FEDERATION COUNCIL

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POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

Howlong Sewerage Treatment Works
License No 21287

VERSION	DATE	BY
1	16/10/2012	G. Lewis
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3	26/07/2018	S. Charlton
4	13/08/2019	S. Charlton
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Appendices

(Appendices are not available on Public Version of Pollution Incident Response Management Plan)

Appendix A - Staff Training Register

Appendix B - PIRMP Testing

Appendix C - Sewage Overflow Notification

Appendix D - Maps

Appendix E - Contact Details

1. Introduction

The purpose of this Pollution Incident Response Management Plan (PIRMP) is to address the requirements under Protection of the Environment Operations Act 1997 Part 5.7A and to improve the way pollution incidents within the prescribed property are reported, managed and communicated to regulators and to the general community. This plan is to:

- Ensure comprehensive and timely communication about a pollution incident to staff at the premises, the Environment Protection Authority (EPA), other relevant authorities specified in the Act (NSW Ministry of Health, SafeWork NSW, and Fire and Rescue NSW) and people outside the facility who may be affected by the impacts of the pollution incident.
- Minimise and control the risk of a pollution incident at the facility by requiring identification of risks and the development of planned actions to minimise and manage those risks.
- Ensure that the plan is properly implemented by trained staff, identifying persons responsible for implementing it, and ensuring that the plan is regularly tested for accuracy, currency and suitability.

The PIRMP provides for the immediate reporting of pollution incidents. All relevant authorities are to be notified of any pollution incident. A pollution incident is defined as any event that harms or is likely to harm the environment.

The Howlong Sewerage Treatment Plant and reticulation system comprises:

- Oxidation ponds located at Goombargana Road Howlong
- An effluent evaporation pond system.
- A sewer reticulation system comprising approximately 25km of gravity and pressure mains and 13 pump stations.

2. Procedures in Notifying an Incident

The person who manages the division (i.e., sewer plant operator or senior operator) responsible to initially report the incident should contact the Federation Council with following exceptions:

a. If the team leader or coordinator cannot be located then it must be referred to utilities engineer or utilities manager to action the notification.
b. If the manager or engineer or any member of the executive team cannot be located, without any delay, the staff member who has identified the incident has the duty to notify the relevant agencies as follows:
    - **Immediate action** to be taken to ensure the safety of the people and contaminant of pollution if it is safe to do so.
    - **Call 000 (or 112 from cell phone)** if the incident presents an immediate threat to human health or property.
    - **Notify** relevant authorities in the following order:

NSW EPA	131 555
Public Health Unit - Local Office	02 6080 8900 (24hours) – ask for Environmental Health Officer on call from the Public Health Unit if phoning A/H
Safe Work NSW (work cover)	13 10 50

Fire & Rescue NSW (if "000" was not called initially)	1300 729 579

- **Notify** neighbours (See Appendix E) and anyone directly affected.

3. Action to Control Pollution

The following procedure is to be adopted immediately to control a pollution incident:

a) Federation Council (FC) to be contacted. Telephone 02 6033 8999 (b/h) or Emergency

Telephone 1800 110 088 (a/h)

b) Council staff responsible for the failed infrastructure/incident, to be contacted and directed to attend incident. *(Contact Details provided in **Error! Reference source not found.**)*

c) Incident Control

a. For a **Sewer Overflow** incident:

- Commence procedures to clear the blockage if fault is in a sewer main, or restart a pump if fault is in a sewer pump station.
- Concurrently, contain the overflow to prevent it entering the stormwater drainage system or flooding places of residence.

b. For a **Chemical Spill** incident:

- Commence procedures to stop continuation of the chemical spill.
- Concurrently, contain the spill to prevent it entering the stormwater drainage system.

d) When fault has been corrected the site is to be cleaned up and made safe for normal occupation.

4. Coordination

Agencies on the contact list have different roles. The ***Utilities Department*** will be the ***Federation Council*** who will take direction from the EPA. Fire and Rescue will control the site if there is a danger to persons and property and until this danger is eliminated. The agencies should be coordinated and used as follows:

a) Emergency Services (000) – Police, Ambulance, Fire and Rescue

Responsible for initial action on any emergency. When asked by the "000" telephone receptionist which service is required the criteria is:

- Police – if illegal activity evident or damage to person or property
- Ambulance – if injury to persons
- Fire and Rescue – if fire exists or is possible, or if chemical contamination of the environment exists or is possible.

b) The EPA is responsible for all pollution incidents to do with this licence. Any instructions from the EPA are to be followed.

c) The Ministry of Health is to be advised once the initial incident is under control or sooner if necessary to determine the proper course of action relating to public health.

d) The Safe Work NSW is responsible for workplace safety and industrial practices and is responsible for determining the cause of any incident of an industrial nature, and associated liability.

e) The Federation Council is the licensed authority whose duty it is to repair, fix, mitigate or control any failure of its infrastructure, plant or equipment which has caused the incident.

5. Hazards

Incident	Likelihood	Impact	Risk
Sewage overflow caused by blocked sewer main	High	Low	Medium
Sewage overflow caused by sewerage pump failure	Low	High	Medium
STW pond embankment failure	Low	High	Low
STW offensive odour	Medium	Low	Low
Vandalism or sabotage at STW or pump station	Low	High	Low

Risk Score	Description
Extreme	Immediate action required
High	Action required within 2 weeks
Medium	Action required within 1 month
Low	If action is required, it must be taken within 6 months. If no action is required, monitor the hazard

6. Harm Minimisation

Human Health:

- All persons without PPE to be kept outside incident area.
- Where pollutant has entered premises residents are to be evacuated to motel accommodation and professional cleaners to be called.

Environment:

- Environmental harm is to be minimised by containment with booms or sandbags. Sandbags and sand to be found at Federation Depot. The pollutant is to be removed as soon as possible after containment.

7. Early Warning and Updating

In the event of sewage overflows or chemical spills that are not contained and which may enter the Murray River, warnings will be issued to downstream users and to agencies responsible for river health and jurisdiction. Where owners and occupiers of premises in the neighbourhood are at risk of impact then warnings will be issued as soon as information is available. Updates to the information will be made according to the circumstances but frequently enough for affected parties to take appropriate action. This will be hourly if it affects accommodation or access arrangements or daily if the incident is ongoing with containment difficulties. Communication will be via telephone call unless other form of communication is requested.

8. Pollutants

The following pollutants/chemicals exist in the sewerage system:

Pollutant	Location	Hazard Rating	Quantity	Chemical
Sewage	all	low	high	Biological

9. Safety Equipment

The following equipment is to be used as necessary in any emergency:

- Disposable overalls
- Rubber gloves
- Gumboots
- Safety glasses
- Hearing protection
- Gas monitor

All persons without PPE to be kept outside incident area.