



Government of **Western Australia**
Department of **Environment and Conservation**

Your ref: L6900/1997/12
Our ref: L105/97
Enquiries: Timothy Moore
Phone: 08 9333 7510
Fax: 08 9333 7533
Email: tim.moore@dec.wa.gov.au

The Manager
Shire of Gingin
7 Brockman Street
GINGIN, WA 6503

Dear Sir/Madam

ENVIRONMENTAL PROTECTION ACT 1986 – LICENCE L6900/12

Gingin Waste Management Facility
Lot 10 on Diagram 70017
Cockram Road
Gingin, WA, 6503
Licence Number L6900/1997/12

Your application for a licence under Part V of the *Environmental Protection Act 1986* for the above premises works has been issued subject to the attached conditions. Enclosed is your licence number **L6900/1997/12**.

If you are concerned about, or object to any of the conditions you may lodge an appeal with the Minister for the Environment within 21 days from the date on which this licence is received. The Office of the Appeals Convenor can be contacted on 6467 5190 to find out the procedure and fee.

Members of the public may also appeal the licence. The Appeals Registrar at the Office of the Appeals Convenor can be contacted after the closing date of appeals to check whether any appeals were received.

Under Section 58 of the *Environmental Protection Act 1986*, it is an offence to contravene a licence condition. This offence carries a penalty of up to \$125,000, with a daily penalty of up to \$25,000.

If you have any questions relating to the licence or licence conditions, please contact Timothy Moore on 08 9333 7533.

Yours sincerely

Carissa Aitken
Sector Manager, Resource Industries

Thursday, 15 March 2012

enc: Licence L6900/1997/12

DIRECTOR GENERAL AND ENVIRONMENTAL SERVICES DIVISIONS: The Atrium, 168 St Georges Terrace, Perth, Western Australia 6000
Phone: (08) 6467 5000 Fax: (08) 6467 5562

PARKS AND CONSERVATION SERVICES DIVISIONS: Executive: Corner of Australia II Drive and Hackett Drive, Crawley, Western Australia 6009
Phone: (08) 9442 0300 Fax: (08) 9386 1578 Operations: 17 Dick Perry Avenue, Technology Park, Kensington, Western Australia 6151
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POSTAL ADDRESS FOR ALL DIVISIONS: Locked Bag 104, Bentley Delivery Centre, Western Australia 6983
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wa.gov.au

WESTERN AUSTRALIA

DEPARTMENT OF ENVIRONMENT AND CONSERVATION

Environmental Protection Act 1986

LICENCE

LICENCE NUMBER: L6900/1997/12

FILE NUMBER: L105/97

NAME OF OCCUPIER:

Shire of Gingin

ADDRESS OF OCCUPIER:

Shire of Gingin
7 Brockman Street
GINGIN, WA 6503

NAME AND LOCATION OF PREMISES:

Gingin Waste Management Facility
Lot 10 on Diagram 70017
Cockram Road
GINGIN, WA, 6503
(as depicted in Attachment 1)

Environmental Protection Regulations 1987

CLASSIFICATION(S) OF PREMISES:

Category (64) Class II putrescible landfill site

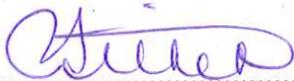
COMMENCEMENT DATE OF LICENCE: Saturday, 7 April 2012

EXPIRY DATE OF LICENCE: Thursday, 6 April 2017

CONDITIONS OF LICENCE:

As described and attached:

GENERAL CONDITION(S) 7
AIR POLLUTION CONTROL CONDITION(S) 2
WATER POLLUTION CONTROL CONDITION(S) 2
ATTACHMENT(S) 2



Officer delegated under Section 20
of the *Environmental Protection Act 1986*

Date of Issue: Thursday, 15 March 2012

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PREAMBLE

The following statements in this Preamble either reflect important sections of the Environmental Protection Act 1986 or provide relevant background information for the licensee. They should not be regarded as conditions of licence.

Applicability

This licence relates to the Gingin Waste Management Facility for the Shire of Gingin, located on Lot 10 on Diagram 70017 Cockram Road, Gingin, which is a prescribed premises under Schedule 1 of the *Environmental Protection Regulations 1987*, as outlined in Table 1.

Table 1: Category under which the Gingin Waste Management Facility is prescribed.

Category number	Category name	Description
64	Class II putrescible landfill site	Premises on which waste (as determined by reference to the waste type set out in the document entitled "Landfill Waste Classification and Waste Definitions 1996" published by the Chief Executive Officer and as amended from time to time) is accepted for burial.

Nominal Rated Throughput

The nominal rated throughput of the premises covered by this licence is in accordance with the following:

- Quantity of waste accepted: More than 500 but not more than 5,000 tonnes per year

Any increase greater than 10% above the nominal rated throughput listed shall not occur unless the licensee has been granted prior approval in writing from the Director under the provisions of the *Environmental Protection Act 1986*.

Annual Reporting

The licensee is reminded of the need to provide an annual monitoring report. The report requirements are outlined in the annual reporting condition.

Emergency, Accident or Malfunction

The licensee should inform the Director as soon as practicable of the identification of any discharge of waste which has occurred as a result of an emergency, accident or malfunction, or extreme weather conditions, otherwise than in accordance with any condition of this licence and has caused or is likely to cause pollution.

Alteration to Premises

Prior to making any significant alterations to the premises which may affect the air, water or noise emissions from the premises the licensee should refer the proposal to the Director accompanied by supporting information and plans which allow the environmental impact of the change to be assessed.

General Requirements

The following statements reflect important sections of the *Environmental Protection Act 1986* and are included for the information of the licensee:

- The licensee should take all reasonable and practicable measures to prevent pollution of the environment.

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- Noise emissions from operations on site are required to comply with the *Environmental Protection (Noise) Regulations 1997*.
- The licensee should take all reasonable and practicable measures to prevent or minimise the discharge of waste and the emission of noise, odours or electromagnetic radiation from the premises.
- The licensee should inform the Director at least 24 hours prior to the commencement of any planned non-standard operations, which may have the potential to cause pollution.

Storage and Disposal of Used Tyres

The storage and disposal of used tyres is controlled under the *Environmental Protection Regulations 1987*. Where more than 100 used tyres are to be stored at a landfill site or transfer station, a licence is required. The licensee is encouraged to make used tyres available for reuse and/or recycling. As the Shire of Gingin falls within the Tyre Landfill Exclusion Zone, the written approval of the Chief Executive Officer is required before tyres may be disposed of at the site.

Disposal of Asbestos

Waste containing asbestos must be separated from all other waste materials where separation is reasonably practicable. All material containing asbestos must be wrapped in plastic (or otherwise contained in a manner approved in writing from the Executive Director, Public Health), to prevent asbestos fibre release into the environment during transportation to the disposal site. Asbestos should be offloaded at the foot of the excavation at the landfill site in such a manner as to avoid the generation of dust and the release of asbestos fibres. Asbestos material should be buried as soon as possible following its arrival at the disposal site, with any load greater than one cubic metre to be recorded on a register, defined by grid references on the site plan.

Compliance with other Acts, Regulations and Policy

The licensee should be aware that these conditions do not exempt them from other statutory obligations under the *Bush Fires Act 1954*, *Environmental Protection Act 1986* or *Health Act 1911*. Where there is conflict between the conditions set in this licence and any Act or Regulation, the latter takes precedence.

Where appropriate, the licensee should be aware of and endeavour to comply with the following policy documents issued by the Department of Environment and Conservation (and advise the Director where the licensee is unable to comply with any of the documents):

- Landfill Waste Classification and Waste Definitions 1996 (as amended);
- Environmental Protection (Controlled Waste) Regulations 2004;
- Guidelines for Acceptance of Solid Waste to Landfills;
- Code of Practice 'Rural Landfill Management';
- Code of Practice 'Management of Clinical and Related Wastes'; and
- Guideline 'Groundwater Monitoring at Municipal Landfill Sites' issued by the Department of Minerals and Energy (Geological Survey of WA).

Greenwaste

The licensee should be aware that the Fire and Emergency Services Authority of Western Australia (FESA) authorise burning of greenwaste during Prohibited and Restricted Burning Times under the *Bush Fires Act 1954*.

The licensee should also be aware that one of the State's objectives is to divert segregated greenwaste from landfills. The licensee should endeavour to implement strategies that will meet this objective.

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CONDITIONS OF LICENCE

DEFINITIONS

In these conditions of licence, unless inconsistent with the text or subject matter:

'approved' and 'approval' means approved and approval in writing from time to time, respectively;

'DEC means Department of Environment and Conservation;

'clean fill', 'inert waste', 'special waste', 'putrescible waste' and 'contaminated solid waste' means waste as defined in the document titled 'Landfill Waste Classification and Waste Definitions' 1996 (as amended);

'cover material' means soil, subsoil or approved inert waste used for covering of waste;

'Director' means the Director of the Environmental Management Division of the Department of Environment and Conservation for and on behalf of the Chief Executive Officer as delegated under Section 20 of the *Environmental Protection Act 1986*;

'Director' or 'Department of Environment and Conservation' for the purposes of correspondence means:

Regional Leader, Environmental Regulation Division
Swan Region
Department of Environment and Conservation
Locked Bag 104
BENTLEY DELIVERY CENTRE WA 6983

Booragoon Office:
181-205 Davy Street
Booragoon WA 6154

Telephone: (08) 9333 7510
Facsimile: (08) 9333 7550;

'FESA' means the Fire and Emergency Services Authority of Western Australia;

'greenwaste' means waste that originates from trees or plants;

'Landfill Waste Classification and Waste Definitions' 1996 (as amended)', refers to the document issued by the Chief Executive Officer of the Department of Environment and Conservation, dated 17 December 2009;

'municipal waste' means waste collected at the kerbside by the local authority collection vehicle or its contractor;

'NATA' means National Association of Testing Authorities; and

'premises' means Gingin Waste Management Facility for the Shire of Gingin, located on Lot 10 on Diagram 70017 Cockram Road, Gingin as shown in Attachment 1.

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CONDITIONS OF LICENCE

GENERAL CONDITIONS

WASTE ACCEPTANCE AND MANAGEMENT

- G1(a) The licensee shall accept and bury only the following types of waste at the premises:
- (i) clean fill;
 - (ii) type 1 inert wastes;
 - (iii) type 2 inert wastes (excluding tyres);
 - (iv) putrescible wastes;
 - (v) type 1 special wastes;
 - (vi) contaminated solid wastes that comply with Class II waste acceptance criteria in the document titled 'Landfill Waste Classification and Waste Definitions' 1996 (as amended).
- G1(b) The licensee shall ensure the following procedures are in place for managing asbestos wastes:
- (i) before entry to the site, any asbestos material shall be wrapped in heavy duty plastic or other suitable material;
 - (ii) the disposal area(s) for more than one cubic metre of asbestos material shall be defined by grid references on the site plan;
 - (iii) a copy of the site plan marked with the locations used for asbestos disposal as described in part (ii) of this condition shall be kept as a permanent record and made available for viewing by the Director on request;
 - (iv) the licensee, or their representative, shall be available to witness the burial of the asbestos waste under at least one metre of fill or putrescible waste as soon as practicable after placement in the landfill and sign a bound, numbered register within two hours of the burial to attest that it has been buried in accordance with these procedures.
- G1(c) The licensee shall ensure the following procedures are in place for managing contaminated solid wastes:
- (i) the waste shall be inspected by the licensee or their representative prior to burial;
 - (ii) where such loads are identified, the nature of the load, delivery vehicle's registration number, driver's name and volume delivered shall be recorded; and
 - (iii) any identified contaminated solid waste shall be accompanied by documentary evidence that it meets the Class II waste acceptance criteria in the document titled 'Landfill Waste Classification and Waste Definitions' 1996 (as amended) from a NATA registered laboratory.

MANAGEMENT OF LANDFILL ACTIVITIES

- G2 The licensee shall take the following measures when landfilling activities are conducted at the premises:
- (i) dispose of waste on the premises at least 35 metres from the premises boundary;
 - (ii) place waste within a defined trench or within a bunded area;
 - (iii) restrict the non-greenwaste tipping area to a maximum linear length of 30 metres;
 - (iv) cover putrescible waste with at least 230 millimetres of cover material at the completion of the tipping of the regular municipal waste pickup;

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- (v) stockpile sufficient cover material to allow waste to be covered in accordance with part (iv) of this condition for a period of two weeks and to cover waste in the event of a fire;
- (vi) manage the active landfill area such that landfilling at no time results in an exposed face exceeding two metres in vertical height; and
- (vii) cover waste with a final soil cover of at least one metre.

FENCING

- G3(a) The licensee shall install and maintain a fence at least 1.8 metres high around the perimeter of the site or around the boundary of the active landfill area, to restrict public access to the site to one point only, and to effectively control wind-blown waste.
- G3(b) The licensee shall ensure that monthly inspections of the fence referred to in part (a) of this condition are undertaken and that any damage to the fence is repaired within five working days of its discovery.

WIND-BLOWN WASTE

- G4(a) The licensee shall ensure wind-blown waste is contained within the boundaries of the premises by installing and maintaining the fence referred to in condition G4, and regularly compacting and covering the waste.
- G4(b) The licensee shall ensure that any wind-blown waste is removed from the premises' fences and access roads, and any wind-blown waste emanating from the premises is collected and removed, on at least a weekly basis.

SIGNAGE

- G5 The licensee shall maintain a sign at the entrance to the premises which clearly displays the following:
 - (i) hours of operation (if applicable);
 - (ii) contact telephone number for information and complaints or notification of fires;
 - (iii) where applicable, a list of materials acceptable for recycling and the location of where they can be deposited on the premises;
 - (iv) the types of waste that must not be deposited on the premises and a contact telephone number for alternative disposal options; and
 - (v) a warning, indicating penalties for people lighting fires.

MONITORING AND REPORTING

- G6(a) The licensee shall provide to the Director a copy of the Annual Monitoring Report containing the monitoring data required by any condition of this licence. The report shall contain data collected for the licence period and **shall be provided by 31 March of the following year.**
- G6(b) The licensee shall ensure that the Annual Monitoring Report, referred to in condition G6(a), includes details of:
 - (i) measures taken to control pests and vermin, and the effectiveness thereof;
 - (ii) the number and severity of any fires on site;
 - (iii) measures taken to suppress dust;
 - (iv) measures taken to control wind-blown waste, and the effectiveness thereof;

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- (v) the number and type of complaints received including complainants name, address, nature of complaint (cross-referenced with prevailing wind directions where appropriate) and action taken; and
- (vi) the results of any environmental monitoring undertaken.

The annual monitoring report should also include any changes to site boundaries, internal buffer zones, asbestos and biomedical waste disposal areas, and surface drainage channels.

Any issues raised by the Department of Environment and Conservation (e.g. arising from inspections) during the reporting period should also be summarised together with details on how these have been addressed/rectified or, if the required work has yet to be completed, how and when they will be rectified/completed.

- G6(c) The licensee shall keep a written record of all complaints received concerning the environmental impact of the premises. The record must be in the form of a bound volume with numbered pages and must record the following (if known):
- (i) name, address and telephone number of complainant(s);
 - (ii) date and time of complaint;
 - (iii) location from which the complaint arose;
 - (iv) general description of the nature of complaint;
 - (v) wind direction, wind speed and temperature at the time of the complaint;
 - (vi) likely source of the reported problem; and
 - (vii) action taken by the licensee in response to the complaint.

This record shall be available for viewing by the Director during any inspection of the premises.

G7 ANNUAL AUDIT COMPLIANCE REPORT

The licensee shall by 1 February in each year, provide to the Director an Annual Audit Compliance Report in the form in Attachment 2 to this licence, signed and certified in the manner required by Section C of the form, indicating the extent to which the licensee has complied with the conditions of this licence, and any previous licence issued under Part V of the Act for the premises, during the period beginning 1 January the previous year and ending on 31 December in that year.

AIR POLLUTION CONTROL CONDITIONS

DUST – GENERAL REQUIREMENT

- A1 The licensee shall suppress dust from the open landfill face or trench, stockpiled areas and transport activities, to ensure that no visible dust crosses the boundary of the premises.

BURNING OF WASTE

- A2(a) The licensee shall not burn nor allow the burning of non-greenwaste on the premises.
- A2(b) The licensee shall extinguish any fire that may occur within the non-greenwaste area at the landfill site within eight hours of being notified of the fire.
- A2(c) The licensee shall take the following measures if greenwaste is burnt onsite:

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- (i) ensure the greenwaste is dry and seasoned for at least two months before burning;
- (ii) ensure the greenwaste is burnt in a dedicated area at least 25 metres from any premises boundary or active fill area;
- (iii) provide an adequate water supply and distribution system to prevent fires from escaping beyond the greenwaste area;
- (iv) burn greenwaste in a manner to minimise the generation of smoke;
- (v) burn greenwaste in windrows or trenches;
- (vi) restrict the volume of greenwaste burnt such that it is completely burnt during daylight hours;
- (vii) attend the fire until it is extinguished; and
- (viii) advise the Director (and FESA during Prohibited and Restricted Burning Times) by facsimile at least 24 hours prior to burning commencing.

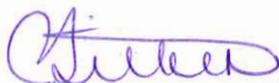
WATER POLLUTION CONTROL CONDITIONS

UNCONTAMINATED STORMWATER MANAGEMENT

- W1(a) The licensee shall direct uncontaminated stormwater run-off, such as water from roofs and site drainage, away from the filled and peripheral areas and associated leachate and/or contaminated water drainage systems, into dedicated stormwater drains.
- W1(b) The licensee shall ensure stormwater drains on the premises are kept clear of waste to allow for their effective use.

PROTECTION OF GROUND AND SURFACE WATERS

- W2(a) The licensee shall maintain an undisturbed separation distance of at least three metres between the base of the current and future waste disposal areas and the highest level of the groundwater.
- W2(b) The licensee shall maintain a minimum distance of at least 100 metres between the waste disposal site and any superficial water body.



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

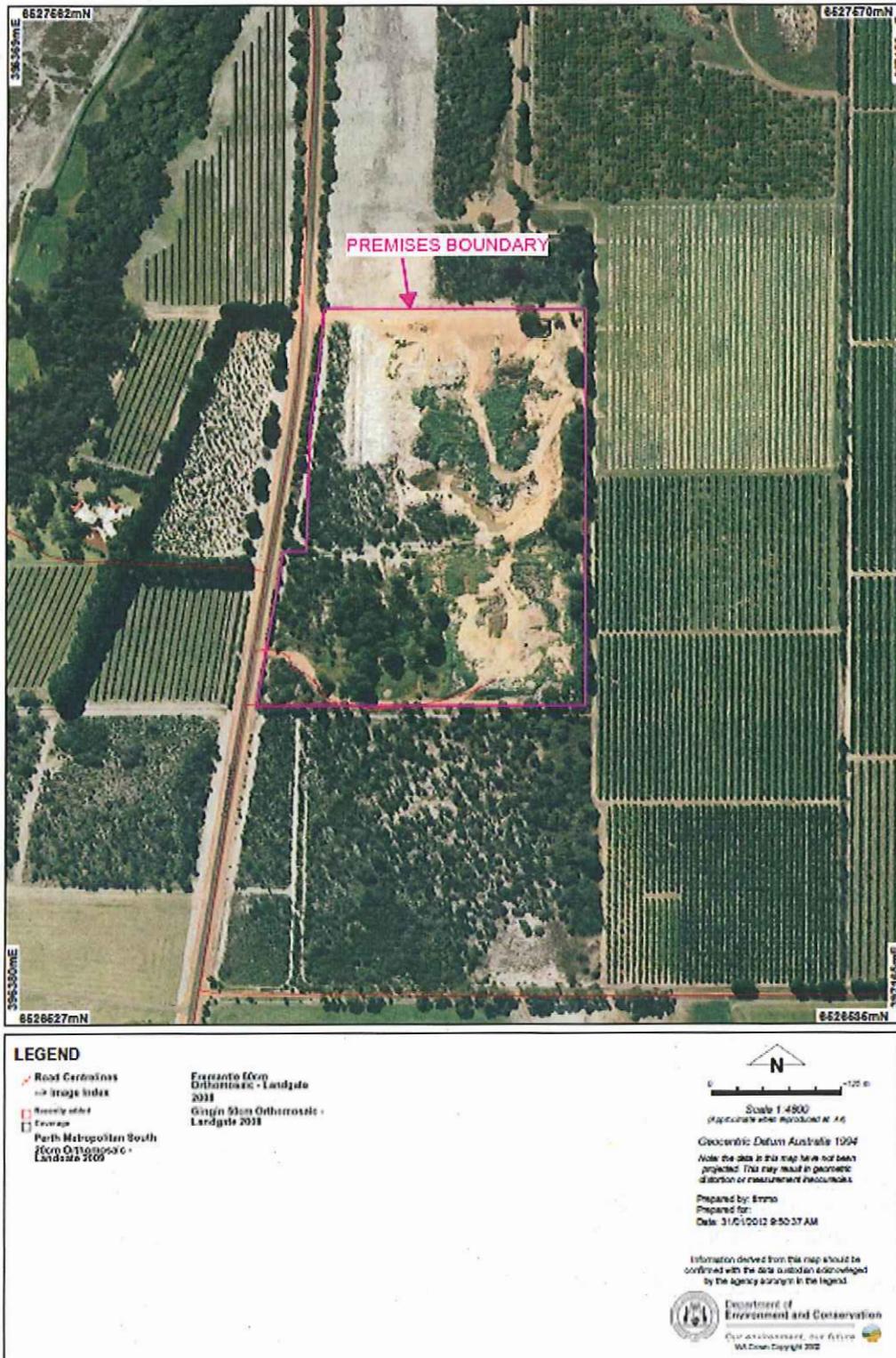
Date of Issue: Thursday, 15 March 2012

ATTACHMENT 1: PREMISES LOCATION

LICENCE NUMBER: 6900/12

FILE NUMBER: L105/97

LOT 10 ON DIAGRAM 70017 COCKRAM ROAD



ATTACHMENT 2: ANNUAL AUDIT COMPLIANCE REPORT

LICENCE NUMBER: 6900/12

FILE NUMBER: L105/97

SECTION A

LICENCE DETAILS

Licence Number:	Licence File Number:
Company Name: Trading as:	ABN:
Reporting period: _____ to _____	

STATEMENT OF COMPLIANCE WITH LICENCE CONDITIONS

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

Yes Please proceed to Section C
No Please proceed to Section B

ATTACHMENT 2: ANNUAL AUDIT COMPLIANCE REPORT

LICENCE NUMBER: 6900/12

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**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 DEC?			
<input type="checkbox"/> Yes	<input type="checkbox"/> Reported to DEC verbally	Date	<input type="checkbox"/> No
_____	<input type="checkbox"/> Reported to DEC in writing	Date	

d) Has DEC taken, or finalised any action in relation to the non compliance?			
e) Summary of particulars of 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 initialed by the person(s) who signs Section C of this annual audit compliance report

INITIAL: _____

ATTACHMENT 2: ANNUAL AUDIT COMPLIANCE REPORT

LICENCE NUMBER: 6900/12

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SECTION C - SIGNATURE AND CERTIFICATION

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