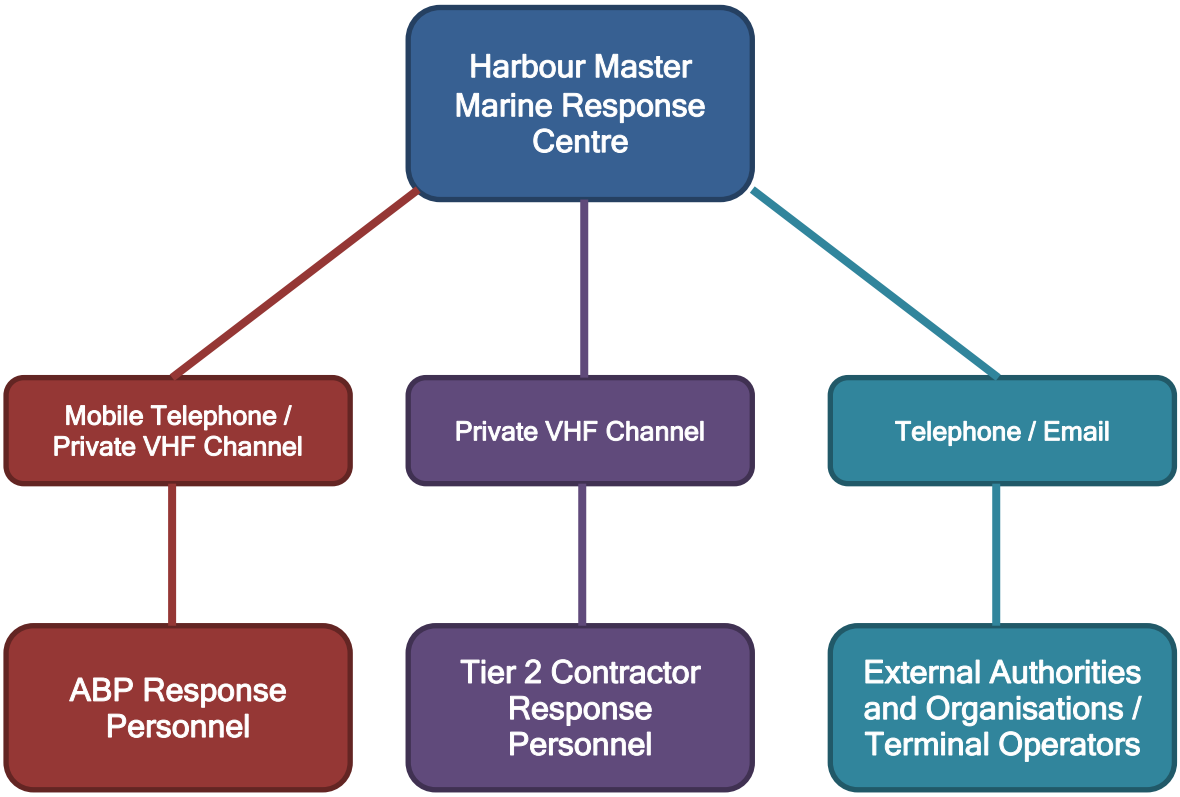

BARRY DOCKS
SCALE 1:4000
UK DREDGING
Boomerang Position
No. 3 DOCK
No. 2 DOCK
No. 1 DOCK
Not to be used for navigation
SOUNDINGS INFORMATION

6.2 Bonn Agreement Oil Appearance Chart

Code	Description - Appearance	Layer Thickness Interval (µm)	Litres per km^2	Appearance
1	Sheen (silvery/grey)	0.04 to 0.30	40 - 300	
2	Rainbow	0.30 to 5.0	300 - 5000	
3	Metallic	5.0 to 50	5000 - 50,000	
4	Discontinuous True Oil Colour	50 to 200	50,000 - 200,000	
5	Continuous True Oil Colour	More than 200	More than 200,000	No Image

6.3 Communications / Public Affairs Plan

Details of the communication between internal personnel and external bodies, during an incident are shown below:



6.4 Media enquiries

If you receive an enquiry from the media (other than if you work in a designated communications role), you should take down details of the enquiry without offering any information or opinion. Details of the enquiry should be immediately emailed to the relevant port manager / Regional Director and the Public Affairs and Corporate Communications (PACC) team at communications@abports.co.uk or passed on by telephone call to any of the following people:

David Leighton	Head of Public Affairs and Corporate Communications	
Gareth Lewis	Corporate Communications Manager	
Ann-Maree Andritsakis	Communications Advisor	

In the specific case of a response in the NHC area of Jurisdiction, the Chairman of NHC should also be advised. Further handling of any media enquiry should only be undertaken if you have approval from:

- The Head of Public Affairs and Corporate Communications or the Corporate Communications Manager **and**
- The appropriate director, regional or business function head or manager or other nominated employee.

You should not handle a media enquiry unless you have received appropriate media training. For a list of employees who have received media handling training, please see the document 'Employees who are trained for media enquiries' here; https://abbritishports.sharepoint.com/teams/communications/General%20Documents/Employees%20trained%20for%20media%20enquiries.pdf#search=media%20enquiries

Media Enquiry Form

Please pass the following details to the Communications Team:

Name:	
Telephone:	
Email:	
Organisation:	
Request Details:	

Health and Safety Plan

7.0 Introduction

Full account must be taken of the health and safety requirements for all personnel involved in oil spill response activities. Initially basic health and safety checks should be completed by the IC to take control of the incident. The Initial Incident Checklist can be used as a guide (see below Section 7.01).The Site Specific Health and Safety Plan Assessment Form (Section 7.1) lists site characteristics, site hazards and personal protective equipment and site facility needs. This plan is intended to act as an aide-mémoire to ensure that all applicable health and safety requirements are considered and appropriate actions are taken.

Sections 8.2 and 8.3 summarise legislative requirements and give guidance on specific oil spill clean-up tasks and hazards. In Tier 2 and Tier 3 incidents, an ABP Safety Officer will support the Harbour Master in the control and management of the health and safety function.

7.01 Initial Incident Checklist

Initial Incident Checklist			
Confirm Spill Incident		Are all personnel safe / any injuries or casualties	
Confirm Tier		Does the area need evacuating	
Confirm Location		Does the area need cordoning off	
Confirm On Scene Commander		Is there need for mechanical/electrical isolations	
Initiate Site H&S Assessment 7.1		Review actions	

7.1 Health and Safety Assessment Form

Site Specific Health and Safety Plan Assessment Form					
1. APPLIES TO SITE:					
2. DATE:		**3. TIME:**		**4. INCIDENT:**	
5. PRODUCT (S):				(Attach MSDS)	
6. Site Characterisation					
6a. Area	☐ Open water	☐ Inshore water	☐ River	☐ Salt marsh	☐ Mudflats
	☐ Shoreline	☐ Sand	☐ Shingle	☐ Docks	
6b. Use	☐ Commercial	☐ Industrial	☐ Recreational	☐ Government	☐ Public
	☐ Residential	☐ Other			
7. Site Hazards					
	☐ Boat safety	☐ Fire, explosion	☐ Slips, trips and falls		
	☐ Chemical hazards	☐ Heat stress	☐ Steam and hot water		
	☐ Cold stress	☐ Helicopter operations	☐ Tides		
	☐ Manual handling	☐ Lifting	☐ Trenches, excavations		
	☐ Equipment operations	☐ Motor vehicles	☐ Visibility		
	☐ Electrical hazards	☐ Noise	☐ Weather		
	☐ Fatigue	☐ Overhead/buried utilities	☐ Work near water		
	☐ Others	☐ Pumps and hoses			
8. Personal Protective Equipment					
☐ Foot Protection		☐ Coveralls			
☐ Head Protection		☐ Impervious suits			
☐ Eye Protection		☐ Personal Floatation			
☐ Ear Protection		☐ Respirators			
☐ Hand Protection		☐ Other			
9. Site Facilities					
☐ Sanitation	☐ First Aid	☐ Decontamination			
10. Contact details:					
☐ Doctor		Phone			
☐ Hospital		Phone			
☐ Fire		Phone			
☐ Police		Phone			
☐ Other		Phone			
11. Date Plan Completed					
12. Plan Completed by					

Legislative Requirements

8.1 Employers' Duties

The principal duty of an employer is that imposed by The Health and Safety at Work Act etc. 1974 & The Management of Health and Safety at Work Regulations 1999 (as amended). The Act states the employer is to ensure, as far as is reasonably practicable, the health, safety and welfare of their employees and anyone else who may be affected by their business activities whilst at work.

- The Management of Health and Safety at Work Regulations 1992 impose specific duties on employers to:
- Carry out risk assessments of their work activities in order to identify protective and preventative measures - significant findings must be recorded if there are five or more employees;
- Make arrangements for the planning, organisation, control, monitoring and review of the preventive and protective measures. When there are five or more employees these arrangements must be recorded;
- Provide employees with appropriate health surveillance, where this is shown to be necessary by risk assessment;
- Appoint a competent person(s) to help ensure compliance with health and safety law;
- Set up emergency procedures;
- Only allow persons with sufficient health and safety instructions to have access to restricted areas;
- Provide employees with comprehensive health and safety information relating to the details above;
- Full co-operation with other employers sharing the workplace;
- Provide the relevant health and safety information to any outside employer working within their premises, including relevant instruction and information;
- Provide the relevant health and safety training to employees; and
- Provide all temporary workers with relevant information on health and safety requirements appropriate to their position within the company.

8.2 Employees' Duties

All employees have a duty under The Health and Safety at Work Act etc. 1974 & The Management of Health and Safety at Work Regulations 1999 (as amended) to take reasonable care for the health and safety of themselves and their colleagues at work who may be affected by their acts or omissions.

Under The Health and Safety at Work Act etc. 1974 & The Management of Health and Safety at Work Regulations 1999 (as amended) employees have a duty to co-operate with their employer and colleagues enabling them to comply with statutory duties and requirements.

Additionally, The Health and Safety at Work Act etc. 1974 & The Management of Health and Safety at Work Regulations 1999 (as amended) states that employees must not intentionally or recklessly misuse any equipment and the like provided for them in the interests of health, safety or welfare.

The Management of Health and Safety at Work Regulations 1992, further oblige employees to:

- Use any of the equipment etc, provided in the interests of safety;
- Follow health and safety instructions;
- Report any problem they consider to be a danger; and
- Report any shortcomings in the protection arrangements for health and safety.

8.3 Site Hazards

Bird Handling

Handling of birds must be undertaken by properly trained personnel to ensure the protection of both bird and handler. The Health and Safety of persons involved in the handling of birds will fall under the responsibility of the competent organisation. Eg. RSPCA, RSPB.

Boat Safety

- Boat operators must familiarise themselves and passengers with safety features and equipment on their boats.
- Boats must be operated by qualified individuals.
- Lifejackets must be worn by personnel on boats.
- Use of cold-water immersion suits is particularly critical under conditions of cold stress.
- Boats should generally not be used after sunset for oil recovery. If this is required or poses minimal risk, areas of operation should be carefully prescribed, and individual boat operators should maintain a communication schedule with a shore base. Each boat should be fully equipped with appropriate navigation lights.
- Distress signals should be carried on all craft.
- Boat operators must keep their supervisors informed of their area of operation, especially when they change their work area (if plans call for a boat to move to another location during a shift, the operator should advise the supervisor of his actual time of departure).
- Portable fuel tanks should be filled outside of the boat. All sources of ignition in the area of refuelling should be isolated.
- Personnel working in or operating boats should wear appropriate non-slip footwear.
- Fixed ladders or other substantial access/egress should be provided at boat transfer locations from low water line to platform.

- Workers should be cautioned about using their arms or legs to fend off during berthing, or getting their hands, arms, or legs between vessels and docks or fixed structures.

8.4 Chemical Hazards

Attach appropriate Material Safety Data Sheets for all hazardous substances likely to be used at a spill site.

8.5 Cold Stress

Cold stress can occur among responders as a result of prolonged exposure to low environmental air temperatures or from immersion in low temperature water. It can lead to a number of adverse effects including frostbite, chilblain and hypothermia. The single most important aspect of life-threatening hypothermia is the fall in the deep core temperature of the body. Workers shall be provided with warm clothing, rest opportunities, exposure protection, and warm and / or sweet fluids. Boat crew personnel will wear immersion suits the water temperature is below 15^{o}, or the combined water and air temperature is less than 48^{o} Celsius.

8.6 Wind Chill Chart

Wind Chill Chart								
Wind Speed Mph	Temperature 'C							
	15	10	5	0	-5	-10	-15	-20
5	10	4	-1	-7	-12	-18	-21	-23
10	9	3	-3	-9	-14	-21	-23	-26
15	4	-2	-9	-16	-23	-29	-33	-36
20	2	-6	-13	-21	-28	-38	-40	-43
25	0	-8	-16	-23	-32	-39	-43	-47
30	-1	-9	-18	-26	-34	-42	-46	-51
35	-2	-11	-19	-28	-36	-44	-49	-53
40	-3	-12	-20	-29	-37	-45	-50	-55
	Little Danger for Properly Dressed Person			Increased Danger for Properly Dressed Person				
	Exposed Flesh in Danger of Freezing							

8.7 Manual Handling

Please refer to ABP's Manual Handling Procedure for guidance, this can be found here;
https://abbritishports.sharepoint.com/sites/MarineandCompliance/Compliance%20Published%20Documents/Manual%20Handling%20Operations.pdf#search=manual%20handling

8.8 Equipment Operations

Heavy Equipment and Fork lifts

Operators of heavy equipment and forklifts, must be trained in accordance with ABP's Policy and follow the relevant operating procedures.

8.9 Electrical Hazards

Electrical hazards shall be identified and marked with suitable placards, barricades, or warning tape as necessary.

8.10 Fatigue

Working long hours without rest may be required, especially during the early phase of response. This, coupled with the stress of the situation and wearing required PPE, can contribute to fatigue. Symptoms include loss of concentration, errors in judgement, irritability, sleepiness, soreness and stiffness in joints and muscles. Rest and sleep are the primary treatments for fatigue. Stress can be addressed by relaxation techniques, such as deep breathing, stretching and taking breaks.

8.11 Fire / Explosion

Flammable and combustible materials may be encountered at the spill site. These may be fuels for vehicles and equipment or the spilled material itself. However other chemicals may be used during the response. Precautions should be taken when working with either flammables or combustibles:

- No smoking or naked flames
- Provide fire extinguishers in areas where these materials are used.

8.12 Heat Stress

Heat stress can result as responders perform heavy labour work in protective and/or impermeable clothing that does not breathe or allow for the normal dissipation of body heat. Heat build up can lead to a number of adverse health effects including heat rash, heat cramps, dehydration, heat exhaustion or heat stroke.

The incidence of heat stress is dependent on a number of factors such as temperature, humidity, a person's fitness, age, weight and clothing worn. Therefore supervisors should continually monitor their employees when workloads are heavy and temperatures and/or humidity are high (see figure below for guidance).

Fluids shall be available at all times and personnel will be encouraged to drink these during rest periods. Shaded rest areas will be made available where feasible.

8.12 Heat Index Chart

Heat Index Chart

Degrees 'C	Humidity %															
	25	30	35	40	45	50	55	60	65	70	75	80	85	90	95	#
42	48	50	52	55	57	59	62	64	66	68	71	73	75	77	80	82
41	46	48	51	53	55	57	59	61	64	66	68	70	71	74	76	79
40	45	47	49	51	53	55	57	59	61	63	65	67	69	71	73	75
39	43	45	47	49	51	53	55	57	59	61	63	65	66	68	70	72
38	42	44	45	47	49	51	53	55	56	58	60	652	64	66	67	69
37	40	42	44	45	47	49	51	52	54	56	58	59	61	63	65	66
36	39	40	42	44	45	47	49	50	52	54	55	57	59	60	62	63
35	37	39	40	42	44	45	47	48	50	51	53	54	58	58	59	61
34	36	37	39	40	42	43	45	46	48	49	51	52	54	55	57	58
33	34	36	37	39	40	41	43	44	46	47	48	50	51	53	54	55
32	33	34	36	37	38	40	41	42	44	45	46	48	49	50	52	53
31	32	33	34	35	37	38	39	40	42	43	44	45	47	48	49	50
30	30	32	33	34	35	36	37	39	40	41	42	43	45	46	47	48
29	29	30	31	32	32	35	36	37	38	39	40	41	42	43	45	46
28	28	29	30	31	32	33	31	35	36	37	38	39	40	41	42	43
27	27	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41
26	26	26	27	28	29	30	31	32	33	34	34	35	36	37	38	39
25	25	25	26	27	27	28	29	30	31	32	33	34	34	35	36	37
24	24	24	24	25	26	27	28	28	29	30	31	32	33	33	34	35
23	23	23	23	24	25	25	26	27	28	28	29	30	31	32	32	33
22	22	22	22	22	23	24	25	25	26	27	27	28	29	30	30	31

Up to 29 'C	No Discomfort
30 - 34 'C	Slight Discomfort Sensation
35 - 39 'C	Strong Discomfort, Caution, Limit Heaviet Physical Activities
40 - 45 'C	Strong Disposition Sensation, Danger, Avoid Efforts
46 - 53 'C	Serios Danger, Stop All Physical Activities
Over 54 'C	Death Danger, Imminent Heatstroke

8.13 Helicopter Operations

Helicopters may be used at the spill site for over flight surveillance, site characterisation, personnel/equipment transport, and rescue/medical transport. The Health and Safety of persons involved in Helicopter operations will be the responsibility of the competent organisation/contractor.

8.14 Lifting

Cranes must be operated in accordance with the manufacturers' instructions and established construction practices. Only trained and authorised operators shall be allowed to operate cranes.

8.15 Motor Vehicles

Drivers shall maintain a safe speed at all times, and shall not be allowed to operate vehicles in a reckless manner. Only diesel powered motor vehicles to be used in areas with an explosive atmosphere.

8.16 Noise

Appropriate hearing protection shall be used in designated high noise areas – first action level of 80 dBA where hearing protection is recommended (85 dBA being the second action level where it becomes mandatory) with a time weighted average over an 8 hour work shift/period. Additionally, no person shall be exposed to greater than 115 dBA at any time without the use of appropriate hearing protection.

8.17 Overhead and Buried Utilities

If work has to be carried out near overhead lines, consultation with the organisation that operates the supply system should be undertaken. A safe working distance from these overhead lines should be determined and the area cordoned off.
The estimated location of buried utilities such as sewer, telephone, fuel, electric or water should be predetermined before work begins. Utility companies or owners must be contacted, advised of the proposed work and informed of the urgency of the situation.

8.18 Pumps and Hoses

Pumps and hoses may be used at the spill site to apply water, steam or chemical for clean up and/or decontamination. They may also be used for transfer of liquid waste. Caution should be used when working in these areas where hoses are being used as they represent a tripping hazard.

8.19 Slips, Trips and Falls

Slips, trips and falls on oily surfaces are the major cause of injuries at an oil spill site. Many of these injuries occur in the first few minutes of work before workers realise the conditions and begin to take precautionary measures. When entering a spill site, walk slowly and carefully in oil coated areas. Be especially careful when walking on oil-covered rocks. Oil resistant safety footwear with non-slip soles should be worn.It is better to clear an access/egress route than to walk through oiled areas.

9.0 Waste Management Plan

Note: oiled waste is classed as Hazardous Waste and the transfer and disposal of such material is governed by the Hazardous Waste (England & Wales) Regulations 2005.

9.1 General

Wherever possible, spilled oil should be recovered for recycling and re-use. However any shoreline clean-up operation is likely to result in amounts of oily waste far in excess of the original oil on the shoreline.

Responsibility for the arrangement to dispose of shoreline pollution wastes rests with the local County Council. Associated British Ports, in conjunction with the Local County Council, will arrange for the disposal of all oiled waste materials arising from spillages within the dock complexes or port areas and from the clean-up of land / foreshore owned by ABP. In the event of an incident Natural Resources Wales would be able to provide advice and guidance on waste minimisation and waste disposal matters.

The following types of waste can arise:

- Recovered oil (not heavily contaminated)
- Water in oil emulsion - untreated
- Water in oil emulsion - treated with dispersant
- Thick weathered oil - lumps
- Semi-solid bunker oil
- Oil and sand mixtures
- Dry waste
- Oiled shingle
- Heavily oiled seaweed and other debris

In Tier One and Tier Two incidents which do not involve an oil company, any oil recovered from the dock or harbour waters will be transferred to one of the waste oil disposal / recycling contractors listed in section 9.5.

9.2 Waste Disposal Operations

NB: Within this Plan waste oil refers to the disposal of oil which has been contained and recovered as the result of a spill or a pollution incident. The safe handling and disposal of recovered oil is governed by relevant sections in the following legislation:

1. Control of Pollution (Amendment) Act 1989
2. The Environmental Protection Act 1990
3. The Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations 1991
4. Environmental Permitting Regulations 2016
5. Landfill (England and Wales) Regulations 2005
6. Hazardous Waste (England and Wales) Regulations 2005
7. List of Wastes (England) Regulations 2005

If oily waste material is produced as a result of a pollution incident then the polluting party (operator) has a duty of care to ensure that the waste is contained, handled, transported and ultimately disposed of in an appropriate manner. If the material is to be handled by contractors then the operator (to reduce liabilities to a minimum) has to ensure that each contractor has the relevant transportation registration and waste management licences, where applicable. In addition HM Customs and Excise must be notified if recovered oil is brought ashore by dedicated oil recovery vessels. Landing should not be hindered by the absence of an official from HM Customs and Excise; however, the Operator should maintain a careful log on quantity and nature of the recovered oil.

The options for waste disposal or treatment of material, be it oily liquids or oil solids are:

- Take to appropriate disposal sites;
- Temporary store, clean, stabilise and then recover or re-use;
- Temporary store and then take to appropriate disposal site for burial;
- Take to a refinery/incinerator (mainly for oily liquids)

9.3 Disposal Plan

All waste arising from an oil spillage will be handled systematically and strictly in line with the current Regulations. Within the resources of the Plan, initial holding and storage will be possible through use of portable storage tanks as listed in section 9.4 and thereafter the oil will be disposed of using a local licensed contractor (9.5). Because of the length of shoreline, and tidal flows involved, it has been difficult to nominate a specific temporary waste holding area.

In the event of a Tier 2 or 3 spill response, the legal disposal of recovered oil will be undertaken, through a disposal route agreed with the NRW, on behalf of Port Penrhyn. This will be managed by the Port's nominated oil spill contractor duly accredited to Level 3 under the NRW / UK Spill Association.

9.4 Temporary Storage

This Plan being regional and covering a very large area does not designate temporary storage sites. Dependent on the nature and location of any pollution incident, temporary storage will be designated as an appropriate place by the on scene commander at the specific incident. However, it is worth noting that fastanks could be erected and used on most quaysides within the docks, providing there accessible by road. Unless the incident is declared an emergency any temp Storage will need be carried out in accordance with the Environmental Permitting (England & Wales) Regulations 2016 or the non Waste Framework Directive. Please see link for further info http://www.environment-agency.gov.uk/static/documents/Business/NWFD_2.pdf
Note: there are no exemptions under the EPR suitable for the type of waste storage to cover these type of incidents. However, there is a non waste framework directive exemption for temporary storage of waste to a secure place, that could be used to regularise the storage of theses wastes in these situations.

The following table summarises the temporary storage methods that can be used:

Type of Oil/Waste	Storage Facility	Comments
Liquid	Barges	Suitable for initial storage
	Road Tankers	Ideal for routing to final disposal site
	Pits	Must be lined with sand to protect essential heavy duty plastic liner
	Bunds	Cheaper than pits. Liners required
Liquid/solid mixture	Pits	As above
	Bunds	As above
	Skips	Versatile, robust and cheap
	Oil Drums	Difficult to handle when full
	Plastic Containers	Quick deployment. Useful for inaccessible areas
	Heavy Duty Plastic Bags	Ideal for manual clean up. Cheap, easy to deploy. Can create disposal problems
Solids	Hard standing	Preferably level site, bunded, with contained drainage
	Lorries	Restricted to solid debris. Access problems

Reprocessing is the preferred option. In general only pure oil and possibly oil/water mixtures will be acceptable. The contractors able to accept recovered oil for recycling or reprocessing are listed in section 9.6.

9.5 Waste Disposal Contractors

The following contractors are registered carriers and are capable of handling recovered oil and oiled waste materials.

Contractor	Contact Details
Adler & Allan (Tier 2 response contractor)	
Veolia Total Waste Management Limited	
Biffa Waste Services Limited	
Environmental Practical Solutions (EPS Ltd)	
Amber Waste Management	

Note: apart from small amounts of oily waste, contact with the above Contractors for the disposal of recovered oil and oiled waste materials should be made through, or with the knowledge of, the appropriate County Waste Disposal Manager.

Guidance for Contingency Planning and Operation of the Technical Team Waste Management Sub Group within a National Contingency Plan can be found on the following site: -

http://www.dft.gov.uk/mca/stop_1_09_waste_july_2009.pdf

Data Section

10.0 South Wales Regional Training and Exercise Policy

10.1 Training

The importance of training for harbour personnel who may become involved in the response to oil spill incidents is recognised and acknowledged. All members of the Management Team, Supervisors and Operators will undergo periodic training in line with the following matrix. Personnel will be trained for response across the South Wales Region. (Newport, Cardiff, Barry, Port Talbot and Swansea)

The Nautical Institute accredits the training courses for the Maritime and Coastguard Agency; the syllabus of the courses matches the requirements of UK oil spill training standards. Harbour Masters and Deputies are trained to MCA Level 4/5p.

10.2 Exercises

A regional annual exercise already takes place and this practice will continue. Harbour personnel also participate in oil company exercises and an oil pollution element is regularly included in major exercises of the Regional Port Emergency Plan. When practicable to so do, joint exercises will also be held with Natural Resources Wales and the Bristol Channel and West Wales Standing Environment Groups.

In-house exercises will be conducted at the approximate frequency noted in the exercise matrix.

Exercise Type	Frequency (Regionally in South Wales)
Notification exercise	Twice per year
Mobilisation exercise	Twice per year
Table-top exercise	Once per year
Incident Management Exercise	Once per year

10.3 Training and Exercise Policy

Course	Duration	NHC Chairman of Works & Finance Committee	Harbour Master / Deputy HM	Contract Operators	Frequency
Oil Spill Response (Ports) Induction 1P	1-2 days			x	Initial Induction Once every 3 years
Oil Spill Operator 2P	2-3 days			x	Initial Induction Once every 3 years
Oil Spill Operations Supervisor (Ports) 4P	4-5 days		x		Initial Induction Once every 3 years
Oil Spill Response Executive Commander 5	2 days	x			Initial Induction Once every 3 years
Oil Spill Operations Commander (Ports) 5P	4-5 days		x		Once

11.0 Risk Assessment

11.1 Introduction

Swansea

Swansea is a tidal, locked port that handles a range of dry, bulk, and containerised cargoes. A ferry terminal is located on the River Tawe, adjacent to the entrance lock. Annual traffic volume averages some 1,500 ships ranging from coastal vessels up to a maximum vessel size of 30,000dwt. The mean tidal range is 8.4 metres and there can be occasions when the actual height of tide may level with or overtop the lock gates. The maximum acceptable vessel size is based on length overall, breadth and draft. Acceptance criteria are 190 metres LOA, 26.2 metres beam and 9.9 metres draft. Port plans and access can be found in Appendix 6.

Swansea has a dry dock facility which is owned and operated separately by Swansea Dry Docks. There are usually 3 tugs stationed in Swansea permanently, these are owned by Svitzer.

Port Talbot

Port Talbot handles *ca* 150 bulk carriers per annum for the import of iron ore and coal; these ships range in size from 40,000 to 220,000 dwt. There are also occasional exports of granulated slag on coastal carriers of some 4,000dwt.The swinging area within the harbour is maintained to a dredged depth of 11.2 metres and the maintained depths at the two berths are 17.2 and 15 metres. The mean spring tidal range is 8.6 metres. Port plans and access can be found in Appendix 6.

Barry

Barry is a tidal, locked, port which handles Timber, Chemicals, Scrap, Cement, Grain, and other general cargo. Annual traffic volume amounts to approximately 250 ships. The mean tidal range is 11.0 metres and there are some 20 days each year when the actual height of the tide requires the gates to be left open. The maximum size of vessel acceptable for the Lady Windsor lock is LOA 200 metres, Beam 19.2 metres, and Draft 9.0 metres. The Basin entrance can accommodate vessels up to LOA 200 metres, Beam 24 metres, and Draft 9.0 metres. Port plans and access can be found in Appendix 6.

Cardiff

Cardiff is a tidal, locked, port which handles Timber, Petroleum, Chemicals, Containers, Scrap, Steel, and other general and dry bulk cargo. It also handles visits from Cruise Ships. Annual traffic volume amounts to approximately 2500 ships. The mean tidal range is 10.4 metres and the QA lock can handle vessels up to LOA 259 metres, Beam 27 metres, and Draft 10.3 metres. Port plans and access can be found in Appendix 6. Cardiff has tugs stationed in dock on an infrequent basis usually shared with Newport Dock depending on operational requirements; These are owned and operated by SMS Towing.

Newport

Alexandra Dock Newport is a tidal, locked, port which handles a range of Dry Bulk, Steel, Timber, Scrap, Coal, and other general cargo. Annual traffic volumes are in excess of 1000 ships. The mean tidal range is 11.8 metres and there are some 20 days each year when the actual height of the tide requires the gates to be left open. The maximum size of vessel acceptable for the lock is LOA 244 metres, Beam 30.1 metres, and Draft 10.4 metres. Port plans and access can be found in Appendix 6. Newport has tugs stationed in dock on an infrequent basis usually shared with Cardiff Dock depending on operational requirements; These are owned and operated by SMS Towing.

11.2 Port Operations

Pilotage

All ports lie within a compulsory pilotage area, pilotage is compulsory for all vessels over 85 metres LOA or carrying more than 12 passengers or hazardous substances in bulk and it is strongly recommended for other vessels especially in the eastern ports. Masters of coastal vessels that trade regularly to the ports may be issued with pilotage exemption certificates. Tug assistance is strongly recommended for larger vessels.

Local Port Service

Vessel arrivals are coordinated by Cardiff LPS. On entering the port limits communications are handed over to the Lock Controllers at each port who remain in VHF contact during the approach to the entrance locks or harbour entrances.

Main Approach Channel (Swansea)

The main approach channel is buoyed and has a maintenance level 1 metre below chart datum. The bottom is predominantly mud or sand. The minimum under keel clearance is 10% draft. While the risk of grounding in the channel is considered to be low, it cannot be wholly eliminated. The most probable cause of such an incident would be steering or propulsion system failure but it is unlikely that there would be significant resultant damage.

Main Approach Channel (Port Talbot)

The main approach channel is marked by buoys and leading lights and is maintained to a dredged depth of 11.2 metres below chart datum. The bottom is predominantly coarse sand or mud. The minimum under keel clearance is 10% draft. Again, while the risk of grounding in the channel is considered to be low, it cannot be wholly eliminated. Any grounding incident could result in large bulk carriers sustaining damage to bunker tanks in the fore part of the vessel leading to small releases of fuel oil.

Main Approach Channel (Cardiff)

The main approach channel is marked by buoys and leading lights and is maintained to a dredged depth of 1.2 metres. The bottom is predominantly sand, mud, or gravel but there are some rock outcrops to the west of the channel in the vicinity of Penarth

Head. The minimum under keel clearance is 10% of draft metre. Again, while the risk of grounding in the channel is considered to be low, it cannot be wholly eliminated. Any grounding incident would be unlikely to result in significant damage to the mid-body plating of tankers but could result in large bulk/oil carriers sustaining damage to bunker tanks in the fore part of the vessel leading to small releases of fuel oil.

Main Approach Channel (Newport)

The main approach channel is marked by buoys and leading lights and is maintained to a dredged depth of 0.7 metres. The bottom is predominantly soft mud. The minimum under keel clearance is 10% of draft . While the risk of grounding in the channel is considered to be low, it cannot be wholly eliminated. The most probable cause of such an incident would be steering or propulsion system failure but it is unlikely that there would be significant resultant damage to hull plating given the soft nature of the bottom.

Main Approach Channel (Barry)

The main approach channel is marked with buoys and leading lights, the sea bed is predominantly pebbles, sand and gravel and the minimum underkeel clearance is 10% draft. While the risk of grounding in the channel is considered to be low, it cannot be wholly eliminated. The most probable cause of such an incident would be steering or propulsion system failure but it is unlikely that there would be significant resultant damage.

Locking or Berthing Incident

Oil spills can occur as a result of hull contact with the knuckle end of lock entrances, breakwaters, quay walls or breasting dolphins during port entry and berthing or un-berthing manoeuvres. Such incidents are generally attributable to failure of a vessel's main propulsion or steering systems, loss of control onboard an attendant tug or pilot / master error or misjudgement. The potential spill quantities involved depend on the vessel type and the location and extent of the impact damage.

There is a remote risk that failure of the outer entrance lock gates to close properly due to debris obstruction could result in the grounding of a large vessel on the cill for the intermediate lock gates. Bottom damage from this cause has never been recorded but, in the case of larger tankers, could result in a cargo spillage of more than 100 tonnes.

No oil pollution incidents have been recorded at Port Talbot as a direct result of berthing damage although it is recognised that failure of a vessel's main engines in the final approach to the berth could result in damage to the fore part of the vessel and a consequent loss of fuel oil.

Lying Aground

Although all NAABSA berths are regularly inspected by the berth operators for debris, there remains a small risk that hull plating damage could occur when vessels take the bottom. Should bottom plating damage be sustained in way of double

bottom or forward fuel oil tanks, a small amount of fuel oil could be released. Given the soft nature of the river bed, it is not anticipated that such spillages could exceed 50 tonnes.

Tug Impact

There are well documented national incidents where cargo or bunker oil has been released as a result of hull impact damage by tugs. This can occur when tugs are approaching a vessel underway prior to berthing, or when coming alongside a moored vessel prior to un-berthing. The potential spill quantities again depend on the location and extent of the impact damage but can be over 100 tonnes for bunker oil and 250 tonnes for cargo oil.

11.3 Bunkering (Refuelling) Operations

Ex-Barge

Bulk carriers are refuelled by bunkering barge at Port Talbot at rates of up to 250 t/ph and some larger vessels are occasionally bunkered ex- barge within any of the enclosed docks.. Although flexible hoses are tested at six monthly intervals and all bunkering craft are equipped with ESD (emergency shut down) facilities, the possibility of hose failure or a bunker tank overflow on board the receiving vessel must be recognised. In estimating the potential spill quantities, the facts that Check Lists are completed prior to each operation and that a continuous deck watch is maintained on board bunkering craft have been taken into account.

Cause	Assessed Risk	Estimated Maximum Spill Quantity (Tonnes)
Hose failure	Low	5
Tank overflow	Low / moderate	2

Ex-Road Tanker

There can be refuelling of vessels berthed within the enclosed docks by road tankers operated by various suppliers and distributors. ABP regulations insist on the completion of a pre-delivery checklist by both the vehicle driver and the receiver as a pollution prevention initiative, lubricating oils are also supplied in bulk ex road tanker at all ports.

Cause	Assessed Risk	Estimated Maximum Spill Quantity (Tonnes)
Hose failure	Low	0.5
Tank overflow	Moderate	0.5

Loading Arms	Low / moderate	5
Slop tank overflow	Low	3
Sea / overboard discharge valves	Low	1
Cargo tank overflow during ballasting	Low	1

ABP Bunkering Procedure for Vessels in South Wales
An example of this can be found in Appendix 7

Environmental Sensitivity Information

12.1 Summary
There are large areas in the vicinity of several of the ports that are highly sensitive for nature conservation; these are listed below. The implications for managing any oil spill vary considerably from site to site and treatment options will be agreed by NRW at the time of any oil spill incident.

12.2 Special Protection Areas / Special Areas of Conservation
ABP acknowledges that the Severn Estuary, areas around Swansea / Port Talbot and many parts of the south Wales coast are of national and international importance for nature conservation. This importance is reflected in the various site designations aimed at protecting coastal and marine species and habitats. Nationally important sites are designated as Sites of Special Scientific Interest (SSSI) under the Wildlife and Countryside Act (1981 as amended by CROW 2000). Sites of international importance are designated as Special Protection Areas (SPA) under the EC Wild Birds Directive for the protection of birds and/or as Special Areas of Conservation (SAC) under the Habitats Directive for the protection of other marine species and habitats. Many coastal wetlands of international importance may also be designated as Ramsar Sites under the Ramsar convention.

The Severn Estuary is designated as an SPA and as a Special Area of Conservation (SAC) under the Habitats Directive.

The Maps shown below, show the location of designated sites and the features for which site has been designated and that may be sensitive to oil pollution or the effects of clean-up. Inclusion of the maps is intended as a guide to those seeking to rapidly identify wildlife and habitat resources sensitive to oil pollution but should not replace early consultation of the Natural Resources Wales in the event of an incident.

It is recognised that ports operating in or near sites designated as SPAs, SAC and SSSI, should give the highest degree of protection to these areas of European nature-conservation importance, and operations that have adverse effects on their nature-conservation status should be avoided, or minimised as far as practicable.

12.3 Sensitivity Mapping

Port of Barry

Maps provided as follows: -

1st Port Boundary and Statutory Harbour Authority

2nd Port Boundary, SHA, ABP Dredge areas and disposal sites, Designates shellfish waters, Local Nature Reserves, RSPB Reserves, Sites of Special Scientific Interest, Special Areas of Conservation and Special Protection Areas, RAMSAR.

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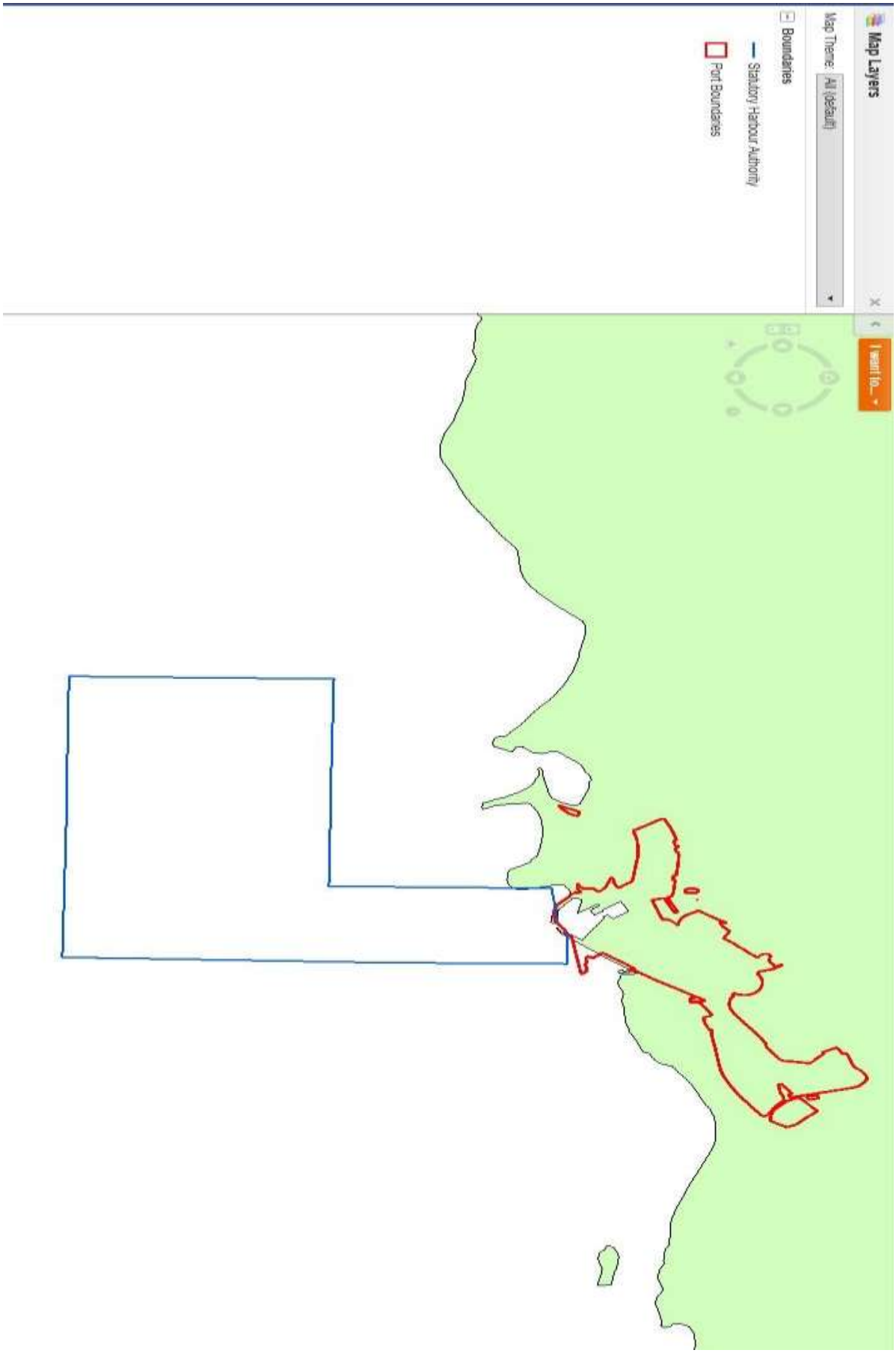
3rd Close up of Area of Jurisdiction (Port Boundary)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Port Boundaries
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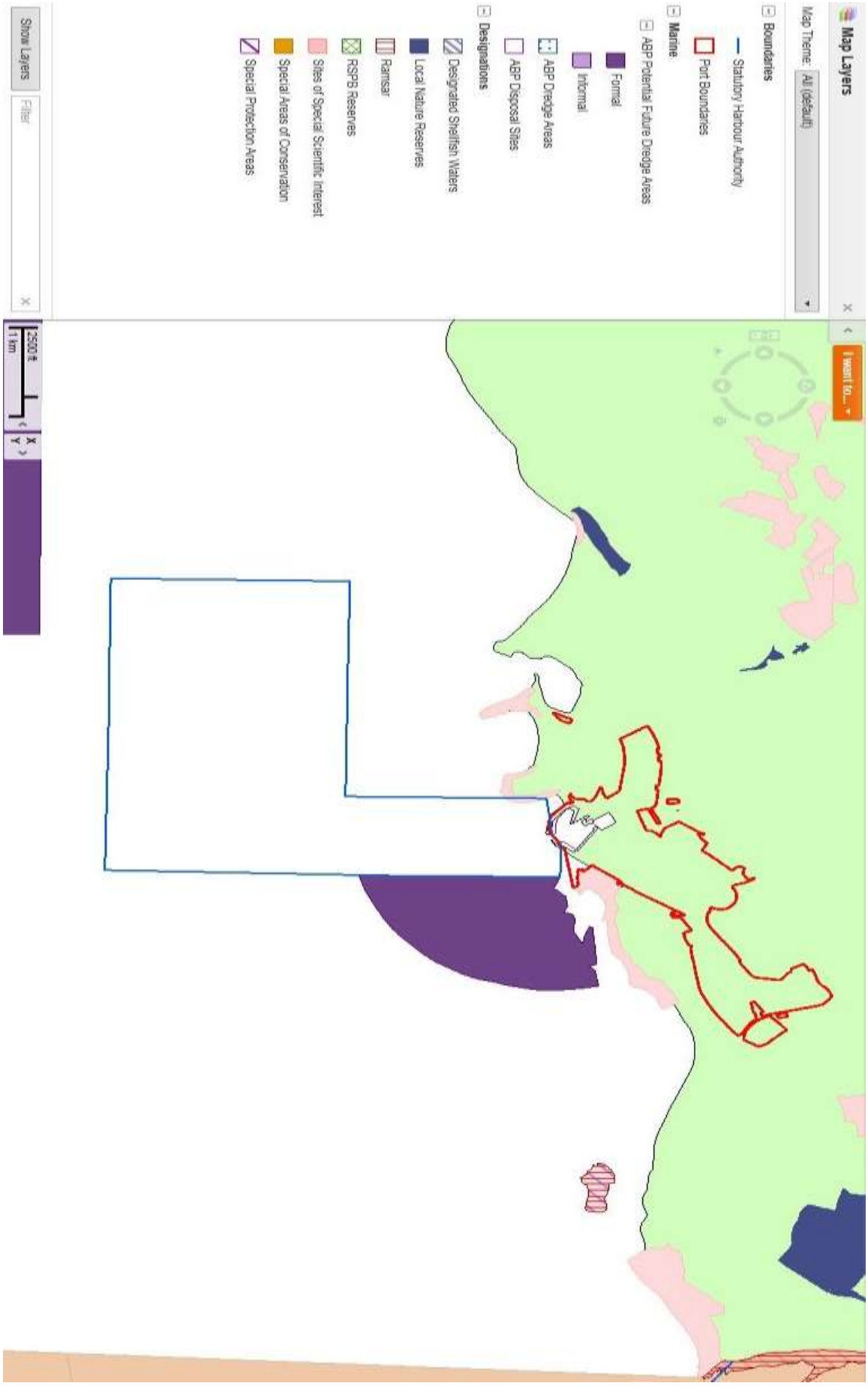
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Port Boundaries
Marine
ABP Potential Future Dredge Areas
Formal
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ABP Dredge Areas
ABP Disposal Sites
Designations
Designated Shellfish Waters
Local Nature Reserves
Ramsar
RSPB Reserves
Sites of Special Scientific Interest
Special Areas of Conservation
Special Protection Areas
Show Layers
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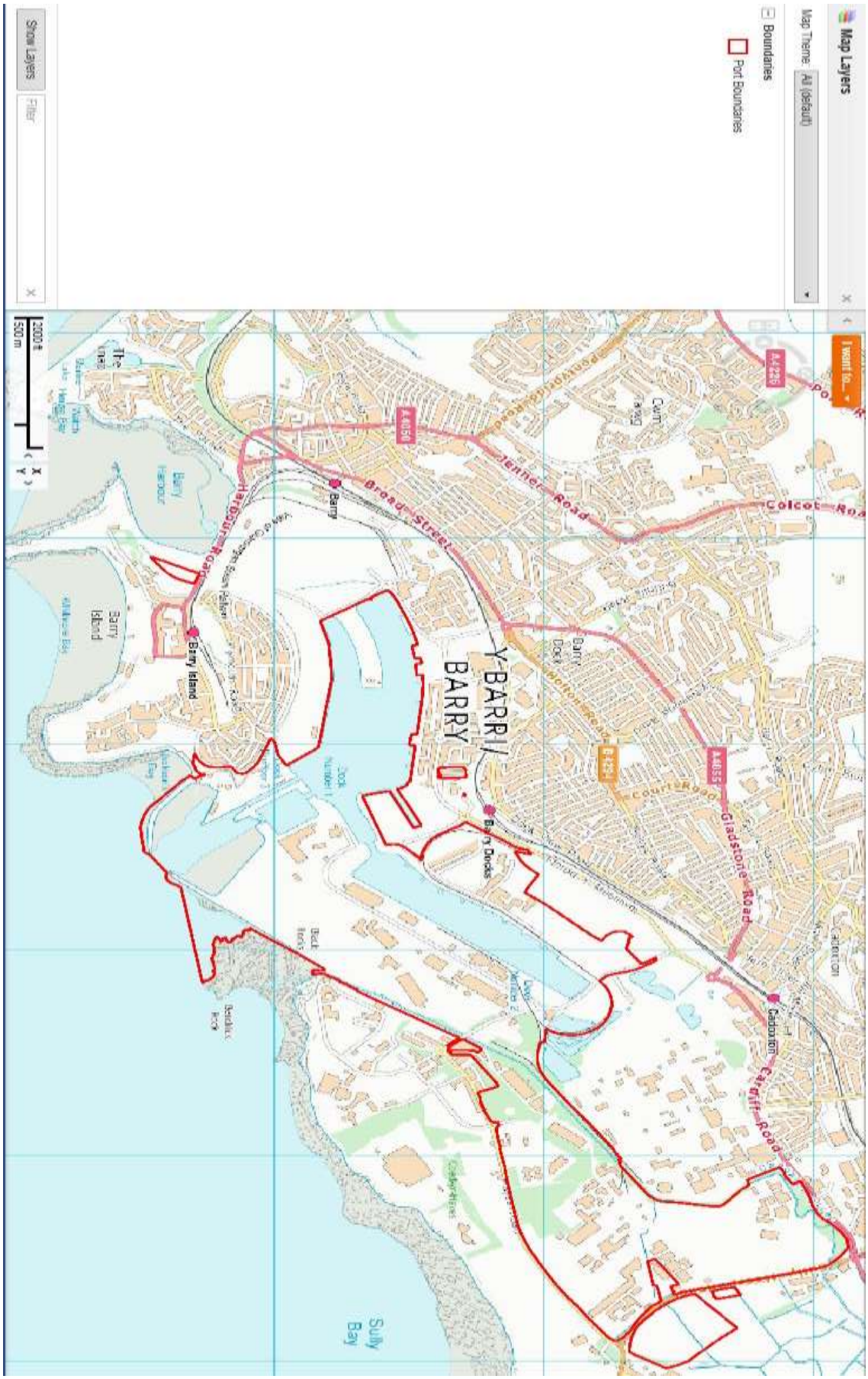
Map Layers
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Boundaries
Port Boundaries
Show Layers
Filter
I want to...
2000 ft
500 m
Barry
Barry Island
Barry Docks
Y BARRI
BARRY
Broad Street
Holton Road
Colcot Road
Court Road
Gladstone Road
Cadoxton
Cardiff Road
Barry Dock
Barry Island
Sully Bay

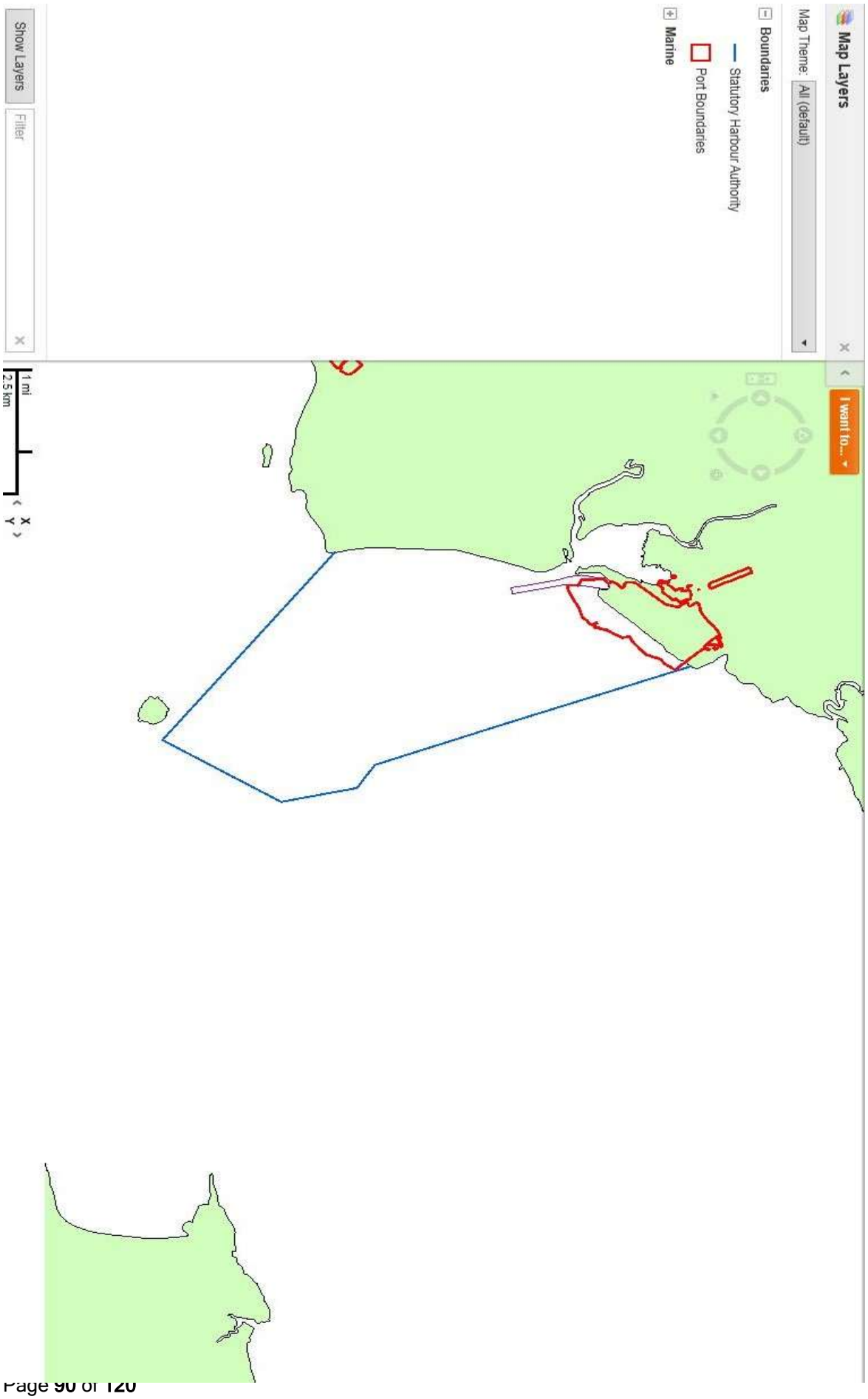
Port of Cardiff

Maps provided as follows: -

1st Port Boundary and Statutory Harbour Authority

2nd Port Boundary, SHA, ABP Dredge areas and disposal sites, Designates shellfish waters, Local Nature Reserves, RSPB Reserves, Sites of Special Scientific Interest, Special Areas of Conservation and Special Protection Areas, RAMSAR.

3rd Close up of Area of Jurisdiction (Port Boundary)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Port Boundaries
Marine
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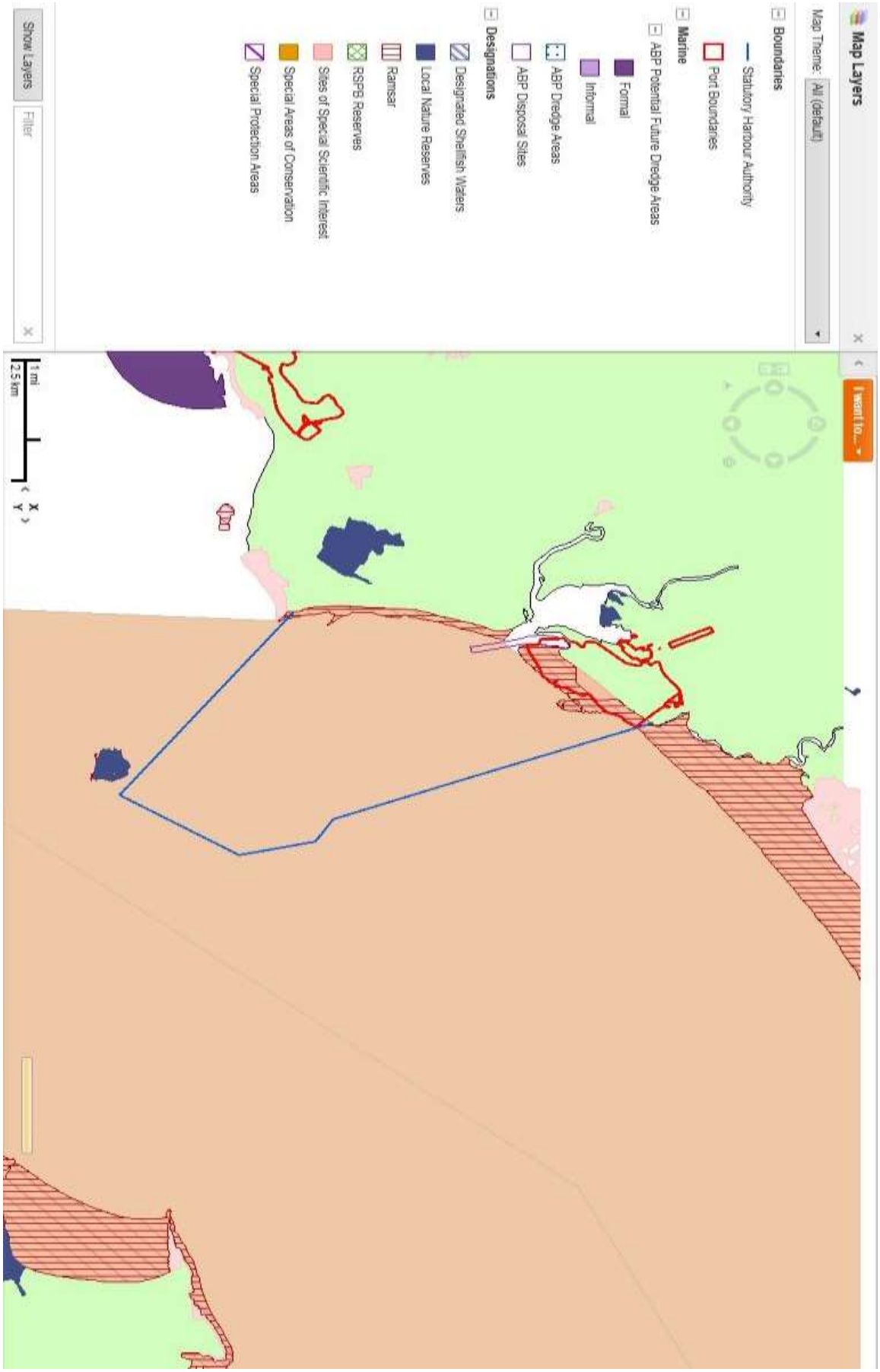
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Port Boundaries
Marine
ABP Potential Future Dredge Areas
Formal
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ABP Dredge Areas
ABP Disposal Sites
Designations
Designated Shellfish Waters
Local Nature Reserves
Ramsar
RSPB Reserves
Sites of Special Scientific Interest
Special Areas of Conservation
Special Protection Areas
Show Layers
Filter
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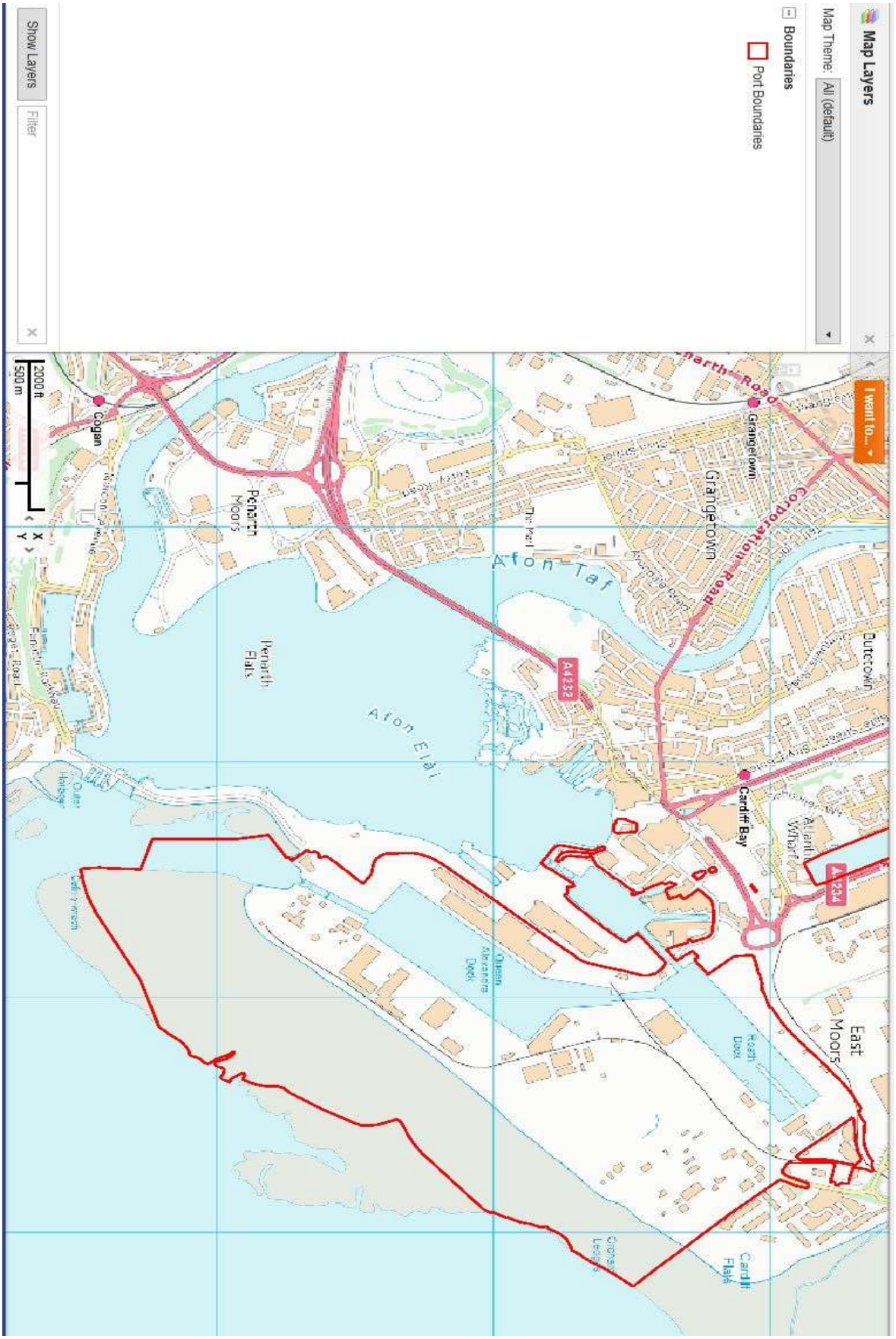
2.5 km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Boundaries
Port Boundaries
Show Layers
Filter
I want to...
2000 ft
500 m
Cogan
Penarth Moors
Penarth Flats
Grangetown
Afon Taf
Afon Elai
A4232
Cardiff Bay
Butetown
East Moors
Cardiff Flats

Port of Newport

Maps provided as follows: -

1st Port Boundary and Statutory Harbour Authority

2nd Port Boundary, SHA, ABP Dredge areas and disposal sites, Designates shellfish waters, Local Nature Reserves, RSPB Reserves, Sites of Special Scientific Interest, Special Areas of Conservation and Special Protection Areas, RAMSAR.

3rd Close up of Area of Jurisdiction (Port Boundary)


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Boundaries
Statutory Harbour Authority
Port Boundaries
Marine
Show Layers
Filter
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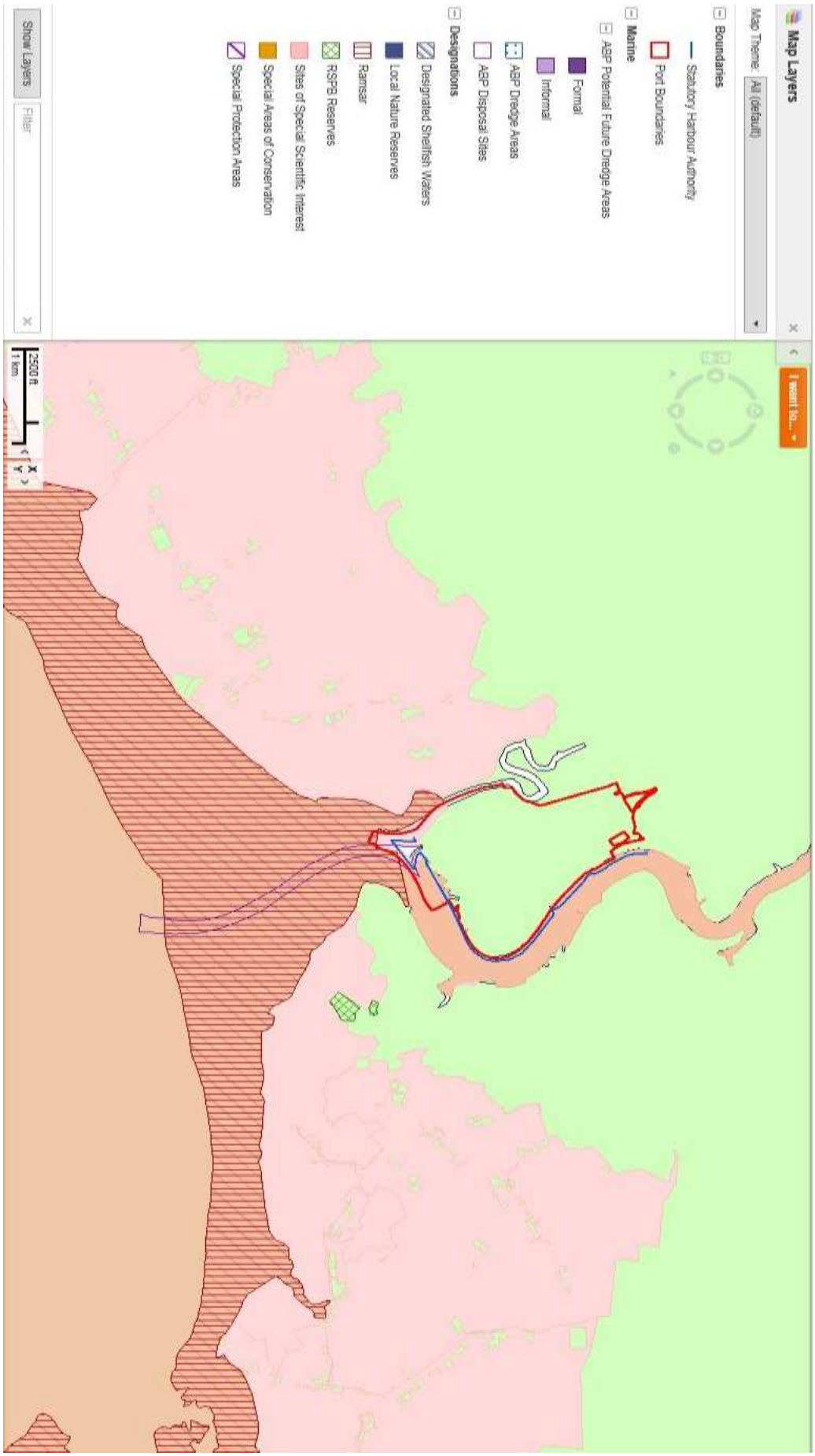
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Port Boundaries
Marine
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ABP Disposal Sites
Designations
Designated Shellfish Waters
Local Nature Reserves
Ramsar
RSPB Reserves
Sites of Special Scientific Interest
Special Areas of Conservation
Special Protection Areas
Show Layers
Filter
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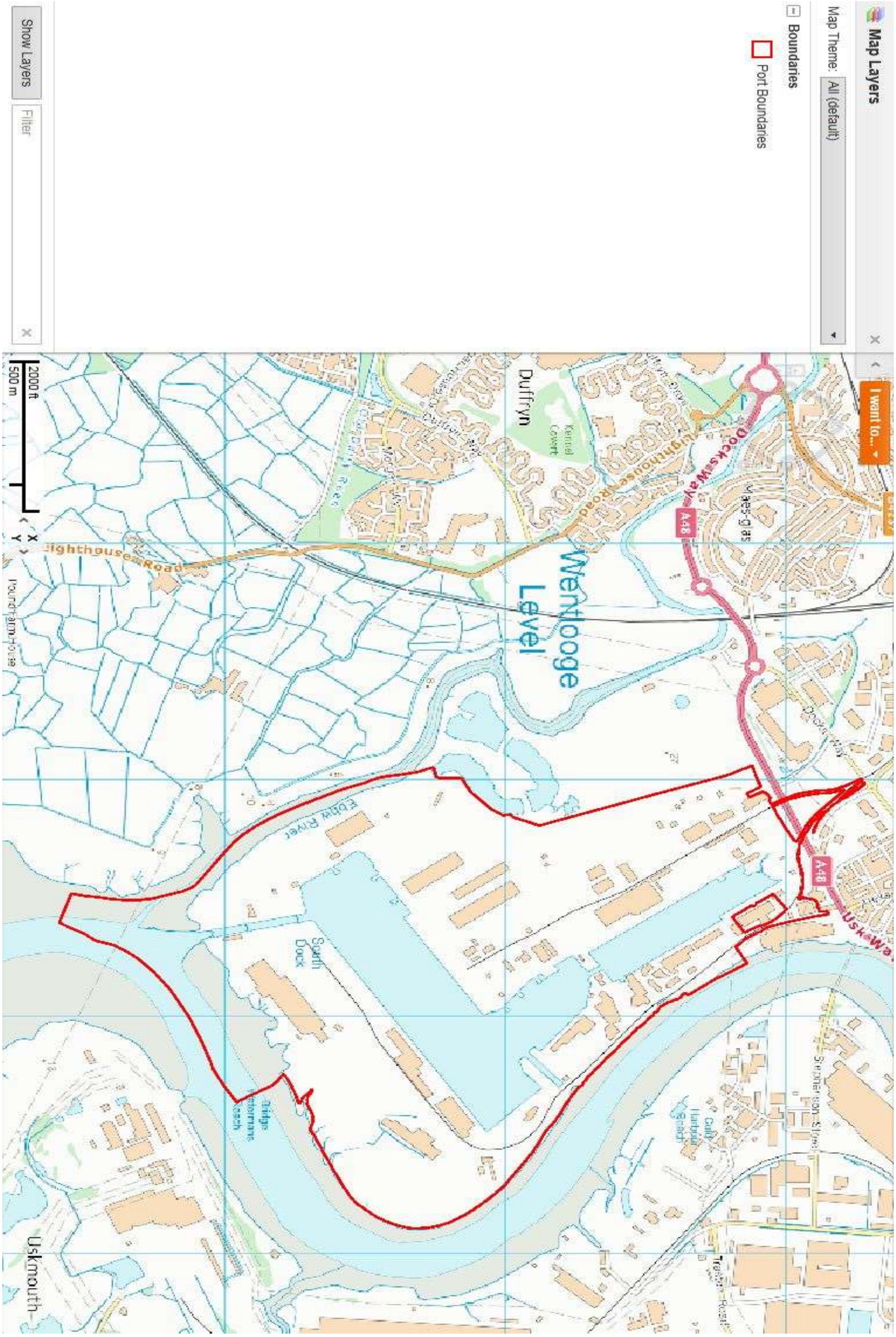
Map Layers
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Boundaries
Port Boundaries
Show Layers
Filter
I want to...
Wentlooge Level
Duffryn
Lighthouse Road
Docks Way
A48
Ebbw River
South Dock
Uskmouth
2000 ft
500 m

Port of Swansea

Maps provided as follows: -

1st Port Boundary and Statutory Harbour Authority

2nd Port Boundary, SHA, ABP Dredge areas and disposal sites, Designates shellfish waters, Local Nature Reserves, RSPB Reserves, Sites of Special Scientific Interest, Special Areas of Conservation and Special Protection Areas, RAMSAR.

. 3rd Close up of Area of Jurisdiction (Port Boundary)


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Boundaries
Statutory Harbour Authority
Port Boundaries
Show Layers
Filter
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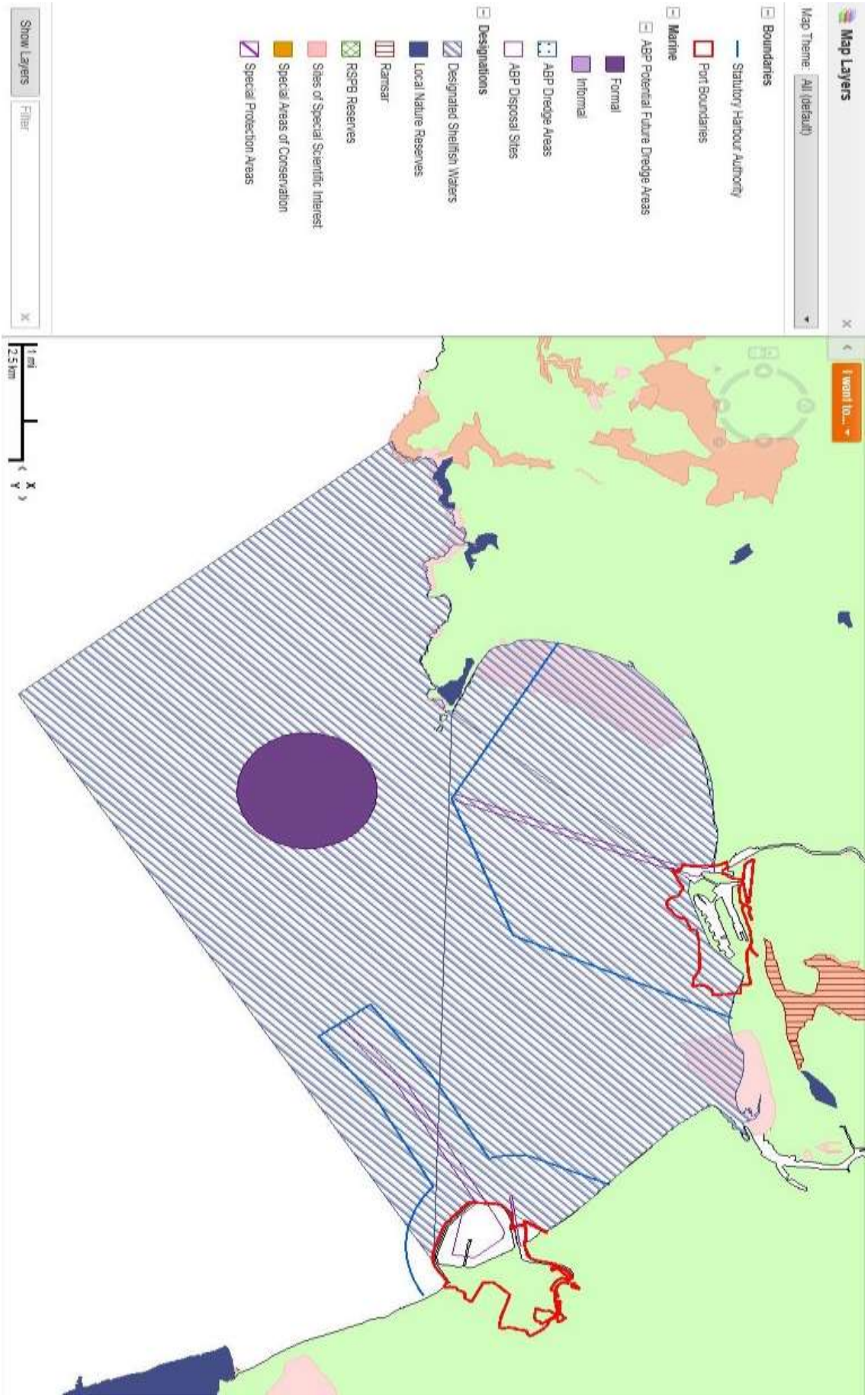
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Port Boundaries
Marine
ABP Potential Future Dredge Areas
Formal
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ABP Dredge Areas
ABP Disposal Sites
Designations
Designated Shellfish Waters
Local Nature Reserves
Ramsar
RSPB Reserves
Sites of Special Scientific Interest
Special Areas of Conservation
Special Protection Areas
Show Layers
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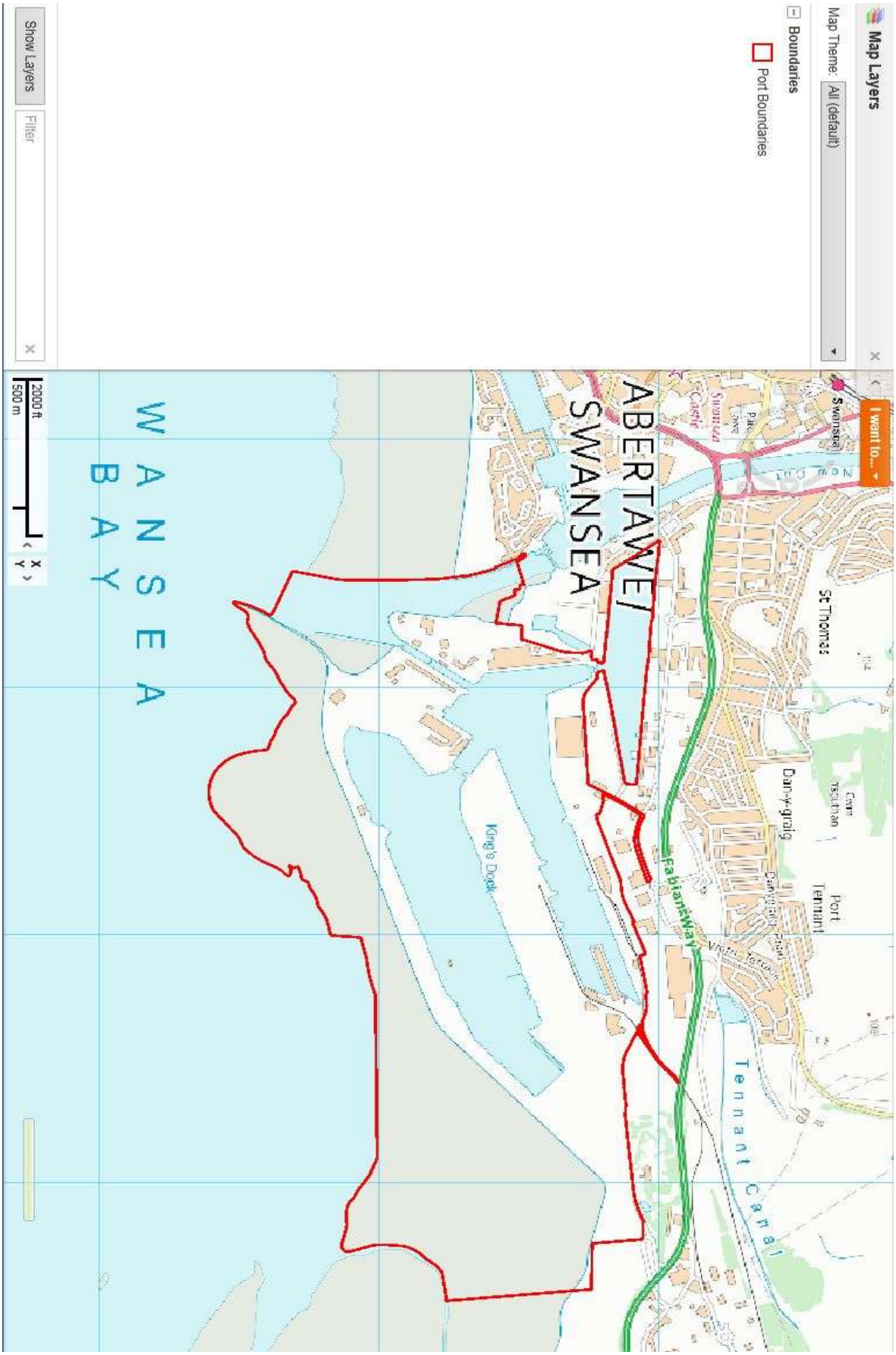
Map Layers
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Boundaries
Port Boundaries
Show Layers
Filter
I want to...
ABERTAWE/
SWANSEA
WANSEA
BAY
St Thomas
Port Tennant
Kings Dock
Fabian Way
Tennant Canal
2000 ft
500 m

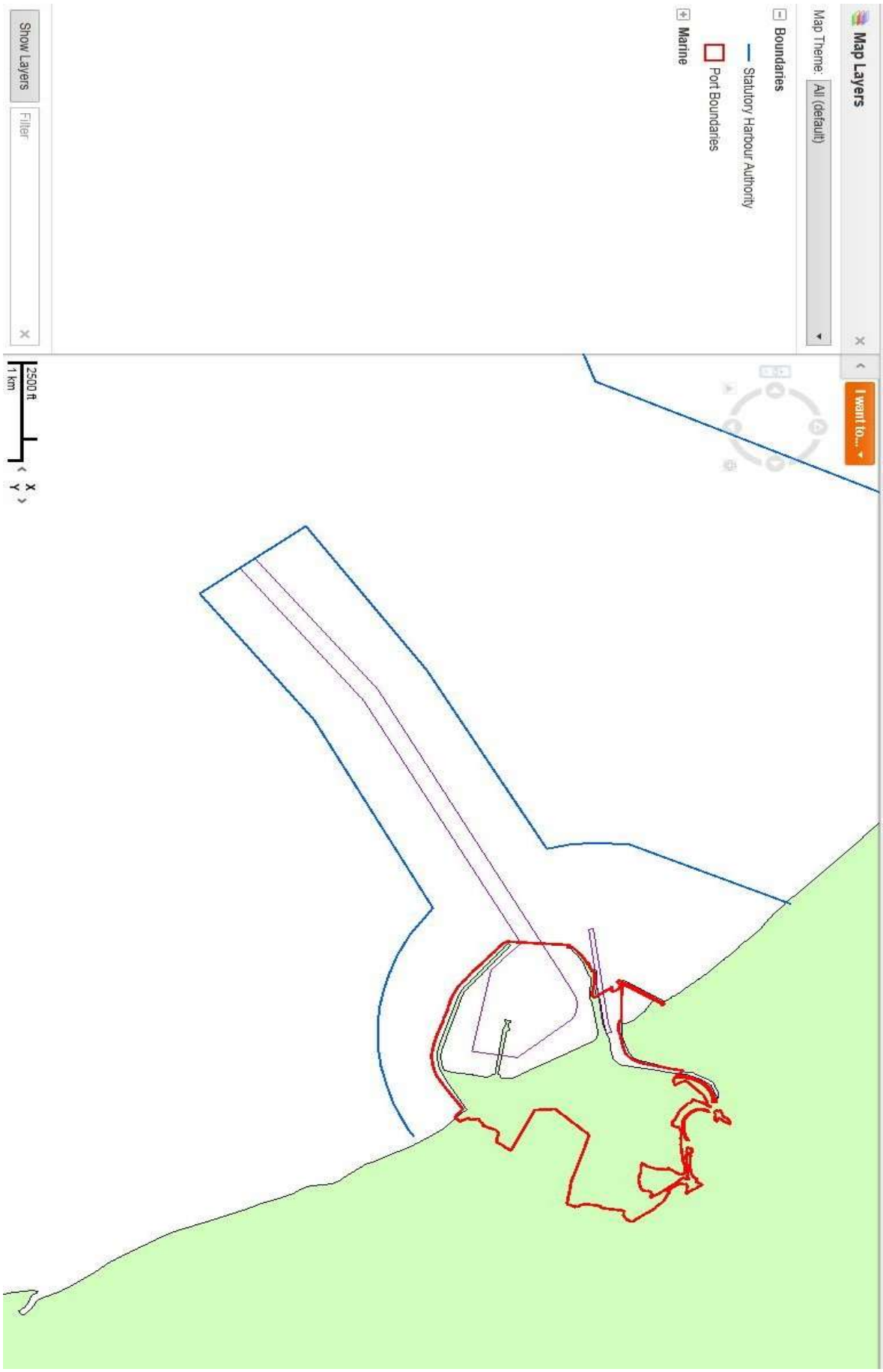
Port of Port Talbot

Maps provided as follows: -

1st Port Boundary and Statutory Harbour Authority

2nd Port Boundary, SHA, ABP Dredge areas and disposal sites, Designates shellfish waters, Local Nature Reserves, RSPB Reserves, Sites of Special Scientific Interest, Special Areas of Conservation and Special Protection Areas, RAMSAR.

3rd Close up of Area of Jurisdiction (Port Boundary)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Statutory Harbour Authority
Port Boundaries
Marine
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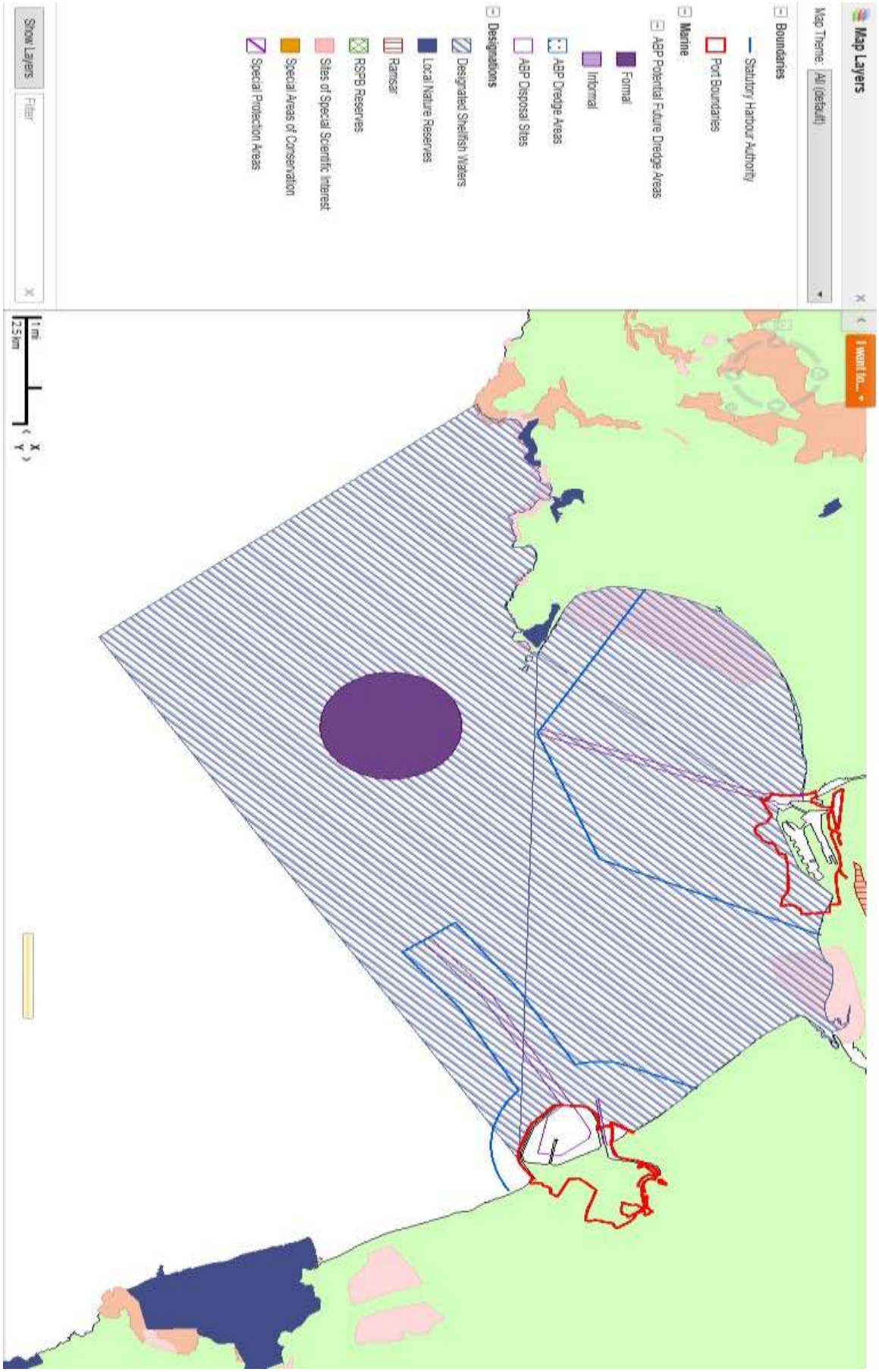
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ABP Disposal Sites
Designations
Designated Shellfish Waters
Local Nature Reserves
Ramsar
RSPB Reserves
Sites of Special Scientific Interest
Special Areas of Conservation
Special Protection Areas
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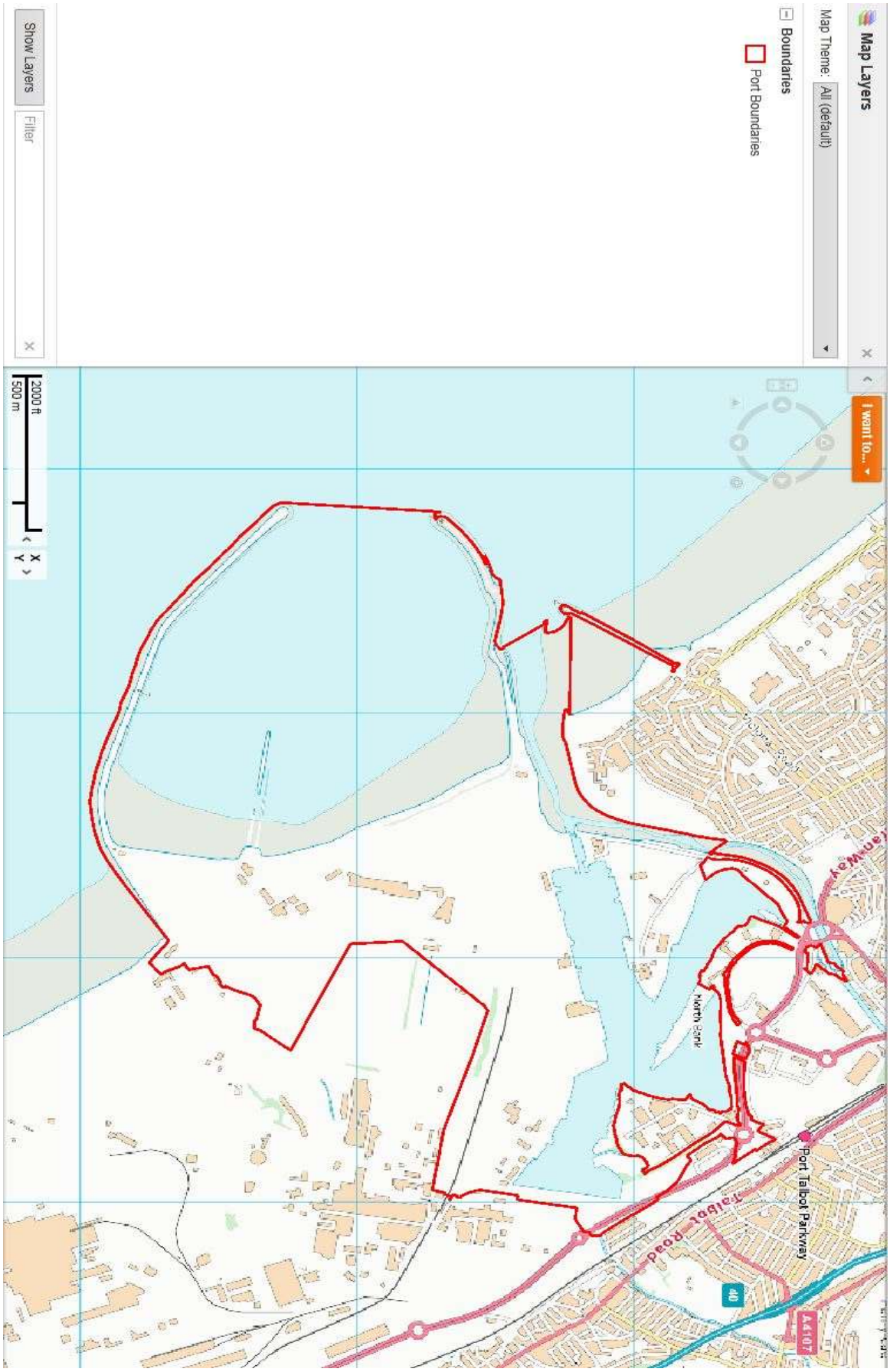
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Boundaries
Port Boundaries
Show Layers
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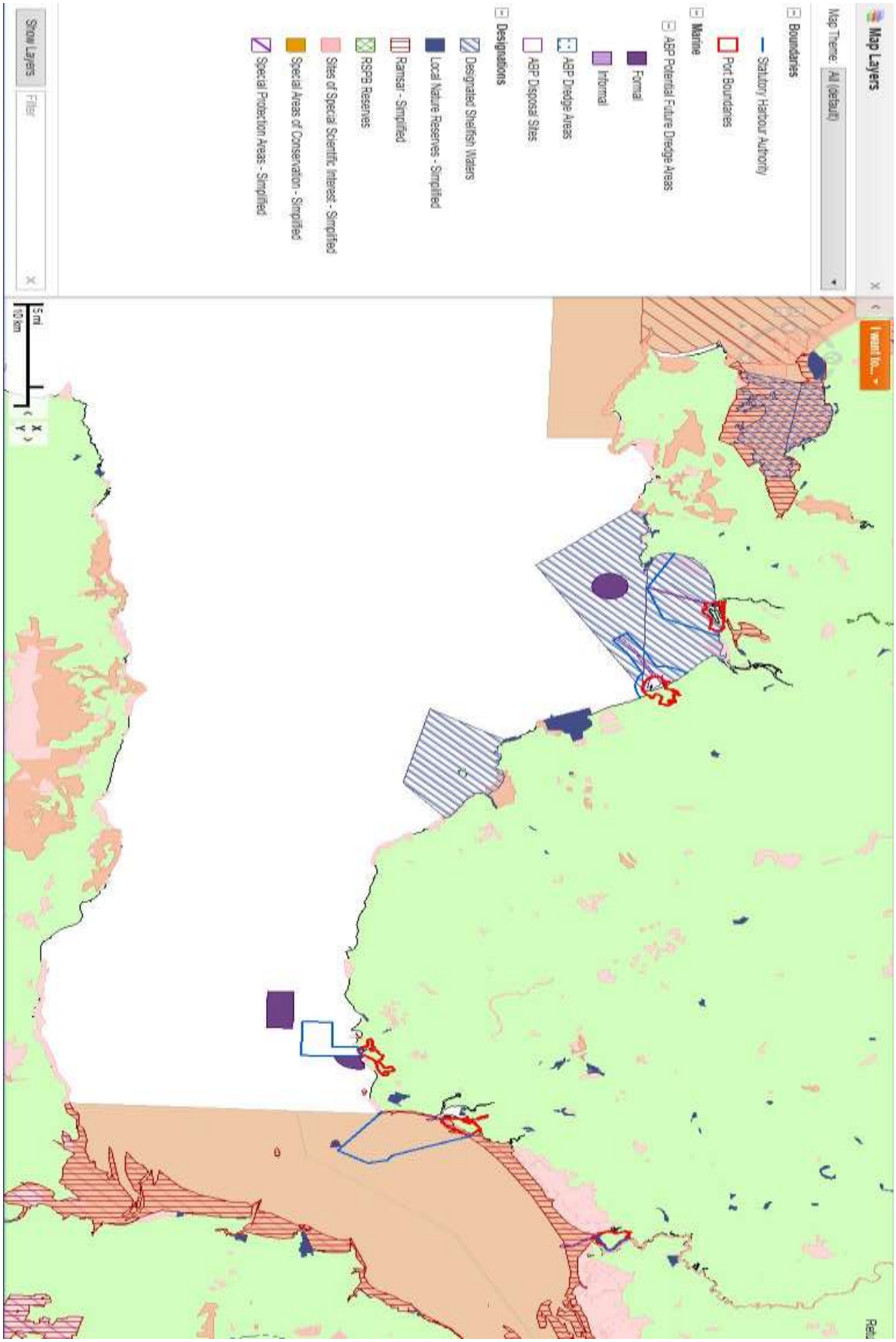
2000 ft
500 m
Port Talbot Parkway
Talbot Road
A4107
40

South Wales

Maps provided as follows –

1st Port Boundary's, SHA, ABP Dredge areas and disposal sites, Designates shellfish waters, Local Nature Reserves, RSPB Reserves, Sites of Special Scientific Interest, Special Areas of Conservation and Special Protection Areas, RAMSAR.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Boundaries
Statutory Harbour Authority
Port Boundaries
Marine
ABP Potential Future Dredge Areas
Formal
Informal
ABP Dredge Areas
ABP Disposal Sites
Designations
Designated Shellfish Waters
Local Nature Reserves - Simplified
Ramsar - Simplified
RSPB Reserves
Sites of Special Scientific Interest - Simplified
Special Areas of Conservation - Simplified
Special Protection Areas - Simplified
Show Layers
Filter
5 mi
10 km

12.4 Port approaches

The approaches to the Ports of Port Talbot, Swansea, Barry, Cardiff, Newport and the River Usk are surrounded by environmentally sensitive areas.

Sensitivity Maps have been included for each port approach, detailing the following Sites

- Shellfish Waters
- Nature Reserves
- RSPB Reserves
- Sites of Special Scientific Interest
- Special Areas of Conservation
- Special Protection Areas
- RAMSAR

It is considered that any attempt at deflection booming would only be deflecting the problem to another sensitive site.

Swansea and Port Talbot approaches

The ports of Swansea and Port Talbot do not service any liquid bulk hydrocarbon trade. Risk assessments show that any expected spills would be relatively small .

The following are noteworthy:

- The coastlines are exposed to Atlantic swells and prevailing Westerly and South Westerly winds and are considered high energy.
- Tidal streams of 3+ knots are experienced in the vicinity
- Tidal range is in excess of 8m (spring) and 5m (neap)

Any spill in the approaches to the ports covered in the plan would require the Services of the contracted tier 2 responder, The requirement for tier 2 response is 4 hrs, during this response time it is considered that oil from the type of spill reasonably expected would have dispersed over a large area.

For the above reasons it is not considered practical to identify predefined booming sites and plan.

Barry Cardiff, Newport and River Usk approaches.

The port of Barry, and River Usk do not service any liquid bulk hydrocarbon trade. Risk assessments show that any expected spills would be relatively small . However Cardiff has 2 liquid hydrocarbon bulk terminals and there is a potential for a significant spill in the approaches to Cardiff. Puma Bitumen operate in Newport from middle quay, with the max capacity of their barges holding 5300 m3. They operate a Tier 1 Oil Spill Response on site. Their inventory can be found in section 13.8.

The following are noteworthy:

- The Upper Bristol Channel / Severn Estuary has the 2nd largest tidal range in the world. Tidal range at Newport is in excess of (12m springs and 7m neaps)
- The area experiences tidal streams in excess of 5 kts (springs) (3kt neaps)
- The estuary from Barry and Cardiff is a high energy environment.
- The coastline between Cardiff and Barry consists mainly of low cliffs and rocky foreshore, and from Newport to cardiff, mainly salt marsh and mud flats.

Any spill in the approaches to the ports covered in the plan would require the Services of the contracted tier 2 responder, The requirement for tier 2 response is 4 hrs, during this response time it is considered that oil from the type of spill reasonably expected would have dispersed over a large area.

For the above reasons it is not considered practical to identify predefined booming sites

Summary

There are large areas in the vicinity of Newport which are highly sensitive for nature conservation and these areas are mapped in Section 12.3 and listed below. The implications for managing any oil spill vary considerably from site to site, and treatment options are set out in sections 12.5 to 12.7.

International Nature Conservation Designations

- Severn Estuary Special Protection Area (SPA)
- Severn Estuary Wetland of International Importance (Ramsar site)

Note: in the vicinity of Newport, the SPA and Ramsar boundary is the same as the Severn Estuary SSSI. The site has been classified / notified with a mobile lower boundary, so that all areas above Mean Low Water and in local planning authority jurisdiction are designated.

- The Severn Estuary (SAC).
- River Usk (SAC).

National Nature Conservation Designations

- Severn Estuary Site of Special Scientific Interest (SSSI)
- River Usk (Lower Usk) (SSSI)
- Gwent Levels – St Brides (SSSI)
- Gwent Levels – Nash and Goldcliff (SSSI)
- Gwent Levels – Whitson (SSSI)
- Newport Wetlands (SSSI)

Severn Estuary SPA / Ramsar / SSSI / SAC

Note: boundary is mainly along the top of the sea wall in the vicinity of Newport

Important Features

The overall geomorphology and dynamics of the estuary are part of the interest, which also includes saltmarsh, mudflats, shingle, rocky shores, subtidal habitats, over-wintering bird populations and their supporting habitats and fish species.

12.5 Coastal Habitat Types

Mudflats and shingle with areas of rocky shore and saltmarsh.

Treatment

Physical cleaning (eg hot water and sorbents) of rocks, shingle and man-made structures may be possible in some locations need to be agreed with NRW, but oil on saltmarsh and mudflats should be left to disperse and degrade naturally. No dispersants should be used. If an Environmental group is convened, it will be the EG that advises on clean up strategies.

Dispersants

(Please see section 5.3 for use of dispersants)

12.6 River Usk

Important Features

The site is of international importance for its population of migratory fish and also otter. Also important are river habitats with saltmarsh, mudflats and other bankside habitats, and rare plant and invertebrate species.

Coastal Habitat Types

Estuarine mudflats, saltmarsh and reed beds.

Treatment

Physical cleaning (eg hot water and sorbents) of rocks, shingle and man-made structures may be possible in some locations need to be agreed with NRW, but oil on saltmarsh, mudflats and reed beds should be left to disperse and degrade naturally. No dispersants should be used. If an Environmental group is convened, it will be the EG that advises on clean up strategies.

12.7 Gwent Levels

Note: these areas are behind the sea defences but need to be included here because access to the coastline may be sought across them. Their seaward boundary is mainly along the top of the sea wall in the vicinity of Newport.

Important Features

Freshwater and brackish ditch habitats with rare plant and invertebrate species.

Coastal Habitat Types

None.

Treatment

All vehicular access routes to the coastline must be approved by NRW. Any temporary oil storage will also need NRW approval and, where temporary storage is agreed, extreme caution will be required to prevent pollution of ditch habitats.

Roles and Responsibilities

13.1 Harbour Authority

The Merchant Shipping (Oil Pollution Preparedness, Response and Co-operation Convention) Regulations 1998 came into force on 15 May 1998 (SI 1998 No. 1056).

3. - (1) of the Regulations states " In their application to harbours and oil handling facilities - these Regulations apply to:

(a) Any harbour for which there is a statutory harbour authority having an annual turnover, as defined in the schedule in the regulations, of more than £1 million.

4. - (1) states " Every -

(a) Harbour authority of a harbour to which these regulations apply:

- Shall have an oil pollution emergency plan in accordance with the regulations,
- There may be joint plans between the harbour authority and the operators of oil handling facilities within an area.
- A Harbour Authority must submit an oil pollution emergency plan for its harbour(s), within 15 months of the regulation coming into force, to the Maritime & Coastguard agency for approval.
- In preparing an oil pollution emergency plan, a harbour authority or shall take into account any guidance issued by the Maritime & Coastguard Agency.
- The Statutory Harbour Authority has a responsibility under Section 133 of the Merchant Shipping Act 1995 for bringing prosecutions for the offences of discharge of oil, or a mixture containing oil, into the waters of the harbour.
- Associated British Ports South Wales is a Competent Authority in respect of the Severn Estuary SPA and possible SAC under the Conservation (Natural Habitats, &c) Regulations 1994.

13.2 Local Authorities

The ABP South Wales Ports lie within areas administered by the various local authorities along that stretch of the south Wales coastline. All the relevant Authorities have accepted a non-statutory responsibility for dealing with oil on the shoreline and beaches down to the low water line, within the limit of their resources.

The Emergency Planning Officer for the relevant Authority manages joint oil spill contingency plans, Hazardous Materials and Chemicals Washed Ashore Plans, covering the coastal areas of all the Authorities.

13.3 Maritime and Coastguard Agency

The Maritime & Coastguard Agency, an executive agency of the Department of Transport, discharges DfT's responsibility for both the co-ordination of civil maritime Search and Rescue and counter-pollution operations in UK waters.

In the event of an oil spill incident that calls for a Tier 3 response, the National Contingency Plan (NCP) may be implemented. In this event, and after the formal transfer of responsibility, the Maritime & Coastguard Agency will take control of at-sea counter pollution measures from their Coastguard Operations Centre (CGOC); the Port's oil spill response resources and facilities will be made available to MCA.

13.5 Natural Resources Wales

Natural Resources Wales is a Welsh Government Sponsored body incorporating the duties and functions previously exercised by the Countryside Council for Wales, Forestry Commission Wales and Environment Agency Wales together with some functions of Welsh Government. Natural Resources Wales aims to ensure that the natural resources of Wales are sustainable maintained, enhanced and used, now and in the future.

Natural Resources Wales advises Welsh Government on countryside and wildlife matters, and has statutory responsibility for wildlife conservation on land and at sea; for certain landscape conservation matters, and for promoting enjoyment of the countryside. During a maritime incident part of NRW's role would be to advise Welsh Government on the conservation and wildlife implications of maritime incidents in Welsh territorial waters.

Additionally during an incident NRW will provide specialist environmental advice and monitor the effects of, and the response to an incident, to minimise the impact on the environment. If an EG is convened it will provide advice through them. NRW will also work with the health authorities to provide them with advice on environmental impacts, which will assist in their formulation of health advice.

Natural Resources Wales is also the competent Authority in Wales for waste disposal.

13.6 Oil Spill Management Team

Oil Spill Management Team (OMT) is the nomenclature used to describe the command and control team established for a spill incident within the docks complex or harbour waters, with representatives of organisations attending in accordance with the category of oil spill response established, as described in section 2.2.

The OMT will convene at the designated Marine Response Centre under the chairmanship of the Harbour Master, and will consist of a Management Team and a Support Team as noted in section 2.2.

13.7 Environment Group

Following the formation of an TCG/ResCG an Environment Group may be required to provide advice to any response unit set up to deal with the incident. The National Contingency Plan for maritime incidents identifies that any unit set up to deal with a maritime incident must contain a representative of the Environment Group, referred to as the Environment Liaison Officer. Currently there are two active Environment Groups within the ABP – South Wales Area of operation;

(i) Bristol Channel Standing Environment Group – Cover the Barry, Cardiff, Newport and River Usk Operational port areas.
(ii) West Wales Environment Group – cover the Port Talbot and Swansea operational port areas.

Each Environment Group is primarily is made up of representatives from the following organisations, however members of other organisations may be involved depending on the nature of the incident;

- Natural Resources Wales
- Public Health Wales
- Public Health England
- Public Health England CRCE

To ensure continuity, an Environment Group will be set up in incidents declared Tier 2 or 3 where it is likely that support will be required. It is also likely that the West Wales and Bristol Channel Group will also want to be informed and involved in any Tier 1 Pollution that will impact on shoreline or an environmentally sensitive area, in case it escalates into a higher tier. The Environment Group will be purely advisory but response units should take all reasonable steps to consult on any proposed action.

13.8 ABP Oil Spill Response Equipment

ABP have 2 Oil Spill Response Trailers, usually situated in Cardiff and ready to mobilise when required.

Trailer 1	Quantity
80ltr black bin	1
Chemical Spill Bin 250ltr	1
Goggles	3
Glasses	3
Balls of twine	8
Polythene sheets	3
Polythene bags	12
Overalls XXXL	2
Overalls L	4
Spill Pads	3
Pink Socks 1m x 75mm	10
White Socks 1m x 75mm	10
Rakes	2
Brooms	2
Shovels	2
Spill response kits in green bags	2
Darcy Mini Boom blue	8
Darcy Maxi Booms 3m x 180mm	2
Fence boom reusable 60m x 250mm	1

Trailer 2	Quantity
80ltr black bin	2
Safety goggles	3
Safety glasses	3
Balls of twine	6
Coil of rope 10m	1
Stanley Kife	0
Guantlets	6
Overalls XXXL	2
Overalls L	4
Polythene sheets	3
Polythene bags	12
Rakes	2
Brooms	2
Shovels	2
Spill response kits in green bags	2
Darcy Mini Boom blue	2
Darcy Maxi Booms	2
Oil Absorbent Pads	7
Yellow re-useable fence boom 4m x 500mm	11

Cardiff

In addition to the trailers, Cardiff has a Bubble Barrier in the Roath Dock and 90 metres of Triolboom GP 750.

Vessels in Dock:

2 x Tugs & UKD Survey Boat*

Newport

Spill Kit Bin - Lockside	
Absorbent Pads	75
Absorbent Socks 1.2m	9
Absorbent Pillows 3.5ltr	8
Disposal bags and ties	10

Vessels in Dock:

Boatmens launch & 2 Tugs*

Barry

Spill Kit Bin - Lockside	
Absorbent Pads	75
Absorbent Socks 1.2m	9
Absorbent Pillows 3.5ltr	8
Disposal bags and ties	10

Vessels in Dock:

Navigator moored in Basin

Swansea

Number 1 Pumphouse	
Absorbent Boom 3mtr	3
Absorbent Boon 4mtr	7
Mats	1
Disposal bags and ties	10

Vessels in Dock:

Pilot Cutters Beaufort & Robina Fisk, 3 Tugs & Boatmens Launch

Port Talbot - South Inner Gatehouse

South Inner Gatehouse	
Mats	2
Absorbent Socks 1.2m	11
Absorbent Pillows 3.5ltr	7
Disposal bags	5

Vessels in Dock:

Boatmens Launch x 2

*Depending on current operations they be located elsewhere regionally.

Prax - Cardiff

Oil	Jetty	Oil Gantries	Boiler House
Pads 40 cm x 52 cm	50	50	200
Boom 7.5cm x 125cm		10	20
Boom 7.5cm x 300 cm	10		
Cushions 42cm x 37 cm	4	2	12
Large Roll Absorbent			1
Waste Bags/ Ties	10	10	0
Zoab Tubs	2	1	5
4000 Tonnes Slop tanks			

Chemical	Jetty	Caustic Gantries	Boiler House
Pads 40 cm x 52 cm	50	50	50
Boom 7.5cm x 125cm		10	20
Boom 7.5cm x 300 cm	10		
Cushions 42cm x 37 cm	4	2	12
Large Roll Absorbent			1
Waste Bags/ Tiies	10	10	0
Zoab Tubs	2	2	5

Valero – Cardiff

Valero	
Absorbent Granules (Bags)	4
Spill Booms Disposable (Bags)	4
Sand Bags	20
Nylon Rope (Feet)	50

Puma Bitumen - Newport

Puma	
Absorbent Booms	24
Absorbent Socks	28
Absorbent Pads	2 boxes
Absorbent Granules/Powder	10 Bags/5 Bags
Plug and Seal Putty	2 Pots
Drain Covers	2 Covers
Hazardous Waste Bags	4 Boxes
Additional Equipment	20 Pillows
Spill Kits	2 on Quayside
Spill Kits	5 on Barges

Adler and Allan (Tier 2 Contractor)
Adler and Allan provide a comprehensive response equipment inventory, including shoreline clean-up equipment capable of dealing with spillages of both heavy and light oils. A schedule of inventory and charges can be found in appendix 8.
0800 592 827

Note: the Tier 2 Contractor's anticipated response time from call-out is 2 hours.

Biffa
Biffa are registered contractors to ABP and provide waste operations across South Wales, they also have an inventory of Oil Spill Equipment that can be used if needed during an emergency response. This can be found in the Appendix 2.

They have a Hazard Response team on call 24/7 to provide advice and waste solutions including storage, tankers and Spill Response Equipment within a few hours. **08455 216 666**.

13.9 Product Information Sheets

This Section contains Material Safety Data Sheets for the following products that are handled within the docks complexes:

- Unleaded Petrol
- Gas Oil
- Derv
- Fuel oil

See Appendix 3

Appendix

These will be available in the controlled copy.

Glossary of Terms and Abbreviations

ABP	- Associated British Ports
LPS	- Local Port Services
NHC	- Newport Harbour Commision
OSCP	- Oil Spill Contingency Plan
SHA	- Statutory Harbour Authority
NCP	- National Contingency Plan
COSHH	- Control of Substances Hazardous to Health
NRW	- National Resources Wales
QAH	- Queen Alexandra House
MCA	- Maritime Coastguard Agency
PMRC	- Port Marine Response Centre
CGOC	- Coastguard Operations Centre
SOSREP	- Secretary of State Representative
POLREP	- Pollution Report
OMT	- Oil Spill Management Team
ITOPF	- International Tanker Owners Pollution Federation
CPSO	- Counter Pollution & Salvage Officer
SCU	- Salvage Control Unit
OCU	- Operations Control Unit
SCG	- Strategic Coordinating Group
TCG	- Tactical Coordinating Group
ResCG	- Response Coordinating Group
EG	- Environment Group
GPMO	- General Purpose Marine Operative
LC	- Lock Controller
HM	- Harbour Master
DHM	- Deputy Harbour Master
MOM	- Marine Operations Manager
MOS	- Marine Operations Supervisor
PD	- Port Director
PM	- Port Manager
A&A	- Adler and Allan
PPE	- Personal Protective Equipment
MMO	- Marine Management Organisation
POW	- Prince of Wales
SAC	- Special Areas of Conservation
PACC	- Public Affairs and Corporate Communications
LOA	- Length on Arrival
SPA	- Special Protection Area
SSSI	- Sites of Specific Scientific Interest
PB	- Port Boundary
DfT	- Department of Transport