



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:	L9161/2018/1	Licence file number:	DER2018/001455
Licence holder name:	Rottnest Island Authority		
Trading as:	Rottnest Island Authority		
ACN:	38 836 160 172		
Registered business address:	Mews Rd, Fremantle WA 6160		
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); andsign 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; andsign 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 62 – solid waste depot Category 63 – class 1 inert landfill	Waste inputs (stored at landfill, not landfilled) 2076.9T Waste inputs (landfilled) 15.6T Waste Outputs (solid waste depot): 2076.9T


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	
Not Applicable		Not Applicable	

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:	1.3.3.	Date(s) of non-compliance:	13 July, 31 August & 14 September 2022, and 28 June 2023
Details of non-compliance:			
Green waste burns were carried out on four occasions during the reporting period: 13 July, 31 August, 14 September 2022, and 28 June 2023. Contrary to Condition 1.3.3. and Table 1.3.2 of the Licence, these burns were undertaken during the night instead of after 8 a.m. due to volunteer availability, more favourable weather conditions (winds and moisture content) and to limit disruption to Island visitors. This non-compliance was identified during an internal audit conducted on 28 July 2023. All other green waste burning process requirements were met.			
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 identified.			
Cause (or suspected cause) of non-compliance:			
Failure to identify a Licence condition in favour of operational constraints.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
All green waste burns have been ceased pending further review.			
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.

Signature ² :		Signature:	
Name: (printed)		Name: (printed)	
Position:		Position:	
Date:		19/09/2023	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.