



Works Approval

Works approval number WXXXX/XXXX/X

Works approval 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

Premises details

Name of premises

Street address

Legal description -

Part of/Lot XX 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 3 below)

This works approval is granted to the works approval 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)

WXXXX/XXXX/X (date of works approval issue / latest update)

Works approval history

Date	Reference number	Summary of changes
<i>EXAMPLE:</i>		
<i>01/07/2014</i>	<i>W5475/2014/1</i>	<i>Works approval granted.</i>

Interpretation

In this works approval:

- (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 works approval:
 - (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 works approval requires specific conditions to be met but does not provide any implied authorisation for other emissions, discharges, or activities not specified in this works approval.

A Standardised Approval works approval 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 works approval conditions

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

Construction phase

Infrastructure and equipment

1. The works approval holder must ensure that the specified infrastructure or equipment is designed, constructed and/or installed in accordance with the requirements set out in Table 1.

Table 1: Design and construction / installation requirements

	Infrastructure / equipment	Design and construction / installation specifications	Location
1.	Landfill - access and signage	(a) Access must be restricted around the landfill to prevent unauthorised access and contain windblown waste. (b) Signage must be erected within the landfill specifying which waste types can be accepted.	As shown in Schedule 1: Premises map
2.	Landfill - cell/trench	(a) 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.	As shown in Schedule 1: Premises map
3.	Landfill - cell/trench: Stormwater management	(a) The landfill must have diversion drains or bunds around the perimeter of the landfill to direct stormwater runoff away from the cell/trench. (b) Sump or bunding must be constructed in the landfill to collect any surface water that has come into contact with waste to prevent it being released to the environment.	As shown in Schedule 1: Premises map

Compliance reporting

2. Within 30 calendar days of all the equipment and infrastructure required by condition 1 being constructed and/or installed, the works approval holder must:
 - (a) undertake an audit of their compliance with the requirements of condition 1; and
 - (b) prepare and submit to the CEO an Environmental Compliance Report on that compliance.
3. The Environmental Compliance Report required by condition 2 must include the following:
 - (a) certification by a suitably qualified engineer that the items of infrastructure or component(s) thereof, as specified in condition 1, have been constructed in accordance with the relevant requirements specified in condition 1; and

- (b) be signed by a person authorised to represent the works approval holder and contain the printed name and position of that person.

Time-limited operations phase

Commencement and duration

4. The works approval holder may only commence time-limited operations once the Environmental Compliance Report required by condition 2 has been submitted to the CEO by the works approval holder.
5. The works approval holder may conduct time limited operations:
 - (a) for a period not exceeding 180 calendar days commencing from the date that the Environmental Compliance Report required by condition 2, is submitted to the CEO for that infrastructure and/or equipment; or
 - (b) until the date, that an applicable licence is granted by the CEO in accordance with Part V of the EP Act, if one is granted before the end of the period specified in condition 5(a).

Time-limited operations requirements

6. During time-limited operations, the works approval holder must ensure that infrastructure and equipment is maintained and operated in accordance with the requirements detailed in Table 2.

Table 2: Operational requirements during time-limited operations

	Infrastructure / equipment	Operational requirement
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.

	Infrastructure / equipment	Operational requirement
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.
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.
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.

Waste acceptance

7. During time-limited operations, the works approval holder must only dispose of waste to the landfill in accordance with the specifications detailed in Table 3.

Table 3: 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	Must meet the acceptance

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

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

Fire Management

9. The works approval 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.

Compliance reporting

10. The works approval holder must submit to the CEO a report on the time-limited operations within 30 calendar days of the completion date of time-limited operations or 30 calendar days before the expiration date of the works approval, whichever is sooner.
11. The works approval holder must ensure the report required by condition 7 of this works approval includes the following:
- (a) a summary of the time-limited operations, including timeframes and the volumes of waste disposed of during time-limited operations as monitored and recorded under condition 7;
 - (b) a review of operational performance and compliance against the conditions of the works approval; and
 - (c) where the conditions of this works approval have not been met, what measures will the works approval holder take to meet them, and what timeframes will be required to implement those measures.

Records and reporting

Complaints management

- 12.** The works approval holder must record the following information in relation to complaints received by the works approval 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 concern/s or other issues raised; and
 - (d) the complete details and dates of any action taken by the works approval holder to investigate or respond to any complaint.

Retention of Records

- 13.** The works approval holder must maintain accurate and auditable books including the following records, information, reports, and data required by this works approval:
- (a) the works constructed and/or installed in accordance with condition 1.
 - (b) any maintenance of infrastructure and/or equipment that is performed in the course of complying with the conditions of this approval;
 - (c) records of any visual inspections that are performed in the course of complying with condition 6;
 - (d) monitoring undertaken in accordance with condition 10; and
 - (e) complaints received under condition 12.
- 14.** The books specified under condition 13 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 works approval holder for the duration of the works approval; and
 - (d) be available to be produced to an inspector or the CEO as required.

Notification

- 15.** The works approvals 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 6 have the corresponding meanings ascribed to them in the Definition column.

Table 6: 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 period	a 12 month period commencing from [day month] until [day month] of the immediately following year.
authorised facility	means a facility which is a prescribed premises under the EP Act and the EP Regulations for the acceptance of the relevant waste type.
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.
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.

Term	Definition
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.
Environmental Compliance Report	means a report to satisfy the CEO that the conditioned infrastructure and/or equipment has been constructed and/or installed in accordance with the works approval.
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.
m	means metres
monthly	means a one-month period commencing from day one of a month until the last day of the same month

Term	Definition
neutralised acid sulfate soil	has the same meaning as given to that term under Definitions in the Landfill Waste Classification and Definitions.
premises	means the premises to which this works approval applies, as specified at the front of this works approval and as shown on the premises map (Figure X) in Schedule 1 to this approval. <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.
suitably qualified engineer	means a person who: (a) holds a Bachelor of Engineering degree recognised by Engineers Australia; and (b) has a minimum of five years of experience working in a supervisory role in civil or structural engineering; and (c) is employed by an independent third party external to the Works Approval Holder's business; or is otherwise approved in writing by the CEO to act in this capacity.
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.
time-limited operations	refers to the operation of the infrastructure and equipment identified under this works approval that is authorised for that purpose, subject to the relevant conditions.
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
works approval	means a works approval granted and in force under Part V Division 3.
works approval holder	refers to the occupier of the premises being the person to whom this works approval has been granted, as specified at the front of this works approval.

Term	Definition
WRL	means Waste Rock Landform.

END OF CONDITIONS

Schedule 1: Maps [Heading 1]

Premises map [Heading 2]

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 works approval;

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 works approval are very densely packed together will need to include additional more-zoomed-in maps.

Figure 1: Map of the boundary of the prescribed premises

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.).

Schedule 2: Premises boundary [Heading 1]

DRAFTING NOTE: Subject to delegated officer approval, this Schedule is generally only required where the premises boundary does not precisely match the relevant cadastral and/or mining 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]