



COLLINS

POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

**Created 22nd November, 2012
Reviewed 7TH January 2019**

**PIRMP
COBBITTY Quarry**



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Issue of Pollution Incident Response Management Plan (PIRMP)

This Pollution Incident Response Management Plan (PIRMP) has been issued to the persons listed below. All persons to whom the PIRMP is issued are bound under a confidentiality requirement not to provide the PIRMP to any third party, except with the written permission of M Collins and Sons Holdings Pty Ltd and Harvest Scientific Services Pty Ltd (HSS).

It is the responsibility of those persons to whom this PIRMP is issued to safeguard and have available the PIRMP as and when required, and to maintain the currency of the PIRMP by inclusion of inserts and amendments, as and when issued. Copies of the manual may be issued to additional persons/ organisations, on the basis of need and relevance.

PIRMP Document Register

Controlled document No.	Issued to	Company/ Organisation	Address	Date issued	Authorising signature
1	Matt Collins	M. Collins and Sons Pty Limited	17 Fitzpatrick Street, REVESBY	11/11/2015	
2	Billy Lewis	Collins Construction Materials Pty Limited	214 Macarthur Road, Elderslie	17/4/2017	
3.	Michael Holz	Collins Construction Materials Pty Limited	214 Macarthur Road, Elderslie	2/10/2019	



POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN (PIRMP)

1. Introduction – Pollution incident notification requirements

As of 6 February 2012, licensees under the POEO Act and anyone carrying on an activity or occupying a premises who becomes aware of a pollution incident are required to report pollution incidents **immediately** instead of 'as soon as practicable' under section 148 of the POEO Act.

The protocols for contact in the event of a pollution incident are outlined in **Section 2** of this PIRMP, relevant contact details are presented in **Section 4** and the adopted criteria for a pollution incident is outlined in **Section 3**.

Sections 5 to 7 outline the preventative actions and general operational response protocols to a pollution incident.

2. Protocol for industry notification of pollution incidents

The NSW EPA describe the protocol for notification of pollution incidents on the webpage (<http://www.environment.nsw.gov.au/pollution/other.html>).

The changes take effect from 6 February 2012 and require the occupier of premises, the employer or any person carrying on the activity which causes a pollution incident to immediately notify each relevant authority (identified below) when material harm to the environment is caused or threatened. The following information and procedures may assist those responsible for reporting a pollution incident.

2.1 *Call 000 if the incident presents an immediate threat to human health or property. Fire and Rescue NSW, the NSW Police and the NSW Ambulance Service are the first responders, as they are responsible for controlling and containing incidents.*

2.2 *If the incident does not require an initial combat agency, or once the 000 call has been made, notify the relevant authorities in the following order. The 24-hour hotline for each authority is given when available:*

- the EPA phone Environment Line on 131 555*
- the Ministry of Health via the local Public Health Unit – see Camden Council – phone 02 4654 7777*
<http://www.health.nsw.gov.au/Infectious/Pages/notification.aspx>
- the WorkCover Authority – phone 13 10 50*
- Camden Council – phone 02 4654 7777*

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3. Environmental incident definition, pollution incident notification criteria and response

A pollution incident is defined as:

'an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur....' (POEO Act).

Pollution incidents on or around the site are considered to have occurred in the course of the Contractor's activities in the following circumstances:

- *'If the actual or potential harm to the health or safety of human beings or ecosystems is not trivial; and*
- *If actual or potential loss or property damage (including clean-up costs) associated with a pollution incident exceeds \$10,000.'*

Above criteria is based on s147 of the *Protection of the Environment Operations Act 1997* (NSW) and has been adopted in this PIRMP as the threshold for notification purposes.

The above definition has been adopted for the purposes of an environmental incident in this PIRMP. The proposed response to an environmental incident is as outlined below and in Table 1:

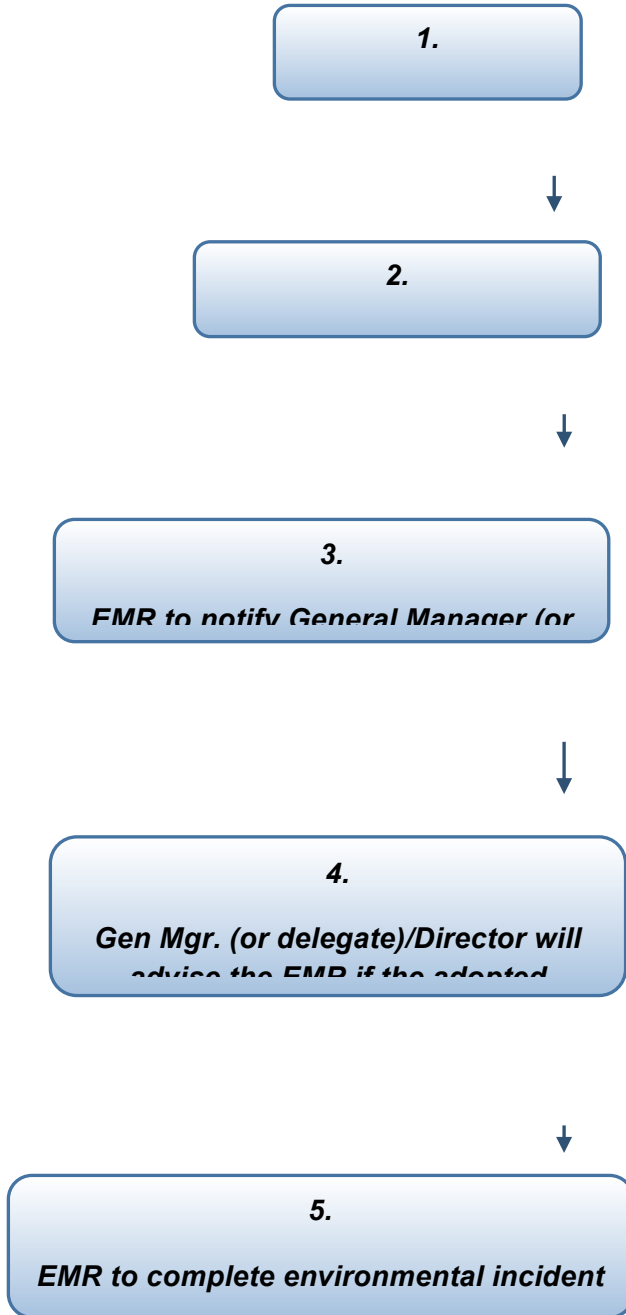
- EMR to ensure site safety, move people from immediate areas where safety is a concern;
- EMR to take any practical steps to contain the hazard and prevent it from spreading;
- EMR to notify the Operations Manager, the Director of MCS Pty Ltd and if necessary, the relevant authority, if the Operations Manager and Director cannot be contacted EMR must notify each relevant authority.
- The Operations Manager is to decide with the Director of MCS Pty Ltd if the adopted pollution incident criteria threshold has been reached. If the adopted pollution incident threshold has been reached, the EMR is to contact immediately contact the EPA and Camden Council; and the relevant information about a pollution incident required consists of the following:
 - The time, date, nature, duration and location of the incident,
 - The location of the place where pollution is occurring or is likely to occur,
 - The nature, the estimated quantity or volume and the concentration of any pollutants involved, if known,
 - The circumstances in which the incident occurred (including the cause of the incident, if known),
 - The action taken or proposed to be taken to deal with the incident and any resulting pollution or threatened pollution, if known,
 - Other information prescribed by the regulations.
- The EMR is to complete and environmental incident report form.

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Once completed, a copy of the incident report form must be forwarded to Camden Council and the EPA.

TABLE 1 Flow Chart for PIRMP





4. Emergency contact details

Table 2 outlines emergency contact details and is to be maintained by the EMR.

Table 2. Emergency contact details

Service required	Company	Contact name	Phone number
EMR	Collins Construction Materials Pty Limited	Mr. Michael Holz	0418 423 032
Police			000
Fire Brigade			000
Ambulance			000
Report Environmental Incident	EPA Pollution Line Camden Council		131 555 (02) 4654 7777
Environmental Consultant	Harvest Scientific Services Pty Ltd	Mr. Mart Rampe	02 4647 6177
WIRES			1800 641 188
Waste services	Thiess		02 46 771910
Sydney Water Service Centre			132 090
Energy Australia			131 388
AGL			131 003
Integral Energy			131 909
Telstra			132 203

5. Environmental incident preventative actions and responses

Table 3 outlines the potential environmental incidents identified during the environmental review process to-date, the proposed preventative actions, the response actions to be under-taken and the person/s responsible for implementation of appropriate actions. Other potential environmental incidents may be identified after the operation commences, these should be documented by the EMR and Table 3 should be updated as they are identified.



Table 3. Summary of potential environmental incidents, preventative actions and proposed response actions.

Potential environmental incident	Preventative actions	Responses actions to incident	Responsible persons
Excessive dust	<ul style="list-style-type: none"> Operate water trucks/irrigators 	<ul style="list-style-type: none"> Contact EMR; Water down areas identified as the source of dust immediately; and Cease works if weather conditions are adverse. 	All personnel and EMR
Spills Fuel / Chemical spill	<ul style="list-style-type: none"> All chemicals to be stored in accordance with the Code of Practice for safe use and storage in Agricultural. 	<ul style="list-style-type: none"> Contact EMR All re-fuelling vehicles are to contain a spill kit Use spill kit to contain the spill at the mixing and storage sites. Dispose of contaminated materials appropriately; and clean and decontaminate this site. If discharge enters waterway and criteria outlined in Section 3 of this PIRMP is met ring EPA Pollution line 131 555. 	All personnel and EMR
Diesel Fuel leaks & spills at the storage tank/bunded area	<ul style="list-style-type: none"> Avoid rainwater being contaminated with diesel Maintain bunded area free from soil and dirt 	<ul style="list-style-type: none"> Contact the EMR Pump into a waste fuel tank Dispose in a lawful manner If discharge enters waterway and criteria outlined in Section 3 of this PIRMP is met ring EPA Pollution line 131 555 	All personnel and EMR
Sediment losses to waterways	<ul style="list-style-type: none"> Maintain Erosion & Sediment Controls on site 	<ul style="list-style-type: none"> Contact EMR Where relevant, repair sediment controls; and Cease works if weather conditions are adverse. If discharge enters waterway and criteria outlined in Section 3 of this PIRMP ring EPA Pollution Line 131 555. 	All personnel and EMR
Chicken Manure escape into waterway	<ul style="list-style-type: none"> Store in dedicated stockpile areas with sediment control measures at the site Regular inspections and maintain sediment controls 	<ul style="list-style-type: none"> Contact EMR Where relevant repair sediment controls If discharge enter waterway and criteria outlined in Section 3 of the PIRMP ring EMA Pollution line 131 555 	All personnel and EMR
Dust from	<ul style="list-style-type: none"> Store in dedicated 	<ul style="list-style-type: none"> Contact EMR 	All personnel



Lime/Gypsum bulk Stockpiles	stockpile bins (when not being spread at the same time of deliveries) • Fix tarps to cover bulk stockpiles	• Wet down surface of material stockpile	and EMR
Dust from spreading lime/gypsum and chicken manure	• Avoid spreading in windy weather	• Contact EMR • Cease works when weather conditions are adverse	All personnel and EMR
Wind blown chicken manure from bulk stockpiles in paddocks	• Push up stockpile into neat windrow • Fit tarp to stockpile • Install electric fence if cattle are in paddock	• Contact EMR • Wet down surface of material stockpiles	All personnel and EMR

6. Emergency equipment requirements and storage locations

Table 6 outlines the locations of emergency response equipment.

Table 4: Emergency equipment requirements

Name of equipment	Storage location	Comment
Spill kit	On each re-fuelling unit.	Instructions for use must be provided with kit.
Fire extinguisher/s	On each piece of onsite equipment.	To be maintained in satisfactory working order
Eyewash	At the mixing and storage site	Maintain in satisfactory working order

7. Incident reporting and Notification

As per conditions of consent within 7 days of detecting an exceedance of goals/limits/performance criteria of this PIMPR or an environmental incident (as defined in **Section 3**), MCS Pty Ltd shall report the exceedance to the Camden Council. All Incidents are to be reported on an Incident report Form 20.

The report shall:

- describe the date, time and nature of the exceedance/incident;
- identify the cause (or likely cause) of the exceedance/incident;
- describe what action has been taken to date; and
- describe the proposed measures to address the exceedance/incident.



Community Notification Strategy

Who Will Be Notified?

All community stakeholders that may be affected by an incident will be notified. Appropriate to the incident circumstance, these include:

- Neighbouring residential property owners
- Neighbouring commercial properties
- General public within the vicinity of the site:
 - Pedestrians
 - Motorists
 - Users of nearby recreational facilities (sporting facilities, parks etc)
 - Nearby water courses (rivers, streams, dams etc.) used for recreational and/or commercial purposes
- Farmers located downstream from water courses affected by a spill
- Schools
- Churches
- Nursing homes

When Will the Community be Notified?

If an incident presents a significant risk of causing material harm to persons, property, and/or the environment to an area that is not trivial, any community stakeholders within these areas will be notified at the earliest convenience.

How Will the Community be Notified?

When it has been established that a community stakeholder is at risk from an incident that has the potential to cause material harm the following process will be implemented:

- 1) Community stakeholders will be contacted immediately after the relevant authorities have been contacted by telephone (or face to face if this is not possible).
- 2) Stakeholders will be advised of recommended actions that can be taken to prevent or minimise material harm e.g. evacuate area, shut all doors and windows, cease drawing water for irrigation purposes.
- 3) After the incident has been contained and managed by key personnel and authorities subsequent communication will be undertaken by the NSW Planning & Environment Coordinators. Appropriate to the circumstance, these may include:
 - Follow up telephone calls and/or face to face contact (door knocking)
 - Meetings with stakeholders
 - Written correspondence containing updates in regards to safety and environmental concerns associated with the pollution incident

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- Letterbox drops
- Website notification
- Social media notification

8. COMPLAINTS

8.1 Complaints register

A telephone complaints line has been established to receive any complaints from members of the public in relation to this site. Details of the complaints line are below:

COMPLAINTS TELEPHONE LINE:

0418 423 032

Environmental Management Representative

Mr. Michael Holz

0418 423 032

02 4658 1666



8.2 Complaints response protocol

If a complaint is received the following procedures are to be followed:

- Details of the complaint are to be recorded by the EMR in the complaints register and the complainant is to be advised verbally that the matter will be investigated by MCS Pty Ltd in accordance with the Environmental Management Plan for the operation.
- The EMR is investigate the complaint and to liaise with the complainant to attempt to resolve the complaint. Where necessary, the EMR will make appropriate changes to onsite management practices / procedures to resolve the complaint.
- If, through a subsequent investigation, the EMR becomes aware of an environmental incident (as defined in **Section 3** of this PIRMP), then Camden Council is to be notified in writing at the first available opportunity.
- If the criterion outlined in **Section 5** of this PIRMP is met then EPA is to be notified and at the first available opportunity.
- If the dispute is resolved, the agreed outcome is to be documented (in writing) and forwarded to the complainant, Camden Council and the EPA.
- If the dispute is not resolved, the EPA and Camden Council are to be advised in writing.
- If directed by the EPA or Camden Council, MCS Pty Ltd will contract the services of an independent consultant to review the specific details of the complaint and make appropriate recommendations to resolve the matter.
- At closure of the complaint the following information will have been recorded:
 - a. Date of complaint;
 - b. Name of complainant;
 - c. Contact details of complaint (if supplied);
 - d. A record of notification of Camden Council, DECCW;
 - e. A summary actions taken to address the subject matter of the complaint;
 - f. Investigation outcomes; and
 - g. A record of notification of the complainant of the investigation outcomes.

Records will be kept for at least 4 years after the complaint was registered.

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9. REVIEW

This PIRMP is to be reviewed annually as part of the AEMR or on as needed basis. Updates of this PIRMP will be supplied to all persons listed in the document register at the beginning of this PIRMP.

10. Testing of PIRMP

This PIRMP will be tested at least once a year and within one calendar month of any pollution incident occurring where the plan has been activated.

A record of the testing of PIRMP will be maintained in this plan. See below table.

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POLLUTION INCIDENT NOTIFICATION PROTOCOL

Step one: What is a Pollution Incident?

A Pollution Incident occurs when material harm to the
Environment is caused or threatened.

Step Two: What is material harm to the Environment?

(i) It involves actual or potential
harm to the health or safety of
human beings or to ecosystems
that is not trivial,

OR

(ii) It results in actual or potential loss or property
damage of an amount, or amounts in aggregate,
exceeding \$10,000 and loss includes the
reasonable costs or losses to prevent mitigate or
make good harm to the environment.



Step Three: Who must notify?

- a) the person carrying on the activity
- b) an employee or agent carrying on the activity
- c) an employee carrying on the activity
- d) the occupier of the premises where the incident occurs.

Step Four: Who do I notify?

A person engaged as an employee in carrying on an activity must immediately after becoming aware of the incident, notify the employer of the incident and all relevant information about it.



Step Five:

Who must be notified about a Pollution Incident?

1. Call 000 if the incident presents an immediate threat to human health or property.

Ask for: > Fire and Rescue NSW
> NSW Police
> NSW Ambulance Service

AND/OR

2. EPA 131 555

- Local Council – Camden Council

Phone: (02) 4654 7777

- Ministry of Health

[www.health.nsw.gov.au/publichealth/infectious/p
hos.asp](http://www.health.nsw.gov.au/publichealth/infectious/p
hos.asp)

- Work Cover 131 050



Examples of Potential Environmental Incidents

Excessive Dust

- ☛ Cease work, and
- ☛ Contact Environmental Management Representative
- ☛ Water Areas identified as source of dust

Fuel/Oil/Chemical Spills

- ☛ Always refuel in a bunded area
- ☛ Use spill kits in the field
- ☛ If discharge enters a waterway and may cause \$10,000 damage and/or clean up costs notify employer immediately.

Sediment Loss to a Waterway

- ☛ Cease work and contact Environmental Management Representative
- ☛ Repair Sediment controls
- ☛ If discharge enters a waterway and may cause \$10,000 damage and/or clean up costs notify employer immediately.

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Excluded Pollution Incidents

Odour

A pollution Incident does NOT include an Odour.
Odour incidents DO NOT have to be notified.

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