



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:	01/01/2025 to 31/12/2025		

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">• section C;• section D (if required); and• sign the declaration in Section F.
<input checked="" type="checkbox"/> No – please complete: <ul style="list-style-type: none">• 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 pends	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	- 103 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 2025 to Dec 2025
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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. Administration issues resulting from change in Minerva management personnel.

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 2025
Details of non-compliance:			
December 2025 water quality sampling completed in January 2026.			
<p>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.</p> <p>No known environmental impacts from non-compliance..</p>			
Cause (or suspected cause) of non-compliance:			
Not completed due to interruptions caused by Shire of Esperance harvest and vehicle movement fire bans 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 annual sampling requirements are met. Organising the required sampling bottles and laboratory suite in advance of December.			
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:	3.5.1	Date(s) of non-compliance:	June/July, September/October and December 2025
Details of non-compliance:			
Quarterly sampling not completed in June/July or September/October 2025, with December quarterly sampling completed in January 2026.			
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: 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. Organising the required sampling bottles and laboratory suite in advance.			
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:	3.5.1	Date(s) of non-compliance:	May to December 2025
Details of non-compliance:			
No standing water level measurements for any monitoring bore from May 2025 to December 2025.			
<p>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.</p> <p>No known environmental impacts from non-compliance.</p>			
Cause (or suspected cause) of non-compliance:			
Unknown – administrative error			
<p>Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance: Reinforce PPL monitoring conditions and frequencies</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:	3.5.1	Date(s) of non-compliance:	April 2025
Details of non-compliance:			
Field pH and EC measurements not recorded during quarterly sampling in April 2025			
<p>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.</p> <p>No known environmental impacts from non-compliance.</p>			
Cause (or suspected cause) of non-compliance:			
Unknown – administrative error.			
<p>Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance: Reinforce PPL monitoring conditions and frequencies.</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:	3.5.1.	Date(s) of non-compliance:	May to December 2025
Details of non-compliance:			
Wetland status monitoring not completed between May and December 2025			
<p>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.</p>			
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:	3.5.1.	Date(s) of non-compliance:	April 04 to June 12 2025
Details of non-compliance:			
Metering of wastewater discharge volumes not recorded during 4 April and 12 June 2025			
<p>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.</p> <p>No known environmental impacts from non-compliance.</p>			
Cause (or suspected cause) of non-compliance:			
Unknown.			
<p>Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance: Reinforce PPL monitoring conditions and frequencies.</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 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.

Date:	20-1-26	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.