



Application for Licence Amendment

Part V Division 3 of the *Environmental Protection Act 1986*

Licence Number	L6993/1997/12
Licence Holder	Shire of Capel
ACN	315 615 676
File Number	2011/005690-1 / APP-0030342
Premises	Capel Transfer Station Range Road CAPEL WA 6271 Legal description - Being Lot 500 on Plan 66147 As depicted in Schedule 1
Date of Report	26 November 2025
Decision	Revised licence granted

1. Decision summary

The Delegated Officer has determined to make amendments to Licence L6993/1997/12. The amendments are administrative in nature therefore they do not alter the risk profile of the Premises, providing that activities, emissions and receptors as stated in existing approvals remain unchanged.

This Amendment Report documents the amendments made pursuant to section 59 and 59(B) of the *Environmental Protection Act 1986* (EP Act).

The decision report for the Existing licence will remain on the department's website for future reference and will act as a record of the department's decision making.

2. Scope of assessment

2.1 Regulatory framework

In amending the licence, the department 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 Amendment summary

Licence L6993/1997/12 is held by the Shire of Capel (Licence Holder) for the Capel Transfer Station (the Premises), located at Lot 500 on Plan 66147 Range Road, Capel.

The Premises relates to Category 62 - Solid waste depot and the assessed production capacity under Schedule 1 of the *Environmental Protection Regulations 1987* (EP Regulations) which are defined in existing Licence L6993/1997/12.

On 30 July 2025, the Licence Holder submitted an application to the department to amend Licence L6993/1997/12 under section 59B of the *Environmental Protection Act 1986* (EP Act).

The amendment is limited only to altering the reporting period from 1 January to 31 December, to 1 July to 30 June. As per section 3, the licence holder requested the due date for the Annual Audit Compliance Report (AACR) be 1 October annually and the environmental report 1 October 2026 and biennially thereafter.

3. Consultation

The Licence Holder was provided with the draft Amendment Report on 28 October 2025. Comments received from the Licence Holder on 30 October 2025 have been considered by the Delegated Officer as detailed in Appendix 1.

The licence holder requested that the due date for the AACR and environmental report be updated from 31 July to 1 October to allow adequate time for data retrieval, analysis, and reporting from the month of June, as well as align DWER reporting deadlines and timeframes to ensure accuracy and consistency.

The department grants this request and is reflected in the summary of amendments (Section 4.1).

4. Conclusion

Based on the assessment in this Amendment Report, the Delegated Officer has determined that an amended licence will be granted, subject to conditions commensurate with the determined controls and necessary for administration and reporting requirements.

4.1 Summary of amendments

Table 1 below provides a summary of the proposed amendments and will act as a record of implemented changes. All proposed changes have been incorporated into the revised licence as part of the amendment process.

Table 1: Summary of licence amendments

Condition no.	Proposed amendments
19 & 20	Updated the AACR and AER report submission date requirements to 1 October.
23	N1 form requirement changed to 'none specified'.
Definitions	Updated the 'annual period' definition to: <i>a 12 month period commencing from 1 July until 30 June of the immediately following year</i>

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.