



Gilgandra Shire Council
Pollution Incident Response Management Plan
Gilgandra Sewage Treatment Plant

November 2012

Table of contents

1.	External web-based version	3
2.	Background.....	4
2.1	Sewage Treatment Plant	4
2.2	PIRMP Purpose	4
3.	Pollution Incident Response Planning.....	5
3.1	Notifiable Incidents	5
4.	Incident Response	6
4.1	Immediate Notification Incident.....	6
4.2	General Incident.....	9

Table index

Table 1	Incident Contact Details – External	8
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Figure index

Figure 1	Incident Response Flowchart.....	7
Figure 2	Incident Response Flowchart – Sewer Choke	10

1. External web-based version

This external web-based version of the Pollution Incident Response Management Plan (PIRMP) has been prepared in accordance with the Environment Protection Authority's (EPA) requirements that only the following sections of the plan be made publically available:

- procedures for contacting the "relevant authorities"
- procedures for communicating with the community
- excluding any personal information within the meaning of the Privacy and Personal Information protection Act 1998.

A copy of the full PIRMP is maintained at the premises to which the relevant licence relates and is readily available to the persons responsible for implementing the plan and to an authorised officer of the EPA on request.

2. Background

2.1 Sewage Treatment Plant

Gilgandra Shire Council (Council) operates the Gilgandra sewage treatment plant (STP). Wastewater from the town is conveyed through a sewerage system to the STP located to the north of the town. The STP is a trickling filter plant with added UV treatment. The STP operates as a no-release site with treated effluent reused on a neighbouring property 'Bowenleigh'.

The STP operates under EPL 4640 which is issued under Section 55 of the *Protection of the Environment Operations Act 1997* by the NSW Environment Protection Authority (EPA).

2.2 PIRMP Purpose

The EPL contains requirements to report pollution incidents as outlined in Section 6, Reporting conditions:

The licensee or its employees must notify the EPA of incidents causing or threatening material harm to the environment immediately after the person becomes aware of the incident in accordance with the requirements of Part 5.7 of the Act.

R2.1 Notifications must be made by telephoning the Environment Line service on 131 555.

R2.2 The licensee must provide written details of the notification to the EPA within seven days of the date on which the incident occurred.

The introduction of the *Protection of the Environment Legislation Amendment Act 2011* (POELA Act) in February 2012 requires that holders of EPLs maintain a Pollution Incident Response Management Plan (PIRMP).

3. Pollution Incident Response Planning

3.1 Notifiable Incidents

3.1.1 POEO Act Definitions

A pollution incident is defined by the POEO Act 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. It includes an incident or set of circumstances in which a substance has been placed or disposed of on premises, but it does not include an incident or set of circumstances involving only the emission of any noise.

Material harm is defined by the POEO Act as:

(1) For the purposes of this Part:

(a) harm to the environment is material if:

(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 (or such other amount as is prescribed by the regulations), and

(b) loss includes the reasonable costs and expenses that would be incurred in taking all reasonable and practicable measures to prevent, mitigate or make good harm to the environment.

(2) For the purposes of this Part, it does not matter that harm to the environment is caused only in the premises where the pollution incident occurs.

4. Incident Response

4.1 Immediate Notification Incident

4.1.1 Incident Response & Notification

As per the definition of an immediate notification incident in section 3.1.1 and resulting from the risk assessment in the full PIRMP, Council have identified the following incidents related to their sewer operations that require immediate notification:

- Pump station, SCADA and backup failure resulting in an overflow from a pump station that reaches a nearby waterway
- Sewer choke resulting in an overflow that reaches a nearby waterway.

Council's procedures for responding to a potential immediate notification incident are outlined in Figure 1.

Contact details for external agencies requiring notification are provided in Table 1. Contact details for Council personnel responsible for incident response and notification is maintained in the full PIRMP maintained by Council.

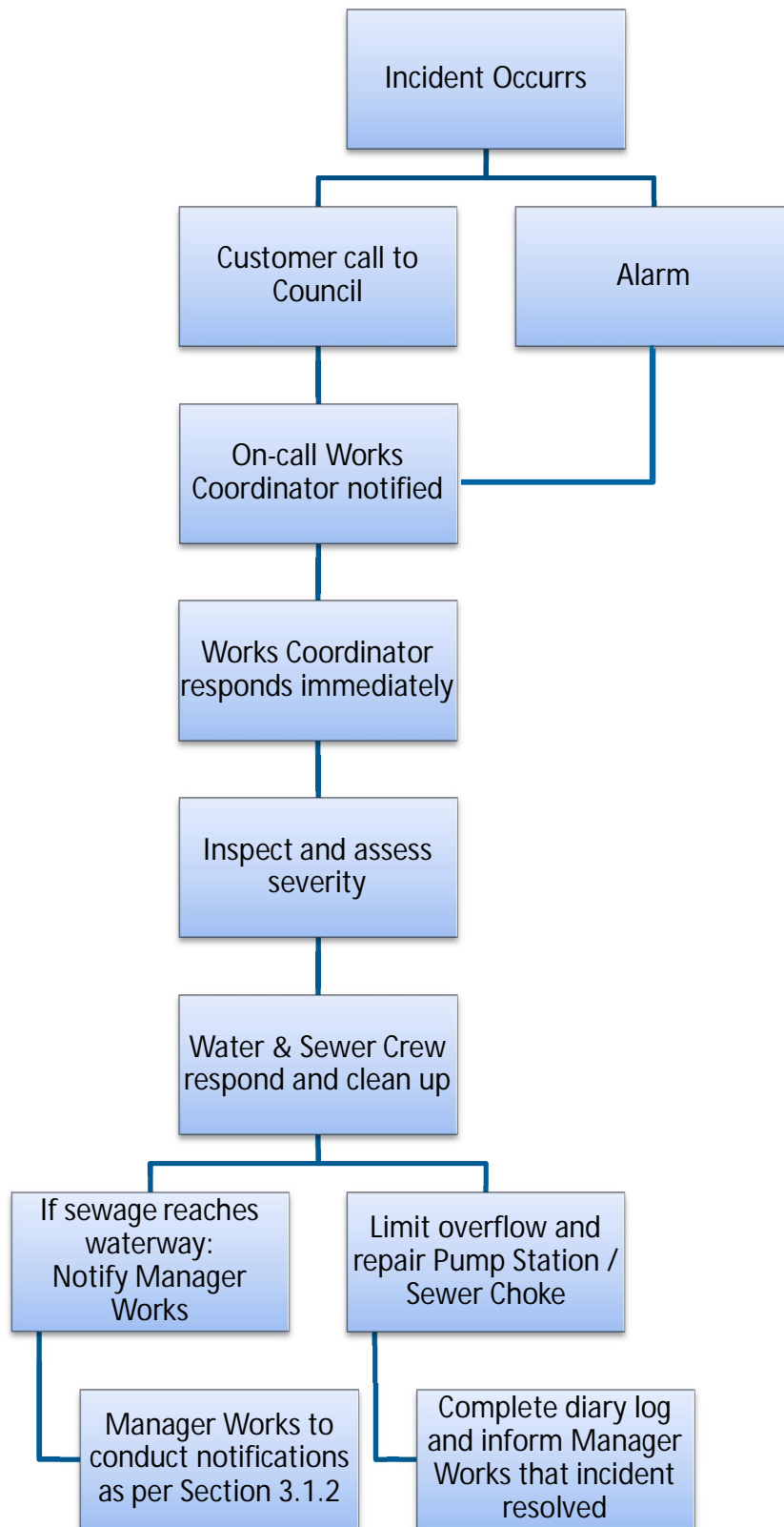


Figure 1 Incident Response Flowchart

Table 1 Incident Contact Details – External

Organisation	Contact Number
Emergency Services	000
EPA Dubbo Regional Office	131 555 02 6883 5330
NSW Ministry of Health On Call Public Health Officer Dubbo Regional Office	0418 866 397 02 6841 5569
WorkCover	131 050
NSW Rural Fire Service Castlereagh Fire Control Centre (Warrumbungle/Gilgandra)	6847 1298

4.1.2 Responsibilities

In the event of an immediate notification incident responsibilities for incident management are as follows:

- On Call Works Coordinator is responsible for actioning response to the incident.
- Manager Works is responsible for notifying external authorities and ensuring adequate resources are available for incident response.
- Director of Technical Services is responsible for liaising with the media, and notifying potentially affected community.

The Manager Works shall determine the most appropriate means of contacting potentially affected community including:

- Door knocking
- Letterbox drops
- Phone
- Local media
- Signage.

Information provided to the community would depend on the incident but could include:

- Description of the incident
- Status of incident
- Response actions
- Actions to minimise harm
- Likely duration.

As per the EPL, the licensee must provide written details of the notification to the EPA within seven days of the date on which the incident occurred.

4.2 General Incident

4.2.1 Sewer Operations

Council maintain incident response procedures for other potential incidents throughout the sewer network including:

- Sewer choke (localised overflow not reaching waterway).

The EPL requires details of the incidents be recorded and maintained by Council.

Where sewage or partially treated sewage is discharged from the premises as a result of a bypass of the sewage treatment plant, or an observed or reported overflow has occurred from the reticulation system, and overflow or a bypass may pose a risk to public health, the licensee is to promptly give appropriate notification to any parties that are likely to be affected, including:

- the potentially affected community
- NSW Health.

When the licensee notifies NSW Health of a bypass or overflow incident the licensee must also notify the EPA. Notifications are to be given as soon as practicable after the licensee or one of the licensee's employees or agents becomes aware of the notifiable bypass event.

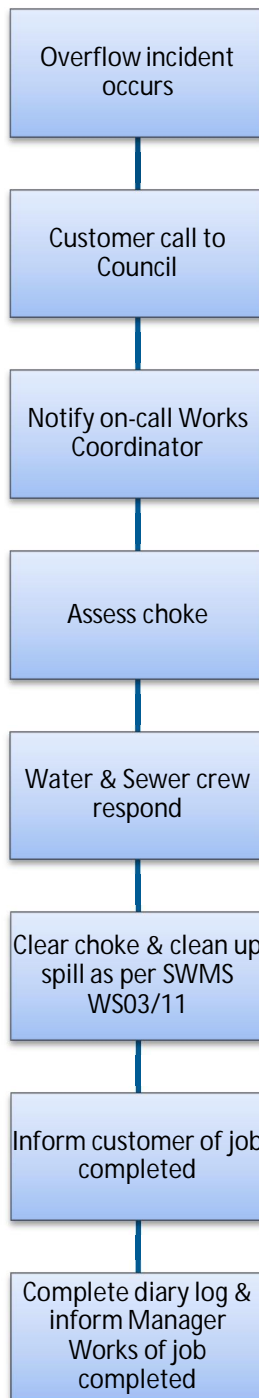


Figure 2 Incident Response Flowchart – Sewer Choke

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