

## ANNUAL RETURN

Information on this form is required in accordance with the conditions of your licence or approval issued under part 5 of the *Waste Management and Pollution Control Act* or part 7 of the *Water Act*.

Failure to provide the information requested on this form and/or the provision of false or misleading information is an offence under the legislation and you may be liable to heavy penalties.

<b>LICENCE/APPROVAL NO.</b>	EPL298
<b>REPORTING PERIOD</b>	1/7/2020-30/6/2021

### Section 1. Licence/Approval Holder Details

Please check your business details and contact details including 24 hour emergency response in NT EPA online and/or on page one of your licence.

Are these details correct?

Yes      Go to Section 2

No      Please correct your details by updating in NT EPA Online or complete the table below.

<b>Licence holder</b>	
Legal Entity Name:	Katherine Town Council
ABN:	47836889865
Registered Business Address:	24 Stuart Highway Katherine NT
Postal Address:	PO Box 1071 Katherine NT 0851
Contact Person:	Brendan Pearce
Position Title:	Director Infrastructure & Environment
Contact Details:	
b/h:	08 8972 5500
mobile:	
email:	brendan.pearce@ktc.nt.gov.au
<b>Location of premises</b>	
Address:	40 Novis Quarry Rd Cossack NT
<b>24 hour emergency response</b>	
Position Title:	Waste Management Coordinator
phone:	08 8971 2014
mobile:	0448 821 745

## Section 2. Statement of Compliance

Were all conditions of the licence/approval complied with during the reporting period?

Yes Proceed to Section 4.

No Complete details below (add more rows if required)

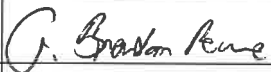
<b>Details of Non-compliance</b>				
Condition number	Date of non-compliance (dd/mm/yy)	Was NT EPA notified? (Yes / No)	If yes, date NT EPA notified (dd/mm/yy)	If yes, how was NT EPA notified? (e.g. phone, email, Pollution Hotline)
		If no, complete Section 3		
48 (no water sampling conducted)	July 2020; January and February 2021	No		

### Section 3. Report of Non-compliance

Please supply the following details for each non-compliance not reported to the NT EPA identified in Section 2. Use a separate page for each non-compliance.

The date and time of the non-compliance.
July 2020, January and February 2021 - water monitoring sampling not conducted.
When the non-compliance was detected and by whom.
Monthly water monitoring commenced in August 2020 as reported to NT EPA in August 2020 by Brendan Pearce.  February 2021 by Thea Griffin (Operations Manager)
The actual and potential causes and contributing factors to the non-compliance.
As advised previously, procurement of water monitoring equipment and establishment of processes and trained staff to conduct sampling commenced in August 2020.  Staff resignation and on-boarding new staff interrupted the program in January and February.
The risk of environmental harm arising from the non-compliance.
Low
The action(s) that have or will be undertaken to mitigate any environmental harm arising from the non-compliance.
New staff appointed in February 2021 and trained to undertake water monitoring.
Corrective actions that have or will be undertaken to ensure the non-compliance does not reoccur.
Additional staff are being trained to undertake water monitoring if required due to staff absences or vacancies in future.
If no action was taken, why no action was taken.
NA

## Section 4. Signature and Certification

This declaration must only be signed by a person(s) with the legal authority to sign it. The ways in which the application may be signed, and the people who may sign the application, are set out in the categories below.			
If the licence holder is:	Tick	The application must be signed and certified by one of the following:	
An individual	<input type="checkbox"/>	The individual.	
A partnership	<input type="checkbox"/>	A partner.	
A company	<input type="checkbox"/>	The common seal being affixed in accordance with the <i>Corporations Act</i> , or	
	<input type="checkbox"/>	Two directors, or	
	<input type="checkbox"/>	A director and a company secretary, or	
	<input type="checkbox"/>	If a proprietary company that has a sole director who is also the sole company secretary – by that director.	
A public authority	<input type="checkbox"/>	The Chief Executive Officer (CEO) of the public authority, or	
	<input checked="" type="checkbox"/>	By a person delegated to sign on the public authority's behalf in accordance with its legislation (Please note: a copy of the relevant instrument of delegation must be attached to this application).	
<b>I/We hereby declare that the information provided in this Annual Return and accompanying documents is to the best of my/our knowledge, true and correct.</b>			
Signature		Signature	
Name (printed)	Brendan Pearce	Name (printed)	
Position	Director Infrastructure & Environment	Position	
Date	17/9/21	Date	
Seal (if signing under seal):			