



Licence number	L9300/2021/1
Licence holder	Shire of Toodyay
ACN (if applicable)	97 352 024 603
Registered business address	15 Fiennes Street, TOODYAY WA 6566
DWER file number	DER2021/000401
Duration	7/11/2021 to 30/08/2022
Date of issue	7/11/2021
Premises details	Toodyay Waste Transfer Station, 266 Railway Road, WEST TOODYAY WA 6566 Being Lot 105 on Plan 190648 (Crown Reserve 3014) (As depicted in Schedule 1)

Category number	Category description	Category production or design capacity	Approved Premises production or design capacity
62	Solid waste depot: premises on which waste is stored, or sorted, pending final disposal or re-use	500 tonnes or more per year	5,000 tonnes per annual period

This licence is granted to the licence holder, subject to the attached conditions, on 7 November 2021, by:

Stephen Checker
**MANAGER WASTE INDUSTRIES
REGULATORY SERVICES**

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

Licence history

This licence is the successor to 7360/1999/8 and includes changes to conditions and licence formatting.

Date	Reference number	Summary of changes
18/07/2005	L7360/1999/6	Licence re-issue
18/07/2005	L7360/1999/6	Licence amendment of conditions
09/05/2010	L7360/1999/7	Licence re-issue
07/05/2015	L7360/1999/7	Licence amendment to extend expiry date for 3 months
06/08/2015	L7360/1999/8	Licence re-issued to new format
7/11/2021	L9300/2021/1	Replacement licence issued

Interpretation

In this licence:

- (a) the words 'including', 'includes' and 'include' in conditions mean "including but not limited to", and similar, as appropriate;
- (b) where any word or phrase is given a defined meaning, any other part of speech or other grammatical form of that word or phrase has a corresponding meaning;
- (c) where tables are used in a condition, each row in a table constitutes a separate condition;
- (d) any reference to an Australian or other standard, guideline, or code of practice in this licence:
 - (i) if dated, refers to that particular version; and
 - (ii) if not dated, refers to the latest version and therefore may be subject to change over time;
- (e) unless specified otherwise, any reference to a section of an Act refers to that section of the EP Act; and
- (f) unless specified otherwise, all definitions are in accordance with the EP Act.

NOTE: This licence requires specific conditions to be met but does not provide any implied authorisation for other emissions, discharges, or activities not specified in this licence.

Licence conditions

The Licence Holder must ensure that the following conditions are complied with:

General Conditions

1. The Licence Holder shall operate and maintain all pollution control and monitoring equipment to manufacturer specification or any relevant and effective internal management system.
2. The Licence Holder shall immediately recover or remove and dispose of spills of environmentally hazardous material outside and engineered containment system.
3. The licence Holder 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

Note 1: *The Environmental Protection (Unauthorised Discharges) Regulations 2004* make it an offence to discharge certain materials into the environment.

Premises operation

4. The Licence Holder shall only accept waste on to the premises if:
 - (a) it is of a type listed in Table 1;
 - (b) the quantity accepted is below any quantity limit listed in Table 1;
 - (c) it meets any specification listed in Table 1

Table 1: Waste acceptance

Wastes	Quantity Limit	Specification
Clean fill	5,000 tonnes per annual period	None specified
Inert Waste Type 1		Waste containing visible asbestos or ACM shall not be accepted. Construction and demolition waste material shall not be accepted
Inert Waste Type 2		No more than 100 tyres shall be stored on-site at any one time.
Putrescible waste (general municipal)		None specified
Green waste		No greater than 1,000 cubic meters (m ³) of mulch and green waste shall be stored on-site at any one time.
Hazardous waste		Household hazardous waste materials only

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

5. The Licence Holder shall ensure that where waste does not meet the waste acceptance criteria set out in condition 1 it is removed from the premises by the delivery vehicle or, where that is not possible, stored in a quarantined storage area

or container and removed to an appropriately authorised facility as soon as practicable.

6. Licence Holder shall ensure that wastes accepted on the Premises are only subject to the process(es) set out in Table 2 and in accordance with any process limits described in that Table.

Table 2: Waste processing		
Waste type	Process	Process limits
Clean Fill	Receipt, handling and storage prior to disposal	None Specified
Inert Waste Type 1 and 2	Receipt, handling, mechanical sorting, hand sorting and storage prior to disposal.	Crushing and screening of Inert Waste Type 1 and 2 is not permitted
Putrescible waste (general municipal)	Receipt, handling and storage prior to disposal	<ul style="list-style-type: none"> Only to be sorted on hardstand area that is bunded to prevent run-off Stored in skip bins; and Shall not be stored onsite for longer than 24 hours
Green waste	Receipt handling and chipping	<ul style="list-style-type: none"> Greenwaste is not to be burned on site; and A 5 metres fire break shall be maintained around the green waste storage area at all times
Hazardous waste	Receipt, handling and storage prior to off-site disposal	<ul style="list-style-type: none"> DrumMuster products must be triple rinsed prior to acceptance on the premises; and Waste oil, paint, and vehicle batteries must be stored in the hazardous storage shed

7. The Licence Holder shall implement the following security measures at the site:
- Erect and maintain suitable fencing to prevent unauthorised access to the site;
 - Ensure that any entrance gates to the premises are securely locked when the premises are unattended; and
 - Undertake regular inspections of all security measure and repair damage as soon as practicable.
8. The Licence Holder shall implement control measures to prevent infestations of pests, flies and vermin at the premises.
9. The Licence Holder shall take all reasonable and practical measures to ensure that no windblown waste escapes from the premises and that windblown waste is collected on at least a weekly basis and appropriately contained.
10. The Licence Holder shall ensure no waste is burnt on the premises.

Monitoring

11. The Licence Holder shall undertake the monitoring in Table 3 according to the specifications in that table.

Table 3: Monitoring of inputs and outputs

Input/Output	Parameter	Units	Averaging period	Frequency
Waste Inputs	Inert Waste Type 1, Inert Waste Type 2, Putrescible waste, Clean Fill and Green waste.	tonnes (where a weighbridge is present on the site)	N/A	Each load arriving at premises
Waste Outputs	Waste type as defined in the Landfill Definitions	m ³ (where no weighbridge is present)		Each load leaving or rejected from the Premises

Information Records

12. All information and records required by the licence shall:
- be legible;
 - if amended, be amended in such a way that the original and subsequent amendments remain legible or are capable of retrieval;
 - except for records listed in 12(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
 - for those following records, be retained until the expiry of the licence and any subsequent licence:
 - off-site environmental effects; or
 - matters which affect the condition of the land or waters.
13. The Licence Holder shall ensure that:
- 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
 - 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.
14. The Licence Holder shall complete an Annual Audit Compliance Report indicating the extent to which the licence holder 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.
15. The Licence Holder shall:
- implement a complaints management system that shall record the following information (if known or provided) about complaints received at the premises concerning any environmental impact of the activities undertaken at the premises:
 - name and address of the complainants (if consented);
 - date and time of complaint;
 - date and time of alleged incident;
 - alleged source of the incident;

- (v) general description of the alleged incident, including any environmental or health impacts reported by the complainant;
 - (vi) wind direction, wind speed and temperature at time of alleged incident;
 - (vii) likely source of the alleged incident; and
 - (viii) actions taken by the licence holder to address the complaint, including the outcome of any investigation(s) and action(s) to verify any impacts.
- (b) complete an annual analysis and review of complaints recorded under 15(a) to identify any common factors and root cause of complaints and proposals to address these.

Reporting

16. The Licence Holder shall submit to the CEO an Annual Environmental Report (AER) within 28 calendar days after the end of the annual period. The report shall contain the information listed in Table 4 in the format or form specified in that table.

Table 4: 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
11 (Table 3)	Summary of inputs and outputs	None specified
14	Compliance	Annual Audit Compliance Report (AACR)
15	Complaints summary	None specified

Note 1: Forms are available in Schedule 2

Notification

17. The Licence Holder shall ensure that the parameters listed in Table 5 are notified to the CEO in accordance with the notification requirements of the table.

Table 5: Notification requirements

Condition	Parameter	Notification requirement ¹	Format or form ²
Table 1 Table 2	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. Part B: As soon as practicable	N1

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

Note 2: Forms are available in Schedule 2

Definitions

In this licence, the terms in Table have the meanings defined.

Table 6: Definitions

Term	Definition
ACN	Australian Company Number
ACM	mean asbestos containing material and has the meaning defined in the <i>Guidelines for Assessment, Remediation and Management of Asbestos Contaminated Sites, Western Australia</i> (Department of Health, 2009).
Act	means the Environmental Protection Act 1986
Acceptance Criteria	has the meaning defined in Landfill Definitions
Annual Audit Compliance Report (AACR)	means a report submitted in a format approved by the CEO (relevant guidelines and templates may be available on the Department's website).
annual period	a 12 month period commencing from 01 April until 31 March of the immediately following year.
asbestos	means the asbestiform variety of mineral silicates belonging to the serpentine or amphibole groups of rock-forming minerals and includes actinolite, amosite, anthophyllite, chrysotile, crocidolite, tremolite and any mixture containing 2 or more of those
ACM	means Asbestos Containing Material
Books	has the same meaning given to that term under the EP Act.
CEO	means Chief Executive Officer of the Department. "submit to / notify the CEO" (or similar), means either: Director General Department administering the <i>Environmental Protection Act 1986</i> Locked Bag 10 Joondalup DC WA 6919 or: info@dwer.wa.gov.au
Clean Fill	has the meaning defined in Landfill Definitions
construction and demolition waste	has the meaning defined in Landfill Definitions
Controlled waste	has the definition in <i>Environmental Protection (Controlled Waste) Regulations 2004</i>

Term	Definition
Department	means the department established under section 35 of the <i>Public Sector Management Act 1994</i> (WA) and designated as responsible for the administration of the EP Act, which includes Part V Division 3.
DER Asbestos Guidelines	means the document titled “ <i>Guidelines for managing asbestos at construction and demolition waste recycling facilities</i> ”, published by the Department of Environment and Conservation, as amended from time to time
DrumMUSTER products	means empty containers that once contained chemical used for farming purposes
Emission	has the same meaning given to that term under the EP Act.
EP Act	<i>Environmental Protection Act 1986</i> (WA)
Environmentally hazardous material	means material (either solid or liquid raw materials, material 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: Environmental hazardous material 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.
EP Regulations	<i>Environmental Protection Regulations 1987</i> (WA)
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 as the meaning defined in Landfill Definitions
Household hazardous waste	means leftover, unwanted, end of life household products that are corrosive, toxic, flammable or reactive, as described in the Department of Environment Regulation 2013, Guidelines for the design and acceptance and storage of household hazardous waste, Department of Environment Regulation, Perth, Western Australia
Inert Waste Type 1	has the meaning defined in Landfill Definitions
Inert Waste Type 2	has the meaning defined in Landfill Definitions
Inert Waste Type 3	has the meaning defined in Landfill Definitions
Landfill Definitions	means the document titled “ <i>Landfill Waste Classification and Waste Definitions 1996</i> ” published by the Chief Executive Officer of the Department of Environment as amended from time to time

Term	Definition
Licence	refers to this document, which evidences the grant of a licence by the CEO under section 57 of the EP Act, subject to the specified conditions contained within.
Licence holder	refers to the occupier of the premises, being the person specified on the front of the licence as the person to whom this licence has been granted.
Premises	means the Toodyay Waste Transfer Station located at Lot 105 (Crown Reserve 3014) Railway Road, West Toodyay WA 6566
Putrescible	has the meaning defined in Landfill Definitions
Schedule 1	means Schedule 1 of this licence unless otherwise stated
Schedule 2	means Schedule 2 of this licence unless otherwise stated
waste	has the same meaning given to that term under the EP Act.
windrows	mean parallel rows of mulched green waste where each row is no more than 3 metres high and no more than 4 metres wide and separated by at least 5 metres of clear ground from any other row, the boundary of the site or from other combustible waste.

END OF CONDITIONS

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.

Licence: L9300/2021/1

Licence Holder: Shire of Toodyay

Form: N1

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 Toodyay	
Date	