



Licence number	L7023/1997/11
Licence holder	Shire of Wiluna
Registered business address	PO Box 38 WILUNA WA 6646
DWER file number	DWERVT15850
Duration	24/02/2016 to 23/02/2036
Date of issue	18/02/2016
Date of amendment	25/11/2024
Premises details	Wiluna Refuse Disposal Site Rubbish Tip Road Legal description - Lot 550 on Deposited Plan 418719 Certificate of Title Volume LR3176 Folio 494

Prescribed premises category description (Schedule 1, <i>Environmental Protection Regulations 1987</i>)	Assessed production / design capacity
Category 64: Class II or III putrescible landfill site	Not more than 5000 tonnes per annual period
Category 61: Liquid waste facility	800 tonnes per annual period

This licence is granted to the licence holder, subject to the attached conditions, on 25 November 2024, by:

Grace Heydon
Manager Waste Industries

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

[L7023/1997/11 Amendment date: 25 November 2024](#)

Licence history

Date	Reference number	Summary of changes
14/03/2005	L7023/1997/8	Licence re-issue – short term licence
26/02/2006	L7023/1997/9	Licence re-issue
26/02/2011	L7023/1997/10	Licence re-issue
18/02/2016	L7023/1997/11	Licence re-issue and converted into the latest DER format
29/04/2016	L7023/1997/11	Licence amendment – extension of expiry date
08/06/2016	L7023/1997/11	Licence amendment – include category 61 to the Licence
21/05/2019	L7023/1997/11	Amendment Notice 1 – Increase in Category 61 design capacity from 200tpa to 400tpa.
25/11/2024	L7023/1997/11	Licence amendment to change premises entity and increase liquid waste capacity from 400 to 800 tonnes per annual period.

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

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

Table 1: Waste acceptance

Waste type	Quantity limit tonnes/year	Specification ¹
Clean fill	Combined total of 5,000 tonnes per annual period	Must comply with the Class II waste acceptance specifications as outlined in the Landfill Definitions
Inert Waste Type 1		
Inert Waste Type 2 (Tyres)		
Putrescible Waste (including green waste)		
Special Waste Type 1 (Asbestos waste)		
Special Waste Type 2 (Biomedical and Clinical waste)		
Scrap metal		
Other recyclables		
Used Tyres		
Liquid Waste	800 tonnes per annual period	a) Septage waste (category K210) ² ; and b) Grease and oil waste (category K110) ² Delivered in liquid waste truck.

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*.

Note 2: Controlled Waste category group and waste code

- The licence holder must 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

3. The licence holder must ensure that the waste types specified in Table 2 are only subjected to the corresponding process(es), subject to the corresponding process limits and/or specifications.

Table 2: Waste processing

Waste type	Process(es)	Process limits and/or specifications ^{1,2}
All	Receipt, handling and associated storage prior to disposal of waste by landfilling	<ul style="list-style-type: none"> No waste shall be temporarily stored or landfilled within 35 meters from the boundary of the premises; The tipping area shall not exceed a maximum linear length of 30 meters; The separation distance between the base of the landfill and the highest groundwater level shall not be less than 3 meters; A minimum distance of at least 100 meters between the waste disposal site and any superficial water body shall be maintained; and Cover completed cells with a final soil cover of at least one (1) meter
Clean fill	Receipt, handling, associated storage prior to re-use or disposal by landfilling	None specified
Inert Waste Type 1		
Inert Waste Type 2		
Putrescible Waste (including green waste)	Receipt, handling, storage prior to shredding, re-use, or disposal by landfilling	<p>Place waste within a defined trench or within an area enclosed by earthen or other bunds</p> <p><u>Burning of Green Waste Only</u></p> <ul style="list-style-type: none"> To be dried and seasoned for at least 2 months before burning; To take place in a designated burning area at least 25m from the boundary of any active disposal areas; To take place in trenches or windrows; To take place only when an adequate supply of water is available to effectively manage the burning process; To be burnt in a manner to minimize smoke generation; Ensure burning does not commence before 0800 hours and the Fire Control Officer for the premises declares the area safe by 1700 hours on the same day; and Restrict the volume of green waste burnt such that it is completely burnt during daylight hours.
Special Waste Type 1 (Asbestos)	Receipt, handling and associated storage prior to disposal of waste by landfilling	<ul style="list-style-type: none"> Only to be disposed of into a designated asbestos disposal area within the landfill; Not to be deposited within 2m of the final tipping surface of the landfill; and

Waste type	Process(es)	Process limits and/or specifications ^{1,2}
		<ul style="list-style-type: none"> No works shall be carried out on the landfill that could lead to a release of asbestos fibres.
Special Waste Type 2 (Biomedical and Clinical Waste)		<ul style="list-style-type: none"> Only to be disposed of into a designated biomedical waste disposal area within the landfill; Not to be deposited within 2m of the final tipping surface of the landfill; and No works shall be carried out on the landfill that could lead to biomedical wastes being excavated or uncovered.
Scrap metal		Stored in an area delineated by heaped gravel windrows
Other recyclables		
Inert Waste Type 2 – Used Tyres	Receipt, handling, storage prior to re-use	When tyres only are being disposed of to landfill, they are to be covered at regular intervals such that no more than 100 tyres are left exposed at any time
Liquid Waste	Disposal of waste in the designated trench under the supervision of the licence holder, or person nominated by the licence holder	<ul style="list-style-type: none"> Only to be deposited of into the designated Septage trenches as shown in the map in Schedule 1. Ensure that overtopping of the Septage trenches does not occur

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)

- The licence holder must 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
Inert Waste Type 1	Clean fill	N/A	
Inert Waste Type 2		150mm	End of the working day.
Putrescible waste			
Special Waste Type 1		300 mm	As soon as practicable after disposal and prior to any compaction of the waste.
Special Waste Type 2		1,000 mm	As soon as practicable after disposal
Inert Waste Type 2 – Used Tyres		100 mm	Covered as soon as disposal.

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5. The licence holder must ensure that waste is only disposed of in landfill cells or phases provided with the infrastructure detailed in Table 4 for that Class of landfill cell or phase.

Table 4: Landfill infrastructure

Cell or Phase Number(s)	Class of Cell or Phase	Infrastructure requirements
1	Class II (Putrescible)	Cell constructed from in-situ soils

6. The licence holder must manage the landfilling activities to ensure:
- the size of the tipping face is kept to a minimum and not larger than 2m in vertical height; and
 - waste is levelled and compacted to ensure all faces are stable and capable of retaining rehabilitation material.

General site management

7. The licence holder must notify the CEO in writing 30 days prior to the construction of a new landfill trench on the premises.
8. The licence holder must, where the licence holder is notified or is aware, ensure the following procedures are in place for managing asbestos wastes (Type 1 special waste) at the premises:
- the disposal area(s) for any more than one cubic metre of asbestos material is defined by grid references on the site plan; and
 - a representative of the licence holder is available to witness the burial of the asbestos waste under at least one metre of fill or putrescible waste as soon as practicable after placement in the landfill and sign a bound, numbered register within two hours of the burial to attest that it has been buried in accordance with these procedures.
9. The licence holder must take the following measures when managing biomedical wastes (Type 2 special waste) at the premises:
- the licence holder, or its representative, shall note, in writing, any discrepancies between waste declared and waste received;
 - ensure that clinical waste is disposed of under the licence holder's personal supervision or the personal supervision of a person nominated by the licence holder;
 - ensure that there is kept at the premises an accurate and up to date plan of the premises showing the position of clinical waste disposed of at the premises; and
 - restrict access to the area where the waste is buried to authorised personnel only
10. The licence holder must implement the following security measures at the site:
- maintain suitable wire stock 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 measures and repair any damage to the fencing or gate(s) as soon as practicable.

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- 11.** The licence holder must maintain a sign at the entrance to the premises which clearly displays the following:
- (a) hours of operation
 - (b) contact telephone number for information and complaints or notification of fires;
 - (c) a list of materials that are accepted;
 - (d) the types of waste that must not be deposited on the premises and a contact telephone number for alternative disposal options; and
 - (e) a warning, indicating the penalties for people lighting fires.

Emissions and Discharges

Pests and vermin

- 12.** The licence holder must implement control measures to prevent infestations of pests, flies and vermin at the Premises.

Windblown waste

- 13.** The licence holder must ensure that:
- (a) all reasonable and practicable measures are taken to ensure that no windblown waste escapes from the premises; and
 - (b) any windblown waste is collected on at least a weekly basis and returned to the tipping face or otherwise appropriately contained.
- 14.** The licence holder must inspect litter screens no less than once per week to ensure their integrity and if damaged, repair them within two working days.

Fires

- 15.** The licence holder must ensure that no waste except Greenwaste is burnt on the premises.
- 16.** The licence holder must extinguish any unauthorised fire that may occur within the non-green waste area at the landfill site within eight hours of being notified of the fire.
- 17.** The licence holder must ensure that there are appropriate procedures in place at the premises so that any unauthorised fire is promptly extinguished.

Stormwater

- 18.** The licence holder must maintain earthen bunds and stormwater drains at the premises to ensure that uncontaminated stormwater runoff does not come into contact with waste on the premises.

Records and reporting

Records

- 19.** 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:

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- (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.
- 20.** 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; and
 - (b) complaints received under condition 19 of this licence.
- 21.** The books specified under condition 20 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.

Reporting

- 22.** 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 an Annual Audit Compliance Report in the approved form by 31 July each year.
- 23.** The licence holder must maintain a register of Special Waste Type 1 (Asbestos waste), Special Waste Type 2 (Biomedical and Clinical Waste) disposed of at the Premises which shall include:
- (i) a plan showing the position of Special Waste Type 1(Asbestos waste) and Special Waste Type 2 (Biomedical and Clinical Waste) disposed of at the Premises;
 - (ii) the date of the deposit; and
 - (iii) the name of the person that deposited the waste.
- 24.** The licence holder must:
- (a) prepare an Environmental Report that provides information in accordance with Table 5 for the preceding annual period, and
 - (b) submit that Environmental Report to the CEO by 31 July each year.

Table 5: Environmental reporting requirements

Condition or table (if relevant)	Parameter	Format or form
-	Summary of any failure or malfunction of any pollution control equipment or any incidents that have occurred during the annual period and any action taken	None specified
13	The effectiveness of measures taken to control	

	windblown waste on the premises	
15	Number of fires at the premises	
22	Compliance	Annual Audit Compliance Report (AACR). A template is available on the DWER website.
19	Complaints summary	None specified

25. The licence holder must ensure that the parameters listed in Table 6 are notified to the CEO in accordance with the requirements of the table.

Table 6: Notification requirements

Condition or table (if relevant)	Parameter	Notification requirement ¹	Format or form
17	After becoming aware of a fire at the premises	<p>Within 14 days of becoming aware of the fire the licence holder must submit a report outlining:</p> <ul style="list-style-type: none"> (a) The date and time that the fire was first discovered; (b) The date and time that the fire was extinguished; (c) The location of the fire; (d) The time the fire was declared safe by the Fire Control Officer for the premises; (e) Confirmation of attendance of any emergency service personnel; (f) Any known or suspected damage to the landfill or landfill infrastructure as a result of the fire; (g) Actions undertaken by the licence holder to replace or repair any damage to the landfill or landfill infrastructure; and (h) Actions undertaken by the licence holder to prevent another fire occurring at the premises from the same known or suspected cause. 	None specified
7	Construction of a new landfill trench	Notify the CEO thirty (30) days prior to the construction of a new landfill trench	Written

Definitions

In this licence, the terms in 7 have the meanings defined.

Table 7: Definitions

Term	Definition
Acceptance criteria	has the meaning defined in the Landfill Definitions.
Annual Audit Compliance Report (AACR)	means a report submitted in a format approved by the CEO (relevant guidelines and templates are available on the Department's website).
annual period	a 12 month period commencing from 1 July until 30 June of the immediately following year.
Asbestos waste	means waste as defined in the <i>Environmental Protection (Controlled Waste) Regulations 2014</i>
biennially	means every two years.
Biomedical and clinical waste	has the meaning defined in the Landfill Definitions.
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
Class II landfill	has the meaning defined in the Landfill Definitions.
Clean fill	has the meaning defined in the Landfill Definitions.
Controlled waste	has the definition in <i>Environmental Protection (Controlled Waste) Regulations 2004</i> .
Cover material	means subsoil or other inert waste used for covering of waste
department; DWER	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.
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.

Term	Definition
EP Act	<i>Environmental Protection Act 1986 (WA)</i>
EP Regulations	<i>Environmental Protection Regulations 1987 (WA)</i>
greenwaste	Means biodegradable waste comprising plants and their component parts such as flower cuttings, hedge trimmings, pruning's, branches, grass clippings, leaves, plants, seeds, shrub and tree lopping's, 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' published by the CEO of DWER and 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 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.
Special waste type 1	has the meaning defined in the Landfill Definitions.
Special waste type 2	has the meaning defined in the Landfill Definitions.
Tipping area	means the area of the landfill in which waste other than cover material is being deposited.
tyre	means the area of the landfill in which waste other than cover material is being deposited.
waste	has the same meaning given to that term under the EP Act.

END OF CONDITIONS

Schedule 1: Maps

Premises map

The boundary of the prescribed premises is shown in the map in red below.



L7023/1997/11 Amendment date: 25 November 2024

Premises layout

