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## **Operational Environmental Management Plan Template**

Tamworth Organic Recycling Facility

Prepared for  
**Tamworth Regional Council**

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Rev 03



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#### Revision History

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<b>01</b>	Draft	T Allen	J Berry	J Berry	17/06/2020
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# Purpose of this Template

*This document is a template that can be used by Tamworth Regional Council and/or the successful operation and maintenance contractors (s) to guide the development of an Operational Environmental Management Plan (OEMP) for the operation of the proposed Organics Recycling Facility.*

*All guidance text provided in italics should be removed during preparation of the Final OEMP. This template includes guidance on:*

- *Recommended structure (Table of Contents and Headings)*
- *Guidance on content for each section (presented in italics); and*
- *Indicative mitigation measures for identified environmental impacts.*

*An OEMP is to be prepared for the operation of the Organics Recycling Facility in accordance with the following:*

- *Development Application (PPSNTH-11 – Tamworth Regional Council – DA2020-0138) and all supporting documentation including the Environmental Impact Statement*
- *Detailed Design drawings*
- *Peer Reviews*
- *Conditions of Consent issued for DA2020-0138*
- *General Terms of Approval (Date/Reference) from NSW EPA*
- *EPA's Environmental Guidelines for Composting and Related Organics Processing Facilities (DEC 2004).*
- *Department of Infrastructure, Planning and Natural Resources' Guidelines for the Preparation of Environmental Management Plans (2004)*
- *Environmental Guidelines – Composting and Related Organics Processing Facilities – Issue 12 - Fire Management (DEC, NSW)*
- *Fire Safety Guideline: Fire safety in waste facilities (Fire and Rescue 2020)*
- *Existing Tamworth Regional Council Management Documents including:*
  - *SWMS-001 Working on or adjacent to a road Waste Services*
  - *SWMS-002 Working around mobile powered plant Waste Services*
  - *SWMS-005 Work carried out near overhead and underground power lines Waste Services*
  - *SWMS-006 Work carried out with the risk of drowning Waste Services*
  - *SWP 21006 – Power Tools*
  - *SWP 21002 – Manual Handling*
  - *SWP 21005 – Personal Protective Equipment (PPE)*
  - *SWP 21013 – Refuelling Plant*
  - *SWP 31042 – Special Frequency Monitoring (Stormwater and Leachate Discharge); and*
  - *SWP 31047 – General Tasks Waste Services.*

# 1. Introduction

## 1.1 Background

*Provide a background on the approval and commencement of operations of the Organics Recycling Facility.*

## 1.2 Purpose of the OEMP

*Outline the purpose of the document including reference to the relevant Conditions of Consent, Environmental Protection Licence and other relevant permits, licences and approvals.*

*The purpose of the OEMP is to provide a structured approach to the management of environmental issues during operation of the Organics Recycling Facility. Implementing this OEMP will ensure that the Project meets regulatory and policy requirements, including the Development Consent, Environmental Protection Licence other applicable approvals, in a systematic manner. In particular, this OEMP:*

- Describes the operational activities and the site layout*
- Provides specific mitigation measures and controls that can be applied on site to avoid or minimise negative environmental impacts*
- Provides specific mechanisms for compliance with applicable policies, approvals, licences, permits, consultation agreements and legislation*
- Describes the environmental management related roles and responsibilities of personnel*
- States objectives and targets for issues that are important to the environmental performance of the Project; and*
- Outlines a monitoring regime to check the adequacy of controls as they are implemented during construction.*

## 2. Operations description

*Provide a description of the Site including at a minimum:*

- *Location – a description of the site location and a plan indicating the location of key operations.*
- *Operational Activities – a description of the key operations undertaken on Site, plant and equipment, resource requirements and processes including:*
  - *Receival and Sorting of Waste*
  - *Pasteurisation*
  - *Maturation*
  - *Monitoring, Sampling and Testing*
  - *Identification, Separation, Storage and Disposal of Contaminants*
  - *Storage and Sale of Final Product*
- *Operational limits (e.g. traffic movements, processing capacity); and*
- *Operational procedures to control environmental risks including a site plan indicating the locations of approved monitoring points on and off-site.*

### 2.1 Plant and equipment

*List plant and equipment including details of maintenance schedules (i.e. daily, weekly, monthly, quarterly as applicable) and service requirements.*

### 2.2 Operating hours

*Outline working hours in accordance with Conditions of Consent. Operational working hours would be restricted to 8am to 4:45pm Monday to Sunday*

## 3. Environmental Management

### 3.1 Statutory Context

*Outline the key legislation, licenses and approvals which apply to the operations of the site. Outline the relevant requirements of:*

- *Commonwealth and State legislation*
- *Conditions of Consent*
- *Environment Protection Licence*
- *Other permits, approvals and licences; and*
- *Waste permits, Resource Recovery Orders and Exemptions.*

*Approvals/license which would apply to the site are provided below*

<b>License/approval</b>	<b>Relevance to operations</b>	<b>Authority</b>	<b>Location of current document</b>
Development Consent	Applies to all aspects of operations.	TRC	
Environment Protection Licence	All waste processing operations	Environment Protection Authority	
Approval under Water Management Act	Use of groundwater bores	WaterNSW	

### 3.2 Environmental framework

*Describe the environmental management framework which applies to the site and relationship with the OEMP. Outline all documents (plans policies and strategies etc.) which apply.*

*Recommend including a flowchart or diagram of the hierarchy of documents.*

#### 3.2.1 Objectives

*Tamworth Regional Council is committed to conducting business in an environmentally aware and responsible manner. Tamworth Regional Council seeks the co-operation of key stakeholders and project partners in ensuring that organisational practices are conducted with the least environmental impact.*

*Outline of the objectives for the environmental management during construction which would include:*

- *Compliance with NSW Legislation*
- *Compliance with Conditions of Consent and all applicable approvals and licenses; and*
- *Implementation of all reasonable and feasible measures to avoid and/or minimise material harm to the environment.*



### 3.3 Associated sub-plans

Describe all the sub-plans that support implementation of the OEMP.

The below table outlines the sub-plans to be developed and anticipated contents and requirements.

Sub Plans	Requirements and Additional Management Measures
Soil and Water Management Plan	<ul style="list-style-type: none"> <li>Monthly leachate monitoring and testing for a period of 12 months following the commencement of operations to determine the composition of leachate generated from the facility; and</li> <li>An assessment, to the satisfaction of the consent authority and other relevant authorities, to determine suitable locations for the installation of a series of groundwater bores and the testing parameters to monitor groundwater conditions. Bores are to be installed prior to site works commencing to enable the collection of baseline data with routine monitoring undertaken on a quarterly basis whilst the facility is in operation.</li> </ul> <p>In accordance with the management measures outlined in the EIS this would also include:</p> <ul style="list-style-type: none"> <li>Leachate Management Plan</li> <li>Stormwater Management Plan</li> <li>Spill Prevention and Response Plan</li> <li>Machinery Maintenance Procedures with reference to TRC FRM – Plant Start-up – Small to Medium Fleet Vehicle Checklist; and</li> <li>Dust control procedure.</li> </ul>
Contamination Management Plan	<ul style="list-style-type: none"> <li>Meet the requirements of the General Terms of Approval issued by the NSW EPA and relevant WHS requirements</li> <li>The quantities of dangerous goods stored and handled at the site must be below the threshold quantities listed in the Departments Hazardous and Offensive Development Application Guidelines – Applying SEPP 33</li> <li>Dangerous goods, as defined by the Australian Dangerous Goods Code, must be stored and handled strictly in accordance with: <ul style="list-style-type: none"> <li>All relevant Australian standards</li> <li>The Environment Protection Manual for Authorised Officers: Bunding and Spill Management – Technical Bulletin (EPA, 1997); and</li> </ul> </li> <li>In the event of an inconsistency between the above requirements, the most stringent requirements must prevail to the extent of the inconsistency.</li> </ul>
Odour Management and Monitoring Plan	<ul style="list-style-type: none"> <li>Undertake monitoring of the performance of the biofilter, under normal operating conditions, within six months of operations commencing. Subsequent monitoring to be undertaken in accordance with the Odour Monitoring Plan prepared by the operator, which will be reflective of the feedstock accepted and processed at the facility. The performance of the biofilter should be assessed within six months of the biofilter medium being partially or fully replaced.</li> </ul>
Waste Management Plan	<ul style="list-style-type: none"> <li>From the commencement of operation, implement a Waste Monitoring Program for the Site. The program would: <ul style="list-style-type: none"> <li>Be prepared by a suitably qualified and experienced person(s) prior to the commencement of operation</li> </ul> </li> </ul>



<b>Sub Plans</b>	<b>Requirements and Additional Management Measures</b>
	<ul style="list-style-type: none"> <li>○ Include suitable provisions to monitor the quantity, type and source of waste received on site and quantity, type and quality of the outputs produced on site</li> <li>○ Ensure that staff received adequate training in order to be able to recognize and handle any hazardous or other prohibited waste; and</li> <li>• Decontamination of material delivered to the receival hall floor to be undertaken in a manner and location with the aim of eliminating the interaction of sorting staff from delivery and operation vehicles</li> </ul>
Noise Management Plan	As per EIS management measures and relevant approvals
Pest & Weed Management Plan	As per EIS management measures and relevant approvals
Bushfire Management Plan	As per EIS management measures and relevant approvals including a Fire Safety Strategy
Bird Management Plan	Requirements detailed by Air Services Australia (email dated 16/10/2019)
Complaints / Community Liaison Plan	A plan outlining how the community would be contacted during operations and how complaints would be received and handled.
Emergency Plan	An emergency response procedure including evacuation plan.

### 3.4 Roles and Responsibilities

Nominate the roles and responsibilities of site and external personnel and authorities in ensuring the OEMP is prepared, routinely reviewed and implemented to achieve the operational goals.

### 3.5 OEMP review and document control

Outline the frequency and format of OEMP review. At a minimum, the OEMP should be reviewed annually in accordance with the Environment Protection Licence and Conditions of Consent.

## 4. Communication

*Outline the consultation and notification requirements for operations of the Site. Refer to Complaints and Community Liaison Plan.*

### 4.1 Stakeholders

*Contact details for key stakeholders such as*

- *NSW Environment Protection Authority*
- *NSW Environmental Trust*
- *Department of Primary Industries (Biosecurity)*
- *Tamworth Regional Airport*
- *Rural Fire Services; and*
- *Natural Resource Access Regulator and Water NSW.*

### 4.2 Community

*Outline a plan for communicating with the community. This would include matters like:*

- *Notification to residents and businesses within 2km (or other justified buffer) regarding the commencement of operations*
- *Establishment of community environmental liaison committee in accordance with Condition G1.1 of the General Terms of Approval issued by the NSW EPA*
- *Reporting to community on project performance including website management; and*
- *Identification of notification protocols and residents to be identified within the Pollution Incident Response Management Plan (PIRMP).*

### 4.3 Internal communication

*Outline the communication pathways between the site and TRC and how process updates and key information would be communicated to all relevant personnel.*

## 5. Environmental procedures and controls

### 5.1 Environmental Risk Assessment

*This section would outline the Environmental aspects of Site operations in the form of a risk assessment.*

*At a minimum, risks arising from the carrying out of for operations on the Site and associated with the following environmental aspects, as identified in the EIS, should be considered:*

- *Air Quality and Odour*
- *Noise and Vibration*
- *Traffic and Transport*
- *Biodiversity*
- *Aboriginal Cultural Heritage and Non-Aboriginal Heritage including Unexpected Finds*
- *Soils and Geology*
- *Surface water, Hydrology and stormwater management*
- *Groundwater*
- *Leachate and wastewater management*
- *Waste management*
- *Visual amenity*
- *Bushfire*
- *Hazard and Risk (incl. Biosecurity and bird numbers)*
- *Socio-Economic; and*
- *Cumulative Impacts.*

### 5.2 Procedures and controls

*This section would identify the management measures and procedures which would be implemented during the operation of the Site to mitigate against the environmental impacts identified. Where these are addressed in a Sub-Plan they will be referenced accordingly.*

*At a minimum, it is expected this would include the mitigation measures identified in the EIS.*

Ref	Mitigation measures
<b>Air quality and odour</b>	
A22	An Operational Environmental Management Plan (OEMP) will be prepared for the Proposal with a Waste Management Plan (WMP) Management measures to minimise odour and maintain plant and infrastructure on-site will be included in the plan.
A23	All sorting and receipt of materials to occur within the enclosed Receiving Shed and doors to the shed are to remain closed when not in use.
A24	Co-ordinate the delivery schedule to avoid a queue of incoming or outgoing trucks for extended periods of time.
A25	Engines of on-site vehicles and plant are to be switched off when not in use.

Ref	Mitigation measures
A26	Vehicles delivering, and handling material are to stick to the formed roads / paths to minimise fugitive dust and also spillage and potential fugitive odour.
A27	Spill management procedures and equipment to ensure immediate clean-up of any spill.
A28	Maintain an odour complaint logbook and in the event of a complaint conduct an immediate investigation of any odour sources, together with appropriate actions to eliminate any identified excessive odour.
A29	Vehicles and plant are to be fitted with pollution reduction devices in accordance with manufacturer specifications.
A30	Maintain and service vehicles according to manufacturer's specifications.
A31	Regularly clean all hard stand areas.
A32	Avoid significant handling of material during poor dispersion conditions where possible (e.g. undertake pile turning in the middle parts of the day in preference to the evening or early morning).
<b>Noise and vibration</b>	
N14	<p>Prepare and implement a Noise Management Plan (NMP) to be included within the Operational Environmental Management Plan to manage potential noise impacts including:</p> <ul style="list-style-type: none"> <li>• Provide the ORF employees and contractors with a description of their responsibilities regarding the management of noise emissions from Site</li> <li>• Address any relevant conditions/requirements of consent/approval</li> <li>• Describe the methodologies adopted to monitor noise emissions from the Site against relevant criteria</li> <li>• Provide a mechanism for assessing noise monitoring results against the relevant noise criteria; and</li> <li>• Provide a means for the establishment of best practice management with respect to minimising noise emissions/impacts to the broader community.</li> </ul>
N15	Operational working hours would be restricted to 8am to 4:45pm Monday to Sunday
N16	Prepare and implement a complaints management plan including a contact phone number for neighbours to contact the operator should they have concerns over noise emissions.
<b>Traffic and transport</b>	
T3	Traffic management plans for operation shall be developed in accordance with Roads and Maritime Guidelines and the Australian Standard AS1742.3.
<b>Biodiversity</b>	
B4	Prepare a pest and weed management plan (PWMP) to manage pest animals, reduce the spread of weeds and control weeds on-site and on soil stockpiles and adjacent roadways. The PWMP should include mitigation measures such as: the checking and cleaning of vehicles prior to entering and leaving the Site, as well as disposing of known weeds appropriately, and monitoring of birds and other animals and insects.
B5	Prepare and implement an Operational Environmental Management Plan to address operational activities which have the potential to impact on biodiversity including appropriate leachate management measures.
<b>Soils and Geology</b>	
S5	Prepare and implement an Operational Environmental Management Plan which provides erosion and sediment controls, stormwater and sediment runoff controls, chemical and machinery storage and management and dust controls.

Ref	Mitigation measures
S6	<p>Operational Environmental Management Plan is to includes the following plans and procedures at a minimum to control and prevent soils related impacts:</p> <ul style="list-style-type: none"> <li>• Leachate Management Plan</li> <li>• Stormwater Management Plan</li> <li>• Spill Prevention and Response Plan</li> <li>• Machinery Maintenance Procedures; and</li> <li>• Dust control procedure.</li> </ul>

#### **Surface Water Hydrology and Storm Water Management**

SW2	The water management system will be designed in accordance with the EPA's Environmental Guidelines for Composting and Related Organics Processing Facilities (DEC 2004).
SW3	The facility will be designed and constructed such that the grades do not cause or permit any incidental pooling of water on the premises.
SW4	Separate drainage collection and treatment systems will be maintained for clean stormwater runoff and processing area leachate.
SW6	An operational water management plan will be developed and include procedures to manage the capture, storage, reuse and discharge of stormwater and leachate.
SW7	Procedures for management of potential spills of hazardous materials will be included in the water management plan.
SW8	Prepare appropriate response procedures for situations where overtopping, breach or other failure of the leachate dam is possible and ensure all Site staff are appropriately trained to enact them.

#### **Groundwater**

GW3	A leachate capture and management system will be designed and constructed for the processing, storage and receival areas in accordance with EPA's Environmental Guidelines for Composting and Related Organics Processing Facilities (DEC 2004).
GW4	A groundwater monitoring program will be developed to include regular monitoring downslope of the leachate dam to detect potential contamination, with comparison to a reference bore over time.

#### **Leachate and Wastewater Management**

WW3	All water that comes into contact with the organic processing area will be collected, stored and managed as leachate in accordance with EPA's Environmental Guidelines for Composting and Related Organics Processing Facilities (DEC 2004).
WW4	The leachate and stormwater storage dams will be designed in accordance with EPA's Environmental Guidelines for Composting and Related Organics Processing Facilities (DEC 2004).
WW5	A wastewater management plan will be prepared that illustrates all wastewater systems on-site and provides operational management procedures and responsibilities to ensure that adequate pollution prevention procedures are in place.
WW6	Emergency response procedures will be prepared for situations where overtopping, breach or other failure of the leachate dam occurs.
WW7	A procedure will be developed to ensure adequate capacity is available in the leachate dam for capture of the 1 in 10yr, 24-hour storm, while allowing additional temporary storage of reclaimed water for on-site reuse. The

Ref	Mitigation measures
	procedure will include regular monitoring of weather forecasts and water levels in the leachate dam to minimise the risk of leachate dam overtopping during rain events.
WW8	All Site staff will be appropriately trained to enact pollution prevention procedures.
WW9	Leachate water will be recycled for use in the processing of organic materials.
WW10	An Onsite Sewage Management (OSM) System shall be installed to manage sewage wastes during operations and would be outlined in an application to Council under Section 68 of the Local Government Act 1993, or in the EPL application.
WW11	The wheel wash will include a gross pollutant trap with an oil boom or similar prior to discharge of any overflow.

#### Waste Management

W7	All records demonstrating lawful disposal of waste are required to be kept for at least six years.
W8	All sampling and classification records will be retained for the life of the Proposal to demonstrate compliance with the EPA's Waste Classification Guidelines. These records will be readily accessible for inspection by regulatory authorities such as council, Office of Environment and Heritage (OEH), EPA and WorkCover NSW.
W9	<p>Waste generated from the Proposal will be managed in accordance with the principles of the waste hierarchy. An Operational Environmental Management Plan (OEMP) will be prepared for the proposed facility with a Waste Management Plan that includes the following:</p> <ul style="list-style-type: none"> <li>• Mitigation measures and a procedure for safely and appropriately managing any unexpected finds/contaminated waste</li> <li>• Before dispatching any waste from the facility, the waste material will be assessed and classified in accordance with the NSW EPA Waste Classification Guidelines Part 1: Classification of Waste (2014)</li> <li>• Any waste dispatched from the premises is to be sent to a facility that can legally accept the waste, with adequate notice of large loads advised to the facility ahead of receipt</li> <li>• The proposed facility will comply with the relevant EPL and/or waste-tracking requirements under the Protection of the Environment Operations Act (POEO) for any wastes assessed or classified as hazardous waste, industrial waste or 'Group A' waste</li> <li>• If the waste to be transported requires tracking, approval to transport the waste must be obtained prior to transport in the form of a consignment authorisation issued by a person authorised to do so. A transport certificate must be created which will accompany the waste while it is being transported. The certificate is to be completed when the waste arrives at its destination and has been processed by the receiving facility; and</li> <li>• The facility will keep documented evidence e.g. waste tracking data demonstrating the lawful disposal of contaminated products, waste or residues generated at the facility.</li> </ul>

#### Visual Amenity

V1	All structures with the potential to be visible from off-site locations will be finished in non-reflective natural tones which blend with the surrounding vegetation
V2	Roofing materials will be non-reflective due to the proximity of the site to the Tamworth Regional Airport.
V3	Any required lighting will be directed downwards in accordance with the Australian Standard AS4282 – Control of Obtrusive Effects of Outdoor Lighting (1997).
V4	Any open work or storage areas visible from a public place or street will be fenced by masonry materials or pre-coloured metal cladding of a minimum 2m height. Fencing will be located behind the building setback.

Ref	Mitigation measures
V5	Landscaping will be provided in the front 5m of street setback, side and rear setbacks where visible from public places, and areas adjacent to building entrances and customer access points.
V6	Landscaping will comprise of only low maintenance, drought and frost tolerant species. Planting will be provided in scale with the height and bulk of the building.
<b>Bushfire</b>	
BF2	The Proposal will be developed in accordance with current bushfire planning provisions to address the requirements of the Planning for Bush Fire Protection 2006, providing a level of protection to life and property.
BF3	A Bushfire Management Plan (BMP) will be prepared in accordance with the NSW Rural Fire Service document 'Guide to developing a Bush Fire Emergency Management and Evacuation Plan' and establish a close relationship with the NSW RFS Tamworth Regional Zone (located at Tamworth).
BF4	Restrict public access to the facility on extreme or catastrophic fire weather days or implement an adequate 'trigger' mechanism should bushfire conditions exacerbate.
BF5	Implement a 10 m asset protection zone around the perimeter of the Site.
BF6	Maintain access roads and tracks within the Site.
BF7	Remove combustible material, particularly litter in gutters and near buildings.
BF8	Remove excess amounts of fuel from garden areas (including leaf litter and organic mulch).
BF9	Review the BMP at least every 5 years to account for any revegetation or regeneration that occurs within and adjoining the Site.
BF10	<p>All landscaped areas on-site should be maintained in accordance with:</p> <ul style="list-style-type: none"> <li>○ RFS 2006a Bush Fire Environment Assessment Code for Asset Protection and Strategic Fire Advantage Zones.</li> <li>○ RFS 2006b Planning for Bush Fire Protection: A Guide for Councils, Planners, Fire Authorities, Developers and Home Owners.</li> <li>○ RFS 2006c Standards for Asset Protection Zones.</li> </ul> <p>All pruning should be undertaken in accordance with AS4373 Pruning of Amenity Trees and RFS Standards for Asset Protection Zones (RFS 2006c).</p>
<b>Hazard and risk</b>	
HR2	In the Operational Management Plan include appropriate response procedures for situations where overtopping, breach or other failure of the leachate dam is possible and ensure all Site staff are appropriately trained to enact them. This should include implementation of additional leachate control measures and appropriate pathogen control measures.
HR3	<p>In accordance with the Environmental Guidelines – Composting and Related Organics Processing Facilities – Issue 12 - Fire Management (DEC, NSW) and Fire Safety Guideline: Fire safety in waste facilities (Fire and Rescue 2018), a fire management strategy will be prepared for the Proposal. The fire management strategy should identify the following:</p> <ul style="list-style-type: none"> <li>• The potential causes of fire at the composting facility</li> <li>• The procedure to follow, persons responsible, and equipment to be used in the event of a fire. This will include on-site resources and external resources (such as the Rural Fire Service), and details of how the procedure will operate on a 24-hour-a-day basis</li> </ul>



Ref	Mitigation measures
	<ul style="list-style-type: none"> <li>The maintenance schedules for all fire-fighting equipment and facilities. At a minimum, all equipment and facilities should be visually checked for damage on a weekly basis, and test-operated on a quarterly basis</li> <li>Details of all the fire-fighting equipment that will be installed at the flammable store and at Site buildings</li> <li>How all fire-fighting equipment will be clearly signposted and how access to it will be ensured at all times</li> <li>Details of the firebreaks to be constructed and maintained around all filled areas, stockpiles of combustibles, gas extraction equipment and Site buildings;</li> <li>Management of storage and stockpiles.</li> </ul> <p>Training of facility staff in fire-fighting techniques.</p>
HR4	The risk register will continue to be maintained and developed to review ongoing activities and risks.
HR5	Develop and adapt standard operating processes / procedures based on experience, requirements and ongoing monitoring and measurement of risks.
HR6	The Biosecurity Act will be taken into consideration when planning the detailed design of the facility and quality operational process controls to ensure biosecurity measures are upheld.
HR7	A Waste Management Plan will be prepared for the Site including measures to ensure no organic material is imported to Site from Phylloxera infested areas.
HR8	Ensure biodegradable organics and compost stockpiles are well managed so as to minimise odour generation and avoid attraction of nuisance pests and vectors, including birds.
HR9	Prepare a pest and weed management plan (PWMP) to manage pest animals, reduce the spread of weeds and control weeds on-site and on soil stockpiles and adjacent roadways. The PWMP should include mitigation measures such as: the checking and cleaning of vehicles prior to entering and leaving the Site, as well as disposing of known weeds appropriately, and monitoring of birds and other animals and insects.
HR10	Monitoring of bird numbers visiting the Site and potential roosting locations on-site will be conducted. Should increased numbers of birds or roosting sites be observed, the airport will be notified, and the waste management measures will be reviewed and improved.
<b>Socio- economic Considerations</b>	
SE3	A complaint handling procedure and register will be implemented to assist in recording and managing potential conflict with the local community during operations.

*It would also include requirements from the Conditions of Consent and further management activities and controls required to address elements associated with the Operators operation and management of the Site.*

*It is likely that these will be associated with:*

- *Environmental Protection Licence and PIRMP*
- *Leachate and Wastewater Management*
- *Contamination (potential for operations to contaminate)*
- *Air Quality and Odour*
- *Traffic and Access*
- *Stormwater*

- *Noise*
- *Inspections and Monitoring including bird numbers*
- *Complaints Register; and*
- *Community Liaison Group.*

### 5.3 Environmental Control Plan

*A plan or map indicating the location of key environmental features and management activities and controls may be included. At a minimum this map should identify:*

- *Sensitive environmental areas and No-Go Zones*
- *Boundary of approved operations and EPL Premise boundary*
- *Facility layout including key operations and activities*
- *Traffic Management*
- *Location of Environmental Management Measures such as Spill Kits, Bunds etc.*
- *Fire Safety Map of on-site infrastructure; and*
- *Environmental monitoring points (on and off premise) and licensed discharge points or land application areas.*

### 5.4 Environmental Schedules

*Environmental schedules may be included such as:*

- *Site Inspection checklist*
- *Non-compliance and corrective Action Report*
- *Complaints Report*
- *Environmental Incident Report*
- *Pollution Incident Response Management Plan; and*
- *Waste Permits.*

## 6. Training and Implementation

### 6.1 Environmental training objectives

*Outline of the requirements for employees and contractors to undertake an induction and any further internal training regarding environmental management of the site.*

*Internal environmental training would aim to ensure working knowledge of the following:*

- *Contents of the OEMP and associated documents*
- *Statutory context of operations i.e. EPL, PIRMP and Development consent*
- *Critical environmental protection procedures including personal protection equipment, spill responses, emergency procedures, hazardous substances and dangerous goods handling, and monitoring of imported fill quality; and*
- *The location of the OEMP during works.*

*The training would include consideration of:*

- *TRC FRM – Workplace Induction; and*
- *TRC OTH-IMS Site Safety Rules.*

### 6.2 Personnel training requirements

*Outline all internal and external training requirements and their relevance to operational works such as:*

- *Asbestos awareness training*
- *Plant & fleet training*
- *Waste handling; and*
- *Emergency procedures.*

### 6.3 Training register

*Records of the training, experience and qualifications of each personnel engaged on site will be maintained by the Site Manager.*

*The training register will record the following for each worker:*

- *Date of training*
- *Description of training completed*
- *Qualifications*
- *Training renewal requirements.*

### 6.4 Site visitors

*Outline process for ensuring the safety of visitors. All visitors accessing operational work areas will be accompanied by a fully inducted site representative at all times. The person receiving the visitor/s is responsible for ensuring a visitor induction is given to each visitor with instructions on specific safety requirements and any notable hazards on site. A record of visitors will be maintained on site.*

## 7. Monitoring and reporting

### 7.1 Site inspections

*Outline the site inspection protocol and record requirements and refer to the TRC FRM – Workplace Inspection Report. Attach any required checklists to be completed during site inspections to this OEMP.*

### 7.2 Environmental Audits

*Outline of the environmental audits that will be undertaken as specified in the Conditions of Consent. Example of independent audit requirements below*

*Within one year of the commencement of operation, and every three years after, unless the Consent Authority directs otherwise, the Applicant must commission and pay the full cost of an Independent Environmental Audit of the development.*

*Audits must:*

- *Be led and conducted by a suitably qualified, experienced and independent team of experts*
- *Be carried out in consultation with the relevant agencies*
- *Assess the environmental performance of the development and assess whether it is complying with the requirements in the consent and any strategy, plan or program required under the consent*
- *Review the adequacy of any approved strategy, plan or program required under the consent; and*
- *Recommend measures or actions to improve the environmental performance of the development and any strategy, plan or program required under the consent.*

*Within three months of commissioning an Independent Environmental Audit, or within another timeframe agreed by the Consent Authority, a copy of the audit report must be submitted to the Consent Authority and any other NSW agency that requests it, together with a response to any recommendations contained in the audit report, and a timetable for the implementation of the recommendations. The recommendations must be implemented to the satisfaction of the Consent Authority. The audit report together with a response to any recommendations contained in the audit report, and a timetable for the implementation of the recommendations.*

*Consideration should also be given to:*

- *Site Inspections; and*
- *Waste Permits.*

### 7.3 Non-Conformance and Corrective Action

*Outline of the procedures for managing non-conformance with environmental management activities and controls and environmental incidents and emergencies including responsibilities.*

*This would include consideration of FRM – Corrective Action Report Form.*

### 7.4 Environmental Monitoring program

*Describe the monitoring to be completed for the site. Refer to monitoring plans/programs within the relevant sub-plans where required. The monitoring included should ensure effective compliance with environmental controls, reporting and incident management requirements.*

*The program should include the following for all monitoring activities:*

- *Frequency*
- *Purpose; and*
- *Objectives.*

*The monitoring would include but not be limited to:*

- *Site inspections*
- *Environmental audits*
- *Leachate monitoring and testing*
- *Odour monitoring*
- *Groundwater monitoring and testing*
- *Bird monitoring*
- *Waste monitoring; and*
- *Noise monitoring.*

## **7.5 Reporting requirements**

*Outline all reporting requirements relevant to the facility in accordance with the Conditions of Consent, Environment Protection Licence and relevant legislation. Internal reporting requirements and reporting to external authorities should be included*

## 8. Incident and emergency response

### 8.1 Environmental Incidents Response

*Outline of the environmental incident management procedure including required notifications and investigation of cause of incident. This would include consideration of:*

- TRC FRM – Investigation requirements Checklist
- TRC FRM – Workplace Incident Report & Investigation; and
- TRC FRM – Workplace Near Miss Report.

*Identify specific incident response plans such as Pollution Incident Response Management Plans including an appropriate response procedure for situations where overtopping, breach or other failure of the leachate dam is possible.*

### 8.2 Environmental Incidents Register

*Outline of how environmental incidents will be recorded.*

### 8.3 Emergency response protocols

*Refer to relevant emergency plans to including PIRMP, an evacuation plan and fire response plan.*

### 8.4 Emergency contacts

*List all emergency contacts. Refer to the TRC REG – Emergency Contact Register.*



Operational Environmental Management Plan Template.

Tamworth Organic Recycling Facility

## Contact

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