



## 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](mailto: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:	L6911/1997/10	Licence file number:	DEC5528
Licence holder name:	Shire of Gingin		
Trading as:	Shire of Gingin – Lancelin Landfill Facility		
ACN:	N/A		
Registered business address:	7 Brockman Street, GINGIN WA 6503		
Reporting period:	01/01/2023 to 31/12/2023		

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"><li>• section C;</li><li>• section D (if required); and</li><li>• sign the declaration in Section F.</li></ul>
<input checked="" type="checkbox"/> No – please complete: <ul style="list-style-type: none"><li>• section C;</li><li>• section D (if required);</li><li>• section E; and</li><li>• sign the declaration in Section F.</li></ul>

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
Class 2 – Putrescible Landfill Site	2062.76

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	

**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:	4	Date(s) of non-compliance:	07/07/2023
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Details of non-compliance:

At the time of inspection DWER inspectors observed landfill cover not applied to putrescible waste as per licence condition 4 (d).

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.

None

Cause (or suspected cause) of non-compliance:

Visual observation

Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:

Review cell contractor time management and available resources.

Was this non-compliance previously reported to DWER?

Yes, and

Reported to DWER verbally

Date: / /

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:	5	Date(s) of non-compliance:	07/07/2023
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**Section E – Details of non-compliance with licence condition**

**Details of non-compliance:**

The licence holder had not installed and does not maintain litter screens on three sides around and within two metres of the tipping area.

**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.

None. Litter distribution around the site was managed manually by site managers on a daily basis this is a very labour-intensive process.

**Cause (or suspected cause) of non-compliance:**

Visual observation of plastic fencing and bunting around active face no longer upright.

**Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:**

Heavy duty temporary fencing panels purchased and erected around three sides of the face. It is an option that allows them to be able to move around the site by the site management.

**Was this non-compliance previously reported to DWER?**

Yes, and

Reported to DWER verbally

Date: / /

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 particular<sup>1</sup>.

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

Signature <sup>2</sup> :	[Redacted]	Signature:	[Redacted]
Name: (printed)	[Redacted]	Name: (printed)	[Redacted]
Position:	Co-ordinator Resource Recovery & Environmental Health	Position:	Chief Executive Officer
Date:	26/02/2024	Date:	27/02/2024
Seal (if signing under seal):			

<sup>1</sup> 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.

<sup>2</sup> 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.