

Sediment and Erosion Control Plan

SAMPLE

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Purpose and Scope

This Sediment and Erosion Control Plan (SECP) sets out the minimum work health and safety (WHS) and environmental management requirements for managing erosion, sediment and associated hazards arising from earthworks and construction activities undertaken by [Company Name].

The plan applies to all:

- Civil construction and earthworks projects (e.g. roadworks, subdivisions, drainage, bulk earthworks)
- Landscaping and site development works
- Building and construction activities involving ground disturbance
- Farming and agricultural operations involving cultivation, irrigation works, dam construction and drainage modifications

The SECP covers:

- Identification of sediment and erosion hazards and associated WHS risks
- Planning, installation and maintenance of erosion and sediment controls
- Safe work methods, plant and equipment use, and traffic management around controls
- Roles, responsibilities and training
- Inspection, monitoring, incident response and continual improvement

This document should be read in conjunction with [Company Name]'s WHS Management System, Environmental Management Plan (where applicable) and relevant Safe Work Method Statements (SWMS).

Definitions

Key Terms

- **Erosion** – The wearing away of soil, rock or other surface material by water, wind, ice or gravity.
- **Sediment** – Soil, sand and other particulate matter that can be transported by water or wind and deposited elsewhere.
- **Sediment control** – Structures or measures designed to trap and contain sediment on site (e.g. silt fence, sediment basin, sandbags).
- **Erosion control** – Measures that stabilise soil and prevent erosion from occurring (e.g. mulching, turfing, geofabric, contour drains).
- **High-risk area** – Any work area near waterways, stormwater inlets, steep slopes, unstable ground, or sensitive environmental receptors.
- **Runoff** – Water flowing over the ground surface, often carrying sediment and contaminants.

- **SWMS** – Safe Work Method Statement, required for high-risk construction work.
- **PCBU** – Person Conducting a Business or Undertaking, as defined in WHS legislation.

Roles and Responsibilities

Officers / Directors

- Ensure adequate resources are provided for effective sediment and erosion controls (design, installation, maintenance and monitoring).
- Verify that this SECP is implemented, reviewed and integrated into broader WHS and environmental management systems.
- Ensure that risk management processes for erosion and sediment hazards are in place and effective.

Project Manager / Site Manager

- Implement this SECP for each project and adapt it to specific site conditions.
- Ensure sediment and erosion controls are incorporated into project planning, design and methodology before works commence.
- Arrange for competent persons (e.g. engineer, environmental consultant) to assist with control design where required.
- Ensure SWMS and Job Safety Analyses (JSAs) address erosion and sediment control activities and related WHS risks.
- Coordinate with principal contractors, subcontractors, landowners and regulatory authorities as required.
- Ensure inspections, monitoring and maintenance are carried out and recorded.

Supervisor / Leading Hand

- Communicate the requirements of this SECP to workers and subcontractors.
- Conduct pre-start briefings that include sediment and erosion control requirements and WHS considerations.
- Check that controls are installed and maintained as specified in drawings, manufacturer instructions and this plan.
- Stop work if controls fail, are compromised, or if work activities pose an immediate risk to workers, the public or the environment.

Workers and Subcontractors

- Follow all instructions and site rules relating to sediment and erosion controls.
- Use plant, equipment and materials in accordance with training and manufacturer instructions.

- Report damaged, missing or ineffective controls immediately.
- Participate in training and toolbox talks related to erosion and sediment control.
- Take reasonable care for their own health and safety and that of others who may be affected by their acts or omissions.

WHS / Environmental Advisor (where appointed)

- Assist with risk assessments and selection of appropriate sediment and erosion controls.
- Provide guidance on WHS and environmental legislative requirements.
- Conduct or assist with audits, inspections and incident investigations.
- Support training and awareness activities.

Project and Site Information

The following information must be completed and kept with this SECP for each site or project.

Project Details Table

Item	Detail

Site Description

Provide a narrative description of the site, including:

- Location, boundaries and access points
- Existing ground conditions (soil type, compaction, contamination concerns)
- Existing drainage paths, creeks, dams, stormwater infrastructure
- Slope gradients and areas of steep or unstable ground
- Sensitive receptors (e.g. neighbouring properties, waterways, wetlands, crops, stock watering points, protected vegetation)

Scope of Works

Describe the activities that may cause erosion or generate sediment, for example:

- Bulk earthworks, cut and fill operations
- Trenching for services, drainage or irrigation
- Road and driveway construction on farms or subdivisions
- Landscaping works (retaining walls, turfing, garden beds, rockeries)