



Annual Audit Compliance Report Form

Environmental Protection Act 1986, Part V

Section A – Licence Details

Licence number:	L9167/2018/1	Licence file number:	2011/007003-2
Licence holder:	City of Busselton		
Trading as:	City of Busselton		
ABN:	87 285 608 991		
Registered address:	2 Southern Drive BUSSELTON WA 6280		
Reporting period:	1 / 1 / 23 to 31 / 12 / 23		

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
Category 61	7,227
Category 62	1,960
Category 64	26,288
Category 13	3,683

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
Category 64	26,256 tonnes

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	Date(s) of non-compliance:	31/12/2023
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Details of non-compliance:

The licence permits the facility to accept 6,000 tpa of liquid waste. During the reporting period, a total of 7,227 tonnes was received.

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. The liquid waste treatment ponds have more than enough capacity to deal with the amount received and still operate within the conditions of the licence.

Cause (or suspected cause) of non-compliance:

It is impossible to predict precisely how much liquid waste will be generated in the area in any one year. Busselton is a growing area, with a commensurate increase in waste generation. It is not possible to reject loads of liquid waste, as there are currently no other disposal options in the area.

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

City of Busselton has applied to DWER to amend its licence to increase the amount of liquid waste the facility is permitted to accept.

Was this non-compliance previously reported to DWER?

☐ Yes, and

☐ Reported to DWER verbally

Date: / /

☒ Reported to DWER in writing

Date: 27 / 9 / 23

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:	40	Date(s) of non-compliance:	May 2023
Details of non-compliance:			
The licence requires groundwater monitoring to include Standing Water Level. The May 2023 groundwater monitoring report does not include the Standing Water Levels for the groundwater wells. Although it does note that one well was dry.			
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:			
Oversight by groundwater monitoring contractor.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
A different groundwater monitoring contractor was engaged to conduct the October 2023 sampling and reporting. The October 2023 report includes all required parameters, including water levels.			
Was this non-compliance previously reported to DWER? No.			
☐ 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 ¹ . 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:			Position:
Date:	27/3/24.	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.