



**Upper Hunter Shire Council
Sewage Treatment Systems**

POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

November 2022



CONTENTS

1	Pollution Incident Classification, Risk Assessment and Contributing Factors	3
2	Document A - Pollution Incident Decision Flow Chart.....	5
3	Document B – Pollution Incident Emergency Contact Details	6
3.1	Definition of Pollution Incident.....	6
3.2	Notification of Pollution Incident.....	6
4	Pollution Incident Reporting Form.....	20
5	PIRMP Testing & Update Register.....	21
6	Staff Training Register.....	22



1 Pollution Incident Classification, Risk Assessment and Contributing Factors

Table 1.1 – Pollution Incident Classification, Risk Assessment and Contributing Factors

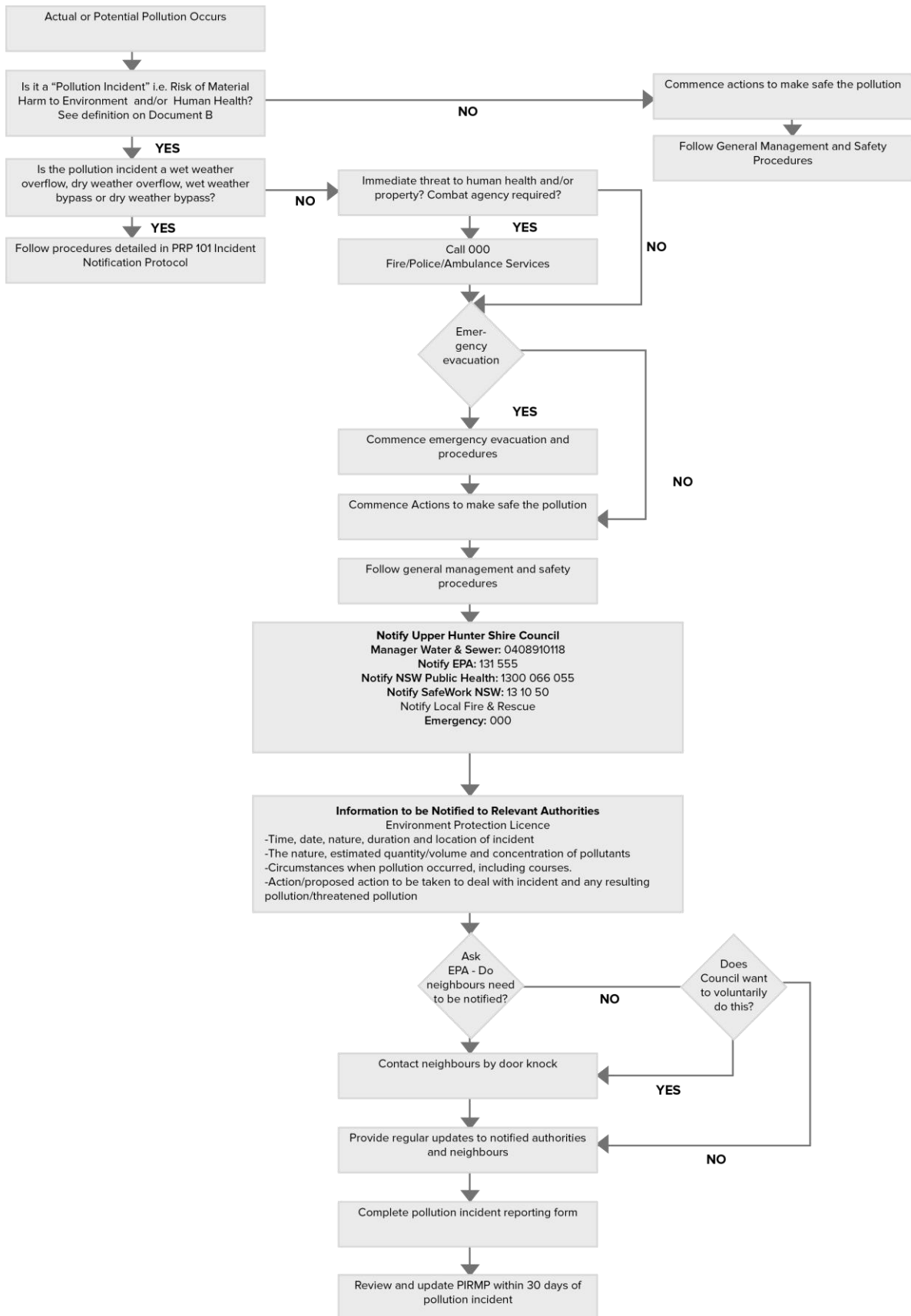
Description of Pollution Incident	Likelihood	Impact	Contributing Factors
Wet Weather Overflow from the reticulation system during wet weather.	refer to PRP 100 Sewer Overflow Investigations Report (Sections 5 & 7)	refer to PRP 100 Sewer Overflow Investigations Report (Section 6)	refer to PRP 100 Sewer Overflow Investigations Report (Section 5.1)
Dry Weather Overflow from the reticulation system during dry weather.	refer to PRP 100 Sewer Overflow Investigations Report (Sections 5 & 7)	refer to PRP 100 Sewer Overflow Investigations Report (Section 6)	refer to PRP 100 Sewer Overflow Investigations Report (Section 5.1)
Pond failure at the STP	Low	Low	Prolonged periods of heavy rain, lack of pond and site maintenance and/or a mechanical failure of plant and equipment.
Mechanical failure at the STP results in discharge of untreated sewage.	Low	High	Fire damage or poor maintenance of plant and equipment. Prolonged periods of heavy rain. Power failure, excess ragging.
Mechanical failure at the STP results in offensive odour from the premises.	Low	Low	Fire damage or poor maintenance of plant and equipment.
Inadequate chemical storage.	Low	Medium	Human error. Chemical fire accelerated by high winds, dry weather, prolonged periods of high temperatures and low humidity.
Acts of vandalism or target of terrorist activity at the STP.	Low	Medium	Increased risk during hours of closure



Discharge pipeline breakage.	Low	Low	Poor maintenance of plant and equipment. Flows exceeding pipe and pump capacity
Exceed Environment Protection Licence (EPL) discharge limits.	Low	Low	Prolonged periods of heavy rain and mechanical failure of plant and equipment
Significant adverse Environmental impact from irrigation in utilisation areas.	Low	Low	Human error. Lack of control and/or monitoring. Prolonged periods of heavy rain.
Sewer Pump Station Overflow	Low	Low	Prolonged periods of heavy rain, Pump failure
Sewer Rising Main/ Distribution Main Break	Low	Low	Lack of maintenance, Damage the pipes by third parties.



2 Document A - Pollution Incident Decision Flow Chart





3 Document B – Pollution Incident Emergency Contact Details

3.1 Definition of Pollution Incident

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 1997:

- “(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, 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.”

The EPL covers the retic system, pumping Stations as well as the Sewerage Treatment Systems.

3.2 Notification of Pollution Incident

Notification Speed of Response

The requirement for notification of a pollution incident has changed from ‘as soon as practicable’ to ‘Immediately’. In short, ‘immediately’ means ‘promptly without delay’, but it does not mean undertaking notification ahead of doing what is necessary to make safe.

Notification of Relevant Authorities

If the pollution incident is a wet weather overflow, dry weather overflow, wet weather bypass or dry weather bypass procedures need to be followed in Council’s PRP 101 Incident Notification Protocol, August 2012.

In all other pollution incident cases and where the pollution incident causes or threatens material harm to the environment or human health, all the following authorities must be notified by the Site Supervisor:

Notification of Relevant Authorities

1	Emergency Call Services	
	Emergency Hotline Number (24 hours)	000*
<p>* The Site Supervisor should call 000 if the incident presents an immediate threat to human health and/or property and a combat agency is required (i.e. NSW Fire and Rescue, NSW Ambulance Service, NSW Police Force) and then notify all other parties below including NSW Fire and Rescue via a local telephone number.</p>		



2. Upper Hunter Shire Council	UHSC General Number	02 6540 1100
	After hours Emergency Number	02 6540 1199
	UHSC Plumbing Supervisor	0438 659 758
	UHSC Engineer Water & Sewer Distribution	0458 455 651
	UHSC Engineer Water & Sewer Treatment	0418 919 148
	UHSC Manager Water & Sewer	0448 295 212
	3. The Environment Protection Authority (EPA)	Newcastle Regional Office
Emergency Hotline Number (24 hours)		131 555
4. NSW Ministry of Health (via Public Health Units)		Scott Memorial Hospital Scone
	Wilson Memorial Hospital Murrurundi	02 6546 9000
	Merriwa Hospital, Merriwa	02 6532 5000
	NSW Public Health	1300 066 055
	5. SafeWork NSW	Hotline Number
6. Fire and Rescue NSW		Scone
	Murrurundi	02 6546 6019
	Merriwa	02 6548 2005
	Aberdeen	02 6543 7488

If there is no immediate threat to human health and/or property i.e a combat agency is not required, then the Site Supervisor is still required to follow that outlined above except for dialling 000.



Information to be notified

Under section 150 of the POEO Act 1997, the information about a pollution incident that must be notified to relevant authorities is:

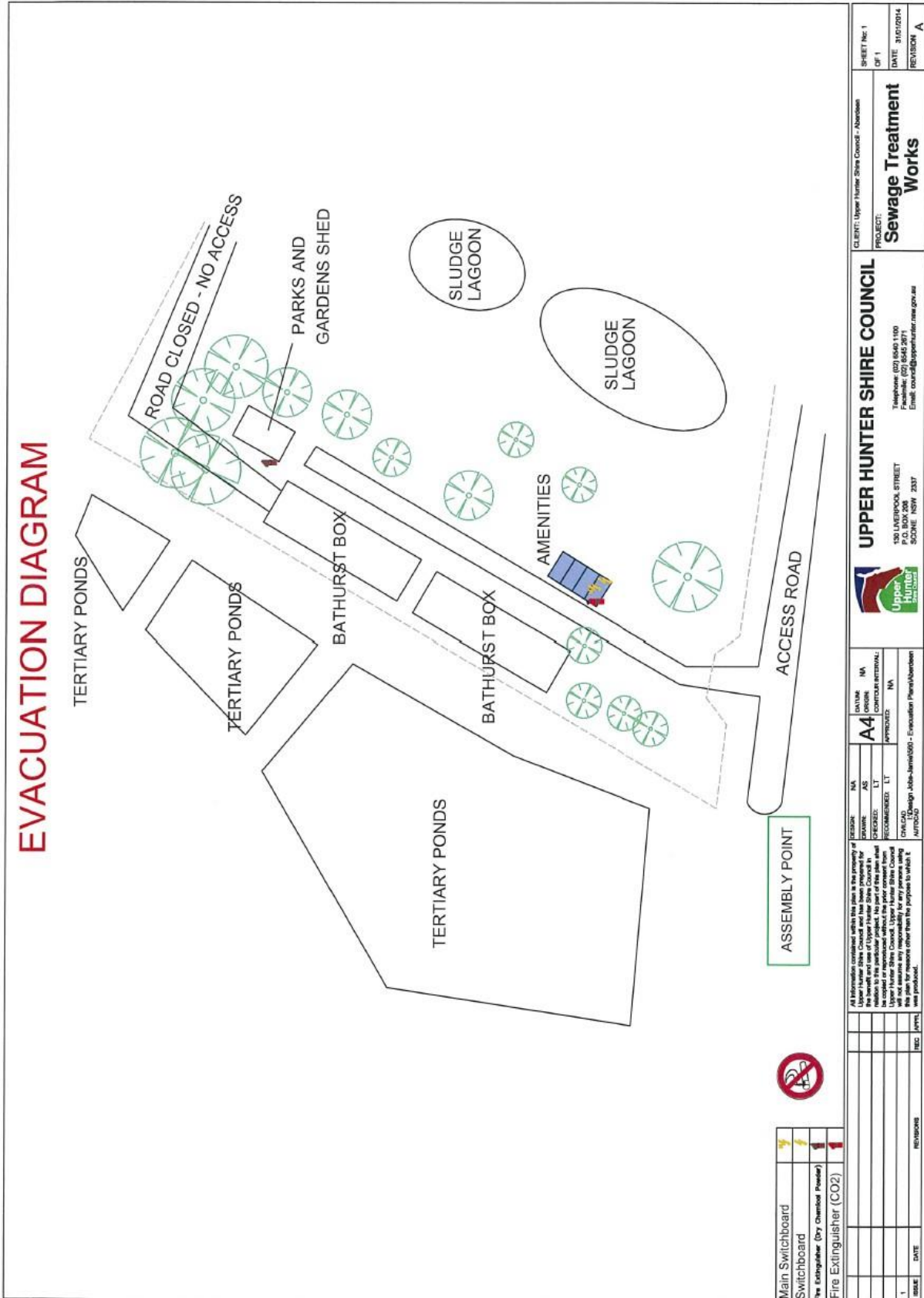
- The time, date, nature, duration and location of the incident;
- The location of the place where pollution is occurring or is likely to occur;
- The nature, the estimated quantity or volume and the concentration of any pollutants involved, if known;
- The circumstances in which incident occurred, including the cause of the incident, if known;
- The action taken or proposed to be taken to deal with the incident and any resulting pollution or threatened pollution, if known; and
- Other information prescribed by the regulations.

Notification is required by the Site Supervisor immediately after a pollution incident becomes known. Any information required that is not known at the time the incident is notified must be provided when it becomes known.

Evacuations Diagrams of all sites are provided on following pages:

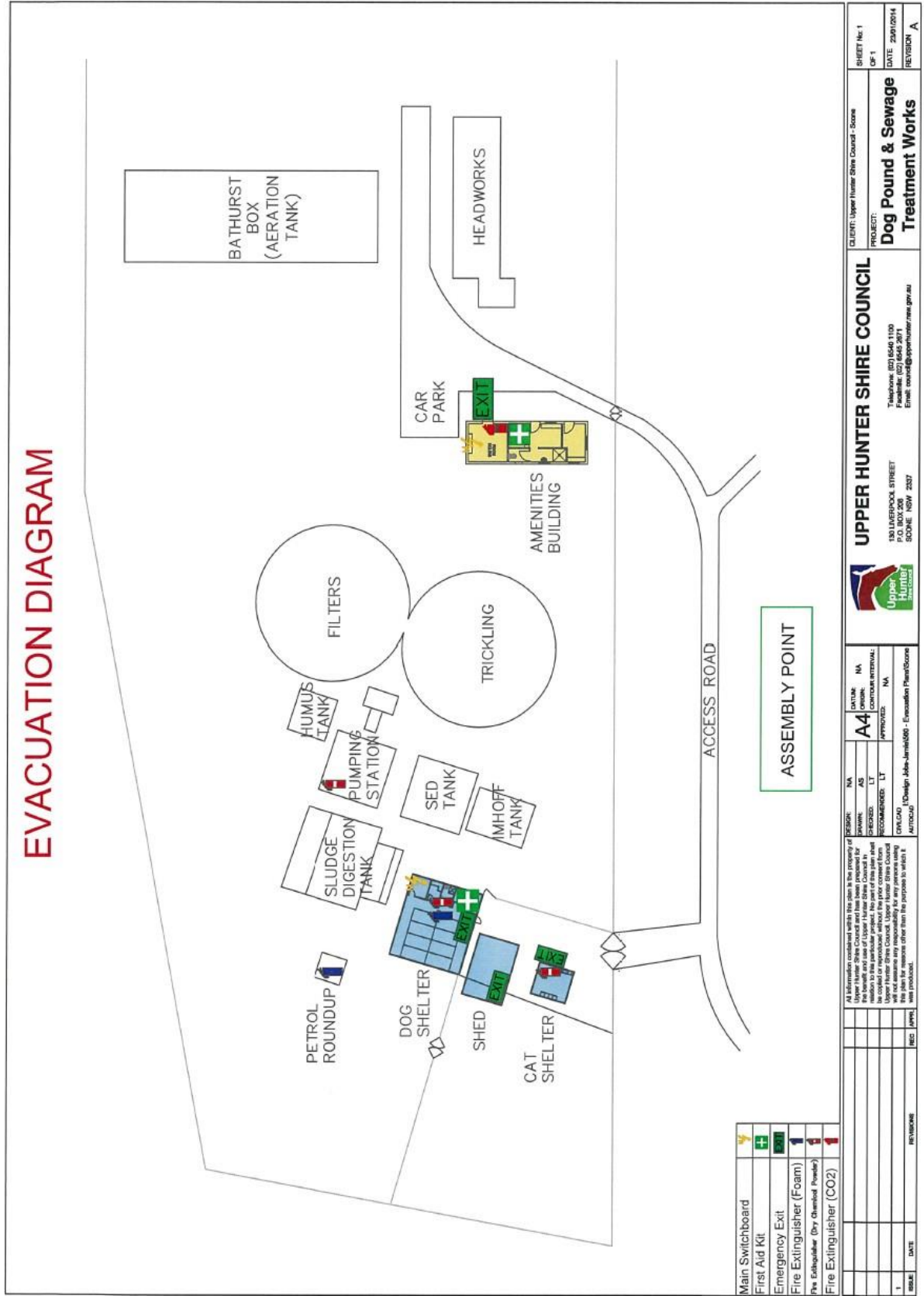


Aberdeen



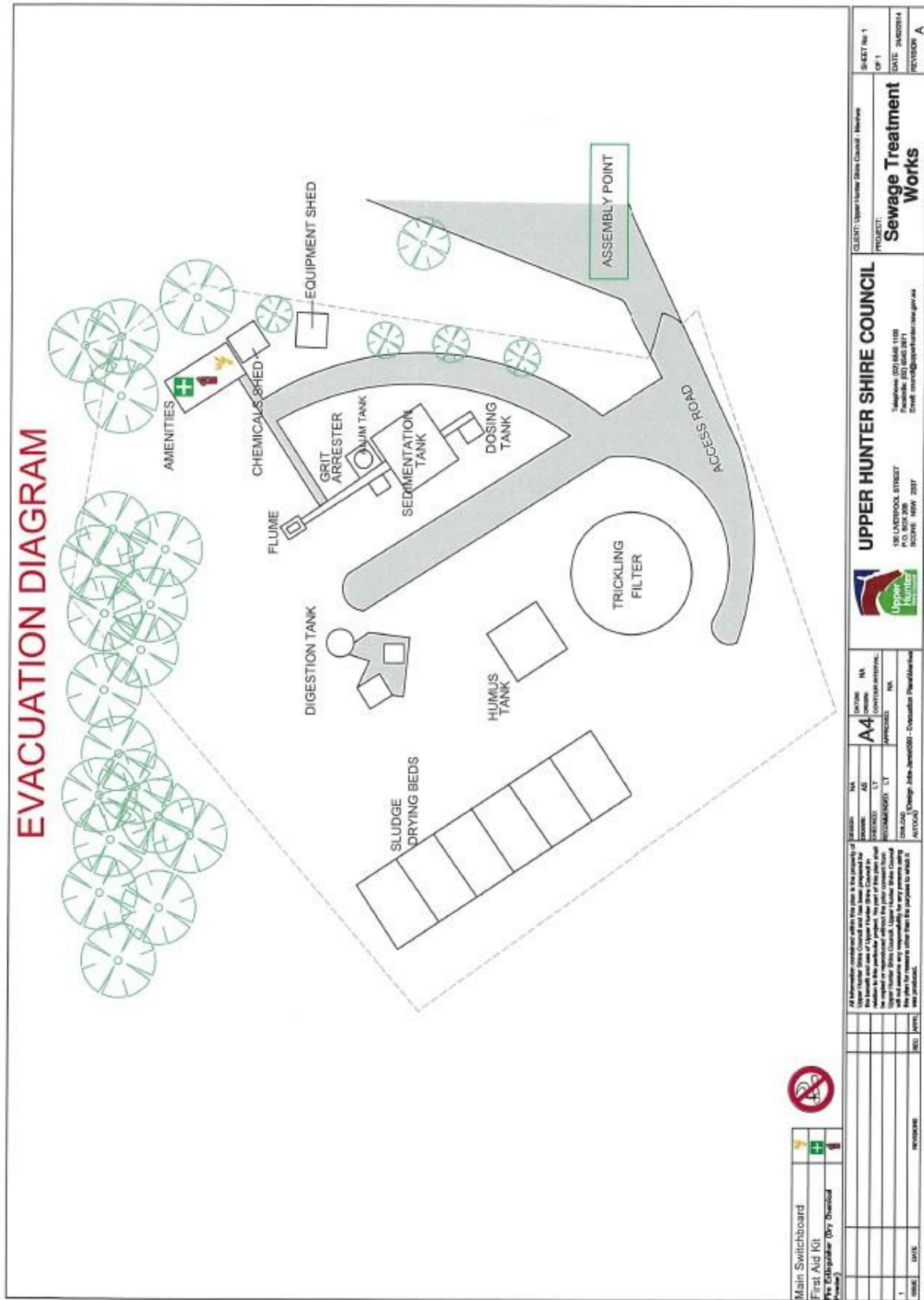


Score





Merriwa





EPA Powers of Direction and Notification of Neighbours

Where the pollution incident causes or threatens material harm to the environment or human health, the EPA is notified in accordance with page 6.

Once the EPA is notified, it is then for the EPA to determine whether commercial, industrial and residential neighbours of the site need to be contacted by Council and informed of the circumstances of the incident and what action is being taken in response to it. If deemed necessary, the EPA then has powers to formally direct Council to notify the neighbours of the site.

Irrespective of whether the EPA directs Council to notify neighbours and depending on the circumstances of the particular pollution incident, Council may at their own discretion voluntarily choose to notify neighbours.

Council would notify neighbours by making a telephone call to every neighbouring property of the STP as detailed in Table 2.1 below and as identified on enclosed Site Plan’s 1-4. A summary of the neighbour notification procedure is provided in Document A – Pollution Incident Decision Flow Chart.

Table 2.1 – List of Neighbours to be notified

Aberdeen

Contact Name	Property Address	Contact	Comments
Mr. Mick Day	Lot 51 DP 776564	0428 681 231	

Scone

Contact Name	Property Address	Contact	Comments
Rodrick Lodge Thoroughbreds	1-3 Moobi Road P O BOX 289 SCONE	6545 1859	
Mr. D & J MacIntyre	‘Invermein’ 211 Clifflands Road SCONE	6545 1494	
Ms. K Brooks	2471 NEH Scone PO Box 75 Scone	Camyr-Allen 341 Turanville Rd Scone	



Bill Rose Sports Complex	Upper Hunter Shire Council P O BOX 208 SCONE NSW 2337	6540 1100	
Scone Golf Club	Aberdeen Street SCONE NSW 2337	6545 1814	

Murrurundi

Contact Name	Property Address	Contact	Comments
Mr A K Allison-Woods	0 Brook Street MURRURUNDI		
Mr. M W Wilson	6372 new England Hwy MURRURUNDI		
Ms. S D Bush	6370 new England Hwy MURRURUNDI		
Mr. Nasser Abdulla Hussain Lootah	0 Stock Route Road Murrurundi		

Merriwa

Contact Name	Property Address	Contact	Comments
Ms. D M Collier	1 Hall Road MERRIWA		
Mr. M J Fortunaso	29 Glebe Street MERRIWA		



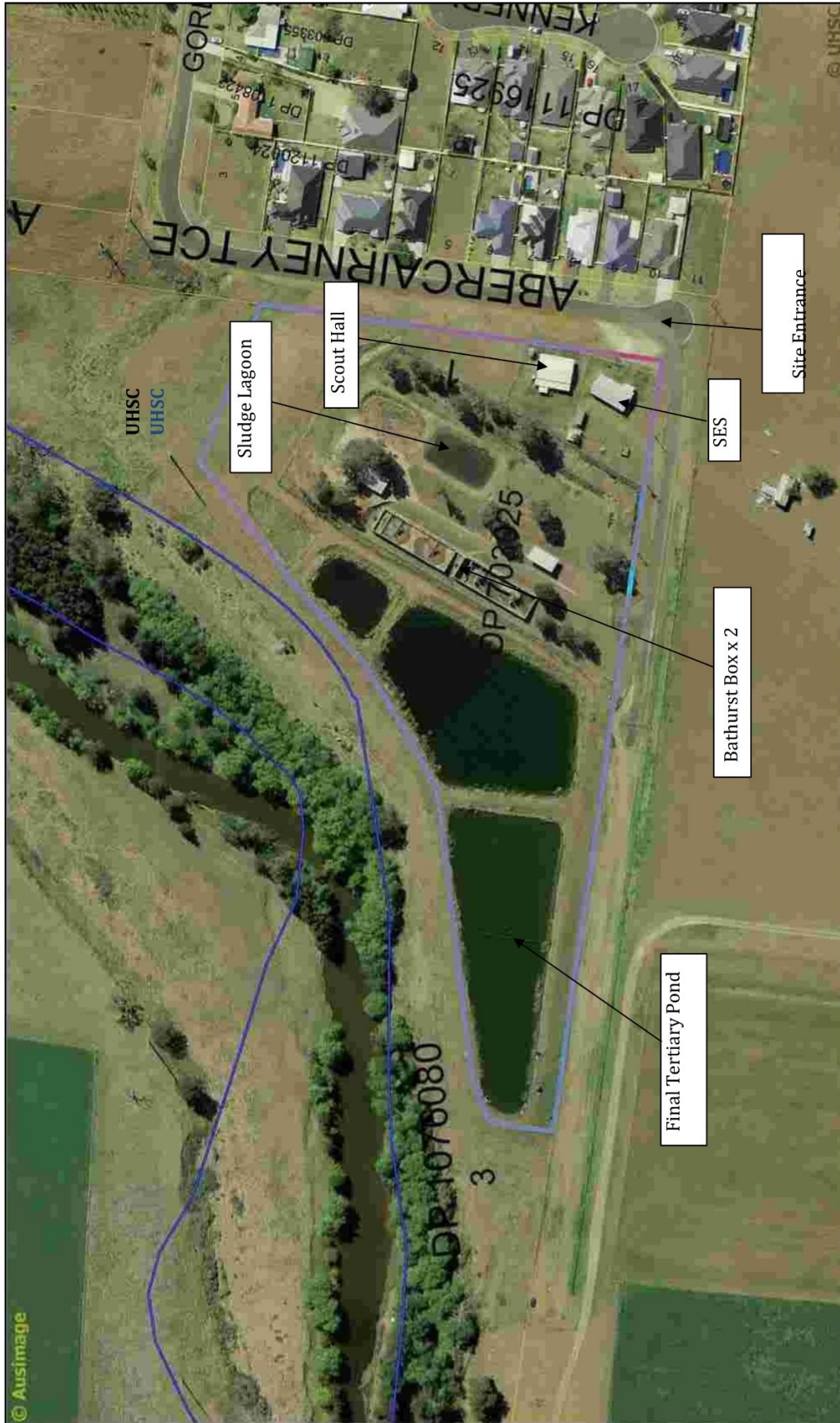
Sewerage Treatment System Council Contact Details

The following Council officers are directly responsible for the overall management of the Upper Hunter Shire Council sewage treatment system and, if considered necessary, can be contacted by relevant authorities in the event of a pollution incident:

Aberdeen and Scone	David Jones	0418 226 040
	Aberdeen & Scone after hours call out	6540 1199
Merriwa	Simon Walmsley	0417 445 918
Murrurundi	James Davis	0429 984 976

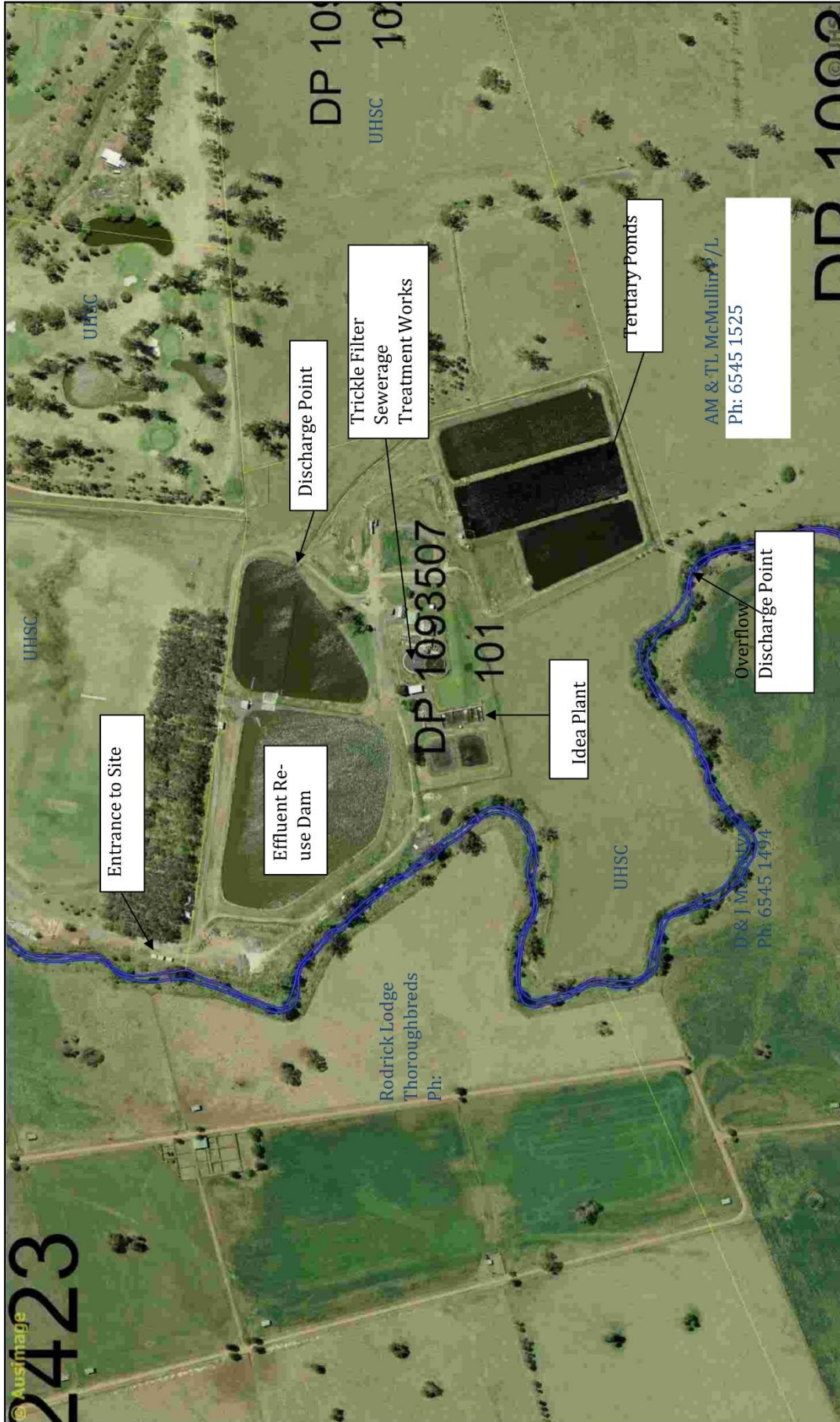


Aberdeen Site Plan



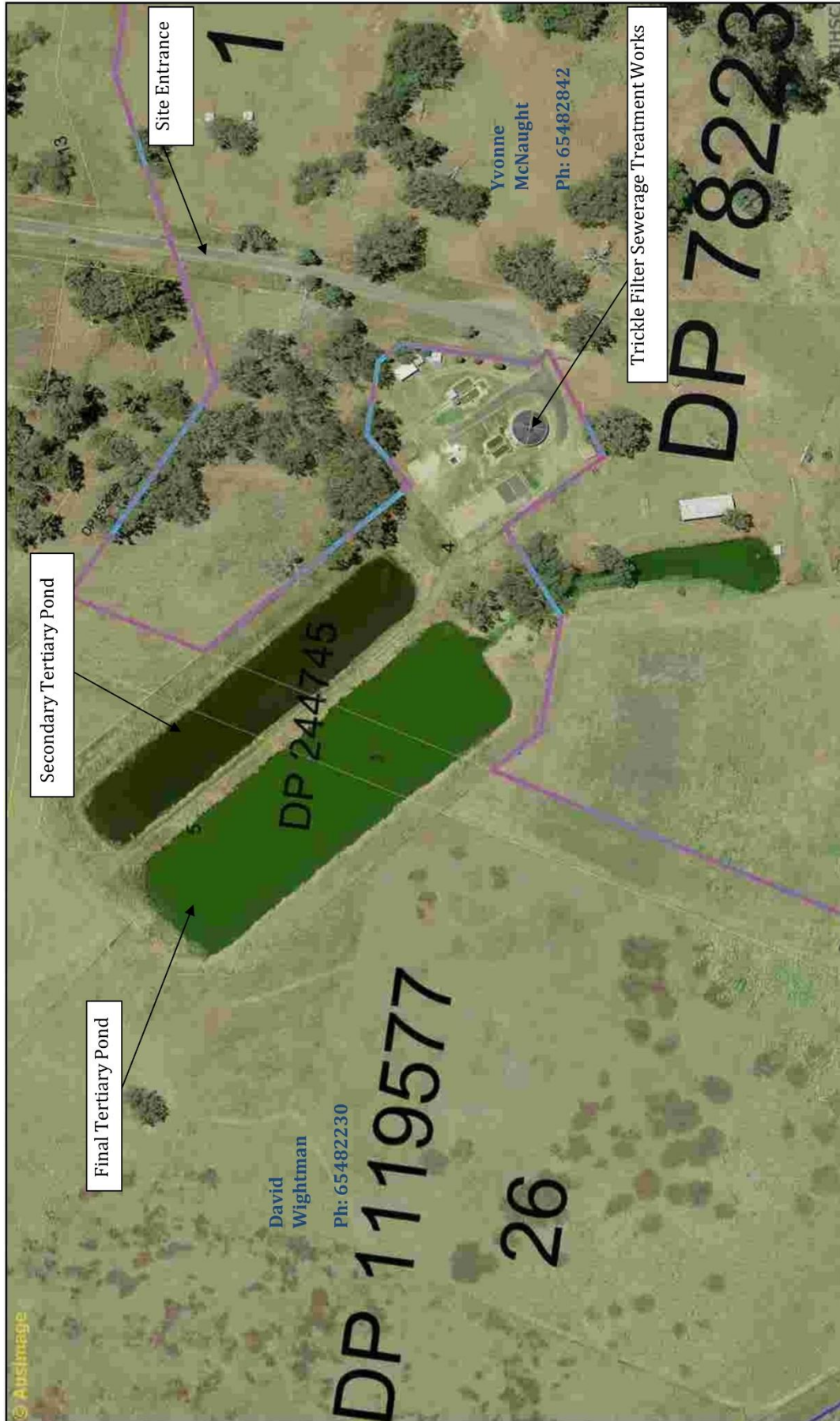


Scone Site Plan



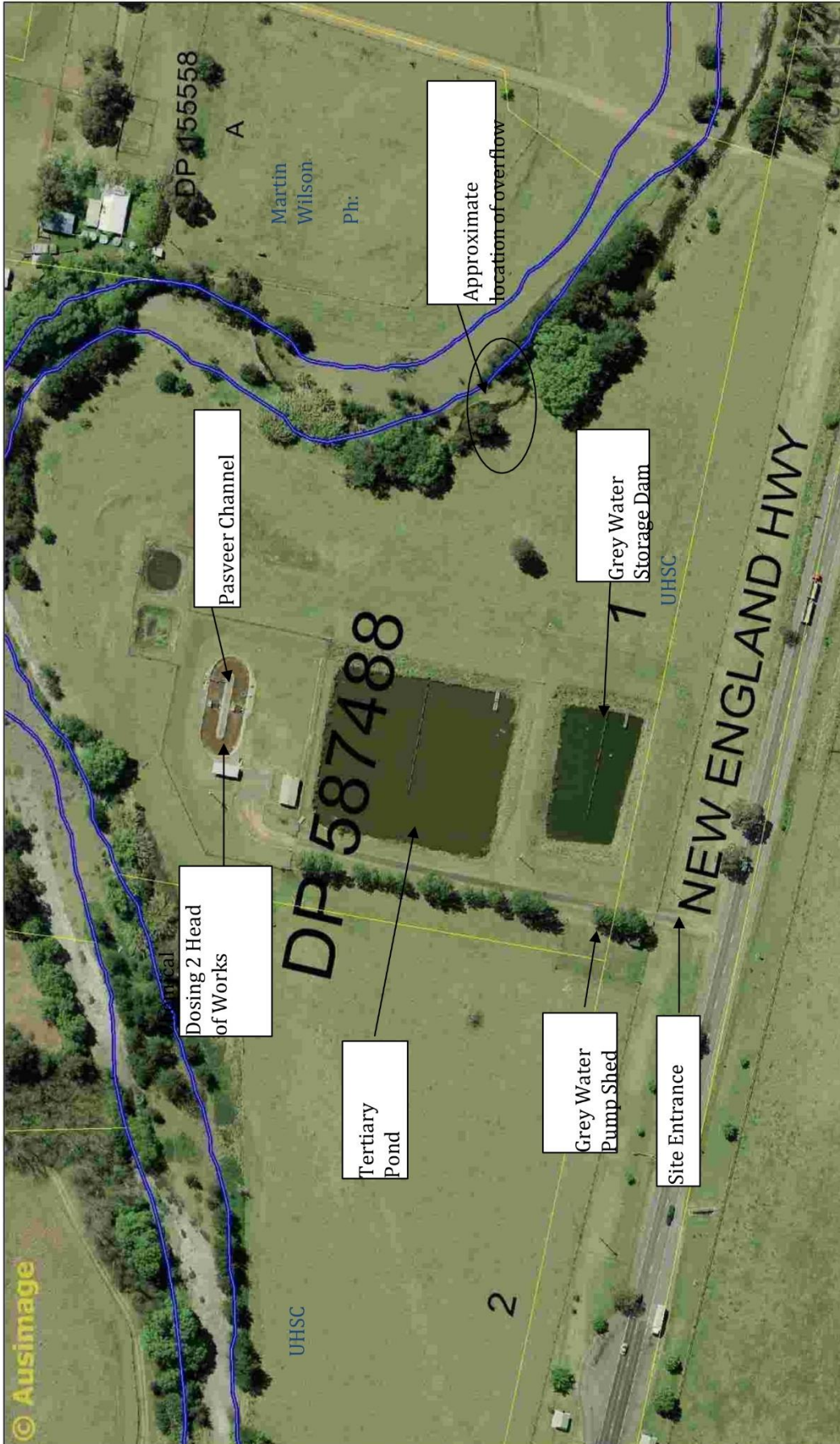


Merriwa Site Plan





Murrurundi Site Plan





4 Pollution Incident Reporting Form

See next two pages.



5 PIRMP Testing & Update Register

Date	Routine Testing	Routine Update	Post Incident Updates	7 New Copies Distributed
24th June 2015	✓	-	-	Yes
Participants:	David Jones (STP Operator) Nilakshi Fernando (Engineer Water & Sewer Treatment)			
12 September 2016	✓			
13 October 2017	✓			
7 June 2018		✓		Yes
22 May 2019	✓			
20 May 2020	✓			
17 May 2021	✓			
13 May 2022	✓			
10 November 2022		✓		Yes
4 May 2023	✓			



6 Staff Training Register

Date	Staff Member	Brief Description of Training Task