



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 /2020</u> to <u>31 /12 /2020</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)

- 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 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>	40.46 <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:	5.2.1	Date(s) of non-compliance:	26 th of June 2020
Details of non-compliance:			
Pump failure causing overflow liquid stormwater pollution event.			
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.			
Cause (or suspected cause) of non-compliance:			
Failure of pump which moves STED system overflow liquid to WWTP from town during heavy downpour event. See breakdown/overflow report attached.			
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, major system/maintenance procedures and responsibilities review is underway to ensure safe, compliant and efficient running of system in future. To this end, the Shire's new Manager of Infrastructure and Emergency in concert with the Maintenance Officer will now be responsible for ensuring 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, breakdown/overflow report included attached.			

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:	5.2.2	Date(s) of non-compliance:	5 th March 2020
Details of non-compliance:			
Non reporting of E. coli target exceedance of <1000 cfu per 100ml of 2800 cfu per 100ml.			
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.			
Click here to enter text.			
Cause (or suspected cause) of non-compliance:			
Officer error. Issue raised with Manager and investigation requested, no response received and Officer failed to follow up or report to DWER. Target exceedance was reasonably common due to system being turned on purely for sampling due to low pond level. System has automatic shutoff if there is a Chlorinator fault plus no discharge to land or water so exceedance poses no risk to health or environment, however, target exceedance should have been investigated, tested again and reported.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Major system/maintenance procedures and responsibilities review is underway to ensure safe, compliant and efficient running of system in future. To this end, the Shire's new Manager of Infrastructure and Emergency in concert with the Maintenance Officer will now be responsible for ensuring all maintenance activities and will, in consultation with the Process and Compliance Officer, ensure all required testing and monitoring will be carried out, addressed in a timely manner and that the Department of Water and Environmental Regulation is notified within the required timeframe.			
Was this non-compliance previously reported to DWER?			
Yes, breakdown/overflow report included attached.			

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:	3.6.1	Date(s) of non-compliance:	Jan to Oct 2020
Details of non-compliance:			
Failure to record accurate inflow meter readings.			
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.			
Click here to enter text.			
Cause (or suspected cause) of non-compliance:			
Delay in replacing faulty meter. Previous Manager not acting on requests for required readings and need for functional meter to be installed.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Major system/maintenance procedures and responsibilities review is underway to ensure safe, compliant and efficient running of system in future. To this end, the Shire’s new Manager of Infrastructure and Emergency in concert with the Maintenance Officer will now be responsible for ensuring all maintenance activities and will, in consultation with the Process and Compliance Officer, ensure all required testing and results will be carried out, addressed in a timely manner and that the Department of Water and Environmental Regulation is notified within the required timeframe.			
Was this non-compliance previously reported to DWER?			
No, reporting not required.			

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:	[Redacted]	Signature:	[Redacted]
Name: (printed)	[Redacted]	Name: (printed)	[Redacted]
Position:	[Redacted]	Position:	[Redacted]
Date:	29/01/2021	Date:	29/01/2021
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.