



<b>Licence number</b>	L7084/1997/16
<b>Licence holder</b>	Shire of Donnybrook Balingup
<b>Registered business address</b>	1 Bentley Street DONNYBROOK WA 6239
<b>DWER file number</b>	DER2015/001439
<b>Duration</b>	17/06/2015 to 16/09/2024
<b>Date of issue</b>	17/06/2015
<b>Date of amendment</b>	11/06/2024
<b>Premises details</b>	Donnybrook Waste Management Facility Goodwood Road PAYNEDALE WA 6239  Being Portion of State Forest 27 as depicted in Schedule 1

<b>Prescribed premises category description (Schedule 1, <i>Environmental Protection Regulations 1987</i>)</b>	<b>Assessed production / design capacity</b>
<b>Category 61A - Solid waste facility:</b> premises (other than premises within Category 67A) on which solid waste produced on other premises is stored, reprocessed, treated or discharged onto land.	500 tonnes per annual period
<b>Category 62 - Solid waste depot:</b> premises on which waste is stored or sorted pending final disposal or re-use.	500 tonnes per annual period
<b>Category 64 - Class II putrescible landfill site:</b> premises on which waste (as determined by reference to the waste type set out in the document " <i>Landfill Waste Classification and Waste Definitions 1996</i> " published by the Chief Executive Officer as amended from time to time) is accepted for burial.	6,700 tonnes per annual period

This licence is granted to the licence holder, subject to the attached conditions, on 11 June 2024, by:

Sarah Cross  
A/SENIOR ENVIRONMENTAL OFFICER  
INDUSTRY REGULATION  
an officer delegated under section 20 of the *Environmental Protection Act 1986* (WA)

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## Licence history

Date	Reference number	Summary of changes
17/6/2015	L7084/1997/16	Licence re-issue
4/02/2016	L7084/1997/16	Licence amendment to increase Category 64 production and design capacity and add Category 62 to the licence
8/02/2019	L7084/1997/16	Amendment Notice 1 – DWER initiated Administrative amendment to Extend Licence Expiry
19/07/2022	L7084/1997/16	Licence amendment to accept hazardous household waste
22/09/2023	L7084/1997/16	Licence amendment to change legal description of premises location, add Category 61A, apply mattress storage limit and include additional waste types for acceptance under Category 62
11/06/2024	L7084/1997/16	DWER initiated amendment to extend licence expiry to 16 September 2024

## 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:

### Waste Acceptance

1. The licence holder must only accept onto the premises waste of a type that:
  - (a) does not exceed the rate at which that waste is received; and
  - (b) meets the relevant acceptance specification, as set out in Table 1.

**Table 1: Waste acceptance criteria**

Waste type	Rate at which waste is received	Acceptance specification <sup>1</sup>
<b>Category 61A</b>		
Green waste	Combined total of no more than 500 tonnes per annual period	Limited to uncontaminated green waste, garden organics, natural fibrous organics, untreated timber and forestry residues. Excludes engineered wood products and timber treated with preservatives, pesticides, paint, fire retardants, adhesives or with any non-biodegradable layer. Excludes material from source-separated kerbside municipal collections of designated garden organics (GO) bins.
Mattresses		None specified.
<b>Category 62</b>		
Putrescible waste	Combined total of no more than 500 tonnes per annual period	Limited to domestic waste
Treated timber		None specified
Scrap metal		None specified
White goods		None specified
E-waste		None specified
Batteries		Limited to household batteries, lead acid batteries and lithium ion batteries only
Hazardous waste		Includes only: <ul style="list-style-type: none"> <li>• Fire extinguishers;</li> <li>• Fluorescent tubes;</li> <li>• Paint/thinners; and</li> <li>• Gas bottles.</li> </ul>

Waste type	Rate at which waste is received	Acceptance specification <sup>1</sup>
Agricultural chemical containers		Limited to cleaned agricultural and veterinary chemical containers with a capacity of at least 1 L/kg but not greater than 205 L/kg. Containers must be free of chemical residue.
Inert waste type 2 (tyres only)		None specified.
Liquid waste		Waste oil only.
<b>Category 64: Class II landfill</b>		
Clean fill	No limit	None specified.
Inert waste type 1	Combined total of up to 6,700 tonnes per annual period	None specified.
Inert waste type 2		None specified.
Special waste type 1		None specified.
Special waste type 2		None specified.
Putrescible waste (excluding green waste)		

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*.

- 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.

## Waste Processing

- The licence holder shall ensure that wastes accepted onto the premises are only subjected 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(es)	Process limits <sup>1, 2</sup>
All waste types accepted for landfilling	Disposal of waste by landfilling	<ul style="list-style-type: none"> <li>Disposal of waste by landfilling shall only take place within the landfill area shown in the Map in Schedule 1;</li> <li>No waste shall be landfilled within 35 metres from the boundary of the premises;</li> <li>The separation distance between the base of the landfill and the highest groundwater level shall not be less than 2m;</li> <li>Waste shall be placed within a defined trench or within an area enclosed by earthen or other bunds;</li> <li>The tipping area shall be restricted to a maximum linear length of 30 metres;</li> <li>Waste shall be spread in layers of not more than 500 mm thickness, prior to compaction;</li> </ul>

Waste type	Process(es)	Process limits <sup>1, 2</sup>
		<ul style="list-style-type: none"> <li>Landfilling shall be managed so that the tipping area does not result in an exposed face exceeding 2m in vertical height; and</li> <li>Not more than 6,700 tonnes of waste may be buried per annual period</li> </ul>
Green waste	Receipt, handling, associated storage and shredding, prior to disposal of waste.	<ul style="list-style-type: none"> <li>No more than 2,000 cubic metres (300 tonnes) of green waste shall be stored at any one time;</li> <li>Green waste and mulched green waste must be stored in windrows and not in a dried state;</li> <li>No more than 1,000 cubic metres (150 tonnes) of mulched green waste shall be stored at any one;</li> <li>A five metre firebreak shall be maintained around the areas used to store green waste;</li> <li>Maintain individual stockpiles/windrows within the maximum dimensions of 50 m long, 10 m wide and 5 m high;</li> <li>Green waste and mulch must be stored on a bunded hardstand;</li> <li>Signage must be maintained at the entrance of the premises notifying mulch users that mulch has not been pasteurised, does not meet Australian Standard AS 4454 and may contain contaminants; and</li> <li>Temperature of mulch stockpiles must be monitored, at least weekly, to ensure temperature is maintained below 75°C.</li> </ul>
Putrescible waste	Receipt, handling, associated storage prior to landfilling.	<ul style="list-style-type: none"> <li>Waste loads to be taken either directly to landfill tipping face or domestic loads to be deposited directly into skip bins; and</li> <li>Waste to be stored in skip bins for no longer than 72 hours.</li> </ul>
Treated timber	Receipt, handling, associated storage prior to disposal offsite.	<ul style="list-style-type: none"> <li>Treated timber to be stored in enclosed containers.</li> </ul>
Scrap metal	Receipt, handling, associated storage prior to recycling or disposal offsite.	<ul style="list-style-type: none"> <li>Scrap metal to be stored in discrete stockpiles which are a maximum 30 m long, 10 m wide and 5 m high; and</li> <li>Minimum clearance of 6 m between and around stockpiles.</li> </ul>
White goods	Receipt, handling, associated storage prior to recycling or disposal offsite.	<ul style="list-style-type: none"> <li>White goods to be stored within a designated area to be degassed by a suitably licensed person before being moved to the scrap metal stockpile.</li> </ul>
E-waste	Receipt, handling, associated storage prior to recycling or disposal offsite.	<ul style="list-style-type: none"> <li>E-waste to be stored in a fully enclosed, sealed and lockable container.</li> </ul>
Batteries	Receipt, handling, associated storage prior to recycling or disposal offsite.	<ul style="list-style-type: none"> <li>Batteries to be stored in enclosed containers or on a bunded pallet.</li> </ul>

Waste type	Process(es)	Process limits <sup>1, 2</sup>
Household hazardous waste	Receipt, handling, associated storage prior to recycling or disposal offsite.	<ul style="list-style-type: none"> <li>No consolidation of waste to occur on the premises;</li> <li>Waste must be stored in a way that prevents incompatible waste types from mixing;</li> <li>Waste must be stored undercover in a manner that protects the waste from weather;</li> <li>Liquid wastes must be stored in a bunded area or on a bunded pallet.</li> </ul>
Agricultural chemical containers	Receipt, handling, associated storage prior to recycling or disposal offsite.	<ul style="list-style-type: none"> <li>Limited to cleaned agricultural and veterinary chemical containers provided in accordance with the drumMUSTER or similar program</li> </ul>
Liquid waste	Receipt, handling, associated storage prior to recycling or disposal offsite.	<ul style="list-style-type: none"> <li>Waste oil containers must stored on a bunded area.</li> </ul>
Mattresses	Receipt, handling, processing storage and disposal of waste by landfilling	<ul style="list-style-type: none"> <li>No more than 150 mattresses to be stored on site at any one time; and</li> <li>Mattresses to be stacked in piles of no more than 10.</li> </ul>
Inert Waste Type 1	Receipt, handling, storage prior to disposal by landfill	<ul style="list-style-type: none"> <li>Inert waste type 1 to be stored in discrete stockpiles which are a maximum 30 m long, 10 m wide and 5 m high; and</li> <li>Minimum clearance of 6 m between and around stockpiles.</li> </ul>
Inert Waste Type 2	Receipt, handling, storage and recycling prior to disposal by landfilling	<ul style="list-style-type: none"> <li>No more than 100 tyres to be stored on the premises at any one time; and</li> <li>Tyres should be stored in a manner that prevents them from rolling.</li> </ul>
Special Waste Type 1	Receipt, handling, storage prior to disposal by landfilling	<ul style="list-style-type: none"> <li>Only to be disposed of into a designated asbestos disposal area within the landfill;</li> <li>Not to be deposited within 2 m of the final tipping surface of the landfill; and</li> <li>No works shall be carried out on the landfill that could lead to a release of asbestos fibres.</li> </ul>
Special Waste Type 2		<ul style="list-style-type: none"> <li>Only to be disposed of into a designated biomedical waste disposal area within the landfill;</li> <li>Not to be deposited within 2 m of the final tipping surface of the landfill; and</li> <li>No works shall be carried out on the landfill that could lead to biomedical wastes being excavated or uncovered.</li> </ul>
Clean Fill		<ul style="list-style-type: none"> <li>None specified</li> </ul>

Note 1: Requirements for landfilling tyres are set out in Part 6 of the *Environmental Protection Regulations 1987*.  
 Note 2: Additional requirements for the acceptance and landfilling of controlled waste (including asbestos and tyres) are set out in the *Environmental Protection (Controlled Waste) Regulations 2004*.

4. The licence holder shall manage the landfilling activities to ensure:
  - (a) waste is levelled and compacted as soon as practicable after it is discharged;
  - (b) waste is placed and compacted to ensure all faces are stable and capable of retaining rehabilitation material; and
  - (c) rehabilitation of a cell or phase takes place within 6 months after disposal in that cell or phase has been completed.
5. The licence holder shall ensure that cover is applied and maintained on landfilled wastes in accordance with Table 3 and that sufficient stockpiles of cover are maintained on site at all times.

**Table 3: Cover requirements**

Waste type	Material	Depth	Timescales
Special Waste Type 1 (Asbestos)	Clean fill	1,000 mm	As soon as practicable after deposit and prior to any compaction of the waste
Special Waste Type 2 (Biomedical and Clinical Waste)		1,000 mm	Immediately
Inert Waste Type 2 – Tyres		100 mm	Each batch of 100 tyres covered as soon as practicable after deposit
All other wastes		150 mm	As soon as practicable and no later than the end of the working day

Note 1: Additional requirements for final cover of tyres are set out in Part 6 of the *Environmental Protection Regulations 1987*.

6. The licence holder shall implement the following security measures at the site:
  - (a) maintain suitable fencing to prevent unauthorised access to the site;
  - (b) ensure that any entrance gates to the premises are securely locked when the premises are unattended; and
  - (c) undertake regular inspections of all security measures and repair damage as soon as practicable.
7. The licence holder shall maintain a sign at the entrance to the premises which clearly displays:
  - (a) A contact telephone number for information and complaints or notification of fires;
  - (b) A list of materials that are accepted;
  - (c) The types of waste that must not be deposited on the premises and a contact phone number for alternative disposal sites; and
  - (d) A warning, indicating penalties for people lighting fires.

## Emissions and discharges

### Wind-blown waste

8. The licence holder shall take all reasonable and practical measures to ensure that no wind-blown waste escapes from the premises and that wind-blown waste is collected on at least a weekly basis and returned to the tipping area.

### Fugitive emissions

9. The licence holder must ensure that no visible dust generated from the primary activities crosses the boundary of the premises.

### Odour

10. The licence holder must 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.

### Contaminated stormwater

11. The licence holder must take all reasonable and practicable measures to prevent stormwater run-off becoming contaminated by the activities and operations undertaken at the premises.

### Spills

12. The licence holder shall immediately recover, or remove and dispose of, spills of environmentally hazardous materials including fuel, oil, or other hydrocarbons, whether inside or outside an engineered containment system.
13. The licence holder shall ensure that all material used for the recovery, removal, and/or disposal of environmentally hazardous materials is stored in an impermeable container prior to disposal at an appropriately authorised facility.

### Fire Management

14. The licence holder must immediately notify the CEO of:
  - (a) Any fire on the premises; and/or
  - (b) Any accident, malfunction, or emergency which results or could result in the discharge of fire-fighting wash water or other wastes from the premises.
15. The licence holder must develop and effectively implement a fire and emergency management plan for the premises by no later than 30 March 2023 that sets out:
  - (a) an assessment of fire safety risk including identification of areas where a fire might occur and factors that might cause a fire;
  - (b) how fires will be prevented, detected, responded to, suppressed, contained and controlled addressing all feedstock types and stages of the organics recycling process;
  - (c) the firefighting equipment and fire response capabilities and responsibilities; and
  - (d) how impacts to the environment and human health from fire events will be prevented and mitigated.



- 16.** The licence holder must ensure that:
- (a) no waste is burnt at the premises;
  - (b) suitable equipment, capable of breaking apart and separating stockpiles to limit the spread of fire is kept on the premises at all times;
  - (c) a designated area is kept free of other combustible materials to allow the management of windrows or stockpiles that are being impacted by fire; and
  - (d) ensure that an adequate water supply is available at the premises and can be effectively delivered to extinguish a fire at any part of the premises.
- 17.** In the event of a fire on the premises, the licence holder must:
- (a) take immediate measures to extinguish the fire; and
  - (b) contain recoverable firefighting wash water and other waste that may result from firefighting on the premises.

## Monitoring

- 18.** The licence holder shall undertake the monitoring in Table 4 according to the specifications in that table.

**Table 4: Monitoring of inputs and outputs**

Input/output	Parameter	Units	Averaging period	Frequency
Waste Inputs	Each waste type as defined in Table 1 for Category 61A and Category 62	Estimated m <sup>3</sup> or tonnages	N/A	Each load arriving at premises
Waste landfilled	Each waste type as defined in Table 1 for Category 64			Per annual period
Waste Outputs	Waste type as defined in Landfill Definitions			Each load rejected from the premises

## Records and reporting

- 19.** The licence holder 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.
- 20.** The licence holder must:
- (a) undertake an audit of their compliance with the conditions of this licence during the preceding annual period; and
  - (b) prepare and submit to the CEO by no later than 31 March in each year after the end of that annual period an Annual Audit Compliance Report in the approved form.

- 21.** The licence holder must record the following information in relation to complaints received by the licence holder (whether received directly from a complainant or forwarded to them by the department or another party) about any alleged emissions from the premises:
- (a) the name and contact details of the complainant, (if provided);
  - (b) the time and date of the complaint;
  - (c) the complete details of the complaint and any other concerns or other issues raised; and
  - (d) the complete details and dates of any action taken by the licence holder to investigate or respond to any complaint.
- 22.** The licence holder must maintain accurate and auditable books including the following records, information, reports, and data required by this licence:
- (a) the calculation of fees payable in respect of this licence;
  - (b) monitoring undertaken in accordance with condition 18 of this licence; and
  - (c) complaints received under condition 21 of this licence.
- 23.** The books specified under condition 22 must:
- (a) be legible;
  - (b) if amended, be amended in such a way that the original version(s) and any subsequent amendments remain legible and are capable of retrieval;
  - (c) be retained by the Licence Holder for the duration of the licence; and
  - (d) be available to be produced to an inspector or the CEO as required.

## Definitions

In this licence, the terms in Table 5 have the meanings defined.

**Table 5: Definitions**

Term	Definition
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).
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	means a 12 month period commencing from 1 January until 31 December in the same year.
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: <a href="mailto:info@dwer.wa.gov.au">info@dwer.wa.gov.au</a>
Clean fill	has the meaning defined in the Landfill Definitions.
controlled waste	has the definition in Environmental Protection (Controlled Waste) Regulations 2004.
department	means the department established under section 35 of the <i>Public Sector Management Act 1994 (WA)</i> and designated as responsible for the administration of the EP Act, which includes Part V Division 3.
discharge	has the same meaning given to that term under the EP Act.
emission	has the same meaning given to that term under the EP Act.
EP Act	<i>Environmental Protection Act 1986 (WA)</i> .
EP Regulations	<i>Environmental Protection Regulations 1987 (WA)</i> .
e-waste	means electronic, electrical and battery-powered items that have been

Term	Definition
	discarded or no longer in working order. Covers a range of items used in commercial, industrial and residential premises and includes, but is not limited to, televisions, computers, mobile phones, kitchen appliances and audio/visual equipment.
Green waste	means biodegradable waste comprising plants and their component parts such as flower cuttings, hedge trimmings, branches, grass, leaves, plants, seeds, shrub and tree loppings; tree trunks, tree stumps and similar materials and includes any mixture of those materials.
Inert waste type 1	has the meaning defined in the Landfill Definitions.
Inert waste type 2	has the meaning defined in the Landfill Definitions.
landfill definitions	means the document titled “Landfill Waste Classification and Waste Definitions 1996 as amended 2019” published by the Chief Executive Officer of the Department of Environment as amended from time to time.
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	refers to the premises to which this licence applies, as specified at the front of this licence and as shown on the premises map (Figure 1) in Schedule 1 to this licence.
prescribed premises	has the same meaning given to that term under the EP Act.
putrescible waste	has the meaning defined in the Landfill Definitions.
quarantined storage area or container	means a hardstand storage area or sealed-bottom container that is separate and isolated from authorised waste disposal areas and is capable of containing all non-conforming waste and its constituents, these areas must be clearly marked and their access restricted to authorised personnel.
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.
Special waste	has the meaning defined in the Landfill Definitions.

Term	Definition
type 1	
Special waste type 2	has the meaning defined in the Landfill Definitions.
Waste	has the same meaning given to that term under the EP Act.

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**END OF CONDITIONS**

# Schedule 1: Maps

## Premises map

The boundary of the prescribed premises is shown in the map below (Figure 1).

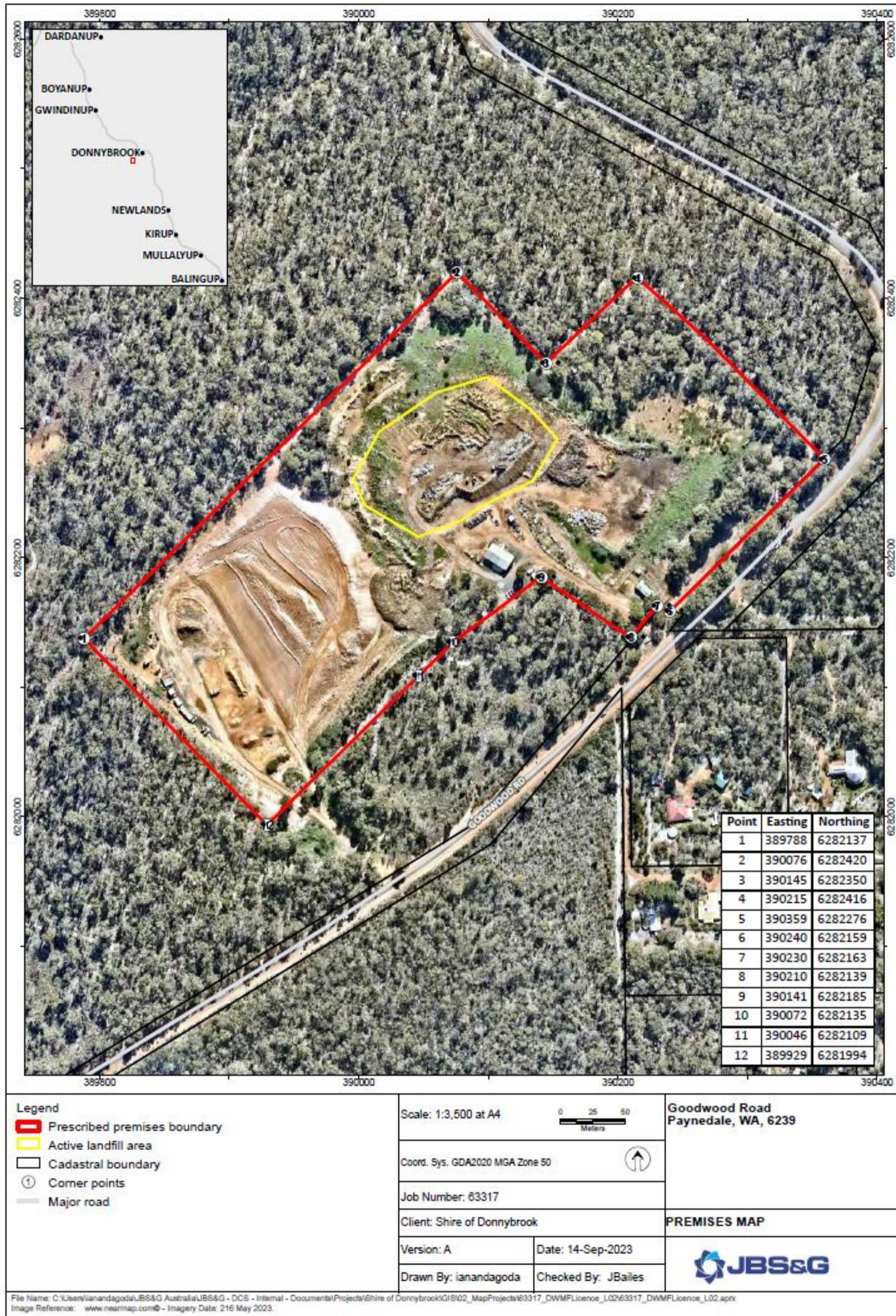


Figure 1: Map of the boundary of the prescribed premises

Licence: L7084/1997/16