



**Cabonne Council**  
Canowindra Sewage Treatment Scheme  
Pollution Incident Response Management Plan

September 2019

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# 1. External web-based version

This external web-based version of the Pollution Incident Response Management Plan (PIRMP) has been prepared in accordance with the Environment Protection Authority's (EPA) requirements that only the following sections of the plan be made publically available:

- Procedures for contacting the “relevant authorities”
- Procedures for communicating with the community
- Excluding any personal information within the meaning of the Privacy and Personal Information protection Act 1998.

A copy of the full PIRMP is maintained at the premises to which the relevant licence relates and is readily available to the persons responsible for implementing the plan and to an authorised officer of the EPA on request.

## 2. Background

### 2.1 Sewerage operations

Cabonne Council (Council) operates a sewerage scheme at Canowindra that operates under Environment Protection Licence (EPL) 1750. EPL 1750 is issued under Section 55 of the *Protection of the Environment Operations Act 1997* by the NSW Environment Protection Authority (EPA).

#### 2.1.1 Canowindra sewage treatment scheme

The original scheme at Canowindra was commissioned in 1968. Additions to the scheme were undertaken in recent years for sewerage extension to South Canowindra and outlying parts of North Canowindra. The scheme consists of:

- Four pumping stations
- 17 km of mains
- A sewage treatment plant (STP) located west of Canowindra off Wenz Lane
- Two large storage ponds
- An effluent irrigation system, which supplies recycled water to the Canowindra Oval and the Canowindra Golf Course.

At the STP, sewage is treated through with primary settlement and trickling filters before final polishing in oxidation and maturation ponds. The effluent is then stored in ponds before chlorination and reuse on the playing fields. When irrigation is not required and the storages are full, the effluent is discharged to the Belubula River.

## 2.2 PIRMP purpose

The EPL contains a requirement to report pollution incidents as outlined in Section 6, Reporting conditions:

The licensee or its employees must notify the EPA of incidents causing or threatening material harm to the environment immediately after the person becomes aware of the incident in accordance with the requirements of Part 5.7 of the Act.

- R2.1 Notifications must be made by telephoning the EPA Environment Line on 131 555.
- R2.2 The licensee must provide written details of the notification to the EPA within seven days of the date on which the incident occurred.

# 3. Pollution Incident Response Planning

## 3.1 Notifiable Incidents

### 3.1.1 POEO Act Definitions

A pollution incident is defined by the POEO Act as:

*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.*

Material harm is defined by the POEO Act as:

*(1) For the purposes of this Part:*

*(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) For the purposes of this Part, it does not matter that harm to the environment is caused only in the premises where the pollution incident occurs.*

Licensed facilities are required to report pollution incidents immediately to the EPA, NSW Health, Fire and Rescue NSW, WorkCover NSW and the local council. 'Immediately' has its ordinary dictionary meaning of promptly and without delay.

## 4. Incident response

### 4.1 Immediate notification incident

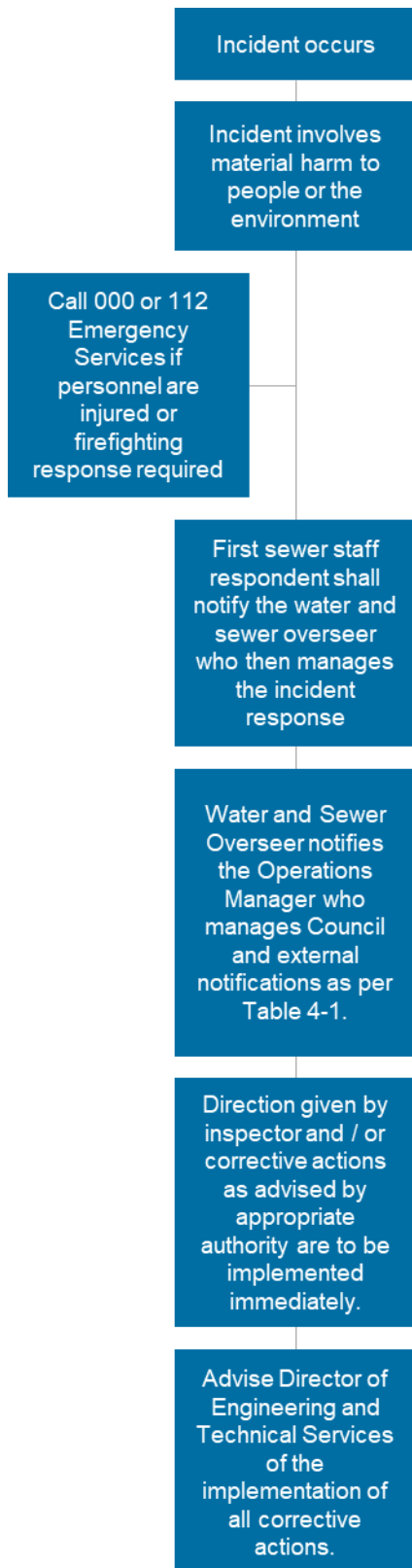
#### 4.1.1 Incident response and notification

As per the definition of an immediate notification incident in section 3.1.1 and resulting from the risk assessment in the full version of the PIRMP, Council have identified the following incidents related to their sewer operations that require immediate notification:

- Pump station failure resulting in overflow to a waterway
- Sewer choke resulting in an overflow to a waterway
- Hazardous trade waste discharge to a waterway.

Council's procedures for responding to a potential Sewer Operations immediate notification incident are outlined in Figure 4-1.

Contact details for external agencies requiring notification are provided in Table 4-1. Council personnel requiring notification are contained in the full PIRMP maintained by Council.



**Figure 4-1 Sewer Operations Incident Response Flowchart**

**Table 4-1 Incident Contact Details – External**

Organisation	Contact Number
Emergency Services	000
NSW EPA	131 555
SafeWork NSW	131 050
Essential Energy	132 080
NSW Health – Bathurst Public Health Unit	(02) 6330 5880 0428 400 526

In the event of an immediate notification incident, responsibilities for incident management are as follows:

- On Call Supervisor is responsible for actioning response to the incident.
- Operations Manager is responsible for notifying external authorities, potentially affected community and ensuring adequate resources are available for incident response.

The Operations Manager shall determine the most appropriate means of contacting potentially affected community including:

- Door knocking
- Letterbox drops
- Phone
- Local media
- Social media
- Signage.

Information provided to the community would depend on the incident but could include:

- Description of the incident
- Status of incident
- Response actions
- Actions to minimise harm
- Likely duration.

As per EPL 1750, the licensee must provide written details of the notification to the EPA within 7 days of the date on which the incident occurred.

## **4.2 General incident**

### **4.2.1 Sewer operations**

Council maintain incident response procedures for other potential incidents throughout the sewer network in the full version of the PIRMP including:

- Sewer choke
- Pump station failure
- STP overflow

The EPL requires details of the incidents be recorded with reporting forms found in the full version of the PIRMP maintained by Council.

Where there is an observed or reported overflow from the reticulation system or where sewage or partially treated sewage is discharged from the premises as a result of a bypass of the treatment system and this overflow or bypass has the potential to impact on human or environmental health, the licensee is to promptly give appropriate notification to any parties that are likely to be affected, including:

- The affected community
- NSW Health and any other relevant authority in accordance with condition R2.1 and
- Any other parties as identified in, and in accordance with, the Incident Notification Procedures (protocol) submitted to the EPA in a letter from the licensee dated 8 October 2004, or subsequent approved variation/s to this protocol as updated from time to time.



## **5. Disclaimer**

This report has been prepared by GHD for Cabonne Council and may only be used and relied on by Cabonne Council for the purpose agreed between GHD and the Cabonne Council as set out in section 2.2 of this report.

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