



Griffith City Council

Pollution Incident Response Management Plan (PIRMP)

Griffith Livestock Marketing Centre (GLMC)

Hillston Rd, Griffith

EPA License No. 11915

V2 - July 2017

PIRMP Testing and Update Register

[illegible]

Please refer to the Minutes of the Review of the Pollution Incident Response Management Plan (PIRMP) – Griffith Livestock Marketing Centre (GLMC) Meetings for full details of incident simulations and document updates.

Table of Contents

1	PURPOSE AND SCOPE	3
2	DEFINITION OF POLLUTION INCIDENT	3
2.1	POTENTIAL HAZARDS TO THE ENVIRONMENT	4
2.2	POLLUTION INCIDENT CLASSIFICATION, RISK ASSESSMENT AND CONTRIBUTING FACTORS	4
	TABLE 1 - POLLUTION INCIDENT DESCRIPTION, RISK ASSESSMENT USING EPA RISK ASSESSMENT ANALYSIS MATRIX AND CONTRIBUTING FACTORS	4
2.3	PRE-EMPTIVE ACTIONS	4
	<i>2.3.1 Physical and preventative measures</i>	<i>4</i>
2.4	INVENTORY OF POTENTIAL POLLUTANT PRODUCTS	4
2.5	SAFETY EQUIPMENT	5
2.6	CONTACT DETAILS	5
	<i>2.6.1 Griffith City Council key officers and their responsibilities</i>	<i>5</i>
	TABLE 3 - GRIFFITH CITY COUNCIL KEY OFFICERS AND THEIR RESPONSIBILITIES	5
	<i>2.6.2 Notification of external parties</i>	<i>5</i>
	TABLE 4 - EMERGENCY SERVICES CONTACT DETAILS	5
2.7	COMMUNICATING WITH NEIGHBOURS AND LOCAL COMMUNITY	6
	TABLE 5 - LIST OF IMMEDIATE NEIGHBOURS	6
2.8	MINIMISING HARM TO PERSONS ON THE PREMISES	7
2.9	TRAINING, TESTING AND REVIEW	7
	APPENDIX 1- LIVESTOCK MARKETING CENTRE SHOWING CHEMICAL STORAGE AREA AND EMERGENCY ASSEMBLY POINT	8
	APPENDIX 2- NEIGHBOURS – GRIFFITH SALEYARDS	9
	APPENDIX 3 - EMERGENCY SERVICES AND OTHER CONTACTS	9
	APPENDIX 4 – POLLUTION NOTIFICATION AND INCIDENT REPORT FORM	11
	APPENDIX 5 – INVENTORY OF POTENTIAL POLLUTANT PRODUCTS HELD ON SITE	14

1 Purpose and Scope

This plan has been developed to document the processes required to prepare and respond to pollution incidents for Griffith City Council owned Livestock Marketing Centre (GLMC). The plan covers descriptions of potential hazards, actions to be taken to prevent additional environmental harm and details of communication requirements in the event of a Pollution incident.

The plan has been prepared in accordance with the requirements of the Protection of the Environment Operation Act 1997 section 153A (POEO Act) and the Protection of the Environment Operation (General) Amendment (Pollution Incident Response Management Plans) Regulation 2012, which commenced on 29th February 2012, hereafter referred to as amendment. One of the requirements of the amendment is that Pollution Incident Response Management Plans (PIRMPs) be prepared by the holders of Environment Protection Licences in relations to the activities carried out under such licences. In particular it specifies the additional information that is required to be included in the plan, the manner in which it is to be made available to stakeholders and the occasions on which it is to be tested.

This PIRMP covers the Griffith City Council's Livestock Management Centre located on Hillston Road, Griffith, Environmental Protection Licence number 11915.

2 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
- (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.

2.1 POTENTIAL HAZARDS TO THE ENVIRONMENT

The potential hazards to the environment from the Livestock Management Centre, controlled by GCC under EPL 11915 are listed below. This list of potential hazards is not exhaustive as it is possible that unidentified contaminants may be brought on site without Councils knowledge.

- 1) Hydro carbon spills such as fuels or oils
- 2) On site hazards as identified in Table 1
- 3) Livestock effluent
- 4) Agricultural chemicals

2.2 POLLUTION INCIDENT CLASSIFICATION, RISK ASSESSMENT AND CONTRIBUTING FACTORS

TABLE 1 - POLLUTION INCIDENT DESCRIPTION, RISK ASSESSMENT USING EPA RISK ASSESSMENT ANALYSIS MATRIX AND CONTRIBUTING FACTORS

Description of pollution incident	Likelihood	Impact	Contributing factor
Hydro carbon spills such as fuels or oils from vehicles	unlikely	low	All hardstand areas are drained to effluent ponds which can be isolated to contain and control the spill.
On site hazards as identified in Table 2	unlikely	low	Miscellaneous chemicals stored in the chemical shed.
Livestock effluent	unlikely	low	All hard stand areas are drained to effluent ponds with overflow catchment area, and excess liquid discharged to the sewerage system.
Agricultural chemicals	unlikely	Low	All hardstand areas are drained to effluent ponds which can be isolated to contain and control the spill.

2.3 PRE-EMPTIVE ACTIONS

2.3.1 Physical and preventative measures

First priority of the pre-emptive action is to eliminate substances that can become potential pollutants. If this is not possible, physical barriers are installed to prevent pollutants from leaving the site. The GLMC utilises a closed circuit multi-pond system to manage all livestock effluent

2.4 INVENTORY OF POTENTIAL POLLUTANT PRODUCTS

An Inventory of Pollutants held at the site is detailed in Appendix 5.

2.5 SAFETY EQUIPMENT

Safety equipment, spill containment kits and management plans are available and maintained to prevent possible harm to human health and the environment. Regular inspection and testing of equipment are carried out as per manufacturer's recommendations. Safety equipment located within the site are given below.

- Fire Extinguishers:
 - Office x 3
 - Canteen x 1 + 1 Fire Blanket
 - Workshop x 2
 - Scalehouse x 1
- Emergency Evacuation Plan (See Appendix 1)
- First Aid Kits are located in main office
- MSDS register and folders are kept in main office
- Spill Containment Kit is kept in chemical storage shed
- Personal Protective Equipment (PPE)

2.6 CONTACT DETAILS

2.6.1 Griffith City Council key officers and their responsibilities

Table 2 identifies the Council Officers and their roles and responsibilities in the event of a pollution incident.

TABLE 2 - GRIFFITH CITY COUNCIL KEY OFFICERS AND THEIR RESPONSIBILITIES

Name /Responsibility	Position	Contact details
Graham Gordon Media	Director, Utilities	Extension 137 0419 275 286
Les Warren Coordination Contact Emergency Services (Table 4)	Team Leader LMC	0269 622 587 0419 422 551
Kathleen Calabria Contact neighbours (Table 5)	Administration Officer GCC	0269 628 191

2.6.2 Notification of external parties

If an emergency or incident is determined to have caused or threatened material harm to the environment, the Manager, Livestock Management Centre will immediately contact each authority listed below in Appendix 3.

First call 000 if the incident presents an immediate threat to human health or property. Fire Rescue NSW, NSW Police and the NSW Ambulance Service are the first responders, as they are responsible for controlling and containing incidents.

TABLE 3 - EMERGENCY SERVICES CONTACT DETAILS

Emergency: Police/Fire/Ambulance - 000	
NSW Environmental Protection Authority	131 555
SafeWork NSW	131 050 02 6962 8900

2.8 MINIMISING HARM TO PERSONS ON THE PREMISES

At all times minimising harm to persons shall be the priority. To address the risk of pollution incidents the Livestock Management Centre has following management practices in place.

- 1) Evacuation Plan (see Map of Emergency Assembly Area at Appendix 1)

2.9 TRAINING, TESTING AND REVIEW

Training is provided to staff for the use of the plan which will ensure that all staff are aware of the content, processes and requirements of the plan to be able to competently implement as required.

Plan will be tested randomly by dummy runs to check the effectiveness of the plan. Testing records will be maintained in the PIRMP Training and Testing Register. GCC will review the PIRMP after 12 months and update as required. After an incident occurs the plan will be reviewed and updated as required.

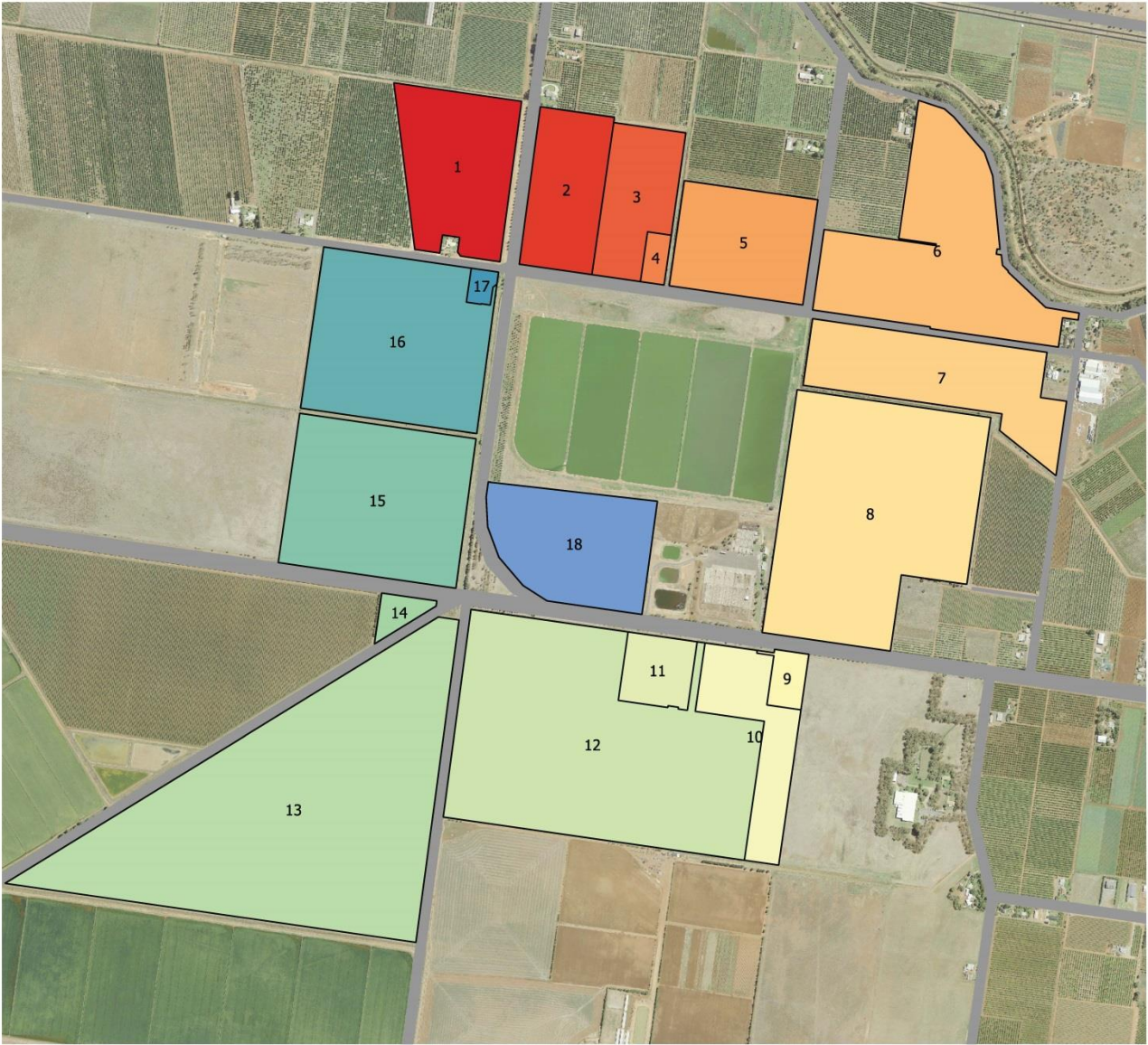
A copy of this Plan will be uploaded to the council web site and hard copy will be kept on site.

APPENDIX 1- LIVESTOCK MARKETING CENTRE SHOWING CHEMICAL STORAGE AREA AND EMERGENCY ASSEMBLY POINT



(2 x Assembly Areas)

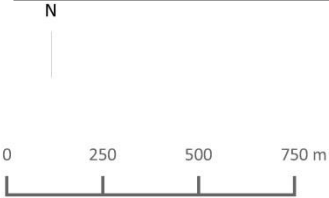
APPENDIX 2 - NEIGHBOURS – GRIFFITH SALEYARDS



2017 Neighbours -
Griffith Sale Yards

No	Street	Owner
1	Kidman WY	
2	Kidman WY	
3	Harward RD	
4	Harward RD	
5	Bradley RD	
6	Harward RD	
7	Harward RD	
9	Kidman WY	
10	Kidman WY	
11	Kidman WY	
14	Brown RD	
15	Kidman WY	
16	Chequers RD	
17	Chequers RD	
18	Kidman Way	

List of property owners
names not available in
Public Version



Map made by GCC GIS
2017_8_21 - MP

APPENDIX 3 - EMERGENCY SERVICES AND OTHER CONTACTS

Organization Department	Name and Position	Business Telephone No.	After Hours
NSW Fire & Rescue Hazmat	Officer on Duty	000 02 6964 4152	000
Police	Officer on Duty	000 02 6969 4299	000
Ambulance	Officer on Duty	000	000
Environment Protection Authority (EPA)	Primary Contact: Craig Bretherton, South West Regional Manager Secondary Contact: Jason Price - Griffith Regional Manager	131 555 02 6969 0700 0427 223 516 (Craig) 0428 460 247 (Jason)	131 555
Primary Council Contact	Steve Oosthuysen - Senior Engineer (Operations) GCC	02 6962 8163 0427 226 009	02 6969 4832
Council Health Department	Fiona deWit Environment, Health & Sustainability Coordinator	02 6962 8187 0437 948 826	02 6969 4832
Local Emergency Manager	Graham Gordon – Local Emergency Management Officer Manjit Chugha – Assistant LEMO	02 6962 8137 0419 275 286 6962 8161 0407 222 062	02 6969 4832
NSW Health – Local Public Health Unit	Kevin Prior (Wagga)	02 6933 9182 (Wagga) 0429 076 135 02 6933 9100	Albury Base Hospital 02 6080 8900 (Ask for Public Health Officer on call)
SafeWork NSW	Stuart Larkin – District Coordinator	131 050 02 6962 8900 0423 596 981 (Stuart)	131 050
Murrumbidgee Irrigation	Supply and Drainage Channels and Structures -Officer on Duty	02 6962 0262 02 6962 0200	02 6962 0262
NSW State Emergency Services (SES)	Officer on Duty	132 500	132 500
Griffith Base Hospital	Officer on Duty	02 6969 5555	02 6969 5555
Electricity - Essential Energy	Officer on Duty	132 080	132 080
Gas - Jemena	Officer on Duty	131 909	131 909
Telstra		132 203	132 203
Poison Information Centre	Officer on Duty	131 126	131 126
Media - Radio TripleM & Hits	Chris Corbett - General Manager or Substitute	02 6969 7860 0413 888 346 (Chris)	
Media - Radio ABC Riverina FM 100.5	Benjamin Shuhya	02 6923 4810 0408 370 241 (Benjamin)	0408 370 241 (Benjamin)
Media - Radio 2MIA FM 95.1 - Community	Officer on Duty	02 6964 1033	

PART A**APPENDIX 4 – POLLUTION NOTIFICATION AND INCIDENT REPORT FORM****Report to Environmental Incident Hotline
LOCATION OF INCIDENT**

Recent changes to Part 5.7 of the *Protection of the Environment Operations Act 1997* (POEO Act) specify new requirements relating to the notification of pollution incidents. For more information see www.environment.nsw.gov.au/pollution/notificationprotocol.htm

<input type="checkbox"/> Project	<input type="checkbox"/> Facility	<input type="checkbox"/> Activity	<input type="checkbox"/> Location/Name:	<input type="text"/>
STREET NUMBER		STREET NAME		
<input type="text"/>		<input type="text"/>		
SUBURB		NEAREST CROSS STREET		
<input type="text"/>		<input type="text"/>		
WHERE DID THE INCIDENT OCCUR				
<input type="text"/>				
SECTION/UNIT RESPONSIBLE FOR THE SITE				
<input type="text"/>				

☐ **Sewage**

- ☐ break in mains
- ☐ pumping station (sewage or chemical)
- ☐ sewage treatment plant
- ☐ other (ponds etc)

☐ **Waste**

- ☐ waste from Council project/facility/activity
- ☐ dumped waste
- ☐ asbestos only

☐ **General**

- ☐ spill/overflow (chemical, fuel, substance etc)
- additional detail required below
- ☐ vegetation – disturbance / damage
- ☐ general – (heritage, water, wildlife etc)
- ☐ other

Cause

- ☐ blockage
- ☐ mechanical failure
- ☐ electrical failure or power outage
- ☐ rainfall inundation
- ☐ trade waste incident
- ☐ break in main
- ☐ other

DESCRIPTION OF INCIDENT**ACTION TAKEN TO CONTAIN / MANAGE THE INCIDENT**Were photos taken: YES ☐ NO ☐Were samples taken: YES ☐ NO ☐**Details of person reporting the Incident**

NAME		DATE	
<input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
PHONE	MOBILE		
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
DEPARTMENT SECTION			
<input type="text"/>			

Report to Environmental Incident Hotline INVESTIGATION



The appropriate Section Supervisor/Manager is responsible for completion of Part B of the incident report.

IMMEDIATE ACTION BY SUPERVISOR/MANAGER

Will the incident:

1. Require assistance from other agencies to contain, isolate or cleanup?
If "Yes" call 000 immediately.

YES ☐ NO ☐ NOT SURE ☐

2. Pose any actual or potential harm to human health that is not trivial?
• Is it located within 100m of a school, childcare centre, aged care home?
• Could it impact on users of public areas such as ovals, reserves, waterways?
• Could the impact spread and potentially harm occupants of nearby properties?

YES ☐ NO ☐ NOT SURE ☐

3. Pose any actual or potential harm to ecosystems that is not trivial?
• Could the incident flow / impact on a water body or drainage system?
• Could the incident flow / impact on environmentally sensitive land?

YES ☐ NO ☐ NOT SURE ☐

4. Result in actual or potential loss or property damage of an amount over \$10,000?

YES ☐ NO ☐ NOT SURE ☐

If you answered 'yes' to any of the above then the incident should be considered as a notifiable "pollution event". There is a **duty to notify** the EPA, Ministry of Health, WorkCover and Fire and Rescue NSW immediately after becoming aware of a pollution incident where material harm is caused or threatened. Failure to do so is an offence (*Protection of the Environment Operations Act 1997*)

Agency Notification

If the incident does not require an initial combat agency, or once the 000 call has been made, notify the relevant authorities in the following order.

NSW EPA (EPA Environment Line: 131 555)

Contacted: ☐ YES ☐ NO

Reason not contacted:

NAME OF EPA REPRESENTATIVE

TIME AND DATE

EPA REFERENCE NUMBER

ACTIONS REQUIRED BY EPA

NSW Health – Local Public Health Unit (See www.health.nsw.gov.au/publichealth/infectious/phus.asp)

Contacted: ☐ YES ☐ NO

Reason not contacted:

NAME OF PHU REPRESENTATIVE

TIME AND DATE

PHU REFERENCE NUMBER

ACTIONS REQUIRED BY LOCAL PHU

WorkCover Authority (WorkCover: 13 10 50)

Contacted: ☐ YES ☐ NO

Reason not contacted:

NAME OF WORKCOVER REPRESENTATIVE

TIME AND DATE

WORKCOVER REFERENCE NUMBER

ACTIONS REQUIRED BY WORKCOVER

Fire & Rescue NSW (Emergency Hotline: 000)

Contacted: ☐ YES ☐ NO

Reason not contacted:

NAME OF FIRE & RESCUE REPRESENTATIVE

TIME AND DATE

FIRE & RESCUE REFERENCE NUMBER

ACTIONS REQUIRED BY FIRE & RESCUE

CONTINUES ON REVERSE

Other Notifications to Consider



- ☐ Internal contacts eg Environmental Health Officer
- ☐ Media
- ☐ NSW Food Authority
- ☐ Shellfish programs
- ☐ River users eg boat hiring companies
- ☐ Marine education centres
- ☐ Other

Preliminary Investigations

Notes from discussions with relevant operational staff

Any further observations or comments by Supervisor / Manager

Categorisation by Authorised Officer

- | | |
|--|--|
| <input type="checkbox"/> Minor
<i>No notification required</i> | <ul style="list-style-type: none"> Incident affects small area only (eg single property) AND Incident is easy to clean up without additional assistance, AND There is no risk of material harm to humans or the environment. |
| <input type="checkbox"/> Moderate
<i>Notify EPA and Local PHU only</i> | <ul style="list-style-type: none"> Incident affects more than one property OR There is a risk of pollution or material harm to the environment BUT Cleanup can be completed without assistance AND There is no danger to humans. |
| <input type="checkbox"/> Major
<i>Notification required - Notify EPA, Local PHU, Workcover and Fire & Rescue</i> | <ul style="list-style-type: none"> Potential or actual harm to humans and the environment AND/OR Assistance is required with cleanup from other agencies. |
| <input type="checkbox"/> Council Responsible | Incident occurred as a direct result of Council activity or function. |
| <input type="checkbox"/> Response by Council | Incident occurred on Council land, or land under Council care and control BUT Council did not cause the incident. |
| <input type="checkbox"/> Technical Licence Breach | Relating to technical compliance such as exceedence of permissible discharge volume or environmental monitoring limits. |

DETAILS OF APPROPRIATE SECTION SUPERVISOR/MANAGER REPORTING THE INCIDENT

NAME

DATE

PHONE

MOBILE

DEPARTMENT SECTION

APPENDIX 5 – INVENTORY OF POTENTIAL POLLUTANT PRODUCTS HELD ON SITE

Product Name:	Supplier:	Hazardous Substance Y/N	Dangerous Goods Y/N	Quantity Held
Aerostart	CRC Industries	Y	Y	1 x 500g
Ajax Spray N Wipe APC Spray	Colgate-Palmolive Pty Ltd	N	N	500mL
Agri Grease Plus (Last MSDS)	BP Australia Pty Ltd	N	N	12 x 500mL
All Purpose Thinner	Diggers	Y	Y	1 x 4Litre
Automotive Diesel Fuel	Caltex Australia Petroleum P/L	Y	N	600 Litres
Cislin 25 Professional Insecticide	Bayer Cropscience Pty Ltd	Y	N	1x 1 Litre
Cussons Morning Fresh Dishwashing Liquid - Lemon	PZ Cussons Pty Ltd	Y	N	900mL
Dy-Mark Spray Ink Toluene Free All Colours Lead Free	Dy-Mark Pty Ltd	Y	Y	4 x 500g
Lorsban 500 EC Insecticide	Dow Agro Sciences	Y	Y	5 Litres
Mortein Fast Knockdown Fly & Mosquito Killer Aerosol	Reckitt Benckiser (Aust) P/L	Y	Y	2 x 500g
Packaged Concrete (Dry-Mix)	Boral Constructions	Y	N	10 x 10 Kilos
Palmolive Naturals Liquid Hand Soap (handwash)	Colgate-Palmolive Pty Ltd	N	N	250mL
Pinette	Axi-Kem	N	N	1 x 25L drums
Protecta Sun-Block SPF 30+	Septone Products Pty Ltd	N	N	12 x 500mL
Readymix Quarry Products (Last MSDS)	Rinker Australia Pty Ltd	N	N	4 Tonne
Roundup Powermax (Last MSDS)	NuFarm Australia Ltd	Y	N	1x20 Litre Drum
Shell Lawn 2 Mower Oil (Last MSDS)	Shell Company of Aust Ltd	N	N	1 Litre
Surefire Fortune 500 Multipurpose Insecticide & Termiticide	PCT International Pty Ltd	Y	Y	1 Litre
SWARFEGA Plus Suprega Plus/Swafega Citrus	DEB Australia Pty Ltd	N	N	1 Litre
Unleaded Petrol	Caltex Australia Petroleum P/L	Y	Y	60 Litres

NOTE: This inventory list is updated monthly. Please refer to the Griffith Livestock Marketing Centre's MSDS folder or the electronic file in HP Records, No. 13/1865.

Annual Update of PIRMP - GLMC

Date	Next Review	Next Incident	Completed	Signature
August 2017	May 2018	May 2018		

Note: These dates can be scheduled electronically to act as a reminder.