



Gilmore Composting Facility

Pollution Incident Response Management Plan

Snowy Valleys Council

76 Capper Street, Tumut 2720 NSW

Prepared by:

SLR Consulting Australia

Tenancy 202 Submarine School, Sub Base
Platypus, 120 High Street, North Sydney NSW
2060, Australia

SLR Project No.: 610.30887.00010

15 August 2024

Revision: 2.0

Revision Record

Revision	Date	Prepared By	Checked By	Authorised By
1.0	3 July 2024	Damian Balas	Chris Hambling	Chris Hambling
2.0	15 August 2024	Damian Balas	Miles Mason	Miles Mason

Basis of Report

This report has been prepared by SLR Consulting Australia (SLR) with all reasonable skill, care and diligence, and taking account of the timescale and resources allocated to it by agreement with Snowy Valleys Council (the Client). Information reported herein is based on the interpretation of data collected, which has been accepted in good faith as being accurate and valid.

This report is for the exclusive use of the Client. No warranties or guarantees are expressed or should be inferred by any third parties. This report may not be relied upon by other parties without written consent from SLR.

SLR disclaims any responsibility to the Client and others in respect of any matters outside the agreed scope of the work.



Table of Contents

Basis of Report	i
Acronyms and Abbreviations	iv
1.0 Introduction	1
1.1 Site Details	1
1.2 Background and Scope	2
1.3 Availability of the PIRMP	2
1.4 Definition of a Pollution Incident	2
1.5 Regulatory Requirements	3
2.0 Premises Details.....	5
2.1 Description and Likelihood of Hazards	5
2.2 Pre-Emptive Action to be Taken	6
2.2.1 General Site Maintenance	6
2.2.2 Air Quality and Odour Management	7
2.2.3 Water Management.....	7
2.2.4 Fire Management	7
2.2.5 Waste Management	7
2.2.6 Hazardous Materials Management	7
2.3 Safety Equipment	8
3.0 Management and Responsibilities	9
3.1 Contact Details	9
3.2 Relevant Regulatory Authorities	9
3.3 Communication with Neighbours and the Local Community	10
3.4 Minimising Harm to Persons on the Premises	11
3.5 Legal Duty to Notify	11
4.0 Incident Management.....	12
4.1 Immediate Notification of a Pollution Incident	12
4.2 Actions During a Pollution Incident	12
4.3 Actions Following a Pollution Incident.....	14
5.0 Training, Testing and Communication.....	14
5.1 Staff Training	14
5.2 Auditing	14
5.3 Review	15
5.3.1 Event Based.....	15
5.3.2 Time Based	15



6.0 References..... 16

Tables in Text

Table 1	POEO Act/Regulation Requirements	3
Table 2	Inventory of Safety Equipment.....	8
Table 3	Site Management Contacts.....	9
Table 4	Personnel Responsible for Pollution Incident Management	9
Table 5	Relevant Regulatory Authorities Contact Details.....	10
Table 6	Neighbouring and Nearby Properties	11

Figures in Text

Figure 1 - Location Map	1
Figure 2 - Possible Area of Impact (500m)	6

Appendices

Appendix A	EPL 21812 PIRMP Risk Assessment
Appendix B	Environmental Incident Report Form
Appendix C	Stormwater Drainage Plan
Appendix D	Site Layout and Assembly Area
Appendix E	EPL 21812



Acronyms and Abbreviations

APZ	Asset Protection Zone
ARA	Appropriate Regulatory Authority
CLC	Community Liaison Committee
DP	Deposited Plan
EPA	Environmental Protection Authority (New South Wales)
EPL	Environment Protection Licence
GPT	Gross pollutant trap
LGA	Local Government Area
MLHD	Murrumbidgee Local Health District
NSW	New South Wales
PELM Act	NSW Protection of the Environment Legislation Amendment Act 2022
PIRMP	Pollution Incident Response Management Plan
POEO Act	NSW Protection of the Environment Operations Act 1997
POEO(G) Regulation	NSW Protection of the Environment Operations (General) Regulation 2022
PPE	Personal Protective Equipment
SDS	(Material) Safety Data Sheet
SES	State Emergency Services
SVC	Snowy Valleys Council



1.0 Introduction

1.1 Site Details

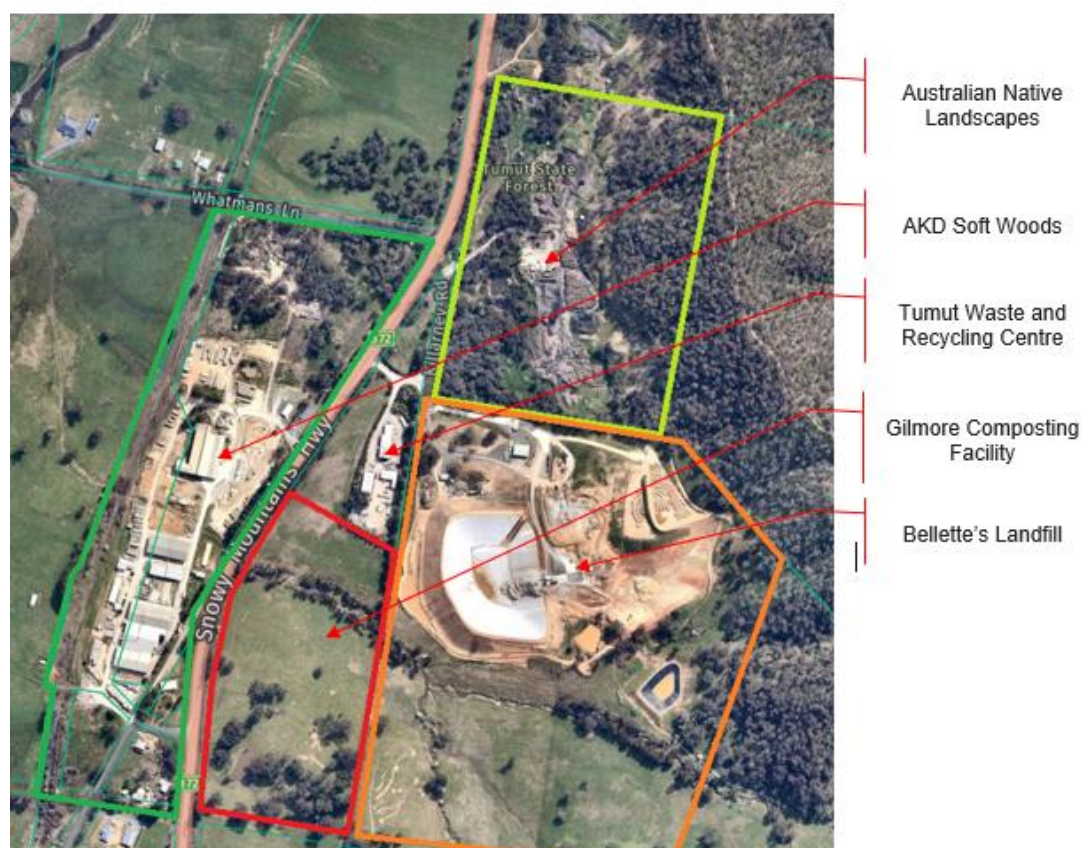
The composting facility is located at 6 Killarney Road, Gilmore, NSW. The legal description of the property is Lot 1 DP 197308. The site area is approximately 9.4 ha. The site comprises a new composting facility along with composting pad, compost run-off dam, material storage bays, office and storage space building, on-site parking and access road.

The facility is built on a site adjacent to the SVC-owned Tumut Waste and Recycling Centre and the main access road passes through the existing facility. The facility is also close to Australian Native Landscapes to the north, Bellette's landfill site to the east and the AKD Soft Woods distribution centre. The proposed Development site and its neighbouring properties are shown in **Figure 1** below.

This PIRMP applies to Environmental Protection Licence EPL 21812 for Snowy Valleys Council (**Appendix E**). EPL 21812 allows the licence holder to undertake scheduled activity of composting allowing the receipt and processing of up to 3,000 tonnes of green/garden or food waste.

A copy of this Pollution Incident Response Management Plan (PIRMP) is located at 6 Killarney Road, Gilmore NSW 2720 and made readily available to authorised personal from relevant agencies and site employees.

Figure 1 - Location Map



1.2 Background and Scope

The requirements for a Pollution Incident Response Management Plan (PIRMP) are set out in Part 5.7A of the *Protection of the Environment Operations Act 1997* (POEO Act) and the *Protection of the Environment Operations (General) Regulation 2002* (POEO(G) Regulation). In summary, this legislation requires the following:

- All holder of an Environment Protection Licence (EPL) must prepare a PIRMP (section 153A, POEO Act).
- The PIRMP must include the information detailed in the POEO Act (section 153C) and the POEO(G) Regulation (clause 72) and be in the form required by the POEO(G) Regulation (clause 71).
- Licensees must keep the PIRMP at the premises to which the EPL relates (section 153D, POEO Act).
- Licensees must test the PIRMP at least every 12 months and after a pollution incident in accordance with the POEO(G) Regulation (clause 72(l)).
- If a pollution incident occurs during an activity so that material harm to the environment is caused or threatened, within the meaning of Part 5.7 of the POEO Act, licensees must immediately implement the PIRMP (section 153F, POEO Act).

This PIRMP covers the key actions to minimise the risk of occurrence of a pollution incident and manage a pollution incident if one occurs. It also details the procedures for notification of pollution incidents resulting in or having the potential to cause material harm to the environment. The notification of environmental incidents under this PIRMP is only required for those incidents causing or threatening to result in material environmental harm (a material harm incident) as defined in the POEO Act (see Section 1.3 of this Report).

While the PIRMP has been prepared for managing the impact to human health (employees and nearby neighbours) and the environment (onsite and offsite), it does not have procedures for the treatment of injured persons or the remediation of the environment following a pollution incident. The holder of EPL 21812 is Snowy Valleys Council (SVC). The site is within Snowy SVC Local Government Area (LGA).

1.3 Availability of the PIRMP

In addressing the requirements of section 153D of the POEO Act and clauses 71 and 74 of the POEO(G) Regulation, a copy of this PIRMP will be kept in written form at the EPL premises (i.e., the Site) and will be made readily available to all personnel responsible for implementing the PIRMP and to any authorised officer (as defined in the POEO Act), upon request.

1.4 Definition of a Pollution Incident

The POEO Act defines a pollution incident as:

“pollution incident means an incident or set of circumstances during or as a consequence of which there is or is likely to be a 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”.

A licensee is required to notify the relevant regulatory authorities of a pollution incident if there is a risk of ‘material harm to the environment’, which is defined in Section 147 of the POEO Act as:



a) Harm of the environment:

(ii) it involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or 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.*

1.5 Regulatory Requirements

Table 1 lists the requirements of Section 70 – 75 of the POEO Regulation and 153C of the POEO Act, and where they have been addressed in this document.

Table 1 POEO Act/Regulation Requirements

Section	Requirement	Section in PIRMP
<i>Protection of the Environment Operations Act 1997 (POEO Act)</i>		
153C (a)	The procedures to be followed by the holder of the relevant EPL in notifying a pollution incident to: (i) The owners or occupiers of premises in the vicinity of the premises to which the EPL relates; (ii) The local authority for the area in which the premises to which the EPL relates; and (iii) Any persons or authorities required to be notified by Part 5.7 (of the POEO Act).	Sections 3.1, 3.2 and 3.3
153C (b)	A detailed description of the action to be taken immediately after a pollution incident, by the holder of the relevant EPL to reduce or control any pollution.	Section 4.3
153C (c)	The procedures to be followed for coordinating, with the authorities or persons that have been notified, any action taken in combating the pollution caused by the incident and, in particular, the persons through whom all communications are to be made.	Section 3.0
153C (d)	Any other matter required by the POEO regulations.	Sections 2.2 and 2.4, and Appendix A
<i>Protection of the Environment Operations (General) Regulation 2022 (POEO(G) Regulation)</i>		
72(a)	A description of the hazards to human health or the environment associated with the activity to which the licence relates (the relevant activity),	Section 2.2 and Appendix A
72(b)	The likelihood of any such hazards occurring, including details of any conditions or events that could, or would, increase that likelihood,	Section 2.2 and Appendix A
72(c)	Details of the pre-emptive action to be taken to minimise or prevent any risk of harm to human health or the environment arising out of the relevant activity,	Section 2.3 and Appendix A
72(d)	An inventory of potential pollutants on the premises or used in carrying out the relevant activity,	Section 2.4
72(e)	The maximum quantity of any pollutant that is likely to be stored or held at particular locations (including underground tanks) at or on the premises to which the licence relates,	Section 2.4
72(f)	A description of the safety equipment or other devices that are used to minimise the risks to human health or the environment and to contain or control a pollution incident,	Section 2.5



Section	Requirement	Section in PIRMP
72(g)	The names, positions and 24-hour contact details of those key individuals who: (i) are responsible for activating the plan, and (ii) are authorised to notify relevant authorities under section 148 of the Act, and (iii) are responsible for managing the response to a pollution incident,	Section 3.1
72(h)	The contact details of each relevant authority referred to in section 148 of the Act,	Section 3.2
72(i)	Details of the mechanisms for providing early warnings and regular updates to the owners and occupiers of premises in the vicinity of the premises to which the licence relates or where the scheduled activity is carried on,	Sections 3.3 and 4.3, and Appendix A
72(j)	The arrangements for minimising the risk of harm to any persons who are on the premises or who are present where the scheduled activity is being carried on,	Section 3.4
72(k)	A detailed map (or set of maps) showing the location of the premises to which the licence relates, the surrounding area that is likely to be affected by a pollution incident, the location of potential pollutants on the premises and the location of any stormwater drains on the premises,	Figures 1, 2, 3 and 4
72(l)	A detailed description of how any identified risk of harm to human health will be reduced, including (as a minimum) by early warnings, updates and the action to be taken during or immediately after a pollution incident to reduce that risk,	Section 4 and Appendix A
72(m)	The nature and objectives of any staff training program in relation to the plan,	Section 5.1
72(n)	The dates on which the plan has been tested and the name of the person who carried out the test,	Section 5.2
72(o)	The dates on which the plan is updated,	Document Control Page
72(p)	The way in which the plan must be tested and maintained.	Section 5.2
74(1)	A PIRM plan must be made readily available to an authorised officer on request, and to a person who is responsible for implementing the PIRM plan at the premises— (i) to which the relevant licence relates, or (ii) where the activity takes place.	Section 2.1
74(2)	A PIRM plan must be made publicly available in the following way within 14 days after it is prepared— in a prominent position on a publicly accessible website of the person who is required to prepare the PIRM plan, if the person does not have a website—by providing a copy of the PIRM plan, without charge, to a person who makes a written request for a copy.	Section 2.1
75(1)	A PIRM plan must be tested— routinely at least once every 12 months, and if a pollution incident occurred during an activity to which an environment protection licence relates, which caused or threatened material harm to the environment, within the meaning of the Act, section 147—within 1 month of the incident occurring.	Section 5.2
75(2)	The test must be carried out in a way to ensure the following—	Section 5.2



Section	Requirement	Section in PIRMP
	the information included in the PIRM plan is accurate and up to date, the PIRM plan is capable of being implemented in a workable and effective way	

2.0 Premises Details

2.1 Description and Likelihood of Hazards

The likelihood of environmental hazards occurring at the Development has been captured via a Risk Assessment (**Appendix A**). The purpose of the risk assessment was to identify the potential hazards/risk(s) posed by the operation, existing controls necessary to effectively mitigate/manage these risks and pollution response measures.

The key potential hazards that have been identified for the Development are:

- Air Quality - dust emissions from stockpiles.
- Water – spill of fuel.
- Waste – incorrect handling, use, storage and/or disposal.
- Air Quality – smoke from on-site fire.

The area of possible impact within a 500m radius is illustrated in **Figure 2** below.



Figure 2 - Possible Area of Impact (500m)



2.2 Pre-Emptive Action to be Taken

2.2.1 General Site Maintenance

The PIRMP Risk Assessment (**Appendix A**) outlines potential hazards/risks and management controls.

Management controls include regular and effective site maintenance activities including:

- Regular inspection and maintenance of plant and equipment.
- Testing of the PIRMP as per Section 5.2.



2.2.2 Air Quality and Odour Management

Air quality issues directly related to operation is expected to have negligible impacts on nearest residential receptors. The weather will impact the likelihood of the generation of dust. High wind speed will increase the likelihood of dust becoming airborne.

To avoid potential air quality impacts the following mitigation measures and management strategies are employed at the site:

- Restriction of crushing and screening operations in times of high wind.
- Utilising a water cannon for dust suppression during dry conditions.
- Vehicles will not exceed a general speed limit of 20 kilometres per hour (km/hour) within the Site.

2.2.3 Water Management

The potential for adverse impact to surface water and groundwater resources from the operation is medium, periods of high rainfall will impact the likelihood of a leak or spillage of contaminated storm water. If rainfall was extremely high and/or if pits were blocked this could lead to water overflowing onto adjacent properties. A map of the stormwater drainage system at 6 Killarney Road, Gillmore is found in the **Appendix C**.

To minimise the adverse impacts of the following mitigation measures are employed on site:

- The Storm Water Management Plan has been designed to capture sediments.
- Compost run-off dam connected to the drainage system
- Concrete dish drains, Storm water pits installed, Gross Pollutant Trap (GPT)

2.2.4 Fire Management

The risk of a fire is minimised via the following management practices:

- Smoke detection systems are installed within in office buildings and sheds.
- Fire extinguishing equipment is located in the office buildings and workshop.
- Fire Hydrants are situated at suitable locations on site.

Location of Fire and Safety Equipment is illustrated in **Appendix D**.

2.2.5 Waste Management

Appropriate waste management systems are in place at the Development to ensure waste is effectively managed and disposed of off-site, such that the risk of surface water and groundwater contamination is minimised. For more details, please refer to the Operational Waste Management Plan prepared as part of the OEMP.

2.2.6 Hazardous Materials Management

The site will not include any chemicals or hazardous materials. However, in the event of their future occurrence, the following mitigation measures and management practices will be employed to minimise the potential for adverse impact from the use of chemicals within the site:

- Staff members will be trained in the proper use and handling of all chemicals & fuels used on site, and the incident management system.
- Chemical use will be in full compliance with the relevant statutory requirements.



- Chemicals and hydrocarbons are stored in a designated storage area that is appropriately sealed.
- Copies of the Safety Data Sheet (SDS) for chemicals and hydrocarbons will be kept in the site office.
- In the event of a minor chemical spill, Site Management will implement the actions indicated on the chemical's SDS.
- In the event of a major spill, Site Management will follow the recommendations of the PIRMP (this plan).

The site will not store any chemicals or hazardous materials. If any hazardous materials are present in the future, this plan will be updated to include a comprehensive inventory of potential pollutants.

2.3 Safety Equipment

Table 2 below lists the safety equipment kept onsite at the Development.

Table 2 Inventory of Safety Equipment

Product Name	Location(s)	Calibration/Maintenance Requirement
Fire extinguishers	Shed / workshop, Site office building	Checked every 6 months by Contactor
Material Safety Data Sheets	Site office	Updated when a new version becomes available or new chemicals are brought onto site.
First Aid Kits	Site office	As required
Personal Protective Equipment (PPE)	Site office	As required

Appendix D provides an overview of the location of the safety equipment kept on site.



3.0 Management and Responsibilities

3.1 Contact Details

The management and implementation of this PIRMP is to be undertaken by the key individuals listed in **Table 3**. These individuals are responsible for activating the PIRMP, managing the response to the incident and are authorised to notify relevant authorities.

Table 3 Site Management Contacts

Contact	Contact Details	Position
Ricky Broad	0439 486 316	Site Manager – Valmar Support Services
Martin Canteros-Paz	0429 449 179	Resource Recovery Officer – Snowy Valleys Council
Quentin Adams	0417 645 862	Manager Utilities & Waste Business – Snowy Valleys Council

Whilst personal contact details are listed in the controlled version of the PIRMP maintained onsite, they do not appear in the public document under provision of the *Privacy and Personal Information Protection Act 1998*.

Role in the event of Pollution Incident

The key personnel responsible for incident management during a Pollution Incident are listed in **Table 4**.

Table 4 Personnel Responsible for Pollution Incident Management

Role	Responsibilities
Site Management	<ul style="list-style-type: none"> Overall responsibility for environmental management and compliance with EPL Conditions and relevant legislation; Oversee the implementation of this PIRMP and ensure adequate resources to enable implementation; Record, notify, investigate and respond to any environmental incidents and, where necessary, develop and implement corrective actions; Be the primary daily contact to the public handling of enquiries / complaints management / interface issues; Direct reasonable steps to be taken to avoid or minimise any unintended or adverse environmental impacts, and direct that the relevant actions cease immediately should an adverse impact on the environment be likely to occur; and Provide adequate environmental inductions/training to employees and contractors regarding their requirements under this plan.
All employees and contractors	<ul style="list-style-type: none"> Ensure familiarity, implementation and compliance with this plan; Support commitments to site environmental management and compliance; Work in a manner that will not harm the environment or others; Report all environmental incidents, complaints or inappropriate practices to the Site Manager.

3.2 Relevant Regulatory Authorities

Table 5 lists the contact details for the regulatory authorities that should be notified in the event of a pollution incident at the site.



Table 5 Relevant Regulatory Authorities Contact Details

Appropriate Regulatory Authority	Key Contact	Contact Details
Environment Protection Authority	Environmental Line	Ph: - 131 555 <i>This will result in the incident being recorded and the appropriate person being contacted.</i>
Murrumbidgee Local Health District (MLHD)	Tumut Hospital	Murrumbidgee Local Health District (MLHD)
SafeWork NSW	Incident Notification Hotline (Response Management Team)	Ph: 131 050
Local Authority (Council)	Snowy Valleys Council	Ph: 02 4988 0255 <i>After office hours, emergency calls are diverted to Council's after-hours service (on the same phone number).</i>
Water NSW	General Contact	Ph: 1300 662 077
Emergency Services (Fire and Rescue NSW, NSW Ambulance and NSW Police)	General Contact	Emergency - Ph: 000
Fire Emergency Services	General Contact	Ph: 13 1317
State Emergency Services (SES)	General Contact	Ph: 132 500

3.3 Communication with Neighbours and the Local Community

The location of the site is outlined in the **Section 1.1** and shown on **Figure 1**.

In the event of a pollution incident, Snowy Valleys Council have established the following processes for contacting the local community:

- When an incident occurs, Site Management will immediately contact the regulatory authorities listed in **Table 5**.
- Site Management will consult with the regulatory authorities to determine if the community is to be notified of the pollution incident and will discuss the most appropriate communication strategy with the regulatory authorities (for example, media release or direct contact with those potentially impacted).
- When determining the appropriate response and notification process for a particular pollution incident, all aspects of pollution event will be taken into consideration, e.g., the type and the extent of pollution. Notification strategies may include door knocking, letter drop, phone calls, SMS, or e-mail where contact details are available, notifications on social and mass media as appropriate to the circumstances.
- The following properties have been identified nearby that may be impacted should an environmental incident occur. Upon identification, during and following a pollution incident, the following actions must be taken; and
- Notification of the neighbouring and nearby properties (listed in **Table 6**) shall be undertaken at the determination of the Site Management.

The following notification methodology is proposed to be utilised as required:

- Early warnings: same day telephone notification to landholders who may be affected by the incident over the subsequent 24-hour period; and



- Updates: follow up phone calls to all landholders who may have been notified by the initial early warning; and
- Updates are to be provided to the broader local community in affected areas via information sheets or newsletters, Snowy Valleys Council website, media statements or any other strategy deemed necessary. Information provided to the community will be relevant to the incident and may include the following details:
 - Type of incident that has occurred.
 - Potential impacts local landholders and the community.
 - Site contact details; and
 - Advice or recommendations based on the incident type and scale.

Table 6 Neighbouring and Nearby Properties

Direction	Company	Address	Contact No.
North	SVC Tumut Waste and Recycling Centre	6 Killarney Rd, Gilmore NSW 2720	1300 275 782
Northeast	Australian Native Landscapes	28 Killarney Rd, Tumut NSW 2720	(02) 6947 4704
East	Bellette's Landfills	1 Killarney Rd, Gilmore NSW 2720	(02) 6947 2223
Northwest	AKD Soft Woods	Snowy Mountain Road, Gilmore NSW 2720	(02) 6981 4000

3.4 Minimising Harm to Persons on the Premises

All staff and contractors are inducted and trained prior to completing any work on site. The induction covers procedures for minimising the chance of pollution incident occurring, notification processes, managing a pollution incident and actions following a pollution incident. Records of staff training are kept onsite.

Minimising the impact to persons at the site during a pollution incident must be the highest priority. In the event of a pollution incident required evacuation of the site, actions will be completed in accordance with the Site Evacuation Procedure. In the event of an evacuation:

- Employers are to promptly stop work, notify the management and move to the nearest assembly area and remain there until instructed to leave.
- The Site Management is to contact emergency services required.
- The Site Management (or nominee in their absence) is the only person to coordinate with the emergency services.
- The Site Management is to perform a roll call.
- Once the Site Management gives the all-clear employees can return to work.

All staff are informed of the location of Emergency Assembly Areas through site inductions, signage and ongoing training. As part of the preparation of the PIRMP, the key aspects of the PIRMP will be provided to the staff and contractors. The PIRMP will be tested every twelve months as detailed in **Section 5.2**.

3.5 Legal Duty to Notify

All employees, contractors and sub-contractors at the site are responsible for alerting Site Management to hazards and potential hazards that may result in an environmental incident, regardless of the nature or scale.



Notification responsibilities are detailed in section 148 of the POEO Act, and these can be categorised broadly as:

- The duty of an employee or any person undertaking an activity:
Any person engaged as an employee or undertaking an activity must, immediately after becoming aware of any potential incident, notify their relevant manager of the incident and all relevant information about it. This is to be undertaken as per **Section 0**.
- The duty of the employer or occupier of a premises to notify:
An employer or occupier of the premises on which the incident occurs, who is notified (or otherwise becomes aware of) a potential pollution incident, must undertake notification to the appropriate regulatory authorities of any “material harm incidents”, as defined in **Section 1.4**, including relevant information. Notification shall be undertaken by Site Management as per **Section 0**.

4.0 Incident Management

4.1 Immediate Notification of a Pollution Incident

Holders of an EPL are required to report pollution incidents immediately without delay (Section 148 POEO Act). Licensees must notify all the relevant authorities (contact details can be found in **Table 5**), which, for the Development, are identified as:

- EPA.
- NSW Health.
- SafeWork NSW.
- Snowy Valleys Council.
- Fire and Rescue NSW.

4.2 Actions During a Pollution Incident

Snowy Valleys Council aims to effectively respond to any environmental incident promptly to prevent or reduce any adverse environmental impact. Site Management is responsible for coordinating the PIRMP procedure in the event of an environmental incident and ensuring that staff members working in critical areas are trained appropriately. All staff are instructed to notify Site Management of any environmental incident and take immediate action (where it is safe to do so) to prevent, contain and/or minimise the environmental impact of the incident.



Upon becoming aware of an environmental incident, Site Management is required to follow these steps:

(1) Preventative Action

Where possible and safe to do so, immediate action should be taken to prevent, stop, contain and/or minimise the environmental impact of the incident. The situation should be visually assessed, and emergency response undertaken if required.

In the event a pollution incident requires the evacuation of the site, actions will be completed in accordance with the Site Evacuation Procedure. All staff are informed of the location of Emergency Assembly Areas through site inductions, signage and on-going training.

(2) Assistance

Where assistance is required in handling the situation, the Site Management will nominate the responsible parties (**Table 3**).

Where the incident is reported via a regulatory authority the General Manager / Director must be notified immediately (even if outside of normal business hours).

The person reporting the pollution incident should document and provide the following key details:

- Location of the pollution incident/emergency.
- Nature of the pollution incident/emergency.
- Their name and contact details; and
- Details of any assistance required.

If adequate resources are not available and the incident threatens public health, property or the environment, Fire and Rescue NSW should be contacted on 000 for emergency assistance and/or the EPA can be contacted on 131 555 (Environment Line). If Fire and Rescue NSW is called, they may notify the EPA if they consider the environment or public health to be threatened. Notification by Fire and Rescue NSW does not negate the notification requirements outlined below.

(3) Notify

Under the provisions of the POEO Act, there is a duty to notify any incident that has caused or threatens to cause material harm to the environment and all relevant information about the incident. The specific duties to notify are outlined in Sections **3.5** and **4.1**. The relevant authorities required to be immediately notified are listed in **Table 5**

In the event of a serious incident or emergency, it is more than likely that the Fire and Rescue NSW and/or the EPA will take control and manage the required investigation and remedial activities. Any instructions issued must be strictly adhered to.

(4) Investigate

Undertake immediate investigative work to determine the cause of the incident.



(5) Remedial Action

Undertake appropriate remedial action to address the cause of the incident and mitigate any further environmental impact. In some instances, outside resources such as specialist contractors/consultants may be required.

It is imperative that an honest assessment of the situation is carried out and documented to minimise the potential for similar events in the future. On this basis, every environmental incident is to be recorded on standard Environmental Incident Report Form contained within **Appendix B**. A copy of the completed form should be maintained for at least four years.

Additional controls for managing chemical spills include:

- Advise relevant regulatory authorities if spill is considered significant or threatening material harm and adhere to any instructions issued by them.
- Where possible, contain spillage with Adsorb or similar material.
- Remove contaminated soil and or/absorption material to an approved disposal site as advised by the EPA or Council; and
- For minor spills the actions indicated in the SDSs relating to spills or leaks should be followed.

4.3 Actions Following a Pollution Incident

In the event of a pollution incident, there will be a detailed incident investigation completed by a Valmar employee and a report will be sent to Business Compliance Manager and relevant regulatory authorities. As with all complaints, if Valmar is notified of the pollution incident by a member of the public, the complaint will then be logged as an Environmental Complaint. All complaints records will be kept on site in a legible format for a minimum of four years.

Depending on the nature and/or extent of the pollution incident, Valmar will consult with the relevant authorities when determining whether the community will be notified of the pollution incident. If the community is to be notified, and as outlined in **Section 3.3** Valmar will decide the most appropriate consultation and/or notification strategy with the relevant authorities.

Within a month following a pollution incident, the PIRMP will be reviewed and tested. Valmar will continue to liaise with the relevant authorities to reduce the likelihood of incident recurrence.

All staff and contractors will receive the necessary refresher training, and the key outcomes of the incident investigation will be reported to staff and contractors.

5.0 Training, Testing and Communication

5.1 Staff Training

The requirements of the PIRMP are outlined in the site induction of all new employees and contractors. A Toolbox Talk outlining the key components on the PIRMP will be presented to all staff and contractors immediately following approval of this document. The objective of this training is to ensure all staff and contractors are aware of the key steps required to respond to and manage a pollution incident. Following a pollution incident, refresher training will be delivered to staff and contractors.

5.2 Auditing

The PIRMP will be tested at least every 12 months as per the requirement of the POEO(G) Regulation. The testing of the PIRMP is to be carried out in such a manner as to ensure that



the information included in the PIRMP is accurate and up to date, and that the PIRMP is capable of being implemented in a workable and effective manner.

Routine testing of the plan will be conducted annually or within one month of any pollution incident occurring, and can be completed through the following methods:

- Incident response.
- Simulated environmental emergency.
- Desktop simulations.

Post incident testing of the PIRMP is to be carried out to ensure that the information included in the PIRMP is accurate and up to date, and that the PIRMP is capable of being implemented in a workable and effective manner in accordance with the Act.

Records documenting the date on which the Plan was tested and the name of the staff members who carried out the testing will be maintained.

5.3 Review

Review Revisions are to be coordinated by Site Management. The objectives of a review are:

- To maintain compliance with the statutory requirements.
- Consider changes on activities on neighbouring properties.
- To identify opportunities for improvement in the Plan.

5.3.1 Event Based

Events which may trigger a review of this Plan, or its associated documents include:

- Reporting to the nominated parties in accordance with the plan.
- Change of operations including significant increase of production capacity, significant new plant and equipment is installed or upgraded and when the layout of the site is changed (e.g. relocation of a chemical storage area), requiring a new risk assessment.
- Modification/Improvement to the system.

5.3.2 Time Based

This management plan will be reviewed every 12 months. The Plan review will include:

- This Document.
- Legislation, Approval and Licence changes.



6.0 References

- Environment Protection Authority (2022) *Guideline: Pollution Incident Response Management Plans*.
- *Protection of the Environment Operations Act 1997 No 156* Current Version 24 February 2023
- Protection of the Environment Operations (General) Regulation 2022-449 17 February





Appendix A EPL 21812 PIRMP Risk Assessment

Gilmore Composting Facility

Pollution Incident Response Management Plan

Snowy Valleys Council

SLR Project No.: 610.30887.00010

15 August 2024

Appendix A: EPL 21812 PIRMP Risk Assessment								
							Version: A Date: 3 July 2024	
Risk Category	Risk Ref. Number	Potential Hazard / Risk (Impact)	Relevance to Project	Inherent			Existing Controls / Management Response	
				C	L	Rating		
Air Quality	1	Dust emissions from stockpiles on site causing impact to human health.	<p>The weather will impact the likelihood of the generation of dust. High wind speed will increase the likelihood of dust becoming airborne.</p> <p>Dust can be an issue to human health depending on the amount of exposure and composition of the dust.</p>	4	D	4D	Low Risk	<p>1. Restrict screening operations in times of high wind.</p> <p>2. Utilise water cart onsite for dust suppression i.e., regularly spray water on compost stockpiles.</p> <p>3. Workers to use appropriate PPE when working near stockpiles.</p> <p>4. Fire hose reels have been installed near storage bays dust for suppression purposes.</p>
Stormwater	2	Spill of fuel causing impact to the environment	<p>Periods of high rainfall will impact the likelihood of a leak or spillage of contaminated storm water.</p> <p>If rainfall was extremely high and/or if pits were blocked this could lead to water overflowing onto adjacent properties.</p>	3	E	3E	Medium	<p>1. The implemented stormwater system has been designed to cater for up to a 100 ARI storm event.</p> <p>2. The Storm Water Management Plan has been designed to capture sediments.</p> <p>3. Upgrades to site to enhance drainage and water capture including: Installation of Gross Pollutant Trap (GPT), Concrete dish drains, Storm water pits installed</p> <p>4. Regular inspections and monitoring of GPT and storm water pits by onsite staff.</p> <p>5. If GPT or storm water pits are found to blocked or full they are to be cleared as soon as possible</p> <p>6. To prevent discharge into the water system, all hazardous liquid materials (if present in the future) including diesel, petroleum and lubricants will stored in bunded areas.</p> <p>7. Emergency spill kits are available onsite.</p>
Stormwater	3	Contamination of surface water causing impact to the environment.	Loss of containment of the waste/compost storage areas, allowing sediment or compost run off into surface water receptors					
Waste	4	Incorrect handling, use, storage and/or disposal of hazardous waste causing impact to human health.	<p>From time-to-time inbound waste may contain non-conforming or hazardous waste, including asbestos.</p> <p>Dust and fibres can be an issue to human health depending on the amount of exposure</p> <p>Licenced waste contractor to remove waste from site.</p>	3	D	3D	Medium	<p>1. Material packaged and transported to site as per regulatory and other requirements.</p> <p>2. Workers to use appropriate PPE when working near waste</p> <p>3. Appropriate Staff Training</p> <p>4. Water cart/hose available for dust control</p> <p>5. Truck Wheel wash facility</p>
Waste	5	Incorrect handling, use, storage and/or disposal of hazardous/toxic waste causing impact to the environment.	Licenced waste contractor to remove waste from site.					
Spill	6	Diesel or hydraulic spills from mobile plant	<p>To prevent hydraulic line ruptures, scheduled maintenance and inspections are carried out. Hoses are replaced before they fail due to wear.</p> <p>If a spill from diesel or hydraulic did occur a spill kit is to be deployed.</p>	4	C	4C	Medium	<p>1. Spill kits available onsite.</p> <p>2. Mobile equipment is near new and well maintained.</p> <p>3. Monitoring of storm water pits & Gross Pollution Trap.</p> <p>4. First aid kits available onsite.</p>
Fire Risk	7	Smoke (due to onsite fire) causing impact to human health.	A fire could occur onsite, and smoke could affect human health due to smoke inhalation.	2	D	2D	High	<p>1. Fire detection system fitted to shed and offices.</p> <p>2. Fire extinguishers.</p> <p>3. Emergency drills are conducted annually with staff.</p> <p>4. Site Emergency Plan developed and implemented.</p> <p>5. Staff have undertaken fire warden training as appropriate</p>

Risk Impact Table

Likelihood	Impact				
	Catastrophic 1	Major 2	Moderate 3	Minor 4	Insignificant 5
A (almost certain/daily/>90% chance)	Extreme	Extreme	Extreme	High	High
B (likely/weekly/50-90% chance)	Extreme	Extreme	High	High	Medium
C (possible/monthly/10-50% chance)	Extreme	Extreme	High	Medium	Low
D (unlikely/annually/3-10% chance)	Extreme	High	Medium	Low	Low
E (rare <3% chance)	High	High	Medium	Low	Low



Appendix B Environmental Incident Report Form

Gilmore Composting Facility

Pollution Incident Response Management Plan

Snowy Valleys Council

SLR Project No.: 610.30887.00010

15 August 2024

Appropriate Regulatory Authority — Pollution Incident Reporting

Name of Person Reporting			
Position of Person Reporting			
Date			
Time			
Description of Incident			
Question	Response	Documentation	Complete Y/N
ABN			
Licence Number			
Premises where the incident occurred			
What was released?			
Where was it released?			
What volume was released?			
When was it released?			
How long was the release?			
What was the cause of the release			
How has the release been controlled?			
How is the release being contained?			
How is the release being cleaned up			

Appropriate Regulatory Authority — Pollution Incident Reporting			
What immediate actions have been taken to prevent a recurrence?			
What sampling has been undertaken?			
Appropriate Regulatory Authority	Key Contact	Contact Details	Reference (Reference Number and Name)
Environment Protection Authority	Environmental Line	Ph: - 131555 This will result in the incident being recorded and the appropriate person being contacted.	
Murrumbidgee Local Health District (MLHD)	Tumut Hospital Tumbarumba Hospital	Ph: (02) 5943 2003	
SafeWork NSW	Incident Notification Hotline (Response Management Team)	Ph: 131 050	
Local Authority (Council)	Snowy Valleys Council	Ph: 1300 275 782 After office hours, emergency calls are diverted to Council's after-hours service (on the same phone number).	
Riverina Water	General Contact	Ph: 6922 0608	
Emergency Services (Fire and Rescue NSW. NSW Ambulance and NSW Police)	General Contact	Emergency - Ph: 000	
Fire Emergency Services	General Contact	Ph: 13 1317	
State Emergency Services (SES)	General Contact	Ph: 132 500	



Appendix C Stormwater Drainage Plan

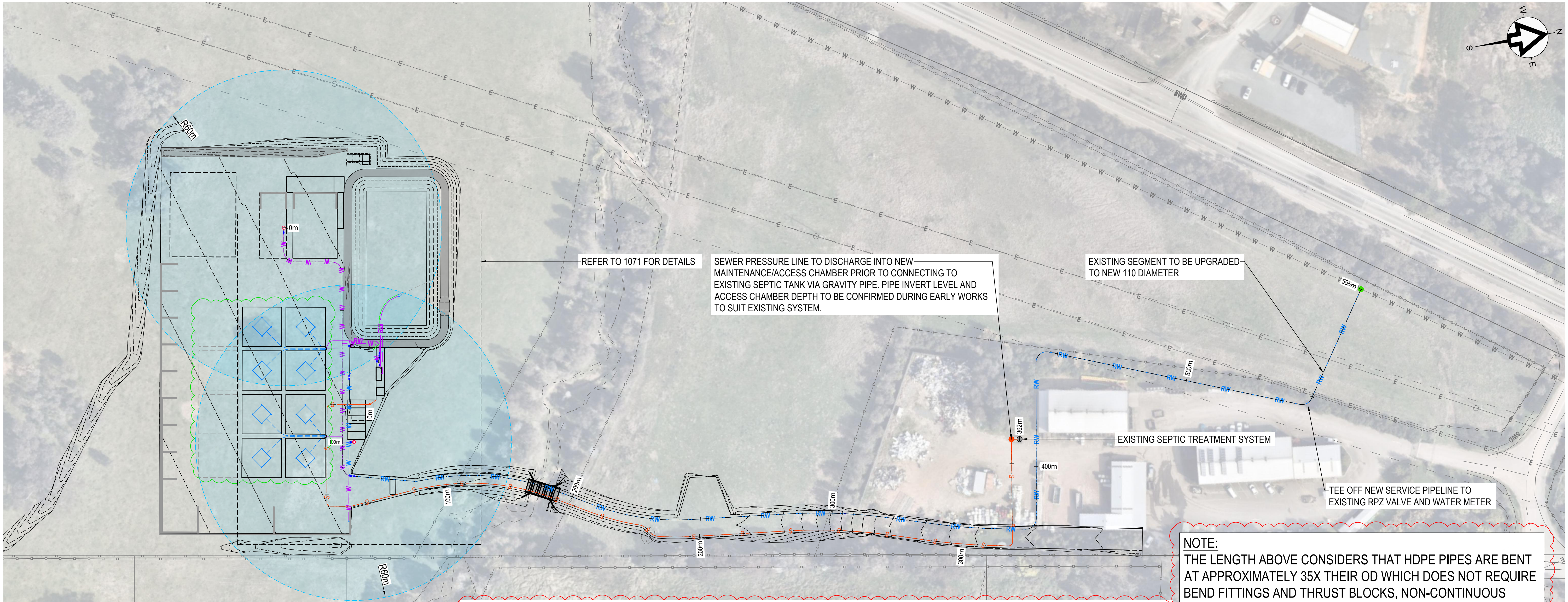
Gilmore Composting Facility

Pollution Incident Response Management Plan

Snowy Valleys Council

SLR Project No.: 610.30887.00010

15 August 2024



REFER TO 1071 FOR DETAILS

SEWER PRESSURE LINE TO DISCHARGE INTO NEW MAINTENANCE/ACCESS CHAMBER PRIOR TO CONNECTING TO EXISTING SEPTIC TANK VIA GRAVITY PIPE. PIPE INVERT LEVEL AND ACCESS CHAMBER DEPTH TO BE CONFIRMED DURING EARLY WORKS TO SUIT EXISTING SYSTEM.

EXISTING SEGMENT TO BE UPGRADED TO NEW 110 DIAMETER

EXISTING SEPTIC TREATMENT SYSTEM

TEE OFF NEW SERVICE PIPELINE TO EXISTING RPZ VALVE AND WATER METER

NOTE:
THE LENGTH ABOVE CONSIDERS THAT HDPE PIPES ARE BENT AT APPROXIMATELY 35X THEIR OD WHICH DOES NOT REQUIRE BEND FITTINGS AND THRUST BLOCKS, NON-CONTINUOUS PIPES SHALL BE WELDED TO EACH OTHER AT THEIR RESPECTIVE ENDS. ALTERNATIVELY THE CONTRACTOR MAY USE BEND FITTINGS WITH FLANGE-FLANGE CONNECTIONS AND THEIR REQUIRED THRUST BLOCKS, BUT THESE ARE TO BE QUANTIFIED BY THEIR OWN ESTIMATORS.

BILL OF QUANTITIES WATER SERVICES COMPONENTS

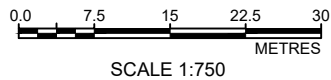
COMPONENT	QUANTITY	DN25	DN32	DN40	DN50	DN63	DN110
BALL VALVES	9	2	2	-	1	2	2
RPZ VALVE	1	-	-	-	-	-	1
PRESSURE TRANSMITTER	1	-	-	-	-	-	-
FINE MESH STRAINER	1	-	-	-	-	-	-
SPRING ASSISTED FLAP CHECK VALVE	1	-	-	-	-	-	-
DUTY STANDBY LOWARA VFD WITH PRESSURE REGULATOR TO SUPPLY SPRINKLERS FROM RAINWATER TANK	1	-	-	-	-	-	-
RAINWATER TANK 10KL - Modline Aquaplate Steel Water Tank	2	-	-	-	-	-	-
40mm FEMALE CAM LOCK	16	-	-	16	-	-	-
40mm MALE/MANFOLD CAM LOCK	16	-	-	16	-	-	-
LOW PROFILE WOBBLERS MOUNTED ON CORNERS WITH 3/4" BSB THREADS	32	32	-	-	-	-	-
BOLLARDS	8	-	-	-	-	-	-
TAPS	2	-	2	-	-	-	-
FIRE HOSE REEL 30m	2	2	-	-	-	-	-
POLYETHYLENE SEWAGE PUMPING STATION MODEL 2155 WITH MF3068 GRINDER PUMP	1	-	-	-	-	-	-
25L SUMP PUMP WITH FLOAT	1	-	-	-	-	-	-
K25 PILOT AIR COMPRESSOR 3HP, 3 PHASE, 53L TANK	1	-	-	-	-	-	-
Y BRANCH 45° FOR BUTT OR EF 110x50	1	-	-	-	-	-	1
REDUCING TEE LONG SPIGOT PE100 SDR11 110x32	3	-	-	-	-	-	2
REDUCING TEE LONG SPIGOT PE100 SDR11 110x50	1	-	-	-	-	-	1
REDUCING TEE LONG SPIGOT PE100 SDR11 110x63	2	-	-	-	-	-	2
REDUCER LONG SPIGOT PE100 SDR11 32x25	1	-	1	-	-	-	-
REDUCER CONCENTRIC FOR BUTT OR EF 50x25	1	-	-	-	1	-	-
REDUCER CONCENTRIC FOR BUTT OR EF 110x50	1	-	-	-	-	-	1

BILL OF QUANTITIES PIPES

PIPE	LENGTH
DN25 PN12.5 HDPE WATER PIPE	41m
DN110 PN12.5 HDPE WATER PIPE	752m
DN25 PN12.5 HDPE NP WATER PIPE	6m
DN32 PN12.5 HDPE NP WATER PIPE	22m
DN40 PN12.5 HDPE NP WATER PIPE	31m
DN50 PN12.5 HDPE NP WATER PIPE	85m
DN63 PN12.5 HDPE NP WATER PIPE	43m
DN65 PN12.5 HDPE NP WATER PIPE	160m
DN110 PN12.5 HDPE NP WATER PIPE	52m
IRRIGATION PIPE - LAYFLAT DN40	135m
40mm HDPE PN 10 SEWER PIPE	366m
150mm uPVC UV PROTECTED SW PIPE	115m

LEGEND

- EXISTING BOUNDARY
- EXISTING EASEMENT
- EXISTING ELECTRICAL LINE
- EXISTING WATER PIPE
- EXISTING STORMWATER PIPE
- EXISTING FENCE
- PROPOSED POTABLE PN12.5 HDPE POTABLE WATER PIPE
- PROPOSED OPERATIONAL PN12.5 HDPE OPERATIONAL WATER PIPE
- PROPOSED PN12.5 HDPE RECYCLED WATER PIPE
- DN40 LAYFLAT HOSE
- PROPOSED 40mm HDPE PN 10 SEWER PIPE
- FIRE HOSE COVERAGE ZONE
- FIRE HOSE REEL
- TAP IN POINT
- MULCH IRRIGATION ZONE
- BALL VALVE



DRAWN: WP
DESIGN: GL
DWG. CHECK: GL
DES. CHECK: PD
RESPONSIBLE PRINCIPAL SIGNATURE:
RPEQ: RPEQ:



THE CONTENT CONTAINED WITHIN THIS DOCUMENT MAY BE BASED ON THIRD PARTY DATA. SLR CONSULTING AUSTRALIA PTY LTD DOES NOT GUARANTEE THE ACCURACY OF ANY SUCH INFORMATION.

LEVEL 1, THE CENTRAL BUILDING
INNOVATION CAMPUS, SQUIRES WAY
NORTH WOLLONGONG NSW 2500
AUSTRALIA
T: +61 2 4249 1004
F: +61 2 4249 1000
www.slrc consulting.com

CLIENT:	SNOWY VALLEYS COUNCIL	PROJECT:	FOGO FACILITY DETAILED DESIGN	DRAWING TITLE:	WATER SERVICES GENERAL ARRANGEMENT LAYOUT PLAN	SIZE:	A1
STATUS:	FOR CONSTRUCTION	SCALE:	1:750	DRAWING NUMBER:	610.30887-CI-1070	REVISION:	2

REVISIONS	DATE	DESCRIPTION	APPROVED
2	25.09.2023	AMENDED AS REQUESTED	GL
1	14.09.2023	ISSUED FOR CONSTRUCTION	GL

THIS DRAWING IS THE PROPERTY OF SLR CONSULTING AUSTRALIA AND MUST NOT BE RETAINED, COPIED OR USED WITHOUT THE CONSENT OF THE COMPANY.

PLOT DATE: 26-Sep-2023 1:11:48 PM
\\au.slr.local\Corporate\Projects\SLR610-SrvSYD\610-SYD\610.30887.00000 SVC Project Delivery Manager Waste Prod\06 SLR Data\01 CAD\GIS\CAD\610.30887-CI-1070.dwg



Appendix D Site Layout and Assembly Area

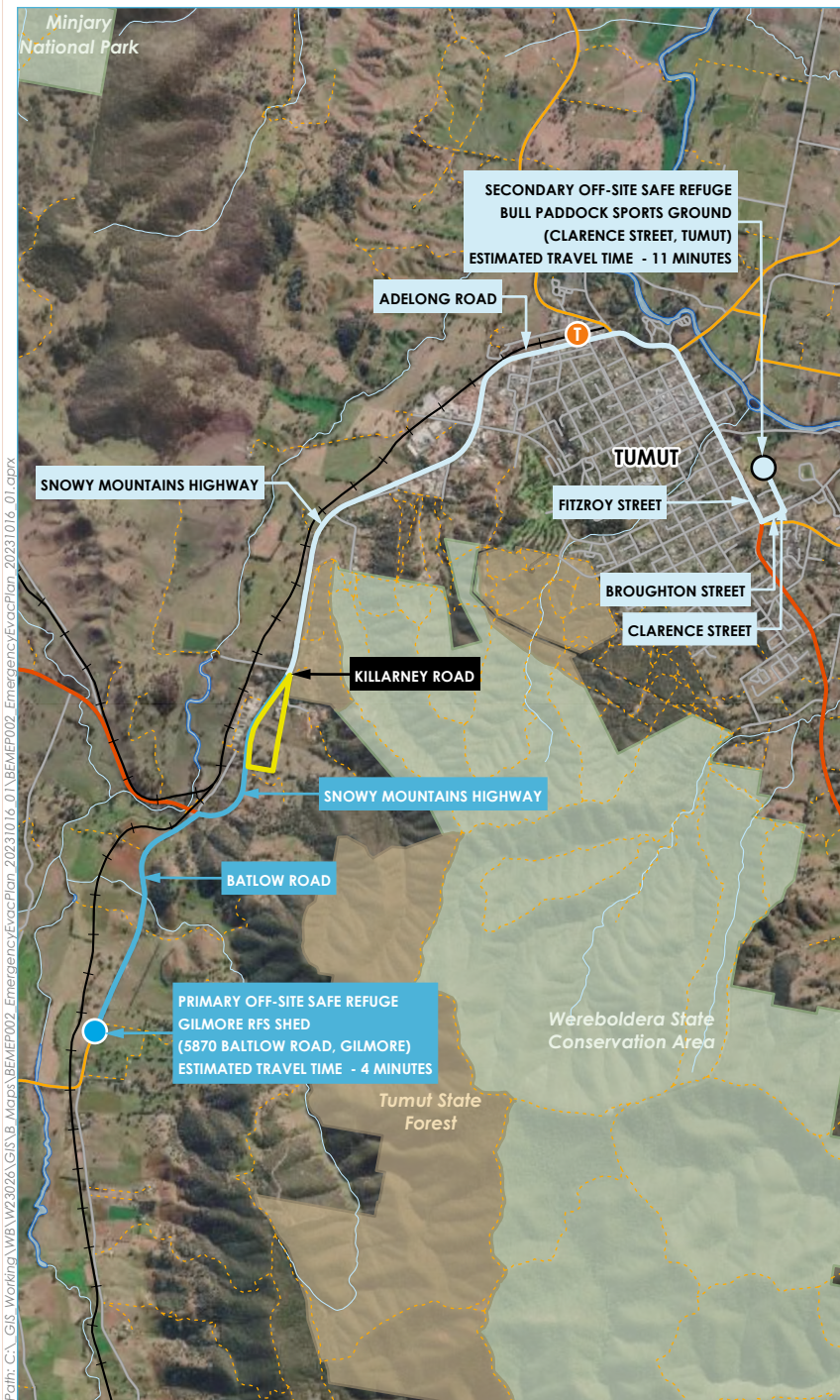
Gilmore Composting Facility

Pollution Incident Response Management Plan

Snowy Valleys Council

SLR Project No.: 610.30887.00010

15 August 2024



LEGEND

- Site boundary
- Gilmore Composting Facility
- Site features**
- Fire hose reel
- Proposed access road (indicative)
- Site office
- Compost runoff dam (fire fighting water supply)
- 45ft shipping container
- Domed shade sail - Stage 0
- Screening plant and final storage area
- Space for expansion
- Other raw material storage area
- Asset protection zone (APZ)**
- Inner protection area
- Safe refuge route**
- Primary off-site safe refuge
- Secondary off-site safe refuge
- Existing environment**
- Railway station
- Electricity transmission line
- Rail
- Major road
- Minor road
- Local road
- Vehicular track
- Watercourse/drainage line
- Waterbody
- Lot boundary
- Easement
- National park/reserve
- State forest

Figure 5.2 – Site layout and location of off-site safe refuge

Gilmore Composting Facility

16/10/2023 (v1) 1:70,000 @A4 (region) 1:3,000 @A4 (site) GDA2020 MGA Zone 55

0 0.5 1 0 25 50
kilometres (region) metres (site)

Disclaimer: mapping is indicative only and the data shown has an inherent level of inaccuracy that is dependent on the data source. The location of all mapped features and boundaries should be confirmed by a registered surveyor.



Path: C:\GIS\Working\WBP3020A\GIS\B_Maps\BOP004_Hazards\BOP004_Hazards\BOP004_04.aprx

Asset Protection Zone (Inner Protection Area)	
Trees	<ul style="list-style-type: none">• Tree canopy cover should be less than 15% at maturity;• Trees at maturity should not touch or overhang the building;• Lower limbs should be removed up to a height of 2m above the ground• Tree canopies should be separated by 2 to 5m and• Preference should be given to retaining smooth barked and evergreen trees.
Shrubs	<ul style="list-style-type: none">• Large discontinuities or gaps in the vegetation should be provided to slow down or break the progress of fire towards buildings;• Shrubs should not be located under trees;• Shrubs should form less than 10% ground cover; and• Clumps of shrubs should be separated from exposed windows and doors by a distance of at least twice the height of the vegetation.
Grass and Leaf Litter	<ul style="list-style-type: none">• Grass should be kept mown or slashed to a height of less than 100mm or alternatively the 10mIPA area can be maintained by the application of gravel to ensure long term maintenance; and• Leaves and other debris should be removed.

Measures to prevent or mitigate fires igniting	
During construction	
<ul style="list-style-type: none">• Ember protection measures are to be applied to buildings;• Perimeter fencing is a non-combustible material;• Implement an 11m APZ from the perimeter fencing to the standards of an IPA;• Landscaping within the APZ is to comply with the requirements of an IPA;• Capacity of roads is sufficient for up to 23 tonnes with a vertical clearance of 4m• Construct and maintain a 4m wide perimeter fire trail around the Composting Facility; and• Restrict unauthorised access to deter arson.	
During operation	
<ul style="list-style-type: none">• Buildings and ember protection measures are maintained for the life of the development;• Maintain a 4m wide perimeter fire trail around the Composting Facility and access to static water supply;• Maintain the 11m APZ from the perimeter fencing to the standards of an IPA;• Ensure all emergency access, equipment and exits are kept clear to prevent stockpile creep or litter build-up;• Plant and equipment should be regularly inspected and maintained;• Control potential ignition sources (e.g. friction, sparks, heating) including 'no open fire' policy, smoking restricted to designate areas or banned, 'hot-works permit' procedures are in place;• Machinery is to have appropriate heat shrouds and spark arrestors fitted and refuelling is to occur in designated areas away from combustible waste materials;• Restrict unauthorised access to deter arson;• Stockpiles are monitored and rotated as necessary to dissipate any hotspots;• External stockpiles are limited in size and maintain minimum separations to prevent fire spread;• Fire brigade access is provided between external stockpiles; and• The storage time for feedstock organics such as vegetation, natural fibrous organics and wood organics should not be stored for more than 2 months unless adequate procedures are in place to control the threat of fire.	

Work that should not be carried out during a total fire ban	
<ul style="list-style-type: none">• Under Section 63 of the Rural Fires Act 1997 it is the responsibility of the landowner to limit the ignition and prevent the spread of fires from the property;• On days declared Total Fire Ban you cannot light, maintain or use a fire in the open, or carry out any activity in the open that has the potential for a fire to develop;• General purpose hot works (such as welding, grinding or gas cutting or any activity that produces a spark or flame including slashing / using tractor) are not to be done in the open; and• The local NSW RFS Fire Control Centre should be notified of any works that have the potential to ignite surrounding vegetation, proposed to be carried out during a bush-fire fire danger period to ensure weather conditions are appropriate.	

Storage and maintenance of fuels and other flammable materials	
<p>All fuels or flammable solvents for operational use should be stored in an appropriately ventilated and secure store. This store should be located away from storage and processing areas. All flammable liquids should be stored within a bund that can hold 110% of the volume of the flammable liquids stored there, so that any release of raw or burning fuel cannot cause a fire in the combustible organics present on the site or affect the stormwater.</p>	

Fire suppression equipment, access and water	
<ul style="list-style-type: none">• Access is provided via the entry to the Tumut Resource Recovery Centre at 6 Klarney Road. This road is 7m wide reducing to 3.5m at the culvert (creek crossing). Adequate access is available to the Composting Facility and around the stock piles;• Water for firefighting is available from the compost runoff dam (40,000L) with a hard stand area within 4m of the dam; and• Two fire hose reels are provided with 60m coverage as shown on this plan to draw water from the existing reticulated supply.	



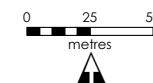
Data source: WBP (2023); DCSSS (2023); GoogleEarth (2023); ICSM (2013)

LEGEND	
	Site boundary
	Electricity transmission line
	Major road
	Local road
	Vehicular track
	Topographic contour (1 m)
	Topographic contour (10 m)
	Watercourse/drainage line
	Lot boundary
	Easement
	Proposed development area
Site features	
	Approximate tap in location from the existing RRC
	Fire hose reel
	Proposed water pipe
	Site extent
	Proposed parking
	Proposed retaining wall
	Fire hose coverage zone
	Hardstand area for emergency vehicles dam access
	Proposed access road (indicative)
	Truck wash bay (indicative)
	Proposed culverts
	Wheel wash bay
	Shed/office
	Compost runoff dam (fire fighting water supply)
	Proposed earth bund
	45ft shipping container
	Domed shade sail - Stage 0
	Screening plant and final storage area
	Space for expansion
	Other raw material storage area
Asset protection zone (APZ)	
	Inner protection area
Bushfire land category	
	Remnant vegetation
	Grassy Woodland
	Woodland
	Forest

Bush Fire Hazard Management Plan and Operations Plan

Gilmore Composting Facility

04/09/2023 (v4) 1:3,000 @A4 GDA2020 MGA Zone 55



Disclaimer: mapping is indicative only and the data shown has an inherent level of inaccuracy that is dependent on the data source. The location of all mapped features and boundaries should be confirmed by a registered surveyor.





Appendix E EPL 21812

Gilmore Composting Facility

Pollution Incident Response Management Plan

Snowy Valleys Council

SLR Project No.: 610.30887.00010

15 August 2024

Licence Variation

Licence - 21812



SNOWY VALLEYS COUNCIL
ABN 53 558 891 887
76 CAPPER STREET
TUMUT NSW 2720

Attention: Quentin Adams

Notice Number 1630801
File Number EF23/5587
Date 13-Jul-2023

NOTICE OF VARIATION OF LICENCE NO. 21812

BACKGROUND

- A. SNOWY VALLEYS COUNCIL ("the licensee") is the holder of Environment Protection Licence No. 21812 ("the licence") issued under the *Protection of the Environment Operations Act 1997* ("the Act"). The licence authorises the carrying out of activities at 6 KILLARNEY ROAD, GILMORE, NSW, 2720 ("the premises").
- B. On 11 July 2023 the Environment Protection Authority (EPA) issued the licence to Snowy Valleys Council.
- C. On 11 July 2023 following further review of the licence an error was identified in Condition M4.3.
- D. On 11 July 2023 the EPA sent a draft copy of the variation to Snowy Valleys Council and SLR Consulting.
- E. On 13 July 2023 the changes were accepted.

VARIATION OF LICENCE NO. 21812

- 1. By this notice the EPA varies licence No. 21812. The attached licence document contains all variations that are made to the licence by this notice.
- 2. The following variations have been made to the licence:
 - Condition M4.3 - Point 6 monitoring parameters updated.

Licence Variation



A handwritten signature in blue ink that reads 'Briohny Seaman'.

.....
Briohny Seaman

A/ Unit Head

Environment Protection Authority

(by Delegation)

INFORMATION ABOUT THIS NOTICE

- This notice is issued under section 58(5) of the Act.
- Details provided in this notice, along with an updated version of the licence, will be available on the EPA's Public Register (<http://www.epa.nsw.gov.au/prpoeo/index.htm>) in accordance with section 308 of the Act.

Appeals against this decision

- You can appeal to the Land and Environment Court against this decision. The deadline for lodging the appeal is 21 days after you were given notice of this decision.

When this notice begins to operate

- The variations to the licence specified in this notice begin to operate immediately from the date of this notice, unless another date is specified in this notice.
- If an appeal is made against this decision to vary the licence and the Land and Environment Court directs that the decision is stayed the decision does not operate until the stay ceases to have effect or the Land and Environment Court confirms the decision or the appeal is withdrawn (whichever occurs first).



Environment Protection Licence

Licence - 21812

Licence Details	
Number:	21812
Anniversary Date:	11-July

Licensee
SNOWY VALLEYS COUNCIL
76 CAPPER STREET
TUMUT NSW 2720

Premises
RESOURCE RECOVERY CENTRE AT GILMORE, NSW
6 KILLARNEY ROAD
GILMORE NSW 2720

Scheduled Activity
Composting

Fee Based Activity	Scale
Composting	0-5000 T annual capacity to receive organics

Contact Us
NSW EPA
6 Parramatta Square
10 Darcy Street
PARRAMATTA NSW 2150
Phone: 131 555
Email: info@epa.nsw.gov.au
Locked Bag 5022
PARRAMATTA NSW 2124



Environment Protection Licence

Licence - 21812

INFORMATION ABOUT THIS LICENCE	4
Dictionary	4
Responsibilities of licensee	4
Variation of licence conditions	4
Duration of licence	4
Licence review	4
Fees and annual return to be sent to the EPA	4
Transfer of licence	5
Public register and access to monitoring data	5
1 ADMINISTRATIVE CONDITIONS	6
A1 What the licence authorises and regulates	6
A2 Premises or plant to which this licence applies	6
A3 Information supplied to the EPA	6
2 DISCHARGES TO AIR AND WATER AND APPLICATIONS TO LAND	7
P1 Location of monitoring/discharge points and areas	7
3 LIMIT CONDITIONS	8
L1 Pollution of waters	8
L2 Waste	8
L3 Noise limits	9
L4 Hours of operation	10
L5 Potentially offensive odour	10
L6 Other limit conditions	11
4 OPERATING CONDITIONS	12
O1 Activities must be carried out in a competent manner	12
O2 Maintenance of plant and equipment	12
O3 Dust	12
O4 Other operating conditions	13
5 MONITORING AND RECORDING CONDITIONS	14
M1 Monitoring records	14
M2 Requirement to monitor concentration of pollutants discharged	15
M3 Testing methods - concentration limits	16
M4 Weather monitoring	16
M5 Recording of pollution complaints	17
M6 Telephone complaints line	17
M7 Noise monitoring	18



Environment Protection Licence

Licence - 21812

6	REPORTING CONDITIONS	18
R1	Annual return documents	18
R2	Notification of environmental harm	19
R3	Written report	19
R4	Other reporting conditions	20
7	GENERAL CONDITIONS	20
G1	Copy of licence kept at the premises or plant	20
8	SPECIAL CONDITIONS	20
E1	Composting Volumes	20
E2	Special Dictionary	21
DICTIONARY		22
	General Dictionary	22

Environment Protection Licence

Licence - 21812

Information about this licence

Dictionary

A definition of terms used in the licence can be found in the dictionary at the end of this licence.

Responsibilities of licensee

Separate to the requirements of this licence, general obligations of licensees are set out in the Protection of the Environment Operations Act 1997 ("the Act") and the Regulations made under the Act. These include obligations to:

- ensure persons associated with you comply with this licence, as set out in section 64 of the Act;
- control the pollution of waters and the pollution of air (see for example sections 120 - 132 of the Act);
- report incidents causing or threatening material environmental harm to the environment, as set out in Part 5.7 of the Act.

Variation of licence conditions

The licence holder can apply to vary the conditions of this licence. An application form for this purpose is available from the EPA.

The EPA may also vary the conditions of the licence at any time by written notice without an application being made.

Where a licence has been granted in relation to development which was assessed under the Environmental Planning and Assessment Act 1979 in accordance with the procedures applying to integrated development, the EPA may not impose conditions which are inconsistent with the development consent conditions until the licence is first reviewed under Part 3.6 of the Act.

Duration of licence

This licence will remain in force until the licence is surrendered by the licence holder or until it is suspended or revoked by the EPA or the Minister. A licence may only be surrendered with the written approval of the EPA.

Licence review

The Act requires that the EPA review your licence at least every 5 years after the issue of the licence, as set out in Part 3.6 and Schedule 5 of the Act. You will receive advance notice of the licence review.

Fees and annual return to be sent to the EPA

For each licence fee period you must pay:

- an administrative fee; and
- a load-based fee (if applicable).



Environment Protection Licence

Licence - 21812

The EPA publication “A Guide to Licensing” contains information about how to calculate your licence fees. The licence requires that an Annual Return, comprising a Statement of Compliance and a summary of any monitoring required by the licence (including the recording of complaints), be submitted to the EPA. The Annual Return must be submitted within 60 days after the end of each reporting period. See condition R1 regarding the Annual Return reporting requirements.

Usually the licence fee period is the same as the reporting period.

Transfer of licence

The licence holder can apply to transfer the licence to another person. An application form for this purpose is available from the EPA.

Public register and access to monitoring data

Part 9.5 of the Act requires the EPA to keep a public register of details and decisions of the EPA in relation to, for example:

- licence applications;
- licence conditions and variations;
- statements of compliance;
- load based licensing information; and
- load reduction agreements.

Under s320 of the Act application can be made to the EPA for access to monitoring data which has been submitted to the EPA by licensees.

This licence is issued to:

SNOWY VALLEYS COUNCIL
76 CAPPER STREET
TUMUT NSW 2720

subject to the conditions which follow.



Environment Protection Licence

Licence - 21812

1 Administrative Conditions

A1 What the licence authorises and regulates

A1.1 This licence authorises the carrying out of the scheduled activities listed below at the premises specified in A2. The activities are listed according to their scheduled activity classification, fee-based activity classification and the scale of the operation.

Unless otherwise further restricted by a condition of this licence, the scale at which the activity is carried out must not exceed the maximum scale specified in this condition.

Scheduled Activity	Fee Based Activity	Scale
Composting	Composting	0 - 5000 T annual capacity to receive organics

A2 Premises or plant to which this licence applies

A2.1 The licence applies to the following premises:

Premises Details
RESOURCE RECOVERY CENTRE AT GILMORE, NSW
6 KILLARNEY ROAD
GILMORE
NSW 2720
LOT 1 DP 197308
RESOURCE RECOVERY CENTRE AT GILMORE, NSW

A3 Information supplied to the EPA

A3.1 Works and activities must be carried out in accordance with the proposal contained in the licence application, except as expressly provided by a condition of this licence.

In this condition the reference to "the licence application" includes a reference to:

- a) the applications for any licences (including former pollution control approvals) which this licence replaces under the Protection of the Environment Operations (Savings and Transitional) Regulation 1998; and
- b) the licence information form provided by the licensee to the EPA to assist the EPA in connection with the issuing of this licence.

A3.2 In addition to A3.1 and except as expressly provided by the EPA's general terms of approval, works and activities must be carried out in accordance with the proposal contained in:

a) The development application DA2021/0011 submitted to Snowy Valleys Council and dated 21 January 2021;



Environment Protection Licence

Licence - 21812

- b) The environmental impact statement Environmental Impact Statement for Tumut composting facility prepared for Snowy Valleys Council by RM Consulting Group and dated December 2020;
- c) Response to Development Assessment Application feedback, Final Report prepared for Snowy Valleys Council by RM Consulting Group and dated January 2022;
- d) All additional documents supplied to the EPA in relation to the development, including Proposed Gilmore Composting facility - Odour Impact and Management Assessment (Revision 3), prepared by The Odour Unit Pty Ltd and dated 4 May 2022.

2 Discharges to Air and Water and Applications to Land

P1 Location of monitoring/discharge points and areas

P1.1 The following points referred to in the table are identified in this licence for the purposes of the monitoring and/or the setting of limits for discharges of pollutants to water from the point.

Water and land

EPA Identification no.	Type of Monitoring Point	Type of Discharge Point	Location Description
2	Groundwater Quality Monitoring		Borehole A as shown on the map provided to the EPA on 23 June 2023 at DOC23/416961-3
3	Groundwater Quality Monitoring		Borehole B as shown on the map provided to the EPA on 23 June 2023 at DOC23/416961-3
4	Groundwater Quality Monitoring		Borehole C as shown on the map provided to the EPA on 23 June 2023 at DOC23/416961-3
5	Wet weather discharge	Wet weather discharge	Leachate Dam outlet as shown on the map provided to the EPA on 23 June 2023 at DOC23/416961-3

P1.2 The following points referred to in the table below are identified in this licence for the purposes of weather and/or noise monitoring and/or setting limits for the emission of noise from the premises.

Noise/Weather

EPA identification no.	Type of monitoring point	Location description
6	Meteorological Station	Meteorological Station as shown in the AQOM Plan provided to the EPA on 23 June 2023 at DOC23/416961-3



Environment Protection Licence

Licence - 21812

3 Limit Conditions

L1 Pollution of waters

- L1.1 Except as may be expressly provided in any other condition of this licence, the licensee must comply with section 120 of the Protection of the Environment Operations Act 1997.
- L1.2 Discharges of <(list pollutants to be determined via a water assessment plan) (see "Surface Water Monitoring - Water Assessment Plan" at Condition M2.4)> to waters from Point 4 is permitted when the discharge solely occurs as a result of rainfall at the premises exceeding the 1 in 10 year, 24 hours storm event and after all practical measures to avoid overflow have been implemented (including those contingency measures outlined in section 2.2.2 of Response to Development Assessment Application feedback, Final Report prepared for Snowy Valley council by RM consulting Group and dated January 2022).

L2 Waste

- L2.1 The licensee must not cause, permit or allow any waste to be received at the premises, except the wastes expressly referred to in the column titled "Waste" and meeting the definition, if any, in the column titled "Description" in the table below.
- Any waste received at the premises must only be used for the activities referred to in relation to that waste in the column titled "Activity" in the table below.
- Any waste received at the premises is subject to those limits or conditions, if any, referred to in relation to that waste contained in the column titled "Other Limits" in the table below.
- This condition does not limit any other conditions in this licence.

Code	Waste	Description	Activity	Other Limits
NA	Waste	Any waste received onsite that is below the licensing threshold in Schedule 1 of the POEO Act, in force from time to time		N/A
NA	Garden waste	As defined in Schedule 1 of the POEO Act, in force from time to time	Composting	See note following table
NA	Organics	As defined in Schedule 1 of the POEO Act, in force from time to time	Composting	See note following table
NA	Wood waste	As defined in Schedule 1 of the POEO Act, in force from time to time	Composting	See note following table
NA	Food waste	As defined in Schedule 1 of the POEO Act, in force from time to time	Composting	See note following table

- L2.2 A combined maximum of 3,000 tpa of the following materials can be received and treated (composting) in any 12 month period at the premises.



Environment Protection Licence

Licence - 21812

- a) Green/garden waste
- b) Food waste

L3 Noise limits

L3.1 Noise from the premises must not exceed the noise limits at the times and locations in the table below. The locations referred to in the table are indicated in Figure 1 of the Tumut Composting Facility Construction and Operational Noise Assessment, SLR Consulting, ref 670.30079-R01-v1.0, dated 17 December 2021.

EPA Identification	Location
R1 - 40 Whatmans Lane, Gilmore (Lot 101, DP 1129158)	41
R2 - 21 Gilmore Mill Road, Gilmore (Lot 2, DP 1121304)	46
R3 - 25 Gilmore Mill Road, Gilmore (Lot 2, DP 1041444)	43
R4 - 49 Gilmore Mill Road, Gilmore (Lot 4, DP 1041444)	40
Any other residential receiver	40

L3.2 For the purpose of condition L3.1:

- a) Day means the period from 7:00am to 6:00pm Monday to Saturday and the period 8:00am to 6:00pm Sunday and Public Holidays.

L3.3 Noise enhancing meteorological conditions

- a) The noise limits set out in condition L3.1 apply under the following meteorological conditions specified in the table below.
- b) For those meteorological conditions not referred to in condition L3.2 a), the noise limits that apply are the noise limits in condition L3.1 plus 5dB.

Day	Stability Categories A, B, C and D with wind speed
Day	Stability Categories A, B, C and D with wind speeds up to and including 3m/s at 10m above ground level.
Evening	Stability Categories A, B, C and D with wind speeds up to and including 3m/s at 10m above ground level.
Night	Stability Categories A, B, C and D with wind speeds up to and including 3m/s at 10m above ground level; or Stability Categories E and F with wind speeds up to and including 2m/s at 10m above ground level.

L3.4 For the purposes of condition L3.3:

- a) The meteorological conditions are to be determined from meteorological data obtained from the meteorological weather station identified as Bureau of Meteorology AWS at Gundagai, NSW.
- b) Stability category shall be determined using the following method from Fact Sheet D of the "Noise Policy for Industry (NSW EPA, 2017)":

Environment Protection Licence

Licence - 21812

i. Use of sigma-theta data (section D1.4)

L3.5 To assess compliance:

a) With the LAeq (15 minute) noise limits in condition L3.1 and L3.3, the noise measurement equipment must be located:

i. Approximately on the property boundary, where any residence is situated 30 metres or less from the property boundary closest to the premises; or where applicable.

ii. In an area within 30 metres of a residence façade, but not closer than 3 metres where any residence on the property is situated more than 30 metres from the property boundary closest to the premises; or where applicable.

iii. In an area within 50 metres of the boundary of a National Park or Nature Reserve.

iv. At any other location identified in condition L3.1.

b) With the LAeq (15 minute) noise limits in condition L3.1. and L3.3, the noise measurement equipment must be located:

i. At the reasonably most affected point at a location where there is no residence at the location; or

ii. At the reasonably most affected point within an area at a location prescribed by condition 3.5(a).

L3.6 A non-compliance of conditions L3.1 and L3.3 will still occur where noise generated from the premise is measured in excess of the noise limit at a point other than the reasonably most affected point at the locations referred to in condition L3.5(a) or L3.5(b)

Note to L3.5 and L3.6: The reasonably most affected point is a point at a location or within an area of a location experiencing or expected to experience the highest sound pressure level from the premises/

L3.7 For the purposes of determining the noise generated from the premises, the modifying factor corrections in Table C1 in Fact Sheet C of the Noise Policy for Industry (NSW EPA, 2017) may be applied, if appropriate, to the noise measurements by the noise monitoring equipment.

L3.8 Noise measurements must not be undertaken where rain or wind speed at microphone level will affect the acquisition of valid measurements.

L4 Hours of operation

L4.1 All construction work at the premises must only be conducted between 7:00am and 6:00pm Monday to Friday and between 8:00am and 1:00pm Saturdays, and at no time on Sundays or Public Holidays.

L4.2 Activities at the premises, other than construction work, may only be carried out between 7:00am and 5:00pm Monday to Friday. No activities at the premises may be carried out on Weekends or Public Holidays.

L5 Potentially offensive odour

Environment Protection Licence

Licence - 21812

- L5.1 The licensee must not cause or permit the emission of offensive odour beyond the boundary of the premises.

Note: Section 129 of the Protection of the Environment Operations Act 1997, provides that the licensee must not cause or permit the emission of any offensive odour from the premises but provides a defence if the emission is identified in the relevant environment protection licence as a potentially offensive odour and the odour was emitted in accordance with the conditions of a licence directed at minimising odour.

- L5.2 No condition in this licence identifies a potentially offensive odour for the purposes of section 129 of the Protection of the Environment Operations Act 1997.

- L5.3 In the event of a verified offensive odour complaint, a comprehensive odour audit by a suitably qualified professional is to be completed to confirm compliance with Section 129 of the *Protection of the Environment Operations Act 1997*. The scope and timing of the audit is to be acceptable to the NSW EPA.

The licensee must submit a copy of the odour audit findings to the EPA via electronic mail to info@epa.nsw.gov.au within seven days of receiving the report, as well as a description of mitigation measures that will be implemented to mitigate and prevent offensive odour impacts from occurring.

L6 Other limit conditions

Noise Management Plan

- L6.1 The licensee must prepare and implement a Noise Management Plan that covers all premises based activities and transport operations. The plan must include but need not be limited to:
- All measures necessary to satisfy the limits in Table L3.1 at all times;
 - A system that allows for periodic assessment of Best Management Practice (BMP) and Best Available Technology Economically Achievable (BATEA) that has the potential to minimise noise levels from the facility;
 - Effective implementation of identified BMP and BATEA measures, where considered feasible and reasonable;
 - Measures to monitor noise performance and respond to complaints;
 - Measures for community consultation including site contact details; and
 - Noise monitoring and reporting procedures.

Construction Noise Management Plan

- L6.2 The Licensee must prepare and implement a detailed Construction Noise Management Plan (CNMP), prior to commencement of construction activities, that includes but is not necessarily limited to;
- Identification of each work area, site compound and access route (both private and Public);
 - Identification of the specific activities that will be carried out and associated noise sources at the

Environment Protection Licence

Licence - 21812

premises and access routes;

- c. Identification of all potentially affected sensitive receivers;
- d. The construction noise and vibration objectives identified in the Environmental Assessment;
- e. Assessment of potential noise and vibration from the proposed construction methods (including noise from construction traffic) against the objectives identified in the Environmental Assessment;
- f. Where the objectives are predicted to be exceeded an analysis of feasible and reasonable noise mitigation measures that can be implemented to reduce construction noise impacts;
- g. Description of management methods and procedures and specific noise mitigation treatments that will be implemented to control noise and vibration during construction, including the early erection of any operational noise control barriers;
- h. Procedures for notifying residents of construction activities that are likely to effect their noise and vibration amenity and;
- i. Measures to monitor noise performance and respond to complaints.

4 Operating Conditions

O1 Activities must be carried out in a competent manner

O1.1 Licensed activities must be carried out in a competent manner.

This includes:

- a) the processing, handling, movement and storage of materials and substances used to carry out the activity; and
- b) the treatment, storage, processing, reprocessing, transport and disposal of waste generated by the activity.

O2 Maintenance of plant and equipment

O2.1 All plant and equipment installed at the premises or used in connection with the licensed activity:

- a) must be maintained in a proper and efficient condition; and
- b) must be operated in a proper and efficient manner.

O3 Dust

O3.1 All operations and activities occurring at the premises must be carried out in a manner that will minimise the emission of dust from the premises.

O3.2 Trucks entering and leaving the premises that are carrying loads must be covered at all times, except during loading and unloading.

O3.3 The premises must be maintained in a condition which minimises or prevents the emission of dust from the

Environment Protection Licence

Licence - 21812

premises.

O4 Other operating conditions

Stormwater/Sediment Control - Construction Phase

- O4.1 An erosion and sediment plan (ESCP) must be prepared and implemented. The plan must describe the measures that will be employed to minimise soil erosion and the discharge of sediment and other pollutants to lands and/or waters during construction activities. The ESCP should be prepared in accordance with the requirements for such plans outlined in *Managing Urban Stormwater: Soils and Construction* (available from the Department of Housing).

Stormwater/sediment control - Operation Phase

- O4.2 A Stormwater Management Scheme must be prepared and implemented in accordance with the requirements outlined within:
- The EPA's Composting and Related Organics Processing Facilities Guidelines (DECC, 2004); and
 - Managing Urban Stormwater: Council Handbook (available from the EPA).

Leachate Management

- O4.3 The leachate dam must be maintained to ensure design capacity is available for the storage of leachate.
- O4.4 The leachate dam must be designed to hold, at a minimum, a 1 in 10 year 24 hour rainfall.
- O4.5 The leachate dam must be designed and maintained to prevent infiltration to groundwater.
- O4.6 The licensee must ensure that a freeboard of 1 metre is maintained in the leachate pond. The licensee must install a marker in the leachate pond to allow the 1 metre freeboard to be checked visually.

Air Quality and Odour Management Plan

- O4.7 Prior to the commencement of construction, the licensee must submit an Air Quality and Odour Management Plan to the EPA by electronic mail to info@epa.nsw.gov.au.

As a minimum the Air Quality and Odour Management Plan must include, but not be limited to:

- Address both construction and operation phases of the proposal;
- Proactive and reactive mitigation and management strategies for all significant and potentially significant emission sources;
- Key performance indicator(s);
- Monitoring method(s);
- Location, frequency and duration of monitoring;
- Response mechanisms and contingency measures;
- System and performance review for continuous improvement; and
- Compliance reporting.

Environment Protection Licence

Licence - 21812

Pollution of Waters

- O4.8 Except as may be expressly provided in any other condition of this Licence, there must be no discharge of any surface waters from the premises.
- O4.9 The licensee must take all practical measures to avoid or minimise discharges from the premises and avoid or minimise pollutants contained in discharges permitted in accordance with this Licence.
- O4.10 The capacity of the leachate management system must be designed and maintained with adequate volume to capture all runoff from rainfall events at the premises except in storm events exceeding the 24 hour, 1 in 10 year average recurrence interval (ARI) storm.
- O4.11 The licensee must:
- Implement contingency measures to avoid discharges as set out in the EIS and those measures outlined in Section 2.2.2 of Response to Development Assessment Application feedback, Final Report prepared for Snowy Valleys Council by RM Consulting Group and dated January 2022; and
 - Handle and treat all water that has entered processing and storage areas and water that has come into contact with leachate in the same manner as leachate.

Additional Operating Conditions

- O4.12 The development must be designed, constructed operated and maintained in a manner that does not preclude the retrofit of air quality (including odour) emissions controls and management measures and, any best practice or contingency measures identified in the Odour Impacts and Management Assessment (Revision 3) prepared by the Odour Unit Pty Ltd and dated 4 May 2022. This is to include re-designing of the premises to enable a change in composting method (for example, composting tunnels).
- O4.13 The premises must be maintained and in a condition which prevents or minimises the emission of air impurities from the premises, including odour.
- O4.14 Activities conducted at the premises must be undertaken in a manner that prevents or minimises the emission of air impurities, including odour from the premises.
- O4.15 A layer of fine mulch (bio-cover) must be placed on top of the aerated static piles in Stages 0 and 1 at a depth of approximately 500mm.
- O4.16 If directed by the EPA, a textile/fleece cover must be placed on top of the piles in Stage 0, Stage 1, Stage 2, Stage 3 and Stage 4.

Note: Stage 0 - Stage 4 as defined in the Proposed Gilmore Composting Facility - Odour Impact and Management Assessment (Revision 3), prepared by the Odour Unit Pty Ltd and dated 4 May 2022.

5 Monitoring and Recording Conditions

M1 Monitoring records



Environment Protection Licence

Licence - 21812

- M1.1 The results of any monitoring required to be conducted by this licence or a load calculation protocol must be recorded and retained as set out in this condition.
- M1.2 All records required to be kept by this licence must be:
 - a) in a legible form, or in a form that can readily be reduced to a legible form;
 - b) kept for at least 4 years after the monitoring or event to which they relate took place; and
 - c) produced in a legible form to any authorised officer of the EPA who asks to see them.
- M1.3 The following records must be kept in respect of any samples required to be collected for the purposes of this licence:
 - a) the date(s) on which the sample was taken;
 - b) the time(s) at which the sample was collected;
 - c) the point at which the sample was taken; and
 - d) the name of the person who collected the sample.

M2 Requirement to monitor concentration of pollutants discharged

- M2.1 For each monitoring/discharge point or utilisation area specified below (by a point number), the licensee must monitor (by sampling and obtaining results by analysis) the concentration of each pollutant specified in Column 1. The licensee must use the sampling method, units of measure, and sample at the frequency, specified opposite in the other columns:
- M2.2 Water and/ or Land Monitoring Requirements

POINT 2,3,4

Pollutant	Units of measure	Frequency	Sampling Method
Ammonia	milligrams per litre	Every 6 months	Grab sample
BOD	milligrams per litre	Every 6 months	Grab sample
Conductivity	microsiemens per centimetre	Every 6 months	In situ
Nitrogen (total)	milligrams per litre	Every 6 months	Grab sample
Oil and Grease	milligrams per litre	Every 6 months	Grab sample
pH	pH	Every 6 months	In situ
Phosphorus (total)	milligrams per litre	Every 6 months	Grab sample
Standing Water Level	metres	Every 6 months	In situ
Total suspended solids	milligrams per litre	Every 6 months	Grab sample

- M2.3 For each monitoring/discharge point or utilisation area specified above (by a point number), the licensee must monitor (by sampling and obtaining results by analysis) the concentration of each pollutant specified in Column 1. The licensee must use the sampling method, units of measure, and sample at the frequency, specified opposite in the other columns:

Surface Water Monitoring - Water Assessment Plan

Environment Protection Licence

Licence - 21812

M2.4 A Water Assessment Plan (WAP) must be prepared in accordance with the Composting Guidelines (DECC 2004) within six (6) months of the site have becoming operational and submitted to the EPA by electronic mail to info@epa.nsw.gov.au. This WAP must document all the water related monitoring requirements, test methods, frequency and location of sampling for ongoing regular monitoring. The WAP would include the analytes listed in Appendix D (Indicator parameters) of the Composting Guidelines (DECC 2004), storage level monitoring in the leachate storage dam and sludge monitoring.

In addition to proposed regular ongoing monitoring, an initial monitoring program to characterise water quality that may be expected in any managed overflow discharge from the established operation must be included in the WAP.

The following analytes should be considered in the Water Assessment Plan:

- The analytes listed in Appendix D (Indicator parameters) of the Composting Guidelines (DECC 2004) (pH, alkalinity, ammonia, calcium, chloride, fluoride, iron, magnesium, manganese, nitrate, organochlorine, pesticides, organophosphate pesticides, total phenolics, polycyclic aromatic hydrocarbons, potassium, sodium, sulfate, total organic carbon and electrical conductivity);
- Total suspended solids;
- Total phosphorus;
- Total nitrogen; and
- Biochemical oxygen demand.

Note: Additional water quality monitoring conditions may be added to this Environment Protection Licence for ongoing monitoring after the completion of the initial characterisation monitoring program.

M3 Testing methods - concentration limits

M3.1 Subject to any express provision to the contrary in this licence, monitoring for the concentration of a pollutant discharged to waters or applied to a utilisation area must be done in accordance with the Approved Methods Publication unless another method has been approved by the EPA in writing before any tests are conducted.

M4 Weather monitoring

M4.1 The meteorological weather station must be maintained so as to be capable of continuously monitoring the parameters specified in condition M4.3.

M4.2 The licensee must maintain and calibrate the meteorological weather station in accordance with the reference test methods and manufacturer's specifications. Records of the calibration and maintenance must be made available to the EPA upon request.

M4.3 At the point(s) identified below, the licensee must monitor (by sampling and obtaining results by analysis) the parameters specified in Column 1 of the table below, using the corresponding sampling method, units of measure, averaging period and sampling frequency, specified opposite in the Columns 2, 3, 4 and 5 respectively.

Environment Protection Licence

Licence - 21812

POINT 6

Parameter	Sampling method	Units of measure	Averaging period	Frequency
Wind Speed at 10 metres	AS 3580.14	metres per second	10 minutes	Continuous
Wind Direction at 10 metres	AS 3580.14	Degrees	10 minutes	Continuous
Sigma theta at 10 metres	AS 3580.14	Degrees	10 minutes	Continuous
Temperature at 10 metres	AS 3580.14	degrees Celsius	10 minutes	Continuous
Temperature at 2 metres	AS 3580.14	degrees Celsius	10 minutes	Continuous
Total Solar Radiation	AS 3580.14	Watts per square metre	10 minutes	Continuous
Rainfall	AS 3580.14	millimetres	1 hour	Continuous
Siting	AS 3580.14	-	-	Continuous

Note: Any other method approved in writing by the EPA.

Note: The weather monitoring instrumentation installed and operated at the site must have a stall speed or lower limit of measure for measuring wind speed less than 0.2m/s.

M5 Recording of pollution complaints

M5.1 The licensee must keep a legible record of all complaints made to the licensee or any employee or agent of the licensee in relation to pollution arising from any activity to which this licence applies.

M5.2 The record must include details of the following:

- the date and time of the complaint;
- the method by which the complaint was made;
- any personal details of the complainant which were provided by the complainant or, if no such details were provided, a note to that effect;
- the nature of the complaint;
- the action taken by the licensee in relation to the complaint, including any follow-up contact with the complainant; and
- if no action was taken by the licensee, the reasons why no action was taken.

M5.3 The record of a complaint must be kept for at least 4 years after the complaint was made.

M5.4 The record must be produced to any authorised officer of the EPA who asks to see them.

M6 Telephone complaints line

M6.1 The licensee must operate during its operating hours a telephone complaints line for the purpose of receiving any complaints from members of the public in relation to activities conducted at the premises or by the vehicle

Environment Protection Licence

Licence - 21812

or mobile plant, unless otherwise specified in the licence.

M6.2 The licensee must notify the public of the complaints line telephone number and the fact that it is a complaints line so that the impacted community knows how to make a complaint.

M6.3 The preceding two conditions do not apply until 3 months the date of the issue of this licence.

M7 Noise monitoring

M7.1 Attended noise monitoring must be undertaken in accordance with condition L3.5 and must:

- a. Occur at each location specified in Condition L3.1;
- b. Occur annually in a reporting period;
- c. Occur each day, evening and night period as defined in the Noise Policy for Industry (EPA, 2017) for a minimum of 1.5 hours during the day; and
- d. Occur for three consecutive operating days.

6 Reporting Conditions

R1 Annual return documents

R1.1 The licensee must complete and supply to the EPA an Annual Return in the approved form comprising:

1. a Statement of Compliance,
2. a Monitoring and Complaints Summary,
3. a Statement of Compliance - Licence Conditions,
4. a Statement of Compliance - Load based Fee,
5. a Statement of Compliance - Requirement to Prepare Pollution Incident Response Management Plan,
6. a Statement of Compliance - Requirement to Publish Pollution Monitoring Data; and
7. a Statement of Compliance - Environmental Management Systems and Practices.

At the end of each reporting period, the EPA will provide to the licensee notification that the Annual Return is due.

R1.2 An Annual Return must be prepared in respect of each reporting period, except as provided below.

Note: The term "reporting period" is defined in the dictionary at the end of this licence. Do not complete the Annual Return until after the end of the reporting period.

R1.3 Where this licence is transferred from the licensee to a new licensee:

- a) the transferring licensee must prepare an Annual Return for the period commencing on the first day of the reporting period and ending on the date the application for the transfer of the licence to the new licensee is granted; and

Environment Protection Licence

Licence - 21812

b) the new licensee must prepare an Annual Return for the period commencing on the date the application for the transfer of the licence is granted and ending on the last day of the reporting period.

Note: An application to transfer a licence must be made in the approved form for this purpose.

R1.4 Where this licence is surrendered by the licensee or revoked by the EPA or Minister, the licensee must prepare an Annual Return in respect of the period commencing on the first day of the reporting period and ending on:

a) in relation to the surrender of a licence - the date when notice in writing of approval of the surrender is given; or

b) in relation to the revocation of the licence - the date from which notice revoking the licence operates.

R1.5 The Annual Return for the reporting period must be supplied to the EPA via eConnect *EPA* or by registered post not later than 60 days after the end of each reporting period or in the case of a transferring licence not later than 60 days after the date the transfer was granted (the 'due date').

R1.6 The licensee must retain a copy of the Annual Return supplied to the EPA for a period of at least 4 years after the Annual Return was due to be supplied to the EPA.

R1.7 Within the Annual Return, the Statements of Compliance must be certified and the Monitoring and Complaints Summary must be signed by:

a) the licence holder; or

b) by a person approved in writing by the EPA to sign on behalf of the licence holder.

R2 Notification of environmental harm

R2.1 Notifications must be made by telephoning the Environment Line service on 131 555.

Note: The licensee or its employees must notify all relevant authorities of incidents causing or threatening material harm to the environment immediately after the person becomes aware of the incident in accordance with the requirements of Part 5.7 of the Act.

R2.2 The licensee must provide written details of the notification to the EPA within 7 days of the date on which they became aware of the incident.

R3 Written report

R3.1 Where an authorised officer of the EPA suspects on reasonable grounds that:

a) where this licence applies to premises, an event has occurred at the premises; or

b) where this licence applies to vehicles or mobile plant, an event has occurred in connection with the carrying out of the activities authorised by this licence,

and the event has caused, is causing or is likely to cause material harm to the environment (whether the harm occurs on or off premises to which the licence applies), the authorised officer may request a written report of the event.

R3.2 The licensee must make all reasonable inquiries in relation to the event and supply the report to the EPA within such time as may be specified in the request.

Environment Protection Licence

Licence - 21812

- R3.3 The request may require a report which includes any or all of the following information:
- a) the cause, time and duration of the event;
 - b) the type, volume and concentration of every pollutant discharged as a result of the event;
 - c) the name, address and business hours telephone number of employees or agents of the licensee, or a specified class of them, who witnessed the event;
 - d) the name, address and business hours telephone number of every other person (of whom the licensee is aware) who witnessed the event, unless the licensee has been unable to obtain that information after making reasonable effort;
 - e) action taken by the licensee in relation to the event, including any follow-up contact with any complainants;
 - f) details of any measure taken or proposed to be taken to prevent or mitigate against a recurrence of such an event; and
 - g) any other relevant matters.
- R3.4 The EPA may make a written request for further details in relation to any of the above matters if it is not satisfied with the report provided by the licensee. The licensee must provide such further details to the EPA within the time specified in the request.

R4 Other reporting conditions

Noise Monitoring Report

- R4.1 A noise compliance assessment report must be submitted to the EPA via email to info@epa.nsw.gov.au within 30 days of the completion of the annual noise monitoring. The assessment must be prepared by a competent person and include;
- a. An assessment of compliance with noise limits presented in Conditions L3.1 and L3.3; and
 - b. An outline of any management actions taken within the monitoring period to address any exceedances of the limits contained in Conditions L3.1 and L3.3.

7 General Conditions

G1 Copy of licence kept at the premises or plant

- G1.1 A copy of this licence must be kept at the premises to which the licence applies.
- G1.2 The licence must be produced to any authorised officer of the EPA who asks to see it.
- G1.3 The licence must be available for inspection by any employee or agent of the licensee working at the premises.

8 Special Conditions

E1 Composting Volumes

Environment Protection Licence

Licence - 21812

- E1.1 Any increase in composting volumes beyond 3,000tpa, would be subject to EPA approval by a staged increase approach, this approval will be based on the environmental performance of the premises.

E2 Special Dictionary

- E2.1
- Noise Policy For Industry - the document entitled "Noise Policy for Industry" published by the NSW Environment Protection Authority and dated October 2017;
 - Noise - 'sound pressure levels' for the purposes of Conditions L3.1 to L3.8:
1. LAeq(15 minute) - the value of the A-weighted sound pressure level of a continuous sound that, over a 15 minute time interval, has the same mean square sound pressure level as a sound under consideration with a level that varies with time (Australian Standard AS 1055:2018 Acoustics: description and measurement of environmental noise).



Environment Protection Licence

Licence - 21812

Dictionary

General Dictionary

3DGM [in relation to a concentration limit]	Means the three day geometric mean, which is calculated by multiplying the results of the analysis of three samples collected on consecutive days and then taking the cubed root of that amount. Where one or more of the samples is zero or below the detection limit for the analysis, then 1 or the detection limit respectively should be used in place of those samples
Act	Means the Protection of the Environment Operations Act 1997
activity	Means a scheduled or non-scheduled activity within the meaning of the Protection of the Environment Operations Act 1997
actual load	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
AM	Together with a number, means an ambient air monitoring method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .
AMG	Australian Map Grid
anniversary date	The anniversary date is the anniversary each year of the date of issue of the licence. In the case of a licence continued in force by the Protection of the Environment Operations Act 1997, the date of issue of the licence is the first anniversary of the date of issue or last renewal of the licence following the commencement of the Act.
annual return	Is defined in R1.1
Approved Methods Publication	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
assessable pollutants	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
BOD	Means biochemical oxygen demand
CEM	Together with a number, means a continuous emission monitoring method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .
COD	Means chemical oxygen demand
composite sample	Unless otherwise specifically approved in writing by the EPA, a sample consisting of 24 individual samples collected at hourly intervals and each having an equivalent volume.
cond.	Means conductivity
environment	Has the same meaning as in the Protection of the Environment Operations Act 1997
environment protection legislation	Has the same meaning as in the Protection of the Environment Administration Act 1991
EPA	Means Environment Protection Authority of New South Wales.
fee-based activity classification	Means the numbered short descriptions in Schedule 1 of the Protection of the Environment Operations (General) Regulation 2009.
general solid waste (non-putrescible)	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997

Environment Protection Licence

Licence - 21812

flow weighted composite sample	Means a sample whose composites are sized in proportion to the flow at each composites time of collection.
general solid waste (putrescible)	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
grab sample	Means a single sample taken at a point at a single time
hazardous waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
licensee	Means the licence holder described at the front of this licence
load calculation protocol	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
local authority	Has the same meaning as in the Protection of the Environment Operations Act 1997
material harm	Has the same meaning as in section 147 Protection of the Environment Operations Act 1997
MBAS	Means methylene blue active substances
Minister	Means the Minister administering the Protection of the Environment Operations Act 1997
mobile plant	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
motor vehicle	Has the same meaning as in the Protection of the Environment Operations Act 1997
O&G	Means oil and grease
percentile [in relation to a concentration limit of a sample]	Means that percentage [eg.50%] of the number of samples taken that must meet the concentration limit specified in the licence for that pollutant over a specified period of time. In this licence, the specified period of time is the Reporting Period unless otherwise stated in this licence.
plant	Includes all plant within the meaning of the Protection of the Environment Operations Act 1997 as well as motor vehicles.
pollution of waters [or water pollution]	Has the same meaning as in the Protection of the Environment Operations Act 1997
premises	Means the premises described in condition A2.1
public authority	Has the same meaning as in the Protection of the Environment Operations Act 1997
regional office	Means the relevant EPA office referred to in the Contacting the EPA document accompanying this licence
reporting period	For the purposes of this licence, the reporting period means the period of 12 months after the issue of the licence, and each subsequent period of 12 months. In the case of a licence continued in force by the Protection of the Environment Operations Act 1997, the date of issue of the licence is the first anniversary of the date of issue or last renewal of the licence following the commencement of the Act.
restricted solid waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
scheduled activity	Means an activity listed in Schedule 1 of the Protection of the Environment Operations Act 1997
special waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
TM	Together with a number, means a test method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .



Environment Protection Licence

Licence - 21812

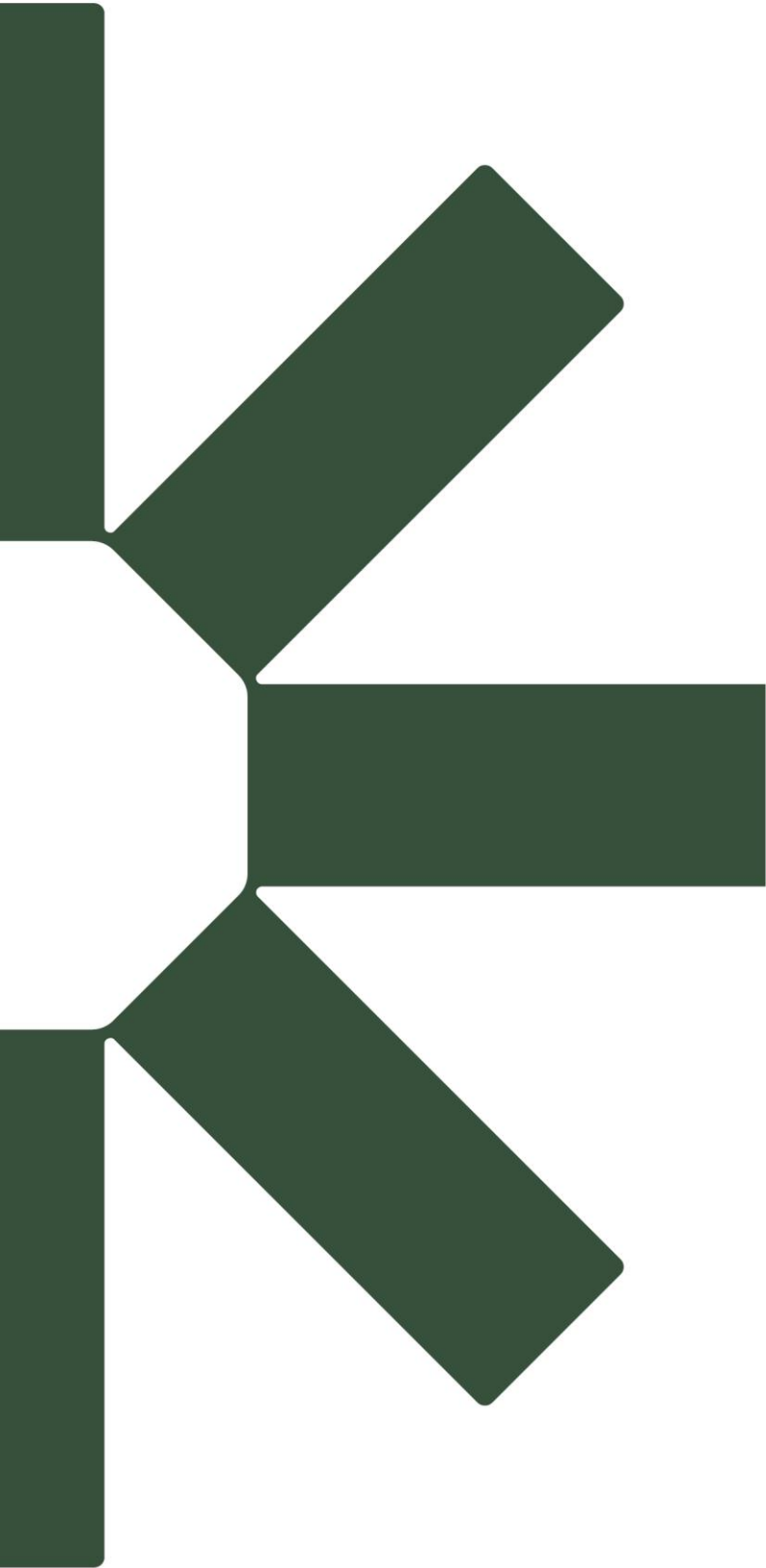
TSP	Means total suspended particles
TSS	Means total suspended solids
Type 1 substance	Means the elements antimony, arsenic, cadmium, lead or mercury or any compound containing one or more of those elements
Type 2 substance	Means the elements beryllium, chromium, cobalt, manganese, nickel, selenium, tin or vanadium or any compound containing one or more of those elements
utilisation area	Means any area shown as a utilisation area on a map submitted with the application for this licence
waste	Has the same meaning as in the Protection of the Environment Operations Act 1997
waste type	Means liquid, restricted solid waste, general solid waste (putrescible), general solid waste (non-putrescible), special waste or hazardous waste
Wellhead	Has the same meaning as in Schedule 1 to the Protection of the Environment Operations (General) Regulation 2021.

Environment Protection Authority

(By Delegation)

Date of this edition: 11-July-2023

End Notes



Making Sustainability Happen