

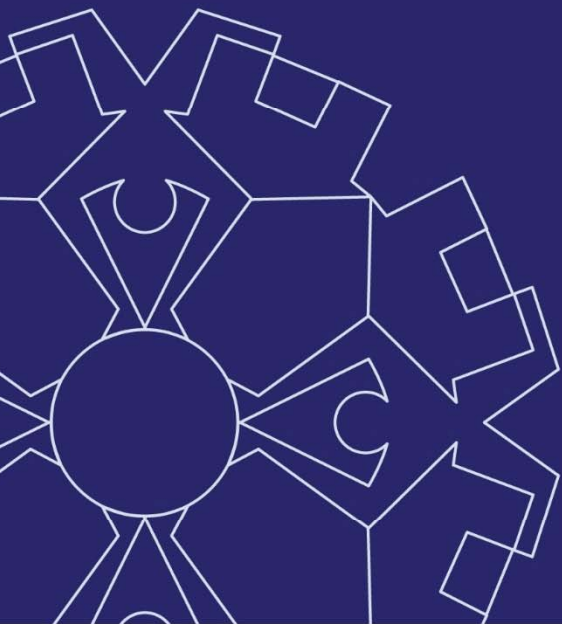


GEOLYSE

ENVIRONMENTAL MANAGEMENT PLAN DUBBO REGIONAL LIVESTOCK MARKETS

**PREPARED FOR
DUBBO REGIONAL COUNCIL**

NOVEMBER 2017



• Civil, Environmental & Structural Engineering • Surveying • Environmental • Planning • Architecture

ENVIRONMENTAL MANAGEMENT PLAN

DUBBO REGIONAL LIVESTOCK MARKETS

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TABLE OF CONTENTS

ENVIRONMENTAL MANAGEMENT	1
1.1 ENVIRONMENTAL POLICY	1
1.2 ENVIRONMENTAL OBJECTIVES	1
1.3 ENVIRONMENT PROTECTION LICENCE	1
1.4 RESPONSIBILITIES	1
1.5 EMP STRUCTURE	3
SITE OVERVIEW	4
2.1 OPERATIONS	4
2.1.1 FACILITIES	4
2.1.2 SALES	4
2.1.3 OPENING HOURS	4
2.1.4 YARD MANAGEMENT	5
2.2 LIQUID WASTE MANAGEMENT	5
2.2.1 SURFACE WATER CONTROLS	5
2.2.2 YARD WASH DOWN	5
2.2.3 TRUCK WASH	5
2.2.4 WATER RECYCLING	6
2.2.5 IRRIGATION	6
2.2.6 SOLID WASTE MANAGEMENT	6
2.2.7 ENVIRONMENTAL SETTING	6
OPERATING PROCEDURES	9
3.1 SITE ACCESS AND CONTROL	10
3.1.1 OBJECTIVE	10
3.1.2 PROCEDURES	10
3.2 DAILY ENVIRONMENTAL CHECKLIST	11
3.2.1 OBJECTIVE	11
3.2.2 PROCEDURES	11
3.3 SOLID WASTE MANAGEMENT	14
3.3.1 OBJECTIVE	14
3.3.2 PROCEDURES	14
3.4 LIQUID WASTE MANAGEMENT	21
3.4.1 OBJECTIVE	21
3.4.2 PROCEDURES	21
3.5 IRRIGATION MANAGEMENT	26
3.5.1 OBJECTIVE	26
3.5.2 PROCEDURES	26
3.6 AIR QUALITY CONTROL	31
3.6.1 OBJECTIVE	31
3.6.2 PROCEDURES	31
3.7 ENVIRONMENTAL MONITORING	32
3.7.1 OBJECTIVE	32
3.7.2 PROCEDURES	33
3.8 CHEMICAL HANDLING AND STORAGE	35
3.8.1 OBJECTIVE	35
3.8.2 PROCEDURES	35

3.9	COMPLAINTS REPORTING	36
3.9.1	OBJECTIVE.....	36
3.9.2	PROCEDURES	36
3.10	INCIDENT REPORTING AND CONTAINMENT	40
3.10.1	OBJECTIVE.....	40
3.10.2	PROCEDURES	40
3.11	FIRE PREVENTION AND FIRE-FIGHTING CAPACITY	44
3.11.1	OBJECTIVE.....	44
3.11.2	PROCEDURES	44
3.12	STAFF TRAINING	45
3.12.1	OBJECTIVE.....	45
3.12.2	PROCEDURES	45
3.13	ANNUAL REPORTING	47
3.13.1	OBJECTIVE.....	47
3.13.2	PROCEDURES	47
3.14	DOCUMENT CONTROL	47
3.14.1	OBJECTIVE.....	47
3.14.2	PROCEDURES	47
	MONITORING PROTOCOLS	50
4.1	EFFLUENT SAMPLING.....	50
4.1.1	MONITORING POINT	50
4.1.2	MONITORING SCHEDULE	50
4.1.3	MONITORING PARAMETERS	50
4.1.4	SAMPLE COLLECTION PROCEDURE.....	50
4.1.5	SAMPLE HANDLING AND DOCUMENTATION.....	51
4.2	SOIL SAMPLING	51
4.2.1	MONITORING POINT	51
4.2.2	MONITORING SCHEDULE	51
4.2.3	MONITORING PARAMETERS	51
4.2.4	SAMPLE COLLECTION PROCEDURE.....	51
4.2.5	SAMPLE HANDLING AND DOCUMENTATION.....	52
	FIGURES	
Figure 1	Dubbo Regional Livestock Markets Layout	7
Figure 2:	Water Management System	8
Figure 3:	Daily Environmental Checklist Locations.....	14
Figure 4:	Solid Waste Sources.....	21
Figure 5:	Liquid Waste Management.....	26
Figure 6:	Irrigation Management.....	31
Figure 7:	Environmental Monitoring	35
	TABLES	
Table 1.1 – EMP Structure		3
Table 3.1 – Solid Waste Collection Sources, Frequency, Methods and Responsibilities.....		16
Table 3.2 – Yard Wash-Down Procedure		24

APPENDICES

APPENDIX A

Environment Protection Licence (EPL 3702)

APPENDIX B

Pollution Incident Response Management Plan (PIRMP)

APPENDIX C

Biosecurity Management Plan

Environmental Management

1.1 ENVIRONMENTAL POLICY

It is the intent that Dubbo Regional Livestock Markets (DRLM) are managed to minimise adverse impacts on the environment, in such a manner that a high level of environmental performance is consistently achieved. To this end, environmental due diligence is to be demonstrated by integrating care for the environment into the responsibilities and work ethics of each and every employee.

1.2 ENVIRONMENTAL OBJECTIVES

This Environmental Management Plan (EMP) has been formulated to achieve the following objectives:

- Compliance with environmental law is a minimum requirement and actions will reflect the intent of legislation;
- A commitment to pollution prevention through a process of ongoing monitoring and continual improvement;
- Protection of the bio-physical and social environment;
- Effective and thorough implementation of a documented system of environmental management; and
- Adherence to the principles and requirements outlined in this Management Plan.

1.3 ENVIRONMENT PROTECTION LICENCE

Dubbo Regional Livestock Markets operates under Environment Protection Licence No. 3702. A copy of the licence is included in **Appendix A**.

The **Licence Anniversary Date** is **01 June** each year.

The **Licence Annual Return** is required to be submitted by **31 July** each year.

A copy of the licence is kept at the premises.

1.4 RESPONSIBILITIES

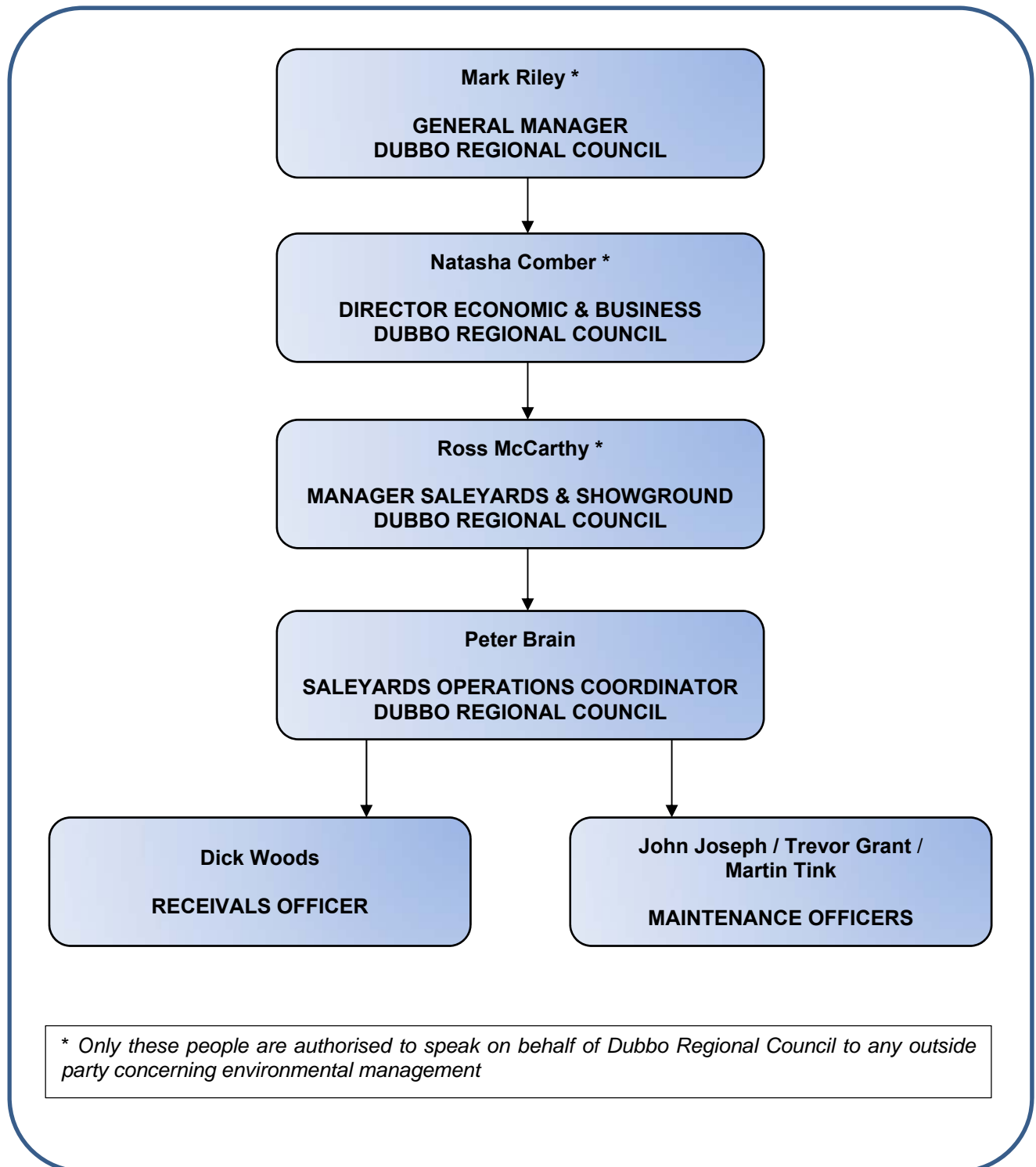
Day to day management of the Dubbo Regional Livestock Markets, including environmental management, is the responsibility of the Saleyards Manager.

The Saleyards Manager reports directly to the Director Economic and Business.

Only the Saleyards Manager and the Director Economic and Business are authorised to speak on behalf of Dubbo Regional Council to any outside party concerning environmental management.

The management structure is shown on the following page.

Dubbo Regional Livestock Markets Management Structure



1.5 EMP STRUCTURE

The EMP contains four sections as described below in Table 1.1.

Table 1.1 – EMP Structure

Section	Purpose
Section 1 – Environmental Management	This section states the environmental policy and objectives of Dubbo Regional Livestock Markets and sets out the scope of the EMP.
Section 2 – Site Overview	Provides a description of the operations covered by the EMP
Section 3 – Operating Procedures	These are the day to day instructions for operating and maintaining the saleyards, and includes instructions for monitoring and reporting
Section 4 – Monitoring Protocols	This section provides the protocols for effluent and soil sampling

Site Overview

2.1 OPERATIONS

2.1.1 FACILITIES

Facilities at the saleyards include:

- 430 cattle selling pens with concrete floors covered with rubber matting, and galvanised pipe fencing;
- 838 sheep pens with concrete floors and galvanised pipe fencing;
- 62 large resting paddocks for sheep and cattle with grass cover or bare earth, and water;
- 12 small sheep resting paddocks with grass cover or bare earth, and water;
- livestock selling facilities;
- sealed and gravel parking areas;
- hay sheds;
- saleyards office, workshop and agent's office;
- truck and small vehicle wash facilities;
- effluent management facilities including grit arrestor, static screen, settling basins and holding pond;
- a 12 hectare effluent irrigation area which is also used for temporary grazing; and
- a first flush stormwater management system.

The layout of the complex is shown on **Figure 1**.

2.1.2 SALES

The Dubbo Regional Livestock Markets service livestock producers and buyers from an extensive area. While numbers of livestock sold vary with seasonal conditions and commodity prices, the annual throughput of stock recorded in 2015-16 was:

- 199,431 store and live weight cattle;
- 1,437,030 sheep and lambs; and
- 9,462 goats.

Weekly sales typically include:

- Sheep and lambs on Monday;
- Store cattle on Fridays (as required);
- Prime cattle every Thursday; and
- Sale of goats is held as required.

2.1.3 OPENING HOURS

The saleyards are open 24 hours a day and are staffed from 7:00 am to 4:00 pm weekdays. The Receivals Officer conducts a security patrol between 6:00 pm to 6:00 am, 7 days per week. Inspections are made at 7:30 am on Saturday and Sunday.

2.1.4 YARD MANAGEMENT

The concrete floored yards are cleaned weekly by a contractor using high pressure hoses fed by recycled water. The Saleyards Manager determines the extent of cleaning required.

Traffic areas in front of the loading/unloading ramps are swept weekly using Council's street sweeper or a Bobcat and broom.

2.2 LIQUID WASTE MANAGEMENT

The existing liquid waste management system at Dubbo Regional Livestock Markets includes surface water controls, yard wash down, a truck wash facility, provision for water recycling and effluent re-use through irrigation. Each component is briefly described below.

A schematic of the liquid waste management system is shown on **Figure 2**.

2.2.1 SURFACE WATER CONTROLS

Surface runoff from the complex is collected in a system of open drains which drain to northern site boundary.

Stormwater runoff passes through the truck wash grit arrestor, beneath the Dubbo-Dunedoo railway line to settling pits to a 8.5 ML first flush holding pond. When the holding pond is approaching full, the first flush runoff collected in the holding pond is pumped back to the Troy Sewerage Treatment Plant holding pond for reuse in effluent irrigation schemes.

2.2.2 YARD WASH DOWN

The yards are cleaned weekly using high pressure hoses fed by recycled water. Wash down water passes through the solids removal system and returns to the recycled water system.

All surface runoff generated by the wash down of the yard surface passes through the grit arrestor and is directed to the static wedge wire screens for solids separation. The treated effluent flows to a settling basin and recycle pond for reuse in the wash down process.

2.2.3 TRUCK WASH

A truck wash facility provides an area for transport operators to wash down small and large trucks after delivering stock to the DRLM. The facility consists of:

- a high pressure hose supplied with fresh water;
- concrete grit arrestor;
- agitator pit to keep solids in suspension; and
- static wedge wire screens for solids separation.

Wash down water containing solids passes through the grit arrestor and into the agitator pit from where it is pumped over static screens. Screened effluent is directed to two settling basins and then a recycle pond from where it may be reused for yard wash down or irrigation.

A small vehicle wash down facility for Council vehicles also drains to the truck wash water treatment infrastructure.

2.2.4 WATER RECYCLING

Recycled water is used for yard wash down to reduce the fresh water demands of the facility. Wash down water passes through the truck wash treatment system for solids removal ending up in the recycling pond from where it may be reused.

The recycle system functions as a closed loop. Fresh water introduced from the truck wash replaces water extracted from the system for irrigation. This process maintains sufficient quality. Additional make-up water is sourced from the river water supply if required.

2.2.5 IRRIGATION

A quantity of effluent is extracted from the recycling system and used for irrigation of permanent pastures. The volume irrigated is approximately equal to the amount used through the truck wash, maintaining a balance.

The DRLM has about 12 hectares available for irrigation. The irrigation area incorporates up slope diversion drains and a tail water storage.

The volume of water recycled for yard wash down or irrigation is recorded in **Form 3.4 – Wastewater Usage** (refer to **Section 3.4**).

2.2.6 SOLID WASTE MANAGEMENT

Solids wastes are collected from:

- surface water drains;
- sedimentation basins;
- the agitator pit; and
- static screens.

Solid wastes go to a bunded drying area from where they are collected by commercial operators, residents for private use, and Council for use on parks and gardens. Excess solids are removed to Whylandra Waste Disposal Depot.

2.2.7 ENVIRONMENTAL SETTING

The Dubbo Regional Livestock Markets are situated approximately 1.5 kilometres from north Dubbo off Boothenda Road. The saleyards are located approximately 500 metres from the Macquarie River, and surface runoff in excess of the surface water management system capacity would drain to this river.

The saleyards are surrounded by industrial development including agricultural industries, sewage treatment plant, sheep abattoir, wool scouring plant and pet food plant. It is bordered on its northern boundary by the Dubbo-Merrygoen Railway and on the western boundary by the Dubbo-Coonamble Railway. The first flush pond is located to the north-east of the intersection of these railways.

The nearest residential dwellings are about 250 metres south-west of the saleyards.

The effluent irrigation area is located to the east of the complex on relatively flat terrain. The irrigation area incorporates upslope diversion drains and a tail water collection system.

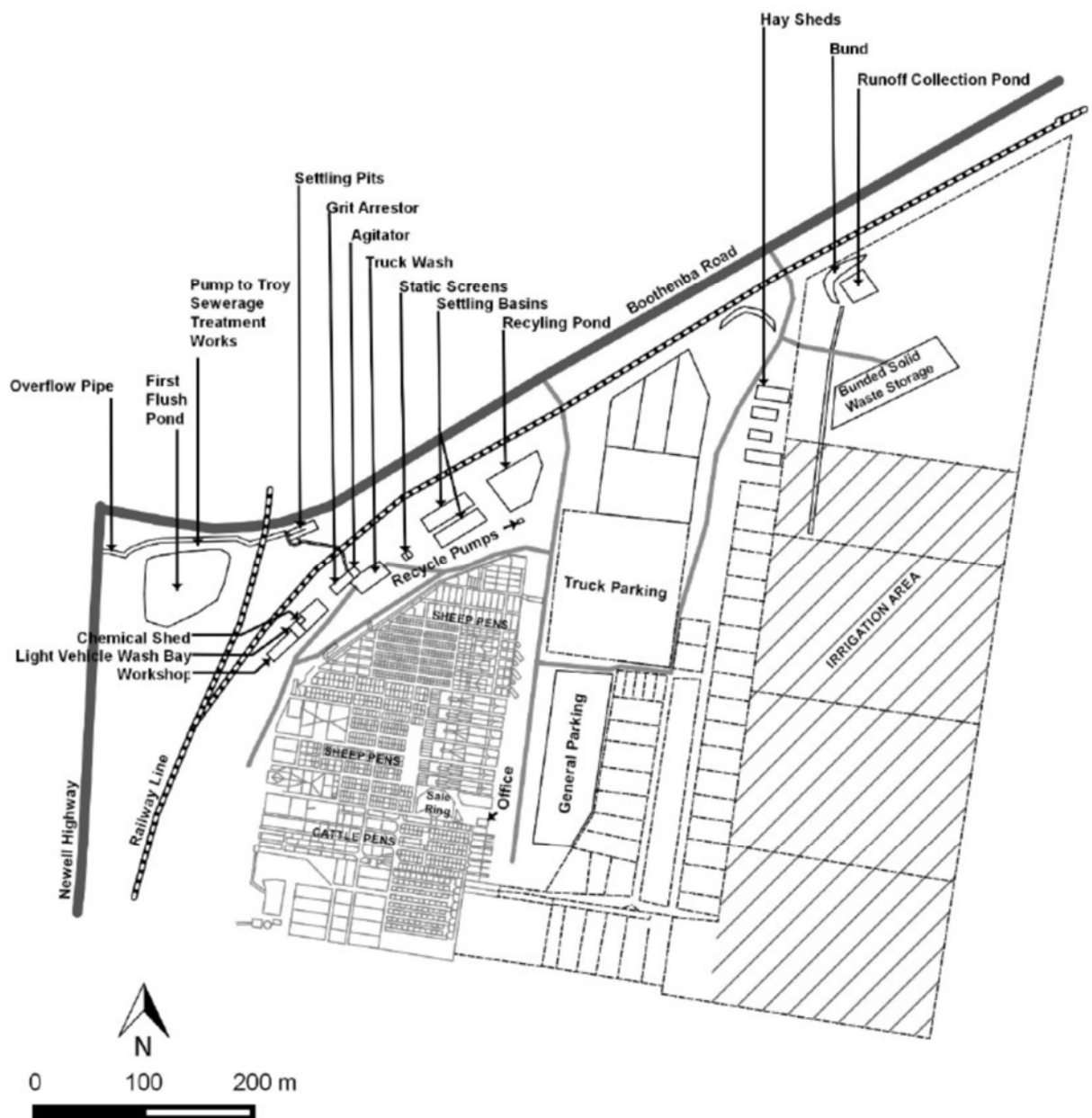


Figure 1 Dubbo Regional Livestock Markets Layout

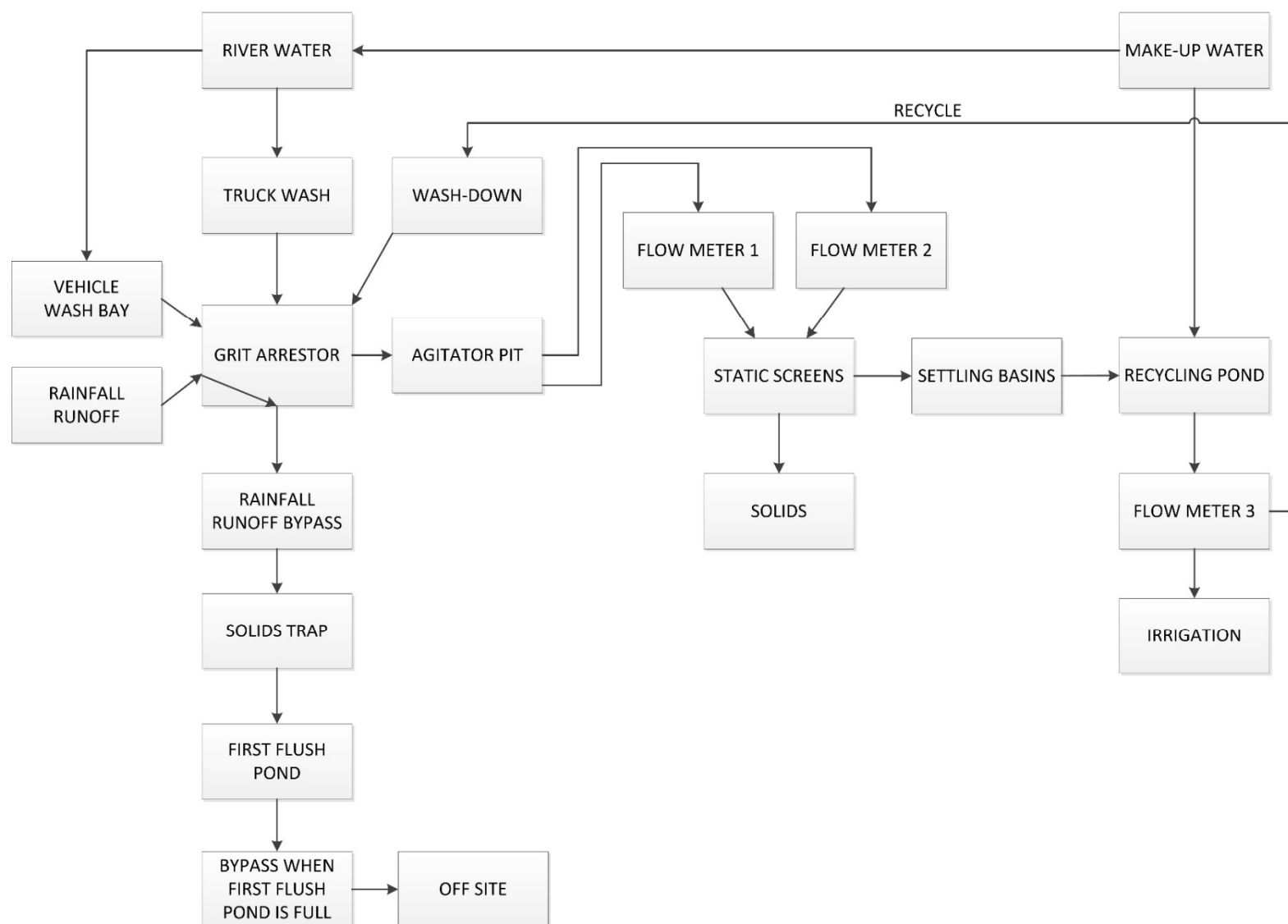


Figure 2: Water Management System

Operating Procedures

Table of Contents

3.1	SITE ACCESS AND CONTROL
3.2	DAILY ENVIRONMENTAL CHECKLIST
3.3	SOLID WASTE MANAGEMENT
3.4	LIQUID WASTE MANAGEMENT
3.5	IRRIGATION MANAGEMENT
3.6	AIR QUALITY CONTROL
3.7	ENVIRONMENTAL MONITORING
3.8	CHEMICAL HANDLING AND STORAGE
3.9	COMPLAINTS REPORTING
3.10	INCIDENT REPORTING AND CONTAINMENT
3.11	FIRE PREVENTION AND FIRE-FIGHTING CAPACITY
3.12	STAFF TRAINING
3.13	ANNUAL REPORTING
3.14	DOCUMENT CONTROL

3.1 SITE ACCESS AND CONTROL

3.1.1 OBJECTIVE

To provide adequate security and supervision of the Dubbo Regional Livestock Markets.

3.1.2 PROCEDURES

Who:	Saleyards Manager or Assistant Manager (SM), Saleyards Maintenance Officers (SMO), Receivals Officer (RO)	
Where:	Dubbo Regional Livestock Markets (DRLM)	
When:	Daily	
Actions:		Responsible Person(s)
1	The Saleyards Manager will ensure the saleyards are accessible 24 hours per day, and staffed between 7:00 am to 4:00 pm weekdays.	SM
2	The Receivals Officer will conduct security patrols between 6:00 pm to 6:00 am every day except Christmas Eve, Christmas Day and Good Friday.	RO
3	The Saleyards Manager will ensure the site CCTV is operational at all times.	SM
4	The Saleyards Manager will ensure gates and fences are regularly inspected and repaired by Saleyards Maintenance Officers if required.	SM, SMO
5	The Saleyards Manager will ensure that directional signage is maintained by Saleyards Maintenance Officers in order to control vehicular and pedestrian traffic.	SM, SMO
6	The Receivals Officer will ensure all access gates are locked outside staffed hours.	RO
7	The Receivals Officer will arrange access outside staff hours for permitted vehicles only.	RO
Records: Nil		
References: Nil		

3.2 DAILY ENVIRONMENTAL CHECKLIST

3.2.1 OBJECTIVE

To provide a checklist of daily management and inspection activities relating to environmental management.

3.2.2 PROCEDURES

Who:	Saleyards Manager or Assistant Manager (SM), Saleyards Maintenance Officers (SMO)	
Where:	Dubbo Regional Livestock Markets (DRLM)	
When:	Daily	
Actions:		Responsible Person(s)
1	The Saleyards Manager will complete Form 3.2 – Daily Environmental Checklist on a daily basis.	SM
2	The Saleyards Manager will be responsible for undertaking daily site inspections in order to complete the Daily Environmental Checklist .	SM
3	The Saleyards Manager is responsible for undertaking and/or coordinating remedial action if required as a result of completing the Daily Environmental Checklist .	SM
4	The Saleyards Maintenance Officers will be responsible for undertaking remedial action as directed by the Saleyards Manager.	SMO
5	The Saleyards Manager will ensure that daily records are kept on site for a minimum of four (4) years, and are available to the EPA on request.	SM
Records: Form 3.2 – Daily Environmental Checklist		
References: Nil		

DUBBO REGIONAL LIVESTOCK MARKETS

FORM 3.2 – DAILY ENVIRONMENTAL CHECKLIST

DAY:
DATE:

The Daily Environmental Checklist is to be completed by the Saleyards Manager each morning.

- | | | YES | NO |
|----|---|-----|----|
| 1 | Are all drains generally free of solids and operating efficiently? | | |
| 2 | Are truck wash pads free of solids at start of days trading? | | |
| 3 | Are grit arrestor and agitator pit working correctly? | | |
| 4 | Is there sufficient Actizyme in the dispenser? | | |
| 5 | Are the static screens working correctly? | | |
| 6 | Is the outlet screen in the on-line settling pond clear of solids? | | |
| 7 | Is the level of liquid waste in the Recycling Pond satisfactory? | | |
| 8 | Are Pumps 1 and 2 in operational condition? | | |
| 9 | Are the stormwater concrete settling pits satisfactory? | | |
| 10 | Is there any water flowing under the Newell Highway? | | |
| 11 | Is the stormwater holding pond satisfactory? | | |
| 12 | Are stormwater transfer pumps satisfactory? | | |
| 13 | Is the irrigation area satisfactory? (i.e. bunding, moisture, grazing, irrigator) | | |
| 14 | Is the level of water in the runoff collection pond satisfactory? | | |

Note: Numbered items are shown on **Figure 3**.

Flow Meter Readings:

No. 1 (kL):

No. 2 (kL):

Pump Shed (kL):

Reasons for Non-Compliance with Checklist

Incident / Complaint Report Prepared (circle): Yes / No **If answered 'No', state why:**

Action(s) to be taken for Non-Compliance to be rectified

Weather Conditions

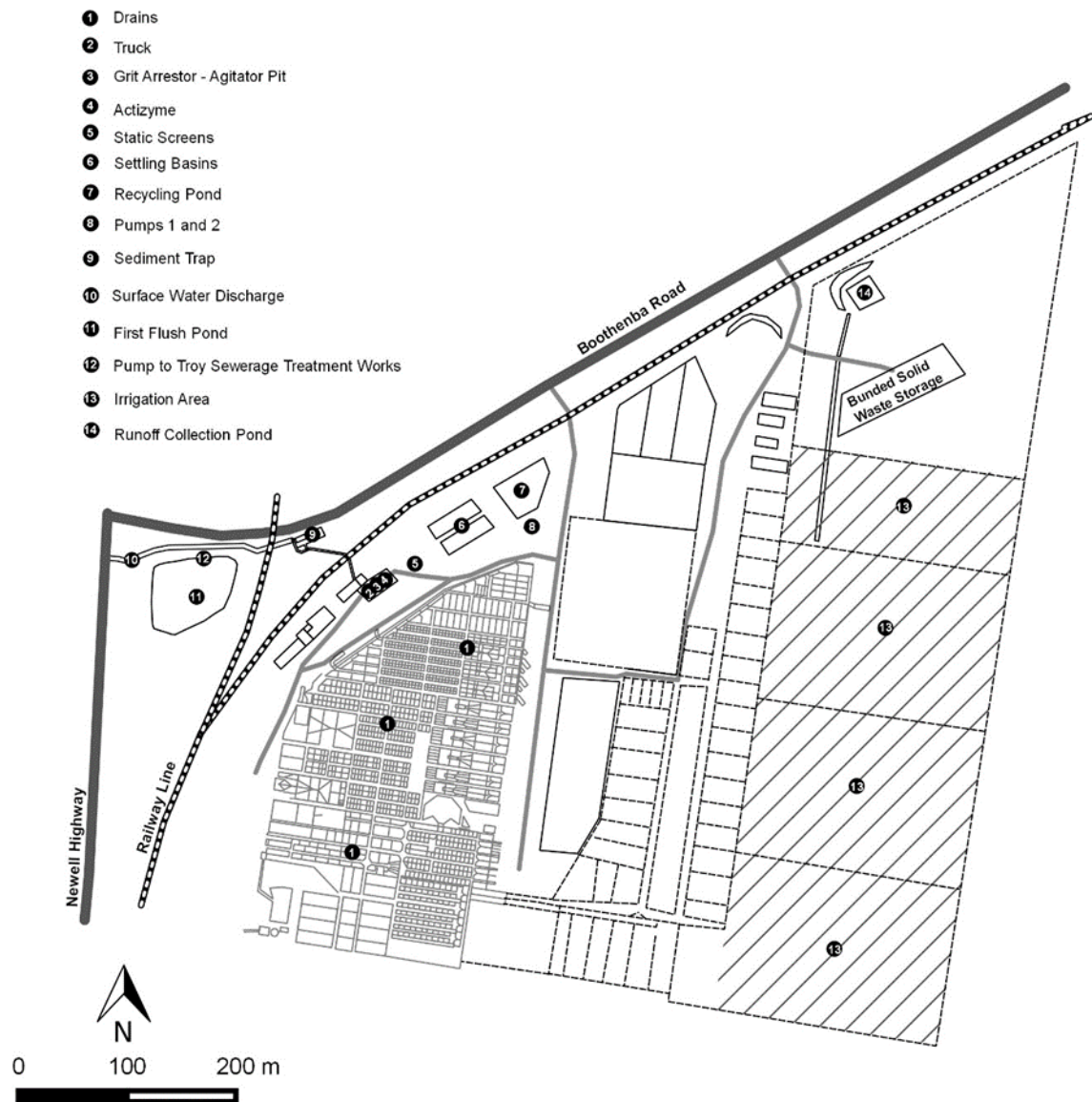
Wind Speed (circle)		light		medium		strong		
Wind Direction	N	NE	E	SE	S	SW	W	NW
Rainfall (mm)	<hr/>							

Certified Correct (signed)

Saleyards Manager

Maintenance Officer

Note: This original checklist is to be kept by the Saleyards Manager at the Facility.



Note: Numbered points refer to items to be completed on the Daily Environmental Checklist (Form 3.2)

Figure 3: Daily Environmental Checklist Locations

3.3 SOLID WASTE MANAGEMENT

3.3.1 OBJECTIVE

To ensure solid waste control structures are operating efficiently and that solid wastes are disposed of in accordance with legislative requirements.

3.3.2 PROCEDURES

Who:	Saleyards Manager or Assistant Manager (SM), Saleyards Maintenance Officers (SMO)
Where:	Dubbo Regional Livestock Markets (DRLM)
When:	As required

Actions	Responsible Person(s)
Solid Waste Collection, Storage and Removal	
1. The Saleyards Manager will ensure that the inspection of, and correct method of cleaning/removal of solid wastes from sources identified in Table 3.1 is performed by the responsible person(s) identified in the Table 3.1 .	SM
2. The Saleyards Manager will ensure that the Saleyards Maintenance Officers only store solid wastes in the bunded drying area shown on Figure 4 .	SM, SMO
3. The Saleyards Manager will allow the collection of solid wastes free of charge from the bunding drying area by commercial operators, private individuals for home use, or Council parks and gardens staff.	SM
4. The Saleyards Manager will ensure that Saleyards Maintenance Officers load excess solid waste into the tipping trailer and deliver it to Whylandra Waste Disposal Depot for disposal.	SM, SMO
5. Where excess solid waste to be transported to Whylandra Waste Disposal Depot is above the trailer height, Saleyards Maintenance Officers will adequately cover the load before transportation.	SMO
6. The Saleyards Manager will ensure that records of all solid waste removed from the site are kept on Form 3.3A – Solid Waste Removal Record .	SM
7. The Saleyards Manager will ensure that the person removing the solid waste receives Form 3.3B – Manure Information Sheet and signs Form 3.3A to confirm receipt of the information sheet.	SM
8. General refuse and rubbish will be placed in bins located around the complex by all staff members and visitors. All staff are responsible for ensuring general refuse is placed in bins.	All staff
Dead Stock	
9. In the event of dead stock, immediate action will be taken to remove the dead stock by loading onto tipping trailer and covering for transport to Whylandra Waste Disposal Depot for disposal.	SM
10. The Saleyards Manager will ensure that the appropriate saleyards staff member records the location, description, tail tag number, owner and number of dead stock on Form 3.3C – Dead Stock Register .	SM
11. In the event of mass stock death or notifiable disease, the Saleyards Manager will refer to the Biosecurity Management Plan to determine the appropriate management strategy.	SM
Records: Form 3.3A – Solid Waste Removal Record, Form 3.3B – Manure Information Sheet, Form 3.3C – Dead Stock Register	
References: Biosecurity Management Plan (Appendix C)	

Table 3.1 – Solid Waste Collection Sources, Frequency, Methods and Responsibilities

Source	Frequency	Method	Responsible Person(s)
Drains	<ul style="list-style-type: none"> Inspected every Wednesday Cleaned as required 	<ul style="list-style-type: none"> Bobcat; or hand shovel 	<ul style="list-style-type: none"> Inspected by SM Cleaned by SMO
Grit Arrestor	<ul style="list-style-type: none"> Inspected daily to ensure operation Cleaned about every month as required 	<ul style="list-style-type: none"> Cease flows to pit Solids removed by Bobcat 	<ul style="list-style-type: none"> Inspected by SMO Cleaned by SMO
Agitator Pit	<ul style="list-style-type: none"> Inspected daily to ensure operation Cleaned as required 	<ul style="list-style-type: none"> Cease flows to pit Solids removed by sludge pump 	<ul style="list-style-type: none"> Inspected by SMO Cleaned by SMO
Static Screens	<ul style="list-style-type: none"> Inspected daily to ensure operation Solids removed as required 	<ul style="list-style-type: none"> Solids removed by Bobcat 	<ul style="list-style-type: none"> Inspected by SMO Cleaned by SMO
Settling Basins	<ul style="list-style-type: none"> Inspected daily to ensure operation Cleaned about every 6 months or as required 	<ul style="list-style-type: none"> One settling basin is taken off-line and allowed to de-water solids removed by Bobcat 	<ul style="list-style-type: none"> Inspected by SMO Cleaned by SMO
Settling Pits	<ul style="list-style-type: none"> Inspected daily to ensure operation Cleaned about every 2 months or as required 	<ul style="list-style-type: none"> Remove stop boards and allow to drain to first flush pond remaining solids removed using Bobcat 	<ul style="list-style-type: none"> Inspected by SMO Cleaned by SMO

FORM 3.3A – SOLID WASTE REMOVAL RECORD

- Please use one line on the form below for each time solid waste is removed from the facility.
- Each person receiving manure must be provided with a Manure Information Sheet (Form 3.3B). Receipt of this sheet shall be recorded through signature on the form below.

(1) Assume 0.3 tonnes for light-vehicle trailers

DUBBO REGIONAL LIVESTOCK MARKETS

FORM 3.3B – MANURE INFORMATION SHEET

BEST MANAGEMENT PRACTICES FOR MANURE APPLICATION

1. Manure should be spread at rates applicable to the crop being grown. Typical nutrient content of manure is provided in **Table 2**.
2. Manure should be incorporated within 48 hours of surface application.
3. The following areas should be avoided when applying manure:
 - Land with slopes in excess of 10% (6°)
 - Waterlogged soils
 - Slowly permeable soils
 - Highly permeable soils
 - Land where the depth to bedrock is less than 60cm
 - Land with greater than 10% surface rock outcrop
 - Native forests and areas of significant native vegetation
 - Land that falls within the buffer zones identified in **Table 1**

TABLE 1 – RECOMMENDED BUFFER ZONES FOR APPLICATION OF MANURE

Protected Areas	Minimum Width of Buffer Zones (m)		
	Flat	Downslope	Upslope
	(<3% or <2°)	(>3% or >2°)	
Surface Waters	50	100	5
Farm Dams	20	30	5
Drinking Water Bores	250	250	250
Other Bores	50	50	50
Farm Driveways & Fence Lines	5	5	5
Native Forests & other Significant Vegetation Types	10	10	5
Animal Enclosures	25	50	25
Occupied Dwelling	50	100	50
Residential Zone	250	500	250

* Downslope refers to the situation where the Protected Area is below the area of manure application. Upslope refers to the situation where the Protected Area is above area of manure application.

* as there are no specific guidelines for the use of feedlot waste products, buffer distances have been compiled with reference to the NSW EPA's Environmental Guidelines: Use and Disposal of Biosolids Products.

TYPICAL MANURE QUALITY

1. Typical analysis of fresh and aged manure is provided in **Table 2**.
2. The manure may contain grass, weed and/or crop seed.

Disclaimer

Dubbo Regional Council has provided this information in good faith to assist with the proper environmental management of the manure. In providing this information, Council accepts no responsibility for the end use of the product or the agronomic results produced.

TABLE 2 – LABORATORY ANALYSIS OF TYPICAL MANURE SAMPLE

Analyte	Units	Manure Age and Analyte Concentration		
		<2 days	7-14 days	>30 days
pH	pH units	6.8	7.8	8.1
EC (as a measure of salinity)	µS/cm	1700	1900	4300
Ammonia (as N)	mgN/kg	1800	790	82
Nitrite (as N)	mgN/kg	<1.0	<1.0	<1.0
Nitrate (as N)	mgN/kg	<1.0	<1.0	48
Total Kjeldahl Nitrogen	mgN/kg	14000	16000	10000
Phosphorus	mg/kg	1700	2700	1900
Phosphorus (Available)	mg/kg	350	560	1100
Potassium	mg/kg	4900	6800	12000
Total Solids Residue	% w/w	27.1	30.7	84.4
Arsenic (As)	mg/kg	2.1	<2.0	<2.0
Cadmium (Cd)	mg/kg	<1.0	<1.0	<1.0
Chromium (Cr, total)	mg/kg	33	29	14
Copper (Cu)	mg/kg	21	23	13
Lead (Pb)	mg/kg	4.7	7.7	2.8
Nickel (Ni)	mg/kg	17	22	13
Selenium (Se)	mg/kg	<2.0	<2.0	<2.0
Zinc (Zn)	mg/kg	94	110	62
Mercury (Hg)	mg/kg	<0.01	0.02	<0.01
Aldrin	mg/kg	<3.7	<3.3	<0.1
alpha - BHC	mg/kg	<3.7	<3.3	<0.1
alpha - Endosulphan	mg/kg	<3.7	<3.3	<0.1
beta - BHC	mg/kg	<3.7	<3.3	<0.1
beta - Endosulphan	mg/kg	<3.7	<3.3	<0.1
Chlordane	mg/kg	<3.7	<3.3	<0.1
DDD	mg/kg	<3.7	<3.3	<0.1
DDE	mg/kg	<3.7	<3.3	<0.1
DDT	mg/kg	<3.7	<3.3	<0.1
delta - BHC	mg/kg	<3.7	<3.3	<0.1
Dieldrin	mg/kg	<3.7	<3.3	<0.1
Endosulphan sulphate	mg/kg	<3.7	<3.3	<0.1
Endrin	mg/kg	<3.7	<3.3	<0.1
Endrin Aldehyde	mg/kg	<3.7	<3.3	<0.1
Heptachlor	mg/kg	<3.7	<3.3	<0.1
Heptachlorepoxyde	mg/kg	<3.7	<3.3	<0.1
Hexachlorobenzene	mg/kg	<3.7	<3.3	<0.1
Lindane	mg/kg	<3.7	<3.3	<0.1
Methoxychlor	mg/kg	<3.7	<3.3	<0.1
Total PCB's	mg/kg	<3.7	<3.3	<0.1
Moisture Content	% w/w	72.9	69.3	15.6

DUBBO REGIONAL LIVESTOCK MARKETS

FORM 3.3C – DEAD STOCK REGISTER

Date	Number of Dead or Destroyed Stock	Location	Description (Tail Tag)	Owner / Agent	Staff Responsible

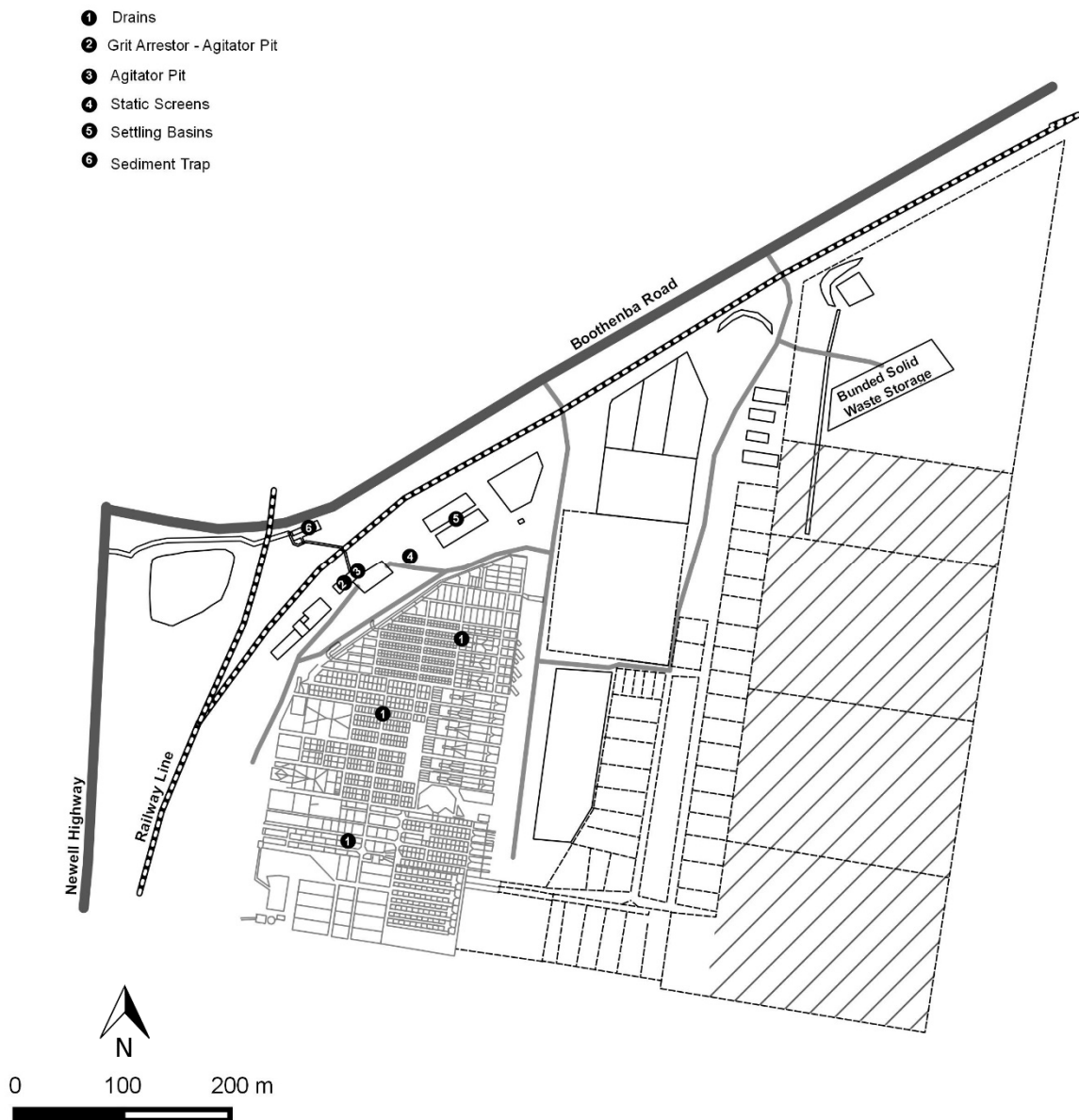


Figure 4: Solid Waste Sources

3.4 LIQUID WASTE MANAGEMENT

3.4.1 OBJECTIVE

To ensure liquid waste management and control structures are operating efficiently and that liquid wastes are disposed of in accordance with legislative requirements.

3.4.2 PROCEDURES

Who:	Saleyards Manager or Assistant Manager (SM), Saleyards Maintenance Officers (SMO), Director Economic and Business (DEB), Environmental Monitoring Contractor (EMC)
Where:	Dubbo Regional Livestock Markets (DRLM)
When:	As required

Actions	Responsible Person(s)
Yard Wash-Down	
1. The Saleyards Manager will ensure that the Yard Wash-Down Procedures provided in Table 3.2 are adhered to, and performed by the responsible person(s) identified in Table 3.2 .	SM
2. The Saleyards Manager will ensure that the quality of recycled water from the recycling pond is visually assessed before use for wash-down. If recycled water is too dirty, river water will be used for wash-down.	SM
Truck Wash Bay	
3. The Saleyards Manager will ensure the truck wash bay is open for use 24 hours a day, and that pressure hoses at the wash bay are supplied by river water.	SM
4. The Saleyards Maintenance Officers will inspect the truck wash bays daily at commencement of business and coordinate Saleyards Maintenance Officers to perform the following if required: <ul style="list-style-type: none"> Remove any solids accumulated on the wash bay surface; and Ensure the grit arrestor pit and agitator pit are functioning correctly. 	SM, SMO
5. The Saleyards Maintenance Officers will regularly inspect the truck wash area throughout the day to ensure correct use of the facility	SMO
Vehicle Wash Bay	
6. The Saleyards Manager will ensure that Vehicle Wash Bay is only used by Dubbo Regional Council vehicles, and that pressure hoses at the wash bay are supplied by river water.	SM
7. The Vehicle Wash Bay will be inspected pre- and post-use to ensure the following: <ul style="list-style-type: none"> Remove any solids accumulated on the wash bay surface; Ensure drivers are using the wash bay correctly (i.e. ensure the vehicle is fully on the wash bay before cleaning, solids are washed from the pad after cleaning); Check the amount of solids in the floor silt trap, Ensure the oil/water separator is functioning correctly; and To check the level in the waste oil drum. 	SMO
8. The Saleyards Maintenance Officers will remove full waste oil drums and replace with an empty collection drum. The full drums will be delivered to Whylandra Waste Disposal Depot for disposal.	SMO
Stormwater Management	
9. The Saleyards Manager will ensure via daily inspection that stormwater is effectively collected from the yard surface and directed via surface drainage structures to the grit arrestor to remove larger solids	SM

10. The Saleyards Manager will ensure via daily inspection that stormwater that bypasses the recycling system via the grit arrestor flows in the open concrete drains to the concrete settling pits and into the first flush holding pond	SM
11. The Saleyards Manager will ensure that any run-off that exceeds the capacity of the first flush holding pond flows as directed into the Macquarie River	SM
12. The Saleyards Manager will ensure the concrete settling pits and the first flush holding pond are kept dry and as clean as possible by coordinating Saleyards Maintenance Officers to perform the following: <ul style="list-style-type: none"> draining the contents of the concrete settling pits to the holding pond and removing remaining solids as required (as described in Operational Control 3.3); ensuring the stormwater transfer pumps are operational; and starting the low level transfer pump when the level of the holding pond falls below the operating level of the transfer pumps. 	SM, SMO
13. The Saleyards Maintenance Officers will report any system malfunctions to the Saleyards Manager, and the Saleyards Manager will undertake or coordinate corrective action to any system component as required.	SM, SMO
Solids Separation	
14. The Saleyards Manager will ensure that solids are separated from the liquid waste stream in settling pits/basins and via the static screens by daily inspection to ensure efficient operation. Refer to Operational Control 3.3 .	SM
15. The Saleyards Maintenance Officers will report any system malfunctions to the Saleyards Manager, and the Saleyards Manager will undertake or coordinate corrective action to any system component as required.	SM, SMO
Solids Separation	
16. The Saleyards Manager will ensure that liquid recycled wastes from the recycling pond are only used for yard wash-down and irrigation.	SM
17. The Saleyards Manager will ensure the pumps and controls for recycled water are maintained and operational via daily inspection. Refer Figure 5 for the location of the pump housing.	SM
18. Where there is insufficient water available in the recycling pond for yard wash-down, or it is too dirty, it will be supplemented with river water.	SM, SMO
19. The use of liquid wastes for wash-down and irrigation will be recorded on Form 3.4 – Wastewater Usage ; details will include the date, which pump was used, the volume pumped in kilolitres, and the operator.	SM, SMO

20. The Saleyards Manager will ensure that completed Form 3.4 – Wastewater Usage are provided to Dubbo Regional Council Business Support for entry into the DRLM Water Usage Excel Spreadsheet.	SM
21. The Saleyards Maintenance Officers will report any system malfunctions to the Saleyards Manager, and the Saleyards Manager will undertake or coordinate corrective action to any system component as required.	SM, SMO
Liquid Waste Management Monitoring	
22. Monitoring of the liquid waste management system will be undertaken by sign off on the daily checklist (refer to Operational Control 3.2 and recording on Form 3.4 – Wastewater Usage).	SM, SMO
23. The Director Economic and Business will ensure that liquid waste quality is recorded annually (refer to Operational Control 3.7).	DEB
24. The Director Economic and Business will ensure that the Environmental Monitoring Contractor undertakes annual sampling of liquid wastes (refer to Operational Control 3.7).	DEB, EMC
Records: Form 3.4 – Wastewater Usage	
References: DRLM Water Usage Excel Spreadsheet. Operational Controls 3.2, 3.3 and 3.7	

Table 3.2 – Yard Wash-Down Procedure

Step	Instruction	Responsible Person(s)
1	<ul style="list-style-type: none"> On Monday afternoon (3:30 pm) an inspection will be made and a decision made about how much of the concrete sealed section of the yard needs washing down. One of the following options is chosen: <ul style="list-style-type: none"> Full wash – All sealed sections of the yards Section A – Cattle selling pens 1-279 Section B – Cattle selling pens 280-430 Section C – All sheep selling pens and laneways Section D – All sheep ramps, drafts and receipt/delivery yards No wash-down An option is selected, and if a wash-down is required the wash-down contractor will be informed. 	<ul style="list-style-type: none"> Saleyards Manager
2	The wash-down contractor will organise the necessary staff for the next day.	<ul style="list-style-type: none"> Wash-down contractor
3	Tuesday morning (8:00 am) the pump is turned on and the wash-down commenced.	<ul style="list-style-type: none"> Wash-down contractor
4	Wednesday (12:00 pm) the size of the wash-down for that week is recorded digitally by the Saleyards Manager.	<ul style="list-style-type: none"> Saleyards Manager
5	Wednesday afternoon the traffic areas in front of the loading/unloading ramps are swept with the Council street sweeper or the Bobcat and broom.	<ul style="list-style-type: none"> Saleyards Maintenance Officers
6	All drains and grit arrestor pits are cleaned out if required.	<ul style="list-style-type: none"> Saleyards Maintenance Officers
7	Where necessary, sheep ramps and drafts are additionally washed out on Friday or on weekends.	<ul style="list-style-type: none"> Wash-down contractor

DUBBO REGIONAL LIVESTOCK MARKETS

FORM 3.4 – WASTEWATER USAGE

[illegible]

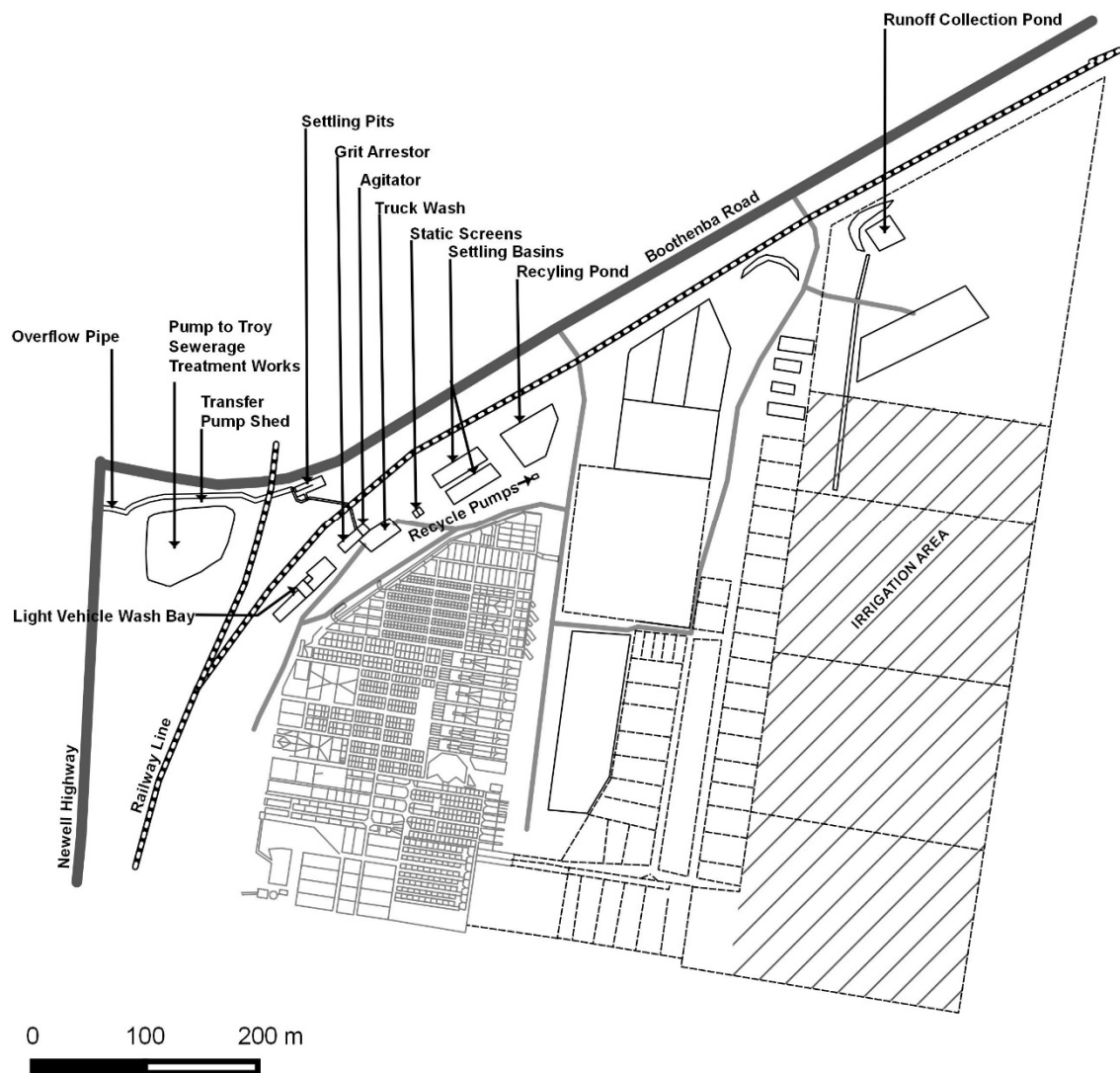


Figure 5: Liquid Waste Management

3.5 IRRIGATION MANAGEMENT

3.5.1 OBJECTIVE

To ensure that irrigation is undertaken in a manner that does not result in runoff or spray drift from the irrigation area.

3.5.2 PROCEDURES

Who:	Saleyards Manager or Assistant Manager (SM), Saleyards Maintenance Officers (SMO), Director Economic and Business (DEB)
Where:	Dubbo Regional Livestock Markets (DRLM)
When:	As required

Actions	Responsible Person(s)
Irrigation Rules	
<p>1. The Saleyards Manager will ensure all staff involved in irrigation are aware of, and comply with the following irrigation system rules:</p> <ul style="list-style-type: none"> • Operation of the irrigator will be checked hourly during irrigation. • Irrigation will not be carried out if soil moisture conditions are such that surface runoff is likely. • Irrigation will not be carried out in windy conditions that would cause irrigation spray to drift off-site. • Never irrigate after 4:30 pm or on weekends unless supervised, i.e. operation of irrigation is checked hourly during irrigation. • No public access is allowed to the irrigation areas during irrigation or while the soil is still moist from previous irrigation. • Irrigation will not be carried out in paddocks containing stock, and stock will not be allowed into a paddock irrigated with effluent unless the applied effluent has dried. 	SM
2. The Saleyards Maintenance Officers will comply with the irrigation system rules.	SMO
3. The Director Economic and Business will ensure that the utilisation area (irrigation area) is retained by the licensee (Dubbo Regional Council).	DEB
Hourly Inspections	
4. The Saleyards Manager will ensure that Saleyards Maintenance Officers inspect the irrigation system on an hourly basis during irrigation.	SM, SMO
<p>5. During each hourly inspection of the irrigation system, the Saleyards Maintenance Officers will make the following observations and record relevant details in Form 3.5A – Irrigator Process Check Sheet:</p> <ul style="list-style-type: none"> • Making sure the irrigator is still moving (listen for ‘clicking’ sound); • Making sure water is not ponding or causing surface run-off; and • Making sure there are no leaks from the irrigation hose or from underground pipes. 	SMO
6. The Saleyards Maintenance Officers will record the details of each irrigation event by completing Form 3.5B – Irrigation Record .	SMO
Recording Irrigation Volumes	
7. The Saleyards Maintenance Officers will record the volume of effluent pumped to the irrigation area on Form 3.4 – Wastewater Usage (refer to Operational Control 3.4).	SMO

Run-off Collection Pond	
8. The Saleyards Manager will ensure via daily inspection that the runoff collection pond is operated to remain close to empty at all times except during periods of wet weather. A small volume (at least 200 mm) will be retained in the pond if conditions allow to prevent the clay from drying out and cracking.	SM
9. The Saleyards Manager will allow water from the runoff collection pond to be irrigated across Paddock 5 when conditions allow that meet the operating objective stated in Section 3.5.1	SM
Irrigation Area	
10. The irrigation area will be maintained in a proper and efficient condition by the Saleyards Maintenance Officers so as to provide adequate percolation, evaporation and transpiration of wastewater.	SMO
11. The Saleyards Maintenance Officers will inspect the upslope diversion bunds and tail water collection bunds monthly to ensure they are in working order.	SMO
12. The Saleyards Maintenance Officers will report any system malfunctions to the Saleyards Manager, and the Saleyards Manager will undertake or coordinate corrective action to any system component as required.	SMO, SM
Monitoring	
13. The Saleyards Manager will ensure that monitoring of the irrigation area is carried out by completion of Forms 3.4, 3.5A and 3.5B , and that these records are kept on-site for a minimum of four (4) years.	SM
14. The Director Economic and Business will ensure soils in the irrigation area are sampled annually by the Environmental Monitoring Contractor as part of the environmental monitoring program (refer to Operation Control 3.7); sampling will ensure the quantity of effluent applied is effectively utilised for pasture or crop production, i.e. the soil is able to absorb the nutrient, salt, hydraulic load and organic material.	DEB, EMC
Records: Form 3.4 – Wastewater Usage, Form 3.5A – Irrigator Progress Check Sheet, Form 3.5B – Irrigation Record	
References: Operational Controls 3.4 and 3.7.	

FORM 3.5A – IRRIGATOR PROGRESS CHECK SHEET

Date: _____ Time Started: _____ Time Stopped: _____ Paddock No: _____

[illegible]

DUBBO REGIONAL LIVESTOCK MARKETS

FORM 3.5B – IRRIGATION RECORD

Date	Time Start	Time Stop	Paddock Number					Comments	Sign Off
			1	2	3	4	5		

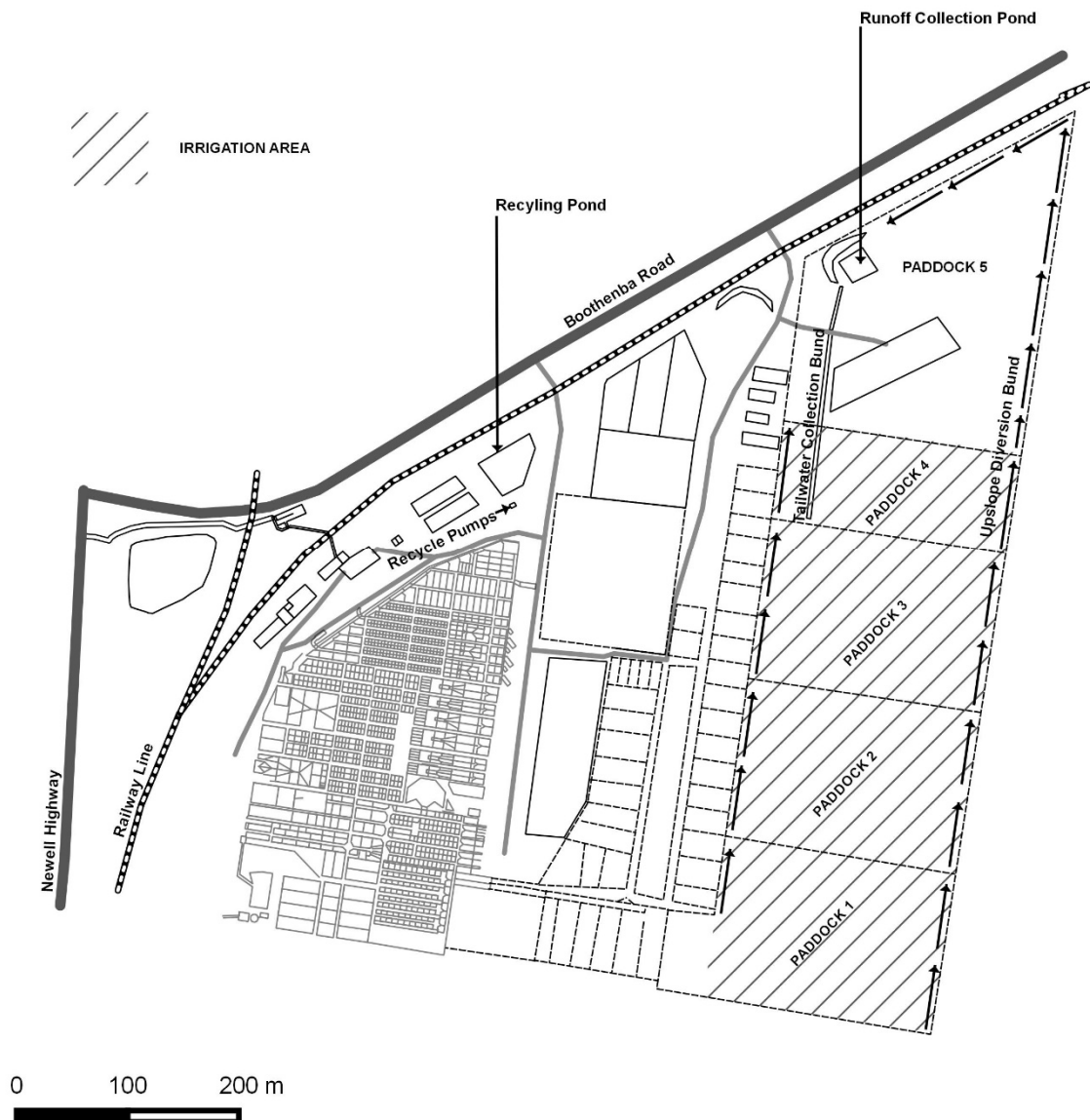


Figure 6: Irrigation Management

3.6 AIR QUALITY CONTROL

3.6.1 OBJECTIVE

To ensure that operations are undertaken in a manner that minimises the potential for degrading local air quality.

3.6.2 PROCEDURES

Who:	Saleyards Manager or Assistant Manager (SM), Saleyards Maintenance Officers (SMO), Director Economic and Business (DEB)
Where:	Dubbo Regional Livestock Markets (DRLM)
When:	As required

Actions	Responsible Person(s)
Dust Control	
1. The Saleyards Manager and Saleyards Maintenance Officers are responsible for continually monitoring dust generation from the yards and employing the dust control measures as required.	SM, SMO
2. The Saleyards Manager will activate dust inhibiting sprinklers when required to control dust generation. Control valves for these sprinklers are coloured red and are located along fence lines. The Saleyards Manager will turn off sprinklers once dust is controlled to avoid excessive run-off.	SM
Odour Control	
3. The Saleyards Maintenance Officers are responsible for controlling odour sources via the following: <ul style="list-style-type: none"> regular inspection of solids basins and pits and removal of solids as required; the addition of Actizyme to the agitator pit (Actizyme is added to the liquid waste stream at the agitator pit from an automatic dispenser); as part of Form 3.2 – Daily Environmental Checklist, checking the Actizyme dispenser storage daily to ensure sufficient Actizyme (and refill when required) and that the dispenser is working properly; emptying surface water control ponds as soon as practicable following rainfall; and recycling effluent for wash down and irrigation. 	SMO
Monitoring	
4. Dust and odour will be monitored by recording any complaints received on Form 3.9B – Complaints Register . Records will be kept for at least four (4) years (refer to Operational Control 3.9).	SM
Records: Form 3.2 – Daily Environmental Checklist, Form 3.9B – Complaints Register	
References: Operational Control 3.9	

3.7 ENVIRONMENTAL MONITORING

3.7.1 OBJECTIVE

To monitor liquid waste quality and soil characteristics in the irrigation area in accordance with Licence conditions.

3.7.2 PROCEDURES

Who:	Saleyards Manager or Assistant Manager (SM), Saleyards Maintenance Officers (SMO), Environmental Monitoring Contractor (EMC)		
Where:	Dubbo Regional Livestock Markets (DRLM)		
When:	As required per EPL 3702		
Actions		Responsible Person(s)	
Liquid Waste Quality Monitoring			
1. The Director Economic and Business will ensure that a representative sample is collected by the Environmental Monitoring Contractor from monitoring point EPL 2 (refer – Figure 7) not greater than 60 days prior to the anniversary date of the EPL 3702 (01-June) and analysed for the pollutants specified in EPL 3702, provided below:		DEB, EMC	
Pollutant	Unit of Measure	Frequency	Sampling Method
Biochemical oxygen demand	Milligrams per litre	Special Frequency 1	Representative Sample
Conductivity	Microsiemens per centimetre	Special Frequency 1	Representative Sample
Nitrate + nitrite (oxidised nitrogen)	Milligrams per litre	Special Frequency 1	Representative Sample
Nitrogen (ammonia)	Milligrams per litre	Special Frequency 1	Representative Sample
Phosphorus (total)	Milligrams per litre	Special Frequency 1	Representative Sample
Special Frequency 1 means samples must be taken not greater than 60 days prior to the anniversary date of the licence.			
2. The Director Economic and Business will ensure that the Environmental Monitoring Contractor adheres to the protocols for collecting the wastewater samples (refer – Section 4.1)		DEB, EMC	
3. The Director Economic and Business will ensure that the Environmental Monitoring Contractor maintains records of sample collection, including the date, time, sample type and location, and name of sampler.		DEB, EMC	
Effluent Volume Monitoring			
4. The Saleyards Manager will ensure that the volume of effluent applied to the irrigation area is measured daily by in-line instrumentation at monitoring point EPL 2 (refer – Figure 7), and that volumes are recorded in kilolitres per day on Form 3.4 – Wastewater Usage (refer – Operational Control 3.4).		SM	
5. The Saleyards Manager will ensure that flow meter readings are recorded daily in kilolitres on Form 3.2 – Daily Environmental Checklist		SM	

Soil Monitoring				
6.	The Director Economic and Business will ensure that a soil sample is collected by the Environmental Monitoring Contractor on a yearly basis (one per reporting period) from monitoring point EPL 1 (refer – Figure 7) and analysed for the pollutant specified in EPL 3702, provided below:			DEB, EMC
	Pollutant	Unit of Measure	Frequency	Sampling Method
	Salinity	Microsiemens per centimetre	Yearly	Special Method 1
7.	The Director Economic and Business will ensure that the Environmental Monitoring Contractor adheres to the protocols for collecting the soil samples (refer – Section 4.2).			DEB, EMC
8.	The Director Economic and Business will ensure that the Environmental Monitoring Contractor maintains records of sample collection, including the date, time, sample type and location, and name of the sampler.			DEB, EMC
Monitoring Records				
9.	The Director Economic and Business will ensure that the monitoring records kept by the Environmental Monitoring Contractor are: <ul style="list-style-type: none">in a legible form, or in a form that can readily be reduced to a legible form;kept for at least 4 years after the monitoring or event to which they relate took place; andproduced in a legible form to any authorised officer of the EPA who asks to see them.			DEB, EMC
Reporting				
10.	The Director Economic and Business will ensure that results are reported in the Annual Return by the Environmental Monitoring Contractor (refer to Operational Control 3.13).			DEB, EMC
Records: Form 3.4 – Wastewater Usage, Form 3.2 – Daily Environmental Checklist				
References: EPL 3702 (Appendix A), Section 4.1, Section 4.2, Operational Control 3.4 and 3.13				



Figure 7: Environmental Monitoring

3.8 CHEMICAL HANDLING AND STORAGE

3.8.1 OBJECTIVE

To ensure all chemicals are stored and handled correctly.

3.8.2 PROCEDURES

Who:	Saleyards Manager or Assistant Manager (SM), Saleyards Maintenance Officers (SMO), All Staff (AS)
Where:	Dubbo Regional Livestock Markets (DRLM)
When:	As required

Actions	Responsible Person(s)
1. The Saleyards Manager will ensure that dangerous chemicals used on site (e.g. glyphosate herbicide) will be stored in the approved and bunded lockable chemical shed located near the workshop.	SM
2. Saleyards Maintenance Officers will handle chemicals in accordance with label instructions and ChemCert practises.	SMO
3. The Saleyards Manager will ensure that fuels and oils are only stored in a bunded area adjacent to the light vehicle wash bay as shown on Figure 1.	SM
4. The Saleyards Manager will ensure that any petroleum product collected in the bunded area from a leak or spill will be collected and appropriately disposed of.	SM
5. In the event of a chemical spill, all efforts will be made by all staff to contain and clean up the spill, but ONLY where safe to do so.	AS
6. The Saleyards Manager will ensure that chemical spill kits are available to all staff.	SM
7. A chemical spill or other chemical handling incident will be reported as an incident by the staff member(s) involved and the Saleyards Manager will complete Form 3.10A – Incident Report (refer to Operational Control 3.10).	AS, SM
8. The Saleyards Manager will ensure all existing and future staff have ChemCert accreditation.	SM
9. The Saleyards Manager will ensure that the appropriate personal protective equipment (PPE) for chemical handling is available to all staff on-site, and that Safety Data Sheets (SDS) are stored in the chemical shed.	SM
Records: Form 3.10A – Incident Report	
References: Operational Control 3.10	

3.9 COMPLAINTS REPORTING

3.9.1 OBJECTIVE

To ensure any complaint received is recorded and kept correctly, investigated, and options for avoiding recurrence are considered.

3.9.2 PROCEDURES

Who:	Director Economic and Business (DEB), Saleyards Manager or Assistant Manager (SM), All Staff (AS)
Where:	Dubbo Regional Livestock Markets (DRLM)
When:	As required

Actions	Responsible Person(s)
1. Any complaint received by any staff member at the saleyards will be reported immediately to the Saleyards Manager.	AS
2. All details of any complaint and subsequent investigation will be recorded on Form 3.9A – Pollution Complaint , including recording the weather conditions at the time of the complaint. All sections of Form 3.9A will be completed by the Saleyards Manager.	SM
3. A register of complaints that documents each complaint by the sequential complaint number will be maintained by the Saleyards Manager on Form 3.9B – Complaints Register .	SM
4. The Saleyards Manager will ensure that the record of a complaint will be kept for at least four (4) years after the complaint was made, and that the records are available to any authorised officer of the EPA who asks to see them.	SM
5. The Saleyards Manager will provide complaints data for inclusion in the Annual Report, as detailed in Section 3.13 .	SM
6. The Saleyards Manager will be responsible for follow-up investigation for all complaints received, and assessing options for avoiding recurrence.	SM
Records: Form 3.9A – Pollution Complaint, Form 3.9B – Complaints Register	
References: Operational Control 3.13	

DUBBO REGIONAL LIVESTOCK MARKETS**FORM 3.9A – POLLUTION COMPLAINT**

Date:

Time:

Complaint No.:

COMPLAINANT DETAILS (IF PROVIDED):

.....

.....

.....

HOW COMPLAINT WAS LODGED:

.....

.....

.....

NATURE AND DETAILS OF COMPLAINT:

.....

.....

.....

CAUSE:

.....

.....

.....

CORRECTIVE ACTION (IF NONE, STATE WHY):

.....

.....

.....

FOLLOW-UP CONTACT REQUIRED?

.....

.....

.....

Wind Speed (circle)

light

medium

strong

Wind Direction

N

NE

E

SE

S

SW

W

NW

Rainfall (mm)

.....

Signature:

Date:

FORM 3.9B – COMPLAINTS REGISTER

[illegible]

3.10 INCIDENT REPORTING AND CONTAINMENT

3.10.1 OBJECTIVE

To ensure that all incidents with the potential to impact adversely on the environment are investigated and documented, and that options for avoiding recurrence are implemented.

3.10.2 PROCEDURES

Who:	Saleyards Manager or Assistant Manager (SM), Saleyards Maintenance Officers (SMO), All Staff (AS)
Where:	Dubbo Regional Livestock Markets (DRLM)
When:	As required
Actions	Responsible Person(s)
1. As soon as practicable after any staff member becomes aware of an incident causing or threatening material harm to the environment, the staff member will notify the Saleyards Manager and the EPA; EPA notification will be made by telephoning the Environment Line service on 131 555.	AS
2. In the event of an environmental incident resulting in an emergency situation, immediate action should be taken and/or the appropriate authorities should be contacted immediately to arrange assistance (i.e. Fire and Rescue NSW, NSW Police, NSW Ambulance Service).	AS
3. In the event of a pollution incident (if there is a risk of material harm to the environment), the Pollution Incident Response Management Plan (PIRMP) (refer – Appendix B) will be referred to by any staff member to respond to the incident.	AS
4. The Saleyards Manager will ensure that the PIRMP is available at the premises at all times and that all authorised personnel are aware of the PIRMP storage location.	SM
5. The Saleyards Manager must report all incidents to the Director Economic and Business as soon as practicable.	SM
6. The Saleyards Manager will ensure that written details of all incidents notified to the EPA are provided within 7 days of the date on which the incident occurred.	SM
7. The Saleyards Manager will undertake and/or coordinate actions and practicable measures to contain an incident without compromising safety.	SM
8. The Saleyards Maintenance Officers will undertake incident containment action(s) as directed by the Saleyards Manager, and only where safe to do so.	SMO
9. After an incident is contained, the Saleyards Manager will complete Form 3.10A – Incident Report . This report will document: <ul style="list-style-type: none"> all details known of the cause, time and duration of the event; all details known of the type, volume and concentration of every pollutant released as a result of the event; 	SM

<ul style="list-style-type: none"> the name, address and telephone number of every employee or agent who witnessed the event; the name, address and telephone number of every other person who witnessed the event unless it has not been possible to obtain this information after making reasonable effort; details of any remedial action taken in relation to the event; and details of any measures taken or proposed to be taken to prevent or mitigate against a recurrence of such an event 	
10. The Saleyards Manager will maintain records of incidents that documents details of incidents by sequential incident number on Form 3.10B - Incident Register .	SM
11. The Saleyards Manager will ensure that all incident reports are kept for at least four (4) years.	SM
Records: Form 3.10A – Incident Report, Form 3.10B – Incident Register	
References: Pollution Incident Response Management Plan (PIRMP) – Appendix B	

DUBBO REGIONAL LIVESTOCK MARKETS**FORM 3.10A – INCIDENT REPORT**

Date:

Time:

Incident No.:

INCIDENT DETAILS:

NATURE OF INCIDENT:

CAUSE:

CORRECTIVE ACTION:

FOLLOW-UP CONTACT REQUIRED?

Signature:

Date:

FORM 3.10B – INCIDENT REGISTER

[illegible]

3.11 FIRE PREVENTION AND FIRE-FIGHTING CAPACITY

3.11.1 OBJECTIVE

To ensure adequate fire-fighting capacity, and implementation of measures to prevent and manage fires at the DRLM.

3.11.2 PROCEDURES

Who:	Saleyards Manager or Assistant Manager (SM), Saleyards Maintenance Officers (SMO), All Staff (AS)	
Where:	Dubbo Regional Livestock Markets (DRLM)	
When:	As required	
Actions		Responsible Person(s)
1. In the event of a fire at DRLM, any staff member involved will refer to the Pollution Incident Response Management Plan (PIRMP) (Appendix B) to respond to the fire. In the event of a fire that results in an emergency situation, immediate action will be taken to arrange assistance from Fire and Rescue NSW.		AS
2. The Saleyards Manager will ensure that all fire extinguishers at DRLM and fitted to equipment at DRLM are inspected, tested and maintained as required.		SM
3. The Saleyards Manager will ensure that Saleyards Maintenance Officers maintain high pressure wash down hoses in case they are required to extinguish a fire.		SM, SMO
4. Where required and appropriate, Saleyards Maintenance Officers ticketed to operate the front-end loader will extinguish a fire by smothering.		SMO
5. The Saleyards Manager will ensure all machinery is in good working order to minimise risk or sparks by ensuring regular inspections and maintenance of machinery at the on-site Council workshop.		SM
6. The Saleyards Manager will ensure that hay is stockpiled in a shed isolated from main activities.		SM
7. The Saleyards Maintenance Officers will manage manure stockpiles to ensure that they do not pose a fire risk.		SMO
Records: Nil		
References: Pollution Incident Response Management Plan (PIRMP) – Appendix B		

3.12 STAFF TRAINING

3.12.1 OBJECTIVE

To ensure all current and new staff at the DRLM are trained in the appropriate EMP procedures, are aware of and comply with the requirements of the EMP, and are aware of their responsibilities with respect to environmental management.

3.12.2 PROCEDURES

Who:	Saleyards Manager or Assistant Manager (SM), All Staff (AS)	
Where:	Dubbo Regional Livestock Markets (DRLM)	
When:	As required	
Actions		Responsible Person(s)
1. The Saleyards Manager will ensure that all DRLM staff have received the appropriate operator training.		SM
2. The Saleyards Manager will ensure that all DRLM staff have received training in the following: <ul style="list-style-type: none"> • Role and use of the EMP • Role and use of the EMP Operating Procedures 		SM
3. All staff who complete training will sign off on Form 3.12 – Staff Training Register .		AS
4. Records of training will be maintained by the Saleyards Manager.		SM
Records: Form 3.12 – Staff Training Register		
References: Nil		

FORM 3.12 – STAFF TRAINING REGISTER

- The trainees have received the appropriate training and have a full understanding of this EMP.
- The trainees will commit to incorporating all of these procedures into daily work practices.
- The trainer has fully trained the trainees in this EMP (or appropriate sections of the EMP), and is confident that suitable competency has been demonstrated by the trainees.

[illegible]

3.13 ANNUAL REPORTING

3.13.1 OBJECTIVE

To ensure that an Annual Return is completed and submitted to the EPA by 31 July each year.

3.13.2 PROCEDURES

Who:	Saleyards Manager or Assistant Manager (SM), Director Economic and Business (DEB)	
Where:	Dubbo Regional Livestock Markets (DRLM)	
When:	Annually	
Actions		Responsible Person(s)
1. Director Economic and Business will ensure that the Annual Return is prepared, signed by the General Manager, and submitted by the due date; the Annual Return must be supplied to the EPA by registered post no later than 60 days after the anniversary date, i.e. 31 July each year)		DEB
2. The Saleyards Manager will provide all relevant data to the Director Economic and Business for inclusion in the Annual Return		SM
3. Director Economic and Business will ensure that a Statement of Compliance and a Monitoring and Complaints Summary is included in the Annual Return		DEB
4. Director Economic and Business will ensure that a copy of each Annual Return is kept for a period of four (4) years after the date of submission		DEB
Records: Nil		
References: Nil		

3.14 DOCUMENT CONTROL

3.14.1 OBJECTIVE

To ensure that relevant parties hold only the latest version of this Environmental Management Plan, and the updates are disseminated in a controlled manner.

3.14.2 PROCEDURES

When the EMP is updated, the following apply:

- When any section of the EMP is updated, the version number will be updated for the entire document.
- When a new version of the EMP is produced, a new copy of the document will be distributed to the following recipients and details recorded on **Form 3.14 – EMP Update and Distribution Register**:
 - Director Economic and Business – Dubbo Regional Council;

- Saleyards Manager – Dubbo Regional Livestock Markets (DRLM);
- Environment Protection Authority (EPA) – Bathurst Region; and
- Geolyse
- When a new version of the EMP is produced, it will be issued with a covering memo summarising changes.

Who:	Saleyards Manager or Assistant Manager (SM), Saleyards Maintenance Officers (SMO), Director Economic and Business (DEB)	
Where:	Dubbo Regional Livestock Markets (DRLM)	
When:	Annually	
Actions		Responsible Person(s)
1. The Director Economic and Business will ensure that periodic internal audits are conducted to ensure that only the latest version of the EMP is in use.		DEB
2. The Director Economic and Business and Saleyards Manager will ensure that updates of the EMP are communicated to all staff.		DEB, SM
3. The Director Economic and Business will ensure that the EMP is issued in a controlled manner.		DEB
4. The Saleyards Manager and Site Maintenance Officers will ensure that the EMP is kept on-site and updated when revised.		SM, SMO
Records: Form 3.14 – EMP Update and Distribution Register		
References: Nil		

DUBBO REGIONAL LIVESTOCK MARKETS FORM 3.14 – EMP UPDATE AND DISTRIBUTION REGISTER
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Version	Date of Issue	Registered Holder
1	December 2014	Director Corporate Development, Dubbo City Council
1	December 2014	Saleyards Manager, Dubbo Regional Livestock Markets
1	December 2014	Environment Protection Authority, Bathurst Region
1	December 2014	Geolyse (Orange Office)
2	May 2015	Director Corporate Development, Dubbo City Council
2	May 2015	Saleyards Manager, Dubbo Regional Livestock Markets
2	May 2015	Environment Protection Authority, Bathurst Region
2	May 2015	Geolyse (Orange Office)
3	October 2017	Director Economic and Business, Dubbo Regional Council
3	October 2017	Saleyards Manager, Dubbo Regional Livestock Markets
3	October 2017	Environment Protection Authority, Bathurst Region
3	October 2017	Geolyse (Orange Office)

Approved: _____

DIRECTOR ECONOMIC & BUSINESS

Date: _____

Monitoring Protocols

Table of Contents

4.1	EFFLUENT SAMPLING
4.2	SOIL SAMPLING

4.1 EFFLUENT SAMPLING

4.1.1 MONITORING POINT

Effluent will be sampled in the recycling pond (EPL 2) as shown on **Figure 7**.

4.1.2 MONITORING SCHEDULE

- Quality – a representative sample for quality analysis will be collected in May each year to ensure that the sample is collected not greater than 60 days prior to the anniversary date of EPL 3702 (01 June); and
- Quantity – the volume of effluent used in irrigation will be recorded on **Form 3.4 – Wastewater Usage**.

4.1.3 MONITORING PARAMETERS

The effluent sample will be analysed for:

- Biochemical oxygen demand (milligrams per litre);
- Conductivity (microsiemens per centimetre);
- Phosphorus (total) (milligrams per litre);
- Nitrate + nitrite (oxidised nitrogen) (milligrams per litre); and
- Nitrogen (ammonia) (milligrams per litre as N).

4.1.4 SAMPLE COLLECTION PROCEDURE

The following procedure will be used to obtain water samples.

1. Prepare sample containers:

Label laboratory prepared bottles with the dam identification, sample number, date and time using water proof ink (xylene free) on self-adhesive labels.

2. Obtain sample:

Lower a new plastic bottle gently into the water, withdraw, rinse inside of bottle and cap with sample, then fill bottle to top. Obtain a sample in a beaker and measure pH and EC with electrodes.

4.1.5 SAMPLE HANDLING AND DOCUMENTATION

4.1.5.1 Transport to Laboratory

1. Complete chain-of-custody (COC) form for samples, ensuring that details on COC and sample bottle label are identical.
2. Place sample bottle in polythene bag to protect labels.
3. Place sample bottle and bag in an esky with several frozen ice-packs immediately after sample is taken.
4. On returning to base, repack esky with fresh ice packs.
5. Place 2 copies of COC in resealable polythene bag in esky. Retain third copy, and obtain signature of courier on it.
6. Dispatch esky to laboratory by courier on the same day that samples are taken. Do not dispatch samples on Fridays.

4.1.5.2 Reporting

Sample collection details and monitoring data will be maintained by the Environmental Monitoring Contractor.

All results will be forwarded to the Saleyards Manager when they are available. Monitoring data will be included in the Annual Return.

The monitoring program and annual reporting will be used to establish a record of liquid waste quality. Data will be reviewed and any trends identified and possible causes investigated.

4.2 SOIL SAMPLING

4.2.1 MONITORING POINT

One top-soil sample and one sub-soil sample will be collected from the irrigation area (EPL 1).

The location of irrigation paddocks and their paddock reference number is shown on **Figure 7**.

4.2.2 MONITORING SCHEDULE

A sample for quality analysis will be collected in **May** each year.

4.2.3 MONITORING PARAMETERS

The samples will be analysed for total soluble salts (salinity) expressed in microsiemens per centimetre.

4.2.4 SAMPLE COLLECTION PROCEDURE

The following procedure will be used to obtain soil samples.

1. Locate the soil reference point using references.
2. Fill out a field sheet to identify the irrigation area being sampled.
3. Scrape any leaf litter or plant material carefully from the soil surface.
4. Dig down to 10 centimetres and scoop some soil into a 250 mL glass jar.
5. Label the jar with the paddock number, date and the sample depth.

6. Continue to dig down to about 30 to 40 cm and collect a second sample in a 250 mL glass jar.
7. Label the jar with the paddock number, date and the sample depth, and place in esky.

4.2.5 SAMPLE HANDLING AND DOCUMENTATION

4.2.5.1 Transport to Laboratory

1. Complete chain-of-custody (COC) form for samples, ensuring that details on COC and sample jar label are identical.
2. Place sample jar in an esky with several frozen ice-packs immediately after sample is taken.
3. On returning to base, repack esky with fresh ice packs.
4. Place 2 copies of COC in resealable polythene bag in esky. Retain third copy, and obtain signature of courier on it.
5. Dispatch esky to laboratory by courier on the same day that samples are taken. Do not dispatch samples on Fridays.

4.2.5.2 Reporting

Sample collection details and monitoring data will be maintained by the Environmental Monitoring Contractor.

All results will be forwarded to the Saleyards Manager when they are available. Monitoring data will be included in the Annual Return.

The monitoring program and annual reporting will be used to establish a record of soil salinity. Data will be reviewed and any trends identified and possible causes investigated.

Appendix A

**ENVIRONMENT PROTECTION LICENCE
(EPL 3702)**

Environment Protection Licence



Licence - 3702

Licence Details	
Number:	3702
Anniversary Date:	01-June

Licensee
WESTERN PLAINS REGIONAL COUNCIL
PO BOX 81
DUBBO NSW 2830

Premises
DUBBO REGIONAL LIVESTOCK MARKETS
BOOTHENBA ROAD
DUBBO NSW 2830

Scheduled Activity
Livestock intensive activities

Fee Based Activity	Scale
Animal accommodation	> 60000 T accommodation capacity

Region
North - Dubbo
48-52 Wingewarra Street
DUBBO NSW 2830
Phone: (02) 6883 5330
Fax: (02) 6884 8675
PO Box 2111 DUBBO
NSW 2830

Environment Protection Licence

Licence - 3702



INFORMATION ABOUT THIS LICENCE	4
Dictionary	4
Responsibilities of licensee	4
Variation of licence conditions	4
Duration of licence	4
Licence review	4
Fees and annual return to be sent to the EPA	4
Transfer of licence	5
Public register and access to monitoring data	5
1 ADMINISTRATIVE CONDITIONS	6
A1 What the licence authorises and regulates	6
A2 Premises or plant to which this licence applies	6
A3 Information supplied to the EPA	6
2 DISCHARGES TO AIR AND WATER AND APPLICATIONS TO LAND	7
P1 Location of monitoring/discharge points and areas	7
3 LIMIT CONDITIONS	7
L1 Pollution of waters	7
4 OPERATING CONDITIONS	7
O1 Activities must be carried out in a competent manner	7
O2 Maintenance of plant and equipment	8
O3 Dust	8
O4 Effluent application to land	8
O5 Waste management	8
5 MONITORING AND RECORDING CONDITIONS	8
M1 Monitoring records	8
M2 Requirement to monitor concentration of pollutants discharged	9
M3 Testing methods - concentration limits	10
M4 Recording of pollution complaints	10
M5 Telephone complaints line	10
M6 Requirement to monitor volume or mass	10
6 REPORTING CONDITIONS	11
R1 Annual return documents	11
R2 Notification of environmental harm	12
R3 Written report	12

Environment Protection Licence

Licence - 3702



7	GENERAL CONDITIONS	13
G1	Copy of licence kept at the premises or plant	13
G2	Signage	13
DICTIONARY		14
	General Dictionary	14

Environment Protection Licence

Licence - 3702



Information about this licence

Dictionary

A definition of terms used in the licence can be found in the dictionary at the end of this licence.

Responsibilities of licensee

Separate to the requirements of this licence, general obligations of licensees are set out in the Protection of the Environment Operations Act 1997 ("the Act") and the Regulations made under the Act. These include obligations to:

- ensure persons associated with you comply with this licence, as set out in section 64 of the Act;
- control the pollution of waters and the pollution of air (see for example sections 120 - 132 of the Act);
- report incidents causing or threatening material environmental harm to the environment, as set out in Part 5.7 of the Act.

Variation of licence conditions

The licence holder can apply to vary the conditions of this licence. An application form for this purpose is available from the EPA.

The EPA may also vary the conditions of the licence at any time by written notice without an application being made.

Where a licence has been granted in relation to development which was assessed under the Environmental Planning and Assessment Act 1979 in accordance with the procedures applying to integrated development, the EPA may not impose conditions which are inconsistent with the development consent conditions until the licence is first reviewed under Part 3.6 of the Act.

Duration of licence

This licence will remain in force until the licence is surrendered by the licence holder or until it is suspended or revoked by the EPA or the Minister. A licence may only be surrendered with the written approval of the EPA.

Licence review

The Act requires that the EPA review your licence at least every 5 years after the issue of the licence, as set out in Part 3.6 and Schedule 5 of the Act. You will receive advance notice of the licence review.

Fees and annual return to be sent to the EPA

For each licence fee period you must pay:

- an administrative fee; and
- a load-based fee (if applicable).

Environment Protection Licence

Licence - 3702



The EPA publication “A Guide to Licensing” contains information about how to calculate your licence fees. The licence requires that an Annual Return, comprising a Statement of Compliance and a summary of any monitoring required by the licence (including the recording of complaints), be submitted to the EPA. The Annual Return must be submitted within 60 days after the end of each reporting period. See condition R1 regarding the Annual Return reporting requirements.

Usually the licence fee period is the same as the reporting period.

Transfer of licence

The licence holder can apply to transfer the licence to another person. An application form for this purpose is available from the EPA.

Public register and access to monitoring data

Part 9.5 of the Act requires the EPA to keep a public register of details and decisions of the EPA in relation to, for example:

- licence applications;
- licence conditions and variations;
- statements of compliance;
- load based licensing information; and
- load reduction agreements.

Under s320 of the Act application can be made to the EPA for access to monitoring data which has been submitted to the EPA by licensees.

This licence is issued to:

WESTERN PLAINS REGIONAL COUNCIL
PO BOX 81
DUBBO NSW 2830

subject to the conditions which follow.

Environment Protection Licence

Licence - 3702



1 Administrative Conditions

A1 What the licence authorises and regulates

A1.1 This licence authorises the carrying out of the scheduled activities listed below at the premises specified in A2. The activities are listed according to their scheduled activity classification, fee-based activity classification and the scale of the operation.

Unless otherwise further restricted by a condition of this licence, the scale at which the activity is carried out must not exceed the maximum scale specified in this condition.

Scheduled Activity	Fee Based Activity	Scale
Livestock intensive activities	Animal accommodation	> 60000 T accommodation capacity

A2 Premises or plant to which this licence applies

A2.1 The licence applies to the following premises:

Premises Details
DUBBO REGIONAL LIVESTOCK MARKETS
BOOTHENBA ROAD
DUBBO
NSW 2830
LOT A DP 396841, LOT B DP 396841, LOT 60 DP 580652
THE PREMISES ALSO INCLUDES THE UTILISATION AREA LOCATED AT LOT 60 DP 580652 AS SHOWN ON EMP MAP TITLED "FIGURE 3.6 - ENVIRONMENTAL MONITORING POINTS" SUBMITTED TO THE EPA 22.5.02.

A3 Information supplied to the EPA

A3.1 Works and activities must be carried out in accordance with the proposal contained in the licence application, except as expressly provided by a condition of this licence.

In this condition the reference to "the licence application" includes a reference to:

- a) the applications for any licences (including former pollution control approvals) which this licence replaces under the Protection of the Environment Operations (Savings and Transitional) Regulation 1998; and
- b) the licence information form provided by the licensee to the EPA to assist the EPA in connection with the issuing of this licence.

Environment Protection Licence

Licence - 3702



2 Discharges to Air and Water and Applications to Land

P1 Location of monitoring/discharge points and areas

P1.1 The following utilisation areas referred to in the table below are identified in this licence for the purposes of the monitoring and/or the setting of limits for any application of solids or liquids to the utilisation area.

P1.2 The following points referred to in the table are identified in this licence for the purposes of the monitoring and/or the setting of limits for discharges of pollutants to water from the point.

Water and land

EPA Identification no.	Type of Monitoring Point	Type of Discharge Point	Location Description
1	Soil monitoring	Soil monitoring	Effluent utilisation area east of saleyards labelled as "Irrigation area" as shown on the EMP map titled "Figure 3.6 - Environmental Monitoring Points" submitted to the EPA 22.5.02.
2	Discharge to utilisation area	Discharge to utilisation area	Effluent being irrigated at the effluent utilisation area labelled as "Irrigation area" as shown on the EMP map titled "Figure 3.6 - Environmental Monitoring Points" submitted to the EPA 22.5.02.
3		Discharge to "Troy Sewerage Treatment Plant".	Discharge "first flush" System to Troy Sewerage treatment plant.

3 Limit Conditions

L1 Pollution of waters

L1.1 Except as may be expressly provided in any other condition of this licence, the licensee must comply with section 120 of the Protection of the Environment Operations Act 1997.

4 Operating Conditions

O1 Activities must be carried out in a competent manner

O1.1 Licensed activities must be carried out in a competent manner.

This includes:

- a) the processing, handling, movement and storage of materials and substances used to carry out the activity; and
- b) the treatment, storage, processing, reprocessing, transport and disposal of waste generated by the activity.

Environment Protection Licence

Licence - 3702



O2 Maintenance of plant and equipment

- O2.1 All plant and equipment installed at the premises or used in connection with the licensed activity:
- a) must be maintained in a proper and efficient condition; and
 - b) must be operated in a proper and efficient manner.

O3 Dust

- O3.1 All operations and activities occurring at the premises must be carried out in a manner that will minimise dust at the boundary of the premises.

O4 Effluent application to land

- O4.1 Effluent application must not occur in a manner that causes surface runoff.
- O4.2 Spray from effluent application must not drift beyond the boundary of the premises.
- O4.3 Livestock access to any effluent application area must be denied during irrigation and until the applied effluent has dried.
- O4.4 The licensee must retain the utilisation area.
- O4.5 The quantity of effluent/solids applied to the utilisation area must not exceed the capacity of the area to effectively utilise the effluent/solids.

For the purpose of this condition, 'effectively utilise' include the use of the effluent/solids for pasture or crop production, as well as the ability of the soil to absorb the nutrient, salt, hydraulic load and organic material.

O5 Waste management

- O5.1 If biosolids are removed from the premises, the licensee must record the:
- a) date;
 - b) estimated weight of biosolids;
 - c) identity of the person removing biosolids.

5 Monitoring and Recording Conditions

M1 Monitoring records

- M1.1 The results of any monitoring required to be conducted by this licence or a load calculation protocol must

Environment Protection Licence

Licence - 3702



be recorded and retained as set out in this condition.

M1.2 All records required to be kept by this licence must be:

- a) in a legible form, or in a form that can readily be reduced to a legible form;
- b) kept for at least 4 years after the monitoring or event to which they relate took place; and
- c) produced in a legible form to any authorised officer of the EPA who asks to see them.

M1.3 The following records must be kept in respect of any samples required to be collected for the purposes of this licence:

- a) the date(s) on which the sample was taken;
- b) the time(s) at which the sample was collected;
- c) the point at which the sample was taken; and
- d) the name of the person who collected the sample.

M2 Requirement to monitor concentration of pollutants discharged

M2.1 For each monitoring/discharge point or utilisation area specified below (by a point number), the licensee must monitor (by sampling and obtaining results by analysis) the concentration of each pollutant specified in Column 1. The licensee must use the sampling method, units of measure, and sample at the frequency, specified opposite in the other columns:

M2.2 Water and/ or Land Monitoring Requirements

POINT 1

Pollutant	Units of measure	Frequency	Sampling Method
Salinity	microsiemens per centimetre	Yearly	Special Method 1

POINT 2

Pollutant	Units of measure	Frequency	Sampling Method
Biochemical oxygen demand	milligrams per litre	Special Frequency 1	Representative sample
Conductivity	microsiemens per centimetre	Special Frequency 1	Representative sample
Nitrate + nitrite (oxidised nitrogen)	milligrams per litre	Special Frequency 1	Representative sample
Nitrogen (ammonia)	milligrams per litre	Special Frequency 1	Representative sample
Phosphorus (total)	milligrams per litre	Special Frequency 1	Representative sample

M2.3 For the purpose of the table above:

- (a) Special Frequency 1 means samples must be taken not greater than 60 days prior to the anniversary date of this licence.
- (b) Special Method 1 means top-soil and sub-soil samples must be taken.

Environment Protection Licence

Licence - 3702



M3 Testing methods - concentration limits

- M3.1 Subject to any express provision to the contrary in this licence, monitoring for the concentration of a pollutant discharged to waters or applied to a utilisation area must be done in accordance with the Approved Methods Publication unless another method has been approved by the EPA in writing before any tests are conducted.

M4 Recording of pollution complaints

- M4.1 The licensee must keep a legible record of all complaints made to the licensee or any employee or agent of the licensee in relation to pollution arising from any activity to which this licence applies.
- M4.2 The record must include details of the following:
- a) the date and time of the complaint;
 - b) the method by which the complaint was made;
 - c) any personal details of the complainant which were provided by the complainant or, if no such details were provided, a note to that effect;
 - d) the nature of the complaint;
 - e) the action taken by the licensee in relation to the complaint, including any follow-up contact with the complainant; and
 - f) if no action was taken by the licensee, the reasons why no action was taken.
- M4.3 The record of a complaint must be kept for at least 4 years after the complaint was made.
- M4.4 The record must be produced to any authorised officer of the EPA who asks to see them.

M5 Telephone complaints line

- M5.1 The licensee must operate during its operating hours a telephone complaints line for the purpose of receiving any complaints from members of the public in relation to activities conducted at the premises or by the vehicle or mobile plant, unless otherwise specified in the licence.
- M5.2 The licensee must notify the public of the complaints line telephone number and the fact that it is a complaints line so that the impacted community knows how to make a complaint.
- M5.3 The preceding two conditions do not apply until 3 months after: the date of the issue of this licence.

M6 Requirement to monitor volume or mass

- M6.1 For each discharge point or utilisation area specified below, the licensee must monitor:
- a) the volume of liquids discharged to water or applied to the area;
 - b) the mass of solids applied to the area;
 - c) the mass of pollutants emitted to the air;
- at the frequency and using the method and units of measure, specified below.

Environment Protection Licence

Licence - 3702



POINT 2

Frequency	Unit of Measure	Sampling Method
Daily	kilolitres per day	In line instrumentation

6 Reporting Conditions

R1 Annual return documents

- R1.1 The licensee must complete and supply to the EPA an Annual Return in the approved form comprising:
1. a Statement of Compliance,
 2. a Monitoring and Complaints Summary,
 3. a Statement of Compliance - Licence Conditions,
 4. a Statement of Compliance - Load based Fee,
 5. a Statement of Compliance - Requirement to Prepare Pollution Incident Response Management Plan,
 6. a Statement of Compliance - Requirement to Publish Pollution Monitoring Data; and
 7. a Statement of Compliance - Environmental Management Systems and Practices.

At the end of each reporting period, the EPA will provide to the licensee a copy of the form that must be completed and returned to the EPA.

- R1.2 An Annual Return must be prepared in respect of each reporting period, except as provided below.
- R1.3 Where this licence is transferred from the licensee to a new licensee:
- a) the transferring licensee must prepare an Annual Return for the period commencing on the first day of the reporting period and ending on the date the application for the transfer of the licence to the new licensee is granted; and
 - b) the new licensee must prepare an Annual Return for the period commencing on the date the application for the transfer of the licence is granted and ending on the last day of the reporting period.
- R1.4 Where this licence is surrendered by the licensee or revoked by the EPA or Minister, the licensee must prepare an Annual Return in respect of the period commencing on the first day of the reporting period and ending on:
- a) in relation to the surrender of a licence - the date when notice in writing of approval of the surrender is given; or
 - b) in relation to the revocation of the licence - the date from which notice revoking the licence operates.
- R1.5 The Annual Return for the reporting period must be supplied to the EPA via eConnect *EPA* or by registered post not later than 60 days after the end of each reporting period or in the case of a transferring licence not later than 60 days after the date the transfer was granted (the 'due date').
- R1.6 The licensee must retain a copy of the Annual Return supplied to the EPA for a period of at least 4 years after the Annual Return was due to be supplied to the EPA.
- R1.7 Within the Annual Return, the Statements of Compliance must be certified and the Monitoring and Complaints Summary must be signed by:
- a) the licence holder; or

Environment Protection Licence

Licence - 3702



b) by a person approved in writing by the EPA to sign on behalf of the licence holder.

Note: The term "reporting period" is defined in the dictionary at the end of this licence. Do not complete the Annual Return until after the end of the reporting period.

Note: An application to transfer a licence must be made in the approved form for this purpose.

R2 Notification of environmental harm

R2.1 Notifications must be made by telephoning the Environment Line service on 131 555.

R2.2 The licensee must provide written details of the notification to the EPA within 7 days of the date on which the incident occurred.

Note: The licensee or its employees must notify all relevant authorities of incidents causing or threatening material harm to the environment immediately after the person becomes aware of the incident in accordance with the requirements of Part 5.7 of the Act.

R3 Written report

R3.1 Where an authorised officer of the EPA suspects on reasonable grounds that:

- a) where this licence applies to premises, an event has occurred at the premises; or
- b) where this licence applies to vehicles or mobile plant, an event has occurred in connection with the carrying out of the activities authorised by this licence,

and the event has caused, is causing or is likely to cause material harm to the environment (whether the harm occurs on or off premises to which the licence applies), the authorised officer may request a written report of the event.

R3.2 The licensee must make all reasonable inquiries in relation to the event and supply the report to the EPA within such time as may be specified in the request.

R3.3 The request may require a report which includes any or all of the following information:

- a) the cause, time and duration of the event;
- b) the type, volume and concentration of every pollutant discharged as a result of the event;
- c) the name, address and business hours telephone number of employees or agents of the licensee, or a specified class of them, who witnessed the event;
- d) the name, address and business hours telephone number of every other person (of whom the licensee is aware) who witnessed the event, unless the licensee has been unable to obtain that information after making reasonable effort;
- e) action taken by the licensee in relation to the event, including any follow-up contact with any complainants;
- f) details of any measure taken or proposed to be taken to prevent or mitigate against a recurrence of such an event; and
- g) any other relevant matters.

R3.4 The EPA may make a written request for further details in relation to any of the above matters if it is not satisfied with the report provided by the licensee. The licensee must provide such further details to the

Environment Protection Licence

Licence - 3702



EPA within the time specified in the request.

7 General Conditions

G1 Copy of licence kept at the premises or plant

G1.1 A copy of this licence must be kept at the premises to which the licence applies.

G1.2 The licence must be produced to any authorised officer of the EPA who asks to see it.

G1.3 The licence must be available for inspection by any employee or agent of the licensee working at the premises.

G2 Signage

G2.1 Each monitoring and discharge point must be clearly marked by a sign that indicates the EPA point identification number.

Environment Protection Licence

Licence - 3702



Dictionary

General Dictionary

3DGM [in relation to a concentration limit]	Means the three day geometric mean, which is calculated by multiplying the results of the analysis of three samples collected on consecutive days and then taking the cubed root of that amount. Where one or more of the samples is zero or below the detection limit for the analysis, then 1 or the detection limit respectively should be used in place of those samples
Act	Means the Protection of the Environment Operations Act 1997
activity	Means a scheduled or non-scheduled activity within the meaning of the Protection of the Environment Operations Act 1997
actual load	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
AM	Together with a number, means an ambient air monitoring method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .
AMG	Australian Map Grid
anniversary date	The anniversary date is the anniversary each year of the date of issue of the licence. In the case of a licence continued in force by the Protection of the Environment Operations Act 1997, the date of issue of the licence is the first anniversary of the date of issue or last renewal of the licence following the commencement of the Act.
annual return	Is defined in R1.1
Approved Methods Publication	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
assessable pollutants	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
BOD	Means biochemical oxygen demand
CEM	Together with a number, means a continuous emission monitoring method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .
COD	Means chemical oxygen demand
composite sample	Unless otherwise specifically approved in writing by the EPA, a sample consisting of 24 individual samples collected at hourly intervals and each having an equivalent volume.
cond.	Means conductivity
environment	Has the same meaning as in the Protection of the Environment Operations Act 1997
environment protection legislation	Has the same meaning as in the Protection of the Environment Administration Act 1991
EPA	Means Environment Protection Authority of New South Wales.
fee-based activity classification	Means the numbered short descriptions in Schedule 1 of the Protection of the Environment Operations (General) Regulation 2009.
general solid waste (non-putrescible)	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997

Environment Protection Licence

Licence - 3702



flow weighted composite sample	Means a sample whose composites are sized in proportion to the flow at each composites time of collection.
general solid waste (putrescible)	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
grab sample	Means a single sample taken at a point at a single time
hazardous waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
licensee	Means the licence holder described at the front of this licence
load calculation protocol	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
local authority	Has the same meaning as in the Protection of the Environment Operations Act 1997
material harm	Has the same meaning as in section 147 Protection of the Environment Operations Act 1997
MBAS	Means methylene blue active substances
Minister	Means the Minister administering the Protection of the Environment Operations Act 1997
mobile plant	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
motor vehicle	Has the same meaning as in the Protection of the Environment Operations Act 1997
O&G	Means oil and grease
percentile [in relation to a concentration limit of a sample]	Means that percentage [eg.50%] of the number of samples taken that must meet the concentration limit specified in the licence for that pollutant over a specified period of time. In this licence, the specified period of time is the Reporting Period unless otherwise stated in this licence.
plant	Includes all plant within the meaning of the Protection of the Environment Operations Act 1997 as well as motor vehicles.
pollution of waters [or water pollution]	Has the same meaning as in the Protection of the Environment Operations Act 1997
premises	Means the premises described in condition A2.1
public authority	Has the same meaning as in the Protection of the Environment Operations Act 1997
regional office	Means the relevant EPA office referred to in the Contacting the EPA document accompanying this licence
reporting period	For the purposes of this licence, the reporting period means the period of 12 months after the issue of the licence, and each subsequent period of 12 months. In the case of a licence continued in force by the Protection of the Environment Operations Act 1997, the date of issue of the licence is the first anniversary of the date of issue or last renewal of the licence following the commencement of the Act.
restricted solid waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
scheduled activity	Means an activity listed in Schedule 1 of the Protection of the Environment Operations Act 1997
special waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
TM	Together with a number, means a test method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .

Environment Protection Licence

Licence - 3702



TSP	Means total suspended particles
TSS	Means total suspended solids
Type 1 substance	Means the elements antimony, arsenic, cadmium, lead or mercury or any compound containing one or more of those elements
Type 2 substance	Means the elements beryllium, chromium, cobalt, manganese, nickel, selenium, tin or vanadium or any compound containing one or more of those elements
utilisation area	Means any area shown as a utilisation area on a map submitted with the application for this licence
waste	Has the same meaning as in the Protection of the Environment Operations Act 1997
waste type	Means liquid, restricted solid waste, general solid waste (putrescible), general solid waste (non - putrescible), special waste or hazardous waste

Mr Bernie Weir

Environment Protection Authority

(By Delegation)

Date of this edition: 06-July-2000

End Notes

- 1 Licence varied by notice 1003303, issued on 18-Dec-2000, which came into effect on 12-Jan-2001.
- 2 Licence varied by notice 1014872, issued on 04-Jun-2002, which came into effect on 04-Jun-2002.
- 3 Licence varied by notice 1057192, issued on 20-Mar-2006, which came into effect on 14-Apr-2006.
- 4 Condition A1.3 Not applicable varied by notice issued on <issue date> which came into effect on <effective date>
- 5 Licence varied by correction to DECCW Region data record, issued on 27-Jan-2011, which came into effect on 27-Jan-2011.
- 6 Licence varied by change to Scheduled Activity name, issued on 11-Feb-2011, which came into effect on 11-Feb-2011.
- 7 Licence varied by notice 1526870 issued on 22-Aug-2016
- 8 Licence transferred through application 1543939 approved on 19-Dec-2016 , which came into effect on 15-Jun-2016

Appendix B

POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN (PIRMP)

**POLLUTION INCIDENT RESPONSE
MANAGEMENT PLAN**
DUBBO REGIONAL LIVESTOCK MARKETS

SUPPORTING STATEMENT

PREPARED FOR:
DUBBO REGIONAL COUNCIL

NOVEMBER 2017



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Report Title:	<i>Pollution Incident Response Management Plan – Supporting Statement</i>
Project:	<i>Dubbo Regional Livestock Markets</i>
Client:	<i>Dubbo Regional Council</i>
Report Ref.:	<i>214381_PIRMP_001A_DRLM.docx</i>
Status:	<i>Final – Version C</i>
Issued:	<i>November 2017</i>

Geolyse Pty Ltd and the authors responsible for the preparation and compilation of this report declare that we do not have, nor expect to have a beneficial interest in the study area of this project and will not benefit from any of the recommendations outlined in this report.

The preparation of this report has been in accordance with the project brief provided by the client and has relied upon the information, data and results provided or collected from the sources and under the conditions outlined in the report.

All information contained within this report is prepared for the exclusive use of Dubbo Regional Council to accompany this report for the land described herein and are not to be used for any other purpose or by any other person or entity. No reliance should be placed on the information contained in this report for any purposes apart from those stated therein.

Geolyse Pty Ltd accepts no responsibility for any loss, damage suffered or inconveniences arising from, any person or entity using the plans or information in this study for purposes other than those stated above.

TABLE OF CONTENTS

FOREWORD	IV
INTRODUCTION	1
1.1 PURPOSE	1
1.2 DEFINITION OF POLLUTION INCIDENT	1
1.3 IDENTIFIED POLLUTION RISKS.....	1
SITE OVERVIEW	2
2.1 SITE OVERVIEW.....	2
2.2 SITE CHARACTERISTICS.....	3
2.3 SITE SUPERVISION AND CONTROL	4
2.4 SITE SAFETY EQUIPMENT	4
RISK MANAGEMENT AND PRE-EMPTIVE ACTIONS.....	6
3.1 INTRODUCTION	6
3.2 PRE-EMPTIVE ACTIONS	6
3.2.1 ENVIRONMENTAL MANAGEMENT PLAN	6
3.2.2 LIQUID WASTE MANAGEMENT	6
3.2.3 SOLID WASTE MANAGEMENT	7
3.2.4 ENVIRONMENTAL MONITORING	7
3.2.5 DEAD STOCK MANAGEMENT	8
3.2.6 FIRE	9
3.2.7 CHEMICAL SPILL	9
3.2.8 MASS STOCK DEATH AND NOTIFIABLE DISEASE	9
3.2.9 VANDALISM OR TERRORIST ATTACK	9
3.2.10 OFF-SITE UNCONTROLLED STOCK MOVEMENT	10
3.3 INVENTORY OF CHEMICALS AND POLLUTANTS	10
3.4 POTENTIAL POLLUTION INCIDENTS	10
3.5 LIKELIHOOD, IMPACT AND CONTRIBUTING FACTORS TO POLLUTION INCIDENTS OCCURRING.....	10
3.5.1 FAILURE OF SURFACE WATER MANAGEMENT SYSTEM	11
3.5.2 FAILURE OF THE EFFLUENT SYSTEM	11
3.5.3 FAILURE OF THE IRRIGATION SYSTEM.....	11
3.5.4 FAILURE OF CONTROLS AT MANURE STOCKPILE.....	11
3.5.5 FIRE	12
3.5.6 CHEMICAL SPILL	12
3.5.7 VANDALISM, ACTIVIST ACTION OR TERRORISM.....	12
PIRMP	13
4.1 DEFINITION OF POLLUTION INCIDENT	13
4.2 NOTIFICATION OF POLLUTION INCIDENT	13
4.2.1 NOTIFICATION SPEED OF RESPONSE.....	13
4.2.2 NOTIFICATION OF RELEVANT AUTHORITIES.....	13
4.2.3 INFORMATION TO BE NOTIFIED.....	14
4.3 ACTIONS TO BE TAKEN DURING OR IMMEDIATELY AFTER A POLLUTION INCIDENT	14
4.4 MINIMISING HARM TO PERSONS ON THE PREMISES.....	14
4.5 EPA POWERS OF DIRECTION & NOTIFICATION OF NEIGHBOURS	15
4.6 IDENTIFICATION OF NEIGHBOURS	15
IMPLEMENTATION	16
5.1 EMP	16

5.2	STAFF TRAINING	16
5.3	REVIEW AND UPDATE PIRMP	16

REFERENCES	17
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FIGURES

Figure 1	DRLM Location	2
Figure 2	DRLM Site Layout.....	3
Figure 3	Site Environmental Setting	5
Figure 4:	Monitoring Points and Potential Pollutant Storage Locations.....	8

APPENDICES

APPENDIX A

Pollution Incident Response Management Plan

TABLES

Table 4.1 – Notification of Relevant Authorities	13
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Foreword

This is the Supporting Statement for the *Pollution Incident Response Management Plan* (PIRMP). The PIRMP is a functional document. It is designed to assist personnel at the Dubbo Regional Livestock Markets to correctly identify pollution incidents and detail the procedures for the response and reporting of a pollution incident.

The structure and scope of this Supporting Statement and PIRMP reflects the requirements of the Environment Protection Authority's *Guidelines: Preparation of pollution incident response management plans*, March 2012 and in doing so embodies the principles of best practice environmental management.

Utilisation of this PIRMP aims to improve, monitor and demonstrate environmental performance. If you have any suggestions for amendments, additions or improvements, please discuss these with the Saleyards Manager.

.....
Natasha Comber

Director Economic and Business

Date:

Introduction

1.1 PURPOSE

This supporting statement and Pollution Incident Response Management Plan (PIRMP) have been prepared in accordance with the Protection of the Environment Operations Act 1997 (POEO Act) and reflects the requirements specified in the Environment Protection Authority's (EPA's) *Guidelines: Preparation of pollution incident response management plans*, March 2012.

The PIRMP details:

- Procedures for notifying a pollution incident to relevant persons;
- Actions to be taken to reduce and/or control pollution; and
- Procedures for co-ordinating those notified and any action taken in combating the pollution.

1.2 DEFINITION OF POLLUTION INCIDENT

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 1997:

- (a) *harm to the environment is material if:*
 - (i) *it involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or*
 - (ii) *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*
- (b) *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.*

1.3 IDENTIFIED POLLUTION RISKS

The primary potential risks to human health or the environment associated with the activity undertaken at this site include the following:

- Failure of the surface water management system;
- Failure of the effluent system;
- Failure of the irrigation system;
- Failure of environmental controls in the manure stockpile area;
- Fire;
- Chemical spill;
- Mass stock death event;
- Emergency disease outbreak;
- Vandalism, activist action or target of terrorist activity; or
- Off-site uncontrolled stock movement.

The facility already has in place measures that manage and report on some of the above potential risks. As such, not all of the potential risks listed above are included this PIRMP.

Site Overview

2.1 SITE OVERVIEW

Dubbo Regional Council (Council) own and operate the Dubbo Regional Livestock Markets (DRLM), a livestock sale facility located on Boothenna Road approximately five kilometres north of Dubbo in central NSW. Occurring on flat country to the east of the Macquarie River and south of the Talbragar River, the property occupies an area of 38.92 hectares. The location of the DRLM is shown on **Figure 1**.



Figure 1 DRLM Location

DRLM commenced operations as the Troy Saleyards in 1950 at its current site on Boothenna Road, Dubbo. Since commencing operations, the DRLM have become a major livestock marketing facility, and is recognised as the largest saleyards in the nation in terms of combined sheep and cattle throughput.

The DRLM operate to a detailed Safety Management System that ensures policies and procedures are up to date and safe work systems are adopted by all who access and/or operate at the Site.

The Environment Protection Authority (EPA) has issued Environment Protection Licence 3702 (EPL 3702) in accordance with Section 5.7 of the Protection of the Environment Operations Act 1997 for the DRLM site.

The facility includes:

- Administration building
- Selling pens for cattle, goats and sheep
- Resting paddocks
- A covered selling ring
- Public canteen
- Leased offices
- Water for stock
- Hay sheds
- Light vehicle wash bay
- Three-bay computerised truck washing facility
- Public Toilets
- Cattle scales
- Purpose-built cattle drafting facility
- Cattle crushes
- Effluent management system
- Surface water management system
- 12 ha irrigation area

Across 2015 and 2016, construction commenced at the facility for upgrades to the sheep and cattle handling operations, including improved carrying capacity, an additional weighbridge, and 126 additional cattle pens.

The site layout is presented below in **Figure 2**.

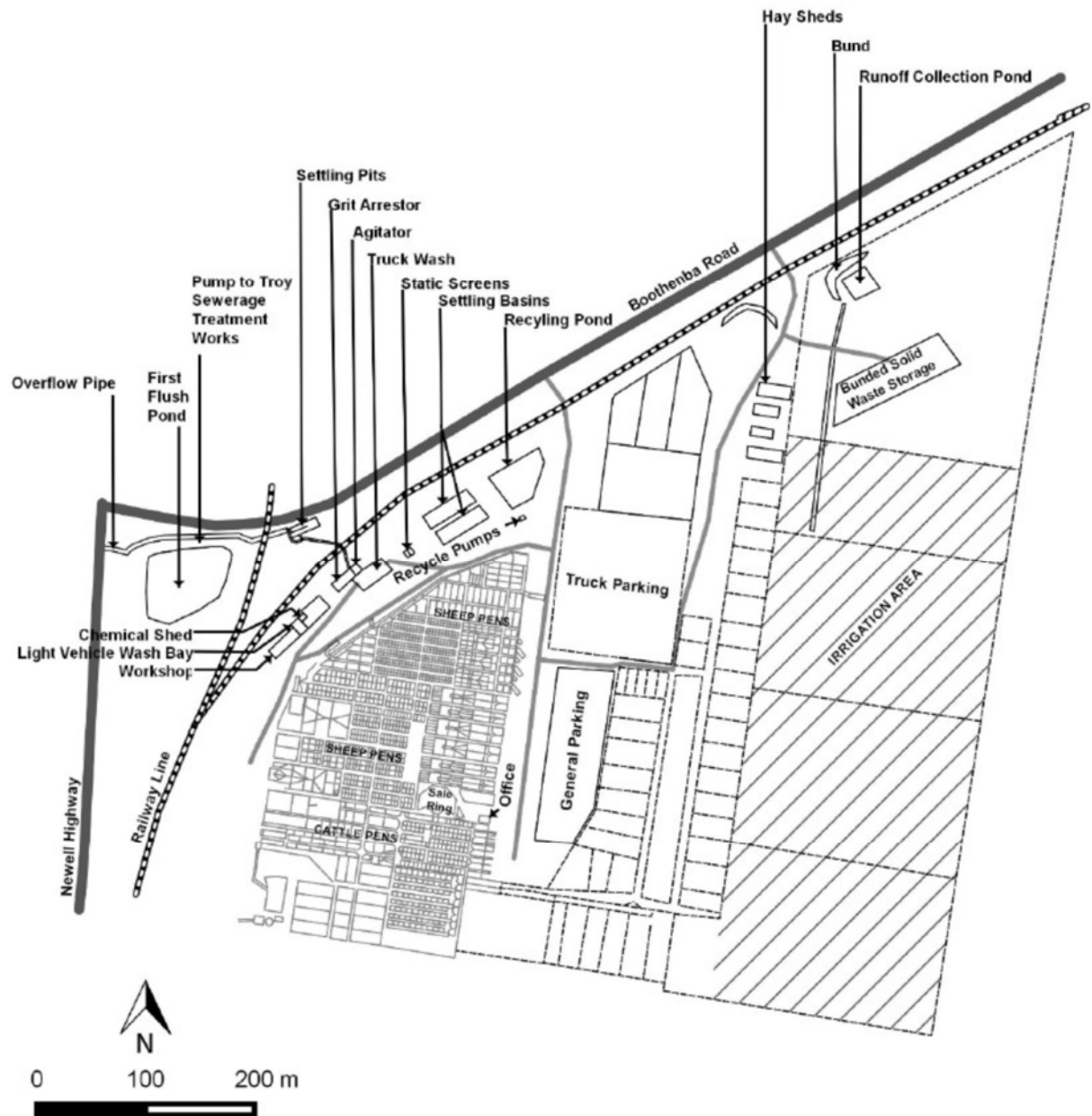


Figure 2 DRLM Site Layout

2.2 SITE CHARACTERISTICS

Site features which require careful environmental management are:

- The proximity to neighbouring properties and residents; and
- The proximity to the Macquarie and Talbragar Rivers.

Figure 3 shows the location of DRLM and general features of the local environment.

The property occupies an area of 38.92 hectares (ha). The Dubbo to Coonamble rail line runs north-south to the east of the first-flush pond, and the Troy Junction to Merrygoen rail line runs along the northern boundary of the site, parallel to Boothenba Road.

The DRLM are situated approximately 1.5 km from north Dubbo off Boothenba Road. The saleyards are located approximately 500 m from the Macquarie River, and surface runoff in excess of the surface water management system capacity would flow to the Macquarie River. The Talbragar River is located approximately 1.2 km to the north of the facility.

The saleyards are surrounded by industrial development including agricultural industries, sewage treatment plant, sheep abattoir, wool scouring plant and pet food plant. It is bordered on the western and northern sides by the aforementioned railway lines.

The nearest residential dwellings are approximately 250 metres south-west of the saleyards.

The effluent irrigation area is located to the east of the complex on relatively flat terrain. The irrigation area incorporates upslope diversion drains and a tailwater collection system.

2.3 SITE SUPERVISION AND CONTROL

The Saleyards Manager (or Assistant Saleyards Manager in the absence of the Saleyards Manager) is responsible for overall day to day management of the facility.

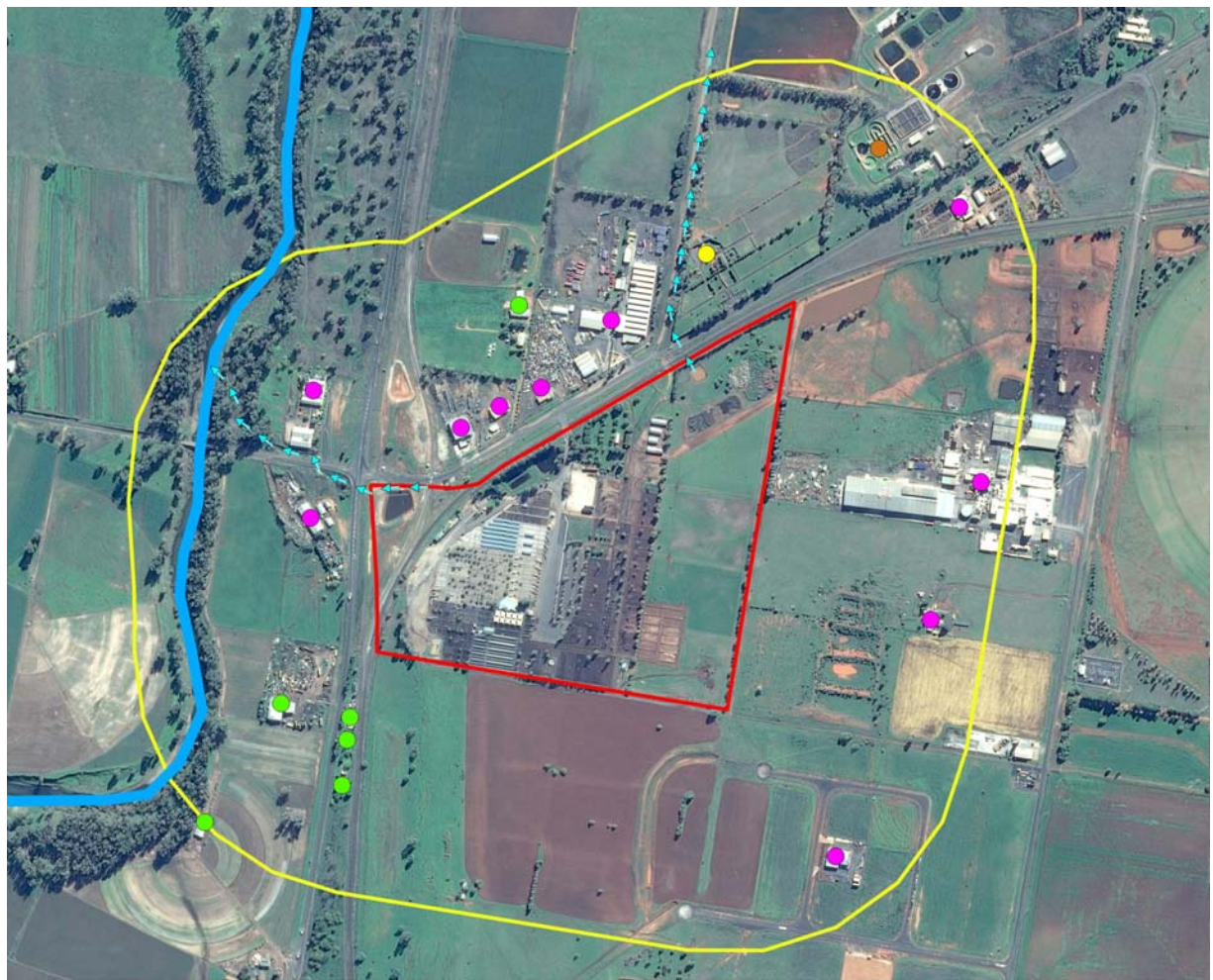
The saleyards are open 24 hours a day and are staffed from 7:00 am to 4:00 pm weekdays. A security patrol operates between 6:00 pm to 6:00 am except on Christmas Eve, Christmas Day and Good Friday. Inspections are made at 7:30 am on Saturday and Sunday. The site has CCTV operating with the central recording hub located in the office.

The property is fully secured with perimeter stock fencing except for a gate at the main entry to the facility. All movement of incoming and outgoing vehicles, machinery and equipment is controlled by marked roadways and signage.









2.4 SITE SAFETY EQUIPMENT

The site maintains the following safety equipment:

- Fire extinguishers at strategic locations and high pressure wash down hoses;
- A front end loader that can be used to smother fires if required;
- PPE for operational activities which includes safety goggles, dust masks, respirator face masks and protective gloves; and
- Emergency Response Plan.



Legend

- | | |
|---|--|
|  Boundary |  Crematorium |
|  500m Offset from Boundary |  Sewage Treatment Plant |
|  Overflow to River |  Industrial |
|  Macquarie River |  Residential |

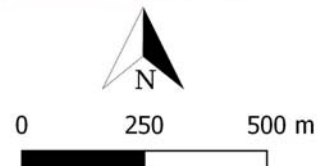


Figure 3 Site Environmental Setting

Risk Management and Pre-emptive Actions

3.1 INTRODUCTION

The following section outlines current operational procedures and design intended to minimise and manage risk. Members of staff working on-site are responsible for being aware and notifying the Saleyards Manager of any potential pollution incidents on the premises. All management procedures detailed within the Dubbo Regional Livestock Markets Environmental Management Plan (EMP) must be adhered to.

3.2 PRE-EMPTIVE ACTIONS

3.2.1 ENVIRONMENTAL MANAGEMENT PLAN

The DRLM is managed to minimise adverse impacts on the environment and in such a manner that an acceptable level of environmental performance is consistently achieved. The procedures to achieve this are defined in the EMP.

3.2.2 LIQUID WASTE MANAGEMENT

3.2.2.1 Surface Water Management System

Surface runoff from the complex is collected in a system of open drains which drain to northern site boundary.

Stormwater runoff passes through the truck wash grit arrestor, beneath the Troy Junction-Merrygoen railway line to settling pits, then to a 8.5 ML first flush holding pond. When the holding pond is full, runoff bypasses the pond and discharges beneath the Newell Highway to eventually reach the Macquarie River to the west of the facility.

3.2.2.2 Yard Wash Down

The yards are cleaned weekly using high pressure hoses fed by recycled water. Wash down water passes through the solids removal system and returns to the recycled water system.

All surface runoff generated by the wash down of the yard surface is collected in an agitator pit and then is pumped over static wedge wire screens for solids separation. The treated effluent flows to a settling basin and recycle pond for reuse in the wash down process.

3.2.2.3 Truck Wash

The truck wash facility provides an area for transport operators to wash down trucks after delivering stock to the markets. The facility consists of:

- a high pressure hose supplied with fresh water;
- concrete grit arrestor;
- agitator pit to keep solids in suspension; and
- static wedge wire screens for solids separation.

Wash down water containing solids passes through the grit arrestor and into the agitator pit from where it is pumped over static screens. Screened effluent is directed to two settling basins and then a recycle pond from where it is reused for yard wash down or irrigation.

3.2.2.4 Water Recycling

Recycled water is used for yard wash down to reduce the fresh water demands of the facility. Wash down water passes through the truck wash treatment system for solids removal ending up in the recycling pond from where it may be reused for yard wash down.

The recycle system receives fresh water introduced from the truck wash which replaces water extracted from the system for irrigation. This process maintains sufficient quality.

Additional make-up water is sourced from the river water supply if required

3.2.2.5 Irrigation System

A quantity of effluent is extracted from the recycling system and used for irrigation of permanent pastures. The volume irrigated is approximately equal to the amount used through the truck wash.

The facility has approximately 12 hectares available for irrigation. The irrigation area incorporates up slope diversion drains and a tailwater storage.

The volume of water recycled for yard wash down or irrigation is recorded during each irrigation event.

3.2.3 SOLID WASTE MANAGEMENT

Solids wastes are collected from:

- surface water drains;
- sedimentation basins;
- the agitator pit; and
- static screens.

Solid wastes go to a bunded drying area from where they are collected by commercial operators, residents for private use and/or Council for use on municipal parks and gardens. Excess solids are removed to Whylandra Waste Disposal Depot. Volumes of solid waste removed from the DRLM are recorded.

3.2.4 ENVIRONMENTAL MONITORING

3.2.4.1 Description

Environmental monitoring is undertaken in accordance with EPL 3702 conditions and includes irrigated effluent quality and volume, and soil quality monitoring.

3.2.4.2 Soils

One top-soil sample and one sub-soil sample are collected annually from the irrigation area. The samples are analysed for total soluble salts (salinity).

The location of irrigation paddocks and their paddock reference number is shown on **Figure 4**.

3.2.4.3 Liquid Waste Water Volumes

The volume of liquid waste water pumped to the irrigation area is recorded and reported to the EPA annually.

3.2.4.4 Effluent

A representative sample of the liquid waste water used for irrigation is collected within 60 days prior to the end of the reporting period from the recycling pond. The location of the sampling point is shown on **Figure 4**.

The waste water sample is analysed for:

- Biochemical oxygen demand;
- Conductivity;
- Phosphorus (total);
- Nitrate & nitrate (oxidised nitrogen); and
- Nitrogen (ammonia).

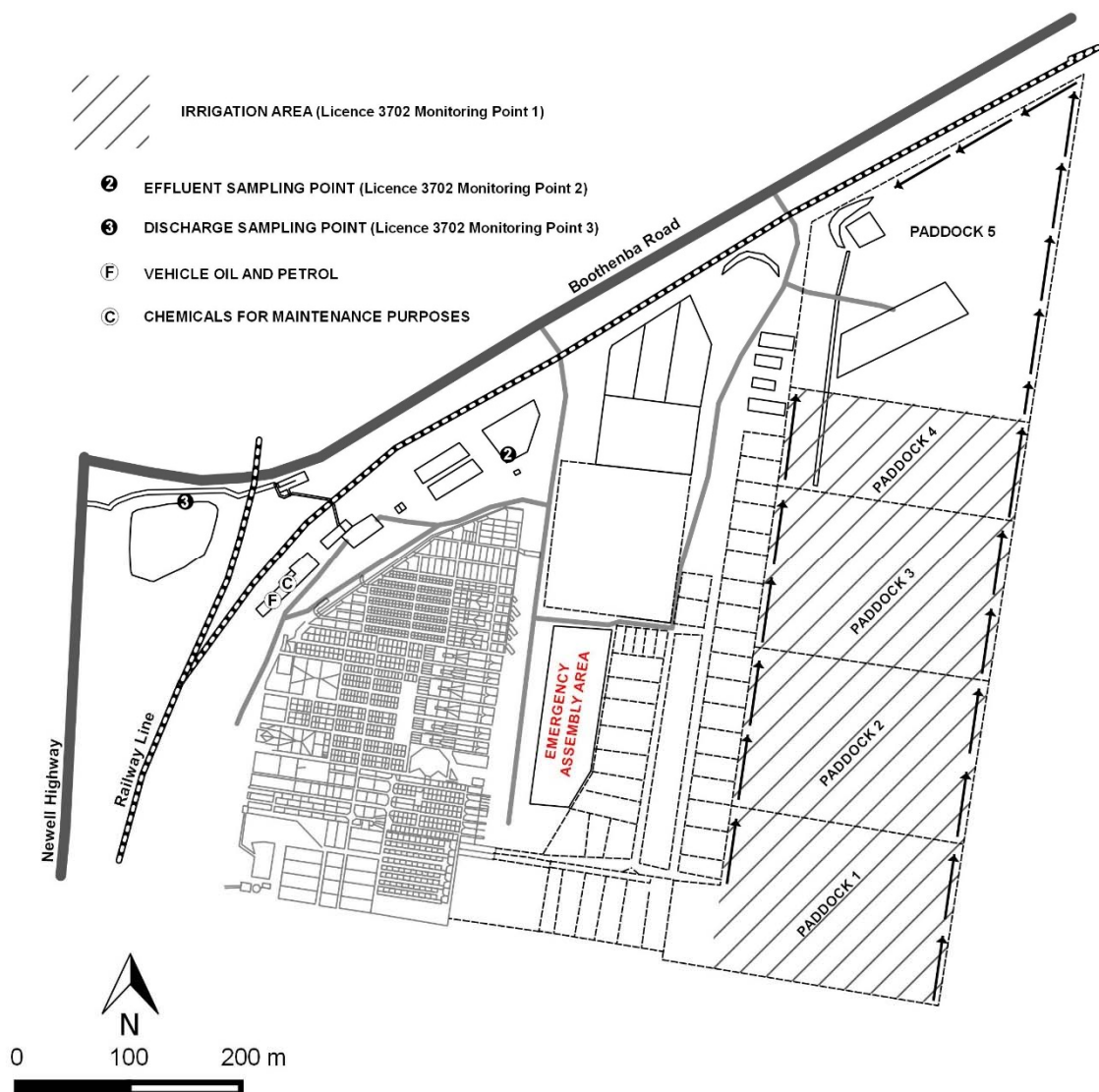


Figure 4: Monitoring Points and Potential Pollutant Storage Locations

3.2.5 DEAD STOCK MANAGEMENT

The following actions are undertaken in the event of dead stock:

- Immediate action will be taken to remove the dead stock by loading onto tipping trailer and covering for transport to Whylandra Waste Disposal Depot for disposal;

- The Saleyards Manager will ensure that the appropriate saleyards staff member records the location, description, tail tag number, owner and number of dead stock on **Form 3.3C – Dead Stock Register** contained within the EMP (Section 3.3); and
- In the event of mass stock death or notifiable disease, the Saleyards Manager will refer to the Biosecurity Management Plan contained within Appendix C of the EMP to determine the appropriate management strategy.

3.2.6 FIRE

The potential for fires to occur at the site are controlled by:

- Site control and supervision to prevent unauthorised access;
- Maintaining machinery in good working order to minimise risk of sparks;
- Storing hay in shed isolated from main activities;
- Managing manure stockpiles;
- Regular site patrols; and
- Having access to on-site fire-fighting equipment which includes fire extinguishers and high pressure wash down hoses throughout the facility.

3.2.7 CHEMICAL SPILL

The facility maintains chemicals in quantities required for routine maintenance. These chemicals are stored in secured, bunded enclosed sheds. Only ChemCert accredited staff are permitted to handle and transport chemicals. Minimal volumes of agronomic chemicals are stored on the premises as these activities are contracted.

3.2.8 MASS STOCK DEATH AND NOTIFIABLE DISEASE

3.2.8.1 Description

Council has a Biosecurity Management Plan (contained within Appendix C of the EMP) in place for mass stock death and notifiable disease.

3.2.8.2 Risk Management

Notification of relevant authorities in the event of a mass stock death event or notifiable disease is managed by the Biosecurity Management Plan. Therefore mass stock death and notifiable disease are not considered to be incidents that require notification under this PIRMP.

3.2.9 VANDALISM OR TERRORIST ATTACK

The property is fully secured with perimeter stock fencing except for a gate at the main entry to the facility.

The saleyards are open 24 hours a day and are staffed from 7:00 am to 4:00 pm weekdays. A security patrol operates between 6:00 pm to 6:00 am except on Christmas Eve, Christmas Day and Good Friday. Inspections are made at 7:30 am on Saturday and Sunday. The site has CCTV operating with the central recording hub located in the office.

All staff are required to be vigilant and aware that the site is a potential target for vandalism, particularly by animal rights activists.

3.2.10 OFF-SITE UNCONTROLLED STOCK MOVEMENT

3.2.10.1 Description

Large numbers of stock are present on sales days each week. There is the potential that stock could escape from pens and leave the premises causing nuisance on other land.

Mitigating factors are that stock are generally penned in small numbers, there are numerous fences within the saleyards complex, there are many people (staff, agents, truck drivers) present on sales days and the site has a perimeter fence. The main site entry point is the only means of stock escape without damage to fencing infrastructure.

3.2.10.2 Risk Management

The potential for significant numbers of stock to move off-site is considered to be low due to small pen numbers and the perimeter fencing.

Therefore off-site stock movement is not considered to be an incident that requires notification under this PIRMP.

3.3 INVENTORY OF CHEMICALS AND POLLUTANTS

The following chemicals can be stored on-site in quantities required for routine maintenance necessary for operations at the facility:

- Roundup (minor quantity as major weed control work is contracted); and
- Automotive oils and fluids.

Figure 4 identifies where these chemicals are stored on the premises.

3.4 POTENTIAL POLLUTION INCIDENTS

The potential main hazards to human health or the environment – i.e. ‘Pollution Incidents’ – associated with the activity undertaken at this site include the following:

- Failure of the surface water management system;
- Failure of the effluent system;
- Failure of the irrigation system;
- Failure of environmental controls in the manure stockpile area;
- Fire;
- Chemical spill; or
- Vandalism, activist action or target of terrorist activity.

3.5 LIKELIHOOD, IMPACT AND CONTRIBUTING FACTORS TO POLLUTION INCIDENTS OCCURRING

Incidents can be classified as being of low, medium or high risk of occurring (likelihood) based on the past history of the facility, an assessment of management procedures, staff training and site layout.

The impact of an incident can be classed as low, medium or high based on the potential extent of off-site harm to humans and/or the environment.

The following assessment of potential pollution incidents detailed below is summarised in **Table 1.1 of Appendix A**.

3.5.1 FAILURE OF SURFACE WATER MANAGEMENT SYSTEM

Low Likelihood – the surface water management system has been designed and constructed in accordance with best practice. The majority of the system is constructed below surrounding ground levels and the chance of an embankment failure causing a large uncontrolled effluent discharge is considered to be low. The system is inspected daily as part of the **Form 3.2 – Daily Environmental Checklist** (contained within Section 3.2 of the EMP).

Medium Impact – the site is close to the Macquarie River to the west and Talbragar River to the north. Any uncontrolled discharge from the facility would move along existing drainage lines and reach the receiving bodies in a reasonably short timeframe.

Contributing Factors – prolonged periods of wet weather; poor management of the first flush pond leading to it exceeding its design capacity (i.e. discharge in excess of the design criteria); and insufficient inspection and maintenance of surface water systems.

3.5.2 FAILURE OF THE EFFLUENT SYSTEM

Low Likelihood – the effluent management system has been designed and constructed in accordance with best practice. The majority of the system is constructed below surrounding ground levels and the chance of an embankment failure causing a large uncontrolled effluent discharge is considered to be low. The system is inspected daily as part of the **Form 3.2 – Daily Environmental Checklist** (contained within Section 3.2 of the EMP).

Medium Impact – the site is close to the Macquarie River to the west and Talbragar River to the north. Any uncontrolled discharge from the facility would move along existing drainage lines and reach the receiving bodies in a reasonably short timeframe.

Contributing Factors – prolonged periods of wet weather; and insufficient inspection and maintenance of effluent management systems.

3.5.3 FAILURE OF THE IRRIGATION SYSTEM

Low Likelihood – the irrigation system consists of below ground piping and a travelling irrigator that is subject to regular inspection during operation. If a pipe burst, or irrigator stopped moving (causing water to pond) it would be rectified during these regular inspections.

Medium Impact – the site is close to the Macquarie River to the west and Talbragar River to the north. Any uncontrolled discharge from the facility would move along existing drainage lines and reach the receiving bodies in a reasonably short timeframe.

Contributing Factors – prolonged periods of wet weather; and insufficient inspection and maintenance of irrigation systems.

3.5.4 FAILURE OF CONTROLS AT MANURE STOCKPILE

Low Likelihood – the manure stockpile is constructed in an area of deep clay and is fully surrounded by an earth bund. Manure is regularly removed. The stockpile site is inspected weekly.

Medium Impact – the site is close to the Talbragar River to the north. Any uncontrolled discharge from the facility would move along existing drainage lines and reach the river in a reasonably short timeframe.

Contributing Factors – prolonged periods of wet weather may increase the risk; poor manure stockpile management; large quantities of manure; insufficient inspection and maintenance of control systems.

3.5.5 FIRE

Medium Likelihood – the likelihood of fire in the saleyards complex is extremely low due to the lack of combustible materials and relatively moist environment. There is a medium risk of fire in the hay shed area through either self-combustion or arson. There is a low likelihood of the facility being impacted by bush fire.

Low Impact – fire is unlikely to cause a significant release of pollutants to the environment (other than smoke). Fire is unlikely to significantly spread within a short timeframe, and would not affect the effluent system or necessarily cause a discharge from the surface water system.

Contributing Factors – prolonged periods of dry hot weather may increase the risk; poor commodity management.

3.5.6 CHEMICAL SPILL

Low Likelihood – all potential chemicals of concern are stored in appropriately secure and bunded areas and handled in accordance with ChemCert practices.

Low Impact – chemicals are stored in a bunded shed with concrete floor. Chemical Spill kits are available and staff are ChemCert accredited. Only small quantities are stored on site.

Contributing Factors – improper storage of chemicals; human error; vandalism.

3.5.7 VANDALISM, ACTIVIST ACTION OR TERRORISM

Low Likelihood – although the site is of limited strategic value as a potential target for terrorism, the premises may prove attractive to animal activists or arsonists.

Medium Impact – any actions against the operations are unlikely to cause significant environmental harm as they would potentially only relate to fire; release of stock, or mass stock death. Elements relating to effluent or surface water movement are identified in the plan to have medium impacts.

Contributing Factors – increased risk during hours of closure and during sustained periods of hot and dry weather for fire attack.

PIRMP

4.1 DEFINITION OF POLLUTION INCIDENT

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 1997:

- (a) *harm to the environment is material if:*
 - (i) *it involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or*
 - (ii) *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*
- (b) *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.*

4.2 NOTIFICATION OF POLLUTION INCIDENT

4.2.1 NOTIFICATION SPEED OF RESPONSE

Notification of a pollution incident must occur "immediately", as specified in Section 148 of the POEO Act 1997, however actions that are necessary to make the area safe are permitted prior to notification.

4.2.2 NOTIFICATION OF RELEVANT AUTHORITIES

Where a pollution incident causes or threatens material harm to the environment or human health, all of the following authorities / stakeholders must be notified by the Manager Saleyards & Showground or Saleyards Operations Coordinator:

Table 4.1 – Notification of Relevant Authorities

1.	Emergency Services	000*
* The Site Supervisor should call 000 if the incident presents an immediate threat to human health and/or property and a combat agency is required (i.e. NSW Fire and Rescue, NSW Ambulance Service, NSW Police Force) and then notify all other parties below including NSW Fire and Rescue via a local telephone number.		
2.	The Environment Protection Authority (EPA) Dubbo Regional Office	131 555 (24 hours) 02 6883 5333
3.	NSW Public Health Dubbo Office (Dubbo Base Hospital)	02 6809 8963 02 6885 8666 or 0418 866 397 (Officer on call)
4.	Dubbo Regional Council	02 6801 4000 (diverts after-hours)
5.	SafeWork NSW Dubbo Office	13 10 50 02 6841 7900
6.	Fire and Rescue NSW Orana Rural Fire Service	02 6884 7447 02 6881 3900
If there is no immediate threat to human health and/or property (i.e. a combat agency is not required), the Saleyards Manager is still required to follow notification procedures outlined above with the exception of emergency services (000).		

A summary of the above pollution incident notification procedure is provided in Document A – Pollution Incident Decision Flow Chart in **Appendix A**

4.2.3 INFORMATION TO BE NOTIFIED

Under section 150 of the POEO Act 1997, the information concerning a pollution incident that must be notified is:

- a) *the time, date, nature, duration and location of the incident,*
- b) *the location of the place where pollution is occurring or is likely to occur,*
- c) *the nature, the estimated quantity or volume and the concentration of any pollutants involved, if known,*
- d) *the circumstances in which the incident occurred (including the cause of the incident, if known),*
- e) *the action taken or proposed to be taken to deal with the incident and any resulting pollution or threatened pollution, if known,*
- f) *other information prescribed by the regulations.*

Notification is required by the Manager Saleyards & Showground or Saleyards Operations Coordinator immediately after a pollution incident becomes known. Any information required that is not known at the time the incident is notified must be provided when it becomes known.

Complying with these notification requirements does not remove the need to comply with any other obligations for incident notification, for example, those that apply under other environment protection legislation or legislation administered by WorkCover.

A Pollution Incident Reporting Form is produced in **Appendix A** to assist in correctly recording and notifying the relevant authorities detailed in **Section 4.2.2** above.

4.3 ACTIONS TO BE TAKEN DURING OR IMMEDIATELY AFTER A POLLUTION INCIDENT

All site personnel with relevant training must make every effort to contain the pollution incident on-site, without putting themselves at risk of harm.

In the case of a fire, and where safe, attempts must be made to extinguish or contain the fire immediately.

In the event of a chemical spill that is not contained by bunding, the chemical spill kits must be used to restrict the spread of the chemical.

Earthworks should be used to contain surface water discharge as far as practicable.

4.4 MINIMISING HARM TO PERSONS ON THE PREMISES

In the event of a pollution incident occurring, all site staff will be contacted by mobile phone. A public announcement system also exists at the facility for use during sale days.

All staff and visitors will be mustered by DRLM site staff to the Emergency Assembly Point located in the car park (identified on **Figure 4**), after which they will be safely evacuated from the site where appropriate. It is a condition of entry that in the event of an emergency, both the public and staff must adhere to directions given by the Saleyards Manager.

4.5 EPA POWERS OF DIRECTION & NOTIFICATION OF NEIGHBOURS

Where the pollution incident causes or threatens material harm to the environment or human health, the EPA is notified in accordance with **Section 4.2**.

Once the EPA is notified, it is then for the EPA to determine whether surrounding neighbours of the site need to be contacted and informed of the circumstances of the incident and what action is being taken in response to it. If deemed necessary, the EPA then has powers to formally direct Council to notify the neighbours of the site.

Irrespective of whether the EPA directs Council to notify neighbours and depending on the circumstances of the particular pollution incident, Council may at their own discretion voluntarily choose to notify neighbours.

Council would notify neighbours by 'door knocking' every neighbouring property identified on **Figure 3**.

A summary of the neighbour notification procedure is provided in *Document A – Pollution Incident Decision Flow Chart* in **Appendix A**.

4.6 IDENTIFICATION OF NEIGHBOURS

To assist the EPA in its decision as to whether it needs to direct Council to notify neighbours and to assist Council in visiting all necessary local neighbours, the aerial plan in **Figure 3** identifies the properties within 500 m of the site boundary.

Implementation

5.1 EMP

The PIRMP forms part of the Dubbo Regional Livestock Markets EMP.

If Dubbo Regional Council should choose to file the PIRMP and the Supporting Statement in any other document, it must be readily identifiable in that document in order to meet the requirements of Section 153C of the POEO Act (1997) and Regulations (2009).

5.2 STAFF TRAINING

New members of staff at the facility should be inducted. This induction must cover the purpose, requirements and responsibilities detailed in this PIRMP.

All staff should receive sufficient training to enable them to carry out their assigned duties in a competent and safe manner. In particular:

- Staff must be capable of using the fire-fighting equipment;
- Staff must be capable of identifying potential pollution incidents; and
- Staff must be familiar with the requirements and procedures contained within this PIRMP.

Staff competency will be monitored through audits, public complaints and pollution incident reports.

At least once every year staff must undertake a simulated pollution incident response exercise, which may include involvement of emergency services, to familiarise site personnel with the requirements of this management plan. A register of staff training can be found in Appendix A and must be kept on-site and updated regularly.

Regular site briefings and toolbox meetings should be held when considered appropriate to draw attention to potential pollution incidents and identify improvements to on-site safety procedures.

5.3 REVIEW AND UPDATE PIRMP

The PIRMP is a living document required to be reviewed, tested and updated at least once every 12 months, and within one month of any pollution incident occurring to ensure accuracy and effectiveness.

For these reasons, document control is an important part of the environmental management system. It is critical that PIRMP storage locations are made known to all relevant staff members and that only the latest version is in use. Details of the version and date of issue are recorded on each page of the PIRMP in the bottom left hand corner.

Revised and updated versions of the PIRMP will always be issued with a covering memo summarising the changes. When a new PIRMP is received the old version is replaced in its entirety. A register for updating and testing the PIRMP can be found in Appendix A and must be kept on site and updated regularly.

Three copies of any new PIRMP will need to be produced. They are to be distributed to the following:

- Saleyards Manager, Dubbo Regional Council;
- Administration Manager, Dubbo Regional Council; and
- Geolyse Pty Ltd, Orange.

References

Environmental Guidelines: Preparation of Pollution Incident Response Management Plans, March 2012 – prepared by Environment Protection Authority

Environment Protection Licence 3702 – prepared by Environment Protection Authority

Appendix A

POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

**POLLUTION INCIDENT RESPONSE
MANAGEMENT PLAN**
DUBBO REGIONAL LIVESTOCK MARKETS

PREPARED FOR:
DUBBO REGIONAL COUNCIL

NOVEMBER 2017



POSTAL ADDRESS PO Box 1963
LOCATION 154 PEISLEY STREET
TELEPHONE 02 6393 5000
EMAIL ORANGE@GEOLYSE.COM

ORANGE NSW 2800
ORANGE NSW 2800
FACSIMILE 02 6393 5050
WEB SITE WWW.GEOLYSE.COM

Report Title:	<i>Pollution Incident Response Management Plan</i>
Project:	<i>Dubbo Regional Livestock Markets</i>
Client:	<i>Dubbo Regional Council</i>
Report Ref.:	<i>214381_PIRMP_002_DRLM.docx</i>
Status:	<i>Final – Version C</i>
Issued:	<i>November 2017</i>

Geolyse Pty Ltd and the authors responsible for the preparation and compilation of this report declare that we do not have, nor expect to have a beneficial interest in the study area of this project and will not benefit from any of the recommendations outlined in this report.

The preparation of this report has been in accordance with the project brief provided by the client and has relied upon the information, data and results provided or collected from the sources and under the conditions outlined in the report.

All information contained within this report is prepared for the exclusive use of Dubbo Regional Council to accompany this report for the land described herein and are not to be used for any other purpose or by any other person or entity. No reliance should be placed on the information contained in this report for any purposes apart from those stated therein.

Geolyse Pty Ltd accepts no responsibility for any loss, damage suffered or inconveniences arising from, any person or entity using the plans or information in this study for purposes other than those stated above.

TABLE OF CONTENTS

POLLUTION INCIDENT CLASSIFICATION, RISK ASSESSMENT AND CONTRIBUTING FACTORS.....	1
POLLUTION INCIDENT DECISION FLOW CHART	2
POLLUTION INCIDENT EMERGENCY CONTACT DETAILS	3
3.1 DEFINITION OF POLLUTION INCIDENT	3
3.2 NOTIFICATION OF POLLUTION INCIDENT	3
3.2.1 NOTIFICATION SPEED OF RESPONSE.....	3
3.2.2 NOTIFICATION OF RELEVANT AUTHORITIES.....	3
POLLUTION INCIDENT REPORTING FORM.....	4
PIRMP TESTING AND UPDATE REGISTER.....	6
STAFF TRAINING REGISTER	7

TABLES

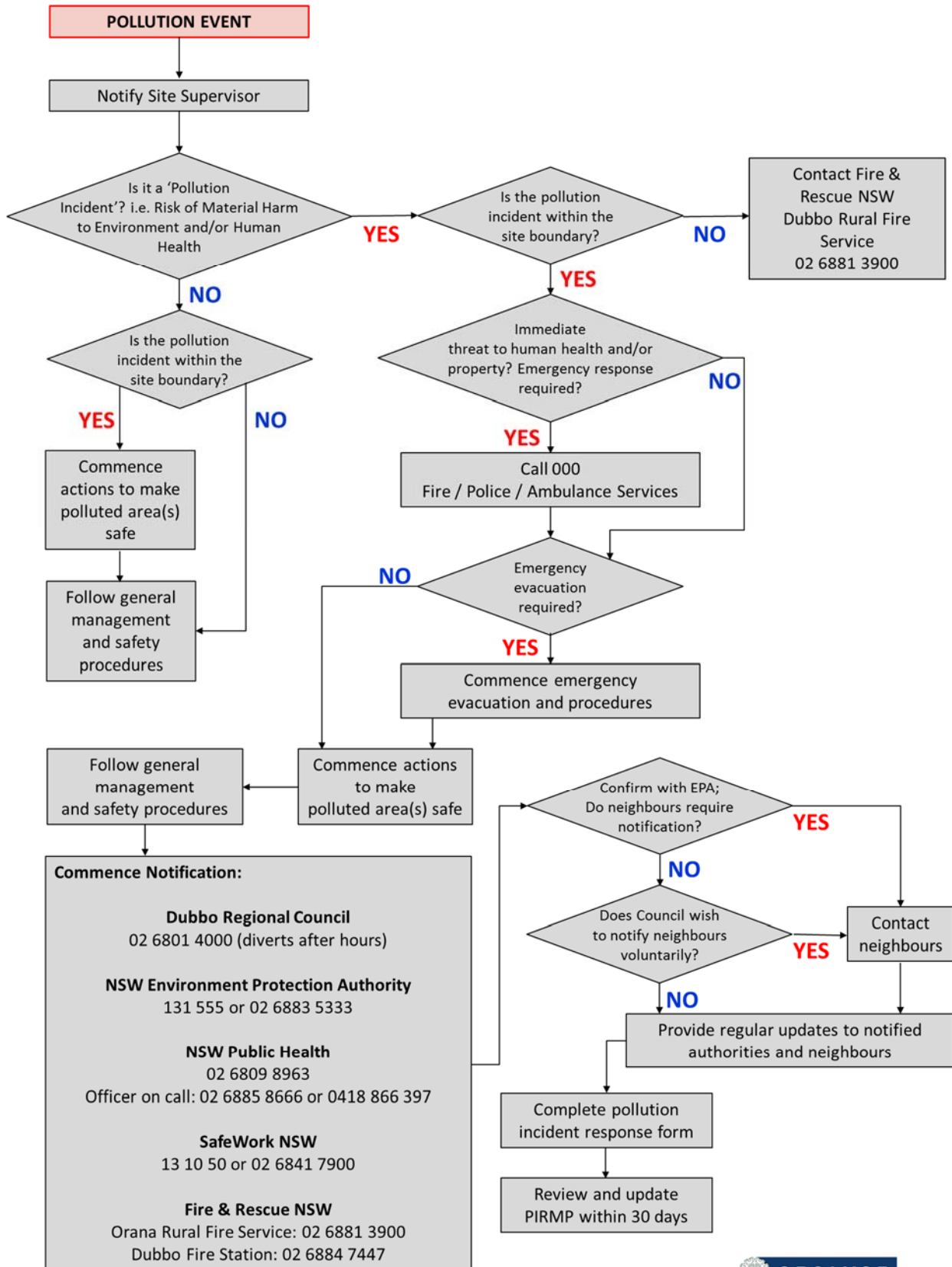
Table 1.1 – Pollution Incident Classification, Risk Assessment and Contributing Factors	1
Table 3.1 – Notification of Relevant Authorities	3

Pollution Incident Classification, Risk Assessment and Contributing Factors

Table 1.1 – Pollution Incident Classification, Risk Assessment and Contributing Factors

Description of Pollution Incident	Likelihood	Impact	Contributing Factors
Failure of surface water management system	Low	Medium	Prolonged periods of wet weather; poor management of the first flush pond leading to it exceeding its design capacity (i.e. discharge in excess of the design criteria); and insufficient inspection and maintenance of surface water systems
Failure of the effluent system	Low	Medium	Prolonged periods of wet weather; and insufficient inspection and maintenance of effluent management systems
Failure of irrigation system	Low	Medium	Prolonged periods of wet weather; and insufficient inspection and maintenance of irrigation systems
Failure of controls at manure stockpile	Low	Medium	Prolonged periods of wet weather may increase the risk; poor manure stockpile management; large quantities of manure; insufficient inspection and maintenance of control systems
Fire	Medium	Low	Prolonged periods of dry hot weather may increase risk; poor commodity management
Chemical spill	Low	Low	Improper storage of chemicals; human error; vandalism
Vandalism, activist action or terrorism	Low	Medium	Increased risk during hours of closure and during sustained periods of hot and dry weather for fire attack

Pollution Incident Decision Flow Chart



Pollution Incident Emergency Contact Details

3.1 DEFINITION OF POLLUTION INCIDENT

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 1997:

- (a) *harm to the environment is material if:*
 - (i) *it involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or*
 - (ii) *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*
- (b) *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.*

3.2 NOTIFICATION OF POLLUTION INCIDENT

3.2.1 NOTIFICATION SPEED OF RESPONSE

Notification of a pollution incident must occur "immediately", as specified in Section 148 of the POEO Act 1997, however actions that are necessary to make the area safe are permitted prior to notification.

3.2.2 NOTIFICATION OF RELEVANT AUTHORITIES

Where a pollution incident causes or threatens material harm to the environment or human health, all of the following authorities / stakeholders must be notified by the Saleyards Manager or Assistant Saleyards Manager:

Table 3.1 – Notification of Relevant Authorities

1.	Emergency Services	000*
* The Site Supervisor should call 000 if the incident presents an immediate threat to human health and/or property and a combat agency is required (i.e. NSW Fire and Rescue, NSW Ambulance Service, NSW Police Force) and then notify all other parties below including NSW Fire and Rescue via a local telephone number.		
2.	The Environment Protection Authority (EPA) Dubbo Regional Office	131 555 (24 hours) 02 6883 5333
3.	NSW Public Health Dubbo Office (Dubbo Base Hospital)	02 6809 8963 02 6885 8666 or 0418 866 397 (Officer on call)
4.	Dubbo Regional Council	02 6801 4000 (diverts after-hours)
5.	SafeWork NSW Dubbo Office	13 10 50 02 6841 7900
6.	Fire and Rescue NSW Orana Rural Fire Service	02 6884 7447 02 6881 3900
If there is no immediate threat to human health and/or property (i.e. a combat agency is not required), the Saleyards Manager is still required to follow notification procedures outlined above with the exception of emergency services (000).		

Pollution Incident Reporting Form

INCIDENT No:

TIME:

DATE:

DURATION OF INCIDENT:

NATURE OF INCIDENT:

TEMPERATURE: °C

WIND DIRECTION & SPEED: KM/HR

RELATIVE HUMIDITY:%

RAINFALL SINCE 9AM: MM

FIRE DANGER RATING:

THE LOCATION OF THE PLACE WHERE POLLUTION IS OCCURRING OR IS LIKELY TO OCCUR:

THE NATURE, THE ESTIMATED QUANTITY OR VOLUME, AND THE CONCENTRATION OF ANY POLLUTANTS INVOLVED:

THE CIRCUMSTANCES IN WHICH THE INCIDENT OCCURRED, INCLUDING THE CAUSE OF THE INCIDENT:

THE CORRECTIVE ACTION TAKEN OR PROPOSED TO BE TAKEN TO DEAL WITH THE INCIDENT AND ANY RESULTING POLLUTION OR THREATENED POLLUTION:

Pollution Incident Reporting Form

NOTIFICATION:		
STAKEHOLDER	DATE / TIME	CONTACT
DUBBO REGIONAL COUNCIL	/ / AM/PM	
NSW ENVIRONMENT PROTECTION AUTHORITY	/ / AM/PM	
NSW PUBLIC HEALTH	/ / AM/PM	
SAFework NSW	/ / AM/PM	
NSW FIRE AND RESCUE	/ / AM/PM	

NOTIFICATION OF NEIGHBOURS REQUIRED BY EPA	Yes / No
IF NOT, HAVE NEIGHBOURS BEEN NOTIFIED VOLUNTARILY	Yes / No
PARTICULARS:	
.....	
.....	
.....	

SIGNATURE:	DATE / /
SIGNATURE:	DATE / /
SALEYARDS MANAGER	

PIRMP Testing and Update Register

Date	Name	Routine Testing	Routine Update	Post Incident Updates	New Copies Distributed?
18/12/14	Chloe Bigg (Geolyse)	N/A	Content updated to reflect updates to DRLM and link to the updated DRLM EMP.	N/A	Yes
13/05/15	Chloe Bigg (Geolyse)	N/A	Figures 2 and 4 updated to reflect current site layout.	N/A	Yes
18/10/17	Brendan Stuart (Geolyse)	N/A	Updates to contact details and site layout	N/A	Yes

Staff Training Register

Date	Staff Member	Brief Description of Training Task
/ /		
/ /		
/ /		
/ /		
/ /		
/ /		
/ /		
/ /		

Appendix C

BIOSECURITY MANAGEMENT PLAN

BIOSECURITY MANAGEMENT PLAN



Document No:	File13/329 – ED15/110584 v2
Revision No:	4
Revision Date:	January 2017



CONTENTS

Contents	2
ACTION PLAN FOR SALEYARD LIVESTOCK STANDSTILL.....	3
1. Business details	3
2. Saleyard staff and command.....	4
3. Important saleyard contacts.....	5
4. Livestock Standstill Order released on a non-sale day.....	5
5. Announcing a Livestock Standstill Order and provisions for sales in progress	6
6. Securing the saleyard	6
7. Assisting Department of Primary Industries.....	8
8. People issues	8
9. Livestock transports.....	9
10. Livestock already trucked from saleyards (in transit to destination(s))	9
11. Livestock in saleyards	10
DRAFT ANNOUNCEMENT AND PUBLICITY FOR A SALEYARD LIVESTOCK STANDSTILL ORDER....	19
Emergency Animal Disease (EAD) Action Plan	24
Bibliography / Resources	26

ACTION PLAN FOR SALEYARD LIVESTOCK STANDSTILL

Prepared by the

DUBBO REGIONAL LIVESTOCK MARKETS

Dated: 4 January 2017

1. BUSINESS DETAILS

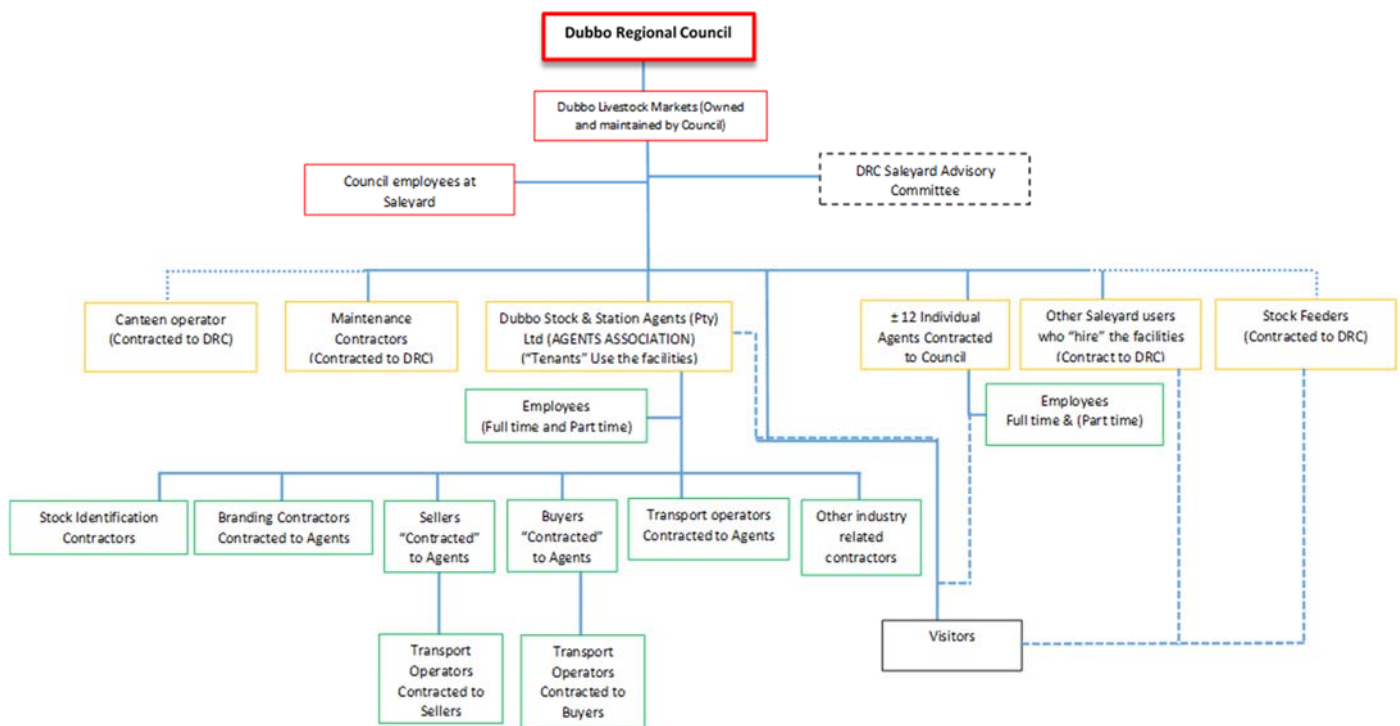
Registered name of saleyard	Dubbo Regional Livestock Markets
Postal address :	PO Box 81 DUBBO NSW
Postcode :	2830
Physical address/location :	Boothenbah Road Dubbo NSW
Office phone number :	02 6801 4541
After-hours phone number :	0417 272 844
Manager's mobile :	0417 272 844
Facsimile number :	02 6801 4545
Email address :	council@dubbo.nsw.gov.au
ABN :	53539070928

For each heading below, consider the following for inclusion in your plan:

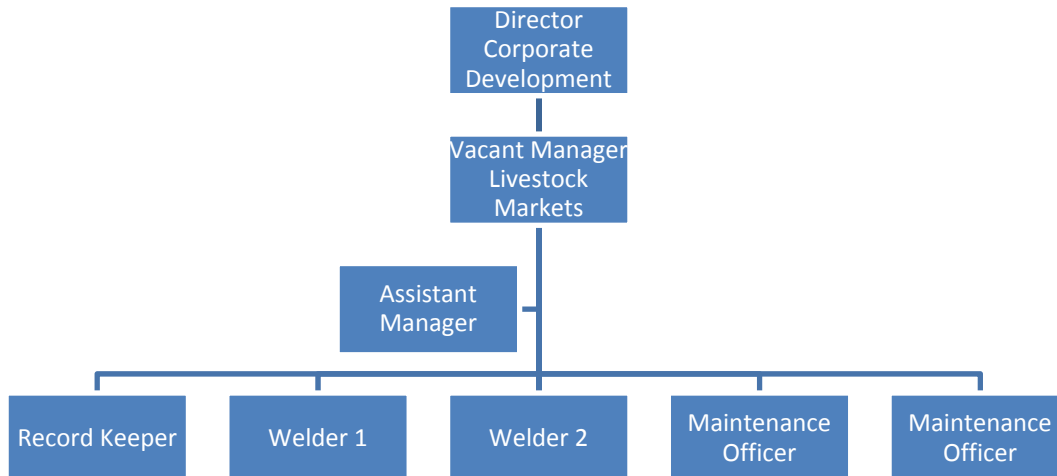
- **What** needs to be done, what should be recorded?
- **Why** is a task necessary? (Understanding should result in better compliance.)
- **Who** is to do it (the person or responsible position — Saleyard Manager, DPI official)?
- **How** the task to be is performed (the method)?
- **When** are they to do it (sequence, logical order, degree of urgency)?
- **Where** is the task to be performed?

2. SALEYARD STAFF AND COMMAND

- What — record the management structure, who supervises/informs who, list of employees by position and their contact details.
- Why — so that all involved in implementing a Saleyard Livestock Standstill Plan (SLSP) can be informed of their role(s) ahead of time.
- Who — the person responsible for writing the plan.
- How — staff structure diagram, staff list with positions and duties.
- When — when plan is drafted, before any emergency.
- Where — to be included in the written plan.



Dubbo Regional Livestock Markets organisational Structure



3. IMPORTANT SALEYARD CONTACTS

- What — a detailed list of important contacts with all relevant details Appendices A.
- Why — to know how and who to contact in an emergency.
- Who — the person responsible for maintaining Appendices A is the Saleyards Manager or the person writing the plan.
- How — fill in all details as per Appendix A. And ensure list is up to date at all times.
- When — when plan is drafted, before any emergency and review annually.
- Where — to be included in the written plan in Appendix A.

4. LIVESTOCK STANDSTILL ORDER RELEASED ON A NON-SALE DAY

- What — the Order will have been received by fax or email. All parties involved with the saleyard must be informed of the provisions of the Order as soon and as effectively as possible.

- Why — to prevent stock leaving their properties of origin and potentially being exposed to, or spreading, disease at a saleyard; to save producers, transporters and saleyards financial losses.
- Who — the saleyard manager will be responsible for informing stock agents. Stock agents must inform their clients and transporters. The Order will also be widely publicised on the electronic media — radio and television — backed up by the print media.
- How — by electronic means (telephone, facsimile or email).
- When — as soon as the Livestock Standstill Order is received.
- Where — process is to be managed from the offices of the saleyard manager and stock agents.

5. ANNOUNCING A LIVESTOCK STANDSTILL ORDER AND PROVISIONS FOR SALES IN PROGRESS

- What — the Order will have been received by fax or email. All parties involved with the saleyard must be informed of the provisions of the Order as soon and as effectively as possible.
- Why — to minimise any unauthorised livestock movements with attendant risks of disease transmission.
- Who — the saleyard manager or a Department of Primary Industries (DPI) official is responsible for announcing the provisions of the Order.
- How — the provisions of the Order are to be announced to all present at the saleyard, preferably over a public address system. (Appendix B). A handout and copy of the order prepared by DPI is to be posted in prominent places and distributed to all present.
- When — immediately the Livestock Standstill Order is received.
- Where — within the saleyard premises, including parking, cafeteria and wash-down areas.

6. SECURING THE SALEYARD

- What — preventing the unauthorised movement of livestock and loaded transports into or out of the saleyard premises.
- Why — to prevent unauthorised entry/exit with attendant risks of disease transmission.
- Who — DPI officers, the saleyard manager, assisted by saleyard staff and New South Wales Police.
- How — close and lock gates, block roads with vehicles, barriers or boomgates.

- When — immediately the Order is received.
- Where — will be dictated by saleyard layout; access points to be identified in plan. (Note: please attach a map of the saleyard and associated roads, fences, boundaries and drainage lines to this plan — see Appendix C.)

7. ASSISTING DEPARTMENT OF PRIMARY INDUSTRIES

- What — DPI officers will require considerable assistance (for example, details of the ownership and origin of each consignment, the name of the transporter, a list of number and class of livestock by vendor and their Property Identification Codes [PICs]). Stock agents, assisted by saleyard management, will be expected to assist DPI to obtain this information as soon as possible. A proforma for the information required by DPI is presented in Appendix D.
- Why — for the DPI risk assessment, it is crucial that DPI staff know where each consignment has come from and how and who has transported each consignment. Where consignments have gone to is vital for trace-forward purposes.
- Who — the saleyard manager should assign a person with the clerical knowledge and skills to work with stock agents to provide DPI with the information required.
- How — work with stock agents to prepare lists of the information requested by DPI (see Appendix D).
- When — as soon as possible after announcement of the Livestock Standstill Order.
- Where — by hand delivery to DPI at the saleyard or by electronic means to a fax or email address provided by DPI.

8. PEOPLE ISSUES

- What — there are no laws restricting movement of persons (unless infection is actually suspected in saleyards). However, advice to all present on precautions for personal biosecurity will be provided by DPI (see Appendix B).
- Why — to minimise risks that any person will have footwear, clothing or a vehicle contaminated by potentially infectious material.
- Who — saleyard manager to distribute the information provided in Appendix B.
- How — public announcement backed up by pre-prepared paper handout.
- When — immediately the Livestock Standstill Order is received.
- Where — within the saleyard premises, including parking, cafeteria and wash-down areas.

9. LIVESTOCK TRANSPORTS

- What — loaded transports still at saleyards must be unloaded; stock must be confined. Recommendations for cleansing all unloaded transports before they leave saleyard are given in Appendix B. A separate parking lot should be provided for personal (non transport) vehicles.
- Why — to prevent loaded transports leaving, to minimise risks of transports spreading infection.
- Who — saleyard manager/DPI to announce, truck operators to cleanse trucks.
- How — public announcement backed up by pre-prepared paper handout. Note: There is no law preventing the movement of transporters in the situation where FMD is diagnosed in another state, but it is in the interests of the industry that all transports, clothing and footwear be cleansed before leaving the saleyard.
- When — immediately the Livestock Standstill Order is received.
- Where — within confines of saleyard, parking lot, wash-down bay.

10. LIVESTOCK ALREADY TRUCKED FROM SALEYARDS (IN TRANSIT TO DESTINATION(S))

- What — livestock movements that commenced before the Livestock Standstill Order coming into effect may be completed, provided completion is within 12 hours. DPI will specify procedures for loaded trucks in transit and perform risk assessments on a case-by-case basis.
- Why — to minimise the risk of disease spread; to record possible traces.
- Who — stock agents, assisted by saleyard manager and staff, to contact and inform drivers, to record all details and to pass on to DPI for risk assessment and possible surveillance visit. Information required by DPI can be listed (see Appendix D).
- How — refer to Appendix A and/or contact trucking companies for drivers' details, destination(s) and mobile phone numbers.
- When — immediately the Livestock Standstill Order is received.
- Where — managed from the saleyard and agents' offices. Information recorded in Appendix D.

11. LIVESTOCK IN SALEYARDS

11.1 HOLDING ARRANGEMENTS (TIMEFRAME)

- What — livestock are to be held in the yards for the minimum term specified in the Order.
- Why — to minimise risks of disease spread while DPI assesses risks.
- Who — saleyard management in association with DPI manages the holding operation.
- How — livestock to be held in secure pens or saleyard paddocks.
- When — from the time the Livestock Standstill Order is received and announced. Note: Individual consignments may be released under permit before the expiry of the Order.
- Where — on the saleyard premises.

11.2 FEEDING AND WATERING ARRANGEMENTS

- What — stock must have access to drinkable water at all times. Fodder (hay) will have to be brought in on the second day of confinement. Bobby calves must be fed within 24 hours of leaving their home farm. This will be a particular challenge; humane destruction may be required if they cannot be fed within this time.
- Why — to meet animal welfare requirements and to preserve, as far as possible, the commercial value of the stock.
- Who — feed merchants and contractors will need to be tasked with supplying fodder. The issue of 'who pays' is unresolved at this time but is under discussion at high levels of government.
- How — fodder, usually hay, will be distributed to held stock in amounts determined by the number and class of stock.
- When — fodder is to be supplied from the second day after imposition of the Livestock Standstill Order.
- Where — stock are to be fed in their pens.

11.3 SECURITY

- What — stock must be prevented from leaving the confines of the saleyards until termination of the Order or until official DPI approval or a permit allows their movement.
- Why — to minimise risks of disease spread and to allow time for DPI risk assessments.
- Who — security contractor to be supervised by DPI official.
- How — security contractor to provide 24-hour coverage to ensure no unauthorised livestock movements occur.
- When — as soon as possible after announcement of the Livestock Standstill Order until the Order is revoked or expires. Individual consignments may be released with a permit issued by a government veterinarian or gazetted inspector of stock.
- Where — security must be maintained at the checkpoints (locked gates or blocked roads).

11.4 RELEASE OF LIVESTOCK FROM SALEYARDS

- What — stock will be released from saleyards when official approval from DPI is given. This may be by individual permit issued by a government veterinarian or gazetted inspector of stock or by expiry of the Order.
- Why — to allow movement to properties or meat works after completion of risk assessment.
- Who — DPI will publicise the expiry date of the Order and/or provide individual owners with permits.
- How — release of stock ahead of expiry of the Order will be by written DPI permit. Expiry of the Order will be widely publicised on radio and television and in local newspapers.
- When — as soon as the risk assessment process is complete.
- Where — permits will be provided on a risk-assessed basis to owners and transporters.

APPENDIX A - SALEYARD LIVESTOCK STANDSTILL ORDER – CONTACT LIST

SALEYARD LIVESTOCK STANDSTILL ORDER — CONTACT LIST

This list should include full contact details for the organisations, businesses and persons listed. It must be updated not less than once per year.

	Organisation	Contact Person	Phone	Facsimile	Mobile	Email	website	Address
Emergency Animal Disease Watch Hotline:			1800 675 888					
Dubbo Reg Council General Manager	Dubbo Regional Council	Mark Riley	6801 4000		0417 419 579	mark.riley@dubbo.nsw.gov.au	www.dubbo.nsw.gov.au	Civic Administration Building Church Street Dubbo NSW 2830
Dubbo Reg Council Director Corporate Development	Dubbo Regional Council	Ken Rogers	6801 4000		0418 636 862	ken.rogers@dubbo.nsw.gov.au	www.dubbo.nsw.gov.au	Civic Administration Building Church Street Dubbo NSW 2830
Abattoir — 1	Fletchers International		02 6801 3100	02 6884 2965		mailbox@fletchint.com.au	http://www.fletchint.com.au/di_r.htm	Lot 11, Yarrandale Rd Dubbo NSW 2830
Livestock Markets	Saleyards Narromine		(02) 6889 1443					Manildra St, Narromine NSW 2821
DPI office — nearest	NSW Department of Primary Industries		1800 808 095 6833100 Dubbo			nsw.agriculture@dpi.nsw.gov.au	http://www.dpi.nsw.gov.au/aboutus/about/contact	NSW DPI, PO Box 21, Cronulla NSW 2230
EPA nearest office	Dubbo (Environment Protection and Regulation; Country, Culture and Heritage)		02 6883 5330	02 6883 5330		info@environment.nsw.gov.au	http://www.environment.nsw.gov.au/epa/	48-52 Wingewarra Street, Dubbo, NSW, 2830
Worker 1	Dubbo Regional Livestock Markets	Peter Brain	02 6801 4541	02 6801 4549	0417 272 844	peter.brain@dubbo.nsw.gov.au		
Worker 2	Dubbo Regional Livestock Markets	John Joseph	02 6801 4541	02 6801 4549	0408 482 180			
Worker 3	Dubbo Regional Livestock Markets	Martin Tink	02 6801 4541	02 6801 4549	0438 457 349			
Worker 4	Dubbo Regional Livestock Markets	Trevor Grant	02 6801 4541	02 6801 4549	0412 925 316			
Worker 5	Dubbo Regional Livestock Markets	Cliff Barry	02 6801 4541	02 6801 4549	0427 067 871			
Worker 6	Dubbo Regional Livestock Markets	Kate Roberts	02 6801 4541	02 6801 4549	0407 172 994			
Worker 7	Dubbo Regional Livestock Markets	Ross McCarthy	02 6801 4541	02 6801 4549	0447138960			

NSW Police	Dubbo Police Station		(02) 6883 1599				http://www.police.nsw.gov.au/about_us/structure/operations_command/local_area_commands/western_region/orana/dubbo_police_station	143 Brisbane St Dubbo NSW 2830
NLIS Scanning			02 6391 3511	02 6391 3740		Enquiries.nlis@industry.nsw.gov.au	www.dpi.gov/agriculture/livestock/nlis	
Scanning	Stock Tracks	Allan Magrath	0429 873 857	02 6885 6647				
Dubbo Stock and Station Agents Association		Tim Sampson	02 6882 2523			allan@stocktracks.com.au		
Local Land Services (LLS)	District vets Dubbo Jillian Kelly (Team Leader) - Ph 0428 334 459 Evelyn Walker – 0428 270 802 Biosecurity Officers Dubbo Jason Gavenlock - Ph 0428 710 017 Rhett Robinson - Ph 0428 462 474 Mick Ryan - Ph 0428 218 938 Lucas Scales - Ph 0417 663 292		02 6841 6500			admin.central.west@lhpa.org.au	http://www.lhpa.org.au/	96 Victoria Street, (PO Box 6082), Dubbo NSW 2830
Stock and Station Agent	Milling Peter & Co	Graham Anderson	(02) 6882 3544		04287 253 162	judy@petermilling.com	http://petermilling.com.au/dubbo-agents/	105 Macquarie St, Dubbo NSW 2830
Stock and Station Agent	David Cameron & Co		(02) 6884 8355		-		http://www.dcco.com.au/	92 Erskine St, Dubbo NSW 2830
Stock and Station Agent	Monk's Livestock & Property	Denise Male		02 6886 6159	0408 871 644	denise@monks.com.au	http://www.monks.com.au/	62 Talbragar St, Dubbo NSW 2830

Stock and Station Agent	<u>Ray White Rural</u>	David Armitage	(02) 6884 1910	02 6884 7509		darmitage@raywhite.com	http://www.raywhiterural.com.au/	105 Bourke St, Dubbo NSW 2830
Stock and Station Agent	Landmark Milling H L Thomas & Co	Peter Thomas	(02) 6841 1000		0418636082	kylie.henry@landmark.com.au	http://www.landmark.com.au	Bourke St, Dubbo NSW 2830
Stock and Station Agent	Christie And Hood	Paul Alchin	(02) 6884 3800	02 6884 2206	0429472741	c-h@hwy.com.au		39 Church St, Dubbo NSW 2830
Stock and Station Agent	Olsen C. Agencies		(02) 6882 0777	02 6884 2797		olsenagencies@crt.net.au	http://www.olsenagencies.com.au	176a Brisbane St, Dubbo NSW 2830
Stock and Station Agent	Lord P.T. Dakin & Associates Pty Limited	Paul Dakin	(02) 6882 3444	02 6882 3760	0418 112 038	ptlda@bigpond.com	http://ptlord.com.au/	268 Macquarie St, Dubbo NSW 2830
Stock and Station Agent	<u>Carter Lindsay & Weber</u>	Matt Webber	(02) 6882 5177	02 6881 8016	0418 639 234	contact@carterlindsayweber.com.au	http://www.carterlindsayweber.com.au	76 Brisbane St, Dubbo NSW 2830
Stock and Station Agent	<u>Barlow & Peadon Schute Bell</u>	Angus Barlow	(02) 6885 0701	02 6885 4622	0418 638 052	office@barlowpeadon.com.au	http://www.barlowpeadon.com.au/	Suite 4, 1 st Floor 29 Church St Dubbo NSW 2830
Stock and Station Agent	Dubbo Stock & Station Agents Pty Ltd	Tim Sampson	(02) 6882 2523		0419290895	dubboagt@crt.net.au	http://dubbosaleyards.com/	Troy Saleyards, Dubbo NSW 2830
Stock and Station Agent	Elders Limited	Martin Simmons	(02) 6883 1800	02 6884 0261	0427 854 825	dubbolivestock@elders.com.au	www.elders.com.au	37 Bourke St Dubbo NSW 2830
Stock and Station Agent	<u>Richardson & Sinclair</u>	Scott Sinclair	(02) 6882 3111	02 6884 6441	0428 265 513	richsin@bigpond.com	richardsonandsinclair.com.au	PO Box 348 Dubbo NSW 2830 46 Wingewarra St Dubbo NSW 2830
Stock and Station Agent	<u>CPS Thomas Ballhausen & Irvine Pty Ltd</u>	Wes Thomas	(02) 6884 4688	02 6884 4618	0428 634 173	cps.thomas@yahoo.com.au		35 Bultje St, Dubbo NSW 2830
Stock and Station Agent	<u>Delta Agribusiness</u>		(02) 6882 5222				http://www.deltaagribusiness.com.au/	1 Bourke St, Dubbo NSW 2830
Stock and Station Agent	<u>Mullavey N J & K R</u>		(02) 6884 4090					22 Norfolk Crs, Dubbo NSW 2830
Stock and Station Agent	<u>Peter Milling & Company</u>	Bruce Bryant	(02) 6845 1555		0428 451 092	petermilling@bigpond.com	http://petermilling.com.au/wellington-agents/	29 Nanima Crs, Wellington NSW 2820
Stock and Station Agent	<u>Plasto & Company</u>	Ross Plasto	(02) 6845 1222	02 6845 3335	0428 636 289	info@plastoandcompany.com.au	http://www.plastoandcompany.com.au/	124 Percy St, Wellington NSW 2820

Stock and Station Agent	<u>W Burke & Co</u>		(02) 6889 5054	02 6889 1218	0419 636 062	wburke_co_realestate@bigpond.com	http://www.narrominerealestate.com.au/contact_us.aspx	57-59 Dandaloo St, Narromine NSW 2821
Stock and Station Agent	<u>Town & Country Real Estate And Stock</u>	Glen Pittman	(02) 6881 6789	02 6885 4294	0419 435 416		http://www.towncountrydubbo.com.au/	85 Talbragar St, Dubbo NSW 2830
Transport Company	<u>Bruce Dickinson Transport Pty Ltd</u>		(02) 6884 3755	02 6884 1961	0429 635 989	admin@dickinsontransport.com.au	http://www.dickinsontransport.com.au/	22L Yarrandale Rd, Dubbo NSW 2830 (PO Box 4131)
Transport Company	<u>Andrew Poole Transport</u>				0409 636 128			Dubbo NSW 2830
Transport Company	<u>Lewis Robert Livestock Transport</u>		(02) 6884 5380		0428 432 518			PO Box 1282 Dubbo NSW 2830
Transport Company	<u>Castlereagh Freight</u>		(02) 6886 1333		0419 248 694			PO Box 173, Dubbo NSW 2830
Transport Company	<u>Woods Henry Livestock Transport</u>	Henry	(02) 6882 4863		0429 824 863	henrywoods009@gmail.com		48 Twickenham Drv, Dubbo NSW 2830
Transport Company	<u>Tim Dennis Transport</u>		02 6888 5312		0428 885 312			Dubbo NSW 2830
Transport Company	<u>Tobin M L & C M</u>		(02) 6884 4242					42r North Burrabadine Rd, Dubbo NSW 2830
Transport Company	<u>Martin's Stock Haulage (Scone) Pty Ltd</u>	Mick Charlton	(02) 6888 5222	02 6545 3222		eddiemsh@bigpond.net.au	http://www.martinshaulage.com.au/contact.html	PO Box 411 Scone NSW 2337
Transport Company	<u>Nathan Wilson</u>		(02) 6889 5676					Glenthorne, Tullamore Rd, Narromine NSW 2821
Transport Company	<u>Narromine Freighters</u>		(02) 6889 1767					159 Dappo Rd, Narromine NSW 2821
Transport Company	<u>McEwen's Stock Transport Pty Ltd</u>		(02) 6847 0195					Lyondale, Gilgandra NSW 2827
Transport Company	<u>Calder Robert Transport Pty Ltd</u>		(02) 6889 1211					Wingfield Rd, Narromine NSW 2821
Transport Company	<u>Warner & Son</u>		(02) 6374 0310					"Tralee" Gorries La, Goolma NSW 2852
Transport Company	<u>Joamco Pastoral Company Stock Transport</u>				0417 449 423			Narromine NSW 2821
Transport Company	<u>Paul Milgate Transport</u>	Paul & Jo	02 6888 8381		0418 636 228	pmilgatetransport@bigpond.com		Myall Grove Trangie NSW 2823

Transport Company	<u>M T & H L Woods</u>		02 6889 3376		0409 894 363			"Woodgrove", Narromine NSW 2821
Transport Company	<u>Warner & Son</u>		(02) 6374 0310		0407 201 833			"Tralee" 602 Gorries La, Goolma NSW 2852
Transport Company	<u>Brabrook W A & N A</u>		(02) 6888 7066					"Tallangar" Willidah Rd, Trangie NSW 2823
Transport Company	<u>Rich Michael Transport</u>		(02) 6889 4021					"Kabinga River", Narromine NSW 2821
Transport Company	<u>Barclay Tom J</u>				0419 887 652			PO Box 164, Trangie NSW 2823
Transport Company	<u>Trangie Transport</u>		(02) 6888 7476					22 Enmore St, Trangie NSW 2823
Transport Company	<u>Vella Barry Stock Transport</u>		(02) 6846 6379					Cobborah Rd, Comobella NSW 2820
Transport Company	<u>K & S Packham Livestock Transport</u>				0428 896 542			109 Moss Ave, Narromine NSW 2821
Transport Company	<u>Kurtz Jason M</u>				0429 497 594			Mudgee NSW 2850
Transport Company	<u>Wyatt J H A</u>		(02) 6374 1038					Oakfield, Gulgong NSW 2852
Transport Company	<u>Fletcher M & R</u>		(02) 6847 6251					4 Narromine St, Nevertire NSW 2831
Transport Company	<u>Dunn Livestock Pty Ltd</u>		(02) 6863 4324					Parkes NSW 2870
Transport Company	<u>Chapmans Stock Transport</u>		(02) 6862 1431					402 Kamandra Lane, Parkes NSW 2870
Transport Company	<u>Livestock Transport Direct</u>		(02) 6364 5480					Manildra NSW 2865
Transport Company	<u>Dunn Livestock Transport Pty Ltd</u>		02 6863 4324					Parkes NSW 2870
Transport Company	<u>Chapmans Stock Transport</u>				0467 621 431			402 Kamandra La, Parkes NSW 2870
Transport Company	<u>John Boyd Livestock Transport</u>				0428 652 218			Parkes NSW 2870
Transport Company	<u>Arm Livestock Transport</u>		(02) 6843 4413					Lot 1 South St, Bugaldie NSW 2357
Transport Company	<u>Taylor Robert Stock Transport</u>				0409 042 301			Orange NSW 2800
Transport Company	<u>Thompson Transport</u>		6342 4966					26-29 Mees St Cowra NSW 2794
Transport Company	<u>PN Proctor</u>	Phil	6822 3562		0428 223 562			PO Box 83 Coonamble NSW 2829

Transport Company	Barry Lewington				0421449150			Albury
Transport Company	Richardsons Mount River		02 49327600		0427290140 / 0407 664 133	richotspt@bigpond.com.au		53 Kyle Street, Rutherford New South Wales 2320
Transport Company	O'Sullivan's Transport		03 5432 6036		0418 509 260	terrence.tobin@bigpond.com / osulltpt@bigpond.com		
Transport Company	Whites Transport Stock Transport	Philip / Katie / Belinda	02 6362 2099	02 6362 6759	0418 636 283 / 0428 636 283	whitey@whitesstock.com.au	http://www.whitesstock.com.au	PO Box 4, Orange NSW 2800
Transport Company	PD Bulk Transport	Paul Devenish			0428 658 421			15 King Street, Coonabarabran New South Wales 2357
Transport Company	MK McKenna	Mark	02 6887 2759		0429 367 657			62R Durraween Lane Dubbo, NSW 2830
Transport Company	RE Lewis	Robert	02 6884 5380		0428 432 518	aihoward1@bigpond.com		
Transport Company	Stockmaster / Cavanagh	Robert / Mick	02 6722 3438		0427 223 439 / 0418 660 715	Mick@stockmaster.com.au	http://stockmaster.com.au	226 Wallamore Road, Tamworth
Transport Company	RJ Baker	Robert	02 6848 1038					
Transport Company	Northmalt P/L	Steven	02 6887 2782		0428 872 782			Langley Park Boothenda Rd, Dubbo, NSW
Transport Company	Ceres Agricultural Co	Shelly	02 6336 3033		0448 860 744	admin@ceresag.com.au / admin@pegelapastoral.com.au	http://ceresag.com.au	845 O'Connell Road OBERON NSW 2787
Transport Company	J Roberts	Justin			0427 709 677			
Transport Company	Tuckers Transport		02 6885 4182		0428 321 432 / 0428 871 117			
Transport Company	Southern Rivers Haulage	Danny	03 5368 1120		0427 364 931 / 0408 530 770	srivers@bigpond.net.au		
Transport Company	G H Koerstz	Geoff			0418 634 550			
Transport Company	Betts Transport P/L	Peter	02 6778 0477			office@bettstransport.com.au		Uralla Road, Walcha, NSW 2354
Transport Company	B Vella	Barry	02 6887 1319					
Transport Company	Phil Drew Stock Transport	Phil	02 6887 3257					

Transport Company	Trans Australian Livestock SA	Dawn	08 8766 2015		0448 014 155	dawn@transauslivestock.com.au		
Transport Company	D Cook	David	02 6887 6255		0428 876 255	davidcook@bigpond.com		
Transport Company	Yunta Transport	John	08 8650 5090		08 8650 5090			5 Angas St, Yunta, SA 5440
LLS Team Leader Animal Biosecurity & Welfare Officer	Jillian Kelly		02 6822 1588	02 6822 2336		jillian.kelly@lls.nsw.gov.au	http://www.lls.nsw.gov.au	PO Box 40 Coonamble NSW 2829
LLS Biosecurity Manager & Emergency Services	Craig Ridley					craig.ridley@lls.nsw.gov.au	http://www.lls.nsw.gov.au	
LLS District Veterinary Officer	Evelyn Walker				0428 270 802	evelyn.walker@lls.nsw.gov.au	http://www.lls.nsw.gov.au	
Feed agent — 1	Mick Nester				0418 638 031			10R Troy Bridge Rd Dubbo NSW 2830
Feed agent — 2	Brian Schloeffel				0429 151 205			12R Troy Bridge Rd Dubbo NSW 2830
Feed agent — 3	Joe Holland				0438 277 445			
Knackery — nearest								
Local Government								
Neighbour — 1	Orange City Council		02 6393 8000	02 6893 8199		council@orange.nsw.gov.au	http://www.orange.nsw.gov.au	PO Box 35 Orange NSW 2800
Neighbour — 2	Narromine Council		02 6889 9999	02 6889 9998		mail@narromine.nsw.gov.au	http://www.narromine.nsw.gov.au	PO Box 115 Narromine NSW 2821
Neighbour - 3	Parkes Shire Council		02 6861 2333	02 6862 3946		council@parkes.nsw.gov.au	http://www.parkes.nsw.gov.au	PO Box 337 Parkes NSW 2870
Neighbour — 4	Warrumbungles Shire		02 6849 2000	02 6842 1337	1800 648 585	info@warrumbungle.nsw.gov.au	http://www.warrumbungle.nsw.gov.au	14-22 John St Coonabarabran NSW 2357

DRAFT ANNOUNCEMENT AND PUBLICITY FOR A SALEYARD LIVESTOCK STANDSTILL ORDER

When a livestock standstill order is imposed on a sale day, this statement should be read out by the saleyard manager or by a Department of Primary Industries (DPI) officer. It should be posted with a copy of the Livestock Standstill Order at multiple locations around the saleyard.

'This notice is to inform all interested parties that a Livestock Standstill Order was received from the Chief Veterinary Officer of New South Wales at(time) on/...../20.....(date).

The Order is signed by the Minister of Agriculture(insert name) at(time) on/...../20.....(date). The order is issued under Section 29 of Victoria's Livestock Disease Control Act 1994.

The Order has been issued following the diagnosis of foot-and-mouth disease (FMD) in(insert state).

The purpose of the Order is to provide authorities with the time to assess disease risks and minimise the chances of spread through livestock trade and movements. DPI will be working closely with all parties, particularly agents, to determine the origin of all stock yarded and whether any present a risk of spreading FMD.

The provisions of the Order relevant to this saleyard are:

1. That the whole state of New South Wales is declared a control area in respect to the exotic disease foot-and-mouth disease.
2. Movement of all susceptible livestock — that is, cattle, sheep, goats, deer, pigs or alpaca— to or from any premises within New South Wales is prohibited unless in accordance with a written permit issued by a government veterinarian or gazetted inspector of stock.
3. No susceptible livestock are to enter or leave this saleyard, with immediate effect, unless in accordance with a permit issued by a government veterinarian or gazetted inspector of stock.
4. No shows, sales or gatherings of susceptible livestock are to be held for the duration of this Order.
5. All susceptible livestock are to be held at this saleyard until expiry of the Livestock Standstill Order on/...../20.....(insert date) or until a permit is issued for the entry or release of any consignment by a government veterinarian or gazetted inspector of stock.
6. The Order may, if necessary, be extended for a further period.
7. DPI and saleyard management seek the cooperation of all persons — livestock owners, transporters, agents and buyers — to implement the provisions of this standstill.'

The following advice is given to all people present within the premises of this saleyard:

1. All persons are advised that before leaving this saleyard, they should ensure that their footwear and clothing are not contaminated by dung. A pressure hose should be used to cleanse private vehicles contaminated by animal manure before leaving these premises. Special attention should be directed at tyres and the undersides of mudguards and the bottom of trays. Roll the vehicle forward slightly to cleanse the underside of tyres. A pressure hose will be made available at.....
2. All persons are advised to shower and to change their footwear and all clothing at their first opportunity BEFORE having any contact with livestock. Footwear should be disinfected and clothes laundered in a hot wash.
3. Transport operators are advised to follow the personal recommendations listed above. In addition, they are advised to wash their truck with a pressure hose before leaving these premises. Particular attention should be paid to the tray, tyres and undersides of mudguards. Roll the vehicle forward slightly to cleanse the underside of tyres. After pressure hosing, these should be free of visible dung. Mats from the interior should be hosed down and be free of dung. A pressure hose is available at the truck wash.
4. All livestock have or will have access to drinking water today. Contractors will be hired to feed livestock as soon as possible. Owners and buyers are asked not to return to this saleyard until their stock are released.

APPENDIX C – PLAN OF DUBBO REGIONAL LIVESTOCK MARKETS

PLAN OF SALEYARD

Please append a plan of your saleyard. The plan should show pens, paddocks, roads, laneways, buildings, drainage and effluent ponds, parking areas, fences and boundaries. The plan should indicate where roadblocks would be set up to restrict access to the saleyards. If neighbouring properties ever run susceptible species (cattle, sheep, goats, pigs, deer, alpaca), they should be indicated on the plan as 'grazing property', with the name and contact details of the owner, lessor or responsible person listed in the contact list (Appendix A).



Road blocks

The facility includes:

- Administration building
- Selling pens for cattle, goats and sheep
- Resting paddocks
- A covered selling ring
- Public canteen
- Leased offices
- Water for stock
- Hay sheds
- Light vehicle wash bay
- Truck washing facility
- Public Toilets
- Cattle scales
- Purpose-built cattle drafting facility
- Cattle crushes
- Effluent management system
- Surface water management system
- 12 ha irrigation area

A site layout is shown on Figure 2.

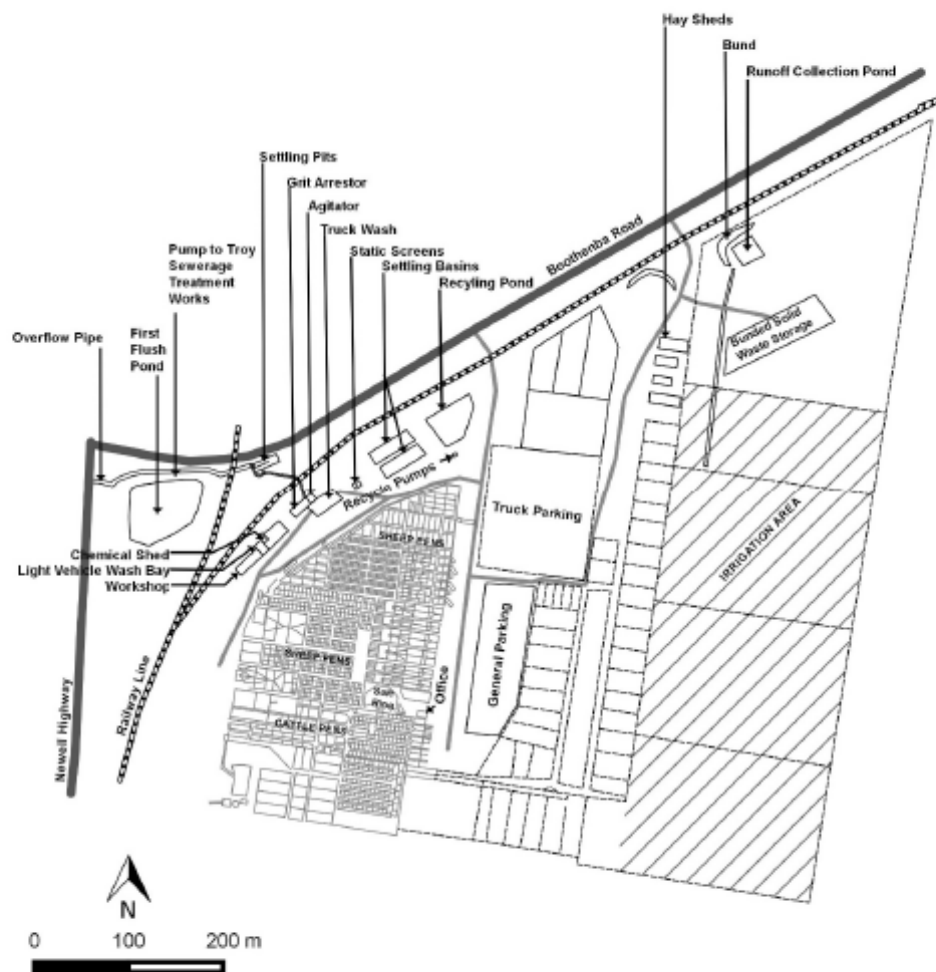


Figure 2: DRLM Layout

APPENDIX D – NSW NOTIFIABLE ANIMAL DISEASES FORM

**STOCK DISEASES ACT 1923
ANIMAL DISEASES AND ANIMAL PESTS (EMERGENCY OUTBREAKS) ACT 1991
APIARIES ACT 1985**

NSW Notifiable Animal Disease Form

This form may be used to notify the knowledge or suspicion of a notifiable animal disease under section 9 of the *Stock Diseases Act 1923*, or under section 7 of the *Animal Diseases and Animal Pests (Emergency Outbreaks) Act 1991*, or under section 22 of the *Apiaries Act 1985*.

Disease:

Species of animal/s affected:

Date of onset of signs:/...../..... Number of animals/hives affected:

Description of affected animals (breed, age, type, sex):

.....

Identification of affected animals (NLIS number (if tagged), brand, tattoo, earmark, beekeeper reg. no.):

.....

PIC (**NOTE:** important to provide this if property has PIC)

Address/location of affected animals

.....

Property owner (name, address, phone, mobile):

.....

Animal or hive owner (name, address, phone, mobile):

.....

Laboratory tests: specimens were submitted to laboratory: YES ☐ NO ☐ (please tick)

If yes, laboratory details (name, address, phone):

.....

Person making notification (name, address, phone, mobile):

.....

Signature Date:/...../.....

This form can be delivered, faxed or emailed to your Local Land Services office. Alternatively it can be faxed to the Department of Primary Industries (DPI) biosecurity branch on 02 6361 9976, or emailed to biosecurity@dpi.nsw.gov.au

APPENDIX E – EMERGENCY ANIMAL DISEASE (EAD) ACTION PLAN

EMERGENCY ANIMAL DISEASE (EAD) ACTION PLAN

This document details the actions (and responsibilities) that are to be undertaken in the event that an emergency disease outbreak is suspected at DUBBO REGIONAL LIVESTOCK MARKETS

[A] Important Contact Details – Appendix A

[B] Management Commitment Management undertake that unfamiliar signs of disease will be investigated, and the following actions undertaken, without delay, if an emergency disease is suspected.

[C] Action Plan

1. Contact the relevant authority through the district veterinary officer or the Emergency Animal Disease Watch Hotline (1800 675 888)
2. Follow all instructions as directed by the relevant authority.
3. Do not dispatch any livestock from the Dubbo Regional Livestock Markets until authorised by the relevant authority.
4. Ensure suspect livestock are Isolated within Dubbo Regional Livestock Markets
5. Ensure companion animals of the suspect livestock are segregated from other livestock.
6. Ensure movement of all other livestock within Dubbo Regional Livestock Markets and surrounds is Restricted.
7. Delay or halt the shipment (delivery) of livestock onto the Dubbo Regional Livestock Markets. Delay or halt the delivery of all non-essential commodities onto the Dubbo Regional Livestock Markets
8. Secure the farm perimeter, limiting access to the Dubbo Regional Livestock Markets and ensuring all vehicles and visitors only enter the Dubbo Regional Livestock Markets under controlled conditions.
9. Remove unnecessary personnel and machinery from the livestock feeding and holding areas.
10. Ensure that any personnel, equipment or machinery do not leave the Dubbo Regional Livestock Markets until authorised by the relevant authority.
11. Compile a list of all livestock (number of head, identification and location), personnel and machinery movements over the past seven days. Prepare a site plan that details current allocations of livestock.
12. Ensure all staff are made aware of the actions being taken and their individual responsibility towards the action plan.

13. Ensure that customers are advised if they are immediately affected by the service delivered by the Dubbo Regional Livestock Markets. If an emergency disease is identified, the Dubbo Regional Livestock Markets will follow the requirements of the AUSVETPLAN, and directions from the relevant authority.

BIBLIOGRAPHY / RESOURCES

DUBBO REGIONAL LIVESTOCK MARKETS FORMS AND RESOURCES

AUSVETPLAN Enterprise Manual Saleyards and Transport = [SYT3.0-15-FINAL29Jan13.pdf](#)

AUSVETPLAN disease strategy or response policy brief = [RPB3.4-07FINAL5Dec12.pdf](#)

Disease strategies LINK = <http://www.animalhealthaustralia.com.au/programs/emergency-animal-disease-preparedness/ausvetplan/disease-strategies/>

Operational procedures manuals LINK =

<http://www.animalhealthaustralia.com.au/programs/emergency-animal-disease-preparedness/ausvetplan/operational-procedures-manuals/>

Management manuals LINK = <http://www.animalhealthaustralia.com.au/programs/emergency-animal-disease-preparedness/ausvetplan/management-manuals/>

Nationally agreed standard operating procedure (NASOP) =

<http://www.animalhealthaustralia.com.au/programs/emergency-animal-disease-preparedness/nasops/>

NASOP19 = [Manage-security-of-a-saleyard-during-a-stock-standstill.pdf](#)

NASOP01 = [Personal-decontamination-entry-and-exit-procedure.pdf](#)

NASOP12 = [Decontamination-of-large-equipment.pdf](#)

NASOP10 = [Stop-and-search-vehicles-at-checkpoint.pdf](#)

NASOP26 = [Decontamination-of-groups-of-people-entry-and-exit-procedures.pdf](#)

NASOP 19 = [Management-of-livestock-in-transit-at-the-time-a-national-standstill-is-declared.pdf](#)

Biosecurity Documentation Livestock Markets

[National-Farm-Biosecurity-Reference-Manual-Grazing-Livestock-Production.pdf](#)

[Emergency-Animal-Disease-Action-Plan.pdf](#)

[Stock-Receipt-Inspection-Record.pdf](#)

[Vehicle-Contamination-Cleaning-Record.pdf](#)

[Visitor-and-Staff-Risk-Assessment.pdf](#)

[Visitor-Register1.pdf](#)

Posters for Dubbo Regional Livestock Markets – on Biosecurity

[report-animal-disease-poster.pdf](#)

[livestock-worker-poster.pdf](#)

CATTLE INDUSTRY RELATED FORMS / RESOURCES

[Beef-Cattle-Herd-Health-Status-Declaration-for-Shows-Sales.pdf](#)

[Beef-Cattle-Herd-Health-Status-Declaration-for-Shows-and-Sales-MS-Word.doc](#)

[CattleMAP-show-sale-exhibition-venue-audit-form-and-certificate-of-compliance-MS-Word.doc](#)

[CattleMAP-Show-Sale-Exhibition-Certificate-of-Compliance.pdf](#)
[National-Cattle-Health-Statement.pdf](#)

SHEEP INDUSTRY FORMS / RESOURCES

[National-Sheep-Health-Statement-MS-Word.doc](#)
[Sheep-Herd-Health-Status-Declaration-for-Shows-and-Sales.pdf](#)
[Sheep-Herd-Health-Status-Declaration-for-Shows-and-Sales-MS-Word\[1\].doc](#)
[SheepMAP-Show-Sale-Exhibition-Certificate-of-Compliance.pdf](#)

Important Websites

<http://www.animalhealthaustralia.com.au>
<http://www.farmbiosecurity.com.au>
<http://www.lhpa.org.au> - Livestock Health and Pest Authorities
<http://www.daff.gov.au> – Australian Government Department of Agriculture, Fisheries and Forestry
<http://www.daff.gov.au/bsg> - Australian Government Department of Agriculture, Fisheries and Forestry – Biosecurity Page
<http://www.dpi.nsw.gov.au/agriculture/livestock/nlis/cattle> - NLIS NSW