

APA Group
Level 25
580 George Street
Sydney NSW 2000

12 December 2021

Attn: Trent Williams

Ref: E6617

Dear Trent

RE: Kurri Kurri Lateral Pipeline – Environmental Representative

Healthy Buildings International Pty Ltd (HBI) is pleased to provide this proposal in relation to your email request to provide Environmental Representative (ER) services on the Kurri Kurri Lateral Pipeline Project (SSI-22338205).

The attached document provides information on HBI and our capability and experience as an organisations. Further it outlines the specifics of how our proposed team would meet the requirements set out in sections 2.2, 2.3, 2.4 and 3 in the Environmental Representative Protocol (Department of Planning and Environment, October 2018) (as per the Draft Conditions of Approval).

A schedule of rates and indicative costs to complete initial key documentation reviews is also provided.

Following project determination and receipt of the final Conditions of Approval we will be able to provide more detail on estimated hours, program and cost.

We would be delighted to work on this project with you and would welcome the opportunity to meet to further discuss how we can be of assistance.

Yours sincerely



Jo Robertson
Managing Director

Encl. E6691_APA Kurri Kurri Pipeline Project_ER_Final

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DOCUMENT CONTROL

DATE	REF NUMBER	REVISION HISTORY	AUTHOR & POSITION
3/12/2022	A	Initial Proposal	Greg Byrnes – Principal Environmental Engineer
12/12/22	0	Approved for Issue	Jo Robertson

BACKGROUND

Snowy Hydro Limited (Snowy Hydro) is developing a gas-fired peaking power station, referred to as the Hunter Power Project (HPP), at the site of the former Hydro Australia Pty Ltd (Hydro) aluminium smelter at Kurri Kurri.

APA Transmission Pty Limited (APA) have been engaged by Snowy Hydro to develop a gas supply solution for the HPP. APA is currently seeking approval for the state Significant Development (SSD) application of construction, operation and maintenance of a medium pressure transmission pipeline, high pressure storage pipeline, compressor station and delivery station, including ancillary surface facilities that will connect to the approved HPP to the existing transmission lines.

Key components of the project include a 20.1 km buried steel transmission pipeline from the Sydney to Newcastle Pipeline to the HPP, a compressor station within the HPP site boundary, a 24km storage pipeline downstream of the compressor station within the former Kurri Kurri aluminium smelter and a delivery station to receive gas from the storage pipeline and control temperature, pressure and flow rate prior to delivery of gas to the Hunter Power Project.

The project was declared critical state significant infrastructure (SSI-22338205) and the Environmental Impact Statement (EIS) was completed in March 2022. The EIS went on exhibition from 13 April to the 10 May 2022, with the Submissions Report being completed on the 26 September 2022. The project is now waiting on determination.

A component of the expected project approval requirements will be the appointment of an Independent Environmental Representative by the proponent. Based on the email provided by Trent Williams the expected ER requirements as described below.

Environmental Representative

A26. Prior to commencing the development, an environmental representative (ER) must be approved by the Planning Secretary and engaged by the Proponent.

A27. The Planning Secretary's approval of an ER must be sought no later than one (1) week before commencing the development.

A28. The proposed ER must be a suitably qualified and experienced person who was not involved in the preparation of the documents listed in condition A2 and is independent from the design and construction of the development. The ER must meet only the requirements set out in sections 2.2, 2.3, 2.4 and 3 in the Environmental Representative Protocol (Department of Planning and Environment, October 2018).

A29. From commencing the development, until commencing operation, or as agreed with the Planning Secretary, the approved ER must:

- (a) review the documents identified in conditions B5, B9, B24, B39, C1 and C4 and any other documents that are identified by the Planning Secretary, to ensure they are consistent with requirements in or under this approval and if so:
 - (i) make a written statement to this effect before submission of such documents to the Planning Secretary (if those documents are required to be approved by the Planning Secretary); or*
 - (ii) make a written statement to this effect before the implementation of such documents (if those documents are required to be submitted to the Department for information or are not required to be submitted to the Department);**



- (b) as may be requested by the Planning Secretary, assist the Department in the resolution of community complaints; and*
- (c) consider any minor amendments to be made to the plans / strategies in conditions B5, B9, B24, B39, C1 and C4 that involve updating or are of an administrative nature and do not increase impacts to nearby sensitive receivers, and ensure they are consistent with the terms of this approval and, if satisfied such amendment is necessary, approve the amendment. This does not include any modifications to the terms of this approval.*

A30. The Proponent must provide the ER with all documentation requested by the ER in order for the ER to perform their functions specified in condition A29, as well as the complaints register for any complaints received (on the day they are received).

COMPANY PROFILE

Healthy Buildings International Pty Ltd (HBI) was established in Sydney in 1987 and has its head office in Norwest, NSW. Initially providing environmental services such as indoor air quality assessments, legionella, mould and other hazardous materials surveys and risk management services to the Commercial Building Sector, HBI commenced the provision of Environmental Representative Services to the NSW Infrastructure Sector in 2005.

Our expertise covers wide ranging disciplines, principally Environmental Representative roles, environmental management, environmental engineering, occupational hygiene, chemistry and microbiology with specialist training and certification in legionella, asbestos, NABERS, GreenStar, Infrastructure Sustainability (IS), and RABQSA Quality, Safety and Environmental auditing.

Collectively, the HBI ER team has over 150 years of experience in the development and delivery of major infrastructure projects including roads and road/rail tunnels, metro/light rail and rail passenger and freight lines, ports, mines, busways, transport interchanges, utilities transmission and power generation.

Our experience in environmental management covers a broad spectrum, with team members having had direct involvement in feasibility studies, environmental impacts assessments, project development and costing (including life cycle), project environmental licensing and approvals, site-based delivery of construction, environmental monitoring and auditing and post commissioning evaluation and monitoring.

In addition to our proposed ER team, our environmental and occupational hygienists are on hand to provide advice, as required, and this team has substantial experience using monitoring and testing equipment across all environmental aspects including dust, noise, vibration and water sampling.

Underpinning our technical team are our office support functions of Office Administrator, Accounts Payable, and IT service. Our Accounts Department fully understand your commercial requirements including progress reporting, occupational health and safety statistic collection processes, and payment claim requirements.

Our teams are fully equipped with technology to access HBIs secure 'Cloud' server and are fully mobile with 24/7 IT support. This has been particularly useful during COVID-19 as it has meant minimal change to the way we operate as a business and has allowed us to continue to service our Essential Service clients (including a number of NSW infrastructure projects).

HBI is proud to be on the NSW Department of Premier and Cabinet Prequalified Panels for:

- Performance and Management Services for Environmental Management (including Environmental Impacts Assessment and Planning)
- Construction and Related Works (Environmental Services).

HBI has a proven track record of experience as Department of Planning and Environment (DPE) approved ERs, with a strong working interface with the DPE and other regulatory stakeholders, such as the EPA. We currently have 10 DPE approved ERs in the HBI team.

Our proposed ER team hold tertiary qualifications in science, engineering, law, environmental management or equivalent, in addition to a number of ancillary qualifications or associations that are extremely relevant to this role, such as eligibility to be registered as an auditor under AS/NZS ISO 14012: 2004.

Refer to www.hbi.com.au for additional background information.

DEMONSTRATED ABILITY TO DELIVER THE ER ROLE

At HBI, the delivery of ER services is not just an add-on service but a core service line, representing approximately 65% of our business. Our specialty is the delivery of ER services for major infrastructure projects, including road, rail, freight, intermodals, power generation and industrial facilities.

To deliver value for money, HBI and the proposed team of ERs bring:

- Directly relevant experience in the delivery of power infrastructure in NSW
- Directly relevant experience in the application of Project Conditions of Approval
- A clear understanding of the key objectives of the role
- A strategic and risk based approach to ER services
- The maturity to establish and maintain successful working relationships across the Project
- The ability to clearly communicate with public or regulatory stakeholders
- The ability to maintain independence
- Knowledge in technical and legal requirements
- Knowledge of relevant construction methodologies to be able to correctly identify key risks
- A strategic approach to costly site surveillance as well as strategies to achieve efficiencies in document review processes
- A team that is responsive and seeks opportunities for innovation
- A team that has experience in established internal systems to support and streamline functional and administrative elements of the ER role
- A team that applies lessons learnt to add value and avoid repeat mistakes.

HBI has considerable expertise in the provision of ER services transferable to the Kurri Kurri Lateral Pipeline project. HBI have been delivering ER roles for over 15 years. We have a strong knowledge and understanding of civil construction methodologies and as individuals have strong construction backgrounds and understand the constraints and complexities of delivering major infrastructure in NSW.

We have been delivering high quality ER services to the construction industry for many years now and have established a justifiably strong reputation.

Repeat business is the best indicator of performance and we continue to provide repeat ER services to existing core clients.

We offer workable processes to address key environmental compliance risks associated with the construction program required to construct the Kurri Kurri Lateral Pipeline project. In particular, compliance risks associated with early works approvals, ancillary facility approvals, out of hour's works approval, and timely Departmental CEMP and sub plan approvals.

Greg Byrnes is the current ER on the Hunter Power Project, a project that directly interfaces with the Kurri Kurri Pipeline Project. Isaac Strachan, the Health, Safety and Environment Lead for the HPP has provided a reference for Greg Byrnes. This reference is included in Attachment C and summarised below.

Feedback on our performance includes:

1. *"Overall, HBI has made a strong contribution towards proactive awareness of environmental issues and their timely resolution. We rely heavily on their expertise to assist in directing compliance efforts on the project and would recommend their services on other major infrastructure projects in NSW."*
2. *"Healthy Buildings International has provided highly experienced personnel to deliver Independent Environmental Services for each major contract on the Sydney Metro Northwest since 2013. Each of the ER's provided by HBI demonstrates a high degree of project based knowledge and has guided TfNSW in managing environmental compliance. There have been no major environmental incidents on the project to date and in part this is due to the proactive identification of environmental issues by the ER's."*

The ER's have played a major role in allowing minor works to occur prior to the approval by DPE for the commencement of construction. In particular the early commencement of construction for the Tunnel Segment Precast Facility was necessary to prevent program delays on the TSC contract.

Furthermore, each ER played an integral role in the review of each contractor's Construction Environmental Management Plan (CEMP) which required approval by DPE. To date the Sydney Metro Northwest project has received three CEMP approvals from DPE and each one was received by the target date."

3. *"HBI continue to deliver excellent ER services to Sydney Metro. They have successfully closed out the Northwest Project and are now doing everything required to independently monitor and oversee environmental compliance on the City & Southwest Project. They have been able to modify their delivery model during COVID and also make the changes needed to adjust to the changing delivery model on C&SW."*
4. *Greg Byrnes has been engaged by Snowy Hydro Limited on the Hunter Power Project since January 2022, in the capacity of Environmental Representative. Greg performs this key position in a practical and fundamental manner, offering advice if requested, related to the various approvals and management plans required that Snowy Hydro are working under. Greg performs monthly site inspections and provides detailed reports, outlining observations and commentary on compliance.*

RELEVANT EXPERIENCE WITH ENVIRONMENTAL REPRESENTATIVE ROLE

The following table shows our project history as ERs in the last 10 years.

Role	Project	Client	Key personnel
ER	Hunter Power Project	Snowy Hydro	Greg Byrnes Brett McLennan
ER	Chatswood to Sydenham. Demolition package, Tunnel and Station Excavation (TSE), Sydney Yard Access, Central Station Main Works, Northern Corridor Works, Sydenham Station Upgrade (SSJ), Line Wide Works and TSOM (Operators). (CSSI)	Sydney Metro	Jo Robertson Michael Woolley George Kollias Jo Heltborg Swathi Gowda
ER	Sydney Metro West	Sydney Metro	Michael Woolley Greg Byrnes Brett McLennan Swathi Gowda Jo Robertson
ER	Sydney Metro Western Sydney Airport	Sydney Metro	Rui Henriques Alex Gale Jo Robertson
ER	Sydney Metro City South West - Integrated Station Development Packages) – Crows Nest, Victoria Cross, Barangaroo, Pitt Street, Martin Place, Waterloo. (CSSI)	Sydney Metro	Jo Robertson Michael Woolley George Kollias Rui Henriques Swathi Gowda Brett McLennan
ER	Sydney Metro – Sydenham to Bankstown Upgrade. (CSSI)	Sydney Metro	Jo Heltborg Brett McLennan Jo Robertson
ER	North West Metro (All packages) – Tunnel and Station Civils, Station and Viaduct Civils, and Operation and Train Systems including Epping to Chatswood Rail Line (CSSI)	Sydney Metro	Jo Robertson Michael Woolley George Kollias Swathi Gowda
ER	Northconnex (SSI)	Transport for NSW Lend Lease Engineering	Jo Robertson Michael Woolley
ER	Westconnex 1B – M4 East (SSI)	Transport for NSW	Jo Robertson Michael Woolley
ER	M12 Motorway	Transport for NSW	George Kollias Mat Billings Jo Robertson
ER	M1 to Raymond Terrace Extension	Transport for NSW	Mat Billings Alex Gale Jo Robertson

PROPOSED ER RESOURCES

5.1 Capability

For this proposal we offer a team of three ERs. This resourcing structure will ensure that we can provide a level of service in line with the requirements of the DPE environmental Representative Protocol (2018), as well as meet potential program challenges.

1. Greg Byrnes (Lead ER)
2. Mathew Billings (Alternate ER #1)
3. Brett McLennan (Alternate ER #2)

It is anticipated that the Lead ER will be the primary ER for the Project, with Alternate #1 provide support when the primary ER is unavailable (generally sickness, holiday, etc). The alternate ERs will also provide support to the Primary ER as required to review documentation however for the most part this role will be completed by the Primary ER.

Greg, Matt and Brett are all DPE approved ERs (as per the ER Protocol) on current and former projects. Their CV's will need to be submitted to DPE for approval with the information provided below to satisfy the ER Protocol requirements.

Short form CV's for each of the ERs are provided as Attachment A.

5.2 Rational for Selection ER Team

Greg Byrnes – Overview

Greg has over 20 years' experience in environmental management and leadership, having excelled in corporate environmental management, team leadership, environmental auditing, environmental impact assessment and sustainability. Greg had been instrumental in delivering environmental and sustainability outcomes during his time at Endeavour Energy, Lend Lease, Transurban and Mott MacDonald. As the Environment and Sustainability leader in NSW for Mott MacDonald Greg had prepared and driven a strategy that had grown the team from one to fifteen in the last three years. Greg has managed all environmental aspects of the planning, construction and operation of infrastructure projects. The scale and sensitivity of some of these projects required significant engagement with government stakeholders as well as community groups. Greg is currently part of the HBI Environmental Representative Team on Sydney Metro West.

Greg Byrnes - Rationale for Selection

Greg is a DPE approved ER on the Hunter Power Project and Sydney Metro West. His experience also includes Environment Manager on the Northwest Growth Centre Project. This SSI project for Sydney Water involved the installation of 36km of sewer and water mains throughout northwest Sydney. The alignment of this pipeline project went through significant Aboriginal heritage areas and endangered ecological communities. The delivery methods included trenching and underboring environmentally sensitive areas and main roads.

During Greg's three years at Endeavor Energy he was involved in the delivery of multiple transmission lines and managed the preparation and implementation of construction environmental management plans and approvals, environmental assessment, decommissioning and remediation of redundant energy assets. Greg is also the Independent Environmental Auditor for the Snowy Hydro 2.0 Segment Factory.

Mathew Billings – Overview

Mathew is a principal environmental consultant with over 20 years experience working across all sectors of Construction as a SHEQ professional and is part of the Environmental Representative team on M12 Motorway delivery. For the past 15 years Mat has worked as an Environment and Approvals manger across multiple significant infrastructure projects, including defence, transport, water s and building projects.

Mat's relevant areas of expertise include design and delivery of approvals and sustainable environmental strategies across complex significant infrastructure projects, Defence infrastructure other transport and water infrastructure project and major building projects, all of which have required installation and or relocation of power, water and gas infrastructure. Mat is also and experienced Lead Auditor and Management Systems reviewer.

Mathew Billings – Rationale for Selection

Mathew has extensive experience in delivering environmental management services across the Hunter Valley. These projects include:

- RAAF Williamtown Stage 2 Redevelopment Project
- Long Term Train Support Facility Hexham
- Maitland to Minimbah Third Track Project.

Brett McLennan – Overview

Brett is a principal environmental scientist with over 20 years of experience in contamination assessments, pollution control, environmental protection, and project management. Brett's professional history has given him skills in a broad range of technical areas and he has operated across arrange of sectors including oil and gas, energy, transport, defence, including Australian and international government agencies, environmental consultancies, private clients and contractors. Over his career as an Environmental Consultant, Brett has held responsibility for satisfactory delivery of projects and is known for his commitment and investment to the success of every project.

Brett McLennan - Rationale for Selection

Brett's recent experience includes:

- Alternate ER on the Hunter Power Project
- Environmental Management Representative, Legacy Way Tunnel, Brisbane, Qld
- Environmental Adviser, Developed and implemented CEMP for the QGC (Queensland Gas Company) McNulty Pond, Chinchilla, Qld
- Environmental Adviser, Developed and implemented CEMP for the QGC Celest Pond, Chinchilla, Qld
- Environmental Adviser, Developed and implemented CEMP for the QGC Northern Water Treatment Plant IX and BI Ponds, Chinchilla, Qld

5.3 ER Independence

All of our ERs are independent of the Project Design. Once the construction contractor is appointed, Supporting Statements declaring independence of the project design and construction teams will be provided for all of the proposed team members.

5.4 Capacity and Time Allocations

At the time of submission of this proposal, all proposed team member are available as per the allocations and availability listed in the following table.

Name	Proposed Role	Commitments	Weekly Availability	Mobilisation	Allocation to Project
Greg Byrnes	Environmental Representative (Lead)	Sydney Metro West (3 - 4 days per week) HPP (4 - 5 days per month)	2-3 days	One weeks notice	50- 80% of available time During high work load periods the Alternate ER will directly support the ER.
Brett McLennan	Environmental Representative (Alternate)	Sydney Metro	1 day	Two weeks notice	100% of available time - in a supporting role as Alternate.
Mathew Billings	Environmental Representative (Alternate)	M12 Motorway	As required	As required	As required

VALUE FOR MONEY

One of our objectives in the delivery of this service is to provide Value for Money. To deliver value for money, HBI and the proposed team of ERs bring:

Directly relevant experience in the delivery of Energy Sector in NSW

The proposed Primary ER has significant experience in the ER roles, and has extensive experience in the Energy Sector and pipeline construction. Greg, in particular brings experience with power and pipeline infrastructure, from roles as the Environmental Manager on the Northwest Growth Centre Pipeline Project and at Endeavour Energy.

Directly relevant experience in the application of the ER Condition of Approval

The proposed ER Team have significant experience in the application of the ER condition set as provided in draft format for this project. Evidence of DPE approval for other projects in the role has been provided for Greg, Brett and Mathew as Attachment B.

A clear understanding of the key objectives of the role

The ER role can be finalised once the project is determined and the final Conditions of Approval are released. However, under the Planning Approval for the project, the requirements of the Environmental Representative Protocol (Department of Planning and Environment (now the DPE), October 2018) will be relevant. In particular the section references provided in the email received from Trent Williams on the 21 November 2022, which are sections 2.2, 2.3, 2.4 and 3.

The ER will fulfil these requirements in a manner aligned with the values of safety and wellbeing, excellence, achievement, integrity, collaboration and innovation.

A strategic and risk based approach to ER services

HBI adopts a strategic and risk based approach to ER services to minimise the risk of the following:

- an environmental incident with a significant risk of harm as defined by the *Protection of the Environment Operations Act*
- the carrying out of illegal/unapproved works
- non-compliance, especially repeat occurrences of non-compliance with any Condition of Approval, Environment Protection Licence or with project Environmental Management System requirements, including relevant policies
- mishandling of complaints relating to environmental issues that lead to adverse publicity for the Project.

Our experience is that there are significant benefits to be gained through the application of a streamlined, integrated approach, which systematically addresses compliance with licence or consent requirements – this has been also recognised by planning authorities by the inclusion of roles such as the ER in project conditions and the rigour of formal compliance review programs.

Our ERs will review of the post determination approvals related to environmental management, environmental compliance, and environmental monitoring program. This ensures the programs and plans established will be effective mechanisms to deliver compliance as well as meet approval condition requirements.

HBI's nominated ERs have been working to these requirements so they understand the level of detail and the nature of the information required in compliance assessment.

APA has developed its own culture and approaches to compliance. The ER will work to align with and work within this culture, while supporting Project outcomes such as delivery and quality.

Establish, lead, and maintain successful working relationships across the Project

The success of a collaborative approach can be determined by the relationships that are developed over the life of a project. Our written references provided prove our ability to work co-operatively with the Principal and stakeholders, and others to foster and develop critical success factors that facilitate the achievement of the Project objectives.

The interpersonal skills of the ER are critical in the support and maintenance of good relationships and communication with project and construction personnel for the duration of the project. It is recognised that successful relationships do not just happen, but require significant investment to develop and maintain. Failure to develop trust between key environmental and construction personnel can quickly erode goodwill and lead to inefficient project communication and processes. A truly collaborative approach requires a sensible balance of support and advice, as well as firm direction when required.

Often a key challenge is to gain construction personnel 'buy-in' for the identification and response to environmental issues on site. For this reason, HBI ERs foster collaborative relationships with proponent and contractor environmental and community team members, and also with other key internal stakeholders such as the construction site supervisory staff. HBI ERs are often involved in toolbox talk or other team sessions to increase opportunities for interaction with the site teams.

Establishing and maintaining relationships with DPE will be a key part of the ER role on this project. The provision of an independent avenue for community or regulatory concerns to be raised offers an alternate pathway for resolution of issues that are not reached directly between the stakeholder and the project team. Maintenance of all these successful working relationships will be developed through understanding the key expectations and concerns of the other parties, by delivering on commitments made and through focusing on providing added value.

From a recent Performance Report: *"Close relationships between the ER, key environmental stakeholders within our major contracts, and the TfNSW environment team has facilitated the above outcomes and encouraged free flowing dialogue between all parties. A personable and patient demeanour by HBI's ER's is a hallmark of their service and one that brings everyone to consider them as part of the team, despite their independency as DPE representative."*

Clear communication with public or regulatory stakeholders

Independent assessment and communication of compliance is essential. Project stakeholders respect an honest, accurate, and substantiated environmental or risk management action provided it is conducted within a pro-active framework that promotes public and wider stakeholder participation. The ER must be credible as an independent when presenting to the public or other stakeholders, and be able to communicate in clear and concise language.

HBI have been proven to build and foster relationships with the key stakeholders over the life of a project. Repeat business with other infrastructure delivery partners such as on the larger and more complex projects is an indicator of our performance in the delivery of the ER role.

Ability to maintain independence

It is vital that the ER remain independent over the life of the project to sustain the trust and confidence of all stakeholders. This requires careful consideration of issues and the appropriate response; implementation of an approach with integrity at all times; and consideration of the wider impacts of given actions.

Knowledgeable in technical and legal requirements

To ensure credibility, the ER must have sufficient breadth and depth of experience across all technical aspects.

Our ERs have been involved in all stages of project development and delivery, including conceptual development, planning, design, construction, commissioning and operational phases of a number of major infrastructure projects in NSW.

Technical aspects relevant to the project include, surface water and contaminated water management, incident response; biodiversity, salinity and land settlement; unexpected finds including significant heritage items, contaminated land, asbestos, and waste management; and management of impacted stakeholders. .

Knowledge of relevant construction methodologies

To be able to credibly discuss issues with the project team proactively, rather than reactively, the ER must understand the business of the project team – and that business is to deliver the required infrastructure in a compliant manner.

Our ERs have excellent knowledge of the construction methods typically employed for major infrastructure of this kind. Our knowledge stems from participation in the development and construction of many major projects including power stations, high voltage underground cable installation, utilities relocation, , water and sewer pipelines, heavy rail, light rail and Metro rail projects, road projects such as Kempsey Bypass, GWH Upgrade - Lawson, NorthConnex and WestConnex. We bring experience in the establishment of work sites, pipeline underbores and trenching, tunnel excavation, work in and over live operation rail environments, , , , water treatment plant operation, spoil management, installation of drainage and other services such as communications, signalling and high voltage power connections, and the variety of activities that go into upgrading of commuter/traffic and pedestrian interfaces.

Correct risk identification

Our experience is that the key environmental risks are not necessarily those most evident from a cursory inspection and that the ER needs to be able to be actively involved in the forward consideration of risks in the planning of activities.

Interaction with the planning and environment teams, and project delivery teams, in looking ahead to seek improvement in environmental management measures ahead of time rather than as a reactionary measure should be the minimum practice. Our ERs will proactively assist the project team to avoid negative situations.

Responsiveness

The ER needs to be flexible enough to accommodate unforeseen circumstances. For example during unexpected find situations or as necessary due to extreme weather conditions. We are proven in our ability to attend site during critical activities regardless of when they occur. All HBI ER's are based in Sydney, hence are available to attend site at short notice.

Can implement strategies to achieve efficiencies in document review processes

We appreciate that timeliness of approvals and consistency of approach are vital for the successful delivery of the ER role.

The role of the ER requires the ER to be across the project design and environmental documentation as relevant to the Project Approval. This has always been a significant task for the ER generating significant work, usually at the commencement of the project but also threaded through the design development phases.

Strategy 1: Ensure active engagement with the author's of the documents prior to document issue to iron out show stoppers prior to submission to the ER. Short meetings or presentations can be very useful and can be given to multiple stakeholders, including the ER at the same time.

Strategy 2: Obtain all documents requiring review electronically – HBI is capable of receiving to our cloud network “unlimited size” documents so the time often wasted transferring documents is eliminated. This is especially critical in early work phases when the main project document systems are being established.

Strategy 3: Ensure that the ER, the alternate, or any other internal support resources fully understand the context of the documents and can provide useful, constructive commentary if they are called on to assist.

Strategy 4: HBI’s ER team are used to working together to provide support during the design and document review phase.

Implement a strategic approach to costly site surveillance

It is important that the ER’s activities are planned to anticipate emerging environmental issues that are relevant to the Project as it progresses through design, planning and delivery.

HBI would document a strategic approach to the ER activities so that they are conducted in a targeted risk approach that promotes value for money to Snowy Hydro.

A strategic approach to delivery of the ER role recognises that there are a number of factors that are different on every project, and tailors surveillance and compliance activities to best suit the needs of the project. Factors include: the profile of the project; the scale and nature of risks associated with each project package, construction program, and construction methodologies; as well as the experience and capability of personnel involved in project delivery, the influence of the impacted stakeholders including political pressure. It also includes level of actual and perceived impacts to residents, businesses, etc. and the extent of regulatory surveillance.

We would be proactive in the identification of environmental risks in a manner that goes further than simply inspecting and reporting on construction activities. This involves adding value and minimising risk through reviewing upcoming work and recommending innovative solutions or alternative methods to improve environmental performance of the project.

During pre-construction or design, more ER oversight and involvement is required due to initial document reviews, early works approvals and site establishment works. As the project matures, less time may be required as processes are more embedded. We expect the extent of ER involvement to vary over the time as agreed between the parties.

The ER would undertake a balanced mix of activities including inspections, input to Independent Audit scope; scoping of compliance reviews, documentation reviews (as required by the Project Approval), complaints management and involvement in incidents to maintain adequate coverage of the project and to be able to fully meet the condition that defines the role of the ER.

We would tailor our Level of Service to reflect the differences in requirements between work packages and apply a common sense approach to compliance. In particular, with respect to inspections we would conduct pre inspection planning based on the available program look ahead with a focus on high risk activities - including site start up, OOHW, large exposed sites, areas with stakeholder interface/ interest, in-stream works; and confirm inspection requirements at the commencement of each inspection to make inspections useful and relevant focusing on program changes, areas of concern, weather conditions, complaints, stakeholder interest, night works and where incidents have occurred.

The conduct of inspections would seek to minimise the resource input required by Contractors and Snowy Hydro personnel.

Be a team that seeks opportunities for innovation

Opportunities for innovation that have added value to past projects by this team include:

- Utilise the experience of the ER during strategic risk register development, and development of environmental targets and performance standards for the project. Identification of the correct risks upfront may avoid issue later as mitigating strategies can be implemented from the outset.
- Use the experience of the ER to train client delivery team members on expected practices as well as lessons learnt (as required).
- Use technology to advantage - GPS location mapping of photos, database management, use of time lapse cameras to minimise inspections if the vantage points provide sufficient progress overview.
- Implement collaborative inspection reports – such as sign-off of inspection reports by all parties prior to them being submitted to the client to facilitate ownership of issues and their resolution by both the ER and the construction teams.
- Develop a “no surprise” interface with DPE though existing strong operating relationships.
- Have projects submit evidence of the project environmental inspections as part of the ER report – the intent is to build confidence in the project stakeholders that the project is being well managed by the project team rather than the ER through the ER inspection reports!
- Include the superintendent in inspections – this means that the inspection team includes a representative with the authority to make decisions on the spot.

FEE PROPOSAL

7.1 Indicative Key Task Time Estimates

Once the project is determined and the final conditions of approval have been received, key ER tasks and estimated time requirements can be confirmed.

A detailed timesheet will accompany all invoices. Fees charged would be based on the recorded time based on the following Schedule of Rates.

Travel and vehicle running disbursements are included as are other reasonable expenses such as PPE, laptops, etc relevant to the ER role required in the provision of the Services and travel costs within the Sydney metropolitan area, and between Sydney and the Kurri Kurri project site. Time to travel is taken as regular work hours and will be charged at the hourly rates provided.

Schedule of Rates

DESCRIPTION	AMOUNT \$ (ex GST)
Environmental Representative or Alternate Hourly Rate	████

The draft Condition of Approval A29 (c) requires the ER to review the documents identified in conditions B5, B9, B24, B39, C1 and C4 to ensure they are consistent with requirements the approval. This task is dependent on the standard of the initial plans and the responsiveness of their authors. Often multiple reviews and meetings are required to get the plans to a standard that meets DPE expectations. Based on experience from the HPP and other major projects an indicative estimate of hours to undertake one round of review and comment close out and endorse the plans listed in A29 (c) is provided in the table below.

DELIVERABLE	Hours	RATE \$ (ex GST)	Estimate
Biodiversity Management Plan	14	████	████
Aboriginal Cultural Heritage	14	████	████
Soil and Water Management Plan	12	████	████
Traffic Management Plan	12	████	████
Construction Environment Strategy	20	████	████
Environmental Management Strategy	16	████	████

7.2 Pricing Assumptions

1. HBI Terms of Business are attached (Attachment D) and as no contract has been provided for review, we assume that HBI Terms will apply. In the event a contract is offered by APA, we reserve the right to review it prior to offer acceptance.
2. All fees exclude GST unless otherwise indicated.
3. All fees provided are indicative and final fees will be based on a the Schedule of Rates provided.
4. The role of the ER is based on the draft project Conditions of Approval as provided. Once the final conditions, and a project program is available we can provide more clarity to the pricing.
5. We have assumed that whilst on site, the ER will be accompanied by site teams and that, where a vehicle is required to travel in or around active works sites, for safety purposes, will be that of the Principal Contractors equipped for this purpose.

6. No specialist studies have been allowed for our fee proposal. In the unlikely event that these are required, we will seek approval of these activities prior to commencing these. Cost of any such studies would be charged at cost plus 10%.
7. If we provided a cost estimate, we would have made certain assumptions around the time required to complete the services based on our experiences as ERs over 15 years. Where delays are experienced beyond the control of the ER that have significant ongoing time and hence cost implications, such works will be subject to a variation at the rate listed in the Table of Variations. Examples include: strategic delivery changes, poorly developed contractor documentation more than two or three reviews, additional time required to manage unforeseen circumstances. The following variation rates will apply. We offer the same rate for during and after hours work.
8. We have excluded any overnight per diem costs as we don't believe this will be required. In the event that this is necessary or more cost effective, a per diem will be charged as per the Variation Rates.
9. Escalation will apply to all rates at a rate of 5% per year. This change will be applied on the anniversary of project commencement.

Variation Rates

DESCRIPTION	AMOUNT \$ (ex GST) (Year 1)
Environmental Representative or Alternate Hourly Rate	■■■■
Overnight Travel Allowance (if required)	■■■■



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Attachment A: CVs for Greg Byrnes, Brett McLennan and Mathew Billings

Greg Byrnes

Principal Environmental Engineer, Lead Environmental Representative

Healthy Buildings International Pty Ltd



Qualifications and Affiliations

Master of Environmental Law – Macquarie University 2016

Bachelor of Engineering (Environmental) - University of Wollongong 1998

IS Accredited Professional

Exemplar Global Associate Environmental Auditor.

Member of Environmental Institute of Australia and New Zealand (EIANZ)

Career Overview

Greg has over 20 years' experience in environmental management and leadership, having excelled in corporate environmental management, team leadership, environmental auditing, environmental impact assessment and sustainability. Greg is currently the Independent Environmental Representative on the Hunter Power Project and Sydney Metro West. On both these projects Greg ensures environmental compliance is maintained and impacts on the community are minimised. Greg had been instrumental in delivering environmental and sustainability outcomes during his time at Endeavour Energy, Lend Lease, Transurban and Mott MacDonald. As the Environment and Sustainability leader in NSW for Mott MacDonald Greg had prepared and driven a strategy that had grown the team from one to fifteen in the last three years. Greg has managed all environmental aspects of the planning, construction and operation of infrastructure projects. The scale and sensitivity of some of these projects required significant engagement with government stakeholders as well as community groups.

Key Expertise Areas

Greg's relevant areas of expertise include: environmental and project management majoring in infrastructure assessment, construction and operation. Greg specialises in corporate environmental management, team leadership, environmental auditing, environmental impact assessments. Greg has managed all environmental aspects of the planning, construction and operation of linear infrastructure projects. Greg is registered with Exemplar Global as an Environmental Auditor and has been conducting audits on infrastructure projects in NSW, South Australia, Queensland and Victoria.

Relevant Experience

Environmental Management Roles and Construction Experience

Principal Environmental Engineer, Healthy Building International (Oct 2021- present)

Healthy Buildings International Pty Ltd (HBI) is an environmental services consultancy was established in Sydney in 1987 providing Environmental Representative roles, environmental management, environmental engineering, occupational hygiene and Environmental auditing. Greg is a Principal Environmental Engineer and his responsibilities include Environmental Representative on Sydney Metro West, Hunter Power Project, business development and environmental auditing.

Technical Director – Environment, NSW, Mott MacDonald Australia (Jul 2017- Sept 2021)

Mott MacDonald is a global (16,000 employees), multi discipline engineering consultancy with over 700 employees in Australia. Operating in five sectors, advisory, transport, built environment, energy and Water, Mott MacDonald has provided engineering services, including environment and sustainability to private and government clients on all levels of infrastructure delivery. Greg held the role of Technical Director, Environment, and lead the NSW Environment and sustainability Team. His responsibilities included performance management, business development, resource movement, utilisation, recruitment, team culture and overseeing project delivery. Greg was the ANZ Environment and Sustainability Practice Lead from December 2018 – December 2020. As the ANZ Practice Lead he prepared and implemented the Environment and Sustainability strategy, assisted the state based offices with recruitment and growth, met regularly with the global and regional Practice Leads. Greg managed all national bids and proposals and lead national business development. Part of his role at Mott MacDonald was as Project Manager for the delivery of Environmental Assessment under Part 5.1 and 5.2 of the *Environmental Planning and Assessment Act*. This role requires the engagement and management of multi-disciplinary teams, including chapter authors, specialists studies (heritage, biodiversity, noise and vibration, visual impact and socio economic and climate change). As Project Manager, Greg also managed documents quality, delivery milestones, client relationship, budget and resources. All environmental assessments are driven by project design, and Greg has worked work closely with the in house design team to reduce environmental impact through design to environmental assessment.

Principal Environmental Engineer and Director, SB Environmental - (Dec 2016 – July 2017)

SB Environmental Pty Ltd is a boutique environmental consultancy focusing on all environmental aspects of infrastructure construction and operation. Greg was the Principal Environmental Engineer and Director of SB Environmental.

National Environmental Manager, Transurban (Sep 2014 - Dec 2016)

Transurban is a top ASX 15 company and is the largest toll road owner and operator in the world. Its main business activities involve motorway and tunnel operation, maintenance and construction in Australia and the United States.

As National Environmental Manager at Transurban, Greg managed the environmental compliance and performance of all assets under the operational control of Transurban. Greg provided strategic and technical advice to the company executive to ensure our priorities were aligned through regular and consistent interaction with Transport for NSW (formerly the Road and Maritime Service) and multiple delivery partners including a number of Tier 1 contractors.

In this role, Greg was Clients (Transurban) environmental representative on Transurban's major construction projects including Northconnex (NSW), Citylink Widening and Gateway Upgrade (VIC), the Monash Freeway Upgrade (VIC) and, the Logan Motorway Widening (QLD).

As National Environment Manager, Greg provided leadership on environmental performance for all Transurban operational assets including:

NSW: Lane Cove Tunnel, M2 Hills Motorway, M5 Motorway, M7 Motorway, Eastern Distributor and Cross City Tunnel

QLD: Clem Jones Tunnel Go Between Bridge, Gateway Motorway and Sir Leo Hielscher Bridges, the Gateway Extension, Logan Motorway and Legacy Way

As National Environmental Manager, maintaining internal and external relationships was essential. Greg has well honed interpersonal skills, which in combination with his technical strengths; enable him to achieve exemplary environment performance outcomes.

Project Environment Manager, Lend Lease Engineering (Acquired by Acciona) (Oct 2008 – Sept 2014)

Lend Lease Engineering acquired Abigroup and Baulderstone in 2012. Both companies were merged in 2013 to form Lend Lease Engineering. LLE is one of Australia's largest infrastructure delivery contractors and has now been acquired by Acciona. Greg conducted internal environmental audits on various construction projects to ensure compliance and ongoing environmental performance improvement

LLE was one of Australis's leading infrastructure construction companies delivering nationally significant projects in areas such as road, rail, mining, building, telecommunications and water.

In the role as Environmental Manager, Greg managed the environmental compliance with all project approvals and licenses, CEMP preparation and implementation, environmental approvals and risk management of linear infrastructure projects, including the key projects listed below. On each project, Greg managed external consultation with key client and government agencies. Greg developed strong relationships with Sydney Water, Transport for NSW (including the former RMS), Heritage NSW, the Environment Protection Authority (EPA), the Department of Planning, and Environment (DPE) and various other consultancies and construction contractors.

Great Western Highway Upgrade – Lawson - The Lawson Alliance (RMS, LLE, Jacobs): Project Environment Manager and responsible for the implementation of the project CEMP and Environmental protection Licence. The role also involved gaining all necessary approvals, regulator management and sub-contractor environmental auditing.

Macleay River and Floodplain Bridge - The Macleay River and Floodplain Bridge: Project Environment and Community Manager and was responsible for managing all stakeholder engagement, project environmental approvals, onsite environmental risks and sub-contractor environmental auditing.

Epping to Thornleigh Third Track (ETTT) Alliance, TfNSW - Environment Manger for the construction phase of the project, Greg was responsible for the preparation and implementation of the project environmental approvals, this included the Construction Environmental Management Plan and associated sub plans. This project involved building a third track dedicated to freight trains between Epping and Thornleigh in Sydney. Transport for NSW, Lend Lease and Leighton Contractors formed the ETTT Alliance. The ETTT project received a high level of community, agency and government scrutiny. This level of scrutiny required beyond compliance environmental management and stakeholder relations. As part of Greg's role he ensured all works were completed in accordance with the projects commitments and community expectations. He managed the investigation and close out of community complaints and environmental incidents.

North West Growth Centre, Sydney Water. This State Significant Infrastructure project involved the installation of 36km of sewer and water mains throughout northwest Sydney for Sydney Water. As Environment Manager, Greg's responsibilities included the preparation and implementation of all environmental management plans, gaining all

necessary approvals and ensured the project maintained a high level of environmental compliance. The project went through areas of high Aboriginal significance. So, Greg worked closely with Aboriginal stakeholders and managed archaeologists to complete the project.

Environmental Project Manager, Integral Energy (now Endeavour Energy) (Apr 2006 – Oct 2008)

Endeavour Energy is the second largest energy corporation in NSW, incorporated under the Energy Services Corporations Act 1995 (NSW). Endeavour distributes and retails electricity and value added services to in excess of 1,000,000 customers, or 2.4 million people, in households and businesses throughout NSW and Queensland.

In Greg's role as Environmental Project Manager he coordinated and implemented environmental projects and initiatives that reduce Endeavour Energy's environmental risk. This role required the management of all financial aspects of the projects, resource allocation, consultant tendering and management and communicating status to internal and external stakeholders, including the Endeavour Energy Board and Executive. The role also required providing advice to Endeavour Energy departments on contaminated land, environmental legislative requirements and sustainable environmental practises. Greg responded to environmental incidents and co-ordinated resources as needed. As Environmental Project Manager he also managed the tendering process and selection for various services such as environmental consultancy, waste management and laboratory services. The role was Second-in-charge (2IC) of the Corporate Environmental Branch at Endeavour Energy; also acting as the Corporate Environment Manager as necessary.

Senior Environmental Engineer, URS (acquired by AECOM) (Jan 2002 – Apr 2006)

URS Corporation was a leading environmental and engineering consulting firm with more than 370 offices in key cities around the world. URS operated with a global network of more than 50,000 personnel in 34 countries; in Asia Pacific URS had 18 offices with over 1,500 professionals.

As member of the Environmental Site Assessment and Remediation team, Greg was responsible for all facets of environmental work, including Phase I and II environmental site assessments, remediation projects, contract management, team management, sub contractor management and supervision and implementing all health and safety initiatives. This also included the liaising with clients and project management of the projects to ensure on time and budget delivery. During 2005 and 2006, Greg was team leader in NSW/ACT for the national contract URS held with Mobil Oil Australia. As part of this contract URS provided a wide range of environmental services to over 80 sites located in NSW/ACT. The role involved the day to day management of the contract in NSW, which included the completion of environmental site assessments, remediation and validation works and the delivery of Mobil projects on time and under budget and the scheduling of a team of 20 URS personnel. This role also managed a number of direct reports.

Environmental Engineer, IT Environmental (acquired by Coffey) (Feb 2000 – Jan 2002)

IT Environmental Corporation was a leading environmental consulting firm that serviced the public and private sector with offices in all major Australian cities. As an Environmental Engineer with IT Environmental Greg's work included all facets of environmental work for the hydrocarbon industry, including Phase I and II ESAs, contract management, remediation design and implementation, team management, sub contractor management and supervision and implementing all health and safety initiatives.

Relevant Experience

Hunter Power Project - Independent Environmental Representative

Greg is currently the Independent Environmental Representative on the Hunter Power Project.

Sydney Metro - West, Independent Environmental Representative

Greg is currently the part of the Independent Environmental Representative team on Sydney Metro West and is the Lead ER on the Western Tunnel Package.

Snowy Hydro 2.0, Independent Environment Auditor

Greg was the Independent Environmental Auditor for the Snowy Hydro 2.0 Segment Factory. This role fulfils the requirements of the Critical State Significant Infrastructure - 10034 approval, Schedule 4 Condition of Consent 7. The overall focus of the audits is to assess compliance with CSSI 10034 Conditions of Consent, associated management plans and the project Environmental Protection Licence.

Northern Connector, Adelaide, Department of Planning, Transport and Infrastructure

Greg was the Independent Environmental Auditor for the project. This involves undertaking quarterly environmental compliance audits on the project. Greg reviews the construction progress and identifies high risk environmental



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activities and consults with DPTI to define the audit scope. The audit report is issued five days after the audit and summarises the findings by presenting observations, opportunities for improvement and non-conformances.

North West Growth Centre, Sydney Water.

Greg was the Environment Manager for this 36km pipeline project. This role included the preparation and implementation of all environmental management plans, gaining all necessary approvals and ensured the project maintained a high level of environmental compliance. The project went through areas of high Aboriginal significance and endangered ecological communities (EEC).

Delhi Road Widening, Sydney, RMS and Urbangrowth NSW

Greg was the Independent Environmental Auditor for the project. This involved conducting annual environmental compliance audits against the project approval and environmental management plans.

Citylink Tulla Widening, Melbourne, Transurban and Road Projects Victoria

Transurban's Environmental Auditor for the project. This involved undertaking quarterly environmental compliance audits on the project. Greg reviewed the construction progress, community complaints and approval documentation to identify high risk environmental activities and determine the audit scope. The audits reviewed documentation and construction performance and produced a comprehensive audit report that summarises the findings by presenting observations, opportunities for improvement and non-conformances.

Northconnex, Sydney, Transurban and Roads and Maritime Services, NSW

Transurban's Internal Environmental Auditor for the project. This involved undertaking six monthly environmental compliance audits on the project during construction. The audit scope focused on approvals and high risk environmental activities. The comprehensive Audit Report provided Transurban reassurance the delivery partners maintained and improved their environmental performance and minimised community complaints.

Logan Enhancement project, Transurban Queensland

Greg was Transurban's Environmental Auditor for the project. This involved undertaking six monthly environmental compliance audits on the project during construction. The audit scope focused on approvals and high risk environmental activities. The comprehensive Audit Report provided Transurban reassurance the delivery partners maintained and improved their environmental performance and minimised community complaints.



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Brett McLennan, Environmental Representative

Principal Environmental Scientist
Healthy Buildings International Pty Ltd



Qualifications and Affiliations

Diploma of Environmental Technology, Hunter Institute of Technology, 1999
Bachelor of Environmental Science (Honours), University of Newcastle, 2002
Certified Environmental Practitioner (CEnvP#527)
Exemplar Global-AU Management Systems Auditing
Exemplar Global -EM- Environmental Management Systems
Exemplar Global -TL-Leading Management Systems Audit Teams
Exemplar GLOBAL OH 45001 – Lead Auditor in Environmental Management Systems
Certified in Rail Industry Safety Induction (RISI)
Occupational Health and Safety General Induction for Construction Work
Member Environmental Institute of Australia and New Zealand
MSAPMOHS217A – Gas Test Atmospheres
RIIWH5204D –Work Safely at Heights
MISS025008A – Monitor and Evaluate Noise

Career Overview

Brett is a principal environmental scientist with over 20 years of experience in contamination assessments, pollution control, risk management, environmental management and project management. Brett's professional history has given him skills in a broad range of technical areas. He has operated across a range of sectors including transport, oil and gas, energy, defence, Australian and international government agencies, environmental consultancies, private clients and contractors.

Over his career as an Environmental Consultant, Brett has held responsibility for the delivery of numerous consultancy projects and is known for his commitment and investment to the success of every project.

In his previous roles at Golder (Senior Environmental Consultant, Brett supervised and reported for the Environmental Management Representative (EMR) field team on the Legacy Way tunnel in Brisbane, worked as an environmental advisor on the Brisbane Motorway upgrade, Brisbane Airport Motorway (Northern Link Road) project, Gateway North upgrade, Centenary Motorway upgrade and Logan Motorway upgrade.

His recent work at Hibbs and Associates (Senior Environmental Consultant) and Martens and Associates (Principal and Manager Environmental Engineering) included consultation works on Construction Environmental Management Plans (CEMP) and Acid Sulfate Soil (ASS), Environmental Management Plans (Ribbon, Barangaroo and M5 St Peters Interchange), waste assessments, environmental and asbestos monitoring and management, groundwater and air monitoring programs.

Brett's career experience includes Amdel Laboratories (inorganic and organic chemist, manager sample receipt), GHD (Environmental Consultant), Golder Associates (Senior Environmental Consultant) – Contamination, EIA/EIS, environmental assessments, EMR and site environmental advisor; McLennan & Associates (Senior Environmental Consultant); SIMTARS (Senior environmental officer); EnviroAg (Principal and office manager), Hibbs and Associates (Senior Environmental Consultant) – contamination, noise, atmospheric, HAZMAT and asbestos), Martens and Associates (Principal and Environmental Team Manager – Contamination, groundwater, EIA, ASS, S34 conciliations, noise certifications and asbestos; McLennan Environmental – contamination and noise assessments; and Healthy Buildings International as a NSW DPE approved environmental representative.

Key Expertise Areas

Brett's relevant areas of expertise include being an environmental representative on state significant infrastructure projects, project management and environmental site inspections; strategic planning including environmental impact assessments; environmental site audits; construction and operational environmental management plans; risk assessments; soil, sediment, ASS and salinity investigations; waste management; contaminated site assessment and remediation; emergency response; environmental monitoring including soil, surface and groundwater, air and noise; environmental incident investigations, asbestos management; and occupational health and safety for supervisors.

Relevant Experience

Environmental Representative Roles and Construction Environmental Management Roles and Experience

Environment Representative, Sydney Metro City and Southwest, Sydney, NSW

Alternate Environment Representative, Sydney Metro West, Sydney, NSW

Alternate Environment Representative, Sydney Metro Speedway, Sydney, NSW

Alternate Environment Representative, Hunter Power Project, Kurri Kurri NSW

Alternate Environment Representative, Hunter Bypass, Hexham NSW

Environmental Management Representative, Legacy Way Tunnel, Brisbane, Qld

Environmental Adviser, Developed and implemented CEMP for the QGC McNulty Pond, Chinchilla, Qld

Environmental Adviser, Developed and implemented CEMP for the QGC Celest Pond, Chinchilla, Qld

Environmental Adviser, Developed and implemented CEMP for the QGC Northern Water Treatment Plant IX and BI Ponds, Chinchilla, Qld

Compliance Audit, Licensing and Assurance

Construction site audits, various sites across southeast Qld, BMD Brisbane

Due Diligence contamination assessments at nine locations in the Badgerys Creek area, Anglican Diocese

Noise licencing assessments, Brisbane Refinery, Caltex Australia

Noise and dust licencing assessments, Mt Coot-Tha Quarry, Brisbane Qld

Biogas quality and flue assessments, Carlton United, Qld

Gas and noise surveys of five Queensland and 11 NSW landfills

Groundwater and coal seam gas bore review, Santos, Condamine, Qld

Review of natural gas seams, Qld Department of Mines, Condamine Qld

Environmental Officer with the Qld Department of Mines (SIMTARS)

Environment Planning and Engineering

Environment Advisor for contamination and ASS, Port of Brisbane Motorway Upgrade, Port of Brisbane Motorway Alliance

Environment Advisor for contamination and ASS, Brisbane Airport Motorway, Brisbane Airport Corporation

Environment Advisor for contamination and ASS, Centenary Motorway, Horizon Alliance

Environment Advisor for contamination and ASS, Western and Eastern Corridor Recycled Water Pipelines, SE Qld

Environment Advisor for contamination, groundwater and ASS, Water pipeline, BMP Alliance

Contaminated Land/ASS, Groundwater Management Plans, M5 St Peters Interchange

Contaminated Land/ASS, Asbestos Plans, Ribbon, Barangaroo and Green Square Precincts, Sydney

Preparation of an Environmental Impact Assessment – Jejevo/Isabel Project B, Sumitomo Nickle, Solomon Islands

Preparation of an Environmental Impact Assessment – Namosi Copper and Gold Project, Newcrest, Fiji

Preparation of three Environmental Impact Statements for sand mining operations in the Hawkesbury, Shoalhaven and Hunter Regions

Environmental dust monitoring, Sydney Metro Martin Place Station construction, NSW

Environmental Assessment for Contamination and ASS, Wheatstone WA, Chevron Australia

Environmental Assessment for ASS, Curtis Island LNG Pipeline and, Qld

Narangba Industrial Estate Airshed Assessment, air and odour assessment was undertaken on behalf of Qld Health at an industrial estate located in Narangba, Qld

Preliminary and Detailed Site Investigations for subdivisions in Pitt Town, Leppington, Austral, Ingleburn, Rouse Hill, Schofields and Tweed Heads, NSW

Prepared and supervised the Remedial Action Plans for the removal of asbestos contamination at various sites across NSW

Prepared the Remedial Action Plan for the removal of dieldrin and asbestos in soil for the redevelopment of the New England University Residential Collages, Armidale, NSW

Prepared and supervised the Remedial Action Plans for the removal of lead and zinc contamination during the removal of Dangar Island water tank, Sydney Water NSW

Detailed Site Investigation of a former zinc slag pit with natural gas pockets, Hunter Valley, NSW

Referees

Referee Name	Email Address	Phone
Vincent Huurdeman, Legacy Way Environmental Officer – Brisbane City Council (Now Qld DES)	Vincenthuurdeman@gmail.com	0416 477 711



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Jay Venkat, Manager Environment, Acciona

jay.venkat@acciona.com



Mathew Billings
Principal Environmental Consultant / Environmental Representative
Healthy Buildings International Pty Ltd

Qualifications and Affiliations

Bachelor of Applied Science – Resource and Environmental Management
Management Systems Lead Auditor (ISO 9001 QMS & 4001EMS)
ISAP – Infrastructure Sustainability Accredited Professional
Australasian Rail Association Sustainability Committee
Certificate IV in OHS
Certificate IV in Training and Assessment
ICAM- Lead investigator
Erosion and Sediment Control (Blue Book)
Australasian Rail Association. Sustainability Committee.

Career Overview

Mat has over 20 years experience working across all sectors of Construction as a SHEQ professional.

For the past 15 years Mat has worked on Environment and Approvals manager across multiple significant infrastructure projects, Defence infrastructure project, other transport and water infrastructure projects and major building projects.

Mat's key areas of expertise include; Environment Management, including the development and implementation of environmental management systems and management plans, tender development and response, project management, strategic planning and business development, management system and project auditing, risk management, erosion and sediment control; waste and contaminated site and materials management; heritage management including development and implementation of interpretive content and indigenous and European archeological investigation assessment and reporting; community and stakeholder consultation, delivery of critical infrastructure compliance in design, construction and operation including development or modifications, consistency assessment and REFs; development of Construction Traffic management plans including regulator consultation; emergency response and incident investigation; air quality management; noise and vibration assessment and management; environmental monitoring (surface and ground water, water , soil, air noise and vibration, flora and fauna) Environmental Protection License development and Administration. Sustainability in design, sustainable procurement, Infrastructure sustainability ratings delivery (design and as built)

Mat is pragmatic with a focus on developing open and honest relationships across all stakeholders. Mat is known for his ability to deliver best practice and compliance. Mat has a passion for identifying sustainable, safe, and cost-effective solutions for complex problems.

Key Expertise Areas

Mat's relevant areas of expertise include design and delivery of approvals and sustainable environmental strategies across complex significant infrastructure projects, defence infrastructure other transport and water infrastructure project and major building projects, all of which have required installation and or relocation of power, water and gas infrastructure. Mat is also an experienced Lead Auditor and Management Systems reviewer.

Relevant Experience

Environmental Management Roles and Construction Experience

Healthy Building International Principal Environmental Consultant (November 2022-present)

Healthy Buildings International Pty Ltd (HBI) is an environmental services consultancy was established in Sydney in 1987 providing Environmental Representative roles, environmental management, environmental engineering, occupational hygiene and Environmental auditing. Mat is a Principal Environmental Consultant, and his responsibilities include Environmental Representative on TfNSW M12 Motorway, business development and environmental auditing.

CPB Contractors. Environment and Sustainability Manager (2016-2022)

NSW /ACT and Major Project /Tunneling Business Unit

CPB Contractors is the CIMIC Group's construction company, with a team of around 23,000 people working at operations across Australia, New Zealand, Papua New Guinea, Asia and India. CPB Contractors delivers major projects across all key sectors of the construction industry, including roads, rail, tunnelling, defence, building and utilities.

While at CPB Mat held the role of Environment and Sustainability Manager on State Significant infrastructure Projects and Defence Redevelopment projects. Mat also supported the NSW and Major project and Tunneling Business Units



with tender development and review, technical working groups, auditing and Management Systems review, staff training and mentoring. As a member of the senior leadership team on major projects Mats responsibilities included :Tender review and response, engagement and management of multi-disciplinary teams, Project management plan development and review, Compliance management, event investigations and resolution, client, regulator and other stakeholder interface, consultation and negotiation, procurement and forecasting, Over responsibility for delivery of technical report across environmental, heritage, design, social and sustainability deliverables.

Projects

- **Sydney Metro Western Sydney Airport - SBT** (CPB tunnelling business unit). Tender, Design and construction of tunnels and station box for Sydney Metro Western Sydney Airport
- **Sydney Metro City and Southwest Linewide Works:** (CPB UGL JV) Tender, design and construction of permanent systems, services and building works within, adjacent, or required for rolling stock to travel through the Sydney Metro City and Southwest Tunnels and Trackway, including coordination with al interface contactors delivering other element of SMCSW, including Utilities installation and relocation
- **RAAF Williamtown Stage 2 Redevelopment Project:** RAAF Base Williamtown. Project provided new, upgraded and extended facilities and utilities infrastructure to ensure that RAAF Williamtown can continue to operate as a leading Base for fighter jets into the future
- **Riverina Redevelopment Project.** Department of Defence – Planning Phase: The proposed Riverina Redevelopment Program involves the delivery of new or upgraded accommodation; upgrades to training facilities; consolidating and upgrading communal facilities; and remediation works and upgrades to utilities infrastructure services.

Leighton Contractors. Environment and Quality Manager (2014 – 2016)

Projects

- **Long Term Train Support Facility Hexham**

This project entailed construction essential infrastructure, including power and water supply and water treatment for maintenance, fueling and temporary stabling of Aurizon rolling stock in the Hunter Valley. This brownfield ex-coal wash facility was located on the Hunter river flood plain which required dewatering and treatment of acid sulphate soils. Mat undertook liaison with multiple concurrent projects and stakeholders in the rail corridor required (ARTC, Aurizon, NSW EPA, Hunter Wetlands). Additional challenges were the adjacent national park and wetland and managing the cumulative impacts on sensitive receivers and managing these during rail possessions. Mat also developed and implemented quality management systems, satisfying stakeholder/client assurance requirements including a comprehensive Requirements Allocation and Traceability Matrix (RATM) that allowed for the staged submission of all project deliverables to the client, including rail assurance, BCA and contract requirements. Mat was able to leave a positive environmental/sustainability legacy via rehabilitation and stabilization on site of contaminated spoil from persisting coal wash facility >500K cubic meters.

During this period Mat also acted, as required as NSW Business Unit Environment Manager, supporting tenders and projects. Undertaking systems audits, forecasting and maintenance of the Business ISO 14001 Certification obligations.

John Holland. Environment Manager (2010-2014).

Mat worked on critical state significant infrastructure and utilities project while at John Holland. Mat provided a positive legacy as a member of project senior management teams. Mat successfully developed and implemented systems to deliver daily construction outcomes and meet the complex compliance requirements for multiple approvals and licenses. This included internal, external, and independent audits. Mat also led consultation with the local community and direct engagement with Local Area Land Councils (Indigenous). This resulted in positive outcomes for local historical, archaeological and Indigenous heritage groups. In addition to project responsibilities Mat also works with the NSW business unit on tenders and management system reviews and technical working groups. While working on tenders Mat ensured that TfNSW and regulatory compliance requirements were accounted for and costed as part of the design and development process. This included overseeing development of estimates and programming for environmental deliverable for the duration of the project. Providing advice and content for the development of the scope and performance requirements of the project sustainability. Mt also led development of environmental and community management plans and sub plans required as part of the Request for Proposal from TfNSW. Including management of a team of specialist environmental consultants through the delivery of an innovative winning proposal.

Projects



- **Glenfield to Leppington Rail Line Project.** Construction of 10.5km of new twin track electrified rail line from Glenfield to Leppington in southern Sydney, two passenger stations and a stabling yard and associated utilities infrastructure including power, water and gas supply for the new rail line.
- **Maitland to Minimbah Third Track Project.** Critical rail upgrade of 24km of track between Maitland and Whittingham to improve rail reliability and capacity between the Hunter Valley mine sites and the Port of Newcastle.
- **Murrumbidgee Irrigation Area Renewal Alliance.** Murrumbidgee Irrigation Pty Ltd. Canal and Pipeline replacement Project around Griffith.
- **NWRL Operations Trains and Stations Public Private Partnership (OTS PPP).** Northwest Rapid Transit Consortium. (successful tender).

ADCO Construction. SHEQ Advisor. (2007-2010)

Mat was responsible for developing and implementing, standard operating procedures and associated training courses for OHS, environmental, quality compliance across all levels of operation. Mat led Implementation, monitoring and auditing of the Integrated Management System across multiple sites, including development of safety environment and quality compliance and assurance documentation. Mat also undertook legislation review and updates, incident reporting and investigations, Internal HSEQ systems assurance audits and performance reports, site inspections, risk assessments, tool box talks Liaison with Federal, State and local authorities, Unions and community forums. Managing external reporting requirements and participation in external auditing including system recertification audits.

Self Employed HSEQ Consultant (2006-2008)

Working with ADCO Constructions, on commercial construction projects, as a site based HSEQ representative on multiple sites.

OHS, environmental and quality consultation services to civil and commercial builders and contractors.

Administration of all aspects of the OHS, environmental and quality management system on site. Including site assessment and inspection, preparation and review of internal and external audits, participation in client and community meetings, inductions and investigations, tool box talks, safety walks, hazard assessments, safety training, environmental monitoring and review of all subcontractor and principal contractor documents

Youth Challenge International. Guyana. 1998-2000

Assistant Program Director and Environmental Program Manager

Canadian International Development Commission. Awarded Internship scholarship to fund my role as Environmental Program Manager. Establishing and fostering partnerships with local and foreign governments, community groups and commercial partners. Overseeing funding programs and proposals Implementation of environmental research and development projects. Developed evaluation indicators to facilitate program management. Gathering and evaluating base line data on implemented projects. Program management planning and administration. Auditing of program and site-specific HSEQ systems and evacuation plans. Overall responsibility for project staff and volunteer WHS



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Attachment B: Evidence of DPE approval for other projects for Greg, Brett and Mat

Ms Deanne Forrest
Project Manager – M12 Motorway
Transport for NSW
PO Box K659
Haymarket NSW 1240

17/11/2022

Subject: Appointment of alternate Environmental Representative (Condition A33)

Dear Ms Forrest

I refer to your request dated 8 November 2022, nominating Mr Mathew Billings as the alternate Environmental Representative (ER) under the condition of approval A31 of SSI 9364.

I note that:

- the curricula vitae provided in support of Mr Billings demonstrates the skills, qualifications and experience each nominee has to undertake the role;
- Mr Billings has confirmed he was not involved in the preparation of the documents listed in condition A1; and is independent of the design and construction of the project; and
- Mr Billings meets the requirements of the Environmental Representative Protocol (DPIE, 2018).

As nominee of the Planning Secretary, I approve the appointment of Mr Mathew Billings as alternate ER, under conditions A33 of SSI 9364.

Please ensure that Mr Billings is provided with all relevant information required to undertake the role and that you respond to requests for information promptly and thoroughly.

If you wish to discuss the matter further, please contact Amy Porter at Amy.Porter@planning.nsw.gov.au.

Yours sincerely



Grant Brown
Acting Team Leader
Infrastructure Management

As nominee of the Planning Secretary

Ian Smith
Approvals Manager – Hunter Project
Snowy Hydro Limited
PO Box 332
Cooma, NSW, 2630

22/12/2021

Dear Mr. Smith

**Hunter Power Project (SSI-12590060)
Environmental Representative Approval**

I refer to your request (SSI-12590060-PA-11) for the Secretary's approval of suitably qualified persons to undertake the role of Environmental Representative for the Hunter Power Project (SSI-12590060).

The Department has reviewed the nominations and information you have provided and is satisfied that these experts are suitably qualified and experienced. Consequently, I can advise that the Secretary approves the appointment of Greg Byrnes as Lead Environmental Representative, Brett McLennan as first alternate, and Jo Robertson as second alternate Environmental Representative.

If you wish to discuss the matter further, please contact Wayne Jones on (02) 6575 3406.

Yours sincerely



Stephen O'Donoghue
Director Resource Assessments

As nominee of the Secretary



HBI

Healthy Buildings International Pty Ltd

Attachment C: Environmental Representative Reference - Hunter Power Project

8th December 2022

Healthy Buildings International
Suite 2.06, Level 2, 29-31 Solent Circuit, Norwest NSW 2153

RE: Environmental Representative Reference - Hunter Power Project

Greg Byrnes has been engaged by Snowy Hydro Limited on the Hunter Power Project since January 2022, in the capacity of Environmental Representative. Greg performs this key position in a practical and fundamental manner, offering advice if requested, related to the various approvals and management plans required that Snowy Hydro are working under. Greg performs monthly site inspections and provides detailed reports, outlining observations and commentary on compliance.

Since being engaged on the project, Greg has been a key resource to review and endorse project environmental documents on behalf of DPE, including Management Plans, EIS Consistency Assessments and operational Fire and HAZOP studies.

If any further information or clarification is required, please do not hesitate to contact me on 0429 702 037.

Yours sincerely,

DocuSigned by:

E7C013BF8F834D4...

Isaac Strachan
Snowy Hydro Limited
Health, Safety and Environment Lead - Hunter Power Project

Certificate Of Completion

Envelope Id: 27BE1AF44F054A589E870BE4FAFDE8F5

Status: Completed

Subject: ER Reference Letter

Source Envelope:

Document Pages: 1

Signatures: 1

Envelope Originator:

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Isaac Strachan

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Cooma, New South Wales 2630

Time Zone: (UTC+10:00) Canberra, Melbourne, Sydney

Isaac.Strachan@snowyhydro.com.au

IP Address: 206.83.112.147

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Status: Original

Holder: Isaac Strachan

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08-Dec-22 | 17:39

Isaac.Strachan@snowyhydro.com.au

Signer Events

Isaac Strachan

Isaac.Strachan@snowyhydro.com.au

Health, Safety and Environment Lead

Snowy Hydro Limited

Security Level: Email, Account Authentication (Optional)

Signature

DocuSigned by:

Isaac Strachan

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Signature Adoption: Pre-selected Style

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Sent: 08-Dec-22 | 17:40

Viewed: 08-Dec-22 | 17:40

Signed: 08-Dec-22 | 17:41

Freeform Signing

Electronic Record and Signature Disclosure:

Accepted: 03-Apr-20 | 17:17

ID: 8d345d0d-29f8-4716-90d1-d719e4467f91

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp**

Greg Byrnes

greg.byrnes@hbi.com.au

Security Level: Email, Account Authentication (Optional)

COPIED

Sent: 08-Dec-22 | 17:41

Viewed: 09-Dec-22 | 08:47

Electronic Record and Signature Disclosure:

Accepted: 25-Jan-22 | 11:46

ID: 6630fd45-487c-43fb-b290-004a333c9fd3

Witness Events**Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

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Certified Delivered

Security Checked

08-Dec-22 | 17:40

Signing Complete

Security Checked

08-Dec-22 | 17:41

Completed

Security Checked

08-Dec-22 | 17:41

Payment Events	Status	Timestamps
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Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Snowy Hydro Limited:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: appsupport@snowyhydro.com.au

To advise Snowy Hydro Limited of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at ics_service_desk@snowyhydro.com.au and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from Snowy Hydro Limited

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to appsupport@snowyhydro.com.au and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Snowy Hydro Limited

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to appsupport@snowyhydro.com.au and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum

Enabled Security Settings:	<ul style="list-style-type: none"> • Allow per session cookies • Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection
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** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Snowy Hydro Limited as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Snowy Hydro Limited during the course of my relationship with you.



HBI

Healthy Buildings International Pty Ltd

Attachment D: HBI Terms of Business



General Terms and Conditions of Engagement

These conditions of engagement apply to services carried out by the Company and should be read in conjunction with the Proposal. Unless agreed in writing, these conditions shall apply to the exclusion of any inconsistent provision which may appear on any order form or other document issued by the Client. They shall apply to any variations which may be agreed or ordered in the scope of the work and to any supplementary work on the project which may be the subject of verbal agreement.

1. **Definitions.** In these conditions of engagement:

“Company” means Healthy Buildings International Pty Ltd (ABN 39 003 270 693).

“Consequential loss” means any indirect, incidental or consequential loss or expense, damages or cost, including but not limited to loss of profit, revenue or business interruption arising in any way out of these conditions of engagement or the services and otherwise at law, equity, common law or by operation of statute whether or not the likelihood of such loss or damage was contemplated.

“Client” means the person to whom the Company is contracted to provide services and who is ultimately responsible for payment. The Client may be represented by an Agent (e.g. Consulting Engineer, Project Manager, Architect, Solicitor, etc.) who acts with his authority and arranges for or directs the services on his behalf.

“Proposal” means the Company’s written offer to provide consulting services which accompanies these conditions.

“Services” means the services or goods to be provided by the Company to the Client, as detailed in the Proposal.

Words importing the singular include the plural, and vice versa. Words importing any gender include the other genders.

2. **Special Terms and Conditions.** Special Terms and Conditions are applicable for Asbestos & Hazardous Material Investigations and Environmental Investigations. Where applicable to the proposed services, the Special Terms and Conditions are intended by the Client/Company to be complementary to the General Terms and Conditions accepted by the Client /Company. However, it is understood and agreed that, should any conflict of inconsistency arise between the application and/or interpretation of the General Terms and Conditions and these Special Terms and Conditions, then these Special Terms and Conditions shall take precedence and have full legal force and effect.

3. **Role of the Company.** The Company will exercise reasonable skill, care and diligence in providing the Services in accordance with standards ordinarily exercised by members of the profession in the same locality under similar conditions.

4. **Role of the Client.** The Client (or Agent) must provide to the Company (where relevant):

- Written acceptance of the Proposal.
- Approvals for access, name of site contacts and keys.
- Previous reports, assessments, technical information and documentation relevant to the scope of works.
- Survey plans and data regarding underground services.





- Other information relevant to the brief.

The Company assumes no responsibility for any consequences arising from any information or condition that was concealed,

withheld, misrepresented, or otherwise not fully disclosed or available to the Company.

5. **Role of Agent.** If the Proposal is accepted by an Agent, the Agent warrants to the Company that he has the Client's authority to do so and accepts that he is personally liable for the Client's obligations under the engagement. If the person who accepts the Proposal does not indicate in writing he is an Agent at the time of acceptance, he is the Client and liable accordingly.

6. **Fees.** The Proposal indicates whether the Company will provide the Services for a lump sum or a fee calculated by a schedule of rates. If a schedule of rates or multiple project stages are proposed, then the Company may in the Proposal give an estimate of the total cost.

- The estimate of total cost and the lump sum are based on the Company's understanding of the required scope of work. The Company will endeavour to provide the Services within the estimate or sum provided.
- If undisclosed or unexpected conditions are encountered then additional work not allowed for may be required. Under these circumstances the Company will endeavour to advise the Client and seek its approval before undertaking work which exceeds the estimate or sum.
- If any activity is required which is outside the scope of the Proposal, the Company will charge for such additional work at the current standard hourly rates for personnel and equipment. Hire of outside services, if necessary, will be charged at cost plus 15% for procurement.
- Unless otherwise stated Goods and Services Tax has not been included in either the rates or lump sum in our proposal and will be charged to the Client, when applicable.
- The schedule of rates in the Proposal is current for a period of three months from the date of the Proposal and may thereafter be varied in accordance with changes in the market for the Services, CPI, award and statutory changes.

7. **Terms of Payment.** At the Company's election, invoices will be rendered monthly or on completion of the work and are due for payment in full within 30 days. The Company will charge interest at the rate of 1½% per month on any invoices unpaid after 30 days. If the Client disputes any part of the invoice then a written schedule of the items disputed must be given to the Company within 10 Company days of receipt of the invoice.

8. **Limitation of Liability.** The Company's liability for breach of any actual or implied warranty (to the extent permissible by law) arising from this agreement or the services is limited at the Company's option to either providing those Services again, or refunding the price of that part of the Services in respect of which the breach occurred.

The Company's liability to the Client, over the extent that is recoverable under the insurance policies, for loss or damage caused by a failure to exercise reasonable care is limited to three times the fee actually paid by the Client to the Company for the services concerned.

Neither the Company nor the Client is liable to the other in respect of Consequential loss.





9. **Copyright.** The Company retains copyright in all drawings, reports, specifications, calculations, computer disks, and other documents provided by the Company. The Company licenses the Client alone to use this material in connection with the project for which it is prepared.

If the Client is in breach of any obligation to make payment to the Company, the Company may revoke this licence and the Client shall cause to be returned to the Company all material in its possession.

The Client must not alter or amend any material produced by the Company without prior agreement by the Company and must acknowledge the Company's work in all material incorporated into larger documents or reports.

10. **Termination and Disputes.** This agreement may be terminated by either party if substantial breach by the other party of his obligations has not been remedied within fourteen (14) days of receipt of written notice requiring the breach to be remedied. In the event of termination, the Company shall be paid for all services performed to the termination date plus reasonable termination expenses.

Any disputes between the Company and the Client, shall first be the subject of mediation, provided that this provision shall not prevent the Company from instituting legal action at any time to recover monies owing.

The relationship between the Company and the Client, and any relationship arising pursuant to this document, shall be governed by the law of the State or Territory from which our Proposal letter has been prepared.

11. **Reports.** Reports and documentation are provided for the exclusive use of the Client at a specific time, for a specific purpose and particular project. They should not be relied upon for other projects or purposes on the same site or by a third party without written agreement from the Company. This is because project details, statutory requirements and site conditions may change with time affecting our recommendations and conclusions.

12. **Investigations.** Written reports will be provided on completion of the work giving a statement of procedures and all field and laboratory results. Interpretations and analysis of results and comments thereon will be provided, where and as indicated in our proposal. The reports will be based on normally accepted theory and practice and on the limits of information available.

13. The Company cannot assume responsibility for the adequacy of its recommendations when they are used in the field without the Company being retained to observe their implementation.

14. An electronic copy of the report will normally be provided and hard copies can be made available if required, at an agreed charge.

15. **Acceptance of Terms and Conditions.** Any direction by the Client either verbal or written to undertake services as defined in the proposal will be deemed acceptance of the General Terms and Conditions and Special Terms and Conditions where applied.

