

Southern Regional Livestock Exchange PIRMP – Moss Vale

Last Updated: 9/11/2022

Address: 205 Berrima Rd, Moss Vale NSW 2577

Licence No. 3699

EPA Phone No. 131 555

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1.0 Pollution Incident Response Management Plan

LICENCE NUMBER: 3699

Approved by: Clinton McAlister
Position/Title: Manager Business Services

Signature: 
Date: 9/11/2022

PURPOSE:

Wingecarribee Shire Council holds an Environment Protection Licence with the NSW Environment Protection Authority (EPA) for Moss Vale Resource Recovery Centre.

As per the *Protection of the Environment Operations Act 1997* (the POEO Act), the holder of an Environment Protection Licence must prepare, keep, test and implement a pollution incident response management plan (PIRMP) that complies with Part 5.7A of the POEO Act in relation to the activity to which the licence relates.

If a pollution incident occurs in the course of an activity so that material harm to the environment (within the meaning of section 147 of the POEO Act) is caused or threatened, the person carrying out the activity must immediately implement this plan in relation to the activity required by Part 5.7A of the POEO Act.

A copy of this plan must be kept at the licensed premises, or where the activity takes place in the case of mobile plant licences and be made available on request by an authorised EPA officer and to any person who is responsible for implementing this plan.

Parts of the plan must also be available either on a publicly accessible website, or if there is no such website, by providing a copy of the plan to any person who makes a written request. The sections of the plan that are required to be publicly available are set out in clause 98D of the Protection of the Environment Operations (General) Regulation 2009.

NOTE: This plan must be developed in accordance with the *Protection of the Environment Operations Act 1997* and the Protection of the Environment Operations (General) Regulation 2009.

Licensees should also refer to the EPA's *Guideline: Pollution Incident Response Management Plans*.

1.1 Environment Protection Licence (EPL) Details

Name of Licensee: (Including ABN)	Wingecarribee Shire Council ABN: 49 546 344 354
EPL Number:	3699
Premises Name and Address:	Southern Regional Livestock Exchange – 205 Berrima Road, Moss Vale
Company or Business Contact Details	Name: Clinton McAlister Position or Title: Manager Business Services Business Hours Contact Number/S: 4868 0767 After Hours Contact Number/S: 0428 243 266 Email: clinton.mcalister@wsc.nsw.gov.au
Website Address:	https://www.wsc.nsw.gov.au/uploads/2183/pollution-incident-response-management-plan.pdf
Scheduled Activity/Activities On EPL:	Livestock Intensive Activities
Fee-Based Activity/Activities On EPL:	Animal Accommodation

1.2 Pollution Incident – Person/S Responsible (1-4 Relevant Management)						
Contact Order	Name	Position	Business Hours Contact Number/S	After Hours Contact Number/S	Email	Responsibility
1.	Clinton McAlister	Manager Business Services	4868 0767	0428 243 266	clinton.mcalister@wsc.nsw.gov.au	-PIRMP Activation -Manage Incident Response -Notify Relevant Authorities
3.	Adan Davis	Director of Communities and Place	4863 5210	0408 371 759	adan.davis@wsc.nsw.gov.au	
4.	Lisa Miscamble	General Manager	4868 0714	0416 092 740	lisa.miscamble@wsc.nsw.gov.au	

1.3 Additional / Backup Staff (If Required)						
Contact Order	Name	Position	Business Hours Contact Number/S	After Hours Contact Number/S	Email	Responsibility
6.	Clint McCauley	Acting Team Leader	4868 0559	0409 399 148	clint.mccauley@wsc.nsw.gov.au	-Notify Relevant Authorities
7.	Aiber Sawaqed	Business Services Support Officer	4868 0512	NA	aiber.sawaqed@wsc.nsw.gov.au	-Administrative Support
8.	Dave Sommers	Co-ordinator Media & Communications	4868 0863	0419 494 554	david.sommers@wsc.nsw.gov.au	-Media Relations
9.	Ian Vong	Acting Chief Information Officer	4868 0897	0436 812 547	ian.vong@wsc.nsw.gov.au	-Customer Enquires

2.0 Notification of Relevant Authorities	
Identify any persons or authorities required to be notified as per Part 5.7A of the POEO Act in the case of a pollution incident that causes or threatens to cause material harm to the environment.	
Authority	Contact Number/S:
Environmental Protection Authority (EPA)	13 15 55
NSW Local Health District: Illawarra Shoalhaven	02 4221 6899
Safe Work NSW	13 10 50
Local Government Authority (WSC)	02 4868 0888
Fire & Rescue NSW / Rural Fire Service Moss Vale	000 4868 1288

2.1 Identification of Neighbours and the Local Community

In the event an incident occurs, a list identifying neighbours of the SRLX who must be notified AFTER relevant authorities have been notified are listed below:

Company	Address	Name Of Person Responsible	Contact Number/S:
Resource Recovery Centre	177 Berrima Road, Moss Vale	Clint McAlister	0439 844 403
Traquair	2 Bowman Road, Moss Vale	Bill Smiley	Ph: 4868 1372 Mob: 0431 372 002
Concrete	178 Berrima Road, Moss Vale	Site Manager	4868 2900
'Golconda'	146 Oldbury Road, Moss Vale	Elva McPherson	Ph: 4868 1952 Mob: 0439 716 738
'Brookdale'	Berrima Road, Moss Vale	Elva McPherson	Ph: 4868 1952 Mob: 0439 716 738
Gubbins Pulbrook Mite 10	54 Berrima Road, Moss Vale	Site Manager	4869 7555

3.0 Hazard Description & Likelihood

Haz No.	Hazard Description	L	C	RRS	Type of hazard	What could increase likelihood?
1.	Waste water from truck wash settling pond escaping to external environment	C	2	Med	Environmental/ Human	Excessive rainfall. Pump and/or pipework failure.

3.1 Pre-Emptive Actions to be Taken

Provide detailed descriptions of the pre-emptive actions to be taken to minimise or prevent any risk of harm to human health or the environment arising from the activities undertaken at the premises:

Waste Water from Truck Wash Settling Pond Escaping to External Environment

- Pump settling pond into neighbouring property (as per EPA agreement)
- Stop use of truck wash
- Block feed pipe to dam and divert water to retention basin behind sepcom
- Monitoring dam water levels on a regular basis

4.0 Inventory of Potential Pollutants

Location	Chemical Name	Quantity	Hazardous Substance Y/N	Safety Data Sheet Y/N
Workshop	All Season Hydraulic Oil	20L	Y	Y
	Bromicide 200	5L	Y	Y
	Grazon Extra	1L	Y	Y
	Inox MS3 Formula	5L	N	Y
	Glyphosate 450	20L	Y	Y

5.0 Safety Equipment

The SRLX has developed general site safety rules. SRLX staff must comply with the following safety rules.

- Adhere to all Safe System of Work documentation developed for work activities
- Wear Personal Protective Equipment as required
- Undertake general housekeeping
- Present 'fit for work' at all times

Personal Protective Equipment (PPE) shall always be worn by SRLX staff to ensure potential contact with waste water and sediments is minimised when carrying out inspections or routine work of the waste water and drainage systems.

Hazard Description	Safety Equipment & Other Devices Required	Location
Waste Water from Truck Wash Settling Pond Escaping into External Environment	<ul style="list-style-type: none"> - Spill Kit - Hay Bales 	<ul style="list-style-type: none"> - Next to Truck Wash - SRLX Workshop

5.1 Other Safety Equipment & Devices on Site

Equipment	Location
First Aid Kits X3	<ul style="list-style-type: none"> - First Aid Room - Main Office - Bottom Weighbridge
Mobile Phones	<ul style="list-style-type: none"> - All SRLX Staff
Email / Fax / Photocopier	<ul style="list-style-type: none"> - Main Office
Traffic Control Signage	<ul style="list-style-type: none"> - Workshop

6.0 Communicating with Neighbours and the Local Community

In the event of a pollution incident at the SRLX, impacts on neighbours and the local community depend on a number of critical factors. These factors include:

- Amount of rainfall prior to the pollution incident
- Failure of critical infrastructure (e.g. Pumps or pipework)

The potential impacts to neighbours and the local community for each hazard type identified at the SRLX will now be discussed in more detail. These impacts have taken the above factors into consideration. It is imperative that neighbours are updated throughout the Pollution incident until resolved. This must be done by phone or in person by Business Services Management team.

Waste Water from Truck Wash Settling Pond Escaping to External Environment	This type of incident will not have a direct impact on neighbours or the community as the settling pond is located away from public access areas. If uncontrolled discharge of water from dams occurs, the resulting discharge would enter the local water way along with storm water from local roads.
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7.0 Minimising Harm to Persons on the Premises

Identify the arrangements for minimising the risk of harm to any persons who are on the premises or who are present where the scheduled activity is being carried out:

The SRLX has developed and implemented an emergency evacuation plan in-line with requirements outlined in *AS3745:2010 Planning for Emergencies in Facilities*. The plan is titled *Emergency Evacuation Plan and Procedures for SRLX – Berrima Road, Moss Vale*.

The plan addresses the following key areas associated with an emergency evacuation at the site:

- Introduction
- Organisational Structure
- Emergency Resources
- Emergency Response and Evacuation Plans
- Emergency Response Process
- Contingencies
- Post Incident
- Responses to Emergencies

Individual responses to a number of emergency situations have been included in the plan. Some examples of these include:

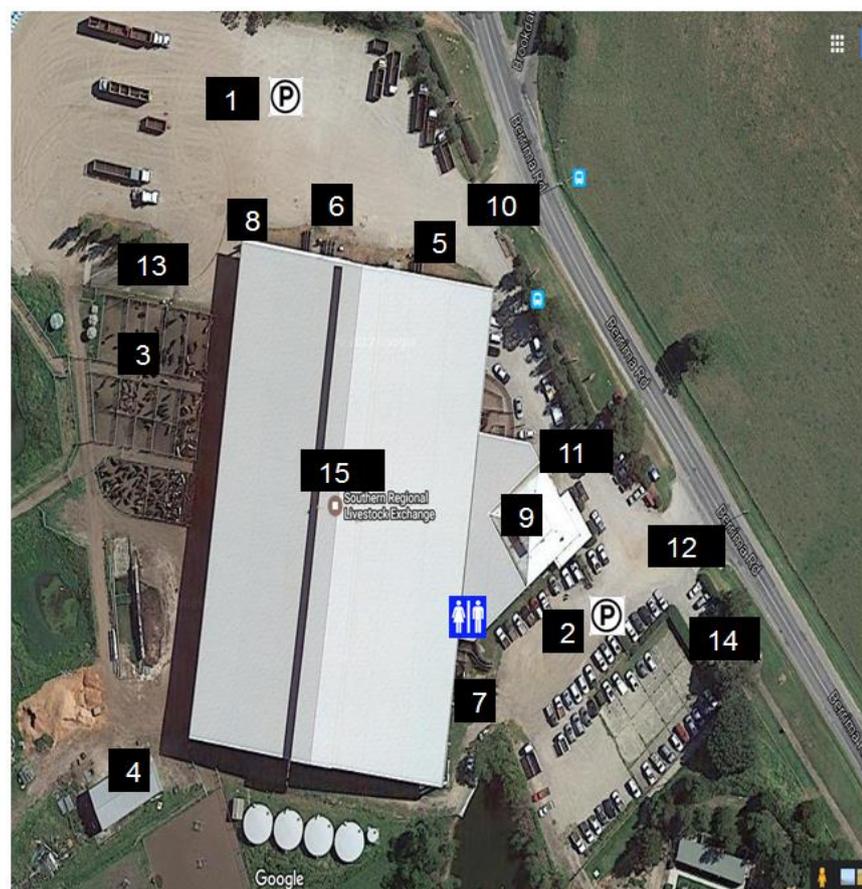
- Building Fire
- Bomb Threat
- Building Evacuation

Emergency Warning System (EWS)

The SRLX does **NOT** have an automatic Emergency Warning System or Fire Indicator Panel on site. As a result, staff will need to manually activate warning alarms that are situated in key locations around the site. The switches for these warning alarms are located in various locations around the site.

8.0 Location of Emergency Assembly Areas

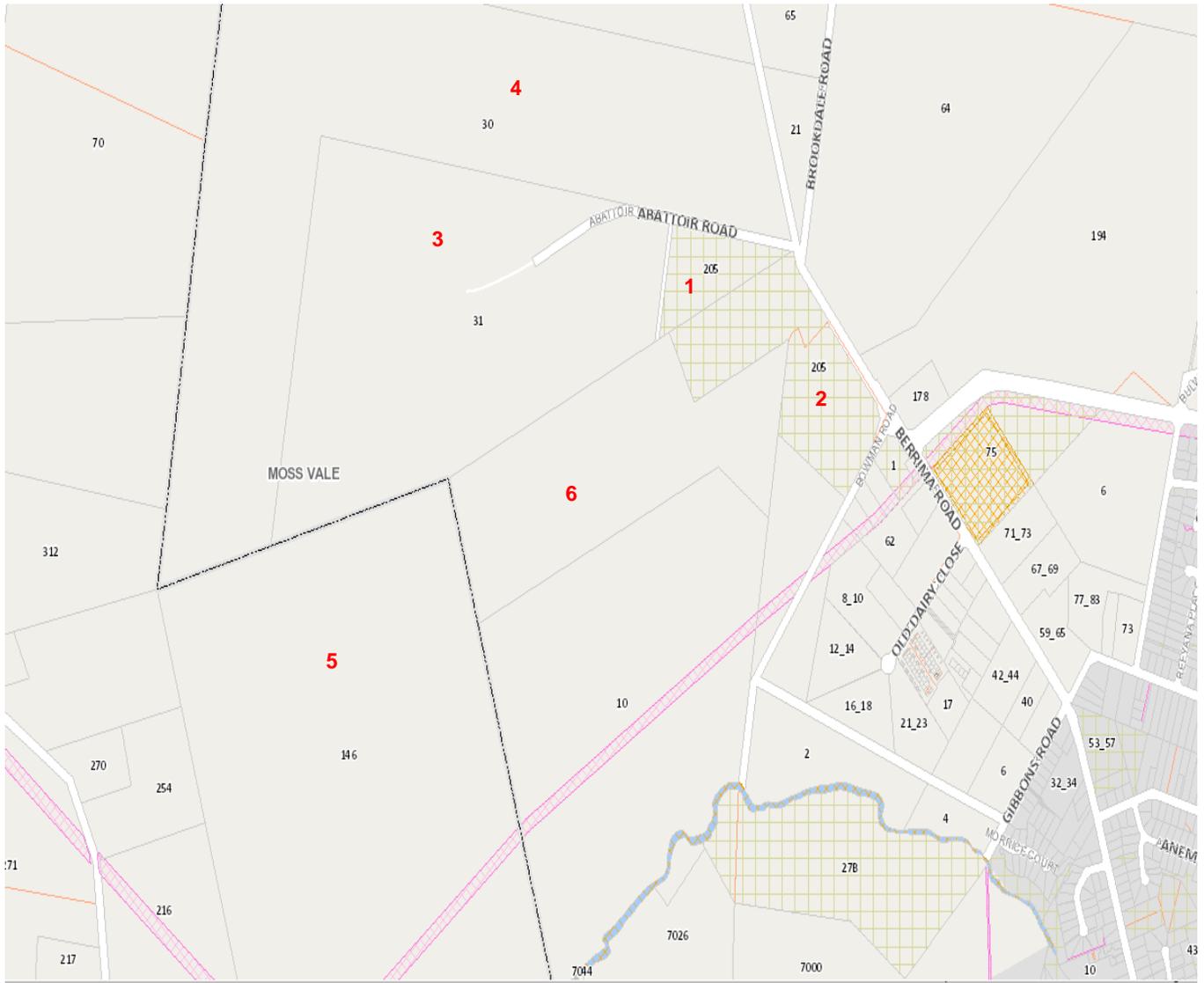
The Primary Emergency Assembly Area is located on the fence line near the Animal Shelter. Depending on the emergency situation that has occurred, the Chief Warden may also nominate another assembly area.



Key Locations

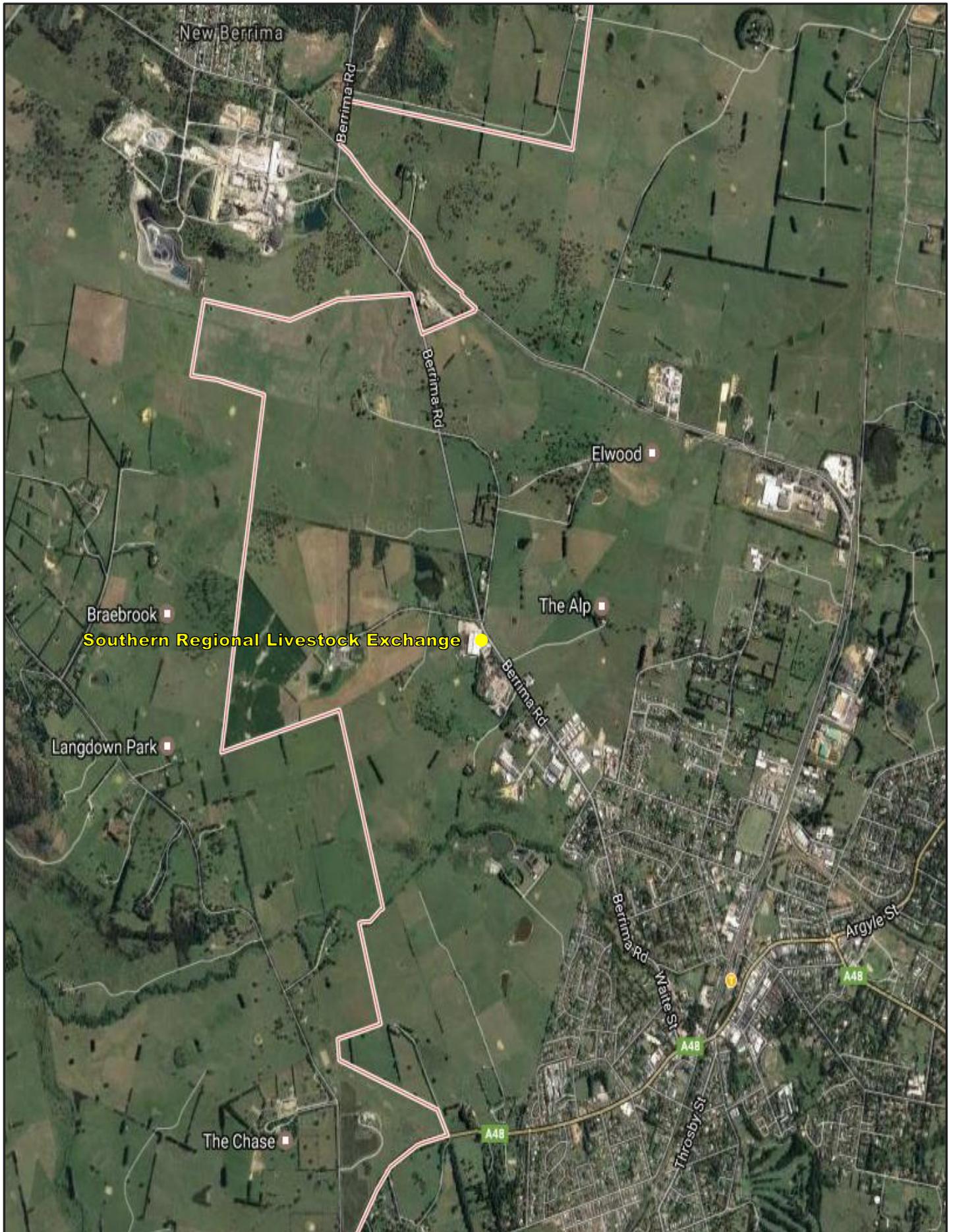
1. Truck Parking
 2. General Parking
 3. Dirt Yards
 4. Work Shed
 5. Ramp 1
 6. Ramp 2
 7. Ramp 3
 8. Ramp 4
 9. Ring Selling
 10. Truck Entrance/Exit
 11. AV data Entrance (after hours)
 12. Main Entrance
 13. Truck Wash
 14. Evacuation Assembly Area 1
 15. Undercover pens
- Public Toilets

8.1 Neighbouring Properties



NO.	OWNER/S	PROPERTY ADDRESS
1	Wingecarribee Shire Council	Saleyards – 205 Berrima Road, Moss Vale
2	Wingecarribee Shire Council	RRC - 177 Berrima Road, Moss Vale
3	CN Olsson & JN Olsson	31 Abattoir Road, Moss Vale
4	CN Olsson & JN Olsson	30 Abattoir Road, Moss Vale
5	Elva McPherson	146 Oldbury Road, Moss Vale
6	Elva McPherson	Berrima Road, Moss Vale

8.2 Local Community and Surrounding Environment



9.0 Actions to be Taken During or Immediately after a Pollution Incident

9.1 Waste Water from Truck Wash Settling Pond Escaping to Natural Environment			
Hazard Summary:	Contaminant entering onsite water catchment area causing stored water to be potentially contaminated and effect the environment and human health. Examples of potential pollutants include: Algae, herbicides, pesticides and hydro-carbons.		
Methods of Identification	<ul style="list-style-type: none"> - Strong pungent odour - Visual signs of water contamination including excessive discolouration, strong scum forming on surface - Oily sheen on water surface 		
Identified Response Equipment	<ul style="list-style-type: none"> - Pumps (In-situ) additional portable diesel pumps at RRC - Gloves - Face shield - Mask (P2) - Delivery hose - Vacuum tanker (external pump out truck) Cleanaway – 1800 774 557 - Council Combo Unit – Vacuum Truck, WSC Sewer and Water – 0427 831 875 		
Incident Responses Required			
Key Steps	Response Actions	Person(s) Responsible	Comments
1. Incident Occurs	Staff member identifies issues/hazards		
	Investigate the issue to determine scale and risk level.	Manager, Team Leader or chosen delegate	
2. Notification	1. Notify relevant authorities	Manager, Team Leader or chosen delegate	
	2. Notify relevant management		
	3. Notify relevant neighbours and on-site contacts		
	4. Complete internal Incident Notification Form, scan and email to incident.notification@wsc.nsw.gov.au		
3. Develop Action Plan	5. Confirm gates to ponds are locked and area is secure	Consultant	
	6. Undertake water testing of ponds ALS Website: https://www.alsglobal.com/en/contact-form ALS Sydney Phone No: 61 2 9437 9978		
	7. Await results of water testing		
	8. Hold meeting with key staff and consultant to develop action plan. Consideration needs to be given to: <ul style="list-style-type: none"> - Initial actions - Water quality impacts - Remediate any residue - Prevention strategies for re-occurring incident - Cost estimates - Timeframes / urgency 		
	9. Consultant to provide recommendations based on the analytical reports and finalise action plan		
		Consultant/ WSC Water & Sewer Team	

Incident Responses Required (Continued)			
Key Steps	Response Actions	Person(s) Responsible	Comments
4. Implement Action Plan	Action Plan is approved by key stakeholders	Manager, Team Leader or chosen delegate	
	Action Plan is implemented as required	All SRLX staff	
5. Review Status	Key stakeholders undertake regular review of outcomes from action plan.	Manager, Team Leader or chosen delegate	
	Implement any identified amendments.	All SRLX staff	
	Develop final report and inform relevant stakeholders that incident has been resolved.	Manager	

10.0 Staff Training

Specific training is also provided in the use of this Plan to ensure that all RRC staff is fully aware of their roles and responsibilities, content, processes and requirements in relation to this Plan. Council has also several formal training programs to enhance and improve job knowledge, skills and capabilities of staff.

SRLX Training Matrix

Training required	Training Method	Training Frequency	Manager Business Services	Team Leader	Plant Operators / Crew members	Business Support Officer
Organised locally by RRC staff						
General PIRMP Awareness	Information Sheets	6 monthly	X	X	X	X
Implementing the PIRMP	Internal	Yearly	X	X		X
Scenario Exercises	Desktop / exercises	Yearly	X	X		X
Organised by Organisational Development						
Incident Management	External	2 yearly	X	X		X
Emergency Evacuation	Internal	3 yearly	X	X	X	X
Provide First Aid	External	2 Yearly		X	X	
First Aid – CPR	External	Yearly		X		
Chemical Awareness	External	3 Yearly		X	X	

The details of all completed training must be sent to the Training & Development Officer in Organisational Development. This information will be entered into Council's training management system. All training records must be kept in line with requirements outlined in the State Records Act.

11.0 Testing and Updating of The PIRMP

This plan will be routinely tested at least once every 12 months. Please refer to the Scenario Test Matrix below for actual details of each test. Matrix below for actual details of each test.

Scenario Test Matrix

Scenario Details	Type Of Scenario	Date	Persons Involved	Who Will Oversee / Facilitate The Scenario
Review / update of PIRMP	Desktop	July 17	Ron Smith, Chris Murphy & Katharine Lancaster	Mal Lindsay
Failure of pumps leads to flooding behind Transfer Bays	Practical exercise	February 18	Neil Townsend & Chris Murphy	Chris Murphy
Review / update of PIRMP	Desktop	November 18	Chris Murphy, Neil Townsend & Katharine Lancaster	Chris Murphy
Review / update of PIRMP	Desktop	November 20	Neil Townsend, Guy Stearn, Katharine Lancaster, Brandon Paull	Guy Stearn & Sergio Luna
Failure To discharge Effluent	Practical Exercise	November 20	Neil Townsend	Guy Stearn & Sergio Luna
Review / update of PIRMP	Desktop	November 21	Neil Townsend, Guy Stearn, Katharine Lancaster	Guy Stearn & Clint McCauley
Review / update of PIRMP	Desktop	November 22	Clint McAlister	Clint McAlister

The Plan must also be tested within 1 month of any pollution incident occurring. This is to ensure the information included in the plan is accurate and up to date, and the plan is still capable of being implemented in a workable and effective manner.

12.0 Implementing Plans

If a pollution incident occurs at the SRLX that causes material harm to the environment (within the meaning of section 147), this Plan must be implemented immediately by appropriately trained and competent staff.

Please note: If this plan is not implemented within agreed timeframes the matter may be investigated and internal disciplinary action taken. This could also include separate action taken by regulators against individual persons.

12.1 Appendix 1 – Pollution Incident Decision Flowchart (For Incidents Not in this Plan)

