



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:	L8685/2012/2	Licence file number:	2012/0062664
Licence holder name:	Shire of Cocos Keeling Islands		
Trading as:	Shire of Cocos Keeling Islands		
ACN:			
Registered business address:	Lot 256 Jalan Malati Home Islands Cocos Keeling Islands		
Reporting period:	01/ 07/2022 to 30/06/2023		

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 64 Putrescible Class 2	44m3

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 64 Inert Waste Class 2	44m3

Section E – Details of non-compliance with licence condition			
Please use a separate page for each condition with which the license holder was non-compliant at a time during the reporting period.			
Condition no:	2.1.3.	Date(s) of non-compliance:	June 2022
Details of non-compliance:			
The License Holder failed to have Annual monitoring undertaken at least 9 months apart. All WQ samples were taken in March as part of the annual requirement in the license, however MBAS analysis was not done by the lab as they misplaced the bottle. The sampling and analysis were redone once error identified in July 2023			
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 environmental impact			
Cause (or suspected cause) of non-compliance:			
Poor management, communication with Water Corp and testing processes/protocol			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Shire to communicate and set up process with Water Corp to schedule receiving results of WQ samples.			
Was this non-compliance previously reported to DWER?			
No			
<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.

Signature ² :		Signature:	
Name: (printed)		Name: (printed)	
Position:	CEO	Position:	Infrastructure Manager
Date:	17/08/2023	Date:	16/08/23
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.