



Licence number	L8686/2012/2	
Licence holder	Shire of Cocos (Keeling) Islands	
Registered business address	Lot 256 Jalan Melati Home Island Cocos (Keeling) Islands Indian Ocean Territories WA 6799	
DWER file number	2012/006267-1	
Duration	18/09/2014 to	17/09/2032
Date of issue	08/09/2014	
Date of amendment	12/07/2022	
Premises details	Rumah Baru Wet Tip Rumah Baru Road, West Island Cocos (Keeling) Islands Indian Ocean Territories WA 6799 Legal description - Part of Lot 100 on Plan 18500 as depicted in Schedule 1.	

Prescribed premises category description (Schedule 1, <i>Environmental Protection Regulations 1987</i>)	Assessed production / design capacity
Category 64: Class II putrescible landfill site: premises on which waste (as determined by reference to the waste types set out in the document entitled 'Landfill Waste Classification and Waste Definitions 1996' published by the CEO and as amended from time to time) is accepted for burial.	1,300 tonnes per annual period

This licence is granted to the Licence holder, subject to the attached conditions, on 12 July 2022, by:

Tanya Fyfe

A/Senior Environmental Officer – Resource Industries

REGULATORY SERVICES

an officer delegated under section 20 of the *Environmental Protection Act 1986* (WA)

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Licence History

Date	Reference number	Summary of changes
18/09/2012	L8686/2012/1	New application
08/09/2014	L8686/2012/2	Licence re-issue
05/02/2015	L8686/2012/2	Licence amendment to remove category & update to REFIRE format
29/04/2016	L8686/2012/2	Notice of Amendment of licence expiry dates – Extension of Licence duration expiry date to 17 September 2032. (Note: This is considered Amendment Notice 1)
09/01/2018	L8686/2012/2	Amendment Notice 2 – Changes to waste acceptance types
12/07/2022	L8686/2012/2	<p>The CEO has initiated an amendment to the type and style of licence and incorporated the above amendment notices. The obligations of the licence holder have not changed in making this administrative amendment. During the consolidation of amendment notices, DWER has not undertaken any additional risk assessment of the premises.</p> <p>In consolidating the licence, the CEO has,</p> <ul style="list-style-type: none"> • Updated the format and appearance of the licence; • Deleted the redundant AACR form set out in Schedule 2 of the previous licence and advised the licence holder to obtain the form from the Department’s website; • Revised the licence condition numbers, removed any redundant conditions and realigned condition numbers for numerical consistency; and • Corrected clerical mistakes and unintentional errors.

In this licence:

- (a) the words ‘including’, ‘includes’ and ‘include’ in conditions mean “including but not limited to”, and similar, as appropriate;
- (b) where any word or phrase is given a defined meaning, any other part of speech or other grammatical form of that word or phrase has a corresponding meaning;
- (c) where tables are used in a condition, each row in a table constitutes a separate condition;
- (d) any reference to an Australian or other standard, guideline, or code of practice in this licence:
 - (i) if dated, refers to that particular version; and
 - (ii) if not dated, refers to the latest version and therefore may be subject to change over time;
- (e) unless specified otherwise, any reference to a section of an Act refers to that section of the EP Act; and
- (f) unless specified otherwise, all definitions are in accordance with the EP Act.

NOTE: This licence requires specific conditions to be met but does not provide any implied authorisation for other emissions, discharges, or activities not specified in this licence.

Licence Conditions

1 General

1.1 Interpretation

1.1.1 In the Licence, definitions from the *Environmental Protection Act 1986 (WA)(CKI)* apply unless the contrary intention appears.

1.1.2 For the purposes of this Licence, unless the contrary intention appears:

‘Acceptance Criteria’ has the meaning defined in Landfill Definitions;

‘the Act’ means the *Environmental Protection Act 1986 (WA)(CKI)*;

‘annual period’ means the inclusive period from 1 July until 30 June in the following year;

‘Clean Fill’ has the meaning defined in Landfill Definitions;

‘CEO’ means Chief Executive Officer of the Department;

‘CEO’ for the purposes of correspondence or notification means:

Chief Executive Officer

Department Administering the *Environmental Protection Act 1986*

Locked Bag 10

JOONDALUP DC WA 6919

Telephone: (08) 6367 7000

Facsimile: (08) 6367 7001

Email: info@dwer.wa.gov.au

‘Code of Practice for the Storage and handling of dangerous goods’ means the Storage and handling of dangerous goods, Code of Practice, Department of Mines and Petroleum, Government of Western Australia;

‘Cover material’ means subsoil or other approved inert waste used for covering of waste;

‘dangerous goods’ has the meaning defined in the *Dangerous Goods Safety (Storage and Handling of Non-explosives) Regulations 2007*;

‘DFES’ means the Department of Fire and Emergency Services of Western Australia.

‘designated burning area’ means an area of a landfill site that has been designated by the occupier of the site as a designated burning area;

‘environmentally hazardous material’ means material (either solid or liquid raw materials, materials in the process of manufacture, manufactured products, products used in the manufacturing process, by-products and waste) which if discharged into the environment from or within the premises may cause pollution or environmental harm. Note: Environmentally hazardous materials include dangerous goods where they are stored in quantities below placard quantities. The storage of dangerous goods above placard quantities is regulated by the Department of Mines Industry Regulation and Safety;

‘Fire Control Officer’, in relation to the premises, means a person who has such qualifications in fire fighting or fire control as are approved, appointed to that position by the occupier of the premises;

‘fugitive emissions’ means all emissions not arising from point source emissions identified in section 2.

‘Inert Waste Type 1’ has the meaning defined in Landfill Definitions;

‘Inert Waste Type 2’ has the meaning defined in Landfill Definitions;

‘Landfill Definitions’ means the document entitled “Landfill Waste Classification and Waste Definitions 1996” published by the Chief Executive Officer as amended from time to time;

‘Licence’ means this licence numbered L8686/2012/2 and issued under the *Environmental Protection Act 1986 (WA) (CKI)*;

‘Licence Holder’ means the person or organisation named as Licence Holder on page 1 of the Licence;

‘Premises’ means the area defined in the Premises Map in Schedule 1 and listed as the Premises address on page 1 of the Licence;

‘Putrescible’ has the meaning defined in Landfill Definitions;

‘rehabilitation’ means the completion of the engineering of a landfill cell and includes capping and/or final cover;

‘Schedule 1’ means Schedule 1 of this Licence unless otherwise stated;

‘Schedule 2’ means Schedule 2 of this Licence unless otherwise stated;

‘Surface water body’ means a water course or wetland (as those terms are defined in the *Rights in Water and Irrigation Act 1914 (WA)(CKI)*) and any other surface water, whether artificial or natural.

‘tipping area’ means the area of the landfill in which waste other than cover material is being deposited;

‘usual working day’ means 0800 – 1700 hours, Monday to Friday excluding public holidays in Western Australia;

1.1.3 Any reference to an Australian or other standard in the Licence means the relevant parts of the current version of that standard.

1.1.4 Any reference to a Guideline or Code of Practice in the Licence means the current version of the Guideline or Code of Practice.

1.2 General conditions

1.2.1 Nothing in the Licence shall be taken to authorise any emission that is not mentioned in the Licence, where the emission amounts to:

- (a) pollution;
- (b) unreasonable emission;
- (c) discharge of waste in circumstances likely to cause pollution; or
- (d) being contrary to any written law.

- 1.2.2 The Licence Holder shall operate and maintain all pollution control and monitoring equipment to the manufacturer’s specification or any relevant and effective internal management system.
- 1.2.3 The Licence Holder, except where storage is prescribed in section 1.3, shall only store environmentally hazardous materials if:
- (a) they are stored in accordance with the Code of Practice for the Storage and handling of dangerous goods; or
 - (b) they are stored within compounds or vessels that:
 - (i) have not previously met the requirements of conditions 1.2.3(a); and
 - (ii) are the subject of improvement requirements IR1 and IR2 in section 4.
- 1.2.4 The Licence Holder shall immediately recover, or remove and dispose of spills of environmentally hazardous materials outside an engineered containment system.
- 1.2.5 The Licence Holder shall:
- (a) implement all practical measures to prevent stormwater run-off becoming contaminated by the activities on the Premises/landfill; and
 - (b) treat contaminated or potentially contaminated stormwater as necessary prior to being discharged from the Premises/Landfill.¹

Note1: *The Environmental Protection (Unauthorised Discharges) Regulations 2004* make it an offence to discharge certain materials into the environment.

1.3 Premises operation

- 1.3.1 The Licence Holder shall only accept waste on to the Premises if:
- (a) it is of a type listed in Table 1.3.1;
 - (b) the quantity accepted is below any quantity limit listed in Table 1.3.1;
 - (c) it meets any specification listed in Table 1.3.1; and
 - (d) in the case of contaminated solid waste is supported by documentation that demonstrates compliance with the acceptance criteria for Class II landfills.

Table 1.3.1: Waste acceptance		
Waste	Quantity Limit	Specification ¹
Clean fill	N/A	None specified
Putrescible waste	1,300 tonnes per annual period	1. Deposited by Shire staff only. 2. Acceptance of putrescible, household waste only. 3. No contaminated solid waste, Type 1 or 2 Inert waste, Type 1 or 2 Special waste may be received to the premises. 4. Ensure waste types received to the premises are in accordance with the Landfill Waste Classification and Waste Definitions 1996 (as amended) guidelines, for a Class II Putrescible landfill facility.

Note 1: Additional requirements for the acceptance of controlled waste (including asbestos and tyres) are set out in the *Environmental Protection (Controlled Waste) Regulations 2004*.

- 1.3.2 The Licence Holder shall ensure that where waste does not meet the waste acceptance criteria set out in conditions 1.3.1 it is removed from the Premises by the delivery vehicle or, where that is not possible, the Licence Holder shall contact the CEO to agree a course of action in relation to the waste.

1.3.3 The Licence Holder shall ensure that wastes accepted onto the Premises are only subjected to the process(es) set out in Table 1.3.2 and in accordance with any process limits described in that Table.

Table 1.3.2: Waste processing		
Waste type(s)	Process	Process limits ^{1,2}
All buried wastes	Disposal of waste by landfilling	<ul style="list-style-type: none"> • Ensure all non-putrescible waste types identified are removed from the waste stream prior to burning, and stored at the West Island Transfer Station for off-site disposal at an appropriate facility. • Maintain an undisturbed separation distance of at least twenty metres between the waste and the highest level/ tide of the sea. • Ensure that the tipping area is no greater than two metres in height, with a maximum linear length of 30 metres. • Carry out weekly collection of any windblown or washed away waste generated from the premises. • Ensure all waste is placed within the Premises boundary. • Waste is levelled and compacted to ensure all faces are stable and capable of retaining rehabilitation material. • Rehabilitation of a cell or phase takes place within 6 months after disposal in that cell or phase has been completed
Clean Fill	Receipt, handling and disposal by landfilling	None specified
Putrescible wastes	Disposal by burning prior to burial	<p><u>Burning of waste</u></p> <ul style="list-style-type: none"> • Green waste is dry and seasoned for at least two months prior to burning. • Ensure burning does not commence before 8am and the Fire Control Officer for the landfill site declares the area safe by 12 noon on the same day. • Place in a designated burning area at least 25m from the boundary of any active disposal areas. • Place in trenches or windrows. • Place only when an adequate supply of water and equipment are available to effectively manage the burning process.

Note 1: Requirements for landfilling tyres are set out in Part 6 of the *Environmental Protection Regulations 1987*.

Note 2: Additional requirements for the acceptance and landfilling of controlled waste (including asbestos and tyres) are set out in the *Environmental Protection (Controlled Waste) Regulations 2004*.

1.3.4 The Licence Holder shall ensure that cover is applied and maintained on landfilled wastes in accordance with Table 1.3.5 and that sufficient stockpiles of cover are maintained on site at all times.

Table 1.3.5: Cover requirements ¹			
Waste Type	Material cover requirements	Depth	Timescale
Putrescible wastes	Type 1 inert waste, clean fill or other appropriate cover material to prevent the spread of fire and harbouring of disease vectors.	100mm	To be covered by the end of the working day in which the waste was deposited.

Note 1: Additional requirements for final cover of tyres are set out in Part 6 of the *Environmental Protection Regulations 1987*.

1.3.5 The Licence Holder shall install and maintain a capping system on each waste cell in accordance with the requirements of Table 1.3.6.

Table 1.3.6: Capping requirements		
Cell Number(s)	Specification	Timescales
1	300mm of inert material or soil	Each cell to be capped within 6 months of achieving final waste contours

1.3.6 The Licence Holder shall implement the following security measures at the site:

- (a) erect and maintain suitable fencing to prevent unauthorised access to the site as far as is practicable.

1.3.7 The Licence Holder shall install and maintain a sign at the entrance to the Premises which clearly displays the following information:

- (a) contact telephone number for information or complaints; and
- (b) a warning indicating penalties for people lighting fires.

1.3.8 The Licence Holder shall ensure that vermin, birds, flies and other insects do not give rise to nuisance at the premises or in the immediate area of the premises. Any method used by the Licence Holder shall not cause environmental pollution or harm.

1.3.9 The Licence Holder shall ensure that there are appropriate procedures in place at the premises so that any unauthorised fire is promptly extinguished.

2 Emissions

2.1 General

2.1.1 The Licence Holder shall record and investigate the exceedance of any descriptive or numerical limit, and/or target in this section.

2.2 Fugitive emissions

2.2.1 The Licence Holder shall ensure that no visible dust generated by the activities on the Premises crosses the boundary of the Premises.

3 Monitoring

3.1 General monitoring

3.1.1 The Licence Holder shall ensure that monthly monitoring is undertaken at least 15 days apart.

3.2 Monitoring of inputs and outputs.

3.2.1 The Licence Holder shall undertake the monitoring in Table 3.2.1 according to the specifications in that table.

Table 3.2.1 Monitoring of inputs and outputs				
Input / Output	Parameter	Units	Averaging Period	Frequency
Waste Inputs	Putrescible waste	m ³	Monthly	Each load arriving at the Premises

Table 3.2.1 Monitoring of inputs and outputs				
Input / Output	Parameter	Units	Averaging Period	Frequency
Waste Outputs	Waste type as defined in the Landfill Definitions	m ³	Monthly	Each load leaving or rejected from the Premises

4 Improvements

4.1 Improvement Program

4.1.1 The Licence Holder shall complete the improvements in Table 4.1.1 by the date specified.

Table 4.1.1: Improvement Program		
Improvement Reference	Improvement	Date of completion
IR1	<p>The Licence Holder shall submit to the CEO a plan to identify an improved method of managing waste stream disposal (other than burial) on West Island, including:</p> <ul style="list-style-type: none"> timeframes for implementation and operation; location; and interim measures to manage or reduce waste streams to the Premises for any proposed improvements. 	31/03/2015
IR2	<p>The Licence Holder shall prepare and submit to the CEO a post closure rehabilitation plan for the Premises.</p> <p>The post closure rehabilitation (or phased restoration plan) shall set out a plan for the rehabilitation of the site and shall include, as a minimum:</p> <ul style="list-style-type: none"> Options (including the preferred option) for the use of the site after it has ceased to be a landfill site; A conceptual design of the infrastructure needed for the preferred option for the use of the site after it has ceased to be a landfill site; The estimated final contours of the site, after allowing for settlement, and specifying to what extent settlement has been allowed for; The capping materials proposed to be used on the site; Measures proposed for the protection of the environment and the monitoring of the site; Timeframe for implementing the plan; and The estimated period for which the site will require protection and monitoring. 	31/12/2015

5 Information

5.1 Records

5.1.1 All information and records required by the Licence shall:

- (a) be legible;
- (b) if amended, be amended in such a way that the original and subsequent amendments remain legible or are capable of retrieval;

- (c) except for records listed in 5.1.1(d) be retained for at least 6 years from the date the records were made or until the expiry of the Licence or any subsequent licence; and
- (d) for those following records, be retained until the expiry of the Licence and any subsequent licence:
 - (i) off-site environmental effects; or
 - (ii) matters which affect the condition of the land or waters.

5.1.2 The Licence Holder shall ensure that:

- (a) any person left in charge of the Premises is aware of the conditions of the Licence and has access at all times to the Licence or copies thereof; and
- (b) any person who performs tasks on the Premises is informed of all of the conditions of the Licence that relate to the tasks which that person is performing.

5.1.3 The Licence Holder shall complete an Annual Audit Compliance Report indicating the extent to which the Licence Holder has complied with the conditions of the Licence, and any previous licence issued under Part V of the Act for the Premises for the previous annual period.

5.1.4 The Licence Holder shall implement a complaints management system that as a minimum records the number and details of complaints received concerning the environmental impact of the activities undertaken at the Premises and any action taken in response to the complaint.

5.2 Reporting

5.2.1 The Licence Holder shall submit to the CEO an Annual Environmental Report within 56 calendar days after the end of the annual period. The report shall contain the information listed in Table 5.2.1 in the format or form specified in that table.

Table 5.2.1: Annual Environmental Report		
Condition or table (if relevant)	Parameter	Format or form ¹
1.3.1	Documentation that demonstrates compliance with Class II landfill acceptance requirements	None specified
5.1.3	Compliance	Annual Audit Compliance Report (AACR)
5.1.4	Complaints summary	None specified
Table 3.2.1	Monitoring of inputs and outputs	None specified
-	Summary of any failure or malfunction of any pollution control equipment or any incidents that have occurred during the annual period and any action taken	None specified

Note 1: Forms are on the department's website

5.2.2 The Licence Holder shall ensure that the Annual Environmental Report also contains:

- (a) any relevant process, production or operational data recorded;
- (b) an assessment of the information contained within the report against previous monitoring results and Licence limits and/or targets; and

- (c) a list of any original monitoring reports submitted to the Licence Holder from third parties for the annual period and make these reports available on request.

5.3 Notification

5.3.1 The Licence Holder shall ensure that the parameters listed in Table 5.3.1 are notified to the CEO at the Contact Address and in accordance with the notification requirements of the table.

Table 5.3.1: Notification requirements			
Condition or table (if relevant)	Parameter	Notification requirement¹	Format or form²
-	Any unauthorised fire at the premises	Provide the CEO with a report within 14 days of the fire. The report should include: <ul style="list-style-type: none"> • details of the date, time and location of the fire; • the time the fire was declared safe; and • the cause or suspected cause of the fire. 	None specified
1.3.2	Waste that does not meet the waste acceptance criteria set out in condition 1.3.1	Contact the CEO within 24 hours of receiving that waste to agree a course of action in relation to the waste.	None specified
2.1.1	Breach of any limit specified in the Licence	Part A: As soon as practicable, but no later than 5pm of the next usual working day. Part B: As soon as practicable	N1
-	Any failure or malfunction of any pollution control equipment or any incident which has caused, is causing or may cause pollution		

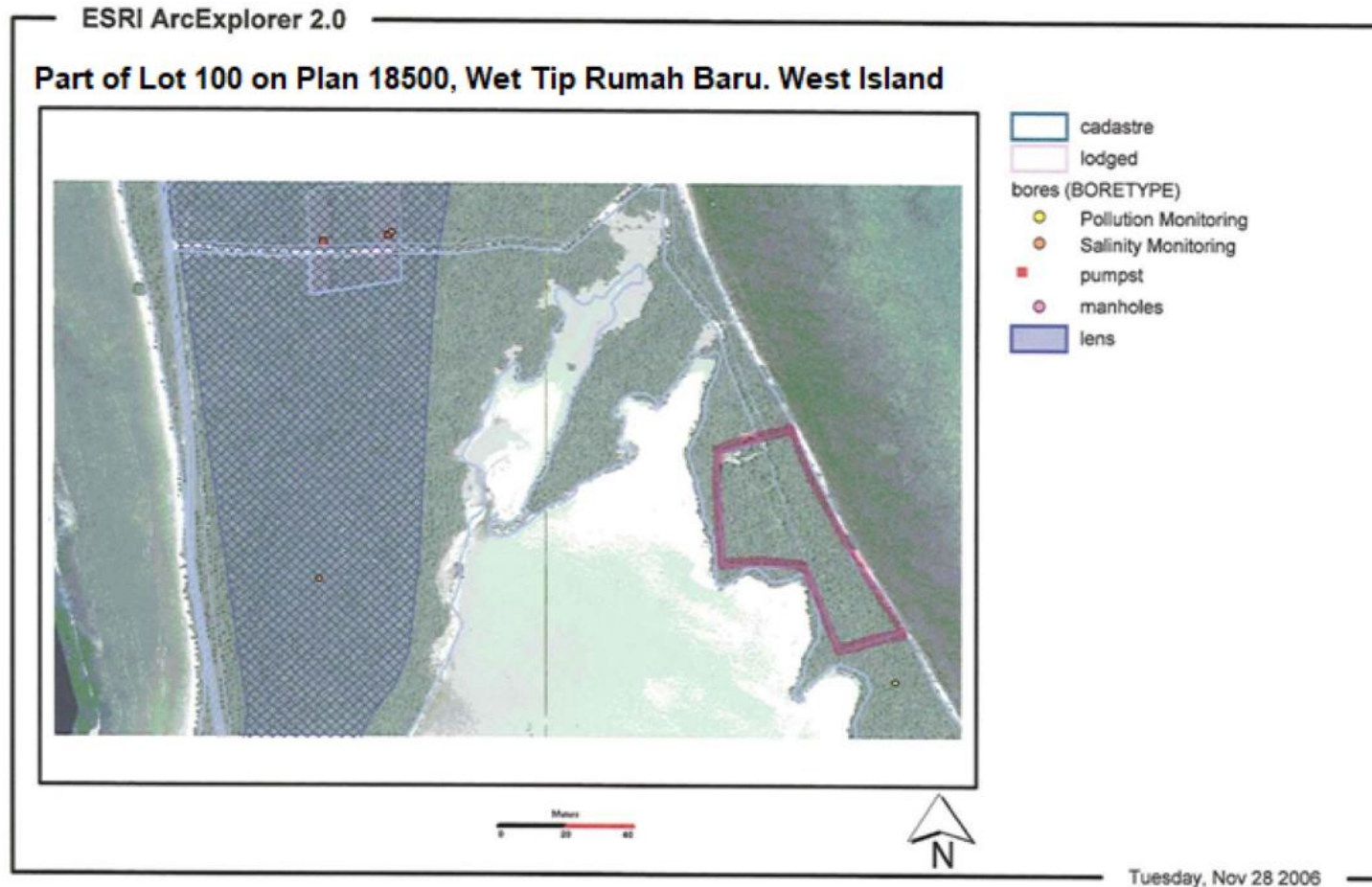
Note 1: No notification requirement in the Licence shall negate the requirement to comply with s72 of the Act.

Note 2: Forms are in Schedule 2

Schedule 1: Maps

Figure 1: Premises Map

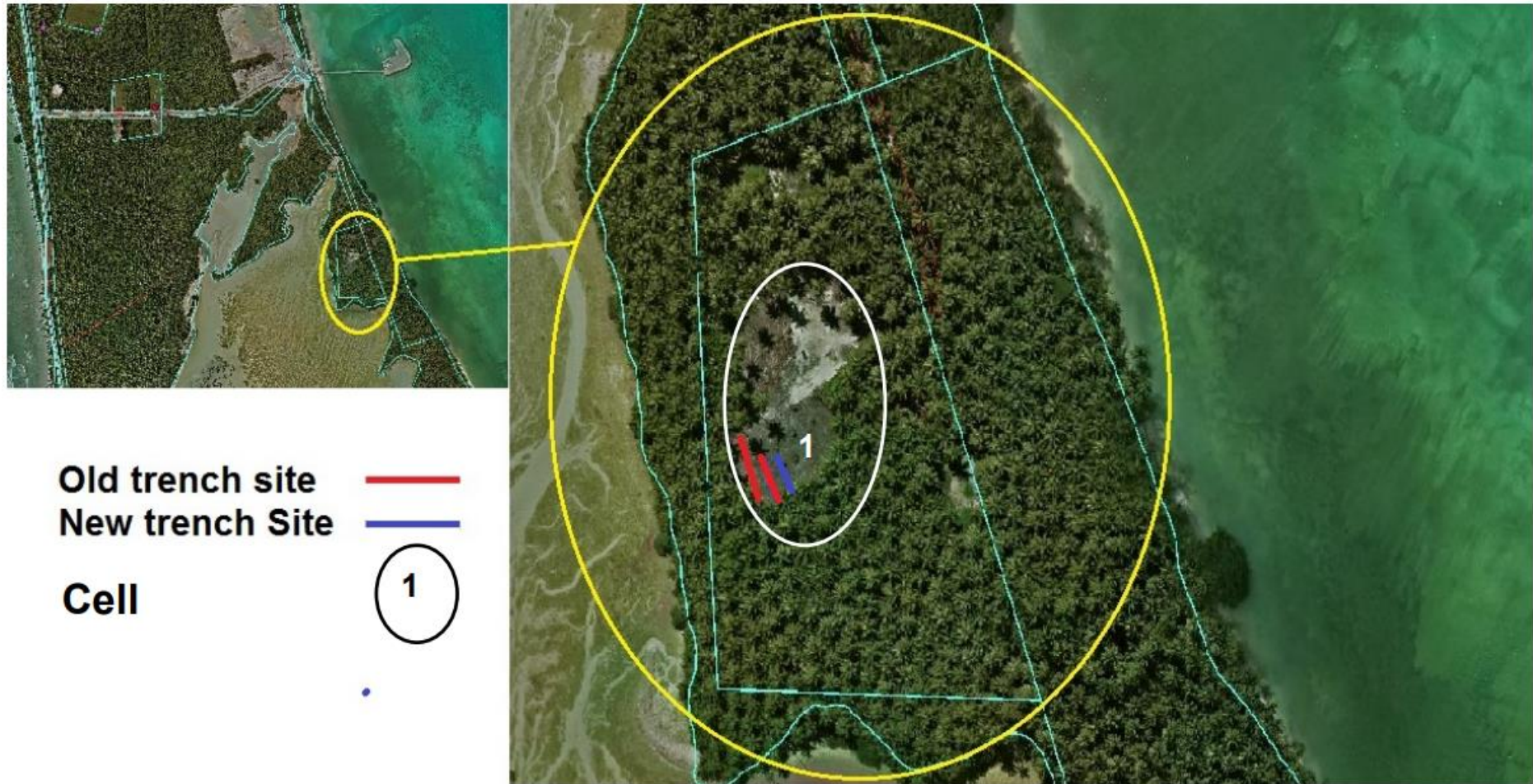
The Premises is shown in the map below. The red line depicts the Premises boundary.



L8686/2012/2 (date of licence issue 08/09/2014 / date of latest update 12/07/2022)

IR-T06 Licence template (v7.0) (February 2020)

Figure 2: Premises emission points



Schedule 2: Notification forms

Licence: L8686/2012/1

Licence Holder: Shire of Cocos (Keeling) Islands

Form: N1

Date of breach:

Notification of detection of the breach of a limit or any failure or malfunction of any pollution control equipment or any incident which has caused, is causing or may cause pollution.

These pages outline the information that the operator must provide.

Units of measurement used in information supplied under Part A and B requirements shall be appropriate to the circumstances of the emission. Where appropriate, a comparison should be made of actual emissions and authorised emission limits.

Part A

Licence Number	
Name of operator	
Location of Premises	
Time and date of the detection	

Notification requirements for the breach of a limit	
Emission point reference/ source	
Parameter(s)	
Limit	
Measured value	
Date and time of monitoring	
Measures taken, or intended to be taken, to stop the emission	

Notification requirements for any failure or malfunction of any pollution control equipment or any incident which has caused, is causing or may cause pollution	
Date and time of event	
Reference or description of the location of the event	
Description of where any release into the environment took place	
Substances potentially released	

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Best estimate of the quantity or rate of release of substances	
Measures taken , or intended to be taken, to stop any emission	
Description of the failure or accident	

Part B

Any more accurate information on the matters for notification under Part A.	
Measures taken, or intended to be taken, to prevent a recurrence of the incident	
Measures taken, or intended to be taken, to rectify, limit or prevent any pollution of the environment which has been or may be caused by the emission	
The dates of any previous N1 notifications for the Premises in the preceding 24 months.	

Name	
Post	
Signature on behalf of: Shire of Cocos (Keeling) Islands	
Date	