



**Upper Hunter Shire Council
Sewage Treatment Systems**

POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

July 2024



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1 Pollution Incident Classification, Risk Assessment and Contributing Factors

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

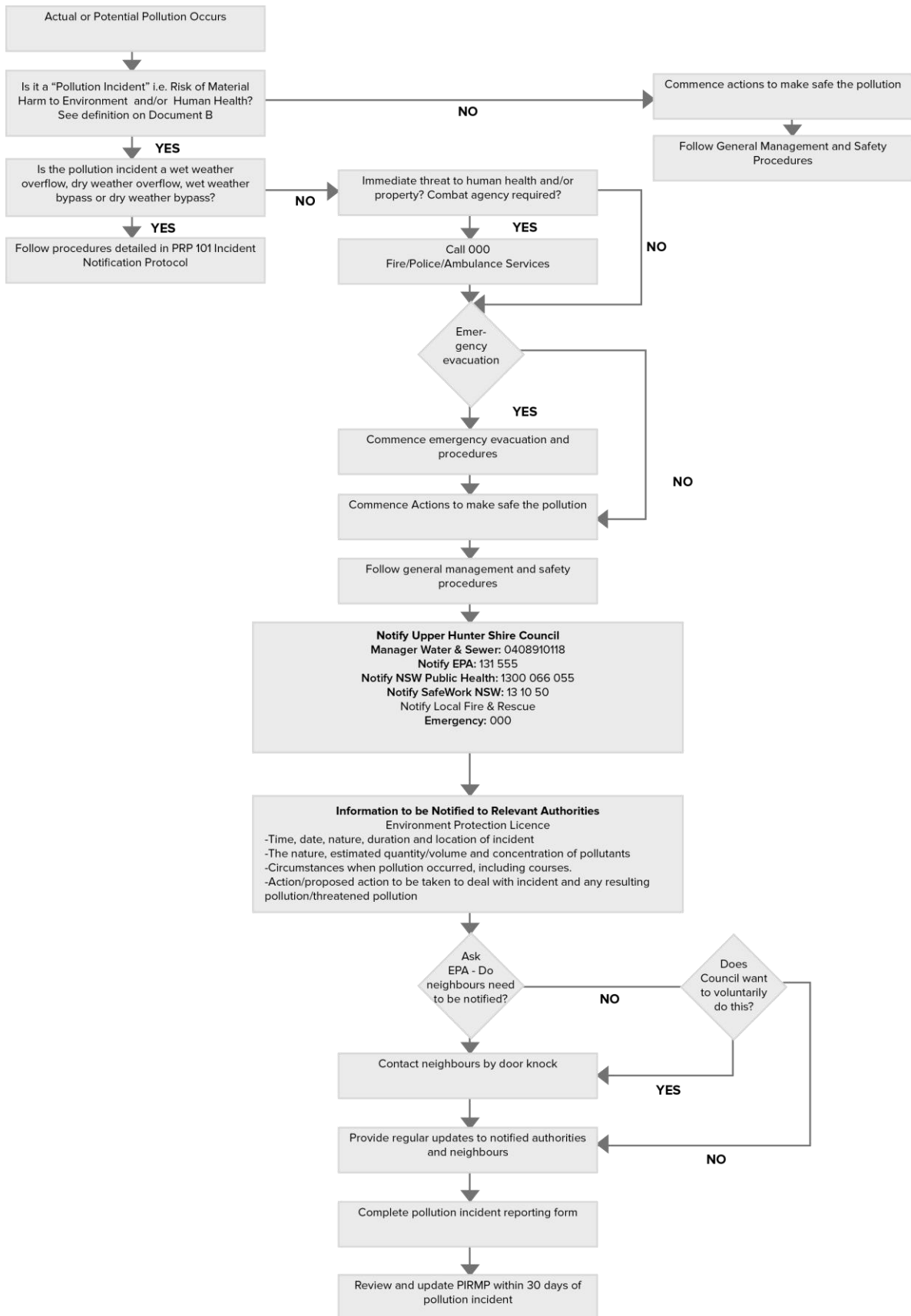
Description of Pollution Incident	Likelihood	Impact	Contributing Factors
Wet Weather Overflow from the reticulation system during wet weather.	refer to PRP 100 Sewer Overflow Investigations Report (Sections 5 & 7)	refer to PRP 100 Sewer Overflow Investigations Report (Section 6)	refer to PRP 100 Sewer 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 Unit (Hunter New England LHD)	1300 066 055
	5. SafeWork NSW	Hotline Number
6. Fire and Rescue NSW		Scone
	Murrurundi	02 6541 9990
	Merriwa	02 6541 9993
	Aberdeen	02 6541 9908

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:

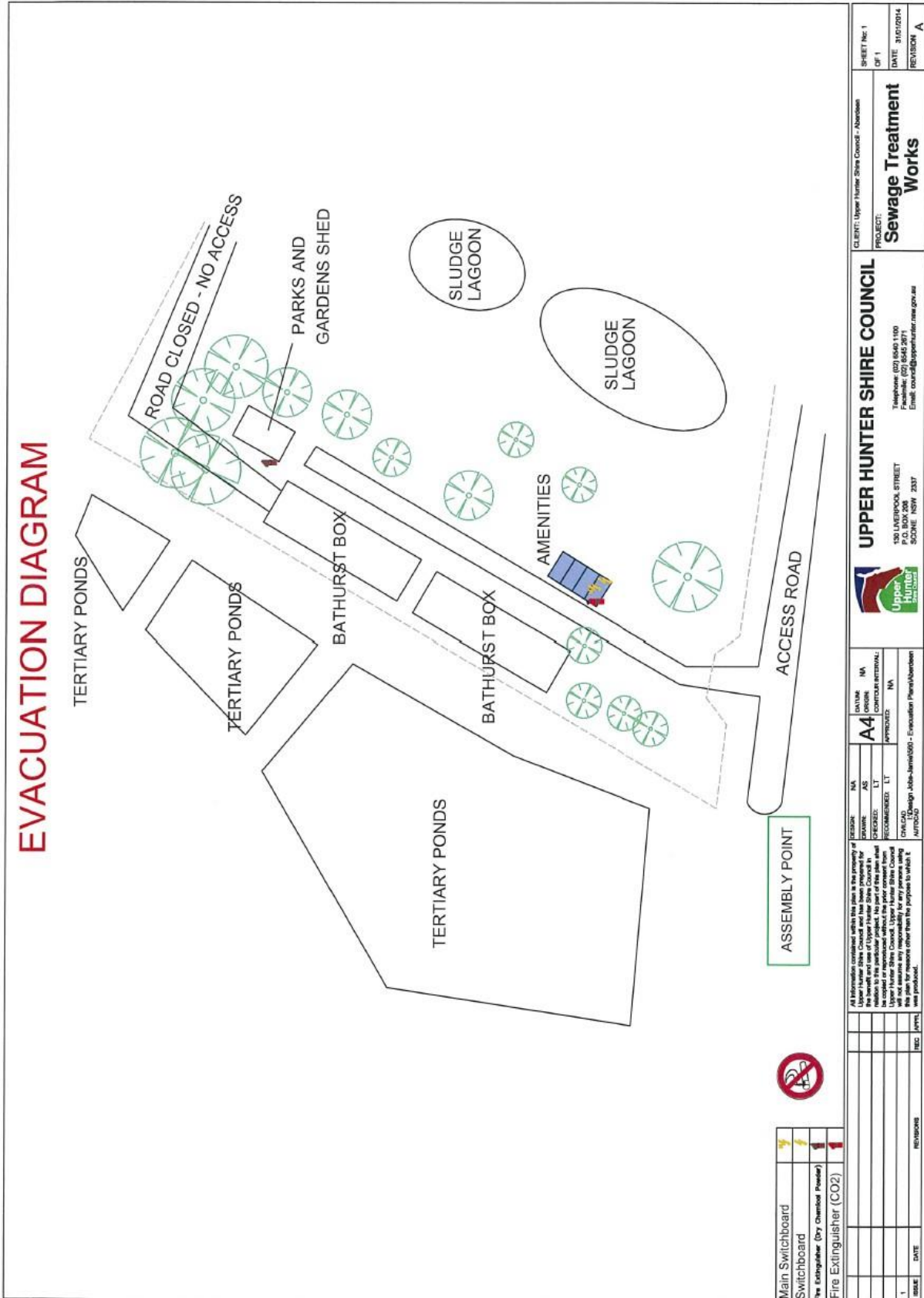
- The time, date, nature, duration and location of the incident;
- The location of the place where pollution is occurring or is likely to occur;
- The nature, the estimated quantity or volume and the concentration of any pollutants involved, if known;
- The circumstances in which incident occurred, including 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:

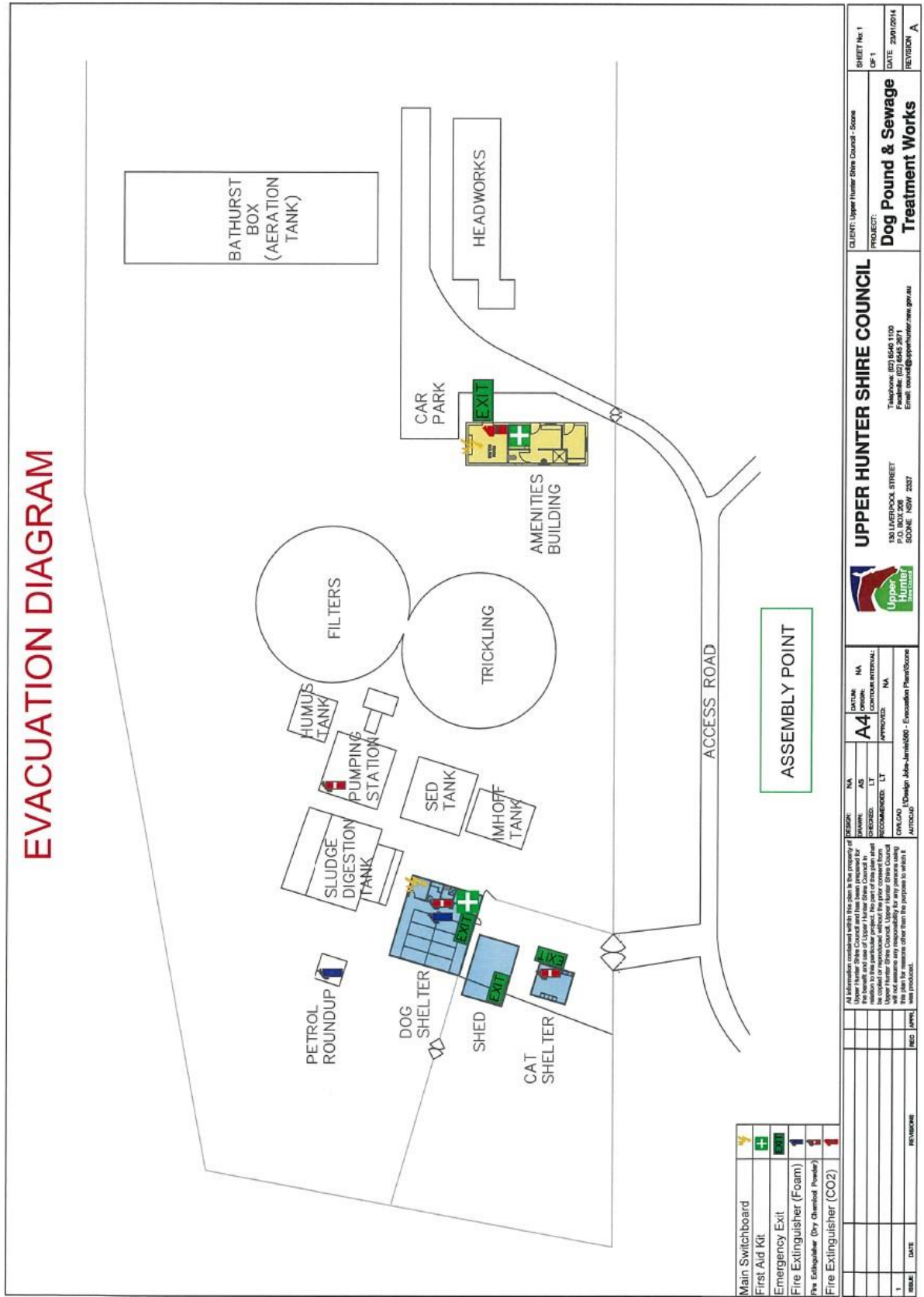


Aberdeen





Score



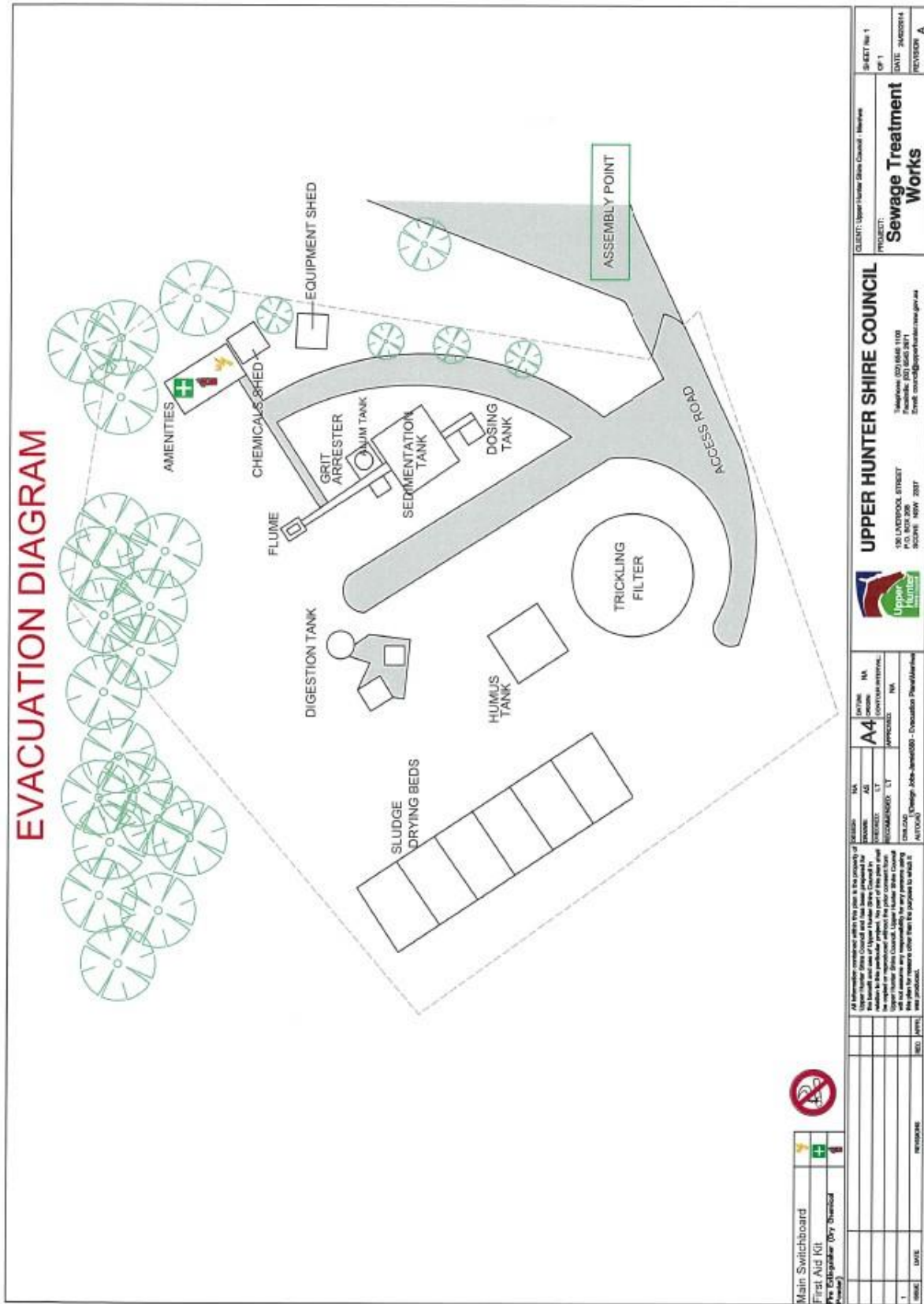


Murrurundi





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 to the Section 3.2.

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 No/Address	Comments
Mr. Mick Day	Lot 51 DP 776564	0428 681 231	
Mr. R. Thompson	441 Blairmore Lane Aberdeen	445 Blairmore Lane Aberdeen	
Mr. M G Neely	345 Blairmore Lane Aberdeen	P O Box 141 Branxton NSW 2335	
Medegate Pty Ltd	265 Blairmore Lane Aberdeen & 80 Blairmore Lane Aberdeen	263 Blairmore Rd Aberdeen	
Mr J V Ingram	62 Abercairney Terrace Aberdeen	8 High St Moonan Flat NSW 2337	
Mr P D Du-Briard	64 Abercairney Terrace Aberdeen	64 Abercairney Terrace Aberdeen NSW 2336	
Mr B J Keegan	66 Abercairney Terrace Aberdeen	66 Abercairney Terrace Aberdeen NSW 2336	
Mr M A Tromp	68 Abercairney Terrace Aberdeen	68 Abercairney Terrace Aberdeen NSW 2336	
Mr S G Bailey	70 Abercairney Terrace Aberdeen	70 Abercairney Terrace Aberdeen NSW 2336	
Mr D L Marshall	72 Abercairney Terrace Aberdeen	72 Abercairney Terrace Aberdeen NSW 2336	



Contact Name	Property Address	Contact No/Address	Comments
Mr B S Dowell	74 Abercairney Terrace Aberdeen	74 Abercairney Terrace Aberdeen NSW 2336	
Mr S A Hasselmann	76 Abercairney Terrace Aberdeen	76 Abercairney Terrace Aberdeen NSW 2336	
Mr L R Cox	78 Abercairney Terrace Aberdeen	78 Abercairney Terrace Aberdeen NSW 2336	
Mr J H Medhurst	80 Abercairney Terrace Aberdeen	P O Box 44 Aberdeen NSW 2336	
Ms S Day	82 Abercairney Terrace Aberdeen	981 New England Hwy Muswellbrook NSW 2333	

Score

Contact Name	Property Address	Contact No/Address	Comments
Rodrick Lodge Thoroughbreds	1-3 Moobi Road P O BOX 289 SCONE	6545 1859	
Liamena Pty Ltd	'Invermein' 211 Clifflands Road SCONE	P O Box 1050 Chatswood NSW 2057	
Ms. K L Brooks	2471 New England Hwy Scone NSW 2337	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 No/Address	Comments
Mr J G Van den Berg	16 Brook Street Murrurundi	16 Brook Street Murrurundi NSW 2338	
Mr A K Allison- Woods	0 Brook Street MURRURUNDI	P O Box 11 Murrurundi NSW 2338	
Mrs R L Allison - Woods	68 Wilson Row Murrurundi	P O Box 11 Murrurundi NSW 2338	
Mr. M W Wilson	6372 new England Hwy MURRURUNDI	38 Victoria St Murrurundi NSW 2338	
Ms. S D Bush	6370 new England Hwy MURRURUNDI	Unit 1 2 George Crescent Port Macquarie NSW 2444	
Mr. Nasser Abdulla Hussain Lootah	0 Stock Route Road Murrurundi	Emirates Park P O Box 75 Murrurundi NSW 2338	
Mr. Nasser Abdulla Hussain Lootah	6279 New England Hwy Murrurundi	Emirates Park P O Box 75 Murrurundi NSW 2338	
Mr P A Coffey	6350 New England Hwy Murrurundi	Glenvale Murrurundi NSW 2338	

Merriwa

Contact Name	Property Address	Contact No/Address	Comments
Ms. D M Collier	1 Hall Road MERRIWA	“Glenferrie” 1 Hall Rd Merriwa NSW 2329	
Mr. M J Fortunaso	29 Glebe Street MERRIWA	1083 Chichester Rd Chichester NSW 2420	
Mr. M J Fortunaso	20 Glebe Street MERRIWA	1083 Chichester Rd Chichester NSW 2420	
Mr B O Wallace	1 Glebe Street MERRIWA	1 Glebe Street Merriwa NSW 2329	
Ms K A Millevoi	35 Gooch St Merriwa	Unit 2 , 8 Gooch St Merriwa NSW 2329	



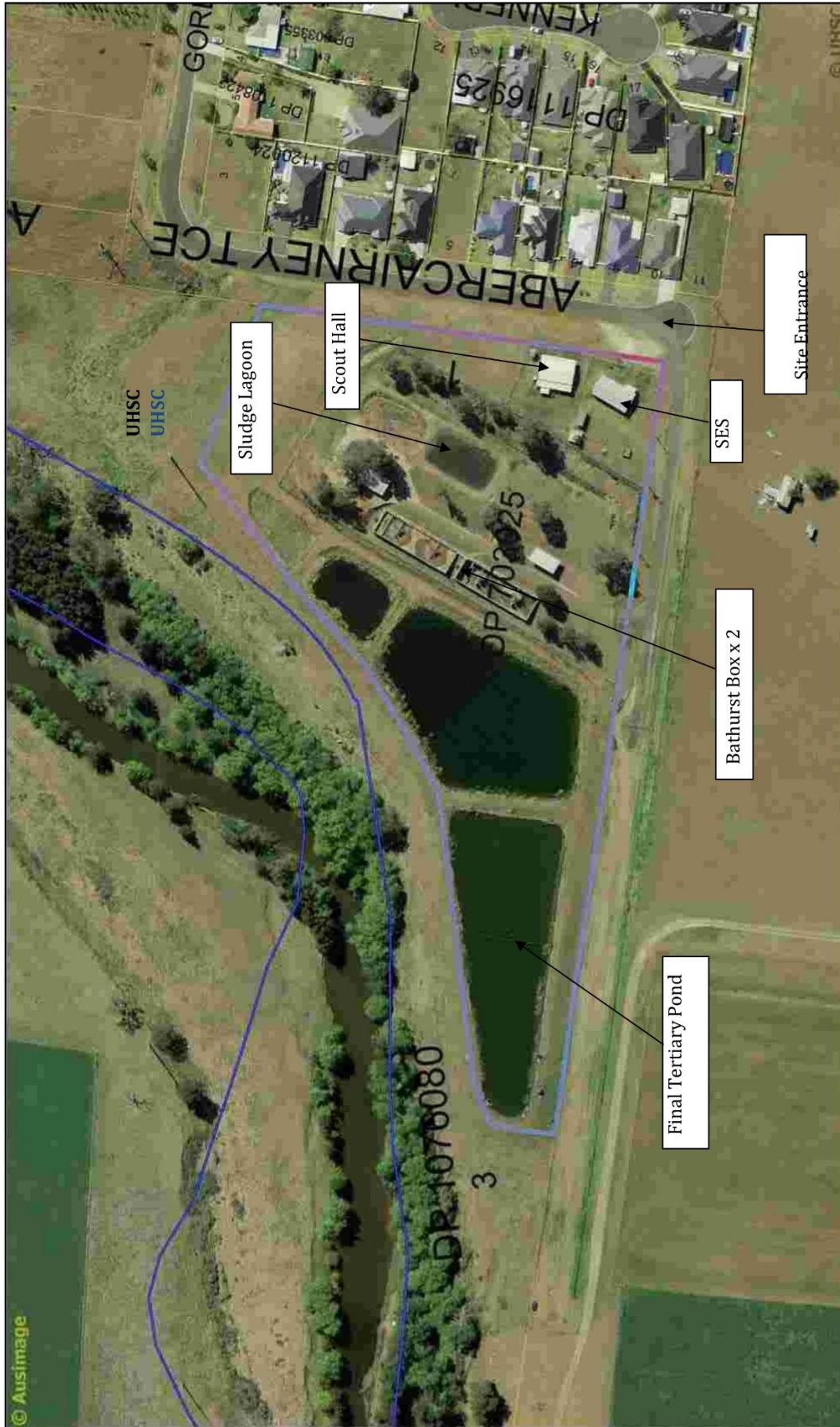
Sewerage Treatment System Council Contact Details

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

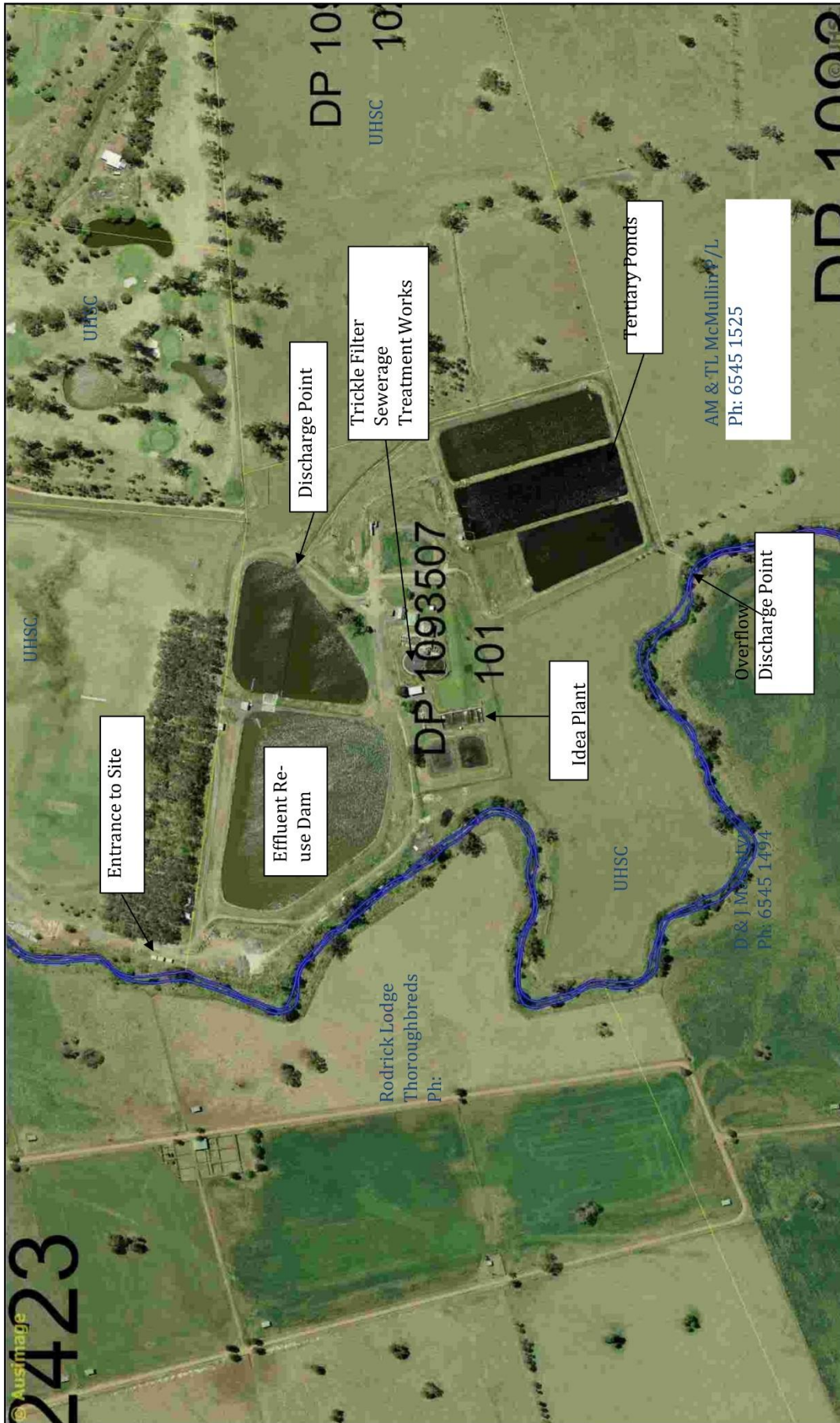


Aberdeen Site Plan



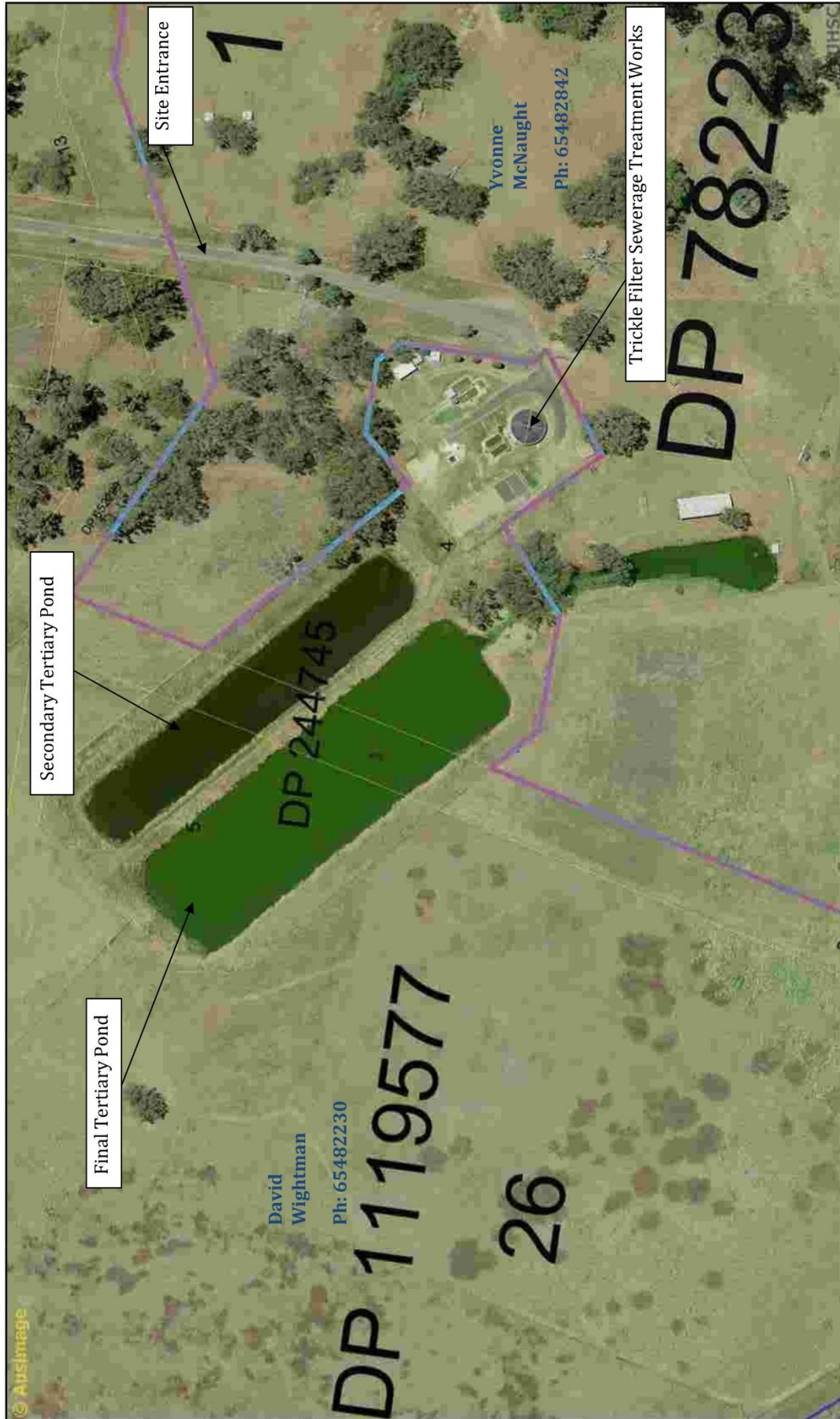


Scone Site Plan



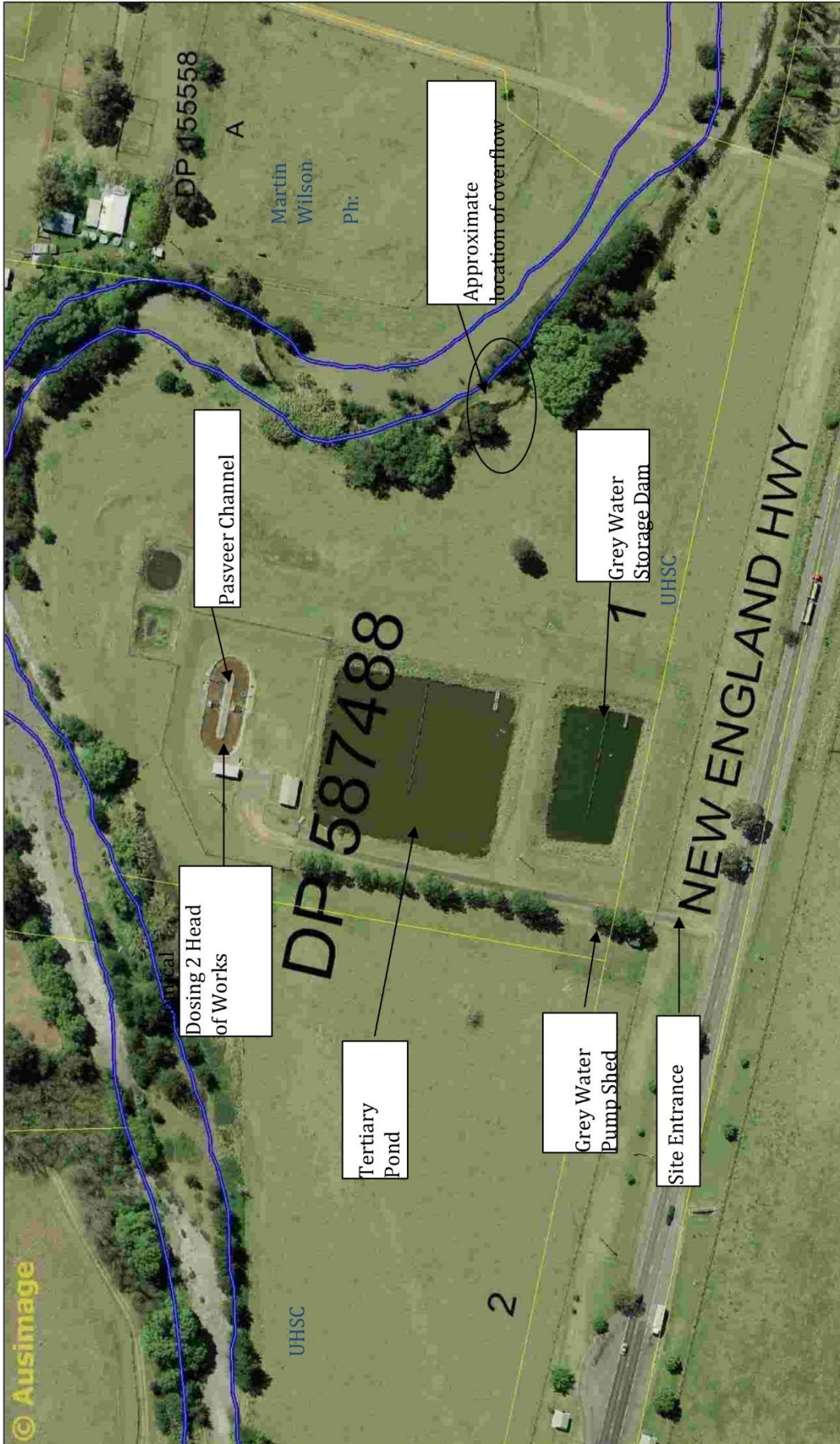


Merriwa Site Plan






Murrurundi Site Plan





4 Pollution Incident Reporting Form

See next two pages.



Reporting to the EPA

Always call 000 if it is an emergency



EPA Enviro Line 131 555
 info@epa.nsw.gov.au
 24 hours
 7 days a week

We encourage people to report environmental incidents and concerns, including air, noise, water or waste issues to the NSW EPA's 24/7 Environment Line on 131 555 or via our website.

What information is helpful when reporting an issue to the EPA?



Please provide the following information when you ask us to investigate an incident or issue.

- Your **name and contact** details (*you may ask for this to be confidential*)
- **What** is the issue? (*e.g. dust, noise, odour*)
- **When** did it happen? (*time and date, how long did it last*)
- Has this happened before?
- **Where** did it happen? (*location details*)
- **How** has it impacted the environment, your health or comfort?

Other helpful details - Do you have any photos, video or other evidence?
 What were the weather conditions?

Who is responsible?



We work with councils and other agencies to address your environmental concerns. Information on which agency regulates what is available on the EPA website [here](#).

What are the next steps?



We will provide you with a case number and appoint an officer to review your report in a timely manner. The EPA may investigate, do an inspection, take photos or samples, or collect records.

How will we keep you informed?



Complex investigations will take time for the EPA. We will advise you how long we think it will take and we will endeavor to come back to you with an update within four weeks.

You can contact the Environment Line for an update or to provide more information any time. Please have your case number handy.

We may contact you again to request further information or seek clarification.

We will inform you of the outcome.



5 PIRMP Testing & Update Register

Date	Routine Testing	Routine Update	Post Incident Updates	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	✓			
2 May 2024	✓			
04 July 2024	✓	✓		Yes



6 Staff Training Register

Date	Staff Member	Brief Description of Training Task