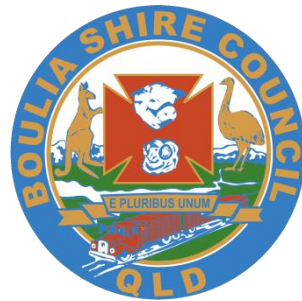


Boulia Shire Council

Combined Site Based Management Plan 2015 - 2020



March 2015
Tony Goldsworthy and Associates
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Introduction

Boulia Shire is situated in Western Queensland and encompasses an area of 61,000sq.kilometres with a population of 480¹. It is situated 300klms from Mt Isa to the north and 370klms from Winton to the east. There are two towns in the Shire with the town of Boulia being the main administration area for the local Boulia Shire Council. Urandangi is the other town in the north west of the Shire. Boulia town is sited on the banks of the Burke River named for the explorers Burke and Wills who travelled through this area on their ill fated trip to the gulf.

Boulia is home to the mysterious Min Min Lights, an unexplained ball of light that can follow cars and people for miles and then wink out of existence.

The town of Boulia was gazetted on 2 August 1879 when an area of 1280 acres was set aside as a reserve for township purposes near the Boulia Waterhole on the Burke River. The Local Authority was gazetted on 1 July 1902.

1. Purpose

This management plan was developed to address the requirements of the various permits and approvals from the Department of Environment and Heritage Protection to provide site based management plans for the landfill and sewerage treatment at Boulia and the various sites where quarrying and screening is conducted.

This plan will:

- provide the basis for the economical and practical management of the Shire environmentally relevant activities including the landfill, sewage treatment plant and extraction and screening sites.
- to maximise the use of the land,
- minimise waste,
- prevention of vector breeding.
- recycle goods that can be readily removed from the area,
- to comply with the statutory obligations, government regulations and policies,
- identify potential extraordinary factors,
- provide better communication within council and external agencies,
- ensure staff are trained,
- ensure environmental performance is effective, and
- provide for continual improvement and maintenance

¹ ABS 2011

3. Benefits

- Increased landfill space and extended landfill life
- Identification of recycling opportunities
- Lower operational costs over time
- Safer workplace
- Fewer complaints from the public and agencies
- Enhanced public image
- Ability to address environmental issues as they arise or within a reasonable time frame
- Increased compliance with Environmental Authority resulting in reduced risk of penalties

4. Council policy

Boulia Shire Council Environmental Policy

Boulia Shire Council's mission involves undertaking its operations in an environmentally responsible manner so that it's moral, community and legal expectations are achieved. Council aims to be the 'community leader' in environmental management within the Shire.

Boulia Shire Council's environmental ethic strives for the principles of Ecologically Sustainable Development. This includes the promotion of resource efficiency through the management of consumption, recycling and reuse processes as well as environmental protection and pollution prevention. Council is committed to compliance with all relevant Environmental Legislation and Regulations. Environmental objectives and targets have been set and are continuously reviewed by Senior Council Management.

Boulia Shire Council staff are aware of their environmental responsibilities. They are trained so as to minimise their effects on the environment during the implementation of their work procedures.

Boulia Shire Council promotes its environmental business throughout the community. It allows such information to be accessible to Council, external agency staff and the community where necessary.

All processes and actions performed are continually monitored, reviewed and refined so as to improve their effectiveness.

5. Council strategy – Corporate Plan

Refer appendix 'A'

6. Environmental Objectives

The environmental objectives for Boulia Shire Council facilities are to:

- To minimise any hazard to public health or environment.
- Reduce or eliminate the impact on surface or ground waters.
- Minimise the environmental harm as a result of air emissions.
- Continually improve operations in achieving best practice management.
- Preserve the biological integrity of the sites and the surrounding ecosystems.

7. The Sites

7.1. EHP Permit No.: IPDE 00728407

The below sites (7.2. and 7.3.) are considered environmentally relevant activities under the Environmental Protection Act 1994.

Conditions G3 and G17 require Council to develop a site based management plans.

ERA 60 (2)(b) – Waste disposal - operating a facility for disposing of only general waste or limited regulated waste if the facility is scheduled to receive waste at the rate of more than 2000t to 5000t

ERA 63 (1)(b) – Sewerage treatment – operating a sewerage treatment works having a peak design capacity to treat sewage or 100 or more equivalent persons but less than 1500 equivalent persons.

7.1.1. Location:

Landfill site

Lot 33 on SP158998

Diamantina Developmental Road, 2.5 klms from Boulia township

Sewage Treatment Plant

Lot 33 on SP158998

Winton – Bedourie Road 1.8klms from Boulia township

7.2. EHP Permit No.: EPPR008723313

ERA 16(2)(a) Extracting >5000t but <100000t/yr

ERA 16(3)(a) Screening >5000t but <100000t/yr

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7.2. Location – Extraction sites

Alderly 1 - Lot 4170 on PH1127	Macunda Downs 1&2 - Lot 5120 on PH1185
Ardmore 1,2,3,4&5 and North Urandangi Rd - Lot 3 on SP117500	Pathungra 1&2 - Lot 2 on WNR12
Badalia 1 &2 - Lot 11 on GI844080	Redhead - Lot 1 on HL11
Boullia 1 - Lot 27 on W173	Roxborough 1 - Lot 394 on PH107
Buckingham 1 – Lot 299 on PH1926	Slashers Creek 1.2&3 - Lot 3 on HL12
Canary 1 and Westwood Holdings 1 - Lot 2 on HL13	St Lucia 1 - Lot 1 on WNR13
Carrandotta 1,2&3 - Lot 4 on CT838463	Stockport - Lot 4017 on PH1061
Clearview 1 - Lot 12 on W116 & Lot 8 on W131	Strathelbiss 1 - Lot 3560 on PH2144
Coorabulka 1 - Lot 1 on W126	Sulieman Ck and Sulieman - Lot 2999 on PH1926
Cravens Peak 1&2 - Lot 5358 on PH1855	Toolebuc 1,2&3 - Lot 346 on PH1950
Dajarra Common - Lot 3 on CW804407	Town Common (Donahue Hwy) – Lot 12 on WI18
Diamantina Development Rd -Lot 3 on AM805052	Warenda 1&2 – Lot 1 on WB14
Diamantina Development Rd - Lot 7 on W163	Waterford 1 - Lot 3203 on PH804
Headingly 1,3,4&5 - Lot 9 on PU839944	Warra 1&2 and Redhead - Lot 3 on HL14
Herbert 1,2,3,4&5 and Glenormiston 1,2,3,4,5,6&7 and Wirriyerna 3 - Lot 364 on AM840884	Wilgunyah 1 - Lot 3802 on PH2174
Kennedy Dev Rd and Westwood Hoe- Lot 3642 on PH1212	Windsor Park 1 - Lot 3562 on PH2280
Linda Downs 1&2 - Lot 2312 on PH335	Wirriyerna 1,2,4&5 - Lot 3247 on PH2088 and Lot 4171 on PH133

7.2.1. Location - Screening sites

Buchingham 2 (Selwyn Connection Rd) - Lot 2999 on PH1926	Redhead - Lot 1 on HL11
Dajarra Common - Lot 3 on CW804407	Stockport - Lot 4017 on PH1061
Diamantina Dev Rd – Lot 3 on AM805052	Sulieman - Lot 2999 on PH1926
Kennedy Dev Rd – Lot 3642 PH1212	Town Common (Donahue Hwy) – Lot 12 on WI18
Diamantina Dev Rd – Lot 7 on W163	Westwood Hoe- Lot 3642 on PH1212
North Urandangi Rd - Lot 3 on SP117500	Wirriyerna 5 – Lot 3247 on PH2088 and Lot 4171 on PH133

Condition G7 requires Council to develop a site based management plan.

8. Current Operations

8.1. Landfill

The site consists of a single cell for the disposal of domestic and commercial waste with areas set aside for tyres and metal. The site is fenced to preclude stock.

8.1.1. Hours of operation:

The site is open 24 hours per day, 7 days per week and is unmanned.

8.1.2.. Tonnes in (2014 data):

128 t kerbside bin waste
8 t public place bin waste
56 t commercial & industrial waste
No figure for construction & demolition waste
7 t tyres

8.1.3. Recycling:

Council has provided for separation of:
Tyres
Metal

8.1.4. Signage:

Signage to include identification of specific recycling areas and current disposal areas to provide clear direction to users.

8.1.5. Future use

There has been no decision on the future use for the site.

8.2. Sewerage Treatment Plant

- The site consists of a constant flow aerobic treatment and filtration system, raised oxidation ponds, drying beds and additional ponds for emergency purposes. The entire site is fenced and secured.
- The pond walls are designed not to allow land stormwater flow to enter the ponds.
- No effluent leaves the site.
- Only trained staff operate and maintain the plant and equipment in a proper and efficient manner.

8.3. Extraction and screening sites

Sites are used infrequently and material is stockpiled for future use.

The below conditions apply to the extraction and screening activities at:

- Lot 7 WI63 – Diamantina Development Road;
- Lot 3 AM805052 – Diamantina Development Road; and
- Lot 3642 PH1212 – Kennedy Development Road

Material gained from these sites is only to be used on State Controlled Roads. Stockpiles are restricted to <10,000t. per site.

9. The Plan

9.1. Matters to Address

The Plan will address the following matters:

- Environmental commitment – a commitment by senior management to achieve specified and relevant environmental goals;
- Identification of environmental issues and potential impacts;
- Control measures for routine operations to minimise likelihood of environmental harm;
- Contingency plans and emergency procedures for non-routine situations;
- Organisational structure and responsibility;
- Effective communication;
- Monitoring of contaminant releases;
- Conducting environmental impact assessments;
- Staff training;
- Record keeping;
- Periodic review of environmental performance and continuing improvement.

9.2. Scope of Plan

To ensure that the environmental objectives are properly addressed, the following are to be implemented:

1. Operating procedures to prevent or minimize environmental harm and environmental nuisance;
2. Implementation of contingency plans and emergency procedures;
3. Dissemination and delegation of responsibilities;
4. Communication and reporting procedures and handling of complaints;
5. Proper documentation and record keeping;
6. Staff training and awareness.

10. Essential Elements

10.1. Environmental commitment

Boulia Shire Council is committed to a clean and healthy environment by providing our stakeholders with safe, reliable and responsive government service in an environmentally sensitive and responsible manner. The Council believes that sound environmental commitment contributes to the overall well-being and economic health of the communities we serve.

The Council will use its best endeavours to:

- Ensure full compliance with all relevant environmental acts and regulations and will continue to endeavour to improve our environmental performance efficiency and reduce the cost of compliance.
- Consider possible environmental, health and safety aspects and impacts in acquiring, using and disposing materials during planning, purchasing and decision making.
- Provide appropriate environmental, health and safety training for all staff.
- Monitor our environmental performance regularly through thorough evaluations.
- Reuse and recycle whenever possible.
- Use environmentally preferred materials.
- Work cooperatively with others to further common environmental objectives.

11. Environmental issues and Potential impacts

At present there is no indication that any activities are causing actual environmental harm beyond the sites

Various operations carry the potential for creating environmental harm and nuisance. A list of the potential sources of environmental harm and nuisance is listed below.

- Unauthorised access;
- Contamination of stormwater and groundwater;
- Leachate;
- Surrounding land use;
- Site geology;
- Inappropriate disposal of wastes;
- Windblown litter;
- Fire or burning of wastes;
- Odour;
- Noise.

Environmental Objectives

Bouliia Shire Council (BSC) has identified that the main environmental objectives are to be focused on:

1. Improving proper waste segregation at the Waste Facility;
2. Encourage recycling where markets permit;
3. Encourage the community to minimise waste disposal;
4. Minimising the occurrence of fires; and
5. Maximising the utilization of the site.

11.1 *Unauthorised access*

Landfill

The landfill site has always had unrestricted access by the public. There have been no complaints reported as a result or reported scavenging. Council has a complaints procedure to deal with any complaints. Waste is covered regularly to reduce scavenging.

Sewerage Treatment Plant. (STP)

There is no public access to the STP site

Extraction/screening

There is no restriction to site access for extractive and screening sites, however, no access is permitted during any operation.

11.2 *Contamination of stormwater and groundwater*

Landfill

The landfill receives waste from:

- Domestic services
- Commercial premises
- Private persons

There are permanent earthen diversion bunds around the trenches and the land slopes away from the trench preventing any stormwater entering the trench and leading to leachate generation. Consequently any water leaving the site is “clean” water.

As mentioned below the likelihood of any groundwater intrusion is limited to “non-existent” and the area does not service any known bores within 100m of the landfill. Any bores would be for the watering of cattle and not human consumption.

STP

The sewage treatment oxidation ponds have elevated mounds which prevent stormwater entering and are battered to reduce erosion. The ponds are constructed of low permeability clay soils preventing any likelihood of contamination of the ground water.

Extraction/screening

All extraction pits are battered so as to prevent sediment runoff if adjacent to a water course. There is no contamination of groundwater.

11.3 Leachate

Landfill

The types of waste disposed of at the landfill contain little liquid. Furthermore the median annual rainfall is only 216mm with a high evaporation rate. Consequently there is no known leachate generated at the site.

STP

There is no release of effluent from the sewage treatment plant.

Extraction/screening

There is no leachate from the extraction and screening sites.

11.4 Surrounding land use

Rural

The adjoining land uses are not considered to be inconsistent with the operation of a landfill, STP or extraction and screening sites.

11.5 Site Geology

Landfill/STP

There is no information on the geology of the landfill and STP sites.

Extraction/screening

The extraction sites have been chosen because of the quality material identified.

11.6 Inappropriate disposal of waste

Landfill

With the landfill site being unmanned there is the potential for a person to dispose of hazardous waste without Council's knowledge. (see also 12.1.1.3) Should this present an issue in the future Council will consider restricting access particularly after hours.

STP

Access is not permitted at the STP. Any disposal is under supervision.

Extraction/screening

There has not been any reported inappropriate waste disposal at the extraction and screening sites.

11.7 Windblown litter

Landfill

Council is to continue to maintain the external litter fencing and to undertake regular inspections at the landfill.

STP

There is no litter generated at the STP.

Extraction/screening

Any litter is collected and disposed of correctly where generated at the extraction and screening sites.

11.8 Fire or burning of waste

Landfill

Council supports the “no burn” requirements of all Council waste facilities under the legislative requirements. Incidental/accidental fires will be managed as required.

STP/Extraction/screening

There are no fires at any other site.

12. Control measures

12.1 Operational Control

The following operating procedures have been put in place to ensure proper management of the facilities to minimise environmental impacts.

12.1.1. **Landfill**

Waste segregation is implemented at the facility to minimize environmental harm and nuisance and at the same time to comply with licence conditions. Council currently segregates tyres and scrap metal. Council uses commercial recyclers for the removal of scrap metal when possible.

Due to the distances and cost for people to collect recyclables such as batteries and tyres it is difficult to get the recyclers to take such waste away however BSC will continue to seek recyclers to remove this waste.

The facility is sub-divided into a number of areas where specific types of waste are accepted, stored and managed as shown in Table 1.

Limited regulated waste requires approval from Chief Executive Officer (CEO) or Authorised Officer of Council, prior to disposal at the facility and are disposed of in a specific area under supervision.

limited regulated waste means any of the following types of regulated waste—

- (a) animal effluent and residues, including abattoir effluent and poultry and fish processing waste;
- (b) asbestos;
- (c) food processing waste;
- (d) quarantine waste that has been rendered non-infectious;
- (e) sewage sludge or residue produced in carrying out an activity to which schedule 2, section 63 applies;
- (f) treated clinical waste;
- (g) tyres.

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Table 1. Waste management at the facility.

Types of Waste	Operating Procedures
Open Public Trench/Pit	<ul style="list-style-type: none">• This area is for public disposal of general wastes; and• Maintain a 10m face (max);and• Regular covering with dirt as required
Used Tyres	<ul style="list-style-type: none">• This waste is located in a controlled access area and identified by signage;• Used tyres are disposed on a separate pit and covered to reduce environmental risks.
Metal Waste	<ul style="list-style-type: none">• Is stockpiled and hauled by contractors when sufficient quantity is met.
Used/Waste Oil	<ul style="list-style-type: none">• Waste motor oils are collected at the works depot.• Collection is by regulated waste contractor
Regulated Wastes	<ul style="list-style-type: none">• Separate pit is provided;• <10% of the regulated wastes based on the total wastes quantity are received at the facility.
Drums and containers	<ul style="list-style-type: none">• A facility will be provided through Drum Muster and may be located in the Council's depot if required

12.1.1.1. Stormwater management

Where stormwater inundation is likely to be an issue the ground is sloped away from the trench

12.1.1.2. Various Nuisances

Various nuisances pertaining to odour and noise are not likely to occur as there are no residences close to the facility boundary. Odour and methane gas are dissipated into the environment. Noise sources from the facility site include motor vehicles using the site and other Council-owned equipment used for maintenance of the site are not considered a nuisance due to the proximity of the closest residence. The closest dwelling to the facility is several kilometres away. Council has a complaints procedure in place to deal with any complaints

12.1.1.3 Hazardous/regulated waste

All hazardous and regulated waste shall be buried in the dedicated monocell under supervision. Hazardous and regulated waste includes: asbestos, chemicals, contaminants with a high or low pH, oil, sewage, toxic or corrosive material or other prescribed contaminants listed in Schedule 9 of the *Environmental Protection Act 1994*.

12.1.1.4 Site Supervision

The facility is presently unmanned and open 24 hours a day, 7 days a week. Regularly Council staff compact and cover the wastes at the Facility. Regular visits to the site are conducted by the Environmental Health Officer (EHO) and Town Supervisor. All irregularities noted at the time by staff or EHO will be reported immediately to the DCEO and Town Supervisor.

12.1.1.5. Signage

Signage is erected at the entrance and within the site directing users to the appropriate disposal area.

12.1.1.6. Site Security

Until such time as the site access is limited or controlled, Council will be responsible for any waste deposited.

12.1.1.7. Litter

Regular covering of wastes will be done by the Operator to minimize wind-blown litter. Litter fences will be maintained by regular inspection.

12.1.1.8. Fire Management

Council will consider options to reduce this incidence of fire by:

- Regularly covering of wastes with non-combustible materials (such as soil);
- Additional signage to encourage the disposal of wastes in the designated locations and advice on offence for lighting fires;
- Maintain an effective fire break around the site by grading of the perimeter to comply with requirements of the Queensland Fire and Rescue Authority to prevent bushfires spreading from the landfill site;
- Reporting on any fire incident to the relevant authority and a review of such incidents to evaluate reasonable methods to reduce the possibility of recurrence
- Closure of the pit and evacuation of staff and public in the event of any significant sized fire.
- In such emergency access to the site will be restricted to Council and emergency services personnel only;

12.1.1.9. Pest Management

Council will consider options to minimise the impacts of feral animals and plant pests by:

- Regularly covering of wastes with non-combustible materials (such as soil);
- Additional signage to encourage the disposal of wastes in the designated locations and reduce the potential for pests to feed on waste ;
- Weed spraying and baiting of feral pests in and around the facility;
- Maintain clear access roads in and around pits to reduce vehicles spreading seed;
- Separation of animal carcasses to defined pits for regular covering;
- Barrier fencing

12.2.1. STP

- As previously mentioned the public are denied access to the site.
- Effluent enters the site and passes through the treatment plant to the oxidation/evaporation ponds. No effluent leaves the site.
- All activity on site is undertaken by qualified personnel.

12.3.1. Extraction/screening

- The sites are operated on an as needs basis.
- All activity on site is undertaken by qualified personnel.

13. Contingency plans and emergency procedures for non-routine situations

Landfill

The potential for bush fire at this site is minimal as there is little vegetation in close proximity to the working area. Firebreaks are constructed and maintained at the current site.

Unauthorised fires are deliberately lit by persons unknown or where there is incompatible wastes. Council has an effective system in place to manage any emergency situation.

Should there be an explosive issue the appropriate authority will be contacted.

STP/Extraction/screening

The sites are clear of vegetation and there is no activity that is likely to generate a fire or other emergency situation.

14. Organisational structure and responsibility

Refer appendix 2.

14.1 General Environmental Duty

Under the Queensland Environmental Protection Act (1994) all persons are bound by the general environmental duty. Section 319 of the Act reads:

(1) A person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm (the *general environmental duty*).

14.2 Responsibility for Site Environmental Management

The following responsibilities relate to all ERAs included in this plan.

14.2.1. Town Supervisor

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The Town Supervisor shall be responsible for:

All earthworks including:

- Construction and maintenance of batters
- Construction and maintenance of stormwater controls

Landfill

- Supervision of tipping operations including:
 - Spreading and compaction of waste
 - Application of cover material
 - Supervision and documenting of the disposal of hazardous/regulated waste
 - Management of odorous loads
 - Acquisition and management of waste data
 - Complaint actioning
 - Coordinating litter patrols
 - Inspection of perimeter fencing
 - Signage
 - Maintenance of amenity
 - Coordinating emergency response actions

STP

- Management of all operations and maintenance

Extraction/screening

- Supervising extraction and screening operations

14.2.2. Environmental Health Officer (EHO)

The Environmental Health Officer shall be responsible for:

- Ensuring that the landfill is developed in accordance with the closure plan (when developed)
- Liaising with staff and other department officers.

14.2.3 Chief Executive Officer (CEO) or Deputy Chief Executive Officer (DCEO)

The CEO/DCEO, shall be responsible for:

- Environmental performance of the Boulia Waste facility, STP and extraction and screening operations;
- Provision of the resources required to meet licence conditions;
- Annual review of facility environmental performance;
- Reporting to Boulia Shire Council
- External communications on site issues with parties other than the EHP and private customers
- Environmental performance review and reporting
- Internal reporting of confirmed incidents/emergencies
- Liaison with the EHP
- Reporting to the EHP in accordance with licence conditions

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- Ensuring that the facility licence and any other requirements for legal operation of the facility are current
- Maintaining records of environmental incidents/emergencies
- Maintaining records of complaints

14.2.4 Records Officer

The Records Officer shall be responsible for:

- Complaint logging
- Maintaining all environmental records in accordance with Council procedures
- Maintaining access to environmental records for all staff
- Logging all records provided by others.
- Logging all hazardous/regulated waste disposals including GPS coordinates.

15. Effective Communication

Communication involves the two way transfer of information required to achieve compliance with the facility licence and maintain consistency with the environmental policy.

Communications can be routine.

Non routine communications may be required for responding to:

- Incidents/emergencies
- Corporate requests
- Non conformance with performance requirements
- Audit findings

Non routine communications triggered by environmental incidents or emergency situations should occur as soon as practicable after the triggering event.

15.1. Town Supervisor

Reporting by the Town Supervisor shall be as indicated in Table 15.1 below.

Table 15.1 - Reporting Responsibilities of the Town Supervisor

Report	To	Frequency
Incident report (verbal)	DCEO	As soon as practicable
Construction and maintenance action	DCEO	As required
Waste disposal data	DCEO	As required
Litter	DCEO	As required
Perimeter fence condition	DCEO	As required

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15.2 Environmental Health Officer

Environmental reporting by the EHO shall be as indicated in Table 15.2 below.

Table 15.2 - Reporting Responsibilities of the EHO.

Report	To	Frequency
Facility environmental audit	CEO	Annually

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15.3. Chief Executive Officer (CEO)/ Deputy Chief Executive Officer (DCEO)

Environmental reporting by the CEO, as indicated in Table 15.3 below.

Table 15.3 - Reporting Responsibilities of the CEO

Report	To	Frequency
Environmental incident/emergency	EHP/Council	As soon as practicable
Licence annual return	EHP/Council	Annual
Annual waste survey	EHP	Annual

16 Monitoring contaminant releases

As far as practicable, Council is committed to providing supervision in all ERAs.

Environmental monitoring plans for non routine monitoring will be developed as needed. They will be based on the substance of the triggering complaint(s), environmental incidents/emergencies and the requirements of any relevant licence conditions.

Any environmental monitoring plan will specify at a minimum:

1. Circumstances when monitoring will occur
2. Parameters to be monitored
3. Monitoring frequency
4. Monitoring procedures and methods
5. Records to be produced
6. Reporting requirements

17 Conducting Environmental impact assessments

Given the nature of the activity and the site, environmental impact assessment will be undertaken following a significant environmental incident that has the potential to create serious environmental harm.

The need for an assessment of the on-going environmental impact of the facilities will be determined on an annual basis by reviewing the information on which the annual return is based.

Impact assessments will also be conducted for any future sites.

18 Staff training

Environmental training of staff is the responsibility of the Deputy Chief Executive Officer when associated with direct operations and during the induction process. All operational staff will be made aware of the environmental issues and other requirements associated with the respective activity.

19 Record keeping

Maintaining records associated with incidents/emergencies and complaints is the responsibility of the Records Officer and shall include:

- All monitoring results
- All regulated and hazardous waste
- All complaints including:
 - Time, date and name and contact details of complainant
 - Reasons for the complaint
 - Investigations undertaken
 - Conclusions formed; and
 - Actions taken.
- Waste records to be able to complete the annual waste survey.

20 Environmental Performance Review and continual improvement

Environmental performance is assessed by performance against licence conditions documented in the annual return and by the outcome of internal audits. Internal audits will be conducted annually.

Review date	Action required	Action date
March 2016		

APPENDIX 1 – BOULIA SHIRE COUNCIL CORPORATE PLAN.

BOULIA SHIRE COUNCIL CORPORATE PLAN 2015 - 2019



This Corporate Plan sets the direction for Boulia Shire Council decision making.



The Corporate Plan is a high-level strategic document containing key outcomes and strategies. Subsequent documents such as the Annual Operational Plan and Budget will provide the details of what will be achieved each year.

1. ENVIRONMENT

'Preserve the pristine natural resources of the Shire by managing the environment in a sustainable manner'

ENVIRONMENT AND NATURAL RESOURCES

Outcome 1.1 Actively maintain practices which ensure environmental sustainability

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
1.1.1	Comply with Environmental legislation and manage the shire area in an environmentally sustainable manner.	Deliver	G20,21,22
1.1.2	Encourage formation of wild dog baiting groups and the supply of pre-packaged poison baits	Partner	G20,21,22
1.1.3	Improve animal control in the Town of Boulia and consider the establishment of a Town committee to assist Council.	Deliver/ partner	G20,21,22
1.1.4	Review and implement Pest Management plans	Deliver	G20,21,22
1.1.5	Review and implement Stock Route Management Plans	Deliver	G20,21,22
1.1.6	Review and implement Boulia Shire Town Common Plan for Boulia and Urandangie	Deliver	G20,21,22
1.1.7	Partner with relevant agencies and organisations to provide a range of community awareness and educational programs and incentives that enable the community to support sustainable natural resource management.	Partner	G20,21,22
1.1.8	Implement strategies to minimise the environmental impact of councils operations and facilities.	Deliver	G20,21,22

PLANNING AND DEVELOPMENT

Outcome 1.2 Facilitate land and infrastructure development that meets the needs of the community

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
1.2.1	Advocate and plan for future infrastructure needs for business and industry development and expansion.	Recognise	G23
1.2.2	Ensure the Planning Scheme accommodates appropriate land/zonings for future commercial/ industrial establishment and growth	Deliver	G23
1.2.3	Support private organisations, other levels of government and other organisations (e.g RAPAD) in the establishment of identified new industry and service opportunities.	Advocate	G23
1.2.4	Bi-annually consultation and communication with Native Title holders regarding future identification of land which may benefit the whole community.	Partner	G23

SEWERAGE AND WASTE

Outcome 1.3 Provide sustainable and environmentally sound sewerage and waste services for the communities within the shire

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
1.3.1	Implement financially viable and sustainable waste management plans which reflect best practise asset management.	Deliver	G28,20
1.3.2	Develop and implement a Waste management strategy recognising issues such as landfill, recycling, diversion and re-use, to minimise the impact on the environment.	Deliver	G28,20
1.3.3	Establish appropriate levels of service across the shire for waste management practises.	Deliver	G28,20

WATER

Outcome 1.4 Provision of an abundant quantity of quality water

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
1.4.1	Implement financially viable and sustainable water management plans which provide for the long term security of water supply and reflect best practise asset management.	Deliver	G28,20
1.4.2	Apply practical water conservation practises that ensure that the towns retain a green look and feel.	Deliver	G28,20
1.4.3	Actively promote and enforce Councils legislative obligations and regulations to ensure improved water usage and conservation.	Deliver	G28,20
1.4.4	Actively participate in regional initiatives such as the Outback Water Alliance to improve standards and service delivery.	Partner	G28,20

ENVIRONMENT MEASURE- 'Preserve the pristine natural resources of the Shire by managing the environment in a sustainable manner'

Council will be successful in achieving its Environment objectives when:

1. Council is recognised as an active contributor in ensuring the shires environmental values are well managed and enhanced over time.
2. Environment performance indicators for water, land and air meet or exceed national standards and reasonable community expectations.

2. SOCIAL

'Maintain a high quality of life by providing facilities and resources that encourage a secure, interactive and progressive community lifestyle'

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COMMUNITY DEVELOPMENT

Outcome 2.1 Support opportunities to develop the community through partnerships.

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
2.1.1	Ensure support and promotion of existing community events	Partner	G5,6,7
2.1.3	Continue community support and opportunities for WORK camp	Partner	G5,6,7
2.1.5	Encourage with appropriate levels of support the development of new community events that assist in community and economic development during the off-peak and shoulder tourism seasons	Partner	G5,6,7
2.1.6	Continue to provide or support the provision of parks and reserves, aquatic centres, sporting facilities, cemeteries and other important community services in a responsible manner	Deliver	G5,6,7
2.1.8	Continue to lobby for improved electricity supplies for Boulia and Urandangie	Advocate	G5,6,7
2.1.9	Support local initiatives for the provision of early childcare programs and facilities	Advocate	G5

COMMUNITY SERVICES

Outcome 2.2 Provide and support improved access to services within the shire.

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
2.2.1	Lobby for and support the delivery of increased government services based on the needs of the community	Advocate	G5,6,7
2.2.2	Provide adequate recreation facilities within the shire	Deliver	G5,6,7
2.2.3	Ensure continued support for Health and Community Care across the shire	Deliver	G5,6,7
2.2.4	Liaise and work with community groups and organisations in attracting funding and/or providing support where appropriate.	Partner	G5,6,7
2.2.5	Plan for 'whole of life costing' when making decisions on new or enhanced community facilities	Deliver	G5,6,7

CULTURAL FACILITIES & SERVICES

Outcome 2.3 Provide facilities for arts and cultural activities and the preservation of historic and heritage artefacts.

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
2.3.1	Facilitate an awareness of the shires unique heritage and cultural importance	Deliver	G32,G6
2.3.2	Continue the development of Arts and Cultural facilities and services throughout the region (e.g. Regional Arts Development Fund)	Partner	G32,G6
2.3.3	Provide a library service in the shire that meets the needs of the community	Deliver	G32,G6

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2.3.4	Support arts and cultural organisations in developing events that enrich the lives of our residents	Deliver	G32,G6
2.3.5	Develop and implement Asset Management Plans to ensure the long term viability of the councils assets		G32,G6

DISASTER MANAGEMENT

Outcome 2.4 Provide coordinated and resourced delivery of emergency services to maximise public safety in disaster situations.

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
2.4.1	Partner with relevant agencies (QFES) and organisations to provide a range of community awareness and educational programs that enable the community to manage in times of emergency.	Partner	G17,G7
2.4.2	Ensure local disaster event history is maintained	Deliver	G17,G7
2.4.3	Maintain and improve communication methods as new concepts become available	Deliver	G17,G7
2.4.4	Support local emergency service agencies	Partner	G17,G7
2.4.5	Actively be engaged in Local Disaster Management groups and District Disaster Management Group.	Partner	G17,G7

EDUCATION

Outcome 2.5 Support the extension and enhancement of educational and training opportunities throughout the shire.

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
2.5.1	Lobby for improved access for learning in Boulia for years 7-10 children	Advocate	G4
2.5.2	Lobby for greater provision of school facilities to provide for early learning and adult learning classes	Advocate	G4
2.5.3	Proactively support projects which will contribute positively to education and training within the shire	Partner	G4

HEALTH & WELFARE

Outcome 2.6 Take an active role in ensuring the community has access to a wide range of health care, medical services and facilities.

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
2.6.1	Lobby for changes to Health Regions and increased funding	Advocate	G16,G17G19
2.6.2	Support the increased provision of qualified staff at the Health Centre to allow greater rotation and more localised service (3 studies have recommended this)	Partner	G16,G17G19

HOUSING

Outcome 2.7 Endeavour to provide sufficient, affordable and suitable housing to meet demand.

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
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2.7.1	Develop a long term housing Asset Management Plan which identifies future needs	Deliver	G24,G31
2.7.2	Ensure the town planning scheme encourages people consider living permanently in Boulia	Deliver	G24,G31
2.7.3	Lobby government for remote area funding programs	Advocate	G24,G31
2.7.4	Lobby State and Federal Governments for housing in Urandangie.	Advocate	G24,G31

TRANSPORT FACILITIES

Outcome 2.8 Provide parking and other transport facilities to the community.

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
2.8.1	Lobby for additional affordable public transport services	Advocate	G31,G30,G32
2.8.2	Lobby for appropriate State and Federal government funding to upgrade the quality of major access roads within the region and also accessing the region	Advocate	G31,G30,G32
2.8.3	Advocate for and support the maintenance and further development of passenger and freight rail and air services to the region	Advocate	G31,G30,G32
2.8.4	Proactively pursue State and Federal Government funding opportunities for major regional projects recognising the identification of the Major Rural Activity Centre in the Central West Regional Plan	Advocate	G31,G30,G32
2.8.5	Ensure the new Planning Scheme accommodates appropriate land/zonings for future parking for the public, commercial/industrial establishment and growth	Deliver	G31,G30,G32
2.8.6	Ensure the aerodrome strip and facility is of a sufficient standard to meet existing and future traffic	Deliver	G31,G30,G32

SOCIAL MEASURE -‘Maintain a high quality of life by providing facilities and resources that encourage a secure, interactive and progressive community lifestyle’

Council will be successful in achieving its Social objectives when:

1. A high percentage of the regional residents associate themselves to the Boulia Shire;
2. Residents are satisfied with the lifestyle choices and services the shire has to offer.
3. Community members are actively engaged in decision-making processes.

3. ECONOMIC

‘Foster a sound economic base to enhance the prosperity of the shire, support growth and offer a high quality of life for the community’

ECONOMIC DEVELOPMENT

Outcome 3.1 Actively investigate, develop and foster business ventures which create and maintain local employment opportunities

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
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3.1.1	Proactively pursue State and Federal Government funding opportunities for major regional projects	Advocate	G13,G29
3.1.2	Proactively market Bouliia the 'Land of the Min Min Light' and capitalise on opportunities such as business and industry attraction, major events and conferences, sports and recreation regional and state events.	Deliver	G13,G29
3.1.3	Actively support a sustainable and innovative grazing industry	Advocate	G13,G29
3.1.4	Actively support and encourage new business activities to move to Bouliia.	Advocate	G13,G29

INFRASTRUCTURE

Outcome 3.2 Develop, improve and maintain infrastructure to meet the needs of the community.

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
3.2.1	Advocate and plan for future infrastructure needs for business and industry development and expansion	Advocate	G28,G29,G30
3.2.2	Ensure the Planning Scheme accommodates appropriate land/zonings for future commercial/ industrial establishment and growth	Deliver	G28,G29,G30
3.2.3	Develop, review and implement Asset Management Plans for all council buildings which will ensure long term viability and sustainability.	Deliver	G28,G29,G30

MARKETING

Outcome 3.3 Promote and market the shire of Bouliia to attract rural living, visitors and investors to the shire

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
3.3.1	Develop a Shire marketing strategy including a business plan for the Min Min Encounter and the Sporting and Aquatic Centre	Deliver	G13,G15
3.3.2	Develop tourism strategy for the Bouliia Shire and surrounding region	Deliver	G13,G15
3.3.3	Proactively market Bouliia the 'Land of the Min Min Light' and capitalise on opportunities such as business and industry attraction, major events and conferences, sports and recreation regional and state events.	Deliver	G13,G15
3.3.4	Actively encourage partnerships with border shires – Diamantina, and Barcoo to promote the 'Outback experience'	Partner	G13,G15
3.3.5	Partner with regional tourist organisations to support the region and increase visitation to the shire	Partner	G13,G15

ROADS

Outcome 3.4 Strive to develop, improve and maintain roads to a high standard.

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
3.4.1	Continue sealing of Donohue Highway from Outback highway with Outback Highway Funds	Deliver	G31,G32
3.4.2	Lobby for appropriate State and Federal government funding to upgrade the quality of major access roads within the shire and also accessing the shire	Advocate	G31,G32
3.4.3	Proactively pursue State and Federal Government funding opportunities for major regional road projects recognising the significance of the	Advocate	G31,G32

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	Outback Highway		
3.4.4	Actively pursue the declaration of the Donohue Highway as a State Road.	Advocate	G31,G32
3.4.5	Improve and maintain the road network to decrease closure periods due to flooding and subsequent damage	Deliver	G31,G32
3.4.6	Maintain and improve the safety of the shire road network	Deliver	G31,G32

WORKS DEPARTMENT

Outcome 3.5 To operate an efficient and accountable Council Works department

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
3.5.1	Continually assess performance of the works department through regular performance monitoring and cost analysis	Deliver	G31,G32
3.5.2	Deliver a competitive, efficient and modern plant fleet, to complement Councils operations	Deliver	G31,G32
3.5.3	Ensure the workforce is adequately trained and offer staff development programs and continually promote Workplace, Health and Safety practices	Deliver	G31,G32
3.5.4	Maintain a high standard of ethical conduct and transparent decision making	Deliver	G31,G32

ECONOMIC MEASURE- *'Foster a sound economic base to enhance the prosperity of the shire, support growth and offer a high quality of life for the community'*

Council will be successful in achieving its Economy objectives when:

1. Council infrastructure is planned, constructed and managed for future generations;
2. Boulia is recognised as a shire which supports growth, industry and supports local initiatives.
3. We have a strong growing and vibrant tourism and business sector.

4. GOVERNANCE

'A cohesive and sustainable Council providing community leadership'

COUNCIL ADMINISTRATION AND CUSTOMER SERVICE

Outcome 4.1 Provide efficient, friendly and professional service ensuring council resources are utilised in a responsible manner.

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
4.1.1	Develop a work environment that encourages open communication, personal development, high levels of staff morale and flexibility	Deliver	G26,G5,G6,G7
4.1.2	Provide a range of administrative and customer services to facilitate the good governance of the Shire	Deliver	G26,G5,G6,G7
4.1.3	Ensure the workforce is adequately trained and offer staff	Deliver	G26,G5,G6,G7

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	development programs and continually promote Workplace, Health and Safety practices		
4.1.4	Maintain a high standard of ethical conduct and transparent decision making	Deliver	G26,G5,G6,G7
4.1.5	Ensure council's information technology system is functional, effective and meets the needs of the council.	Deliver	G26,G5,G6,G7

ELECTED REPRESENTATIVES

Outcome 4.2 To represent and collectively make decisions to benefit the entire community.

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
4.2.1	To act in the public interest and advise the CEO of the aspirations of the residents	Deliver	G5,G8,G10
4.2.2	Build and maintain relationships with organisations and agencies that have an influence on our region to help influence the development of policies impacting on our region	Deliver	G5,G8,G10
4.2.3	Set the strategic direction of the council through the setting of major goals, policy and framework and strategies in accordance with legislation	Deliver	G5,G8,G10
4.2.4	Develop and maintain partnerships with regional organisations e.g. Remote Area Planning and Development Board, Desert Channels Qld, Local Government Association of Qld, Regional Organisation of Councils, Regional Planning Advisory Committee, other government agencies and relevant private sector organisations, to ensure strong regional advocacy.	Advocate	G5,G8,G10

FINANCIAL MANAGEMENT

Outcome 4.3 Maintain responsible, compliant financial management and reporting systems to provide accurate information to stakeholders.

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
4.3.1	Investigate methods of land development in regional communities as a means of providing residential/commercial/industrial development opportunities and future return on investment (economic and social)	Deliver	G33,G34,G35
4.3.2	Complete and implement asset management plans for all of Council's assets and endeavour to ensure that asset maintenance and replacement programs are fully funded	Deliver	G33,G34,G35
4.3.3	Develop and implement processes that ensure that the whole of life costs are determined before any decision is made on the development of new assets	Deliver	G33,G34,G35
4.3.4	Perform long term financial modelling to inform decision making and maintain a long term Financial Sustainability Strategy	Deliver	G33,G34,G35
4.3.5	Ensure effective and responsible policy development and decision making in line with the Financial Sustainability Strategy	Deliver	G33,G34,G35
4.3.6	Ensure compliance with all legislation and accounting standards as required, implementing best practice financial reporting systems	Deliver	G33,G34,G35

HUMAN RESOURCES

Outcome 4.4 Manage Council's Human Resources in an effective manner to the betterment of the community

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Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
4.4.1	Ensure the workforce is adequately trained and offer staff development programs and continually promote Workplace, Health and Safety practices	Deliver	G5
4.4.2	Ensure council is operating within legislative requirements of the new Award in relation to all staff.	Deliver	G5

PUBLIC NUISANCE

Outcome 4.5 Implement relevant Council policies to minimise the impact of nuisances on the Community

Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
4.5.1	Develop and maintain partnerships with regional organisations eg: Central West Regional Pest Management Group – Control of Feral animals	Partner	G10
4.5.2	Implement effective Animal control strategies to minimize the impact of animal nuisances on the community	Deliver	G10
4.5.3	Maintain appropriate Policies and Local laws for the control of nuisances.	Deliver	G10

WORKPLACE HEALTH & SAFETY

Outcome 4.6 Comply with Workplace Health and Safety Standards to provide healthy and safe public areas and working environments.

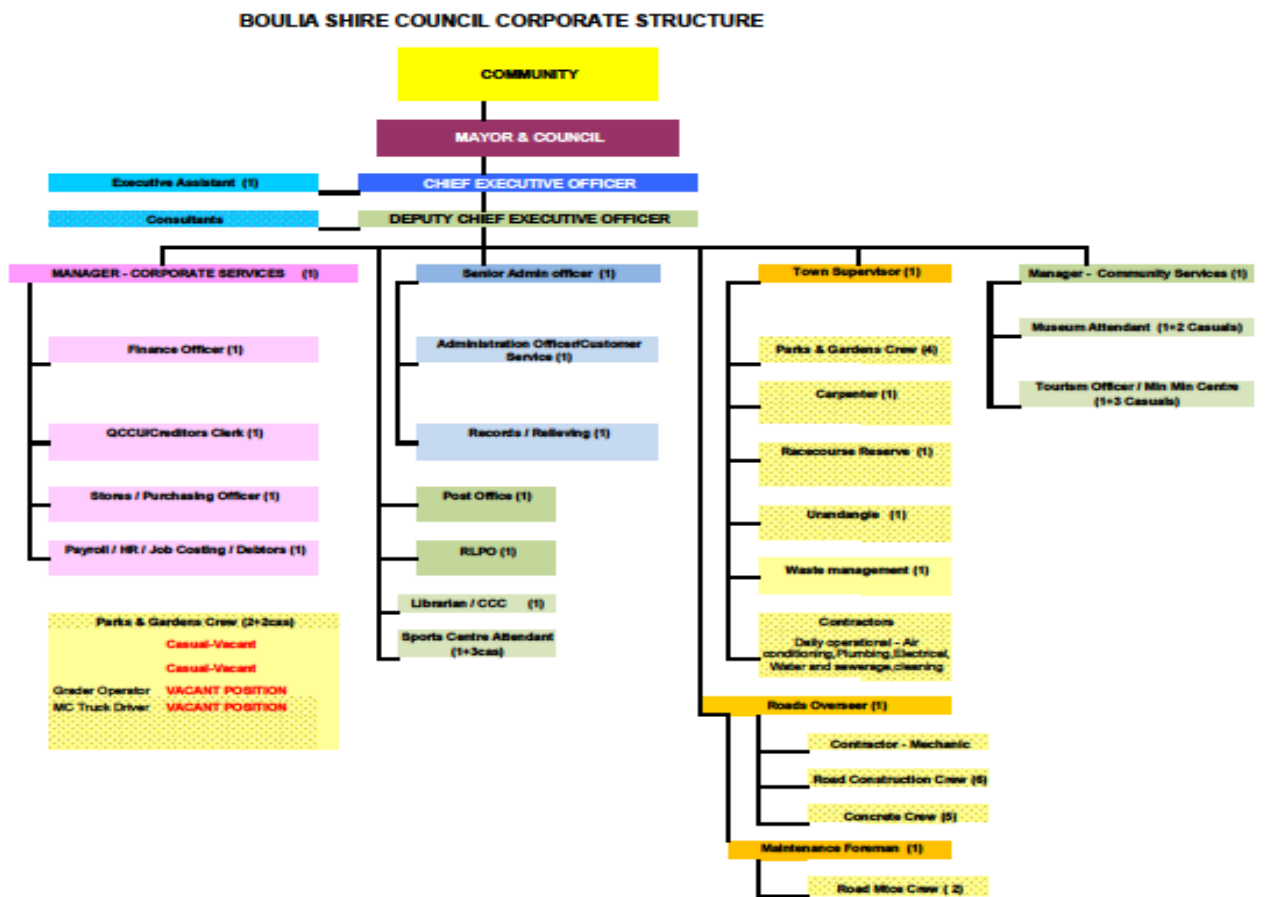
Item	KEY STRATEGIES	ROLE	QLD Plan Ref.
4.6.1	Develop and implement safety procedures and promote healthy and safe work areas	Deliver	G16,G19
4.6.2	Work with other shires in developing Safe Plan 2 and the new legislation.	Deliver	G16,G19
4.6.3	Progress towards obtaining and maintaining full accreditation in WH&S – Safeplan 2	Deliver	G16,G19

GOVERNANCE MEASURE– ‘A cohesive and sustainable Council providing community leadership’.

Council will be successful in achieving its Governance objectives when:

- Council has comprehensive asset management plans in place;
- Council is regarded as financially ‘strong’ by the Queensland Treasury Corporation (QTC);
- Council is recognised as an employer of choice;
- Council undertakes decision making ethically and transparently.

APPENDIX 2 – CORPORATE STRUCTURE



Bookmarks Pages

Corporate Structure 2014[1] x



APPENDIX 3 – TYPICAL TRENCH LAYOUT

