



Licence number	L6993/1997/12
Licence holder	Shire of Capel
ACN	315 615 676
Registered business address	31 Forrest Road CAPEL WA 6271
DWER file number	2011/005690-1 / APP-0030342
Duration	01/05/2014 to 26/05/2034
Date of issue	01/05/2014
Date of amendment	26/11/2025
Premises details	Capel Transfer Station Range Road CAPEL WA 6271 Legal description - Being Lot 500 on Plan 66147 As depicted in Schedule 1

Prescribed premises category description (Schedule 1, <i>Environmental Protection Regulations 1987</i>)	Assessed production capacity
Category 62 - Solid waste depot – premises on which waste is stored or sorted pending final disposal or re-use	2,500 tonnes per annual period

This licence is granted to the licence holder, subject to the attached conditions, on 26 November 2025 , by:

Steve Checker

MANAGER, WASTE INDUSTRIES

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

Licence history

Date	Reference number	Summary of changes
L6993/1997/10	17/05/2007	Licence re-issue
L6993/1997/11	21/05/2009	Licence re-issue
W4552/2009/1	12/11/2009	Works approval for construction of transfer station
L6993/1997/11	31/03/2011	Licence amendment to change from Category 64 to 62.
L6993/1997/12	01/05/2014	Licence re-issue and amendment to REFIRE format
L6993/1997/12	17/09/2015	Licence amendment to change conditions on waste acceptance and processing, and storage of putrescible waste.
L6993/1997/12	22/08/2019	Licence Amendment to substitute a damaged water monitoring and reduction in the frequency of ambient environmental quality monitoring requirements from six monthly to annually.
L6993/1997/12	31/8/2022	Licence amendment to approve mattress shredding on the site.
L6993/1997/12	17/02/2025	Licence amendment to align licence conditions with the Minister's appeal determination 036 of 2022. Licence amendment to amend reporting condition errors.
L6993/1997/12	26/11/2025	Licence amendment to change the AACR and AER reporting period requirements.

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:

1. The Licence Holder shall immediately recover or remove and dispose of spills of environmentally hazardous materials outside an engineered containment system.
2. 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.

Note1: The Environmental Protection (Unauthorised Discharges) Regulations 2004 make it an offence to discharge certain materials into the environment.

3. 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 set out in Table 1.

Table 1: Waste acceptance

Waste type	Quantity limit	Specification ¹
Clean Fill	2,500 tonnes per annual period	None Specified
Inert Waste Type 1		Waste containing visible asbestos or ACM shall not be accepted
Inert Waste Type 2		Less than 100 tyres stored at any time
Putrescible Waste		Includes up to: <ul style="list-style-type: none"> 40 tonnes of mattresses accepted for processing per annual period; 15 tonnes of e-waste per annual period
Green Waste		None specified
Hazardous Waste		No more than 1000 kg of batteries, 300 L of waste oil and 500 L of household hazardous waste to be stored onsite at any one time.

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*.

4. The Licence Holder shall ensure that where waste does not meet the waste acceptance criteria set out in condition 3 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.
5. 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 Table 2.

Table 2: Waste processing

Waste type	Process	Process limits
Clean Fill	Receipt, handling and storage.	None specified.
Inert Waste Type 1	Receipt, handling, mechanical sorting, hand sorting and storage.	Crushing and screening of Inert Waste Type 1 is not permitted.
Inert Waste Type 2	Receipt, handling and storage.	Tyres to be stored in piles with a 6m separation distance between piles.
Putrescible		<ul style="list-style-type: none"> Only to be stored in hooklift bins; and Shall not be stored onsite for longer than 4 days.
Greenwaste		<ul style="list-style-type: none"> All greenwaste shall be stored on a hardstand surface with permeability of 1×10^{-9} m/s or less; and in windrows not exceeding 500 cubic metres.
Mattresses		<ul style="list-style-type: none"> Stored in lidded skip bins or on a hardstand surface with permeability of 1×10^{-9} m/s or less. Mattresses shredding shall be undertaken only between 7:30 am to 9:00 am on no more than two working days per week. Shredded using a Cat 2 tonne mini excavator or equivalent. A fence or litter control screening must be installed to prevent windblown waste from leaving the mattress shredding area. Mattresses shall not be stored onsite longer than 4 days All waste from mattress shredding activities, including windborne waste, shall be collected and securely stored no later than by the end of the working day on which the shredding occurred.
E-waste		<p>Stored in either:</p> <ul style="list-style-type: none"> Impervious, leak proof, lidded skip bins; or A hardstand surface with permeability of 1×10^{-9} m/s or less
Oil, paint, batteries		Stored in impervious lidded skip bins or vessels

Department of Water and Environmental Regulation

6. The Licence Holder shall implement the following security measures at the site:
- (a) erect and 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;
 - (c) undertake regular inspections of all security measures and repair damage as soon as practicable; and
 - (d) Install and maintain a sign at the entrance to the Premises which clearly displays the following information:
 - (i) hours of operation;
 - (ii) contact telephone number; and
 - (iii) list of materials accepted for recycling and the location of where they can be deposited on the premises.
7. The Licence Holder shall implement control measures to prevent infestations of pests, flies and vermin at the Premises.
8. The Licence Holder shall take all reasonable and practical measures to ensure that no windblown waste escapes from the Premises.
9. The Licence Holder shall ensure that no waste is burnt on the premises.
10. The Licence Holder shall ensure that there are appropriate procedures in place at the premises so that any fire is promptly extinguished.

Monitoring

11. The Licence Holder shall ensure that:
- (a) all water samples are collected and preserved in accordance with AS/NZS 5667.1;
 - (b) all groundwater sampling is conducted in accordance with AS/NZS 5667.11; and
 - (c) all samples are submitted to and tested by a laboratory with current NATA accreditation for the parameters being measured.
12. The Licence Holder shall ensure that six monthly monitoring is undertaken at least 5 months apart.
13. The Licence Holder shall ensure that all monitoring equipment used on the Premises to comply with the conditions of this Licence is calibrated in accordance with the manufacturer's specifications and the requirements of the Licence.
14. The Licence Holder shall, where the requirements for calibration cannot be practicably met, or a discrepancy exists in the interpretation of the requirements, bring these issues to the attention of the CEO accompanied with a report comprising details of any modifications to the methods.
15. 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	Waste type as defined in the Landfill Definitions	m ³	N/A	Each load arriving at the Premises
Waste Outputs	Waste type as defined in the Landfill Definitions			Each load leaving or rejected from the Premises

16. The Licence Holder shall undertake the monitoring in Table 4 according to the specifications in that table.

Table 4: Ambient environmental quality monitoring¹

Monitoring site	Frequency	Parameter
MB11, MB2, MB3, MB4 (as depicted in Schedule 1)	Annually	<p>Standing Water Level, pH, Conductivity, Redox Potential (Eh), Chemical Oxygen Demand (COD), Nitrate-nitrogen, Ammonia-nitrogen, Total Nitrogen, Total Phosphorous, Total Dissolved Solids (TDS), Total Organic Carbon, Dissolved Oxygen (DO).</p> <p>Major cations and anions: calcium, magnesium, potassium, sodium, chloride, bicarbonate and sulphate.</p> <p>Heavy Metals: Aluminium, Arsenic, Cadmium, Chromium, Copper, Iron (total) Lead, Manganese, Mercury, Nickel, Selenium and Zinc.</p> <p>Organics: Phenols, Polyaromatic hydrocarbons (PAH), Organochlorine pesticides, Organophosphate pesticides (Demeton-S-Methyl, Diazinon, Dimethoate, Fenamiphos, Fenthion, Malathion and Parathion), Polychlorinated biphenyls (PCB), Atrazine, BTEX (benzene, toluene, ethylbenzene, xylens), Total Petroleum Hydrocarbons and Trichloroethylene/Perchloroethylene.</p>

Note 1: With the exception of Standing Water Level (m AHD), pH (pH units), Conductivity (conductivity units) and Redox Potential (redox potential units), all measurements are to be reported in mg/L.

Information

Records and reporting

17. The books specified under condition 22 must:
- be legible;
 - if amended, be amended in such a way that the original version(s) and any subsequent amendments remain legible and are capable of retrieval;
 - be retained by the Licence Holder for the duration of the licence; and
 - be available to be produced to an inspector or the CEO as required.
18. 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.

Department of Water and Environmental Regulation

- 19.** 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 1 October each year.
- 20.** The licence holder must:
- (a) prepare an environmental report that provides information in accordance with Table 5 for the preceding two annual periods, and
 - (b) submit that environmental report to the CEO by 1 October and biennially thereafter.

Table 5: Environmental reporting requirements

Condition	Requirement
-	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.
-	Additional information: <ul style="list-style-type: none"> (a) The measures taken to suppress dust on the premises; (b) The measures taken to control windblown waste on the premises; (c) The number and severity of any fires on the premises; (d) Any issues raised from inspections or incident responses during the reporting period together with details as to how these have been addressed/rectified or, if the required work is yet to be completed, how and when they will be rectified/completed; (e) Any changes to premises boundaries, internal buffer zones, location of groundwater monitoring bores, surface drainage channels and on-site or off-site impacts or pollution.
15	Summary of each waste type accepted, removed and rejected from the Premises
16	Groundwater monitoring results, including: <ul style="list-style-type: none"> (a) a clear statement of the scope of work carried out; (b) a description of the field methodologies employed; (c) a tabulated summary of results; (d) an interpretive summary and assessment of the results against relevant assessment levels for water, as published in the <i>Guideline Assessment and management of contaminated sites</i>; (e) an interpretive summary and assessment of results against previous monitoring results; and (f) trend graphs to provide a graphical representation of historical results and to support the interpretive summary.
21	Complaints summary

Department of Water and Environmental Regulation

- 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 conditions 15 and 16 of this licence; and
 - (c) complaints received under condition 21 of this licence.

Notification

- 23.** The Licence Holder shall ensure that the parameters listed in Table 6 are notified to the CEO in accordance with the notification requirements of the table.

Table 6: Notification requirements

Condition or table (if relevant)	Parameter	Notification requirement ¹	Format or form
16 - 22	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	None specified
-	Fire at the premises	<p>Notify the CEO immediately if a fire has not been extinguished within two hours of the Licence Holder becoming aware of the fire.</p> <p>Within 14 days of becoming aware of a fire at the premises submit a report outlining:</p> <ul style="list-style-type: none"> (i) the date and time that the fire was first discovered; (ii) the date and time that the fire was extinguished; (iii) the location of the fire; (iv) the cause, or suspected cause, of the fire. (v) confirmation of attendance of any emergency services personnel; (vi) the time the fire was declared safe by the Fire Control Officer for the premises; (vii) any known or suspected damage to the transfer station or transfer station infrastructure as a result of the fire; (viii) action undertaken by the Licence Holder to replace or repair any damage to the site's infrastructure; and 	None specified

Department of Water and Environmental Regulation

		(ix) actions undertaken by the Licence Holder to prevent another fire occurring at the premises from the same known or suspected cause.	
--	--	---	--

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

Definitions

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

Table 7: Definitions

Term	Definition
ACN	Australian Company Number
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 1 July until 30 June of the immediately following 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: info@dwer.wa.gov.au
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.
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</i> (WA)
EP Regulations	<i>Environmental Protection Regulations 1987</i> (WA)
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.
Monthly period	means a one-month period commencing from day X of a month until day (X-1) of the immediately following month.
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(s) (Figure 1) in Schedule 1 to this licence.
Prescribed premises	has the same meaning given to that term under the EP Act.
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 below (Figure 1).

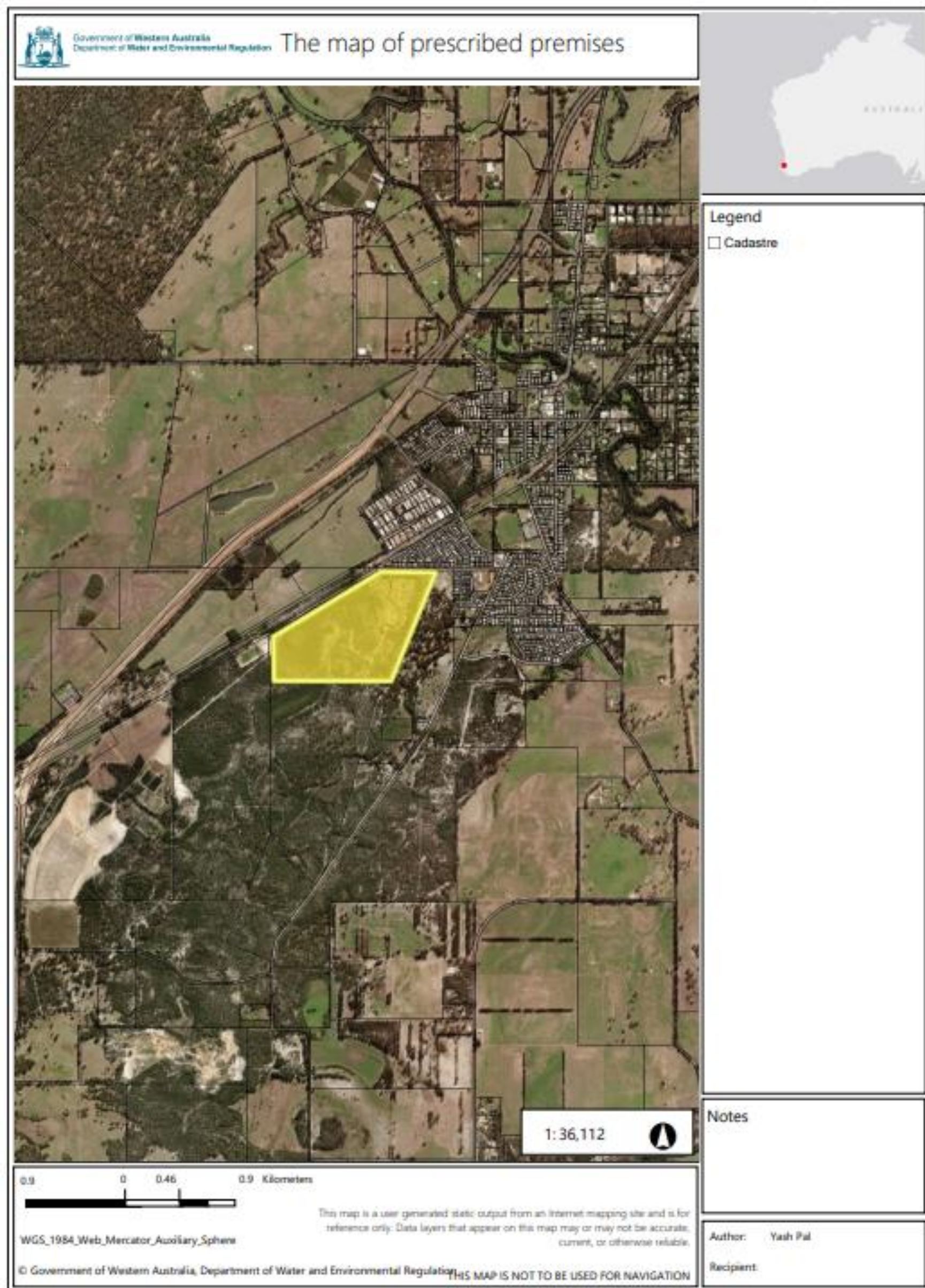


Figure 1: Map of the boundary of the prescribed premises



8A Site Layout 2022 - Capel Waste Transfer Station, 79 Range Road, Capel WA 6271

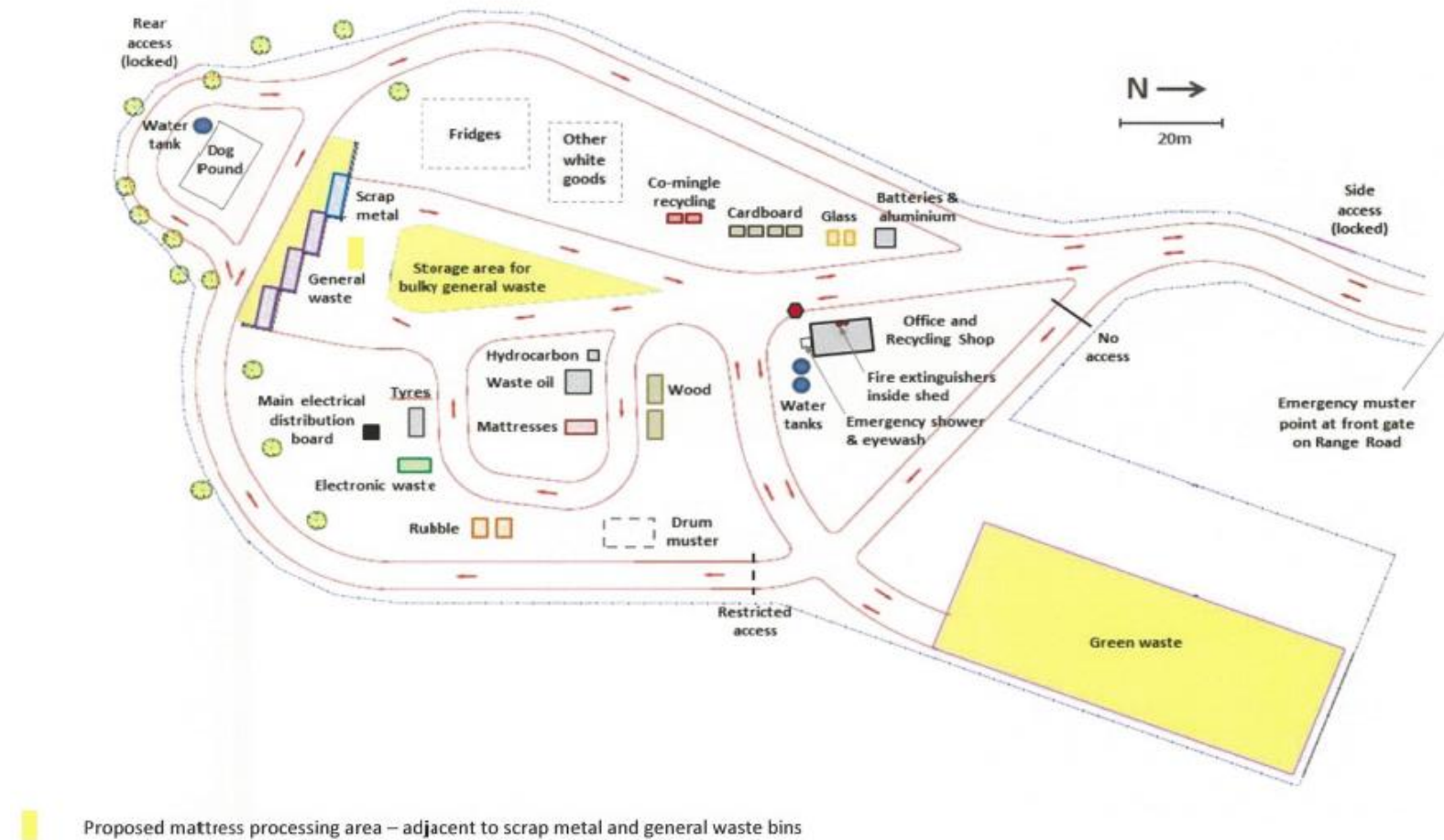


Figure 3: Landfill site infrastructure layout