



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:	L7007 / 1997 / 11	Licence file number:	DER2016 / 000020
Licence holder name:	Shire of Manjimup		
Trading as:	Shire of Manjimup (Manjimup Recycling & Refuse Centre)		
ABN:	36 453 349 691		
Registered business address:	Shire of Manjimup : 37 – 39 Rose Street, Manjimup, WA 6258 MRRC : 62 Ralston Road, Ringbark, WA 6258)		
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)

- Yes – please complete:
- section C;
 - section D (if required); and
 - sign the declaration in Section F.
- No – please complete:
- 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
13 – crushing of building material	0 tonnes
61 – liquid waste facility	617 tonnes
61A – solid waste facility	1,437 tonnes
62 – solid waste depot	2,333 tonnes
64 – class II putrescible landfill	11,787 tonnes

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
not applicable	not applicable

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:	1.3.4	Date(s) of non-compliance:	approx June – Nov 2022
Details of non-compliance:			
More than 100 tyres were stored on the Premises at various times between approximately June and November 2023, pending their dispatch to a recycler.			
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.			
While the presence of tyres presents the potential for environmental impact, no discernible environmental impacts occurred. The tyres were stored in the designated area with at least 6 metres separation from other flammable materials.			
Cause (or suspected cause) of non-compliance:			
Non-availability of tyre recycler to make collection trips to small rural landfill in a regional area.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Endeavour to increase coordination with neighbouring local government area small rural landfills and local tyre retail/repair businesses to ensure adequate numbers of tyres ready for collection by tyre recycler (making more frequent collection trips to regional area viable).			
Was this non-compliance previously reported to DWER?			
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<input type="checkbox"/> Reported to DWER verbally		Date: / /	
<input type="checkbox"/> Reported to DWER in writing		Date: / /	

Department of Water and Environmental Regulation

Condition no:	2.1.2	Date(s) of non-compliance:	06, 09 & 12 2023
Details of non-compliance:			
<p>Groundwater sampling and analysis was not carried out to schedule in June or December 2023, and groundwater field testing was not carried out in June, September or December 2023.</p> <p>(Monitoring occurred in April 2023 and resumed in March 2024.)</p>			
<p>What was the actual (or suspected) environmental impact of the non-compliance?</p> <p>NOTE – please attach maps or diagrams to provide insight into the precise location of where the non-compliance took place.</p>			
<p>No discernible environmental impacts occurred.</p>			
Cause (or suspected cause) of non-compliance:			
<p>Miscommunication with the previously regular regional service provider resulted in lost opportunity to carry out groundwater monitoring rounds in June 2023 and again in September 2023, then the sudden final closure of the same regional provider's business in December 2023 again resulted in lost opportunity just before the end of the reporting period.</p>			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
<p>A metropolitan service provider has been engaged to provide rental access to a suitable groundwater field testing meter (YSI Quad ProPlus) on an ongoing schedule, and a metropolitan NATA-accredited service provider has been engaged to provide suitable sample containers, and a Certificate of Analysis following laboratory analysis of the samples. A combination of reliable courier services has been established in order to ensure ability to comply with time requirements for getting samples to laboratory.</p>			
Was this non-compliance previously reported to DWER?			
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<input type="checkbox"/> Reported to DWER verbally		Date: / /	
<input type="checkbox"/> Reported to DWER in writing		Date: / /	

Condition no:	4.3.1	Date(s) of non-compliance:	07, 10 & 11 2023
Details of non-compliance:			
<p>Unauthorised fires occurred within the Premises on 10/07, 03/10 and 07/11/2023. These are reported to DWER in the 2022/2023 Biennial Environmental Report (BER); however, they were not reported to DWER within fourteen days of time of occurrence.</p>			
<p>What was the actual (or suspected) environmental impact of the non-compliance?</p> <p>NOTE – please attach maps or diagrams to provide insight into the precise location of where the non-compliance took place.</p>			
<p>No discernible long-term or permanent environmental impacts were detected.</p>			
Cause (or suspected cause) of non-compliance:			
<p>Cause of each fire is fully documented in BER; however the ignition points were: 10/07 a commercial waste load suspected to contain vehicle lead acid batteries was extinguished off-site but re-ignited at the landfill; 03/10 a hot spot in mulched green waste ignited briefly; and 07/11 a commercial load flared up at point of tipping adjacent to landfill, cause unknown.</p> <p>Cause of non-compliance (failure to report within 14 days) was simple oversight.</p>			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
<p>Separate actions taken in each case to reduce likelihood of recurrence (refer BER report).</p> <p>WMO aware now of fourteen day reporting requirement.</p>			
Was this non-compliance previously reported to DWER?			
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<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:	n/a
Name: (printed)		Name: (printed)	--
Position:	CEO	Position:	--
Date:	27/03/2024	Date:	--
Seal (if signing under seal):	n/a		

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.