
# Pollution Incident Response Management Plan:

**Northern Rivers Livestock Exchange, Recycled Effluent, Sludge Handling and Reuse System**

**POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN**
**LICENCE NUMBER: 3878**

**Approved by:** Bradley Willis

**Signature:** 

**Position/Title:** NRLX Operations Manager

**Date:** 20/06/2022

**Purpose:**

Richmond Valley Council holds an Environment Protection Licence with the NSW Environment Protection Authority (EPA) for Northern Rivers Livestock Exchange. As per the *Protection of the Environment Operations Act 1997* (the POEO Act), the holder of an Environment Protection Licence must prepare, keep, test and implement a pollution incident response management plan (PIRMP) that complies with Part 5.7A of the POEO Act in relation to the activity to which the licence relates.

If a pollution incident occurs in the course of an activity so that material harm to the environment (within the meaning of section 147 of the POEO Act) is caused or threatened, the person carrying out the activity must **immediately** implement this plan in relation to the activity required by Part 5.7A of the POEO Act.

A copy of this plan must be kept at the licensed premises, or where the activity takes place in the case of mobile plant licences and be made available on request by an authorised EPA officer and to any person who is responsible for implementing this plan.

Parts of the plan must also be available either on a publicly accessible website, or if there is no such website, by providing a copy of the plan to any person who makes a written request. The sections of the plan that are required to be publicly available are set out in clause 98D of the Protection of the Environment Operations (General) Regulation 2009.

NOTE: This plan must be developed in accordance with the *Protection of the Environment Operations Act 1997* and the Protection of the Environment Operations (General) Regulation 2009.

Licensees should also refer to the EPA's *Guideline: Pollution incident response management plans*.

## BACKGROUND

Northern Rivers Livestock Exchange has a potable water system for cooling and water cattle as well as human amenities which are a separate supply system (**Section 7.7 – Appendix 7** – **Reticulation and Treatment Schematics).** There is also a wastewater reuse system **(Section 7.7 - Appendix 7** – **Reticulation and Treatment Schematics)** which provides water for;

- Truck wash down bay
- Irrigation system
- Cleaning as yard flushing

The excess water and livestock waste flows into the treatment pond system **(Section 7.7 – Appendix 7** – **Reticulation and Treatment Schematics).** The treatment pond system historically was the original dam with sections added to create two sedimentation lagoons and a facultative pond that was segregated to form a polishing pond. The system is designed to provide a water quality typically meeting upper limits of 30mg/L (milligrams per litre) NFR (non-filterable residue) and 20mg/L BOD (biological oxygen demand) from the polishing pond. The waste water from the polishing pond is used solely for irrigation purposes **(Section 7.7 – Appendix 7** – **Reticulation and Treatment Schematics).**

The additions in 2010 of a surface aerator has increased the capacity of the treatment pond system to degrade organics. The surface aerators also have the benefit of reducing algal blooms due to mixing thermoclines (i.e. thermoclines reduce temperature and light availability due to stratification of the water column), and a reduction in nutrient availability, (i.e. nutrients react with oxygen and change the chemical forms which restricts availability for utilisation in algae growth) by increasing dissolved oxygen (DO) in wastewater.

The process of treatment for the wastewater occurs as the wastewater moves through the treatment pond system, where large particles drop out the solution., then smaller particles, under the influence of gravity. These particles are then utilised by microscopic bacteria (aerobic – oxygen utilising bacteria and anaerobic – without oxygen) as a food source decomposing the particles or organic matter (OM), finally settles at the bottom of the lagoons forming sludge. The sludge fills the lagoon over time and requires removal from the system to ensure system health. Currently removal is three times every 2 years.

The sludge is removed by an excavator from the ponds (after initial dewatering and drying) in an alternate manner, allowing the system to continue to receive the waste from the saleyards while one pond is offline. The dry solids are then transported to a stockpiling area located on the site. Part of the current licence conditions PRP is an application of 250kL per day (liquid or solid) (EPA licence, 2006) which equates to 250 tons per day of solid material.

| Environment Protection Licence (EPL) Details | |
|---|---|
| **Name of licensee:**<br>(including ABN) | Richmond Valley Council |
| **EPL number:** | 3878 |
| **Premises name and address:** | Northern Rivers Livestock Exchange, Dargaville Drive<br>CASINO NSW 2470 |
| **Company or business contact details** | **Name:** Bradley Willis<br>**Position or title:** Operations Manager<br>**Business hours contact number/s:** 02 6662 3500<br>**After hours contact number/s:** 0408 203 654<br>**Email:** admin@nrlxcasino.com.au |
| **Website address:** | www.nrlxcasino.com.au |
| **Scheduled activity/activities on EPL:** | Livestock Intensive Activities |
| **Fee-based activity/activities on EPL:** | Animal Accommodation |

| 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. |

**Name of person responsible:** Bradley Willis
**Position or title:** Operations Manager NRLX
**Business hours contact number/s:** 02 6662 3500
**After hours contact number/s:** 0408 203 654
**Email:** bradley.willis@nrlxcasino.com.au

**Name of person responsible:** Tegan George
**Position or title:** Business Administration Coordinator
**Business hours contact number/s:** 02 6662 3500
**After hours contact number/s:** 0455 095 364
**Email:** tegan.george@nrlxcasino.com.au

**Name of person responsible:** David Timms
**Position or title:** Manager Infrastructure Services RVC
**Business hours contact number/s:** 02 6660 0273
**After hours contact number/s:** 0475 959 715
**Email:** david.timms@richmondvalley.nsw.gov.au

**Name of person responsible:** Angela Jones
**Position or title:** Director Infrastructure & Environment
**Business hours contact number/s:** 02 6660 0262
**After hours contact number/s:** 0415 299 192
**Email:** angela.jones@richmondvalley.nsw.gov.au

## Notification of relevant authorities

In all situations where there is damage and/or loss to private property or a member of the public due to an incident related to this plan, contact Richmond Valley Council's Governance Officer - Kate Allder-Conn **Phone: 6660 0347**

Identify any persons or authorities required to be notified as per Part 5.7A of the POEO Act in the case of a pollution incident that causes or threatens to cause material harm to the environment.

Relevant authorities include:

1. Fire & Rescue NSW and/or Rural Fire Service as applicable – 000 (first notification)
2. EPA – 131 555
3. NSW Health (nearest public health unit)

See www.health.nsw.gov.au/Infectious/Pages/phus.aspx for local contact details.

4. SafeWork NSW – 131 050
5. Local authority (usually the local council) in which the pollution has occurred.

Note: The local council and public health unit will vary depending on the location of the pollution incident. For mobile plant licences the PIRMP will need to include the person or people who are responsible for identifying the local authority and nearest public health unit.

| | | |
|---|---|---|
| **Fire & Rescue NSW / Rural Fire Service** | **Contact number/s:** | 000 |
| **EPA** | **Contact number/s:** | 131 555 |
| **NSW Health** | **Public Health Unit Lismore:**<br>**Infection & Disease:**<br>**Environmental Health:** | 02 6620 7585<br>0439 882 752 (A/H)<br>0428 882 805 (A/H) |
| **Richmond Valley Council** | **Contact number/s:** | 02 6660 0300 |
| **Essential Energy** | **Contact number/s:** | 13 20 80 |
| **SafeWork NSW** | **Contact number/s:** | 13 10 50 |

| Notification of neighbours and the local community | | |
|---|---|---|
| DTM Timber | **Contact number/s:** | 02 6660 0300 |
| Northern Rivers Livestock Exchange | **Contact number/s:** | 02 6662 2722 |
| Riverina Stock Feed | **Contact number/s:** | 02 6662 7400 |
| Richmond Valley Council | **Contact number/s:** | 02 6660 0300 |
| Northern Co-operative Meat Company | | 02 6662 2444 |
| Casino Rail Freight | **Contact number/s:** | 02 9637 5876 |

The township of Casino is approximately 2km away from the Northern Rivers Livestock Exchange. The nearest neighbour is approximately 500 metres uphill and is the Council's Waste & Resource Recovery Facility. There is nothing onsite that would create an emergency for any neighbours. Additionally, the inflow into this plant and the available storage means that even at peak wet weather flows the potential of an overflow from this plant reaching Richmond River (approximately 1km away) is low. However, if an incident did occur and any community members or neighbours were affected then the communication processes below would be implemented as required.

## Description and likelihood of hazards

The town of Casino has a livestock saleyards site known as the Northern Rivers Livestock Exchange, the Saleyard site is located on Dargaville Drive with a land size of 44.12 hectares (100 acres approximately). Waste treatment, chemicals and by-products are produced which, if they are spilt or incorrectly managed, may contaminate the environment or threaten human health. A register of the chemicals is contained in this document. The potential hazards to the environment include:

- Animal Waste Effluent overflow (raw or partially treated) – potentially caused by:
  - Storms (lightning/heavy rainfall/wind) causing infrastructure damage
  - Reticulation blockages
  - Damage to reticulation (contractors or other damage during excavations etc)
  - Infrastructure failure due to age
  - Excessive flows
  - Mechanical break down
- Chemical spill – potentially caused by
  - Tank/storage failure
  - Delivery incident
  - Damage to chemical reticulation
  - Vandalism
  - Inappropriate chemical use
  - Bund failure

Other potential environmental risk factors for K100 animal effluent (Animal effluent & residues-abattoir, poultry, fish) are:

- The possibility of the spread of infectious disease prevalent in cattle and the possibility of cattle diseases to infect different species (i.e. crossing of species barrier) (*DPI, 2007; DEC, 2004, ROU, 2003 & SCARM, 2002).* Notably the incidence of disease crossing species barriers is unlikely with no reported cases of infection (*DPI, 2007*).
- Contamination of groundwater (i.e. creek systems) with nutrients and salts (*DEC, 2004 & DWE, 2002*).
- Contamination of weeds from germination of seeds in SSS (*DEC,2004 & ROU, 2003*)
- Build-up of salts in soils i.e. field sodification (salinity-salt accumulation) from application (testing for salinity on a 3-yearly basis) (*DEC, 2004; ROU, 2003 & SCARM, 2002*).
- Surface runoff and groundwater storage (*ANZECC, 1995*).

## Pre-emptive actions to be taken

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. At the Northern Rivers Livestock Exchange, all chemical storages are bunded to ensure that if the storage fails the pollutant is contained and treatment processes with retaining bunding are installed to prevent nutrient escape into the wetland system due to flooding or process issues. If these systems fail, RVC has portable bypass pumps and other containment options available.

Council uses monitoring and preventative maintenance to reduce the potential for incidents at the Northern Rivers Livestock Exchange (*Regional Saleyards Wastewater Management System Operation and Maintenance Manual, 1999.)*

***Irrigation & flow meter records***

- Weather conditions, rainfall reading, including time of reading & total of today's & yesterday's rainfall
- Pond level, free of ground animals, irrigation station numbers, flowmeter reading & start time
- Sprinklers rotation & spray is correct & acceptable, free of leaks & no spray drift offsite
- Within 2 hours of commencement of irrigation, re check time, free of ground animals, sprinklers ore rotating & spray is correct & acceptable, as well as free of leaks & spray drift offsite.
- After completion, record finish time, pond level & flow meter reading

***Daily***

The below are daily checks which take place to ensure compliance with EPA licence.

- Sedimentation lagoons free of overflows, sludge is not excessive, which lagoon is in service
- That the pipe to the lagoon is free of blockages & leaks/blow outs
- That the stormwater bypass channel water level is not excessive
- That the irrigation area is free of water leaks

***Weekly***

The Northern Rivers Livestock Exchange is to be attended on week days and the following inspections are to occur weekly:

- The effluent collection pipe & open drains are free of blockages & leaks
- The sedimentation lagoons are functioning correctly
- The stormwater bypass channel is clear, no excessive sediment & vegetation is under control
- The effluent pond condition: walls are intact, connection pipes clear & sludge not excessive
- The irrigation areas are free of unwanted growth
- Maintenance requirements
- Housekeeping issues that require attention
- Vandalism and/or thefts
- Issues with bunds
- Check bund valves are closed.

***Monthly to Annually***

The following is to be checked monthly for the reticulation and drying beds:

- Drainage channels.
- Stockpiles

The following is to be checked or conducted every three months:

- All valve operations - exercising, maintenance
- Spray and exercise locks

The following is to be checked or conducted every six months:

- Backup Batteries - (December)
- Fire Extinguishers
- Irrigation/Sprinkler System - inspection
- Overflow Plugs - inspection
- Vermin/Insect Protection

The following is to be checked or conducted annually:

- Lopping and pruning of trees
- Reticulation System Performance Testing
- Team Training - New Technologies and Upgrades
- Bund integrity

Other checks include inspection, maintenance, repair and resealing (as required) safety net checks (bi-annually), renewing woodchips and gravel (as required) and inspecting and exercising overflow points (after heavy rainfall).

Reticulation blockages breaks, or distribution issues can result in spills if not acted upon. Therefore, the following procedures and SWMS are to be used to address issues and before overflows occur:

- **Northern Rivers Livestock Exchange Re-circulation System (***Regional Saleyards Wastewater Management System Operation and Maintenance Manual, 1999***) This will also need to be modified and updated.**
  ***Environmental Management Plan GeoLINK, 1997 G:\Works\Saleyards\1.NRLX\20. Environmental\Effluent Management***http://nrlxcasino.com.au/wp-content/uploads/2020/07/Enviro-Manage-Plan-Geolink-1997.pdf

## Inventory of pollutants

| Product Trade Name | UN No. | Proper Shipping Name | Class/Division | PG | Poison Schedule | Hazchem Code | Peak Quantity (L/Kg) |
|---|---|---|---|---|---|---|---|
| Aerogard Tropical Strength | 1950 | Aerosols | 2.1 | N/A | N/A | N/A | 0.3 |
| Airwick Aerosol | 1950 | Aerosols | 2.1 | N/A | N/A | N/A | 0.77 |
| Brookies Hand & Surface Sanitiser | 1170 | Ethanol Solution | 3 | III | S5 | *2Y | 20 |
| Cabots Deck Clean | N/A | N/A | N/A | N/A | S6 | N/A | 1 |
| Chlorine Liquid | 1791 | Hypochlorite Solution | 8 | III | N/A | 2X | 1000 |
| Co Contact Cleaner | 1950 | Aerosols | 2.1 | N/A | S5 | 2Y | 0.35 |
| Copper Sulphate | 3077 | Environmentally Hazardous Substance - Solid - N.O.S | 9 | III | S6 | 2Z | 25 |
| Corteva Grazon Extra | 3082 | Environmentally Hazardous Substance - Liquid - N.O.S | 9 | III | S6 | *2X | 20 |
| Corteva Hotshot | 3082 | Environmentally Hazardous Substance - Liquid - N.O.S | 9 | III | S6 | *2X | 5 |
| CroPro Zeus | 3082 | Environmentally Hazardous Substance - Liquid - N.O.S | 9 | III | S6 | *3Z | 5 |
| Diesel | 3082 | Environmentally Hazardous Substance - Liquid - N.O.S - Diesel | N/A | III | N/A | 3Z | 600 |
| Diggers Methylated Spirits | 1170 | Ethanol | 3 | II | S5 | *2YE | 4 |
| Diggers Mineral Turpentine | 1300 | Turpentine Substitute | 3 | III | S5 | 3Y | 8 |
| Diggers Wax & Grease Remover | 1268 | Petroleum Distillates | 3 | II | S5 | 3YE | 5 |
| Dulux Duramax Paint | 1950 | Aerosols | 2.1 | N/A | N/A | 2YE | 0.68 |
| Dulux Metalshield All Surface Primer | 1263 | Paint | 3 | II | S5 | *3YE | 1 |
| Dulux Metalshield Brush Thinner | 1300 | Turpentine Substitute | 3 | III | S5 | 3Y | 1 |
| Dy-Mark Spray & Mark | 1950 | Aerosols | 2.1 | N/A | S5 | N/A | 3.9 |
| Dy-Mark Stock Mark | 1950 | Aerosols | 2.1 | N/A | S5 | N/A | 39 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Dy-Mark ZincGuard Cold Galvanised Coating | 1263 | Paint | 3 | III | S6 | *3Y | 4.8 |
| Grevillea Ag Ausdye 150 | N/A | N/A | N/A | N/A | S6 | N/A | 1 |
| Grow Choice Metsun 600 | 3077 | Environmentally Hazardous Substance - Solid - N.O.S | 9 | N/A | N/A | 2Z | 0.5 |
| Jotun Jotacote 605 | 1263 | Paint | 3 | III | S5 | *3Y | 124 |
| Jotun Thinner 7 | 1307 | Xylenes | 3 | III | S6 | *3Y | 25 |
| Lanotec Liquid Lanolin | N/A | N/A | N/A | N/A | S5 | N/A | 0.4 |
| Molykote MKL-N | 1993 | Flammable Liquid (N.O.S) | 3 | II | N/A | *3YE | 400 |
| Mortein Fast | 1950 | Aerosols | 2.1 | N/A | S5 | 2YE | 0.25 |
| Mortein Kill & Protect | 1950 | Aerosols | 2.1 | N/A | S5 | 2YE | 0.35 |
| Nufarm Weedmaster DST | N/A | N/A | N/A | N/A | S5 | N/A | 20 |
| Raid Oneshot Odourless | 1950 | Aerosols | 2.1 | N/A | S5 | 2YE | 0.64 |
| Relyon Astir 700 | N/A | N/A | N/A | N/A | S5 | N/A | 10 |
| Selleys Araldite | 2735 | Amines - Liquid - Corrosive - N.O.S | 8 | III | S5 | 2X | 0.024 |
| Selleys Liquid Nails | 1133 | Adhesives | 3 | III | N/A | *3Y | 0.32 |
| Syngenta Talon Pellets | N/A | N/A | N/A | N/A | S6 | N/A | 1 |
| Ultra-Germ Buster | 1993 | Flammable Liquid (Ethanol) | 3 | III | S5 | 3Y | 10 |
| Unleaded Fuel | 1203 | Motor Spirit/Gasoline/Petrol | 3 | II | S5 | 3YE | 30 |
| WD-40 | 1950 | Aerosols | 2.1 | N/A | N/A | 2YE | 3.6 |
| Wurth Corrosion Protection Spray | 1950 | Aerosols | 2.1 | N/A | N/A | 2YE | 3.6 |
| Wurth HHS Lube | 1950 | Aerosols | 2.1 | N/A | S5 | 2YE | 6 |
| Wurth Non-Flammable Brake Cleaner | N/A | N/A | N/A | N/A | S5 | N/A | 20 |
| Wurth Ultra 2040 | 1993 | Flammable Liquid N.O.S | 3 | II | S5 | *3YE | 20 |
| Zerex Coolant | N/A | N/A | N/A | N/A | S5 | N/A | 10 |

## Safety equipment

The following items are to be kept at the Northern Rivers Livestock Exchange:

- Ear/hearing protection
- Sun screen
- Hat
- Sunglasses
- Gloves
- Goggles
- Gumboots
- Steel capped Boots

## Communicating with neighbours and the local community

Impacts on the community due to sewage distribution and treatment incidents are variable and depend on location, volumes of spills or other factors. Communication methods will be used on a case by case basis and in all situations, Council will attempt to provide early warning to directly affected premises (either upstream or downstream) by phone call or site visit. Early warning is to include details of what the incident is, how those affected can prepare and respond, and provide important advice such as avoiding contact and use of affected waterways.

Where early warning is not possible Council will provide notification and communication during and after an incident to advise those affected with information, advice and updates. Notification and communication methods will be determined on a case by case basis and the following methods may be used:

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

In the event of a chemical or waste spill into stormwater or waterway, Council staff are to go to prominent and/or high use areas of the affected waterway and erect signage. The signs are to warn water users of the contamination and advise them to avoid activities such as swimming, fishing and boating until contamination has cleared. Additionally, if the event occurred or was occurring during dry weather, Council staff are to attend popular sites and advise users directly.
Regular communication and notification are to be provided until the incident and clean-up of impacted site and affected areas has been complete (e.g. faecal coliforms have returned to background levels). Council is to take signs down and advise the public that regular activities can be resumed by (as required):

- Phone calls
- Media releases (radio/television/newspaper/internet/social media as required)
- Letter drops
- Other methods as the situation requires

Additionally, it is Richmond Valley Council policy that only the Mayor and General Manager can comment on Council's behalf. Should any staff be approached by media representatives for comment, the staff member must refer them to the Communications Team.

## Minimising harm to persons on the premises

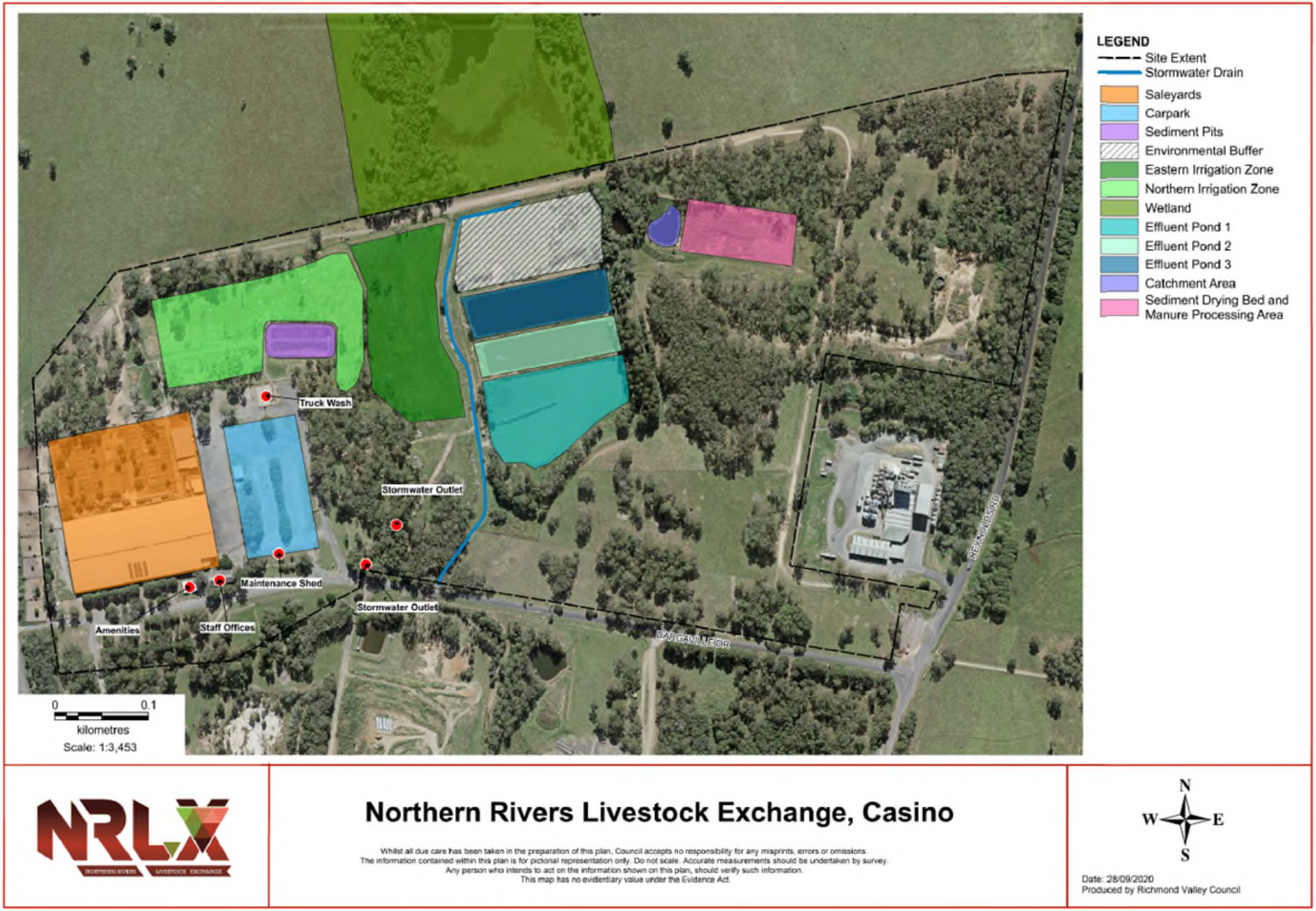
To address the risk of overflows, Richmond Valley Council has several management actions comprising of one or more of the following:

- Investigations of very high and extreme risks
- Augmentation of Assets to Increase Capacity
- Planned Maintenance of Existing Assets
- Planned Renewal of Existing Assets
- Continuous Improvement of Operations
- Emergency Response Procedure
- Incident Response Protocol

## Maps

Provide a detailed map showing the:

- Location of potential pollutants
- Location of the premises to which the licence relates
- Surrounding area likely to be affected by a pollution incident
- Location of stormwater drains




# Northern Rivers Livestock Exchange, Casino

Whilst all due care has been taken in the preparation of this plan, Council accepts no responsibility for any misprints, errors or omissions.
The information contained within this plan is for pictorial representation only. Do not scale. Accurate measurements should be undertaken by survey.
Any person who intends to act on the information shown on this plan, should verify such information.
This map has no evidentiary value under the Evidence Act.

Date: 28/09/2020
Produced by Richmond Valley Council

## Actions to be taken during or immediately after a pollution incident

### Immediate Reporting

In all situation's pollution incidents must be lodged in the Vault app. Once the pollution incident has been lodged the next appropriate step is to contact the twenty-four-hour emergency number for Richmond Valley Council 02 6660 0300. During work hours, these calls are taken by Richmond Valley Council Customer Service staff. If the call is after hours the call is redirected to an after-hours service that informs appropriate Council personnel of the incident. If the incident poses an immediate threat to human health or safety the absolute priority is calling triple zero "000". Then proceed with the following as required: Any environmental or pollution incidents must be reported immediately to 02 6660 0300 in line with Council Procedure 15.10 - Reporting Environmental and Pollution Incidents. Then, if a supervisor is not already aware of the incident, immediately call a supervisor or manager by making calls in the order listed under Reporting Internally (page 4) until contact is made with one of the contacts. Reporting continues up the line until the level of Coordinator where a decision is made on whether to notify external authorities. Internal incident reports are investigated, and corrective actions instigated in accordance with Council procedures.

### Notifying External Authorities

Notification to all external authorities is required immediately if any of the following

circumstances occur as a result of a pollution incident:

(i) There is actual or potential harm to the environment that is not trivial

(ii) There is actual or potential harm to human health or safety

(iii) Clean-up costs are expected to be over $10,000

Generally, this will occur at the level of Coordinator (or someone delegated by the Coordinator), however, if personal contact cannot be made with any of the supervisors or Managers listed then a staff member aware of a pollution incident must immediately call the relevant external authorities. Notification is made by contacting all external authorities listed under External Authorities (Page 6). Contact must be made in the order shown in the list. If emergency services were notified as part of the immediate reporting process, they do not need to be notified again. If, at the time of making the notification, it is believed that some of these authorities do not need to attend the incident, you may provide that advice. However, you must still provide all the information you have regarding the incident to each authority. It is the responsibility of each authority to decide whether they need to attend the incident.

**Pollution incidents most likely to occur;**

**Diesel Tank leakage or spill**

- Try to control the source by collecting it in a clean bucket or similar container.
- If the source of the spill is a pin-hole leak in the NRLX Diesel Tank a self-tapping screw can be used to plug the hole.
- Consider whether a pump-out is required to be booked for the Diesel Tank to allow room for any diesel collected or to allow the tank to be repaired.
- Diesel collected in a container (without absorbent) can be placed in the Waste Fuel Drums
- If the Diesel Tank is damaged, collected diesel may have to be stored in a container(s) until the tank can be repaired.
- For smaller spills the spill kit absorbent can be used to soak up the oil.
- Larger spills may require the loader to apply some soil or mulch to soak up the spill.
- Absorbent materials cannot be placed in the Diesel Tank.
- Diesel soaked soil or absorbent material needs to be disposed of in accordance with the EPA's Waste Disposal Guidelines

**Effluent system blockages**

- Blockage to open or enclosed effluent drains causing potential overflows of the system
- Try to remove and clear blockages before overflow occurs
- If overflow occurs, try to contain the spill or apply soft-flooring to soak up the spill
- Material used to soak up the spill is then required to go to the Sediment Drying Beds as shown on Map

**Dam failure**

- Effluent Seeps or Escapes from the effluent or sediment ponds
- Where possible plug the source of leachate with soil containing a high clay content. This can be conducted using a loader or similar earthmoving equipment.
- Check that there has not been a runoff into the main stormwater channel
- If effluent is present within the stormwater channel bund the stormwater channel to prevent any flow or further flows beyond the boundary of NRLX
- The site's portable pump can be set up with appropriate discharge hosing to transfer escaping effluent into the pond, or as high on the landform as possible without saturating any access roads and making sure any runoff is captured by NRLX.
- To assist in effluent, transfer a small hole or channel can be dug to allow collection of the effluent for pumping.

**Fire in compost pile**

- Generally, these are smouldering fires and can often be readily isolated from the rest of the mulch heap using a loader or alternative earth moving equipment.
- If safe to do so, the mulch can be spread thinly and hosed down until smouldering ceases.

**Excessive flows**

- A failure of the irrigation system has caused an excess amount of irrigation greater than 250kl in one day
- Immediately shutdown the irrigation system and isolate the main valve located in the irrigation shed.
- Check that there has not been a run off beyond the irrigation zone or into the main stormwater channel
- If effluent is present within the stormwater channel bund the stormwater channel to prevent any flow or further flows beyond the boundary of NRLX.
- Consider whether a pump-out of the stormwater channel is required and pump effluent back into the irrigation zone.

**Hydraulic Leak**

- Try to control the source by collecting it in a clean bucket or similar container.
- If the source of the spill is a pin-hole leak in the Waste Oil Tank a self-tapping screw can be used to plug the hole.
- Consider whether a pump-out is required to be booked for the Waste Oil Tank to allow room for any oil collected or to allow the tank to be repaired.
- Oil collected in a container (without absorbent) can be placed in the Waste Oil Tank.
- If the Waste Oil Tank is damaged, collected oil may have to be stored in a container(s) until the tank can be repaired.
- For smaller spills the spill kit absorbent can be used to soak up the oil.
- Larger spills may require the loader to apply some soil or mulch to soak up the spill.
- Absorbent materials cannot be placed in the Waste Oil Tank.
- Oil soaked soil or absorbent material needs to be disposed of in accordance with the EPA's Waste Disposal Guidelines

**Hydraulic Hose leak**

- When a leak occurs or appears from a vehicle leave the vehicle where it is and turn it off (in the case of the loader, Forklift or Tana lower the front apparatus before switching off).
- If the leak occurs on the NRLX do not drive the equipment off the NRLX until the leaking ceases.
- Then respond as per previous section for 'Waste Oil Leaks'

## Coordinating with persons

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

Internal contacts are to be notified of the incident in the first instance before external contacts.

1. NRLX Operations Manager, Bradley Willis, is to be notified of the incident in the first instance. **Phone: 0408 203 654**
2. Manager Infrastructure Services David Timms is to be notified in the absence of NRLX Operations Manager. **Phone: 0475 959 715**
3. NRLX Operations Manager and/or Infrastructure Manager to notify relevant authorities e.g. EPA.

This section details the response requirements in the event of an incident. In all situations:

1. Contact the Operations Manager Bradley Willis. **Phone: 0408 203 654**
2. Complete a report in VAULT via phoning 6660 0300 or with NRLX Administration Staff.
3. Contact Richmond Valley Council Customer Service. **Phone: 02 6660 0300**

Council also has the Richmond Valley Local Emergency Plan (EMPLAN) which has been prepared by the Richmond Valley Local Emergency Management Committee in compliance with the State Emergency and Rescue Management Act, 1989 (as amended), however due to the sensitive nature of this document it is not available to the general public.

## Staff training

The management aim is to ensure that all staff; are competent in key functional areas, ongoing training will be provided, and the currency of training is monitored throughout their period of employment with Richmond Valley Council. Records of training currency are maintained by the Councils People & Culture section. People & Culture track expiry dates and arrange appropriate training as necessary and annual employee reviews are conducted to identify all required training needs.

Specific site related training includes:

- Chemical Users and Handling Certificates
- Drum Muster Inspection Training
- First Aid
- Emergency Warden
- Induction to the NRLX Effluent Management Plan

Richmond Valley Council ensure all staff are trained in general and site-specific Safe Work Method Statements. Weekly tool box meetings are undertaken for all NRLX staff. Mock emergency response training events are held annually. These events are utilised to demonstrate readiness and refine responses to a specific scenario for which an Emergency Scenario Response has been documented. De-briefing after the training event allows for further staff consultation and procedural refinement of the response. Additionally, all new Northern Rivers Livestock Exchange employees shall be trained in the application of the Pollution Incident Response Management Plan.

## Testing and updating of the PIRMP

The PIRMP will be tested routinely once every 12 months and within one month of any pollution incident occurring. The objective of testing is to assess whether the information included in the PIRMP is accurate, current and is capable of being implemented in a workable and effective manner. The routing testing with be a desktop assessment. During the desktop assessment the PIRMP will be reviewed and all components of the plan will be checked for effectiveness. The date on which the plan is tested, and the name of the persons carrying out the test, will be recorded in the PIRMP test report below. If the PIRMP is update, the date and details on which the plan is updating will also be recorded.

**Plan Last Updated: 20 June 2023**

**PIRMP Testing Details**

| Approval/ Review Date | Personnel Involved | Aspects Tested |
|---|---|---|
| 20/06/2023 | Brad Willis, Operations Manager<br>Tegan George, Business Administration Coordinator | Desktop Assessment - Potential chemical spill from a spray contractor<br>Internal contact details, maps, pollutant inventory and incident response procedure. |
| 28/04/2022 | Brad Willis, Operations Manager<br>Tegan George, Business Administration Coordinator | Desktop Assessment - Potential diesel spill from a livestock haulage truck.<br>Internal contact details, maps, pollutant inventory and incident response procedure. |
| 26/07/2021 | Brad Willis, Operations Manager<br>Tegan George, Business Administration Coordinator | Desktop Assessment - Potential diesel spill from truck wash diesel tank.<br>Internal contact details, maps, pollutant inventory and incident response procedure. |
| 28/07/2020 | Brad Willis, Operations Manager<br>Ebony Nowlan, Business Administration Coordinator | Desktop Assessment - Potential failure of Effluent Pond Wall<br>Internal and external contact details, maps and pollutant inventory out of date. |
| 29/7/2019 | Brad Willis, Operations Manager<br>Fran Ryan, Saleyards Administrator | Blockages causing sewage overflow, internal procedures, contacts and reporting procedures |
| 31/7/2018 | Fran Ryan, Saleyards Administrator<br>Max Sudiro | Internal Contacts and reporting procedures |
| 17/7/2017 | Fran Ryan, Saleyards Administrator<br>Max Sudiro | Contacts, reporting and incident response procedures, as well as monitoring. |
| 18/8/2016 | Fran Ryan, Saleyards Administrator<br>Max Sudiro | Contacts, reporting and incident response procedures. |

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|---|---|---|
| 17/7/2015 | Fran Ryan, Saleyards Administrator<br>Max Sudiro | Contacts, reporting and incident response procedures. |
| 23/7/2014 | Latoya Cooper | External Contact and internal role clarification. |

| **PIRMP Document History** | | |
|---|---|---|
| **Update Date** | **Details of updates** | **Author** |
| 20/06/2023 | Test details added. | Tegan George |
| 23/05/2022 | Test details added | Tegan George |
| 26/07/2021 | Test details added. | Tegan George |
| 25/02/2021 | Updated internal contacts. | Tegan George |
| 9/9/2020 | Outdated items identified in annual testing e.g. contact details, map, hazardous chemical register and linked documents.<br>Template of PIRMP updated.<br>Test details added. | Ebony Nowlan |
| 30/7/2019 | Updated internal contacts | Fran Ryan |
| 17/7/2017 | Update preventative monitoring and maintenance | Fran Ryan |
| 13/1/2017 | Update contact details and hazardous chemicals register | Fran Ryan |
| 13/7/2015 | Update contact details and department names etc. Test details noted. | Fran Ryan |
| 23/7/2014 | Update of external contacts and internal role clarification. | Latoya Cooper |

| **Approvers List** | | |
|---|---|---|
| **Name** | **Role** | **Approval/Review Date** |
| Bradley Willis | NRLX Operations Manager | 20/06/2023 |

| | | |
|---|---|---|
| Bradley Willis | NRLX Operations Manager | 23/05/2022 |
| Bradley Willis | NRLX Operations Manager | 26/07/2021 |
| Bradley Willis | NRLX Operations Manager | 8/10/2020 |
| Fran Ryan | Saleyards Administrator | 30/7/2018 |
| Fran Ryan | Saleyards Administrator | 31/7/2018 |
| Fran Ryan | Saleyards Administrator | 4/9/2015 |
| Fran Ryan | Saleyards Administrator | 23/7/2014 |