



# Licence

## *Environmental Protection Act 1986, Part V*

**Licensee:** Shire of Morawa  
**Licence:** L6857/1993/10

**Registered office:** 26 Windfield Street  
 MORAWA WA 6623

**Premises address:** Morawa Wastewater Treatment Plant  
 Crown Reserve 37310  
 Stokes Road  
 MORAWA WA 6623  
 Being Lot 464 on Plan 221075 as depicted in Schedule 1.

**Issue date:** Thursday, 3 April 2014

**Commencement date:** Saturday, 5 April 2014

**Expiry date:** Friday, 4 April 2019

**Prescribed premises category**  
 Schedule 1 of the *Environmental Protection Regulations 1987*

Category number	Category description	Category production or design capacity	Approved premises production or design capacity
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	150 cubic metres per day

**Conditions**

This Licence is subject to the conditions set out in the attached pages.

.....  
 Steve Checker  
 Officer delegated under section 20  
 of the *Environmental Protection Act 1986*



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## Introduction

This Introduction is not part of the Licence conditions.

### **DER's industry licensing role**

The Department of Environment Regulation (DER) is a government department for the state of Western Australia in the portfolio of the Minister for Environment. DER's purpose is to advise on and implement strategies for a healthy environment for the benefit of all current and future Western Australians.

DER has responsibilities under Part V of the *Environmental Protection Act 1986* (the Act) for the licensing of prescribed premises. Through this process DER regulates to prevent, control and abate pollution and environmental harm to conserve and protect the environment. DER also monitors and audits compliance with works approvals and licence conditions, takes enforcement action as appropriate and develops and implements licensing and industry regulation policy.

### **Licence requirements**

This licence is issued under Part V of the Act. Conditions contained within the licence relate to the prevention, reduction or control of emissions and discharges to the environment and to the monitoring and reporting of them.

Where other statutory instruments impose obligations on the Premises/Licensee the intention is not to replicate them in the licence conditions. You should therefore ensure that you are aware of all your statutory obligations under the Act and any other statutory instrument. Legislation can be accessed through the State Law Publisher website using the following link:

<http://www.slp.wa.gov.au/legislation/statutes.nsf/default.html>

For your Premises relevant statutory instruments include but are not limited to obligations under the:

- *Environmental Protection (Unauthorised Discharges) Regulations 2004* – these Regulations make it an offence to discharge certain materials such as contaminated stormwater into the environment other than in the circumstances set out in the Regulations.
- *Environmental Protection (Controlled Waste) Regulations 2004* - these Regulations place obligations on you if you produce, accept, transport or dispose of controlled waste.
- *Environmental Protection (Noise) Regulations 1997* – these Regulations require noise emissions from the Premises to comply with the assigned noise levels set out in the Regulations.



You must comply with your licence. Non-compliance with your licence is an offence and strict penalties exist for those who do not comply.

Licence holders are also reminded of the requirements of section 53 of the Act which places restrictions on making certain changes to prescribed premises unless the changes are in accordance with a works approval, licence, closure notice or environmental protection notice.

Other Guidelines which you should be aware of include:

- *Western Australian Guidelines for Biosolids Management*, Department of Environment and Conservation, December 2012 (as amended from time to time).

### **Licence fees**

If you have a licence that is issued for more than one year, you are required to pay an annual licence fee prior to the anniversary date of issue of your licence. Non payment of annual licence fees will result in your licence ceasing to have effect meaning that it will no longer be valid and you will need to apply for a new licence for your Premises.

### **Ministerial conditions**

If your Premises has been assessed under Part IV of the Act you may have had conditions imposed by the Minister for Environment. You are required to comply with any conditions imposed by the Minister.

### **Premises description and Licence summary**

The Morawa Waste Water Treatment Plant (WWTP) consists of a primary, secondary and tertiary treatment pond system with an ingress splitter chamber and gravity overflow connections between the ponds. The ponds have a total storage capacity of more than 58,000 cubic metres (m<sup>3</sup>). All ponds are clay / Medium Density Polyethylene (MDPE) lined with stone pitching around the surface splash zone.

Once the required retention time (approximately 65 days) has been achieved, treated wastewater from the tertiary pond is pumped to a nearby off-site stormwater catchment dam situated approximately 450 metres west of the WWTP. Water samples are collected six monthly from the tertiary treatment pond to determine water quality characteristics (physical, biochemical, nutrients and pathogens) of wastewater being sent off-site for storage and subsequent reuse (irrigation).

Wastewater (approximately 2100m<sup>3</sup>) sent to the catchment dam is then pumped to a water reuse holding tank, and used for irrigation on the town oval (1.9 hectares) and hockey fields (0.7 hectares) of approximately 5695m<sup>3</sup>. Water samples are collected monthly from the reuse holding tanks to ensure the quality meets requirements as detailed in the Department of Health (DoH) *Guidelines for the Non-potable Uses of Recycled Water In Western Australia* (DoH, August 2011). Wastewater stored in the catchment dam is likely to be diluted to some extent throughout wet periods of the year depending on the level of stormwater inputs to the catchment dam.

The WWTP is within a secured fenced area approximately 120 metres wide by 120 metres long and is located east of the Morawa town centre on Reserve 37310. A large buffer of remnant vegetation surrounds the WWTP with the nearest sensitive receptor approximately 1km away.

No rivers, creeks or other waterbodies occur within the immediate vicinity of the WWTP. The closest known waterbody is the Yarra Yarra salt lake system located approximately 4 km south of the WWTP. Depth to groundwater at the premises is unknown but a desktop assessment of a bore (Site Id. 20044668) approximately 1.1km south west of the premises, showed groundwater to be 13.7 m below ground level. Groundwater at this bore was considered as 'unfit for livestock' use.

The Premises does not have a formal 'nutrient irrigation management plan' in place for irrigation to the town oval and hockey fields.



The main potential risk from emissions are discharges of treated wastewater from the site via irrigation to the town oval and hockey field.

The Licence amendment is as a result of issues identified within the 2015 Annual Environmental Report assessment and includes administrative changes to monitoring parameters for process emissions, reassessment of maps and administrative changes to new format version 2.9.

The licences and works approvals issued for the Premises since 2003 are:

Instrument log		
Instrument	Issued	Description
W2445/1993/1	3/06/1998	Works Approval
L6857/1993/5	5/02/2001	Licence re-issue
L6857/1993/6	23/01/2012	Licence re-issue
L6857/1993/7	17/03/2003	Licence re-issue
L6857/1993/8	5/04/2004	Licence re-issue
L6857/1993/9	2/04/2009	Licence re-issue
W4885/2011/1	7/07/2011	Works Approval
L6857/1993/10	3/04/2014	Licence amendment to new template format
L6857/1993/10	06/08/2015	Licence amendment from AER assessment

#### Severance

It is the intent of these Licence conditions that they shall operate so that, if a condition or a part of a condition is beyond the power of this Licence to impose, or is otherwise *ultra vires* or invalid, that condition or part of a condition shall be severed and the remainder of these conditions shall nevertheless be valid to the extent that they are within the power of this Licence to impose and are not otherwise *ultra vires* or invalid.

#### END OF INTRODUCTION



## Licence conditions

### 1 General

#### 1.1 Interpretation

1.1.1 In the Licence, definitions from the *Environmental Protection Act 1986* apply unless the contrary intention appears.

1.1.2 For the purposes of this Licence, unless the contrary intention appears:

**'Act'** means the *Environmental Protection Act 1986*;

**'annual period'** means the inclusive period from 1 January until 31 December in the same year;

**'AS/NZS 2031'** means the Australian Standard AS/NZS 2031 *Selection of containers and preservation of water samples for microbiological analysis*;

**'AS/NZS 5667.1'** means the Australian Standard AS/NZS 5667.1 *Water Quality – Sampling – Guidance of the Design of sampling programs, sampling techniques and the preservation and handling of samples*;

**'AS/NZS 5667.10'** means the Australian Standard AS/NZS 5667.10 *Water Quality – Sampling – Guidance on sampling of waste waters*;

**'AS/NZS 5667.11'** means the Australian Standard AS/NZS 5667.11 *Water Quality – Sampling – Guidance on sampling of groundwaters*;

**'averaging period'** means the time over which a limit is measured or a monitoring result is obtained;

**'CEO'** means Chief Executive Officer of the Department of Environment Regulation;

**'CEO'** for the purpose of correspondence means:

Manager Licensing (Waste Industries)  
Department of Environment Regulation  
Locked Bag 33  
CLOISTERS SQUARE WA 6850  
Telephone: (08) 9333 7510  
Facsimile: (08) 9333 7550  
Email: industry.regulation@der.wa.gov.au;

**'freeboard'** means the distance between the maximum water surface elevations and the top of retaining banks or structures at their lowest point.

**'fugitive emissions'** means all emissions not arising from point sources identified in Sections 2.6, 2.7 and 2.8;

**'Geobag'** means a geotextile dewatering bag that allows solids to dewater over time while containing the solid component.

**'hardstand'** means a surface with a permeability of  $10^{-9}$  metres/second or less;



**'Leachate'** means liquid released by or water that has percolated through waste and which contains some of its constituents.

**'Licence'** means this Licence numbered L6857/1993/10 and issued under the Act

**'Licensee'** means the person or organisation named as Licensee on page 1 of the licence;

**'NATA'** means the National Association of Testing Authorities, Australia;

**'NATA accredited'** means in relation to the analysis of a sample that the laboratory is NATA accredited for the specified analysis at the time of the analysis;

**'Premises'** means the area defined in the Premises Map in Schedule 1 and listed as the Premises address on page 1 of the Licence;

**'Process equipment'** means any wastewater or sludge containment infrastructure or wastewater treatment vessel and any associated pumps and screens;

**'Schedule 1'** means Schedule 1 of this Licence unless otherwise stated;

**'Schedule 2'** means Schedule 2 of this Licence unless otherwise stated;

**'spot sample'** means a discrete sample representative at the time and place at which the sample is taken; and

**'usual working day'** means 0800 – 1700 hours, Monday to Friday excluding public holidays in Western Australia.

1.1.3 Any reference to an Australian or other standard in the Licence means the relevant parts of the standard in force from time to time during the term of this licence.

1.1.4 Any reference to a guideline or code of practice in the Licence means the version of the guideline or code of practice in force from time to time, and shall include any amendments or replacements to that guideline or code of practice made during the term of this Licence.

1.1.5 Nothing in the Licence shall be taken to authorise any emission that is not mentioned in the Licence, where the emission amounts to:

- (a) pollution;
- (b) unreasonable emission;
- (c) discharge of waste in circumstances likely to cause pollution; or
- (d) being contrary to any written law.

## **1.2 General conditions**

1.2.1 The Licensee shall operate and maintain all pollution control and monitoring equipment to the manufacturer's specification or any relevant and effective internal management system.

1.2.2 The Licensee, except where storage is prescribed in section 1.3, shall ensure that environmentally hazardous substances are stored in accordance with the code of practice for the storage and handling of dangerous goods.

1.2.3 The Licensee shall immediately recover, or remove and dispose of spills of environmentally hazardous materials outside an engineered containment system.



- 1.2.4 The Licensee shall:
- (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.<sup>1</sup>

Note1: The *Environmental Protection (Unauthorised Discharges) Regulations 2004* make it an offence to discharge certain materials into the environment.

### 1.3 Premises operation

1.3.1 The Licensee shall record and investigate the exceedance of any descriptive or numerical limit in this section.

1.3.2 The Licensee shall only allow waste to be accepted on to the Premises if:

- (a) it is of a type listed in Table 1.3.1;
- (b) the quantity accepted is below any limit listed in Table 1.3.1; and
- (c) it meets any specification listed in Table 1.3.1

<b>Table 1.3.1: Waste acceptance</b>		
<b>Waste</b>	<b>Quantity Limit</b>	<b>Specification</b>
Sewage – waste from the reticulated sewerage system.	None specified	Accepted through sewer inflow(s) only.

1.3.3 The Licensee shall ensure that the wastes accepted onto the Premises are only subjected to the process(es) set out in Table 1.3.2 and in accordance with any process requirements described in that table.

<b>Table 1.3.2: Waste processing</b>		
<b>Waste type</b>	<b>Process</b>	<b>Process requirements</b>
Sewage	Physical and biological treatment.	Treatment of sewage waste shall be at or below the treatment capacity of 150 m <sup>3</sup> /day.  All sewage waste entering the plant shall be directed to Pond No.1 followed by secondary and tertiary biological treatment in the aerobic treatment/evaporation Ponds 2 and 3.

1.3.4 The Licensee shall ensure that waste material is only stored and/or treated within vessels or compounds provided with the infrastructure detailed in Table 1.3.3.

<b>Table 1.3.3: Containment infrastructure</b>		
<b>Vessel or compound</b>	<b>Material</b>	<b>Requirements</b>
Pond 1 (Facultative Pond)	Wastewater	Clay / MDPE lined to achieve a permeability of less than 10 <sup>-9</sup> m/s or equivalent.





Pond 2 (Maturation Pond )		
Pond 3 (Final Maturation Pond )		
Sewage sludge compound	Sewage sludge	Permanent infrastructure consisting of an impermeable bunded hardstand or lined area (lined to achieve a permeability of less than 10 <sup>-9</sup> m/s or equivalent), capable of preventing surface run-off of leachate and sludge and which includes a leachate collection system.

- 1.3.5 The Licensee shall manage all wastewater treatment ponds such that:
- (a) overtopping of the ponds does not occur; and
  - (b) a freeboard at or greater than 300mm is maintained; and
  - (c) the integrity of the containment infrastructure is maintained; and
  - (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.
- 1.3.6 The Licensee shall :
- (a) implement security measures at the site to prevent as far as is practical unauthorised access to the site; and
  - (b) undertake regular inspections of all security measures and repair damage as soon as practicable; and
  - (c) ensure the entrance gates are closed and locked when the site is closed or unmanned.

## 2 Monitoring

### 2.1 General monitoring

- 2.1.1 The licensee shall ensure that:
- (a) all water samples are collected and preserved in accordance with AS/NZS 5667.1;
  - (b) all wastewater sampling is conducted in accordance with AS/NZS 5667.10;
  - (c) all laboratory samples are submitted to and tested by a laboratory with current NATA accreditation for the parameters being measured.
- 2.1.2 The Licensee shall ensure that :
- (a) monthly monitoring is undertaken at least 15 days apart;
  - (b) quarterly monitoring is undertaken at least 45 days apart; and
  - (c) six monthly monitoring is undertaken at least 5 months apart.
- 2.1.3 The Licensee shall record production or throughput data and any other process parameters relevant to any non-continuous monitoring undertaken.
- 2.1.4 The Licensee shall ensure that all monitoring equipment used on the Premises to comply with the conditions of this Licence is calibrated in accordance with the manufacturer's specifications.





2.1.5 The Licensee shall, where the requirements for calibration cannot be practicably met, or a discrepancy exists in the interpretation of the requirements, bring these issues to the attention of the CEO accompanied with a report comprising details of any modifications to the methods.

## 2.2 Monitoring of inputs and outputs

2.2.1 The Licensee shall undertake the monitoring in Table 2.2.1 according to the specifications in that table.

Table 2.2.1: Monitoring of inputs and outputs					
Input/Output	Monitoring point reference and location	Parameter	Units	Averaging period	Frequency
Inflow – Main sewer inlet	Inflow meter	Volumetric flow rate (cumulative)	m <sup>3</sup> /day	Monthly	Continuous
Discharge – Final effluent discharge to Shire of Morawa stormwater catchment dam	Outflow meter	Volumetric flow rate (cumulative)	m <sup>3</sup> /day	Monthly	Continuous
Treated wastewater irrigated to the Shire of Morawa town oval	None specified (calculated)	Volumetric flow rate (cumulative)	m <sup>3</sup> /day	Monthly	Quarterly

## 2.3 Process monitoring

2.3.1 The Licensee shall undertake the monitoring in Table 2.3.1 according to the specifications in that table.

Table 2.3.1: Process monitoring					
Process description	Monitoring point reference	Parameter	Units	Averaging Period	Frequency
Quality of treated wastewater sent to Shire of Morawa stormwater catchment dam.	Final Effluent Monitoring location (L1)	pH <sup>1</sup>	Non specified	Spot Sample	Six monthly
		5-day Biochemical Oxygen Demand	mg/L		
		Total Dissolved Solids			
		Total Nitrogen as N			
		Total Phosphorus as P			
		Total suspended solids			
<i>Escherichia coli</i> <sup>2</sup>	cfu/100 mL				

Note 1: In-field non-NATA accredited analysis permitted.

Note 2: Actual units are to be reported except where the result is greater than the highest detectable level of 24,000 cfu/100mL. In this case the reporting of the highest detectable level is permitted.



### 3 Improvements

#### 3.1 Improvement programme

3.1.1 The Licensee shall complete the improvements in Table 3.1.1 by the date of completion in Table 3.1.1.

<b>Table 3.1.1: Improvement programme</b>		
<b>Improvement reference</b>	<b>Improvement</b>	<b>Date of completion</b>
IR1	<p>The Licensee shall develop and submit for review a 'Nutrient Management Strategy' for the Premises that will ensure:</p> <ul style="list-style-type: none"> <li>• Nutrient loading to the irrigation areas is appropriate; and</li> <li>• Treated wastewater discharged from the Premises is (at minimum) compliant with 'Australian guidelines for sewerage systems, 1997'.</li> </ul> <p>The strategy must include any management actions (risk management) required to manage any nutrient issues identified and date of implementation of such changes identified.</p>	30/11/2015

### 4 Information

#### 4.1 Records

4.1.1 All information and records required by the Licence 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 4.1.1(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.

4.1.2 The Licensee shall 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.

4.1.3 The Licensee shall 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.

4.1.4 The Licensee shall:

- (a) implement a complaints management system that shall record the following information (if known or provided) about complaints received at the Premises concerning any environmental impact of the activities undertaken at the Premises:
  - (i) name and address of the complainants (if consented);
  - (ii) date and time of complaint;



- (iii) date and time of alleged incident;
  - (iv) alleged source of the incident;
  - (v) general description of the alleged incident, including any environmental or health impacts reported by the complainant;
  - (vi) wind direction, wind speed and temperature at time of alleged incident;
  - (vii) likely source of the alleged incident; and
  - (viii) actions taken by licensee to address complaint, including the outcome of any investigation(s) and action(s) to verify any impacts.
- (b) complete an annual analysis and review of complaints recorded under 4.1.4(a) to identify any common factors and root cause of complaints and proposals to address these.

## 4.2 Reporting

4.2.1 The Licensee shall submit to the CEO an Annual Environmental Report within 60 calendar days after the end of the annual period. The report shall contain the information listed in Table 4.2.1 in the format or form specified in that table.

<b>Table 4.2.1: Annual Environmental Report</b>		
<b>Condition or table (if relevant)</b>	<b>Parameter</b>	<b>Format or form<sup>1</sup></b>
-	A list of any monitoring methods used to collect and analyse the data required.	None specified
-	Record of all sludge removal from ponds.	
Table 1.3.2	Summary of any treatment capacity limit or exceedances and any action taken.	
1.3.5	Summary of any freeboard exceedances and any action taken.	
Table 3.6.1	Monitoring of input and output.	
	Methodology and calculations used to estimate the daily volumetric flow rate of treated wastewater outflow from the plant and results of those calculations.	
Table 3.7.1	Process monitoring; treated wastewater quality sent for offsite storage.	
-	Contaminant loading (kg/day and kg/ha/day – monthly average and total annual loading kg/yr and kg/ha/yr) of parameters monitored in Table 3.7.1 (all except pH and <i>E.coli</i> ) for treated wastewater irrigated to the off-site Shire of Morawa town oval and hockey field.	
5.1.3	Compliance	
5.1.4	Complaints summary	

Note 1: Forms are in Schedule 2

- 4.2.2 The Licensee shall ensure that the Annual Environmental Report also contains:
- (a) any relevant process, production or operational data recorded; and
  - (b) an assessment of the information contained within the report against previous monitoring results and Licence limits.



4.2.3 The Licensee shall submit the information in Table 4.2.2 to the CEO according to the specifications in that table.

<b>Table 4.2.2: Non-annual reporting requirements</b>				
<b>Condition or table (if relevant)</b>	<b>Parameter</b>	<b>Reporting period</b>	<b>Reporting date (after end of the reporting period)</b>	<b>Format or form<sup>1</sup></b>
-	Copies of original monitoring reports submitted to the Licensee by third parties	Not Applicable	Within 14 days of the CEOs request	As received by the Licensee from third parties

Note 1: Forms are in Schedule 2

### 4.3 Notification

4.3.1 The Licensee shall ensure that the parameters listed in Table 4.3.1 are notified to the CEO at the Contact Address and in accordance with the notification requirements of the table.

<b>Table 4.3.1: Notification requirements</b>			
<b>Condition or table (if relevant)</b>	<b>Parameter</b>	<b>Notification requirement<sup>1</sup></b>	<b>Format or form<sup>2</sup></b>
-	Taking process equipment offline for maintenance works that may result in increased odour emissions.	No less than 72 hours in advance of works.	None specified
-	Removal of sewage sludge from a treatment pond, wastewater treatment vessel, sewage sludge storage pond or Geobag.	No less than 14 days in advance of works <sup>3</sup> .	
1.3.1 and 2.1.1	Breach of any limit specified in the Licence	Part A: As soon as practicable but no later than 5pm of the next working day. Part B: As soon as practicable.	N1
3.1.5	Calibration report	As soon as practicable.	None specified

Note 1: No notification requirement in the Licence shall negate the requirement to comply with s72 of the Act.

Note 2: Forms are in Schedule 2

Note 3: The following information shall be included: (i) when desludging is proposed to occur, (ii) the desludging method, (iii) action to mitigate potential odour impacts

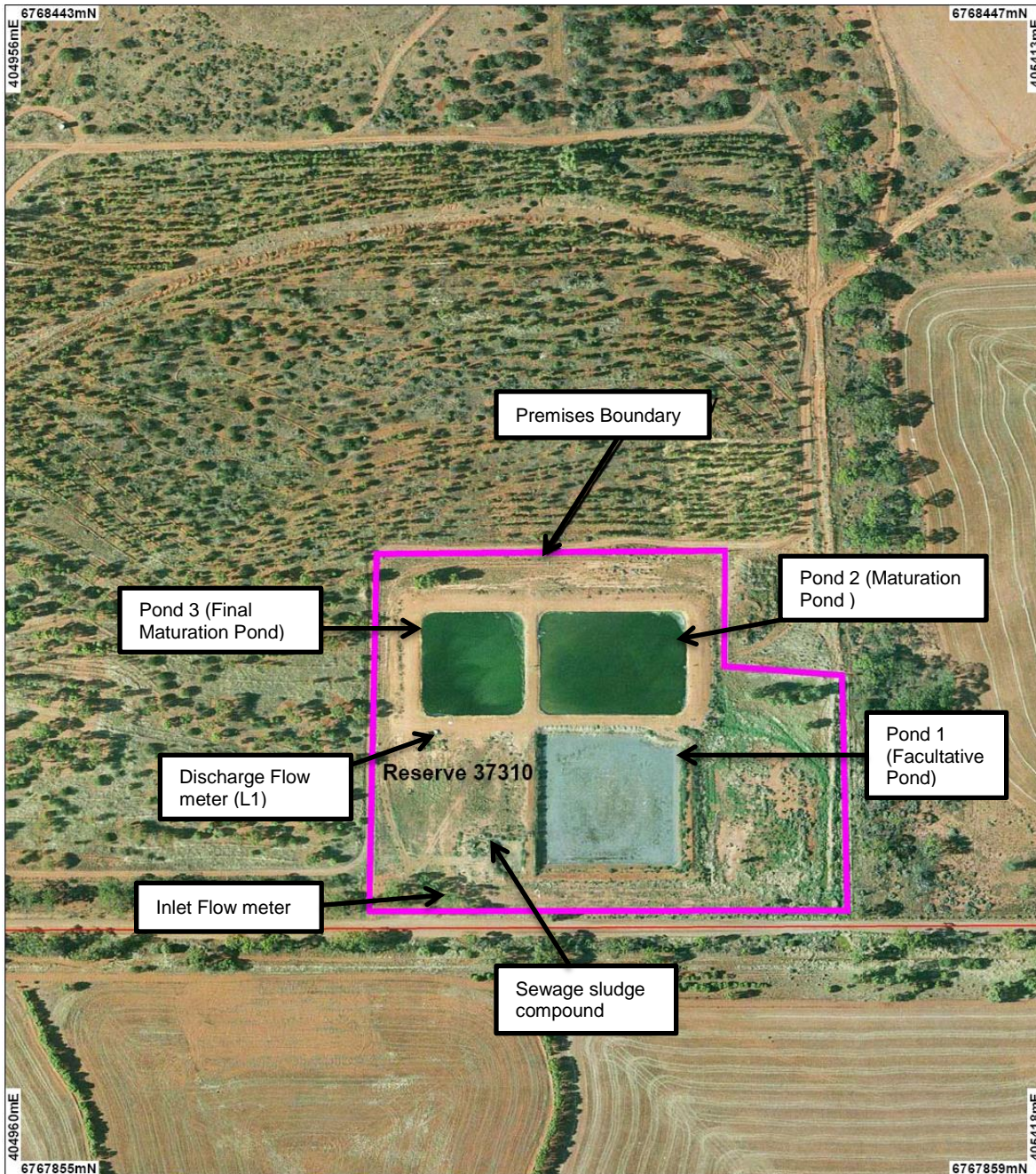




## Schedule 1: Maps

### Premises map

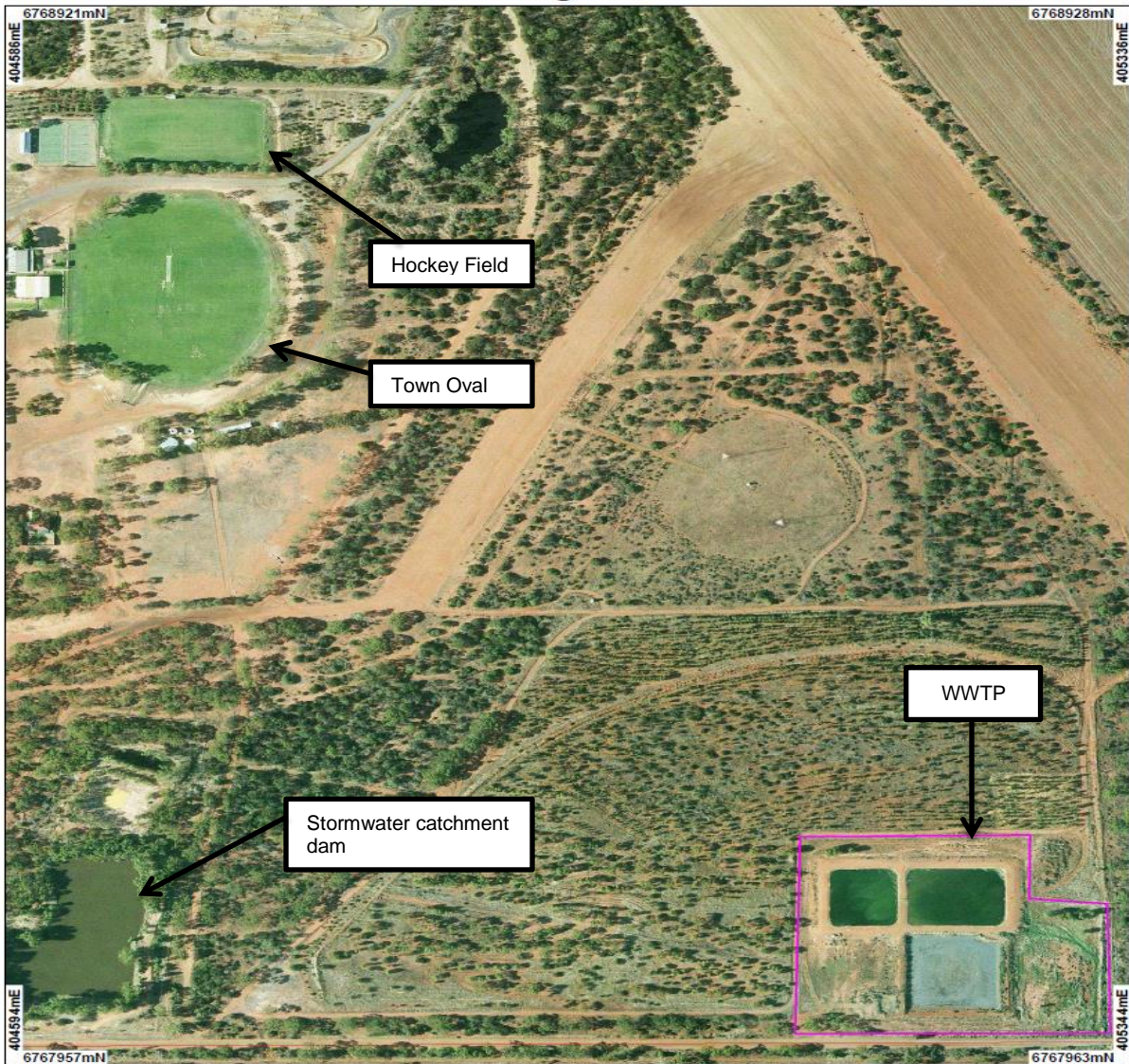
The Premises is shown in the map below. The pink line depicts the Premises boundary.







**Map of off-site storage areas and emission points**

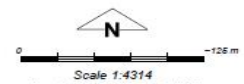


**LEGEND**

- Local Government Authorities
- Swan River Trust Development Control Area
- Road Centrelines

Morawa Townsite 29cm Orthomosaic - Landgate 2006  
Arrowsmith 50cm Orthomosaic - Landgate 2006  
Dongara 50cm Orthomosaic - Landgate 2006

Exmouth Townsite 29cm Orthomosaic - Landgate 2003



Geocentric Datum Australia 1994  
Note: the data in this map have not been projected. This may result in geometric distortion or measurement inaccuracies.

Prepared by: cllnj  
Prepared for:  
Date: 17/03/2014 4:45:42 PM

Information derived from this map should be confirmed with the data custodian acknowledged by the agency acronym in the legend.



\* Project Data. This data has not been quality assured. Please contact map author for details.



## Schedule 2: Reporting & notification forms

These forms are provided for the proponent to report monitoring and other data required by the Licence. They can be requested in an electronic format.

### ANNUAL AUDIT COMPLIANCE REPORT PROFORMA

#### SECTION A LICENCE DETAILS

Licence Number:	Licence File Number:
Company Name: Trading as:	ABN:
Reporting period: _____ to _____	

#### STATEMENT OF COMPLIANCE WITH LICENCE CONDITIONS

1. Were all conditions of the Licence complied with within the reporting period? (please tick the appropriate box)

Yes  Please proceed to Section C

No  Please proceed to Section B

Each page must be initialled by the person(s) who signs Section C of this Annual Audit Compliance Report (AACR).

Initial:







## SECTION C

### SIGNATURE AND CERTIFICATION

This Annual Audit Compliance Report (AACR) may only be signed by a person(s) with legal authority to sign it. The ways in which the AACR must be signed and certified, and the people who may sign the statement, are set out below.

Please tick the box next to the category that describes how this AACR is being signed. If you are uncertain about who is entitled to sign or which category to tick, please contact the licensing officer for your premises.

If the licence holder is		The Annual Audit Compliance Report must be signed and certified:
An individual	<input type="checkbox"/> <input type="checkbox"/>	by the individual licence holder, or by a person approved in writing by the Chief Executive Officer of the Department of Environment Regulation to sign on the licensee's behalf.
A firm or other unincorporated company	<input type="checkbox"/> <input type="checkbox"/>	by the principal executive officer of the licensee; or by a person with authority to sign on the licensee's behalf who is approved in writing by the Chief Executive Officer of the Department of Environment Regulation.
A corporation	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	by affixing the common seal of the licensee in accordance with the <i>Corporations Act 2001</i> ; or by two directors of the licensee; or by a director and a company secretary of the licensee, or if the licensee is a proprietary company that has a sole director who is also the sole company secretary – by that director, or by the principal executive officer of the licensee; or by a person with authority to sign on the licensee's behalf who is approved in writing by the Chief Executive Officer of the Department of Environment Regulation.
A public authority (other than a local government)	<input type="checkbox"/> <input type="checkbox"/>	by the principal executive officer of the licensee; or by a person with authority to sign on the licensee's behalf who is approved in writing by the Chief Executive Officer of the Department of Environment Regulation.
a local government	<input type="checkbox"/> <input type="checkbox"/>	by the chief executive officer of the licensee; or by affixing the seal of the local government.

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. There is a maximum penalty of \$50,000 for an individual or body corporate.

I/We declare that the information in this annual audit compliance report is correct and not false or misleading in a material particular.

SIGNATURE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

NAME:  
(printed) \_\_\_\_\_

NAME:  
(printed) \_\_\_\_\_

POSITION: \_\_\_\_\_

POSITION: \_\_\_\_\_

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

SEAL (if signing under seal)



Licence: L6857/1993/10  
 Form: N1

Licensee: Shire of Morawa  
 Date of breach:

**Notification of detection of the breach of a limit or any failure or malfunction of any pollution control equipment or any incident which has caused, is causing or may cause pollution.**

These pages outline the information that the operator must provide.  
 Units of measurement used in information supplied under Part A and B requirements shall be appropriate to the circumstances of the emission. Where appropriate, a comparison should be made of actual emissions and authorised emission limits.

**Part A**

Licence Number L6857/1993/10	
Name of operator	Shire of Morawa
Location of Premises	Morawa WWTP
Time and date of the detection	

<b>Notification requirements for the breach of a limit</b>	
Emission point reference/ source	
Parameter(s)	
Limit	
Measured value	
Date and time of monitoring	
Measures taken, or intended to be taken, to stop the emission	

<b>Notification requirements for any failure or malfunction of any pollution control equipment or any incident which has caused, is causing or may cause pollution</b>	
Date and time of event	
Reference or description of the location of the event	
Description of where any release into the environment took place	
Substances potentially released	
Best estimate of the quantity or rate of release of substances	
Measures taken , or intended to be taken, to stop any emission	
Description of the failure or accident	



## Part B

Any more accurate information on the matters for notification under Part A.	
Measures taken, or intended to be taken, to prevent a recurrence of the incident.	
Measures taken, or intended to be taken, to rectify, limit or prevent any pollution of the environment which has been or may be caused by the emission.	
The dates of any previous N1 notifications for the Premises in the preceding 24 months.	

Name	
Post	
Signature on behalf of Shire of Morawa	
Date	



# Decision Document

## *Environmental Protection Act 1986, Part V*

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**Proponent:** Shire of Morawa

**Licence:** L6857/1993/10

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**Registered office:** 26 Windfield Street  
MORAWA WA 6623

**Premises address:** Morawa Wastewater Treatment Plant  
Reserve 37310, Stokes Road  
MORAWA WA 6623  
Being Lot 464 on Plan 221075

**Issue date:** Thursday, 3 April 2014

**Commencement date:** Saturday, 5 April 2014

**Expiry date:** Friday, 4 April 2019

### Decision

Based on the assessment detailed in this document the Department of Environment Regulation (DER), has decided to issue an amended licence. DER considers that in reaching this decision, it has taken into account all relevant considerations.

Decision Document prepared by:

C. Conway-Physick  
Licensing Officer

Decision Document authorised by:

S. Checker  
Delegated Officer



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## 1 Purpose of this Document

This decision document explains how DER has assessed and determined the application and provides a record of DER's decision-making process and how relevant factors have been taken into account. Stakeholders should note that this document is limited to DER's assessment and decision making under Part V of the *Environmental Protection Act 1986*. Other approvals may be required for the proposal, and it is the proponent's responsibility to ensure they have all relevant approvals for their Premises.



## 2 Administrative summary

Administrative details		
Application type	Works Approval <input type="checkbox"/>	
	New Licence <input type="checkbox"/>	
	Licence amendment <input checked="" type="checkbox"/>	
	Works Approval amendment <input type="checkbox"/>	
Activities that cause the premises to become prescribed premises	<b>Category number(s)</b>	<b>Assessed design capacity</b>
	54 – Sewage facility	150 cubic metres per day
Application verified	Date: N/A	
Application fee paid	Date: N/A	
Works Approval has been complied with	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Compliance Certificate received	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Commercial-in-confidence claim	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Commercial-in-confidence claim outcome	N/A	
Is the proposal a Major Resource Project?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Was the proposal referred to the Environmental Protection Authority (EPA) under Part IV of the <i>Environmental Protection Act 1986</i> ?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Is the proposal subject to Ministerial Conditions?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Does the proposal involve a discharge of waste into a designated area (as defined in section 57 of the <i>Environmental Protection Act 1986</i> )?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Is the Premises within an Environmental Protection Policy (EPP) Area	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If Yes include details of which EPP(s) here.		
Is the Premises subject to any EPP requirements?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If Yes, include details here, eg Site is subject to SO <sub>2</sub> requirements of Kwinana EPP.		





### 3 Executive summary of proposal and assessment

This partial Decision Document relates to a proposed Licence amendment initiated by DER as a result of issues identified within the 2015 Annual Environmental Report assessment. It includes an assessment of monitoring parameters for process emissions, reassessment of maps and administrative changes to the REFIRE version 2.8 template.

The Morawa Waste Water Treatment Plant (WWTP) consists of a primary, secondary and tertiary treatment pond system with an ingress splitter chamber and gravity overflow connections between the ponds. The ponds have a total storage capacity of more than 58,000 cubic metres (m<sup>3</sup>). All ponds are clay / Medium Density Polyethylene (MDPE) lined with stone pitching around the surface splash zone.

Once the required retention time (approximately 65 days) has been achieved, treated wastewater from the tertiary pond is pumped to a nearby off-site stormwater catchment dam situated approximately 450 metres west of the WWTP. Water samples are collected six monthly from the tertiary treatment pond to determine water quality characteristics (physical, biochemical, nutrients and pathogens) of wastewater being sent off-site for storage and subsequent reuse (irrigation).

Wastewater (approximately 2100m<sup>3</sup> per annual period) sent to the catchment dam is then pumped to a water reuse holding tank, and used for irrigation on the town oval and hockey field. Water samples are collected monthly from the reuse holding tanks to ensure the quality meets requirements as detailed in the Department of Health (DoH) *Guidelines for the Non-potable Uses of Recycled Water In Western Australia* (DoH, August 2011). Wastewater stored in the catchment dam is likely to be diluted to some extent throughout wet periods of the year depending on the level of stormwater inputs to the catchment dam.

The WWTP is within a secured fenced area approximately 120 metres wide by 120 metres long and is located east of the Morawa town centre on Reserve 37310. A large buffer of remnant vegetation surrounds the WWTP with the nearest sensitive receptor approximately 1km away.

No rivers, creeks or other water bodies occur within the immediate vicinity of the WWTP. The closest known water body is the Yarra Yarra salt lake system located approximately 4 km south of the WWTP. Depth to groundwater at the premises is unknown but a desktop assessment of a bore (Site Id. 20044668) approximately 1.1km south west of the premises, showed groundwater to be 13.7 m below ground level (BGL). Groundwater at this bore was considered as 'unfit for livestock' use.

The main potential risk from emissions is discharges of treated wastewater from the site via irrigation to the town oval and hockey field.



## 4 Decision table

All applications are assessed in line with the *Environmental Protection Act 1986*, the *Environmental Protection Regulations 1987*, and DER's Operational Procedure on Assessing Emissions and Discharges from Prescribed Premises. Where other references have been used in making the decision they are detailed in the decision document.

DECISION TABLE			
Licence section	Condition number L= Licence	Justification (including risk description & decision methodology where relevant)	Reference documents
Odour	N/A	<p>Condition 2.7.1 of the old Licence format has been removed from the amended Licence. The risk of odour emissions from the premises is considered low risk with there being no sensitive receptors adjoining the premises or within 1 km of the facility. A large buffer of remnant native vegetation exists around the premises as well.</p> <p>In accordance with DER policy odour for low risk premises is addressed under the provisions of the <i>Environmental Protection Act, 1986</i>, Section 49.</p>	General provisions of the <i>Environmental Protection Act, 1986</i> .
Premises operation	L1.3.5	<p>Condition 1.3.5 (b) has been amended to require the Licensee to ensure that the freeboard at the premises is maintained at 300mm in place of being a target. All target parameters have been removed from the premises Licence as it is considered a low risk premises.</p> <p>Discussions were conducted with the Licensee (Project Officer - John Elliot) to confirm this change.</p>	General provisions of the <i>Environmental Protection Act, 1986</i> .
Monitoring general	L2.1.2	An administrative change has been included to define the monitoring frequency definitions proposed within the Licence, condition 2.1.2. Monitoring is already taking place at the premises for relevant parameters.	
Monitoring of inputs and outputs	L2.2	Condition 3.6 of the old format Licence has been replaced with condition 2.2 in the new format amended Licence for monitoring of inputs and outputs.	
Process monitoring	L2.3	<p>Condition 3.7 of the old format Licence has been replaced by condition 2.3 of the new format amended Licence for process monitoring.</p> <p>Condition 2.3.1 Table has been updated to include <i>E. coli</i> in place of thermotolerant coliforms (as previously identified) and additional administrative</p>	



DECISION TABLE			
Licence section	Condition number L= Licence	Justification (including risk description & decision methodology where relevant)	Reference documents
		changes with notations relating to the table. As the premises is discharging treated wastewater from the premises for the purposes of irrigation onto public open spaces/ sports areas, the inclusion of monitoring for <i>E. coli</i> is considered acceptable.	
Improvements	L3.1	<p><b>Operation</b></p> <p><u>Emission Description</u>  <i>Emission:</i> Treated wastewater from pond 3 is discharged to a Shire storage dam outside of the premises boundary for later reuse at the town oval and hockey field.  <i>Impact:</i> Irrigation of treated wastewater will increase nutrient loading to the town oval and hockey field with potential contamination of groundwater. Discharge volumes are low and treated wastewater is irrigated to a grassed area to assist with nutrient uptake as well as being periodically shandied with freshwater. Given the depth to groundwater is more than 13 mBGL, and the fact that groundwater use is not part of the recharge zone for drinking water reserve and is not utilised within the immediate area, the consequences of leachate impacting groundwater is reduced.  <i>Controls:</i> Treated wastewater is discharged from the premises to a storage dam for additional retention time and shandying with rainwater supply to dilute nutrient load. The premises holds a DoH approval (E68/00000) for discharge to the oval with set compliance values it is required to meet. No nutrient management strategy is currently in operation.</p> <p><u>Risk Assessment</u>  <i>Consequence:</i> Minor  <i>Likelihood:</i> Possible  <i>Risk Rating:</i> Moderate</p> <p><u>Regulatory Controls</u>            The Shire does not have a nutrient management strategy in place for the town oval or hockey field. A DER assessment of the nutrient loading to the town oval</p>	<p>General provisions of the <i>Environmental Protection Act 1986</i>.</p> <p>'Australian guidelines for sewerage systems, 1997.'</p>



DECISION TABLE			
Licence section	Condition number L= Licence	Justification (including risk description & decision methodology where relevant)	Reference documents
		<p>and hockey field determined that, based on 5693m<sup>3</sup> discharge to the 2.6 hectare irrigation area, TN loading annually is 76.66kg/ ha and TP loading is 17.09kg/ ha. An improvement condition has been included within section 3.1 of the amended Licence to address nutrient management.</p> <p>There are no sensitive water source areas within 500m of the premises.</p> <p><u>Residual Risk</u> <i>Consequence:</i> Minor <i>Likelihood:</i> Unlikely <i>Residual Risk Rating:</i> Moderate</p>	
<b>Information</b>	L4.2.3	<p>Section 5 of the old format Licence has been amended to Section 4 of the new format Licence.</p> <p>Condition 4.2.3 has been included as an administrative requirement for the submission of third party reports for the premises.</p>	
<b>Licence Duration</b>	N/A	<p>The Licence has been approved for a period of five years and will expire on 4 April 2019. Licence duration has not been reassessed as part of this amendment process.</p>	



## 5 Advertisement and consultation table

Date	Event	Comments received/Notes	How comments were taken into consideration
13/05/2015	Application referred to interested parties listed.	Department of Water emailed for comment regarding the premises operation and pending amendment to the current Licence. Nil response received.  Department of Health emailed (received 05/06/15) for copy of "Recycled Water Scheme Approval" and a letter of improvements required by the Shire for irrigation at the Oval.	N/A  Confirmed parameters within amendment align to DoH requirements. DoH has asked the Shire for additional improvements at the premises.
09/07/2015	Proponent sent a copy of draft instrument	Response received back from proponent on 21/07/2015 and 28/07/2015. No comments received. Signed waiver received.	N/A



## 6 Risk Assessment

*Note: This matrix is taken from the DER Corporate Policy Statement No. 07 - Operational Risk Management*

**Table 1: Emissions Risk Matrix**

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Severe
Almost Certain	Moderate	High	High	Extreme	Extreme
Likely	Moderate	Moderate	High	High	Extreme
Possible	Low	Moderate	Moderate	High	Extreme
Unlikely	Low	Moderate	Moderate	Moderate	High
Rare	Low	Low	Moderate	Moderate	High