## Revision history

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<td>9</td>
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<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>APA/WAG</td>
<td>APA Group Gas Pipeline/Westernport – Altona – Geelong (WAG) Oil Pipeline</td>
</tr>
<tr>
<td>CD</td>
<td>Chart Datum Melbourne (Williamstown)</td>
</tr>
<tr>
<td>CEMP</td>
<td>Construction Environmental Management Plan</td>
</tr>
<tr>
<td>CEO</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>dB</td>
<td>Decibels</td>
</tr>
<tr>
<td>DMG</td>
<td>Dredged Material Ground</td>
</tr>
<tr>
<td>DELWP</td>
<td>Department of Environment, Land, Water and Planning</td>
</tr>
<tr>
<td>EMP</td>
<td>Environmental Management Plan</td>
</tr>
<tr>
<td>EMS</td>
<td>Environmental Management System as defined under ISO 14001</td>
</tr>
<tr>
<td>EPA</td>
<td>Environment Protection Authority (Victoria)</td>
</tr>
<tr>
<td>EPBC Act</td>
<td>Environment Protection and Biodiversity Conservation Act 1999 (Cwlth).</td>
</tr>
<tr>
<td>IMS</td>
<td>Integrated Management System</td>
</tr>
<tr>
<td>km</td>
<td>Kilometre(s)</td>
</tr>
<tr>
<td>m</td>
<td>Metre(s)</td>
</tr>
<tr>
<td>m CD</td>
<td>Metres Chart Datum Melbourne (Williamstown)</td>
</tr>
<tr>
<td>MPEMP</td>
<td>Melbourne Port Emergency Management Plan</td>
</tr>
<tr>
<td>NES</td>
<td>National Environmental Significance</td>
</tr>
<tr>
<td>P</td>
<td>Phosphorus</td>
</tr>
<tr>
<td>PCP</td>
<td>Port Capacity Project</td>
</tr>
<tr>
<td>PDS</td>
<td>Project Delivery Standard</td>
</tr>
<tr>
<td>PMP</td>
<td>Project Management Plan</td>
</tr>
<tr>
<td>PoM</td>
<td>Port of Melbourne</td>
</tr>
<tr>
<td>PoM DMG</td>
<td>Port of Melbourne Dredged Material Ground</td>
</tr>
<tr>
<td>PoMC</td>
<td>Port of Melbourne Corporation</td>
</tr>
<tr>
<td>SE DMG</td>
<td>South East Dredged Material Ground</td>
</tr>
<tr>
<td>SEMS</td>
<td>Safety and Environmental Management System</td>
</tr>
<tr>
<td>SEPP</td>
<td>State Environment Protection Policy</td>
</tr>
<tr>
<td>SEPP N-1</td>
<td>SEPP (Control of Noise from Commerce, Industry and Trade) No. 1</td>
</tr>
<tr>
<td>WDE</td>
<td>Webb Dock East</td>
</tr>
<tr>
<td>WDW</td>
<td>Webb Dock West</td>
</tr>
<tr>
<td>WIP</td>
<td>Work Implementation Plan</td>
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</table>
1 Introduction

Port of Melbourne Corporation has undertaken a business separation process to facilitate the Victorian Government’s initiative to seek private sector interest for a 50 year lease of the Port of Melbourne’s commercial operations. As part of that process, on 1 July 2016, the Port of Melbourne’s commercial operations, which include the Port Capacity Project, were transferred to Port of Melbourne Operations Pty Ltd as trustee for the Port of Melbourne Unit Trust (ABN 83 751 315 034) (Port Manager). Accordingly, references in this Environmental Management Plan to ‘PoMC’ are to be read as references to Port Manager.

1.1 Scope

This Environmental Management Plan (EMP) details the environmental management requirements to be followed for the Port Capacity Project (PCP). This EMP includes:

- the requirements for environmental management during the planning, implementation, evaluation and review of PCP construction activities
- the responsibilities for implementing this EMP
- the Project Delivery Standards (PDS) including environmental controls to ensure that project objectives and targets are achieved
- an overview of the environmental monitoring programs and contingency plans and associated management actions
- the transition arrangements from construction phase to operations.

This EMP applies to the capital works described below and environmental monitoring programs. PoMC has overall responsibility for the implementation of the PCP in accordance with the requirements of this EMP.

The requirements of this EMP will be communicated to all people working on the PCP including PoMC staff, contractors, sub-contractors and Operators.

1.2 Project description

The PCP incorporates the following components:

- the development of additional container capacity for Victoria via the development of Webb Dock East (WDE) as a new international container terminal
- infrastructure upgrades at Swanson Dock to increase the capacity of existing container terminals
- the development of Webb Dock West (WDW) to accommodate Victoria’s roll-on, roll-off import and export automotive trade and pre-delivery inspection hub.
The works are expected to take approximately four years to complete. PCP works will be undertaken by PoMC, Contractors and Operators and will be managed in accordance with contractor management plans and procedures. The PCP components are described in the following sections.

1.2.1 PoMC Civil works (Webb Dock)

PoMC is responsible for the construction of the substructure at Webb Dock. These works will be undertaken by a civil contractor and will include the following components:

- utility reticulation
- preparation of the site north of Williamstown Road including site levelling
- extension of Dockside Road to join with Todd Road at two locations, Cook Street and south of the West Gate Freeway. The new road will require the removal of a small area of parkland in the south east corner of Westgate Park.
- construction of buffer infrastructure providing visual screening and noise attenuation
- closure of Williamstown Road west of Todd Road
- enhancement of the existing bicycle track that extends alongside and west of Todd Road
- installation of playground equipment at Maritime Cove.

1.2.2 Operator Civil works (Webb Dock)

Operators of the international container terminal and empty container park, automotive terminal and pre-delivery inspection hubs will be responsible for construction of the superstructure at Webb Dock. The main elements of the superstructure include:

- internal terminal access roads and pavements for truck marshalling, container stacking and automotive storage
- possible footings for rail mounted gantries
- terminal buildings
- services reticulation within the terminal (including lighting)
- gates, fencing and security systems.

Container handling equipment and/or upgrades will be provided by the container terminal operator.
1.2.3 PoMC Civil works (Swanson Dock)

PoMC is responsible for the facilitation of infrastructure upgrades at Swanson Dock. These works will be undertaken by a civil contractor and will include the following components:

- closure of Coode Road
- relocation of utilities affected by closure of Coode Road
- closure of Appleton Dock Road at Anderson Road
- relocation of utilities affected by closure of Appleton Dock Road.

The civil works to be conducted by incumbent operators of the Swanson Dock container terminals will be subject to PoMC’s tenant EMP requirements and therefore these works are not within the scope of this EMP.

1.2.4 PoMC Maritime works

PoMC is responsible for the dredging and berthworks construction at Webb Dock. These works will be undertaken by a maritime contractor and will include the following components:

- extensions to and upgrades of the existing wharf structures including the demolition of some existing wharf structures at WDE
- construction of a three berth, continuous wharf at WDW
- construction of a mooring dolphin and associated walkway south of WDE 5
- installation, relocation and removal of navigation aids
- removal of saltmarsh area south of Williamstown Road
- Capital dredging in the berths and channels in the north of Webb Dock to a proposed dredge clearance level of -13.0 m CD, and -15.2 m CD in WDE berths 4 and 5 and the berth area of WDW south.

Total estimated volume of dredging and excavation works within Webb Dock is approximately 1.8 million ± 15% m³ (in situ). PoMC approvals provide for up to 2.5 million ± 15% m³ (in situ) to be dredged however current design requirements indicate that the lesser amount of 1.8 million ± 15% m³ (in situ) will be dredged.

- disposal of dredged material at the Port of Melbourne Dredged Material Ground (PoM DMG).
Figure 1: Project locations for the PCP Webb Dock Works
1.3 Key assets, environmental effects and risks

The key assets, predicted effects and risk events associated with the PCP are summarised below. Detailed information is contained within the civil works and maritime works risk registers (refer to Section 2.4).

The key ecological assets and potential impacts include:

- coastal saltmarsh and seagrass habitat – removal of coastal saltmarsh and seagrass has the potential to disrupt waterbirds which utilise these habitats.

The key social values, economic uses and potential impacts include:

- public amenity – noise, air and visual impacts of the project.

1.4 Environmental policy

The PoMC Environmental Policy (Annexure 1) provides the umbrella policy direction for the PCP. The PCP Statement of Intent (Annexure 2) outlines PoMC commitment at a project level.

These policies will be displayed in the workplace. Key requirements and responsibilities within these policies will be communicated via inductions or other training programs (refer to Training and Awareness Section 2.8).

PoMC is committed to delivering the PCP in an environmentally responsible manner and in accordance with its statutory approvals and this EMP.
1.5 Environmental Management System overview

An Environmental Management System (EMS), consistent with the requirements of ISO 14001:2004 *Environmental management systems – Requirements with guidance for use* has been developed for the PCP. The EMS consists of the policies, plans, procedures and activities that together form a systematic method of managing the environmental aspects of the project. This EMP is a key component of the EMS and describes the main elements of the EMS and provides direction to detailed procedures and inter-relationships between different processes.

The EMS has been designed to be consistent with the PoMC Safety and Environmental Management System (SEMS). This provides for efficient integration with PoMC systems at the completion of the project as well as providing synergies during the construction phase.

The structure of the EMS is shown in Figure 3.

Figure 3: Structure of the EMS

The EMS is integrated with the PCP project management system to ensure the effectiveness of the overall management of the project. This combined system is called the PCP Integrated Management System (IMS). Overall project management requirements will be documented within the PCP Project Management Plan (PMP). Other key project documents include Work Implementation Plans (WIPs), which have been prepared for the various components of the project (called work packages). WIPs identify project requirements specific to the work package, including the requirements of this EMP.
Contractors will be required to incorporate the requirements of this EMP into Construction Environmental Management Plans (CEMPs). All CEMPs will be reviewed by PoMC before works start to ensure consistency with this EMP.

A summary of key IMS documents is further described in Table 1.

Table 1: Summary of key documents

<table>
<thead>
<tr>
<th>Document</th>
<th>Description</th>
<th>Content</th>
</tr>
</thead>
<tbody>
<tr>
<td>PoMC PCP Project Management Plan (PMP) (PCP IMS PLN 003)</td>
<td>The PMP is prepared by PoMC to guide the planning, implementation and close-out of all aspects of the PCP project.</td>
<td>Whole of project objectives, schedule, budget, roles and responsibilities and processes.</td>
</tr>
<tr>
<td>PoMC PCP Environmental Management Plan for Construction (EMP) (PCP IMS PLN 004)</td>
<td>The EMP is prepared by PoMC to establish the processes and methods by which the environmental aspects of the project will be managed to ensure that the PCP is delivered with no greater than the level of predicted effects or risk events identified in the PCP environmental risk assessment.</td>
<td>Description of the main elements of the PCP EMS, their interaction and direction to key procedures (including legal requirements, risk management, induction and training, emergency response, incident reporting, measurement and evaluation, and management review). External notification and reporting requirements. PDS (incorporating environmental controls). Description of environmental monitoring programs and contingency plans.</td>
</tr>
<tr>
<td>PoMC PCP Work Implementation Plan (WIP)</td>
<td>WIPs are prepared by PoMC for each work package and incorporate relevant requirements of the PMP and EMP.</td>
<td>Work package specific objectives, schedule, budget, roles and responsibilities and processes, including relevant requirements of this EMP.</td>
</tr>
<tr>
<td>Construction Environmental Management Plan (CEMP)</td>
<td>CEMPs are prepared and implemented by contractors, and document the environmental requirements specific to construction activities.</td>
<td>Requirements relevant to the contractor and the scope of work. Content to include relevant requirements of this EMP (including risk management, induction and training, emergency response, incident reporting, measurement and evaluation).</td>
</tr>
</tbody>
</table>
### Document Description Content

<table>
<thead>
<tr>
<th>Document</th>
<th>Description</th>
<th>Content</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Scope Summary (PCP IMS SPC 002)</td>
<td>The Project Scope Summary is prepared by PoMC to outline the deliverables and various phases of the PCP.</td>
<td>Whole of project and work package scope and deliverables.</td>
</tr>
</tbody>
</table>

#### 1.6 Environmental Management Plan context

This EMP has been prepared to fulfil the following objectives:

- To describe the main elements of the PCP EMS, their interaction, and direction to key procedures as required by *ISO 14001:2004 Environmental management systems – Requirements with guidance for use*.

- To establish the processes and controls that will be implemented to ensure that the PCP is delivered with no greater risk or effects than those identified in the PCP environment risk assessment.

- To communicate environmental management requirements to contractors. Requirements will be incorporated into WIPs and CEMPs for each work package.

- To ensure that the project does not result in unacceptable impacts on matters of National Environmental Significance (NES).

#### 1.7 EMP approval

This EMP is a controlled document and will be approved and revised in accordance with the requirements outlined in Table 2.

PoMC will consult relevant agencies on any proposed revisions to the EMP that concern conditions of approval.

Where agency approval is required, this will be sought prior to implementing the change. Where approval is not required, relevant agencies will be notified of the change and issued with a revised EMP within 14 days, in accordance with requirements outlined in Table 2.
Table 2: EMP approval requirements

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<th>Approval</th>
<th>PoMC</th>
<th>Victorian Government</th>
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<td>Approved by Executive General Manager, Port Capacity Project</td>
<td>Approved by the Director Regulation and Approvals.</td>
</tr>
<tr>
<td><strong>Procedural revision</strong> (administrative changes e.g. amendment of procedure reference, formatting)</td>
<td>Approved by Executive General Manager, Port Capacity Project, or delegate</td>
<td>Notification of change to the Director Regulation and Approvals.</td>
</tr>
<tr>
<td><strong>Minor revision</strong> (changes within existing PCP environmental approvals)</td>
<td>Approved by Executive General Manager, Port Capacity Project, or delegate</td>
<td>Notification of change to the Director Regulation and Approvals.</td>
</tr>
<tr>
<td><strong>Major revision</strong> (changes requiring amendment to PCP environmental approvals)</td>
<td>Approved by Executive General Manager, Port Capacity Project, or delegate</td>
<td>Approved by the Director Regulation and Approvals.</td>
</tr>
</tbody>
</table>

2 Planning

2.1 Legal requirements

Project approvals, legal requirements, and other relevant requirements such as guidelines and codes of practice have been identified, documented and reviewed as outlined in the PCP IMS Legal and Other Requirements Procedure (PCP IMS PRO 011).

Where legislation requires a specific management action or response, these requirements have been identified within the PDS as environmental controls, environmental monitoring programs, or within contingency plans. The content of a PDS is further described in Section 2.2.1. The PDS associated with key legislation are identified in Table 3.

Compliance with legal and other relevant requirements will be evaluated in accordance with the PCP IMS Internal and External Audit Procedure (PCP IMS PRO 007).

Table 3: Key legislation

<table>
<thead>
<tr>
<th>Key Legislation</th>
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<tbody>
<tr>
<td>Coastal Management Act 1995 (Vic)</td>
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<tr>
<td>Environment Protection Act 1970 (Vic)</td>
</tr>
</tbody>
</table>
### Key Legislation

<table>
<thead>
<tr>
<th>Legislation</th>
<th>Authority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Environment Protection and Biodiversity Conservation Act 1999</td>
<td>(Cwlth)</td>
</tr>
<tr>
<td>Planning and Environment Act 1987</td>
<td>(Vic)</td>
</tr>
<tr>
<td>Aboriginal Heritage Act 2006</td>
<td>(Vic)</td>
</tr>
<tr>
<td>Heritage Act 1995</td>
<td>(Vic)</td>
</tr>
<tr>
<td>Water Act 1989</td>
<td>(Vic)</td>
</tr>
<tr>
<td>Quarantine Act 1908</td>
<td>(Cwlth)</td>
</tr>
<tr>
<td>Pollution of Waters by Oil and Noxious Substances Act 1986</td>
<td>(Vic)</td>
</tr>
<tr>
<td>Environment Protection (Industrial Waste Resource) Regulations 2009</td>
<td>(Vic)</td>
</tr>
<tr>
<td>Wildlife Act 1975</td>
<td>(Vic)</td>
</tr>
<tr>
<td>Crown Land (Reserves) Act 1978</td>
<td>(Vic)</td>
</tr>
<tr>
<td>Fisheries Act 1995</td>
<td>(Vic)</td>
</tr>
<tr>
<td>Flora and Fauna Guarantee Act 1988</td>
<td>(Vic)</td>
</tr>
<tr>
<td>Land Act 1958</td>
<td>(Vic)</td>
</tr>
</tbody>
</table>

### 2.2 Project Delivery Standards

#### 2.2.1 Content of Project Delivery Standards

PDS have been identified for the PCP to address key environmental risks, effects and legal requirements. PDS are a collation of the management and mitigation measures, environmental performance monitoring and contingency plans for the project. The PCP PDS are:

- construction management (all activities)
- civil works and berthworks
- marine works and marine-based pile driving
- dredging and dredged material management.

The content of a PDS is illustrated in Figure 4.

PDS include the following:

- An objective – the performance goal.
- A target – performance level at which the objective is demonstrated as being achieved.
- Application – the project activities to which the PDS applies.
Environmental controls – management and mitigation measures required to support achievement of the objective during the implementation of the project. These include process controls and associated monitoring.

Reference to environmental monitoring programs – the environmental monitoring programs applicable to the PDS.

Reference to contingencies – the relevant contingency plans containing management actions which may be taken in the event of potential exceedence of the environmental limit or response level.

Contractors must incorporate relevant PDS into respective CEMPs. The PCP PDS are contained in Annexure 4 of this EMP.

2.3 External notification and reporting requirements

Performance against this EMP will be reported to government agencies as described in Table 4.

Table 4: Notification and reporting requirements

<table>
<thead>
<tr>
<th>Subject</th>
<th>Reporting or notification</th>
<th>Government agency</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pollution event or imminent environmental hazard (as defined in EPA Publication 953.2, 2007)</td>
<td>Immediate notification. Incident report required.</td>
<td>DELWP*, EPA, Department of the Environment*</td>
<td></td>
</tr>
<tr>
<td>Aboriginal heritage</td>
<td>Notification as soon as practicable and within 1 business day if potential Aboriginal site or artefact identified.</td>
<td>Aboriginal Affairs Victoria, DELWP*</td>
<td></td>
</tr>
<tr>
<td>Marine or land-based heritage</td>
<td>Notification within 10 business days of discovery of artefact.</td>
<td>Heritage Victoria, DELWP*</td>
<td></td>
</tr>
<tr>
<td>Subject</td>
<td>Reporting or notification</td>
<td>Government agency</td>
<td>Timeframe</td>
</tr>
<tr>
<td>------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------</td>
<td>-------------------</td>
<td>---------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Quarterly project activity report containing summary of key project activities.</td>
<td></td>
<td>DELWP*, EPA, Department of the Environment*</td>
<td>Quarterly reports during construction. Forwarded within 4 weeks after the end of the quarter.</td>
</tr>
<tr>
<td>Independent (external) environmental audit of implementation of this EMP</td>
<td></td>
<td>DELWP*</td>
<td>Submission of external auditor and audit scope for approval by DELWP within 10 business days.</td>
</tr>
<tr>
<td>Completion of Sampling and Analysis Program Report</td>
<td></td>
<td>DELWP*</td>
<td>Notification of completion of the PoMC Sampling and Analysis Program Report to DELWP within 10 business days of completion of the report.</td>
</tr>
<tr>
<td>Marine environmental risk review</td>
<td></td>
<td>DELWP*</td>
<td>Notification of completion of a review of the marine environmental risk register to DELWP within 10 business days of completion of the review.</td>
</tr>
<tr>
<td>Dredging Management Plan</td>
<td></td>
<td>DELWP*</td>
<td>Approval by DELWP within 10 business days to be sought prior to the commencement of dredging.</td>
</tr>
<tr>
<td>Commencement of dredging</td>
<td></td>
<td>DELWP*, EPA</td>
<td>Notification no less than 5 business days prior to dredging commencement.</td>
</tr>
<tr>
<td>Project close-out report</td>
<td></td>
<td>DELWP*, EPA, Department of the Environment*</td>
<td>Close-out report to be forwarded within 90 days of the completion of the project.</td>
</tr>
<tr>
<td>Project Delivery Standard</td>
<td></td>
<td>DELWP*, Department of the Environment*</td>
<td>Notification within 1 business day of verifying non-conformance with a Project Delivery Standard (or part thereof).</td>
</tr>
</tbody>
</table>

* for components relating to EPBC Act matters of national environmental significance

^ DELWP reporting contact is Director Regulation and Approvals

#### 2.4 Risk management

Environmental risks associated with the PCP have been identified and are documented in risk registers consistent with AS/NZS ISO 31000:2009 Risk Management.

Adverse predicted effects and risk events are identified in the maritime and civil works risk registers. Risks are assessed in terms of likelihood and consequence.

The risk registers will be reviewed periodically to incorporate environmental performance monitoring results, and to reflect changes identified through the change management process, or as a result of incident investigations. Changes to
the risk registers will be approved by the General Manager Approvals and Compliance.

Risk management, including review and reporting requirements, are outlined in the PCP IMS Risk Management Procedure (PCP IMS PRO 005).

Task-based risk assessments (e.g. Job Safety and Environment Assessments) will be undertaken during the project to identify and control work place hazards.

2.5 Organisational structure and responsibility

PoMC has overall responsibility for the implementation of the PCP in accordance with the requirements of this EMP. PoMC is responsible for communicating responsibilities to Contractors and Operators.

The PCP Executive General Manager is accountable for:

- implementing the EMP
- co-ordinating all activities relating to the EMP
- providing adequate resources to undertake the PCP in accordance with the EMP.

Responsibility for implementing the EMP may be delegated by the PCP Executive General Manager through the management team to the workforce. All levels within the management structure have duties and responsibilities associated with implementing the EMP.

Specific responsibilities for implementing the EMP will be identified in plans and procedures including:

- PMP – responsibilities of PCP Project Leadership Team and PCP Senior Management Team.
- WIPs – responsibilities relevant to each work package.
- CEMPs – identifying responsibilities within team undertaking works.
- Procedures – identifying responsibilities for specific activities.

PoMC will monitor the appropriate delegation of responsibility through the review of key documentation including CEMPs and during audits.

PCP responsibilities are identified within the Responsibility Matrix (PCP IMS REG 005). The PCP will operate 24 hours per day, seven days per week during the implementation phase of the project, therefore a single role may be undertaken by several people. Figure 5 shows the indicative organisation structure.
2.6 Document and record control

Environment documents and records will be managed in accordance with the PCP IMS Records Management Framework (PCP IMS PRO 008). This procedure includes requirements for document creation, review and approval, and record storage, retention and disposal.

At the completion of construction works, documentation relevant to the berth works, navigation aids, and dredged material grounds will be incorporated into PoMC ongoing operational systems. These may include as-built records, calculations, drawings and any operations and maintenance manuals.

2.7 Change management

Proposed changes to the project will be assessed and documented following the PCP IMS Decision and Change Management Procedure (PCP IMS PRO 001) in order to identify and manage any consequences of the change. This will include an assessment of the risk, and compliance with legal requirements. Changes may include:

- alteration of project schedule
- modification of work methods within approved scope
- adjustment of environmental monitoring response levels
- change to project description
- change to dredging technology.

Changes to the PCP EMP will be approved by the PCP Executive General Manager or a nominated delegate and in accordance with Table 2.
2.8 Training and awareness

All personnel shall be suitably qualified and experienced to undertake their work in an environmentally responsible manner. Personnel who have formal responsibilities under this plan will be trained in the requirements of this EMP.

Requirements for training and inductions are documented in the PCP IMS Training and Induction Procedure (PCP IMS PRO 009). Training may include formal courses, tool box meetings and in-field mentoring. Records of training and inductions will be maintained.

Training requirements will include relevant personnel to be trained in spotting and identification of cetaceans (whales, dolphins).

All personnel undertaking the PCP will be required to complete a project induction which will incorporate key environmental aspects of the project. All personnel will be required to complete an assessment to demonstrate an understanding of key issues, requirements and responsibilities.

Induction topics will include, but are not limited to, the following:

- PoMC Environmental Policy
- key environmental issues and controls
- environmental monitoring programs
- emergency response
- incident reporting
- waste management
- cetacean requirements
- heritage requirements
- responsibilities
- communication requirements
- consequence of departure from the requirements of this EMP.

2.9 Communication

Internal and external communication and consultation arrangements are described in the PCP Engagement and Communications Plan (PCP IMS PLN 002).

The Executive General Manager will nominate a delegate to be responsible for and undertake all requirements with respect to communications and stakeholder engagement.
2.9.1 Internal communication

Internal communication methods include meetings, emails, newsletters, phone calls and notices, and environment notice boards.

Regular meetings between PCP personnel, Contractors and Operators will be scheduled. Environmental matters will be included as a standard agenda item at these meetings.

2.9.2 External communication

A variety of tools may be deployed to enable information to be distributed to, and received from, interested members of the community and key stakeholders. These include, but are not limited to, the following:

- Corporate website
- Corporate phone number (business hours)
- works notices
- media releases
- newspaper and/or radio advertisements
- direct verbal or written interactions (e.g. telephone, letter, email, E-news)
- Notices to Mariners and shipping protocols.

The provision of information to Culturally and Linguistically Diverse (CALD) members are provided via the Project’s telephone interpreter service.

Key communication activities and content may include the following:

- All dust and noise complaints will be managed following the process described in Annexure 7 and will be resolved as soon as practicable.
- Communication of project schedule and location of activities, and changes to website and telephone contact details to the community and other stakeholders who may be affected by project activities.
- Communications with operators, tenants and utility providers within the port.
- Information for bay users (e.g. water craft, swimmers, fishers, recreational divers).
- Briefings/meetings with community, recreational, Aboriginal and conservation groups where requested and/or required.
- Notice to Mariners will be issued to specify general locations and expected duration of project works, where required.
- Preparation of a quarterly project activity report containing a summary of key project activities.
Key stakeholders include, but are not limited to:

- Industry businesses – including freight, logistics and transport operators, port users, tenants, industry and business associations.
- Heritage/Indigenous councils and societies
- Recreational and tourism groups – including divers, recreational boaters and fishers, tourism and ecotourism operators and ‘friends of’ associations.
- Government – Commonwealth, State and local government.
- Community – bay users, residents in bayside suburbs, environmental interest groups, general community.

2.10 Contractor management

All Contractors shall comply with the requirements of this EMP. Contractor management requirements are identified in project documentation including the PMP and WIPs.

Contractor requirements and key performance expectations will include:

- mandatory contractor systems and plans (including a CEMP) for the management of environment and emergency preparedness
- induction, site and hazard specific training
- inspection regimes and schedules
- environmental performance monitoring and reporting.

All contractors will be required to demonstrate that they have the necessary skills and experience to undertake the work.

2.11 Emergency preparedness, response and recovery

Emergency scenarios are identified in the risk register. The PCP IMS Emergency Management Procedure (PCP IMS PRO 006) details requirements for emergency planning, recovery, training and responsibilities.

An Emergency Response Procedure will be prepared for all work areas. Linkages with the Melbourne Port Emergency Management Plan (MPEMP) will be identified and documented. All Emergency Response Procedures will be reviewed by PoMC for consistency with the MPEMP.

All procedures will be in accordance with operational requirements, Harbour Master’s directions and emergency management provisions contained in the Port Operations Handbook and Harbour Master’s Directions, 2013.

PCP inductions will provide an overview of emergency response requirements. Site specific induction and training will be undertaken by contractors.
Following an emergency incident, an investigation will be conducted and corrective actions identified and addressed in accordance with the MPEMP, the PCP Incident Notification and Reporting Procedure (PCP IMS PRO 023) and Incident Investigation Procedure (PCP IMS PRO 026).

The Port of Melbourne is a security regulated port as set out in the *Maritime Transport and Offshore Facilities Security Act 2003* (Cwlth) (MTOFSA). There are land-side, waterside and ship restricted zones within the port in accordance with MTOFSA and associated regulations. The locations of these restricted zones may change depending on the security level.

3 Measurement and evaluation

3.1 Incident reporting and investigation

Environmental incidents and hazards, including pollution incidents will be reported, recorded and investigated. This requirement will be included in inductions and reinforced during the project.

The PCP Event Notification and Reporting Procedure (PCP IMS PRO 023) and the PCP Incident Investigation Procedure (PCP IMS PRO 026) detail incident reporting, recording and investigation requirements including the identification of appropriate management actions. External reporting requirements in relation to hazards and incidents are identified in Table 4.

3.2 Audits

The PCP IMS Internal and External Audit Procedure (PCP IMS PRO 007) details PCP internal audit requirements including the identification of appropriate management actions. Proposed and completed audits will be documented in the PCP Audit Schedule.

Internal audits will be undertaken to monitor compliance with the EMS and EMP, and to ensure continued conformance with ISO14001. Improvement opportunities will also be identified during audits.

Internal audits will be scheduled for all PCP project components (e.g. maritime works, civil works, construction works undertaken by Operators’ contractors, dredging, management of dredged material) to ensure project activities are in accordance with the EMS and EMP. The audit schedule will take into account the following:

- the timing of the proposed works
- the nature of the proposed works including consideration of the level of associated risk
- incident investigation outcomes
- previous audit outcomes
• management review outcomes.

As a minimum, internal audits will be scheduled to coincide with the commencement of key activities and the use of key equipment, and on a 6 monthly basis whilst the activity occurs.

Conformance with this EMP will be assessed through observation of project activities, interviews and review of records. Records will include the following:

• environmental monitoring, process monitoring and management performance monitoring results
• inspection and audit reports
• soil management records
• surveys
• meeting minutes.

Internal audits of PCP processes and work areas to ensure that environmental management arrangements conform to ISO14001 will be undertaken on an annual cycle.

PoMC’s implementation of the EMP will be audited annually using an independent (external) auditor. The audit scope will be prepared prior to each audit. The selection of the auditor and preparation of the audit scope will be to the satisfaction of DELWP.

3.3 Monitoring of environmental performance

Environmental performance will be monitored via three mechanisms:

1. Environmental monitoring – monitoring of environmental conditions (airborne noise, dust). Environmental monitoring programs are described further in Section 3.4. Environmental monitoring programs inform operations. Management actions that may be adopted if environmental limits or response levels are reached are identified in contingency plans.

2. Process monitoring, inspections and surveys – monitoring of operational activities, physical conditions and post-construction environmental conditions (e.g. equipment tracking, monitoring of cap construction, bathymetric surveys). Process monitoring, inspections and surveys are identified in the PDS alongside process controls.

3. Management performance monitoring – monitoring of the implementation and effectiveness of the environmental management system (e.g. nature of complaints, number of corrective actions completed). Monitoring is IMS wide and performance indicators are identified in the PMP. Monitoring data informs the overall management of the project. It does not directly
inform operational aspects, but may indirectly through the management review process.

The PCP IMS Monitoring and Evaluation Procedure (PCP IMS PRO 020) outlines environmental performance monitoring, quality assurance and calibration requirements.

3.4 Environmental monitoring programs and contingency plans

Environmental monitoring programs and contingency plans are identified in the PDS. The environmental monitoring programs and contingency plans are:

- airborne noise
- dust.

A description of each environmental monitoring program and associated contingency plan is provided in Annexure 5 and Annexure 6. Detail of the airborne noise environmental monitoring program is contained in Airborne Noise Monitoring Program (PCP IMS DD 002). This document describes the monitoring framework, methodology and reporting requirements.

Contingency plans have been identified for the environmental monitoring programs. Contingency plans describe the process to be followed in the event that environmental limits or response levels have been reached, or monitoring results indicate that management action may be required. The management actions identified in the contingency plans are not an exhaustive list but tangible responses that the project will implement if required. The most appropriate management action will be selected on a case by case basis.

3.5 Process monitoring

Process monitoring is identified in the PDS (for simplicity they are included with environmental controls as they are associated with a process control). Process monitoring includes the following:

- Equipment tracking – Dredging and dredged material management PDS.
- Monitoring of energy consumption and greenhouse emissions – Construction management (all activities) PDS.
- Monitoring removal of fill material unsuitable for unconfined ocean disposal – Dredging and dredged material management PDS.
- Hydrographic surveys – Dredging and dredged material management PDS.

3.6 Inspections and surveys

Inspections and surveys are identified in the PDS. These include:
vessel inspections for marine pests as identified in Marine works including marine-based pile driving PDS
- post-activity inspections of PoM DMG capping – Dredging and dredged material management PDS.

4 Management review

4.1 PCP Management review meetings

Reviews of the EMS and environmental performance will be undertaken by senior management in accordance with the PCP IMS Management Review Procedure (PCP IMS PRO 010).

Reviews will include:

- compliance with PDS
- compliance with legal requirements including statutory approvals and other commitments
- results of environmental monitoring, inspections and surveys
- results of audits
- project risk profile.

Management reviews will ensure the continued effectiveness, suitability and adequacy of environmental management arrangements and identify opportunities for continuous improvement. Any action arising from the management review will be assigned responsibility and tracked until completion.

4.2 Project construction close-out

A project construction close-out report will be prepared following completion of construction activities. The close-out report will contain a summary of project outcomes including:

- a summary of project construction activities
- total volumes dredged
- conformance with PDS
- summary of PoMC environmental monitoring programs implemented during the construction phase
- summary of consultation activities.

The project close-out report will be submitted to relevant government agencies (refer to Table 4).
Annexure 1 PoMC Environmental Policy

ENVIRONMENT POLICY SUMMARY

Port of Melbourne Corporation in accordance with the Transport Integration Act 2010 (Vic) (PoMC) is required to plan and provide infrastructure which contributes to environmentally sustainable transport system objectives and to manage and develop the Port of Melbourne in an economically, socially and environmentally sustainable manner.

The overall objectives of PoMC’s Environment Policy are to:

1. facilitate a port-wide culture of responsible environmental management and continual environmental improvement
2. comply with all environmental statutory requirements and other applicable environmental obligations
3. meet the environmental performance requirements of PoMC’s Safety and Environment Management Plan (SEMP) established in accordance with the Port Management Act 1995 (Vic) (PMA)
4. be consistent with the environmental sustainability objectives within the Transport Integration Act 2010 (Vic) (TIA)
5. be consistent with the Victorian Government’s objective to prepare for future climate change challenges
6. align with all relevant PoMC policies which address key port environmental issues
7. provide adequate resources and training to maintain an Environment Management System that is consistent with the objectives and principles of the international standard ISO14001 – Environmental Management Systems (2004)
8. provide PoMC staff with an appropriate level of commensurate training

All PoMC employees have a personal responsibility to:

1. integrate environmentally sustainable decision making into the planning and implementation of all activities
2. support continual improvement in PoMC’s environmental performance
3. comply with all PoMC policies and procedures
4. immediately notify management of any environmental hazard or incident.

Nick Easy
Chief Executive Officer
August 2014
Annexure 2 PCP Statement of Intent

Port of Melbourne

PCP Integrated Management System (IMS)
Document Owner: Manager IMS
Authorised by: Executive General Manager Port Capacity

PCP Statement of Intent
Rev2 14/02/13

Port of Melbourne Corporation (PoMC) proposes an initiative, known as the Port Capacity Project (PCP) to:

- give certainty to the provision of international container terminal capacity in Victoria in the short and medium term, and
- achieve the benefits of competition in the Victorian international container stevedoring market.

The PCP Team is committed to ensuring the PCP is undertaken in accordance with the following principles and objectives:

- Sustainability – respect, sustain and enhance the environment, economic viability of the port and economy, and our stakeholders including our people, industry and the community.
- Culture – work cooperatively, value safety, seek innovation, achieve excellence, meet commitments, respect views and celebrate success.
- Health and Safety - maintain safety as a priority with the objective of preventing incidents in the workplace.
- Project management – maintain clear responsibilities, accountabilities, communications and reporting lines.
- Cost – deliver the project within budget and with value for money.
- Schedule – deliver additional container capacity in 2016.
- Quality – deliver a fit for purpose solution that meets project specifications.
- Environment – to deliver the PCP in an environmentally responsible manner including conducting all operations in accordance with the Environmental Management Plan (EMP) and all other conditions of statutory approvals. Identify and implement opportunities to enhance the environmental values of the project area.
- Commercial – act in a professional and commercial manner in dealing with port customers.
- Communications – be open and honest in informing, educating, engaging and involving stakeholders, in order to facilitate respectful debate while providing genuine opportunities for participation in assisting the Port of Melbourne Corporation to determine the best possible outcomes.
- Systems – develop, implement and maintain fair processes that integrate into and are compatible with PoMC operations and policies.
- Risk – implement the identified risk management process to ensure project risks are proactively identified and managed.
- Continuously improve – strive for continuous improvement in the manner in which we achieve the objectives of the project.

Jason Price
EGM Port Capacity

This document is uncontrolled when printed
Annexure 3  Project Delivery Standards – applicable works and project areas

Project Delivery Standards – applicable works and project areas (this is a guide only)

<table>
<thead>
<tr>
<th>Project Delivery Standard</th>
<th>Webb Dock</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Site</td>
<td>Berthworks</td>
<td>Navigation</td>
<td>Dredging</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Preparation/Civil Works</td>
<td></td>
<td>aids</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction management (all activities)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Civil works and Berthworks</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marine works including marine-based pile driving</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Dredging and dredged material management</td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
## Annexure 4 Project Delivery Standards

### Table 5: Construction management (all activities) PDS

<table>
<thead>
<tr>
<th><strong>Construction management (all activities)</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Objective</strong></td>
<td>To appropriately plan and implement construction aspects of PCP activities.</td>
</tr>
<tr>
<td></td>
<td>To ensure noise levels comply with EPA Noise Control Guidelines.</td>
</tr>
<tr>
<td></td>
<td>To ensure that materials are appropriately stored, handled and disposed of.</td>
</tr>
<tr>
<td><strong>Target</strong></td>
<td>Conformance with all environmental controls specified in this PDS.</td>
</tr>
<tr>
<td><strong>Application</strong></td>
<td>The duration of the construction phase of PCP during all project activities and areas.</td>
</tr>
</tbody>
</table>

### Environmental controls

1. **Hours of operation**
   1.1. All activities may be conducted on a 24 hour, 7 days a week basis, except where explicitly restricted within a PDS, or relevant legislation.

2. **Construction airborne noise (except dredging)**
   2.1. All activities (except dredging) must be conducted in accordance with EPA Noise Control Guidelines (Publication 1254).
   2.2. A desktop noise assessment of key activities (incorporating major equipment) to be conducted before commencement of work to confirm compliance with EPA Noise Control Guidelines.
   2.3. Where the desktop noise assessment indicates that the activity/equipment may not conform to EPA Noise Control Guidelines, appropriate action is to be taken as described in Airborne Noise Contingency Plan (Annexure 5).

3. **Construction airborne noise monitoring (complaints)**
   3.1. Where airborne noise monitoring indicates an exceedence, or potential exceedence, of EPA Noise Control Guidelines (Publication 1254)/SEPP (N-1) limits, appropriate action is to be taken as described in the Airborne Noise Contingency Plan (Annexure 5).

4. **Dust management**
   4.1. Develop, implement and maintain a Dust Prevention and Management Plan, where applicable, in accordance with the *EPA Environmental Guidelines for Major Construction Sites (Publication 480)*.

5. **Dust monitoring**
   5.1. Dust monitoring to be undertaken as described in the Dust Monitoring Program and Contingency Plan (Annexure 6).
   5.2. Where dust monitoring indicates that management action may be required, appropriate action is to be taken as described in the Dust Monitoring Program and Contingency Plan (Annexure 6).

6. **Waste management**
   6.1. Contractor waste management arrangements to include waste minimisation, containment,
### Construction management (all activities)

- Segregation and appropriate reuse, recycling, treatment and disposal.

6.2. The handling and disposal of unexpected materials identified during construction works (e.g. inert debris such as metallic wastes and timber) to be included in waste management arrangements.

6.3. All waste to be managed in accordance with:

- Environment Protection Act 1970 (Vic)
- Quarantine Act 1908 (Cwlth) (applicable vessels)
- Pollution of Waters by Oil and Noxious Substances Act 1986 (Vic)
- Environment Protection (Industrial Waste Resource) Regulations 2009 (Vic)

6.4. All wastewater to be managed in accordance with EPA Guidelines for Environmental Management: Code of Practice – Onsite Wastewater Management (Publication 891.3)

6.5. All marine vessels to have sewage containment or treatment facilities. Sewage treatment will comply with Section 23G of the Pollution of Waters by Noxious Substances Act 1986 (Vic).

6.6. Waste material generated during berthworks, including during the demolition and upgrades of existing wharf structures, will be disposed of on land. Contractor waste management arrangements to include the recovery of material which enters the water, as far as reasonably practicable.

### Energy and greenhouse gases

7.1. The project will identify, calculate and report on energy consumption and greenhouse emissions on major plant and equipment.

### Equipment maintenance

8.1. Maintenance programs will be implemented for all plant and equipment as defined in the Occupational Health and Safety Regulations 2007 (Vic).

### Fuels, oils, chemicals and hazardous goods

9.1. Storage and handling of chemicals in accordance with:

- Dangerous Goods Act 1985 (Vic)
- International Ship Management (ISM) Code (applicable vessels)
- Pollution of Waters by Oil and Noxious Substances Act 1986 (Vic)

9.2. Asbestos to be managed in accordance with the Occupational Health and Safety Regulations 2007 (Vic).

### Emergency response preparedness

10.1. Development and testing of emergency response procedures, integrated with Melbourne Port Emergency Management Plan, including provision for fuel, oil and chemical spills.

10.2. All work sites, including vessels, to have oil spill response kits. Relevant personnel to be trained in its use.

### Heritage

11.1. If a potential heritage or Aboriginal site is identified during construction activities, the process described in Annexure 7 of the EMP will be followed.
## Construction management (all activities)

<table>
<thead>
<tr>
<th>Environmental monitoring program</th>
<th>Airborne Noise Monitoring Program</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Dust Monitoring Program</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contingencies</th>
<th>Airborne Noise Contingency Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Dust Contingency Plan</td>
</tr>
<tr>
<td></td>
<td>Emergency response managed via Emergency Response Procedures (EMP Section 2.11)</td>
</tr>
</tbody>
</table>
Table 6: Civil Works including Berthworks PDS

<table>
<thead>
<tr>
<th>Civil Works including Berthworks</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Objective</strong></td>
<td>To appropriately manage land-based construction works.</td>
</tr>
<tr>
<td><strong>Target</strong></td>
<td>Conformance with all environmental controls specified in this PDS.</td>
</tr>
<tr>
<td><strong>Application</strong></td>
<td>Webb Dock land-based construction works:</td>
</tr>
<tr>
<td></td>
<td>• Site Preparation Works</td>
</tr>
<tr>
<td></td>
<td>• Civil Works</td>
</tr>
<tr>
<td></td>
<td>• Berthworks</td>
</tr>
<tr>
<td></td>
<td>• Swanson Dock construction works</td>
</tr>
</tbody>
</table>

**Environmental controls**

12. **Stormwater and groundwater management**
   12.1. Develop, implement and maintain a stormwater and groundwater management plan(s); where applicable, to appropriately contain and manage discharges in accordance with *Environmental Guidelines for Major Construction Sites (EPA Publication 480)*, *SEPP (Groundwaters of Victoria)*, and *SEPP (Waters of Victoria)*, *EPA Best Practice Environmental Guidelines of the Management of Urban Stormwater*.

13. **Decommissioned landfill site**
   13.1. An existing decommissioned landfill is present on Webb Dock. As part of the EPA licence conditions, decommissioning included final cover of compacted earth (capping layer) over the landfill to a depth of at least 600 mm. Service trenches that penetrate the capping layer may need to be lined to prevent the trenches acting as a conduit for leachate generation.

14. **Contaminated material**
   14.1. Develop, implement and maintain a soil management plan, where applicable, in accordance with the PCP Soil Management Method Statement (PCP IMS MS 001).

   14.2. Assess, manage and dispose of any contaminated material in accordance with the *Environment Protection Act 1970*, subordinate legislation and associated guidance and technical notes (including the above mentioned). This includes consideration of the *SEPP (Prevention and Management of Contaminated Land)*, *EPA Industrial Waste Resource Guidelines (EPA Publications, IWRG series)* and the *National Environment Protection Measure (Assessment of Site Contamination)*.

30. **APA/WAG pipeline (Inserted in Revision 2)**
   30.1. Works around the APA/WAG pipeline to be undertaken in accordance with the environmental control measures contained within the Work Method Statement for APA and WAG Pipeline Protection.

<table>
<thead>
<tr>
<th>Environmental monitoring program</th>
<th>Not applicable to this PDS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contingencies</strong></td>
<td>Not applicable to this PDS</td>
</tr>
</tbody>
</table>
Table 7: Marine works including marine-based pile driving PDS

<table>
<thead>
<tr>
<th>Marine works including marine-based pile driving</th>
</tr>
</thead>
</table>
| Objective | To appropriately manage marine-based works.  
|          | To minimise impacts on cetaceans due to vessel manoeuvring and marine-based pile driving. |
| Target    | Conformance with environmental controls specified in this PDS. |
| Application | All marine-based activities:  
|           | • Site Preparation/ Civil Works  
|           | • Berthworks  
|           | • Navigation aids  
|           | • Dredging |

### Environmental controls

#### 15. Marine pests

15.1. Marine pest inspection and certification of monitoring and support vessels, dredgers and pontoons is required before mobilisation onto project, where these are sourced from outside Port Phillip Bay. Certification must be received from the final port of call, before entry to Port Phillip.

15.2. All applicable vessels to comply with the current version of the “Protocol for Environmental Management – Domestic Ballast Water Management in Victorian State Waters”, EPA Publication 949.6

15.3. All applicable vessels to comply with the “Australian Ballast Water Management Requirements”, Australian Government Department of Agriculture

#### 16. Vessel bunkering

16.1. All bunkering to take place in accordance with PoMC Bunkering Guidelines and vessel bunkering procedures.

#### 17. Marine-based pile driving

17.1. Marine-based pile driving operations to take place during daylight only (daylight is defined as where there is adequate light to see a minimum distance of 300 m)

17.2. ‘All clear’ for cetaceans and schools of fish within a 300 m radius of the pile driving unit to be confirmed before the commencement of pile driving operations.

17.3. The start procedure for the pile driving unit will comprise one of the following approaches:

- Soft-start approach which will incorporate piling commencing at low energy levels and then building up progressively to full impact force, or
- Soft-start approach which will incorporate a single pile impact followed by another single pile impact after 5 minutes, then commencement of normal piling after another 10 minutes, or
- If the soft-start approach is not feasible for operational reasons, the use of a noise producing device that is capable of gradually increasing the level of acoustic energy for 10 minutes prior to use of this equipment. The noise producing device shall provide an initial noise level that is no greater than 140 dB (this noise level is less than that known to produce a...
Marine works including marine-based pile driving

Temporary Threshold Shift for cetaceans). This is to enable mobile fauna to move away.

17.4. If a cetacean is spotted within 300 m of equipment, the following actions shall be taken:
   - Pile driving unit to suspend operations immediately.
   - If cetaceans are not seen to move beyond 300 m, operations may not restart until no cetacean has been sighted for at least 15 minutes.

17.5. If cetaceans are seen to move beyond 300 m, operations can recommence immediately.

18. Cetaceans – vessel manoeuvring

18.1. If within 300 m of a whale or dolphin the vessel must not:
   - approach a whale or dolphin head on
   - restrict the path of a whale or dolphin
   - pursue a whale or dolphin
   - separate any whale or dolphin from a group
   - come between a mother and a calf
   - drop or lower an anchor overboard from the vessel.

18.2. If within 300 m of a whale or dolphin, the vessel must:
   - operate at a constant speed that does not exceed 5 knots
   - avoid sudden changes in speed and direction
   - post a lookout for cetaceans
   - manoeuvre the vessel to a distance of at least 300m from the whale or dolphin if it shows any signs of disturbance

19. Cetacean sightings and log

19.1. Personnel on board vessels and sites adjacent to water are to report all sightings of cetaceans.

19.2. A log of cetacean sightings and action taken to be kept for all work areas.

20. Heritage (marine-based) – identification of potential relics

20.1. If potential relics are identified during construction activities, the process described in Annexure 7 of the EMP will be followed.

31. Temporary pad at Webb Dock West and Webb Dock Head (Inserted in Revision 2)

31.1. Construction of the temporary pad at Webb Dock West and Webb Dock Head to be undertaken in accordance with the environmental control measures contained within the Construction Execution Procedure for Temporary Pad Construction at Webb Dock West and Webb Dock Head.

32. Stormwater drain at Webb Dock Head (Inserted in Revision 2)

32.1. Construction of stormwater drain at Webb Dock Head to be undertaken in accordance with the environmental control measures contained within the Work Method Statement for Williamstown Road Drainage Crossing.

Environmental monitoring program

Not applicable to this PDS
<table>
<thead>
<tr>
<th>Marine works including marine-based pile driving</th>
<th>Contingencies</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Not applicable to this PDS</td>
</tr>
</tbody>
</table>
Table 8: Dredging and dredged material management

<table>
<thead>
<tr>
<th>Objective</th>
<th>To appropriately manage dredging and dredged material placement activities and fill material unsuitable for unconfined ocean disposal. To ensure noise levels comply with SEPP N-1.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target</td>
<td>Conformance with environmental controls specified in this PDS.</td>
</tr>
<tr>
<td>Application</td>
<td>All dredging activities in Webb Dock and disposal of dredged material at the PoM DMG.</td>
</tr>
</tbody>
</table>

**Environmental controls**

21. **Dredging**

   21.1. Declared depths are to be achieved as a minimum in all areas. Dredge clearance levels will exceed declared depths due to the siltation allowance. An over-dredge allowance of 0.5m is provided. Declared depths, dredge clearance levels and over-dredge depths are as follows:

<table>
<thead>
<tr>
<th>Area</th>
<th>Declared depth (m below CD)</th>
<th>Dredge clearance level (m below CD)</th>
<th>Over-dredge</th>
</tr>
</thead>
<tbody>
<tr>
<td>WDW berths and northern end of Webb Dock</td>
<td>-12.4</td>
<td>-13.0</td>
<td>-13.5</td>
</tr>
<tr>
<td>Swing basin, WDE 4 and 5</td>
<td>-14.6</td>
<td>-15.2</td>
<td>-15.7</td>
</tr>
</tbody>
</table>

   21.2. Activity Zone – activity zones have been identified to limit the footprint of dredging activities. Dredging extent and activity zones are identified in drawing G0986_14_M001_7B, Annexure 8.

   21.3. All dredging activities to take place within the activity zones.

   21.4. Dredging equipment and associated support vessels will be required to manoeuvre outside activity zones.

   21.5. Tracking of equipment activity as follows:

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Time</th>
<th>Date</th>
<th>Coordinates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Backhoe / grab Dredge</td>
<td>✓</td>
<td>✓</td>
<td>x,y,z bucket (northing, easting, depth to Chart Datum)</td>
</tr>
<tr>
<td>Split hopper barges</td>
<td>✓</td>
<td>✓</td>
<td>x,y (northing, easting)</td>
</tr>
</tbody>
</table>

   21.6. Dredging to be undertaken in accordance with the environmental control measures contained within the Dredging Management Plan, which contains the dredging design drawings, vessel tracking specifications, bund construction methodology (as applicable) and placement location at the PoM DMG.

22. **Construction airborne noise**

   22.1. All dredging activities must be conducted within SEPP (Control of Noise from Commerce, Industry and Trade) No. 1 (SEPP N-1) limits.
### Dredging and dredged material management

22.2. A desktop noise assessment of key activities (incorporating major equipment) to be conducted before commencement of work to confirm compliance with SEPP (N-1).

22.3. Where the desktop noise assessment indicates that the activity/equipment may not conform to SEPP (N-1), appropriate action is to be taken as described in Airborne Noise Contingency Plan (Annexure 5).

### 23. Sediment sampling and analysis program

23.1. Marine environmental risk register and EMP Table 9 to be reviewed following completion of PoMC Sampling and Analysis Program and detailed design.

### 24. Dredging of material identified in EMP Table 9

24.1. Dredging of material identified in EMP Table 9 to be conducted with the following equipment:
- backhoe dredge (including water jet attachment)
- grab dredge
- sweep
- hand-held water jets.

### 25. Monitoring removal of fill material unsuitable for unconfined ocean disposal

25.1. The following process is to be used to determine the transition from excavating fill material (unsuitable for unconfined ocean disposal) to dredging the underlying material (suitable for unconfined disposal) within Webb Dock West. The area requiring process monitoring is shown in Figure 11 in Annexure 8. This process applies to the excavator removing the fill material suitable for onsite reuse or disposal to landfill.

   a. Apply a grid over the area for determination of area coverage. The grid cell size will be determined based on excavator bucket width and position accuracy.

   b. Remove all material above - 0.5 m CD (-1.024 m AHD). x, y, z coordinates of excavator bucket to be used to confirm - 0.5 m CD (-1.024 m AHD) level has been achieved.

   c. Dredging of the underlying uncontaminated material will only commence when removal of material above - 0.5 m CD (-1.024 m AHD) has been verified by survey or review of x, y, z coordinates.

### 26. Placement of dredged material at the PoM DMG

26.1. Not Applicable (removed in Revision 2).

26.2. All uncontaminated sediments, including material used to augment bunds, must be placed to a height no greater than -14.0 m CD, to be confirmed at the completion of the placement of dredged material.

### 27. Dredged material placement

27.1. All dredged material placement activities to take place within the PoM DMG set out in drawing G0986_14_M001_7B in Annexure 8 of the EMP.

27.2. Dredged material placement – All dredged material to be placed in accordance with Table 9 of the EMP.

27.3. Volumes are to be calculated from hydrographic survey data.
## Dredging and dredged material management

28. **Capping of contaminated sediments at the PoM DMG**
   - 28.1. Not Applicable (removed in Revision 3).
   - 28.2. Not Applicable (removed in Revision 3).

29. **PoM DMG – maintenance and inspection (post-construction)**
   - 29.1. Inspections of the bund will be undertaken as part of existing PoMC operational commitments.
   - 29.2. Not Applicable (removed in Revision 3).

<table>
<thead>
<tr>
<th>Environmental Monitoring program</th>
<th>Construction Airborne Noise Monitoring Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contingencies</td>
<td>Construction Airborne Noise Contingency Plan</td>
</tr>
</tbody>
</table>
Table 9: Dredging summary

<table>
<thead>
<tr>
<th>Project area</th>
<th>Dredging location</th>
<th>Indicative dredging volumes (±15%)</th>
<th>Proposed dredging technology</th>
<th>General description of material</th>
<th>DMG</th>
<th>Management requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Webb Dock</td>
<td>Dock, berths and approaches, Webb Dock Head and Webb Dock West</td>
<td>1,800,000 m³</td>
<td>BHD / GD</td>
<td>Clays, silts and sands (unconsolidated and consolidated sediments), and fill</td>
<td>PoM DMG</td>
<td>All material assessed as suitable for unconfined ocean disposal. Disposal directly from barge. Suitable material to be used for bund construction.</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>1,800,000 m³</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: these estimates will vary depending on survey results. Up to 3 backhoe dredges or grab dredges may be used concurrently.
Annexure 5 Airborne noise management and contingency plans

Airborne Noise Monitoring Program Context

This airborne noise monitoring program provides management and mitigation actions relating to the potential for airborne noise to impact on key sensitive receptors (residential properties in near vicinity to the eastern boundary of the project area and residencies to the west and south-west of the Yarra River).

The PCP involves land-based and marine-based activities with the potential to generate noise levels which may impact on sensitive nearby receptors. Noise generating activities to be undertaken during PCP include:

- land-based:
  - road construction
  - removal of vegetation and landscaping
  - noise wall construction
  - demolition/site preparation/building construction
  - loading and unloading of plant

- marine-based:
  - wharf construction
  - dredging
  - installation, relocation or removal of navigational aids.

Monitoring Program

This section contains the Airborne Noise Monitoring Program. Prior to any key activities (incorporating major equipment) occurring onsite, the Contractor is required to undertake a desktop noise assessment to evaluate conformance with EPA Noise Control Guidelines/SEPP N-1 limits. Noise management measures should be developed and incorporated during initial project planning, equipment selection and scheduling of works.

The airborne noise monitoring program incorporates the following components:

- desktop noise assessment by the Contractor of key activities (incorporating major equipment) prior to the commencement of works

- noise monitoring by PoMC in response to a complaint

Details of the airborne noise monitoring program can be found in the Airborne Noise Monitoring Program (PCP IMS DD 002).
Response Levels

The project will be undertaken in accordance with the following noise guidelines and standards:

- EPA Noise Control Guidelines (Publication 1254) for construction activities (other than dredging)
- State Environment Protection Policy Control of Noise from Commerce, Industry and Trade No. 1 for dredging activities (SEPP N-1).

These guidelines and standards define periods of time for which airborne noise during construction or dredging must not exceed certain noise limits. The time period classifications can be found in the PCP IMS DD 002.

Two events that will trigger contingency actions to appropriately manage airborne noise emissions from PCP are defined by either:

- desktop assessment or airborne noise measurement at key locations indicates an exceedance, or potential exceedance, of EPA Noise Control Guidelines/SEPP N-1 limits unless management contingencies are taken; or
- a noise complaint has been received and is confirmed to exceed EPA Noise Control Guidelines/SEPP N-1 limits and is attributable to PCP through assessment of activities and noise monitoring data.

Noise complaints will be managed via the complaint response process described in Annexure 7.

Airborne noise management and mitigation actions as identified in the airborne noise contingency plan are not an exhaustive list but tangible responses that the project will implement if required. The most appropriate management action will be selected on a case by case basis.

Airborne Noise Contingency Plan

The Airborne Noise Contingency Plan provides management actions to be implemented during the construction phase of the PCP in the event that EPA Noise Control Guidelines/SEPP N-1 limits may be or have been exceeded. The Airborne Noise Contingency Plan forms part of the airborne noise monitoring program as detailed in the PCP Airborne Noise Monitoring Program (PCP IMS DD 002).

The process for addressing an exceedance, or potential exceedance, of airborne noise response levels is provided in Figure 6. Management actions are identified in Table 10.
Figure 6: Noise monitoring contingency flowchart

- **Noise complaint received and attributable to PCP**
  - Undertake monitoring
  - **EPA Noise Control Guidelines/SEPP N-1 limits not exceeded**
    - No further action required.
  - **EPA Noise Control Guidelines/SEPP N-1 limits exceeded**
    - Does desktop noise assessment indicate that EPA Noise Control Guidelines/SEPP N-1 limits will be or are likely to be exceeded?
      - Yes
        - Contractor to review and modify equipment and/or activities so that they conform with EPA Noise Control Guidelines/SEPP N-1 limits. **Refer to Management Actions Table 10**
          - Does desktop noise assessment indicate that EPA Noise Control Guidelines/SEPP N-1 limits will be or are likely to be exceeded?
            - Yes
              - No further action required. Commence/continue operations.
            - No
              - EPA Noise Control Guidelines/SEPP N-1 limits not exceeded
  - **EPA Noise Control Guidelines/SEPP N-1 limits exceeded**
    - No further action required. Commence operations.

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Management actions

Table 10: Management actions – airborne noise

<table>
<thead>
<tr>
<th>Management actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Where airborne noise levels are confirmed to exceed EPA Noise Control Guidelines/SEPP N-1 limits and be attributable to PCP through airborne noise monitoring, potential options for action may include:</td>
</tr>
<tr>
<td>- selection of alternative equipment</td>
</tr>
<tr>
<td>- modification to equipment</td>
</tr>
<tr>
<td>- restrictions on use of equipment.</td>
</tr>
<tr>
<td>- rescheduling high noise equipment to operate for daytime works only, or control locations of evening or night-time use to greater distances from key locations sensitive to noise</td>
</tr>
<tr>
<td>- evaluate ways to reduce equipment noise emissions if required (e.g. decreasing operating energy, installing additional acoustic dampening covers and mufflers, restrictions on reversing beepers to non-tonal type etc.).</td>
</tr>
</tbody>
</table>

Following the implementation of noise management controls, if acceptable levels of noise are not obtained (below EPA Noise Control Guidelines/SEPP N-1 limits), further increased control measures of suspension of affected operations may occur. Activities may only continue once acceptable levels of airborne noise can be attained.
Annexure 6 Dust Monitoring Program and Contingency Plan

Dust Monitoring Program Context

This dust monitoring program provides management and mitigation actions relating to the potential for nuisance dust to impact on key sensitive receptors (residents and properties located to the east of Webb Dock and tenant operations, particularly automotive related, at Webb Dock) located in the Webb Dock Precinct.

Particular PCP activities which are likely to generate dust are as follows:

- removal of vegetation
- site preparation, involving bulk earthworks
- road construction
- services removal and relocation
- wharf construction
- terminal and pre-delivery inspection site construction activities.

PCP will employ a number of controls to minimise the potential impact of dust to key sensitive receptors prior to, and during the construction phase/s. These controls include, but are not limited to:

- staging of works
- traffic management on site
- construction of winds breaks, in the form of sound barriers and erection of fencing around construction boundaries
- management and protection of exposed soil on site.

Monitoring program

This monitoring program is relevant to the construction phase of the PCP Webb Dock development. The main component of the monitoring program is the assessment of nuisance dust during the construction phase of the project, to be monitored via visual assessment.

Response level

Two events (Response Levels) that will trigger contingency actions to appropriately manage dust emissions are:

- visible dust leaving site boundary
- a dust complaint has been received

In both events dust must be confirmed to be significant and attributable to PCP through assessment of activities, visual assessment and review of weather conditions.
Dust management actions for nuisance dust as identified in the dust contingency plan are not an exhaustive list but tangible responses that the project will implement if required. The most appropriate management action will be selected on a case by case basis.

Dust complaints will be managed via the complaint response process described in Annexure 7.

**Dust Contingency Plan Context**

The Dust Contingency Plan provides management actions to be implemented during the construction phase of the PCP and in the event that dust response levels are triggered.

The process for addressing a potential or actual exceedance of dust response levels is provided in Figure 7. Management actions are identified in Table 11.
Figure 7: Dust contingency flowchart

1. Dust complaint received
2. Visible dust leaving site boundary
3. Confirm dust is significant and attributable to PCP through assessment of PCP activities, visual assessment and/or review of weather conditions
4. Dust significant and attributable to PCP
   - Review and modify activities to minimise dust levels. Refer Management Actions Table.
   - Are acceptable dust levels attained?
     - Yes: No further action required. Continue operations.
     - No: Increase dust control measures on site or suspend affected operations if further controls are not practicable. Continue operations only when acceptable dust levels can be attained.
5. Dust not significant or not attributable to PCP
   - No further action required. Continue operations.
Management actions

Table 11: Management actions – Dust

<table>
<thead>
<tr>
<th>Management actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Where dust levels are confirmed to be significant and attributable to PCP through assessment of activities, visual assessment and review of weather conditions, potential options for action may include:</td>
</tr>
<tr>
<td>▪ Increase frequency of water carts</td>
</tr>
<tr>
<td>▪ Water spray in dust creation zone</td>
</tr>
<tr>
<td>▪ Evaluate the potential for other methodology to undertake works in a manner which creates a lesser extent of dust</td>
</tr>
</tbody>
</table>

If acceptable levels of dust are not obtained following the implementation of controls, further control measures or suspension of affected operations may occur. Activities may only continue once acceptable levels of dust can be attained.
Annexure 7 Response Processes

Heritage (marine-based) response process

The heritage (marine-based) response process relates to the potential for previously unidentified heritage items or sites to be identified during the PCP.

Refer to Figure 8 for response process flowchart.
Figure 8: Heritage (marine-based) response process flowchart

Possible cultural anomaly identified through multi-beam survey

Possible relic(s) recovered from grab, bucket or barge, or floating near the dredge vessel

Obstacle encountered during dredging

Further dredging in vicinity of object to cease

Notify Archaeologist and Heritage Victoria (within 1 business day of discovery)

Log location, photograph and store in water or keep wet where possible

Notify Archaeologist and Heritage Victoria (within one business day of discovery)

PoMC Management to liaise with Archaeologist and Heritage Victoria on actions to be taken

Actions to be taken upon approval from Heritage Victoria

Continue activities upon completion of agreed actions.

The cultural significance of the isolated object/anomaly/obstacle/site to be assessed by Archaeologist.

Isolated object/anomaly/obstacle/site considered a possible relic?

No

Yes

PoMC Management to liaise with Archaeologist and Heritage Victoria on actions to be taken

Where appropriate, discard as per waste management protocols. Continue activities.

1 If multi-beam survey is part of post construction monitoring, references to dredging are not relevant.

2 ‘Obstacle’ refers to the progress of dredging impeded by object or objects on seabed within a discrete area.

3 ‘Cultural significance’ refers to historic shipwrecks, shipwreck relics, archaeological relics and archaeological sites as defined by the (Vic) Heritage Act 1995 and (Cwth) Historic Shipwrecks Act 1976.

4 ‘Possible relics’ refers to artefacts that may possibly be protected by legislation (see 3). Therefore car tyres, shopping trolleys, and aluminium beer cans etc. are not possible relics. Previously identified timber piles and wharf structures removed during construction or demolition activities are also not possible relics.

5 For this project a site is defined as a collection of artefacts within a discrete area. A ship or plane wreck is a site, as is an area of dumped material.

6 By way of diving inspection, inspection of recovered material and/or review of data collected.
Heritage (land-based) response process

The heritage (land-based) response process relates to the potential for previously unidentified heritage and/or Aboriginal items or sites to be identified (e.g. through native vegetation clearance or through excavation).

Refer to Figure 9 for response process flowchart.

Figure 9: Heritage (land-based) response process flowchart

- Potential Heritage or Aboriginal cultural heritage artefact/site identified
  - Works to be suspended in area and artefact/site to be left in-situ. PoMC to be notified immediately.
  - Potential heritage artefact/site to be isolated, with work able to continue outside isolation area
    - Next working day
      - PoMC to notify Archaeologist and Heritage Victoria for heritage artefact/site
        - Archaeologist to liaise with PoMC Management and Heritage Victoria (if required) to determine if artefact/site is considered a relic
          - Artefact/site considered a relic?
            - No
              - Leave in situ or dispose as per waste management protocols
            - Yes
              - Archaeologist to determine preliminary significance and liaise with Heritage Victoria regarding how to proceed
        - Cultural Heritage Advisor to advise of process to be followed to manage Aboriginal cultural heritage and how to proceed with works
          - Following consultation with Archaeologist or Cultural Heritage Advisor, implement appropriate actions and resume works and continue to monitor
Complaints response process

During construction activities there is the potential for complaints to be received which are related, or potentially related, to PCP construction activities. Complaints may be related to:

- Dust emissions
- Noise emissions

Refer to Figure 10 for complaints response process flowchart and Table 12 for management actions.

Table 12: Management actions – complaints response

<table>
<thead>
<tr>
<th>Management actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management actions if a complaint is received:</td>
</tr>
<tr>
<td>If a complaint is received, a general response will be given to the complainant within 1 business day of notification to PoMC. The timeframe for a response to a complaint (aside from the initial response) is dependent on the nature of the complaint and the scale of investigation (if required). It is expected that there will be management action within 1 business day of the initial assessment of the complaint. The follow options for action may be taken:</td>
</tr>
<tr>
<td>- If the complaint is a single event then no monitoring may be required if cause cannot be determined.</td>
</tr>
<tr>
<td>- If there are a number of complaints relating to the same issue then monitoring will be considered as part of the investigation.</td>
</tr>
<tr>
<td>Where the assessment of vessels, equipment or activity indicates that it may not conform to relevant legislation, appropriate action to be taken. Management options include:</td>
</tr>
<tr>
<td>- Selection of alternative vessel/equipment.</td>
</tr>
<tr>
<td>- Modification to vessel/equipment.</td>
</tr>
<tr>
<td>- Restrictions on use of vessel/equipment.</td>
</tr>
<tr>
<td>- Other actions as deemed appropriate.</td>
</tr>
<tr>
<td>Refer to the Airborne Noise Contingency Plan and Dust Contingency Plan for management actions associated with noise and dust complaints, respectively.</td>
</tr>
</tbody>
</table>
Figure 10: Complaints response process flowchart for dust and noise

1. **Complaint received**
2. **General response to complaint (within 1 business day)**
3. **Initial assessment of complaint**
   - What CP activities are in the area?
   - Is there a plausible pathway that the CP may result in the observation?
   - Assess the information and determine relationship of complaint to CP activities
4. **Is the occurrence attributable to CP activities?**
   - **Yes**
     - No further investigation required, continue operations
   - **No**
     - Adverse complement of outcome of investigation
5. **Identify equipment and/or activity that is causing concern**
6. **Review and modify activities. Refer to Management Actions table**
7. **Is monitoring required?**
   - **Yes**
     - Advise complement of actions being undertaken
   - **No**
8. **Undertake monitoring**
9. **Does equipment or activity conform with relevant legislation/guidelines?**
   - **No**
     - No further action required - continue operations
   - **Yes**
10. **Suspend affected operations**
    - Review and modify activities to ensure conformance with legislation/guidelines. Refer to Management Actions table
    - Continue/recommence operations, monitor to confirm conformance with relevant legislation/guidelines
Annexure 8 Drawings

G0986_14_M001_7B – Webb Dock – Areas of Dredging and Disposal Grounds
Figure 11: Material to be excavated within Webb Dock West unsuitable for unconfined ocean disposal
Annexure 9 EMP controls related to EPBC Act / NES Matters

The following controls relate to matters of National Environmental Significance (NES) under the EPBC Act.

**Dredging and Dredged Material Management PDS:**

- The process for monitoring removal of fill material unsuitable for unconfined ocean disposal must be followed.
- Inspections of the bund will be undertaken as part of existing PoMC operational commitments.

**Marine works including marine-based pile driving PDS :**

**Marine pests**

- Marine pest inspection and certification of monitoring and support vessels, dredgers and pontoons is required before mobilisation onto project, where these are sourced from outside Port Phillip Bay. Certification must be received from the final port of call, before entry to Port Phillip.
- All applicable vessels to comply with the current version of the “Protocol for Environmental Management – Domestic Ballast Water Management in Victorian State Waters”, EPA Publication
- All applicable vessels to comply with the “Australian Ballast Water Management Requirements”, AQIS

**Marine-based pile driving**

- Marine-based pile driving operations to take place during daylight only (daylight is defined as where there is adequate light to see a minimum distance of 300m)
- ‘All clear’ for cetaceans and schools of fish within a 300 m radius of the pile driving unit to be confirmed before the commencement of pile driving operations.
- The start procedure for the pile driving unit will comprise one of the following approaches:
  - Soft-start approach which will incorporate piling commencing at low energy levels and then building up progressively to full impact force.
  - Soft-start approach which will incorporate a single pile impact followed by another single pile impact after 5 minutes, then commencement of normal piling after another 10 minutes.
  - If the soft-start approach is not feasible for operational reasons, the use of a noise producing device that is capable of gradually increasing the level of acoustic energy for 10 minutes prior to use
of this equipment. The noise producing device shall provide an initial noise level that is no greater than 140 dB (this noise level is less than that known to produce a Temporary Threshold Shift for cetaceans). This is to enable mobile fauna to move away.

- If a cetacean is spotted within 300 m of equipment, the following actions shall be taken:
  - Pile driving unit to suspend operations immediately.
  - If cetaceans are not seen to move beyond 300 m, operations may not restart until no cetacean has been sighted for at least 15 minutes.
  - If cetaceans are seen to move beyond 300 m, operations can recommence immediately.

**Cetaceans – vessel manoeuvring**

- If within 300 m of a whale or dolphin the vessel must not:
  - approach a whale or dolphin head on
  - restrict the path of a whale or dolphin
  - pursue a whale or dolphin
  - separate any whale or dolphin from a group
  - come between a mother and a calf
  - drop or lower an anchor overboard from the vessel.

- If within 300 m of a whale or dolphin, the vessel must:
  - operate at a constant speed that does not exceed 5 knots
  - avoid sudden changes in speed and direction
  - post a lookout for cetaceans
  - manoeuvre the vessel to a distance of at least 300m from the whale or dolphin if it shows any signs of disturbance

**Cetacean sightings and log**

- Personnel on board vessels and sites adjacent to water are to report all sightings of cetaceans.

- A log of cetacean sightings and action taken to be kept for all work areas.