

TEMORA SHIRE COUNCIL



TEMORA
The Friendly Shire

ENGINEERING ENVIRONMENTAL MANAGEMENT PROCEDURE

ACTIVE

Review Details

ABOUT THIS RELEASE

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INTRODUCTION

Temora Shire Council is responsible for delivering a variety of services concerned with protecting, conserving and rehabilitating the natural and built environment. Through its policies, Council will respond to ecological sustainability in accordance with the requirements of the Local Government Act 1993.

Council recognises that it is in a position to influence the community to adopt responsible environmental practices. Council acknowledges that in order to meet statutory obligations and community expectations it must apply the principles of ecological sustainability across all of its decisions and activities.

Temora Shire Council Engineering Department's corporate objective is to ensure that the impact of its engineering operations on the human, natural and built environments will be a primary focus in the management of all its activities. The Department is committed to applying the appropriate standards of environmental performance and responding to incidents arising from Council operations in a timely and effective manner.

This procedure supports Council's integrated planning and reporting framework in carrying out functions so as to achieve desired outcomes and continuous improvements.

This procedure applies to all areas with Temora Shire Council boundaries.

The environmental factors that this procedure considers include:

- Access and traffic management
- Erosion, sedimentation and surface water quality
- Air quality
- Noise and vibration impacts
- Native vegetation and fauna
- Land contamination
- Fuels and chemicals
- Indigenous and non-indigenous heritage
- Waste management

BACKGROUND

This Procedure responds to the Temora Shire Council Roadside Vegetation Management Plan 2015, prepared on behalf of Council by Eco Logical Australia Pty Ltd, as well as relevant legislation.

Temora Shire Council is responsible for the management of 1367 km of roads and approximately 3900 ha of road reserve. In conjunction with native vegetation that is protected within local nature reserves, roadside vegetation is often all that remains of native woodlands.

Engineering works involving roadside reserves require consideration of relevant environmental factors as part of project planning and management.

IMPORTANCE OF ROADSIDE VEGETATION

Roadside environments comprise a diverse range of environmental, economic, social and heritage values and provide a range of beneficial environmental and ecosystem services.

Some of the key values and services provided by well-managed roadside environments include:

- Biodiversity conservation
- Conservation of items of cultural and historical significance
- Waterway and catchment health, and conservation of adjacent ecosystems
- Aesthetic and amenity values
- Recreational
- Prevention of land degradation
- Native seed source
- Education

IMPACTS UPON ROADSIDE RESERVES & ENVIRONMENTAL ASSESSMENT

The management of roads and roadsides, including construction and maintenance works, may impact on the environment, biodiversity and/or threatened species, populations or ecological communities listed under the Biodiversity Conservation Act 2016 and the Fisheries Management Act 1994. Temora Shire Council must therefore consider the impacts of construction and maintenance works upon the environment and assess the level of impact. Considerations and approvals must be considered pursuant to Part 5 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

For the purposes of Part 5 of the EP&A Act, an activity is to be regarded as an activity likely to significantly affect the environment if it is likely to significantly affect threatened species.

In order to make such assessments, prior to commencing work, Council officers must respond to the intentions of this procedure by referring to relevant vegetation data available on Council's mapping systems and conduct site inspections as required in order to assess and manage environmental impacts of engineering works.

In accordance with the environmental assessment processes under the EP&A Act (Part 5 of the Act), environmental assessments by Councils may be in the form of a Review of Environmental Factors (REF), an Environmental Impact Statement (EIS) and/or Species Impact Statements (SIS). EISs and SISs are generally prepared when impacts are considered to be significant.

The preparation of REF or EIS is the key mechanism through which Council can generally fulfil its responsibilities under the Act. REFs and EISs provide a means through which Council can identify, understand and assess the likely impacts of its activities, and make decisions about the kinds of strategies that need to be implemented to avoid or mitigate impacts on the environment.

LEGISLATIVE REQUIREMENTS

Council must respond to relevant legislation as part of planning, designing and undertaking engineering works that involve roadside reserves.

Table 1 summarises the legislative requirements for the works undertaken by Council.

Table 1 – Legislative Requirements		
Name of Legislation	Regulating authority	Requirement
Environmental Planning and Assessment Act 1979	NSW Planning & Environment, Temora Shire Council, NPWS, NSW Fisheries	Prepare a Review of Environmental Factors for relevant works in accordance with Council's adopted procedures. Prepare and submit to the RMS a Review of Environmental Factors for any Contract activity not covered by this EEMP
Protection of the Environment Operations Act, 1997	EPA	Not cause or have the potential to cause water, air, noise or land pollution. Dispose of waste at an appropriately licensed landfill Notify the EPA when a "pollution incident" occurs that causes or threatens "material harm" to the environment.
Water Management Act 2000	NSW Office of Water	An approval, permit or license may be required to take or use water from a river or lake, or from a dam, lock, reservoir, weir, regulator, flume, race, channel, cutting, well, excavation, tunnel, pipe, sewer, machinery or appliance.
Protection of the Environment Operations (Waste) Regulation, 2014	EPA	Manage waste in accordance with EPA license
Noxious Weeds Act, 1993	Department of Primary Industries Temora Shire Council	Notify the Department of Primary Industries within 3 days of becoming aware of a notifiable weed (W1 weed)
Contaminated Land Management Act, 1997	EPA	Report to EPA if aware that land contamination presents a

		"significant risk of harm".
Pesticides Act, 1999	EPA	Read and follow the instructions on the pesticide's registered label. Don't detach the pesticide label. Do not cause risk of injury by a pesticide to a person or to property
Dangerous Goods (Road and Rail Transport) Act 2008	EPA & Workcover	Ensure that dangerous goods are transported in a safe manner. Drivers of vehicles transporting dangerous goods and the vehicles themselves may need special licenses.
Heritage Act, 1977	Heritage Council of NSW Heritage Division of NSW Office of Environment and Heritage	Notify the NSW Office of Environment and Heritage if a relic is discovered.
Aboriginal and Torres Strait Islanders Heritage Protection Act, 1984. National Parks and Wildlife Act 1974	Department of the Prime Minister and Cabinet NSW Office of Environment & Heritage	Report the discovery of Aboriginal remains to the NSW Office of Environment & Heritage
Biodiversity Conservation Act 2016	NSW Office of Environment & Heritage	Respond to Biodiversity Assessment & Approval Pathways

Table 1: Legislative requirements for the works undertaken by Council

State Environmental Planning Policy (Infrastructure) 2007 contains the following clause:

94 Development permitted without consent—general

(1) Development for the purpose of a road or road infrastructure facilities may be carried out by or on behalf of a public authority without consent on any land.

However, Part 5 of the Environmental Planning and Assessment Act - Infrastructure and environmental impact assessment contains the following clause:

Subdivision 2 Duty of determining authorities to consider environmental impact of activities

5.5 Duty to consider environmental impact

(1) For the purpose of attaining the objects of this Act relating to the protection and enhancement of the environment, a determining authority in its consideration of an activity shall, notwithstanding any other provisions of this Act or the provisions of any other Act or of any instrument made under this or any other Act, examine and take into

account to the fullest extent possible all matters affecting or likely to affect the environment by reason of that activity.

KEY CONSIDERATIONS

The primary function of the road is to provide a safe carriageway for vehicles to travel. Temora Shire Council needs to balance this primary function where possible, with the conservation values, as well as other values, of roadside environments.

Careful planning is required before any road construction or maintenance works are undertaken to ensure that the conservation of roadside vegetation is achieved and adverse impacts upon the environment are minimised.

Road construction and maintenance works can have substantial impacts on roadside vegetation, depending on the scale of works.

- Works may include lopping or pruning of vegetation, but apart from direct removal of vegetation, road works can destroy vegetation through changes in soil levels, compaction of soil, and altered drainage.
- Inappropriate road maintenance practices can also have an adverse effect on the conservation and condition of roadside vegetation, through the inadvertent spread of weed propagules or plant pathogens (e.g. Phytophthora).

Temora Shire Council's road construction and maintenance crews/contractors have an important role in maintaining clean machinery and implementing work practices that will monitor and prevent the spread of noxious and environmental weeds along roadside corridors.

Temora Shire Council's road construction and maintenance crews/contractors also have an important role in ensuring that proper measures are in place during road construction and/or maintenance to prevent alterations to stormwater runoff resulting in erosion, sedimentation, or land degradation.

IMPLEMENTATION

The Engineering Environmental Management Plan (EEMP) provides the framework for the methodology to be implemented by Temora Shire Council for the carrying out of routine maintenance, as far as environmental issues are concerned.

General

Council is committed to planning, conducting and monitoring its operations, in order to:

- Comply with any Department of Planning and Environment, Office of Environment and Heritage, Office of Local Government or other relevant Government agency, relevant legislation and regulations, any State or Local Planning consent conditions and any additional requirements relating to the environment.

- Communicate Council's environmental policy and procedures to all employees, subcontractors and consultants, where appropriate, to ensure they are aware of their obligations in relation to Council's operations.
- Establish and maintain a program of continual improvement in environmental management and pollution prevention from our works and activities.
- Manage the level of impact of proposed works upon native vegetation, identified through Council's mapping systems and verified through relevant site inspections.
- Maintain environmental risk management systems and procedures appropriate to the nature and scale of the work undertaken and regularly audit performance.

Where roadworks outside of routine maintenance are proposed, reference to the Roadside Vegetation Management Plan – Temora Shire Council is required for priority roads:

- Morangerall Road
- Tara-Bectric Road
- Old Cootamundra Road
- Thanowring Road
- Howards Road (Reefton-Ariah Park Road)

Prior to commencing works

- The clearing of roadside vegetation should be avoided and or minimised wherever possible. Clearing is generally associated with construction of new roads or deviations or widening of existing roads. Where clearing is required, the potential impacts on threatened species or EECs should be considered through appropriate environmental impact assessment. Where clearing is required, the boundaries of the required clearing should be identified through the use of fencing or other markers.
- Worksites should be carefully selected and existing disturbed areas i.e. where there is bare ground or the groundcover is dominated by introduced weed and / or pasture species. If such sites do not exist within proximity of the worksite then the extent of clearing should be limited to the minimum amount required, and appropriate environmental impact assessment undertaken prior to any clearing. The worksite area should be bunded to avoid sediment leaving the site and runoff water should also be adequately managed.
- There are already established stockpile sites along many shire roads and highways and these should continue to be used. Such sites should be clearly delineated and, ideally bunded, to avoid sediment and stockpiled material leaving the site.

During construction

- Minimise waste through efficient material and plant utilisation, plus re-use or recycling of material.
- Dispose of waste appropriately. In all instances excess soil, road surface material, gravel, concrete, pipes and masonry should be removed from the work site and disposed of appropriately – not in the roadside vegetation.
- Respond promptly to any emergency situation causing adverse environmental impacts.
- Roadside vegetation can be damaged by soil erosion and subsequent sediment deposition. Soil erosion can commence on road reserves during and following road works that concentrate water into damaging flows. In all situations where road work is being undertaken, Council should develop an erosion and sediment control plan for the site to ensure that adequate soil conservation and erosion control measures are incorporated into the design for the road and ancillary works.

Appropriate training and instruction shall be provided to ensure that project staff understand how to implement the Engineering Environmental Management Procedure. Staff are encouraged to offer suggestions about how environmental protection measures can be improved. Such suggestions will be assessed by management and implemented as appropriate.

PROJECT TEAM ENVIRONMENTAL RESPONSIBILITIES

All employees are reminded of their environmental responsibilities as set out in the checklists forming part of this documentation.

Engineering Technical Manager

- Is Council's Corporate Environmental Management representative
- Ensures that resources are provided to prepare and implement the EEMP
- Approving the EEMP and any amendments to the EEMP for implementation

Engineering Works Manager

- Is Councils authorised contact for communication with the Overseer and the EPA
- Reports on effectiveness of the EMP and environmental protection measures as part of Project Management.
- Seeks assistance from Office of Environment and Heritage (NSW Environment Protection Authority) in the event of any pollution of significant environmental impact.

Is responsible for:

- Preparing and implementing the Contractor's Environmental Management Plan for the duration of the project, including a suitable review process;
- Instructing project personnel on how to comply with Council's environmental policy and procedures;
- Arranging periodic monitoring and inspection by suitably trained personnel;
- Monthly evaluation of how effectively environmental controls are performing;
- Initiating remedial measures when environmental deficiencies are observed or in response to environmental complaints;
- Restriction of construction activities affected by any environmental deficiencies until remedial action has been taken;
- Keeping environmental performance records
- Approving sub-contractors EEMP's
- Ensuring complaints are addressed within three working days
- Ensuring that documented environmental procedures are followed and appropriate records kept

Urban Overseer (UO) and Rural Overseer (RO)

For their relevant areas, is responsible for:

- Installing routine environmental control devices in accordance with this EEMP and the approved plans, if any, for the planned works.
- Inspecting control devices weekly and after rain events
- Maintaining control devices at all times
- Taking prompt action if any environmental emergencies occur.
- Ensuring all new staff, sub-contractors and visitors are properly inducted and trained
- Monitoring sub-contractor behaviour on work sites
- Communicating EEMP instructions and information to work staff

Weeds Inspector (WI)

Is responsible for:

- The identification of noxious weeds within the road reserve adjacent to the works site
- Control and destruction of noxious weeds at the site
- Advising on measures to be undertaken to stop the spread of noxious weeds within and from the site

Gangers

Are responsible for:

- Assisting the Urban Overseer or Rural Overseer with all of their above listed responsibilities.
- Implementing allocated environmental duties at work sites

Gangs

Are responsible for:

- Implementing the environmental controls at work sites correctly
- Following all environmental procedures or controls put in place at work sites

Subcontractors

Are responsible for:

- Adopting the EEMP for all works under contract
- Implementing the environmental controls at work sites correctly
- Following all environmental procedures or controls put in place at work sites

The Urban Overseer/Rural Overseer is required to consider any environmental control measures that may be needed when preparing a Works Schedule for the gangs. If additional measures are required, the Urban Overseer/Rural Overseer (in consultation with the Engineering Works Manager) prepares additional directions for the gang to implement. The additional directions shall be filed with the maintenance records by the Urban Overseer/Rural Overseer.

WASTE MANAGEMENT

Legislative Requirements

Under the Protection of the Environment Operations Act, 1997 (POEO) when Temora Shire Council stores or transports hazardous or industrial waste it is classified as a non-licensed waste activity and must:

- Ensure that waste is stored in an environmentally safe manner;
- Ensure that waste is not stored with, and does not come into contact with, any incompatible waste;

- Retain information regarding the generation, storage, treatment or disposal of the waste;
- Suitable documentation to be produced to allow a written record to be established on the transportation of waste
- Ensure that the person transporting the waste is licensed, if the waste is of a quantity to require the person transporting the waste to be licensed
- Ensure that the waste is being transported to a place that may be lawfully used as a waste facility
- Accurately identify the waste and advise the transporter accordingly
- Inform the EPA of any suspected breach of the POEO Act in connection with the transportation of waste from any site

Waste other than clean fill excavated material must be disposed of to a waste facility.

Temora Shire Council as a non-licensed transporter of wastes must ensure that:

- Vehicles carrying waste must be kept clean and be constructed and maintained so as to prevent spillage of waste
- The load is covered so as to prevent spillage and prevent emissions of odours;
- Any container is safely secured
- Incompatible wastes must not be mixed or transported together
- Any hazardous waste is not to be mixed with any other type of waste
- Any waste containing asbestos is wetted and fully covered according to regulations
- Material segregated for recycling is not mixed with other wastes
- Any waste is transported only to controlled waste facilities or other facilities that can lawfully receive the waste
- The occupier of the waste facility is advised of the type of waste involved before the waste is unloaded

Waste Management Register

A waste management register will be kept detailing the type of waste collected, amounts, date/time, by whom and the disposal location as well of details of who transported the waste, Council and or Contractor.

Licensed Waste Facilities

There are two licensed waste facilities within Temora Shire Council; both are licensed to receive solid waste

- Temora landfill located in Teal Street Temora: and
- Aria Park landfill located adjacent to the Aria Park village

Recycling

All recyclable material associated with a project must be suitably recycled, as shown by Table 2:

Recyclable Waste Materials	Recycling Facilities
Glass	Lions Club of Temora recycling facility
Metals, Aluminium, Steel, Iron and other scrap metals	McShane's Scrap Metal
Recycled Pavement Materials	All recycled pavement materials suitable for reuse will be stockpiled at a suitable location. RAP will be recycled by the Temora Shire Council or local landholders
Plastics	Local Plastic Recycling
Paper and other Office Products	Lions Club of Temora recycling facility
Problem Waste – gas bottles, paint, electronic waste, batteries, oils etc	Community Recycling Centre at Temora landfill

Table 2: Recyclable Waste Materials and Recycling Facilities

All recycled material is required to be delivered to the above locations as none offer a pick up service except possibly McShanes Scrap Metals if quantities are of sufficient size.

ENVIRONMENTAL CONTROLS FOR SUBCONTRACTED WORK

All subcontractors engaged will adopt the requirements of this EEMP prior to commencing work, unless they have developed their own EEMP. If the sub-contractor is to submit their own EEMP, it should meet the environmental requirements of the EEMP, the safeguard actions for the activity undertaken by the sub-contractor and all relevant environmental legislation.

The EEMP from the sub-contractor shall be reviewed and approved by the Engineering Works Manager or Urban Overseer/Rural Overseer. Sub-contractors compliance to the EEMP will be verified through regular inspections.

NON-CONFORMANCE CONTROL, CORRECTIVE AND PREVENTATIVE ACTION

Environmental nonconformance's shall be recorded and rectified in accordance with Council's Quality Plan. Rectification shall include containment measures, clean up and restoration of the affected area and of any deficient operational controls or monitoring controls. On completion the Engineering Works Manager will re-inspect the outcomes to ensure that they are acceptable before closing out the Nonconformance Report.

Corrective or preventative action to eliminate the causes of actual or potential environmental nonconformance's shall be initiated in accordance with Councils Quality Plan and recorded on a Corrective Action Report.

COMMUNICATION

On-site Communication

The gang is responsible for notifying the Ganger of any environmental issue on the site. The Ganger will notify the Urban Overseer/Rural Overseer and/or Engineering Works Manager if considered necessary.

External Communication

All external communication is identified in the Activity Environmental Action Tables.

External communications includes informing nearby residents of proposed work and contacting regulatory agencies if required. Residents must be notified if any changes to property access and pedestrian thoroughfare occur during maintenance activities.

Complaint Procedures

All complaints received during work will be referred to the Ganger, who will notify the Urban Overseer/Rural Overseer and or Engineering Works Manager if necessary. All environmental complaints (eg noise pollution) shall be recorded through Council's complaints recording system.

EMERGENCY PROCEDURES

Temora Shire Council's Emergency Response Procedure (Attachment 2), shall be followed in the event of an environmental emergency such as a chemical spill. In the event of an environmental incident an Environmental Incident Report shall be completed.

Temora Shire Council's Emergency Response Procedure shall be prominently displayed at the Council's Works Depots and copies are to be kept in all Council vehicles and work site vans. Copies of Environmental Incident Reports are to be maintained with the system for the Contract.

ENVIRONMENTAL TRAINING

The Engineering Works Manager shall instruct personnel and subcontractors as part of their site induction (refer Council's Quality Manual), regarding environmental control measures which must be observed and response/containment procedures if environmental emergencies occur. Induction shall be given to all personnel working on the site, to make them aware of the potential environmental impacts and how such impacts may be prevented.

Environmental training shall include:

- Site induction
- Environmental emergency response training
- Familiarisation with site environmental controls and procedures (including those in the Maintenance Activity Guidelines)
- Specific environment training of relevant employees

The Engineering Works Manager shall arrange additional training/instruction when site personnel commence construction activities, which involve new environmental controls. These briefings shall be recorded on a Toolbox Meeting Record form. Site personnel shall be encouraged to be pro-active and report any instances of environmental control measures not operating properly.

ENVIRONMENTAL MONITORING

Council will monitor environmental procedures and controls at all times.

REVIEW AND DOCUMENT CONTROL

Review of EEMP

The Engineering Technical Manager and Engineering Works Manager shall review the EEMP on a regular basis. The Urban Overseer/Rural Overseer is responsible for ensuring that Gangers and the Works Gangs are aware of any changes to the EEMP, including Environmental Action Tables.

Document Control

Document control of this EEMP, including issue of any amendments shall be done in accordance with Section 4 of Council's Quality Manual.

Where sub-contractors environmental control measures are submitted to Council, they shall be treated as controlled documents, as part of the EEMP and listed in the EEMP Contents Table.

Records

The Engineering Works Manager shall arrange for environmental records to be filed as part of the project quality records (Refer to Council's Quality Manual).

Attachment 1

ENVIRONMENTAL IMPACT PLANNING CHECKLIST

ISSUE: Access and Traffic Management

Yes No

Will construction work interfere with traffic flow?

Will construction work interfere with pedestrians?

Will construction work interfere with access for local residents?

Will access to site by construction vehicles interfere with traffic flow?

Could parking arrangements for employee vehicles interfere with traffic flow?

Other:

ISSUE: Erosion, Sedimentation and Surface Water Quality

Yes No

Will redirection of waterway channel or culvert produce more concentrated flow of water?

Will banks of waterways be disturbed and susceptible to erosion?

Will ground surface be disturbed and be susceptible to erosion in storms, surface run-off or flooding?

Are cuttings or embankments being constructed, with exposure of batters to potential erosion?

Does sediment have to be trapped before run-off enters waterways?

Can surface run-off flowing through construction site become contaminated before entering a natural waterway?

Will contaminated water need to be released from detention areas (eg. Sediment basin, bunded refueling area) into a natural waterway?

Could mud or litter be deposited from construction vehicles onto a trafficked roadway?

Other:

ISSUE: Air Quality

Yes No

Will dust be generated from construction site by plant/vehicle movements, haulage or processing operations or in dry, windy conditions?

Will dust be generated from stockpiles in dry, windy conditions?

Are fires proposed to burn cleared vegetation or other waste material or litter?

Is there potential for unplanned fires (eg. Dry grass)?

Could type of plant used produce visible smoke emission?

Other:

ISSUE: Noise, Ground Vibration and Air Blast

Yes No

Will construction equipment generate significant noise which could unduly disturb neighbouring residents?

Are there any nearby premises which are particularly noise-sensitive (eg. school, hospital)?

Is it likely that noisy construction work may be performed outside normal working hours?

Could vibration from construction plant or operations damage adjacent buildings?

Are there any nearby structures which are particularly vibration – sensitive (eg. historic buildings)?

Could vibration or air blast from construction plant or operations cause undue disturbance to neighbouring residents?

Other:

ISSUE:	Vegetation and Fauna	Yes	No
	Is there vegetation adjacent to work areas that will need to be retained/protected?		
	Could construction activity introduce or spread weeds?		
	Can disturbed topsoil be re-used?		
	Can cleared vegetation be re-used?		
	Will earthworks batters, etc. need to be revegetated or landscaped?		
	Will areas of disturbed ground (eg. access roads, storage areas) need to be revegetated?		
	Is native fauna present, which will be disturbed by construction work?		
	Could fish in permanent watercourses be disturbed by construction work?		
	Other:		
ISSUE:	Contaminated Ground	Yes	No
	Is there a possibility that areas of contaminated soil could be expected (eg. acid sulphate soil)?		
	Will construction involve treatment on off-site disposal of contaminated soil?		
	Other:		
ISSUE:	Fuels and Chemicals	Yes	No
	Will plant or vehicles be refueled on site?		
	Will fuel be stored on site?		
	Will hazardous chemicals be used during construction?		
	Will hazardous chemicals be stored on site?		
	Other:		

ISSUE:	Indigenous and Non-Indigenous Heritage	
	Yes	No
Is the work site in an area where items of Aboriginal origin could be encountered?		
Is the work site in an area where items of value as non-indigenous relics could be encountered?		
Other:		
ISSUE:	Waste Management	
Will construction generate surplus material which can be recycled?		
Will construction generate waste material which can be disposed on site?		
Will construction generate waste material which will have to be disposed off site?		
Will amenities for site personnel generate effluent?		
Will site personnel generate litter or rubbish?		
Other:		

Date:

Signed:.....

Attachment 2

ENVIRONMENTAL EMERGENCY

In the event of an environmental emergency, such as a chemical spill, the following procedures will be followed. It is the responsibility of the Engineering Works Manager or their representative to:

1. Ensure the appropriate environmental emergency equipment such as spill kits are available at all times and are appropriately located.
2. Ensure staff understand the emergency communication procedures.
3. Ensure that the appropriate staff are trained in emergency procedures such as use in chemical spill kits.
4. Ensure all staff are aware of the location of Safety Data Sheets (SDS).

In the event of an emergency the first consideration is the safety of staff and the public. Following the safety of the staff and the public, the environmental emergency procedures would include:

- In the event of spillage of fuels, paint and/or chemicals, on-site:
- Containment equipment/kits should be used to contain spills in accordance with the SDS.
- SDS documents are located at the Council depot.
- Block nearby drainage channels with earth or sandbags.
- If the spill occurs in the vicinity of a natural watercourse or in an environmentally sensitive area take immediate extra precautions such as construction of earth mounds downstream of the spill, blocking-off natural drainage channels with earth or sandbags.
- Treatment of any chemical spill should be treated according to the SDS.
- Contaminated material should be excavated and stored in labeled drums, and transported to Council's depot or transported and disposed of in an approved waste management facility.
- Raise an Environmental Incident Report to notify of the incident and report to the Engineering Technical Manager.
- If environmental harm has been done or where clean-up charges exceed \$10,000, notify the Engineering Technical Manager then the EPA in accordance with the requirements of the *Protection of the Environment Operations Act 1997*.

The following table lists the environmental emergency contact numbers in case of an emergency.

Emergency Contact Numbers

Key Environmental Emergency Response Contacts	
HAZMAT	000
Ambulance	000
Fire Brigade	000
EPA	131 1555
Engineering Technical Manager - office	6980 1100
Engineering Technical Manager - mobile	0418 510 119

Further Local Contact Names and Numbers

These contacts are to be used as the 24-hour contact for the superintendent and the Environment Protection Authority (EPA).

Temora Shire Council Office	0269 801100	Fax	0269 801138
Engineering Technical Manager (Mobile)	0418 510 119	Rob Fisher	
Engineering Works Manager (Mobile)	0408 609 173	Bimal Shah	
Urban Overseer (Mobile)	0427 181 605	Chris Campbell	
Rural Overseer (Mobile)	0408 639 982	Michael Mannion	

The Engineering Works Manager is to liaise with the following public authority contacts regarding any problems with implementing environmental management measures in their respective functions:

EPA

24 Hour 131555

Water/noise/air pollution

NSW Office of Environment and Heritage – Biodiversity

NSW Office of Environment and Heritage - Heritage

Department of Primary Industries - Fisheries

Ph 02 69411404

Damming of permanent waterways, impact on fish stock or habitat.

Temora Shire Council

Ph 0269 801100

Waste disposal

Essential Energy

Ph 02 69781144

Electricity matters.

Goldenfields Water

Ph 02 69773200

Water supply matters

AGL Gas

Ph 131909

Gas supply matters.