



## **K C Marine Pty Ltd**

1771 Perricoota Road, Moama NSW 2731

Local Government Area of Murray

Catchment of Murray River

Environment Protection Licence Number 20187

# **Pollution Incident Response Management Plan**

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## Document Control

Revision Number	Date	Author	Comments
1	24 April 2014	Michelle Garrett	Created
2	27/January 2015	Michelle Garrett	Review/Tested
3			
4			

## Introduction and Overview

K C Marine Pty own and operate a boat construction and maintenance facility at Lots 20 and 21 DP 1185216, at 1771 Perricoota Road, Moama.

K C Marine Pty Ltd holds an Environment Protection Licence (5014) issued by the Environment Protection Authority. Holders of Environment Protection Licences are required by *Protection of the Environment Legislation Amendment Act 2011 (Part 5.7A: Duty to prepare and implement pollution incident response management plans)* to prepare and implement a Pollution Incident Response Management Plan (PIRMP).

A pollution incident is required to be notified if there is a risk of 'material harm to the environment'. Pollution incidents are required to be reported immediately; immediately meaning promptly and without delay. K C Marine Pty Ltd must implement the PIRMP.

This PIRMP has been prepared by K C Marine Pty Ltd and has been developed to describe our response to a potential pollution incident and to meet the requirements of the relevant requirement of the *Protection of the Environment Operations Act 1997*. The plan covers the description of potential hazards, actions to be taken to prevent additional environmental harm and details the communication required in the event of an incident. The plan is based on risk-based assessment approach.

Under the legislation referred to above, the EPL also requires a PIRMP to clearly document pollution risks, communication procedures to authorities and community regarding pollution incidents, and testing and training for pollution response. If there is a pollution incident involving material harm or threatened material harm to human health or the environment, the PIRMP will be implemented.

The PIRMP the following sections as required by the regulation:

- 1. Background** –describes main features of the regulation
- 2. Hazard, likelihood and pre-emptive actions to prevent pollution incident risks** – describes type of pollution incidents that may be possible and lists procedures that are already in place to minimise and manage pollution. Ranking of risks is included in appendices
- 3. Maps** – map of project to show location of potentially affected neighbours and environmentally sensitive areas
- 4. Emergency incident response procedures** – what to do in case of material harm
- 5. Early warnings and communication to neighbours** –when to contact neighbours in case of pollution incidents
- 6. Training** –information to be passed on to staff and contractors
- 7. Updating of plan** –frequency of updates
- 8. Testing** – frequency of drills to test effectiveness of PIRMP
- 9. Implementing of plan** – reference to legislation requirement to carry out aspects of the plan during a pollution incident.

This Plan is to clearly define the requirements of K C Marine Pty Ltd staff to report and respond to pollution incidents in accordance with the 2011 and 2012 changes to the POEO Act 1997 and the POEO (General) Regulation 2010.

Key definitions are included at Attachment A.

# ATTACHMENT A

## 1. Definition and Background

1.1 Definition of a pollution incident: means an incident or set of circumstances during or as a consequence of which there is a likely to be a leak, spill or other escape or deposit of a substance, as a result 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 the premises.

1.2 Background: Under K C Marine's Emergency Management System, emergency response procedures are already in place for the classification and management of incidents

## 2. Hazard, likelihood and pre-emptive actions to prevent pollution incident risks

### 2.1 Potential environmental hazards specific to K C Marine operations include

Minor chemical Spills and leaks

Minor fuel/ oil spills

**2.2 Pre-emptive Actions** Only minor quantities of chemicals are kept or stored onsite and any major maintenance activities are undertaken by third party contractors. There is a spill kit consisting of rags, shovel and bin. In the K C Marine property there is all so a litre water tank and hose.

## 3. Map please see ATTACHMENT B

4. **Emergency incident response procedures** In the case of an incident, all necessary action should be taken to minimise the size and any adverse effects of the incident. If the incident presents an immediate threat to human health or property then the NSW fire, police, rescue, and ambulance should be contacted first for assistance (000). The other response agencies must be notified to satisfy obligations.

5. **Early warnings and communication to neighbours** Due to K C Marine's location and restricted area, there is no immediate surrounding residential properties but if an event of a notifiable pollution incident and dependent upon the nature and scale, neighbouring houseboats will be notified via door knock process. For air pollution incidents those houseboats will be asked to close their windows and doors and stay inside until notified.

6. **Training** All staff and contractors are told where spill kit, safety gear and hoses are and evacuation point and the emergency incident procedures as above.

7. **Updating of plan** The plan will be updated when needed or have had an incident and annually.

8. **Testing** Testing of the plan in the form of simulated exercises will be carried out on a periodic basis.

9. **Implementing of plan** If a Pollution Incident occurs the following must be contacted immediately

Emergency services of NSW	000
NSW EPA Environment line	131 555
NSW Health Public Health Unit	02 60808900
Work Cover	131050
Murray Shire Council Moama	54 823852
NSW Fire and Rescue	
(if not a emergency) General Enquiries	133473

The Emergency Incident response procedure to be carried out as in section 4

Early warnings and communications to neighbours as in section 5

## Site Description and Characteristics

The site is located at Lots 20 and 21 DP 1185216 at 1771 Perricoota Road, Moama NSW and is known as KC Marine Pty Ltd. The site has development consent DA 371/03 from Murray Shire Council to operate a boat building shed. The Environment Protection Authority has issued Environment Protection Licence 20187 for the operation of this activity and facility.

The site is located in a primarily rural area and is bounded by the Murray River to the south and farming and grazing to the north. The nearest infrastructure is a Hotel and supermarket located to the south about 150 metres. The site is not subject to inundation from flooding of the Murray River as it is above the 1 in 100 year flood level.

See map of site location and surrounds included at Attachment B.

## Pollution Incident Reporting and Management

'Pollution incident' reporting and management are documented in the Incident Response Plan. The procedures to contact the relevant authorities are documented in the Incident Response Plan.

In the vent of a pollution incident:

STEP 1           Emergency Response: Ensure all personnel on site are potentially impacted by the incident are safe.

STEP 2           Emergency Response: Contain the incident where safe and possible to do so.

STEP 3           Notify the Company Director – Mr Colin Garrett

STEP 4           Company Director to complete the notification required in Section 4 if the pollution incident meets the definition in Section 1.1.

### Pollution Incident

The following agencies must be contacted immediately by either the Company Director or on-site nominated person in the event of a pollution incident:

Emergency Services if dealing with an emergency	NSW Police NSW Fire and Rescue Ambulance	000
NSW EPA	Environment Line	131 555
NSW Health	Public Health Unit	02 6080 8900
Work Cover		131050
Murray Shire Council	Council Office	5482 3852
NSW Fire and Rescue (if not an emergency)	General Enquiries	133 473

## Personnel Responsible for the site

Title	Name	Contact Number(s)
Company Director	Colin Garrett	0428103677
Company Director	Michelle Garrett	0409566311

Early warnings for affected or potentially affected community members for any pollution incident are to be communicated to those members via a door knock process. The Company Director or nominee will be responsible for coordinating the door knock.

For air pollution incidents that may affect neighbours, those neighbours will be asked to close their doors and windows and stay indoors until further notice.

For water pollution incidents that may affect neighbours who could access the said water, those neighbours will be asked to avoid use of the water until further notice.

Regular updates of any pollution incidents will be via letterbox drop to the local community, notices in local papers or via door knocks as required.

## Hazard identification and risk control

K C Marine Pty Ltd has undertaken a risk assessment in relation to the Pollution Incident Response Management Plan.

The risk assessment identified that

- Rainfall exceeding a 1 in 100 year event
- Storage of chemicals, paints and fuel

Are the most likely causes of the implementation the Pollution Incident Response Management Plan by K C Marine Pty Ltd.

K C Marine Pty Ltd maintains a register of chemicals and hazardous substances. The register is available to all staff and visitors.

## Inventory of Chemicals and Other Potential Pollutants

The only significant sources of pollutants maintained on site are:

- Limited paint around 60 litres
- Fuel from faulty fuel tanks of houseboats

## Pre-emptive actions

The K C Marine Pty Ltd facility is approximately 1,000 metres from the Murray River and can be isolated from the River in the event of a chemical spill or incident at the K C Marine facility.

Physical barriers such as bunding and spill drainage containment would be installed to prevent pollutants from impacting on the environment in the event of a pollution incident. The following measures will be undertaken by K C Marine Pty Ltd and contractors to ensure that potential pollution incidents are avoided:

- Regular checks of drainage systems
- Correct storage of fuel, chemicals and paints

### **Safety equipment**

All K C Marine Pty Ltd employees are issued with the safety equipment relevant to the tasks undertaken by each employee.

All the work areas and chemical storage areas/sheds/enclosures have the relevant safety equipment available.

K C Marine Pty Ltd maintains Safe Work Method Statements for the key tasks undertaken by employees.

### **Training**

All K C Marine Pty Ltd employees and contractors staff are trained in the tasks required to be undertaken as part of their job. K C Marine Pty Ltd maintains a list of Safe Work Method Statements for the tasks undertaken by employees and contractors. This includes the operation of equipment.

K C Marine Pty Ltd utilises the services of contractors to undertake a number of activities. All contractors have current relevant accreditation and undergo an induction program, including incident response procedures, prior to commencing work with KC Marine Pty Ltd.

### **Testing**

There is a very low risk of an incident or of pollution occurring. K C Marine Pty Ltd will undertake a desktop audit of the Pollution Incident Response Management Plan and test the PIRMP at least once annually. The records of the testing will be kept in a Compliance Register maintained by K C Marine Pty Ltd.

K C Marine Pty Ltd will undertake a practical stimulation of a 'pollution incident' on a periodic basis.

### **Availability and Location of This Plan**

The *POEO (General) Regulation 2009 s98D (1)* states:

*(1) A plan is to be made readily available:*

*(a) to an authorised officer on request, and*

*(b) at the premises to which the relevant licence relates, or where the relevant activity takes place, to any person who is responsible for implementing the plan.*

The availability of this Plan will be made available to an authorised officer upon request.

Unlike the EPL this Plan is to only be available to those who are to implement the Plan. This is made clear by The POEO (General) Regulation 2009 s98D (3) which States

*4) Any personal information within the meaning of the Privacy and Personal Information Protection Act 1998 is not required to be included in a plan that is made available to any person other than a person referred to in subclause (1).*

If components of the Plan are considered to contain sensitive private information then only those cleared should be permitted access to the full Plan. Alternative Plans with such sensitive information removed (e.g. contact phone numbers and names) can be more widely distributed. Full plans will be made available to the relevant government agencies, on request or during an incident response activity



## APPENDIX A

### Definitions

'**Material harm**' is defined in Section 147 of the *Protection of the Environment Operations 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 (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.

Definitions in the Dictionary of the *Protection of the Environment Operations Act 1997*:

**Pollution incident** means an incident or set of circumstances during or as consequence of which there is or likely to be 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.

**Pollution** means:

(a) water pollution, or

(b) air pollution, or

(c) noise pollution, or

(d) land pollution.

**Water pollution or pollution of waters** means:

(a) placing in or on, or otherwise introducing into or onto, waters (whether through an act or omission) any matter, whether solid, liquid or gaseous, so that the physical, chemical or biological condition of the waters is changed, or

(b) placing in or on, or otherwise introducing into or onto, the waters (whether through an act or omission) any refuse, litter, debris or other matter, whether solid or liquid or gaseous, so that the change in the condition of the waters or the refuse, litter, debris or other matter, either alone or together with any other refuse, litter, debris or matter present in the waters makes, or is likely to make, the waters unclean, noxious, poisonous or impure, detrimental to the health, safety, welfare or property of persons, undrinkable for farm animals, poisonous or harmful to aquatic life, animals, birds or fish in or around the waters or unsuitable for use in irrigation, or obstructs or interferes with, or is likely to obstruct or interfere with persons in the exercise or enjoyment of any right in relation to the waters, or

(c) placing in or on, or otherwise introducing into or onto, the waters (whether through an act or omission) any matter, whether solid, liquid or gaseous, that is of a prescribed nature, description or class or that does not comply with any standard prescribed in respect of that matter, and, without affecting the generality of the foregoing, includes:

(d) placing any matter (whether solid, liquid or gaseous) in a position where:

(i) it falls, descends, is washed, is blown or percolates, or  
(ii) it is likely to fall, descend, be washed, be blown or percolate,  
into any waters, onto the dry bed of any waters, or into any drain, channel or gutter used or  
designed to receive or pass rainwater, floodwater or any water that is not polluted, or

(e) placing any such matter on the dry bed of any waters, or in any drain, channel or gutter used  
or designed to receive or pass rainwater, floodwater or any water that is not polluted,  
if the matter would, had it been placed in any waters, have polluted or have been likely to pollute  
those waters.

**waters** means the whole or any part of:

(a) any river, stream, lake, lagoon, swamp, wetlands, unconfined surface water, natural or artificial  
watercourse, dam or tidal waters (including the sea), or

(b) any water stored in artificial works, any water in water mains, water pipes or water channels,  
or any underground or artesian water.

**ATTACHMENT B**

K C Marine Pty Ltd

EPL 20187



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