



Annual Audit Compliance Report Form

Environmental Protection Act 1986, Part V

Section A – Licence Details			
Licence number:	L7331/1996/9 ¹⁰	Licence file number:	A89/CN000
Licence holder:	Shire of Carnarvon		
Trading as:	Shire of Carnarvon		
ACN:	89534312469		
Registered address:	3 Francis Street; PO Box 459 Carnarvon 6701		
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 at Section F.

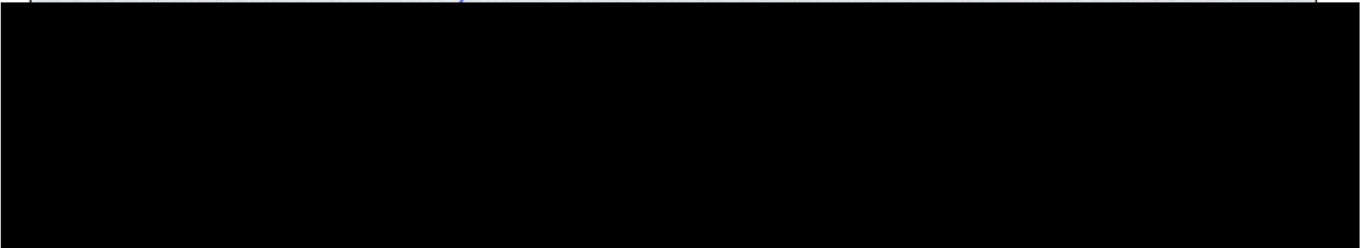
Section C – Statement of Actual Production	
Provide the actual production quantity for this reporting period. Supporting documentation is to be attached.	
Prescribed Premises Category	Actual Production Quantity
54: Sewage facility	600m ³ per day. Total for reporting period 212,800m ³

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: Sewage facility	520.00m ³ per day. Average annual waste discharge 189,800m ³

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:	10c: monitoring	Date(s) of non-compliance:	June, July, September, October, November, December
Details of non-compliance: monitoring, 2 months were missed			
6 monthly wastewater tests were missed in this reporting period			
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.			
We could have potentially missed any abnormal results by not monitoring during those two months			
Cause (or suspected cause) of non-compliance:			
Lack of staff available during these months			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
New staff have since been appointed and reporting roles clarified. A staff action planner has been implemented that is reported monthly in team meetings to capture external reporting deadlines			
Was this non-compliance previously reported to DER?			
x <input type="checkbox"/> Yes, and			
<input type="checkbox"/> Reported to DER verbally		Date: / /	
x Reported to DER in writing		Date: 2024/5 AACR	

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 Environment Regulation's (DER) website.



Date:	9/06/2026	Date:	9/6/2026
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.