



## 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](mailto: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:	L8747/2013/1	Licence file number:	2013/001944
Licence holder name:	Shire of Boddington		
Trading as:	Shire of Boddington		
ACN:	N/A		
Registered business address:	39 Bannister Road, Boddington WA 6390		
Reporting period:	30/06/2021 to 30/06/2022		

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)
<input type="checkbox"/> Yes – please complete: <ul style="list-style-type: none"><li>• section C;</li><li>• section D (if required); and</li><li>• sign the declaration in Section F.</li></ul>
<input checked="" type="checkbox"/> No – please complete: <ul style="list-style-type: none"><li>• section C;</li><li>• section D (if required);</li><li>• section E; and</li><li>• sign the declaration in Section F.</li></ul>

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 64 Class II putrescible waste	538 tonnes from kerbside collection (see attached Avon Waste Report 2021/2022)  Estimated 1357m <sup>3</sup> from local disposal

**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 61 Liquid Waste	0

**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:	1.3.4	Date(s) of non-compliance:	13/10/2021
---------------	-------	----------------------------	------------

Details of non-compliance:

DWER conducted an Environmental Inspection Report. During the time of inspection, waste was not levelled and compacted.

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.

Active tipping area waste was not levelled and compacted. Waste is not fully contained in cell. Low environmental impact. No complaints received regarding windblown waste.

Refer to Photographs 6 and 7 in DWER Environmental Inspection Report (Reference 2013/001944-1).

Cause (or suspected cause) of non-compliance:

The inspection was undertaken on a Wednesday, our town rubbish is collected and delivered to the Refuse Facility on Tuesdays and pushed up to make room for the truck. The next open day for the Refuse Facility is Thursday when the rubbish is levelled, compacted and covered.

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

The active tip face is levelled, compacted and covered at the end of each working week (scheduled for Thursdays) with approximately 100mm of clean fill.

To prevent recurrence of noncompliance a site inspection is completed by the Manager of Works and Services on a 6 monthly basis.

Was this non-compliance previously reported to DWER?

Yes, and

Reported to DWER verbally

Date: / /

**Section E – Details of non-compliance with licence condition**

Reported to DWER in writing

Date: / /

**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:

1.3.5

Date(s) of non-compliance:

13/10/2021

Details of non-compliance:

DWER conducted an Environmental Inspection Report. During the time of inspection, it was observed sufficient stockpiles of cover were stored at the premises. Putrescible waste was not covered at the time of inspection.

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.

Putrescible waste was not covered at the time of inspection. Waste is not fully contained in cell. Low environmental impact. No complaints received regarding windblown waste.

Refer to Photographs 8 and 9 in DWER Environmental Inspection Report (Reference 2013/001944-1).

Cause (or suspected cause) of non-compliance:

Waste was scheduled to be covered and compacted the following day of the inspection.

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

The active tip face is compacted and covered at the end of each working week (scheduled for Thursdays) with roughly 100mm of soil.

To prevent recurrence of noncompliance a site inspection is completed by the Manager of Works and Services on a 6 monthly basis.

Was this non-compliance previously reported to DWER?

Yes, and

Reported to DWER verbally

Date: / /

Reported to DWER in writing

Date: / /

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:	1.3.15	Date(s) of non-compliance:	13/10/2021
Details of non-compliance:			
<p>DWER conducted an Environmental Inspection Report. During the time of inspection it was observed:</p> <ul style="list-style-type: none"> <li>- 500mm free board is not maintained in liquid waste pond; and,</li> <li>- A large volume of vegetation and floating debris in pond surface and inner pond embankment.</li> </ul>			
<p>What was the actual (or suspected) environmental impact of the non-compliance?</p> <p><b>NOTE</b> – please attach maps or diagrams to provide insight into the precise location of where the non-compliance took place.</p>			
<p>No identified environmental impact. Ponds did not overflow. The ponds were closed in July 2021 as the freeboard of 500mm was reached, an exceptionally wet year was experienced and the pond filled with rainwater.</p> <p>Refer to Photographs 12 to 14 in DWER Environmental Inspection Report (Reference 2013/001944-1).</p>			
Cause (or suspected cause) of non-compliance:			
Heavy rainfall and extreme weather events.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:?			
<p>No liquid waste has been accepted onsite until pond levels are at a manageable level.</p> <p>To prevent recurrence of noncompliance a site inspection is completed by the Manager of Works and Services on a 6 monthly basis.</p>			
Was this non-compliance previously reported to DWER?			
<input type="checkbox"/> Yes, and			
<input type="checkbox"/> Reported to DWER verbally	Date: / /		
<input type="checkbox"/> Reported to DWER in writing	Date: / /		

Section E – Details of non-compliance with licence condition			
Please use a separate page for each condition with which the licence holder was non-compliant at a time during the reporting period.			
Condition no:	5.1.3	Date(s) of non-compliance:	13/10/2021



**Section E – Details of non-compliance with licence condition**

Details of non-compliance:

The AACR for the reporting period 18 July 2022 to 17 July 2021 was submitted without the required information.

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.

AACR report submitted without the required information. No known environmental impact.

Refer to DWER Environmental Inspection Report (Reference 2013/001944-1).

Cause (or suspected cause) of non-compliance:

Staff changes in the organization occurred, new staff were unaware of the reporting requirements.

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

New Manager of Works and Service to ensure AACR report is submitted each year. New staff contact details have been updated with the DWER.

New Environmental Health Officer contact details provided to DWER as a secondary contact.

Was this non-compliance previously reported to DWER?

Yes, and

Reported to DWER verbally

Date: / /

Reported to DWER in writing

Date: / /

**Section E – Details of non-compliance with licence condition**

Please use a separate page for each condition with which the licence holder was non-compliant at a time during the reporting period.

Condition no:	5.2.1 & 5.2.2	Date(s) of non-compliance:	13/10/2021
---------------	---------------	----------------------------	------------

Details of non-compliance:

**Section E – Details of non-compliance with licence condition**

The AER report for the reporting period 18 July 2020 to 17 July 2021 was not submitted.

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.

The AER report was not submitted. No known environmental impacts.

Refer to DWER Environmental Inspection Report (Reference 2013/001944-1).

Cause (or suspected cause) of non-compliance:

Staff changes in the organization occurred, new staff were unaware of the reporting requirements.

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

New Manager of Works and Service to ensure AER report is submitted each year. New staff contact details have been updated with the DWER.

New Environmental Health Officer contact details provided to DWER as a secondary contact.

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 / 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<sup>1</sup>.

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

Signature <sup>2</sup> :	[Redacted]	Signature:	[Redacted]
Name: (printed)	[Redacted]	Name: (printed)	[Redacted]
Position:	[Redacted]	Position:	[Redacted]
Date:	9/8/22	Date:	9/8/2022
Seal (if signing under seal):			

<sup>1</sup> 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.

<sup>2</sup> 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.