



Annual Audit Compliance Report Form

Environmental Protection Act 1986, Part V

Once completed, please submit this form either via email to info-der@dwer.wa.gov.au, or to the below postal address:

Department of Water and Environmental Regulation
Locked Bag 33 Cloisters Square
PERTH WA 6850

Section A – Licence Details			
Licence number:	<u>L7994/2003/4</u>	Licence file number:	DEC6572
Licence holder:	<u>Shire of Brookton</u>		
Trading as:	<u>Shire of Brookton</u>		
ACN:	ABN: 74164408055		
Registered address:	<u>14 White Street, Brookton, WA, 6306</u>		
Reporting period:	<u>01 / 01 /2019</u> to <u>31 /12 /2019</u>		

Section B – Statement of Compliance with Licence Conditions	
Did you comply with all of your licence conditions during the reporting period? (please tick the appropriate box)	
<input type="checkbox"/>	Yes – please complete: <ul style="list-style-type: none">• section C;• section D if required; and• sign the declaration in Section F.
<input checked="" type="checkbox"/>	No – please complete: <ul style="list-style-type: none">• section C;• section D if required;• section E; and• sign the declaration at Section F.

Section C – Statement of Actual Production

Provide the actual production quantity for this reporting period. Supporting documentation is to be attached.

Prescribed Premises Category	Actual Production Quantity
<u>54 – Sewage facility premises – (a) on which sewage is treated (excluding septic tanks); or (b) from which treated sewage is discharged onto land or into waters. 100 cubic metres or more per day.</u>	51.84 <u>cubic metres per day</u>

Section D – Statement of Actual Part 2 Waste Discharge Quantity

Provide the actual Part 2 waste discharge quantity for this reporting period. Supporting documentation is to be attached.

Prescribed Premises Category	Actual Part 2 Waste Discharge Quantity
<u>54 – Sewage facility premises – (a) on which sewage is treated (excluding septic tanks); or (b) from which treated sewage is discharged onto land or into waters. 100 cubic metres or more per day.</u>	0 <u>Cubic metres per day</u>

Section E – Details of Non-Compliance with Licence Condition			
Please use a separate page for each condition with which the licence holder was non-compliant at a time during the reporting period.			
Condition no:	5.3.1	Date(s) of non-compliance:	22 nd November 2019
Details of non-compliance:			
Failure to report shutdown of WWTP for maintenance.			
What was the actual (or suspected) environmental impact of the non-compliance? NOTE – please attach maps or diagrams to provide insight into the precise location of where the non-compliance took place.			
<u>Nil</u>			
Cause (or suspected cause) of non-compliance:			
Maintenance staff did not follow procedure to advise Administration of proposed maintenance or shutdown and therefore Administration were not able to advise DWER.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Due to the nature of the treatment process and site location there is minimal risk of any additional odour emissions due to shut down, however, maintenance procedures and responsibilities have been reviewed in order to ensure DWER is notified in accordance with license conditions. To this end, the Shire's Maintenance Officer will now be responsible for coordinating all maintenance activities and will, in consultation with the Process and Compliance Officer, ensure the Department of Water and Environmental Regulation is notified within the required timeframe.			
Was this non-compliance previously reported to DWER?			
Yes, noncompliance was identified during DWER inspection on 22 nd November 2019.			


Section E – Details of Non-Compliance with Licence Condition			
Please use a separate page for each condition with which the licence holder was non-compliant at a time during the reporting period.			
Condition no:	<u>3.7.1</u>	Date(s) of non-compliance:	July 2019
Details of non-compliance:			
Total Suspended Solids target of < 30mg/L exceedance of 55 mg/L			
What was the actual (or suspected) environmental impact of the non-compliance? NOTE – please attach maps or diagrams to provide insight into the precise location of where the non-compliance took place.			
<u>Nil</u>			
Cause (or suspected cause) of non-compliance:			
Insufficient flocculent dosing and potential inflow of stormwater runoff.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Flocculent level adjustment satisfactory and the Shire is undertaking further investigation of pipework to determine if inflow of stormwater runoff is a contributing factor.			
Was this non-compliance previously reported to DWER?			
No.			

Section E – Details of Non-Compliance with Licence Condition			
Please use a separate page for each condition with which the licence holder was non-compliant at a time during the reporting period.			
Condition no:	1.3.5 (e)	Date(s) of non-compliance:	November 2019
Details of non-compliance:			
Vegetation present on oxidation pond embankment.			
What was the actual (or suspected) environmental impact of the non-compliance? NOTE – please attach maps or diagrams to provide insight into the precise location of where the non-compliance took place.			
<u>Nil</u>			
Cause (or suspected cause) of non-compliance:			
Groundskeeping staff planted the Pig Face vegetation in theory of preventing any potential erosion of the embankment.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Vegetation has since been removed, as demonstrated in the attached photo's, and licence conditions pertaining to keeping embankments clear of all vegetation has been reiterated to grounds staff.			
Was this non-compliance previously reported to DWER?			
Yes, noncompliance was identified during DWER inspection on 22 nd November 2019.			

Section F – Declaration

~~I/We~~ declare that the information in this Annual Audit Compliance Report is true and correct and is not false or misleading in a material particular¹.

~~I/We~~ consent to the Annual Audit Compliance Report being published on the Department of Water and Environmental Regulation's (DWER) website.

Signature:		Signature:	
Name: (printed)	IAN D'ARCY	Name: (printed)	
Position:	CEO	Position:	
Date:	30/1/2020	Date:	
Seal (if signing under seal):			

¹ It is an offence under section 112 of the *Environmental Protection Act 1986* for a person to give information on this form that to their knowledge is false or misleading in a material particular.