



Annual Audit Compliance Report Form

Environmental Protection Act 1986, Part V Division 3

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

Department of Water and Environmental Regulation
Locked Bag 10
Joondalup DC WA 6919

Section A – Licence details			
Licence number:	L6818/1997/11	Licence file number:	DER2015/000123-1
Licence holder name:	Shire of Bridgetown – Greenbushes		
Trading as:	Shire of Bridgetown – Greenbushes (Bridgetown Waste Facility & Greenbushes Transfer Station)		
ACN:			
Registered business address:	1 Steere Street, Bridgetown W.A 6255 (Lot 903 Bridgetown – Boyup Road, Bridgetown & 36 Blackwood Road, Greenbushes)		
Reporting period:	01 /01/2022 to 31 /12 /2022		

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 in 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
Category 61: Liquid waste Facility	A total of 100.75 tonnes was received
Category 61A: Solid Waste Facility	A total of 1552.83 tonnes was received
Category 62: Solid Waste Depot	A total of 2827.34 tonnes was received
Category 64: Class II or III Putrescible landfill	A total of 4941.96 tonnes was received

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	
N/A		N/A	
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:	21	Date(s) of non-compliance:	February, June, August, November
Details of non-compliance:			
MB 2, 4, 7, 10, 12 not able to be monitored.			
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 (Bridgetown Waste Facility Map attached at end of document).			
No known impact.			
Cause (or suspected cause) of non-compliance:			
<ul style="list-style-type: none"> • MB2 and MB4 are unable to be monitored due to damages to both bore casing. MB2 was historically blocked by roots and has since had a burnt tree fall and damage the metal cover resulting in it now being inaccessible. • MB 7, 10 and 12 were all been dry in the last 2 quarters of 2022. 			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
No adverse effects – monitoring is ongoing for the life of the facility.			
Was this non-compliance previously reported to DWER?			
<input type="checkbox"/> No, and Reported MB2 was blocked in a Licence amendment in 2021 and requested that it be replaced by MB9. However DWER has since changed the groundwater bore requirements and all bores which are able to be accessed and have water are now being sampled as part of our quarterly program.			
<input type="checkbox"/> Reported to DWER verbally		Date: / /	
<input checked="" type="checkbox"/> Reported to DWER in writing		Date: 23 /12 /2021	

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:	7	Date(s) of non-compliance:	August – October 2022
Details of non-compliance:			
Exceedance of freeboard in liquid waste ponds.			
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.			
No actual or suspected environmental impact is known.			
Cause (or suspected cause) of non-compliance:			
Unseasonably high rainfall filling up the ponds and breaching freeboard.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
<ul style="list-style-type: none"> • Licence amendment submitted February 2022 was approved end of July 2022 to improve liquid waste pond capacity by adding holding tanks. The site has been prepared and installation should occur in 2023. • Closure of the ponds to liquid waste disposal August to late October 2022. • Investigated if the Water Corp could accept 150kL of rainfall dominant waste water from our ponds by testing the water and working on feasibility and cost analysis and this was accepted. Checked with DWER Officers on whether a Licence amendment was required to do this and was advised it was not. • A total of 170kL of water was transferred from the evaporative pond to Water Corporation’s Waste Water treatment plant in late October 2022, restoring freeboard and capacity to reopen facility. 			
Was this non-compliance previously reported to DWER?			
<input type="checkbox"/> No, and			
<input checked="" type="checkbox"/> Reported to DWER verbally?		Date: 25 /08 /22	
<input type="checkbox"/> Reported to DWER in writing		Date:	

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:	25	Date(s) of non-compliance:	2019-2023
Details of non-compliance:			
Post closure landfill plan & final landfill profile not submitted. Originally due December 2018.			
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.			
No actual or suspected environmental impact is known.			
Cause (or suspected cause) of non-compliance:			
Non-compliance for 2022 was due to Council requesting a Waste Site Development Plan be carried out this financial year by a Waste Consultancy. Working on the scope with consultants it was strongly suggested that this plan should be completed prior to the post closure plan, as future operations would directly influence its contents.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Discussions with DWER were raised in September 2022 to request an extension on this basis to which Officers said they would consider and advise accordingly. Have kept the Officers updated on the progress throughout this process to demonstrate our commitment to completing this requirement.			
Was this non-compliance previously reported to DWER?			
<input type="checkbox"/> No, and			
<input type="checkbox"/> Reported to DWER verbally?		Date:	
<input checked="" type="checkbox"/> Reported to DWER in writing		Date: 29/09/22	

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 (prior to revised Licence)	Date(s) of non-compliance:	February 2022
Details of non-compliance:			
A large bushfire passed through our Shire, impacting the town of Hester as well as our Works Depot and Waste Facility. It was reported verbally however we did not follow the correct notification requirements in table 5.3.1.			
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.			
No known actual or suspected environmental impact as fire was contained quickly.			
Cause (or suspected cause) of non-compliance:			
<ul style="list-style-type: none"> • A tree branch from a native tree fell on powerline in mid summer causing a large bushfire to start. This is a natural disaster. • The fire destroyed the Works Depot main building as well as the large shed containing the tip shop and containers for change refund point at the Waste Facility. It burnt through several stockpiled waste streams including igniting a small landfill fire which was quickly extinguished. The landfill was closed for a week as a preventative measure and monitored to ensure it was properly extinguished. • The requirement to 'report the ignition date and extinguishment time, cause and location of any fire of the premises' was missed due to managing the aftermath of the fire passing through Hester and Shire Facilities; the diversion of waste disposal services for the week following and then working to reopen our site as soon as practicable once extinguished to resume service for our residents - especially those cleaning up after the fire. 			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
<ul style="list-style-type: none"> • Surrounding bushland to the south-west of the waste facility had recently been burnt as part of mitigation works, however due to the intensity of this fire and the size it passed through unhindered. • To ensure we satisfy notification requirements in future, the updated Licence from July 2022 has been read through and both Managers and Officer Staff are aware of the requirement. 			
Was this non-compliance previously reported to DWER?			
<input type="checkbox"/> No, and			
<input checked="" type="checkbox"/> Reported to DWER verbally?		Date: 07/02/22	
<input type="checkbox"/> Reported to DWER in writing		Date:	

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:	23	Date(s) of non-compliance:	August & November 2022
Details of non-compliance:			
Holding times for bore water samples exceeded due to freight delays – for parameters BOD, Nitrogen, TDS, E Coli in August and Nitrate - Nitrogen, Total Nitrogen and Phosphate in November.			
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.			
No known actual or suspected environmental impact.			
Cause (or suspected cause) of non-compliance:			
Courier did not deliver esky of samples within holding time for some parameters in August. Instead of usual next day delivery, was a two day turnaround. A different courier was used for November but it still exceeded some parameter holding times.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Swapped to using a different courier who delivers to Perth by the next morning. Where not available samples are driven to Bunbury and freighted from there to do our best to meet the holding requirements. Unfortunately, being regional it is extremely challenging to meet the holding times; however, we are doing our best. We have contacted the lab asking how improvements could be made to reduce issues in the future.			
Was this non-compliance previously reported to DWER?			
<input checked="" type="checkbox"/> No, and			
<input type="checkbox"/> Reported to DWER verbally?		Date:	
<input type="checkbox"/> Reported to DWER in writing		Date:	


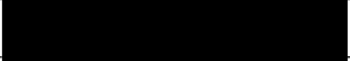
Section E – Details of non-compliance with Licence condition			
Please use a separate page for each condition with which the Licence holder was non-compliant at a time during the reporting period.			
Condition no:	23	Date(s) of non-compliance:	August 2022
Details of non-compliance:			
In-field analysis of parameters for Dissolved Oxygen and Redox were unable to be measured for MB 1, 3, 5, 6, 8, 9, 11.			
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.			
No known actual or suspected environmental impact.			
Cause (or suspected cause) of non-compliance:			
The YSI meter had been serviced but hadn't had its faulty probes replaced and calibrated in time. Additionally the laboratory is not being able to measure it at a later time so it needs to be done on site.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
YSI meter is calibrated in house and as such, inability to hold calibration will indicate when probes need replacing. Additionally, the probes are being stored correctly now so we should be getting maximum lifespan from them (e.g ORP and pH need wet storage, EC and DO need dry storage for a period longer than 30 days).			
Was this non-compliance previously reported to DWER?			
<input checked="" type="checkbox"/> No, and			
<input type="checkbox"/> Reported to DWER verbally?		Date:	
<input type="checkbox"/> Reported to DWER in writing		Date:	

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:	23	Date(s) of non-compliance:	2022 AER
Details of non-compliance:			
(g) a diagram with aerial image overlay depicting groundwater level contours, flow direction and hydraulic gradients.			
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.			
No known actual or suspected environmental impact.			
Cause (or suspected cause) of non-compliance:			
It was thought that we had the data available to create this diagram, however closer inspection revealed that we do not have anything recent, accurate or comprehensive to create this document to submit it with the report.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
We currently have ASK Waste Management engaged to work on 2 waste site plans and we will ask their advice on what data we need to produce the diagram or and who to engage to collect it. Will submit the diagram when it is available.			
Was this non-compliance previously reported to DWER?			
<input checked="" type="checkbox"/> No, and			
<input type="checkbox"/> Reported to DWER verbally?		Date:	
<input type="checkbox"/> Reported to DWER in writing		Date:	

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 ² :		Signature:	
Name: (printed)		Name: (printed)	
Position:	Chief Executive Officer	Position:	
Date:	31 March 2023	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.

² AACRs can only be signed by the licence holder or an authorised person with the legal authority to sign on behalf of the licence holder.