

## A. Statement of Compliance - Licence Details

**ALL Licence holders must check that the Licence details in Section A are correct.**

If there are changes to any of these details, **you must advise Environment Protection Authority (EPA) and apply as soon as possible for a variation to your Licence or for a Licence transfer.**

Licence variation and transfer application forms are available on the EPA website at: <http://www.epa.nsw.gov.au/licensing-and-regulation/licensing> or from regional offices of the EPA, or by contacting by telephone 02 9995 5700.

If you are applying to vary or transfer your Licence, you must still complete and submit this Annual Return.

### A1. Licence holder

**Licence number** : 2522  
**Licence holder** : BYRON SHIRE COUNCIL  
**Trading name (if applicable)** :  
**ABN** : 14 472 131 473  
**ACN** :  
**Reporting period** : From: 27-4-2023 To: 26-4-2024

### A2. Premises to which Licence Applies (if applicable)

**Common name (if any)** : BANGALOW SEWAGE TREATMENT WORKS  
**Premises** : DUDGEONS LANE BANGALOW 2479 NSW

### A3. Activities to which Licence Applies

Sewage treatment

### A4. Other Activities (if applicable)

### A5. Fee-Based Activity Classifications

**Note** that the fee based activity classification is used to calculate the administrative fee.

Fee-based activity	Activity scale	Unit of measure
Sewage treatment processing by small plants	> 219.00 - 1,000.00	ML annual maximum volume of discharge

### A6. Assessable Pollutants (if applicable)

**Note** that the identification of assessable pollutants is used to calculate the **load-based fee**. The following assessable pollutants are identified for the fee-based activity classifications in the licence:

### Sewage treatment processing by small plants

- BOD (Enclosed Water)
- Nitrogen (total) (Enclosed Water)
- Oil and Grease (Enclosed Water)
- Phosphorus (total) (Enclosed Water)
- Total suspended solids (Enclosed Water)

## B. Monitoring and Complaints Summary

### B1. Number of Pollution Complaints

Pollution Complaint Category	Complaints
Air	1
Water	7
Noise	0
Waste	0
Other	0
<b>Total complaints recorded by the licensee during the reporting period</b>	<b>8</b>

### B2. Concentration Monitoring Summary

For each concentration monitoring point identified in your licence, details are displayed below. If concentration monitoring is not required by your licence, **no data** will appear below.

If data was provided from an uploaded file, the file name will be displayed below instead of any data.

**Note** that this does not exclude the need to conduct appropriate concentration monitoring of assessable pollutants as required by load-based licensing (if applicable).

#### Monitoring Point 4

**Effluent quality monitoring, Within the Bangalow STP laboratory as described in Byron Shire Council's letter of 04 September 2023 (DOC23/806984)**

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Biochemical oxygen demand	milligrams per litre	26	26	<1	0.9	2.7
Faecal Coliforms	colony forming units per 100 millilitres	26	26	<1	3	14



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Nitrogen (ammonia)	milligrams per litre	26	26	<0.02	0.32	4.33
Nitrogen (total)	milligrams per litre	26	26	1.02	3.29	8.44
Oil and Grease	milligrams per litre	26	26	<2	1.2	3.0
pH	pH	26	26	6.9	7.1	7.4
Phosphorus (total)	milligrams per litre	26	26	0.02	0.05	0.13
Total suspended solids	milligrams per litre	26	26	<1	0.8	6.0

### B3. Volume or Mass Monitoring Summary

For each volume or mass monitoring point identified in your licence, details are displayed below. If volume or mass monitoring is not required by your licence, **no data** will appear below.

If data was provided from an uploaded file, the file name will be displayed below instead of any data.

**Note** that this does not exclude the need to conduct appropriate volume or mass monitoring of assessable pollutants are required by load-based licensing (if applicable).

#### Monitoring Point 2

Total volume monitoring, Marked as 'inlet sample point' on site plan drawing number WT1180M020 supplied on 12/9/07

Unit of measure	Frequency	No. of measurements made	Lowest result	Mean result	Highest result
kilolitres per day	Daily	303	155	465	2322

#### Discharge & Monitoring Point 3

Volume Monitoring [Effluent Reuse], As shown on Bangalow STW Treatment Process Diagram [refer EPA Site No. 3] attached to Council's Email dated 23 May 2005.

Unit of measure	Frequency	No. of measurements made	Lowest result	Mean result	Highest result
kilolitres per day	Daily	366	0	0	0

#### B3 Mass Monitoring Comments

EPA P2 - see non-compliance regarding flow data, EPA P3 - Effluent Reuse System not in use in License year

## C. Statement of Compliance - Licence Conditions

### C1. Compliance with Licence Conditions



Were all conditions of the licence complied with (including monitoring and reporting requirements)?	No
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## C2. Details of Non-Compliance with Licence

<b>Licence condition number not complied with ▼</b>
Non-Compliance: M7.1 – Requirement to Monitor Volume – EPA2
<b>Summary of particulars of the non-compliance ▼</b>
Loss of inflow data - Inflow meter failed to register flow data.
<b>Further details on particulars of non-compliance, if required ▼</b>
<b>Number of times occurred ▼</b>
1
<b>Date(s) when the non-compliance occurred, if applicable ▼</b>
23/11/2023 to 2/1/2024
<b>Cause of non-compliance ▼</b>
Meter supplier came to site to do carry out meter verification. In this kind of older Mag Master meter, verification required manual entry of commands via a laptop. The service technician did not switch from simulation mode back to the process output after a verification finished. This was not noticed by Council staff for some time.
<b>Action taken or that will be taken to mitigate any adverse effects of the non-compliance ▼</b>
Council electrician was sent to rectify by connecting to meter via laptop and switching it back to process mode.  For load calculations; In line with the Load Calculation Protocol (June 2009) for continuous data missing >20%. Action B Threshold applied - replace missing data with mean of data obtained over previous 12 months plus 20%.
<b>Action taken or that will be taken to prevent a recurrence of the non-compliance ▼</b>
SCADA alarms have been set up for all Inlet flow meters at the STP. In future so if zero flow is seen a critical alarm is issued.
<b>Uploaded Document Name ▼</b>
<b>Uploaded Document Description ▼</b>

## D. Statement of Compliance - Load Based Fee Calculation



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If you are not required to monitor assessable pollutants by your licence, **no data** will appear below.

If assessable pollutants have been identified on your licence, the following worksheets for each assessable pollutant will determine your load based fee for the licence fee period to which this Annual Return relates.

**Loads of assessable pollutants must be calculated using any of the methods provided in EPA's Load Calculation Protocol for the relevant activity.** A Load Calculation Protocol would have been already sent to you with your licence. If you require additional copies, you can download the Protocol from the EPA's website or you can contact us on telephone 02 9995 5700.

You are required to keep all records used to calculate licence fees for four years after the licence fee was paid or became payable, whichever is the later date.

Assessable Pollutant		Assessable Load	Actual Load	Pollutant Fee
<b>BOD discharged to Enclosed Water</b>		<b>142.0</b>	<b>142.0</b>	<b>\$0.76</b>
Load based licence activity	Actual quantity	Actual load (Calculation method)	Weighted Load (Calculation method)	Agreed load
Sewage treatment processing by small plants	170	142 (Source monitoring, Method: APHA 5210B)		
<b>Nitrogen (total) discharged to Enclosed Water</b>		<b>537.0</b>	<b>537.0</b>	<b>\$66.36</b>
Load based licence activity	Actual quantity	Actual load (Calculation method)	Weighted Load (Calculation method)	Agreed load
Sewage treatment processing by small plants	170	537 (Source monitoring, Method: APHA 4500-N)		
<b>Oil and Grease discharged to Enclosed Water</b>		<b>203.0</b>	<b>203.0</b>	<b>\$80.71</b>
Load based licence activity	Actual quantity	Actual load (Calculation method)	Weighted Load (Calculation method)	Agreed load
Sewage treatment processing by small plants	170	203 (Source monitoring, Method: APHA 5520 D)		
<b>Phosphorus (total) discharged to Enclosed Water</b>		<b>8.0</b>	<b>8.0</b>	<b>\$29.23</b>
Load based licence activity	Actual quantity	Actual load (Calculation method)	Weighted Load (Calculation method)	Agreed load
Sewage treatment processing by small plants	170	8 (Source monitoring, Method: APHA 4500-P)		



<b>Total suspended solids discharged to Enclosed Water</b>		<b>138.0</b>	<b>138.0</b>	<b>\$57.83</b>
Load based licence activity	Actual quantity	Actual load (Calculation method)	Weighted Load (Calculation method)	Agreed load
Sewage treatment processing by small plants	170	138 (Source monitoring, Method: APHA 2540 D)		

## E. Statement of Compliance - Requirement to Prepare PIRMP

<b>Have you prepared a Pollution Incident Response Management Plan (PIRMP) as required under section 153A of the Protection of the Environment Operations (POEO) Act 1997?</b>	<b>Yes</b>
Is the PIRMP available at the premises?	<b>Yes</b>
Is the PIRMP available in a prominent position on a publicly accessible website?	<b>Yes</b>
Address of the web page where the PIRMP can be accessed ▼	
<a href="https://www.byron.nsw.gov.au/Services/Water-and-sewer/Sewer/Pollution-Incident-Response">https://www.byron.nsw.gov.au/Services/Water-and-sewer/Sewer/Pollution-Incident-Response</a>	
Has the PIRMP been tested?	<b>Yes</b>
The PIRMP was last tested on	<b>1-7-2023</b>
Has the PIRMP been updated?	<b>No</b>
Number of times the PIRMP was activated in this reporting period?	<b>0</b>
The PIRMP was activated on	

## F. Statement of Compliance - Requirement to Publish Pollution Monitoring Data

<b>Are there any conditions attached to your licence that require pollution monitoring to be undertaken as required under section 66(6) of the Protection of the Environment Operations (POEO) Act 1997?</b>	<b>No</b>
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## G. Statement of Compliance - Environment Management System and Practices

<b>Do you have an ISO 14001 certified Environmental Management System (EMS) OR any other system that EPA considers is equivalent to the accountability, procedures, documentation and record keeping requirements of an ISO 14001 certified EMS?</b>	<b>No</b>
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Have you conducted an assessment of your activities and operations to identify the aspects that have a potential to cause environmental impacts and implemented operational controls to address these aspects?	Yes
Have you established and implemented an operational maintenance program, including preventative maintenance?	Yes
Do you keep records of regular inspections and maintenance of plant and equipment?	Yes
Do you conduct regular (at least yearly) environmental audits at the premises that are conducted by a competent and independent person?	No
Have you undertaken an independent environmental audit covering documented environmental practices, procedures and systems in place during the annual return period?	No
Have you established and implemented an environmental improvement or management plan?	No
Do you train staff in environmental issues that may arise from your activities and operations at the premises and keep records of this?	Yes

## H. Signature and Certification

**This Annual Return may only be signed by person(s) with legal authority to sign it as set out in following categories: an Individual, a Company, a Public authority or a Local council.**

**It is an offence under section 66 of the Protection of the Environment Operations Act 1997 to supply any information in this form that is false or misleading in a material respect, or to certify a statement that is false or misleading in a material respect. There is a maximum penalty of \$250,000 for a corporation and \$120,000 for an individual.**

I/We

- declare that the information in the Monitoring and Complaints Summary in Section B of this Annual Return application is correct and not false or misleading in a material respect, and
- certify that the information in the Statement and Compliance in sections A, C, D, E, F, G and H and any other pages attached to Section C is correct and not false or misleading in a material respect.

### Signed by: General Manager

<b>Name</b>	Mark Arnold
<b>Position</b>	General Manager
<b>Email Address</b>	MArnold@byron.nsw.gov.au
<b>Phone Number</b>	0266267155

<b>Signature</b>	
<b>Name</b>	



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<b>Position</b>	
<b>Date</b>	/ /
<b>Declaration</b>	
<p>I declare that the information in the <b>Monitoring and Complaints Summary</b> in section B of this Annual Return is correct and not false or misleading in a material respect, and</p>	
<p>I certify that the information in the <b>Statement of Compliance</b> in section A,C,D,E,F and G and any pages attached to Section C is correct and not false or misleading in a material respect.</p>	