



Licence number LXXXX/XXXX/X

Licence holder Name
ACN (if applicable) ACN

Registered business address Address

Application number APP-XXXX/XXXXXX

Duration DD/MM/20YY to DD/MM/20YY

Date of issue DD/MM/20YY

Date of amendment DD/MM/20YY

Premises details Name of premises
Street address
Legal description -
Part of/Lot XXX on Deposited Plan XXXXX
Certificate of Title Volume XXXX Folio XX
As defined by the coordinates in Schedule 2 (delete if not applicable)

Prescribed premises category description (Schedule 1, <i>Environmental Protection Regulations 1987</i>)	Assessed production capacity
Category 64: Class II putrescible landfill site: premises (other than clean fill premises) on which waste of a type permitted for disposal for this category of prescribed premises, in accordance with the <i>Landfill Waste Classification and Waste Definitions 1996</i> , is accepted for burial.	XXX tonnes per year (Officer to insert assessed capacity as per the application - note that it must be less than 20,000 tonnes. Officer to enter this number in Table 2 below)

This licence is granted to the licence holder, subject to the attached conditions, on Day Month Year, by:

[insert digital signature here]

[Name]

[Position title]

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

LXXXX/XXXX/X (date of licence issue / latest update)

Licence history

Date	Reference number	Summary of changes
xx/xx/20xx	Lxxxx/xxxx/x	<i>Standardised Approval granted for the listed premises</i>

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 conditions are expressed in tables or otherwise:
 - (i) each row in a table constitutes a separate requirement; and
 - (ii) where a condition or table cell includes requirements set out in paragraphs, sub-paragraphs, dot points or items identified by letters or Roman numerals, each such item constitutes a separate and enforceable requirement;
- (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.

A Standardised Approval licence does not provide any authorisation for the clearing of native vegetation. The clearing of native vegetation requires a clearing permit under the EP Act, unless an exemption applies.

Standardised Approval licence conditions

The licence holder must ensure that the following conditions are complied with:

Operations

Infrastructure and equipment

1. During operations, the licence holder must ensure that infrastructure and equipment is operated and maintained in accordance with the requirements set out in Table 1.

Table 1: Operational requirements

	Infrastructure / equipment	Operational requirements	Location
1.	Landfill access and signage	(a) The landfill perimeter must be inspected weekly, with any damage to access controls or barriers repaired. (b) Prevent unauthorised access to the landfill. (c) Signage must be maintained within landfill specifying which waste types can be accepted.	As shown in Schedule 1: Premises map
2.	Landfill cell/trench	(a) The active tipping area of the landfill must be restricted to 30 m in length and 2 m above the ground level height. (b) The separation distance between the base of the landfill and the highest groundwater level (including seasonal perched aquifers) must not be less than 3 m. (c) Maintain the stormwater management controls specified in condition 1. (d) Windblown waste located on the premises outside the landfill perimeter must be collected and returned to the landfill cell/trench weekly. (e) Putrescible waste and Type 2 Inert Wastes (plastics only) must be covered with at least 150 mm of clean fill, uncontaminated fill or Inert Waste Type 1 materials on a fortnightly basis. (f) Within 12 months of ceasing deposition into the landfill, a closure procedure must be implemented which as a minimum, requires: (i) The landfill is capped to limit rainfall ingress; (ii) Controls to divert stormwater away from the landfill are maintained; (iii) Settlement of the cell/trench is monitored and if needed, action taken to address stability and landfill cap integrity.	As shown in Schedule 1: Premises map

	Infrastructure / equipment	Operational requirements	Location
3.	Landfill cell/trench - Inert Waste Type 2 (tyres and conveyor belts)	(a) Tyres and conveyor belts must only be disposed of to the landfill cell/trench in batches separated from each other by at least 100 mm of clean fill and/or uncontaminated fill and each batch consisting of not more than 1,000 whole tyres. (b) Tyres and conveyor belts disposed of to the landfill must be covered with at least 150 mm of clean fill, uncontaminated fill or Inert Waste Type 1 materials on a weekly basis.	As shown in Schedule 1: Premises map
4.	Landfill - where tyre disposal occurs within a waste rock landform (WRL)	(a) Tyres must only be buried in designated tyre storage locations in WRL located within the premises boundary shown in Figure X, Schedule 1.	As shown in Schedule 1: Premises map

Waste acceptance

2. During operations, the licence holder must only dispose of waste to the landfill in accordance with the specifications detailed in Table 2.

Table 2: Types and quantities of waste authorised to be disposed of

	Waste type	Quantity limit per annual period	Acceptance specification
1.	Putrescible wastes	Combined total of XXX tonnes per annual period. Tyre disposal is limited to XXX tonnes per annual period.	Must meet the acceptance criteria for Class II landfills as specified in the Landfill Definitions Waste containing visible asbestos or ACM shall not be accepted.
2.	Clean fill and uncontaminated fill		
3.	Inert Waste Type 1		
4.	Inert Waste Type 2 (tyres, conveyor belts and plastics only)		
5.	Neutralised acid sulfate soil		
6.	Contaminated solid waste		

3. The licence holder must record the total amount of waste landfilled at the premises, for each waste type listed in Table 2, across the annual period.

Fire Management

4. The licence holder must ensure:
- (a) A firebreak at least 3 m in width must be maintained around the perimeter of the landfill.

- (b) Ensure that firefighting equipment is stored onsite, in close proximity to the landfill.
- (c) In the event of a tyre fire, firefighting water and any contaminated soil, must be contained on the premises prior to removal to an authorised facility.

Records and reporting

Complaints management

5. 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.

Environmental Compliance

6. The licence holder must:
 - (a) annually undertake an audit of their compliance with the conditions of this licence during the preceding annual period; and
 - (b) prepare and submit to the Chief Executive Officer (CEO) an Annual Audit Compliance Report (AACR) for that period in the approved form by [day/month] each year.

DRAFTING NOTE: The calculation of the submission deadline date for the AACR is standardised as 60 calendar days after the end of the annual period. Use an online day calculator to ensure the condition has the correct date.

Retention of Records

7. 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) any maintenance of infrastructure and/or equipment that is performed in the course of complying with conditions of this licence;
 - (c) records of any visual inspections that are performed in the course of complying with condition 1;
 - (d) monitoring undertaken in accordance with condition 6; and
 - (e) complaints received under condition 5.
8. The books specified under condition 7 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.

Notification

9. The licence holder must notify the CEO within 24 hours of the time and date of any fire on the premises and/or any accident, malfunction, or emergency which results or could result in the discharge of firefighting water or other wastes from the premises.

Definitions

The terms in Table 5 have the corresponding meanings ascribed to them in the Definition column.

Table 5: Definitions

Term	Definition
Acceptance Criteria for Class II putrescible landfills	has the same meaning given to acceptance criteria in the Definitions in the Landfill Waste Classification and Definitions, applicable for Class II putrescible landfills.
ACM	has the meaning defined in the Guidelines for <i>Assessment, Remediation and Management of Asbestos Contaminated Sites, Western Australia</i> (DOH 2021)
ACN	means Australian Company Number
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 [day month] until [day month] of the immediately following year.
authorised facility	means a facility which holds approval under the EP Act for the acceptance of relevant waste type as defined in the Landfill Definitions.
asbestos	has the meaning defined in the Guidelines for <i>Assessment, Remediation and Management of Asbestos Contaminated Sites, Western Australia</i> (DOH 2021).
books	has the same meaning given to that term under section 3(1) of the EP Act.
CEO	means Chief Executive Officer. “submit to / notify the CEO” (or similar), means: Director General Department administering the <i>Environmental Protection Act 1986</i> Locked Bag 10 Joondalup DC WA 6919 info@dwer.wa.gov.au
Class II putrescible landfill	has the same meaning given to that term under Definitions in the Landfill Waste Classification and Definitions.
clean fill	has the same meaning given to that term under Definitions in the Landfill Waste Classification and Definitions.

Term	Definition
condition	means a restriction or limitation as stated and applied under a works approvals or licence.
contaminated soil	has the same meaning given to that term under Definitions in the Landfill Waste Classification and Definitions.
contaminated solid waste	means “contaminated solid wastes meeting the Acceptance Criteria for Class II landfills”.
controlled waste	has the meaning given to controlled waste in the <i>Environmental Protection (Controlled Waste) Regulations 2004</i> .
Department; DWER	means the Department established under section 35 of the <i>Public Sector Management Act 1994</i> and designated as responsible for the administration of the <i>Environmental Protection Act 1986</i> .
discharge	has the same meaning given to that term under section 3(1) of the EP Act.
emission	has the same meaning given to that term under section 3(1) of the EP Act.
EP Act	means the <i>Environmental Protection Act 1986</i> (WA)
EP Regulations	means the <i>Environmental Protection Regulations 1987</i> (WA)
firefighting equipment	means equipment capable of controlling and extinguishing a tyre fire.
firefighting water	means water that, in the event of a fire, has been used to extinguish a fire, and all materials and combusting products dissolved or suspended within such water, and includes other fire suppressant substances such as foams.
Inert Waste Type 1	has the same meaning as given to that term under Definitions in the Landfill Waste Classification and Definitions.
Inert Waste Type 2	has the same meaning as given to that term under Definitions in the Landfill Waste Classification and Definitions.
inspector	means an inspector appointed by the CEO in accordance with section 88 of the EP Act.
instrument	means works approval, licence or registration for prescribed premises.
landfill	means Class II putrescible landfill
Landfill Waste Classification and Definitions	means the <i>Landfill Waste Classification and Waste Definitions 1996</i> , as amended from time to time.

Term	Definition
licence	means a licence granted and in force under Part V Division 3 of the EP Act.
licence holder	refers to the occupier of the premises, being the person specified to whom this licence has been granted, as specified at the front of this licence.
m	means metres
monthly	means a one-month period commencing from day one of a month until the last day of the same month
neutralised acid sulfate soil	has the same meaning as given to that term under Definitions in the Landfill Waste Classification and Definitions
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 X) in Schedule 1 to this licence. <i>[Note: specify which figure, if multiple maps in Schedule 1.]</i>
prescribed premises	has the same meaning given to that term under the EP Act, being the premises specified in Schedule 1 to the EP Regulations.
putrescible waste	has the same meaning given to the term 'putrescible' under Table 2b Putrescible in the Landfill Waste Classification and Definitions.
Standardised Approval	means this pathway provides a standardised assessment process for certain prescribed premises categories that meet defined eligibility criteria and present a low risk to human and environmental receptors.
tipping area	has the same meaning as given to that term under the Environment Protection (Rural Landfill) Regulations 2002 (WA)
uncontaminated fill	has the same meaning given to that term under Definitions in the Landfill Waste Classification and Definitions.
waste	has the same meaning given to that term under section 3(1) of the EP Act.
WRL	means Waste Rock Landform

END OF CONDITIONS

Schedule 1: Maps

Premises map

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

DRAFTING NOTE: Maps included in this section, whether internally generated or supplied by the applicant, must have the following minimum characteristics:

- a north arrow;
- a scale;
- a key;
- a clearly visible pink line demarcating the premises boundary;
- be of a sufficiently high photographic resolution to visually identify the key features / infrastructure / equipment relevant to the licence;

Ensure that all infrastructure and equipment referred to in the conditions have had their location(s) marked clearly on the relevant map(s), using the correct labels referenced in the conditions.

Premises that are particularly large and/or where the features / infrastructure / equipment relevant to the licence are very densely packed together will need to include additional more-zoomed-in maps.

DRAFTING NOTE: Where appropriate, it may be beneficial to include additional separate maps relating to specific types of equipment / infrastructure (e.g. discharge points map, monitoring bores map, air quality monitoring sites map, etc.).

Figure 1: Map of the boundary of the prescribed premises

Schedule 2: Premises boundary [Heading 1]

DRAFTING NOTE: This Schedule is required if an equivalent Schedule was on the associated works approval (whether or not the premises boundaries on the licence are aligned with the cadastral and/or tenement boundaries).

The corners of the premises boundary are the coordinates listed in Table 1.

Table 1: Premises boundary coordinates (GDA2020)

	Easting	Northing	Zone
1.			
2.			
3.			
4.			

Schedule X: [insert title]

[use for additional schedules if required – e.g. for infrastructure or monitoring tables and the like that are longer than a page and need to be separated out]

[note that a section break has been added already, for if this page needs to be made landscape]