



## **POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN – LICENCE 576 GLEN INNES SEWAGE SYSTEM**



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## Introduction

This plan is created in response to the requirements of the Protection of the Environment Legislation Amendment Act 2011. This plan must be prominently displayed adjacent to the SCADA computer in the Glen Innes Sewer Treatment facility, with laminated copies kept in all sewer maintenance and jetting vehicles, and next to the Jetting Truck storage position. All integrated water services staff must familiarise themselves with the content of this plan and refer to it in the event of any overflow incident.

The first IWS staff member observing or being made aware of a pollution incident must notify **all** relevant authorities about the incident, not just the appropriate regulatory authority (ARA) under the POEO Act. For sewage overflow incidents these include the Environment Protection Authority and the Ministry of Health. **All** staff becoming aware of an incident must ensure that the required notifications have been made.



*Fig. 1 Sewer overflow to the environment - 2010*

### **Description and likelihood of hazards [clause 98C (1)(a) and (b)]**

- Sewage overflow to a waterway – reticulation system.

Likelihood – Experience has shown that this incident is likely to occur up to 3 times per year, particularly in wet years.

Mitigation: A sewer relining program is in place to renew mains within high risk locations including near schools and waterways.

- Sewage overflow to a waterway – overflow of storm bypass dam to Furracabad Creek.

Likelihood – Experience has shown that this incident is now unlikely to occur even in wet years due to upgrades to sewer mains and power failure bypass mechanisms at the sewage treatment plant.

Mitigation: A sewer relining program is in place to renew mains to reduce stormwater infiltration into the system. The bypass dam is maintained as low as possible, with return pumping to commence as soon as the plant is able to accommodate increased inflow after a bypass event.

- Alum spill:

Likelihood: Highly unlikely.

Mitigation: Liquid Alum storage area is bunded to contain any spillage.

- Pollution of sewer system by third party/accident e.g. petrol ingress into sewer from failure of service station trade waste devices.

Likelihood: Unlikely

Mitigation: A Liquid Trade Waste policy is in place that requires physical systems to be installed at premises to prevent the ingress of pollutants into the sewer system.

### **Inventory of pollutants [clause 98C(1)(d) and (e)]**

Liquid Alum (up to 20,000 litres)  
Sewage effluent (up to 20 Megalitres per day)

### **Safety equipment [clause 98C(1)(f)]**

Alum storage area: A safety eyewash area is provided adjacent to the Alum storage area. The relevant MSDS is located in the safety information bay and details the precautions that must be taken when using this product or performing maintenance on associated equipment.

Sewage Effluent: Risks exist to both operators and the general public. Operators must adhere to normal hygiene procedures as when working at any time in the vicinity of sewage.

The public must be excluded from any affected area by high visibility bunting. The area is to be raked clean of debris, and chemically sterilised or covered with topsoil. Effluent should be contained where possible and transferred either by pump or vehicle to the sewer system.

**Contact details [clause 98C(1)(g) and (h)]**

Glen Innes Severn Council Integrated Water Services on call operator	0418162794
Glen Innes Severn Council Director Infrastructure Services	0408144251
NSW EPA	131555
NSW Public Health Unit	02 6764 8000
NSW Fire and Rescue	000
Worksafe NSW	13 10 50

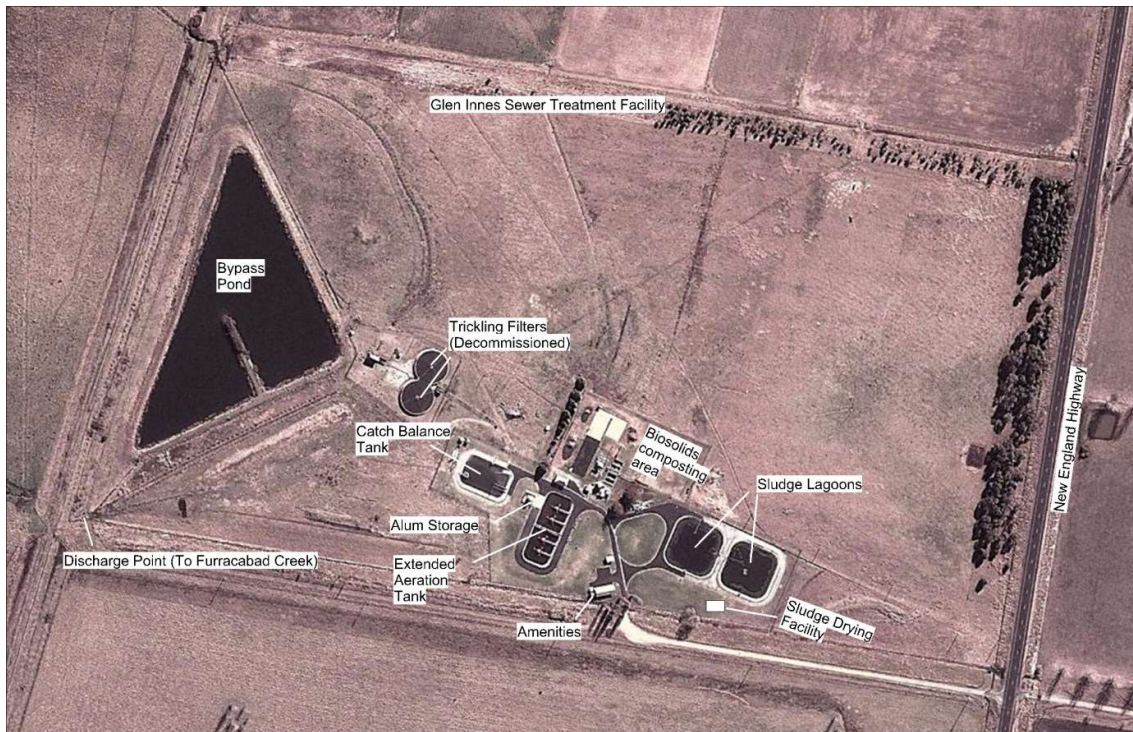
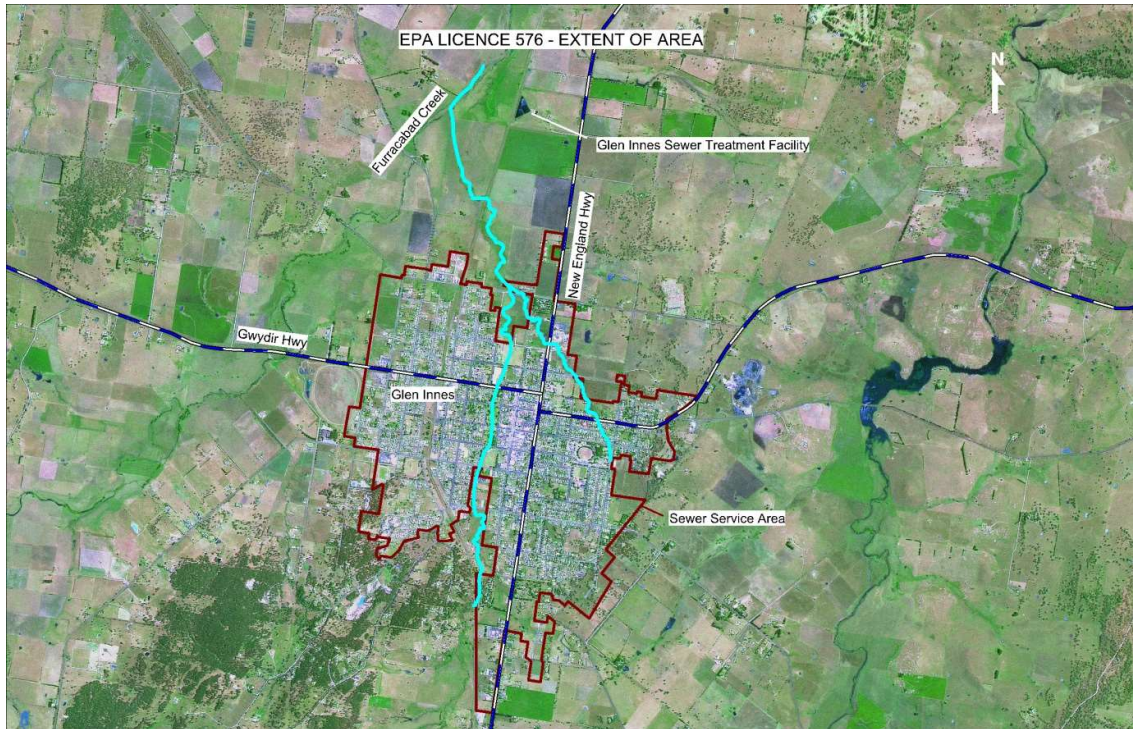
**Communicating with neighbours and the local community [clause 98C(1)(i)]**

In the case of an overflow of sewage to the environment downstream landholders and users should be considered. If an operator suspects that this is relevant then the Director Infrastructure Services is to be advised immediately. If that person is not contactable the information is to be passed to the Director Development and Sustainability Services, or the General Manager in turn.

**Minimising harm to persons on the premises [clause 98C(1)(j)]**

Staff are to maintain the normal risk assessment approach to work health and safety when dealing with any environmental incident covered by this plan. All site specific hazards are to be identified after notification to authorities and prior to commencing any other activity. The risk posed to staff health and safety for each hazard is to be assessed, and mitigated as appropriate. Particular reference is to be made to the relevant MSDS for any chemical involved (note the location of the MSDS register in the safety bay at the Sewer Treatment Plant).

Maps [clause 98C(1)(k)]



**Actions to be taken during or immediately after a pollution incident [clause 98C(1)(l)]**

*See relevant protocol -the attached protocols have been prepared to direct staff when managing pollution incidents. The following of these protocols is MANDATORY.*

**Staff training [clause 98C(1)(m)]**

Integrated Water Services Staff are to be familiarised with the content of this plan during the individual staff induction process for new staff. It is also to be discussed at team meeting level initially, and after each annual review of the plan. The responsibility for ensuring staff are aware of the plan and competent in following the procedures contained in it lies with the Coordinator Integrated Water Services. After each incident where the plan is invoked a report is to be reviewed by the Coordinator Integrated Water Services identifying any gaps in implementation or procedure. These are to be communicated to staff via the next team meeting.

**Testing plans [clauses 98C(1)(n),(o) and (p), 98C(2)(f) and (g), 98E(1) and 98E(2)]**

Integrated Water Services Staff will conduct a desktop drill initially and after each annual review of the plan under the immediate supervision of the Coordinator Integrated Water Services.



## PROTOCOL 1 SEWAGE TREATMENT BYPASS

Version 3

compiled by Keith Appleby DIS 13/12/2020

- Upon observation of a **discharge to Furracabad Creek**, notification to authorities must occur **immediately**.
- Contact **EPA** on **131555** then contact **Public Health Unit** on **02 6764 8000** with the following information:
- State that the incident refers to EPA licence number **576**. The address of the Glen Innes Sewer Treatment Facility is **299 New England Highway Glen Innes**.
- Describe the location and nature of the incident. Answer any queries posed by the relevant authority.
- Once notification is complete take any action necessary to minimise the risk to the environment. Advise relevant Council personnel and update the Director Infrastructure Services as a priority.
- Using an Incident Sampling Kit (located at STP lab) arrange for collection of two sets of water samples, one from the discharge at point 5 (storm bypass dam overflow), and one from upstream (at the Furracabad bridge over the Emmaville Road). Each point requires a 1000ml glass sample jar and a 1000ml plastic sample bottle. The plastic sample bottle must be filled completely (to exclude air) and stored in a cool dark environment (esky with ice bricks or fridge). Refer to current instructions in the incident kit.

In the event of a treatment plant bypass, the bypass dam should be pumped back through the works as soon as possible to prevent recurrence if further wet weather follows.





## PROTOCOL 2 RETICULATION SYSTEM OVERFLOW

Version 3

compiled by Keith Appleby DIS 13/12/2020

- **Note time that sewer overflow information is received from public**
- **Proceed to site as a matter of high priority**
- **Conduct Site Specific WHS Risk Assessment**
- **Conduct Site Specific Environmental Risk Assessment/Response by answering the following questions.**

### **Q1. Is the overflow discharging into a waterway, school, hospital or other critical location?**

Yes: Report incident to EPA pollution reporting line on 131555. EPA license number is 576.

Report incident to NSW Public Health Unit on 02 6764 8000.

Advise DIS of progress as soon as available. Proceed to Q2.

No: Proceed to clear blockage and clean up in normal fashion.

### **Q2. Does the incident involve flammable pollutants or require Hazmat cleanup?**

Yes: Report to NSW Fire and Rescue dial 000 if this has not already occurred during WHS assessment.

### **Q3. What is your estimate of how long this discharge has been happening? What is the flow rate of the discharge in litres per second. (An easy way to do this is to think about how quickly the flow would fill a normal 7 litre bucket).**

Record the following information:

Date the discharge commenced \_\_\_\_\_ known/estimate (delete one)

Estimated time the discharge commenced \_\_\_\_\_ am/pm

Estimated flow rate \_\_\_\_\_ l/s

Note: Allocate other staff to collect effluent samples using an effluent overflow kit from the sewer treatment plant lab.

**Q4. Is the blockage able to be cleared quickly?**

Yes: Proceed to clear blockage and clean up in normal fashion.

No: Devote extra resources to contain the flow in a pond structure and pump to a truck or clear downstream manhole.

Note: This is a judgement call depending on the time that extra resources will take to be called in to action.

- Once blockage is cleared note time and report to EPA.
- Secure site from public access until site is cleaned and disinfected.

Document the following:

- What caused this overflow?
- What could be done to prevent this happening again at this location?

Ensure copies of all documentation related to the incident are recorded in Council's electronic records management system and provided to the DIS for review.

Complete written reports as required by NSW EPA after the incident.

Capture information for inclusion in the annual EPA licence return (copies of all information to be stored in J:\Integrated Water Services and Sustainability\Sewerage\Overflow Notifications)