

# Pollution Incident Response Management Plan

## Section 2

### Cooma Central Wastewater Pumping Station

(This Plan should be read in conjunction with the CMSC Water & Wastewater Emergency Response and Crises Management Plan, and the CMSC Water & Wastewater Business Continuity Management Strategy Plan)

<p>Cooma Monaro Shire Council 81 Commissioner Street Cooma NSW 2630</p> <p>Licensed Site Location ( License No 6368)</p> <p>Cooma Central Wastewater Pumping Station Mulach Street Cooma NSW 2630</p>	<p>NGR: 690,725m 5,989,653m</p> <p>Map References: 149° 07'15" Longitude 36° 13'15" Latitude South</p> <p>Maps attached, pages 19 - 22</p>
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## Section 2 - Cooma Central Wastewater Pumping Station

### Overview of the Activities on site:

- Cooma Central Wastewater Pumping Station collects wastewater from the Cooma Central and Royal Hill drainage zones making up the central and southern areas of Cooma Township. The Pumping Station pumps the wastewater through a rising main due north along the line of Cooma Creek, crossing Cooma Creek twice before arriving at the Glen Wastewater Treatment Facility.

A failure of the Cooma Central Pumping Station has the potential to cause major environmental harm, to impact on Cooma Creek but with insignificant public health consequences. Whilst the facility has physical containment and pollution control measures in place that will minimise the risk of a pollution incident occurring, it is recognised that there are residual risks of spillage/discharge to Cooma Creek that could have major environmental consequences.

### Operating Hours:

The Cooma Central Pumping Station operates continuously on demand 24 hours per day, 7 days per week. The operating system is fully automated utilising Programmable Logic Controllers (PLC's) and radio SCADA (telemetry) systems for monitoring and emergency response.

The pumping station is inspected 3 days per week by trained wastewater treatment plant operators or technicians.

### Description of surrounding area:

The Cooma Central Pumping Station is located at the northern end of Mulach Street in the Cooma Central Drainage Zone. The pumping station is sited on Council owned land, categorised as 'operational', above Cooma Creek approximately 2.3km north of Cooma town centre.

The surrounding land is generally native bushland with scattered housing to the south west and livestock paddocks to the south. The closest house is around 150m to the south west. Snowy Ridge separates the pump station from the residential area to the east.

**Likelihood of a pollution incident occurring:** *(The combination of design, construction, contingency planning and long-term maintenance for this facility should result in a system where overflows occur only in exceptional circumstances). e.g. A catastrophic electrical or equipment failure/an earthquake damaging wastewater structures or underground pipelines.*

- **Rare, but with Major Environmental Consequences.**

Refer to the Cooma-Monaro Shire Council, Risk Assessment for Water Supply & Wastewater Workshop Report, Feb 2011.(appendix 'C' p1)

## Hazards to human health & the environment at this site as a result of a failure of the Pumping Station and discharge of wastewater to the environment:

Risk assessments of the facility have concluded that in the event of a discharge or spillage of wastewater to the environment there would be **insignificant consequences to public and operational staff health but could have major environmental consequences.**

Hazard	Risk Rating Estimates		Contributing Condition or Event	Action
	Likelihood	Consequence to the Environment		
Wastewater discharged to Cooma Creek.	Rare	Major	Major failure of the electrical energy or electricity supply or associated cables and associated equipment.	Activate emergency power procedure. Activate spill cleanup procedure.
Wastewater discharged to Cooma Creek.	Rare	Major	Major equipment failure due to mechanical problems.	Activate replacement pump procedure. Activate spill cleanup procedure.
Wastewater discharged to Cooma Creek.	Rare	Major	Major structural failure. Damaged wastewater structures or underground pipelines	Activate drainage system isolation procedure. Activate spill cleanup procedure.

**Pollution Prevention/Mitigation Measures:**

The Cooma Central Pumping Station has the following pollution prevention/mitigation measures incorporated into the facility design to minimise the risk of wastewater being spilled/discharged into Cooma Creek;

- The pumping station electricity is supplied from Substation 11-28 (315kVA) and the 11kV line has backup from a second (2<sup>nd</sup>) feeder.
- A standby generator can be connected to the pump station if a long duration electricity outage has been advised by Essential Energy. Permanent generator connection terminals have been installed to the pumping station.
- The pump station is fitted with 3 submersible pumps which work in a duty and standby arrangement. During peak wet weather inflows the pump station may surcharge to an adjacent 'turkey nets' style overflow basin. The overflow basin has a gravity feed back to the pump well.
- The pump wet-well and retention basin are capable of storing 42.7 hours of average dry weather flows (ADWF) from the Cooma Central and Royal Hill Drainage Zones, providing adequate time for response to a pump failure.
- The pump station can be isolated from the drainage system if required to facilitate repairs or maintenance to the pump wet-well.
- The incoming gravity drainage system can be used to store wastewater while repairs are undertaken in the pump well. Should repairs require a greater period of time than the system capacity for wastewater storage then a process would be put in place to vacuum pump wastewater from the drainage system and safely transport to the Glen Wastewater Treatment Facility inlet works.

**Emergency & Early Warning Systems:**

The Cooma Central Pumping Station has a 24 hour alarm system that notifies CMSC staff in the event of a system failure. In the event of a failure the telemetry system will keep attempting to make contact until such time as the call is answered.

The response time by CMSC staff in the event of a failure is less than one (1) hour.

### Chemical Product Inventory & Material Handling Sheets

Trade Name Substance	Solid/liquid/gas/powder	Maximum amount	Location (marked on site plan)	Type of Containment
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THERE ARE NO HAZARDOUS CHEMICALS RETAINED ON SITE

### Safety Equipment and Personal Protective Equipment

Equipment	Location	Personnel Trained/Certified in use if equipment
3 Sets of Breathing Apparatus 1 Spare BA Cylinder	The Glen WTF. Blue cabinet on south wall of the laboratory	Water & Wastewater Supervisor – 0419 256 323 WTF Technician - 0409 669 576 Relief WTF Operator - 0409 669 576 Wastewater Drainage Operator - 0419 251 378
Confined spaces access equipment Harnesses, lanyards, lifelines, portable Davit, lifting tripod etc,	The Glen WTF. Electrical room Workshop	Water & Wastewater Supervisor – 0419 256 323 WTF Technician - 0409 669 576 Relief WTF Operator - 0409 669 576 Wastewater Drainage Operator - 0419 251 378

**Pollution Prevention Equipment Inventory/(On site and Off Site Resources)**

Type	Amount	Equipment Location	Contact
CMSC Works Depot Polo Flat	100 metres	The Glen Workshop	Water & Wastewater Supervisor – 0419 256 323
Sewer cleaning equipment	1	CMSC Works Depot Polo Flat	Water & Wastewater Supervisor – 0419 256 323
Waste water pumps	4	CMSC Works Depot Polo Flat	Water & Wastewater Supervisor – 0419 256 323
Pressure washers	1	CMSC Works Depot Polo Flat	Water & Wastewater Supervisor – 0419 256 323
Duel Control Sweeper	1	CMSC Works Depot Polo Flat	Water & Wastewater Supervisor – 0419 256 323
Various tipper trucks	7	CMSC Works Depot Polo Flat	Water & Wastewater Supervisor – 0419 256 323
Tractor drawn road broom	1	CMSC Works Depot Polo Flat	Water & Wastewater Supervisor – 0419 256 323
Backhoe loader	1	CMSC Works Depot Polo Flat	Water & Wastewater Supervisor – 0419 256 323
Volvo loaders	2	CMSC Works Depot Polo Flat	Water & Wastewater Supervisor – 0419 256 323
Tractors	3	CMSC Works Depot Polo Flat	Water & Wastewater Supervisor – 0419 256 323
Portable generators (towable)	1	CMSC Works Depot Polo Flat	Water & Wastewater Supervisor – 0419 256 323

**External Resources**

<b>Service Provider</b>	<b>Service Providers address</b>	<b>Services supplied /available</b>	<b>Contact details</b>
Top To Bottom Plumbing Cooma	69 Barron Street Cooma 2630	Truck mounted vacuum pump 9m <sup>3</sup> capacity, excavator, backhoe, tipper truck, skilled day labour.	02 6452 2410, mobile phone 0418 630 233
VanGlen Services Jindabyne	PO Box 457 Jindabyne 2627	Truck mounted vacuum pump 7.5m <sup>3</sup> capacity.	02 6456 7037, mobile phone 0429 809 995
South East Waste Recovery Pty Ltd	52 Jindabyne Road Berridale 2628	1 – 23,500 litre semitrailer mounted vacuum tank 1 – 5,000 litre truck mounted vacuum tank 1 – 2,500 litre 4WD mounted heavy sludge vacuum tank 1 – 12,500 litre vacuum tank, tipper truck mounted 1 – 27,000 road tanker trailer 1 - 4 inch non clog pump & generator	02 6456 4657 0428 409 669
Transpacific Industries Group	42 Aurora Avenue Queanbeyan 2620	Specialist chemical spills and emergency response company.	24 hour emergency spills response 1800 774 557 02 6297 8185
ALS Environmental Division Water Resources Group - Water sampling and reporting	16B Lithgow Street Fyshwick 2609	ALS Environmental Division Water Resources Group - Water sampling and reporting.	02 6202 5400

**Emergency Power/Diesel Generator Hire**

<b>Company Name</b>	<b>Generators Available</b>	<b>Contact details</b>
Aggreko Generator Rentals	Sydney - up to 1250kVa	1800 808 109
Atlas Copco Sydney	Sydney – up to 1000kVa	13 34 20
Genlec Power Systems	Queanbeyan depot – up to 1000kVa	0416 314 010
SGH Southern Generators & Electrical	Queanbeyan – up to 1400kVa	1300 350 706
Genplus Hire & Sales	Queanbeyan – up to 1250 kVa single unit, up to 20,000 kVa combination	02 6297 2641 0412 663 566
Coates Hire	Fyshwick – up to 200kVa but can source larger items	02 6452 5460

**CMSC staff responsible for the PIRMP**

<b>Position</b>	<b>Phone number</b>	<b>Responsibilities</b>
Director Engineering Services	0417 211 383	Authorisation & activation of the PIRMP.
Water & Wastewater Manager	0409 440 733	Liaison with EPA NSW. Notification of other relevant authorities listed in this plan. Management of a Pollution Incident Response.
Water & Wastewater Technical Officer	0409 627 026	Management of a Pollution Incident Response.
Water & Wastewater Supervisor	0419 256 323	Management of a Pollution Incident Response.
Water & Wastewater Technician	0409 669 576	Management of a Pollution Incident Response.

**Procedures to be followed by CMSC (the license holder) in notifying a pollution incident:**

The procedures to be followed by CMSC in the event of a pollution incident are set out in the CMSC Water & Wastewater, Emergency Response & Crisis Management Plan, (ER&CMP) which includes the following EPA requirements,

**Immediate notification of relevant authorities by the ER&CMP authorised officer – Water & Wastewater Manager.**

1. (i) Call 000, 'notify only' Fire and Rescue, no immediate threat to life or serious threat to property. **NO EMERGENCY RESPONSE REQUIRED**  
(ii) Call 000 if the incident presents an immediate threat to human health or property. **EMERGENCY RESPONSE REQUIRED**  
*(Fire and Rescue NSW, the NSW Police Force and Ambulance Service of NSW are the first responders, responsible for controlling and containing incidents).*
2. The Environment Protection Authority (EPA), NSW – Environment Line on 13 15 55
3. NSW Health – Emergency Number 0418 464 916
4. WorkCover 13 10 50

**Communications**

Persons through whom all communications are to be made and procedures to be followed for co-ordinating with the authorities and other persons that have been notified, including 'Property owners downstream on Cooma Creek' and 'External Organisations' are set out in SECTION 7, COMMUNICATIONS MANAGEMENT TEAM of the CMSC (ER&CMP).

**Training**

An annual desk top training exercise will be conducted with the staff responsible for the management and operation of the PIRMP. The support contractors/clean-up companies listed in the PIRMP will be invited to participate in the desk top exercise. A record of the exercise including the names of participants and issues raised will be maintained for each exercise and used to initiate improvements in the PIRMP.

An annual field training exercise will be conducted with the staff responsible for the management and operation of the PIRMP including the use of a range of equipment that could be required in a real event. A record of the exercise including the names of participants and issues raised will be maintained for each exercise and used to initiate improvements in the PIRMP.

The training exercise record can be found in CMSC's record management system. Container – SC502 – POLLUTION INCIDENT RESPONSE MANAGEMENT.

**Action Plan – in response to possible or actual effluent overflow from Cooma Central Pumping Station.**

<b>CMSC Responsibility</b>	<b>Actions</b>	<b>Notes and Contact Details</b>
Council staff receiving report	Report from the Public, Council staff or telemetry system <ul style="list-style-type: none"> <li>- Obtain details of spill &amp; location;</li> <li>- Obtain contact details of person reporting the spill;</li> </ul>	Report details of the spill to Wastewater Operator on call 0419 251 378
Wastewater Operator on Call	Notify Water & Wastewater Supervisor	Report details of the spill to Water & Wastewater Supervisor 0419 256 323
Water & Wastewater Supervisor	Carry out Worksite Risk Assessment to identify: <ul style="list-style-type: none"> <li>- Assess incident/take photographs to document the overflow/spill;</li> <li>- Determine the cause of the failure/spill: <ul style="list-style-type: none"> <li>Electrical failure;</li> <li>Mechanical Failure;</li> <li>Blockage;</li> <li>Structural Failure;</li> </ul> </li> <li>- Estimate of time to return the pumping station to full service (Pump well has 42.7 hours ADWF capacity) if practical;</li> <li>- Possible environmental concerns e.g. effluent overflows to the environment;</li> <li>- Extent of work to be carried out and if any hazards exist e.g. phone/power cables, gas and/or water, storm water drains etc.;</li> <li>- If additional resources/materials are required e.g. personnel, suitable barricades, sandbags, sludge pump, vacuum truck etc.;</li> <li>- Conduct WHS risk assessment;</li> </ul>	Site Risk Assessment IS-HR-HS-FM-00002

	<ul style="list-style-type: none"> <li>- Personal Protective Equipment &amp; Clothing (PPEC);</li> <li>- Manual handling issues;</li> <li>- Traffic control methods/issues (where necessary);</li> <li>- Note prevailing weather conditions and obtain a 5 day forecast;</li> <li>- Complete appropriate forms e.g. Confined Space Permit, Traffic Control Plan (TCP), Work Method Statement (WMS) and Environmental Control Plans.</li> </ul>	
Water & Wastewater Supervisor	<ul style="list-style-type: none"> <li>- Carry out site induction and/or toolbox meeting for all workers involved with the incident on the site (both council employees and contractors) so everyone is aware of their responsibilities and what work is to be carried out.</li> </ul>	
Water & Wastewater Supervisor	<p>Notify the Water &amp; Wastewater Manager that the system failure/spill could have major environmental consequences:</p> <ul style="list-style-type: none"> <li>- Provide an estimate of time to return the pumping station to full service (Pump well has 42.7 hours ADWF capacity) if practical;</li> <li>- Confirm minor incident that can be managed by CMSC staff and/or local contractors;</li> <li>- Confirm major incident requiring the services of an accredited emergency pollution incident management company.</li> </ul>	<p>Contact Water &amp; Wastewater Manager 0409 440 733</p>
Water & Wastewater Manager	<p>In the event of a <b>major incident</b> notify Director of Engineering who will authorise and activate the PIRMP:</p> <ul style="list-style-type: none"> <li>- Notify The Environment Protection Authority (EPA), NSW;</li> <li>- Commence CMSC Water &amp; Wastewater Emergency Response and Crises Management Plan, and the CMSC Water &amp; Wastewater Business Continuity Management Strategy Plan;</li> <li>- If required, contact an accredited emergency pollution incident management company. e.g. Transpacific Industries Group (Canberra &amp; Bega).</li> </ul>	<p>Director of Engineering 0417 211 383 EPA 13 15 55 24 hour emergency spills response 1800 774 557</p>

Water & Wastewater Supervisor	<ul style="list-style-type: none"> <li>- Implement traffic control plan and pedestrian management plan at Cooma Central Pumping Station and the Glenn Wastewater Treatment Facility;</li> <li>- Implement environmental controls by placing absorption/containment barriers, sandbags between the pumping station site and Cooma Creek overflow/discharge point;</li> <li>- Implement Cooma Creek water sampling and testing plan.</li> </ul>	
Water & Wastewater Supervisor/ Water & Wastewater Manager	<p><b>General Procedure</b></p> <p><b>Minor incident</b></p> <ul style="list-style-type: none"> <li>- Engage a local contractor if required from the list of external resources with a vacuum pump to commence pumping procedures from the pump well for transportation and transfer to the drainage system at The Glen Wastewater Treatment facility inlet works. Continue the process until such time as the surcharge ceases and or the failure is corrected. Then undertake clean-up, disinfection and incident reporting procedures.</li> <li>- Should for some reason the pump well not be accessible to the vacuum pump then remove the cover from manhole A2 (asset plan D706-042C) and commence pumping from that location. If practical and when the pump well wastewater level has lowered, isolate the pump well from the drainage system by closing the pump well inlet gate valve. Continue the process until such times as the surcharge ceases and or the failure is corrected then undertake clean-up, disinfection and incident reporting procedures.</li> </ul> <p><b>Major incident</b></p> <ul style="list-style-type: none"> <li>- In the event that local resources are unable to contain and manage the spill, maintain all reasonable attempts to use available vacuum pumps to remove wastewater from the pump well and drainage system and continue with spill containment and clean up measures until such time as an external resource with the capacity to manage a major pollution incident is engaged and arrives on site.</li> <li>- If necessary engage external resources to project manage and implement the emergency response, waste removal and remediation works until such time as the surcharge ceases and or the failure is corrected including clean-up, disinfection and incident reporting procedures.</li> </ul>	

	<p><b>Minor &amp; Major Incident</b></p> <ul style="list-style-type: none"><li>- At the completion of the clean up and remediation works undertake a site inspection to confirm that the site has been successfully decontaminated;</li><li>- Remove all temporary works and traffic control signs;</li><li>- Undertake a debriefing with all staff and contractors and provide Council with an incident report for approval and forwarding to the EPA as required.</li></ul>	
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# COOMA CENTRAL PUMPING STATION – EMERGENCY PROCEDURES



<b>BUILDING</b>	<b>COOMA CENTRAL PUMPING STATION</b>	<b>EVACUATION ROUTE</b>	<b>DEPENDANT ON EMERGENCY</b>
<b>FLOOR</b>	<b>GROUND LEVEL</b>	<b>ASSEMBLY POINT</b>	<b>MAIN ENTRANCE GATE</b>
<b>WARDEN</b>	<b>OPERATOR ON DUTY</b>	<b>LOCATION OF EVACUATION MAP</b>	<b>TBA</b>
<b>FIRST AID PERSONNEL</b>	<b>OPERATOR ON DUTY</b>	<b>COMMUNICATION CONTROL POINT</b>	<b>MAIN ENTRANCE GATE</b>
<b>HOURS OF OCCUPANCY</b>	<b>N/A</b>	<b>AFTER HOURS OCCUPANCY</b>	<b>OPERATOR ON CALL</b>

<b>SPECIFIC HAZARDS</b>	<b>N/A</b>	<b>SPECIFIC CONTROLS</b>	<b>N/A</b>
<b>AFTER HOURS HAZARDS</b>	<b>N/A</b>	<b>CONTROL MEASURES</b>	<b>N/A</b>
<b>EMERGENCY VEHICLES AREAS</b>	<b>MAIN ENTRANCE GATE</b>		
<b>POSSIBLE THREATS/TYPE OF EMERGENCIES</b>	<b>WASTEWATER SPILL, ELECTRICAL FAILURE, MECHANICAL FAILURE, STRUCTURAL FAILURE/COLLAPSE, BUSH FIRE, FLOOD, BOMB THREAT</b>		

<b>EVACUATION PROCEDURE</b>	<ul style="list-style-type: none"> <li>▪ Staff/Contractors or visitors become aware that there is an emergency, could be:- Wastewater spill      Smoke Flooding                  Bomb Threat The emergency could be reported by staff, contractors or visitor.</li> <li>▪ If evacuation is to take place, the Water &amp; Wastewater Supervisor or Operator on-call for the pumping station is to take charge as the Emergency Warden. <ol style="list-style-type: none"> <li>1. Evacuate staff, contractors and visitors as per evacuation procedure;</li> <li>2. Ring 000;</li> <li>3. If possible inform Management at Council Offices on 6455 1777 or mobile.</li> </ol> </li> <li>▪ <b>Emergency Warden to</b> <ol style="list-style-type: none"> <li>1. Direct staff, contractors or visitors to the assembly point on Mulach Street;</li> <li>2. If possible, put on appropriate PPEC and ascertain type of spill or source of fire or flooding;</li> <li>3. Keep people are away from hazardous areas.</li> </ol> </li> <li>▪ <b>Emergency Warden</b> to keep notes on activities including time for records, any possible review enquiry or investigation.</li> <li>▪ If possible to use staff, contractors or visitors to close off access to prevent further persons entering the area and to only allow emergency services past the assembly point</li> </ul>
<b>METHOD OF ACCOUNTING FOR PERSONS</b>	<b>Check names against attendance register/diary/site induction</b>

# Properties Downstream of Cooma Central Pump Station & Above Rock Flat Creek



Revision: 4 Dated:15 January 2015

Page 1

Assess	Property Address	NAR	Name	Phone	Property Name	Address	Town	Post Code
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Redacted. Information available to SMRC staff.

## Properties Downstream of Cooma Central Pump Station & Above Rock Flat Creek



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Page 2

Assess	Property Address	NAR	Name	Phone	Property Name	Address	Town	Post Code
Redacted. Information available to SMRC staff.								

IT IS INTENDED THAT **ONLY COUNCIL OFFICERS** ARE TO INITIATE EXTERNAL CONTACTS

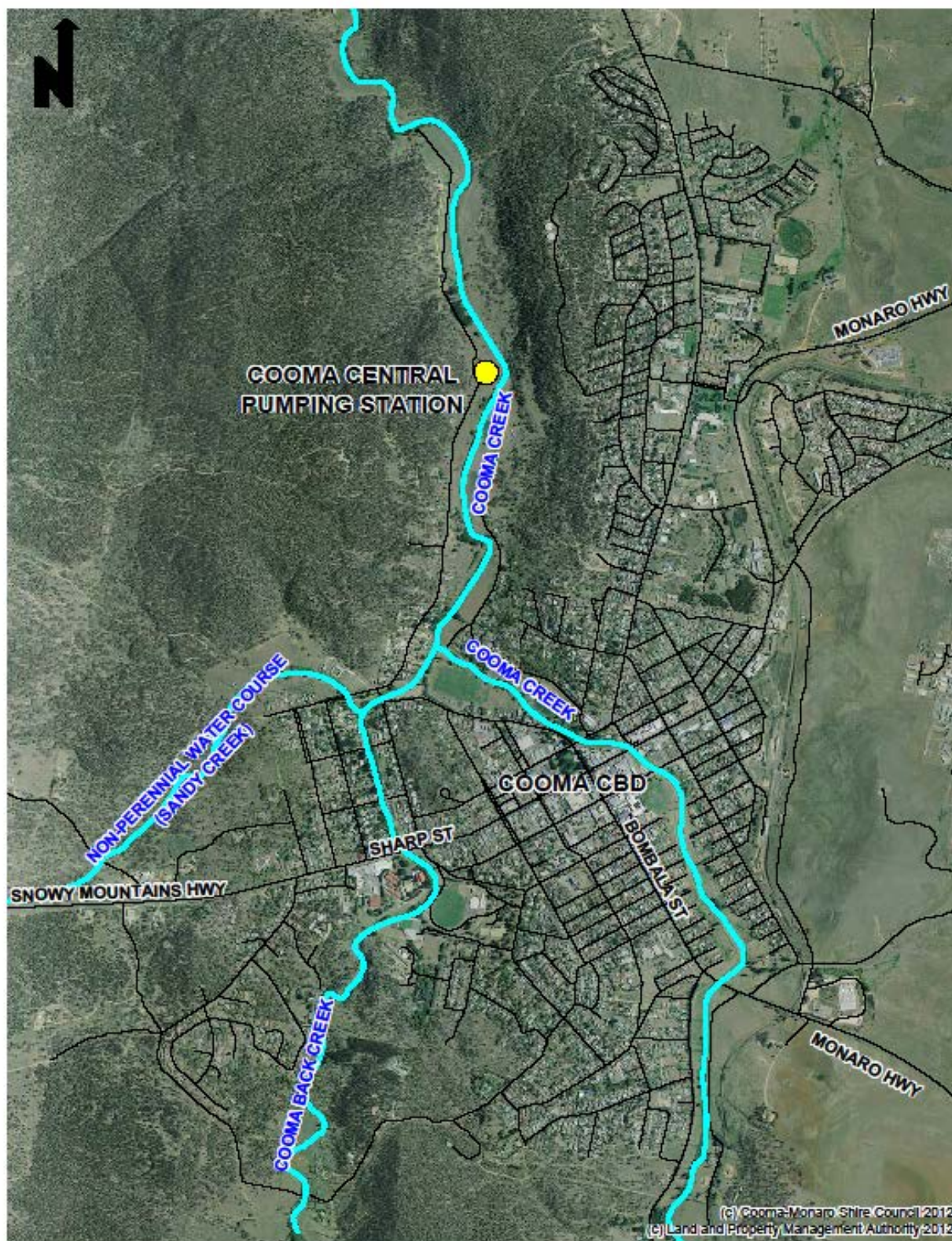
**Initial reporting of all pollution incidents by the Public and Cooma-Monaro Shire Council staff must be to the Council Offices.**

**Contact: Business hours 02 6455 1777  
After hours 0419 251 378**

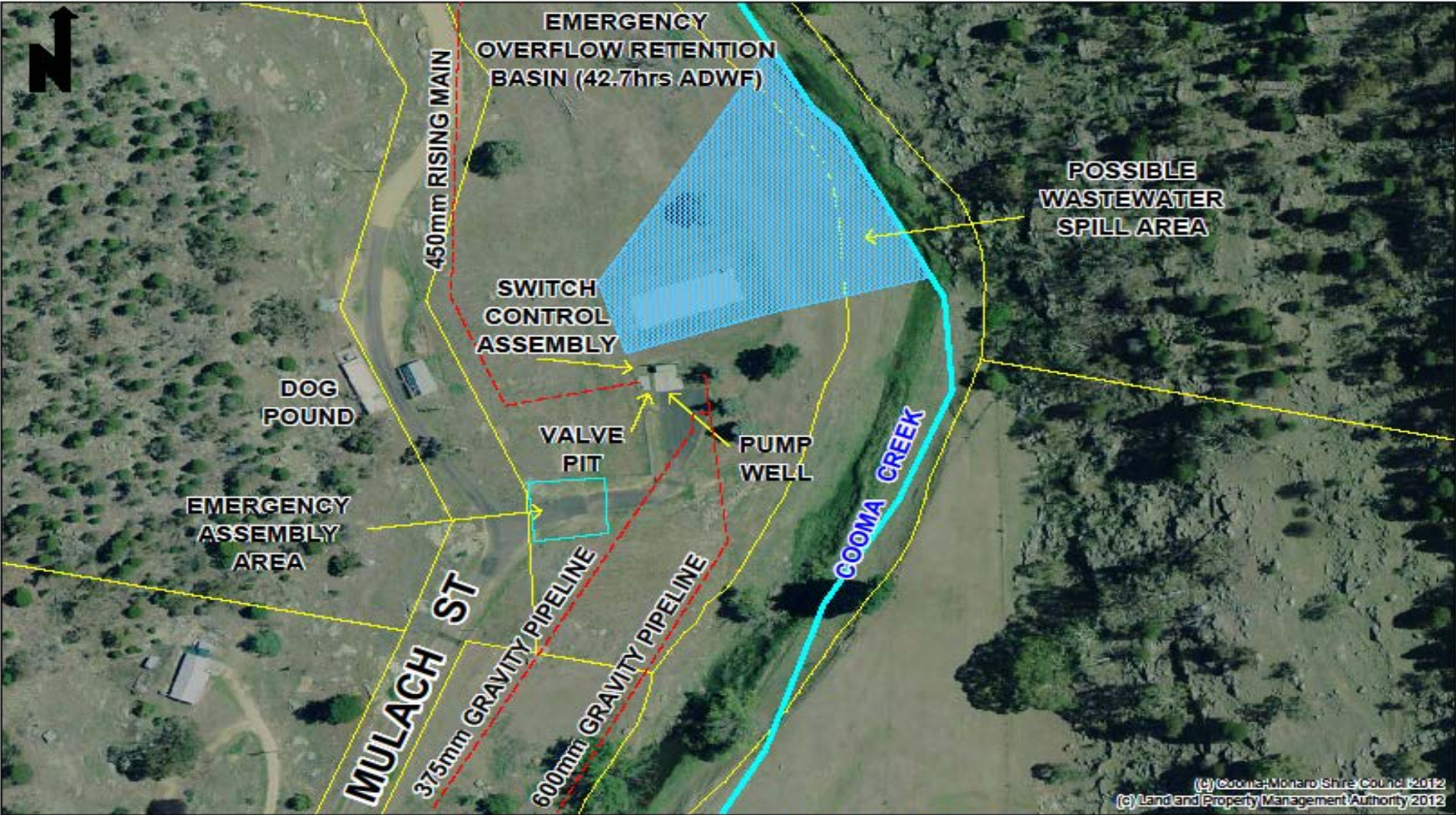
**External Contacts for Cooma Central Wastewater Pumping Station, Pollution Incident Response Management Plan**

Name	Contact	Business Contact
The Environment Protection Authority (EPA), NSW	131 555	131 555
Cooma Fire Brigade	000	6452 2037 0407299 008
NSW Health – Emergency Number – Senior EHO	0418 464 916	02 6080 8900
WorkCover	13 10 50	
Police, Fire, Ambulance Emergency	000	000
Police – Local Command	000	6452 0099
Rural Fire Service – Emergency Management Centre	000	6455 0455
SES	13 25 00	6455 4801
Essential Energy – Electricity Utility Control Centre	13 20 80	
NSW Health – Division of Analytical Laboratories (DAL)	02 9646 0222	
NSW Food Authority	1300 552 406	
Catchment Management Authority – Environment & Heritage	6452 1455	
Department of Primary Industries – Office of Water District Office Agriculture	6452 1455 6455 7200	

*Current EPA mandatory requirement, is that the first four (4) agencies listed must be notified of any major spill*



**COOMA CENTRAL WASTEWATER PUMPING STATION - LOCATION PLAN  
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN**



**COOMA CENTRAL WASTEWATER PUMPING STATION - SITE PLAN  
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN**

