Pollution Incident Response Management Plan

Environmental Protection Licence 4708

Application of Herbicides for Aquatic/Terrestrial Weed Treatment across all waterways and waterbodies within the Cessnock Local Government Area

Copies of this plan may be obtained from Council's website www.cessnock.nsw.gov.au or by contacting Customer Service on 02 4993 4100

Reviewed September 2024

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POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN LICENCE NUMBER: -4708	
Approved by: Scott Smith **Position/Title:** Environment & Waste Services Manager	**Signature:**  **Date:** **24/09/2024**

PURPOSE AND SCOPE:

- This Pollution Incident Management Response Plan (PIRMP) has been developed to describe Cessnock City Council's (CCC) response to pollution (or potential) incidents and to meet the requirements of the Protection of the Environment Operations Act, 1997 (POEO Act) and the Protection of the Environment Legislation Amendment Act (2011) (POELA Act), and has been developed in accordance with the Protection of the Environment Operations Act 1997 and the Protection of the Environment Operations (General) Regulation 2009.

- Under the Biosecurity Act 2015 (the Act), CCC is responsible for the control of biosecurity weeds matter on land owned or occupied by CCC and on certain roads and watercourses, rivers or inland waters as provided by the Act.

- One of the primary techniques utilised by CCC to control weeds is the application of herbicides. Although in most cases, the negative impacts of herbicides can be prevented by exercising due care and carrying out the control programs in an environmentally responsible manner, in some circumstances Council is required to apply herbicides directly to aquatic weeds which has the potential to result in pollution of waters and impact on non-target species.

- CCC's application of herbicides can include multiple locations across the local government area (LGA) as per the catchment boundaries map on page ten

Environment Protection Licence (EPL) Details	
Name of licensee: (including ABN)	Cessnock City Council 60 9191 489 28
EPL number:	4708
Premises name and address:	Cessnock City Council P.O Box 152, CESSNOCK, NSW, 2325
Company or business contact details	**Name:** Terry Inkson **Position or title:** Biosecurity Management Coordinator **Business hours contact number/s:** 0447 543 340 **After hours contact number/s:** 0447 543 340 **Email:** terry.inkson@cessnock.nsw.gov.au
Website address:	www.cessnock.nsw.gov.au
Scheduled activity/activities on EPL:	Treatment of infestations of aquatic weeds on or in waterways and water bodies in the following catchments and sub catchments: • Black and Anvil Creeks catchment and sub catchment areas • Wollombi Brook and Congewai Creek catchment and sub catchment areas • Wallis and Swamp Creek catchment and sub catchment areas • Stockyard Creek catchment and sub catchment areas • Four Mile Creek Catchment and sub catchment areas • McDonald River Catchment and sub catchment areas • Yango Creek Catchment and sub catchment areas

Fee-based activity/activities on EPL: NIL – treatment areas Council controlled land.

Pollution incident – person/s responsible	
Contact details must include the names, position titles and 24-hour contact details. Details are to include alternative person/s, should the primary contact be unavailable.	
PIRMP activation	**Name of person responsible: Terry Inkson** **Position or title:** Biosecurity Management Coordinator **Business hours contact number/s:** 0447 543 340 **After hours contact number/s:** 0447 543 340 **Email:** terry.inkson@cessnock.nsw.gov.au
Notifying relevant authorities Notification should be made by a person with an appropriate level of authority within the company.	**Name of person responsible: Scott Smith** **Position or title:** Environment & Waste Services Manager **Business hours contact number/s:** 0401 107 461 **After hours contact number/s:** 0401 107 461 **Email:** scott.smith@cessnock.nsw.gov.au
Managing response to pollution incident	**Name of person responsible: Scott Smith** **Position or title:** Environment & Waste Services Manager **Business hours contact number/s:** 0401 107 461 **After hours contact number/s:** 0401 107 461 **Email:** scott.smith@cessnock.nsw.gov.au

Notification of relevant authorities

External organization contact details		
Organisation	**Information**	**Contact details**
Emergency Services	Police Fire Ambulance	13 14 44 - non-emergency 000 - emergency
EPA	Environment line	13 15 55
NSW Health	Public Health Unit (diverts to John Hunter Hospital – ask for Public Health Officer)	02 4924 6477
SafeWork NSW		13 10 50
Fire and Rescue NSW	*Note: If the situation warranted calling 000 as a first point of notification, you do not need to ring Fire and Rescue NSW*	1300 729 579

Notification of neighbours and the local community

Following a pollution incident, the occupiers and/or owners of neighbouring premises and/or properties downstream will be contacted via one, or a combination of the measures listed below:-

- Direct liaison property owners and/or occupiers - where no one is home, CCC contact details will be left and the matter followed up via telephone or email as soon as possible
- Erection of warning signage
- Phoning, emailing and/or hard copy notifications to property owners and/or occupiers
- Issuing of media releases
- Posting of notices on CCC website and use of CCC social media accounts such as Facebook and Twitter

Description and likelihood of hazards

Pollution (Chemical spill) - could be caused by a tank rupture, hose/hose fitting/equipment failure, vehicular accident or over application of herbicide. Tank rupture or hose/hose fitting/equipment failure is minimized by regular inspection, maintenance and testing of equipment.

- Personal contamination/poisoning will be minimal if operators are correctly trained and label directions and Safe Work Method Statements are adhered to.
- Personal contamination/poisoning may be minimized by the supply and correct use of appropriate PPE.
- Animal contamination/poisoning will be minimal if operators are correctly trained and label directions and Safe Work Method Statements are adhered to.
- Off target damage (missing the targeted weed) can be minimized by only applying herbicides under suitable conditions, adherence to label directions, particularly with holding periods and using appropriate application techniques.

Potential Hazard and Risk Table

Hazard	Risk
Pollution (Chemical spill)	Minor (6)
Personal contamination/poisoning	Medium (4)
Animal contamination/poisoning	Minor (6)
Off target damage	Medium (4)

Full risk matrix has been included as Appendix 2.

Pre-emptive actions to be taken

Vehicles used for carrying out activities associated with the licence carry spill containment kits and sufficient tools and equipment to repair hose failures and other similar spills. All staff who mix or apply herbicides or calibrate equipment used to apply herbicides must hold a current Australian Qualifications Framework Level 3 (AQF 3) or above. Potential for an incident can be further minimized by carrying only water to the site and mixing with herbicides immediately prior to application.

Inventory of pollutants

Pollutant	Location	Volume	Documentation
Herbicides and adjuvants (Concentrates)	Locker on spray vehicle	<50 litres	Safety Data Sheets and Safe Work Method Statements carried in vehicle and in the corporate Integrated Management System
Mixed herbicide (diluted as per label directions)	Spray tank	<800 litres	Safety Data Sheets and safe Work Method Statements carried in vehicle and in the corporate Integrated Management System
Petrol	Locker on spray vehicle and in pump motor fuel tank.	<10 litres	Safety Data Sheets carried in vehicle and in the corporate Integrated Management System
Diesel	Fuel tanks on spray vehicle	<150 litres	Safety Data Sheets carried in vehicle and in the corporate Integrated Management System

Safety equipment

Safety Equipment	Location
Personal Protective Equipment	With staff and within spray vehicles – separate from pesticides
Safe Work Method Statements for plant and operation activities	Copies carried within spray vehicles and originated within corporate Integrated Management System
Fire extinguisher	Carried on spray vehicle
Spill kit	Contained within locker on spray vehicle

Communicating with neighbours and the local community

Following a pollution incident, the occupiers and/or owners of neighbouring premises and/or properties downstream will be contacted via one, or a combination of the measures listed below:-

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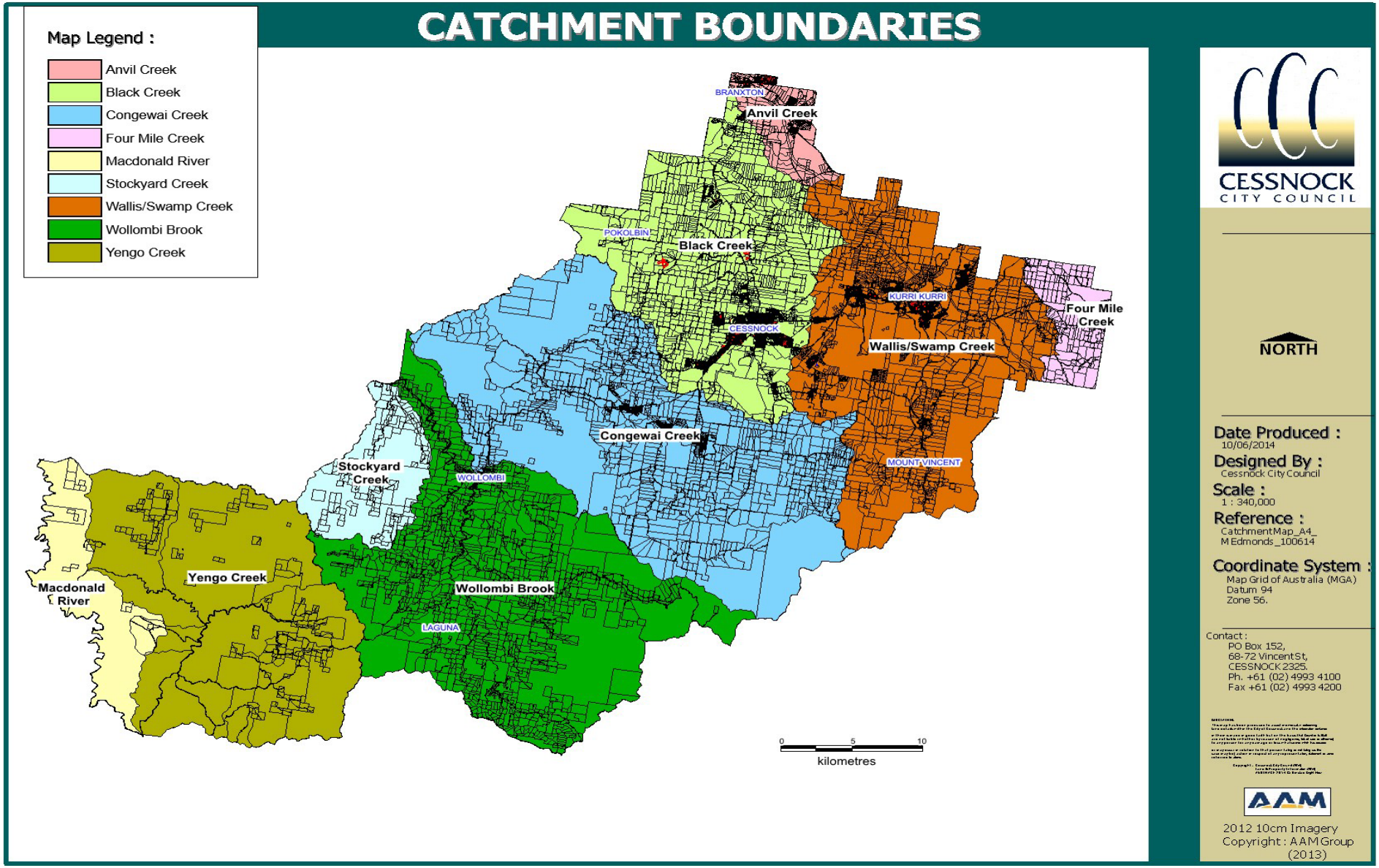
Minimising harm to persons on the premises

- Members of the public are not permitted within the treatment area whilst treatments are being carried out.
- Signage strategically placed to advise public of treatments being carried out in the area.
- CCC Safe Work Method Statement for treatment of weeds (Weed Treatment Terrestrial and Aquatic) are contained in the spray vehicles at all times and are referenced prior to works commencing with focus on minimizing harm to persons on the premises.

Map


CATCHMENT BOUNDARIES
Map Legend :
Anvil Creek
Black Creek
Congewai Creek
Four Mile Creek
Macdonald River
Stockyard Creek
Wallis/Swamp Creek
Wollombi Brook
Yengo Creek
BRANXTON
POKOLBIN
KURRI KURRI
CESSNOCK
WOLLOMBI
LAGUNA
MOUNT VINCENT
Anvil Creek
Black Creek
Four Mile Creek
Wallis/Swamp Creek
Congewai Creek
Stockyard Creek
Yengo Creek
Macdonald River
Wollombi Brook
0
5
10
kilometres
CESSNOCK CITY COUNCIL
NORTH
Date Produced :
10/06/2014
Designed By :
Cessnock City Council
Scale :
1 : 340,000
Reference :
CatchmentMap_A4_
M Edmonds_100614
Coordinate System :
Map Grid of Australia (MGA)
Datum 94
Zone 56.
Contact :
PO Box 152,
68-72 Vincent St,
CESSNOCK 2325.
Ph. +61 (02) 4993 4100
Fax +61 (02) 4993 4200
AAM
2012 10cm Imagery
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(2013)

Actions to be taken during or immediately after a pollution incident

In the event of a pollution incident:

- Step 1: Emergency Response: Ensure personnel are safe.
- Step 2: Emergency Response: Contain the incident where possible. Undertake a risk assessment of the site to determine if there is a risk to people, property and/or the environment and implement immediate corrective actions to prevent further harm in accordance with the relevant Safety Data Sheet. Depending on the incident these could include:
    - Isolation of valves
    - Turning pump off
    - Use of spill kits
    - Bunding
    - Containment booms
- Step 3: Notify the Biosecurity Management Coordinator.
- Step 4: Biosecurity Management Coordinator to implement this plan immediately inclusive of notification to external organisations.
- Step 5: All categories of incidents have to be reported and documented within 24 hours as per Council policy, e.g. Injuries, First Aid, Medical Treatment, Damages, Hazards and Near Misses are required to be phoned through immediately to Council Risk and Safety Team on 0428 929 579.

Immediate Pollution Incident Response

- Check personal protective equipment is appropriate to the hazards. Refer to the Material Safety Data Sheet or other references for information.
- Consider the need for respiratory protection. The use of a respirator or self-contained breathing apparatus requires specialised training and medical surveillance. Never enter a contaminated atmosphere without protection or use a respirator without training. If respiratory protection is needed and no trained personnel are available, call Environment line 13 1555. If respiratory protection is used, be sure there is another person outside the spill area in communication, in case of an emergency. If no one is available, contact 000.
- Using the chart below, determine the extent and type of spill. If the spill is large, if there has been a release to the environment or if there is no one knowledgeable about spill clean-up available, Environment line 13 15 55 from 8:30am-4:30pm. Outside those hours, contact 000 and ask for assistance.

Category	Size	Response	Treatment Materials
Small	up to 1L	chemical treatment or absorption	neutralization or absorption spill kit
Medium	1L to 30L	absorption	Containment material and absorption spill kit
Large	more than 30L	Environmental line 13 15 55	outside help

- Protect floor drains or other means for environmental release. Spill socks, booms and absorbents may be placed around drains, or in waterways as needed.

- Contain and clean-up the spill according to the table above.
  Loose spill control materials should be distributed over the entire spill area, working from the outside, circling to the inside reducing the chance of splash or spread of the spilled chemical.

- When spilled materials have been absorbed, use brush and pan to place materials in an appropriate container. Suitable containers and/or bags may be used for small spills. 20L drum or larger capacity drum with polyethylene liners may be appropriate for larger quantities.

- Complete a hazardous waste sticker, identifying the material as Spill Debris involving “XYZ” Chemical, and affix onto the container. Spill control materials will probably need to be disposed of as hazardous waste. Contact Environment line 13 15 55 for advice on storage and packaging for disposal if required.

- Decontaminate the surface where the spill occurred using a mild detergent and water, when appropriate.

- Report all spills to your Coordinator and via Vault Safety Reporting System.

Coordinating with persons

Identify the procedures to be followed for coordinating with the authorities or persons who have been notified:

Coordination and communication will be made with the following authorities, persons and/or agencies depending on the level and severity of the pollution incident:
Terry Inkson – Biosecurity Management Coordinator 0447 543 340
Scott Smith - Environment & Waste Services Manager 0401 107 461
Any neighbouring property owners
NSW EPA - Environment line 13 1555
SafeWork NSW – 13 10 50
Police Assistance Line – 13 14 44
Health Care Services – Public Health Unit 02 4924 6477

Staff training

- Suitable identified training will occur in conjunction with reviews of the Work Method Statements which form part of Council's corporate Integrated Management System or as required.

PIRMP TRAINING RECORD

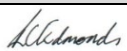
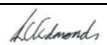
Date	Staff Member	Position	Signature

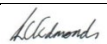
Testing

Testing will be carried out annually or:-
• Within one month of any pollution incident (or near miss) occurring,
• When legislative requirements are changed, or
• When there is a change in work processes.

The scenarios tested will be obtained from the hazards identified in this plan and those with the highest risks will be tested as a priority. Methods will include undertaking desktop simulations and practical examples on site in the field.

PIRMP TEST RECORD

Date	Method	Staff Member	Position	Signature
13/08/2018	Scenario	Maria Edmonds	Weeds Officer	
13/08/2018	Scenario	Barry Shepherd	Weeds Coordinator	
24/01/2019	Scenario	Maria Edmonds	Weeds Officer	
24/01/2019	Scenario	Barry Shepherd	Weeds Coordinator	
12/11/2019	Scenario	Maria Edmonds	Weeds Officer	
12/11/2019	Scenario	Barry Shepherd	Weeds Coordinator	
24/4/2020	Scenario	Barry Shepherd	Biosecurity Weeds Coordinator	
24/4/2020	Scenario	Maria Edmonds	Biosecurity Weeds Officer	
01/02/2021	Scenario	Maria Edmonds	Biosecurity Weeds Officer	

19/04/2021	Scenario	Barry Shepherd	Biosecurity Weeds Coordinator	
13/01/2022	Scenario	Maria Edmonds	Biosecurity Weeds Officer	
13/01/2022	Scenario	Barry Shepherd	Biosecurity Weeds Coordinator	
24/09/2024	Scenario	Terry Inkson	Biosecurity Management Coordinator	

PIRMP update details

PIRMP REVIEW RECORD

Date	Reviewed by	Position	Signature	Approved by	Position	Signature
08/05/2019	Barry Shepherd	Weeds Coordinator		Michael Alexander	Manager Environment & Waste	
July 2020	Barry Shepherd Maria Edmonds	Biosecurity Weeds Coordinator Biosecurity Weeds Officer		Michael Alexander	Manager Environment & Waste	
28/01/2021	Maria Edmonds	Biosecurity Weeds Officer		Michael Alexander	Manager Environment & Waste	
08/07/2021	Barry Shepherd Maria Edmonds	Biosecurity Weeds Coordinator Biosecurity Weeds Officer		Michael Alexander	Manager Environment & Waste	
March 2022	Barry Shepherd Maria Edmonds	Biosecurity Weeds Coordinator Biosecurity Weeds Officer		Michael Alexander	Manager Environment & Waste	
September 2024	Terry Inkson	Biosecurity Management Coordinator		Scott Smith	Environment & Waste Services Manager	

APPENDIX 1: NOTICE OF INTENTION TO TREAT INFESTATIONS OF AQUATIC WEEDS

Council advises that it intends to treat infestations of aquatic weeds on or in waterways and water bodies in the following catchments and sub catchments:

- Black and Anvil Creeks catchment and sub catchment areas
- Wollombi Brook and Congewai Creek catchment and sub catchment areas
- Wallis and Swamp Creek catchment and sub catchment areas
- Stockyard Creek catchment and sub catchment areas
- Four Mile Creek Catchment and sub catchment areas
- McDonald River Catchment and sub catchment areas
- Yango Creek Catchment and sub catchment areas

APPENDIX 2: RISK MATRIX

WHEN COMPLETING RISK ASSESSMENT USE RISK SCORE MATRIX AND FOLLOW THE PROCESS BELOW FOR THE FOLLOWING SCORES	
IF 1 OR 2 (MAJOR)	DO NOT COMMENCE THE JOB. SEE COORDINATOR/MANAGER. FORMAL RISK ASSESSMENT AND SAFE WORK METHOD STATEMENT TO BE COMPLETED BEFORE JOB COMMENCES.
IF 3 OR 4 (MEDIUM)	USE DEVELOPED SAFE WORK METHOD STATEMENT OR STANDARD OPERATING PROCEDURE
IF 5 OR 6 (MINOR)	JOB CAN PROCEED WITHOUT WORK PROCEDURE