



**INVINCIBLE COLLIERY
ENVIRONMENTAL MANAGEMENT
STRATEGY**

Shoalhaven Coal Pty Ltd

DRAFT

Document Status

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1.0 Introduction

1.1 Background

Shoalhaven Coal Pty Limited (Shoalhaven Coal), trading as Castlereagh Coal Pty Ltd (Castlereagh Coal), owns the Invincible Colliery (Invincible), a coal mine located approximately 25 kilometres (km) north-west of Lithgow in New South Wales (NSW) (refer to Figure 1.1). The town of Cullen Bullen is located approximately 3 km north-west of Invincible.

In 2015, Shoalhaven Coal purchased Invincible, and the nearby Cullen Valley Mine, to secure a continued supply of speciality coal product, known as 'nut' coal, for Manildra's Shoalhaven Starched Plant located at Bomaderry on the NSW South Coast. More recently, Shoalhaven Coal was purchased in November 2021 via a 100% share transaction by an all-Australian locally based ownership team which is primarily focussing on supply of coal to the power stations and domestic markets in NSW. The Invincible Colliery has a long history of mining operations commencing in 1901. Open cut mining has been carried out at Invincible at various times ranging from the 1940s through to the mine being placed into care and maintenance in 2013 when the available coal within the approved mining area was exhausted. The existing operations are shown in **Figure 1.2**.

During 2016, Shoalhaven Coal sought to modify the Invincible Project Approval (PA) 07_0127 (Mod 5) to extend open cut mining operations to the south of the existing approved mining area (Southern Extension). The modification was approved by the Planning Assessment Commission (PAC) on 2 February 2018. The Project Approval permits mining operations to be carried out until 31 December 2025. Castlereagh Coal intends to recommence open cut coal mining operations at Invincible in late 2022.

The Project Approval (Mod 5) for the Southern Extension includes:

- extending the open cut mining area to mine down to, and including, the Lithgow Seam to the south of the existing mine in the Southern Extension Area;
- maximum mining and production rates of up to 1.2 Mtpa product coal;
- removal and emplacement of overburden and the extraction of coal between the hours of 7am to 6pm on Monday to Saturday, and 8am to 6pm on Sundays and public holidays (Daytime);
- processing of coal onsite and/or transport of coal from site between the hours of 7am to 10pm on Monday to Saturday, and 8am to 10pm on Sundays and public holidays (daytime and evening);
- the undertaking of maintenance activities and safety procedures as directed by DRG at any time;
- product coal transport arrangements (with coal to be transported from the site by road truck);
- use of existing open cut voids and former underground workings for temporary water storage;
- continued use of existing Invincible infrastructure (including maintenance work, and minor upgrades and operation of the existing Invincible Coal Preparation Plant (Invincible CPP); and
- rehabilitation of the Southern Extension and all existing disturbance areas at Invincible by reshaping and backfilling mining areas to remove voids and revegetating the reshaped landform with locally endemic woodland and forest communities.

1.2 Purpose and Scope

The purpose of this Environmental Management Strategy (EMS) is to satisfy Condition 1, Schedule 5 of Project Approval (MOD 5). The EMS provides a framework for environmental management associated with the operation of Invincible Colliery with the aim to:

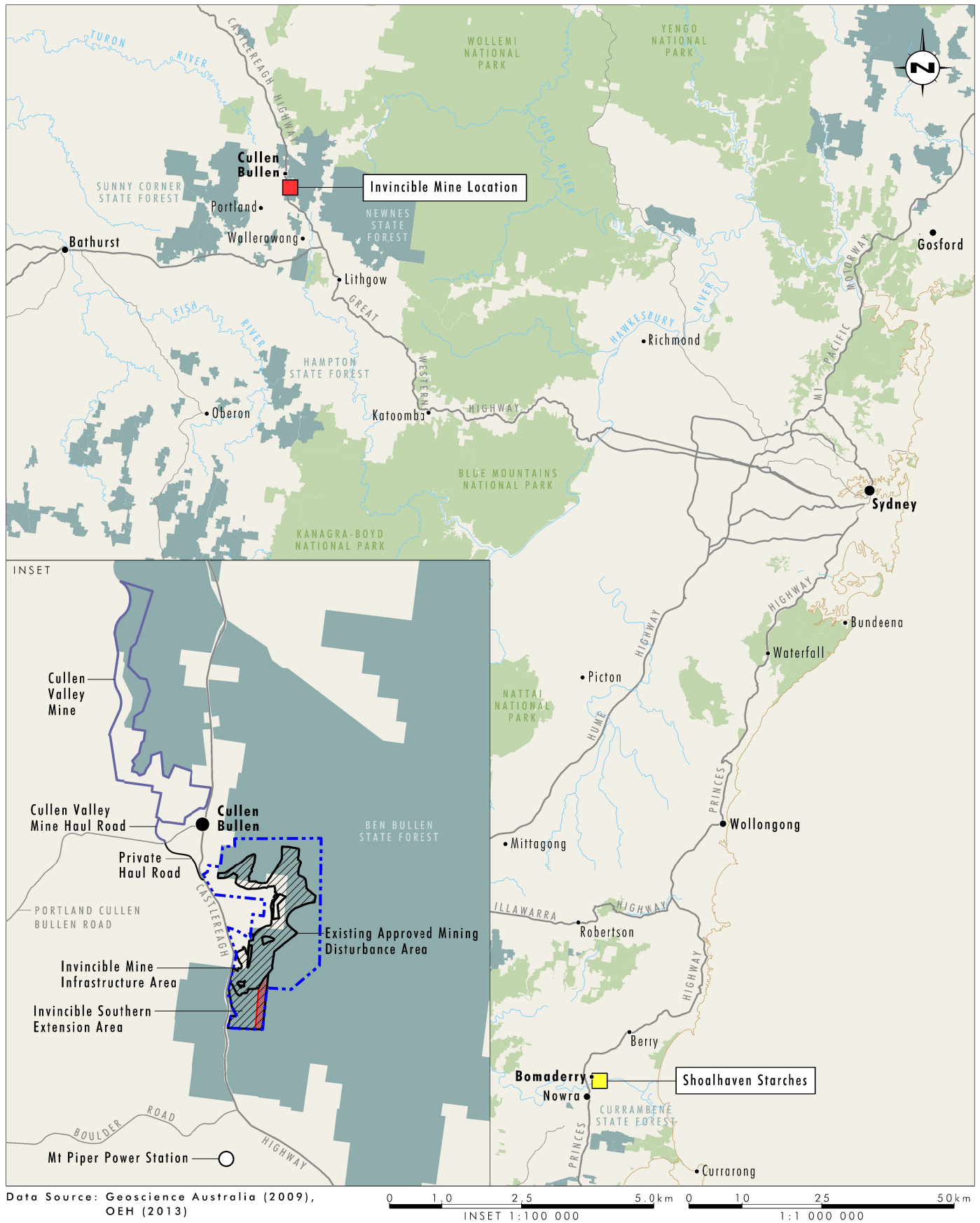
- establish the strategic framework for the environmental management of the site;
- identify the relevant statutory approvals that apply to Invincible;
- describe the role, responsibility, authority and accountability of all key personnel involved in the environmental management; and
- describe the environmental management strategies, procedures, controls, monitoring, communication and reporting programs to be implemented.

1.3 Objectives

The objectives of the EMS are to:

- provide an umbrella document for the mine's environmental management system (encompassing management plans and procedures) that have been developed to address environmental aspects that are specific to the operations of the mine;
- implement an effective environmental management system that is used to drive improved environmental performance and reduce environmental risk;
- continuously improve the environmental performance of the operations through improvement plans, audits and inspection processes, training programs and corrective action systems.

The EMS and associated plans and programs will be reviewed on a regular basis in accordance with Condition 5 of Schedule 5 of the Project Approval (refer to **Section 12**).



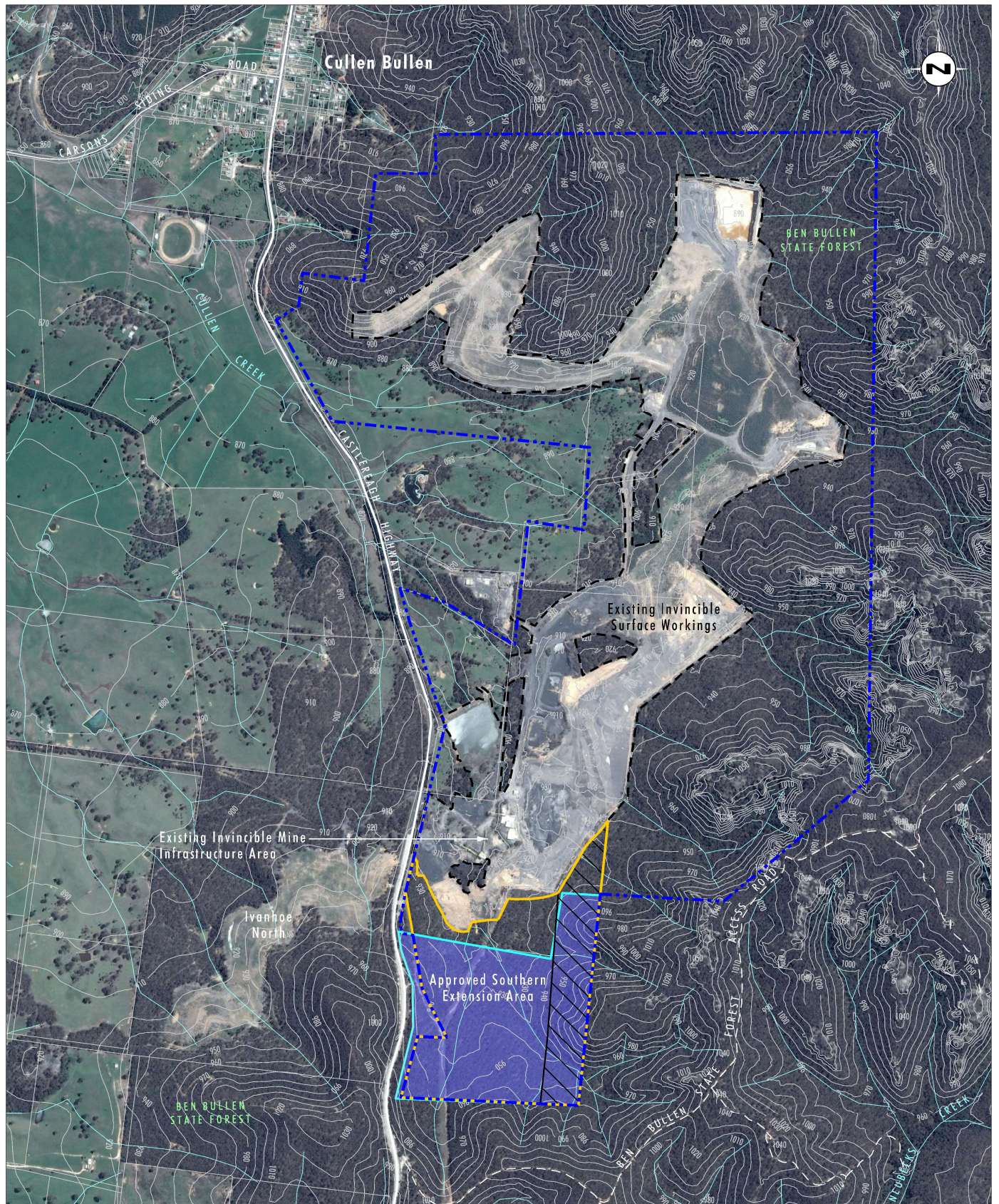


Image Source: Google Earth - CNES/Astrium (Oct 2016)
Data Source: LPI (2016), Forest Corporation of NSW (2015)
Note: Contour Interval 10m

0 0.25 0.5 1.0 km
1:20 000

Legend

- Existing Approved Mining Disturbance Area
- Approved Southern Extension Area
- Mining Restriction Area
- Invincible Project Approval Boundary
- MLA431

FIGURE 1.2

Invincible Southern Extension Project

2.0 Regulatory Requirements

2.1 Project Approval Conditions

Table 2.1 identifies the relevant Project Approval conditions and where they have been addressed within this EMS. **Table 2.1**

Project Approval Conditions relevant to the EMS Condition	Description	Section/s Addressed
Schedule 5 – Environmental Management, Reporting and Auditing		
Environmental Management Strategy		
1	The Proponent must prepare an Environmental Management Strategy for the project to the satisfaction of the Secretary, and carry out the project in accordance with this strategy. This strategy must:	This EMS
	(a) be submitted to the Secretary for approval prior to carrying out any development under this consent;	Section 1.2
	(b) provide for the strategic framework for the environmental management of the project;	Section 1.2
	(c) identify the statutory approvals that apply to the project;	Section 2.2
	(d) describe the role, responsibility, authority and accountability of all key personnel involved in the environmental management of the project;	Section 4.0
	(e) describe the procedures that would be implemented to: <ul style="list-style-type: none"> keep the local community and relevant agencies informed about the operation and environmental performance of the project; receive, handle, respond to, and record complaints; resolve any disputes that may arise during the course of the project; respond to any non-compliance; respond to emergencies; and 	Section 10
	(f) include: <ul style="list-style-type: none"> copies of any strategies, plans and programs approved under the conditions of this approval; and a clear plan depicting all monitoring to be carried out in relation to the project. 	Sections 3.0 and 6.0
Adaptive Management		
2	The Proponent must assess and manage project-related risks to ensure that there are no exceedances of the criteria and/or performance measures in Schedule 3. Any exceedance of these criteria and/or performance measures constitutes a breach of this approval and may be subject to penalty or offence provisions under the EP&A Act or EP&A Regulation. Where any exceedance of these criteria and/or performance measures has occurred, the Proponent must, at the earliest opportunity:	Section 5.0

Project Approval Conditions relevant to the EMS Condition	Description	Section/s Addressed
	(a) take all reasonable and feasible steps to ensure that the exceedance ceases and does not recur;	Section 7.0
	(b) consider all reasonable and feasible options for remediation (where relevant) and submit a report to the Department describing those options and any preferred remediation measures or other course of action; and	Sections 7.1, and 8.0
	(c) implement remediation measures as directed by the Secretary.	Section 7.2

2.2 Other Approvals, Licences and Permits

The leases, licences and permits relevant to the operation of the mine are presented in **Table 2.2**.

Table 2.2 Current Shoalhaven approvals, licences and leases

Approval	Date Granted	Expiry Date	Details
Project Approval (PA) 07_0127 (MOD 5)	8 Dec 2008	31 December 2025	The MOD 5 Project Approval relates to the Southern Extension Project which was determined on 2 February 2018. Mining operations permitted to 31 December 2025 in accordance with the MOD 5 Project Approval.
Environment Protection Licence (EPL) 1095	28 Feb (anniversary date)	Renewed annually	EPL held for Invincible Colliery
Mining Lease (ML) 1635	10 Sep 2009	10 Sep 2030	Held by Shoalhaven Coal. Extends to the surface and covers the existing open cut mining areas at Invincible.
Mining Lease (ML) 1638	6 Nov 2009	5 Nov 2030	Held by Shoalhaven Coal. Extends to the surface and covers the existing open cut mining areas at Invincible. ML 1638 extends into the northern end of the Southern Extension Area.
Consolidated Coal Lease (CCL) 702	26 Nov 1991	24 Nov 2024	Held by Shoalhaven Coal. Variable depth.
Mining Lease Application 431	N/A	N/A	Determination Pending
Mining Lease Application 545	N/A	N/A	Determination Pending
Exploration Licence 7517	16 Apr 2010	16 Apr 2021	Renewal application submitted February 2021.

Approval	Date Granted	Expiry Date	Details
WAL 35978 (10BL602584) "Washery Bore"	24 Dec 2012	23 Dec 2027	Held by Shoalhaven Coal and authorises the extraction of 26 units from the NSW Murray-Darling Porous Rock Groundwater Sources Water Sharing Plan.

3.0 Environmental Management Framework

This EMS establishes an environmental management framework for all activities undertaken at Invincible. It includes the development and management of Environmental Management Plans (EMPs), procedures, reporting and review requirements.

The EMS and EMPs have been developed in consultation with relevant government agencies, are reviewed regularly and updated as required.

3.1 Environmental Management Plans

The EMPs which form part of the Invincible EMS include:

- Air Quality Management Plan
- Noise Management Plan
- Water Management Plan
- Transport Management Plan
- Biodiversity Management Plan
- Blast Management Plan (No Blasting is proposed at the Invincible Southern Extension)
- Rehabilitation Management Plan
- Aboriginal Cultural Heritage Management Plan.

Once approved, copies of the EMPs will be made publically available via the Castlereagh Coal website (www.castlereaghcoal.com.au)

In addition, under Part 5.7A of the POEO Act, the holder of an EPL must prepare and implement a Pollution Incident Response Management Plan (PIRMP). A copy of the Invincible PIRMP is also provided on the Castlereagh Coal website.

4.0 Roles and Responsibilities

Environmental management at Invincible is the responsibility of all employees and contractors. Key personnel and their roles and responsibilities are listed in **Table 4.1**.

Table 4.1 Responsibilities

Role	Responsibility
Shoalhaven Coal Owners Representative	<ul style="list-style-type: none"> Facilitate sufficient resources are allocated for the implementation of the EMS Provide primary contact for complaints and supply follow-up information to any complainant.
Invincible Mine Manager	<ul style="list-style-type: none"> Authorise the EMS and have a working knowledge of the EMS. Oversee the implementation of the EMS Be aware of the environmental legislative requirements associated with Invincible and take measures to facilitate compliance Oversee operations to confirm they are undertaken in accordance with the EMS. Implementation of the EMS
Environmental Officer (or delegate)	<ul style="list-style-type: none"> Implement and maintain the EMS. Manage environmental elements of Invincible operations and undertake tasks specified in each EMP Assist in identifying environmental risks and mitigation measures, including implementing additional or revising existing mitigation measures (refer Section 5). Undertake review of the EMS and related environmental documents in accordance with timelines specified in Section 12. Complete statutory reporting required by the Project Approval, EPL and this EMS. Maintain all relevant environmental documentation on the Invincible website and confirm the material presented on the website is up to date. Provide adequate environmental training to all employees and contractors regarding their environmental responsibilities. Authority to stop work immediately should there be potential or immediate risk of harm to the environment. Facilitate the implementation of mitigation measures to eliminate and/or prevent further harm prior to any recommencement of work. Coordinate environmental incidents, investigations and reporting as required by legislation and internal standards guidelines. Coordinate environmental monitoring and reporting as required.
Employees and Contractors	<ul style="list-style-type: none"> Be aware of this EMS and undertake all works in accordance with these documents. Not cause or allow to be caused any action that may harm the environment (such as fuel spills, uncontrolled dirty water runoff or excessive noise). Immediately notify the Environmental Officer and relevant supervisor of any incident that may potentially harm the environment.

5.0 Environmental Risks

The environmental risks associated with the establishment and operation of Invincible were assessed and documented in the Environmental Assessment (EA) (Umwelt, 2016). A summary of the key activities undertaken at Invincible and their associated environmental risks is provided in **Table 5.1**. Specific mitigation measures relating to each activity are detailed in the respective EMP developed for each aspect.

Table 5.1 Key Environmental Risks

Activity	Risk
Vegetation Clearing	<ul style="list-style-type: none"> • Disturbance of Aboriginal Heritage sites • Damage to flora and fauna • Clearing/unauthorised disturbance outside approved area • Potential for introduction of weeds • Inadequate management of salvaged vegetation material
Topsoil stripping	<ul style="list-style-type: none"> • Loss of topsoil resources • Inadequate topsoil stockpile locations • Potential for introduction of weeds • Inadequate erosion and sediment controls
Extraction of overburden and coal	<ul style="list-style-type: none"> • Noise impacts from operations • Air quality impacts • Surface and groundwater impacts • Visual amenity
Handling and stockpiling material	<ul style="list-style-type: none"> • Inadequate stockpile locations • Inadequate erosion and sediment controls • Noise impacts from operations • Air quality impacts
Water management system	<ul style="list-style-type: none"> • Inadequate erosion and sediment controls • Water quality degradation • Potential impacts on downstream environments • Potential groundwater impacts
Site Rehabilitation	<ul style="list-style-type: none"> • Inadequate weed and feral pest control • Bushfire • Inadequate erosion and sediment control • Noise impacts on the surrounding community • Site rehabilitation not in accordance with the approved rehabilitation strategy and rehabilitation management plan • Inadequate management of beneficial vegetation material during clearing activities

6.0 Inspections and Monitoring

6.1 Environmental Inspections

Regular environmental inspections are used to monitor general site condition and environmental performance.

Environmental inspections will be undertaken by the Environmental Officer on a monthly basis. In addition, mine personnel undertake a range of inspections which review features relating to environmental performance on a regular basis. A site inspection checklist is to be completed during each environmental inspection completed by the Environmental Officer. Any non-conformance or corrective actions noted during these inspections are reported to the Mine Manager. Recommendations for corrective actions are then determined as required.

6.2 Environmental Monitoring

Each EMP details its monitoring requirements, including those required by the Project Approval and EPL. A summary of the key environmental monitoring undertaken at the Invincible is provided in **Table 6.1**. Further detail on individual monitoring programs is provided in the relevant EMPs (which are available on the Castlereagh Coal website).

Monitoring locations for noise, air, surface water and groundwater are shown in respective EMP's.

Note: A monitoring figure will be included within a revised version of this EMS when the EMP's related to the Project Approval have been approved by DPE.

Table 6.1 Summary of Key Environmental Monitoring

Monitoring	Frequency	Responsibility	Monitoring Guidelines/ Performance Indicator
Meteorological	Continuous	Environmental officer or delegate	Monitoring undertaken in accordance with: <i>Approved Methods for Sampling and Analysis of Air Pollutants in NSW</i> guideline; and <i>NSW Industrial Noise Policy</i>
Noise	Quarterly during the day and evening periods	Environmental Officer or suitably qualified acoustic engineer	<i>NSW Noise Policy for Industry (NPfI) (EPA 2017)</i> AS IEC 61672.1-2004 Electroacoustics – Sound level meters – Specifications AS1055.1:1997 Acoustics – Description and Measurement of Environment Noise – General Procedures Monitoring results/noise related complaints Monitoring results reported in Annual Review and on website
Air quality	PM ₁₀ / TSP – Weekly continuous Deposited dust - monthly	Environmental Officer or delegate	Monitoring results/air quality complaint Monitoring results reported in Annual Review and on website

Monitoring	Frequency	Responsibility	Monitoring Guidelines/ Performance Indicator
Transport	Truck movements - daily Product transport - Monthly	Weighbridge operator/ Invincible Mine Manager	Monitoring results reviewed monthly and following a traffic related complaint Monitoring results reported in Annual Review and on website (every 6 months)
Surface Water	As defined within the Water Management Plan	Environmental Officer or delegate	Compliance with EPL limits Monitoring results reported in Annual Review and on website
Erosion and Sediment Controls	As defined within the Water Management Plan Monthly inspections of erosion and sediment controls; and Inspections prior to and following significant rainfall events.	Environmental Officer or delegate	Landcom's <i>Managing Urban Stormwater</i> , 2004 (Blue Book). Completion of pre and post rainfall inspection checklist
Groundwater	Varying frequencies for groundwater level and quality. Monitoring to be undertaken as per WMP.	Environmental Officer or delegate	Monitoring results reported in Annual Review
Site water inventories and flows	Weekly	Environmental Officer or delegate	Storage records indicate water managed within site water management system and license limits
Biodiversity	Annually as defined in Biodiversity Management Plan	Environmental Officer or delegate	Ecological monitoring results meet performance indicators set out in the Biodiversity and Rehabilitation Management Plans and Rehabilitation Strategy.
Rehabilitation	Monthly inspections of general rehabilitation areas; Annual walkover inspections; and Detailed Ecological Monitoring (contingent upon rehabilitation age)	Environmental Officer or delegate	Rehabilitation achieves rehabilitation objectives and completion criteria set out in the Biodiversity and Rehabilitation Management Plans.

7.0 Incidents, Corrective Actions and Emergency Response

Shoalhaven Coal is committed to implementing and maintaining an effective incident response process.

This process aims to:

- facilitate comprehensive and timely communication about a pollution incident to staff at the premises, the relevant regulatory authorities and stakeholders outside the mine who may be affected by the impacts of the pollution incident;
- minimise and control the risk of a pollution incident at the mine by requiring identification of risks and the development of planned actions to minimise and manage those risks; and
- confirm incident response processes are implemented and regularly tested for accuracy, currency and suitability.

7.1 Incident Notification and Reporting

7.1.1 Incident Reporting

In accordance with Condition 9 Schedule 5 of the Project Approval, in the event that Shoalhaven Coal becomes aware of a set of circumstances that:

- causes or threatens to cause material harm to the environment; and/or
- breaches or exceeds the limits or performance measures/criteria in the Project Approval,

The Shoalhaven Coal Owner's Representative or delegate will immediately notify the Secretary and any other relevant agencies of any such incident.

Additionally, within 7 days of the date of the incident, Shoalhaven Coal will provide the Secretary and any relevant agencies with a detailed report on the incident, and such further reports as may be requested. This report will include the time and date of the incident, details of the incident, measures implemented to prevent re-occurrence and identification of any non-compliance with the Project Approval.

7.1.2 Notification to Landowners

In accordance with Condition 1 Schedule 4 of the Project Approval, as soon as practicable after obtaining monitoring results showing an exceedance of any criteria specified in Schedule 3 of the Project Approval, Shoalhaven Coal will notify the affected landowners in writing of the exceedance. Shoalhaven Coal will provide regular monitoring results to each affected landowner until the project is again complying with the relevant criteria.

In the event of an exceedance of air quality criteria in Schedule 3 of the Project Approval, Shoalhaven Coal will also send a copy of the NSW Health fact sheet entitled 'Mine Dust and You' to the affected landowners and/or current tenants of the land (including the tenants of any mine-owned land).

7.1.3 Pollution Incident Response

A PIRMP has been prepared in accordance with the requirements of the *Protection of the Environment Operations Act 1997* (POEO Act) and the *Protection of the Environment Operations (General) Regulation 2009*

(POEO (G) Regulation). The PIRMP provides details of the management and notification procedures to be implemented should a pollution incident occur. For the purpose of this plan, a pollution incident is defined as a set of circumstances that causes or threatens to cause material harm to the environment.

The PIRMP is routinely tested at least once every 12 months so that the information included in the plan is accurate and up to date, and that it is capable of being implemented in a workable and effective manner. A copy of the PIRMP is provided on the Castlereagh Coal website.

7.1.3.1 Notification of Environmental Harm

Under Part 5.7 of the POEO Act there is an obligation to notify relevant authorities of a pollution incident that causes or threatens to cause material harm to the environment.

Harm to the environment is defined as material if:

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

Shoalhaven Coal will notify all relevant authorities of incidents causing or threatening material harm to the environment immediately after the person becomes aware of the incident in accordance with the requirements of Part 5.7 of the POEO Act and the PIRMP.

Notifications of environmental harm will be made in the first instance by telephoning the EPA's Environment Line on 131 555. Shoalhaven Coal will also provide written details of the incident to the EPA within 7 days of the date on which the incident occurred when requested. Shoalhaven Coal will also report in accordance with the requirements in **Section 7.1.4**.

7.1.4 Written Report

Where an EPA officer or other government representative suspects on reasonable grounds that the action of the mine may be causing or is likely to be causing harm to the environment, the authorised officer may request a written report of the event. The Mine Manager will be responsible for ensuring the reporting requirements as requested by the EPA are met.

7.2 Non-Compliance Response

On identification of a non-compliance with the Project Approval and/or EPL, the Mine Manager will be notified and an investigation into the cause or source of the non-compliance will commence. The Mine Manager (or delegate) will implement appropriate corrective action (in accordance with the relevant management plan) to cease and/or remediate the incident.

An investigation into the cause of the incident will be undertaken with the personnel involved. The investigation will be undertaken by the Environmental Officer and the Mine Manager. The investigation will review all reasonable and feasible steps which may be taken to:

- prevent recurrence; and/or
- remediate any spill, pollution or other effects of the non-compliance.

7.3 Emergency Response

Castlereagh Coal has implemented an Emergency Management Plan (CC-SMS-EMP-01) covering the management of emergency situations at Invincible Colliery. Knowledge of emergency management procedures associated with this plan are covered in site inductions and the Emergency Management Plan is reviewed at regular intervals and/or following an emergency event.

8.0 Reporting

8.1 Regular Reporting

Shoalhaven Coal will provide regular reporting on the environmental performance of its operation on the Castlereagh Coal website, in accordance with the reporting arrangements in any plans or programs approved under the Project Approval. The documents to be made available on the Shoalhaven coal website are detailed by Condition 10 of Schedule 5 of the Project Approval.

Shoalhaven Coal will make the following publicly available on its website:

- A comprehensive summary of environmental monitoring results;
- a complaints register (updated monthly);
- minutes of CCC meetings;
- Annual Reviews; and
- Independent environmental audit reports (refer to **Section 9.2**).

8.2 Annual Review

The Project Approval requires that by the end of March each year, or other timing as may be agreed by the Secretary, Shoalhaven Coal will submit a report to DPE reviewing the environmental performance of Invincible to the satisfaction of the Secretary.

The Annual Review will:

- describe the project (including any rehabilitation) that was carried out in the past financial year, and the project that is proposed to be carried out over the next year;
- include a comprehensive review of the monitoring results and complaints records of the project over the past financial year, which includes a comparison of these results against the:
 - relevant statutory requirements, limits or performance measures/criteria;
 - requirements of any plan or program required under this approval;
 - monitoring results of previous years; and
 - relevant predictions in the EA;
- identify any non-compliances over the past financial year, and describe what actions were (or are being) taken to facilitate compliance;
- identify any trends in the monitoring data over the life of the project;
- identify any discrepancies between the predicted and actual impacts of the project, and analyse the potential cause of any significant discrepancies; and
- describe what measures will be implemented over the current financial year to improve the environmental performance of the project.

A copy of the Annual Review will be provided on the Castlereagh Coal website.

8.3 EPL Annual Return

Shoalhaven Coal will complete and submit to the EPA an Annual Return in accordance with Condition R1 of EPL 1095. The Annual Return will be developed for the preceding 12-month period and will include:

- Statement of Compliance; and
- Monitoring and Complaints Summary.

The statement of compliance must be certified and the monitoring and complaints summary must be signed by the licence holder or by a person approved in writing by the EPA to sign on behalf of the licence holder.

8.4 Adaptive Management

In accordance with Condition 2 Schedule 5 of the Project Approval, Shoalhaven Coal will assess and manage project-related risks so that exceedances of the criteria and/or performance measures are minimised.

Where any exceedance of these criteria and/or performance measures has occurred, Shoalhaven Coal will:

- take all reasonable and feasible steps to so that the exceedance ceases and does not recur;
- consider all reasonable and feasible options for remediation (where relevant) and submit a report to DPE describing options and any preferred remediation measures; and
- implement remediation measures as directed by the Secretary.

9.0 Auditing

9.1 Independent Environmental Audit

In accordance with Condition 11 Schedule 5 of the Project Approval, within 1 year of recommencing mining operations, and every 3 years thereafter, unless the Secretary directs otherwise, Shoalhaven Coal will commission and pay the full cost of an Independent Environmental Audit of the project. This audit will:

- be conducted by a suitably qualified, experienced and independent team of experts whose appointment has been endorsed by the Secretary;
- include consultation with the relevant agencies;
- assess the environmental performance of the project and whether it is complying with the requirements in the Project Approval and any relevant EPL or Mining Lease (including any assessment, plan or program required under these approvals);
- review the adequacy of strategies, plans or programs required under the abovementioned approvals; and
- recommend appropriate measure or actions to improve the environmental performance of the project, and/or any assessment, plan or program required under the abovementioned approvals.

Within 3 months of commissioning this audit, or as otherwise agreed by the Secretary, Shoalhaven Coal will submit a copy of the audit report to the Secretary, together with its response to any recommendations contained in the audit report, and a timetable for the implementation of these recommendations as required. Shoalhaven Coal will implement these recommendations, to the satisfaction of the Secretary.

9.2 Independent Review

In accordance with Condition 4 Schedule 4 of the Project Approval, if a landowner considers the project to be exceeding the relevant criteria in Schedule 3, they may ask the Secretary in writing for an independent review of the impacts of the project on their land.

If the Secretary is satisfied that an independent review is warranted, within 2 months, or as otherwise agreed by the Secretary and the landowner, of the Secretary's decision, Shoalhaven Coal will:

- commission a suitably qualified, experienced and independent person, whose appointment has been approved by the Secretary, to:
 - consult with the landowner to determine his/her concerns;
 - conduct monitoring to determine whether the project is complying with the relevant criteria in Schedule 3; and
 - if the project is not complying with these criteria, then identify measures that could be implemented to facilitate compliance with the relevant criteria;
- give the Secretary and landowner a copy of the independent review.

10.0 Communication

10.1 Community Consultative Committee

In accordance with Condition 8 Schedule 5 of the Project Approval, Shoalhaven Coal operates a Community Consultative Committee (CCC) for Invincible. The CCC is required to operate in accordance with the Department's *Community Consultative Committee Guidelines for State Significant Projects, 2016* (or its latest version) and is conducted on a 6 monthly basis.

Minutes of the CCC meetings are published on the Shoalhaven Coal website.

10.2 Communication with Community Stakeholders and Agencies

The community and other relevant stakeholders including Government Agencies will be regularly informed about the operation and environmental performance of the project. The primary communication methods used include:

- CCC meetings held twice per year – Minutes posted to website.
- Website reporting - The Shoalhaven Coal website is maintained to provide the wider community with access to the Project Approval, EPL, monitoring results, environmental management plans and monitoring programs, audit reports, Annual Reviews, community complaints register and any other information in relation to the operation that may be of interest to the community.
- A telephone complaints line is available to the community during operating hours of Invincible
- Regular informal liaison with neighbouring property owners/occupants.
- Trigger based (i.e., Incident, Non-Compliance reporting and Mgt Plan updates) with relevant agencies

10.3 Access to Information

As required by Condition 13 of Schedule 5 of the Project Approval, Shoalhaven Coal will provide the following information on the Shoalhaven Coal website (www.castlereaghcoal.com.au):

- the EA;
- current statutory approvals for the project;
- approved strategies, plans and programs required under the conditions of this approval;
- a comprehensive summary of the monitoring results of the project, reported in accordance with the specifications in any conditions of this approval, or any approved plans and programs;
- a complaints register, which is to be updated monthly;
- minutes of CCC meetings;
- the annual reviews of the project;
- any independent environmental audit of the project, and the Proponent's response to the recommendations in any audit; and
- any other matter required by the Secretary.

The Environmental Officer (or delegate) will be responsible for ensuring that the information on the website is up to date.

10.4 Complaints Management

Shoalhaven Coal operates a telephone complaints line during its operating hours for the purpose of receiving any complaints from members of the public in relation to operations. The telephone complaint line is 0432-892-862.

Shoalhaven Coal maintains a register of all complaints received by the community and publishes this register on its website. The register includes details of the following:

- the date and time of the complaint;
- method by which the complaint was made;
- nature of the complaint;
- actions taken in relation to the complaint, including any follow-up contact with the complainant;
- if no action was taken, the reasons why no action was taken.

All complaints received by Invincible will be directed in the first instance to the appropriate Shoalhaven Coal Owner's Representative or the Mine Manager. Following a complaint, appropriate action will be taken within one working day to determine the cause of the complaint and identify appropriate actions to remediate the complaint source.

All complaints will be investigated and an appropriate response provided to the complainant. The investigation may include the following:

- a review of any available monitoring data relevant to the time of the complaint;
- a review of the activities and/or equipment being carried out or operated at the time of the complaint;
- a review of whether activities outside the normal 'day-to-day' operations were being carried out on site at the time of the complaint;
- a review of whether any activities or extraordinary events/conditions in the locality may have contributed to the complaint; and
- recommendation of any actions that may be carried out to resolve the complaint and/or minimise the likelihood of further complaints.

10.5 Dispute Resolution

In the event of a disagreement between Shoalhaven Coal and a member of the community, the Shoalhaven Coal owner's representative will undertake the necessary liaison and communication to reach a resolution.

If a complaint cannot be resolved through the community complaints management procedure (refer to **Section 10.4**), the Independent Review procedure outlined in Condition 4 Schedule 4 of the Project Approval will be followed.

10.6 EMS Control and Distribution

The distribution of the EMS is controlled by the Environmental Officer (or delegate) so that current versions are available and distributed accordingly. The EMS is also available on the Castlereagh Coal website.

11.0 Training and Awareness

All personnel including employees and contractors at Shoalhaven Coal undergo a site induction which includes environmental awareness training before being allowed to commence work on site. Training is provided to raise awareness of environmental management requirements at Invincible Colliery and to reinforce key environmental risks and the associated control measures. Roles and responsibilities are assigned to all personnel and contractors so there is clear understanding on the expectations with regards to environmental management at the site.

The Invincible Environmental Officer or delegate will be responsible for the coordination of environmental awareness training within the site induction. This includes developing training materials for inclusion in the induction process, conducting toolbox talks for operational activities that and or / have resulted in significant environmental impacts. Additional environmental training will be incorporated into the broader training program for the site and will be delivered as required.

12.0 Review and Improvement

In accordance with Condition 5 of Schedule 5 of the Project Approval, Shoalhaven Coal shall review, and if necessary, revise the strategies, plans and programs required under the Project Approval within 3 months of:

- the submission of an annual review under Condition 4 Schedule 5;
- the submission of an incident report under Condition 7 Schedule 5;
- the submission of an Independent Environmental Audit report under Condition 9 Schedule 5; or
- any modifications to the Project Approval.

Where this review leads to revisions in any such document, within 4 weeks of the review, unless agreed otherwise, the revised document will be submitted to DPE for approval.

The review of strategies, plans and programs will be undertaken by the Invincible Environmental Officer in consultation with the Invincible Mine Manager and Shoalhaven Coal Owner's Representative.

13.0 References

Department of Planning and Environment, 2018, *Notice of Modification, Project Approval 07_0127 (dated 2 February 2018)*

NSW Environment Protection Authority, 2015, *Environmental Protection Licence 1095*

Umwelt, 2016, *Invincible Southern Extension Project Environmental Assessment: Section 75W Modification*. Prepared by Umwelt on behalf of Shoalhaven Coal