



July 2023

**Environmental Management Plan
for
Hodgson Quarries and Plant Pty Ltd
Roberts Road Quarry, Maroota NSW**



Summary Table	
Consent Number	267-11-99
Name of Quarry	Robert Road Quarry
Name of Quarry Operator (s)	Hodgson Quarries and Plant Pty Ltd
Name and Contact Details of the Quarry Manager	Martin Hodgson PO Box 355 Glenorie NSW 2157 (02) 4372 1649
Name and Contact Details of the Environmental Representative	Stuart Reed 0418 277 871 hodgsonquarries@gmail.com

Revision Table

Date	Version	Author	Reviewed	Approved
13/07/2016	R0- Updated from 2011	LT	MH/SR	
22/11/2017	R1- Revision of Table 7	LT	MH/SR	
14/12/2017	R2- Update following Independent Audit	LT	MH/SR	
26/07/2018	R3- review following Annual Review 2017 acceptance	LT	MH/SR	
July 2019	R3- Reviewed, no changes	LT		
July 2020	R3- Reviewed, no changes	LT		
July 2021	R3- Reviewed, no changes R3	LT		
July 2022	R3- Reviewed, no changes R3	LT		
26/07/2023	R4 Updated due to Mod 4 approval and IEA	LT/TO	MH/SR	

NOTE – This is a tracked version – with changes from version R3 given in [blue text](#).

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Contents

1	Introduction	1
1.1	Project Site	1
1.2	Background	1
1.3	Scope	1
1.4	Context of this Document	3
1.5	Document Control and Revision	4
2	Consents, Leases and Licences	5
2.1	Department of Planning and Environment	5
2.2	Environment Protection Authority	5
2.3	NSW Office of Water	5
2.4	Policies, Guidelines and Standards	8
3	Description of Site Works	10
3.1	Requirement to Comply	10
3.2	Commencement of Works	10
3.3	Completion of Works	10
3.4	Construction Works and Environmental Controls	10
3.5	Dam Construction	10
3.5.1	Extraction	10
3.5.2	Rehabilitation Works	10
3.5.3	Rate of Extraction	11
3.5.4	Depth of Extraction	11
3.5.5	Life of Operation	11
3.5.6	Hours of Operation	11
4	Environmental Objectives and Targets	13
5	Emergency Response	15
5.1	Definition of a Pollution Incident (POEOA)	15
5.2	Definition of Material Harm (POEOA)	15
5.3	Procedures	15
6	Monitoring Reporting and Response Procedure	16
6.1	Monitoring and Auditing Program	16
6.2	Inspection	16
6.3	Auditing	18
6.4	Environmental Reporting	18
6.5	Complaints Management and Incident Response	19
6.5.1	Complaints	19
6.6	Emergency, Incident and Non-Compliance Response Process	19
6.6.1	Emergencies	19
6.6.2	Incidents and Non-compliances	19
7	Responsibilities and Training	21
7.1	Responsibilities	21
7.1.1	Plant Manager	21
7.1.2	Environmental Manager	21
7.1.3	General Staff	21
7.2	Training	21
8	Review	23
9	References	24

Tables

Table 1.	Relevant Consent Conditions	2
Table 2.	OEMP Update Summary	3
Table 3.	OEMP Document Distribution	4
Table 4.	Water Licences – Monitoring Bores	6
Table 5.	Water Licences – Plant Bore	6
Table 6.	Water Licences – Surface Dams and Nursery Bores	7
Table 7.	Legislative Requirements	8
Table 8.	Relevant Policies, Guidelines and Standards	9
Table 9.	Key Issues, Environmental Objectives and Targets	14
Table 10.	Compliance Tracking Procedure	17

List of Sub-Plans

Appendix A	Air Quality Management Plan
Appendix B	Water Management Plan
Appendix C	Operation and Road Noise Management Plan
Appendix D	Traffic and Transport Management Plan
Appendix E	Flora and Fauna Management Plan
Appendix F	Landscape and Rehabilitation Plan
Appendix G	Construction Environmental Management Plan
Appendix H	Pollution and Incident Response Management Plan
Appendix I	Induction Package
Appendix J	Consultation

1 Introduction

Hodgson Quarries and Plant Pty Ltd are obliged to prevent and minimise harm to the environment throughout the life of the project. All practicable measures will be taken to prevent and minimise harm that may result from the construction, operation and decommissioning of the development.

All activities on the site, including those undertaken by contractors and sub-contractors will be carried out generally in accordance with the EIS, Modifications 1 to 4 and the conditions of the development consent. This plan will be implemented to ensure that all activities on the premises will be carried out in a manner that will minimise disturbance and maximise rehabilitation at the premises.

1.1 PROJECT SITE

The project site is located on Roberts Road near Old Northern Road, Maroota, New South Wales. Maroota is approximately 50 kilometres North West of Sydney see *Figure 1 of the EMS*. The property description is Lots 1 & 2, DP 228308 and Lot 2 312327, located in the Parish of Maroota, County of Cumberland. The site is zoned RU1 Primary Production by the Hills Shire Council.

1.2 BACKGROUND

The Maroota area is known for the production of sand from a palaeochannel system and represents a valuable resource to the building industry. The sand is obtained from two main sources, the Maroota Sand which overlies the weathered profiles of the Hawkesbury Sandstone. Clay beds deposited by the meandering of the palaeochannels are common throughout the Maroota Sand formation.

The site has approval to extract ~~480,000~~ ~~479,050~~ tonnes per annum and receive no more than 320,000 tonnes of VENM and ENM (in total) per annum at a maximum rate of 50 laden trucks per day. Extraction of the sand is contingent upon a water supply dam in order to wash the clay from the material won. The project supplies graded sand and gravel products suitable for use in the construction industry and specialty markets.

The site has been operational since the 1990's and construction of a water supply dam commenced in or around the 1970's. The site was formerly known as Sun-A-Rise Quarry, where construction of a water supply dam commenced around 1970. Consent from the Minister for Urban Affairs and Planning was granted for extraction and processing of sand, clay and pebble material in 2000 and the continued construction of the dam which is located on the northern boundary of the site. The original consent was modified in November 2000, August 2015, and March 2016 and August 2021. Hodgson Quarries and Plant Pty Ltd (the client) took over operations on the site in 2004.

This Operational Environmental Management Plan (OEMP), which forms part of the Environmental Management Strategy (EMS) has been updated and reviewed as required by the 2016 (~~Modification 2~~) consent conditions, see *Appendix A of the EMS*. The target and objectives will be in line with the original EIS and the Environmental Assessments for the subsequent modifications (Nexus Environmental Planning Pty Ltd, November 1999), (Nexus Environmental Planning Pty Ltd, May 2015), (Nexus Environmental Planning Pty Ltd, September 2015), (*Umwelt December 2019*).

1.3 SCOPE

This document has been prepared using information provided by the client and covers the operations by Hodgson Quarries and Plant Pty Ltd at the Roberts Rd, Maroota Quarry. Documents relevant to this OEMP include the following:

- Operational Environmental Management Plan (September 2011 and November 2016), VGT
- Environmental Management Plan (June 2001), ERM
- DPE (Department of Planning and Environment) consent S98/00772, Modification ~~2~~ 4 of DA 267-11-99 (~~13 August 2021~~ 18 March 2016)
- EPA Licence 6535

This OEMP has been prepared to review environmental objectives and procedures for managing and mitigating potential environmental impacts associated with the operation. It includes those objectives and procedures set out in

the original OEMP as well as addressing the additional requirements of the ~~2021~~ 2046 consent and subsequent reviews.

The reviewed and updated OEMP is discussed in the following sections. This document, to be retained on site, also provides information on relevant environmental legislative requirements, licences and guidelines, site environmental responsibilities and monitoring requirements. [This document should be read as a whole including Appendices. Some attachments may not be included in all digital copies of this document. The entire system is available at \[www.vgt.com.au/hodgsons\]\(http://www.vgt.com.au/hodgsons\).](#)

Table 1. Relevant Consent Conditions

Schedule	Description	Where Referenced
2	Condition	
18.	The Applicant shall prepare a Construction Environmental Management Plan (EMP) to the satisfaction of the Secretary prior to commencement of construction. The Construction EMP shall contain appropriate measures which demonstrate how the environmental objectives for the project will be achieved, including objectives stated in this Consent; and contain a monitoring, reporting and response program. The Applicant shall implement the approved management plan as approved from time to time by the Secretary.	Appendix G
19.	The Applicant shall prepare an Operational Environmental Management Plan (EMP) in consultation with the relevant authorities and to the satisfaction of the Secretary, prior to the commencement of extraction under this Consent. The EMP shall incorporate and integrate environmental management for the existing extraction areas, as well as the areas approved under this Consent.	1 st submitted 2011. Section 3
20.	The Operational EMP shall include, but not be limited to:	
	(a) environmental objectives for the site;	Section 4
	(b) the Air Quality Management Plan (Condition 29);	Appendix A
	(c) the Water Management Plan (Condition 42);	Appendix B
	(d) the Noise Management Plan (Condition 46);	Appendix C
	(e) the Road Noise Management Plan (Condition 48);	Appendix C
	(f) The Traffic Management Plan (Condition 50A) ;	Appendix D
	(g) (f) the Flora and Fauna Management Plan (Condition 55); and	Appendix E
	(h) (g) the Rehabilitation Plan (Condition 58).	Appendix F
21.	The Applicant shall make copies of both EMPs available to Council, EPA and DPIE-Water within 14 days of approval by the Secretary. The Applicant shall also make a current copy of the EMPs available for inspection by the public or these agencies, for the duration of the Consent.	www.vgt.com.au/hodgsons
22.	The Applicant shall, in consultation with the Secretary, the EPA and the DPIE-Water, update the Operational EMP from time to time in order to ensure continuing compliance with the Conditions of this Consent and all relevant approvals and licenses. The EMR shall be responsible for determining if any significant changes to the Operational EMP should be referred to the Secretary for approval.”	Table 2 Section 8

1.4 CONTEXT OF THIS DOCUMENT

ERM ^{Ref 11} prepared an Operational Environmental Management Plan (OEMP) for Hytech Sands in June 2001 prior to the client acquiring the property. The OEMP was reviewed during an independent audit prepared by Umwelt Pty Ltd in December 2008 which found that certain operations had changed and therefore the OEMP required updating. This requirement was reinforced during an inspection by the Department of Planning on 1 July 2009. The OEMP was updated in September 2009 by VGT Pty Ltd to incorporate the required changes. An independent audit was undertaken by Umwelt Australia Pty Ltd in July 2011, which led to a further review of the OEMP by VGT in 2011. An update, triggered by the change in consent approved in March 2016 was undertaken in November 2017. Further reviews were undertaken following an Independent audit in 2017 and after acceptance of the Annual Review in 2018. [An Independent Environmental Audit was undertaken in 2023 \(James Hart Consulting\) and the plan was reviewed with changes.](#)

Table 2. OEMP Update Summary

Reason for Review	Author / Date	Approval by DPE
Consent modification 1, November 2000	ERM (June 2001)	14 th August 2011
Independent Audit, December 2008	VGT (September 2009)	14 th August 2011
Independent Audit, July 2011	VGT (September 2011)	Pending. Permission to forward the report to the relevant agencies obtained August 2013
Consent Modification 2, March 2016	VGT (May 2016)	Comments received 14/10/16 regarding changes required
Changes required by DPE	VGT (November 2016)	Pending.
Independent Audit, September 2017	VGT (November 2017)	Updated to include additional approved plans, no major changes to this document
Annual Review and Compliance Report 2017 accepted with comments July 2018	VGT (July 2018)	This document July 2018.
Consent modification 4 and Independent Environmental Audit 2023	VGT (June 2023)	This document

1.5 DOCUMENT CONTROL AND REVISION

To ensure the correct environmental procedures and plans are used on site, issue of this Operation Environmental Management Plan (OEMP) is to be controlled using a document register retained on site. A copy of the most recent OEMP is to be held by those indicated in *Table 2*.

Any major revision of the OEMP will be forwarded to the Department of Planning and Environment (DPE) for approval prior to implementation, with a copy lodged with the persons/authorities listed in *Table 2*.

Table 3. OEMP Document Distribution

Responsibility/ Agency	Contact Person/ Office
Landowner	Dr LS Martin
Hodgson Quarries and Plant Pty Ltd (Quarry Operator)	Stuart Reed hodgsonquarries@gmail.com
Department of Planning and Environment NSW (DPE)	compliance@planning.nsw.gov.au submitted via Major Projects Portal
Natural Resources Access Regulator (formerly DPI-Water)	Water.compliance@dpi.nsw.gov.au Water.referrals@dpi.nsw.gov.au
The Hills Shire Council (Council)	Kristine McKenzie council@thehills.nsw.gov.au

2 Consents, Leases and Licences

This section details the approvals and licences held for the site, as well as relevant legislative requirements that the owner, operator and site workers should be aware of. Policies, guidelines and standards that should be used for site operations have also been included. This chapter will be reviewed annually to ensure information remains up to date with legislative and policy changes. Additional documents referenced for review and preparation of this report have been listed in *section 9*.

2.1 DEPARTMENT OF PLANNING AND ENVIRONMENT

Development approval, with conditions of consent was issued by the then Department of Urban Affairs and Planning on the 31st of May 2000. Modification 3 was made to DA 267-11-99 on 18 August 2015, ~~and~~ Modification 2 was made on 18 March 2016 ~~and Modification 4 was made on 13 August 2021~~ (see *EMS Appendix I*). This consent expires ~~31st May 2025~~ 2030.

2.2 ENVIRONMENT PROTECTION AUTHORITY

Environmental Protection Licence 6535 (see *EMS Appendix II*) has been issued under the *Protection of the Environmental Operations Act, 1997* for Crushing, Grinding or Separating Works and Dredging Works. It is renewed annually on the 12th of March.

2.3 NSW OFFICE OF WATER

The site holds a number of licences issued under the *Water Management Act 2000*, for the operation of groundwater bores as well as dams. Location of these bores and dams can be found in *EMS Figure 3*. A summary of the active bore details is shown in *Table 3*.

The licences shown in **bold** are active and relevant to the quarry operations. The remaining licences described are in use by the landowner.

Table 4. Water Licences – Monitoring Bores

Water Access Licence Number (WAL)	Water Approval and Reference Number	Licence	Identification	Purpose	Allocation	Expiry	Bore Status	Comments
-	-	10BL158808	PT84MW1, PT84MW5	Monitoring	-	perpetuity	In use for monitoring	Installed 20/10/1998. Installed March 2013, collapsed Sept 2017, replaced by MW8.
-	-	10BL605696	PT84MW6	Monitoring	-	perpetuity	In use for monitoring	Installed January 2015. To replace PT84MW4
-	-	10BL605795	MW8, 9, 13	Monitoring	-	perpetuity	In use for monitoring	Installed December 2016.
-	-	10BL605797	MW11	Monitoring	-	perpetuity	In use for monitoring	Installed December 2016.
-	-	10BL605798	MW10	Monitoring	-	perpetuity	In use for monitoring	Installed December 2016.
-	-	10BL605799	MW7, 12	Monitoring	-	perpetuity	In use for monitoring	Installed December 2016.

Table 5. Water Licences – Plant Bore

Water Access Licence Number (WAL)	Water Approval and Reference Number	Licence	Identification	Purpose	Allocation	Expiry	Bore Status	Comments
24163	10WA114817/ 10AL114816	Was 10BL159748, 10PT901430 (converted to WAL 2011)	PT84PB1	Extraction	45.0 ML per year	14/06/2025	Converted to WAL	Located on lot 1 DP228308. Can extract at a rate of 3L/sec.

Table 6. Water Licences – Surface Dams and Nursery Bores

Water Access Licence Number (WAL)	Water Approval and Reference Number	Licence	Identification	Purpose	Allocation	Expiry	Bore Status	Comments
26163	10CA104888/ 10AL104887	10SL045324	Dams and Pumps	<i>Irrigation</i>	264ML per year	16/02/2026	Current. Converted to WAL	Located on Lot 2/228308. <i>Allocation too large to be Dams 3 and 4 only, therefore taken to include Dam 1</i>
24157	10CA114819/ 10AL114818	10BL157595 10PT901431	PT84PB2	<i>Irrigation</i>	6.0ML per year	14/06/2025	Current. Converted to WAL	Located on Lot 2/228308 Installed 1999. Located adjacent to Dam 4.

2.4 POLICIES, GUIDELINES AND STANDARDS

Other legislation relevant to site operations is listed in *Table 6*. This information has been included so that the operator and staff are aware of their various legislative obligations, for example, in the event of a pollution incident or uncovering a heritage item during operations.

Table 7. Legislative Requirements

Legislation	Relevance to site operations
Environmental Planning and Assessment Act, inc amendments and regulations	Consent lapses 31 May 2030 2025. Any changes to operations should not occur without regard to whether a modification to the consent is required.
Protection of the Environment Operations Act, inc amendments and regulations	Site operations to comply with licence conditions. Licence to be reviewed if any changes to operations are made to determine whether change complies with licence. Annual return to EPA to be submitted with statement of compliance and monitoring and complaints summary. EPA to be notified in the event of pollution. Action may be taken by the EPA in the event of a pollution event. Fines apply
National Parks and Wildlife Act, inc amendments and regulations	NPWS to be immediately advised of any disturbance to Aboriginal or heritage relics or sites. Work to stop if artefacts are uncovered.
Local Government Act, 1993 (Building Code of Australia)	Any new temporary or permanent structures on the site are to be approved by Council.
Water Management Act, 2000	Licence required for operation of groundwater bores and for dams. Compliance with licence conditions required.
Protection of the Environment Operations (Waste) Regulation 2014 2005 and Waste Avoidance and Resource Recovery Act 2001	Waste products from site are to be disposed at controlled waste facilities. Recycling is to be maximised and transfer of certain wastes to be carried out by licensed operator.
Rural Fires Act 1997	Any burning on site requires prior notice to be given to the Council. Burning during bushfire danger period requires a permit from Council.
Environmentally Hazardous Chemicals Act, 1985	Storage and distribution of some chemicals may require a licence. A list of all chemicals used on site is to be retained on site.

Table 8. Relevant Policies, Guidelines and Standards

Policy, Guideline or Standard	Relevance to site operations
The Hills Local Environmental Plan 2019 2012, as amended	Works to have regard to the various requirements of DCP that relate to extractive industries. Submission to Council of detailed engineering plans in accordance with the guidelines prior to Council issuing a Construction Certificate for any new structures or buildings.
Sydney Regional Environmental Plan (SREP) 20 – Hawkesbury-Nepean River	Plans required in accordance with guidelines. New works/development to have regard to SREP 20. repealed
Biodiversity and Conservation SEPP 2021	Plans required in accordance with guidelines. New works/development to have regard to SEPP Biodiversity and Conservation.
Managing Urban Storm water - Soils and Construction	Management techniques to be implemented during construction and operation to manage stormwater.
Noise Policy for Industry, 2017	Sets criteria for operational noise, details monitoring requirements for existing development
Australian Water Quality Guidelines for Fresh and Marine Waters (ANZECC 2000)	Use criteria to set targets for water quality monitoring on site.
AS 3580.9.3 Particulate Matter - Determination of Total Suspended Particulates (TSP)	Australia Standard for sampling and analysis of air pollutants (TSP).
AS 3580.9.6 Suspended Particulate Matter - PM10 high volume air sampler with size selective inlet-gravimetric method.	Australian Standard for sampling and analysis of air pollutants (PM10).
AS 3580.9.14 Suspended Particulate Matter – PM2.5 high volume air sampler with size selective inlet-gravimetric method.	Australian Standard for sampling and analysis of air pollutants (PM2.5).
AS 3580.10.1 Determination of particulate matter – Deposited matter – Gravimetric method.	Australian Standard for sampling and analysis of air pollutants (Dust Deposition Gauges).
AS3580.1.1 Ambient Air - Guide for the Siting of Sampling Units	Australian Standard Guide to siting air monitoring equipment.
National Environment Protection (Ambient Air Quality) Measure	Standard against which ambient air quality can be assessed

3 Description of Site Works

3.1 REQUIREMENT TO COMPLY

Item 2 of the conditions of consent requires the following:

The Applicant shall:

- (a) Carry out the development generally in accordance with the EIS, Modification 1, Modification 2, Modification 3 and Modification 4 of Development Application 267-11-99, and;
- (b) Comply with the conditions of this consent.

These documents provide a description of the operation, which is summarised in the following sections.

Prior to altering any of the following aspects of the development, or any other part of the development, the quarry operator should seek advice as to whether the alteration requires modification to the existing development consent. If a modification is required, an application will need to be made to the Department of Planning and Environment (DPE), supported by an assessment of environmental impact that may be associated with the modification.

3.2 COMMENCEMENT OF WORKS

Condition 8 of the Consent states that no extraction shall commence in **areas that are not currently subject to extraction** until the following has been completed:

- (a) construction of the bund walls at the corner of Roberts Road and Old Northern Road;
- (b) submission of the Conditions Compliance Report required under *Condition 6* and
- (c) obtained all licences necessary for the commencement of extraction (refer *Section 2*).

The operator has constructed all required bund walls, submits a Conditions Compliance Report annually and has obtained all required licences.

3.3 COMPLETION OF WORKS

Condition 9 of the Consent requires that rehabilitation of all disturbed areas be completed within six months of completion of extraction.

3.4 CONSTRUCTION WORKS AND ENVIRONMENTAL CONTROLS

Extraction is to occur generally in accordance with the sequence outlined on *Figure 2 of the EMS*.

3.5 DAM CONSTRUCTION

~~The approved dam will be constructed in three stages, as described in the Modification 2 Environmental Assessment, (Nexus Environmental Planning Pty Ltd, September 2015).~~ Water management details are included in *Appendix B: Water Management Plan*.

3.5.1 Extraction

The material is extracted using an excavator, loaded onto a dump truck, then transported to the processing area, where the material is washed then stockpiled prior to transportation off site. Air Quality will be managed according to *Appendix A: Air Quality Management Plan*, and noise impacts will be managed as detailed in *Appendix C: Operation and Road Noise Management Plan*.

3.5.2 Rehabilitation Works

As with the majority of quarries there are very few finished portions of the site that will allow rehabilitation works to be undertaken, however the client will endeavour as a part of this plan to reduce the amount of disturbed areas by:

- ~~Constructing the dams; and~~
- Stabilising and revegetating the northern face; and
- Importing VENM and ENM to backfill the site commencing on the northeastern corner and continuing within exhausted areas as they become available for rehabilitation.

~~The dam will be 2 hectares in size once complete.~~ The northern face stabilisation has ensured there will be no works within 15 metres of the boundary fence as well as providing a surface for revegetation works.

The existing perimeter vegetation will be maintained as a visual barrier and conservation measure. Vegetation under the powerlines will be necessarily limited to grasses and low shrubs.

Details of the rehabilitation works are included in *Appendix E: Flora and Fauna Management Plan* and *Appendix F: Landscape and Rehabilitation Plan*.

3.5.3 Rate of Extraction

~~Approval has been provided for fifty laden truck movements from the site per day at a maximum of 20 movements per hour, with extraction occurring 5.5 days per week.~~ Truck movements associated with the development will not exceed 70 outbound and 70 inbound per day and will not exceed 10 outbound and 10 inbound per hour. This equates to around 480,000 479,050 tonnes per annum, which is the maximum annual extraction rate permitted by the consent.

3.5.4 Depth of Extraction

Condition 17 of the consent is the following:

“The Applicant shall ensure that extraction does not take place below a level 2 metres above the wet weather high groundwater level of the aquifer, as measured and mapped on the site (see Conditions 39(d) and 44).”

Condition 41 ~~39(d)~~ states the following:

“Within six weeks of the date of approval of Modification 2, the Application shall commission a comprehensive groundwater study of the site. This study must... (d) develop an interim contour map of the wet weather high groundwater level of the regional aquifer, based on all available records.”

Condition 46 ~~44~~ states the following:

“The results of the Groundwater Monitoring Program shall be reported the Department and DPI-Water, using contour plans depicting the surface topography, updated contour maps of the wet weather high groundwater level of the regional aquifer and proposed depth of extraction for each extraction Phase. Reporting is to occur on a six monthly basis for the duration of extractive operations, and throughout rehabilitation of the site, unless otherwise agreed with the Secretary.”

The Applicant shall implement the Groundwater Monitoring Program as approved from time to time by the Secretary.”

The Groundwater Study Report and Groundwater Monitoring Program are included in *Appendix B*.

3.5.5 Life of Operation

The consent expires on 31 May, 2030 2025.

3.5.6 Hours of Operation

Unless prior written approval from the EPA is obtained, the hours of operation are (condition of consent 16):

- Construction: 7.00 am to 6.00 pm Monday to Friday
- Extraction and Processing: 7.00 am to 6.00 pm Monday to Friday and 7.00 am to 1.00 pm Saturdays
- Vehicle loading: 6.00 am to 6.00 pm Monday to Friday and 6.00 am to 1.00 pm Saturdays

No works shall be undertaken on Sundays or Public Holidays.

These restrictions do not apply to routine maintenance work such as the repair of machinery, provided the work does not result in exceedance of noise limits (refer *Appendix C: Operation and Road Noise Management Plan*).

4 Environmental Objectives and Targets

Documents listed in *Section 2* have been used to identify key environmental issues for the development. *Table 8* lists these key issues together with environmental objectives and targets to manage each issue. The targets are the specific and measurable performance requirements that the operation will aim to achieve. These objectives and targets form the basis of the monitoring, reporting and response program summarised in *Section 6*, and detailed in the *Appendices*.

Implementation of controls and actions to be undertaken to meet the stated objectives and targets are described in the various management plans provided as annexes to this OEMP.

Table 9. Key Issues, Environmental Objectives and Targets

Key Issue	Environmental Objective (from EIS/EA)	Environmental Targets	OEMP Reference
Air Quality	To ensure minimal dust generation as a result of the extraction operation	No complaints received and monitoring shows criteria being met.	Appendix A
Groundwater level and quality	To ensure the extraction process does not have a significant and adverse impact on the regional groundwater of the Maroota area	Measurements of groundwater depths undertaken as required by consent or licence agreements to guide extraction depths, and to ensure groundwater quality criteria is met.	Appendix B
Surface water quality	Management of the quality of runoff to minimise the possibility of polluted runoff from the site. To maximise re-use of runoff water in site processes.	Any site runoff (not expected) to meet criteria of 50mg/L Total Suspended Solids	Appendix B
Noise	To ensure noise emanating from the extraction operation does not adversely impact on land uses in the environs of the site	Noise monitoring to show criteria being met. Works only during approved hours of operation; work outside set hours only with EPA permission. No community complaints or EPA/Council investigations	Appendix C
Traffic	To minimise impact on the local road network by quarry trucks.	Only 70 50 laden trucks per day leave the site, maximum of 20 movements per hour	Appendix D
Flora and Fauna	To ensure correct procedures are applied in the event of threatened flora or fauna species being identified on the site	Annual inspection of flora and fauna to ensure minimal impact.	Appendix E
Archaeology	To prevent destruction of heritage items and archaeological material	Correct procedures are followed in the event any heritage or Aboriginal archaeological item is located during works.	Appendix I
Rehabilitation	To ensure that revegetation of the site is undertaken progressively as allowed by the completion of earthworks To ensure the visual impact of the facility is limited' and 'to provide for a more pleasant working environment and a screen to the development from outside the site	Rehabilitation undertaken in accordance with the Rehabilitation Plan.	Appendix F
Emergency response	To ensure that in the event of an environmental accident the necessary procedures are put in place to mitigate the impact on the environment'	Documented evidence that all employees are trained in emergency response procedures within one month of commencement on site. Procedures followed in the event of an environmental emergency.	Appendix H Appendix I

5 Emergency Response

5.1 DEFINITION OF A POLLUTION INCIDENT (POEOA)

Pollution Incident means an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed or disposed of on premises, but it does not include an incident or set of circumstances involving only the emission of any noise.

Other types of incidents that require planned action include safety incidents, bushfires, and unexpected finds of heritage or environment significance.

5.2 DEFINITION OF MATERIAL HARM (POEOA)

Part 5.7: Duty to notify pollution incidents

147 Meaning of material harm to the environment

(1) For the purposes of this Part:

(a) harm to the environment is material if:

(i) it involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or

(ii) it results in actual or potential loss or property damage of an amount, or amounts in aggregate, exceeding \$10,000 (or such other amount as is prescribed by the regulations), and

(b) loss includes the reasonable costs and expenses that would be incurred in taking all reasonable and practicable measures to prevent, mitigate or make good harm to the environment.

(2) For the purposes of this Part, it does not matter that harm to the environment is caused only in the premises where the pollution incident occurs.

5.3 PROCEDURES

Safety response procedures are outlined in the Mine Safety Management Plan. Other emergency response procedures are detailed in *Appendix H: Pollution and Incident Response Management Plan*.

6 Monitoring Reporting and Response Procedure

6.1 MONITORING AND AUDITING PROGRAM

A monitoring program will be implemented to check that environmental targets are being met. Monitoring procedures are described in each management plan, with a summary provided in *Table 9*.

6.2 INSPECTION

A ~~weekly~~ regular site inspection by the Plant Manager or delegate will check that environmental procedures are being carried out correctly and note any areas where changes may be required to mitigate impact. *Table 9* incorporates actions to be implemented following an unplanned event, incident, or non-compliance.

Table 9: Compliance Tracking Procedure

Parameter	Method	Sampling Period / Interval	Location (see Figure 2 unless specified)	Performance Criteria	Check for Compliance	Action if not compliant	Records
Visible Dust leaving property	Visual inspection	At all times during operations	Over public roads or neighbouring properties	Visible dust leaving site	Hourly during adverse weather and daily during operations	Cease works causing dust. Undertake actions described in section 4 of AQMP. Report Incident	Diary note of actions during adverse weather
Truck Movements	Weighbridge dockets	Hourly and daily	Weighbridge	Truck movements do not exceed 70 outbound and 70 inbound per day and do not exceed 10 outbound and 10 inbound per hour .	Hourly and daily during operations	Cease further truck movements for the hour or day as relevant. Report Incident.	Weighbridge reports
Weather Forecast	View on BOM website	Daily prior to operations	Richmond BOM site	Wind speed > 6m/s or 20km/hr from NW in dry conditions	Daily prior to operations	Prepare control measures, eg water cart, sprinklers, alternative locations for earth moving, cease non-essential activities	Diary note of actions during adverse weather
Weather Forecast	View on BOM website	Daily prior to operations	Richmond BOM site	Expected heavy rainfall in next 24 hours	Daily prior to operations	Visually monitor all disturbed areas and check stability and operation of all banks, ponds, channels and spillways	Diary note indicates sediment and erosion controls have been checked prior to forecast heavy rainfall.
Adverse weather conditions - high wind	Alert from weather station that wind is greater than 20km/hr	Averaged over 10 minutes by site weather station	Weather Station	Visible dust leaving site	Daily during hot dry weather	See section 4.1 of Air Quality Management Plan. Report Incident	Diary note of actions during adverse weather
Adverse weather conditions - heavy rainfall	Alert from weather station that heavy rainfall has been received	Manually calculate rainfall over 5 days	Weather Station	>70mm rainfall over 5 days	Within 18 hours of rainfall event visually check stability and operation of all erosion and sediment controls	See section 4.8 of Surface Water Management Plan. Report Incident	Diary note indicates sediment and erosion controls have been checked following heavy rainfall.
Mud tracked on to road	Visual inspection	At all times during operations	On public roads	Visible mud on road	Daily during wet weather. Weekly inspection.	Cease works causing mud, clean road. Report Incident	Diary note of actions during adverse weather and weekly inspection
Vehicle movements on unsealed roads	Water unsealed roads at the start of each day	Prior to vehicle movements on unsealed roads	Unsealed roads to be used that day	Sufficient to form a crust	Daily during operations	If watercart not operational, set up sprinklers	Diary note of actions during adverse weather
Tailgate discharge or sediment build up	Visual inspection	At all times during operations	On public roads and site exit	Visible discharge from tail gate or sand build up	Weekly inspection, Quarterly Truck Drivers Code of Conduct audit	Stop driver, return to site, remedy discharge. Report Incident	Diary note of weekly inspection. Quarterly Truck Drivers Code of Conduct audit, including actions taken if any.
Complaints	Record complaint details in Log Book	Immediately on receipt of complaint	Whole site	Details, actions taken and resolution to be recorded in log book.	Weekly until complaint closed out	If resolution cannot be reached, DPE will be contacted and actions undertaken as required	Complaint logbook. Major Projects Portal notifications
Incidents	An occurrence or set of circumstances that causes or threatens to cause material harm and which may or may not be or cause a non-compliance	At all times during operations	Whole site	Limits and criteria listed in OEMP	Weekly	Alert DPE, EPA immediately. Investigate reasons. Undertake actions as required to close out incident. Prepare adaptive management review see condition 64	Notifications from portals

Table 9: Compliance Tracking Procedure

Parameter	Method	Sampling Period / Interval	Location (see Figure 2 unless specified)	Performance Criteria	Check for Compliance	Action if not compliant	Records
Non-compliances	An occurrence, set of circumstances or development that is a breach of this consent	At all times during operations	Whole site	All consent conditions	Weekly	Alert DPE, EPA immediately. Investigate reasons. Undertake actions as required to close out incident. Prepare adaptive management review see condition 64	Notifications from portals
Incident and Non-compliance Action Plan	Undertake actions specified	N/A	As specified	Continue to review until all actions closed out	Weekly	Undertake actions as required to close out incident. Prepare adaptive management review see condition 64	As required for each action
Groundwater seepage	Visual	Observed at any time	On quarry faces	N/A	On observation	Investigate source to determine whether perched or regional groundwater or seepage from dams	Document any actions required and undertaken on observed seepage.
Insoluble Solids g/m²/month	Sub-contractor: NATA accredited laboratory	30 ± 2 days / continuous	D1A, D2A, D3	≤ 4 g/m ² /month annual average < 2 g/m ² /month incremental annual average	Monthly when results received from Lab	Alert DPE, EPA immediately. Investigate reasons-note extraordinary events. Send VGT email with actions.	Lab Certificates, notification from portals
TSP µg/m³	By Calculation from PM10	24 hrs every 6 days	D1A	≤ 90 µg/m ³ annual average	Monthly when results received from Lab	Alert DPE, EPA immediately. Investigate reasons-note extraordinary events. Send VGT email with actions.	Lab Certificates, notification from portals
PM10 µg/m³	Sub-contractor: NATA accredited laboratory	24 hrs every 6 days	D1A	≤ 50 µg/m ³ over 24 hrs , ≤ 25 µg/m ³ annual average	Monthly when results received from Lab	Alert DPE, EPA immediately. Investigate reasons-note extraordinary events. Send VGT email with actions.	Lab Certificates, notification from portals
PM2.5 µg/m³	Sub-contractor: NATA accredited laboratory	24 hrs every 6 days	D1A	≤ 25 µg/m ³ over 24 hrs ≤ 8 µg/m ³ annual average	Monthly when results received from Lab	Alert DPE, EPA immediately. Investigate reasons-note extraordinary events. Send VGT email with actions.	Lab Certificates, notification from portals
Sediment and Erosion Controls	Visual monitoring	Monthly	Topsoil stripping, all banks, ponds, channels and spillways, areas where flows could contrate, landforms under rehabilitation	Effective controls	Monthly, within 24 hours of expected rainfall, within 18 hours of heavy rainfall event	Effect necessary repairs. Report incident if relevant	Monthly inspection sheets.
Groundwater levels	Automatic loggers downloaded monthly by sub-contractor	Monthly	Locations on Figure 2	Cumulative change in groundwater levels more than 10% greater than natural climatic variation through the period of monitoring	Monthly	Investigate to confirm the quarry as the cause of impact. Develop a mitigation strategy and consult with DPI-Water for approval.	Monthly groundwater reports.
Weed monitoring	Ecologist to supply weed management plan in annual monitoring report	Monthly	Whole site	Weed management activities undertaken as recommended	Monthly in accordance with plan most recent plan	Actions to be recommended by qualified ecologist and implemented as required	Monthly record of weed management activities
Dust emitting from loaded vehicle	Visual inspection	At all times during operations	On public roads	Loaded truck to be covered when leaving site	Quarterly Truck Drivers Code of Conduct audit	Stop driver, cover load.	Quarterly Truck Drivers Code of Conduct audit, including actions taken if any.

Table 9: Compliance Tracking Procedure

Parameter	Method	Sampling Period / Interval	Location (see Figure 2 unless specified)	Performance Criteria	Check for Compliance	Action if not compliant	Records
Surface and Ground Water Quality	Sub-contractor to sample and test surface and groundwaters	Quarterly	Locations on Figure 2	Detailed in Water Management Plan	Quarterly	Alert DPE, EPA immediately. Investigate reasons. Undertake actions as required to close out incident	Water testing reports
Drivers Code of Conduct and Covering Loads audit	Formal observance and record of compliance	3 monthly	N/A	Document departures and identify any remedial actions as a result of observations	January, April, July, October	Identify remedial actions with employees, heavy vehicle drivers or haulage companies. Undertake actions, report incident if any, follow up actions weekly until closed out	Drivers Code of Conduct audit
Annual Review and Compliance Report	Engage sub-contractor to prepare report	1st Jan to 31st Dec	N/A	As per consent conditions 6 and 66	Annually due end of March	Alert DPE, immediately. Investigate reasons. Undertake actions as required to close out incident	Report from consultant
Review strategies, plans, programs	Review actions arising from Annual Reviews, Incidents/NC reports, Audit reports to determine if changes to strategies, plans or programs are required	Every May (after Annual Report), and within 3 months after a) incident/NC report, b) IEA report, and c) consent modification	EMS, OEMP and sub-plans, monitoring plans and programs	N/A	After Incident and Annual	Engage relevant expert to update plans.	Send review via portal
Process dam depth	Automatic loggers downloaded monthly by sub-contractor	Monthly	Locations of Figure 2	N/A	6 monthly:	Arrange for sub-contractor to repair loggers	Groundwater monitoring report including Wet Weather High Groundwater Level contours
New plant introduced to site	Sub-contractor to check noise compliance	Once	Whole site	Noise emissions meet criteria in Noise Management Plan	Prior to being used on site	Modify plant to ensure compliance or reject use	Report from Noise consultant
New employee or contractor	Induction	Once	Whole site	Person is aware of all obligations on site	Annual check that all employees are currently inducted	Perform induction training	Induction records
Noise Monitoring	Sub-contractor to follow requirements of Noise Management Plan	As per plan	7 locations on Figure 2	As described in EPL and NMP	Annually	Alert DPE, EPA immediately. Investigate reasons. Undertake actions as required to close out incident	Report from Noise consultant
Native Vegetation	Visual inspection by suitably qualified ecologist using random meander techniques	Annual	Permanent rehabilitation and conservation areas	Low mortality of plants used in progressive revegetation with 75% becoming established 3 years after planting. Low evidence of native vegetation disturbance surrounding the bund walls at the corner of Old Northern Road and Roberts Road	Annually in spring or summer	Actions to be recommended by qualified ecologist and implemented as required	Report from qualified ecologist
Native fauna	Visual inspection by suitably qualified ecologist using random meander techniques	Annual	Permanent rehabilitation and conservation areas	Details for final rehabilitation in FFMP	Annually in spring or summer	Actions to be recommended by qualified ecologist and implemented as required	Report from qualified ecologist

Table 9: Compliance Tracking Procedure

Parameter	Method	Sampling Period / Interval	Location (see Figure 2 unless specified)	Performance Criteria	Check for Compliance	Action if not compliant	Records
Feral animals and pest management	Visual inspection by suitably qualified ecologist using random meander techniques	Annual	Permanent rehabilitation and conservation areas	Pests and feral animals are being controlled. Rehabilitation areas are fenced off from livestock.	Annually in spring or summer	Actions to be recommended by qualified ecologist and implemented as required	Report from qualified ecologist
EPL 6535 Annual Return Independent Environmental Audit	Submit via EPA Portal	12th March to 11th March	N/A	As per EPL	11th March every year	Contact EPA	Notification from EPA
	Subcontractor	3 years	Whole site	N/A	3 years. Next due prior to 18th March 2026	Alert DPE immediately. Investigate why subcontractor not available.	Notification from portal
NOTES	Alert DPE	In writing via the Major Projects Website and identify the development (including the development application number and name), set out the condition of this consent that the development is non-compliant with, the way in which it does not comply and the reasons for the non-compliance (if known) and what actions have been, or will be, undertaken to address the non-compliance.					

6.3 AUDITING

Condition 70 requires an independent environmental audit to be conducted by a suitably qualified, experienced and independent team of experts [whose appointment has been endorsed by the Secretary](#), at the following times:

- every three years from the date of consent;
- at the completion of works under the Consent;

The audit will [include consultation with the relevant authorities](#), evaluate the environmental performance of the development and assess whether it is complying with the requirements in this Consent and any relevant EPL (including any assessment, plan or program required under these approvals), review the adequacy of strategies, plans or programs required under the abovementioned approvals; and recommend appropriate measures or actions to improve the environmental performance of the development, and/or any assessment, plan or program required under the abovementioned approvals.

[Within 6 weeks of the completion of the audit, a copy of the audit report shall be submitted via the Major Projects Portal together with any response to any recommendations contained within the report.](#)

~~An independent audit was undertaken by Umwelt Australia Pty Ltd in July 2011 which was accepted by the Department of Planning and Environment (DPE) in a letter dated 5th October 2011.~~

~~An independent audit was undertaken on the 28th of May 2014 by Newport Technical and acceptance of this audit is pending from the DPE.~~

~~The DPE conducted a site audit on the 3rd of August 2015 and provided a report to the client. The findings of this audit were addressed in the Annual Review for 2015 and incorporated in the 2016 OEMP review.~~

~~An independent audit was commissioned in March 2017, and undertaken during June 2017. The final report was received and submitted to the DPE in September 2017, along with a response. An email was received 29/9/17 requesting further information, which was supplied on 11/10/17. No formal acceptance or further communications have been received regarding the independent audit as of December 2017.~~

6.4 ENVIRONMENTAL REPORTING

Condition 6 of the consent requires a Conditions Compliance Report to be prepared and submitted to the ~~DPI~~ [DPE](#) Secretary prior to commencement of extraction in areas not previously subject to extraction, and annually for the first three years of extraction in these areas. *Condition 66* requires an Annual Review containing the following:

- (a) describe the development (including any rehabilitation) that was carried out in the past calendar year, and the development that is proposed to be carried out over the current calendar year;*
- (b) include a comprehensive review of the monitoring results and complaints records of the development over the past year, which includes a comparison of these results against the:*
 - *relevant statutory requirements, limits or performance measures/criteria;*
 - *monitoring results of previous years; and*
 - *relevant predictions in the EIS, Modification 1 and Modification 2;*
- (c) identify any non-compliance over the last year, and describe what actions were (or are being) taken to ensure compliance;*
- (d) identify any trends in the monitoring data over the life of the development;*
- (e) identify any discrepancies between the predicted and actual impacts of the development, and analyse the potential cause of any significant discrepancies; and*
- (f) describe what measures will be implemented over the next year to improve the environmental performance of the development.*

A letter was received from the DPE allowing these reports to be combined dated 30/6/16. The report is to cover the calendar year, and to be submitted to the DPE in March. Further reporting required is detailed in *section 5.2 of the EMS*.

6.5 COMPLAINTS MANAGEMENT AND INCIDENT RESPONSE

6.5.1 Complaints

Conditions 10 to 15 of the Consent provide requirements for complaints procedures and dispute resolution. The following complaints management procedures have been developed to comply with these conditions.

A sign on the front gate of the site prominently displays the telephone number and postal address to register a complaint. A logbook is situated in the main office in which all complaints received are recorded. Any actions taken in response to community complaints are also recorded within this logbook. A summary of these complaints is available on the website (vgt.com.au/hodgsons) monthly and included in the Conditions Compliance Reports and in the Annual Reviews. The logbook is available for inspection as required.

Within 24 hours of receiving a complaint, the Plant Manager or his representative shall investigate the concerns raised and undertake all reasonable attempts to determine the cause of concern within two working days. If adverse impacts are identified, all practicable measures to modify the activity which may be causing the impact shall be undertaken. Specific Management Plans have highlighted measures which may be undertaken to mitigate potential impacts – refer to the sub-plans for details.

If the issue has not been resolved to the satisfaction of the complainant within six weeks, then the Plant Manager shall inform the Secretary of the DPE, and take action as directed. An independent investigation may be required, in accordance with Condition 14 of the Consent.

6.6 EMERGENCY, INCIDENT AND NON-COMPLIANCE RESPONSE PROCESS

6.6.1 Emergencies

Call 000 if:

- Someone is seriously injured or in need of urgent medical help?
- A life or property is being threatened?
- A serious accident or crime has been witnessed?

The Pollution Incident Response Management Plan must be implemented:

- In the case of a work-related death, injury, illness, dangerous incident or high-potential incident, *Work Health and Safety (Mines and Petroleum Sites) Act 2013 and Work Health and Safety (Mines and Petroleum Sites) Regulation 2014*
- If a pollution incident occurs in the course of an activity so that material harm to the environment is caused or threatened, *Section 153F, POEOA*.
- If another incident or emergency occurs for example a bushfire or an unexpected find of heritage or environmental significance.

Emergency procedures are detailed within the Pollution Incident Response Management Plan as required by the EPA and reviewed and tested annually.

6.6.2 Incidents and Non-compliances

The Mod 4 consent defines an incident as:

“An occurrence or set of circumstances that causes or threatens to cause material harm and which may or may not be or cause a non-compliance.”

- **Incident Notification-** The DPE and any other relevant agencies will be immediately notified immediately after the operator becomes aware of an incident. The notification will be in writing via the Major Projects Website and identify the DA and name and set out the location and nature of the incident.

The Mod 4 consent defines a non-compliance as:

“An occurrence, set of circumstances or development that is a breach of this consent.”

- **Non- Compliance Notification-** Within 7 days of becoming aware of a non-compliance, the DPE will be notified. The notification will be in writing via the Major Projects Website and identify the DA and name and set

out the consent that the site is not compliant with, the way on which it does not comply and the reasons for the non-compliance (if known) and what actions have been, or will be, undertaken to address the non-compliance.

All incidents and non-compliances will be identified, actioned, and closed out. The process for tracking non-compliances is as follows:

- 1) Incidents and non-compliances will be identified by
 - a. Reviewing the checklist provided in *Table 9* of the OEMP;
 - b. Sub-contractors preparing Annual Review and Compliance Report or environmental monitoring reports;
 - c. Internal audits or reviews;
 - d. Independent Environmental Audit every 3 years;
 - e. Authority inspections or notifications.
 - f. Other actions as required.
- 2) Incidents and non-compliances will be tabulated in an action plan.
- 3) The action plan will be reviewed weekly until all incidents and non-compliances are closed out.
- 4) Adaptive Management: Where an exceedance of criteria and/or performance measures has occurred, the operator will:
 - a. take all reasonable and feasible steps to ensure that the exceedance ceases and does not recur;
 - b. consider all reasonable and feasible options for remediation (where relevant) and submit a report to the Department describing those options and any preferred remediation measures or other course of action; and
 - c. implement remediation measures as directed by the Secretary, to the satisfaction of the Secretary.

Details of any Incidents and Non-Compliances will be recorded within the Conditions Compliance Report and/or the Annual Review. Actions taken will be detailed within those reports. The Secretary (DPE) may notify the Plant Manager of any reasonable requirements for compliance, and the Plant Manager will comply with those requirements within the timeframe.

7 Responsibilities and Training

7.1 RESPONSIBILITIES

7.1.1 Plant Manager

The nominated management representative is the Plant Manager, Martin Hodgson of Hodgson Quarries and Plant Pty Ltd.

This person is responsible for:

- Ensuring operations on the site follow the procedures described within the EIS, EA, consent and management plans;
- Ensuring all staff are trained in the relevant procedures and plans;
- Overseeing the receipt of, and response to, complaints about the environmental performance of the development; and
- Liaising with the community on environmental issues.

7.1.2 Environmental Manager

The Environmental Manager is responsible for ensuring the various management plans are prepared and updated as required.

7.1.3 General Staff

Staff are responsible for undertaking and/or complying with relevant environmental procedures for their area of operation. Compliance with these procedures will be a condition of employment.

7.2 TRAINING

All staff, contractors and sub-contractors engaged in construction, operation or rehabilitation works on the site are to undertake induction training within one month of commencement at the site.

This induction will include:

- occupational, health and safety;
- information on the key environmental issues, objectives and targets;
- relevant procedures and monitoring they will be responsible for, to ensure targets are met;
- environmental emergency procedures;
- information on relevant penalties and fines in the event they do not follow procedures.

In the event that procedures are changed, staff will be provided with revised training within one month of the alteration.

The induction has been updated to include an Environmental Induction Checklist (see Appendix I).

Figure One. Environmental Monitoring Locations

Plan of: Environmental Management Plan/Environmental Management Strategy 2023 for the Sand Quarry, Roberts Road, Maroota - Environmental Monitoring Locations

Figure: THREE

Version/Date: V0 25/07/2023

Our Ref: 12521_HMA_EMP2023_EMS_Q003_V1_F3

Location: Maroota Quarry, Roberts Road, Maroota, NSW

Council: Hills Shire Council

Tenure: Not Applicable

Client: Hodgson Quarries & Plant Pty Ltd

Source: nearmap - Image Date 17/03/2023 Zone MGA 56

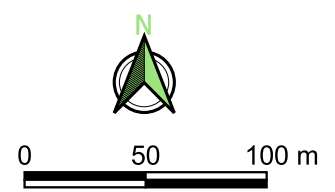
Survey: Not Applicable

Projection: GDA2020/MGA Zone 56 EPSG:7856

Contour Interval: Not Applicable

Plan By: TO/JD

Project Manager: LT



This figure may be based on third party data which has not been verified by vgt and may not be to scale. Unless expressly agreed otherwise, this figure is intended as a guide only and vgt does not warrant its accuracy.



8 Review

A review of the Plan will be undertaken as required by Condition 67:

Revision of Strategies, Plans and Programs

67. Within 3 months of the submission of:

(a) an annual review under Condition 66 above;

(b) an incident report under Condition 68 below;

(c) an audit report under Condition 70 below; or

(d) any modification to the conditions of this Consent (unless the conditions require otherwise),

The Applicant shall review, and if necessary, revise, the strategies, plans, and programs required under this Consent to the satisfaction of the Secretary.

Where this review leads to revisions in any such document, then within 4 weeks of the review, unless the Secretary agrees otherwise, the revised document must be submitted to the Secretary for approval.

Note: This is to ensure the strategies, plans and programs are updated on a regular basis, and incorporate any recommended measures to improve the environmental performance of the development.

9 References

- Ref 1 James Hart Consulting, Independent Environmental Audit (May 2023)
- Ref 2 NSW Department of Planning and Environment File No S98/00772, DA No 267-11-99 , August 2021 Consolidated Consent
- Ref 3 NSW EPA Licence number 6535
- Ref 4 NSW Department of Primary Industries, Water licences WAL24163, 10BL158808, 10BL605696.
- Ref 5 Nexus Environmental Planning, EIS (1999)
- Ref 6 Nexus Environmental Planning, SoEE (2000)
- Ref 7 Nexus Environmental Planning, EA (May 2015)
- Ref 8 Nexus Environmental Planning, EA (September 2015)
- Ref 9 NSW Department of Planning and Environment Assessment Report, Roberts Road Quarry, (March 2016)
- Ref 10 NSW Department of Environment and Climate Change, Managing Urban Stormwater – Soils and Construction
- Ref 11 ERM Australia, Environmental Management Plan (June 2001)
- Ref 12 VGT Pty Ltd, Operational Environmental Management Plan (July 2018)
- Ref 13 Umwelt (Australia), Environmental Compliance Audit HB Maroota, 2003-2006 (December 2008)
- Ref 14 Umwelt (Australia), Environmental Compliance Audit HB Maroota, 2006-2011 (July 2011)
- Ref 15 Newport Technical Services Pty Ltd, Environmental Compliance Audit, Maroota Sand Quarry 2011 – 2014 (May 2014)
- Ref 16 NSW Department of Planning and Environment, Roberts Road Sand Quarry Compliance Audit as part of State Sand Quarries Campaign (May-August 2015), (December 2015)
- Ref 17 DIPNR, Guideline for the Preparation of Environmental Management Plans, 2004.

Appendix A Air Quality Management Plan

Appendix B

Water Management

Plan

Appendix C

Operation and Road Noise Management Plan

Appendix D

Traffic and Transport Management Plan

Appendix E

Flora and Fauna Management Plan

Appendix F

Landscape and Rehabilitation Plan

Appendix G Construction Environmental Management Plan

Appendix H Pollution and Incident Response Management Plan

Appendix I

Induction Package

Hodgson Quarries & Plant Pty Ltd

Employee Induction Check List

- | | | |
|-------------------------------------|-----|----|
| • Employee Induction Completed. | Yes | No |
| • Employee personal details issued. | Yes | No |
| • Tax File paper work issued. | Yes | No |
| • Pre-Start check list explained. | Yes | No |
| • Shown around quarry. | Yes | No |
| • Shown amenities. | Yes | No |
| • Morning & lunch explained. | Yes | No |
| • Time sheet book | Yes | No |

Additional Comments: _____

Employee: _____ **Management:** _____

Date: _____

HODGSON QUARRIES & PLANT PTY LTD

Environmental Induction Checklist

1. Purpose

To minimise environmental harm arising from the operation of the quarry activities.

2. Scope

To apply to all workers and contractors coming onto the site.

3. Items

- i. There shall be no discharge of water, or any substance off site without the authorisation of the Manager.
- ii. All vehicles leaving site to be covered.
- iii. Dust will be controlled using the water cart.
- iv. All staff will visually assess if dust is being generated and notify the Manager or Supervisor should the water cart be required.
- v. Any spills eg fuel, oil or similar substances shall be contained and reported to the Manager / Supervisor.
- vi. Any dumped rubbish, vehicles or trespassers shall be reported to the Manager / Supervisor.
- vii. To minimise air and noise pollution, all equipment must be well-maintained. Avoid the use of engine brakes on Roberts Rd.
- viii. No vehicles or equipment shall enter the vegetation exclusion and rehabilitation areas. If you are unsure, or have an unexpected find in a new area, please contact your supervisor.
- ix. All vehicles to adhere to the speed limit, within the site and on public roads.
- x. All community complaints to be recorded and referred to the Manager.

The following indorse this policy,

Employee / Contractor: _____

Date: _____

Management: _____

Date: _____

Hodgson Quarries & Plant Pty Ltd

Confirmation of Induction Form

I _____ confirm that I have been inducted to Hodgson Quarries & Plant Pty Ltd Safety Management System, that I have read, I do understand, and that I will comply with the following safe work procedures.

Safe Work Procedure Title	Initials
• Approaching Mobile Machinery	_____
• Operating Mobile Screen & Stacker	_____
• Working From Stock Piles / Loading Trucks	_____
• Bund Walling	_____
• Personal Protective Equipment	_____
• Quarry Road Safety	_____
• Re-Fuelling Mobile & Static Plant	_____
• Walking Around Sites	_____
• Work Place Signs	_____
• Loading Trucks	_____
• Visitors On Site	_____

I also confirm that I have read and understood the following policies and that I will comply with them. They include Hodgson Quarries & Plant Pty Ltd, Drug and Alcohol Policy, Occupational Health and Safety Policy, Impaired Work Performance Policy, Non Smoking in Workplace Areas Policy and any other policy contained within the Hodgson Quarries & Plant Pty Ltd Safety Management System.

(Please Sign) _____

<u>INDUCTEE</u>	
Full Name	_____
Position	_____
Signature	_____
Date	_____
Time	_____

<u>INDUCTOR</u>	
Full Name	_____
Position	_____
Signature	_____
Date	_____
Time	_____

Hodgson Quarries & Plant Pty Ltd

Code of Conduct Policy

1. Purpose

To ensure the safety and well being of all personnel in or about any of the sites we operate, to comply with all legal requirements within our community {whilst in the work place.} To provide a workplace that is comfortable for all on site.

2. Scope.

To cover all persons in and about our sites, using plant and equipment or in company vehicles.

3. Responsibilities.

All individuals have obligations under varying statutes as a normal prerequisite within the community, these laws apply on any of the companies sites OR whilst you are at work, some of the items listed below are for your & others safety, you are answerable to your supervisor for all of these issues whilst at work. You have a responsibility to report any breaches to your supervisor. Breaches of any of the below listed will result in disciplinary action, being either in accordance with the Policy being breached or possibly instant dismissal.

Unacceptable conduct is:

- 1/ Proven theft, occurring on-site
- 2/ Wilful damage
- 3/ Any breaches of Company Policy
- 4/ Any prosecutable offence which occurs on-site
- 5/ Harassment
- 6/ Non Compliance with Safe Work Procedures OR Work Instructions
- 7/ Violence or assault
- 8/ Unsafe conduct
- 9/ Language – should be equivalent and acceptable to those within hearing.

Management _____ **Date** _____

Employee / Contractor _____ **Date** _____

Hodgson quarries & Plant Pty Ltd

CODE OF CONDUCT POLICY

Author: Stuart Reed : Approved by: Martin Hodgson

DATE OF ISSUE: 10/06/2022

ISSUE NUMBER: 3.0 PAGE NUMBER: 1 of 1

Hodgson Quarries & Plant Pty Ltd

Consultation and Communication

1.0 Purpose

The purpose of this document is to ensure good communication on health and safety throughout the workplace.

2.0 SCOPE

To ensure all employees have the opportunity to have input into health and safety matters through the use of toolbox meetings.

3.0 DEFINITIONS

Consultation seek information or advice from another person taking into account their feelings, interests and expertise

Communication process of passing on information in a variety of ways so that the receiver understands the same message as the transmitter intended to give.

Information	Who's to Receive	When	How	Sent By
Safety Alerts	All	As Received	Notice boards, internal mail	Manager
Safety statistics	Committee, All	Monthly	Notice board, reports	Manager
Current incidents	All	As occurs	Tool box meetings	Manager, Team Leader
Updates to legislation	Supervisors, Committee	As occurs	Committee meetings, reports	Manager
Health and Safety information	All	At least monthly	Notice boards, toolbox meetings	All to contribute
Changes to Safety Management System	All	As occurs	Toolbox meetings, notice boards MSMP manual	Manager, Team Leader

Hodgson Quarries & Plant Pty Ltd
CONSULTATION AND COMMUNICATION

Author: Stuart Reed

Approved by: Martin Hodgson

DATE OF ISSUE: 10/02/23

ISSUE NUMBER: 4.0

PAGE NUMBER: 1 of 2

Hodgson Quarries & Plant Pty Ltd

Toolbox Meeting Minutes

Participants:	Date:	Time:	
	Supervisor:		
	Issues Discussed:		
	Key Points Arising:		
Points Requiring Follow Up:	Who:	When:	

HODGSON QUARRIES & PLANT Pty Ltd

Drug & Alcohol Policy

Hodgson Quarries & Plant Pty Ltd and its employees have decided that this is our drugs and alcohol policy, this is an integral part of the company's health and safety policy, which is intended to ensure that company activities are performed in a manner that protects the health and safety of employee's, contractors and the general public.

Hodgson Quarries & Plant Pty Ltd and its employees recognise that drug and alcohol abuse by employees or contractors can expose the individual, fellow workers, the general public and company property to unacceptable risks, whilst at work. This policy is portable and extends to all employees that may be engaged to work for the company, but not necessarily on company sites, this also includes the operation or the control of any company owned vehicles.

Hodgson Quarries & Plant Pty Ltd has a commitment to health and safety and legal obligations to its employees, contractors and the general public, the company's policy is therefore to:

- Encourage the counselling, treatment and rehabilitation of employees and contractors with drug and alcohol problems.
- Prohibit the possession OR consumption of alcohol or illegal drugs on company sites or in company or contractor vehicles.
- Ensure that no employee, contractor or visitor enters or remains on company sites, or in control of company vehicles or contractor vehicles whilst under the influence of illegal drugs or alcohol.
- Notify your supervisor of the consumption of prescription or over the counter medications either taken prior to commencing work or whilst at work. You may need to supply the original packaging for over the counter medication or your Doctor's recommendation as to the affects of prescribed drugs and safe work practices after the consumption thereof. Not adhering to recommended or prescribed rates of consumption for these drugs can result in the request to vacate the site of employment.
- Maintain a zero tolerance policy towards the consumption of illegal drugs prior to work, or at work, or the possession of alcohol or illegal drugs in the work place.
- Maintain a maximum limit of alcohol to be 0.02 to carry out any work related activities. Readings above 0.02 and below 0.05 will require the

Hodgson Quarries & Plant Pty Ltd	
DRUG & ALCOHOL POLICY	
Author: Stuart Reed	
Approved by: Martin Hodgson	
DATE OF ISSUE: 10/06/22	ISSUE NUMBER: 3.0
PAGE NUMBER: 1 of 2	

HODGSON QUARRIES & PLANT Pty Ltd

individual to remain off site and disciplinary action will apply. One warning will be given on the first offence; the second offence will result in termination of employment. Readings above 0.05 will result in termination of employment.

- Operate a drug and alcohol-testing program.
- Notify your supervisor if you know or suspect a co-worker, visitor or sub-contractor that is affected by OR is consuming either illegal drugs or alcohol in the work place OR the affects thereof are presenting in the workplace resulting in a safety hazard.

Employees, Contractors and visitors to the company's sites should be aware that the company may ask any person/s on site/s, operating plant and equipment or operating company road registered vehicles to undergo a test to evaluate the level of alcohol or drugs, and we accept this for safety reasons.

We accept that failure to comply with a request to undertake a drug or alcohol test will equate to a breach under the Act. The Dept. of Mineral Resources will be notified in the event that anyone fails to comply with the request; this is a prosecutable offence in its own right.

We accept that the failure to comply with a request to undertake a drug and alcohol test OR a positive result/s from a drug and alcohol test will then result in disciplinary action. Due to the company's and its employee's emphasis on safety relating to these actions, we agree that the disciplinary action resulting from a confirmed positive test OR refusing to be tested will result in termination of employment.

I accept as a result of my actions equating to a breach of this policy and termination occurring that this does not equate to an unfair dismissal.

I accept and understand that I must consent to drug and alcohol testing in the workplace for safety reasons.

I understand and accept this policy; this policy is designed to provide a safe work place.

Management _____ Date _____

Employee / Contractor _____ Date _____

Hodgson Quarries & Plant Pty Ltd	
DRUG & ALCOHOL POLICY	
Author: Stuart Reed	
Approved by: Martin Hodgson	
DATE OF ISSUE: 10/06/22	ISSUE NUMBER: 3.0
PAGE NUMBER: 2 of 2	

Hodgson Quarries & Plant Pty Ltd

Emergency Response Procedure

1. In Case of Emergency

- 1.1 Determine the extent of the emergency
- 1.2 If it is safe and practicable to do so, contain the emergency
- 1.3 Advise your Supervisor.
- 1.4 The authorised person is to assess the extent of assistance required and implement same
- 1.5 If advised by supervisor or if you feel appropriate move to the designated gathering point.

2. In Case of Injury

- 2.1 Determine the extent of the injury
- 2.2 Offer the injured person first aid, if qualified, and advise your supervisor
- 2.3 Keep calm and give a brief but accurate description of the injuries to the Supervisor.
- 2.4 Endeavour to stop any serious bleeding.
- 2.5 Do not move an injured person unless he/she is in danger of further injury.
DO NOT JEOPARDISE YOUR OWN SAFETY
- 2.6 If advised by supervisor or if you feel appropriate move to the designated gather point.
- 2.7 The person in charge or first aider is to summons the relevant emergency services. When talking with emergency services the following will be required:

	Question to Answer	Your Response
1	Your full name and contact number	Your name Hodgson Quarries 0418277871
2	Address Suburb Postcode Nearest cross street	As per Hodgson Quarries. 24 hour Emergency Phone Numbers located in first aid boxes and beside the phone
3	Type of incident, injury and location on site (is it accessible by vehicle)	e.g. flooding, drowning, medical, heavy machinery/vehicle accident, fire, environmental etc.
4	Any casualties, if so, how many	Answer to the best of your knowledge
5	Number of persons on site	Answer to the best of your knowledge

Hodgson Quarries & Plant Pty Ltd

<u>Ambulance</u>	000
<u>Fire</u>	000
NSW Rural Fire Service	1800 049933
<u>Police</u>	000
• Gosford	02 4323 5599
• Wisemans Ferry	02 4566 4302
• Castle Hill	02 9680 5399
State Emergency Service (SES)	132 500
•	Gosford 02 4365 4055
•	Wyong 02 4351 2244
•	Hawkesbury 02 4575 1280
Energy Australia	131 388
Integral Energy	131 003
Poison Information Centre	131 126

6. **The emergency gathering point is defined by appropriate sign at each site.**

Hodgson Quarries & Plant Pty Ltd

Environmental Policy

Commitment

Hodgson Quarries & Plant is committed to undertaking its activities in an environmentally responsible manner and effectively managing any risks that may lead to an impact on the environment. Hodgson Quarries & Plant will do all that is reasonably practical to ensure that there is continuous improvement in environmental performance, including ongoing communication and awareness raising, active reporting of environmental incidents and continuous learning from experience.

Objectives

Hodgson Quarries & Plant will demonstrate due diligence in the provision of its services, manage its work activities in a manner that is consistent with the principles of ecologically sustainable development, and will deliver continuous improvement in environmental performance through:

- Setting and reviewing environmental objectives and targets
- Assessing likely environmental outcomes before deciding to proceed with activities.
- Considering environmental outcomes when making decisions, in the same way that consideration is given to safety, cost, quality and time.
- Minimizing pollution and managing potential environmental impacts resulting from Hodgson Quarries & Plant activities and promoting the efficient use, reuse and recycling of resources.
- Monitoring, reviewing and reporting on the environmental performance of the organization.

Hodgson Quarries & Plant Pty Ltd

ENVIRONMENTAL POLICY

Author: Stuart Reed

Approved by: Martin Hodgson

DATE OF ISSUE: 23/02/22

ISSUE NUMBER: 3.0

PAGE NUMBER: 1 of 2

Hodgson Quarries & Plant Pty Ltd

Personnel

All Hodgson Quarries & Plant staff have a responsibility to actively contribute towards avoiding or minimizing environmental impacts in their day to day work.

To do this staff must:

- Work carefully at all times to protect the environment.
- Report any environmental impacts, hazards or potential environmental management issues of which they become aware to the responsible officer, including poorly installed or poorly operating equipment they encounter in their working day.
- Work in a manner consistent with Hodgson Quarries & Plant legal environmental obligations.
- Work in accordance with all Hodgson Quarries & Plant environmental management programs and follow specified systems of work.
- Participate in relevant environmental management consultation and training initiatives, and use effective environmental management measures in their work.

Hodgson Quarries & Plant Environmental Policy will be regularly audited and revised as necessary to ensure its continued compliance.

See appendix 1 (Workplace Environmental Check List)

Hodgson Quarries & Plant Pty Ltd

ENVIRONMENTAL POLICY

Author: Stuart Reed

Approved by: Martin Hodgson

DATE OF ISSUE: 23/02/22

ISSUE NUMBER: 3.0

PAGE NUMBER: 2 of 2

AM I PERSONALLY FIT TO ATTEND WORK?

THE I'M SAFE CHECKLIST

I Illness / injury, am I sufficiently recovered?

M Medication, am I under the effect of any medication?

S Stress, am I under severe stress from work or personal worries?

A Alcohol / drugs, am I under the influence or badly hung over?

F Fatigue, am I tired and not adequately rested?

E Expertise, am I currently competent?

Hodgson Quarries & Plant Pty Ltd

How Does Alcohol Affect Your Performance?

Alcohol impairs judgement, vision and accurate movement.

It is best not to drink before driving, operating machinery or making important decisions.

Drugs, including prescribed medications, often speed up the effects of alcohol.

Alcohol can stay in the body for many hours.

Nothing you take makes alcohol leave your body more quickly, including coffee.

If you have a license that prohibits you drinking, you must not drink at all.

The number of drinks that could take your blood alcohol content over the legal limit is:

- 1 middy of full strength beer, approx 285ml
- 1 schooner, approx 1.5 middy's, of low alcohol beer, approx 425ml
- 1 small glass table wine, approx 100 – 120ml
- 1 nip of spirits, approx 30ml
- 1 glass fortified wine, approx 60ml

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FITNESS FOR WORK

Author: Stuart Reed

Approved by: Martin Hodgson

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PAGE NUMBER: 2 of 3

Hodgson Quarries & Plant Pty Ltd

What Counts as a Drug?

- An illegal substance – or equipment for using it;
- A prescription drug that you have in your possession or are consuming without a prescription by a licensed physician;
- A drug that a licensed physician has prescribed for you, but you have taken more than the correct dose;
- Other medication that you are misusing

Check the side effects of your medication with your doctor

Hodgson Quarries & Plant Pty Ltd

Hazard Reporting

1.0 PURPOSE

The purpose of this document is to describe how hazards will be identified, assessed controlled and reviewed on a timely basis.

2.0 SCOPE

Hazard management is a tool available to all which, when applied correctly leads to a safer workplace. This is achieved through applying a process, which involves hazard identification, evaluation, risk assessment, control and monitoring.

3.0 DEFINITIONS

Hazard is a source of potential harm or a situation with potential to cause harm

Risk is defined as the chance of something happening that will have an impact upon objectives

Hodgson Quarries & Plant Pty Ltd

HAZARD REPORTING

Author: Stuart Reed

Approved by: Martin Hodgson

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ISSUE NUMBER: 4.0

PAGE NUMBER: 1 of 4

Hodgson Quarries & Plant Pty Ltd

Hazard Report Form Instructions

Who can submit a Hazard Report?

The person who identified the hazard normally submits a hazard report.

What's it for?

A hazard report enables the company to initiate corrective actions before the hazard causes an injury or damage to equipment.

Name and Occupation:

This means the name and occupation of the person submitting the form.

Date and Time:

This means the date and approximate time you identifies the hazard.

Describe the Hazard:

In your own words, describe the hazard and how you believe it may affect safety. A hazard may be anything, action, event, situation that could lead to an accident, illness or damage.

How Serious is the Hazard?

Tick the most appropriate box.

What have you done to Control This Hazard?

In your own words, write down what you have done to control the hazard.

What do you Recommend Needs to be done to Control this Hazard?

In your own words, describe what actions you believe need to be taken e.g. by others, to control this hazard.

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HAZARD REPORTING

Author: Stuart Reed

Approved by: Martin Hodgson

DATE OF ISSUE: 09/02/23

ISSUE NUMBER: 4.0

PAGE NUMBER: 2 of 4

Hodgson Quarries & Plant Pty Ltd

Hazard Report

Name and Occupation: _____

Site Location: _____

Date: ____/____/____ Time: ____:____ am/pm

Hazard Location on Site: _____

Describe the Hazard: _____

How Serious is this Hazard?

Fairly Significant Serious Deadly
minor

What Have You Done to Control This Hazard? _____

What Do You Recommend Needs to be done to Control this Hazard? _____

Signature: _____

Manager / Supervisor Name: _____

Signature: _____

Hodgson Quarries & Plant Pty Ltd

HAZARD REPORT CARD

A		
Hazard Report 001		
Date:	Time:	Reported By:
Location:		
Hazard (what, where):		Risk: H M L VL
Possible Solution:		
Immediate:	➤	➤
Long Term:		
B		
Date:	Time:	Reported to:
Hazard (what, where):		
C		
Corrective Action		
➤	➤	➤
Signed:	Dated completed:	Supervisor:
(Originator)		
Quarry Manager – Comments:		
Signed:	Dated:	

Hodgson Quarries & Plant Pty Ltd

Hazardous Substances

1.0 Purpose

To ensure appropriate arrangements are in place to minimize the risk of adverse health effects to employees, customers, contractors and the public, due to exposure to hazardous substances (including dangerous goods) produced or used as part of the company's operations.

2.0 Scope

This procedure covers the safe handling, storage and use of hazardous substances and dangerous goods. It includes the use of labels and material safety data sheets (MSDS), provision of information, risk assessment and control, precautions for safe handling, storage and use, and access to information by interested parties.

3.0 References

Australian Standard AS1319 - Safety signs for the occupational environment
Australian Standard AS1337 – Eye protection for industrial applications
Australian Standard AS1715 – Selection, use and maintenance of respiratory protective devices
Australian Standard AS1716 – Respiratory protective devices
Australian Standard AS1940 – The storage and handling of flammable and combustible materials
Australian Standard AS2210.1 – Occupational protective footwear, part 1: guide to selection care and use
Australian Standard AS2430 – Classification of hazardous areas
Australian Standard AS3780 – The storage and handling of corrosive substances
Australian Standard AS4332 – The storage and handling of gases in cylinders
Australian Standard AS4360 – Risk management
Mine Safety Management Plan – Risk management
Mine Safety Management Plan – Hazard reporting

Hodgson Quarries & Plant Pty Ltd

HAZARDOUS SUBSTANCES

Author: Stuart Reed

Approved by: Martin Hodgson

DATE OF ISSUE: 09/02/23

ISSUE NUMBER: 2.0

PAGE NUMBER: 1 of 3

Hodgson Quarries & Plant Pty Ltd

4.0 Procedure

4.1 Hazard identification and Risk Assessment

The hazards associated with each hazardous substance in the workplace will be identified and the associated risks will be assessed using MSMP section 7 - Risk Management and MSMP section 8 – Hazard Reporting.

This is best achieved by referring to the relevant MSDS

4.2 Material Safety Data Sheets (MSDS)

A current MSDS must be retained on site for all hazardous substances.

A complete set of MSDSs for all hazardous substances used on site will be maintained in a central location. A copy of relevant MSDSs must also be readily available in those areas where hazardous substances are being used.

MSDSs distributed to personnel and relevant workplaces will be controlled documents and arrangements will be established to ensure all MSDS are kept up to date. Superseded MSDSs will also be kept.

4.3 Hazardous Substance Register

A central register of hazardous substances will be compiled and kept up to date. The register will include types, quantities, location and a reference to the relevant MSDS.

4.4 Storage

The storage of hazardous substances (including dangerous goods) will be in full compliance with relevant legislative requirements.

Hazardous substances storage containers (including gas cylinders) which are unsafe e.g. damaged, leaking etc, will be clearly marked as “unsafe” to prevent them from being used, until their disposal.

Appropriate bunding of adequate capacity will be used wherever there is a risk of leaks, spillage or loss of containment. Bunding will be provided for:

- All tanks and other vessels containing materials which may cause environmental, safety or health hazard;
- Any other area where spills may occur e.g. filling, transfer or decanting areas

HAZARDOUS SUBSTANCES

Author: Stuart Reed

Approved by: Martin Hodgson

DATE OF ISSUE: 09/02/23

ISSUE NUMBER: 2.0

PAGE NUMBER: 2 of 3

Hodgson Quarries & Plant Pty Ltd

4.5 Handling

Hazardous substances will only be handled in accordance with the relevant MSDS.

4.6 Disposal

Disposal will be in accordance with the manufacturers instructions.

4.7 Information to Interested Parties

Information related to hazardous substances on site will be given to local emergency services where required.

Hodgson Quarries & Plant Pty Ltd

HAZARDOUS SUBSTANCES

Author: Stuart Reed

Approved by: Martin Hodgson

DATE OF ISSUE: 09/02/23

ISSUE NUMBER: 2.0

PAGE NUMBER: 3 of 3

Hodgson Quarries & Plant Pty Ltd

Impaired Work Performance Policy

HODGSON QUARRIES & PLANT Pty Ltd and its employees are committed to meeting the social, moral and legislative obligations to the community and our employees.

Part of this obligation is the prevention, education, counseling and rehabilitation of employees who may at some time suffer mental or physical impairment through a number of causes, some of which may be beyond their control and for which assistance may be available within or outside the company's management structure.

All available medical, psychological and other scientific data reveals that people who suffer some type of physical / mental impairment, temporary or permanent for whatever reason, whether at work or not, are more likely to create a hazardous situation where an accident will result with possible injuries to themselves or other persons.

The data identifies some of the root causes as:

- Drug & Alcohol abuse.
- Legal problems.
- Health problems.
- Emotional Stress / Overload.
- Marital / Family Problems.
- Financial Problems.
- Fatigue.

Both the company and our employees have a major interest in ensuring that our workplaces are safe and accident free. It is essential that the parties ensure that a safe and health workplace is maintained. It is your obligation to report any one on any site displaying any signs of work impairment performance to your supervisor.

Managers, Supervisors and workers are encouraged to assist each other wherever possible to overcome these problems with co-operation and assistance that befits that person's particular situation.

Employee/Contractor _____ Date _____

Management _____ Date _____

Hodgson Quarries & Plant Pty Ltd

Job Safety Analysis (JSA)

FIVE SIMPLE STEPS

1. Break job into logical steps
2. Identify any “potential” hazards for each step
3. Assess the risk for each identified hazard
4. Identify controls for hazards
5. Assign responsibilities to implement controls

RISK ASSESSMENT

For each identified hazard consider the “maximum credible” (not “absolute worst case”) risk that could result, then:

Select one from each column

Likelihood of Occurrence	Severity of Result
A: Common or repeating occurrence	1. Fatality
B: Known to have occurred or “has happened”	2. Permanent disability
C: Could occur or “heard of it happening”	3. Lost time injury / medical treatment
D: Not likely to occur	4. First aid
E: Practically impossible	5. No injury

Plot selection on grid

Probability Consequence	A	B	C	D	E
1	1	2	4	7	11
2	3	5	8	12	16
3	6	9	13	17	20
4	10	14	18	21	23
5	15	19	22	24	25

Risk Assessment Ratings

High (Category A) 1 – 8
Medium (Category B) 9 – 15
Low (Category C) 16 – 20
Very Low (Category D) 21 – 25

Hodgson Quarries & Plant Pty Ltd

Job Safety Analysis

Job:

Team:

Date:

Step	Hazard Identification	Risk Rating	Control

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JOB SAFETY ANALYSIS

Author: Stuart Reed

Approved By: Martin Hodgson

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PAGE NUMBER: 2 of 3

Hodgson Quarries & Plant Pty Ltd

Action Plan

Where? _____

When? _____

Who? _____

Item No.	What's to be done	Who's to do it	By when	Sign off when completed

Hodgson Quarries & Plant Pty Ltd

Mobile Phone at Work Policy

Policy

The following policy regarding the use of mobile phones applies to all employees (including subcontractors / labour hire) at Hodgson Quarries & Plant Pty Ltd.

- No employee shall have on their person a mobile phone while at work. Employees will be permitted to leave their phones in the lunch room (at your own risk) or in your car, for use during meal breaks only.
- The only people permitted to use a mobile phone whilst in the work place are Management or Supervisors. However, they shall only use a mobile phone when safe to do so.
- Emergency contact number 0408251393 shall be prominently displayed for all employees to provide to their families in case of emergency. Hodgson Quarries & Plant Pty Ltd shall ensure that such messages are passed onto the employees immediately.

Disciplinary Action

Hodgson Quarries & Plant Pty Ltd regards any breach of the above as a serious incident which may result in disciplinary action, continual disregard of this policy may result in the termination of employment.

Employee / Contractor _____ Date _____

Management _____ Date _____

Hodgson Quarries & Plant Pty Ltd
MOBILE PHONE AT WORK POLICY
Author: Stuart Reed
Approved by: Martin Hodgson
DATE OF ISSUE: 10/06/22 ISSUE NUMBER: 3.0
PAGE NUMBER: 1 of 1

Hodgson Quarries & Plant Pty Ltd

Non – Smoking Policy

Smoking is prohibited in the following areas: -

- All earthmoving plant
- All company vehicles
- Within five (5) metres of flammable liquid or dispensing.
- All enclosed areas.

This policy is effective immediately.

Management will assist any employee/subcontractor smoker wishing to stop smoking by introducing them to programs such as Quit or counseling.

Therefore, all job recruiting will clearly note employees must comply with non-smoking areas. Smokers will be informed of this policy and asked if they will have any problems adhering to this policy.

Anyone breaching this policy will be given written warning. Repeat offences will result in termination.

The following people endorse this policy.

Employee / Contractor _____

Date _____

Management _____

Date _____

Hodgson Quarries & Plant Pty Ltd

NON-SMOKING POLICY

Author: Stuart Reed

Approved by: Martin Hodgson

DATE OF ISSUE: 10/06/22

ISSUE NUMBER: 3.0

PAGE NUMBER: 1 of 1

Hodgson Quarries & Plant Pty Ltd

Plant and Vehicle Introduction to Site

Project:	Date:
Person inspecting:	Job title:

Plant details	
Type of plant:	Contractor:
Make / model:	ID number:
Serial Number:	

Plant inspection							
Compliant	Yes	No	N/a	Compliant	Yes	No	N/a
Plant risk assessment and maintenance records obtained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Any obvious leaks (engine/ hydraulic oil etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OEM available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Any obvious damage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prestart inspection book available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Guards fitted and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Amber beacon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tyres/ tracks in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uhf radio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Safe access and egress for operator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire extinguisher (current inspection date and secure)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Windows, mirrors clean and undamaged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reverse alarms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rops / fops installed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Safe working load displayed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lifting and rigging equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Regulatory inspections (cranes)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Hodgson Quarries & Plant Pty Ltd

Plant inspection							
Compliant	Yes	No	N/a	Compliant	Yes	No	N/a
Two-way Radio (Mine Compliant)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Item & Design Registration – pressure vessels, EWP's, man baskets, cranes over 10 tons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Battery Isolator & Starter Isolator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Battery Jump Start Receptacle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reflective Identification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Structural Integrity - corrosion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pre-start Inspection Book	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Housekeeping/Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windscreen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Safety File	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access & Egress – stairs, ladders and guardrails on all platforms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Battery Installation & Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operator Controls – functioning and labelled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wheel Chocks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seat Belts & Seating – functioning and on all seats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cabin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk Assessments – operational and maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Service/maintenance Records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Manuals - OEM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brackets, Pins & Hinge Joints	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Test Certificates – Pressure vessels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winches/Lifting Devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROPS/FOPS – cabin,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Height Clearance Label	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Guards – on all moving and hot parts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MDG 15 Assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Signage – warning and danger signs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Green Running Lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Extinguisher &/or Suppression System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rear View Mirrors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fuel System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brake System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coolant System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Engine/Drive Motor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hydraulic System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Air Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exhaust System & Turbocharger	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tyres and Rims	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Hodgson Quarries & Plant Pty Ltd

Plant inspection							
Compliant	Yes	No	N/a	Compliant	Yes	No	N/a
Air-conditioning & Heating Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Conduits & Clamps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Terminated Ends	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Terminals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fuses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Segregation from other systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	E-stops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Glanding / Bushing of Cables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electrical Enclosures & Panels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lighting, Lights & Indicators	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	E-stop	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horn & Instrumentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Battery Isolator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reversing/Travel Alarm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wipers & Washers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flashing Light	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Auxiliary Devices (if fitted)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Hodgson Quarries & Plant Pty Ltd

Plant inspection							
Compliant	Yes	No	N/a	Compliant	Yes	No	N/a

Hodgson Quarries & Plant Pty Ltd

Light vehicle inspection							
Compliant	Yes	No	N/a	Compliant	Yes	No	N/a
Amber beacon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flag pole (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uhf radio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tyres in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reverse alarm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Any obvious damage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire extinguisher (current inspection date and secure)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vehicle id decals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Two-way Radio (Mine compliant)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Battery Installation & Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reflective Identification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Housekeeping/Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flashing/Rotating Light	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Seat Belts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pre-start Inspection Book	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Guards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cargo Barrier / Load Resistant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other Plant Mounted to Vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rated Tow Hitch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire Extinguishers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear View Mirrors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Emergency Trauma Kit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Driver's Side Airbag	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Terminals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exhaust System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electric Cables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
V- Belts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steering Linkages	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coolant System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suspension System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brake System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Driveline Components	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fuel System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Engine/Drive Motor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lighting, Lights & Indicators	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wipers & Washers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horn & Instrumentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wheel, Rims & Tyres	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reversing/Travel Alarm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Windscreen & Mirrors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brake Lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brakes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reversing Camera	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Person conducting inspection sign:	Date:						
Plant operator/supplier sign:	Date:						

Hodgson Quarries & Plant Pty Ltd

Responsibilities and Accountabilities

1.0 PURPOSE

The purpose of this document is to outline the responsibilities of all people who work at Hodgson Quarries & Plant Pty Ltd, whether they are employees or contractors.

2.0 SCOPE

To ensure that everyone is aware of their responsibilities and accountabilities to health and safety and to ensure all tasks to manage health and safety have been allocated.

Manager:

- To ensure safe work practices and procedures are implemented and adhered to and employees are trained in their use;
- Be aware of and comply with legislation in regards to Work Health and Safety;
- Act as an information resource;
- To ensure that all workplace incidents, accidents and injuries are reported and investigated using the correct procedures and forms;
- To ensure that all new employees and contractors receive induction training, health and safety information and on the job training when required;
- To oversee the provision of First Aid Equipment on the site and to ensure that qualified First Aid personnel are available when required;
- Perform audits, inspections and the review of the Work Health and Safety operation.
- Report hazards and investigate incidents and accidents;
- To ensure that the plant and equipment are maintained in a safe condition, with guards and safety devices in place and a regular program of maintenance established;
- Ensure that operators are supplied with and make appropriate use of personal protective equipment and that safe work practices are adopted.

Hodgson Quarries & Plant Pty Ltd

RESPONSIBILITIES AND ACCOUNTABILITIES

Author: Stuart Reed

Approved by: Martin Hodgson

DATE OF ISSUE: 09/02/23

ISSUE NUMBER: 4.0

PAGE NUMBER: 1 of 2

Hodgson Quarries & Plant Pty Ltd

Employees / Contractors:

- Take all steps within their control to maintain their own health and safety and the health and safety of their fellow employees, contractors and visitors;
- To report any potential hazards identified in the workplace or any incidents, accidents or injuries occurring during the course of work;
- To comply with all the safety rules, safe working practices, procedures, signs and instructions;
- To ensure that he / she does not enter the workplace whilst under the influence of alcohol or illegal drugs;
- Make appropriate use of personal protective equipment and to ensure that it is maintained in proper order;
- To be familiar with the site emergency evacuation plan;
- To ensure a high standard of housekeeping;
- To comply with all relevant environmental rules and regulations;
- To attend, when directed, any course or instruction related to Occupational Health and Safety;
- To recommend changes in the work practices regarding safety issues and detail appropriate warnings to be put into work instructions.
- Follow all safe work methods;
- Make appropriate use of personal protective equipment;
- Contractors must notify the Manager or his / her Deputy when attending on site.

Hodgson Quarries & Plant Pty Ltd

RESPONSIBILITIES AND ACCOUNTABILITIES

Author: Stuart Reed

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ISSUE NUMBER: 4.0

PAGE NUMBER: 2 of 2

Hodgson Quarries & Plant Pty Ltd

S.M.S Index

1. Work Health & Safety Policies
2. Responsibilities and Accountabilities
3. Emergency Response Procedure
4. Consultation and Communication
5. Fitness for Work
6. Work Environment
7. Risk Assessment / Management
8. Hazard Reporting
9. Workplace Inspections
10. Safe Work Procedures (SWP)
11. Job Safety Analysis
12. Training and Development
13. Accident / Incident Reporting
14. Contractor Management
15. Document Control
16. Principle Hazard Management Plans
17. Health Control Plan / Health Monitoring Form
18. Environmental Policy
19. Environmental Induction Checklist
20. Vehicle Maintenance Records
21. Principle Hazard Management

I _____ of _____ acknowledge the
SMS of Hodgson Quarries & Plant Pty Ltd and will work within those
perimeters at all times

_____ Dated _____

Hodgson Quarries & Plant Pty Ltd

Truck Driver Induction Code of Conduct

1. Purpose

To ensure all drivers who are approaching & entering the Maroota Site know the correct procedures.

2. Scope

To cover all persons whilst in and about the quarry site.

3. Responsibilities

The Quarry Manager / Site Supervisor have overall responsibility to ensure the observance of the requirements of this procedure.

All personnel within the quarry site have a responsibility to comply with the requirements of this procedure and to at all times follow the directions of the Quarry Manager / Site Supervisor.

4. Procedure (All Drivers Must)

- Comply with all NSW government rules and regulations, including all posted school zone and work-site speed limits.
- Comply with RMS regulations and never leave the quarry overloaded.
- Minimise potential conflict with school buses.
- Attend regular safety meetings with appropriate supervisor / manager.
- Hold a valid driver's license for the class of vehicle that is operated and must immediately report any changes any changes to the status of their license.
- Operate the vehicle in a safe and quiet manner within and external to the quarry site.
- Comply with all directions of site personnel when onsite.
- Comply with Hodgson Quarries SMS.
- Always display courtesy and restraint towards other road users and employ defensive driving techniques to avoid accidents.
- Conduct a prestart on the vehicle to ensure the vehicle is safe to operate, if not safe **DO NOT OPERATE IT**, report defects to your manager.

On approach to the quarry (entering Roberts Rd) minimum speed is insisted on,

- **In particular early morning**, at no times is compression braking permitted.
- In advance on entering the quarry contact should be made to the Loader Operator via UHF Ch.28, only say "**One at the gate**", do not mentioned who you are working for.

Hodgson Quarries & Plant Pty Ltd

TRUCK DRIVER INDUCTION

Author: Stuart Reed

Approved by: Martin Hodgson

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PAGE NUMBER: 1 of 2

- Speed whilst in the quarry is strictly “**WALKING PACE ONLY**” low range.
- All PPE must be worn at all times, including high visibility clothing, safety boots, while moving about the quarry site.
- Never approach an operating mobile machine from the rear of the machine.
- If it is necessary to approach, then contact should first be made with the operator by radio if possible, otherwise remain in your truck until called to get your docket.
- Do not approach machinery until eye contact is made with operator & he/she acknowledges your presence and equipment is grounded.
- When exiting the quarry after being loaded, call out “Truck up Haul Road”.

Inductee: _____ Inductor: _____
Date: _____ Date: _____

Hodgson Quarries & Plant Pty Ltd

Work Health & Safety Policy

The Work Health and Safety of all persons employed by this company and those visiting any of its sites are considered to be of the utmost importance. Management has every desire to provide a safe working environment for its employees.

To accomplish this, resources equivalent with the importance attached to comply with all relevant Acts and Regulations and to ensure the health, safety and welfare of all employees.

This organization will address Accident Prevention and Control, Hazard Control and Rehabilitation as priorities. Work Health and Safety is both an individual and shared responsibility of all parties.

This organisation places occupational health and safety on a priority equal to productivity.

The following people endorse this policy

Management

Employee / Contractor

Date

_____/_____/_____

Hodgson Quarries & Plant Pty Ltd

DEFINITIONS

Competency -a combination of attributes such as knowledge, skills, abilities and attitudes underlying some aspect of successful professional performance.

Contractor - person(s) contracted to carry out work for and on behalf of Hodgson Quarries & Plant including self-employed persons and sub-contractors, for the period of time defined by the contract.

Crisis - an actual or potential threat to Hodgson Quarries & Plant long-term ability to do business due to the impact on:

- ⇒ Operability / assets;
- ⇒ Image / reputation;
- ⇒ Liability.

Crisis Management - strategy and actions undertaken to protect Company assets real and intangible - from an actual or potential threat to long-term viability posed by a catastrophic incident, a non-physical event, or a series of negative developments that escalate to crisis proportions.

Duty of Care - that duty owed to an employee by an employer to provide safe premises, safe plant and equipment and a safe system of work.

Emergency Response - actions taken at the site of a physical incident to preserve lives, property and to protect the environment, as well as the direction, resourcing and direct support of these actions and external communications and notifications.

Employee - person who works for Hodgson Quarries & Plant under a contract of employment, apprenticeship or traineeship.

Hazard - the intrinsic potential for an agent or process to cause damage to any person, property or the environment.

Hodgson Quarries & Plant Pty Ltd

High Potential Event - any event in which any of the following occurred or could have realistically occurred:

- ⇒ fatality or injuries likely to cause permanent work incapacity, injuries involving hospital admittance or lost time from work;
- ⇒ events likely to cause major damage to plant, equipment or the environment; or
- ⇒ events likely to result in major safety regulatory non-compliance involving investigation and possible fines.

Work Health - the status of the physiological, physical, psychological and sociological conditions of the workforce and the workplace.

Operations - all activities involved in the production and distribution processes.

Incident/Accident - any occurrence directly associated with Hodgson Quarries & Plant Pty Ltd operations, products or services, which results in personal injury and / or property damage and / or environmental damage or the possibility of such damage.

Practicable - the extent to which actions are technically feasible, in the light of cost, current knowledge and best practices in existence and under operating circumstances of the time.

Risk - the likelihood and extent to which a hazardous event has potential to cause damage to people, plant or the environment.

Safety - the minimisation of contact with hazards so as to prevent damage to persons, plant and equipment and the environment.

Services - any supply of articles, commodities or activities required or demanded by external or internal customers.

Standard - in the context of a documented standard means a standard generally used and accepted by industry.

Visitor - a person who is not an employee or contractor to Hodgson Quarries & Plant Pty Ltd, who is visiting a site either under the management and control of the Company or uninvited without the formal control of the Company.

Hodgson Quarries & Plant Pty Ltd	
WORK HEALTH & SAFETY POLICY	
Author: Stuart Reed	
Approved by: Martin Hodgson	
DATE OF ISSUE: 10/06/22	ISSUE NUMBER: 3.0
	PAGE NUMBER: 3 of 3

Appendix J Consultation



Lisa Thomson
Principal Environmental Consultant
Vgt Environmental Compliance Solutions
PO Box 2335
GREENHILLS NSW 2323

Dear Ms Thomson

**Roberts Road Sand Quarry (DA 267-11-99)
Management Plans**

I refer to your email dated 12 October 2016 providing comments in response to the Department's review of the revised management plans for the Roberts Road Sand Quarry including the:

- Noise Management Plan (condition 46, Schedule 2);
- Air Quality Management Plan (condition 29, Schedule 2);
- Construction Environmental Management Plan (condition 18, Schedule 2);
- Road Noise Management Plan (condition 48, Schedule 2);
- Flora and Fauna Management Plan (condition 55, Schedule 2);
- Environmental Management Strategy (condition 63, Schedule 2); and
- Operations Environmental Management Plan (condition 19, Schedule 5).

The Department has responded to your comments in **Attachment A**.

Following recent correspondence from DPI-Water, the Department has also provided comments on the Groundwater Monitoring Program (condition 43, Schedule 2). These comments are provided in **Attachment B**.

If you have any enquiries about this matter, please contact Genevieve Seed.

Yours sincerely

Howard Reed 14.10.16
Director
Resource Assessments
As nominee of the Secretary

Attachment A
Roberts Road Sand Quarry Management Plan Review

Environmental Management Strategy – condition 63, Schedule 2	Satisfactory (Yes/No)	Comment	Action Required
<i>The Applicant shall prepare an Environmental Management Strategy for the development to the satisfaction of the Secretary. This strategy must:</i>			
(a) be submitted to the Secretary for approval by 30 June 2016;	Yes	-	n/a
(b) provide the strategic framework for environmental management of the development;	Yes	-	n/a
(c) identify the statutory approvals that apply to the development;	Yes	-	n/a
(d) describe the role, responsibility, authority and accountability of all key personnel involved in the environmental management of the development;	Yes	-	n/a
(e) describe the procedures that would be implemented to: <ul style="list-style-type: none"> • keep the local community and relevant agencies informed about the operation and environmental performance of the development; • receive, handle, respond to and record complaints; • resolve any disputes that may arise during the course of the development; • respond to any non-compliance; • respond to emergencies; 	Yes	-	n/a
(f) include: <ul style="list-style-type: none"> • copies of any strategies, plans and programs approved under the conditions of this consent; and • a clear plan depicting all the monitoring required to be carried out in relation to the development. 	Yes	-	n/a
The Environmental Management Strategy is to include a copy of the sequence of extraction as updated under Modification 2, with all dam areas on the site clearly labelled and described.	Yes	-	n/a

Operation Environmental Management Plan – condition 19 and 20, Schedule 2	Satisfactory (Yes/No)	Comment	Action Required
<i>The Applicant shall prepare an Operational Environmental Management Plan (EMP) in consultation with the relevant authorities and to the satisfaction of the Secretary, prior to the commencement of extraction under this consent. The EMP shall incorporate and integrate environmental management for the existing extraction areas, as well as the areas approved under this consent.</i>			
The Operation EMP shall include, but not be limited to:			
(a) environmental objectives for the site;	Yes	Section 4.	-
(b) the Air Quality Management Plan (condition 29);	Yes	Sub-plan A.	-
(c) the Water Management Plan (condition 42);	Yes	Sub-plan B. The Department notes this is an interim plan with the final WMP due on 31/12/2016.	-
(d) the Noise Management Plan (condition 46);	Yes	Sub-plan C.	-
(e) the Road Noise Management Plan (condition 48);	Yes	Sub-plan C.	-
(f) the Flora and Fauna Management Plan (condition 55); and	Yes	Sub-plan D.	-
(g) the Rehabilitation Plan (condition 58).	Yes	Sub-plan F. The Department notes this is an interim plan with the final WMP due on 30/06/2017.	-
Air Quality Management Plan – condition 29, Schedule 2	Satisfactory (Yes/No)	Comment	Action Required
<i>The Applicant shall prepare an Air Quality Management Plan as part of the EMP. The Air Quality Management Plan shall:</i>			
(a) identify existing and potential sources of dust deposition, TSP and fine particulates (PM10 and PM2.5) and specify appropriate monitoring intervals and locations. The purpose of this monitoring is to evaluate, assess and report on these emissions and the ambient impacts with the objective of understanding the development's contribution to levels of dust deposition, TSP and fine particulates in ambient air around the site;	No	The frequency of monitoring for TSP, PM10 and PM2.5 has been specified as 24 hours every 6 days for 12 months. This frequency is acceptable however, the MP does not specify the schedule of monitoring following this 12 month period. <i>Response: Section 3.2.2: A correlation will be developed for the site between the varying size fractions using a high volume air sampler method and the overall dust collected in the dust deposition gauges. This correlation will be presented to the DPE in the 2016 Annual Review with the aim of ensuring compliance using dust deposition gauges alone.</i> It is the intention that the form of the ongoing monitoring will be decided following consultation with DPE.	The MP should specify ongoing monitoring arrangements for TSP, PM10 and PM 2.5
(b) provide a monitoring plan having regard to local meteorology and the relevant Australian Standards, identifying the methodologies to be used, including justification for monitoring intervals, weather conditions, seasonal variation, selecting locations, periods and times of measurements;	Yes	Monitoring locations approved by EPA. Refer to comment above re: monitoring intervals	n/a
(c) provide details of dust suppression measures for all sources of dust from the development, including a planting and watering regime to ensure that no more than 3 hectares of the site are exposed and active at any one	Yes	-	n/a

time. The use of a polymer in the water to minimise dust impacts shall be investigated as part of this Plan;			
(d) provide details of actions to ameliorate impacts if they exceed the relevant criteria; and	Yes	Section 5	n/a
(e) provide the design of the reactive management system intended to reduce the day-to-day impacts of dust and fine particulates due to the development.	Yes	Section 4.1	n/a
Noise Management Plan – condition 46, Schedule 2	Satisfactory (Yes/No)	Comment	Action Required
<i>The Applicant shall prepare a Noise Management Plan as part of the EMP. The Noise Management Plan shall:</i>			
(a) identify existing and potential noise sources and their relative contribution to noise impacts from the development;	Yes	-	n/a
(b) specify appropriate intervals for noise monitoring to evaluate, assess and report noise emission levels due to construction and normal operations of the development under prevailing weather conditions;	No	Attended noise monitoring is to be conducted at least once every 12 months. <i>Response: Please state where in the consent annual monitoring is required. Section 4.1.1 states historical compliance with criteria and “demonstrates that engineering noise controls on site effectively reduce noise emissions”. Section 4.2 describes the conditions under which changes would trigger the need for monitoring. There have been no noise related complaints in the previous 15 years of operation.</i>	
(c) outline the methodologies to be used, including justification for monitoring intervals, weather conditions, seasonal variations, selecting locations, periods and times of measurements, the design of any noise modelling or other studies, including the means for determining the noise levels emitted by the development;	No	Section 3.3 states that “the addition of any permanent item of plant will be screen tested when introduced to the site”. Please clarify this statement. Is this referring to replacement of existing equipment or new equipment? New permanent equipment on site would be subject to a modification application. This is also mentioned in Table B1. <i>Response: “Plant” refers to the equipment listed in Table 1 – ie the normal equipment used in daily operations of the quarry. “Permanent replacement” refers to the purchase/lease of similar equipment, once the machinery has reached the end of its working life; ie replacement of a dozer that has broken down with another dozer that can perform the same operation.</i>	Amend MP as per comment.
(d) specify measures to be taken to document any higher level of impacts or patterns of temperature inversions, and detail actions to quantify and ameliorate enhanced impacts if they occur;	No	Specify measures to be taken to document any higher level of impacts if they occur. <i>Response: Outlined in Section 4.3 of the NMP</i>	Amend MP as per comment.
(e) provide details of noise amelioration measures, including measures to be used to reduce the impact of intermittent,	Yes	-	n/a

low frequency and tonal noise (including truck reversing alarms) and reactive management responses for particular noise sources; and			
(f) contingency measures to be implemented should noise complaints be received;	Yes	-	n/a
(g) provision for the notification of adjoining property owners of the commencement and duration of works adjoining the boundary;	No	Provide details for the provision of notification processes for adjoining property owners. <i>Response: Community consultation is described in section 4.1 of the EMS. This section can be included in the NMP as well.</i>	Amend MP as per comment. Section 4.1 of EMS to be included in Sub-plan C: NMP
(h) construction of temporary noise shielding to residences affected by short-term noise impacts, including the bund recommended under Modification 2, and include an assessment of the effectiveness of this measure in reducing noise levels; and	Yes	-	n/a
(i) include a noise reduction strategy for typical operations to ensure the noise levels from these operations do not exceed the noise criteria specified in Condition 47.	Yes	-	n/a
Road Noise Management Plan – condition 49, Schedule 2	Satisfactory (Yes/No)	Comment	Action Required
The Applicant shall prepare a Road Noise Management Plan as part of the EMP. The Plan shall document measures to be taken to meet the criteria, including monitoring, reporting and response program; and methods for educating drivers in the reduction of road noise impacts.	No	Attended and traffic noise monitoring is to be conducted at least once every 12 months. Provide details on how road noise will be reported on. <i>Response: Please state where in the consent annual monitoring is required. Section 4.1.2 states historical compliance with criteria and states “Results of the monitoring and subsequent calculations identify that road traffic contribution from the quarry are below the day and night road noise criteria. Generally, noise monitoring has identified that the overall LAeq(1hr) noise levels were dominated by vehicles not associated with the quarry.” Section 4.2 describes the conditions under which changes would trigger the need for monitoring. There have been no noise related complaints in the previous 15 years of operation.</i>	Amend MP as per comment.
Flora and Fauna Management Plan – condition 55, Schedule 2	Satisfactory (Yes/No)	Comment	Action Required
The Applicant shall prepare a Flora and Fauna Management Plan as part of the EMP. The Plan shall be prepared in consultation with National Parks and Wildlife Service and Council, and shall:	No	Consultation with National Parks and Wildlife Service and Council to be attached as an Appendix to the MP. <i>Response: Feedback has been obtained from NPWS; feedback is currently being sought from Council</i>	Amend MP as per comment. Plan to be amended to include consultation

(a) describe the characteristics and location of species, populations and communities that the proposal may impact upon;	Yes	Section 5.	n/a
(b) consider the feasibility and practicality of salvaging trees removed for the development for relocation to conserved or rehabilitated areas, for the purposes of reconstructing habitat for ground fauna;	No	Provide consideration of this condition in the MP. <i>Response: As can be seen on Figure Two of the EMS, there are no trees within the property that are to be removed for development purposes. The only trees within the site are located within the remnant vegetation conservation area</i>	Amend MP as per comment.
(c) contain a program for the active management and maintenance of all conserved and rehabilitated vegetation (as detailed in the EIS and required under this Consent) including consideration of: <ul style="list-style-type: none"> • post-extraction land use objectives for the site; • utilisation of local endemic species or species naturally occurring in the Maroota area; • planting around the conservation area to further buffer this area and enhance its long term viability as a bushland ecosystem; • connection of existing areas and future areas of revegetation to form a network of wildlife corridors throughout the site and to adjoining lands to facilitate species recruitment through natural immigration; • provision of rocks of varying sizes to provide refuge and basking sites for herpetofauna; • fencing of revegetation areas to prohibit grazing by stock; and • provision of artificial nest boxes for a range of arboreal fauna, 	No	The MP does not provide a program for the active management of post-extraction land use objectives and planting around the conservation area. <i>Response: this will be included in the Rehabilitation Plan. The FFMP will be amended to include the location of this program</i>	Amend MP to provide detail on these elements. <i>FFMP plan to be amended to state that this program will be included in the Rehabilitation Plan</i>
(d) mitigation measures to be implemented should operations compromise the significant flora and fauna communities identified in the EIS;	Yes	Section 6.	n/a
(e) an ongoing monitoring program of the existing and proposed revegetated areas to assess their floristical structure and diversity, resilience and robustness to disturbance, and fauna species diversity. The information obtained from the monitoring shall be used to guide future revegetation and management efforts; and	No	Section 7.2 notes that monitoring will be conducted annually for the first three years. What is the monitoring program after this period? The condition requires ongoing monitoring of existing and proposed revegetated areas and that monitoring information will be used to guide future management efforts. <i>Response: It is the intention that the form of the ongoing monitoring will be decided following consultation with DPE (undertaken within the Annual Review) following the results of the first three year's monitoring.</i>	Amend MP as per comment.

(f) include detailed performance and completion criteria for evaluating the performance of the flora and fauna management measures and rehabilitation of the site, including triggers for any necessary	Yes	Section 7.	n/a
Construction Environmental Management Plan – condition 18, Schedule 2	Satisfactory (Yes/No)	Comment	
The Applicant shall prepare a Construction Environmental Management Plan (EMP) to the satisfaction of the Secretary prior to commencement of construction. The Construction EMP shall contain appropriate measures which demonstrate how the environmental objectives for the project will be achieved, including objectives stated in this Consent; and contain a monitoring, reporting and response program.	Yes	-	

Attachment B
Roberts Road Sand Quarry – Groundwater Monitoring Program Review

Groundwater Monitoring Program – condition 43, Schedule 2	Satisfactory (Yes/No)	Comment	Action Required
The Applicant shall prepare a Groundwater Monitoring Program for the development to the satisfaction of the Secretary. This program must:			
a) be prepared in consultation with DPI-Water and be submitted to the Secretary for approval within four months of the date of approval of Modification 2;	Y	-	n/a
b) include proposed construction of a network of at least five active monitoring bores around the south-eastern, southern, western and north-western boundaries of the extraction area (but outside of the overall extraction footprint) in proximity to extraction Phases 1 to 6 as identified in Modification 2, to collect continuous groundwater level monitoring data from the regional aquifer	N	DPI-Water recommends that the initial active monitoring network will include PT84MW6, all existing bores (that might be destroyed but should be monitored until they are), both pumping bores plus the proposed new bore locations.	Update monitoring program to reflect this network.
c) include proposed construction to deepen (or replace) PT84MW1 in order that a bore in that general location monitors the regional aquifer; and	Y	Satisfied pending suitable and appropriate consultation.	n/a
d) include proposed construction of active monitoring bores within the largest components of at least the two forthcoming extraction Phases (on a rolling basis), each to collect at least 2 years of continuous baseline groundwater monitoring data prior to extraction commencing with that Phase	N	Figure 2 does not depict bores PH7 and PH8. Please identify the location of these bores.	Amend Figures in MP to identify these bores.
44. The results of the Groundwater Monitoring Program shall be reported the Department and DPI-Water, using contour plans depicting the surface topography, updated contour maps of the wet weather high groundwater level of the regional aquifer and proposed depth of extraction for each extraction Phase. Reporting is to occur on a six monthly basis for the duration of extractive operations, and throughout rehabilitation of the site, unless otherwise agreed with the Secretary.	N	The Department notes that inadequate data exists to provide groundwater contour maps and that the six monthly report will provide updated contour plans of surface topography, wet weather high groundwater levels of the regional aquifer and the proposed depth of extraction for each phase. However, the Department requests that the supplementary information requested in DPI-Water's correspondence of 26 September 2016 be included in the Monitoring Program.	Review and update Monitoring Program to meet the recommendations of DPI-Water.



Lisa Thomson
Principal Environmental Consultant
Vgt Environmental Compliance Solutions
PO Box 2335
GREENHILLS NSW 2323

Dear Ms Thomson

**Roberts Road Sand Quarry (DA 267-11-99)
Management Plans**

I refer to your email dated 25 November 2016 submitting revised management plans for the Roberts Road Sand Quarry including the:

- Noise Management Plan, dated November 2016 (condition 46, Schedule 2);
- Air Quality Management Plan, dated November 2016 (condition 29, Schedule 2);
- Construction Environmental Management Plan, dated July 2016 (condition 18, Schedule 2);
- Road Noise Management Plan, dated November 2016 (condition 48, Schedule 2);
- Flora and Fauna Management Plan, dated November 2016 (condition 55, Schedule 2);
and
- Environmental Management Strategy, dated July 2016 (condition 63, Schedule 2).

The Department has reviewed these plans and considers that they meet the conditions of consent. As such, the Secretary has approved these plans.

The Department notes that you have also submitted the Operations Environmental Management Plan (condition 19, Schedule 5). This plan is required to include the Water Management Plan (WMP) and Rehabilitation Management Plan (RMP), which have not yet been approved by the Secretary. Consequently, the Department will await the approval of the WMP and RMP before approving this plan.

If you have any enquiries about this matter, please contact Genevieve Seed.

Yours sincerely

Howard Reed
Director

9.12.16

Resource Assessments
As nominee of the Secretary



Ms Lisa Thomson
Principal Environmental Consultant
VGT – Environmental Compliance Solutions
PO Box 2335
Greenhills NSW 2323

Email: Lisa@vgt.com.au

Dear Ms Thomson

**Roberts Road Quarry – Modification 2 (DA 267-11-99 MOD 2)
Environmental Management Plans**

The Department has reviewed the following revised management plans for the Roberts Road Quarry (DA 267-11-99) including the:

- Groundwater Study, dated April 2018 (condition 39 of Schedule 2);
- Water Management Plan, dated July 2018 (condition 42, Schedule 2);
- Groundwater Monitoring Program, dated July 2018 (condition 43, Schedule 2); and
- Landscape and Rehabilitation Management Plan, dated May 2018 (condition 60, Schedule 2).

The Secretary has approved the above-mentioned plans. Please ensure these plans are made available on the company's website.

Should you have any enquiries in relation to this matter, please contact Jack Murphy at the details above.

Yours sincerely,

Howard Reed

Director

Resource Assessments

As nominee of the Secretary

22.8.18



Lisa Thomson
Principal Environmental Consultant
Vgt Environmental Compliance Solutions
PO Box 2335
GREENHILLS NSW 2323

Dear Ms Thomson

**Roberts Road Sand Quarry (DA 267-11-99)
Groundwater Monitoring Program**

I refer to your email dated 14 November 2016 submitting a revised Groundwater Monitoring Program for the Roberts Road Sand Quarry, in accordance with condition 43 of Schedule 2 of the above development consent.

The Secretary has approved this monitoring program.

However, following the completion of the drilling program this monitoring program must be updated to reflect the actual locations of boreholes and to provide accurate contour plans depicting the surface topography, the wet weather high groundwater level of the regional aquifer and the proposed depth of extraction for each extraction phase.

If you have any enquiries about this matter, please contact Genevieve Seed.

Yours sincerely

Howard Reed
Director

Resource Assessments

As nominee of the Secretary

28.11.16

Stuart Reed
Environmental Officer
Hodgson Quarries and Plant Hire Pty Ltd
PO Box 1778
Gosford New South Wales 2250

13/12/2022

Subject: Roberts Road Quarry - Operational Traffic Management Plan

Dear Mr Reed

I refer to the Operational Traffic Management Plan for Roberts Road Quarry Maroota (revision 4, dated 22/11/22) submitted in accordance with Condition 50(a) of consent DA267-11-99.

I also acknowledge your response to the Department's comments and request for additional information.

I have reviewed the document and I consider it meets the requirements of the relevant conditions in consent DA267-11-99.

Accordingly, as nominee of the Planning Secretary, I approve the Operational Traffic Management Plan (revision 4, 22/11/22).

If you wish to discuss the matter further, please contact Paul Caruana on 02 8229 2900 or via email paul-james.caruana@dpie.nsw.gov.au.

Yours sincerely,

A handwritten signature in black ink that reads "C. Dumbleton".

Carl Dumbleton
Team Leader
Resource Assessments

As nominee of the Planning Secretary

Mr Stuart Reed
Environmental Officer
PO Box 1778
Gosford New South Wales, 2250

28/02/2023

Subject: **Roberts Road Quarry, Air Quality Monitoring Review**

Dear Mr Reed

I refer to your submission dated 1 February 2023, of the Air Quality Monitoring Review (revision 1, 30/01/2023).

I also acknowledge your response to the Department's review comments and request for additional information.

Please ensure you implement the findings of the review as per the requirements of the condition of consent 29A.

If you have any questions, please contact Paul-James Caruana, who can be contacted on 8229 2900 or via email at paul-james.caruana@dpie.nsw.gov.au.

Yours sincerely,



Carl Dumpleton
Team Leader
Resource Assessments
As nominee of the Planning Secretary



Beyond Compliance

VGT Environmental Compliance Solutions Pty Ltd
ABN 26 621 943 888

Unit 4, 30 Glenwood Drive Thornton NSW 2322
PO Box 2335, Greenhills NSW 2323

Ph: (02) 4028 6412
E: mail@vgt.com.au

www.vgt.com.au