



Annual Audit Compliance Report Form

Environmental Protection Act 1986, Part V

Section A – Licence Details			
Licence number:	L8513/2010/2	Licence file number:	DEC008464
Licence holder:	Shire of Merredin		
Trading as:	Shire of Merredin		
ACN:	87065676484		
Registered address:	Shire of Merredin Administration Centre, cnr King Street and Barrack St, Merredin		
Reporting period:	01/07/2024 to 30/06/2025		

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
61 Liquid Waste	104T
62 Solid Waste/Transfer off site	445T
64 Class 2/3 Putrescible waste	5960T

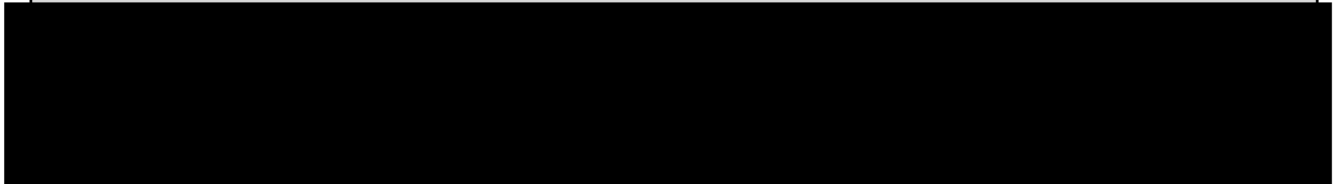
Section D – Statement of Actual Part 2 Waste Discharge Quantity	
Provide the actual Part 2 waste discharge quantity for this reporting period. Supporting documentation is to be attached.	
Prescribed Premises Category	Actual Part 2 Waste Discharge Quantity
NA	NA

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:	15	Date(s) of non-compliance:	3/12/2025
Details of non-compliance:			
AACR form not completed and submitted by due date			
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.			
Nil			
Cause (or suspected cause) of non-compliance:			
Due to staff changes, including resignation of EHO who is primary contact for DWER, changeover in landfill staff, together with new Exec Manager Infrastructure being employed, this submission deadline was missed.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
DWER contacted with new email addresses to send correspondence to.			
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:	17	Date(s) of non-compliance:	3/12/2025
Details of non-compliance:			
Scheduled burning of green waste occurred on 9 August 2024 without prior notification of the DWER CEO (24 hrs prior)			
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.			
Nil			
Cause (or suspected cause) of non-compliance:			
A review of the Executives “Sent Items” in their email, together with a review of the Shire’s records indicates that the notification of the burning of green-waste was not sent.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Staff members responsible for the landfill have been advised formally that any burning of green waste at the landfill, or any fires must be reported to DWER as per license requirements			
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.



Position:	CEO	Position:	
Date:	8/12/2025	Date:	
Seal (if signing under seal):	N/A		

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.