



# **Pollution Incident Response Management Plan**

**Environmental Protection Licence 4708**

**Application of Herbicides for Aquatic/Terrestrial Weed  
Treatment across all waterways and water bodies within  
the Cessnock Local Government Area**



## 1. Purpose & Scope

This Pollution Incident Management Response Plan (PIRMP) has been developed to describe Cessnock City Council's (CCC) response to pollution (or potential) incidents and to meet the requirements of the *Protection of the Environment Operations Act, 1997* (POEO Act) and the *Protection of the Environment Legislation Amendment Act (2011)* (POELA Act).

Under the *Biosecurity Act 2015* (the Act), CCC is responsible for the control of biosecurity weeds matter on land owned or occupied by CCC and on certain roads and watercourses, rivers or inland waters as provided by the Act.

One of the primary techniques utilized by CCC to control weeds is the application of herbicides. Although in most cases, the negative impacts of herbicides can be prevented by exercising due care and carrying out the control programs in an environmentally responsible manner, in some circumstances Council is required to apply herbicides directly to aquatic weeds which has the potential to result in pollution of waters and impact on non-target species.

CCC's application of herbicides can include multiple locations across the local government area (LGA) and the catchment boundaries map has been included as Appendix 1.

## 2. Description and Likelihood of Hazards

Pollution (Chemical spill) - could be caused by a tank rupture, hose/hose fitting/equipment failure, vehicular accident or over application of herbicide. Tank rupture or hose/hose fitting/equipment failure is minimized by regular inspection, maintenance and testing of equipment.

Personal contamination/poisoning will be minimal if operators are correctly trained and label directions and Work Method Statements are adhered to.

Animal contamination/poisoning will be minimal if operators are correctly trained and label directions and Work Method Statements are adhered to.

Off target damage (missing the targeted weed) can be minimized by only applying herbicides under suitable conditions, adherence to label directions, particularly with holding periods and using appropriate application techniques.

### Potential Hazard and Risk Table

Hazard	Risk
Pollution (Chemical spill)	Minor (6)
Personal contamination/poisoning	Medium (4)
Animal contamination/poisoning	Minor (6)
Off target damage	Medium (4)

Full risk matrix has been included as Appendix 2.

### 3. Pre-emptive actions to be taken

Vehicles used for carrying out activities associated with the licence carry spill containment kits and sufficient tools and equipment to repair hose failures and the like. All staff who mix or apply herbicides or calibrate equipment used to apply herbicides must hold a current Australian Qualifications Framework Level 3 (AQF 3) or above.

### 4. Inventory of Pollutants

Pollutant	Location	Volume	Documentation
Herbicides and adjuvants	Locker on spray vehicle	<50 litres	Safety Data Sheets and Work Method Statements carried in vehicle and in the corporate Integrated Management System
Mixed herbicide	Spray tank	<800 litres	Safety Data Sheets and Work Method Statements carried in vehicle and in the corporate Integrated Management System
Petrol	Locker on spray vehicle and in pump motor fuel tank.	<10 litres	Work Method Statements carried in vehicle and in the corporate Integrated Management System
Diesel	Fuel tanks on spray vehicle	<120 litres	Work Method Statements carried in vehicle and in the corporate Integrated Management System

### 5. Safety Equipment

Safety Equipment	Location
Personal Protective Equipment	With staff and in spray vehicles
Work Method Statements for plant and operation activities	Carried in spray vehicles and in corporate Integrated Management System
Fire extinguisher	On spray vehicle
Spill kit	On spray vehicle

### 6. Contact details

CCC personnel contact details		
Title	Name	Contact details
Weeds Coordinator	Barry Shepherd	0401 107 513
Weeds Officer	Maria Edmonds	0401 107 540
Environment & Waste Manager	Michael Alexander	0401 107 458
Cessnock City Council	Customer Service Centre	02 4993 4100
After Hours Emergencies	Varies	02 4993 4100

External organization contact details		
Organization	Information	Contact details
Emergency Services	Police Fire Ambulance	000
EPA	Environmentline	13 15 55
NSWHealth	Public Health Unit (diverts to John Hunter Hospital - ask for Public health officer)	02 4924 6477
Work Cover		13 10 50
Fire and Rescue NSW	<i>Note: If the situation warranted calling 000 as a first point of notification, you do not need to ring Fire and Rescue NSW</i>	1300 729 579

## 7. Communicating with neighbours and the local community

Following a pollution incident, the occupiers and/or owners of neighbouring premises and/or properties downstream will be contacted via one, or a combination of the measures listed below:-

- Direct liaison property owners and/or occupiers - where no one is home, CCC contact details will be left and the matter followed up via telephone or email as soon as possible
- Erection of warning signage
- Phoning, emailing and/or hard copy notifications to property owners and/or occupiers
- Issuing of media releases
- Posting of notices on CCC website and use of CCC social media accounts such as Facebook and Twitter

## 8. Minimizing harm to persons on the premises

Members of the general public are not normally in the vicinity of treatment works. CCC Work Method Statements for treatment of weeds (eg Weed Treatment Aquatic, Weed Treatment Terrestrial...) are carried in the spray vehicles at all times; are referred prior to works commencing and cover off on minimizing harm to persons on the premises.

## 9. Maps

Refer Appendix 1.

## **10. Actions to be taken in the event of an incident**

In the event of a pollution incident:

Step 1: Emergency Response: Ensure personnel are safe.

Step 2: Emergency Response: Contain the incident where possible. Undertake a risk assessment of the site to determine if there is a risk to people, property and/or the environment and implement immediate corrective actions to prevent further harm in accordance with the relevant Safety Data Sheet. Depending on the incident these could include:

- Isolation of valves
- Turning pump off
- Use of spill kits

Step 3: Notify the appropriate Coordinator responsible for the works.

Step 4: Coordinator to immediately implement this plan inclusive of notification to external organizations.

Step 5: All incidents and near misses involving CCC staff must be reported to the corporate Safety System using the Incident Report Form.

## **11. Training, Testing and Review of the Plan**

Training will occur twice a year and/or in conjunction with reviews of the Work Method Statements which form part of Council's corporate Integrated Management System.

Testing will be carried annually or:-

- Within one month of any pollution incident (or near miss) occurring,
- When legislative requirements are changed, or
- When there is a change in work processes.

The scenarios tested will be obtained from the hazards identified in this plan and those with the highest risks will be tested as a priority. Methods will include undertaking desktop simulations and practical examples in the field.

Review of the Plan will occur:-

- Within one month of any pollution incident (or near miss) occurring,
- When legislative requirements are changed, or
- When there is a change in work processes.

Training, Testing and Review of the Plan will be recorded in the relevant table in Appendix 3.










## **Appendix 1: Notice of Intention to Treat Infestations of Aquatic Weeds**

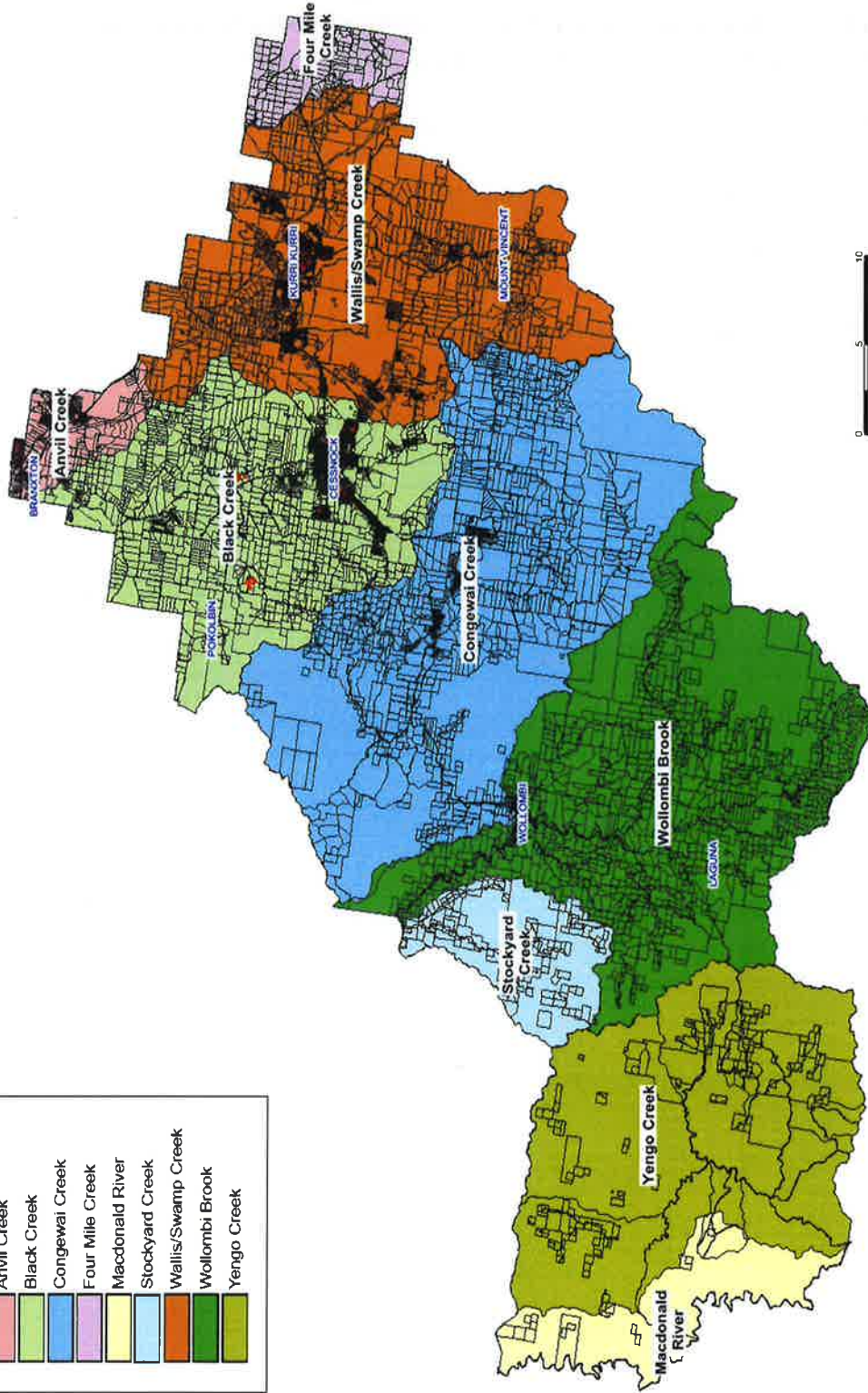
Council advises that it intends to treat infestations of aquatic weeds on or in waterways and water bodies in the following catchments and sub catchments:

- Black and Anvil Creeks catchment and sub catchment areas
- Wollombi Brook and Congewai Creek catchment and sub catchment areas
- Wallis and Swamp Creek catchment and sub catchment areas
- Stockyard Creek catchment and sub catchment areas
- Four Mile Creek Catchment and sub catchment areas
- McDonald River Catchment and sub catchment areas
- Yengo Creek Catchment and sub catchment areas

# CATCHMENT BOUNDARIES

**Map Legend :**

-  Anvil Creek
-  Black Creek
-  Congewai Creek
-  Four Mile Creek
-  Macdonald River
-  Stockyard Creek
-  Wallis/Swamp Creek
-  Wollombi Brook
-  Yengo Creek



**Date Produced :**  
10/06/2014

**Designed By :**  
Cessnock City Council

**Scale :**  
1 : 340,000

**Reference :**  
CatchmentMap\_A4  
MEdmonds\_100614

**Coordinate System :**  
Map Grid of Australia (MGA)

49m East  
10m South  
Zone 56

**Contact :**  
PO Box 152  
69-72 Vincent St  
CESSNOCK 2225  
Ph. +61 (02) 4993 4100  
Fax +61 (02) 4993 4200

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## Appendix 2: Risk Matrix:

WHEN COMPLETING RISK ASSESSMENT USE RISK SCORE MATRIX AND FOLLOW THE PROCESS BELOW FOR THE FOLLOWING SCORES	
IF 1 OR 2 (MAJOR)	DO NOT COMMENCE JOB. SEE COORDINATOR/SECTION MANAGER. FORMAL RISK ASSESSMENT AND SAFE WORK METHOD STATEMENT TO BE COMPLETED BEFORE JOB COMMENCES
IF 3 OR 4 (MEDIUM)	USE DEVELOPED SAFE WORK METHOD STATEMENT OR STANDARD OPERATING PROCEDURE
IF 5 OR 6 (MINOR)	JOB CAN PROCEED WITHOUT WORK PROCEDURE

		LIKELIHOOD			
		VERY LIKELY Could happen anytime	LIKELY Could happen sometime	UNLIKELY Could happen, but very rarely	VERY UNLIKELY Could happen but probably never will
CONSEQUENCE	How severely could it hurt someone OR damage the environment?				
	CATASTROPHIC OHS – death, permanent disability, disease Environmental – extreme community dissatisfaction, extreme pollution, toxic release, requires outside assistance	1	1	2	3
	MAJOR OHS – extreme injury, long term illness Environmental – high level of community discontent, severe pollution extending beyond site	1	2	3	4
	MODERATE OHS – medical attention, several days off work Environmental – frequent community complaints, significant pollution on site, contained with assistance	2	3	4	5
	MINOR OHS – First Aid Environmental – occasional community complaints, low level pollution and controlled on site	3	4	5	6

HIERARCHY OF CONTROLS
1. ELIMINATION OF HAZARD
2. SUBSTITUTION – eg. of the equipment or substance
3. ISOLATION – eg. distance or enclosure
4. ENGINEERING CONTROLS – eg. guarding
5. ADMINISTRATIVE CONTROLS eg. supervision, training, job rotation
6. PERSONNEL PROTECTIVE EQUIPMENT

### Appendix 3: Test, Training and Review:


#### PIRMP TEST RECORD

Date	Method	Staff Member	Position	Signature
13/08/2018	Scenario	Maria Edmonds	Weeds Officer	<i>M Edmonds</i>
13/08/2018	Scenario	Barry Shepherd	Weeds Coordinator	<i>B Shepherd</i>
24/01/2019	Scenario	Maria Edmonds	Weeds Officer	<i>M Edmonds</i>
24/01/2019	Scenario	Barry Shepherd	Weeds Coordinator	<i>B Shepherd</i>
12/11/2019	Scenario	Barry Shepherd	Weeds Coordinator	<i>B Shepherd</i>
12/11/2019	Scenario	Maria Edmonds	Weeds Officer	<i>M Edmonds</i>

#### PIRMP TRAINING RECORD

Date	Staff Member	Position	Signature

**PIRMP REVIEW RECORD**

Date	Reviewed by	Position	Signature	Approved by	Position	Signature
08/05/2019	Barry Shepherd	Weeds Coordinator		Michael Alexander	Manager Environment & Waste	