

**Gregadoo Waste
Management Centre**
Pollution Incident
Response Management
Plan 2024



City of
Wagga Wagga

Commitment

Statement of commitment to Aboriginal Australians

The City of Wagga Wagga acknowledges and respects that Aboriginal people were the first people of this land and the Wiradjuri people were the first regional custodians of the WaggaWagga Local Government Area. This recognition includes acceptance of the rights and responsibilities of Aboriginal people to participate in decision making.

Council acknowledges the shared responsibility of all Australians to respect and encourage the development of an awareness and appreciation of each other's origin. In so doing, Council recognises and respects the heritage, culture, sacred sites and special places of Aboriginal people.

Council is committed to developing programs to improve the wellbeing of all City of Wagga Wagga residents as well as facilitating reconciliation between Aboriginal and non-Aboriginal people.

Council recognises that social justice and reconciliation are fundamental to achieving positive changes. Council will continue to actively encourage Aboriginal and non-Aboriginal people to work together for a just, harmonious and progressive society. Council recognises that the richness of Aboriginal cultures and values in promoting social diversity within the community.



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Version control: March 2024

Introduction

This Pollution Incident Response Management Plan (PIRMP) has been prepared to describe the processes required to prepare and respond to a pollution incident at Gregadoo Waste Management Centre (GWMC) owned and operated by Wagga Wagga City Council (WWCC) under Environmental Protection Licence (EPL)-6671.

The Protection of the Environment Legislation Amendment Act 2011 (POELA Act) introduced several changes to the way pollution incidents are reported, managed and communicated to the community.

The Act includes a new requirement under Part 5.7A of the Protection of the Environment Operations Act 1997 (POEO Act) to prepare, keep, test and implement a pollution incident response management plan.

Objectives

The objectives of these plans are to:

Ensure comprehensive and timely communication about a pollution incident to;

- Staff at the premises (GWMC)
- Environment Protection Authority (EPA)
- NSW Ministry of Health
- Work Cover NSW
- Fire and Rescue NSW
- People outside the facility who may be affected by the impacts of the pollution incident.
- Minimise and control the risk of a pollution incident at the facility by requiring identification of risks and the development of planned actions to minimise and manage those risks.
- Ensure that the plan is properly implemented by trained staff, identifying persons responsible for implementing it, and ensuring that the plan is regularly tested for accuracy, and suitability.

Beyond meeting the legislative requirements, the purpose of the plan is to reduce the risk of an environmental pollution incident occurring and given the residual risk that will always be present help to coordinate an appropriate and timely response should such an incident occur.

Legislative requirements

The specific requirements for pollution incident response management plans are set out in Part 5.7A of the POEO Act and the Protection of the Environment Operations (General) Regulation 2009 (POEO (G) Regulation). In summary, this provision requires the following:

- All holders of environment protection licences must prepare a pollution incident response management plan (section 153A, POEO Act).
- The plan must include the information detailed in the POEO Act (section 153C) and be in the form required by the POEO (G) Regulation (clause 98B).
- Licensees must keep the plan at the premises to which the environment protection licence relates or, in the case of traceable waste transporters and mobile plant, where the relevant activity takes place (section 153D, POEO Act).
- Licensees must test the plan in accordance with the POEO (G) Regulation (clause 98E).

Definition of a pollution incident

The definition of a pollution incident is:

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 pollution incident is required to be notified if there is a risk of 'material harm to the environment', which is defined in section 147 of the POEO Act as:

Harm to the environment is material if:

- 1) it involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or
- 2) 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

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.

Industry is now required to report pollution incidents immediately to the EPA, NSW Health, Fire and Rescue NSW, Work Cover NSW and the local council. 'Immediately' has its ordinary dictionary meaning of promptly and without delay. These strengthened provisions will ensure that pollution incidents are reported directly to the relevant response agencies so they will have direct access to the information they need to manage and deal with the incident in a faster manner.

There are new associated offences, for individuals and corporations, for not preparing a plan, not keeping the plan at the premises to which it relates, not testing the plan in accordance with the Regulations and not implementing the plan in the case of an incident.

Pollution incident response procedure

Whoever is aware of the pollution incident must immediately contact the individuals responsible for managing the incident response and the relevant authorities. The person(s) who may be aware of an incident are:

- Employee of WWCC
- Agent of WWCC (Contractor)
- Employer or principal (WWCC)
- Occupier of the premises or
- Person carrying out an activity (Not being a WWCC employee or contractor)

The position title and 24 hour contact details of individuals responsible for managing the incident response and notifying the relevant authorities are in appendix 1.

In the event that the weighbridge operator, Supervisor Solid Waste and GWMC Facility Manager cannot be contacted, WWCC employee or agent of council (Contractor) shall manage the incident response and notify the relevant authorities. If the incident presents an immediate threat to human health, environment or property then initially contact the following GWMC officers as appropriate.

1. Staff and Contractors are to inform the Supervisor immediately.
2. In the absence of the Supervisor, staff and contractors are to inform the Plant Operator.
3. In the absence of the Plant Operator, staff and contractors are to inform the GWMC Facilities Manager
4. In the absence of GWMC Facilities Manager, staff and contractors are to inform the Director of Economy Business and Workforce.

Supervisor Solid Waste must then perform the following actions;

1. Investigate to determine the legitimacy and extent of the incident.
2. Organise equipment and resources to ensure the area is safe and controlled e.g. isolate area (evacuate / barriers), traffic diversion (barriers/signage) etc. If the incident is a spill it must be prevented from entering the waterways or storm water drains.
3. Determine roles and responsibilities and obtain the required assistance.
4. In the event of a significant incident inform the GWMC Facility Manager who will attend the site and provide coordination assistance.
5. Call 000, if the incident presents an immediate threat to human health or property, fire rescue NSW, NSW Police and the NSW ambulance service are the first responders, as they are responsible for controlling and containing incidents. Liaise with these agencies and act on any instructions given once they arrive on-site.
6. Report ALL environmental incidents on the 24 hr Wagga Wagga City Council customer Hotline Ph: 1300 292 442
7. Follow pollution incident reporting procedures on section 6 of this document.
8. Delegate the role of informing the neighbours via door knocking or by phone call.
9. If an area or site evacuation is required follow the *Gregadoo Waste Management Centre Emergency and Fire Response Procedure*.
10. Conduct an investigation into the incident, debrief staff and recommend actions to reduce the risk of the incident occurring again within 2 weeks.
11. This plan must be reviewed within one month of a pollution incident occurring.

Pollution incident reporting procedure

1. Supervisor Solid Waste must report ALL environmental incidents in the form annexed to this plan.
2. GWMC Facility Manager will determine if the incident meets the definition of a "Pollution Incident" outlined in the POEO Act Amendments and described in section 4 of this document.
3. If it is considered a 'Pollution Incident' it will be reported to the following Authorities.

| Order | Emergency Service | Phone |
|-------|--|-----------------------------------|
| 1 | Police / Fire / Ambulance | 000 |
| 2 | EPA Environment Line | 131 555 |
| 3 | Ministry of Health via the Public Health Unit – Albury Office (After Hours - ask for On-Call Public Health Officer) | 02 60808100 A/H - 02 6080 8900 |
| 4 | Work Cover | 13 10 50 |

NOTE: In the event that the Supervisor Solid Waste or GWMC Facility Manager is not available, Staff will need to report environmental pollution incidents directly to the above services.

Information that must be recorded

- 1) The time, date, nature, duration and location of the incident
- 2) The location of the place where pollution is occurring or likely to occur
- 3) The nature, the estimated quantity or volume and the concentration of any pollutants involved, if known
- 4) The circumstances in which the incident occurred (including the cause of the incident if known)
- 5) The action taken or proposed to be taken to deal with the incident and any resulting pollution or threatened pollution, if known
- 6) Other information prescribed by the regulations.

GWMC risk assessment

8.1 Water pollution Management

8.1.1 Description and likelihood of hazards

The environmental goals of water pollution management are:

- Preventing water pollution by leachate and sediments
- Detecting water pollution and
- Remediating water pollution

8.1.2 Pre-emptive actions

The following management methods are used to prevent pollution of water by leachate and sediments:

- leachate barrier system
- leachate collection system
- Swale and table drains
- Surface water and sedimentation dams and
- Leachate surface and ground water monitoring.

The leachate barrier and collection systems are generally constructed in accordance with the EPA's Environmental Guidelines: Solid waste Landfills, Second Edition 2016.

The following methods shall be applied for early detection of ground water and surface water pollution:

- Ground water monitoring network
- Ground water monitoring program
- Ground water assessment program and
- Surface water monitoring program

The objectives of the ground water and surface water assessment programs are to identify a failure of leachate barrier system, and demonstrate that surface water is not contaminated by landfill operation.

Groundwater shall be monitored and constituent concentrations shall be established for comparison with the concentrations specified in the EPL. If changes in concentration levels for any of the indicator parameters are detected, then the affected ground water monitoring wells shall be sampled. Anomalies after re sampling shall be notified to the EPA. The ground water wells and surface water sampling points across GWMC are strategically located to ensure early detection, through regular sampling and monitoring of movement of ground water and surface water contamination.

The purpose of ground water remediation is to set in place actions to be employed if ground water or sub-soil contamination is confirmed by the early detection of ground water pollution. The ground water contamination remediation plan shall describe the process to protect the ground water resource from further contamination and nominate a means to return the ground water to the original quality down hydraulic gradient from the land filling operation. A suitably skilled and qualified contractor will be appointed by WWCC immediately to assess the ground water contamination and prepare actions to remediate the ground water to its original quality.

8.1.3 Inventory of pollutants

The purpose of recording the wastes received (Pollutants) is to:

- Quantify waste received
- Record the quantities, types and source of waste received and
- Estimate the potential leachate generation.

The objective of quantifying the waste received at GWMC is to accurately obtain data on the waste quantities, types and source for reporting future planning purposes.

The objectives of recording the quantities, types and sources of waste received at the GWMC are to enable the effective monitoring of incoming waste, estimate the potential leachate generation from waste received and to aid in regulatory reporting requirements. Inventory of pollutants at GWMC are in Appendix 3

8.1.4 Safety equipment

Personal Protective Equipment (PPE) shall be worn at all times by GWMC staff to ensure potential contact with leachate and sediments is minimised when carrying out inspections of the leachate and drainage systems. Safety equipment used at site is in Appendix 2

8.2 Air pollution management

8.2.1 Description and likelihood of Hazards

Generation of nuisance odour, dust and vapors that may impact residents/commercial establishments close to the facility. The Environmental goals for air pollution management are:

- Prevent landfill odours
- Preventing landfill gas emission
- Detecting landfill gas emission
- Remediating landfill gas emission
- Prevention of dust emission
- Preventing fires.

8.2.2 Pre-emptive actions

The management techniques used to prevent and control of odours are:

- Aeration of the leachate ponds are required to maintain ponds in aerobic condition.
- Each day waste will be covered on the same day with soil.
- Area of tipping face is minimised limiting the amount of exposed putrescible wastes.

8.2.3 Landfill gas emission

Landfill cell stages shall have a highly impermeable clay cap designed to minimise landfill gas emissions and surface water infiltration. Any accumulated landfill gas shall be effectively contained between gas drainage and sealing layers, due to the clay capping and over time landfill gas should move laterally through these layers.

As the quantities of landfill gas fluctuate over a period, options or a combination of options may be used. Ongoing monitoring of landfill gas volumes and additional disposal methods may be necessary if there is a large buildup of gas.

The following methods shall be applied for detection of landfill gas.

- Additional landfill gas capture wells have been installed and commissioned in March 2020 permitting the removal and destruction of landfill gas
- Surface gas emissions monitoring. The monitoring objective is to demonstrate the effectiveness of the capping design and construction
- Gas accumulation monitoring. The monitoring objective is to monitor gas build up which may have the potential to be detrimental.

If the concentration of methane gas (Landfill gas) is detected to be greater than 1.25% (v/v) during the surface monitoring, the EPA and all relevant authorities shall be notified immediately. A written report shall be provided to EPA within the stipulated period in the EPL.

8.2.4 Fire prevention

The objectives of fire prevention are to:

- Minimise emissions to the atmosphere
- Increase the safety of staff and the general public at GWM

The following minimum control measures shall be addressed to prevent fires;

- Signs shall be erected and displayed at GWMC advising customers that liquid and hazardous wastes are not permitted to be disposed at the site. The weighbridge operator shall also advise customers and carry out visual inspection of all loads.
- Stockpile of approved combustible wastes (green waste) shall be in piles and in windrows no longer than 10 meters and away from working and public areas
- Landfill cell construction, compaction and covering of waste shall use materials not conducive to a landfill fire
- All empty drums accepted at GWMC shall be washed, cleaned and punctured in order to not contain any residual chemicals or fuels
- All fuels and flammable solvents used for operational purposes shall be stored in suitably ventilated and secure storage area
- Waste oil shall be stored within a dedicated bunded area at the Transfer Station and identified with signage.

9.1 Water pollution (Leachate)

In the event of a potential failure of GWMC's landfill cell's leachate barrier system the following actions shall be taken during or after identifying the pollutant incident:

- Isolate the area and ensure there is no access
- A ground water monitoring program shall be established to determine the extent of the failure.
- The ground water shall be monitored and constituent concentration shall be established. Analytical tests must be carried out by NATA accredited laboratory
- Any significant change in concentration levels of any parameters over two consecutive reporting periods (quarterly/annually) is detected, and then the affected ground water monitoring wells shall be re-sampled as soon as possible. Anomalies after re-sampling shall be notified to the EPA

In the event of potential surface water contamination, the following actions shall be taken during or immediately after identifying the pollution incident:

- Isolate the area and ensure that there is no access
- Notify EPA immediately as required by EPL
- A written report to the EPA, detailing the nature and source of the contamination, and any actions taken, and future actions that will be carried out to prevent recurrence.

9.2 Air pollution

In the event of a potential failure of GWMC landfill's final capping system (Gas collection) the following actions shall be taken during or immediately after identifying the gas leak:

- Isolate area and ensure that there is no access
- Surface gas monitoring of final capped landfill cell surfaces and surrounding buildings shall be carried out as per requirement of EPL 6671.

If the concentrations of gas exceed the allowable limit of methane at any point on the landfill cell surface and surrounding buildings, following action shall be taken.

- Repair or replace the final capping material and layer
- Continue, ongoing inspection, maintenance, testing and monitoring of entire gas collection system.

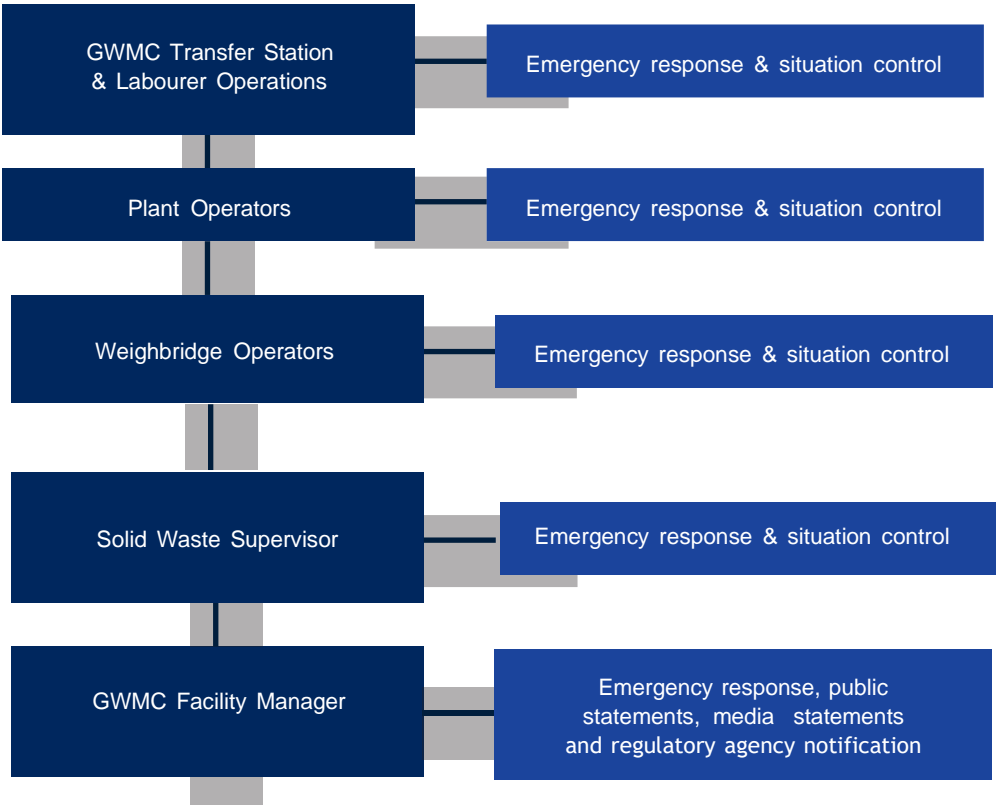
Key WWCC staff

A list identifying key WWCC staff that are responsible for incident management is described in the decision flow chart below.

The following people have a duty to notify a pollution incident occurring in the course of an activity that causes or threatens material harm to the environment:

- the person carrying on the activity
- an employee or contractor carrying on the activity
- an employer carrying on the activity
- The occupier of the premises where the incident occurs.

The flow chart below shows key WWCC officers and their responsibilities in the event of apollution incident at GWMC.



Form of the plan

A written copy of the plan must be kept on-site at the Gregadoo Waste Management Centre and be able to be provided to an authorised EPA Officer on request. Electronic versions are also available on the Intranet. As per *POEO Act 1997 – Section 153D – Keeping of the Plan*.

Relationship with other Emergency Evacuation Plans

In the event of an environmental pollution incident staff must follow this Pollution Incident Response Management Plan. However, should an incident require the evacuation of staff the existing Gregadoo Waste Management Control Emergency and Fire Response Procedure must be followed.

It must be noted that Wagga Wagga City Council must still meet its obligations under the “Pollution Incident Response Management Plan” even in the event of an emergency evacuation.

Training

Regular toolbox meetings discuss the training requirements for the staff. Training is also provided for the use of the plan to ensure that all staff are aware of the content, processes and requirements of the plan and competently implement if necessary. People and Culture division of corporate directorate of council maintains relevant operator training and certification records. WWCC has formal training to enhance and improve job knowledge, skills and abilities of staff.

The plan will be tested randomly by dummy runs to check the effectiveness of the plan. Testing records will be maintained in the PIRMP testing register.

Communicating with neighbours

A list identifying immediate neighbours of GWMC who must be notified during a pollution incident is annexed to this document. (See annexure 10)

In the event of a pollution incident at GWMC, impacts on the community are variable and depend on location, volume of spills or other factors such as wind direction and velocity. Communication methods will be used on a case by case basis and in all situations Wagga Wagga City Council will attempt to provide early warnings to directly affected neighbours by the mechanism described below. Early warnings are to include details of what the imminent incident is and how those affected can prepare and respond to the incident. The notification shall provide specific information to the neighbouring properties and local community so it can minimise the risk of harm. Information could include instructions to avoid the use of water in the creek or rivers affected or likely to be affected by a pollutant discharge.

This plan will include allocating an appropriate responsible person to notify and co-ordinate with affected community members. In the event of a pollution incident Wagga Wagga City Council will attempt to provide early warning to directly affected neighbours by following mechanisms as appropriate.

- Telephone calls or door knocking (where appropriate)
- Mailbox drops
- Warning signs
- Local media source (radio/newspapers)
- Wagga Wagga City Council webpage updates, social media and media releases
- WWCC website address is www.wagga.nsw.gov.au

Relationship with on-site lease holders

GWMC has an external company which lease an area of land within the facility, that being Carbon Mate. Carbon Mate, who operate the composting facility on site, maintain their own Environmental Protection Licence (EPL).

In the event of pollution incident or emergency, Carbon Mate must:

- Be informed of the incident and if necessary to follow the *Gregadoo Waste Management Centre Emergency and Fire Response Procedure*
- Follow their own Incident response and Emergency plans on their site
- Inform GWMC Facility Manager or her delegated officer immediately of any incident on their site.
- If a site evacuation is required, follow GWMC Emergency and Fire Reference Procedure and follow the instruction given by GWMC Facility Manager or his delegated officer.

Carbon Mate within GWMC shall be provided a copy of this PIRMP and involved with the training/testing of the plan particularly in relations to emergency response procedures.

Appendix



Appendix 1:

Pollution Incident Response Plan Details

| Facility name and address | |
|--|---|
| Gregadoo Waste Management Centre 132 Ashford's Road Wagga Wagga NSW 2650 | Phone: 0427 258 920 1300 292 442 or 6926 9165 |
| Date of the Plan: April 2025 | Review Plan by: April 2026 |
| Date Plan Tested: 29 December 2025 | Re-test Plan by: March 2026 |
| Plan Written by Tammie Cook - GWMC Solid Waste Supervisor | Plan Approved by Andrea Baldwin - GWMC Facility Manager |

| Wagga Wagga City Council contacts | | | |
|---|----------------|--------------|--------------|
| Title | Contact | Office phone | Mobile |
| Weighbridge phone | Weighbridge | 02 6926 9166 | 0427 258 920 |
| Solid Waste Supervisor | Tammie Cook | 02 6926 9165 | 0437 701 447 |
| GWMC Facility Manager | Andrea Baldwin | 02 6926 9171 | 0437 044 612 |
| Leading Hand | John Mills | | 0483 158 451 |
| Manager Council Business | Vacant | | |
| Director Economy Business and Workforce | Fiona Piltz | 02 6926 9216 | 0409 824 634 |

| On-site companies - contact list | | | |
|----------------------------------|-------------------|--------------|--------------|
| Company | Contact | Office phone | Mobile |
| Carbon Mate | Charlie Bannatyne | 02 6922 3344 | 0417 931 575 |
| JJ Richards | Rowan Beer | 02 5942 6110 | 0409 779 866 |
| JJ Richards Commercial | Adrian Southwell | 02 6921 4627 | 0401980436 |
| Run Energy | Alan Jones | | 0400 156 423 |
| Cleanaway | Stephen Stapleton | 02 59404401 | 0447 750 169 |
| Smallmon Brothers | Chris Smallmon | 02 69257008 | 0417 263 481 |
| Veolia | Michael Kuzmicz | 132955 | 0439 694 947 |

| Reporting/Emergency contacts | |
|---|-------------------------------------|
| Company | Phone |
| WWCC Incident/Accident Reporting | For Internal Use Only (safety team) |
| Police/Fire/Ambulance | 000 |
| EPA Environment Line | 131 555 |
| Ministry of Health via Public Health Unit – Albury Officer (On-PHO) | 02 6080 8100 |
| Workcover | 13 10 50 |
| Wagga Wagga Base Hospital | 02 59431000 |
| Wagga Wagga Fire Brigade | 02 69315855 |

Appendix 2: On-site Incident Management Resources

| No. | Equipment | Location |
|-----|--------------------------------|--|
| 1 | Safety Shower x 3 | <ul style="list-style-type: none"> Plant Shed Transfer Station Office |
| 2 | Eye Wash Stations x 2 | <ul style="list-style-type: none"> Plant Shed Transfer Station |
| 3 | First Aid Kits x 5 | <ul style="list-style-type: none"> Plant Shed Transfer station Main office RRR Shop Lunchroom |
| 4 | 2-Way Radio/Mobiles Phones | <ul style="list-style-type: none"> Held in Front End Loaders x2, Tana Compactor, RRR Shop Truck, Water Cart Truck, John Deere Tractor, 3x site utilities, Hook truck, Moxy Weighbridge Transfer station operator Main Site Office (2 mobiles) & UHF All labourers hand held UHF |
| 5 | Email/Phone | <ul style="list-style-type: none"> Main Site Office Weighbridge, Supervisor Solid Waste, Transfer Station, Leading Hands |
| 6 | Spill Kit x 3 | <ul style="list-style-type: none"> Weigh Bridge CRC/Transfer Station Plant Shed |
| 7 | Clean Sweep Absorbent Material | <ul style="list-style-type: none"> Transfer Station in 25kg Bags |
| 8 | Fire Extinguishers x 22 | <ul style="list-style-type: none"> Main office x 1, Utilities x 3, Cat Loader x 2 Weighbridge x 1, Slasher x 1, Tana x 1, Water Cart x 1 Hooklift x 1, RRR shop truck x 1, Moxy x1 Transfer station x 1, RRR Shop x 1, Diesel generator x 1 Plant shed x 2, Styrene shed x 2 Gas Flare (kept under lock) x 1 Forklift x1 |
| 9 | Fire Hoses | <ul style="list-style-type: none"> Transfer station Plant shed |
| 10 | 10,000 L Mobile Water Tank | <ul style="list-style-type: none"> Gregadoo Waste Management Centre Water cart |
| 11 | Traffic Control/Signage | <ul style="list-style-type: none"> Main entrance and site wide |

Appendix 3:

Inventory of pollutants/chemicals

| Trade Name | Substance | Solid/Liquid/Gas or Powder | Container Size | Max Quantity | Location |
|----------------------------|-------------------------|----------------------------|----------------|--------------|-----------------------|
| Round up | Weed control | Liquid | 20 Lt | 20L | Plant Shed |
| Insect Killer | Pesticide | Liquid | 350g | 350g | Plant shed |
| Unleaded petrol | Fuel | Liquid | 200 Lt | 200 Lt | Plant shed |
| 2-Stroke oil | Fuel | Liquid | 20 Lt x2 | 40 Lt | Plant Shed |
| Diesel | Fuel | Liquid | 15000 Lt | 15000 Lt | Plant Shed |
| Engine & gear oil, coolant | Oil and Fuel Contractor | Liquids | 5 to 20 Lt | | Plant Shed |
| Used Motor Oil | Engine Oil | Liquid | 1000 L | 1000 L | Transfer station shed |
| LPG Gas Bottles | Liquid Petroleum Gas | Liquid / Gas | 1-45kg | 1000kg | Transfer Station CRC |
| Car batteries | Lead acid batteries | Solid / Liquid | 25 to 50kg | 3000kg | Transfer Station CRC |

Appendix 4: Leachate Pond Storage Volumes

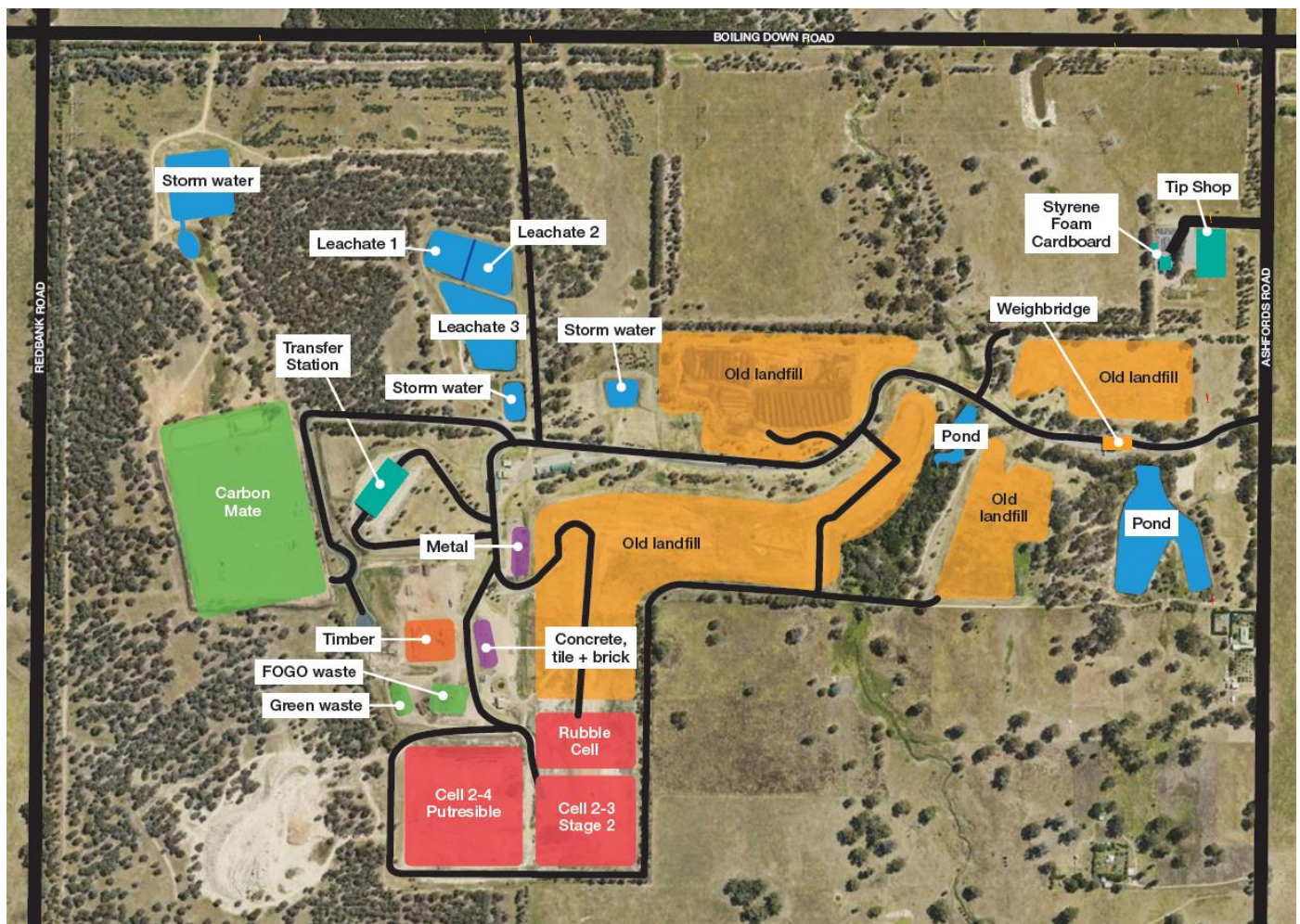
| Substance | Pond No. | Liquid | Max Quantity |
|-----------|----------|--------|----------------------|
| Leachate | Pond 1 | Liquid | 8,600m ³ |
| Leachate | Pond 2 | Liquid | 9,000m ³ |
| Leachate | Pond 3 | Liquid | 14,000m ³ |

Appendix 5: Map One - Location of GWMC

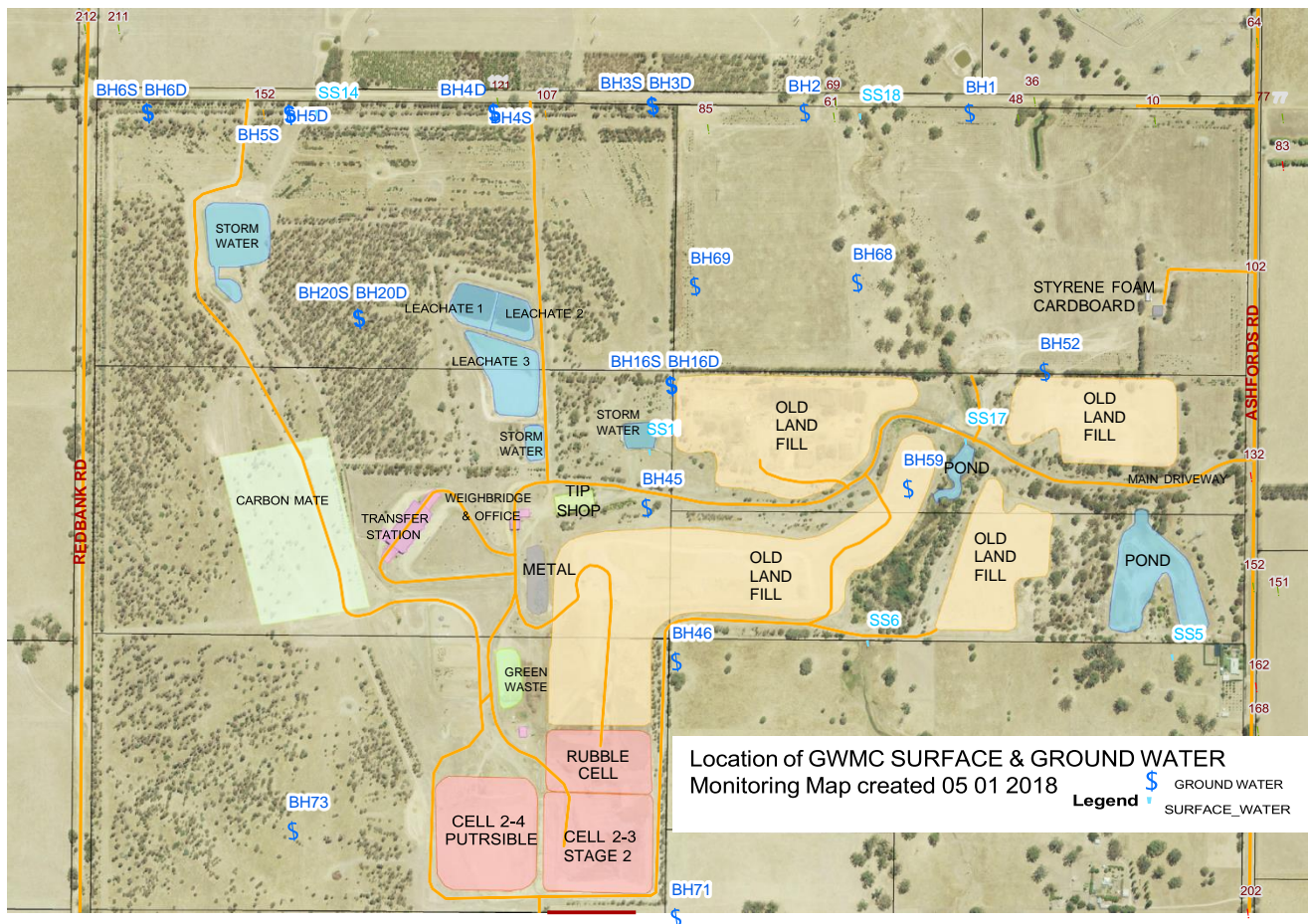
The Facility comprises Lot 100 DP 1256996, 132 Ashfords Road Gregadoo and totals approximately 197ha in area. GWMC is located approximately 3 km to the South of Lake Albert and accessed via Mitchell and Ashfords road.

The GWMC operating hours are from 7am to 4:30pm daily with the exception of New Years day, Australia Day, Good Friday, Easter Sunday, Anzac Day, Christmas Day and Boxing Day

The location of the Facility is shown in Figure 1.

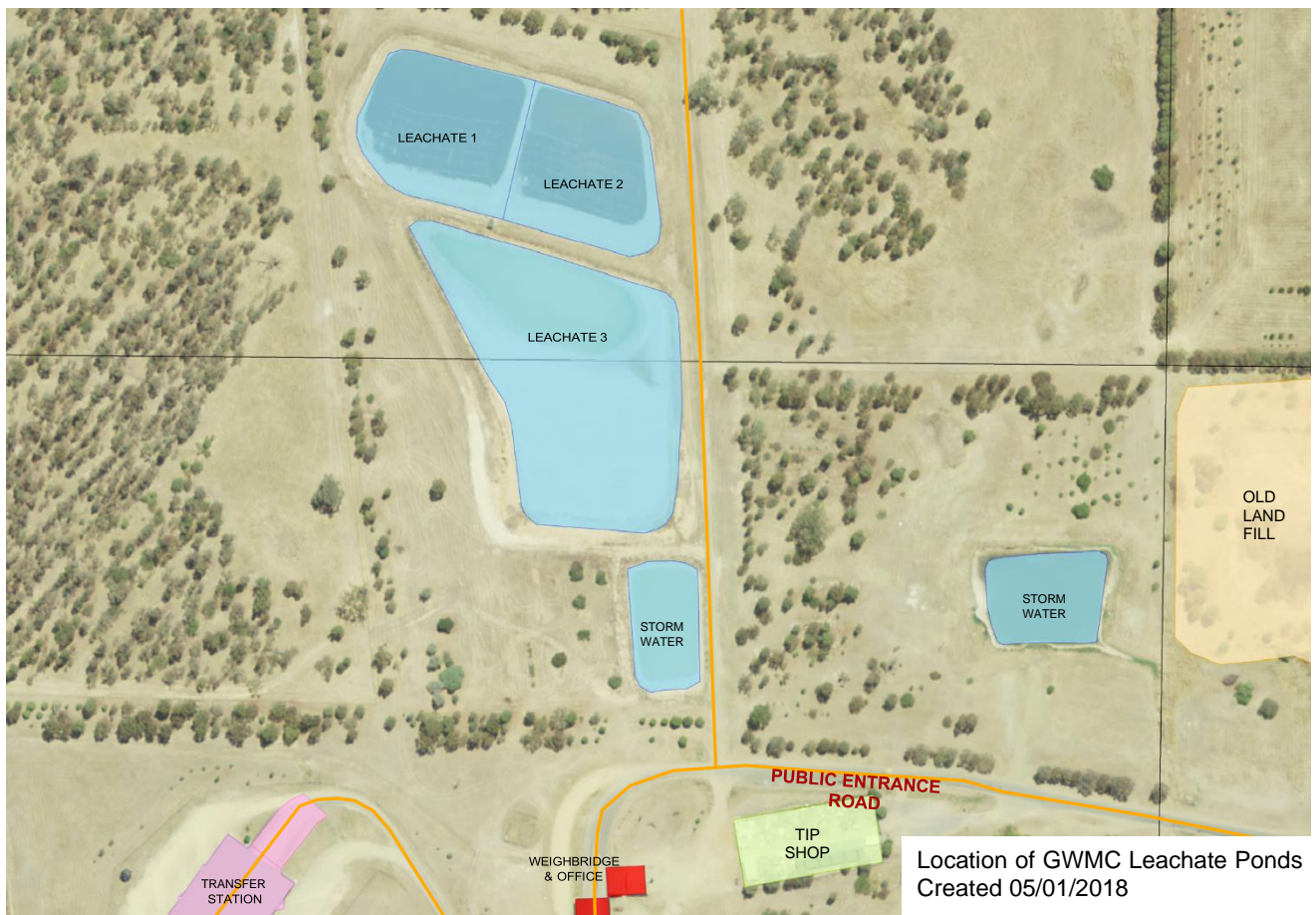


Appendix 6: Map Two - Location of GWMC Surface water monitoring points and boreholes

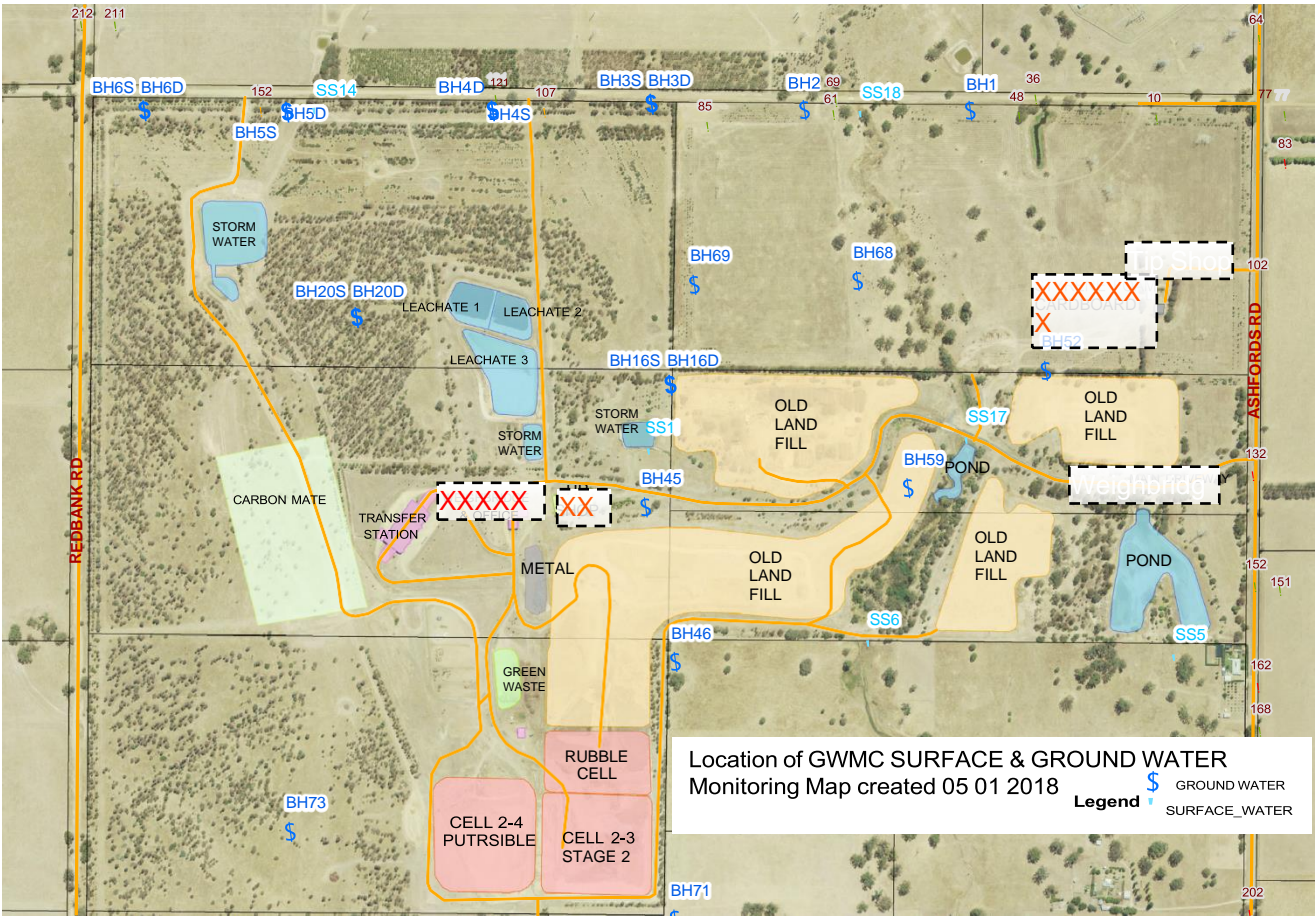


Appendix 7:

Map Three - Location of GWMC Leachate Ponds



Appendix 8: Map Four – GWMC Landfill Dust & Gas monitoring points

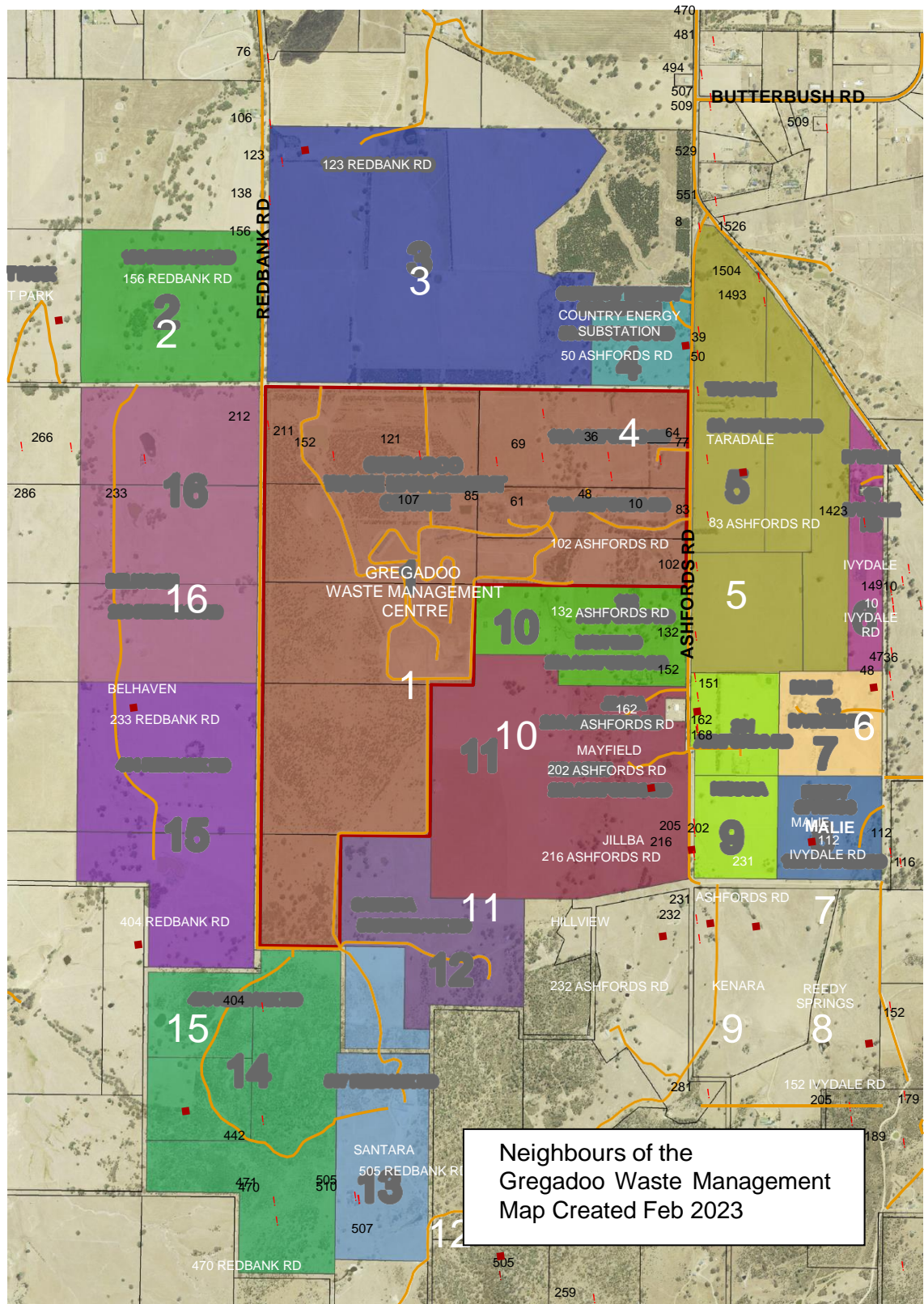


Appendix 9: Environment Protection Licence Monitoring Points – Location Table

| EPL MONITORING POINTS (2016) - LOCATION | | | | | |
|---|------|--------|------------|------------|-----------|
| Type | Name | EPA ID | Easting | Northing | Elevation |
| GW | BH1 | 38 | 535520.36 | 6104456.22 | 228.02 |
| GW | BH16 | 23 | 534989.65 | 6104097.65 | 233.15 |
| GW | BH2 | 39 | 535262.50 | 6104496.49 | 227.34 |
| GW | BH20 | 44 | 534517.62 | 6104278.56 | 231.76 |
| GW | BH3S | 40 | 535025.28 | 6104536.94 | 227.28 |
| GW | BH4 | 41 | 534776.55 | 6104563.69 | 228.12 |
| GW | BH45 | 15 | 534922.31 | 6103918.82 | 237.02 |
| GW | BH46 | 16 | 534931.95 | 6103671.10 | 242.31 |
| GW | BH5 | 42 | 534456.15 | 6104609.75 | 226.85 |
| GW | BH52 | 95 | 535576.98 | 6104037.34 | 234.21 |
| GW | BH59 | 78 | 535335.36 | 6103887.08 | 240.17 |
| GW | BH6 | 43 | 534234.59 | 6104646.01 | 227.34 |
| GW | BH68 | 35 | 535305.25 | 6104221.41 | 231.69 |
| GW | BH69 | 36 | 535050.47 | 6104254.28 | 230.84 |
| GW | BH71 | 79 | 534870.68 | 6103270.51 | 247.89 |
| GW | BH73 | 81 | 534292.62 | 6103497.48 | 242.59 |
| DUST | D1 | 89 | 534570.82 | 6103876.05 | 237.62 |
| DUST | D2 | 90 | 534965.89 | 6104094.72 | 233.15 |
| DUST | D3 | 91 | 535025.87 | 6103929.66 | 237.43 |
| DUST | D4 | 92 | 535067.72 | 6103682.98 | 242.65 |
| DUST | D5 | 93 | 535540.88 | 6103996.78 | 234.84 |
| DUST | D6 | 94 | 535108.40 | 6104146.45 | 233.08 |
| GAS | G1 | 62 | 6103677.26 | 6103677.26 | 241.48 |
| GAS | G10 | 85 | 6103286.38 | 6103286.38 | 247.72 |
| GAS | G11 | 86 | 6103415.50 | 6103415.50 | 245.60 |
| GAS | G4 | 65 | 6103912.40 | 6103912.40 | 237.78 |
| GAS | G5 | 66 | 6103681.75 | 6103681.75 | 242.53 |
| GAS | G6 | 67 | 6104072.72 | 6104072.72 | 234.73 |
| GAS | G7 | 68 | 6103988.72 | 6103988.72 | 235.34 |
| GAS | G8 | 69 | 6104011.20 | 6104011.20 | 236.18 |
| SURFACE | SS1 | 47 | 534947.07 | 6103995.87 | 234.59 |
| SURFACE | SS14 | 60 | 534505.92 | 6104601.24 | 226.00 |
| SURFACE | SS17 | 87 | 535444.30 | 6103938.30 | 235.55 |
| SURFACE | SS18 | 88 | 535355.37 | 6104467.70 | 224.41 |
| SURFACE | SS5 | 51 | 535715.81 | 6103551.29 | 240.67 |
| SURFACE | SS6 | 52 | 535243.13 | 6103645.32 | 238.90 |

Appendix 10: Map Five – GWMC neighborhood

(Refer to contact details in appendix 11)



Appendix 11: GWMC immediate neighbours and contact details

(Refer to map 5 on next page)

| Map Reference | Contact Name | Contact details |
|---------------|--------------------------------|-------------------------------|
| 2 | Earnest Buik & Ellen Carey | 0417 471 656 / (02) 6926 1408 |
| 3 | Mary-Gonda Angel/Phillip Angel | 0418 261 441 / (02) 6926 1441 |
| 4 | Transgrid - Byron Mills | 0427 294 973 |
| 5 | Earnest Buik | 0417 471 656 / (02) 6926 1408 |
| 6 | Donal & Melanie Simpson | 0408 266 557 / 0408 266 550 |
| 7 | David & Jane Falepau | 0419 674 889 / 0477 318 892 |
| 8 | Douglas & Bev Baker | (02) 6926 1154 |
| 9 | Stanley Ashford | (02) 6926 2450 |
| 10 | Barry & Jo Ashford | 0427 396 626 / (02) 6926 2964 |
| 11 | Daryl & Pauline McLean | 0417 921 887 / (02) 6926 1165 |
| 12 | Amanda Cowen | 0410 813 182 |
| 13 | Trevor & Sherrilee Allen | 0408 434 134 / (02) 6926 4605 |
| 14 | Alan Case & David James | 0418 692 035 |
| 15 | Bruce & Narelle Gardiner | (02) 6922 5650 |
| 16 | Alex & Neil Bird | 0417 470 076 |

Appendix 12: GWMC Emergency Evacuation Plan



| Emergency Contacts | Phone |
|--------------------------|--------------|
| Police/Fire/Ambulance | 000 |
| Wagga Wagga City Council | 1300 292 442 |
| Poisons Information | 13 11 26 |

| | Fire Emergency |
|----------|---|
| R | Remove people from the danger area. Safety to self, scene and survivors |
| A | ALERT all occupants and ensure an alarm has been raised. TO RAISE AN ALARM CALL 000 |
| C | CONFINE the smoke and fire. Keep doors and windows closed to restrict the spread of the fire. Attempt to extinguish the fire if trained and if safe to do so. |
| E | EVACUATE the building on the first sign of smoke and fire. |

Appendix 13: Hazards and Risk Matrix

| Potential Hazard | Likelihood of Hazard | Circumstances that could or would increase likelihood | Pre-emptive Actions to reduce hazard | Corrective Actions |
|---------------------------|----------------------|---|---|--|
| Leachate | | | | |
| Bleed through cell wall | Unlikely | Excessive period of rain | <ul style="list-style-type: none"> Leachate management procedure in place Barrier and collection system in place Cell floor/walls built to EPL requirements Design filling plan to direct surface water away from the tipping face Ensure leachate can penetrate through compacted waste to the leachate collection system e.g. remove intermediate capping between layers. | <p>Stop the flow by;</p> <ul style="list-style-type: none"> Place clay bund wall in the flow path of the leachate. Pump leachate to the leachate collection system, alternatively arrange for a tanker to cart the leachate to the treatment plant. <p>Repatch the wall by;</p> <ul style="list-style-type: none"> Excavate and drain leachate from bleed area, remove wet material and repair leak with suitable material. Monitor area to ensure the repair has been successful. |
| Pond Overflow | Unlikely | Excessive period of rain | <ul style="list-style-type: none"> Leachate management procedure in place If the pond is nearing capacity arrange to either; <ul style="list-style-type: none"> Transfer to another pond Irrigate onto either Areas 1, 2 or 3 – must not exceed the absorption capacity of these areas Arrange leachate to be tankered off-site <p>All pump readings must be recorded on the Leachate Transfer recording form' and filed in the Leachate record folder.</p> | <p>In the event of a leachate pond overflow (e.g. significant rainfall event):</p> <ul style="list-style-type: none"> Attempt to control the overflow by placing a bund around the edge of the dam or in the flow path of the leachate overflow. Pump leachate to alternative dam with sufficient capacity Arrange tanker to transfer leachate off site. |
| Groundwater Contamination | Possible | Excessive period of rain | <ul style="list-style-type: none"> Leachate management procedure in place Quarterly Groundwater monitoring system in place Barrier and collection system in place Cell floor/walls built to EPL requirements. | <ul style="list-style-type: none"> Check leachate levels in waste cells to ensure levels are acceptable. Transfer leachate to leachate ponds if necessary. Try to determine the source of the contamination and eliminate. Seek expert advice. |
| Gas | | | | |
| Emissions | Almost Certain | During summer/ warm periods. | <ul style="list-style-type: none"> Cells are all covered with capping material as per EPL requirements Biannual surface gas monitoring Biannual sub-surface gas monitoring Remediation procedures in place | <ul style="list-style-type: none"> Follow Safe Work Method Statements (SWMS) – Sealing Landfill Gas Leaks at GWMC |

| | | | | |
|----------------------------|----------------|--|---|---|
| Gas Collection System Leak | Unlikely | Excavation works in the vicinity | <ul style="list-style-type: none"> All gas infrastructure has been surveyed and is outlined in the Site Utilities Plan Consult Site Utility Plan prior to any work commencing Gas Extraction System operates under negative pressure WWCC Construct system according to legislative requirements. | <p>Contact GWMC Facility Manager immediately to;</p> <ul style="list-style-type: none"> Shut down the Gas Extraction system Carry out repairs |
| Explosion | Rare | <ul style="list-style-type: none"> A build up of gas in a confined space Rupture of gas pipe/creation of a spark | <ul style="list-style-type: none"> Gas Extraction and remediation system Biannual surface gas monitoring Biannual sub-surface gas monitoring Remediation procedures in place. | Contact the Supervisor Solid Waste who will coordinate the incident response/ evacuation |
| Chemicals | | | | |
| Spill | Unlikely | <ul style="list-style-type: none"> Container damaged Illegal dumping by Customer | <ul style="list-style-type: none"> Waste Screeners checking customer loads SWMS to control spill. | Contact the Supervisor Solid Waste who will coordinate incident response. |
| Exposure | Unlikely | <ul style="list-style-type: none"> Container damaged Illegal dumping by Customer Staff not wearing PPE | <ul style="list-style-type: none"> SWMS Dealing with Unknown Chemicals" MSDS in Site Office Eye Wash Station/Safety Shower /PPE. | Contact the Supervisor Solid Waste who will coordinate incident response. |
| Fire | Unlikely | <ul style="list-style-type: none"> Container damaged Illegal dumping by Customer | <ul style="list-style-type: none"> Chemicals removed from waste and placed and stored in CRC Bycatch cabinets SWMS Dealing with Unknown Chemicals Chemicals collected regularly by CRC Contractor Staff trained in dealing with hazardous chemicals Fire Extinguishers. | Contact the Supervisor Solid Waste who will coordinate incident response. |
| Dust | | | | |
| Emission | Almost Certain | During dry periods. | <ul style="list-style-type: none"> Dust control systems are in place Dust suppression on unsealed roads. | Regular cleaning of the site haulage and access roads. |
| Mud Tracking | Likely | Wet Weather | <ul style="list-style-type: none"> Sediment Management Procedure in place Water Cart regularly wash down roads/vehicles in wet weather. | <ul style="list-style-type: none"> Roads are washed down as required Place gravel on roads to reduce mud |

| Odour | | | | |
|----------------------|----------|---|---|--|
| Affecting neighbours | Possible | <ul style="list-style-type: none"> • Fire • Wet Weather • Lack of cover material | <ul style="list-style-type: none"> • Follow EPL odour requirements • Tip face covered daily. | <ul style="list-style-type: none"> • Contact the Supervisor Solid Waste who will coordinate a response. |
| Noise | | | | |
| Affecting Neighbours | Possible | Heavy machinery period of increased activity | <ul style="list-style-type: none"> • Follow EPL noise limit requirements • Machinery meets requirements | <ul style="list-style-type: none"> • Immediately cease the noise generating activity. |
| Asbestos | | | | |
| Exposure | Possible | | <ul style="list-style-type: none"> • SWMS Receiver and Disposal of Asbestos SWMS Removal and Cleanup of Illegally Dumped Asbestos • Guidelines for customers relating to asbestos booking and presentation. | <ul style="list-style-type: none"> • Follow the SWMS. |

Appendix 14:

Testing of the Plan

This plan must be tested once every 12 months. The information provided must be up to date and it must be demonstrated that it is capable of being implemented in a workable and effective manner if requested by the EPA. Testing of the plan is to include both desktop simulations and practical exercises and training drills. Testing must cover all components of the plan including the effectiveness of training.

As per POEO Act 1997 – Section 153E – Testing of the Plan

The following staff have read this plan and agree to follow the procedures set out in this management plan in the event of a pollution incident.

| Testing of the PIRMP | | |
|----------------------|--|--|
| Date | Routing testing (details in brief) | Routine Updates |
| 29/12/2024 | <p><u>Fire in Cell</u></p> <p>An actual event where a fire in the landfill cell was reported by a staff.</p> <p>Approximately 2pm on Sunday 29th December the Rural Fire Services (RFS) were called about a fire in one of the cells by our Weighbridge and pant operator. The Weighbridge Officer alerted and called the solid waste supervisor.</p> <p>6 RFS trucks, along with GWMC water truck attended the scene and put the fire out in approximately an hour.</p> <p>Staff continued to wet down the area after RFS left site and a staff member stayed onsite for another five hours to ensure no flare ups happened.</p> <p>Staff statements and pictures were taken within a day of the incident.</p> <p>Management reported the incident to NSW EPA.</p> | <p>Yes. Emergency contact lists updated regularly.</p> <p>Emergency drills commenced to quarterly.</p> |

Please see below for full report.



Wagga Wagga City Council

Report on landfill cell Fire at the Gregadoo Waste Management Centre on Sunday the 29 December 2024

Lead up to Fire 29 December 2024

The Gregadoo Waste Management Centre (GWMC) operated on 29 December 2024, closing at 4:30pm, with staff leaving the site at 5:00pm.

At 2:00pm a staff member noticed smoke from where he stood whilst filling the compactor up with fuel. He alerted the site via UHF, where the Weighbridge called 000. GWMC staff attended with the Water Truck however struggled to reach the flames. The Weighbridge staff member called the supervisor of GWMC to alert of the emergency.

R4 WWCC EPL 6671

4.1 Log of fire data

- a) The fire notified at 2:00pm Sunday 29 December 2024.
- b) The fire was not authorised.
- c) Fire extinguished by Fire Brigade with assistance from GWMC Staff approx. 3:00pm
- d) Fire location; Current operating Cell 2.3
- e) Smoke black, direction west to east
- f) Surface waste consumed by the fire, wood chip and general waste
- g) Extinguished by Fire Brigade and GWMC Staff

4.2 Notify Fires as soon as practicable in accordance with R2.1 and R2.2.

The incident happened on a Sunday during office closure period, the emergency was reported to EPA via email on the 7th January when the Solid Waste Supervisor returned to work from leave.

R3.3 Request from the EPA for a report

1. Cause – the exact cause is unknown. However, on the balance of probability, the cause was likely to be a battery that the compactor had crushed at the end of the shift, igniting material with the increasing westerly winds.

Time – 2:00pm

Duration – 1 hour

- a) Black smoke emitted (volume not measured)
- b) Kyran Skewes (plant operator), first reported the smoke to the Weighbridge and site.
- c) Witnesses to the event were limited to RFS and GWMC Council staff.
- d) Follow-up action was with the Commander of the RFS as a debrief on the event. No actions arose, and RFS were happy with the level of co-operation and coordination.
- e) As the probable cause was a battery, the continuance of the CRC and other Council initiatives in providing waste containers at the Civic Centre and GWMC for safe disposal of batteries and education is a defense that will continue.

Council proposes to look at other measures in education or signage at the GWMC entrances to try and limit the number of batteries and to jog GWMC users thinking on what they are disposing of as broken toys are generally disposed of without thought of what is powering them.

- f) Even with the fire occurring on a Sunday, Council was able to call on sufficient resources to monitor post fire.

When a fire is identified in the cell, person identifying the fire are to advise other workers using two-way/UHF of the fire.





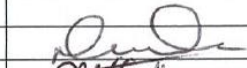
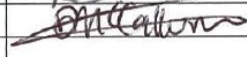
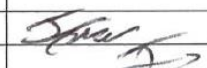
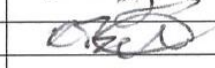
- 1. Announce all staff notification of fire by UHF / Two way .*
- 2. Identify what type of fire. (surface, buried, hot load, chemical, environmental etc)*
- 3. Staff to prepare watercart and PPE equipment. If required create road to enable fire cart access.*
- 4. Prepare appropriate machinery for the type of fire. (Excavator, loader, dump truck)*
- 5. Contact Site Supervisor and weighbridge*
- 6. Call 000 if the fire is too large or asbestos is exposed.*
- 7. Proceed with excavation only after site plans are accessed and on-site GPS equipment has been utilised to determine there is no asbestos in the area.*
- 8. Management to notify EPA as soon as practicable.*

The fire was identified as surface and GWMC staff prepared the equipment in coordination and under instruction from the RFS using the capable firefighting truck as a relay for the RFS cannons and the rubbish compactor to smother the fire as the RFS advanced their water cannons to contain the fire.

Adequate water was available to the RFS at the perimeter of the cell and the RFS water tanker also attended the site.

The fire was not in the vicinity of the asbestos area and did not extend into the cell to warrant assessment of asbestos being in the area, and the compactor was working in an area where it had been working during the day.

No excavation was required as the fire did not go down into the cell.

| Name | Job Title | Signature | Date |
|-----------------|----------------------------|---|----------|
| Andrea Baldwin | GWMC Facilities Manager | | |
| Tammie Cook | Solid Waste Supervisor |  | 30/04/25 |
| John Mills | Leading Hand |  | 14/4/25 |
| Vicki Kennedy | Weighbridge Operator | | |
| Clayton Hogno | Weighbridge Operator | | |
| Rick Harvey | Plant Operator | | |
| Tim Lidden | Plant Operator | | |
| John Winkels | Plant Operator |  | 30/4/25 |
| Chris Passlow | Plant Operator | | |
| Peter Ryan | Plant Operator | | |
| Steve Price | RRR Shop Attendant | | |
| Kirsty Vickers | RRR Shop Attendant |  | 15/4/25 |
| Richard Hodgkin | Transfer Station Attendant | | |
| Nick Rowe | Labourer | | |
| Nicole Beh | Business Support Officer |  | 1/5/25 |
| Denise McCallum | Business Support Officer |  | 1/5/25 |
| Sam Holt | Waste Education Officer | | |
| Kyran Skewes | Casual Labourer | | |
| Jake Marsh | Casual Labourer | | |
| Darryl Smith | Casual Labourer | | |
| Jake Winkels | Casual Labourer |  | 14/4/25 |
| Josh Dolling | Casual Labourer |  | 15/4/25 |
| Kurt Butt | Casual Labourer | | |
| Nick Jones | Casual Labourer | | |

Contact us



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wagga.nsw.gov.au



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council@wagga.nsw.gov.au



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