



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:	L6831/1997/12	Licence file number:	DER2017/000540-1
Licence holder name:	Shire of Collie		
Trading as:	Gibbs Road Class II Putrescible Landfill Site		
ACN:	633-00 150707859 ABN 80581297683		
Registered business address:	87 Throssell Street, Collie WA 6225		
Reporting period:	01 / 01 / 2024 to 31 / 12 / 2024		

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
62 – Solid Waste Depot	520.43 tonnes
64 – Class II or Class III putrescible landfill site	4,954 tonnes (excluding 21,938 tonnes of clean fill accepted for capping and cover material).

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:		Date(s) of non-compliance:	2024
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Details of non-compliance:

1. Stockpile of Construction and Demolition (C&D) waste outside designated landfill zone.
2. Not covering landfill waste on a daily basis.
3. Compaction of waste not meeting licence parameters.
4. Discharge/run-off from south side of landfill area.
5. Location of tyres stored less than 18m from combustible material and building.
6. Not all paints stored on an impervious self-bunded pallet.
7. Green waste contaminated with non-green waste contaminants.
8. Construction & Demolition (C&D) crushed and utilised onsite.
9. Incorrect list of accepted waste and contact details outlined on entrance sign.
10. Boundary fence not replaced with secure fencing.
11. Wind-blown litter not picked up weekly.
12. Dust suppression is not being carried out.

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.

1. Potential contamination to soil.
2. Potential odour; wind-blown rubbish; transmission of disease from attracted rodents/birds; increase fire risk.
3. Potential for enhanced leachate production; odour; pest problems and increased risk of fires.
4. Potential contamination to soil and water bodies.
5. Increase risk of fire and therefore air quality.
6. Potential contamination to soil.
7. Potential contamination to soil and air quality.
8. Potential contamination to soil.
9. Potential danger to people and the environment due to hazardous materials being left onsite without declaration.
10. Potential risk to the public as access is not secure. Potentially contributing to increased access after hours access by the public.
11. Potential for litter to blow offsite.
12. Increase risk of dust crossing the boundary.

Cause (or suspected cause) of non-compliance:

1. Previously advised that stockpile area for C&D was suitable.
2. Shire owned compactor decommissioned. Relying on contractor to perform compaction. Contractor not available seven (7) days a week.
3. Poor compaction from previous contractor.
4. Poor compaction from previous contractor.

Section E – Details of non-compliance with licence condition

5. Staff unaware this was a non-compliance practice.
6. Trespassing outside operating hours resulting in displacement of paints.
7. Contamination from community users and no checks for contamination before transport to the green waste storage area.
8. Staff unaware this was a non-compliant practice.
9. Signage has not been reviewed following licence amendments.
10. Boundary fencing has not been replaced with adequate fencing. Rocks, logs and sand have been used as an alternative.
11. Staff not carrying out regular litter pickup.
12. Staff not collecting water cart daily and water areas.

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

1. Area has been surveyed and data prepared for Council review in 2025. Small C&D pieces transported directly to landfill site.
2. Tender to purchase new landfill compactor actioned in 2024. New machine to arrive onsite in 2025.
3. Tender to purchase new landfill compactor actioned in 2024. New machine to arrive onsite in 2025.
4. More efficient compaction from new compactor arriving onsite in 2025.
5. Tyres moved to a location more than 18m from hazardous material and buildings infrastructure.
6. Additional purchase of bunded pallets to service more surface area in front of the paint storage receptable.
7. Removal of contaminated green waste to landfill and public education. Staff more acutely aware of potential contamination.
8. Staff informed of licence requirements. Crushing and reuse onsite has ceased.
9. Entrance signage updated and ordered. Installation early in 2025.
10. Director of Operations and Environment & Waste Coordinator are costing the replacement of fencing.
11. A daily litter picking schedule has been implemented, with all staff involved. Litter status embedded into fortnightly compliance checklist.
13. Water cart usage has been scheduled with the Works Department, to ensure daily watering of areas requiring dust suppression. Flexibility to water multiple times per day, on days with high winds / heat. Environment & Waste Coordinator and Parks Supervisor planning the installation of a sprinkler system for the general and green-waste pad areas.

Was this non-compliance previously reported to DWER?

☐ Yes, and Yes during a requested site initiated by Environment & Waste Coordinator at the last quarter of 2024.

☐ 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 particular¹.

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

Signature ² :		Signature:	
Name: (printed)		Name: (printed)	
Position:		Position:	
Date:	23/01/25	Date:	31/1/25
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.