



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:	L6857/1993/10	Licence file number:	
Licence holder name:	Shire of Morawa		
Trading as:	Morawa Shire Council		
ACN:	95 047 014 897		
Registered business address:	26 Winfield Street MORAWA WA 6623		
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
54	NO DATA

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.

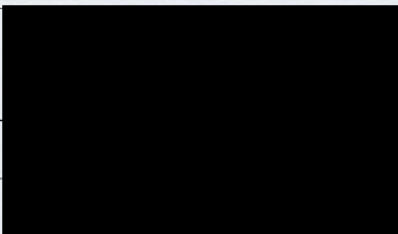
Prescribed premises category	Actual Part 2 waste discharge quantity
54	NO DATA

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:	2.2.1	Date(s) of non-compliance:	On going
Details of non-compliance:			
The Shire has not undertaken inputs and outputs monitoring in accordance with specifications presented within Table 2.2.1.			
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 non-compliance had no environmental impact.			
Cause (or suspected cause) of non-compliance:			
Employee retention, limited training opportunity for staff.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
1. Identify key personal (technical officers and depot supervisors) - 1 month 2. Develop an input and output procedure document - 2 months 3. The Shire to adopt the input and output procedure document - 2 months 4. Develop input and output record forms (physical and digital) - 2 months 5. Develop methodology and calculations to estimate daily volumetric flow rates – 2 months 6. All key staff to undergo adequate skills and knowledge training to facilitate ongoing recording of input and output data. - 2 months 7. Calibrate the inflow and outflow meters (if required) - 2 months 8. Review and update the input and output procedure and supporting documents/forms - 12 months.			
Resume continues monitoring of inflow/outflow - ASAP			
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 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:		8/5/2025	Date:
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.