

# Environmental Management Plan

## Tanilba Northern Dune Extension





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# **Environmental Management Plan Tanilba Northern Dune Extension**

Tanilba Northern Dune Extension

Oyster Cover Road, Tanilba Bay, NSW 2318

## **SIBELCO AUSTRALIA LIMITED**

8 OAKVALE DRIVE,  
SALT ASH, NSW 2318

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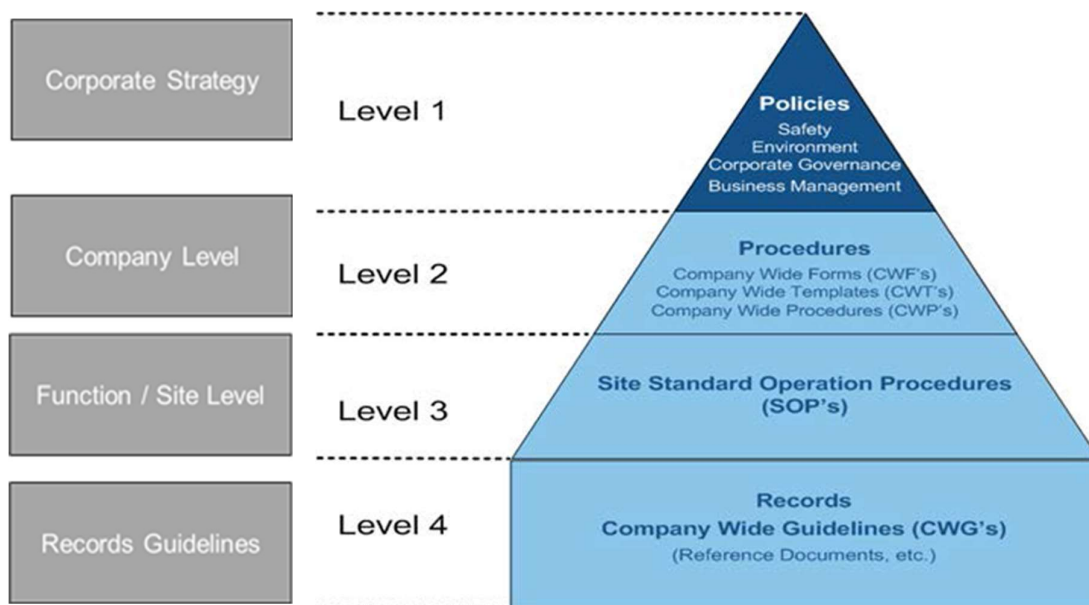
## 1. INTRODUCTION

This Environmental Management Plan (EMP) has been written to outline the framework of environmental management for the Northern Dune sand extraction project. This project is the subject of planning approval MP 09\_0091 and clause 10(1) of the Hunter Water Regulation 2020 (HWR Approval). Condition 1 of Schedule 5 of the consent was for an environmental strategy to be developed for the project. This EMP provides that strategy and combines all environmental consent, approval and licence requirements in one document.

The EMP has been developed to be consistent with the requirements of *AS/NZS ISO 14001:2004 Environmental management systems – Requirements with guidance for use*.

The EMP has also been developed to be consistent with the Sibelco Australia Limited (Sibelco) Business Management System (BMS), which is compliant with and certified to *AS/NZS ISO 9001:2008 Quality management systems – Requirements*. This system sets up the framework for how Sibelco conducts its operations, including environmental requirements.

The general format of the BMS is provided below.



**Figure 1:** Sibelco's Business Management System

Reference will be made throughout the EMP to relevant procedures that apply to the project and Standard Operating Procedures (SOPs) that have been developed specific to the project.

The EMP is intended as a working document with which all operational staff will be familiar. Sibelco, or any successor in land title related to the planning approval MP 09\_0091, is committed to complying with the obligations outlined in this EMP and supporting documents found in the Appendices of this Plan.

## **1.1 EXISTING OPERATIONS**

The site is situated on the eastern side of Oyster Cove Road, on an elevated sand dune known as the Tanilba Northern Dune, Oyster Cove in the Shire of Port Stephens in New South Wales.

The Northern Dune Extension site is part of the Sibelco New South Wales Glass Operations. Sand from the site is processed at the Salt Ash plant, which is managed by the Site Superintendent.

Prior to 2003 no mining activities had been conducted on the subject site. An adjacent area to the west of the site has in the past been subject to sand mining activities. Previous operations, located to the south and east of the project site commenced in November 2003. This operation was undertaken in zones, with four zones extracted in total. Progressive rehabilitation has been undertaken on all non-active areas.

## 2. ENVIRONMENTAL POLICY

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Sibelco operate under a corporate Environment and Sustainability Policy that applies across all Sibelco sites and operations.

The current Policy can be found in **Appendix A**.

It is noted that this Policy is reviewed annually and subject to change.

## 3. ROLES AND RESPONSIBILITIES

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The following sections outline specific roles and responsibilities relating to the Northern Dune operation. It is noted that the roles and responsibilities have been limited to internal Sibelco personnel. The responsibilities of external contractors will be outlined in the service agreement used to engage them.

### 3.1 REGIONAL MANAGER

- Ensure performance targets specified in this plan are being met;
- Participate in the annual review of the Plan where required;
- Consult with State Environmental Advisor regarding communication with government agencies; and
- Participate in incident investigations, as required, including all community complaints.

### 3.2 OPERATIONS MANAGER

- Ensure the implementation of all control, monitoring and reporting measures as specified in this Plan;
- Ensure compliance with Conditions of Approval;
- Participate in the annual review of the Plan;
- Approve amendments to the Plan;
- Consult with State Environmental Advisor regarding communication with government agencies; and
- Provide the first point of contact with community members and other stakeholders.

### 3.3 SAFETY AND ENVIRONMENT CO-ORDINATOR

- Put systems in place to implement the controls, monitoring and reporting measures specified in this Plan;
- Conduct inspections, monitoring and reporting as per this Plan; and
- Participate in the annual review of the Plan.

### 3.4 REHABILITATION PERSONNEL

- Comply with relevant control measures as specified in this Plan; and
- Undergo training required by this Plan, as required.

### **3.5 OPERATORS**

- Comply with relevant control measures as specified in this Plan; and
- Undergo training required by this Plan, as required.

### **3.6 HYDROGEOLOGIST**

- Comply with relevant control measures as specified in this Plan;
- Provide technical advice in the development and implementation of the Plan;
- Participate in the annual review of the Plan; and
- Communicate with government agencies on technical matters in consultation with the Operations and Regional Managers as required.

### **3.7 ENVIRONMENT ADVISOR**

- Provide technical advice in the development and implementation of the Plan;
- Participate in the annual review of the Plan; and
- Communicate with government agencies on environmental matters in consultation with the Operations and Regional Managers as required.

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## 4. EXISTING ENVIRONMENT

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The existing environment was outlined in detailing the Tanilba Northern Dune Sand Extraction Extension Environmental Assessment Report, which supported the development application. This document can be consulted for full detail of the existing environmental conditions.

A brief summary of the conditions, as drawn from the Environmental Assessment Report, can be found below.

### 4.1 LOCAL METEOROLOGY

The nearest Bureau of Meteorology weather station is located at Williamtown RAAF Base, approximately 25 km south of the site.

On average, January is the warmest month in Williamtown with a mean daily average of 27.9°C. the coolest month is July with a mean daily maximum temperature of 6.4°C.

The mean annual rainfall at Williamtown is 1120.0 mm. The mean number of annual rain days over this period is 85.1 days. On average, March is the wettest month with a mean monthly rainfall of 122.7 mm while September is the driest month, with an average of 59.4 mm.

Full climate data for the Williamtown RAAF base, over the period 1942 – 2008, can be found in the Environmental Assessment Report (Section 9.4).

Wind speed and direction data was collected from the DECCW Beresfield monitoring station. Seasonal variation in winds can be summarised as follows:

- During summer, predominant winds are from the south and southeast, with smaller contributions from the east;
- During autumn, predominant winds are from the northwest, with smaller contributions from the southeast;
- During winter, predominant winds are from the northwest; and
- During spring, predominant winds are from the northwest, with smaller contributions from the southeast and south.

Windrose diagrams can be found in the Environmental Assessment Report (Appendix J of EAR).

### 4.2 LANDFORM, GEOLOGY AND SOILS

The Tanilba Northern Dune lies on the Tilligerry Peninsula which is a relatively low-lying coastal area characterised by extensive unconsolidated sand dunes and estuarine deposits.

The Tanilba Northern Dune is located in the northeast corner of the Tomago-Stockton sand beds. The sand beds are east-northeast trending sand ridges comprised of two barriers: the inner Barrier (Tomago Sand Beds) and the Outer Barrier (Stockton Sand Beds). The site is located on the Inner Barrier, which extends from East of Tomago to the Tilligerry Peninsula.

The stratigraphy of the Tomago sand beds is described as:

- Upper light sand composed of medium dense light brown, medium grained sand, varying between 2 and 5 m thick;
- Dark sand composed of dense dark brown or black medium grained cemented sand, varying between 2 and 20 m thick;
- Lower light sand composed of medium dense light brown to fine to medium grained sand, varying between 2 and 8 m thick; and
- Grey sand composed of medium dense light grey fine to medium grained sand with silt, approximately 3 to 10 m thick.

The economic sand unit being extracted comprises the upper white silica sand.

There are two soil types located at the site, namely the Shoal Bay Soil Landscape and the Tea Gardens Soil Landscape.

The Shoal Bay Soil Landscape is present on the elevated areas of the sand dune. Generally, soil materials consist of 10-40 cm of brownish grey loose sand, overlying 60->270cm of bleached loose sand, overlying >150 cm of coherent organic and iron impregnated sand.

The bleached loose sand was the material targeted for extraction during the operational phase, being clean, white silica sand.

The remaining lower parts of the site comprise the Tea Gardens Soil Landscape. On rises soil materials consist of up to 35 cm of brownish black or brownish grey loamy sand, overlying up to 130 cm of bleached loose sand, overlying 15-1000 cm of massive organic pan. Underlying this is coarse, smelly mottled saturated sand.

Typically, the Shoal Bay and Tea Gardens Soil Landscapes are highly permeable, strongly acidic, highly erodible, being particularly prone to wind erosion. They have low fertility and low water-holding capacity and have minimal potential for cultivation and grazing. The landscape is subject to permanent and seasonal high watertables and groundwater pollution hazard is relatively high as a result. The potential for potential acid sulphate soils across this landscape is low.

### **4.3 SURFACE WATER**

The site lies above the 1 in 100 year flood level on an elevated sand dune system. There are no streams, lakes or other permanent surface water bodies within the site. The nearest natural surface waters are Big Swan Bay approximately 300 m north of the site; Twelve Mile Creek and Saltwater Creek approximately 3.0 km west of the site; and Tilligerry Creek approximately 3.0 km south of the site. An artificially formed shallow depression or wetland known as 'Mirror Lake' is located approximately 400 m southwest of the site and was formed as a result of previous sand extraction operations.

The site contains ephemeral soaks and drainage ditches in low lying areas which support habitat for a variety of amphibians. These generally exist for short periods following significant rainfall events.

## 4.4 GROUNDWATER

The Tilligerry Peninsular contains substantial reserves of low salinity, high yield groundwater utilised by Hunter Water Corporation for potable water supplies Newcastle and the Hunter Valley. Water is also extracted for local use by a series of licensed bores.

The Tomago Stockton Sand Beds are comprised of two major units which form relatively homogenous, unconsolidated, unconfined aquifers, partially separated by the Tilligerry Mud member. The total sand thickness of between 20 and 40 m and the saturated thickness on site ranges between 14 to 16 m.

Hydrogeology calculations performed by AECOM indicate the following:

- Transmissivity ranges from 80-923 m<sup>2</sup>/day.
- Hydraulic conductivity is in the 3–89 m/day range, with vertical hydraulic conductivity in the upper sand layer estimated to be 10–15 m/day.
- Transmissivity in the upper sand layer is 150-225 m<sup>2</sup>/day when applying a saturated aquifer thickness of 15 m.
- Vertical movement through the underlying coffee rock horizons is likely to be much slower and was estimated to be 0.1-1.5 m/day.

Groundwater levels beneath the Tanilba Northern Dune tend to reflect the surface level of the dune system, ranging between 1-2 m below the surface at the base of the dune system, to more than 10m in elevated places, usually below a layer of Waterloo Rock. Fluctuations in the water table occur over an annual and greater period due to changes in the rainfall regime. A methodology has been developed to determine the predicted maximum groundwater elevation. This can be found in Appendix C.

The groundwater within the Tomago Sand Beds is of low salinity and generally meets potable water standards. Historical groundwater monitoring indicates that electrical conductivity is typically between 80 and 240 µS/cm and the dominant ions are sodium and chloride.

The pH of groundwater in the sand beds is typically acidic, nominally ranging between pH 4.5 and 6.7. It is assumed that in the aquifer's aerobic zone beneath recharge areas, low pH values reflect the presence of dissolved carbon dioxide, derived primarily from root-zone respiration.

Pyrite (iron sulphide) and other metal sulphides are present in both the basal sands and coffee rock strata below the permitted vertical limit of extraction. Mobilisation of iron and other metals (manganese, arsenic and to a lesser extent, chromium, cobalt and zinc) has been observed in connection with sand mining from these areas and also in association with heavy pumping from Hunter Water Corporation abstraction bores. Historical information from the sand extraction operation indicated that iron levels up to 8.2 mg/L have been identified post-mining.

To assist with the monitoring of groundwater quality due to extraction operations, a water quality trigger level protocol has been developed. This can be found in Appendix C.

Groundwater bores are present across the operational area and are utilised to monitor both groundwater levels and quality. The location of bores can be found in the Groundwater Management Plan in Appendix C.



## 4.5 EXISTING FLORA

Flora studies of the site indicated that 175 species were identified, consisting of 139 native species and 36 exotic species. The majority of exotic species were identified in areas of the site that have been cleared or disturbed, with weed infestation noted. Three species listed under the *Noxious Weeds Act 1993* were identified, Lantana, Crofton Weed and Bitou Bush.

No threatened flora species or Rare and Threatened Australian Plants (ROTAP) listed species were identified.

One species of local conservation significance was recorded, namely *Gompholobium virgatum* var. *virgatum*. This species is at the southern limit of its known distribution in the Port Stephens area.

Three vegetation communities were mapped on site:

- Coastal Sand Apple – Blackbutt Forest
- Coastal Sand Wallum Woodland – Heath; and
- Exotic Grassland/ Weed Infestations in Cleared Areas

The Coastal Sand Wallum Woodland Heath community is recognised as regionally significant. No threatened ecological communities as listed under the *Environment Protection and Biodiversity Conservation Act 1999* or the *Threatened Species Conservation Act 1995* were identified on site.

A revised search of the NSW Wildlife Atlas Database was undertaken to determine if protected species were present within a 10 km radius of the site. This search found that nine threatened flora species had potential habitat on site. These species were the subject of a targeted survey. None of the species were identified on site.

The full flora, fauna and threatened species survey undertaken by Ecobiological can be found in the Environmental Assessment Report (Appendix M).

Further details of species located on site can be found in the Landscape Management Plan in **Appendix D**.

## 4.6 EXISTING FAUNA

Fauna studies of the site indicated that 114 fauna species were present, comprising 8 frog species, 14 reptile species, 67 bird species, 12 bat species, 5 arboreal and 8 terrestrial mammal species.

A previously unidentified frog species (*Uperoleia* sp. nov.) was captured on site. Genetic tests confirmed that the species was an undescribed species. Further study has been undertaken of the species and is now known as *Uperoleia mahonyi*.

The site is dominated by dry sclerophyll forest and heathland habitats. It forms part of one of three vegetation corridors along the Tilligerry Peninsula that connects the large vegetation remnants to east and west of the site. As part of this corridor a large area of key habitat is mapped both through and to the south of the site.

The site contains 17 hollow-bearing trees that support 38 hollows and provide potential habitat.

Coastal Sand Apple – Blackbutt Forest is considered as ‘Supplementary Koala Habitat and the Coastal Sand Wallum Woodland Heath is considered ‘Marginal Koala Habitat’. The Comprehensive Koala Plan of Management indicates that the site has been mapped as Preferred Linking Habitat. Swamp Mahogany, a dominant species in Swamp Mahogany Paperbark Swamp Forest is considered potential Koala habitat. The site has not been considered as core Koala Habitat.

A revised search of threatened species databases was undertaken to determine if protected species were present within a 10 km radius of the site. This search found that 50 threatened fauna species (2 amphibian, three reptile, 27 bird, 17, mammal species and one endangered population) were previously recorded in the search area. 31 migratory terrestrial and wetland bird species were identified, however none are listed as threatened. The following threatened species, listed as Vulnerable under the *Threatened Species Conservation Act 1995*, were identified on the extraction site:

- Little Bentwing-bat
- Eastern Freetail-bat
- Eastern Bentwing-bat
- Squirrel Glider
- Varied Sittella
- *Uperoleia mahonyi*

One migratory terrestrial species listed under the *Environment Protection and Biodiversity Conservation Act 1999* was identified on site, namely the Black-faced Monarch.

The full flora, fauna and threatened species survey undertaken by Ecobiological can be found in the Environmental Assessment Report (Appendix M).

Further details of species located on site can be found in the Biodiversity Management Plan in **Appendix E**.

## 4.7 GROUNDWATER DEPENDENT ECOSYSTEMS

The Environmental Assessment Report (section 11.3.4) indicated that the following groundwater dependent ecosystems (GDE's) are present on site:

**Table 1:** *Groundwater Dependent Ecosystems*

Vegetation Community Type	Ecosystem Type	Groundwater System	Groundwater Dependency
Swamp Oak Forest	Terrestrial vegetation	Coastal sand bed	Obligate
Swamp Mahogany – Paperbark Forest	Terrestrial vegetation	Coastal sand bed	Obligate
Coastal Sand Apple – Blackbutt Forest	Terrestrial vegetation	Coastal sand bed	Facultative

Vegetation Community Type	Ecosystem Type	Groundwater System	Groundwater Dependency
Coastal Sand Wallum Woodland - Heath	Terrestrial vegetation	Coastal sand bed	Facultative and/or obligate

Obligate ecosystems comprise species that rely exclusively on groundwater to survive, while facultative ecosystems contain species that retrieve groundwater located in the capillary fringes above the saturated zone. Obligate and facultative ecosystems are sensitive to the lowering of groundwater tables.

A study by SKM in 2012 for the NSW Office of Water on NSW Coastal GDE's did not identify GDE's at the site and the site is not listed in the National Atlas of GDE's.

## 4.8 LOCAL HERITAGE

There is no significant European heritage located on the site.

Regarding Aboriginal Heritage, there are three local Aboriginal groups that hold an interest in the land the site is located on. These are:

- Worimi Local Area Land Council;
- Mur-Roo-Ma; and
- Nur-Run-Gee

All groups were represented on site during a heritage site survey, to determine if the site contains objects or areas of cultural significance. The local Aboriginal community considered that the site would likely present areas of general use and artefacts would be located on the surface. As the site is largely forested with very limited visibility of the ground, no artefacts or items of heritage significance were identified. However, the potential for items to be present was considered possible and further archaeological work is required.

Small archaeological sites that may be present are likely to contain middens or stone artefact scatters. The nearest recorded midden to the site is located 80 m away.

Further details of the Heritage Assessment can be found in the Environmental Assessment Report (Appendix N).

## 4.9 LOCAL COMMUNITY

The Northern Dune site is located to the south east of Oyster Cove and to the east of Oyster Cove Road.

There are three residences that have been identified, which are the closest to operations and the most likely to be impacted by operations. These residences are outlined below.

**Table 2: Noise Sensitive Residents**

Receiver ID	Location
Residence 1	18 Oyster Cove Road
Residence 2	16 Rutile Road

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Receiver ID	Location
Residence 3	2 Oyster Cove Road

The location of the above residences can be found in the Noise Monitoring Program in **Appendix F**.

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## 5. OPERATIONS MANAGEMENT PROCEDURE

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In accordance with the HWR Approval, an Operations Management Procedure is required address the management of operations at the site. This section of the EMP addresses the objectives of Clause 4 of the HWR Approval.

All extraction activities within the Northern Dune Extension have been completed. The final landform was established in 2019, as shown in Figure 2 and was communicated to DPIE in June 2019 demonstrating compliance with Schedule 3, Condition 11 of the Project Approval. Ongoing operational activities within the site are limited to rehabilitation related works which generally include monitoring and maintenance activities and potential rehabilitation rectification works such as minor earthworks, re-planting and erosion control. These works will be completed as per the following controls:

- Scheduling within the approved hours of operation, being:
  - a) Between 7:00 am and 6:00 pm EST, Monday to Friday;
  - b) Between 7:00 am and 7:00 pm DST, Monday to Friday; and
  - c) At no time on Saturday, Sunday or public holidays
- Restrict disturbance areas to the minimum required
- Other rehabilitation controls as stipulated in this EMP and associated sub-plans.

### 5.1 SITE ACCESS

Site access is via Oyster Cove Road. Designated routes of travel between the Salt Ash Plant and the Northern Dune site are contained in the Traffic Management Plan (Appendix H).

Existing internal access roads within operational or extraction areas will be rehabilitated as necessary to maintain access only where necessary to facilitate rehabilitation.

Any roads not required for future use by the DPIE Water, Hunter Water Corporation or State Emergency Services will be rehabilitated in accordance with the Landscape Management Plan. This can be found in Appendix D.

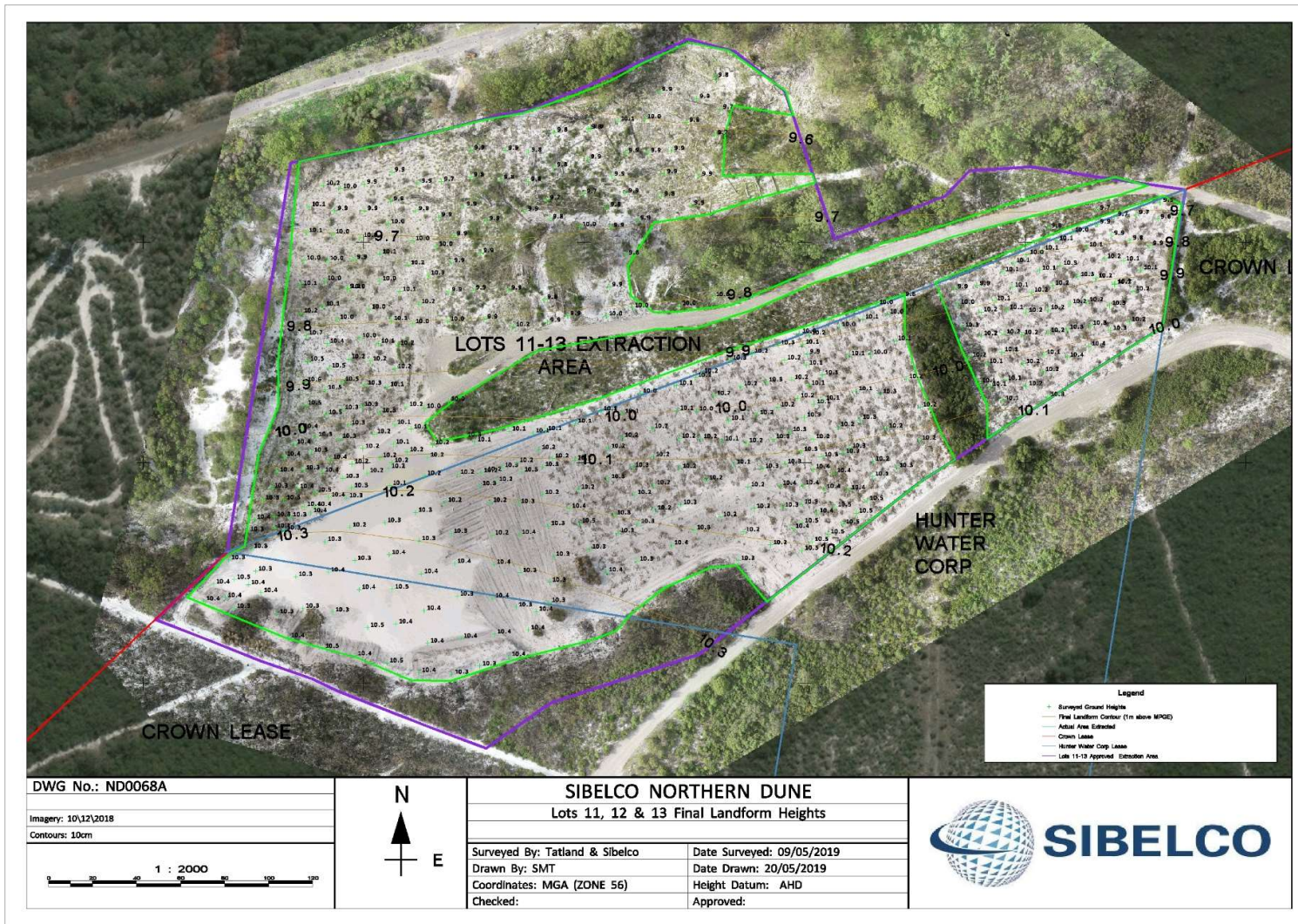


Figure 2: Final Landform

## **5.2 VEGETATION PRE-CLEARANCE OPERATIONS**

While all extraction has been completed, in the event clearing is required to facilitate rehabilitation corrective actions (e.g. weed removal, machinery access etc), pre-clearance controls and protocols will be implemented as detailed in the Landscape Management Plan (Appendix D) and the Aboriginal Cultural Heritage Management Plan (Appendix G).

## **5.3 MANAGEMENT OF PLANT AND EQUIPMENT**

The following types of mobile plant, equipment and vehicles may be used during rehabilitation activities:

- Excavator or bulldozer
- Front end loader
- Utility service vehicle
- Light vehicles (supervisor, contractors, environmental specialists etc)
- Graders – used as required for road maintenance
- Water truck – used as required to prevent dust

Plant and equipment used at the site is to be maintained and operated in a proper and efficient manner. Maintenance shall be as per manufacturer requirements.

Any plant and equipment that is fitted with noise suppression equipment shall have that equipment maintained on a regular basis to ensure it is effective. Any defective equipment shall be removed from survey until the defect is rectified.

Fuel, oil and grease will not be stored on site and re-fueling of plant and equipment will not be conducted within the Tomago Sandbeds Catchment Area. Ingress and egress from the site will be managed in accordance with the Traffic Management Plan in Appendix H.

## **5.4 HYDROCARBON SPILL PROCEDURE**

In accordance with Clause 5 of the HWR Approval, the following Hydrocarbon Spill Procedure will be implemented during site operations. As stated in section 5.3, all plant and equipment used on site will be maintained and operated in a proper and efficient manner. Maintenance shall be as per manufacturer requirements. Furthermore, no hydrocarbons will be stored on site.

In the event of a minor hydrocarbon spill, spill kit will be utilised to contain the spill and excavate the impacted soil. All excavated contaminated soil will be removed off the site and disposed of in an appropriate manner.

In the event of a major hydrocarbon spill, the Northern Dune Pollution Incident Response Management Plan (PIRMP) will be implemented. The PIRMP is provided in Appendix K. The

PIRMP provides an emergency response strategy to effectively manage all hydrocarbon spills on the sand dunes that may occur during site operations. All refueling of plant and equipment will be conducted at the nominated mobile plant laydown area. All equipment shall be operated in strict accordance with the Traffic Management Plan for the site as detailed in Appendix H. This includes conditions on the point of access, leaving the site and site speed limits.

Prior to the final completion of all rehabilitation activities, a targeted environmental site assessment will be completed to confirm the nature and extent of any hydrocarbon land contamination (if any). In the unlikely event hydrocarbon land contamination is identified that may threaten the quality groundwater, a remediation plan will be developed specific to the site and the characteristics of the contaminated area.

Any environmental incident will be managed in accordance with section 11 of this EMP.

## **5.5 TOPSOIL REMOVAL**

No further topsoil removal is expected to be required. Topsoil management for rehabilitation will be undertaken in accordance with the Soil and Water Management Plan, found in Appendix B.

## **5.6 LANDFORM REHABILITATION**

The landform shall be rehabilitated to at least 1 m above the predicted maximum groundwater elevation. Requirements on rehabilitation can be found in the Landscape Management Plan in Appendix D.

## **5.7 VEGETATION REHABILITATION**

Requirements for rehabilitation can be found in the Landscape Management Plan in Appendix D.

## **5.8 ENVIRONMENTAL INDUCTIONS AND TRAINING**

Refer to section 7 of this EMP.



## 6. PLANNING

### 6.1 LAND TENURE

The project occurred across seven lots. The below table shows the lot descriptions, land owner and, where applicable, the access approval details.

**Table 3:** *Land Tenure*

Lot Number	DP Number	Owner	Access Arrangement / permitted activity
11	601306	Sibelco Australia Limited	Nil required / extraction
12	601306	Sibelco Australia Limited	Nil required / extraction
13	601306	Sibelco Australia Limited	Nil required / extraction
407	1041934	Crown Land	Lease / access only
408	1041934	Crown Land	Lease / extraction
1	408240	Hunter Water Corporation	Lease / extraction
2	408240	Hunter Water Corporation	Lease / extraction

### 6.2 ENVIRONMENTAL RISK

The operational risk register was reviewed for applicability to the now completed extraction area. The revised risk register can be found in Appendix I. It is noted that the register will be reviewed regularly and may change over time. The risk register includes hazards associated with ongoing operations and hazards for post-extraction land use.

The risk assessment specifies a number of controls that will be implemented to reduce or control hazards. This has resulted in the all risks being classified as low. No medium or high risks were identified.

Of the risks identified, the following controls remain relevant for implementation as needed.

#### 6.2.1 Flora and Fauna

During rehabilitation activities and/or in the unlikely event that further land clearing occurs under the Project, the following controls will be implemented:

- Vegetation pre-clearance inspections will be conducted prior to clearing to minimise impact to fauna utilising the area as detailed in Appendix D.
- Nesting boxes installed as per the Environmental Assessment will be monitored as detailed in Appendix E
- Where possible, seeds will be sourced locally to maintain local provenance in rehabilitation as detailed in Appendix D.
- Green waste generated during clearing operation shall be reused on site during rehabilitation activities as detailed in Appendix D.

- Grass trees are trimmed and watered when planted to maximise survival rates as detailed in Appendix D.
- Rehabilitation procedures, as detailed in Appendix D, are in place to minimise the risk of rehabilitation failing
- Rehabilitation is conducted progressively as detailed in Appendix D.
- Impacts to specific threatened species will be monitored as outlined in Appendix E.

### **6.2.2 Aboriginal Heritage**

In the unlikely event that further land clearing occurs under the Project, the following controls will be implemented:

- Preclearance inspections will be undertaken with local Aboriginal groups to determine if heritage items or sites are present below the existing leaf litter and vegetation
- The Aboriginal Heritage Management Plan provides for the management of discovered heritage items or sites
- All staff and contractors will be inducted to be made aware of potential Aboriginal heritage issues at the site

Furthermore, the Aboriginal Cultural Heritage Management Plan (Appendix G) specifically addresses protection of the known heritage location (site 38-4-0318)

### **6.2.3 Noise Management**

- Operations are only to be conducted during daylight and approved hours
- Plant and equipment is to be maintained on a regular basis to minimise equipment noise
- Implementation of the Traffic Management Plan (Appendix H), including requirements on operational noise, will be implemented to control plant, equipment and truck movements both on and off site
- Induction of trucking contractors shall be undertaken to make them aware of noise issues

### **6.2.4 Land Management**

- Plant and equipment shall be maintained on a regular basis to minimise the risk of hydraulic oil leaks
- Pre-start checks are to occur on plant and equipment to identify any hydraulic oil leaks prior to work starting
- Equipment will not be stored on site overnight to prevent oil or fuel leaks
- Refueling is not to occur at the extraction site. All refueling will occur at the Salt Ash plant or the Oyster Cove boat yard

- A SOP is in place for refueling operations
- A spill kit is maintained in the refueling ute
- No chemicals are to be stored on site. All chemicals will be removed to Salt Ash at the end of each day
- No toilets are to be provided on site. All personnel will return to the Salt Ash site to prevent wastewater being discharged to land
- Weeds are sprayed on a campaign basis to prevent spread
- Weed spraying is conducted by trained personnel, following an SOP
- Weed spray is dyed to show where it has been applied
- Weed spray chemicals are strapped into the ute to prevent damage to the container and subsequent leaks
- Visual inspections of the weed spraying ute are conducted to determine if weed spray mixture has leaked (looking for pink dyed liquid)

### **6.2.5 Air Quality**

During rehabilitation activities and/or in the unlikely event that further land clearing occurs under the Project, the following controls will be implemented:

- A maximum of three hectares will be stripped at any one time, to minimise the area that may generate wind-blown dust
- A water cart will be available to prevent dust
- Implementation of the Traffic Management Plan (Appendix H), including requirements on dust production, will be implemented to control plant, equipment and truck movements both on and off site
- Induction of trucking contractors shall be undertaken to make them aware of dust issues

### **6.2.6 Water Management**

- A Groundwater Management Plan is in place to manage groundwater issues as detailed in Appendix C
- Ongoing monitoring is in place (Appendix B and C) to provide accurate data regarding groundwater levels and quality
- Landform rehabilitation requirements have been set to protect groundwater resources

### **6.2.7 Waste Management**

- All waste generated on site, with the exception of green waste, shall be removed to Salt Ash for disposal
- Any identified illegal dumping sites shall be reported to allow removal

### **6.2.8 Public Safety**

- Signs are installed to prevent unauthorised activity
- Equipment is not stored on site overnight to prevent vandalism and possible injury to the public
- Extraction faces are not sufficiently high, steep or unstable to cause serious injury
- All vehicle movements on public roads must meet the requirements of the Traffic Management Plan (Appendix H) and all applicable road rules

### **6.2.9 Visual Impact**

- Buffer zones will be maintained around the extraction area to minimise the visual impact of operations

## **6.3 LEGAL AND OTHER REQUIREMENTS**

The compliance register is reviewed and updated, as required. At a minimum this will occur on an annual basis or when operations or operating conditions change.

The register is to include all site specific requirements, including planning approvals, site leases and environment protection licence.

Site specific instruments that have compliance obligations, as outlined in the compliance register, include:

- Planning Approval MP 09\_0091
- Approval under clause 10(1) of the Hunter Water Regulation 2010
- Environment Protection Licence 11633
- Leases with the Crown and Hunter Water Corporation

## 6.4 OBJECTIVES AND TARGETS

The following table outlines the objectives and targets of the project, as well as the method of achieving the target, monitoring to demonstrate the effectiveness of the method and evidence maintained.

**Table 4: Objectives and Targets**

Policy Requirement	Objective	Target/KPI	Method	Monitoring	Evidence
Complying with all applicable legal and other requirements governing our activities	Ensure compliance with the DA	Have this EMP and meet review requirements	Review of requirements Training	Annual review Annual audit Training records	AEMR Audit reports Training records
Assessing the environmental hazards, risks and impacts of our activities and developing and implementing appropriate controls	To effectively and efficiently manage operations to minimise the environmental impacts of extraction activities	No exceedance of a prescribed limit  No community complaints	Dust monitoring program  Noise monitoring program  Groundwater Management Plan  Complaints process	Dust monitoring program  Noise monitoring  Groundwater monitoring  Annual review	AEMR  Dust monitoring results  Noise monitoring results  Groundwater monitoring results  Community complaint incident records
Assessing the environmental hazards, risks and impacts of	To ensure that groundwater quality and groundwater	No exceedance of groundwater quality criteria	Groundwater Management Plan	Groundwater monitoring (depth and quality)	AEMR  Groundwater monitoring results

Policy Requirement	Objective	Target/KPI	Method	Monitoring	Evidence
our activities and developing and implementing appropriate controls	dependent ecosystems are not compromised	No measured adverse impact on groundwater dependent ecosystems		Ecosystem monitoring	Ecosystem monitoring reports
	To ensure that the site is returned to a condition consistent with the pre-mining condition	Species diversity and density to be comparable with baseline information	Biodiversity Management Plan  Landscape Management Plan	Rehabilitation monitoring  Nest box monitoring	Monitoring reports
Preventing or reducing pollution including air emissions, dust, noise, water discharges and other material impacts from operations	To effectively minimise or manage any hydrocarbon spills	Requirement for equipment maintenance to be conducted  Pre start checks to be conducted  Any spills or leaks follow the hydrocarbon spill response procedure	Regular maintenance program  BMS Procedure 6.115 EHS KRR Mobile Equipment  Emergency response procedures	Nil	Maintenance department records  Pre-start check books  SAM incident records
Preventing or reducing pollution including air emissions, dust, noise, water discharges and other material impacts from	To ensure that soil erosion is minimised and that the discharge of sediment and other pollutants from the extraction area is	Progressive rehabilitation occurs as per the rehabilitation plan	Biodiversity Management Plan  Landscape Management Plan	Rehabilitation monitoring  EHS monthly inspection	Rehabilitation monitoring reports  EHS inspection checklists

Policy Requirement	Objective	Target/KPI	Method	Monitoring	Evidence
operations	prevented				
Provide training for employees and contractors to understand what the impacts of their activities are to enable them to work in an environmentally responsible and competent manner	To ensure that all personnel involved in sand extraction and rehabilitation activities are aware of their environmental obligations	Inductions are conducted as required by this EMP  Task based training is provided as required by this EMP	Training and Awareness process in Section 7 of this EMP	Annual training needs review	Induction and training records  Review dates on training plans
Liaising, consulting and building relationships with employees, government, local community and other key stakeholders to develop mutual respect for each other and the environment	To ensure that local Aboriginal culture is respected and protected on site  To ensure the community have a known point of contact and grievance process	To ensure operations are conducted as per the Aboriginal Cultural Heritage Management Plan  To ensure that processes are in place to allow effective communication with the community	Aboriginal Cultural Heritage Management Plan  Communication process in Section 8 of this EMP  Dispute Resolution process in Section 11.4 of this EMP	Nil  Annual review	Communication records  Preclearance documentation  AEMR  SAM incident records

## **7. TRAINING AND AWARENESS**

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All staff and contractors will be inducted to the specific requirements of the Northern Dune site. This includes a specific induction which includes environmental information such as the key environmental approvals for this site and key control measures to minimise environmental harm. All inductions will include a competency assessment and will be renewed on an annual basis.

The induction will include relevant information from this EMP to ensure that personnel working on site understand their environmental obligations.



## 8. COMMUNICATION

Communication relating to the Northern Dune project will generally be undertaken using one of the below methods. Further detail follows this table.

**Table 5: Communications Table**

Communication With	Communication By	Type of Communication
Government Departments	Regional Manager	Annual review report
	Operations Manager	General correspondence – email, letter, phone
	Environment Advisor	
Community	Regional Manager	General correspondence – letter, phone, email
	Operations Manager	Pamphlet/letter drop
Aboriginal Stakeholders	Regional Manager	General correspondence – email, letter, phone
	Operations Manager	
General Public	Sibelco	Website content

### 8.1 COMMUNICATION WITH GOVERNMENT AGENCIES

Communication with government agencies will be conducted by the Regional Manager, Operations Manager or Environment Advisor, with some technical information provided by the Hydrogeologist.

For communication methods other than phone conversations, all records of communication will be retained. As appropriate, file notes will be taken of phone conversations.

The annual review will comprise a significant communication to government agencies of the performance of the operation. The content of the annual review will be consistent with the Project Approval MP 09\_0091.

The review will occur annually, on the anniversary date of the commencement of operations.

### 8.2 COMMUNICATION WITH THE COMMUNITY

Communication with the community may be undertaken in any of the following methods:

- Open letter
- Letter with specific neighbours
- Pamphlet letter box drop
- Community engagement meeting

Communication with the community will be undertaken by the Operations Manager or Regional Manager. Contact details shall be provided on signage at the entrance to site to allow community members to provide comment or direct their complaints.

### **8.2.1 Communication with Aboriginal Stakeholders**

Communication with Aboriginal Stakeholders shall be undertaken by the Operations Manager or Regional Manager. It will generally comprise written communication, although general information may be provided by telephone call.

Where operations may affect Aboriginal heritage, all relevant Aboriginal groups shall be contacted. The groups linked with the land at Northern Dune are:

- Worimi Local Area Land Council (LALC)
- Mur-Roo-Ma; and
- Nur-Run-Gee.

### **8.2.2 Communication via the Website**

Condition of approval schedule 5, condition 9 requires the following information to be publicly available on the company website:

- A copy of all approved strategies, plans and programs;
- A summary of all monitoring results of the project, which have been reported in accordance with the various plans and programs approved under the conditions of this approval, updated on a quarterly basis;
- A complaints register, updated on a quarterly basis;
- Copies of Annual Reviews;
- Copies of any Independent Environmental Audit, and the Proponent's response to the recommendations in any audit;
- Copies of the development consent and approved management plans for the existing adjacent quarrying operations; and
- Any other matter required by the Director-General.

The above information is required to be kept up to date. The Operations Manager is responsible for ensuring that information is updated on the website. The Environment Advisor will provide assistance with this action.

Northern Dune information can be found at the following website:

<https://www.sibelco.com/aus-nz-reporting-nsw/>

## **9. EMERGENCY MANAGEMENT**

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Emergency situations have been identified from the Risk Register, as risk events that pose an imminent threat to the environment. Specific emergencies that have been identified are:

- Hydrocarbon spills; and
- Pesticide spills

Response procedures for the above emergencies are provided in the Northern Dune and Oyster Cove Pollution Incident Response Management Plan (PIRMP).

## 10. MONITORING AND MEASUREMENT

The below table outlines the monitoring required in this EMP:

**Table 6: Monitoring Requirements**

Monitoring	Conducted By	Frequency	Evidence	Procedures
Preclearance check for fauna	Consultant	Prior to clearing	Preclearance report	Biodiversity Management Plan (Appendix E)
Nest box monitoring	Consultant	Annually	Monitoring report	Biodiversity Management Plan (Appendix E)
Preclearance checklist for heritage	Site and Aboriginal stakeholders	Prior to clearing	Preclearance checklist	Aboriginal Cultural Heritage Management Plan (Appendix G)
Noise monitoring	Trained Sibelco staff	On receipt of complaint	Noise monitoring field sheets Annual review report	Noise monitoring program (Appendix F)
Dust monitoring	Trained Sibelco staff	Monthly following verified community complaint	Dust monitoring field sheets Annual review report	Dust monitoring program (Appendix J)
Bore dipping	Trained Sibelco staff	As per GWMP	Field sheets	Groundwater Management Plan (Appendix C)
Groundwater monitoring	Trained Sibelco staff or consultant	As per GWMP	Monitoring field and laboratory results	Groundwater Management Plan (Appendix C)
Rehabilitation monitoring	Consultant	As per the relevant Plan	Consultant reports	Biodiversity Management Plan (Appendix E) Landscape Management Plan (Appendix D)
EHS Site Inspection	Site Coordinator	Monthly	EHS inspection checklist	BMS CWP 9.108

## 11. NON-CONFORMANCE AND INCIDENT MANAGEMENT

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### 11.1 NON-COMPLIANCE

Non-compliance with any legislative requirement, including conditions of approval, will be entered into the Sibelco Site Action Management system as a Level 2 incident. Incidents will be reported as outlined in section 11.2.

All non-compliances will be rectified, with record made of actions taken. Investigation reports will be stored on the Sibelco Action Management system.

Non-compliances will be reported in the annual review.

### 11.2 INCIDENTS

Incidents will be addressed as outlined in BMS Procedure 10.202 EHS Incident Notification and Investigation. All incidents will be entered into the Sibelco Site Action Management system.

All incidents will be rectified, with record made of actions taken. Investigation reports will be stored on the Sibelco Action Management system.

Incidents will be reported in the annual review or as required in any relevant project approval.

Notifications that may be required following an incident shall be made as outlined in the Northern Dune Pollution Incident Response Management Plan.

### 11.3 COMPLAINTS

Community complaints will be addressed as outlined in BMS Procedure Managing Community Complaints. All incidents will be entered into the Sibelco Site Action Management system.

All community complaints will be investigated, with record made of actions taken. Investigation reports will be stored on the Sibelco Action Management system.

Community complaints will be reported in the annual review.

### 11.4 DISPUTE RESOLUTION

The following parties may require dispute resolution with Sibelco:

- The community;
- Regulators;
- Land owners (where land is leased);

- Approved consultants; and
- Aboriginal groups.

All disputes are to be reported to the Operations Manager for resolution or escalation as required.

## 12. DOCUMENT AND RECORD CONTROL

The following records will be generated and stored by activities outlined in this EMP:

**Table 7: Record Requirements**

Type of Record	Format of Record	Record Stored At
Fauna preclearance checklists	Hard copy	Salt Ash office
Nest box monitoring reports	Electronic report	Salt Ash office
Heritage preclearance checklist	Hard copy	Salt Ash office
Noise monitoring results	Hard copy field notes	Salt Ash office Sibelco website
Equipment maintenance records	Hard copy	Salt Ash maintenance department
Dust monitoring results	Hard copy field notes Electronic analysis results	Salt Ash office Sibelco website
Survey results	Hard copy field notes Electronic surveys	Salt Ash office Mining Services office
Monthly bore dipping results	Hard copy field notes Electronic tracking spreadsheet	Salt Ash office
Induction records	Hard copy	Salt Ash office
Monthly EHS inspection checklists	Hard copy	Salt Ash office
Equipment pre-start checks	Hard copy	In equipment Salt Ash office when book full
Rehabilitation monitoring reports	Electronic reports	Salt Ash office Sibelco website
Incident records	Electronic records	Sibelco Site Action Management system
Complaint records	Electronic records	Sibelco Site Action Management system
Audit reports	Electronic reports	Salt Ash office
Risk register	Electronic spreadsheet	Sibelco Insite (intranet)
Compliance register	Electronic spreadsheet	Sibelco Insite (intranet)



Type of Record	Format of Record	Record Stored At
Emergency drill records	Hard copy	Salt Ash office
Communication with interested parties	Hard copy Electronic records	Salt Ash office Sibelco Site Action Management system
Meeting minutes	Hard copy Electronic records	Salt Ash office
Annual review reports	Electronic reports	Salt Ash office Sibelco website
Other monitoring reports	Electronic reports	Salt Ash office Sibelco website

## 12.1 EMP REFERENCE DOCUMENTS

It is noted that this EMP references a number of internal Sibelco documents both of a corporate and site nature. These include:

- Environment and Sustainability Policy
- Environment Health and Safety Management System Procedures
- Standard Operating Procedures (SOPs)

These documents are external to this EMP, however provide specific detail on matters covered by the EMP. They have been maintained separate to this document to allow them to be regularly reviewed for applicability, effectiveness and to take into account changes that may occur on sites or within the organisation. This allows Sibelco to continue to comply with Business Management System procedures.

As such, Sibelco do not seek for these to be documents approved by the Department of Planning and Environment. However Sibelco understand that the methods being employed for operations are a specific concern for the Department. To this effect, the version of the abovementioned documents current at the time of initial approval has been provided. Sibelco will continue its internal review of these documents and may make changes, as required.

Where a change is not considered significant, the change will not be communicated for re-approval by the Department. However if the change results in any of the following, the revised document will be provided to the Department:

- Changes to role responsibilities
- Changes to the method of operation
- Changes not consistent with the Environmental Assessment Report
- Changes resulting in an altered risk assessment result

## **12.2 EMP REVIEW**

This EMP and supporting documents will be reviewed at a minimum after the following:

- Following an annual review or audit or receipt of comments from Planning
- Following an incident
- Following any modification to the planning approval

The above reviews will occur within three months of the event occurring.

## 13. AUDITS

Internal and external audits are conducted to assess the effectiveness of the Environmental Management Plan to meet the objectives of the plan and legislative requirements. The following audits are required to be conducted:

**Table 8: Audit Requirements**

Audit Type	Scope	Auditor	Frequency
Post Mining	<p>Assess the performance of the project and assess whether it is complying with the relevant requirements in the planning approval and any relevant Environment Protection Licence (EPL) (including any assessment, plan or program required under these approvals)</p> <p>Review the adequacy of strategies, plans or programs required under the planning approval or EPL</p>	Independent Auditor, approved by Director General	Once, within one month of the completion of mining and within two months of Director General approval of auditor

**APPENDIX A: ENVIRONMENT AND  
SUSTAINABILITY POLICY**

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# ENVIRONMENT & SUSTAINABILITY POLICY STATEMENT



**SIBELCO**  
AUSTRALIA · NEW ZEALAND

Sibelco Australia Limited is committed to responsible environmental management, sustainable use of our natural resources and positively contributing to the local communities in which we operate. Our goal is to minimise the risks and impacts of our activities on the environment, which we are privileged to use.

To achieve this goal, we will:

- Minimise pollution including air emissions, noise, water discharges and other material impacts from operations; as well as identify opportunities for energy efficiency, waste reduction and recycling.
- Comply with applicable legal requirements governing our activities and strive towards environmental standards beyond legal compliance.
- Demonstrate strong leadership and accountability for environmental performance and sustainability outcomes.
- Encourage a culture based on trust, respect and fair and effective consultation and communication.
- Empower personnel to make the achievement of our vision a personal responsibility.
- Liaise, consult and build relationships with employees, contractors, government, local community and other key stakeholders to develop mutual respect for each other and the environment and to work towards mutually beneficial outcomes.
- Provide appropriate resources and processes to implement and maintain effective environmental management systems and plans aligned to our policy, strategy and commitments.
- Maintain governance processes for receiving, considering and responding to information and recommendations regarding environmental incidents, risks and impacts.
- Understand the environmental risks and impacts of our activities and use processes and resources to eliminate or minimise those risks and impacts.
- Integrate environmental and sustainability management into all aspects of exploration, development, mining, processing, purchasing, marketing, research and development, acquisitions, divestments, mine site closures, site rehabilitation and in support services.
- Provide necessary information, instruction, training and supervision for employees and contractors to understand the risks and impacts of their activities and to enable them to work in an environmentally responsible and competent manner.
- Monitor, audit, review and verify the effectiveness of our environment and risk management systems and performance to identify and address non-conformances, improvement opportunities and communicate outcomes and priorities.
- Develop measurable objectives, targets, plans and key performance indicators to drive and quantify continuous improvement in our environmental performance.

Tom Curbush  
Managing Director and CEO

Issued: April 2015

**CONTROLLED DOCUMENT**  
This document is confidential and its content should not be disclosed without prior approval. If you require a copy, please contact 0800 6 107 Manager.

## APPENDIX B: SOIL AND WATER MANAGEMENT PLAN

### Erosion and sediment control plan

#### B.1 Soil Characteristics

Soils within the project area are sandy podzols and are characterised by distinctive soil horizons. A summary of the typical soil strata is as follows:

**Table B1: Soil Horizon Description**

Thickness/ Depth (m)	Description
0 – 13 m	Grey organic sandy topsoil
0.2 – 9.4 m	Fine grained clean white sand
0 – 10.4 m	Waterloo rock

Assessment of the soils at the Northern Dune site indicate that they are Class 1, as described in *Managing Urban Stormwater, Soils and Construction, Volume 1* (Landcom 2004). This indicates that the erosion hazard is low, calculated to be lower than 150 tonnes per hectare per year.

Based on this soil loss class, the risk of erosion is considered to be low, which is consistent with previous experience on adjacent land. Due to this, erosion control methods generally concentrated on silt traps.

#### B.2 Activities that may cause soil erosion or generate sediment

Based on the risk register for the project (contained in Appendix H) the following activities have been assessed:

- Erosion or sedimentation of exposed or rehabilitation areas – assessed as a low risk

The above risk event has been derived from general land management hazards and reflects the primary conduit of soil movement being water. The risks have been assessed as low due to the high infiltration rates within the sand dune structure.

Exposed or disturbed areas have been considered a higher risk than undisturbed as vegetation cover increases the resilience of the soil structure by reducing the velocity and force of rain and runoff.

#### B.3 Measures to minimise soil erosion and movement of sediment

Measures to minimise soil erosion and movement of sediment have been developed based

on operational experience in the other Northern Dune extraction areas. General measures include:

#### **Land Management**

- Rehabilitation will be progressive to minimize disturbed areas
- Brush matting/ felled vegetation may be used on rehabilitation to provide stabilisation of the soil
- Additional brush matting and tarping may be considered during high wind events, although experience indicates that windblown erosion levels are low with a small disturbance area.

#### **Topsoil Management**

- Topsoil stockpiles will be located at least 5 meters away from drainage lines and low points
- Topsoil stockpiles will be located at least 5 meters away from vegetation drip lines

#### **Traffic and Road Management**

- Traffic will be limited to designated access tracks to prevent disturbance
- Roll over banks will be used, if required, along access tracks, to prevent excessive water movement
- Drainage structures will be maintained free of debris at all times
- Runoff shall not be directed to disturbed areas
- Maintenance works shall be conducted to ensure there is no windrow on the edge of the road, which may impede drainage

#### **General Management**

- Silt fences shall be used, as required and identified during site inspections, to prevent areas of localised erosion. This may include around rehabilitation, road drains and at the base of stockpiles.

### **B.4 Erosion and sediment control structures**

As required, sediment fences may be employed where areas of localised erosion occur, or if unusual weather conditions are expected that may lead to erosion or sedimentation. Sediment fences will follow the general construction outlined in *Managing Urban Stormwater, Soils and Construction, Volume 1* (Landcom 2004). The construction drawing for sediment fences can be found at the end of this appendix.

### **B.5 Maintenance of measures**

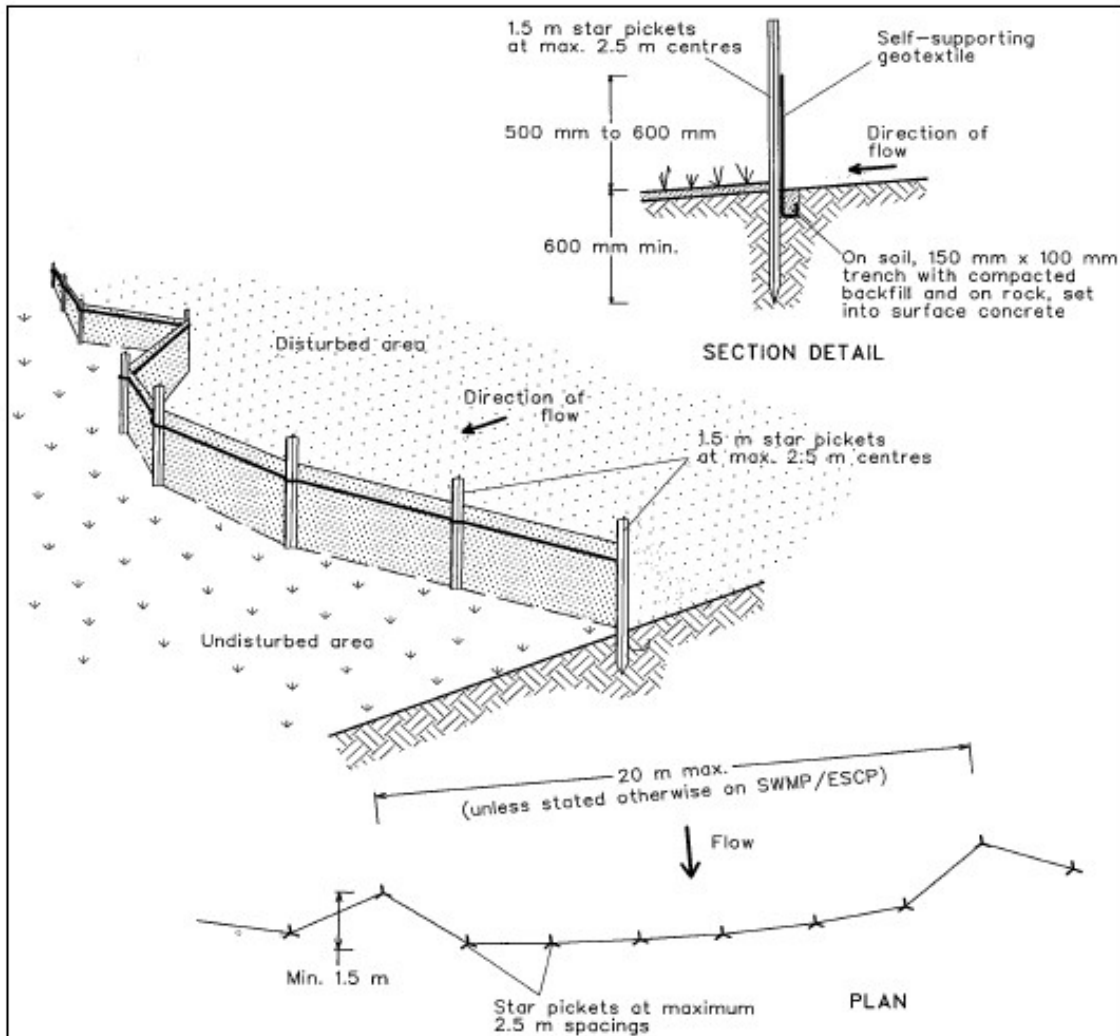
A monthly EHS site inspection shall be conducted that will include the following items:

- Condition of roadside drainage;
- Condition of rehabilitation areas;
- Condition of topsoil stockpiles.

Any area of erosion identified shall be entered into the Sibelco Site Action Management System for rectification. As required, additional measures shall be utilised to prevent further erosion, such as sediment fences.

Where sediment fences are installed they shall be inspected following rain events to ensure they have not become silted and ineffective.





### Construction Notes

1. Construct sediment fences as close as possible to being parallel to the contours of the site, but with small returns as shown in the drawing to limit the catchment area of any one section. The catchment area should be small enough to limit water flow if concentrated at one point to 50 litres per second in the design storm event, usually the 10-year event.
2. Cut a 150-mm deep trench along the upslope line of the fence for the bottom of the fabric to be entrenched.
3. Drive 1.5 metre long star pickets into ground at 2.5 metre intervals (max) at the downslope edge of the trench. Ensure any star pickets are fitted with safety caps.
4. Fix self-supporting geotextile to the upslope side of the posts ensuring it goes to the base of the trench. Fix the geotextile with wire ties or as recommended by the manufacturer. Only use geotextile specifically produced for sediment fencing. The use of shade cloth for this purpose is not satisfactory.
5. Join sections of fabric at a support post with a 150-mm overlap.
6. Backfill the trench over the base of the fabric and compact it thoroughly over the geotextile.

**SEDIMENT FENCE**

**SD 6-8**

## **APPENDIX C: GROUNDWATER MANAGEMENT PLAN**

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## **APPENDIX D: LANDSCAPE MANAGEMENT PLAN**

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**APPENDIX E:      BIODIVERSITY MANAGEMENT  
                                 PLAN**

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## APPENDIX F: NOISE MONITORING PROGRAM

### F.1 Introduction

The noise monitoring program has been developed to ensure that the requirements of the project approval are met and ensure that the potential for Sibelco's Northern Dune site do not create adverse impacts on local residents.

### F.2 Noise Criteria

Noise criteria have been provided for the project in the Development Approval. This is contained in Schedule 3, condition 2. The condition requires that operational noise generated by the project does not exceed the noise impact assessment criteria in the below table, at any residence on privately-owned land.

Table F1 – Noise criteria

Receiver	$L_{Aeq}$ (15 min) dB(A)
R1, R2, R3 and all residences in Oyster Cove	37
All other receivers	35

### F.3 Noise Monitoring

The noise monitoring program has been written to comply with the conditions in Schedule 3 Clause 5 of the Project Approval.

#### F.3.1 Monitoring program

As quarrying operations have been performed for greater than 2 years and the project is currently in rehabilitation and closure phase, monitoring will only be conducted upon the receipt of a verified noise complaint from a local resident. Should the complaint suggest noise impacts from the quarrying operations then monitoring would be performed at the corresponding location detailed in Table F2.

Table F2 – Monitoring Program

Location	Monitoring	Frequency
Resident R1 – 18 Oyster Cove Road	Attended noise monitoring	Upon receipt of complaint
Resident R2 – 16 Rutile Road	Attended noise monitoring	Upon receipt of complaint
Resident R3 – 2 Oyster Cove Road	Attended noise monitoring	Upon receipt of complaint

### F.3.2 Monitoring conditions

Following a verified noise complaint related to quarrying operations at the site noise monitoring will be conducted during normal operating hours.

Noise monitoring in accordance with this program will also be conducted in the event that heavy mobile plant/equipment (i.e. front end loader or dozer) is planned to be utilised on site during rehabilitation activities continuously for 3 days per week or more for greater than a four week period. In this instance noise monitoring will be conducted to ensure a representative monitoring is conducted for the period of heavy vehicle operations.

Monitoring will **not** occur in the following situations:

- If it is raining
- If wind speeds are over 5 m/s (18km/hr)
- If extraneous noise sources are present (ie noise not typical to the area)

### F.3.3 Monitoring equipment

Sound level meters used for monitoring must meet the specifications of a precision (Type 0 or 1) or general purpose (Type 2) sound level meter, as outlined in AS 1259 and referenced in the NSW Industrial Noise Policy.

It is noted that AS 1259 has been superseded by AS IEC 61672.1:2004.

For the purposes of noise monitoring at Northern Dune, a Type 2/ Class 1 or 2 sound level meter is required. This type of meter is suitable for general field applications.

Noise meters should be supplied with a current laboratory calibration certificate in accordance

with AS IEC 61672.1:2004.

#### **F.3.4 Monitoring personnel**

Monitoring can be conducted by Sibelco personnel, provided they have had suitable training. Training will consist of a short course in environmental noise.

If suitably trained Sibelco personnel are not available, an appropriate consultant will be used.

#### **F.3.5 Monitoring procedures**

Sibelco personnel will conduct noise monitoring as outlined in the SOP and will be recorded on field sheets.

Consultants that may be used for noise monitoring will ensure monitoring complies with the NSW Industrial Noise Policy and relevant Australian Standards.

### **F.4 Comparison of Results**

Following the noise monitoring, results will be entered into a monitoring spreadsheet. Results will be compared with the criteria provided in section E.2. Results will be deemed compliant where the monitored result is less than or equal to the noise level stated in Table E1.

### **F.5 Non-Compliance**

All non-compliances in noise monitoring will be recorded as the relevant incident and investigated and regulatory authorities will be notified in accordance with any relevant approvals/permits.

Any noise related community complaint will be deemed an incident. Noise monitoring will be conducted as part of the investigation, to determine if noise generated by operations exceeds the criteria.



*Figure F1 – Noise Monitoring Locations*

**Legend**

- - Location for noise monitoring



## APPENDIX G: ABORIGINAL CULTURAL HERITAGE MANAGEMENT PLAN

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### G.1 Introduction

This plan has been prepared to ensure that Aboriginal cultural heritage items and places are adequately protected throughout site operation and relevant Aboriginal communities are consulted on an ongoing basis.

This plan is specific requirement of the Notice of Approval (MP 09\_0091), which requires the following information:

- Measures for the protection and management of site 38-4-0318 within Lot 13 DP 601306;
- A program to complete prospective pre-clearance surveys of the extraction area in consultation with Aboriginal stakeholders;
- Measures for ongoing consultation with local Aboriginal communities and the involvement of these communities in pre-clearance surveys and the ongoing management of any Aboriginal cultural heritage values identified within the site;
- An Aboriginal cultural heritage education program for the induction of personnel and contractors involved in quarrying operations; and
- A description of the measures that would be implemented if any new Aboriginal objects or skeletal remains are discovered during the project.

### G.2 Registered Aboriginal Groups

The Registered Aboriginal Groups, shown in Table G1, were identified during the Environmental Assessment process to gain approval for the project. These groups will be notified for any Aboriginal heritage issues.

**Table G1 – Registered Aboriginal Groups**

Group	Contact Person	Contact Details
Worimi Local Area Land Council	Kyle Finlay Project Coordinator	PO Box 56 Tanilba Bay NSW 2319 Phone: 02 4965 1500 Email: kyle@worimi.org.au
Mur-Roo-Ma Inc	Anthony Anderson CEO	Email: murroomainc1@gmail.com
Nur-Run-Gee Pty Ltd	Lennie and Leanne Anderson Directors	22 Popplewell Road Fern Bay NSW 2295 Phone: 02 4920 1578 Mobile: 0408 618 874 (Leanne) Mobile: 0431 334 365 (Lennie) Email: goodman@koeee.com.au

### **G.3 Responsibilities**

#### **G.3.1 Responsibilities of Sibelco**

- To implement this Aboriginal Cultural Heritage Management Plan and to ensure compliance with Planning approval conditions
- Ensure that land to be disturbed is further assessed to determine the likelihood of the presence of heritage items, in conjunction with the registered Aboriginal groups
- Ensure that representatives of the registered Aboriginal Groups are inducted prior to access on site
- Engage the services of an archaeologist to provide specialist advice as required
- Ensure that its employees and contractors complete the environmental induction, which incorporates heritage awareness and specific issues relating to the site

### **G.3.2 Responsibilities of the Registered Aboriginal Groups**

- To provide a representative to be available for pre-clearance inspections
- To review heritage documentation, as required, to ensure content is appropriate for the protection of Aboriginal heritage
- To provide advice, as required, on the significance of any heritage identified

### **G.4 Existing Aboriginal Cultural Sites**

There are no registered sites of Aboriginal cultural heritage located within the approved extraction area.

There is a registered site located on the northern part of Lot 13 DP 601306, referenced by the National Parks and Wildlife Service as site 38-4-0318. This site is located within a part of Lot 13 that has been designated as biodiversity offset.

There is currently no protection surrounding the site and no advertisement regarding the location of the site. No disturbance of this area is planned and protection is not deemed warranted under current conditions.

The project is now in the rehabilitation phase with extraction no longer occurring.

Rehabilitation of the biodiversity offset area is required, particularly to manage weeds. However the Swamp Mahogany Swamp Forest located at the northern portion of Lot 13, where site 38-4-0318 is located, is considered to be in moderate to good condition. It is not likely that this area will need to be disturbed. If this area is scheduled for active rehabilitation the following process shall be followed:

- The local Aboriginal communities shall be consulted to assist in determining the exact location of the site;
- Advice shall be obtained from the local Aboriginal communities on the best method to protect the site. It is considered that a physical barrier, such as a fence, would afford the best protection, however advice will determine if access is required by local Aboriginal people or if structures may cause undue damage to the site;
- Advice will be sought on the duration protection of the site should remain in place (eg, perpetual or for the duration of rehabilitation activities)
- The recommended protection shall be installed and maintained
- All works conducted in the vicinity of the site shall be conducted using a Permit to Work, as described in BMS Procedure 6.118 EHS KRR Permit to Work

The location of site 38-4-0318 shall be marked on all relevant plans for management of the biodiversity offset area. Information on the presence and restrictions for the site shall be included in the site induction.

## G.5 Pre-Clearance Surveys

The site is in rehabilitation phase and extraction of sand is completed. In the unlikely event that minor vegetation clearing is required for rehabilitation purposes, pre-clearance surveys will be conducted prior to initial clearing of an undisturbed area being conducted. The process for this is as follows:

- Registered Aboriginal Groups will be contacted at least three weeks prior to the pre-clearance survey and invited to attend
- A suitable archaeologist is to be engaged to run the preclearance field work
- Clearing equipment will be made available on site for the proposed day.
- The Registered Aboriginal Groups and archaeologist will be inducted prior to work commencing on site
- An initial meeting will be held to determine the location of 6 to 10 quadrats of 10 m by 10 m
- The location of the quadrats should be in landform areas most likely to contain Aboriginal archaeological sites
- The quadrats should be pegged out during this initial meeting, marked on a plan
- Following agreement of the sites and the priority order, clearing is to commence. Scrub is to be removed, however larger trees are to remain in place
- Following removal of scrub the team (Registered Aboriginal Groups, archaeologist and Sibelco staff) is to inspect the cleared area for artifacts or sites
- The findings of each inspection are to be recorded, with photographs of each area
- If no artefacts are identified, the quadrat is to be signed off as containing no Aboriginal heritage sites

If the pre-clearance survey did not identify any Aboriginal sites, the Registered Aboriginal Groups will be invited to attend the clearing of the first stage of operation. If during this clearing a site or artefact is identified, the Discovery of Aboriginal Heritage process, in section F.7, shall be implemented. Registered Aboriginal Groups shall be notified of the date of clearing at least three weeks prior to commencement, and will be invited to attend. Their acceptance or denial of attending the clearing shall be appended to this EMP.

In the event that heritage items are identified, the process outlined below shall be followed:

- The sites will be recorded to determine significance and a site card will be created for each site identified. Details will be forwarded to Office of Environment and Heritage and required under the *National Parks and Wildlife Act 1974*
- The extent (length and width) of the surface site will be determined within the limits of the clearing maximums
- Artefacts will be individually recorded if less than 30 are present or if more than 30

present, a representative sample of the artefacts will be sampled and described to assist an assessment of significance (note that 30 artefacts is intended arbitrarily to be the maximum number of individual artefacts that could be properly described during the prospective clearing program based on the timing allotted and practicalities in the field)

- A methodology for subsurface testing of the site will be developed to determine if the site contains a subsurface expression. The methodology for the testing will be in line with the Code of Practice for Archaeological Investigation of Aboriginal Objects in New South Wales (DECCW, 2010) and will be workshopped on site with the Registered Aboriginal Groups on the day the site is identified.
- An email outlining the results of the prospective clearing and the proposed test excavation methodology will be provided to the Registered Aboriginal Groups and once agreed will be forwarded to DPIE for their records
- Further management of the site will be determined based on the significance of the sites identified. If the site is considered significant the area of the identified site will be protected and further management determined in consultation with the Registered Aboriginal Groups, DPIE, Sibelco and the site archaeologist

## **G.6 Communication with Aboriginal Groups**

Sibelco will initiate the communication outlined in Table G2.

**Table G2 – Communication Process**

<b>Issue</b>	<b>Recipient</b>	<b>Information Provided</b>	<b>Method</b>	<b>Timeframes</b>
Preclearance operations	Registered Aboriginal Groups	Proposed date of field work and invitation to attend	Email and phone	At least three weeks before work
	Archaeologist	Proposed date of field work and request to engage their services	Email and phone	At least three weeks before work
Operations Commence	Registered Aboriginal Groups	Proposed date of start and invitation to attend	Email and phone	At least three weeks before work
Discovery of heritage item	Archaeologist	Engaged to conduct assessment	Email and phone	As required

Issue	Recipient	Information Provided	Method	Timeframes
	Registered Aboriginal Groups	Invitation to attend site and provide information	Email and phone	As required
	OEH	Information provided when known	Email and phone	As required
Operations may impact identified site	Archaeologist	Engaged to provide advice on protection	Email and phone	As required
	Registered Aboriginal Groups	Engaged to provide advice on protection	Email and phone	As required
	OEH	Information provided when known	Email and phone	As required
Discovery of skeletal remains	Police	Basic information on find and request to investigate	Phone	As required

Requests for information from other parties to Sibelco will be addressed on a case by case basis.

Should any disputes arise between Sibelco and a Registered Aboriginal Group, escalation will initially be within the Sibelco Operations line management (ie, from Operations Manager, to Area Manager, to Regional Manager). Should management be unable to resolve the issue, Sibelco will offer to provide a third party to mediate the dispute. Initially this shall be either the archaeologist or the Office of Environment and Heritage, provided they are willing to participate. Should mediation not achieve a result, the dispute will be escalated to the Secretary of the Department of Planning and Environment.

### **G.7 Aboriginal Cultural Education**

The site induction shall include specific details on Aboriginal heritage associated with the site, including the location of the known site on Lot 13. The induction shall also include the process required if Aboriginal heritage items are discovered on site during works, with a brief outline of the types of Aboriginal heritage items that may be encountered.

Induction shall be provided to all Sibelco staff, contractors and visitors that conduct work at the site.

## G.8 Discovery of Aboriginal Heritage

The process in Figure G1 shall be undertaken in the event of an unexpected heritage find during pre-clearance checks or ground breaking activities:

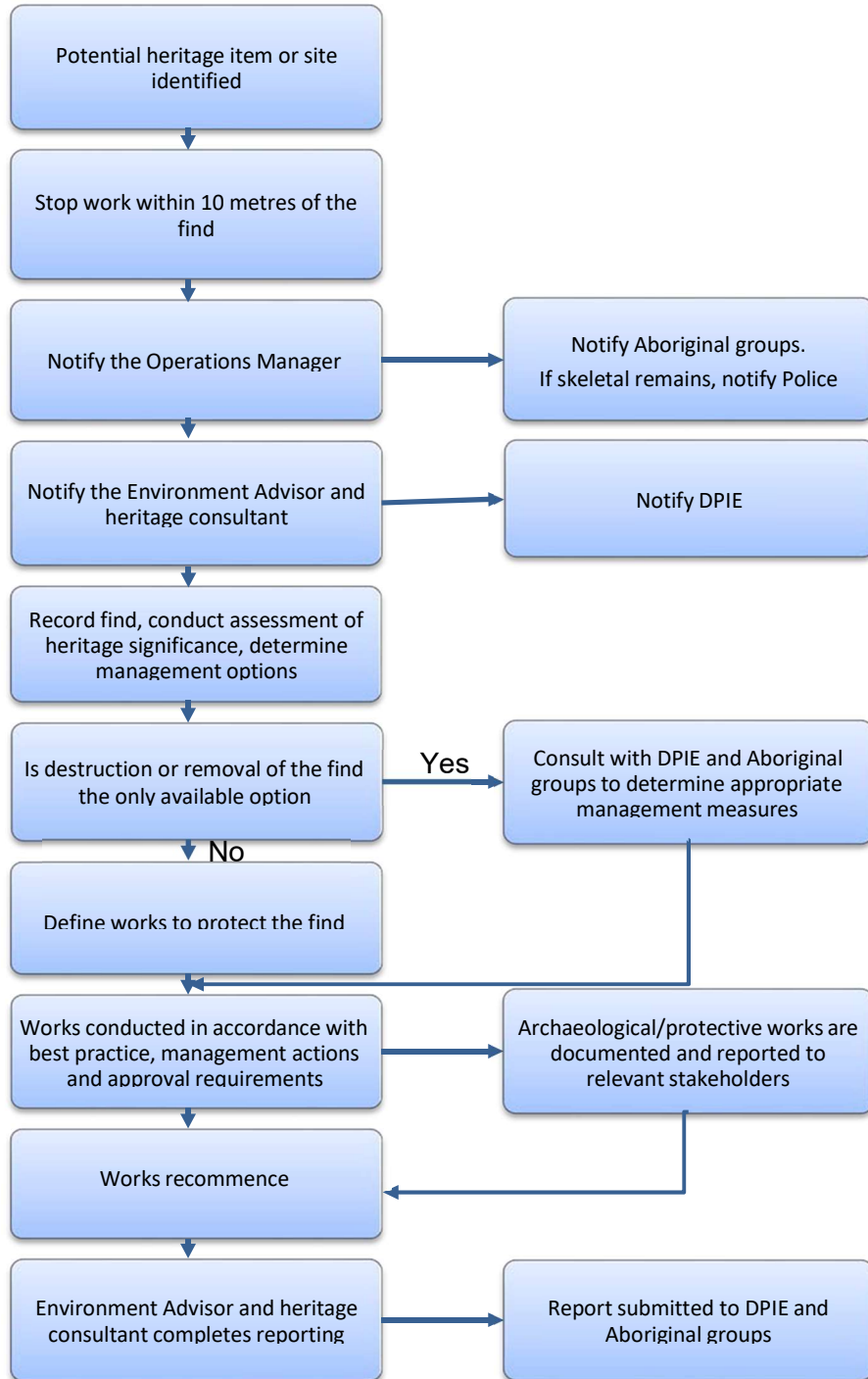


Figure G1: Protocol for an unexpected heritage find

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# APPENDIX H: NORTHERN DUNE TRAFFIC MANAGEMENT PLAN

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## H.1 Site Description

The Northern Dune site is located near the township of Oyster Cove, off Oyster Cove Road. This is an elevated dune area covered with natural vegetation ranging from a low dense scrub and heath land to a low to medium woodland with dense shrub cover. There is no threatened or rare flora or fauna located within the project area. There are no permanent watercourses or natural drainage lines in the sites, though there are ephemeral swamps (i.e. swamps that completely dry out) between the low dunes.

Three roads bound the Tanilba Bay site and there are numerous other motorbike and 4 wheeled drive tracks, made by trespassers.

The closest settlement is Oyster Cove, which contains dwellings associated with the oyster industry.

The site lies over the Tomago Sandbeds. This groundwater system has a high yield and has low salinity. This water provides the potable requirements of the general locality.

## H.2 Responsibilities

Development and maintenance of this Document	QSE Coordinator
Implementation of this Document	Operations Manger
Monitoring and ensuring compliance with this Document	Site Management
Complying with this Document	All persons entering the site

## H.3 Development Approval conditions

This Traffic Management Plan addresses Schedule 3 Clause 26 of the Project Approval which states:

*The Proponent shall prepare and implement a Traffic Management Plan for the project, to the satisfaction of the Director-General. This plan must:*



- (a) be submitted to the Director-General for approval prior to commencing quarrying operations;
- (b) include a drivers' code of conduct to minimise the impacts of project-related trucks on local residents and road users; and

**H.4 (c) describe the measures that would be put in place to ensure compliance with the drivers' code of conduct.**

## **Vehicles**

Vehicles on site can include:

- Front End Loaders – Contractor and Sibelco operated
- Bulldozers – Sibelco Operated
- Tipping trucks – Contractor operated
- Light Vehicles – Operated by Sibelco, Contractor, visitor and regulatory authorities

Front End loaders and Bulldozers are required to have functional flashing lights and UHF radios

Trucks are required to carry UHF Radios and drive with their headlights on.

Light vehicles must display a flag and flashing light, carry a UHF radio and drive with their headlights on

## **H.5 Exclusions and Separations**

- All off road areas are off limits to trucks and non- 4 wheel drive vehicles.
- All vehicles must give way when re-entering Oyster Cove Rd

## **H.6 Speed limits**

- All vehicles are required to observe a strict 25km/h speed limit

## **H.7 Parking**

- There are no permanent parking areas on the Northern Dune site
- Light vehicles may park on site roads if they have contacted and received approval from the Front End Loader or Bulldozer Operator (If on site).

## **H.8 Communication**

- All site communication is via channel 20
- All vehicles are required to tune into this frequency when onsite
- Mobile phones are NOT to be used while operating any vehicle

## **H.9 Right of way**

- All vehicles must obey road rules as dictated by state and federal law.
- However if in doubt, give way to Front End Loaders.

## **H.10 Overtaking**

- Overtaking is not to occur on the Sibelco Northern Dune site for any reason.

## **H.11 Seat Belts**

- It is a condition of entry that seat belts be fitted to all vehicles and worn by all persons entering the Northern Dune site.

## **H.12 Breakdown and Recovery**

- In the event of a breakdown or bogged vehicle, contact the Sibelco Salt Ash Operations Manager on 4982 6399, who will arrange for corrective actions to be undertaken.
- A JSA will need to be completed BEFORE any vehicle can be recovered.

## **H.13 Power lines**

- No power lines are evident in the Northern Dune area.

## **H.14 Loading areas, tipping areas and stockpiles**

- The site is under rehabilitation and therefore any loading areas will, if required, will be temporary and located to minimize impact on rehabilitation.

### **H.15 Security of loads**

- All loads leaving the Northern Dune site will be compliant with state, federal and Sibelco load restraint guidelines
- No raw material loads will be transported from the site as it is in rehabilitation phase.
- Any haulage contractors are to have been issued and have agreed to abide by Sibelco Chain of Responsibility requirements
- Vehicles leaving the site shall ensure that they are not carrying sand or other materials that may fall in the road, prior to leaving site

### **H.16 Road Maintenance**

- Roads are to be formally inspected for condition on an annual basis, during the scheduled site inspection.
- It is expected that roadways will be inspected by persons conducting work in the area as part of their job start check.

### **H.17 General Traffic Flow at Northern Dune**

The route provided in the attached plan shows the haul route at the Northern Dune site during extractive operations. The length of the haul route will alter as rehabilitation progresses.

### **H.18 Approved Route to Salt Ash**

The route provided in the attached plan is the only route to be used for transport of material between the Northern Dune site and the Salt Ash processing plant.

### **H.19 Refuelling and Lay Down Area**

No refueling or storage of plant and equipment is to be undertaken at the Northern Dune site. The attached plan provides the location of the refueling and lay down area.

### **H.20 Code of Conduct for Truck Drivers**

All drivers will follow the following Code of Conduct. Compliance with the Code of Conducts will be ensured by conducting observation contracts and regular contractor review.

Observation contacts will be logged into the SAM system and will involve observing truck drivers to ensure that aspects of the Code of Conduct are being followed at the time of observation.

***Drivers Code of Conduct***  
***BE PROFESSIONAL – IT'S YOUR JOB!***

**DO NOT** Use engine brakes to reduce speed at any point through Oyster Cove or Salt Ash (Except in an Emergency)

**DO NOT** Exceed the posted speed limit signs.

**DO NOT** Travel between Salt Ash and Northern Dune Monday to Friday between the hours of 6pm and 7am.

**DO NOT** Travel between Salt Ash and Northern Dune on a Saturday, Sunday or public holiday.

**DO** Follow the routes to the main road network.

**DO** Follow the defined heavy vehicle route to Salt Ash.

**DO** Drive carefully to limit all impacts upon local residents.

**DO** Drive cautiously and safely and show full consideration to other motorists, cyclists and pedestrians.

**DO** Ensure all loads are fully tarped and secured to prevent any material falling from trucks.

**DO** Ensure tailgates are fully closed and secure before loading.

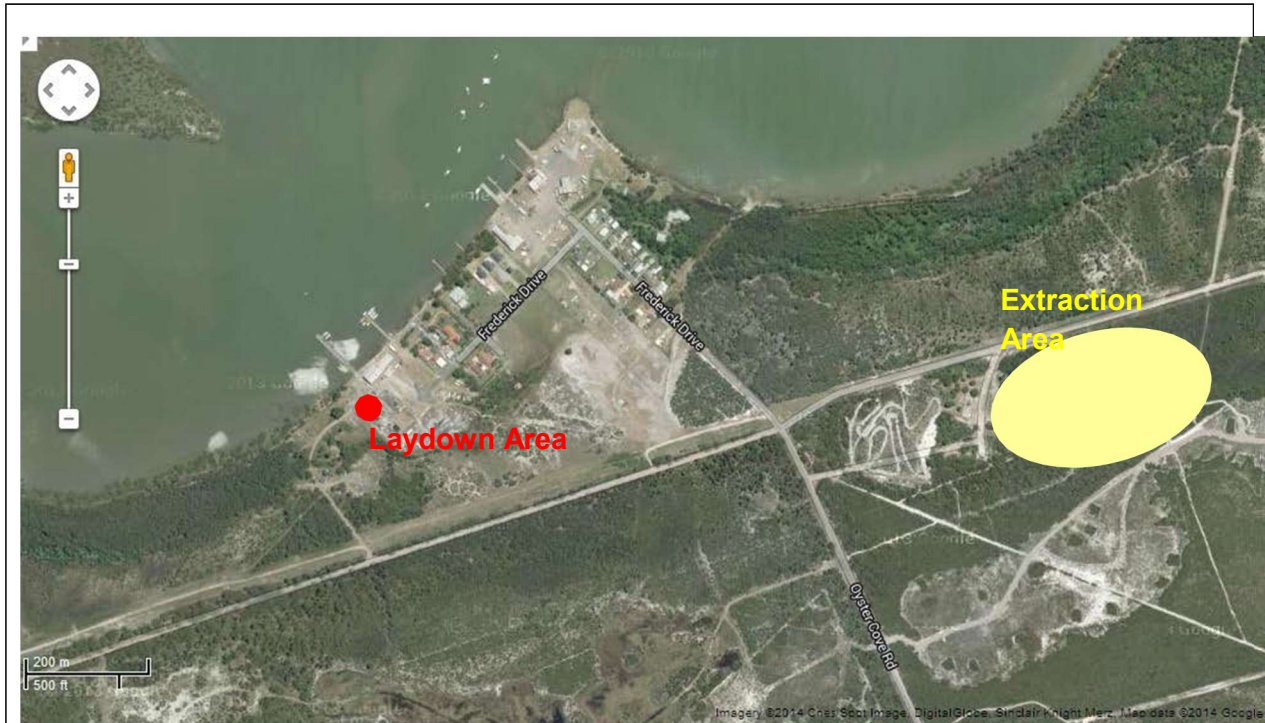
**DO** Ensure no loose sand is present on the truck or trailer before leaving site.

**DO** Ensure your truck body is clean of any contaminants before arriving on site.



**Figure G1 – Haul Route at Northern Dune**





*Figure G3 – Refueling and Lay Down Area Location*



## **APPENDIX I: RISK REGISTER**

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Activity	Hazard	Receiving Environment	Risk Event	Current Controls	Current risk	Target risk	Additional Controls	Residual Risk	Monitoring of Controls
Clearing	Removing habitat	Flora and fauna	Remove trees	Refer to LMP	16M	16M	Nil Required	16M	Monthly EHS Inspections and Annual Review
Clearing	Removing habitat	Flora and fauna	Remove habitat	Refer to LMP	16M	16M	Nil Required	16M	Monthly EHS Inspections and Annual Review
Clearing	Mobile plant	Community	Potential noise complaint	Refer to EMP	6L	6L	Nil Required	6L	Monthly EHS Inspections and Annual Review
Clearing	Mobile plant	Land	Hydraulic oil leak	Refer to EMP	7L	7L	Nil Required	7L	Monthly EHS Inspections and Annual Review
Clearing	Mobile plant	Air	Localised dust	Refer to LMP	7L	7L	Nil Required	7L	Monthly EHS Inspections and Annual Review
Clearing	Waste generation	Land	Produce green waste	Refer to EMP	7L	7L	Nil Required	7L	Monthly EHS Inspections and Annual Review
Extraction	Mobile plant	Community	Potential noise complaint	Refer to EMP	6L	6L	Nil Required	6L	Monthly EHS Inspections and Annual Review
Extraction	Mobile plant	Land	Hydraulic oil leak	Refer to EMP	7L	7L	Nil Required	7L	Monthly EHS Inspections and Annual Review
Extraction	Mobile plant	Air	Localised dust	Refer to EMP	7L	7L	Nil Required	7L	Monthly EHS Inspections and Annual Review
Extraction	Depth of extraction	Water	Expose groundwater table	Refer to EMP	9L	9L	Nil Required	9L	Monthly EHS Inspections and Annual Review
Haul	Mobile plant - on site	Community	Potential noise complaint	Refer to EMP	6L	6L	Nil Required	6L	Monthly EHS Inspections and Annual Review
Haul	Mobile plant - on site	Land	Hydraulic oil leak	Refer to EMP	7L	7L	Nil Required	7L	Monthly EHS Inspections and Annual Review
Haul	Mobile plant and trucks - on site	Community	Community complaint for dust	Refer to EMP	9L	9L	Nil Required	9L	Monthly EHS Inspections and Annual Review
Haul	Trucks - between sites	Community	Potential complaint (noise, traffic, dust)	Refer to EMP	13M	13M	Nil Required	13M	Monthly EHS Inspections and Annual Review
Haul	Trucks - between sites	Land	Hydraulic oil leak	Refer to EMP	7L	7L	Nil Required	7L	Monthly EHS Inspections and Annual Review
Haul	Trucks - between sites	Community	Community complaint for dust	Refer to EMP	9L	9L	Nil Required	9L	Monthly EHS Inspections and Annual Review
Stockpile - general	General storage	Community	Community complaint for dust	Refer to EMP	9L	9L	Nil Required	9L	Monthly EHS Inspections and Annual Review
Refuelling plant at boat yard	Refuelling	Land/water	Spill or leak of fuel to land	Refer to EMP	9L	9L	Nil Required	9L	Monthly EHS Inspections and Annual Review
Land management	Weeds	Land	Weeds spreading off site	Refer to LMP	5L	5L	Nil Required	5L	Monthly EHS Inspections and Annual Review
Land management	Weeds	Land/water	Overspraying of weeds and leaching to water	Refer to LMP	9L	9L	Nil Required	9L	Monthly EHS Inspections and Annual Review
Land management	Weeds	Land/water	Failure of spray tank leading to leak of pesticide	Refer to LMP	9L	9L	Nil Required	9L	Monthly EHS Inspections and Annual Review
Land management	Rehabilitation	Flora and fauna	Rehab fails	Refer to LMP	5L	5L	Nil Required	5L	Monthly EHS Inspections and Annual Review

## APPENDIX J: DUST MONITORING PROGRAM

The Project Approval (Ref 09\_0091) dated 8 March 2013, Schedule 3, Conditions 6, 7 and 8 are related to dust management on the site. This dust monitoring program has been prepared to maintain compliance with the Project Approval, whilst recognising the negligible dust risk associated with the post-extraction management of the site.

### J.1 Dust Management Criteria

Air Quality criteria have been provided for the project as per Schedule 3, Condition 6. The condition requires the following:

Impact Assessment Criteria			
6.	The Proponent shall ensure that all reasonable and feasible avoidance and mitigation measures are employed so that particulate matter emissions generated by the project do not exceed the criteria listed in Tables 2 to 4 at any privately-owned land.		
<i>Table 2: Long term criteria for particulate matter</i>			
Pollutant	Averaging Period	<sup>d</sup> Criterion	
Total suspended particulate (TSP) matter	Annual	<sup>a</sup> 90 µg/m <sup>3</sup>	
Particulate matter < 10 µm (PM <sub>10</sub> )	Annual	<sup>a</sup> 30 µg/m <sup>3</sup>	
<i>Table 3: Short term criterion for particulate matter</i>			
Pollutant	Averaging Period	<sup>d</sup> Criterion	
Particulate matter < 10 µm (PM <sub>10</sub> )	24 hour	<sup>a</sup> 50 µg/m <sup>3</sup>	
<i>Table 4: Long term criteria for deposited dust</i>			
Pollutant	Averaging Period	Maximum increase in deposited dust level	Maximum total deposited dust level
<sup>c</sup> Deposited dust	Annual	<sup>b</sup> 2 g/m <sup>2</sup> /month	<sup>a</sup> 4 g/m <sup>2</sup> /month
<i>Notes to Tables 2 to 4:</i>			
<ul style="list-style-type: none"> <li><sup>a</sup> Total impact (i.e. incremental increase in concentrations due to the projects plus background concentrations due to all other sources);</li> <li><sup>b</sup> Incremental impact (i.e. incremental increase in concentrations due to the projects on their own);</li> <li><sup>c</sup> Deposited dust is to be assessed as insoluble solids as defined by Standards Australia, AS/NZS 3580.10.1:2003: Methods for Sampling and Analysis of Ambient Air - Determination of Particulate Matter - Deposited Matter - Gravimetric Method.</li> <li><sup>d</sup> Excludes extraordinary events such as bushfires, prescribed burning, dust storms, sea fog, fire incidents, illegal activities or any other activity agreed by the Director-General in consultation with DECCW.</li> </ul>			

### J.2 Dust Management

Schedule 3, Condition 7 relates to Dust Management. The condition requires the following:

- 
- |   |
|---|
| <p>7. The Proponent shall:</p> <ul style="list-style-type: none"><li>(a) implement best management practice to minimise the dust emissions of the project;</li><li>(b) regularly assess air quality monitoring data and relocate, modify, and/or stop operations on site as may be required to ensure compliance with the relevant conditions of this approval;</li><li>(c) minimise any visible off-site air pollution; and</li><li>(d) minimise surface disturbance of the site, other than as permitted under this approval.</li></ul> |
|---|

Potential dust generating activities associated with rehabilitation will be undertaken consistent with the above controls, this will include:

- Avoiding works during high wind.
- Use of a water cart (where rehabilitation activities utilise mobile equipment) as needed to minimise wheel generated dust.
- Visual monitoring by site personnel to ensure no visible dust leaves the boundary of the Project.
- Minimise soil disturbance and removal of groundcover where possible.

### **J.3 Dust Monitoring**

Schedule 3, Condition 8 relates to a Dust Monitoring Program. The condition requires the following:

- |  |
|--|
| <p>8. The Proponent shall prepare and implement a Dust Monitoring Program for the project to the satisfaction of the Director-General. This program must:</p> <ul style="list-style-type: none"><li>(a) be submitted to the Director-General for approval prior to commencing quarrying operations;</li><li>(b) include a program for the use of a water tanker on unsealed roads;</li><li>(c) include details of how the air quality performance of the project would be monitored, and a protocol for evaluating compliance with the relevant air quality criteria in this approval.</li></ul> |
|--|

This document represents the dust monitoring program for the post-extraction phase of the project. With the conclusion of extractive activities and sand haulage, negligible vehicles will be used onsite. The program to minimise dust on unsealed roads will consist of contractors and site personnel instructing a water cart to minimise dust, where visual monitoring suggests dust requires control.

Air quality performance for the quarry will be evaluated through the following:

- Regular visual inspections during works.
- Monitoring and correction of rehabilitation as needed to improve vegetation cover and minimise dust potential during rehabilitation.
- With these controls in place, there is no reason to expect air quality criteria at neighbouring properties would be exceeded.
- In the event of a complaint from a neighbouring resident or road user relating to dust from Sibelco's operations within the project approval area, an incident investigation will be completed consistent with the EMS.
- Dust monitoring will be implemented in accordance with the monitoring program described in section J.3.1 below.

#### **J.3.1 Monitoring program**

Dust deposition monitoring will comprise of monitoring locations at the nearest privately owned land

(compliance locations) and adjacent to the project approval boundaries (comparative locations) as shown in Figure J1 and described in Table J1 below.

**Table J1 – Dust monitoring locations**

<b>Monitoring ID</b>	<b>Location</b>	<b>Type</b>
D3	Privately owned residence – north of project approval area	Compliance
D4	West of extraction area	Comparative
D5	Adjacent to privately owned residents – west of project approval area	Comparative
D6	East of extraction area	Compliance

D5 is located to the north-west of the extraction area at the entry to Oyster Cove. D5 will be located off of Oyster Cove Road in Lot 5, in an area representative of the nearest privately-owned residences in Oyster Cove. D3 is located to the north-east of the extraction area on land owned by local resident in consultation with that resident. Monitoring of this location will be subject to permission to access the property for monitoring purposes.

D4 and D6 are comparative depositional dust gauges located on the south-western and north-eastern boundary of Lots 11-13. Gauges have been placed in these locations to determine the amount of air borne dust leaving the boundary of the project area “up wind” of the nearest receptors. These locations monitor the effectiveness of the site’s dust avoidance and mitigation measures, not a measure of compliance against the Project Development Approval. This data will be used as a comparison for findings at privately-owned land.

Dust deposition results from D3 and D5 will be compared against the limits specified in Schedule 3, condition 6, Table 4. However to normalize the results and adjust for background concentrations, results from D3 and D5 will be compared to the comparative dust results (D4 and 6) and prevailing wind conditions of the relevant month of monitoring will be taken into account to assess compliance against the relevant dust limits.

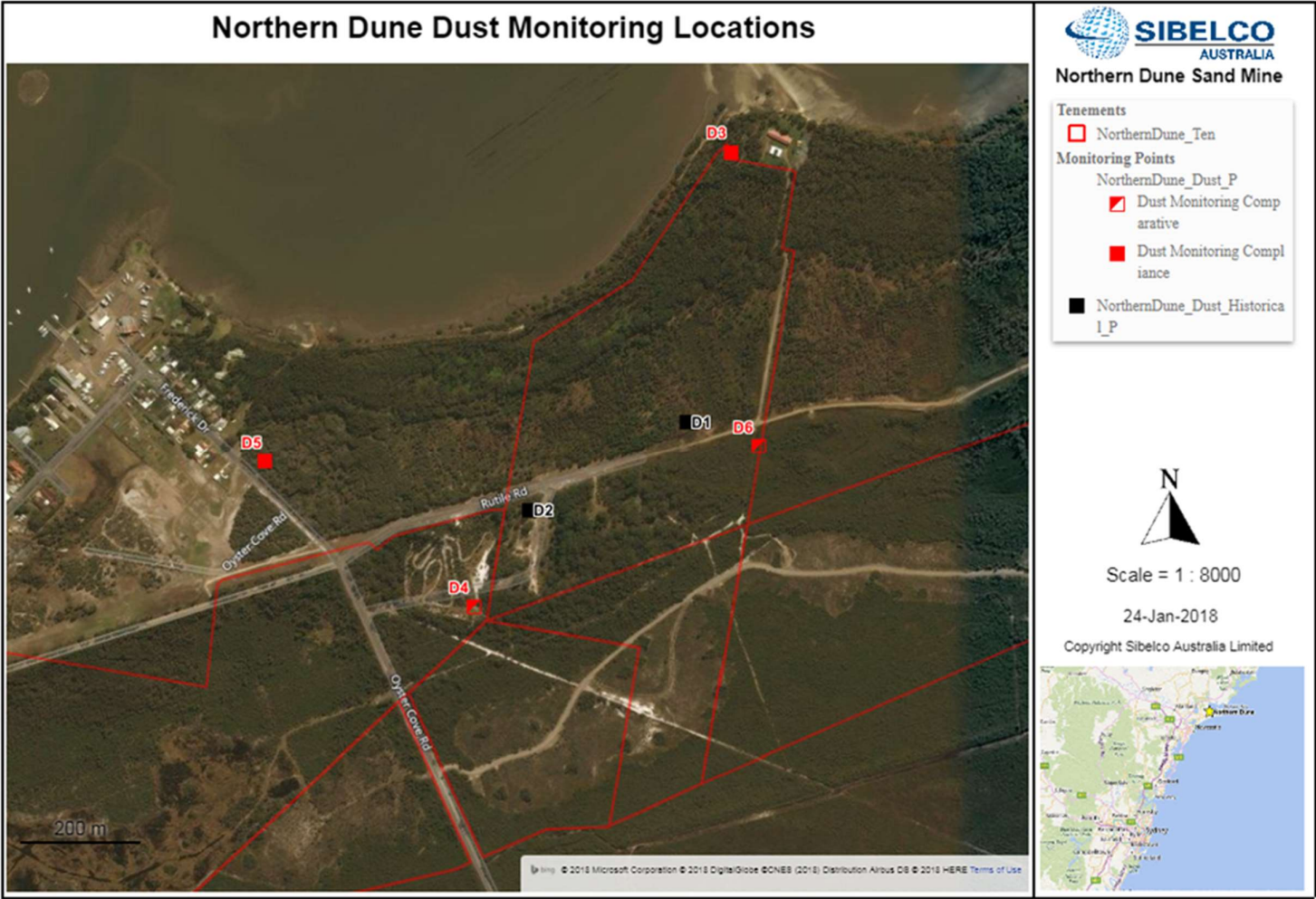


Figure J1 – Dust Monitoring Locations

### **J.3.2 Monitoring conditions**

When collecting dust samples from each gauge, the environmental conditions will be observed including:

- Incidence of any fires, including bushfires, in the local area;
- Any extraordinary wind events that have resulted in large dust movement

Sampling results will be void in the following situations:

- If the flagon or funnel break;
- In the event of litter, bird droppings or any tampering being placed in the flagon.

### **J.3.3 Monitoring equipment**

Dust depositional gauges will be installed as per the requirements contained in AS/NZS 3580.10.1:2003 Methods for sampling and analysis of ambient air – Determination of particulate matter – Deposited matter – Gravimetric method.

In the unlikely event total suspended particulates and PM10 monitoring is required, monitoring will comply with the Approved methods for the Sampling and Analysis of Air Pollutants in New South Wales, DEC, 2007. Specifically this will follow one of the following methods:

**Table J4 – Analysis Methods**

<b>Method No.</b>	<b>Parameter Measured</b>	<b>Method</b>
AM-15	Particulate matter – TSP – high volume sampler method	AS 2724.3-1984
AM-18	Particulate matter – PM10 – high volume sampler with size selective inlet	AS 3580.9.6-1990
AM-22	Particulate matter – PM10 - TEOM	AS 3580.9.8-2001

### **J.3.4 Analysis of Samples**

Samples will be analysed in accordance with the relevant Australian Standard, as outlined in the previous section. All laboratory analysed samples will be sent to a NATA accredited laboratory for analysis.

### **J.3.5 Monitoring personnel**

Sibelco personnel will conduct dust gauge monitoring, training in the requirements of the relevant Standard Operating Procedure (SOP) will demonstrate competence. TSP and PM10 monitoring will be conducted by an appropriate consultant if deemed necessary as part of an investigation.

### **J.3.6 Monitoring procedures**

Sibelco personnel will conduct dust gauge monitoring as outlined in the SOP and record information on the field sheets. Sibelco staff undertaking the monitoring will be specifically trained

in the SOP prior to commencing works.

Any abnormal circumstances or signs of tampering will be recorded during the monthly inspections, which will take place during the gauge collection. Photographs of the bottles will be taken during collection.

## **J.4 Reporting**

Dust gauge results from monitoring points D3 and D5 collected in accordance with the monitoring program will be compiled and reported to the Department in the AEMR. Exceedances will be calculated through analysis with comparative monitoring locations and weather conditions. If monthly results exceed the criteria outlined in Schedule 3, Condition 6, Table 4 of the Project Approval, the data will be reported to the Department, as outlined in the DMP and recorded annually in the AEMR. An investigation into the exceedance will follow and be submitted to the Department within seven days.

### **J.4.1 Comparison of Results**

Due to the placement of the gauges being between 350m to 500m away from the extractive operation, there is a likelihood that non-operational dust could be received in the flagon. If high readings are found at private-residences, but not on the boundary of the operations, it is likely that the exceedance was due to environmental dust and not the result of operations.

Comparison of results will be compiled and an analysis completed as a part of an investigation to determine the root cause of any exceedance found to have occurred at Compliance monitoring locations.



# **APPENDIX K: POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN**

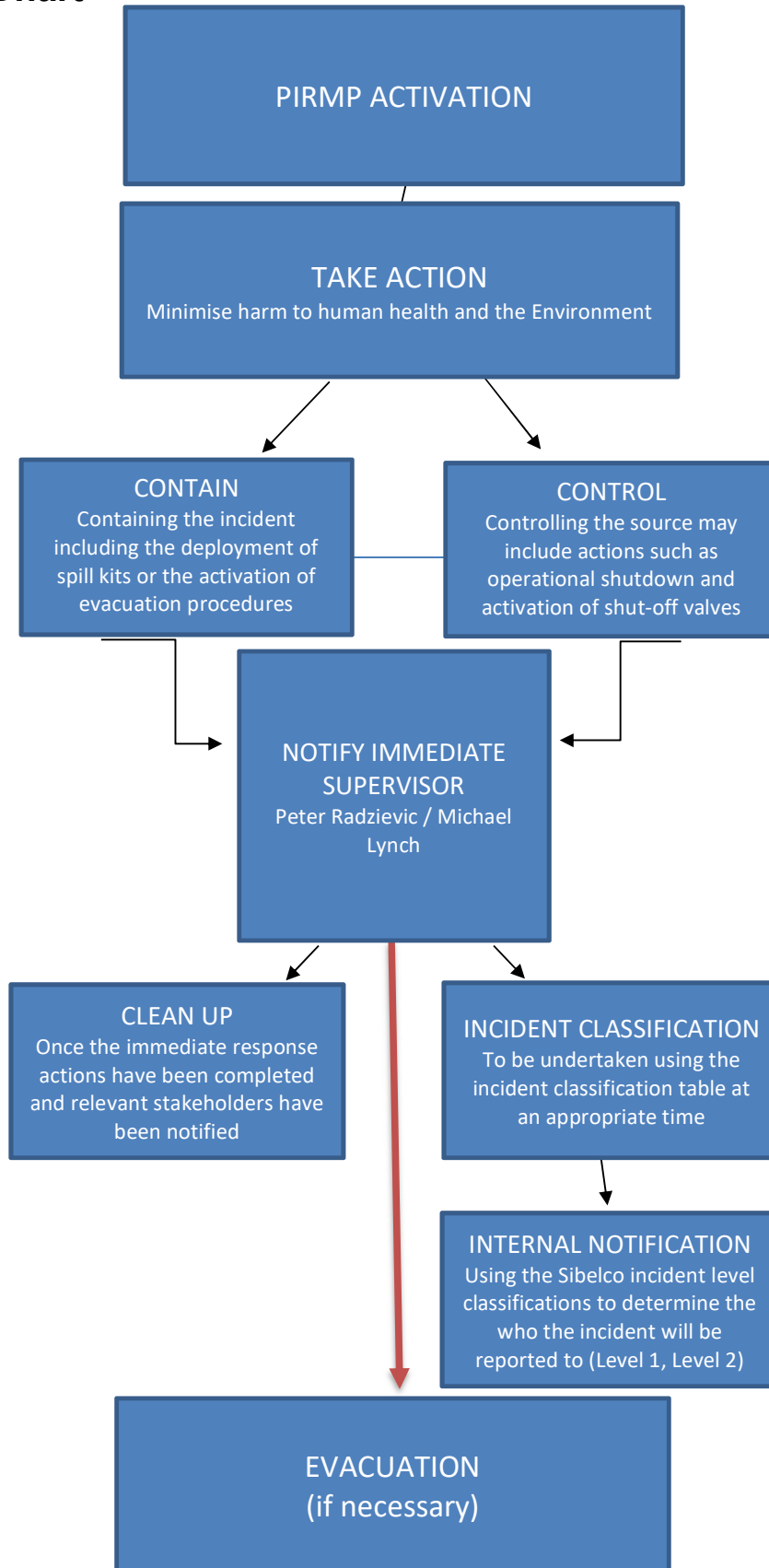
## Northern Dune and Oyster Cove

### Pollution Incident Response Management Plan

#### Document Control

Rev	Date	Prepared By	Reviewed By	Approved By	Comments
0	28/07/2014	E.Alexander	All	J.Clarkson	Final Version
1	06/02/2015	E.Alexander	All	J.Clarkson	Review
2	05/04/2016	E.Alexander	All	J.Clarkson	Review
3	14/02/2017	J.Epstein	N.Stewart	N.Stewart	Review
4	28/12/2017	J.Epstein	S.Pont	S.Pont	Review
5	14/09/2018	P.Bourne	A.Martin	A.Martin	Review
6	27/3/2020	P.Dunn	P.Dunn	P.Dunn	

## Flow Chart



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# 1. Introduction

## 1.1. Purpose

This Pollution Incident Response Management Plan (PIRMP) focuses on the management of pollution incidents at Northern Dune and Oyster Cove sites. The purpose of the PIRMP is to ensure site readiness in the event of a pollution incident. The PIRMP applies to all pollution incidents that occur at the site as a result of activities carried out by Sibelco.

The Northern Dune site is an extraction site that primarily mines silica sand for the glass industry.

## 1.2. Compliance background

In February 2012, amendments were made to the NSW Protection of the Environment Operations Act 1997. These amendments introduced the requirement for holders of an environment protection license (EPL), to prepare and implement a Pollution Incident Response Management Plan (PIRMP). This PIRMP has been developed to satisfy the compliance requirements.

## 1.3. EHS system context

A critical component of the Sibelco environment, health and safety system is the management of safety and environmental incidents. Existing policies, procedures and plans provide guidance on incident response. The PIRMP shall be implemented in addition to the other existing policies, procedures and plans, as they relate to pollution incident response. Where an inconsistency exists, the PIRMP shall take precedence to the extent of the inconsistency.

Existing procedures and plans that may be relevant include:

- EHS Incident Notification & Investigation Procedure (Corporate)
- Site Incident Response Planning Procedure (Corporate)
- Rapid Response Management Procedure (Corporate)
- Emergency Response Procedures (Site-specific)

## 1.4. Definitions

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Air pollution	the emission into the air of any air impurity
Air impurity	includes smoke, dust (including fly ash), cinders, solid particles of any kind, gases, fumes, mists, odours and radioactive substances
Land pollution	placing in or on, or otherwise introducing into or onto, the land (whether through an act or omission) any matter, whether solid, liquid or gaseous:  (a) that causes or is likely to cause degradation of the land, resulting in actual or potential harm to the health or safety of human beings, animals or other terrestrial life or ecosystems, or actual or potential loss or property damage, that is not trivial, or  (b) that is of a prescribed nature, description or class or that does not comply with any standard prescribed in respect of that matter,

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	but does not include placing in or on, or otherwise introducing into or onto, land any substance excluded from this definition by the regulations.
Material harm	<p>(a) harm to the environment is material if:</p> <ul style="list-style-type: none"> <li>(i) it involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or</li> <li>(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</li> </ul> <p>(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.</p>
Noise	includes sound and vibration
Noise pollution	the emission of offensive noise
Pollution	water pollution, or air pollution, or noise pollution, or land pollution
Pollution incident	an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed or disposed of on premises, but it does not include an incident or set of circumstances involving only the emission of any noise
Water pollution	<p>(a) placing in or on, or otherwise introducing into or onto, waters (whether through an act or omission) any matter, whether solid, liquid or gaseous, so that the physical, chemical or biological condition of the waters is changed, or</p> <p>(b) placing in or on, or otherwise introducing into or onto, the waters (whether through an act or omission) any refuse, litter, debris or other matter, whether solid or liquid or gaseous, so that the change in the condition of the waters or the refuse, litter, debris or other matter, either alone or together with any other refuse, litter, debris or matter present in the waters makes, or is likely to make, the waters unclean, noxious, poisonous or impure, detrimental to the health, safety, welfare or property of persons, undrinkable for farm animals, poisonous or harmful to aquatic life, animals, birds or fish in or around the waters or unsuitable for use in irrigation, or obstructs or interferes with, or is likely to obstruct or interfere with persons in the exercise or enjoyment of any right in relation to the waters, or</p> <p>(c) placing in or on, or otherwise introducing into or onto, the waters (whether through an act or omission) any matter, whether solid, liquid or gaseous, that is of a prescribed nature, description or class or that does not comply with any standard prescribed in respect of that matter,</p>

and, without affecting the generality of the foregoing, includes:

- (d) placing any matter (whether solid, liquid or gaseous) in a position where:
  - a. it falls, descends, is washed, is blown or percolates, or
  - b. it is likely to fall, descend, be washed, be blown or percolate, into any waters, onto the dry bed of any waters, or into any drain, channel or gutter used or designed to receive or pass rainwater, floodwater or any water that is not polluted, or
- (e) placing any such matter on the dry bed of any waters, or in any drain, channel or gutter used or designed to receive or pass rainwater, floodwater or any water that is not polluted,

if the matter would, had it been placed in any waters, have polluted or have been likely to pollute those waters.

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Waters

the whole or any part of:

- (a) any river, stream, lake, lagoon, swamp, wetlands, unconfined surface water, natural or artificial watercourse, dam or tidal waters (including the sea), or
  - (b) any water stored in artificial works, any water in water mains, water pipes or water channels, or any underground or artesian water.
-

## 2. Risk assessment

The following section describes the hazards to human health or the environment, associated with the operations with the risk management for each hazard.

### 2.1. Risk register

The hazards to human health or the environment are described in the site risk register (refer to **Appendix A**). The risk register includes details of the following:

- the receiving environment that could be harmed by the hazard;
- the risk event that could occur as a result of the hazard harming the receiving environment (including neighbouring premises);
- likelihood of the risk event occurring;
- rating of the consequence of the risk event occurring; and
- details of the pre-emptive action to be taken to mitigate the risk of harm to human health or the environment.

### 2.2. Inventory of pollutants

No pollutants are kept on the premises as per consent conditions and the Environmental Management Plan (EMP).

### 2.3. Site plan

The following site plans illustrate the location of Northern Dune and Oyster Cove sites and the surrounding area that is likely to be affected by a pollution incident, the location of potential pollutants on the premises, the location of stormwater drains on the premises and evacuation muster point.





Figure 1: Northern Dune Site Plan

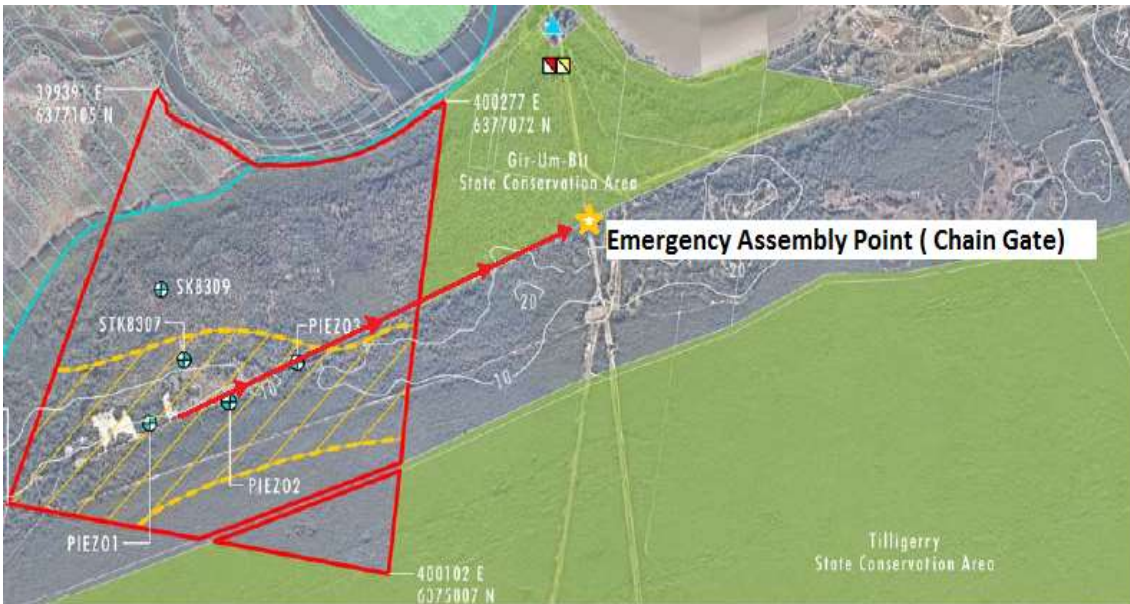


Figure 2: Oyster Cove Site Plan

### 3. Pollution incident response

#### 3.1. Immediate response

##### Minimising harm

In the event of a pollution incident, the immediate response will involve actions to minimise harm to human health, followed by actions to minimise harm to the environment.

Immediate response to pollution incidents will vary according to the circumstances, however the general approach for all pollution incidents will be as follows:

(i) Control the source of the incident

Controlling the source may include actions such as operational shutdown of equipment and activation of shut-off valves.

(ii) Contain the incident

Containing the incident may include the deployment of spill response kits or the activation of evacuation procedures (refer to **Section 3.2** below).

Equipment that will be used to minimise harm to human health is described in the following table.

Equipment	Location of equipment
Hard Hat	On Personnel at All Times
Safety Glasses	On Personnel at All Times
Gloves	On Personnel at All Times
UHF Radio	On Personnel at All Times
Ear Plugs	Available at Salt Ash plant as required
EPIRB (Emergency Beacon)	On D6 Bulldozer Operator

Equipment that will be used to minimise harm to the environment is described in the following table.

Equipment	Location of equipment
Emergency Stop (Mobile Plant)	On All Mobile Plant
Portable Spill Control Kit	D6 Bulldozer

##### Incident classification

Incident classification will be undertaken using the Incident Classification Table (refer to **Appendix B**).

##### Internal notification

All personnel shall notify their immediate Supervisor of all incidents as soon as practicable.

Pollution incidents will be reported and escalated internally based on their classification:

- Level 1 incidents shall be reported by Supervisors or Managers to the Operations Manager as soon as possible.
- Level 2 incidents or Level 1 incidents with the potential to be a Level 2 incident, which do not cause or threaten material harm to the environment must be notified to the Group Operations Manager and Environmental Manager as soon as possible.
- Level 2 incidents that cause or threaten material harm to the environment must be notified to the Group Operations Manager and Environmental Manager immediately.

Incidents classified at this level will automatically be classified as “high impact incidents”. The Rapid Response Management Procedure will therefore be implemented, in addition to the PIRMP.

External notification of pollution incidents is addressed further below.

### **3.2. Evacuation**

In order to minimise harm to persons on the premises, the following evacuation procedures will be implemented.

#### **Emergency**

An abnormal or dangerous situation requiring action to control, correct and return to a safe condition and also requiring timely action to protect people, property and the environment from harm.

#### **Evacuation**

1. Contain the hazard, if possible - **All**
2. If someone is injured, and it is safe to do so, rescue the injured person - **All**
3. Initiate evacuation verbally by persons in the direct area, then make announcement over the UHF (Channel 21) by the person activating evacuation - **All**
4. Operators will arrange the shutdown of mobile equipment and isolate energy sources (if it is required and is safe to do so) - **Operators**
5. The administration coordinator will collect visitor/ contractor register book from Salt Ash prior to evacuation - **Administration Coordinator**
6. Personnel are to proceed to the Emergency Assembly Area located out of the front access gate by means least threatening to life (away from the hazard or emergency area and in a safe orderly manner) - **All**
7. If there is a life-threatening hazard at the Emergency Assembly Area, or if the Warden directs, staff shall proceed to another safe designated area - **All**
8. Once everyone has assembled, all staff and visitors shall be accounted for - **Warden**
9. If someone is missing, and it is safe to do so, the Warden will try to find the missing person. If it is unsafe to do so, the emergency response team will be notified of the missing person.

**Do not leave the assembly area to go home or return to work unless instructed by the Crisis Manager or Emergency Leader. Do not interfere with the Emergency site unless to prevent further injury or save lives.**

**It is the Warden’s responsibility to notify the appropriate response organisation and/or neighbours.**

### **3.3. Notify stakeholders**

As soon as the immediate response actions have been carried out to ensure the safety of people or to contain a pollution incident, relevant external stakeholders shall be notified.

The notification process is described in the Public Notification Procedure (refer to **Appendix C**) and includes the following:

- internal notification process;
- notification of neighbouring industrial, residential or community premises;
- notification of relevant authorities; and
- mechanisms for early warnings and regular updates to external stakeholders.

Where external notification is required, stakeholders will be notified with reference to the Stakeholder Contact List (refer to **Appendix D**).

### **3.4. Clean-up**

Once the immediate response actions have been completed and relevant stakeholders have been notified, the strategy for clean-up of the pollution incident shall be developed and implemented.

Where relevant, the Group Operations Manager shall co-ordinate with the relevant authorities or persons that have been notified, the strategy for combating and cleaning-up the pollution caused by the incident.

## **4. Training and testing**

### **4.1. Pollution incident response training**

Training of personnel in incident response will occur at least annually, in the form of toolbox talks or simulated incident exercises. The frequency of training will be commensurate with the risk of pollution incidents at the site.

### **4.2. PIRMP testing**

The PIRMP will be tested routinely to ensure that the information included in the plan is accurate and up to date and the plan is capable of being implemented in an effective and efficient manner.

The PIRMP will be tested on an annual basis and also within one month of any pollution incident occurring.

Routine testing will be undertaken in the form of either desktop simulations or practical exercises or drills.

# APPENDIX A

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## Risk Register

# APPENDIX B

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## Incident Classification Table

## Risk Analysis Tools

Table 1: Sibelco Consequence Criteria

	Environment and Community	Health and Safety	Financial
<b>Catastrophic</b>	<ul style="list-style-type: none"> <li>• Permanent impacts to populations of rare or threatened flora or fauna; or</li> <li>• Adverse impacts (i.e. damage, destruction or removal) to a state or nationally listed indigenous or non-indigenous heritage item; or</li> <li>• Complete removal of habitat of threatened species; or</li> <li>• Significant impairment of ecosystem function; or</li> <li>• Multiple negative media reports; or</li> <li>• Legal action initiated by member of the community.</li> </ul>	<ul style="list-style-type: none"> <li>• One or more fatalities</li> </ul>	<ul style="list-style-type: none"> <li>• &gt;\$1M business impact</li> </ul>
<b>Major</b>	<ul style="list-style-type: none"> <li>• Removal, destruction or loss of whole populations of common native flora and/or fauna; or</li> <li>• Adverse impacts to non-listed or locally significant indigenous or non-indigenous heritage items; or</li> <li>• Negative media report or multiple community complaints.</li> </ul>	<ul style="list-style-type: none"> <li>• Injury or illness that requires hospitalisation and/or results in permanent impairment</li> </ul>	<ul style="list-style-type: none"> <li>• \$100k-\$1M business impact</li> </ul>
<b>Moderate</b>	<ul style="list-style-type: none"> <li>• Loss of individual member of rare or threatened species; or</li> <li>• Extensive impacts on soil, air or water that requires coordinate clean-up; or</li> <li>• Offsite discharges/emissions outside of advised levels (e.g. license limit, or environmental advisor / consultant advice) or;</li> <li>• Individual community complaint</li> </ul>	<ul style="list-style-type: none"> <li>• Injury or illness more severe than a sprain, strain or superficial wound that requires medical treatment and/or a temporary work restriction (e.g. breaks, fractures, lacerations, burns, torn ligaments)</li> </ul>	<ul style="list-style-type: none"> <li>• \$50-100k business impact</li> </ul>
<b>Minor</b>	<ul style="list-style-type: none"> <li>• Contamination of any on-site water body or impacts on soil and air quality beyond immediate work area but contained onsite; or</li> <li>• Loss of individuals of common (not threatened) native flora or fauna.</li> </ul>	<ul style="list-style-type: none"> <li>• Sprain, strain, or superficial wound (i.e. bruise, cut, abrasion) that requires medical treatment and/or a temporary work restriction</li> </ul>	<ul style="list-style-type: none"> <li>• \$10-50k business impact</li> </ul>
<b>Insignificant</b>	<ul style="list-style-type: none"> <li>• Direct impacts on soil or air within immediate work area and immediately cleaned up with no residual contamination.</li> </ul>	<ul style="list-style-type: none"> <li>• Injury or illness that requires no more than first aid treatment and no work restriction</li> </ul>	<ul style="list-style-type: none"> <li>• \$5-10k business impact</li> </ul>



**Table 2: Sibelco Likelihood Criteria**

<b>Description</b>	<b>Guidance</b> This is a subjective judgement based on your knowledge and experience; simply make your best estimate.
<b>Almost Certain</b>	<b>The consequence is expected to occur.</b> Eg >85% probability of occurring within the context of the risk assessment
<b>Likely</b>	<b>The consequence will probably occur.</b> Eg 25% to 85% probability of occurring within the context of the risk assessment
<b>Occasional</b>	<b>The consequence might occur.</b> Eg 10% to 25% probability of occurring within the context of the risk assessment
<b>Unlikely</b>	<b>The consequence probably won't occur.</b> Eg 1% to 10% probability of occurring within the context of the risk assessment
<b>Rare</b>	<b>The consequence is very unlikely to occur.</b> Eg <1% probability of occurring within the context of the risk assessment

**Figure 2: Risk Matrix**

		<b>CONSEQUENCE</b>				
		<b>CATASTROPHIC</b>	<b>MAJOR</b>	<b>MODERATE</b>	<b>MINOR</b>	<b>INSIGNIFICANT</b>
<b>L I K E L I H O O D</b>	<b>ALMOST CERTAIN</b> The consequence is expected to occur Eg >85%	25 High	23 High	20 High	16 Medium	11 Medium
	<b>LIKELY</b> The consequence will probably occur Eg 25% to 85%	24 High	21 High	17 Medium	12 Medium	7 Low
	<b>OCCASIONAL</b> The consequence might occur Eg 10% to 25%	22 High	18 Medium	13 Medium	8 Low	4 Low
	<b>UNLIKELY</b> The consequence probably won't occur Eg 1% to 10%	19 Medium	14 Medium	9 Low	5 Low	2 Low
	<b>RARE</b> The consequence is very unlikely to occur Eg <1%	15 Medium	10 Low	6 Low	3 Low	1 Low

# APPENDIX C

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## Public Notification Procedure

### Purpose

This procedure focuses on the notification process to external stakeholders, in the event of a pollution incident as a result of operations at Northern Dune and Oyster Cove sites. External stakeholders include neighbouring industrial, residential or community premises and relevant authorities. This procedure forms part of site-specific Pollution Incident Response Management Plans and has been developed to meet compliance obligations under the Protection of the Environment Operations Act 1997.

### Scope

This procedure applies to Sibelco Northern Dune and Oyster Cove sites.

### References

- Northern Dune Pollution Incident Response Management Plan
  - Stakeholder Contact List

### Definitions

- **Immediate notification:** *promptly and without delay, after the person becomes aware of the incident; as soon as it is safe to do so; and not as to delay immediate actions to ensure the safety of people or contain a pollution incident.*

### Procedure

#### 1.1 **Notify incident internally**

All personnel shall immediately notify their Supervisor of all pollution incidents that occur on Northern Dune and Oyster Cove premises, or as a result of activities carried out by Sibelco personnel or contractors.

The Supervisor shall immediately notify the Operations Manager of the pollution incident.

#### 1.2 **Contact initial combat agency**

The Operations Manager shall call '000' if the incident presents an immediate threat to human

health or property, with the purpose of coordinating a response from Fire and Rescue NSW, the NSW Police or the NSW Ambulance Service, as required.

**1.3 Notify neighbouring premises of immediate threat**

The Operations Manager shall provide early warnings to neighbouring premises by notifying them of any immediate threat to human health or property. Neighbouring premises shall be notified with reference to the site plan and Stakeholder Contact List in the Northern Dune and Oyster Cove Pollution Incident Response Management Plan.

**1.4 Assess material harm to the environment**

The Operations Manager shall immediately after being notified of the pollution incident, consult with the Environmental Advisor to assess whether the pollution incident has caused or threatens material harm to the environment.

In the event that the Environmental Advisor cannot be contacted, the Group Operations Manager shall consult with the relevant Environment or Health & Safety Manager.

If it is assessed that the pollution incident has caused or threatens material harm to the environment, the Operations Manager shall immediately notify the Group Operations Manager and the relevant Environment or Health & Safety Manager.

If it is assessed that the pollution incident has not caused or does not threaten material harm to the environment, the Operations Manager shall follow internal incident reporting procedures.

**1.5 Notify authorities**

The Group Operations Manager shall, in consultation with the relevant Environment or Health & Safety Manager, immediately verbally notify all of the authorities in the table below, in order of priority. Authorities must be notified at this step regardless of whether they have been contacted earlier in the process (e.g. step 1.2).

The information to be provided to each Authority is detailed in the Pollution Incident Notification Form. All information listed in the Pollution Incident Notification Form must be communicated to each Authority. If information required in the Pollution Incident Notification Form is unknown at the time of the notification, it must be notified to the Authority immediately after it becomes known.

Details of each notification shall be recorded in the Pollution Incident Notification Form.

Priority	Authority	Contact number
1	Environment Protection Authority	131 555 or (02) 9995 5555
2	Ministry of Health via Newcastle Public Health Unit	(02) 4924 6477
3	Work Cover Authority (SIRA)	13 10 50

Priority	Authority	Contact number
4	Port Stephens Council	(02) 4988 0255
5	Fire and Rescue NSW	000

#### 1.6 **Notify neighbouring premises**

The Operations Manager shall notify the owners or occupiers of premises in the vicinity of the site who may be affected by the pollution incident. The Pollution Incident Notification Form may be used to guide the information to be included in the notification.

The neighbouring premises and their contact details are detailed in the site plan and Stakeholder Contact List in the Northern Dune Pollution Incident Response Management Plan.

#### 1.7 **Update neighbouring premises**

The Operations Manager shall update the owners or occupiers of premises in the vicinity of the site who may be affected by the pollution incident, as required. Updates may include the following:

- status of the incident response;
- status of the dispersion of the pollutant; and
- recommended actions to minimise the risk of harm as a result of the pollution incident.

The neighbouring premises and their contact details are detailed in the site plan and Stakeholder Contact List in the Northern Dune and Oyster Cove Pollution Incident Response Management Plan.

#### 1.8 **Notify authorities in writing**

The Operations Manager shall ensure that each Authority is notified in writing within seven days of the incident occurring. The information listed in the Pollution Incident Notification Form must be communicated to each Authority.

### **Documents Required**

- Pollution Incident Notification Form

<b>Part 1. Incident notification information</b>			
<b>Site</b>			
<b>Date of incident</b>		<b>Time of incident</b>	
<b>Pollutant</b>	Name/nature:  Quantity/volume:  Concentration:	<b>Duration of incident</b>	
<b>Location of incident</b>	Pollutant originated from:  Pollutant went to:		
<b>Circumstances of the incident</b>			
<b>Immediate cause of the incident</b>			
<b>Immediate response actions taken</b>			
<b>Immediate response actions proposed</b>			



## **APPENDIX D**

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### **Stakeholder Contact List**

## Emergency Management Contact List

This form is to be displayed in conjunction with all Emergency Evacuation Site Plans

### EMERGENCY NUMBERS FOR POLICE, FIRE, AMBULANCE – 000

Emergency Services	Comments / links	Phone	
Police	Local Contact - Lemon Tree Passage	4982 4753	
Police	Local Contact - Raymond Terrace	4983 7599	
Police	Local Contact – Nelson Bay	4981 1244	
Fire and Ambulance	Emergency	000	
Hospital	Local Contact - Mater Hospital	4921 1211	
Hospital	Local Contact – John Hunter Hospital	4921 3000	
Hospital	Local Contact – Tomaree Community Hospital, Nelson Bay	4984 0700	
SES	Emergency Contact Only	132 500	
SDS	Emergency Advice: ACOHS ERS (24 Hours)	1800 638 556	
Poisons Information	24 Hour Telephone Advice	131 126	
Elgas	Emergency Contact Only	1800 819 783	
Electricity	Ausgrid	131 388	
Hunter Water Corporation	General	1300 657 000	
EPA	Pollution Hotline	131 555	
EPA	Newcastle	4908 6800	
Holcim Contacts	Full Name	Phone	Mobile
Quarry Manager	Peter Radziewicz	(02) 4982 6399	0419 440 588
Quality, Safety & Environmental Coordinator	Michael Lynch	(02) 4982 6399	0408 602 229
APAC Health and Safety Manager	Adrian Hulme	(07) 3370 8652	0448 797 422
Health & Safety Regional Advisor	Anthony McGill	(07) 3370 8654	0447 039 018
Environment Manager – AUS/NZ	Don Cheong	(02) 9458 2921	0429 525 790
Group Operations Manager	Brian Stokes	(02) 6656 8620	0429 462 259
Crisis Management Team	Full Name	Phone	Mobile
Quarry Manager	Peter Radziewicz	(02) 4982 6399	0419 440 588
Emergency Leader	Michael Lynch	(02) 4982 6399	0408 602 229
Communications Coordinators	Roslyn Merrick	(02) 4982 6399	0402 002 894
	Zoe Archard	(02) 4982 6399	0422 330 560
Additional Site Contacts	Contact Name	Phone	Mobile
Operations Coordinator	Rodney Harwood	(02) 4982 6399	0448 682 458
2 Way Radio Communications			
Salt Ash Plant – UHF Channel 27		Anna Bay Site – UHF Channel 21	
Northern Dune Site – UHF Channel 21		Oyster Cove Site – UHF Channel 21	

**ASSIST ANYBODY IN IMMEDIATE DANGER ONLY IF SAFE TO DO SO.**