



Government of **Western Australia**
Department of **Water and Environmental Regulation**

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:	L7294/1998/11	Licence file number:	DER/2016/001700-2
Licence holder name:	Minerva Foods Australia Pty Ltd		
Trading as:	Minerva Foods Australia Pty Ltd		
ACN:	652 859 811		
Registered business address:	Unit 1 58 Metroplex Avenue, Murarrie QLD 4172		
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
Category 15: Abattoir	0.0 tonnes
Category 16: Rendering Operations	0.0 tonnes
Category 55: Livestock sale yard or holding pens	0 animals
Category 83: Fell mongering	0 skins

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 15: Abattoir	- 397 kL Wastewater - 0 tonnes Animal waste and manure

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:	3.4.1	Date(s) of non-compliance:	Jan 2024 to Dec 2024
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Details of non-compliance:

No records of daily freeboard inspections from Ponds 6, 7, 8 and 11.

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.

No known environmental impacts from non-compliance.

Cause (or suspected cause) of non-compliance:

Reduction in operation and personnel due to plant closure.

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

Ensure daily pond inspections are recorded.

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:	3.5.1	Date(s) of non-compliance:	December 2024
Details of non-compliance:			
Annual Water Quality Analysis not completed in December 2024.			
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.			
No known environmental impacts from non-compliance..			
Cause (or suspected cause) of non-compliance:			
Not covered in handover between previous manager and new manager.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Clarification around PPL licence conditions to ensure annual sampling is completed December 2025.			
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:	3.5.2	Date(s) of non-compliance:	December 2024
Details of non-compliance:			
December quarterly sampling not completed.			
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.			
No known environmental impacts from non-compliance.			
Cause (or suspected cause) of non-compliance:			
Not completed due to absence of staff onsite and omitted information during premise manager handover.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Clarification around PPL licence conditions to ensure quarterly sampling requirements are met.			
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:	3.5.2	Date(s) of non-compliance:	August and September 2024
Details of non-compliance:			
No standing water level measurements for EPB4 in August 2024 and EPB1, EPB3 and EPB4 for September 2024.			
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.			
No known environmental impacts from non-compliance.			
Cause (or suspected cause) of non-compliance:			
Unknown – administrative error			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Reinforce PPL monitoring conditions and frequencies			
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:	3.5.2	Date(s) of non-compliance:	August and September 2024
Details of non-compliance:			
No field water quality completed on any bore in December 2024 in addition to missing field pH and EC measurements for EPB4 in August 2024 (pH only) and EPB1, EPB3 and EPB4 for September 2024.			
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.			
No known environmental impacts from non-compliance.			
Cause (or suspected cause) of non-compliance:			
Unknown – administrative error			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Reinforce PPL monitoring conditions and frequencies			
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:	4.2.1.	Date(s) of non-compliance:	January 2025
Details of non-compliance:			
Annual Environmental Report not submitted by 28 January 2024			
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.			
No known environmental impacts from non-compliance.			
Cause (or suspected cause) of non-compliance:			
Delay in receiving quarterly groundwater analysis certificates and results from laboratory.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Request possible amendment of Prescribed Premise Licence conditions to change reporting date to end of February.			
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 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.	
I / We consent to the information being used on the Department of Water and Environmental Regulation website.	
Signature ² :	
Name: (printed)	
Position:	
Date:	31/01/2025
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.