

WASTE and RECYCLING SERVICES

JR Richards

Pollution Incident Response Management Plan

Issue 10 (29 August 2024)

Prepared by

JR Richards & Sons

QHSE Department

Web Site: www.jrrichards.com.au

General	
EPL Number:	J.R. & E.G. Richards (NSW) Pty Ltd 13121 Tuncurry MRF Midge Orchard Rd, Tuncurry 2428
Company / Business Contact Details JR Richards contact: Complaints Line:	1300 579 278
Website:	https://www.jrrichards.com.au/
Approval:	PIRMP Tuncurry MRF
Approved by:	QHSE Manager 29 August 2024



Notifying Pollution Incidents

A 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.

If a pollution incident occurs in the course of an activity so that material harm to the environment (within the meaning of section 147 of the POEO Act) is caused or threatened, the person carrying out the activity must immediately implement this plan in relation to the activity required by Part 5.7A of the POEO Act.

What must be Notified:

Material harm to the environment, involving actual or potential harm to health or safety of human beings or ecosystems, OR actual or potential loss for property damage exceeding \$10 000.

The following environmental incidents must be notified:

- All environmental incidents where material harm (as above) has resulted, and external agencies are involved (Police, Fire, etc).
- Uncontrolled fire in a stockpile or MRF shed.

Depot staff or Drivers can report incidents or hazards using the usual reporting system, which may lead to activation of the PIRMP at the discretion of those appropriately trained.

All incidents must be reported to 1800 JR HELP.

The following must be contacted:

• Fire + Rescue - 000 as appropriate, if there is an immediate threat to people or the environment.

Otherwise, the following must be contacted, in order:

- EPA 131 555.
- NSW Health (Newcastle Public Health Unit 02 4924 6477).
- Fire + Rescue 000.
- SafeWork NSW 131 050.
- Local Council (MidCoast Council: 02 7955 7777).

Also, neighbours must be contacted, in keeping with the procedures below.

For any notifications, the Notifications Worksheet must be used as a record.

Information to be given is:

- The time, date, nature, duration and location of the incident.
- Location of where the pollution is or is likely to occur.
- The nature, and quantity and concentration of pollutants (if known).
- The circumstances in which the incident occurred.
- The actions, taken or proposed.



Communicating with Neighbours and the Community

Complaints Line

The Complaints Line (1800 574 357) is posted on the JR Richards website at <u>www.jrrichards.com.au/documents/.</u>

Establishing Priorities

Management shall contact Council (on the adjoining site) and arrange resources to contact neighbouring properties. Priorities shall be established to determine affected neighbours, based on:

- Distance and direction from the source.
- Location of neighbours adjacent downstream water courses.
- Wind direction and strength.
- Height and magnitude of emissions.

Details of how Neighbours will be informed, including Early Warnings and Regular Updates

The Notifications Worksheet (see Appendices) contains addresses and contact details of neighbours to be informed of a pollution incident.

Use a printed Notifications Worksheet, when notifying the Authorities and neighbours, and make notes as a record. A copy must be attached to the Incident Report.

Warnings and progress updates shall be provided at key stages during the management of an incident; or if any new risks arise, depending on the length of the incident.

Procedures for Communicating with the Community

Once the PIRMP has been activated, resources shall contact the neighbours to advise of the incident (and provide updates) either by door knocking, telephoning or through letter box drops.

A risk assessment shall be carried out, prior to approaching any property.

Specific Information to be Provided

The specific information includes:

- Type of pollutant.
- Prevailing winds.
- Height and magnitude of air emission.
- Location of any onsite fallout or offsite impacts.
- Likelihood of the pollutant reaching ground level.
- Possible impacts on any sensitive receptors.
- Actions taken or proposed.

Tuncurry MRF – EPL 13121



Appendix 1. Notifications Work Sheet

Brief Sheet	
Time and date of Incident	
Nature of the incident:	
Duration of the incident:	
Location of the incident:	
Nearest cross street:	
Nearest cross street.	
Location of where pollution	
is likely to occur:	
is likely to occur.	
Circumstances in which	
the incident occurred:	
Actions taken or proposed:	

Pollution Incident Response Management Plan (PIRMP)



Tuncurry MRF – EPL 13121

Date:	Details	Notes
Authority: EPA		
Number:	131 500	
Time:		
Call Receiver:		
Reference No.:		
Notifier:		
Authority: NSW Health		
Number:	02 4924 6477	Newcastle Public Health Unit
Time:		
Call Receiver:		
Reference No.:		
Notifier:		
Authority: SafeWork NSW		
Number:	131 050	
Time:		
Call Receiver:		
Reference No.:		
Notifier:		
Local Council		
Number:	02 7955 7777	MidCoast Council
Time:		
Call Receiver:		
Reference No.:		
Notifier:		
FIRE + Rescue		
Number:	000	
Time:		
Call Receiver:		
Reference No.:		
Notifier:		

Pollution Incident Response Management Plan (PIRMP)





Neighbouring Community					
Address	Phone	Details	Name	Time	Comments
Landfill Office	6554 9471				
MidCoast Council	6591 7222				
688 The Lakes Way					

Tuncurry MRF – EPL 13121



Appendix 2. Public Health Unit List (Link)

2000-2002 Randwick PHU 2379-2382 Tamworth PHU 2171 Broken Hill PHU Phore (20) 6680 3964 (Jacuare) 2004-2008 Camperdown PHU 2386-2380 Tamworth PHU 2271 Bahury PHU Phore (20) 6880 3964 (Jacuare) Phore (20) 6880 3964 (Jacuare) 2010-2011 Camperdown PHU 2397-2411 Tamworth PHU 2272 Bahury PHU Phore (20) 6880 3964 (Jacuare) Phore (20) 6880 3864 (Jacuare) 2012-2017 Camperdown PHU 2397-2411 Tamworth PHU 2272 Abury PHU Phore (20) 6880 3864 Fac (20) 6833 23107 (secure) 2012-2017 Camperdown PHU 2420-2430 Nexosatle PHU 2726 Abury PHU Phore (20) 5835 486 Fac (20) 6833 23107 (secure) 2055-2114 Hornsky PHU 2430-2446 Liamore PHU 2737-2738 Broken Hill PHU Phore (20) 5805 4867 Fac (20) 680 57861 (secure) 2112-2128 Hornsky PHU 2460-2446 Liamore PHU 2737-2738 Broken Hill PHU Phore (20) 5805 778 (Sacuare) Phore (20) 4807 778 (Sacuare) Phore (20) 4807 778 (Sacuare) Phore (20) 4	Postcode	PHU	Postcode	PHU	Postcode	PHU	PHU Details
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	2369-2372	Tamworth PHU					 Locked Mail Bag 9, Wollongong NSW 2500 Phone: (02) 4221 6700 Fax: (02) 4221 6759 (secure)

Public Health Unit – Referral List at July 2020

Tuncurry MRF – EPL 13121



Appendix 3. Local Council Contacts

Albury City Council02 6023 8111Georges River Council02 9330 6400Northern Beaches Council1300 434 434Armidale Regional Council1300 136 833Gilgandra Shire Council02 6817 8800Oberon Council02 6329 8100Ballina Shire Council03 08 64 444Glen Innes Severn Council02 6730 2300Orange City Council02 6393 8000Balranald Shire Council03 5020 1300Goulburn Mulwaree Council02 4732 3444Parkes Shire Council02 6838 8000Batranald Shire Council02 6333 6111Greater Hume Shire Council02 6036 0100Council of the City of Parramatta1300 617 058Bayside Council02 9562 1666Griffith City Council02 6962 8100Penrith City Council02 4732 7777Bega Valley Shire Council02 6655 7300Gwydir Shire Council02 6740 2100Port Macquarie-Hastings Council02 6581 8111Bellingen Shire Council02 6939 2022Gunnedah Shire Council02 4760 2100Port Stephens Council02 6880 0025Berrigan Shire Council02 6838 5100Hawkesbury City Council02 4560 4444Queanbeyan-Palerang Regional Council1300 735 025Blacktown City Council02 6972 2266Hilltops Council02 6380 1200Richmord Valley Council02 6600 0300Blayney Shire Council02 6838 2104The Council of the Shire of Hornsby02 9847 6666Council of the City of Ryde02 992 528222Bland Shire Council02 6835 9000Inner West Council02 9392 5000Shealharbour City Council02 4221 6111Bogan Shire Cou
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Byron Shire Council 02 6626 7000 Ku-ring-gai Council 02 9424 0000 Sutherland Shire Council 02 9710 0333
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Camden Council 02 4654 7777 Lachlan Shire Council 02 6895 1900 Tamworth Regional Council 02 6767 5555
Campbelltown City Council 02 4645 4000 Lake Macquarie City Council 02 4921 0333 Temora Shire Council 02 6980 1100
City of Canada Bay Council 02 9911 6555 Lane Cove Municipal Council 02 9911 3555 Tenterfield Shire Council 02 6736 6000
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Carrathool Shire Council 02 6965 1900 Lismore City Council 02 6625 0500 Tweed Shire Council 02 6670 2400
Central Coast Council 1300 463 954 City of Lithgow Council 02 6354 9999 Upper Hunter Shire Council 02 6540 1100
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Clarence Valley Council 02 6643 0200 Lockhart Shire Council 02 6920 5305 Wagga Wagga City Council 1300 292 442
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Cumberland Council 02 8757 9000 Murrumbidgee Council 1300 676 243 Wentworth Shire Council 03 5027 5027
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Fairfield City Council 02 9725 0222 Narromine Shire Council 02 6889 9999 Woollahra Municipal Council 02 9391 7000
Federation Council 02 6033 8999 Newcastle City Council 02 4974 2000 Yass Valley Council 02 6226 1477
Forbes Shire Council02 6850 2300North Sydney Council02 9936 8100