



***Pollution Incident Response
Management Plan
Waste Management Centre
Kempsey***

Initiated August 2012

Rev 5 – May 2017

Table of Contents

<i>Pollution Incident Response Management Plan</i>	2
ABOUT KEMPSEY SHIRE COUNCIL’S WASTE MANAGEMENT CENTRE	2
<i>Reporting Pollution Incidents</i>	2
POLLUTION HAZARD MANAGEMENT	3
COMMUNITY NOTIFICATION	3
INCIDENT RECORDING AND REPORTING	4
<i>Review Process</i>	4
<i>References</i>	4

Kempsey Shire Council Waste Management Centre

Pollution Incident Response Management Plan

The following is an extract of Kempsey Shire Council's Incident Response Management Plan containing information about the response to pollution incidents.

The Pollution Incident Response Management Plan has been developed to document the processes required to respond to a "pollution incident" for Kempsey Shire Council's (KSC) Waste Management Centre (WMC). This plan has been prepared in accordance with the requirements of the Protection of the Environment Operations Act 1997 and the Protection of the Environment Operations (General) Amendment (Pollution Incident Response Management Plan) Regulation 2012. This regulation was introduced with the aim of improving the way pollution incidents are prevented, reported, managed and communicated to the general community. KSC operates a licensed Landfill Centre within its local government area. The Regulation requires immediate notification of pollution incidents where there is a risk of 'material harm to the environment'. This should not be construed as an indication of increased pollution risk from the operations of the WMC.

ABOUT KEMPSEY SHIRE COUNCIL'S WASTE MANAGEMENT CENTRE

Waste Management Centre	Licence No
Kempsey WMC	6269

The Waste Management Centre (WMC) contains a transfer station, reuse shop, resource recovery areas and landfill. The site is located south east of Kempsey, on the New South Wales Mid-North Coast on Crescent Head Road. The WMC site is on Crown Reserve R210024, and occupies approximately 12 hectares. The reserve land surrounding the WMC site is vegetated with open forest and is surrounded by rural residential and undeveloped land to the north, east and west, and the Maria National Park to the south. The landfill site is licensed for the disposal of general solid waste (both putrescible and non-putrescible), tyres and asbestos waste and is the sole waste disposal facility for the Kempsey Shire.

Reporting Pollution Incidents

The NSW Environment Protection Authority requires **immediate** reporting of pollution incidents that cause material harm to the environment.

If the incident presents an immediate threat to human health or property 000 will be called first as Fire and Rescue NSW, NSW Police and NSW Ambulance Service are the first responders and are responsible for controlling and containing incidents.

If the incident does not require an initial combat agency, or after calling 000 (if that is necessary), notification to the following authorities in the listed order should occur:

- Kempsey Shire Council 6566 3200
- NSW Environment Protection Authority Environment Line 131 555
- NSW Public Health Unit 1300 066 555 (6588 2750 or 0428 882 805 after-hours)
- Work Cover 131 050
- Fire and Rescue NSW 1300 729 579

The information that will need to be provided to each authority may include:

- time, date, nature, duration and location of the incident
- estimated quantity and pollutants involved
- cause and circumstances of the incident
- action taken or proposed to be taken

POLLUTION HAZARD MANAGEMENT

The definition of a pollution incident is, as defined by the Protection of Environment Operations Act 1997 (POEO Act) – *“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”*

Potential Hazards

- Illegal dumping of pollutants
- Oil spills
- Mixture of reactive chemicals
- Fire
- Dust storm
- Combustion of green waste
- Leachate overflow
- Methane gas build ups
- Excessive rainfall overflowing ponds
- Explosions

COMMUNITY NOTIFICATION

Impacts on the community due to incidents are variable and depend on volumes of spills or other factors.

Notification and communication methods will be determined on a case by case basis and the following methods may be used:

- Phone calls
- Site visits/door knocking
- Letterbox drops
- Media releases (radio/television/newspaper/internet/social media as required)
- Warning signs
- Other methods as the situation requires

Kempsey Shire Council will make preliminary contact with owners or occupiers of properties adjoining the WMC to establish the most suitable means of communicating with them in the event of a major pollution incident occurring. There may be further contact from emergency service representatives in the case where evacuation or critical safety actions are considered necessary.

In all situations KSC will attempt to provide early warning to directly affected premises by phone call or site visit. Early warning will include details of the incident and how those affected can prepare and respond.

Where early warning is not possible Kempsey Shire Council will provide notification and communication during and after an incident to provide those affected with information, advice and updates.

In the event that a chemical or leachate spill has entered a waterway, continual testing of the waterway will be undertaken to monitor leachate levels and chemical levels. Regular communication and notification will be provided until the incident and clean-up of impacted site and affected areas has been completed.

INCIDENT RECORDING AND REPORTING

Regardless of whether or not it is a “notifiable pollution incident” each incident will be reported, in writing, for KSC records. A number of forms are required to be filled out, depending on the severity of the event and any further reporting requirements as required by the Environmental Protection Authority (EPA).

Review Process

It is intended that this plan should be reviewed on a regular basis.

Description of Revision	Review Period	Date Reviewed
Update body of plan	2 years	
Amend contact details	As required	
Initial Plan		August 2012
Rev 1 – general update of details		December 2012
Rev 2 – change Fire & Rescue contact		March 2013
Rev 3 – change Council staff contacts		May 2013
Rev 4 – update Council staff contacts and external contacts, update body of Plan		December 2014
Rev 5 - Review operating procedures. Update plan and contacts.		May 2017

References

- EPA NSW Environmental Guidelines: Preparation of pollution incident response plans
- Local Government Act 1993
- Protection of the Environment Legislation Amendment Act 2011
- Protection of the Environment Operations Act 1997
- Protection of the Environment Operations (General) Regulation 2009
- Public Health Act 1991
- Water Administration Act 1986
- Work Health and Safety Act 2012