



Mr Dominic Le Cerf  
Shire of Plantagenet  
22-24 Lowood Road  
MOUNT BARKER WA 6324

Dear Mr Le Cerf

**ENVIRONMENTAL PROTECTION ACT 1986: LICENCE GRANTED**

**Premises**

Kamballup Waste Management Facility  
Reserve 40640, Lot 7635 on DP 188463  
Woogenellup Road  
WOOGENELLUP WA 6324  
**Licence Number:** L8869/2014/1

A licence under the *Environmental Protection Act 1986* (the Act) has been granted for the above premises. The Department of Environment Regulation will advertise the issuing of this licence in the public notices section of *The West Australian* newspaper.

The licence includes attached conditions. Under section 58(1) of the Act, it is an offence to contravene a condition of a licence. This offence carries a penalty of up to \$125,000 and a daily penalty of up to \$25,000.

In accordance with section 102(1)(c) of the Act, you have 21 days to appeal the conditions of the licence. Under section 102(3)(a) of the Act, any other person may also appeal the conditions of the licence. To lodge an appeal contact the Office of the Appeals Convenor on 6467 5190 or by email at [admin@appealsconvenor.wa.gov.au](mailto:admin@appealsconvenor.wa.gov.au).

Where a licence is issued for more than one year it requires payment of an annual fee and will cease to have effect if the fee is unpaid. It is the occupier's responsibility to lodge a fee application and pay the annual fee in sufficient time to avoid incurring a late payment fee and for processing to be completed before the licence anniversary date.

If you have any queries regarding the above information, please contact Caron Goodbourn on (08) 9724 6135.

Yours sincerely

Rebecca Kelly  
Officer delegated under section 20  
of the *Environmental Protection Act 1986*

30 April 2015





# Licence

## *Environmental Protection Act 1986, Part V*

**Licensee:** Shire of Plantagenet

**Licence:** L8869/2014/1

**Registered office:** Shire of Plantagenet  
22-24 Lowood Road  
MT BARKER WA 6324

**Premises address:** Kamballup Waste Management Facility  
Woogenellup Rd  
WOOGENELLUP WA 6324  
Being Lot 7635 on Plan 188463 as depicted in Schedule 1

**Issue date:** Thursday, 30 April 2015

**Commencement date:** Monday, 1 May 2015

**Expiry date:** Sunday, 30 April 2020

**Prescribed premises category**  
Schedule 1 of the *Environmental Protection Regulations 1987*

| Category number | Category description   | Category production or design capacity | Approved premises production or design capacity |
|-----------------|--|--|---|
| 62              | Solid waste depot – premises on which waste is stored or sorted pending final disposal or re-use | 500 tonnes or more per year            | 2,000 tonnes per annual period                  |

### Conditions

This Licence is subject to the conditions set out in the attached pages.

.....  
Officer delegated under section 20  
of the *Environmental Protection Act 1986*



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## Introduction

This Introduction is not part of the Licence conditions.

### DER's industry licensing role

The Department of Environment Regulation (DER) is a government department for the state of Western Australia in the portfolio of the Minister for Environment. DER's purpose is to advise on and implement strategies for a healthy environment for the benefit of all current and future Western Australians.

DER has responsibilities under Part V of the *Environmental Protection Act 1986* (the Act) for the licensing of prescribed premises. Through this process DER works with the business owners, community, consultants, industry and other representatives to prevent, control and abate pollution and environmental harm to conserve and protect the environment. DER also monitors and audits compliance with works approvals and licence conditions, takes enforcement action as appropriate and develops and implements licensing and industry regulation policy.

### Licence requirements

This Licence is issued under Part V of the Act. Conditions contained within the licence relate to the prevention, reduction or control of emissions and discharges to the environment and to the monitoring and reporting of them.

Where other statutory instruments impose obligations on the Premises/Licensee the intention is not to replicate them in the Licence conditions. You should therefore ensure that you are aware of all your statutory obligations under the Act and any other statutory instrument. Legislation can be accessed through the State Law Publisher website using the following link: <http://www.slp.wa.gov.au/legislation/statutes.nsf/default.html>

For your Premises relevant statutory instruments include but are not limited to obligations under the:

- *Environmental Protection (Unauthorised Discharges) Regulations 2004* – these Regulations make it an offence to discharge certain materials such as contaminated stormwater into the environment other than in the circumstances set out in the Regulations.
- *Environmental Protection (Controlled Waste) Regulations 2004* - these Regulations place obligations on you if you produce, accept, transport or dispose of controlled waste.
- *Environmental Protection (Noise) Regulations 1997* – these Regulations require noise emissions from the Premises to comply with the assigned noise levels set out in the Regulations.

You must comply with your Licence. Non-compliance with your Licence is an offence and strict penalties exist for those who do not comply.





Licence holders are also reminded of the requirements of section 53 of the Act which places restrictions on making certain changes to prescribed premises unless the changes are in accordance with a works approval, licence, closure notice or environmental protection notice.

#### Licence fees

If you have a licence that is issued for more than one year, you are required to pay an annual licence fee prior to the anniversary date of issue of your licence. Non payment of annual licence fees will result in your licence ceasing to have effect meaning that it will no longer be valid and you will need to apply for a new licence for your Premises.

#### Ministerial conditions

If your Premises has been assessed under Part IV of the Act you may have had conditions imposed by the Minister for Environment. You are required to comply with any conditions imposed by the Minister.

#### Premises description and Licence summary

The Kamballup Waste Management Facility (WMF) is operated by the Shire of Plantagenet and is located in a rural setting approximately 35km east of Mt Barker, with the nearest townsite of Porongurup, located 12km to the southwest. The nearest residential dwelling is approximately 500m east of the site. The closest waterway is the Kalgan River approximately 140m east of the WMF.

The existing site infrastructure includes a newly constructed waste transfer station, including a hook lift bin on a concrete hardstand for putrescible household waste, comingled recycling container, battery storage area and stormwater control, built under Works Approval (W5505/2013/1). The WMF consists of a Registered Landfill (R1516), closed landfill trenches, internal gravel access roads, perimeter fencing, various recyclables collection facilities, bulk waste metal recycling, green waste storage areas, and a Drum Muster collection facility.

The Waste Transfer Station only operates for 3 hours on Sundays and will be staffed during opening hours. This assessment does not include the existing Registered landfill on the site as this operation is managed under Registration R1516 and in accordance with the *Environmental Protection (Rural Landfill) Regulations 2002* and the Kamballup Waste Management Facility Landfill Post Closure Plan. The site receives an average of 50 tonnes of municipal solid waste and approximately 22 tonnes of recyclable materials annually. These volumes are expected to remain constant. The facility is not permitted to receive construction and demolition waste.

The main emissions from the operation of the WMF are fugitive dust, odour emissions and emissions to land all rated as low risk. Odour will be managed through the regular transfer of general waste collected in the bulk bin to the Registered Landfill every two weeks or more frequently as required and the bulk bin will be covered at all times when the facility is closed. The emissions to land risk associated with the receipt and storage of a number of hazardous wastes and leachate generated from the storage of putrescible wastes is assessed as low due to low volumes and the processing and storage facility requirements of the licence.

This Licence is for the operation of a new waste transfer station established under works approval W5505/2013/1 and includes the receipt and management of other solid wastes at the Kamballup WMF.

The licences and works approvals issued for the Premises since 10/10/2013 are:

| Instrument log |            |  |
|----------------|------------|--|
| Instrument     | Issued     | Description  |
| W5505/2013/1   | 10/10/2013 | Works approval to construct a solid waste depot facility |
| L8869/2014/1   | 30/04/2015 | New Licence issued                                       |

#### Severance

It is the intent of these Licence conditions that they shall operate so that, if a condition or a part of a condition is beyond the power of this Licence to impose, or is otherwise *ultra vires* or invalid, that condition or part of a condition shall be severed and the remainder of these conditions shall nevertheless be valid to the extent that they are within the power of this Licence to impose and are not otherwise *ultra vires* or invalid.



## END OF INTRODUCTION



## Licence conditions

### 1 General

#### 1.1 Interpretation

1.1.1 In the Licence, definitions from the *Environmental Protection Act 1986* 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;

**'ACM'** means asbestos containing material and has the meaning defined in the Guidelines for Assessment, Remediation and Management of Asbestos Contaminated Sites, Western Australia, (DOH, 2009);

**'Act'** means the *Environmental Protection Act 1986*;

**'AHD'** means the Australian height datum;

**'annual period'** means the inclusive period from 1 March until the 28 February in the following year;

**'asbestos'** means the asbestiform variety of mineral silicates belonging to the serpentine or amphibole groups of rock-forming minerals and includes actinolite, amosite, anthophyllite, chrysolite, crocidolite, tremolite and any mixture containing 2 or more of those;

**'averaging period'** means the time over which a limit or target is measured or a monitoring result is obtained;

**'CEO'** means Chief Executive Officer of the Department of Environment Regulation;

**'CEO'** for the purpose of correspondence means;

Manager Licensing (Waste South)  
Department of Environment Regulation  
Locked Bag 33  
CLOISTERS SQUARE WA 6850  
Telephone: (08) 9333 7510  
Facsimile: (08) 9333 7550  
Email: [industry.regulation@der.wa.gov.au](mailto:industry.regulation@der.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;

**'construction and demolition waste'** has the meaning defined in Landfill Definitions;

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

**'DER Asbestos Guidelines'** means document titled "Guidelines for managing asbestos at construction and demolition waste recycling facilities", published by the Department of Environment and Conservation, as amended from time to time.

**'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 and Petroleum;

**'fugitive emissions'** means all emissions not arising from point sources identified in Sections 2.2, 2.3, 2.4 and 2.5;

**'green waste'** means waste that originates from flora and which does not contain or has not been treated or coated with, preserving agents, biocides, fire retardants, paint, adhesives or binders;

**'hardstand'** means a surface with a permeability of  $10^{-9}$  metres/second or less;

**'Hazardous waste'** has the meaning defined in Landfill Definitions;

**'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 titled "Landfill Waste Classification and Waste Definitions 1996" published by the Chief Executive Officer of the Department of Environment as amended from time to time.

**'leachate'** means liquid released by or water that has percolated through waste and which contains some of its constituents;

**'Licence'** means this Licence numbered L8869/2014/1 and issued under the Act;

**'Licensee'** means the person or organisation named as Licensee 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;

**'Schedule 1'** means Schedule 1 of this Licence unless otherwise stated;

**'Schedule 2'** means Schedule 2 of this Licence unless otherwise stated;

**'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 standard in force from time to time during the term of this Licence.

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 in force from time to time, and shall include any amendments or replacements to that guideline or code of practice made during the term of this Licence.

## 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 Licensee 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 Licensee, except where storage is prescribed in section 1.3, shall ensure that environmentally hazardous materials are stored in accordance with the code of practice for the storage and handling of dangerous goods.
- 1.2.4 The Licensee shall immediately recover, or remove and dispose of spills of environmentally hazardous materials outside an engineered containment system.
- 1.2.5 The Licensee shall:
- (a) implement all practical measures to prevent stormwater run-off becoming contaminated by the activities on the Premises; and
  - (b) treat contaminated or potentially contaminated stormwater as necessary prior to being discharged from the Premises.<sup>1</sup>

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 Licensee shall only accept waste on to the Premises if:
- (a) it is of a type listed in Table 1.3.1; and
  - (b) the quantity accepted is below any quantity limit listed in Table 1.3.1; and
  - (c) it meets any specification listed in Table 1.3.1.

| Table 1.3.1: Waste acceptance |   |   |
|-------------------------------|---|---|
| Waste type                    | Quantity limit                                  | Specification <sup>1</sup>                                      |
| Hazardous waste               | Combined total of 2000 tonnes per annual period | Limited to vehicle batteries and DrumMuster products only       |
| Inert Waste Type 1            |   | Construction and demolition (C&D) waste shall not be accepted.  |
|                               |   | Waste containing visible asbestos or ACM shall not be accepted. |
|                               |   | Scrap metal, glass and aluminium recyclables only               |
| Inert Waste Type 2            |   | Tyres and plastics only   |
| Putrescible waste             |   | None specified  |

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 Licensee 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 Licensee shall contact the CEO to agree a course of action in relation to the waste.
- 1.3.3 The Licensee 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         | Process   | Process limits   |
|--------------------|---|--|
| Hazardous waste    | Receipt, handling and storage prior to disposal                         | <ul style="list-style-type: none"> <li>Vehicle batteries must be stored in a fully enclosed bunded area/container</li> </ul>   |
| Inert Waste Type 1 |   | <ul style="list-style-type: none"> <li>Crushing and screening of Inert Waste Type 1 is not permitted.</li> </ul>   |
| Inert Waste Type 2 |   | <p>Tyres to be stored in the following manner:</p> <ul style="list-style-type: none"> <li>in piles of up to 100 units in total, with a 6m separation distance between piles.</li> <li>6m from any other combustible material and at least 35m from the premises boundary.</li> <li>not more than 1000 tyres stored on the premises at any one time</li> </ul> <p>Plastics to be stored in recyclables sea container</p>  |
| Putrescible waste  | Receipt, handling and storage prior to disposal                         | <ul style="list-style-type: none"> <li>Paper &amp; cardboard to recyclables sea container or general/municipal waste hook-lift bin.</li> <li>Other putrescibles (excluding green waste) to general/municipal waste hook-lift bin.</li> <li>The general waste bulk hook - lift bin is to be covered at all times when the transfer station is not in operation.</li> </ul>  |
|                    | Receipt, handling and storage prior to disposal by burning (greenwaste) | <p>Green waste to be stored in either the green waste storage area within the transfer station or in the Bulk Green Waste Storage and Designated Burning Area as shown in the Premises map and bulk waste storage locations in Schedule 1.</p> <p>Green waste shall only be burnt in the Green Waste Designated Burning area and if;</p> <ul style="list-style-type: none"> <li>It has been dried and seasoned for at least 2 months before burning; and</li> <li>takes place in a designated burning area at least 25m from the boundary of any active landfill disposal areas and outside of the transfer station; and</li> <li>takes place in trenches or windrows; and</li> <li>takes place only when an adequate supply of water is available to effectively manage the burning process; and</li> </ul> |

**1.3.4 The Licensee shall implement the following security measures at the site:**

- erect and maintain suitable fencing to prevent unauthorised access to the site; and
- ensure that any entrance gates to the premises are securely locked when the premises are unattended; and
- undertake regular inspections of all security measures and repair damage as soon as practicable.





- 1.3.5 The Licensee shall install and maintain a sign at the entrance to the Premises which clearly displays the following information;
- (a) hours of operation;
  - (b) contact telephone number;
  - (c) warning indicating penalties for people lighting fires;
  - (d) list of materials accepted for recycling on the premises; and
  - (e) list of materials not accepted and alternate facility for disposal.
- 1.3.6 The Licensee shall implement control measures to prevent infestations of pests, flies and vermin at the Premises.
- 1.3.7 The Licensee shall take all reasonable and practical measures to ensure that no windblown waste escapes from the Premises and that windblown waste is collected on at least a weekly basis and appropriately contained.

## 2 Emissions

### 2.1 General

- 2.1.1 The Licensee shall record and investigate the exceedance of any descriptive or numerical limit or target specified in any part of section 2 of this Licence.

#### 2.2-2.4 Point source emissions to air, surface water and groundwater

There are no specified conditions relating to point source emissions to air, surface water or groundwater in this section.

### 2.5 Emissions to land

There are no specified conditions relating to emissions to land in this section.

### 2.6 Fugitive emissions

- 2.6.1 The Licensee shall ensure that no visible dust generated by the activities on the Premises crosses the boundary of the Premises.

### 2.7 Odour

- 2.7.1 The Licensee shall ensure that odour emitted from the Premises does not unreasonably interfere with the health, welfare, convenience, comfort or amenity of any person who is not on the Premises.
- 2.7.2 The Licensee shall ensure that the contents of the domestic (general waste) bulk hook lift bin are removed for burial at least every 14 days to minimise odour emissions or within 12 hours of odour being identified.

### 2.8 Noise

There are no specified conditions relating to noise in this section.





### 3 Monitoring

#### 3.1 General monitoring

There are no specified conditions relating to monitoring in this section.

#### 3.2-3.4 Monitoring of point source emissions to air, surface water and groundwater

There are no specified conditions relating to monitoring of point source emissions to air, surface water or groundwater in this section.

#### 3.5 Monitoring of emissions to land

There are no specified conditions relating to monitoring of emissions to land in this section.

#### 3.6 Monitoring of inputs and outputs

3.6.1 The Licensee shall undertake the monitoring in Table 3.6.1 according to the specifications in that table.

| Table 3.6.1: Monitoring of inputs and outputs |   |   |                  |  |
|---|---|---|------------------|--|
| Input/Output                                  | Parameter   | Units   | Averaging period | Frequency  |
| Waste Inputs                                  | Hazardous Waste<br>Inert Waste Type 1<br>Inert Waste Type 2 | m <sup>3</sup>                                    | N/A              | Each load arriving at the Premises   |
| Waste Outputs                                 | Hazardous Waste<br>Inert Waste Type 1                       |   |                  | Each load leaving or rejected from the Premises  |
|   | Putrescible waste (excluding green waste)                   |   |                  | Each bulk hook-lift bin disposed of to the landfill or<br>Each recyclables load leaving the Premises |
|   | Putrescible waste - green waste only                        |   |                  | Each stockpile burnt at the Premises   |
|   | Inert Waste Type 2  |   |                  | Each load leaving the Premises   |
|   |   | • Number of tyres<br>• m <sup>3</sup> of plastics |                  |  |

#### 3.7 Process monitoring

There are no specified conditions relating to process monitoring in this section.

#### 3.8-3.9 Ambient environmental quality monitoring and meteorological monitoring

There are no specified conditions relating to ambient environmental quality monitoring or meteorological monitoring in this section.



## 4 Improvements

There are no specified conditions relating to improvements in this section.

## 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 Licensee 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 Licensee shall complete an Annual Audit Compliance Report indicating the extent to which the Licensee 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 Licensee 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 Licensee shall submit to the CEO an Annual Environmental Report within 60 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 <sup>1</sup>           |
| -  | Summary of any failure or malfunction of any pollution control equipment and any environmental incidents that have occurred during the annual period and any action taken | None specified                        |
| 3.6.1                                    | Summary of inputs and outputs   | None specified                        |
| 5.1.3                                    | Compliance  | Annual Audit Compliance Report (AACR) |
| 5.1.4                                    | Complaints summary  | None specified                        |

Note 1: Forms are in Schedule 2



### 5.3 Notification

- 5.3.1 The Licensee shall ensure that the parameters listed in Table 5.3.1 are notified to the CEO in accordance with the notification requirements of the table.

| Table 5.3.1: Notification requirements |  |   |                             |
|--|--|---|-----------------------------|
| Condition or table (if relevant)       | Parameter  | Notification requirement <sup>1</sup>   | Format or form <sup>2</sup> |
| 1.3.2                                  | Breach of any waste acceptance criteria in the Licence.  | Part A: As soon as practicable but no later than 5pm of the next usual working day.<br><br>Part B: As soon as practicable | N1                          |
| 2.1.1                                  | Breach of any limit specified in the Licence   |   |                             |
| -                                      | Any failure or malfunction of any pollution control equipment or any incident, which has caused, is causing or may cause pollution |   |                             |

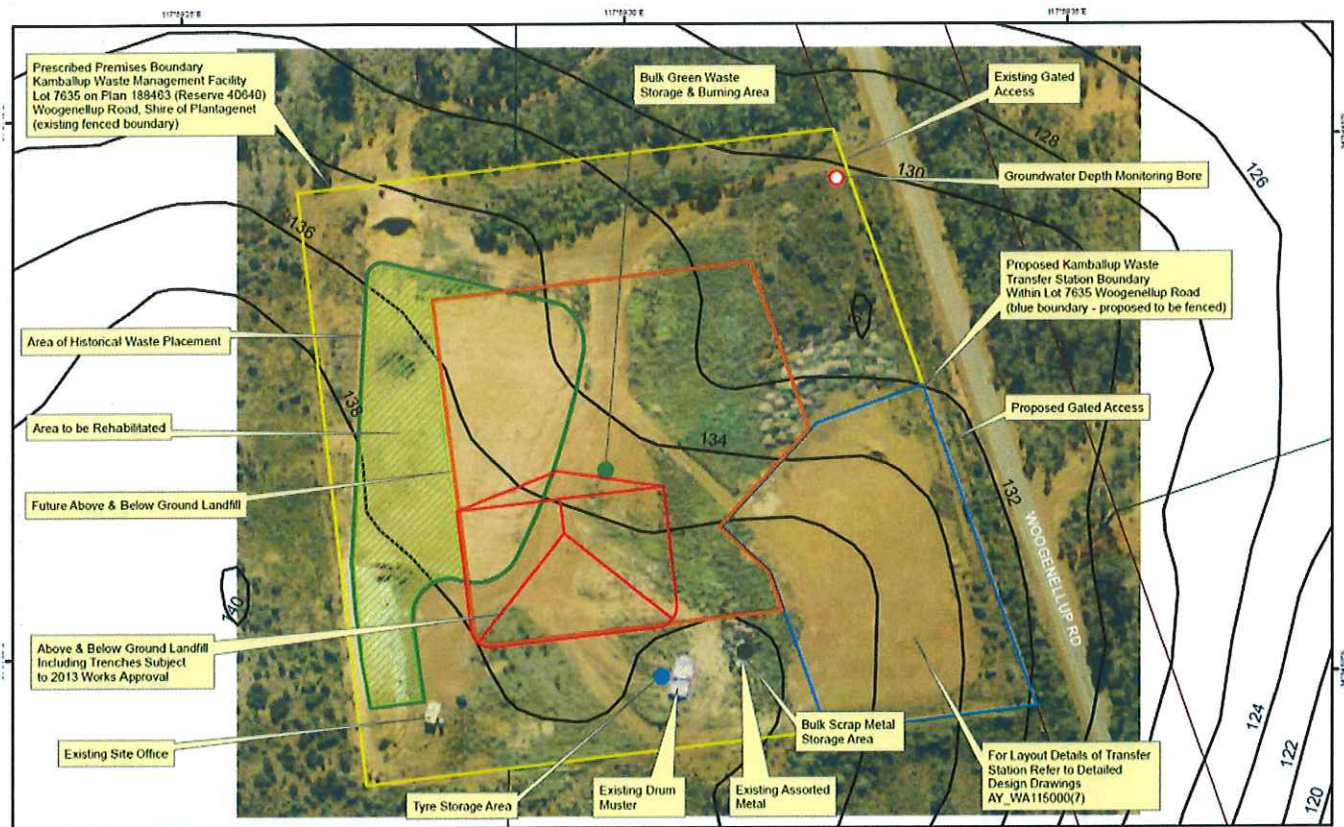
Note 1: Notification requirements in the Licence shall not negate the requirement to comply with s72 of the Act

Note 2: Forms are in Schedule 2

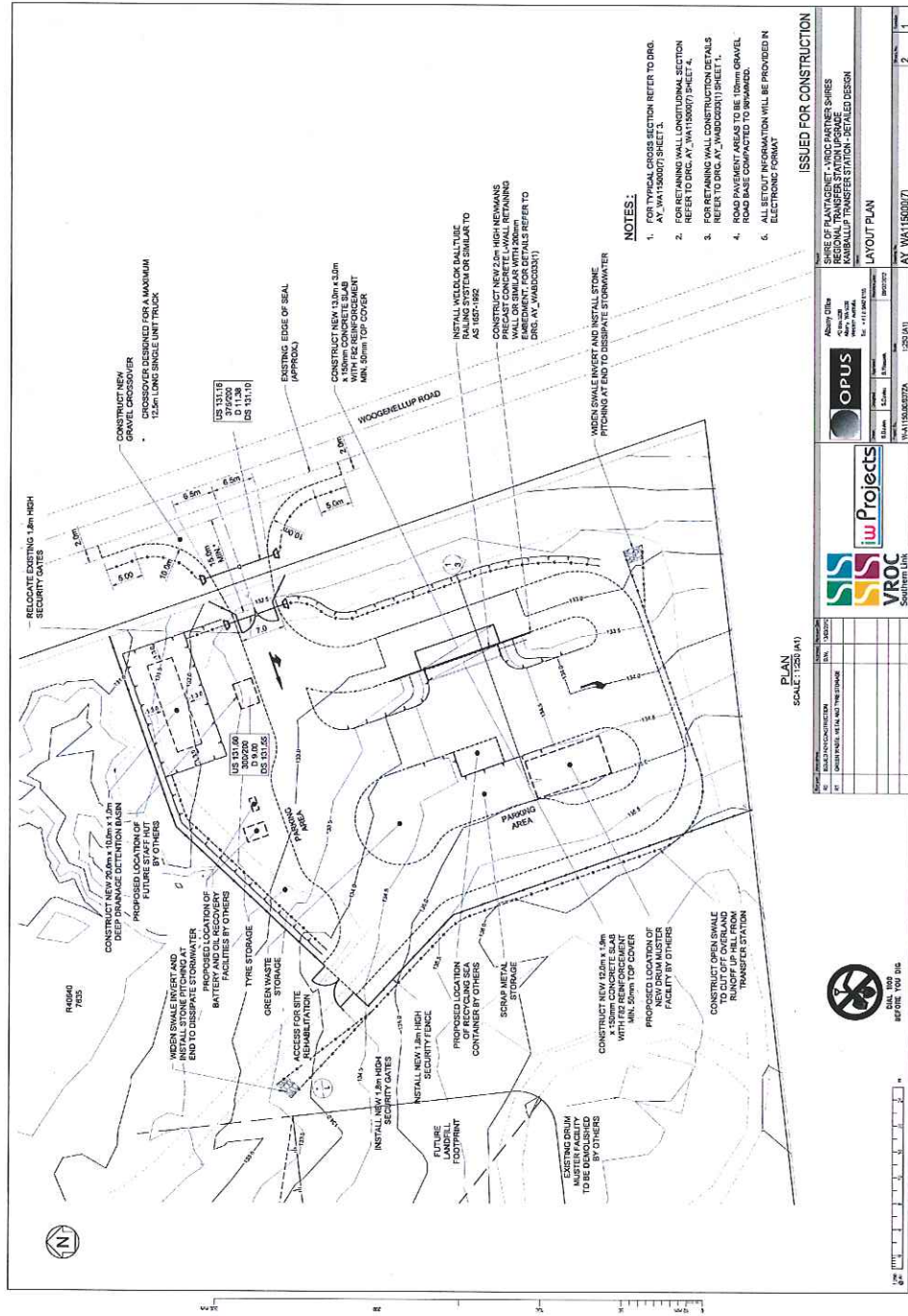


### Premises map and bulk waste storage locations

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



The location of the storage areas defined in Table 1.3.1 are shown below.





## Schedule 2: Reporting & notification forms

These forms are provided for the proponent to report monitoring and other data required by the Licence. They can be requested in an electronic format.

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### ANNUAL AUDIT COMPLIANCE REPORT PROFORMA

#### SECTION A LICENCE DETAILS

|                                     |                      |
|-------------------------------------|----------------------|
| Licence Number:                     | Licence File Number: |
| Company Name:                       | ABN:                 |
| Trading as:                         |                      |
| Reporting period:<br>_____ to _____ |                      |

#### STATEMENT OF COMPLIANCE WITH LICENCE CONDITIONS

1. Were all conditions of the Licence complied with within the reporting period? (please tick the appropriate box)

Yes ☐ Please proceed to Section C

No ☐ Please proceed to Section B

Each page must be initialled by the person(s) who signs Section C of this Annual Audit Compliance Report (AACR).

Initial:





## SECTION B

### DETAILS OF NON-COMPLIANCE WITH LICENCE CONDITION.

Please use a separate page for each licence condition that was not complied with.

|  |                             |
|--|-----------------------------|
| a) Licence condition not complied with:  |                             |
|  |                             |
| b) Date(s) when the non compliance occurred, if applicable:  |                             |
|  |                             |
| c) Was this non compliance reported to DER?:   |                             |
| <input type="checkbox"/> Yes<br><input type="checkbox"/> Reported to DER verbally<br>Date _____<br><input type="checkbox"/> Reported to DER in writing<br>Date _____ | <input type="checkbox"/> No |
| d) Has DER taken, or finalised any action in relation to the non compliance?:  |                             |
|  |                             |
| e) Summary of particulars of the non compliance, and what was the environmental impact:  |                             |
|  |                             |
| f) If relevant, the precise location where the non compliance occurred (attach map or diagram):  |                             |
|  |                             |
| g) Cause of non compliance:  |                             |
|  |                             |
| h) Action taken, or that will be taken to mitigate any adverse effects of the non compliance:  |                             |
|  |                             |
| i) Action taken or that will be taken to prevent recurrence of the non compliance:   |                             |
|  |                             |

Each page must be initialised by the person(s) who signs Section C of this AACR

Initial:



## SECTION C

### SIGNATURE AND CERTIFICATION

This Annual Audit Compliance Report (AACR) may only be signed by a person(s) with legal authority to sign it. The ways in which the AACR must be signed and certified, and the people who may sign the statement, are set out below.

Please tick the box next to the category that describes how this AACR is being signed. If you are uncertain about who is entitled to sign or which category to tick, please contact the licensing officer for your premises.

| If the licence holder is                           |  | The Annual Audit Compliance Report must be signed and certified:   |
|--|--|--|
| An individual                                      | <input type="checkbox"/><br><input type="checkbox"/>   | by the individual licence holder, or<br>by a person approved in writing by the Chief Executive Officer of the Department of Environment Regulation to sign on the licensee's behalf.   |
| A firm or other unincorporated company             | <input type="checkbox"/><br><input type="checkbox"/>   | by the principal executive officer of the licensee; or<br>by a person with authority to sign on the licensee's behalf who is approved in writing by the Chief Executive Officer of the Department of Environment Regulation.   |
| A corporation                                      | <input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> | by affixing the common seal of the licensee in accordance with the <i>Corporations Act 2001</i> ; or<br>by two directors of the licensee; or<br>by a director and a company secretary of the licensee, or<br>if the licensee is a proprietary company that has a sole director who is also the sole company secretary – by that director, or<br>by the principal executive officer of the licensee; or<br>by a person with authority to sign on the licensee's behalf who is approved in writing by the Chief Executive Officer of the Department of Environment Regulation. |
| A public authority (other than a local government) | <input type="checkbox"/><br><input type="checkbox"/>   | by the principal executive officer of the licensee; or<br>by a person with authority to sign on the licensee's behalf who is approved in writing by the Chief Executive Officer of the Department of Environment Regulation.   |
| a local government                                 | <input type="checkbox"/><br><input type="checkbox"/>   | by the chief executive officer of the licensee; or<br>by affixing the seal of the local government.  |

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. There is a maximum penalty of \$50,000 for an individual or body corporate.

I/We declare that the information in this annual audit compliance report is correct and not false or misleading in a material particular.

SIGNATURE: \_\_\_\_\_

NAME:  
(printed) \_\_\_\_\_

POSITION: \_\_\_\_\_

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

SEAL (if signing under seal)

SIGNATURE: \_\_\_\_\_

NAME:  
(printed) \_\_\_\_\_

POSITION: \_\_\_\_\_

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_



Licence: L8869/2014/1  
Form: N1

Licensee: Shire of Plantagenet  
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   |  |
| 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<br>Shire of Plantagenet |  |
| Date   |  |





# Decision Document

## *Environmental Protection Act 1986, Part V*

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**Proponent:** Shire of Plantagenet

**Licence:** L8869/2014/1

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**Registered office:** Shire of Plantagenet  
22-24 Lowood Road  
MT BARKER WA 6324

**Premises address:** Kamballup Waste Management Facility  
Woogenellup Rd  
WOOPENELLUP WA 6324  
Being Lot 7635 on Plan 188463 as depicted in Schedule 1

**Issue date:** Thursday, 29 April 2015

**Commencement date:** Monday, 4 May 2015

**Expiry date:** Sunday, 2 April 2020

### Decision

Based on the assessment detailed in this document the Department of Environment Regulation (DER), has decided to issue a licence. DER considers that in reaching this decision, it has taken into account all relevant considerations and its conditions will ensure that an appropriate level of environmental protection is provided.

Decision Document prepared by:

Caron Goodbourn  
Licensing Officer

Decision Document authorised by:

Marko Pasalich  
Manager Licensing





## Contents

|  |             |
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| 6 Risk Assessment                              | <u>1342</u> |

## 1 Purpose of this Document

This decision document explains how DER has assessed and determined the application and provides a record of DER's decision-making process and how relevant factors have been taken into account. Stakeholders should note that this document is limited to DER's assessment and decision making under Part V of the *Environmental Protection Act 1986*. Other approvals may be required for the proposal, and it is the proponent's responsibility to ensure they have all relevant approvals for their Premises.

### Works approval and licence conditions

DER has three types of conditions that may be imposed on works approvals and licences. They are as follows;

#### Standard conditions (SC)

DER has standard conditions that are imposed on all works approvals and licences regardless of the activities undertaken on the Premises and the information provided in the application. These are included as the following conditions on works approvals and licences:

Works approval conditions: 1.1.1-1.1.4, 1.2.1, 1.2.2, 5.1.1 and 5.1.2.

Licence conditions: 1.1.1-1.1.4, 1.2.1-1.2.4, 5.1.1-5.1.4 and 5.2.1.

For such conditions, justification within the Decision Document is not provided.

#### Optional standard conditions (OSC)

In the interests of regulatory consistency DER has a set of optional standard conditions that can be imposed on works approvals and licences. DER will include optional standard conditions as necessary, and are likely to constitute the majority of conditions in any licence. The inclusion of any optional standard conditions is justified in Section 4 of this document.

#### Non standard conditions (NSC)

Where the proposed activities require conditions outside the standard conditions suite DER will impose one or more non-standard conditions. These include both premises and sector specific conditions, and are likely to occur within few licences. Where used, justification for the application of these conditions will be included in Section 4.



## 2 Administrative summary

| Administrative details   |   |   |
|--|---|---|
| Application type   | Works Approval <input type="checkbox"/><br>New Licence <input checked="" type="checkbox"/><br>Licence amendment <input type="checkbox"/><br>Works Approval amendment <input type="checkbox"/> |   |
| Activities that cause the premises to become prescribed premises   | Category number(s)  | Assessed design capacity  |
|  | 62  | 2000 tonnes per year  |
| Application verified   | Date: 15/12/2014  |   |
| Application fee paid   | Date: 13/01/2015  |   |
| Works Approval has been complied with  | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>  |   |
| Compliance Certificate received  | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>  |   |
| Commercial-in-confidence claim   | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>   |   |
| Commercial-in-confidence claim outcome   |   |   |
| Is the proposal a Major Resource Project?  | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>   |   |
| Was the proposal referred to the Environmental Protection Authority (EPA) under Part IV of the <i>Environmental Protection Act 1986</i> ?  | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>   | Referral decision No:<br>Managed under Part V <input type="checkbox"/><br>Assessed under Part IV <input type="checkbox"/> |
| Is the proposal subject to Ministerial Conditions?   | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>   | Ministerial statement No:<br>EPA Report No:   |
| Does the proposal involve a discharge of waste into a designated area (as defined in section 57 of the <i>Environmental Protection Act 1986</i> )?   | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br>Department of Water consulted Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                      |   |
| Is the Premises within an Environmental Protection Policy (EPP) Area Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br>If Yes include details of which EPP(s) here.                                 |   |   |
| Is the Premises subject to any EPP requirements? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br>If Yes, include details here, eg Site is subject to SO <sub>2</sub> requirements of Kwinana EPP. |   |   |





### 3 Executive summary of proposal and assessment

The Kamballup Waste Management Facility (WMF) is operated by the Shire of Plantagenet and is located in a rural setting approximately 35km east of Mt Barker, with the nearest townsite of Porongurup, located 12km to the southwest. The nearest residential dwelling is approximately 500m east of the site and the nearest commercial property, Kamballup Roadhouse, is 400m south. The closest waterway is the Kalgan River approximately 140m east of the WMF.

The existing site infrastructure includes a newly constructed waste transfer station, including a hook lift bin on a concrete hardstand for putrescible household waste, comingled recycling container, battery storage area and stormwater control, built under Works Approval (W5505/2013/1). No waste oil will be received at the WMF. The WMF consists of a Registered Landfill (R1516), closed landfill trenches, internal gravel access roads, perimeter fencing, various recyclables collection facilities, bulk waste metal recycling, green waste storage areas, and a Drum Muster collection facility. The Waste Transfer Station will be staffed during operating hours of 8.00am to 11.00am on Sundays only. This assessment and Licence does not include the existing Registered landfill on the site as this operation would be managed under Registration R1516 and the Kamballup Waste Management Facility Landfill Post Closure Plan dated 28 January 2014 and the *Environmental Protection (Rural Landfill) Regulations 2002*.

The site receives an average of 50 tonnes of municipal solid waste and approximately 22 tonnes of recyclable materials annually. These volumes are expected to remain constant. The facility is not permitted to accept any construction and demolition (C&D) waste.

The main emissions from the operation of the WMF are fugitive dust, odour emissions and emissions to land all rated as low risk. Fugitive dust emissions are minimised by low speed traffic movement and minimal public access via unsealed roads to bulk waste storage areas outside of the transfer station. There is potential for odour emissions from the temporary storage of putrescible municipal waste within the transfer station. Odour will be managed through the regular transfer of general waste collected in the bulk bin to the Registered Landfill every two weeks or within 12 hours of odour being identified and the bulk bin will be covered at all times when the facility is closed.

The emissions to land risk associated with the receipt and storage of a number of hazardous wastes and leachate generated from the storage of putrescible wastes is assessed as low due to the requirement for bunding and impermeable storage facility requirements of the licence.

Asbestos contamination is considered to be low risk for this premises as it will not be accepting any C&D waste at the facility.





## 4 Decision table

All applications are assessed in line with the *Environmental Protection Act 1986*, the *Environmental Protection Regulations 1987*, DEC's Policy Statement - Limits and targets for prescribed premises (2006), and DER's Operational Procedure on Assessing Emissions and Discharges from Prescribed Premises. Where other references have been used in making the decision they are detailed in the decision document.

| DECISION TABLE                   |   |            |  |  |
|----------------------------------|---|------------|--|--|
| Works Approval / Licence section | Condition number<br>W = Works Approval<br>L = Licence | OSC or NSC | Justification (including risk description & decision methodology where relevant)   | Reference documents  |
| General conditions               | L1.2.5;<br>L1.3.1 - L1.3.7                            | OSC        | <p><b>Operation</b></p> <p><u>Emission Description</u><br/><i>Emission:</i> Stormwater contaminated with leachate from putrescible or hazardous waste storage.</p> <p><i>Impact:</i> Contamination of surrounding land, surface water and groundwater. The recently installed bore at the site indicates that groundwater depth varies seasonally from approximately 1-7 metres below ground level. The closest waterway is the Kalgan River approximately 140m east of the Premises.</p> <p><i>Controls:</i> The proponent has designed and constructed the storage areas and vehicle access surfaces within the transfer station to prevent or minimise the likelihood of stormwater coming into direct contact with putrescible and hazardous waste. Drainage channels around the perimeter of the transfer station capture and divert stormwater to an unlined drainage detention basin. The bulk hook-lift bin used for putrescible waste disposal is sealed and lidded and sits on a concrete hardstand. The bin will be covered at all times when the facility is closed, with opening times of only 3 hours per week (ie Sundays only). The only hazardous wastes accepted are used batteries which are stored in a banded hardstand, covered facility and Drum Muster recycled plastic containers, stored in a secure, fenced facility.</p> | <p>Application supporting documentation</p> <p>Works Approval compliance documentation</p> <p>Code of Practice for the Storage and Handling of Dangerous Goods, Department of Mines and Petroleum, Government of Western Australia</p> |



## DECISION TABLE

| Works Approval / Licence section | Condition number<br>W = Works Approval<br>L = Licence | OSC or NSC | Justification (including risk description & decision methodology where relevant)   | Reference documents   |
|----------------------------------|---|------------|--|---|
|                                  |   |            | <p><u>Risk Assessment</u><br/><i>Consequence:</i> Insignificant<br/><i>Likelihood:</i> Possible<br/><i>Risk Rating:</i> Low</p> <p><u>Regulatory Controls</u><br/>OSC L1.2.5 has been added to the licence to require the operator to maintain a surface water management system that directs uncontaminated stormwater within the transfer station away from storage areas to the constructed drainage swales and basin.</p> <p>Standard optional REFIRE conditions related to the operation of a solid waste depot have been applied to the licence to ensure that only certain waste types and quantities are accepted and to ensure that any wastes not meeting the criteria are not accepted at the Premises. OSC L1.3.3 has been added to ensure that accepted wastes are stored and handled according to set process limits. The limited waste types and volumes received, along with controls over the storage facilities, combine to ensure that any potential emissions are minimised and are low risk for this Premises. To avoid the preparation of an asbestos management plan the proponent has agreed that approval for the acceptance of any C&amp;D waste is removed from the licence. The acceptance of C&amp;D waste at this facility is strictly prohibited.</p> <p>Premises operation OSC's include L1.3.4 to ensure the presence and maintenance of adequate security at the site, adequate signage information at the entrance to the Premises (L1.3.5), control measures to prevent infestations of pests and vermin (L1.3.6) and requirements to manage windblown waste (L1.3.7).</p> <p><u>Residual Risk</u><br/><i>Consequence:</i> Insignificant</p> | <p><i>Environmental Protection (Unauthorised Discharges) Regulations, 2004</i></p> <p>Landfill Waste Classification and Waste Definitions 1996 (as amended)</p> |





# DECISION TABLE

| Works Approval / Licence section   | Condition number<br>W = Works Approval<br>L = Licence | OSC or NSC | Justification (including risk description & decision methodology where relevant)   | Reference documents              |
|--|---|------------|--|----------------------------------|
|  |   |            | <i>Likelihood: Unlikely<br/>Risk Rating: Low</i>   |                                  |
| Emissions general  | L2.1.1  | OSC        | Descriptive limits are set through conditions 2.6.1, 2.7.1 and 2.7.2 of the licence and therefore the OSC regarding recording and investigation of exceedances of limits or targets has been included.   | N/A                              |
| Point source emissions to air, surface water and groundwater, including monitoring | L2.2 – 2.4 and L3.2 – 3.4                             | N/A        | No point source emissions to air or surface water, or direct emissions to groundwater are expected from the operation of the waste transfer station or management of other solid waste stockpiles within the waste management facility. No specified conditions relating to air, surface water or groundwater emissions or the monitoring of these emissions are proposed for this licence.  | Application supporting document. |
| Emissions to land including monitoring   | L2.5 & L3.5   | N/A        | No point source emissions to land are expected from the operation of the waste transfer station or management of other solid waste stockpiles within the waste management facility. No specified conditions relating to emissions to land or the monitoring of these emissions are proposed for this licence.  | Application supporting document. |
| Fugitive emissions   | L2.6  | OSC        | <p><b>Operation</b></p> <p><u>Emission Description</u><br/> <i>Emission:</i> Dust from vehicle movements on unsealed roads and depositing and movement of some waste types.<br/> <i>Impact:</i> Nuisance impacts to nearby receptors. However, the nearest residential receptor is 500m east and the nearest commercial property is 400m south.<br/> <i>Controls:</i> Vehicle movements on gravel roads within the transfer station and adjacent roads providing access to other bulk waste stockpiles or storage facilities</p> | Application supporting document. |





DECISION TABLE

| Works Approval / Licence section | Condition number<br>W = Works Approval<br>L = Licence | OSC or NSC  | Justification (including risk description & decision methodology where relevant)  | Reference documents  |
|----------------------------------|---|-------------|---|--|
|                                  |   |             | <p>will be at a controlled, low speed to minimise dust generation. The fact that C&amp;D waste is not accepted also reduces the potential for dust generation. The Waste Transfer Station is only open to accept wastes one day per week for 3 hours. The site will be monitored on a continuous basis by the onsite attendant.</p> <p><u>Risk Assessment</u><br/><i>Consequence:</i> Insignificant<br/><i>Likelihood:</i> Possible<br/><i>Risk Rating:</i> Low</p> <p><u>Regulatory Controls</u><br/>OSC 2.6.1 has been added to the licence to require that no visible dust generated by the activities of the Premises crosses the boundary of the Premises.</p> <p>OSC 1.3.3 and the associated Table 1.3.2, applies set conditions under which green waste burning can take place within a Designated Burning Area. Operating in accordance with the burning conditions should reduce any smoke impacts.</p> <p><u>Residual Risk</u><br/><i>Consequence:</i> Insignificant<br/><i>Likelihood:</i> Unlikely<br/><i>Risk Rating:</i> Low</p> |  |
| Odour                            | L2.7  | OSC/<br>NSC | <p><u>Operation</u><br/><u>Emission Description</u><br/><i>Emission:</i> Odour generated from the short term storage of putrescible waste.<br/><i>Impact:</i> Nuisance impacts to nearby receptors. However, the nearest residential receptor is 500m east and the nearest commercial property is 400m south.<br/><i>Controls:</i> The bulk hook-lift bin used for putrescible waste disposal is sealed and</p>   | Application supporting documentation<br><i>Environmental Protection (Rural</i> |



# DECISION TABLE

| Works Approval / Licence section | Condition number<br>W = Works Approval<br>L = Licence | OSC or NSC | Justification (including risk description & decision methodology where relevant)   | Reference documents  |
|----------------------------------|---|------------|--|--|
|                                  |   |            | <p>lided and will be covered at all times when the facility is closed. Odour will be monitored by the onsite attendant. The operator will relocate the contents of the bulk bin to the adjacent existing landfill trenches within 12 hours if odour becomes an issue.</p> <p><u>Risk Assessment</u><br/> <i>Consequence:</i> Insignificant<br/> <i>Likelihood:</i> Possible<br/> <i>Risk Rating:</i> Low</p> <p><u>Regulatory Controls</u><br/>           OSC 2.7.1 has been added to the licence to ensure that odour is managed so that it does not unreasonably interfere with the health, welfare, convenience, comfort or amenity of any person who is not on the Premises.</p> <p>NSC 2.7.2 has been added to the licence to ensure that the contents of the general waste hook-lift bin are transferred at least every 14 days or within 12 hours of odour being identified, to the existing landfill trenches to minimise the potential for odour generation.</p> <p><u>Residual Risk</u><br/> <i>Consequence:</i> Insignificant<br/> <i>Likelihood:</i> Unlikely<br/> <i>Risk Rating:</i> Low</p> | Landfill Regulations 2002                                    |
| Noise                            | L2.8  | OSC        | <p><b>Operation</b><br/>           Emission Description<br/> <i>Emission:</i> Noise from vehicle movements and operation of heavier equipment including occasional removal and replacement of the hook-lift bin.</p>   | Application supporting documentation<br><i>Environmental</i> |



DECISION TABLE

| Works Approval / Licence section | Condition number<br>W = Works Approval<br>L = Licence | OSC or NSC | Justification (including risk description & decision methodology where relevant)  | Reference documents   |
|----------------------------------|---|------------|---|---|
|                                  |   |            | <p><i>Impact:</i> Nuisance impact on nearest residence. However, the nearest residential receptor is 500m east and the nearest commercial property is 400m south.</p> <p><i>Controls:</i> The licence is subject to the <i>Environmental Protection (Noise) Regulations 1997</i> and the Premises are only operational in daylight hours for 3 hours per week.</p> <p><u>Risk Assessment</u><br/><i>Consequence:</i> Insignificant<br/><i>Likelihood:</i> Unlikely<br/><i>Risk Rating:</i> Low</p> <p><u>Regulatory Controls</u><br/>The <i>Environmental Protection (Noise) Regulations 1997</i> will provide adequate regulatory control in the unlikely event of any noise issues.</p> <p><u>Residual Risk</u><br/><i>Consequence:</i> Insignificant<br/><i>Likelihood:</i> Unlikely<br/><i>Risk Rating:</i> Low</p> | <i>Protection (Noise) Regulations 1997</i>  |
| Monitoring general               | N/A   | N/A        | No specific conditions relating to Monitoring general are required.   |   |
| Monitoring of inputs and outputs | L3.6.1  | OSC        | L3.6.1 has been added to the licence to ensure monitoring and reporting of the waste volumes and types entering, leaving or otherwise processed or disposed of within the waste management facility in accordance with the licence waste acceptance and processing criteria set out in the Premises operating conditions.   | Application supporting documentation<br>Landfill Waste Classification and Waste Definitions 1996 (as amended) |





# DECISION TABLE

| Works Approval / Licence section | Condition number<br>W = Works Approval<br>L = Licence | OSC or NSC | Justification (including risk description & decision methodology where relevant)   | Reference documents                  |
|----------------------------------|---|------------|--|--------------------------------------|
| Process monitoring               | N/A   | N/A        | No specific conditions relating to Process Monitoring are required.  |                                      |
| Ambient quality monitoring       | N/A   | N/A        | No specific conditions relating to Ambient quality monitoring are required.  |                                      |
| Meteorological monitoring        | N/A   | N/A        | No specific conditions relating to Meteorological monitoring are required.   |                                      |
| Improvements                     | L4  | OSC        | No specific conditions relating to Improvements are required.  |                                      |
| Information                      | L5.3.1  | OSC        | Notification requirements of the licence include a requirement to report any breach of waste acceptance criteria or any limit set in the licence as soon as practicable. These notification requirements are standard REFIRE information requirements.   |                                      |
| Licence Duration                 | N/A   | N/A        | This is a new Licence for the operation of a newly built waste transfer station with options for bulk solid waste storage and disposal within the adjacent waste management area. Waste volumes are low and the facility is only operational for 3 hours per week, with the Premise assessed as low risk. The recommended duration of the instrument is for 5 years. | Application supporting documentation |

## 5 Advertisement and consultation table

| Date       | Event   | Comments received/Notes  | How comments were taken into consideration  |
|------------|---|--|---|
| 19/01/2015 | Application advertised in West Australian (or other relevant newspaper) | No comments received   | N/A   |
| 20/01/2015 | Proponent sent a copy of draft instrument                               | Shire of Plantagenet response letter to draft instrument received on 30/01/2015. Only requested change was to the annual period to have it coincide with existing licence for the main Shire WMF. The Shire has requested that all DER WMF Licences align with their annual reporting periods.   | DER agrees to change the annual period to make it from 1 March to 28 February the following year.   |
| 12/03/2015 | Proponent sent copy of amended draft instrument                         | <p>Shire of Plantagenet response letter to draft instrument received on 1/04/2015.</p> <ol style="list-style-type: none"> <li>1. Request that 1.3.5 (d) "location of where materials can be deposited..." is removed from the condition, as this information is found on internal signs and therefore not required on the entrance sign.</li> <li>2. Request that 2.7.2 be amended to allow the bins to only be emptied when full or within 24 hours of odour being detected.</li> <li>3. That the requirement to submit an asbestos plan is removed for the reason that the facility does not accept asbestos.</li> </ol> | <ol style="list-style-type: none"> <li>1. Condition amended to remove this statement as it is agreed that internal signs for deposit locations would suffice.</li> <li>2. Condition not changed as the Shire overlooked the word "or" and as a result the bins would only need to be emptied within 12 hours of odour being identified and as the bins have closable lids and the site remote, odour is unlikely to be an issue.</li> <li>3. Shire has requested to have approval for C &amp; D waste acceptance to be removed from the licence. C &amp; D waste has been removed from the Licence and the facility will not be permitted to accept any C &amp; D waste.</li> </ol> <p>Shire agreed to the the changes. (E.mail correspondence dated 23/04/2015 and signed waiver dated 28/04/2015)</p> |

## 6 Risk Assessment

*Note: This matrix is taken from the DER Corporate Policy Statement No. 07 - Operational Risk Management*

**Table 1: Emissions Risk Matrix**

| Likelihood            | Consequence     |                 |                 |                 |                |
|-----------------------|-----------------|-----------------|-----------------|-----------------|----------------|
|                       | Insignificant   | Minor           | Moderate        | Major           | Severe         |
| <b>Almost Certain</b> | <b>Moderate</b> | <b>High</b>     | <b>High</b>     | <b>Extreme</b>  | <b>Extreme</b> |
| <b>Likely</b>         | <b>Moderate</b> | <b>Moderate</b> | <b>High</b>     | <b>High</b>     | <b>Extreme</b> |
| <b>Possible</b>       | <b>Low</b>      | <b>Moderate</b> | <b>Moderate</b> | <b>High</b>     | <b>Extreme</b> |
| <b>Unlikely</b>       | <b>Low</b>      | <b>Moderate</b> | <b>Moderate</b> | <b>Moderate</b> | <b>High</b>    |
| <b>Rare</b>           | <b>Low</b>      | <b>Low</b>      | <b>Moderate</b> | <b>Moderate</b> | <b>High</b>    |



