



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:	L9395/2023/1	Licence file number:	DER2023/000416
Licence holder name:	Mindarie Regional Council		
Trading as:	Mindarie Regional Council		
ACN:	N/A		
Registered business address:	1700 Marmion Ave, Tamala Park, WA, 6030		
Reporting period:	01 / 01 /2024 to 31 / 12 / 2024		

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 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
12 – Screening/ Crushing	77,500
57 – Used Tyres Storage	N/A
61- Liquid Waste Facility	316
61A – Solid Waste Facility	216
62 – Solid Waste Depot	3394
64 – Class II and III landfill	193153
77 – Concrete Batching or Cement products	Nil

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		
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 (c)	Date(s) of non-compliance:	31 Dec 2024
Details of non-compliance:			
Category 61A, a design capacity of 1,500 t was exceeded by 510 t for greens.			
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:			
Finance collects the weights over the weighbridge monthly. Operations only check periodically over the year.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
The MRC will seek an increase in assessed production/ design capacity during 2025. Operations will undertake quarterly checks of all weighed categories relating to the DWER licence			
Was this non-compliance previously reported to DWER?			
<input checked="" type="checkbox"/> Yes, and			
<input type="checkbox"/> Reported to DWER verbally		Date: /	

Section E – Details of non-compliance with licence condition	
<input checked="" type="checkbox"/> Reported to DWER in writing	Date: 28 / 03 / 2025

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 (c)	Date(s) of non-compliance:	31 Dec 2024,
Details of non-compliance:			
Category 61A, design capacity of 1,500 t was exceeded by 510 t for greens.			
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:			
Finance collects the weights over the weighbridge monthly. Operations only check periodically over the year.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
The MRC will seek an increase in assessed production/ design capacity during 2025 as an amendment to the DWER licence. Operations will undertake quarterly checks of all weighed categories relating to the DWER licence			
Was this non-compliance previously reported to DWER?			
<input checked="" 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:	Table 11 / condition 34	Date(s) of non-compliance:	During Audit (last year)
Details of non-compliance:			
During the reporting period of 2024, 1 fire occurred on site (7.2.2025); this fire experienced a >1 smoke shade with a duration greater than 4 minutes. Registered in MRC reporting system (InControl #12790)			
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 environmental harm, failure to report an incident within 14 days of their occurrence.			
Cause (or suspected cause) of non-compliance:			
Spreadsheet, formatting was incorrect, thus not registering within the spreadsheet that the incident triggered a DWER notification			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Spreadsheet formatting has been rectified after the AARC 2024. However, the AARC is due in March each year, Feb 2025 non-compliance had already occurred (7.2.2025).			
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:	Table 1.2.2 Waste Processing	Date(s) of non-compliance:	2024
Details of non-compliance:			
In 2023 the MRC notified the DWER that the greens were to be moved into the quarry due to waste contamination. During 2024 the greens stockpile was stored a >1m hardstand and >60m from the active landfill.			
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, Limestone under the greens stockpile will be removed and delivered to the landfill as daily cover during the normal operations of landfilling			
Cause (or suspected cause) of non-compliance:			
Shortage of area in the quarry due to limestone crushing campaigns and their stockpiling for capping works			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Once the pending shredding program is complete, new stockpiles will be compliant			
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:		28.3.2025	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.