



Cootamundra Shire Council

EMERGENCY RESPONSE PLAN Treatment Plant



Emergency Response Plan

Contents

Pollution Incident Response Plan	3
1 Purpose & Scope	3
2 Process	3
2.1 Definition of Pollution Incident.....	3
2.2 Potential Incidents	4
2.3 Pre-emptive actions to be taken.....	4
2.4 Inventory of Pollutants	4
2.5 Safety Equipment.....	5
2.6 Contact Details	5
2.6.1 Council Personnel responsible for the sites.....	5
2.6.2 Notification of external parties.....	5
2.7 Communicating with neighbours and local community	6
2.8 Minimising harm to persons on the premises	6
2.9 Training, Testing and Review.	6
2.10 Maps	7



Emergency Response Plan

Pollution Incident Response Plan

1 Purpose & Scope

This Pollution Incident Response Plan (PIRP) has been developed to describe Cootamundra Shire Councils response to a potential pollution incident and to meet the requirements of the Protection of the Environment Operations Act (POEO Act 1997)

The plan covers description of potential hazards, actions to be taken to prevent additional environmental harm and details of communication required in the event of an incident. The plan is based on a risk assessment.

2 Process

In the event of a pollution incident:

Step 1: Emergency Response: Ensure personnel are safe.

Step 2: Emergency Response: Contain the incident where possible.

Step 3: Notify the Facilities Manager.

Step 4: Treatment Plant Operator to complete the notification required in section 2.6.2 if the pollution incident meets the definition in section 2.1.

The remainder of this document is set out to meet the requirements of the legislation. Each of the sections below is titled to match the *Preparation of pollution incident response management plans* document issued by the EPA.

2.1 Definition of Pollution Incident

A *pollution incident* means 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.

A pollution incident is required to be notified if there is a risk of 'material harm to the environment', which is defined in section 147 of the POEO Act as:

(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



Emergency Response Plan

(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.

2.2 Potential Incidents

Sewage overflow, raw or partially treated, pose a potential threat to the environment. They could be caused by:

- Storms (lightning/heavy rainfall/wind) causing power failure or damage to infrastructure
- Reticulation blockages
- Damage to reticulation (contractors or other damage during excavations etc.)
- Infrastructure failure due to age
- Excessive flows
- Power outage
- Treatment plant blockage
- Flood.

2.3 Pre-emptive actions to be taken

First priority for pre-emptive measures is to eliminate substances that can become potential pollutants. If this is not possible, physical barriers should be installed to prevent pollutants from entering the environment such as bunding and spill drainage containment.

Plant and equipment are available to create additional bunding in the event of significant sediment runoff using material available on site. Any material used for bunding will be assessed in accordance with the Waste Classification Guideline for appropriate disposal.

Cootamundra Shire Council also undertakes regular maintenance of its system.

The following is a list of measures undertaken by Council staff and contractors

- Daily checks of waste treatment plant and pumping stations.
- CCTV and Jetting for repeated chokes
- Cleaning and maintenance of pumps.

2.4 Inventory of Pollutants

There are sources of pollution maintained on site consisting of 25,000 litre Aluminium Sulphide tank, Chlorine and small amount of fuel for small machinery and mowing equipment is located on site.



Emergency Response Plan

2.5 Safety Equipment

Staff are issued with appropriate PPE gear.

2.6 Contact Details

2.6.1 Council Personnel responsible for the sites

The following table outlines the council personnel responsible for the site.

The site is manned intermittently with a supervisor depending on requirements.

Title	Name	Contact Number
On Call - Treatment Plant Operator	Geoff Finucane	0427943845
Facilities Manager	Greg Ewings	0488402142
Works & Services Manager	Mark Ellis	0409715126
Director	Gary Arthur	0418238688
Council Office		6940 2100

In all situations where there is damage and/or loss to private property or a member of the public is injured or becomes sick due to a pollution incident contact Councils on the above number.

2.6.2 Notification of external parties

The following table outlines the contact details and correct sequence for notification in the event of a notifiable pollution incident.

Emergency Services (if dealing with an emergency)	Police Fire Ambulance	000
EPA	Environment Line	131555
WorkCover		131050
Cootamundra Shire Council	Council Office	6940 2100



Emergency Response Plan

Fire and Rescue (if not an emergency)	NSWDB (Town)	6942 1411
	RFS (Rural)	6942 6222

2.7 Communicating with neighbours and local community

The site has signage indicating the contact details for community feedback.

In the event of a notifiable incident neighbouring properties will be door knocked or phoned to advise of the situation.

The table below outlines the local media outlets that will be contacted.

Organisation	Phone	Fax
ABC Local Radio	69234811	69234899
Cootamundra Herald	69421488	69422821
2WG/93.1 Star FM Radio	69211022	69217193
2LF/93.9 FM Radio	63821133	63824403

Contaminated land is to be disinfected, ponded sewage pumped out and faecal coliforms are to be monitored until background levels are reached.

The Sewage Treatment Plant is located on Turners Lane Cootamundra. There are no other private land holders/ or residences adjoining the treatment plant (2.10 Map). The inflow into the plant and the available storage means that the potential for an overflow affecting any neighbours is low. In the event of incident and overflow escaping containment areas or in times of flood, and there is a potential for it to impact on the community, then the organisations listed above would be notified.

2.8 Minimising harm to persons on the premises

Refer to the emergency response plan for the site. At all times minimising harm to persons shall be a priority.

2.9 Training, Testing and Review.

There is a very low risk of a pollution incident occurring. Council PIRP for Treatment Plant will be reviewed annually in the month of July. Testing the plan will be carried out at the time of review.

All staff will be trained in the PIRP and records maintained in the corporate training system.

A copy of this plan will be uploaded to the Council website and kept within the site folder.



Emergency Response Plan

2.10 Maps





Emergency Response Plan

