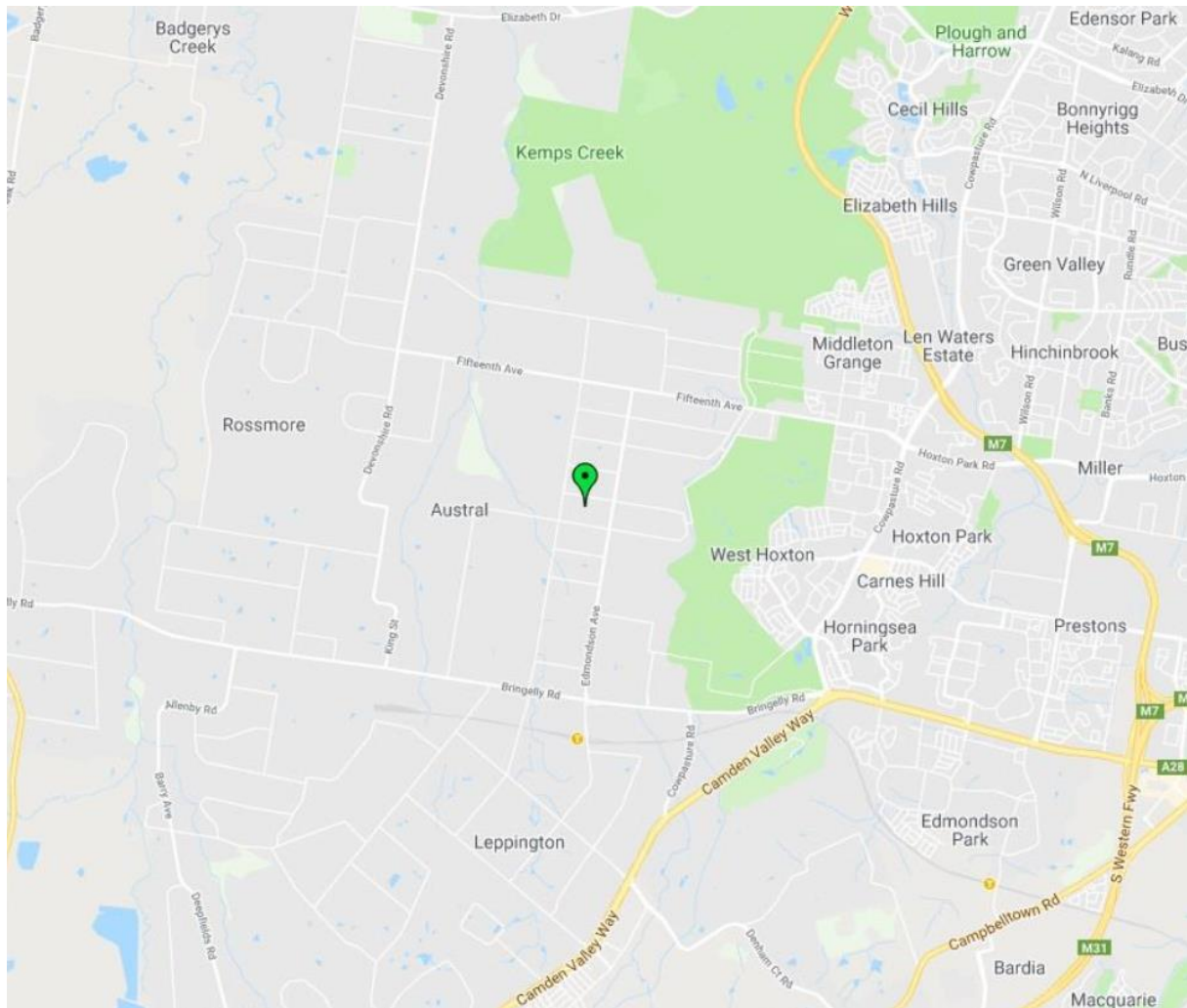




Construction Environmental Management Plan

for Services for the SCS
under the

ST ANTHONY OF PADUA CATHOLIC COLLEGE – STAGE 3
TENTH AVE, AUSTRAL NSW 2179



LOCATION PLAN

About this release

Document Number: SWC:CEMP:J697:2020 Edition 1 / Revision 0
 Title: Construction Environmental Management Plan
 Author: GARETH COLLIN B.ENG

Ed 1 / Rev 0	1 Sept 2020	FOR CONSTRUCTION	G. COLLIN
Issue	Date	Revision Description	
			Authorised by

Management Review

This Plan will be reviewed in accordance with Section 31.

Planned Review Date	Scope	Review By	Review Record Ref no. Date
1 Dec 2020			
1 Mar 2021			
1 Jun 2021			

Endorsement of CEMP

 Managing Director

 Date

 Project Manager

 Date

 Site Supervisor

 Date

Table of Contents

About this release	3
Management Review	3
Endorsement of CEMP	3
Table of Contents	5
1. Overview	7
2. Management of the CEMP	8
3. Summary of Legislative Requirements	9
4. Organisation & Environmental Responsibilities.....	11
5. Environmental, Approvals, Licences and Permits.....	13
6. Time Management in Environmental Protection.....	14
7. Environmental Protection and Emergency Response Training	14
8. Environmentally Sensitive Areas.....	15
9. Environmental Impacts and Control Measures	15
10. Waste management.....	16
11. Waste from Employee Facilities.....	18
12. Stockpile Management	18
13. Soil and Water Management.....	18
14. Noise & Vibration Control	18
15. Vegetation	19
16. Native Wildlife	19
17. Fire Precautions.....	19
18. Potential Contaminants	20
19. Aboriginal Heritage Protection	20
20. Non-Aboriginal Heritage Protection.....	20
21. Materials with Recycled Content Preferred	21
22. Site Restoration.....	21
23. Control of sub-contractors	21
24. Environmental Incident and Emergency Management	22
25. Environmental Audits	24
26. Non-Compliance and Corrective Action	24
27. Environmental Performance Evaluation.....	24
28. Records Management	24
29. Community Relations	25
30. Complaints Procedure	25
31. Environmental Reporting to the SCS.....	25
32. Reviewing this Construction Environmental Management Plan	25
Appendix A - << Generic>> SWC Environmentally Sensitive Areas	27
Appendix B - Not used	Error! Bookmark not defined.
Appendix C - Hold Points	28
Appendix D - Not used	28
Appendix E - Record of Environmental Induction	29
Appendix F - Spill Prevention and Containment Procedures	30
Appendix G - Environmental Inspection Checklist.....	32
Appendix H - Environmental Emergency Plan	33
Appendices I to L Not Used	40
Appendix M - Legislation	40
Last page	41

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1. Overview

Scope of this Plan

This document defines the environmental protection practices and processes SWC will observe during the Major Works SWC Construction with the SCS.

This Plan is part of SWC's Construction Management System. It should be read in conjunction with SWC's Construction Management Plan which describes the Construction's nature and scope, provides the framework of the system and, at Appendix H.5, sets out SWC's environmental notification and reporting practices.

SWC's Environmental Emergency Plan forms Appendix G of this CEMP.
SWC's Stockpile Management Plan is available if required.

Services which are a) additional to those above and b) which have different environmental risks will be addressed by Site Specific Environmental Management Plans which will be drawn up using the risk management process set down in SWC's Construction Management Plan.

SWC's Environmental Objectives

SWC's environmental protection objectives with respect to the are to:

- Manage the delivery of the Services so that adverse impact on the environment is limited,
- Meet the requirements of:
 - The including SCS Specification G34M-Environmental Protection – Management Plan; and
 - All relevant Legislation including that listed in Appendix M and summarised in Section 3 of this Plan and
- Maintain trust, good faith and cooperation between SWC, the community and the SCS.

SWC's objectives will be met through good leadership, commitment and training.

Objectives of SWC's Construction Environmental Management Plan

The purposes of SWC's Construction Environmental Management Plan ("CEMP") are to:

- Define SWC's management of environmental protection when delivering the Services,
- Provide guidance to SWC staff on SWC's obligations under the CEMP ,
- Assure the SCS that SWC is fulfilling its obligations regarding the CEMP ,
- Define the responsibilities of the Environmental Management Representative under the (the responsibilities and authorities of other positions are set down in the Construction Management Plan and other functional plans) and
- Set down the frequency and responsibilities for management review of this Plan.

Practice of Environmental Protection

SWC will:

- Assess risks and plan work activities to eliminate or control foreseeable impacts or risks and comply with specified environmental protection requirements,
- Comply with relevant environmental, conservation, heritage, pollution, waste management and fire control legislation and regulations,
- Implement and maintain a risk-based performance evaluation program to verify that the Services are in compliance with this CEMP,
- Consult with employees and sub -contractors and disseminate environmental information,
- Provide appropriate instruction and training for employees and sub-contractors,
- Set up response procedures which will initially contain, then remedy, any environmental damage which does arise and
- Improve environmental protection measures and revise this CEMP promptly when deficiencies are identified. Notify the SCS when this occurs.

2. Management of the CEMP

SWC has warranted that it will provide people, materials, resources and systems to properly perform the Services.

SWC and the SCS require the people to be competent, experienced and qualified to carry out the Services.

The Organisational Chart, which includes those with environmental protection responsibilities, is shown in SWC's Construction Management Plan.

3. Summary of Legislative Requirements

Table 1 summarises the legislative requirements for the Services under the Construction, excluding specific requirements that may be identified in a future REF for activities not listed in the Construction documents.

Table 1 - Legislative Requirements		
Name of legislation	Regulating Authority	Requirement
Environmental Planning and Assessment Act, 1979	DECC, SWC, NPWS, Primary Industry-Fisheries	For any Service not listed in the Construction documents prepare and submit: <ul style="list-style-type: none"> • REF and • Site Specific EMP
Protection of the Environment Operations Act, 1997	DECC	Not cause or have the potential to cause water, air, noise or land pollution. Dispose of waste at an appropriately licensed landfill. Notify the DECC when a "pollution incident" occurs that causes or threatens "material harm" to the environment.*
Waste Avoidance and Resource Recovery Act, 2001 (NSW)	DECC	
Noxious Weeds Act, 1993	Department of Primary Industry	Notify the Department of Agriculture within 3 days of becoming aware of a notifiable weed (W1 weed).*
Contaminated Land Management Act, 1997	DECC	Report to DECC if aware that land contamination presents a "significant risk of harm".*
Pesticides Act, 1999	DECC	Read and follow the instructions on the pesticide's registered label. Don't detach the pesticide label. Do not cause risk of injury by a pesticide to a person or to property. Notify the public of its use – see G34 Clause 6.12 and the SCS Pesticide Use Notification Plan

Table 1 - Legislative Requirements		
Name of legislation	Regulating Authority	Requirement
Road and Rail Transport (Dangerous Goods) Act, 1997	DECC & WorkCover	Ensure that dangerous goods are transported in a safe manner. Drivers of vehicles transporting dangerous goods and the vehicles themselves may need special licenses.
Heritage Act, 1977	Heritage Office of NSW	Notify the Heritage SWC if a relic is discovered.*
Aboriginal and Torres Strait Islanders Heritage Protection Act, 1984	Department of FaHCSIA	Report the discovery of Aboriginal remains to the Federal Minister for Families, Housing, Community Services and Indigenous Affairs *

* SWC will notify the SCS Representative before contacting any Regulating Authority.

4. Organisation & Environmental Responsibilities

SWC's Organisation Chart is in the Construction Management Plan.

The principle responsibilities and authorities of SWC staff with respect to the environment are:

General Manager

The General Manager is responsible to the SCS for ensuring SWC's delivery of the Services meets SWC's environmental objectives with respect to the and that its protection of the environment:

- Is properly resourced with people, equipment and systems and
- Complies with all environmental legislation.

The General Manager's responsibilities to the SCS remain with him / her, however, the General Manager has delegated as follows:

SWC can re-allocate the responsibilities below as is appropriate to its organisation. Every responsibility must be allocated to either a) a position shown below or b) to a position SWC inserts below and into the Organisation Chart in the Construction Management Plan. If any responsibilities are missing from the Plan submitted to the SCS the Plan will be non-conforming.

Managing Director

The Managing Director has delegated authority from SCS, and responsibility to, the Superintendent as follows:

- Overall responsibility for environmental protection for the , including:
 - Approving and regular evaluation of SWC's environmental controls and this CEMP and
 - Ensuring, for both SWC staff and sub-contractors, documented environmental procedures are followed and records are kept ,
- Encouraging the active involvement of all staff in the management of the environment,
- Coordinating CEMP activities of all personnel involved in the Construction,
- Monitoring sub-contractor performance and commitment.
- Arrange and ensure environmental protection training of both staff and sub-contractors takes place as required by this Plan and the Environmental Emergency Plan
- Act on corrective/preventive action notifications concerning environmental protection ensuring they are raised when appropriate and are closed out before the process or equipment is used again.
- Ensuring SWC's response to environmental emergencies including:
 - Ensuring it is appropriately resourced with trained people and with
 - the equipment and materials required and they are deployed,
 - Ensuring that processes and control systems needed for the plan are established, implemented and maintained,
 - Arranging and approving training which ensures that all personnel understand what is required of them in emergencies,
- Liaison with:

- Regulatory agencies including determining which approvals, licences and permits are required and obtaining them,
- The SCS to ensure its environmental requirements are met and ensuring that variations to the scope or timing of the Services that impact on the environment are discussed with and agreed to by the SCS,
- Community Relations including addressing Environmental Impacts and
- Being one of the 24-hour emergency contacts.
- Deliver SWC's CEMP to the SCS for its approval within 35 days of the SCS accepting SWC's Tender for the ,
- Ensuring reporting on environmental issues takes place as required

Project Manager

SWC's Project Manager has delegated authority from, and responsibility to, the SWC Managing Director for:

- Ensuring environmental hazards and risks are controlled in construction activities and work areas,
- Ensuring the requirements of approvals, licences and permits are met,
- Coordinating or conducting environmental site inspections,
- Monitoring sub-contractor behaviour on work sites,
- Identifying training needs with respect to spills and other environmental incidents and arranging for employees and sub-contractors to attend the training,
- Holding toolbox meetings and team briefings about managing environmental issues, incidents and emergencies,
- Being one of the 24-hour emergency contacts,
- Implementing incident and emergency procedures and
- Arranging the supply of appropriate environmental incident and emergency equipment.

Site Supervisor

Generally:

The Site Supervisor has delegated authority from the Project Manager, and responsibility for:

- Implementing environmental controls during the delivery of Services and in work areas,
- Ensuring the requirements of obtaining approvals, licences and permits are met on site,
- Ensuring site personnel (including sub-contractors) are:
 - appropriately inducted and trained in the use of equipment such as spill kits and
 - comply with environmental protection procedures,
- Advising site supervisor of any environmental protection training needed,
- Site environmental protection inspections and noise checks,
- Ensuring environmental emergency equipment such as spill kits is available at all times and is appropriately located,
- Investigating incidents with the Project Manager
- Initiating nonconformance reports or corrective/preventive action notification (using the form appended to the Quality Management Plan) when environmental protection problems are identified,
- Environmental assessment of sub-contractors and their plant and equipment,
- Advising the site supervisor of any environmental or heritage issues the gang encounters on site and
- Storage arrangements for hazardous substances.

When responding to Environmental Incidents

- Safety of SWC's staff and sub-contractors,
- Liaison with on-site Emergency Services Controllers when site supervisor is not on site,
- Safety of road users and
- Quickly preventing/minimising further environmental damage.

Nominated Environmental Management Representative

The General Manager has nominated Project Manager to be SWC's Environmental Management Representative with delegated authority from, and responsibility to, the Managing Director for being fully conversant with SWC's Construction Environmental Management Plan and Environmental Emergency Plan and ensuring they are fully implemented for the Services under the .

The Environmental Management Representative is to keep SWC management informed of all issues relevant to the Plans.

The Environmental Management Representative is a point of contact within SWC on these matters and is particularly responsible for communicating with the SCS Representative and DECC.

The Environmental Management Representative's other responsibilities are:

- Planning environmental controls,
- Regular evaluation and periodic audits of both staff and sub-contractors at worksites,
- Preparing Site Environmental Checklists,
- Assisting site staff and sub-contractors in their implementation of this CEMP,
- Delivering environmental induction and training,
- Keeping environmental records,
- Being conversant with complaints and pollution incidents and their resolution,
- Investigating, controlling and closing-out environmental Nonconformances,
- Being one of the 24 hour emergency contacts,
- Maintain the Register of Material Safety Data Sheets ("MSDS") as described in the Environmental Emergency Plan and
- Assisting the Managing Director in:
 - Determining which environmental, approvals, licences and permits are required and then in obtaining them,
 - Reviewing and updating this CEMP,
 - Monitoring the environmental performance of sub-contractors,

Subcontractors

- Adopting the CEMP for all Services under Construction.
- Implementing the environmental controls at work sites correctly.
- Following all environmental procedures or controls put in place at work sites.

5. Environmental, Approvals, Licences and Permits

SWC will ascertain from the appropriate authorities which approvals, licences and permits are required for the Services. Prior to the commencement of any Services SWC will obtain those which have not been obtained by the SCS.

Process Held: Commencement of Services not previously addressed by approvals, licences and permits and authorised by earlier Hold Point release.

SCS Hold Point

Submission: At least 10 Business Days prior to the proposed commencement of Services SWC will submit the required approvals, licences and permits.

Release of Hold Point: The SCS will consider the documents prior to authorising the release of the Hold Point for the nominated Services.

6. Time Management in Environmental Protection

SWC aims to meet its time related obligations regarding Environmental Protection –they are set out in the Construction Management Plan.

7. Environmental Protection and Emergency Response Training

All SWC and sub-contractors' personnel will attend SWC's Environmental Induction Meeting prior to the commencement of commencement. The Site Supervisor will arrange and conduct this meeting. SWC may combine this with Safety Induction and other competency training.

Topics covered at this meeting will be at least the following:

1. SWC's and SCS's environmental objectives in the CEMP,
2. Scope of the CEMP,
3. Organisation and Responsibilities,
4. Site specific issues such as boundaries for vegetation clearing, importance of any trees of significant value, location of refuse bins, washing, refuelling and maintenance of vehicles, plant and equipment,
5. Environmental Impacts, Safeguards and Control Measures,
6. Sensitive areas, exclusion zones and other precautions to be taken,
7. Waste Management and Reduction,
8. Conditions of any environmental licences, permits and approvals;
9. Reporting process for environmental harm/incidents,
10. Lessons learnt from incidents,
11. Control of sub-contractors and
12. Emergency response training including use of personal protective equipment and spill kits.

Any relevant environmental issues which become apparent during the will be added to this topics list.

- be obliged to sign the attendance record as proof that they have attended a work site induction briefing (Appendix D) and
- be issued with a work site environmental induction card. The card will be dated and carry SWC's name. It must be shown upon request while the person is on the work site.

SWC may combine the OH&S and Environmental Records of Induction into one and similarly combine OH&S and Environmental cards.

All SWC and sub-contractor personnel who commence Services during will undergo the same induction training. This will be provided by the Site Supervisor.

Only people who have been "Environmentally Inducted" will be permitted to work on worksites.

Process Held:	Person working on a worksite.	
Submission:	Environmental Induction of that person and a record of it on SWC's Record of Environmental Induction.	SWC
Release:	Sub-contractor considers documentation submitted.	Hold Point

8. Environmentally Sensitive Areas

There are several sites of known environmental sensitivity within the greater site namely:

- Hazardous materials known and identified
- Existing trees,
- Existing stormwater infrastructure,

These areas are located on the map in Appendix A. Environmental Impacts and Control Measures

The activities in the have been divided into two categories:

9.1 Activities listed in the EAPRMW.

To ensure that environmental impacts are avoided or minimised SWC has adopted the safeguards set down in the EAPRMW Standard Safeguards List for the activities listed there.

9.2 Activities not listed in the EAPRMW and Activities in Sensitive Areas

Prior to undertaking any activity not in the EAPRMW (including excavation of material to be used for other activities) or any activity in a sensitive area shown in Appendix A, SWC will complete a REF and submit it and a Site Specific Environmental Management Plan which address the issues revealed by the REF.

Process Held:	Delivery of Services not listed in EAPRMW OR which is in a sensitive area	
Submission:	Conduct REF. Submit Site Specific EMP to SCS 15 working days before intended start of Services.	SCS
Release:	SCS Representative considers documentation submitted.	Hold Point

9. Waste management

Legislative Requirements

Under the Protection of the Environment Operations Act, 1997 when SWC stores or transports Hazardous or Industrial waste it is classified as a non-licensed waste activity. Accordingly, SWC will:

- Ensure that waste is stored in an environmentally safe manner,
- Ensure that waste is not stored with and does not come into contact with any incompatible waste,
- Retain information regarding the generation, storage, treatment or disposal of the waste,
- Obtain a consignment authorisation number for the waste from the person to whom the waste is being delivered, complete and retain an approved waste data form in relation to the consigned waste and give a copy of the form to the person transporting the waste prior to transporting the waste,
- Ensure that the person transporting the waste is licensed if the waste is of such an amount as to require the person transporting the waste to be licensed,
- Ensure that the waste is being transported to a place that may be lawfully used as a waste facility,
- Accurately identify the waste and advise the transporter accordingly and
- Inform the DECC of any suspected breach of the Operations Act in connection with the transportation of waste from the premises.

Waste other than Virgin Excavated Material will be disposed of to a "controlled waste facility" ("Controlled Waste Facility" is defined to mean a waste facility of a class specified in the regulations).

SWC, as a non-licensed transporter of wastes, will ensure that:

- Vehicles carrying waste will be kept clean and be constructed and maintained so as to prevent spillage of waste,
- Loads which may spill or emit odours are covered so that spillage and/or emission is prevented,
- Any container is safely secured,
- Incompatible waste will not be mixed or transported together,
- Any hazardous waste is not mixed with any other type of waste,
- Any waste containing asbestos is wetted and fully covered,
- Material segregated for recycling is not mixed with other wastes,
- Any waste is transported only to controlled waste facilities or other facilities that can lawfully receive the waste and
- The occupier of the waste facility is advised of the type of waste involved before the waste is unloaded.

Waste Management Plan

A waste management plan detailing all waste generated by the Services will be developed in accordance with G34M Clause 6.16.1.

Waste Management Register

A waste management register will be kept detailing the type of waste collected, amounts, date/time, by whom, and the disposal location. Refer to G34M Clause 6.16.2.

Licensed Waste Facilities

There are a number of licensed waste facilities within the locale :

- SITA - Blacktown
- BINGO – Eastern Creek

Waste Recycling Facilities

Recyclable Waste Materials:	Recycling Facilities:
Glass	BINGO
Metals: Aluminium, Steel, Iron and other metals	BINGO
Recycled Asphalt Pavement	All RAP suitable for reuse will be stockpiled at the SWC Depot RAP stockpile site. RAP will be recycled by the SWC, local residents and farmers.
Plastics	There are no economically viable plastics recycling facilities at present. If facilities become available, plastic recycling will be investigated.
Paper and other office products	There are currently no economical facilities for recycling of paper or office products.

10. Waste from Employee Facilities

This is dealt with in the Site Specific Safety Management Plan.

11. Stockpile Management

SWC's Stockpile Management Plan is an adaptation of the SCS document *Stockpile Site Management Procedure* to manage the establishment and maintenance of stockpile sites. It includes concise model Stockpile Environmental Management Plans.

If the underlying SCS plan or procedure is updated, for example due to a change in legislation, the SCS will make the updates available to SWC which will similarly update its Procedure.

12. Soil and Water Management

Erosion and Sedimentation Control

SWC will plan and carry out the whole of the Services to comply with DECC's Managing Urban Stormwater: Soils and Construction, Blue Book 1 and 2.
Where required, SWC will prepare an Erosion and Sedimentation Control Plan to SCS G39.

Water Quality

SWC will provide adequate controls to ensure that any water entering the waterways or stormwater drainage system from areas it disturbs complies with the requirements of the POEO Act and the local water authority.

Appropriately constructed and situated wash out areas will be used when washing out concrete trucks and washing down plant and equipment.

Water Extraction

SWC will identify any water source it intends to use for dust control, earthworks/pavement compaction, on-site concrete batching and the like, obtain any required licences, permits or approvals and comply with any conditions they or Legislation impose.

13. Noise & Vibration Control

SWC will make all practical efforts to comply with the requirements of the POEO Act, , the DECC Noise Control Manual, DECC Industrial Noise Policy, DECC Environmental Criteria for Road Traffic Noise and the SCS Environmental Noise Management Manual.

It will:

- Restrict, where possible, noise making activities to normal working hours (see Section 28),

- When working near schools, hospitals, residences and places of worship avoid sensitive times for example those leading up to and during examinations such as the HSC, those during religious services,
- Inform and consult with affected residents,
- Ensure plant and equipment has efficient noise suppression devices.

If a Work Order requires SWC to submit a Vibration Management Plan SWC will prepare and submit a plan before commencing the Ordered Work.

14. Vegetation

Protection

SWC will:

- Adhere to the requirements and precautions of SCS,
- Preserve existing trees, plants, and other vegetation within the network and use every precaution necessary to prevent damage or injury there to except as otherwise allowed under the ,
- Ensure that all site personnel observe the limits of clearing and are made aware of the importance of any trees of significant value.
- When required, get approvals under the National Parks and Wildlife Act 1974 (NSW), Native Vegetation Act 2003 (NSW), Environmental Planning and Assessment Act 1979 (NSW), Threatened Species Conservation Act 1995 (NSW), and Environmental Protection and Biodiversity Conservation Act 1999 (Cth).

Weeds

The Services include the eradication or controlling of only those weeds which interfere with safe travel or which may damage SCS property and then only to the extent necessary for road purposes. This does not extend to other areas within road reservations.

SWC will employ methods that will minimise the spreading or introduction of weeds by carrying out the Services and will employ best practice weed removal methods.

15. Native Wildlife

SWC will protect all native fauna from the impact of the Services in accordance with the EAPRMW Standard Safeguards List.

All native wildlife will be protected. No firearms will be allowed on site except for security purposes permitted by law.

16. Fire Precautions

Fire prevention and precautions and the requisite equipment are dealt with in the Site Specific Safety Management Plan.

It is not anticipated that SWC will burn-off as a result of any of the Services.

If it is required, it will obtain all necessary permits and observe their requirements.

SWC will take all necessary precaution with plant in bush-fire prone areas and, when the danger of fire is high, it will restrict or, when prudent, refrain from welding, grinding, using cut-off wheels and other heat or spark generating work.

17. Potential Contaminants

SWC will plan and execute the Services so as to minimise the risk of polluting with chemicals, dangerous goods and other potential contaminants.

Where a significant risk exists (eg fuel storage and transfer to vehicles, use of pesticides, concrete batching, application of precoat) and especially near waterways and drains, it will meet all the requirements of SCS G34M Clause 6.12.

Public notification of pesticide use will be in accordance with the SCS Pesticide Notification Plan. The following measures will also be implemented whenever pesticides are used adjacent to or across the road from a Sensitive Place:

- Mechanical means of pest control (such as mowing or slashing) must be used where feasible; or
- Hand-held application of pesticides is required where mechanical means of pest control are not feasible.

18. Aboriginal Heritage Protection

SWC will ensure that all personnel performing the Services:

- have received training regarding their responsibilities under the National Parks and Wildlife Act and
- Are made aware of any relevant sites/areas which must be avoided.

If SWC encounters any previously unknown Aboriginal object or material (including skeletal remains) suspected of being of Aboriginal origin, it will cease all construction work that might cause damage or disturbance.

SWC will then notify the SCS Representative immediately, who will then arrange for the SCS's Regional Aboriginal Cultural Heritage Advisor to be contacted. The Advisor will then determine whether an officer of DECC and a member of the appropriate Local Aboriginal community should be consulted.

19. Non-Aboriginal Heritage Protection

SWC will ensure that all personnel working on site have received training regarding their responsibilities under the Heritage Act and are made aware of any relevant sites/areas which must be avoided. Such sites/areas will be identified on a site map, to be made available to all relevant personnel during the Services.

Should any previously unknown item be encountered which is suspected to be a relic or heritage item, all Services will stop and measures to Project Manager protect the item from

damage or disturbance will be taken. The SCS Representative will be notified immediately, who will then arrange for an SCS Environmental Officer to be consulted.

20. Materials with Recycled Content Preferred

Materials and products with recycled content will be proposed wherever they are cost and performance competitive and environmentally preferable to the non-recycled alternative.

21. Site Restoration

SWC will reinstate any areas disturbed by its delivery of the Services. Restoration will include remediation of any ground contaminated by incidents such as oil or fuel spills (particularly in fuel storage areas) and appropriate revegetation.

22. Control of sub-contractors

sub-contractors' CEMPs

Before engaging any sub-contractor SWC will:

If a Work Order specifies SCS Prequalification for a sub-contractor and the Prequalification level nominated includes environmental management requirements:

SWC will ensure the sub-contractor applies its SCS Accredited environmental management system for its Services

If the sub-contractor has its own CEMP:

1. Document the duties of that sub-contractor,
2. Audit that sub-contractor's CEMP and record the results,
3. Induct that sub-contractor's personnel in accordance with Section 7,
4. Set down the responsibilities SWC will retain for the management of site environmental protection issues,
5. Set down a surveillance program to monitor and document effectiveness of each sub-contractor's systems

Process Held:	Presence of any sub-contractor on a worksite.	SCS
Submission:	Record of steps 1. to 5. above to the SCS	Hold Point
Release:	SCS Representative considers documentation submitted.	

If the sub-contractor does not have its own CEMP:

Engage the sub-contractor upon the basis that it will adopt this CEMP.

sub-contractor Nonconformance

In the event that a sub-contractor is found to be not working to the requirements of the CEMP SWC will immediately issue a CAR with a Hold Point which stops the noncompliant process until the CAR is closed out.

Process Held:	sub-contractor's noncompliant process, equipment or plant.	SWC
Submission:	Close out of CAR to Project Manager	Hold Point
Release:	Managing Director considers documentation submitted.	

23. Environmental Incident and Emergency Management

Environmental Emergency Plan

SWC has prepared an Environmental Emergency Plan.

It deals with key response personnel, emergency Constructions, containment measures, cleaning, collecting and disposal, availability of MSDS, the emergency procedure and communications strategy.

It forms Appendix G.

Response Time

SWC provide properly equipped and manned responses to Environmental Emergencies and to requests for assistance from emergency services within the response times set out in the documents.

Resources

SWC will provide, locate and man the following Emergency Equipment to meet the Response Time

EMERGENCY EQUIPMENT		
Locations:	One set in Liverpool Council	
Emergency vehicles and trailers	<ul style="list-style-type: none"> Emergency vehicles fitted out with emergency response equipment and materials, including spill kits. 	<ul style="list-style-type: none"> A lockable registered trailer or other vehicle approved by the SCS fitted out with emergency response equipment and materials.
Signs and traffic control items:	<ul style="list-style-type: none"> Traffic accident signs 20 Barrier board sets with lights Warning signs; prepare to stop, workmen ahead, flagman ahead, stop/slow x 6 night and day signs Traffic hazard ahead signs x 6 	<ul style="list-style-type: none"> Traffic accident ahead signs x 6 Water over road signs x 6 Road closed signs x 6 Detour signs, 6 "Right" & 6 "Left" 100 traffic cones
Equipment / Materials:	<ul style="list-style-type: none"> Site to base communication system Shovels Axe Bolt Cutters Crowbar (spud & wreckers) Floodlights Mobile generator (silenced) 	<ul style="list-style-type: none"> Mobile chemical/fuel spill containment and clean up kit Fire Extinguishers per response vehicle / trailer: <ul style="list-style-type: none"> Two Dry Chemical each of at least 9 kg capacity plus Two Wet Chemical of at least 7 litre capacity. Chainsaws Miscellaneous tools for basic fencing, sign and fixture dismemberment / removal etc, and tree and branch removal. Brooms Torches, batteries, wands PPE for all weather conditions, day & night

Spill Prevention and Containment

SWC has prepared a Spill Prevention Procedure and a Minor Spill Procedure. They are in Appendix E.

Reporting and Corrective Action

The management representative called out to the incident/accident will ensure that the SCS Construction Manager is informed, the Incident/Accident Report (SCS Form 624) is completed and that, if required, SWC cooperates with the SCS in its application of SCS's Environmental Incident Classification and Management Procedure (see H.9) and SWC responds as set down there.

Process Held: Any process for which a Corrective Action request has been issued as the result of an incident or spill.

SCS

Submission: CAR close out to SCS

Hold Point

Release: SCS Representative considers documentation submitted.

24. Environmental Audits

SWC's environmental audits will follow SWC's Quality Management Plan.

25. Non-Compliance and Corrective Action

Environmental Protection non conformances, for example those arising from:

- Audit and Surveillance conducted by either SWC or the SCS,
- Incidents,
- Application of the Risk Management process,
- Environmental issues being encountered on site,

will be dealt with:

- By applying the processes set down in the Quality Management Plan at 11.3 and 11.4,
- According to the responsibilities set down in Section 4 of this CEMP,
- Within the times and in the manner down in the Construction Management Plan and
- Observing the Hold Points, set down in Appendix B.

26. Environmental Performance Evaluation

Using the Environmental Inspection Checklist (Appendix F), the Project Manager will carry out monthly checks to ensure the Service delivery is complying with the CEMP. The completed checklists will be filed in compliance with Section 27.

In March and September of each year the Project Manager will use the checklists to prepare a Summary of Environmental Performance for the Managing Director who will present it to the SCS Representative.

27. Records Management

SWC will hold the following for at least 5 years after the end of the . They will be accessible to the SCS and to authorised DECC officers:

1. Details of qualifications held by individuals primarily responsible for environmental monitoring,
2. Monitoring/inspection reports,
3. Internal audit reports,
4. External audit reports,
5. Reports of pollution incidents, other environmental nonconformances, complaints and follow-up action,
6. Minutes of CEMP management review meetings,
7. Evidence of action taken as a result of such meetings/events,
8. Induction and training records,
9. Records of monitoring by sub-contractors against compliance limits, and

10. Waste Management Register.

28. Community Relations

Working Hours

SWC's working hours are:

Monday to Friday: 7am-6pm....Saturday: 7am-3pm.

Services conducted outside these hours will follow the SCS's Procedure for Work Outside Normal Hours.

For further details see the Community Relations Plan which is appended to the Construction Management Plan.

29. Complaints Procedure

If Environmental complaints made by the public to SWC staff cannot be immediately resolved, they will be recorded and dealt with promptly using SWC's complaint procedure (see Construction Management Plan Appendix G).

30. Environmental Reporting to the SCS

SWC will submit to the SCS within the times shown at shown in the Construction Management Plan:

- A report on each occasion when the site is visited by the DEC, notifying the SCS of the purpose and outcome of the DECC visit and of all actions being taken by SWC in response to the DECC visit and submitting it to the SCS ,
- A report (on SCS form 624) of any incident resulting in failure to meet environmental obligations, the immediate action taken to alleviate the problem and the proposed measures to prevent the occurrence of a similar incident. On submission of this information, the SCS may apply a HOLD POINT and
- A summary report of environmental performance evaluations at intervals of six months as set down at Section 26.
- The other environmental reports and notifications set down in the Construction Management Plan.

31. Reviewing this Construction Environmental Management Plan

The Managing Director and Project Manager will review this Construction Environmental Management Plan to ensure it is appropriate and is being implemented effectively.

Changes may arise from a change of scope, SWC internal audits, SCS audits, SCS comments or from opportunities for improvement.

The Plan will then be updated to reflect any changes which have occurred. The revised document and the input which led to the revisions will be reviewed by the General Manager, approved by him/her and then forwarded to the SCS Representative for his/her record.

Controlled copies of this Plan will be updated.

The planned target dates (or frequencies) at which the Construction Environmental Management Plan will be subject to formal review and the personnel who will participate in the review are identified in the table at *Management Review* on page 3 of this plan. SWC's Environmental Management Representative will maintain records of any review.

Appendix A - SAOP Environmentally Sensitive Areas



SITE PHOTOGRAPH



Photo 01 – Overview of stockpiled material on site (SP1) – facing south-east.

Appendix B - Hold Points

Section of this Plan:	SWC or SCS	Process Held	Submission Details
7	SWC	Person working on a Worksite	Record of Environmental Induction
8	SCS	Delivery of Services not listed in SCS G34/D or in a sensitive area.	REF and Site Specific EMP
22	SCS	Presence of sub-contractor on any worksite	Duties, Audit of CEMP of Constructionor
25	SWC	sub-contractor's non-complying process.	Close-out of CAR
25	SCS	Process for which a CAR has been issued for an Environmental Incident	Close-out of CAR

Appendix C – Not used

SWC Environmental Induction Training Report Form

Page 29 of 41

Appendix E – Spill Prevention and Containment Procedures

Spill Prevention

Purpose

To fulfil SWC's commitment to providing a work site free from the risk of environmental incidents.

Scope

This procedure outlines the actions that will be followed to prevent and contain spills at the worksite. It outlines the measures to be employed to control and remove chemical, fuel and lubricant spillage.

The activities covered by this procedure include:

- Refuelling, maintenance or cleaning of plant and equipment including concrete agitators, bitumen spray bars and asphalt pavers
- Mixing of cutting oil and additives with bitumen and
- Application of liquid membranes, including paint and thermoplastic, resin, emulsion, precoat agent and curing compound.

Procedure - preventing spills

No hazardous material will be stored within 50 metres of a waterway.

All SWC trucks will carry the MSDS as described in the Environmental Emergency Procedure. These are also available at the 24-hour contact number.

All hazardous liquids will be stored in imperviously bunded areas.

The bunded areas:

- Will conform with applicable Australian Standards
- Will each have a capacity (after allowing for the reduction in bund capacity caused by containers sitting on the floor of the bund) of not less than 120% of the volume of the largest container stored in the bunded area.

A register is maintained of all chemicals kept on site.

Empty chemical containers will be removed from site and either:

- Returned to the supplier (where possible) or
- Disposed of in accordance with the relevant legislation

All staff will be made aware of this procedure.

Minor Spill Procedure

If a spillage occurs the following procedure will be followed.

- Immediately identify the spilled material and notify the site supervisor. sub-contractors are to notify SWC site personnel.
- Refer to MSDS for Personal Protective Clothing needed.
- Assess the need for containment
- If containment is required, contain using earth mound and/or absorbent socks/spill kit.
- Use the relevant clean up procedure in MSDS to clean the pavement, shoulders and other affected areas and structures.
- Dispose of material using a licensed Contractor, and keep records of disposal on site.
- Complete an Incident Reporting Form and forward it to the Site Supervisor.

Appendix F - Environmental Inspection Checklist

Site Location:Gang:.....

Person in charge of site:

Indicate in the following manner in the 'Result' column:		
✓ Acceptable	✗ Not Acceptable	NA Not Applicable NC Not Checked
Stockpile management		
Are all stockpiles adequately protected to prevent erosion and run-off?		
Erosion and Sedimentation control		
Inspection Report For Erosion/Sediment Controls must be attached to this checklist		
Inspection Report For Erosion/Sediment Controls must be completed after a rainfall event of more than 10 mm within a 24 hour period		
Noise and vibration		
Are all reasonable practicable steps to reduce construction noise and vibration taken?		
Air quality		
Is dust minimised by limiting the extent of disturbed areas and regular watering?		
Are loads with the potential of generating dust covered or dampened?		
Incident response		
Are spill kits stocked and easily accessible?		
Have any environmental incidents occurred since the last report? If yes, have incidents been reported and investigated?		
Waste management		
Is all waste stored in a designated waste storage area?		
Is the waste storage area bunded to preventing spills or leakages?		
Is there a need to dispose of any waste from the storage areas?		
Heritage / Archaeology		
Were the appropriate authorities notified, and work stopped, if any heritage or archaeological item or artefact was found?		

Further Comments and Actions

Signed: _____ Date: _____

Name: _____ Position: _____

REVIEW:

OH&S and Environmental Inspection Checklist have been reviewed. All necessary NCR's have been raised.

Signed: _____ Date: _____

Name: _____ Position: _____

Appendix G - Environmental Emergency Plan

H.1. Preface

Scope of this Plan

This Environmental Emergency Plan ("EEP") sets down SWC's management of environmental emergencies during the Services.

It deals with:

- Being prepared for emergencies and
- Responding to and managing emergencies.

The following are of particular significance:

- Incidents and accidents (including vehicle fires) on the Network,
- Refuelling, maintenance or cleaning of plant and equipment including concrete agitators, bitumen spray bars and asphalt pavers.
- Mixing of cutting oil and additives with bitumen, and
- Application of liquid membranes, including paint and thermoplastic, resin emulsion, pre-coat agent and curing compound.

This Plan is part of SWC's Construction Environmental Management Plan and complements SWC's Safety Incident Plan. It should be read with them.

The Plan addresses requirements of the Protection of the Environment Operations Act, 1997 (PoEO Act) and SCS QA specification G34.

Should a conflict exist between any of SWC's Plans and the then the will prevail.

Principle

In the event of an emergency the first consideration is the safety of SWC and SCS personnel and the public. Following the safety of the staff and the public the next consideration is the minimisation of damage to the environment.

Purposes of this Plan

This Plan aims to make staff aware of the requirements for the timely planning and safe response to incidents in order to minimise damage to the environment.

H.2. SWC's Key Response Personnel

SWC's Site Supervisor will be the first point of contact when an incident or spill occurs. He can be contacted 24 hours a day.

Back up for the Site Supervisor will be provided by the Environmental Management Representative and SWC's Project Manager

In the event of SWC finding or being notified of an incident or accident or environmental emergency on the Network or in the Services to which SWC is required to respond any one of these people will mobilise SWC's emergency people and their equipment and ensure the relevant Procedure, Communication Strategy and Reporting is being followed.

The names and contact numbers for these people will be given to all staff and Sub-Contractors at their induction.

They will also be displayed in the site offices and crib rooms together with the numbers of emergency services (eg. ambulance, fire brigade, spill clean-up services).

A copy of the Environmental Emergency Procedure & Communication Strategy flowchart will be kept in every SWC vehicle.

H.3. Emergency Contacts

Reproduced from SWC's Construction Management Plan.

Name	Position	Day-time Contact No.	Mobile phone No.
Robert Stevenson	Managing Director	0296472600	0418443204
Gareth Collin	Project Manager	0296472600	0434315973
Matthew Allen	Site Manager	0409838144	0409838144
EMERGENCIES: DIAL 000			

H.4. Material Safety Data Sheets

SWC's Project Manager will maintain an up-to-date master file ("Register") of Material Safety Data Sheets ("MSDS") for all materials used by SWC in performing the Services and for materials it reasonably expects could be spilt or be found burning in vehicle fires on the network eg bitumen, fuels, pesticides, strong acids and alkalies, paint.

Controlled, updated copies of these MSDS will be immediately to hand:

- To each of SWC's 24 hour Emergency Contacts,
- In all SWC trucks and
- Prominently displayed on all worksites.

H.5. Containment Measures

In the event of spillage of fuels, paint and/or chemicals on the Network SWC will:

1. Identify the spilled material and, from its Material Safety Data Sheet ("MSDS"), determine what precautions need to be taken eg wearing Personal Protective Equipment,
2. Stop the source of the spill,
3. Use containment equipment/kits to contain the spill in accordance with the MSDS,
4. Block nearby drainage channels with earth or sandbags,
5. If the spill occurs in the vicinity of a natural watercourse or in an environmentally sensitive area take immediate extra precautions such as construction of earth mounds downstream of the spill, blocking-off natural drainage channels with earth or sandbags,
6. Treat any chemical spill according to the MSDS,

7. If the spill is large or if the above measures appear to be inadequate, call the Fire Brigade and give them location, UN number and Hazchem code and size of spill
8. Excavate and store (in labelled drums) contaminated material and transport it to a SCS depot or transport and dispose of it in an approved waste management facility.
9. Raise an Environmental Incident Report (SCS Form 624) and report the incident to the Project Manager or their representative,
10. Notify the SCS Representative then the DECC in accordance with the requirements of the Protection of the Environment Operations Act 1997 **IF**:
 - actual or potential non- trivial harm to the health or safety of people has been done or,
 - non-trivial damage to ecosystems has been done or
 - actual or potential loss or property damage (including clean-up charges) exceeds \$10,000.

Collecting, Cleaning and Disposal

Activity	Material	Method
Collecting	Liquid	Pump into tank or drum
	Powders	Shovel or suck into tanks or drums
Cleaning	Liquids (water soluble)	Hose down with water-do not use more than necessary Pump into tank or drum
	Liquids(non water soluble)	Hose down with high pressure water jet-do not use more than necessary Pump into tank or drum
	Powders	Shovel. Use a broom to pick up remainder.
	<i>If in doubt about what to use as a cleaning agent, contact DEC</i>	
Disposal	All	By a "controlled waste facility" ("Controlled Waste Facility" is defined to mean a waste facility of a class specified in the regulations)

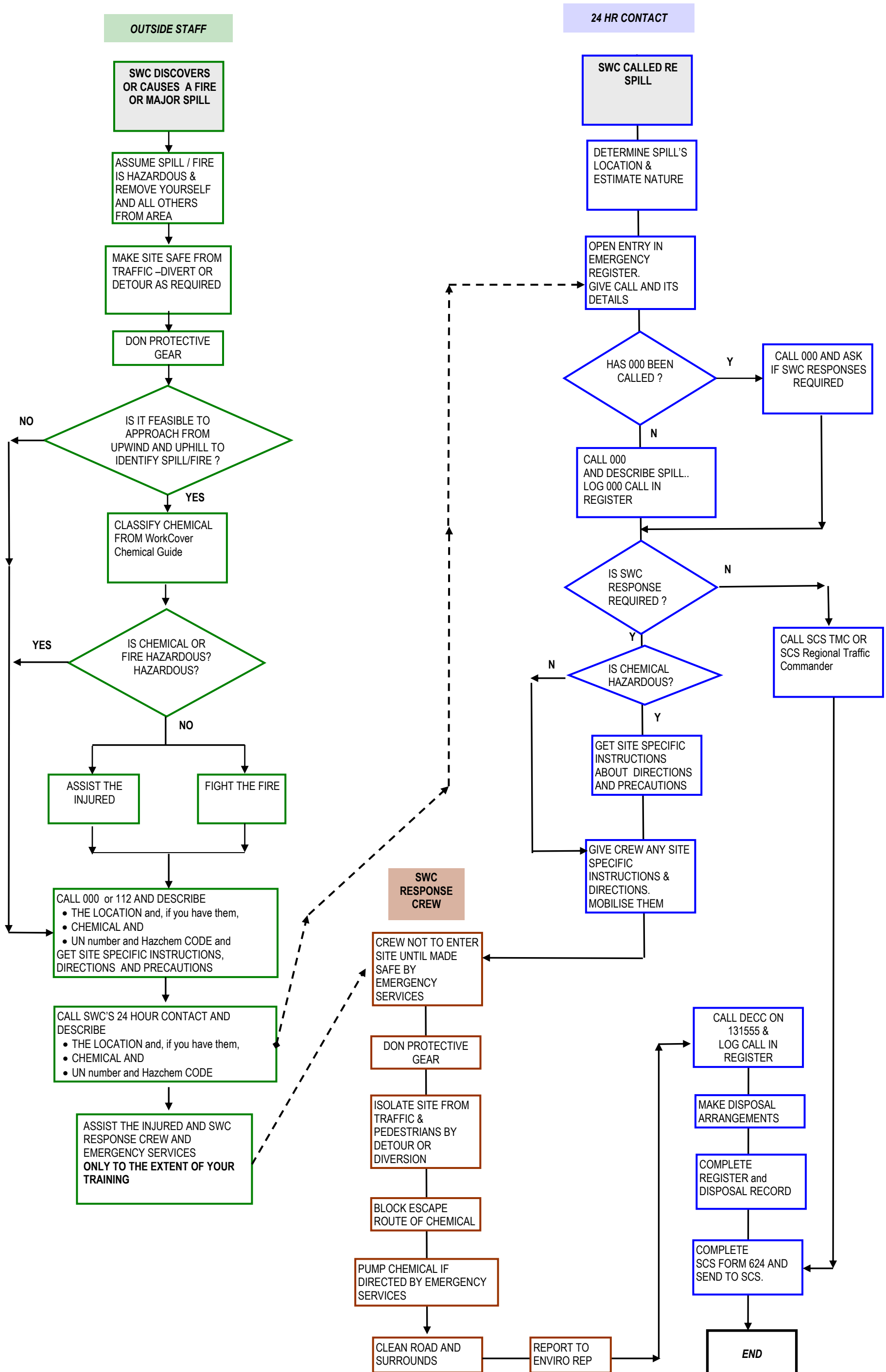
H.6. SCS's Environmental Incident Classification and Management Procedure ("PN025P")

SWC will cooperate with the SCS in applying PN025P (which is reproduced as H.9.9} hereto) and respond as set down there.

H.7. Follow-up Action

1. Send any staff exposed to hazardous materials, including smoke or fumes, to health authorities to assess any effect upon their health,
2. Restore Emergency Equipment to original state,
3. Advise the Project Manager of any improvements to this Plan

H.8. Environmental Emergency Procedure, Communications Strategy and Reporting



H.9. SCS's Environmental Incident Classification and Management Procedure – PN025P.

Intent

To provide a clear framework for classifying, managing and effectively responding to environmental incidents and to consistently provide accurate KPI information.

Relevant Policy and Legislation

This procedure relates to:

- SCS Environment Policy
- Protection of the Environment and Operations Act 1997
- National Parks and Wildlife Act 1972
- Environmental Protection and Biodiversity Conservation Act 1999
- Environment Planning and Assessment Act 1999
- Heritage Act 1977
- Fisheries Management Act 1994

Definitions and Acronyms

Environment	Surrounding in which an organisation operates, including air, water land, natural resources, flora, fauna, humans and their interrelation.
Environmental Incident	A discrete (one-off) occurrence that may result in an adverse impact (or impacts) on the environment or a breach of legislation.
Environmental Incident Management	Is the provision of a response in a timely and efficient manner to minimise adverse impacts on the environment.
EPI	Environmental Performance Improvement Section.
DECC	Department of Environment and Climate Change.
DoP	NSW Department of Planning.
Senior Environmental Officer	Regional Senior Environmental Officers; Environment Branch Senior Environmental Officers; Road Services Environment Manager; Pacific Highway Environmental Services Manager; Hume Highway Senior Environmental Officer.
POEO Act	Protection of the Environment (Operations) Act 1997
EP&A Act	Environment Planning and Assessment Act 1999
NPW Act	National Parks and Wildlife Act 1972
EPBC Act	Environmental Protection and Biodiversity Conservation Act 1999
FM(G) Reg	Fisheries Management (General) Regulation 1994

Procedural Text

- Environmental incidents will be classified using the SCS's Environmental Incident Classification in accordance with Table 1. The level of incident can be escalated or downgraded by the Manager Environmental Performance Improvement.
- Environmental incidents shall be managed using the SCS's Environmental Incident Management Response in accordance with Table 2.
- An Environmental Incident Report form as found on the Environment Intranet Site shall be raised for each reported environmental incident and forwarded to Environment Branch.
- Road & Fleet Services shall manage environmental incidents in accordance with SCS responses.

Table 1: SCS's Environmental Incident Classification

Category	Incident type	Primary Legislative Requirements
Category 1	Material, odour or noise that travels beyond site boundary causing or potentially causing adverse impact to the environment.	s.120 POEO Act – water pollution, sediment laden water, chemical/oil spill and sewage/septic overflow; s.129 POEO Act - offensive odour; s.126 POEO Act - dust exceeding reasonable levels without active management measures in place. s.139 POEO Act - offensive noise
	Discharge of waters from site not in accordance with any applicable REF determination / approval / licence condition.	s.120 and s.64 POEO Act; s.75D EP&A Act
	Unauthorised damage or interference to threatened species, endangered ecological communities or critical habitat.	NPW Act particularly s.118A, s.118C and s.118D.
	Unauthorised damage, disturbance, destruction or works to heritage items.	Heritage Act 1977 particularly s. 57, s.119, s.139 and s.156. EPBC Act 1999 s.15A, B & C
	Unauthorised damage, disturbance or destruction to Aboriginal objects or places.	NPW Act particularly s.86 and s.90. EPBC Act 1999 s.15A, B & C
	Failure to comply with a REF determination / approval / licence condition.	EP&A Act particularly s.75D; POEO Act particularly s.64; FM(G) Reg particularly s.337A., NPW Act particularly s.90 and s.141.
	Works without required approval.	EP&A Act particularly s.75D and s.111.
Category 2	Material harm to the environment or persons as per Part 5.7 of POEO Act (including harm on site).	POEO Act particularly s.148.
	Spills that do not leave the site boundary and are cleaned up without material environmental harm or residual environmental impact.	POEO Act including s.120 and s.142A.
Environmental Hazard	Failure to implement component of Environment Management Plan that does not result in a Category 1 incident.	EP&A Act particularly s.111
	Issues that may lead to an incident or adverse environmental impact if not attended to.	
Notifiable Events	An action, failure to act or a management issue that has the potential to cause or result in adverse environmental impact.	
	Material travelling beyond site boundary, and where it can be demonstrated that the management control plan has been designed appropriately (in consultation with a soil consultant if required), the controls have been installed appropriately, are being maintained well, and the weather (rain, wind etc) event exceeds the design capacity of the controls.	
Notifiable Events	A complaint from a Regulatory Agency	

Table 2: SCS's Environmental Incident Management Response

Category 1 Management Response		SCS Response	SWC Response
1	If necessary, stop Services in relevant area and/or take immediate actions to prevent adverse impact to the environment or community.	✓	✓
2	As soon as SCS staff become aware of a category 1 incident, advise relevant SEO who in turn advises Environment Branch (GM Environment, Manager Environmental Performance Improvement or Manager Environmental Policy).	✓	✓ (Advise Construction Manager)
3	Notify DECC either as required under <i>Protection of the Environment Operations Act 1997</i> or as part of the SCS's commitment to advise DECC of environmental incidents. Notify other Regulatory Authorities if required (eg Notify Dept of Planning for projects approved under Part 3A or Division 4 Part 5 of the EP&A Act.).	✓	✓
4	Complete environmental incident report form and submit to Environment Branch.	✓	
5	Review the cause, nature and management response to the incident by Project Manager and Senior Environmental Officer, appropriately experienced regional environmental officers and/or a representative of Environment Branch and recommend improvements to processes where appropriate.	✓	✓
6	Review and check implementation of recommended improvement measures.	✓	✓
Category 2 Management Response		SCS Response	SWC Response
1	If necessary, stop Services in relevant area and/or take immediate actions to prevent adverse impact to the environment or community.	✓	✓
2	Complete environmental incident report form and submit to Environment Branch.	✓	
3	Review the cause, nature and management response to the incident by Project Manager and Senior Environmental Officer, or appropriately experienced regional environmental staff and recommend improvements to processes where appropriate.	✓	✓
4	Review and check implementation of recommended improvement measures.	✓	✓
Environmental Hazard		SCS Response	SWC Response
1	Detail hazard in Environmental Inspection Report and manage in accordance with inspection guidance	✓	
Category 3 Notifiable Event		SCS Response	SWC Response
1	SEO to advise Manager Environmental Performance Improvement.	✓	✓
2	Review the cause and nature of the event by Senior Environmental Officer and advise outcome of review to Manager Environmental Performance Improvement within 5 working days of event.	✓	

Appendices I to L Not Used

Appendix M - Legislation

Note: References to Acts include references to Regulations and instruments made under them

Environmental Planning Legislation

Environmental Planning and Assessment Act, 1979 (NSW) (and instruments made under it)
Environmental Planning and Assessment Amendment Act, 2008 (NSW)
Local Government Act, 1993 (NSW)
Roads Act, 1993 (NSW)
Soil Conservation Act, 1938 (NSW)
Native Vegetation Act, 2003 (NSW)
Environment Protection and Biodiversity Conservation Act, 1999 (Cth)
Land and Environment Court Act, 1979 (NSW)
Native Title Act, 1993 (Cth)

Conservation and Heritage Legislation

Dams Safety Act, 1978 (NSW)
Native Vegetation Act, 2003 (NSW)
Coastal Protection Act, 1979 (NSW)
National Parks and Wildlife Act, 1974 (NSW)
National Parks and Wildlife Amendment Act, 2001 (NSW)
Threatened Species Conservation Act, 1995 (NSW)
Environment Protection and Biodiversity Conservation Act, 1999 (Cth)
Fisheries Management Act, 1994 (NSW)
Fisheries Management Amendment Act, 2000 (NSW)
Marine Pollution Act, 1987 (NSW)
Noxious Weeds Act, 1993 (NSW)
Water Act, 1912 (NSW)
Water Management Act, 2000 (NSW)
Heritage Act, 1977 (NSW)
Wilderness Act, 1987 (NSW)
Plantations and Reafforestation Act, 1999 (NSW)
Australian Heritage Commission Act, 1975 (Cth)
Aboriginal and Torres Strait Islander Heritage Protection Act, 1984 (Cth)

Sydney Water Catchment Management Act, 1998 (NSW)

Surveying Act, 2002 (NSW)

Pollution and Waste Management Legislation

Ozone Protection Act, 1989 (NSW)

Protection of the Environment Operations Act, 1997 (NSW)

Protection of the Environment Operations Amendment (Scheduled Activities and Waste) Regulation, 2008 (NSW)

Sydney Water Act, 1994 (NSW)

Pesticides Act, 1999 (NSW)

Waste Avoidance and Resource Recovery Act, 2001 (NSW)

Protection of the Environment Operations (Clean Air) Regulation, 2002 (NSW)

Contaminated Land Legislation

Contaminated Land Management Act, 1997 (NSW)

Fire Control

Rural Fires Act, 1997 (NSW)

Hazardous Substances

Environmentally Hazardous Chemicals Act, 1985 (NSW)

Road and Rail Transport (Dangerous Goods) Act, 1997 (NSW)

Radiation Control Act, 1990 (NSW)

State Environmental Planning Policies

SEPP No. 14 – Coastal Wetlands (gazetted 12.12.85)

SEPP No. 26 – Littoral Rainforests (gazetted 5.2.88)

SEPP No. 44 – Koala Habitat Protection (gazetted 6.1.95)

SEPP No. 58 – Protecting Sydney's Water Supply (gazetted 24.12.98)

SEPP (Infrastructure) 2007 – (gazetted 21.12.85)

Last page
