

Decision Report

Application for Works Approval

Part V Division 3 of the Environmental Protection Act 1986

Works Approval Number W6645/2022/1

Applicant King Scrap Metal Pty Ltd

ACN 608 068 551

File number DER2021/000707

Premises King Scrap Metal

159 Beechboro Road South

EMBLETON WA 6062

Lot 502 on Diagram 50321

Certificate of Title Volume 1441 Folio 585

As defined by the premises maps attached to the issued works

approval

Date of report 25 May 2022

Decision Works approval granted

SENIOR ENVIRONMENTAL OFFICER - WASTE INDUSTRIES REGULATORY SERVICES

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

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1. Decision summary

This decision report documents the assessment of potential risks to the environment and public health from emissions and discharges during the construction and operation of the premises. As a result of this assessment, works approval W6645/2022/1 has been granted.

2. Scope of assessment

2.1 Regulatory framework

In completing the assessment documented in this decision report, the Department of Water and Environmental Regulation (the department; DWER) has considered and given due regard to its regulatory framework and relevant policy documents which are available at https://dwer.wa.gov.au/regulatory-documents.

2.2 Application summary and overview of premises

On 7 December 2021, King Scrap Metal Pty Ltd (applicant) submitted an application for a works approval to the department under section 54 of the *Environmental Protection Act 1986* (EP Act).

This application relates to the transfer of its metal recycling and recovery process operations from the current address (40 Embleton Avenue) to 159 Beechboro Road South, EMBLETON.

King Scrap Metal Pty Ltd has previously operated under the same name but below threshold trigger value for the above Categories, as per the *Environmental Protection Regulations* 1987, Schedule 1, Part 1.

The application details that the site is currently vacant and comprised of a number of semi enclosed metal sheeted buildings and is predominantly covered in bitumen and concrete hardstand.

The premises is located within a 'general industry' zoned area located within the City of Bayswater local government authority area. The applicant holds a lease agreement for the operation of the premises with Keppel Holdings Pty Ltd.

The premises is approximately 7.7 km north-east of Perth.

The premises relates to the categories and assessed production capacity under Schedule 1 of the *Environmental Protection Regulations 1987* (EP Regulations) which are defined in works approval W6645/2022/1. The infrastructure and equipment relating to the premises category and any associated activities which the department has considered in line with *Guideline: Risk Assessments* (DWER 2020) are outlined in works approval W6645/2022/1.

Description of operations

Waste acceptance

Metal waste material arrives at the Premises in trucks and skip bins which are privately owned by customers. Prior to the load being accepted it is registered at the weighbridge and visually inspected for hazardous waste, which is specified on signage at the entrance to the facility. If hazardous waste is not identified the load is then weighed and declaration paperwork is completed by the driver of the truck to confirm that material is non-hazardous.

Once a truck has been accepted into the facility waste is tipped into the receival area bins where the contents are initially sorted into differing waste types and placed in designated stockpiles prior to further mechanical processing. Any non-conforming waste types that are identified from the load are stored in bins or stockpiles for a short period of time before being transferred offsite for disposal at an appropriately licenced facility. Due to the Applicants strict acceptance policy for selected scrap metal waste only by-products of the recycling process exist in relatively low quantities.

Metal Recycling Process

After tipping, waste materials within the oversized stockpiles are separated and moved into designated stockpiles for:

- in-size ferrous items;
- non-ferrous items: and
- oversize ferrous items to be sized using plasma cutting, hydraulic shears and bailing prior to transport offsite.

The process does not include heat treatment or melting or the use of a mechanical fragmenter.

Processing and storage zones for each waste stream are specified in Figure 1 below, and a full list of site infrastructure and equipment used in the recycling process for all Premises activities is included in the works approval.

Non-ferrous material is manually sorted within the non-ferrous shed. Magnets are used to remove any ferrous material from the non-ferrous product stream, any material recovered in this manner is returned to the ferrous metal processing area. Fixed balers are used to compact some materials into a transportable state.

Car lead batteries are accepted onsite and are stored within a designated area and sold to other scrap metal merchants.

Non-metal material, such as pallets, plastics and some ferrous metals are reused onsite, sold or disposed of to an appropriate offsite licensed facility.

Forklifts and excavators are used throughout the site for movement of materials. Wastes which are received at or have been reduced to their transportable sizes are then loaded into tipped sea containers for exportation to overseas markets or sold locally to other metal processors.

3. Risk assessment

The department assesses the risks of emissions from prescribed premises and identifies the potential source, pathway and impact to receptors in accordance with the *Guideline: Risk Assessments* (DWER 2020).

To establish a risk event there must be an emission, a receptor which may be exposed to that emission through an identified actual or likely pathway, and a potential adverse effect to the receptor from exposure to that emission.

3.1 Source-pathways and receptors

3.1.1 Emissions and controls

The key emissions and associated actual or likely pathway during premises construction and operation which have been considered in this decision report are detailed in Table 1 below. Table 1 also details the control measures the applicant has proposed to assist in controlling these emissions, where necessary.

Table 1: Proposed applicant controls

Emission	Sources	Potential pathways	Proposed controls
Construction			
Dust	Placement of processing equipment's. Vehicle and equipment	Air / windborne pathway	Maintenance of bitumen, compacted gravel and concrete vehicle traffic and storage areas; and If required, wetting down of trafficable areas during hotter, dustier times of the year.
Noise	movements.		Installation works and vehicle movements in and out of site during operational hours Monday to Saturday.
Contaminated storm water discharge	From storage and use of hydrocarbons onsite	Stormwater and surface water run-off: Contamination of stormwater with hydrocarbons due to hydrocarbon	All operational areas of the site are to be maintained as bitumen, compacted gravel and/or concrete hardstand to ensure that stormwater is directed across these clean areas to infiltration sumps;
		spills	Diesel tanks will be self-bunded and located on bitumen area; and
			Diesel refueling will be undertaken on sealed bitumen areas with refueling drip trays and spill kits available for use to avoid minor spills.
Operation			
Dust	Vehicle movements, handling operations/tipping of	Air / windborne pathway	Maintenance of bitumen, compacted gravel and concrete vehicle traffic and storage areas;
	bins during delivery, processing equipment and machinery		Processing of metals within semi enclosed building;
			Regular clean-up and disposal of small volumes of metal filings within semi enclosed building;
			If required, wetting down of trafficable areas during hotter, dustier times of the year; and
			If required, wetting down loads during tipping activities.
Noise and vibration	Operation of equipment and	Air/windborne pathway and	Metal sorting activities between 9am and 3pm;
	machinery	ground/adjoining walls causing	Shipping containers placed around noise generating equipment;
		impacts to health and amenity	Metal sorting activities between 9am and 3pm;
			Forklifts to move bins between the storage areas or between the shed and storage areas, as required between 9am and 3pm;

Emission	Sources	Potential pathways	Proposed controls
			Bin tipping activities between 9am and 3pm;
			Bailer operation for 3-5 hours daily;
			Shear machine and hand grinder/drill operation in the processing building only;
			Hand grinder operation as required for short periods between 9am and 3pm;
			Shear machine operation infrequently for short periods (less than 5% over any 4-hour period) between 9am and 3pm; and
			Will ensure that all equipment's are in good working order and is maintained regularly
Smoke (particulates and noxious gases)	Uncontrolled fire that could last for days (scrap metals)	Air/windborne pathway causing impacts to health and amenity	No controls provided
Fire debris and washwater	Firefighting activities in the event of an uncontrolled fire that could last for days sometimes	Overland flow to stormwater infrastructure and infiltration to groundwater	No controls provided
Contaminated storm water discharge	From storage and use of hydrocarbons onsite	Stormwater and surface water run-off: Contamination of stormwater	All operational areas of the site are to be maintained as bitumen, compacted gravel and/or concrete hardstand to ensure that stormwater is directed across these clean areas to infiltration sumps;
		with hydrocarbons due to	Diesel tanks will be self-bunded and located on bitumen area;
		hydrocarbon spills	Diesel refueling will be undertaken on sealed bitumen areas with refueling drip trays and spill kits available for use to avoid minor spills;
			All materials received will be inspected prior to acceptance to ensure that no prohibited substances or materials are inadvertently accepted;
			In the event of accidental receipt of drums, receptacles etc. containing residual known or unknown chemicals or hydrocarbons, these materials will be placed into dedicated waste bins immediately and disposed of by a licensed waste contactor to an appropriately licensed facility; and

Emission	Sources	Potential pathways	Proposed controls
			Small volumes of metal filings generated from processing activities within the semi enclosed onsite building will be cleaned up regularly and disposed of into an appropriate waste bin for disposal to an offsite facility.

3.1.2 Receptors

In accordance with the *Guideline: Risk Assessment* (DWER 2020), the Delegated Officer has excluded the applicant's employees, visitors, and contractors from its assessment. Protection of these parties often involves different exposure risks and prevention strategies, and is provided for under other state legislation.

Table 2 and **Error! Reference source not found.** below provides a summary of potential human and environmental receptors that may be impacted as a result of activities upon or emission and discharges from the prescribed premises (*Guideline: Environmental Siting* (DWER 2020)).

Table 2: Sensitive human and environmental receptors and distance from prescribed activity

Human receptors	Distance from prescribed activity
Residential properties	Nearest is 100 m West of the premises boundary
General industrial properties	Immediately adjacent to premises boundary
Wotton Park	Approximately 70 m north of the premises boundary
European Heritage: Bayswater Maternity Hospital'	There are a number of heritage places listed as occurring in the City of Bayswater. The closest site is located approximately 1.6 km from the site.
Environmental receptors	Distance from prescribed activity
Environmental receptors The site is underlain by the following aquifers:	Distance from prescribed activity
	Distance from prescribed activity The Leederville aquifer ranges in thickness from 50 metres deep to more than 600 metres deep in the north of the region); and
The site is underlain by the following aquifers:	The Leederville aquifer ranges in thickness from 50 metres deep to more than 600 metres deep in the

3.2 Risk ratings

Risk ratings have been assessed in accordance with the *Guideline: Risk Assessments* (DWER 2020) for each identified emission source and takes into account potential source-pathway and receptor linkages as identified in Section 3.1. Where linkages are in-complete they have not been considered further in the risk assessment.

Where the applicant has proposed mitigation measures/controls (as detailed in Section 3.1), these have been considered when determining the final risk rating. Where the delegated officer considers the applicant's proposed controls to be critical to maintaining an acceptable level of risk, these will be incorporated into the works approval as regulatory controls.

Additional regulatory controls may be imposed where the applicant's controls are not deemed sufficient. Where this is the case the need for additional controls will be documented and justified in Table 3.

Works approval W6645/2022/1 that accompanies this decision report authorises construction only. The conditions in the issued works approval, as outlined in Table 3 have been determined in accordance with *Guidance Statement: Setting Conditions* (DER 2015).

A licence is required to authorise emissions associated with the operation of the premises. A risk assessment for the operational phase has been included in this decision report, however licence conditions will not be finalised until the department assesses the licence application.

Table 3: Risk assessment of potential emissions and discharges from the premises during construction and operation

Risk events		Risk rating ¹	Applicant		Justification for			
Sources / activities	Potential Potential Potential Pathways and Impact Receptors Controls		C = consequence L = likelihood	controls sufficient?	Conditions ² of works approval	additional regulatory controls		
Construction								
Placement of equipment including vehicle movements	Dust	Air / windborne pathway causing impacts to health and amenity residential properties (100 m fro site boundary) and adjac general industry		Refer to Section 3.1	C = Moderate L = Unlikely Medium Risk	Y	N/A	The Delegated Officer considers dust emissions associated with construction activities can be adequately regulated by the general provisions of the EP Act.
(reversing beepers)	Noise		and adjacent general	Refer to Section 3.1	C = Moderate L = Unlikely Medium Risk	Y	N/A	The Delegated Officer considers that noise emissions can be sufficiently managed through the Environmental Protection (Noise) Regulations 1997.
Operation								
Operation of equipment involved in metal recycling process	Dust: truck movements Unloading of waste onto hardstand Processing and stockpiling of materials	Air / windborne pathway causing impacts to health and amenity	Neighbouring residential properties (100 m from site boundary) and adjacent general industry properties	Refer to Section 3.1	C = Slight L = Rare Low Risk	Y	The Delegated Officer considers dust emissions associated with construction activities can be adequately regulated by the general provisions of the EP Act.	Nearest residential property is 100m away. Slow vehicle movements on a concrete hardstand that is regularly swept will not produce large quantities of dust Metal wastes do not generally produce large amounts of dust and a water tank will be brought on-site to manage any dust lift-off from

Risk events	Risk events					Applicant		Justification for	
Sources / activities	Potential emission	Potential pathways and impact	Receptors	Applicant controls	C = consequence L = likelihood	controls sufficient?	Conditions ² of works approval	additional regulatory controls	
								stockpiles if required. Small, localised dust generation may occur.	
	Noise: truck movements and reversing alarms Unloading of metal waste onto hardstand Processing and stockpiling of materials	Air / windborne pathway causing impacts to health and amenity	Neighbouring residential properties (100 m from site boundary) and adjacent general industry properties	Refer to Section 3.1	C = Moderate L = Unlikely Medium Risk	N	Noise verification monitoring condition will be required to verify that the proposed noise barriers have assisted in complying with the EP Noise Regulations at the residence located 100m from the premises	Nearest residential property is 100m away. Noise modelling using sound power levels of site activities and machinery operation during worst case weather conditions for daytime operation predicts that adjusted noise levels will be met at nearby residential and general industry properties operations. Noise arising from site operations will be subject to the EP Noise Regulations.	
Storage of metal waste materials on the Premises	Fire incident risk: smoke, including particulates and air emissions in the event of a fire.	Air: health and amenity impacts	Neighbouring residential properties (100 m from site boundary) and adjacent general industry properties	No controls provided	C = Major L = Possible High Risk	N	Condition 5 The works approval holder will be required to implement a Fire and Emergency Management plan that is consistent with AS3745	The Delegated Officer has reviewed the information regarding the impact of air emissions generated during a fire and has noted that; a fire prevention and management plan can help reduce the risks of impacts to fire and can be regulated through conditions in the	

Risk events	Risk events							Justification for
Sources / activities	Potential emission	Potential pathways and impact	Receptors	Applicant controls	C = consequence L = likelihood	Applicant controls sufficient?	Conditions ² of works approval	additional regulatory controls
								works approval and the license.
	Fire incident risk: Firefighting wash-water may contain hazardous materials.	Surface water run-off: Contamination with hazardous materials generated from extinguishing a potential fire	On-site stormwater sumps for infiltration into soil	No controls provided	C = Major L = Possible High Risk	N	Condition 5 Conditions have been added to the works approval to require the implementation of a Fire and Emergency Management Plan to prevent discharges of contaminated firewater into stormwater systems, documentation for which is to be lodged with the Licence application for assessment of effectiveness of the controls.	The Delegated Officer has noted that Bitumen and compacted gravel cover the entire site, with concrete aprons around buildings. However, no controls have been proposed to prevent firefighting wash water from contaminating the soil and groundwater or how the firefighting water will be contained and safely disposed.

Note 1: Consequence ratings, likelihood ratings and risk descriptions are detailed in the Guideline: Risk Assessments (DWER 2020).

Note 2: Proposed applicant controls are depicted by standard text. Bold and underline text depicts additional regulatory controls imposed by department.

3.3 Noise emissions

In response to a request from the Department, King Scrap Metal Pty Ltd provided an acoustic report prepared by Dr. Roy Ming from Acoustic Engineering Solutions (2021) to the Department on 11 January 2022 to support the works approval application relating to the storage and processing of scrap metals at 159 Beechboro Road South, Embleton.

Acoustic Engineering Solutions (AES) was commissioned by King Scrap Metals Pty Ltd (King Scrap Metals) to undertake an environmental noise impact assessment of its operations at 159 Beechboro Road South Embleton. The aim of the assessment was to determine whether or not the operations would comply with the Environmental Protection (Noise) Regulations 1997 (the Regulations).

An acoustic model was created and nine operational scenarios were modelled:

Scenario 1: represents the worst-case operation of mechanical plant.

Scenarios 2 & 3: represent the worst-case impulsive noise emissions.

Scenario 4: represents short events for placing bins onsite.

Scenario 5: represents short events for closing a vehicle door onsite.

Scenario 6: represents the worst-case operation of shear machine.

Scenario 7: represents short events for bin dumping onsite.

Scenario 8: represents reversing beep noise only.

Scenario 9: represents the worst-case operation at 159 Beechboro Road South Embleton. All of the machines/trucks/forklifts and hand tools operating simultaneously onsite (scenarios 1 plus 6).

Scenario 8 considers reversing beeps only and is not covered by the Regulations. It is modelled to assess the beep noise impact on the surrounding area. Six closest residential and industrial receivers were selected for the detailed assessments of noise impact. Noise levels were predicted for the worst-case meteorological conditions. The predicted worst-case noise levels were adjusted to account for their dominant characteristics and then assessed against the criteria set by the Regulations. The compliance assessment concludes that full compliance is achieved for the operations of King Scrap Metals at 159 Beechboro Road South Embleton.

4. Consultation

Table 4 provides a summary of the consultation undertaken by the department.

Table 4: Consultation

Consultation method	Comments received	Department response
Application advertised on the department's website on 7 March 2022	None received	N/A
Local Government Authority City of Bayswater advised of proposal on 3 March 2022	The City of Bayswater replied on 21/03/2022 confirming that the City did not have any objection to the works approval subject to the following conditions:	The delegated officer will not make a final determination on the application until evidence has been provided to support that planning approval has been granted.

Applicant was	1. All works and activities on site shall comply with the approved plans and all conditions of the development approval dated 9 December 2021 for Noxious Industry (Scrap Metal Collection, Sorting, Processing and Storage) and Ancillary Offices at Lot 502, 159 Beechboro Road South, Embleton, at all times. 2. All works and activities are to be undertaken from the property at Lot 502, 159 Beechboro Road South, Embleton. No operations or activities relating to this approval are allowed to extend to the property at Lot 501, 38-40 Embleton Avenue, Embleton. 3. All works and activities shall be consistent with the approved use of the site for noxious industry (scrap metal collection, sorting, processing and storage) and ancillary offices. Any modifications to the approved use shall obtain the necessary development approvals from the City prior to commencement of the operations. 4. In relation to the proposed Category 62 Permit for solid waste depot, the storage of goods and materials shall be related to the approved use for the site and shall comply with the relevant conditions of the development approval, including but not limited to Conditions 5 and 7 of the subject approval. Refer to Appendix 1	Refer to Appendix 1
provided with draft documents on 12 May 2022		

5. Conclusion

Based on the assessment in this decision report, the delegated officer has determined that a works approval will be granted, subject to conditions commensurate with the determined controls and necessary for administration and reporting requirements.

References

- 1. Department of Environment Regulation (DER) 2015, *Guidance Statement: Setting Conditions*, Perth, Western Australia.
- 2. Department of Water and Environmental Regulation (DWER) 2020, *Guideline: Environmental Siting*, Perth, Western Australia.
- 3. DWER 2020, Guideline: Risk Assessments, Perth, Western Australia.

Appendix 1: Summary of applicant's comments on risk assessment and draft conditions

Condition	Summary of applicant's comment	Department's response
Front page cover	Requested to have the assessed production capacity for both Category 47 and 62 changed to <5,000 tpa as requested in Section 2.4, Table 2-1 Project Key Characteristics of Attachment 8 – Works Approval Application Supplementary Information document.	Request accepted. The Delegated Officer is aware that the premises design capacity is around 5000 tonnes per year and that the works approval holder has agreed to implementing a Fire Management Plan.
Condition 1 Table 1 Row 2 - Shear	Typographical changes requested. Shear will be located inside the processing building and not inside the shipping container	Table 1 has been updated to reflect the changes requested by the works approval holder.
Condition 1 Table 1 Row 3 - Bailer	Typographical changes requested. Bailer will be located inside the processing building and not inside the shipping container	Table 1 has been updated to reflect the changes requested by the works approval holder.

Appendix 2: Application validation summary

SECTION 1: APPLICATION SUMMARY								
Application type								
Works approval	\boxtimes							
		Relevant works approval number:	TBC	Non e				
		Has the works approximately complied with?	oroval been	Yes 🗆	No □ NA			
Licence		the works approval demonstrated		Yes □	□ No □ N/A			
		Environmental Co Critical Containme Report submitted?	ent Infrastructure	Yes [□ No □ N/A			
		Date Report recei	ved: NA					
Renewal		Current licence number:						
Amendment to works approval	Current works approval number:							
		Current licence number:						
Amendment to licence		Relevant works approval number:		N/A				
Registration		Current works approval number:		Non e				
Date application received		07 December 2021						
Applicant and Premises details	S							
Applicant name/s (full legal name	e/s)	King Scrap Metals Pty Ltd						
Premises name		King Scrap Metals Pty Ltd						
Premises location	159 BEECHBORO ROAD, EMBLETON 6062							
Local Government Authority	City of Bayswater							
Application documents								
HPCM file reference number:		ТВА						
Key application documents (addito application form):	tional	King Scrap Metals Pty Ltd Application Package						
Scope of application/assessment								

King Scrap Metal is a metal recycler currently operating from 40 Embleton Ave, Embleton in March 2020. Previously operated at small premises that was approx. 500 m² and new premises is 10,000 m². They recently applied to the LGA (City of Bayswater) for planning approval/change of premises use (Development Approval) and were advised to get in contact with DWER as they were classed as operating as a noxious industry >100 tonnes pa and may require a Part V Licence for a Prescribe Premises. Application relates to the relocation of equipment already owned by the applicant from the current unlicensed premises to the proposed new premises. Summary of proposed activities King Scrap Metals operate in buying, processing and selling of ferrous and non-ferrous recycled metals. Ferrous metals include aluminum, brass, carbide, copper, lead and stainless-steel metals. Batteries are collected onsite, palleted and removed from site (no re-processing). Air conditioners degassed and removed from site. Processing of scrap metals includes activities such as plasma cutting, grinding, compacting and baling before sale/removal from site. Category number/s (activities that cause the premises to become prescribed premises) Table 1: Prescribed premises categories Prescribed premises category and Proposed production or design capacity description Category 47 Scrap Metal Recovery 100 tonnes or more per year 500 tonnes or more Category 62 Solid Waste Depot Legislative context and other approvals Has the applicant referred, or do they Referral decision No: intend to refer, their proposal to the Managed under Part V □ Yes □ No ⊠ EPA under Part IV of the EP Act as a significant proposal? Assessed under Part IV □ Does the applicant hold any existing Part IV Ministerial Statements Yes □ No ⊠ relevant to the application? Has the proposal been referred Reference No: and/or assessed under the EPBC Yes □ No □ Act?

Has the applicant demonstrated occupancy (proof of occupier status)?	Yes ⊠ No □	Certificate of title □ General lease ☒ Expiry: Lease arrangements allows the applicant to partially occupy 159 beechboro road. Applicant has provided a signed letter from the owner who is willing to lease the whole lot area to the applicant subject to approval from DWER and LA. Miscellaneous: tenement □ Other evidence □ Expiry:
Has the applicant obtained all relevant planning approvals?	Yes □ No ⊠ N/A □	Applicant confirmed that they have applied for DA approval from the local authority. Further information required.
Has the applicant applied for, or have an existing EP Act clearing permit in relation to this proposal?	Yes □ No ⊠	N/A
Has the applicant applied for, or have an existing CAWS Act clearing licence in relation to this proposal?	Yes □ No ⊠	Licence not required
Has the applicant applied for, or have an existing RIWI Act licence or permit in relation to this proposal?	Yes □ No ⊠	N/A
Does the proposal involve a discharge of waste into a designated area (as defined in section 57 of the EP Act)?	Yes □ No ⊠	Name: Type: Proclaimed Perth Groundwater Area Has Regulatory Services (Water) been consulted? Yes □ No ⋈ N/A □ Regional office: Swan Avon
Is the Premises situated in a Public Drinking Water Source Area (PDWSA)?	Yes □ No ⊠	Name: Priority: Are the proposed activities/ landuse compatible with the PDWSA (refer to WQPN 25)? Yes □ No □ N/A ☒

Is the Premises subject to any other Acts or subsidiary regulations (e.g. Dangerous Goods Safety Act 2004, Environmental Protection (Controlled Waste) Regulations 2004, State Agreement Act xxxx)	Yes ⊠ No □	Dangerous Goods Safety Act 2004, Environmental Protection (Controlled Waste) Regulations 2004,)	
Is the Premises within an Environmental Protection Policy (EPP) Area?	Yes □ No ⊠		
Is the Premises subject to any EPP requirements?	Yes □ No ⊠		
Is the Premises a known or suspected contaminated site under the Contaminated Sites Act 2003?	Yes □ No ⊠		
Direct interest stakeholders			
City of Bayswater		Letter to be sent Yes ⊠ No □	
		Letter to be sent Yes □ No □	
		Letter to be sent Yes □ No □	