



Government of **Western Australia**
Department of **Environment Regulation**

Your ref L7287/1998/12
Our ref DEC6208
Enquiries Steve Checker
Phone (08) 9964 0901
Fax (08) 9921 5713
Email steve.checker@der.wa.gov.au

Mr Allan Leeson
Chief Executive Officer
Shire of Moora
PO Box 211
MOORA WA 6510

Dear Mr Leeson

ENVIRONMENTAL PROTECTION ACT 1986: LICENCE GRANTED

Premises: Watheroo Rubbish Tip, Lot 12133 on Plan 193083, Railway Road, Watheroo WA, 6513

Licence Number: L7287/1998/12

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.

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 Steve Checker on (08) 9964 0901.

Yours sincerely

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

20 February 2013



Licence

Environmental Protection Act 1986, Part V

Licensee: Shire of Moora

Licence: L7287/1998/12

Registered office: 34 Padbury Street
MOORA WA 6510

ABN: 45 433 615 491

Premises address: Watheroo Rubbish Tip
Railway Road
WATHEROO WA 6513
Being Lot 12133 on Plan 193083 as depicted in Schedule 1.

Issue date: Thursday, 20 February 2014

Commencement date: Monday, 24 February 2014


Expiry date: Saturday, 23 February 2019

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
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	20 tonnes or more per year	600 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 protect and conserve the State's environment on behalf of the people of Western Australia.

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 monitor and audit compliance with works approvals and licence conditions, take enforcement action as appropriate and develop and implement 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. Operating without a licence is an offence under the Act.

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 Shire of Moora operates the Watheroo Rubbish Tip, which is located approximately 3 km north of the Watheroo townsite. The facility services approximately 300 residents.

The landfill has been operational for more than 20 years and is surrounded by farm land. The nearest residence is approximately 2 km from the Premises boundary. The premises covers an area of less than 3 ha. Onsite soils are sandy with depth to groundwater approximately 14 metres below ground level. There are no surface waters or wetlands in the area. Infrastructure including fencing, litter screens and signage was upgraded in June 2013. The site is fenced with 1.8 m chain link fencing with litter screen fencing around the tipping area.

The premises is currently unmanned with limited access restriction. The Shire of Moora has advised DER that they intend to install lockable gates with community-available keys or access codes to limit access from non-Shire residents.

The facility receives approximately 300 -500 tonnes per annual period of waste deposited by the farming community. It does not receive waste from municipal collection. The waste disposal areas of the premises consist of a putrescible cell, a greenwaste stockpile, an inert whitegoods/metals stockpile and a small oil collection area.

The licences issued for the Premises since 30/01/2001 are:

Instrument log		
Instrument	Issued	Description
L7287/1998/3	30/1/2001	Licence re-issue
L7287/1998/4	19/1/2002	Licence re-issue
L7287/1998/5	24/2/2003	Licence re-issue
L7287/1998/6	24/2/2004	Licence re-issue
L7287/1998/7	24/2/2005	Licence re-issue
L7287/1998/8	24/2/2006	Licence re-issue
L7287/1998/9	24/2/2007	Licence re-issue
L7287/1998/10	24/2/2008	Licence re-issue
L7287/1998/11	19/6/2009	Licence re-issue
L7287/1998/12	DRAFT	Licence re-issue in REFIRE format

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” takes its meaning from the Landfill Waste Classification and Waste Definitions 1996 (as amended December 2009);

“the Act” means the *Environmental Protection Act 1986*;

“annual period” means the inclusive period from 1 January until 31 December in the same 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;

“asbestos fibres” has the meaning defined in the Guidelines for Assessment, Remediation and Management of Asbestos Contaminated Sites, Western Australia, (DOH, 2009);

“buffer” means the distance from the boundary of the premises to any area on the premises used for disposal, storage or transfer of waste;

“Clean Fill” has the meaning defined in Landfill Waste Classification and Waste Definitions 1996 (As amended December 2009), published by the CEO and as amended from time to time;

“code of practice for the storage and handling of dangerous goods” means document titled “Storage and handling of dangerous goods: Code of Practice” published by the Department of Mines and Petroleum, as amended from time to time;

“Contaminated Solid Waste” has the meaning defined in Landfill Waste Classification and Waste Definitions 1996 (As amended December 2009) published by the CEO and as amended from time to time;

“controlled waste” has the definition in Environmental Protection (Controlled Waste) Regulations 2004;

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

“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;

“Director” means Director, Environmental Regulation Division of the Department of Environment Regulation for and on behalf of the Chief Executive Officer as delegated under section 20 of the Act;

“Director” for the purpose of correspondence means;

Regional Leader, Industry Regulation, Midwest Region
Department of Environment Regulation



PO Box 72
GERALDTON WA 6530
Telephone: (08) 9964 0901
Facsimile: (08) 9964 0948
Email: GeraldtonIR@der.wa.gov.au;

“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;

“Fire Control Officer” means a person who holds current and recognised qualifications in fire fighting and fire control as are specified in the licence and that person is appointed to the position of Fire Control Officer by the licensee;

“fugitive emissions” means all emissions not arising from point sources;

“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 Waste Classification and Waste Definitions 1996 (As amended December 2009), published by the CEO and as amended from time to time;

“Inert Waste Type 1” has the meaning defined in Landfill Waste Classification and Waste Definitions 1996 (As amended December 2009), published by the CEO and as amended from time to time;

“Inert Waste Type 2” has the meaning defined in Landfill Waste Classification and Waste Definitions 1996 (As amended December 2009), published by the CEO and as amended from time to time;

“Landfill Waste Classification and Waste Definitions 1996 (As amended December 2009)” means the document entitled “Landfill Waste Classification and Waste Definitions 1996 (As amended December 2009) published by the Chief Executive Officer and as amended from time to time;

“Licence” means this Licence numbered L6784/1997/16 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;

“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;



“**solid waste**” has the meaning defined in Landfill Waste Classification and Waste Definitions 1996 (As amended December 2009) published by the CEO and as amended from time to time;

“**Special Waste Type 1**” has the meaning defined in Landfill Waste Classification and Waste Definitions 1996 (As amended December 2009) published by the CEO and as amended from time to time;

“**Special Waste Type 2**” has the meaning defined in Landfill Waste Classification and Waste Definitions 1996 (As amended December 2009) published by the CEO and as amended from time to time;

“**tipping area**” means the area of the landfill where waste currently being brought to the site is being deposited;

“**usual working day**” means 0800 – 1700 hours, Monday to Friday excluding public holidays in Western Australia; and

“**waste**” has the meaning defined in the Act.

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 version of that 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.¹

Note 1: 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 allow waste to be accepted onto the Premises if:

- (a) it is of a type listed in Table 1.3.1;
- (b) the quantity accepted is below any 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.

Waste	Quantity Limit	Specification ¹
Clean fill	Combined total of up to 600 tonnes per year	None specified.
Putrescible waste		
Inert Waste Type 1		None specified.
Inert waste Type 2		Tyres and plastic only.
Special Waste Type 1		Cement bonded asbestos. No fibrous asbestos shall be accepted. Asbestos to be received only by prior arrangement with the Licensee and wrapped prior to acceptance in heavy duty plastic to effectively contain asbestos fibres.
Hazardous waste		Waste oil only.
Contaminated solid waste		Must meet the acceptance criteria for Class II landfills.

Note 1: Additional requirements for the acceptance of controlled waste (including asbestos) 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 condition 1.3.1 of this Licence, it is removed from the Premises by the delivery vehicle or, where that is not possible, the Licensee shall contact the Director 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 processes set out in table 1.3.2 and in accordance with any process limits described in that Table.

Waste type	Process	Process Limits ¹
All	Disposal of waste by landfilling	No waste shall be temporarily stored or landfilled within 35 metres from the boundary of the premises.
Inert Waste Type 2 (tyres)		<p>The separation distance between the base of the landfill and the highest groundwater level shall not be less than 2m.</p> <p>Waste is to be placed in a defined trench or within an area enclosed by earthen bunds.</p> <p>The tipping area is restricted to a maximum linear length of 30 metres.</p> <p>The exposed face of the tipping area is to be no greater than two metres in height.</p> <p>No more than 100 tyres are to be stored on the Premises.</p> <p>Tyres shall only be landfilled:</p> <ul style="list-style-type: none"> (a) in batches separated from each other by at least 100 mm of soil and each consisting of not more than 40 cubic metres of tyres reduced to pieces; or (b) in batches separated from each other by at least 100 mm of soil and each consisting of



		not more than 1000 whole tyres.
Putrescible waste		None specified.
Clean fill		None specified.
Special Waste Type 1 (asbestos)		Special Waste Type 1 is: (a) to be disposed of into a designated asbestos disposal area within the landfill; (b) not to be deposited within 2m of the final tipping surface of the landfill No works shall be carried out at the landfill that could lead to a release of asbestos fibres.
Hazardous waste (waste oil)	Receipt, handling, associated storage prior to recycling off-site	Shall be stored in a designated impervious receptacle or in impervious containers on a hardstand in a bunded area.
Green waste	Receipt, handling, stockpiling and disposal by mulching, composting or burning	Where green waste is unable to be mulched or composted, and green waste is required to be burnt at the premises, the Licensee, or a person nominated by the Licensee, shall: (a) ensure the green waste is dry and seasoned for at least two (2) months before being burned; (b) ensure the green waste is burned in a designated burning area at least 25 m from any premises boundary or active fill area; (c) provide an adequate water supply and distribution system to prevent fires from escaping beyond the designated burning area; (d) burn green waste in a manner to minimise smoke generation; (e) burn green waste in windrows or trenches; (f) ensure burning does not commence before 0800 hours and the Fire Control Officer for the premises declares the area safe by 1200 hours on the same day; and (g) ensure from the time burning commences until the Fire Control Officer for the premises declares the area safe, there is/are available: (i) a fire fighting vehicle carrying at least 500 litres of water, fitted with at least 30 metres of 19 mm diameter rubber hose and with a pump capacity capable of delivering a minimum of 250 litres of water per minute at a minimum of 700 kPA through a nozzle capable of projecting water by spray or by jet; and (ii) two (2) persons, who have fire fighting qualifications.

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

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



Waste Type	Material	Depth	Timescales
Special Waste Type 1 (asbestos)	Clean fill or solid waste	1 m	As soon as practicable after deposit and not later than the end of the working day on which the waste was deposited.
Inert Waste Type 2	Inert Waste Type 1 or clean fill	100 mm	
All other wastes	Inert Waste Type 1 or clean fill	230 mm	Continuous cover techniques, or a minimum of monthly
		1 m for final soil cover	After completion of cell
Inert Waste Type I, green waste, metal and recyclables	No cover required		

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 Licensee shall ensure that all stormwater drains and sumps on the Premises are kept clear of any waste to allow effective drainage.
- 1.3.6 The Licensee shall maintain a 1.8 metre high mesh fence around the whole of the perimeter of the premises
- 1.3.7 The Licensee shall maintain a 1.2 metre high litter screen along the north-west corner of the premises approximately 3 metres inside the current perimeter fence.
- 1.3.8 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 returned to the tipping area.
- 1.3.9 The Licensee shall ensure that there are appropriate procedures in place at the Premises so that any unauthorised fire is promptly extinguished.
- 1.3.10 The Licensee shall maintain a sign at the entrance to the Premises which clearly displays the following information:
 - (a) a contact telephone number for information and complaints or notification of fires;
 - (b) a list of materials that are accepted at the Premises;
 - (c) where applicable, a list of materials acceptable for recycling and the location of where they can be deposited on the premises;
 - (d) the type of waste that must not be deposited on the Premises and a contact telephone number for alternative disposal options; and
 - (e) a warning indicating penalties for people lighting fires.
- 1.3.11 The licensee 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 licensee shall not cause environmental pollution.

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 these sections.

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 use all reasonable and practical measures to prevent and where that is not practicable to minimise dust emissions from the Premises.

2.6.2 The Licensee shall ensure that no visible dust generated by the activities of 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.

2.8 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	Clean fill, Putrescible waste, Inert Waste Type 1, Inert Waste Type 2, Special Waste Type 1, Clean Fill, Contaminated	tonnes (where a weighbridge is present on the site)	N/A	Monthly estimate



Waste Outputs	Solid Waste Waste type as defined in the Landfill Waste Classification and Waste Definitions 1996 (As amended December 2009)	m ³ (where no weighbridge is present)		Monthly estimate
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3.7 Process monitoring

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

3.8 Ambient environmental quality monitoring

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

3.9 Meteorological monitoring

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

4 Improvements

There are no specified improvement conditions 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.



- 5.1.5 The Licensee shall maintain a register of the Special Waste Type 1 (Asbestos) disposed of at the Premises which shall include:
- (a) a plan showing the position of the Special Waste Type 1 disposed of at the Premises;
 - (b) the date of the deposit; and
 - (c) the name of the person that deposited the waste.

5.2 Reporting

- 5.2.1 The Licensee shall submit to the Director an Annual Environmental Report within 31 calendar days after the end of the annual period (i.e. by 31 January). 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
-	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
-	Number of fires at the site	None specified
-	Measures taken to suppress dust	
-	Measures taken to control windblown waste	
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 Director in accordance with the notification requirements of the table.

Table 5.3.1: Notification requirements			
Condition or table (if relevant)	Parameter	Notification requirement ¹	Format or form ²
-	Unauthorised fires burning for more than 2 hours	Immediately	Not specified
-	The date, time, cause and location of any unauthorised fires on the premises	Within 14 days of the fire	In writing
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.	N1
-	Any failure or malfunction of any pollution control equipment or any incident, which has caused, is causing or may cause pollution	Part B: As soon as practicable	

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



Schedule 1: Maps

Premises map

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





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.

ANNUAL AUDIT COMPLIANCE REPORT PROFORMA

SECTION A LICENCE DETAILS

Licence Number:	Licence File Number:
Company Name:	ABN:
Trading as:	
Reporting period: _____ 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	<input type="checkbox"/> No
<input type="checkbox"/> Reported to DER verbally Date _____	
<input type="checkbox"/> Reported to DER in writing Date _____	
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 initialled 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"/> <input type="checkbox"/>	by the individual licence holder, or 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"/> <input type="checkbox"/>	by the principal executive officer of the licensee; or 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"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	by affixing the common seal of the licensee in accordance with the <i>Corporations Act 2001</i> ; or by two directors of the licensee; or by a director and a company secretary of the licensee, or if the licensee is a proprietary company that has a sole director who is also the sole company secretary – by that director, or by the principal executive officer of the licensee; or 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"/> <input type="checkbox"/>	by the principal executive officer of the licensee; or 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"/> <input type="checkbox"/>	by the chief executive officer of the licensee; or 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: _____

SIGNATURE: _____

NAME:
(printed) _____

NAME:
(printed) _____

POSITION: _____

POSITION: _____

DATE: ____ / ____ / ____

DATE: ____ / ____ / ____

SEAL (if signing under seal)



Licence: L7287/1998/12
Form: N1

Licensee: Shire of Moora
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 Shire of Moora	
Date	

