Government of **Western Australia**
Department of **Water and Environmental Regulation**

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:	L8851/2014/1	Licence file number:	
Licence holder name:	Shire of Irwin		
Trading as:	Shire of Irwin		
ACN:	96 734 531 282		
Registered business address:	11 – 13 Waldeck Street Dongara WA 6525		
Reporting period:	01/04/2024 **to** 31/ 03 / 2025		

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**
61	222.63T

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:	2,6, 8, 10 & 17	Date(s) of non-compliance:	24/25 Annual period.
Details of non-compliance:			
Detailed in attached Compliance Audit Report (Attachment 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.			
Negligible to nil environmental impact.			
Cause (or suspected cause) of non-compliance:			
Lack of experienced staff and staff turn over.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Attached correspondence addressing non compliances dated 20th March 2025 (Attachment 2).			
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 / declare that the information in this Annual Audit Compliance Report is true and correct and is not false or misleading in a material particular[1].

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

[redacted]

Date:	10/12/2025	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.

Government of **Western Australia**
Department of **Water and Environmental Regulation**

Printed as at:
09/12/2025

Controlled Waste Tracking System

Amounts and Types of Waste Received

Waste Facility: Shire of Irwin

Selection Criteria:

Received Date Start: 01/04/2024
Received Date End: 31/05/2025

Title: Waste Facility Waste

Amounts and Types of waste received between two dates.

Data Date: 09/12/2025
Data Time: 09:21:37AM

Waste Summary

Waste Types(s)	Total Litres	Total KG	Total M3	Density Factor	Normalised Total (Tonnes)
K110	83,700	-	-	0.90	75.33
K210	224,300	-	-	0.72	161.72
Total:	**308,000.00**	**-**	**-**		**237.05**

K110

Delivery Dates	Tracking Form (s)	L	KG	M3	Density Factor	Normalised Total (Tonnes)
02/04/2024	6599911	5,000	-	-	0.90	4.5
13/04/2024	6604808	9,000	-	-	0.90	8.1
25/04/2024	6632760	4,000	-	-	0.90	3.6
13/05/2024	6616097	6,000	-	-	0.90	5.4
16/05/2024	6617420	1,500	-	-	0.90	1.35
14/06/2024	6628570	9,000	-	-	0.90	8.1
25/07/2024	6645105	4,000	-	-	0.90	3.6
05/08/2024	6650423	2,500	-	-	0.90	2.25
13/08/2024	6653308	5,500	-	-	0.90	4.95
05/09/2024	6663604	3,000	-	-	0.90	2.7
18/09/2024	6668833	5,000	-	-	0.90	4.5
12/11/2024	6689428	2,000	-	-	0.90	1.8
28/11/2024	6695634	5,000	-	-	0.90	4.5
10/12/2024	6700077	4,200	-	-	0.90	3.78
09/01/2025	6709086	2,500	-	-	0.90	2.25
22/01/2025	6713755	5,000	-	-	0.90	4.5
06/02/2025	6719016	500	-	-	0.90	0.45
20/02/2025	6723467	3,000	-	-	0.90	2.7
06/03/2025	6727660	5,000	-	-	0.90	4.5

K110

Delivery Dates	Tracking Form (s)	L	KG	M3	Density Factor	Normalised Total (Tonnes)
18/03/2025	6731700	2,000	-	-	0.90	1.8
	TOTALS:	**83,700.00**	**0.00**	**0.00**		**75.33**

K210

Delivery Dates	Tracking Form (s)	L	KG	M3	Density Factor	Normalised Total (Tonnes)
14/04/2024	6604809	10,000	-	-	0.72	7.21
25/04/2024	6632760	4,000	-	-	0.72	2.88
30/04/2024	6611084	4,000	-	-	0.72	2.88
	6611085	4,000	-	-	0.72	2.88
03/05/2024	6612611	5,000	-	-	0.72	3.6
13/05/2024	6616096	12,000	-	-	0.72	8.65
16/05/2024	6617420	3,500	-	-	0.72	2.52
27/05/2024	6621564	5,000	-	-	0.72	3.6
08/06/2024	6626446	11,000	-	-	0.72	7.93
11/06/2024	6627483	3,000	-	-	0.72	2.16
13/06/2024	6628571	11,000	-	-	0.72	7.93
18/06/2024	6630402	5,000	-	-	0.72	3.6
	6630403	4,000	-	-	0.72	2.88
27/06/2024	6634027	11,000	-	-	0.72	7.93
02/07/2024	6635709	11,000	-	-	0.72	7.93
	6636155	10,000	-	-	0.72	7.21
11/07/2024	6639284	3,000	-	-	0.72	2.16
17/07/2024	6641062	4,000	-	-	0.72	2.88
05/08/2024	6650423	2,500	-	-	0.72	1.8
13/08/2024	6653308	4,500	-	-	0.72	3.24
17/08/2024	6655111	5,000	-	-	0.72	3.6
16/09/2024	6667855	4,000	-	-	0.72	2.88
18/09/2024	6668833	4,000	-	-	0.72	2.88
20/09/2024	6669515	3,000	-	-	0.72	2.16
23/09/2024	6670306	2,000	-	-	0.72	1.44
30/09/2024	6673164	4,000	-	-	0.72	2.88
04/10/2024	210806	8,000	-	-	0.72	5.77
08/10/2024	6676126	4,000	-	-	0.72	2.88
15/11/2024	6690489	4,000	-	-	0.72	2.88
10/12/2024	6700077	5,800	-	-	0.72	4.18
20/12/2024	6704335	7,000	-	-	0.72	5.05

K210

Delivery Dates	Tracking Form (s)	L	KG	M3	Density Factor	Normalised Total (Tonnes)
09/01/2025	6709086	1,500	-	-	0.72	1.08
06/02/2025	6719016	1,500	-	-	0.72	1.08
06/03/2025	6727660	3,000	-	-	0.72	2.16
07/03/2025	6728335	6,000	-	-	0.72	4.33
	6728336	10,000	-	-	0.72	7.21
18/03/2025	6731700	4,000	-	-	0.72	2.88
09/04/2025	6739369	4,000	-	-	0.72	2.88
19/04/2025	6743035	10,500	-	-	0.72	7.57
	6743036	5,500	-	-	0.72	3.97
	TOTALS:	**224,300.00**	**0.00**	**0.00**		**161.72**

Data Normalisation

Waste amounts for collections and unloadings are reported to the Department of Water and Environmental Regulation in either kilograms (kg), litres (L) or cubic metres (m3).

This document has included single unit of measure of "Normalised total (tonnes)" to provide more certainty for the reader.

The three waste amounts are converted to metric tonnes using the default unit conversion factors (Department of the Environment and Energy, 2017, Roger Walker,2016) as follows:

- kg: Already a measure of mass, the value is converted by dividing the value by 1000 (1000kg = 1t)
- L: Requires a volume to mass conversion, the value is multiplied by the appropriate density factor from the table below then is divided by 1000 (1000L = 1m3)
- m3: Requires a volume to mass conversion, the value is multiplied by the appropriate density factor from the table below (1m3 = 1t)

Once the amounts are converted to tonnes, the total of all three form the "Normalised total (tonnes)" column.

Density Factor Source: K130 and K210 density factor of 0.7 was sourced from Roger Walker 2016, the remaining density factors were sourced from Department of the Environment and Energy, 2017.

Reference:

Department of the Environment and Energy, 2017, Unit Conversion Factors, Blue Environment Pty Ltd, viewed 11 August 2017, <http://www.environment.gov.au/system/files/resources/a16491f5-6697-4f1b-bba0-074963e78957/files/hazardous-waste-unit-conversion-factors.pdf>

Roger Walker, 2016, Density of Materials, viewed 11 August 2017, <https://www.simetric.co.uk/si_materials.htm>

Waste Category	Category Code	Tonnes per cubic metre
Waste from surface treatment of metals and plastics	A100	1.5
Waste from cyanide heat treatment	A110	2.0
Inorganic cyanide	A130	1.2
Acids	B100	1.2

Waste Category	Category Code	Tonnes per cubic metre
Alkalis	C100	1.3
Metal carbonyls	D100	1.0
Inorganic fluorine waste	D110	1.4
Mercury waste	D120	0.3
Arsenic waste	D130	1.7
Chromium waste	D140	1.9
Tannery waste containing chromium	D141	1.9
Cadmium waste	D150	1.0
Used nickel cadmium batteries	D151	1.0
Beryllium waste	D160	4.1
Antimony waste	D170	1.0
Thallium waste	D180	1.0
Copper waste	D190	1.8
Cobalt waste	D200	1.0
Nickel waste	D210	1.0
Used nickel metal hydride batteries	D211	1.0
Lead waste	D220	7.5
Used lead acid batteries	D221	7.5
Zinc waste	D230	1.8
Selenium waste	D240	1.0
Tellurium waste	D250	1.0
Vanadium waste	D270	1.0
Barium waste	D290	1.0
Non toxic salts	D300	1.2
Boron waste	D310	1.0
Inorganic sulfides	D330	0.8
Perchlorates	D340	1.0
Chlorates	D350	1.0
Phosphorus waste	D360	1.0
Waste containing peroxides	E100	1.0
Explosive waste not subject to other legislation	E120	1.0
Highly reactive chemicals	E130	1.0
Water based ink, dye, pigment, paint, lacquer or varnish wastes	F100	1.3
Water based resin, latex, plasticiser, glue or adhesive wastes	F110	1.3
Solvent based ink, dye, pigment, paint, lacquer or varnish wastes	F120	1.3
Solvent based resin, latex, plasticiser, glue or adhesive wastes	F130	1.3
Ethers & highly flammable hydrocarbons	G100	0.7
Non-halogenated organic solvents	G110	0.9

Waste Category	Category Code	Tonnes per cubic metre
Perchloroethylene dry-cleaning wastes	G130	1.5
Halogenated organic solvents (nos)	G150	1.5
Waste from organic solvent production or use (nos)	G160	1.0
Waste from biocides or phytopharmaceuticals	H100	1.0
Organic phosphorous compounds	H110	1.0
Organochlorine pesticides	H130	1.0
Waste wood-preserving chemicals	H170	1.2
Waste mineral oils	J100	0.9
Waste oil or hydrocarbon and water mixtures	J120	1.0
Oil interceptor wastes	J130	1.0
Waste tarry residues	J160	1.2
Used oil filters	J170	0.9
Oil sludge	J180	0.9
Animal effluent and residues	K100	0.9
Waste from grease traps	K110	0.9
Sewage waste from the reticulated sewerage system	K130	0.721
Tannery wastes not containing chromium	K140	1.0
Wool scouring wastes	K190	1.0
Food and beverage processing wastes	K200	0.9
Septage waste	K210	0.721
Car and truck wash waters	L100	1.0
Industrial wash waters	L150	1.0
PCB wastes	M100	1.0
PBB, PCN, and/or PCT wastes	M105	1.0
Non-halogenated organic chemicals	M130	0.9
Phenol wastes including halogenated phenols	M150	1.2
Organohalogen compounds (nos)	M160	1.0
Polychlorinated dibenzo-furan	M170	1.0
Polychlorinated dibenzo p-dioxin	M180	1.0
Cyanides/nitriles	M210	1.0
Isocyanate compounds	M220	1.0
Triethylamine catalysts	M230	1.0
Surfactants and detergents	M250	1.0
Highly odourous organic chemicals	M260	1.0
Per- and polyfluoroalkyl substances (PFAS) contaminated materials	M270	1.0
Containers contaminated with controlled waste	N100	0.1
Soils contaminated with a controlled waste	N120	0.9
Fire debris/wash-waters	N140	1.0

Waste Category	Category Code	Tonnes per cubic metre
Fly ash (NOT from Australian power stations)	N150	1.7
Encapsulated, chemically fixed, solidified or polymerized	N160	0.8
Filter cake containing a controlled waste	N190	1.0
Industrial waste treatment plant residues	N205	0.7
Asbestos	N220	0.8
Ceramic based fibres with physico-chemical characteristics similar to	N230	0.8
Clinical and related wastes	R100	0.2
Waste pharmaceuticals	R120	0.3
Cytotoxic waste	R130	0.2
Waste from production of pharmaceuticals	R140	1.0
Waste chemicals from research	T100	1.0
Waste from photographic chemicals	T120	1.0
Used Tyres	T140	0.3

Government of **Western Australia**
Department of **Water and Environmental Regulation**

Environmental Compliance Audit Report

2024-25 Reporting Period

Regulatory Instruments:

Part V Licence L8851/2014/1

Waste Avoidance and Resource Recovery Act 2007

Waste Avoidance and Resource Recovery Regulations 2008

Premises: Dongara Transfer Station

Licence Holder: Shire of Irwin

Inspection: 09 October 2024

Department of Water and Environmental Regulation

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1 Audit Scope

The environmental compliance audit/s summarised within this Report were completed as part of the department's 2024-25 Compliance Program. The scope of each audit and the relevant reporting period assessed for each regulatory instrument is summarised below in **Table 1**.

Table 1: Environmental Compliance Audit Scope

Instrument Type	No.	Reporting Period	Scope of Audit
Part V Licence	L8851/2014/1	28 April 2023 to 27 April 2024	The audit included targeted inspections of the Premises to assess all conditions of the Licence.

2 Executive Summary

This Environmental Compliance Audit Report (Report) summarise the outcome of the compliance assessment conducted on the Shire of Irwin (Licence Holder) at Dongara Transfer Station (the Premises) on 09 October 2024.

The Premises is regulated by a licence (L8851/2014/1) issued under Part V of the *Environmental Protection Act 1986* (EP Act).

This compliance audit of L8851 was conducted as part of the Department of Water and Environmental Regulation (department) 2024-2025 Waste Assurance Compliance Program. The Licence Holder reported no non-compliances for the Annual Audit Compliance Report (AACR) 2023-2024.

This Report concluded the Licence Holder did not demonstrate an acceptable level of compliance with all conditions of the Licence. A summary of the licence holder's environmental compliance status for each regulatory instrument audited is provided below.

3 Key Findings and Recommendations

A summary of the department's key findings from the environmental compliance audit conducted are provided in the following sections. Detailed information relating to the assessment of the key finding/s is provided in the relevant Audit Table/s (refer to the Appendices of this Report).

3.1 Part V Licence

Condition	Finding	Actions requested
2	Oil spill observed at the waste oil storage area.	The department requests that the Licence Holder provide photographic evidence that the oil spill has been sufficiently cleaned and that the new oil storage equipment has been installed at the Premises.

Condition	Finding	Actions requested
6 Table 2 Row 4	Hazardous waste storage container is not fully enclosed.	The department requires the Licence Holder to fully enclose the hazardous waste storage container.
6 Table 2 Row 5	Licence Holder advised that septage sludge is landfilled at the Premises and not at a suitable facility.	The department requires the Licence Holder to provide evidence that sludge that was previously landfilled at the Premises meets the Class II landfill waste specifications outlined in the *Landfill Waste Classification and Waste Definitions 1996.* The Department requires the Licence Holder to dispose of septage and grease waste as sludge to a suitable facility as per the Licence.
8 (b)	Inspectors observed freeboard in evaporation ponds to be less than 250mm.	The Department requests the Licence Holder to provide evidence that freeboard is greater than 250mm.
8 (e)	Vegetation was observed in the overflow pond.	The department requires the Licence Holder to remove vegetation from the overflow pond within
10 (c)	Damage to entrance gate fencing was observed.	The department requires the Licence Holder to make appropriate repairs to the fencing.
17	The licence holder does not currently have an operational complaints management system to record details of complaints received.	The department requests the Licence Holder is to provide evidence of the complaints management system once implemented.
19	Licence Holder has not notified the department of any removal of septage sludge from the evaporation ponds or any freeboard exceedances.	Licence Holder is to ensure notification requirements of the licence are adhered to. As the department can provide appropriate response to prevent any environmental harm.

4 Definition

Compliance Status	Definition
Compliant	Implementation of the proposal/project has been carried out in accordance with the requirements of the audit element.
Not Required	The requirements of the audit element were not triggered during the reporting period.
Potentially Non-Compliant	Possible or likely failure to meet the requirements of the audit element.

Compliance Status	Definition
Non-Compliant	Implementation of the proposal has not been carried out in accordance with the requirements of the audit element
In Process	Where an audit element requires management and/or a monitoring plan to be submitted to the department or another government agency for approval, that submission has been made and no further information or changes have been requested by the department or the other government agency and assessment by the department or other government agency for approval is pending.
Verification Required	The status of compliance cannot be determined based on the information available at the time of the audit.

5 Appendices

Appendix A – Part V Licence Audit Table

Appendix B – Photograph Log

6 Document Control

Report prepared by:	Ryan Dodson	Position:	Senior Compliance Officer	Date:	27/11/2024
Report reviewed by:	Roberto Gama Rossi	Position:	Environmental Officer	Date:	29/11/2024
Report endorsed by:	Rebecca Griffiths Digitally signed by Rebecca Griffiths Date: 2025.02.20 14:20:47 +08'00'	Position:	Manager Waste Program	Date:	20/02/205

Appendix A – Part V Licence Audit Table

Licence Condition	Condition	Observations and Assessment	Status
1	The licence holder must operate and maintain all pollution control and monitoring equipment to the manufacturer's specification or any relevant and effective internal management system.	No pollution control or monitoring equipment operated at the Premises.	Not Reviewed
2	The licence holder must immediately recover, or remove and dispose of spills of environmentally hazardous materials outside an engineered containment system.	An oil spill was observed at the hazardous waste station (Photographs 1-5). Licence Holder Representative (LHR) advised new oil storage infrastructure has been purchased (07 October 2024) and is awaiting delivery to the Premises. LHR verified new oil tank has arrived at the Premises; however, the old storage equipment is still to be decommissioned (HP Content Manager: DWERDT1032257). This non-compliance will be managed through the Departments Incident Complaints Management System (ICMS) 83907.	Non-Compliant
3	The licence holder must: (a) Implement all practical measures to prevent stormwater run-off becoming contaminated by the activities on the premises; and (b) Treat contaminated or potentially contaminated stormwater as necessary prior to being discharged from the premises.	LHR advised a stormwater sump is used to prevent stormwater run-off at the Premises (Photographs 30-31). Licence Holder advised stormwater collects in the stormwater sump and discharges to the landfilling area. There is potential for stormwater to be contaminated from septage wastes.	Compliant
4	The licence holder must only accept waste onto the premises if: (a) It is of a type listed in Table 1; and (b) The quantity accepted is below any quantity limit listed in Table 1; and (c) It meets any specification listed in Table 1. Refer to Table 1 in the Licence.	LHR provided the annual waste acceptance report during the inspection. Licence Holder provided a summary of waste volumes with the Annual Audit Compliance Report 2023-24 (HP Content Manager: DWERDT940589). All waste types accepted by the Licence Holder are compliant with those listed in Table 1 and under Regulation R1651/2004/1.	Compliant
5	The licence holder must ensure that where waste does not meet the waste acceptance criteria set out in condition 4, and it is not otherwise permitted for acceptance under R1651/2004/1, it is removed from the premises by the delivery vehicle or, where that is not possible, stored in a quarantined storage area or container and removed to an appropriately authorized facility as soon as practicable.	LHR advised any waste that does not meet the waste acceptance criteria set out in condition 4 or is not otherwise permitted under R1651/2004/1 is sent to Meru Waste Facility.	Compliant
6	The licence holder must ensure wastes accepted onto the premises are only subjected to the processes set out in Table 2 and in accordance with any process limits describes in that table. Refer to Table 2 in the Licence.	**Inert Waste Type 2** Less than 100 tyres were observed at the time of the inspection (Photograph 6). **Metals and white goods** Metals and white goods were observed (Photograph 7). **Putrescible waste** Putrescible wastes were observed to be stored in an enclosed container (Photographs 8-9). LHR advised putrescible wastes is taken off site within 7 days of receival. No mulching of greenwaste is undertaken at the site (Photograph 10). Premises has accepted some mulched greenwaste (Photograph 11). LHR advised that greenwaste is burned by the local fire department (Photograph 12). **Hazardous waste** LHR advised no DrumMuster products are received by the Premises. Hazardous waste storage container is located on a bunded hardstand, however it is not fully enclosed (Photograph 13).	Non-Compliant

Licence Condition	Condition	Observations and Assessment	Status
		Septage and grease wastes Sludge was observed to be stored on an impervious lined area (Photograph 14). LHR advised that waste sludge is disposed of at the Premises and not taken to a suitable facility (Photographs 15-16). **Approved CDS material** LHR advised CDS mater was directed to the CDS receivals area within the shed for sorting into temporary storage cages prior to balling or offsite removal (Photographs 17-22). This non-compliance will be managed through ICMS 83907.	
7	The licence holder shall ensure that waste material is only stored and/or treated within vessels or compounds provided with the infrastructure detailed in Table 3. Refer to Table 3 in the Licence.	Evaporation ponds were observed to be HDPE lined and the integrity of these was adequate (Photographs 14-16). LHR advised the overflow pond was clay lined which was verified during the inspection (Photograph 23).	*Compliant*
8	The licence holder must manage all wastewater evaporation and overflow ponds such that: (a) overtopping of the ponds does not occur; (b) a freeboard equal to or greater than 250mm is maintained; (c) the integrity of the containment infrastructure is maintained; (d) trapped overflows are maintained on the outlet of ponds to prevent carry-over of surface floating matter; and (e) vegetation and floating debris (emergent or otherwise) is prevented from encroaching onto pond surfaces or inner pond embankments.	During the inspection there was no evidence of ponds overtopping. Freeboard in the evaporation pond appeared to be less than 250mm, however no measuring apparatus is installed to verify (Photograph 24). Integrity of the containment infrastructure was observed to be maintained well (Photographs 14-16 & 24). Trapped overflows were observed on the outlets of ponds to precent carry-over of surface floating matter. Vegetation was observed within the overflow pond (Photograph 23). This non-compliance will be managed through ICMS 83907.	*Non-Compliant*
9	The licence holder must take all reasonable and practical measures to ensure that no windblown waste escapes from the premises and that windblown waste is collected on at least a weekly basis and appropriately contained	No windblown waste was observed to have escaped the Premises at the time of the inspection. LHR advised that windblown waste is collected at least weekly.	*Compliant*
10	The licence holder must implement the following security measures at the site: (a) erect and maintain suitable fencing to prevent unauthorised access to the site; (b) ensure that any entrance gates to the Premises are securely locked when the Premises are unattended; and (c) undertake regular inspections of all security measures and repair damage as soon as practicable	Suitable fencing is erected at the Premises boundary (Photographs 25-26). LHR advised the entrance gates to the Premises are securely locked when the Premises is unattended. LHR advised weekly inspections are undertaken of all security measures. During the site inspection there was damage to the entrance gate fencing (Photograph 27). LHR was made aware of the damage to the fence in the Request for Information document (HP Content Manager: DWERDT1032257) and advised they are awaiting quotes to have this repaired. This non-compliance will be managed through ICMS 83907.	*Non-Compliant*
11	The licence holder must install and maintain a sign at the entrance to the premises which clearly displays the following information: (a) hours of operation; (b) contact telephone number; (c) warning indicating penalties for people lighting fires; and (d) list of materials accepted for recycling and the location of where they can be deposited on the premises	Multiple signs were observed at the entrance to the Premises, which indicated the hours of operation, contact telephone number and warning indicating penalties for people lighting fires (Photograph 28) and the list of materials accepted (Photograph 29).	*Compliant*
12	The licence holder shall:	Firefighting equipment was observed during the inspection which were compliant with Condition 12 (Photograph 32).	*Compliant*

Licence Condition	Condition	Observations and Assessment	Status
	(a) ensure that firefighting equipment and systems are in good working order and capable of controlling a loose material fire; (b) ensure that an unauthorised fire on the premises is extinguished as soon as possible; (c) ensure contaminated firefighting water is not discharged beyond the boundary of the premises in the event of a fire. (d) collect all recoverable fire wash-water and other waste that may result from firefighting on the premises; and (e) ensure that any firefighting washwater is removed without delay by a carrier licenced under the Environmental Protection (Controlled Waste) Regulations 2004 and remove all fire impacted waste for disposal off-site to a suitably licensed premises.		
13	The licence holder must undertake the monitoring in Table 4 according to the specifications in that table. Refer to Table 4 in the Licence.	Licence Holder provided inspectors with an Annual Waste Volume Summary Report for the 2024 reporting period to date outlining all incoming and outgoing wastes (HP Content Manager: DWERDT1042216).	*Compliant*
14	All information and records required by the licence holder shall: (a) be legible; (b) if amended, be amended in such a way that the original and subsequent amendments remain legible or are capable of retrieval; (c) except for records listed in 14(d) be retained for at least 6 years from the date the records were made or until the expiry of the licence or any subsequent licence; and (d) for those following records, be retained until the expiry of the licence and any subsequent licence: i. off-site environmental effects; or ii. matters which affect the condition of the land or waters.	Records provided by the Licence Holder are compliant with this condition.	*Compliant*
15	The licence holder must ensure that: (a) any person left in charge of the premises is aware of the conditions of the licence and has access at all times to the licence or copies thereof; and (b) any person who performs tasks on the premises is informed of all of the conditions of the licence that relate to the tasks which that person is performing.	LHR confirmed that any person left in charge of the Premises is aware of the conditions of the licence and a copy of the licence remains in the office at all times.	*Compliant*
16	The licence holder must complete an Annual Audit Compliance Report indicating the extent to which the Licensee has complied with the conditions of the licence, and any previous licence issued under Part V of the Act for the Premises for the previous annual period.	Licence Holder provided the Annual Audit Compliance Report for the previous reporting period (HP Content Manager: DWERDT940589).	*Compliant*
17	The licence holder must implement a complaints management system that as a minimum records the number and details of complaints received concerning the environmental impact of the activities undertaken at the premises and any action taken in response to the complaint.	LHR advised in the request for information that the complaints management system is currently under development. This non-compliance will be managed through ICMS 83907.	*Non-Compliant*
18	The licence holder must submit to the CEO an Annual Environmental Report within 32 calendar days after the end of the annual period (1 April). The report shall contain the information listed in Table 5 in the format or form specified in that table. Refer to Table 5 in the Licence.	Notice of amendment in accordance with sections 59(2), 59(1)(a) and 59(1)(b) of the Environmental Protection Act 1986. Removed the requirement for the Licence Holder to submit an Annual Environmental Report.	*Not Assessed*
19	The licence holder must ensure that the parameters listed in Table 6 are notified to the CEO at the contact address and in accordance with the notification requirements of the table. Refer to Table 6 in the Licence.	Licence Holder advised that sludge from septage and grease trap waste is landfilled at the Premises, which is usually dried over summer before burial. Licence Holder has not notified the department of any septage sludge removals from an evaporation pond. Additionally, the freeboard on the evaporation ponds was observed to be less than 250mm at the time of the inspection and no notification have been received by the department regarding a breach of licence limit. This non-compliance will be managed through ICMS 83907	*Non-Compliant*

Appendix B – Photograph Log

Photograph 1: Waste oil storage container	**Photograph 2: Inside waste oil storage container**	**Photograph 3: Oil spill to the rear of waste oil storage container (1)**	**Photograph 4: Oil spill to the rear of waste oil storage container (2)**
Photograph 5: Oil spill to the rear of waste oil storage container (3)	**Photograph 6: Tyres stored at transfer station**	**Photograph 7: White goods and metals**	**Photograph 8: Skip bins at transfer station (1)**

Photograph 9: Skip bins at transfer station (2)	**Photograph 10: Green waste stockpile**	**Photograph 11: Mulched greenwaste stockpile**	**Photograph 12: Previously burned greenwaste stockpile**
Photograph 13: Hazardous waste storage container	**Photograph 14: Dried septage and grease sludge**	**Photograph 15: Evaporation ponds**	**Photograph 16: Evaporation pond**
Photograph 17: CDS shed (1)	**Photograph 18: CDS shed (2)**	**Photograph 19: CDS shed signage (1)**	**Photograph 20: CDS shed signage (2)**

Photograph 21: CDS shed signage (3)	**Photograph 22: CDS shed signage (4)**	**Photograph 23: Overflow pond**	**Photograph 24: Freeboard at evaporation pond**
Photograph 25: Security fencing at entrance (1)	**Photograph 26: Security fencing at entrance (2)**	**Photograph 27: Damaged security fencing, entrance gate**	**Photograph 28: Premises signage**
Photograph 29: Waste acceptance signage	**Photograph 30: Stormwater run-off sump (1)**	**Photograph 31: Stormwater run-off sump (2)**	**Photograph 32: Fire extinguishing equipment**

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Our Ref: 3.0761
Enquiries: Elena Bull

20th March 2025

[redacted]

RE: L8851 - Shire of Irwin - Dongara Transfer Station - Compliance Inspection Outcome and Report Response

Thank you for the Environmental Compliance Report dated 9 October 2024. Please find our response to your key fundings and recommendations attached.

Should you have any further queries regarding this response please contact the undersigned [redacted]

[redacted]

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Condition	Finding	Actions requested	Response
2	Oil spill observed at the waste oil storage area.	The department requests that the Licence Holder provide photographic evidence that the oil spill has been sufficiently cleaned and that the new oil storage equipment has been installed at the Premises.	See Appendix A (1 & 2) See Appendix B Old facility has been removed from site. Contaminated waste has been disposed of at MERU landfill facility. New oil facility is now in place
6 Table 2 Row 4	Hazardous waste storage container is not fully enclosed.	The department requires the Licence Holder to fully enclose the hazardous waste storage container.	The Hazardous Waste Storage Container has been cleaned and will be shut down as of 01/04/2025. All hazardous waste will then be directed to MERU landfill facility.
6 Table 2 Row 5	Licence Holder advised that septage sludge is landfilled at the Premises and not at a suitable facility.	The department requires the Licence Holder to provide evidence that sludge that was previously landfilled at the Premises meets the Class II landfill waste specifications outlined in the *Landfill Waste Classification and Waste Definitions 1996*. The Department requires the Licence Holder to dispose of septage and grease waste as sludge to a suitable facility as per the Licence.	Last year the Shire received a verbal advice from Elsperth from your office, advising that we can bury septage on site. Until last year the septage used to be taken to Meru landfill facility for disposal. The Shire has sent out a septage sample that was collected this year to Eurofins/ ARL lab and are currently awaiting on test results from the lab. We will provide DWER with the test results upon receipt.
8 (b)	Inspectors observed freeboard in evaporation ponds to be less than 250mm.	The Department requests the Licence Holder to provide evidence that freeboard is greater than 250mm.	It has been determined that we will no longer accept controlled waste as of 01/04/2025. The remaining sludge will be disposed of at a suitable facility, MERU. Liners will be pulled out and ponds decommissioned.
8 (e)	Vegetation was observed in the overflow pond.	The department requires the Licence Holder to remove vegetation from the overflow pond within	This will be resolved during pond decommission after 01/04/2025.
10 (c)	Damage to entrance gate fencing was observed.	The department requires the Licence Holder to make appropriate repairs to the fencing.	See Appendix A (3). Fencing has been repaired. Further budget consideration will be made for replacement of the fence.
17	The licence holder does not currently have an operational complaints management system to record details of complaints received.	The department requests the Licence Holder is to provide evidence of the complaints management system once implemented.	See Appendix C Complaints are dealt with through customer service team and recorded through our new maintence system MEX.

19	Licence Holder has not notified the department of any removal of septage sludge from the evaporation ponds or any freeboard exceedances.	Licence Holder is to ensure notification requirements of the licence are adhered to. As the department can provide appropriate response to prevent any environmental harm.	Liquid waste (septage sludge) will no longer be accepted at the transfer station from 01/04/2025. No future notifications will be required.

SHIRE OF IRWIN
DONGARA-PORT DENISON
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APPENDIX A Photograph Log

	1. Old oil container has been removed. Top soil has been removed and disposed of at Muru landfill facility in Geraldton.
	2. New oil facility is now in place.
	3. Fencing has been repaired.

SHIRE OF IRWIN
DONGARA-PORT DENISON
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APPENDIX B

Evidence of contaminated soil from an old oil collection point has been disposed of at Meru Lanfill facility.

Development and Community Services Department
HW14

TRIM Reference: _____

City of Greater Geraldton
a vibrant future

WASTE DISPOSAL APPROVAL

MERU WASTE DISPOSAL FACILITY Licence: L6462/1992/12	Reference Number: D-25-027457

To conform to our own internal auditing procedures, we may take samples of your product at Meru Landfill after disposal to verify the authenticity of any laboratory reports provided. Should higher levels of contamination exist, we may reject future waste disposal applications/levy additional charges for rehandling the product.

DRIVER MUST SHOW THIS APPROVAL FORM TO THE WEIGHBRIDGE OPERATOR

APPROVAL Granted to: Shire of Irwin ☐ Carrier ☐ Client

Docket charged to: Shire of Irwin

Carrier: *Who will be carting the waste?* Shire of Irwin

Contact Person: *Responsible for Transportation* [redacted]

Tonnages approved for disposal: <1 tonne

Physical Nature of Waste: ☐ Liquid ☐ Solid ☐ Sludge

Classification of Waste: ☐ Class I ☐ Class II ☐ Class III ☐ Clean Fill

Origin of Waste: Money Street, Port Denison

Delivery Date: 10 March 2025 Cell 5

Waste Destination: ☐ Cell 1 ☐ Cell 2 ☐ Cell 3 ☐ Cell 4 ☐ Operations

Proposed Disposal Date: 10/03/2025

Delivery Vehicle Type: Truck

Notification prior to disposal is required, please contact the CGG office.

It is up to the waste generator to keep track of total tonnages disposed at the Meru Landfill; additional tonnages exceeding the approval docket may not be accepted. Please contact the City's Waste Management Team on (08) 9956 6600 should any information on the approval docket be incorrect.

Due to current site conditions, please note that road trains cannot access the tipping face.

PO Box 101 Geraldton WA 6531
Geraldton Civic Centre T 08 9956 6600 F 08 9956 6674
Mullewa Office T 08 9956 6643 F 08 9961 1200
E council@cgg.wa.gov.au W www.cgg.wa.gov.au
ABN 55 907 677 171

SHIRE OF IRWIN
DONGARA-PORT DENISON
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APPENDIX B (cont).

City of Greater Geraldton **WASTE DISPOSAL APPROVAL**
D-17-76897

DOCUMENTS SIGHTED BY THE APPROVING OFFICER

Waste Disposal Application:			Yes
Site Map of Spill Site:			N/A
Additional Correspondence:			
MSD's:			
Laboratory Reports:	◯ Yes	◉ No	TRIM Number:
Meru Account Holder:	◉ Yes	◯ No	

OFFICE USE

[redacted]

PMB 21, 11-13 Waldeck Street Dongara WA 6525 | t 9927 0000 | e reception@irwin.wa.gov.au | www.irwin.wa.gov.au

SHIRE OF IRWIN
DONGARA-PORT DENISON
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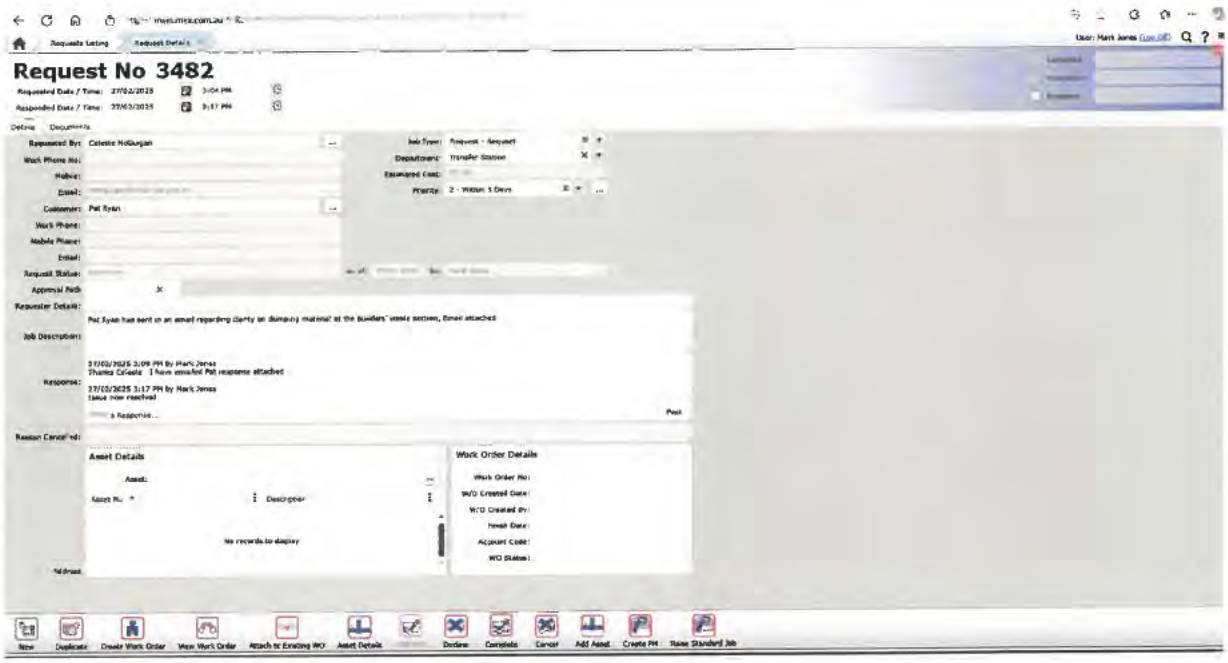
APPENDIX C

Complaints Register in Mex.