



Approvals Pathway Mapping

Watkins Road Waste Transfer Station and Recycling Centre



Prepared for Shire of Serpentine Jarrahdale

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APPENDIX A Shire Licence L9073/2017/1	
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1 Introduction

The Shire of Serpentine Jarrahdale (the Shire) owns the Watkins Road Waste Transfer Station and Recycling Centre (the WTS) which collected approximately 5,000 tonnes per annum of waste each year prior to its closure in October 2023. Depending on the material type, the waste streams were either processed on site or collected by contractors for recycling or landfill disposal. Greenwaste was collected and processed above one of the historic capped landfill cells. The operation of the WTS ceased due to safety concerns primarily caused by asbestos found in soil samples of the the heavily eroded landfill capping layer.

The Shire is currently investigating its options for rehabilitating, redesigning and reopening the site in the future. Currently, the site is not appropriately designed to facilitate the increased traffic and waste volumes that would result from its redesign in a safe and efficient manner. Talis Consultants (Talis) was engaged to assist the Shire with detailed plans for a suitable redesign of the site to better suit future waste management and operational needs, minimise safety risks and maximise resource recovery.

To support delivery of the redesign of the site, the Shire is seeking to understand the approval pathway for the project. Talis was engaged to complete a review of the relevant approvals to support the Shire's decision making process for the redesign of the WTS.

The proposed approval pathway is outlined in the following sections.

2 Approval Pathway

Several environmental and planning approvals will be required before construction and operation of the redesigned WTS can commence. Approvals for facilities in Western Australia fall into two broad categories:

- Environmental approvals under the *Environmental Protection Act 1986* (EP Act); and
- Planning approvals under the *Planning and Development Act 2005* (PD Act).

Environmental Approvals in Western Australia can be further categorised by which Part of the EP Act that they are regulated under. Approvals under the EP Act are regulated under:

- Part IV Approvals; and
- Part V Approvals.

2.1 Existing Environmental Approvals

As an existing facility, there are a number of existing and ongoing approvals and conditions that may impact the approvals strategy for the WTS. These are outlined in the following subsections.

2.1.1 Part V (DWER) Approvals

The Department of Water and Environmental Regulation (DWER) is responsible for the regulation of Prescribed Premises under Part V of the EP Act. Certain industrial premises with significant potential to cause emissions and discharges to air, land or water are classified as 'Prescribed Premises' and trigger regulations and associated approvals under Part V of the EP Act. Further information on the DWER's process and how it may impact the Shire is included within Section 2.2.1.

The Shire currently holds Licence L9073/2017/1 for the WTS, which is classified it as the following categories of Prescribed Premises:

- Category 13 – Crushing of building material;
- Category 57 – Used tyre storage (general);
- Category 61A – Solid waste facility; and
- Category 62 – Solid waste depot.

The current Shire Licence is due to expire in June 2040 and is included in Appendix A.

The DWER will seek to impose conditions relating to the construction, infrastructure specifications and operation of the redesign of the WTS before providing approval. The existing conditions may be modified, removed or replaced to ensure that the environmental risks associated with the redesign of the WTS are effectively managed.

Given the works associated with the redesign of the WTS, a Works Approval and Licence Amendment will be required. This is discussed further in Section 2.2.1.

2.2 Environmental Approvals

Several environmental approvals under the EP Act are required for the project, as outlined in the following subsections.

2.2.1 DWER Works Approval and Licence

The WTS will be considered a Prescribed Premises under Part V of the EP Act and will need to undergo DWER’s approval process to obtain both a Works Approval and a Licence Amendment. The process for obtaining a Works Approval or Licence Amendment from DWER is similar for both approvals, however the supporting information required for each differs slightly.

A Works Approval is required before constructing a Prescribed Premises and requires specific detail regarding environmental impacts associated with construction and the likely pollution control equipment to be installed to mitigate or manage emissions during operation. A Licence Amendment is required for the operation of the redesigned WTS and its Application cannot be considered until the construction has been ‘certified’ by the DWER under the Works Approval process.

2.2.1.1 Prescribed Premises Category

The redesigned WTS is expected to be classified as a Category 13, 57, 61A and 62 Prescribed Premises, as outlined in Table 2-1.

Table 2-1: Prescribed Premises Category

Category No.	Name	Description	Production or Design Capacity
13	Crushing of building material	Premises on which waste building or demolition material (for example, bricks, stones or concrete) is crushed or cleaned	1,000 tonnes or more per year
57	Used tyre storage (general)	Premises (other than premises within category 56) on which used tyres are stored	100 tyres or more
61A	Solid waste facility	Premises (other than premises within category 67A) on which solid waste produced on other premises is stored, reprocessed, treated, or discharged onto land	1,000 tonnes or more per year
62	Solid waste depot	Premises on which waste is stored, or sorted, pending final disposal or re-use	500 tonnes or more per year

Based on the volumes and types of waste the WTS is anticipated to accept each year, it is expected to meet the production or design capacity thresholds outlined in Table 2-1 to require both a Works Approval and a Licence through Part IV of the EP Act.

2.2.1.2 Works Approval

As the redesigned WTS is expected to be considered a Prescribed Premises, the Shire will be required to obtain a Works Approval from the DWER. A Works Approval is required before constructing a Prescribed Premises and requires specific details regarding environmental impacts associated with the

construction of the facility and the proposed engineering measures to mitigate or manage emissions during operation.

Application forms include an option to request a time limited operations (TLO) period which allows applicants to perform operations once the Works Approval compliance report has been approved by the DWER and prior to a Licence being granted. The TLO period can be set between 90 and 180 days and can begin once construction is complete.

To complete the Works Approval assessment process, including approval for any TLO period, the DWER will seek information on:

- Supporting environmental information, such as an Environmental Assessment and Management Plan (EAMP), including:
 - Potential impacts;
 - Proposed management measures; and
 - Evidence of effective stakeholder communication.
- Specialist studies to review the potential environmental impacts of the project and proposed any required management measures. Based on experience and the provided information by the Shire, these studies are anticipated to be the same studies required for the EPA Referral and include:
 - Traffic management plan;
 - Asbestos management plan;
 - A Surface Water and Leachate Management Plan; and
 - Bushfire Management Plan.
- Maps of premises boundaries and preliminary designs;
- Information on any proposed clearing; and
- The proposed activities of the project.

It is recommended that a request for the maximum allowable TLO period of 180 days is included within the Works Approval application. This will allow the Shire to avoid delays in the commencement of operation of the redesigned WTS while waiting for a Licence to be granted.

2.2.1.3 Licence Amendment

Following construction and acceptance of the Works Approval Compliance Report, the Shire will then be required to apply for a Licence Amendment through the DWER (whilst operations are progressing via the TLO approvals under the Works Approval). The DWER must be provided with at least one of the following before a Licence Amendment for the redesigned WTS can be applied for:

- Environmental Compliance Report (ECR); and/or
- Environmental Commissioning Report (ECoR).

The timeframe for this assessment is expected to be shorter than that of the Works Approval application, as much of the required information will have been provided in the Works Approval application, unless significant changes have been made.

The Licence holder, the Shire, will be responsible for ensuring that the redesigned WTS complies with all Licence conditions and will be liable for any penalties if conditions are breached.

2.3 Planning Approvals

Planning approval for new projects or redevelopments is typically required and ordinarily must be obtained from the relevant local government, which in this instance is the Shire.

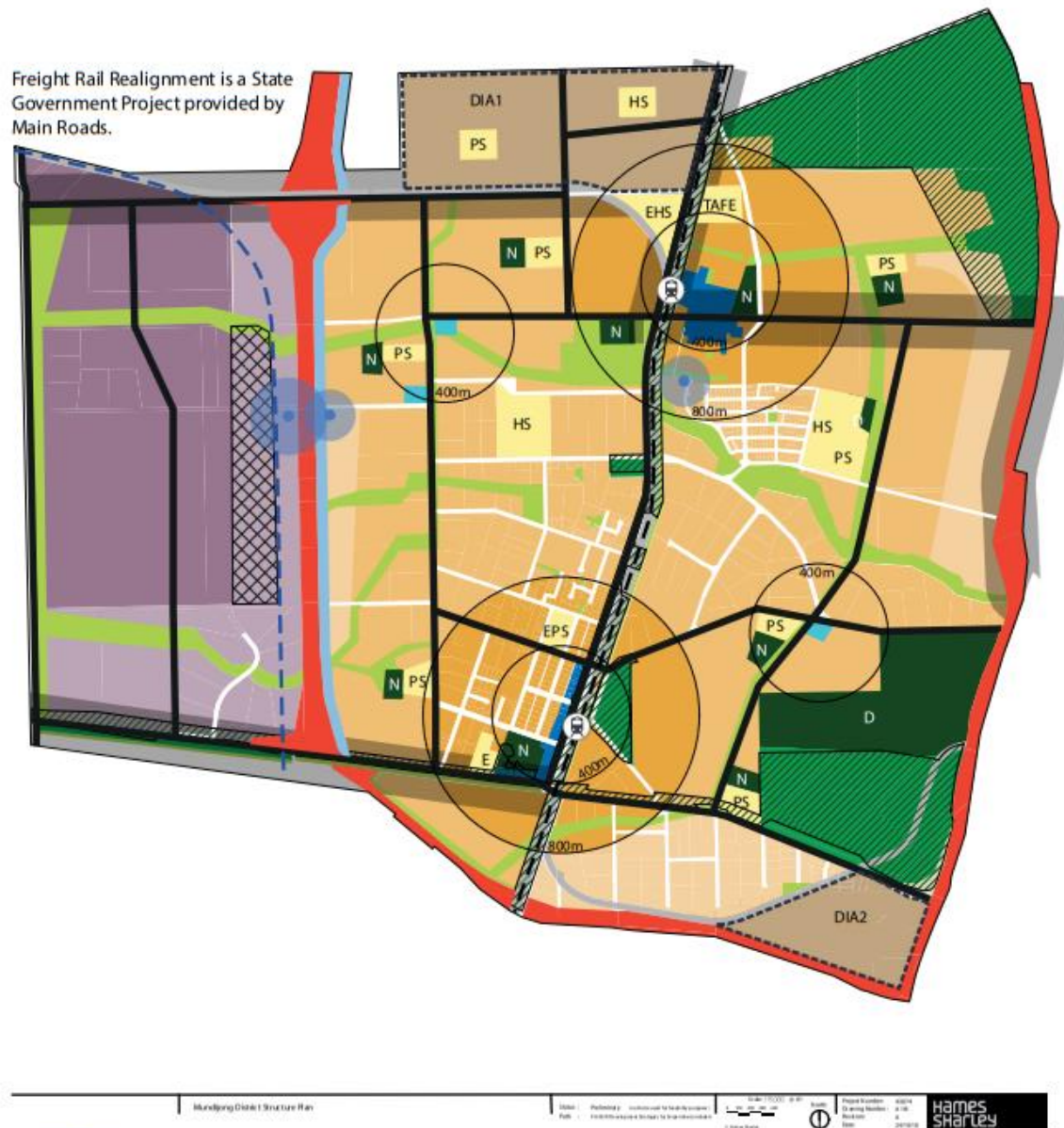
2.3.1 Relevant Use Class and Zoning

Planning approval in the Shire is subject to the policies and controls documented within the Shire of Serpentine Jarrahdale's Local Planning Scheme No. 3 (LPS). The LPS outlines the zoning types within the Shire and the various use classes that developments may be classified as. The LPS also sets out which use classes are or are not permitted in each zone. Developments are required to comply with the relevant policies and controls outlined in the LPS, as well as any broader planning policies and guidelines.

2.3.1.1 Zoning

The site is located on land currently not zoned under the LPS, however it is zoned as 'Parks and Recreating (Reserve)' under the Metropolitan Region Scheme (MRS)

The Mundijong District Structure Plan 2021 (Mundijong Structure Plan) is the relevant structure plan outlining the proposed future zoning for the site. As per the Mundijong Structure Plan, the site is located in a Reserve and Bush Forever Zone (Figure 2-1). This suggests that the future zoning of the site, based on the current zones in the Shire's LPS, could be 'Environmental Conservation'.



LEGEND			
	MUNDIJONG DSP BOUNDARY		WASTE WATER PUMP STATION AND BUFFER
	DISTRICT CENTRE		DIA BOUNDARY
	NEIGHBOURHOOD CENTRE		DEVELOPMENT INVESTIGATION AREA
	PUBLIC PURPOSE - UTILITIES		EHS EXISTING HIGH SCHOOL
	COMMUNITY AND PUBLIC PURPOSE		EPS EXISTING PRIMARY SCHOOL
	LIGHT INDUSTRIAL		HS HIGH SCHOOL
	INDUSTRIAL		PS PRIMARY SCHOOL
	BUSH FOREVER		D DISTRICT OPEN SPACE
	DISTRICT / NEIGHBOURHOOD OPEN SPACE		N NEIGHBOURHOOD OPEN SPACE
	RESERVE		U UNIVERSITY / INNOVATION HUB
	MULTIPLE USE CORRIDOR / LOCAL OPEN SPACE		C CEMETERY
	MEDIUM - HIGH: R40-100		
	LOW (SUBURBAN): R20-35		
	LOW (TRANSITIONAL): R10-15		
	SPECIAL USE		
	RURAL SMALL HOLDINGS		
	RURAL		
	URBAN EXPANSION		
	PRIMARY DISTRIBUTOR		
	DISTRICT DISTRIBUTOR		
	RAILWAY RESERVE		
	FREIGHT RAIL REALIGNMENT		

Figure 2-1: Mundijong District Structure Plan 2021 Map

2.3.1.2 Use Class

Based on a preliminary review of LPS, the WTS may be classified as either Industry or a Resource Recovery Centre. Under the LPS, these are defined as:

- Industry – “premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities on the premises for any of the following purposes:
 - The storage of goods;
 - The work of administration or accounting;
 - The selling of goods by wholesale or retail;
 - The provision of amenities for employees; or
 - Incidental purposes.”
- Resource Recovery Centre – “premises other than a waste disposal facility used for the recovery of resources from waste”; and
- Waste Storage Facility – “premises used to collect, consolidate, temporarily store or sort waste before transfer to a waste disposal facility or a resource recovery facility on a commercial scale.”

At this stage, the WTS is expected to be classified as a Waste Storage Facility. The use class for the WTS should be discussed with the Shire’s planning officers to confirm the most appropriate approval pathway.

2.3.1.3 Permissibility

The permissibility of land use classes is dependent on the zoning of the land and may or may not be subject to local government approval. The symbols used in the zoning table of the LPS mean the following:

- **P** – Permitted: means that the use is permitted if it complies with any relevant development standards and requirements of this Scheme;
- **I** – Incidental: means that the use is permitted if it is consequent on, or naturally attaching, appertaining or relating to the predominant use of the land and it complies with any relevant development standards and requirements of this Scheme;
- **D** – Discretionary: means that the use is not permitted unless the local government has exercised its discretion by granting development approval;
- **A** – Advertised: means that the use is not permitted unless the local government has exercised its discretion by granting development approval after advertising the application in accordance with clause 64 of the deemed provisions; and
- **X** – Not Permitted: means that the use is not permitted by this Scheme.

Based on the Mundijong Structure Plan, as discussed in Section 2.3.1.1, the site may be zoned as Environmental Conservation under the Shire’s LPS in the future.

Table 2-2 uses the above symbols to outline the relevant permissible land uses according to the potential future zone types.

Table 2-2: Zoning Table

Use Classes	Zone
	Environmental Conservation
Industry	X
Resource Recovery Centre	X
Waste Storage Facility	X

As outlined in Table 2-2, Industry, Resource Recovery Centre and Waste Storage Facility developments cannot be implemented within zones classed as Environmental Conservation. However, as the WTS is an existing site and it is on unzoned land under the Shire’s LPS, the Shire may be able to implement the redesigned WTS.

The current and likely future zoning for the site and potential use class for the WTS should be discussed with the Shire’s planning officers to help determine whether the redesigned WTS can be implemented and assist in the preparation of appropriate supporting studies.

2.3.2 Public Works Exemption

In WA, Local Governments are required to provide municipal waste services through enacted legislation. As the Shire is a Local Government, the WTS could be considered a public work, which is subject to a Public Works Exemption under Section 6 of the PD Act and Part 6 of the *Waste Avoidance and Resource Recovery Act 2007* (WARR Act). The PD Act gives exempt bodies the power to undertake a public work, or take land, for the purposes of a public work without obtaining development approval from the responsible authority under the relevant planning scheme subject to certain conditions.

The key pieces of legislation relating to the Public Works Exemption are the *Public Works Act 1902* (PW Act), PD Act and the WARR Act.

The definition of ‘public works’ is defined in the PW Act under Part 1 Section 2 as:

“(a) every work which the Crown, or the Governor, or the Government of Western Australia, or any Minister of the Crown, or any local authority is authorised to undertake under this or any other act.”

In accordance with the PD Act, a proponent such as a Local Government (and other bodies, as specified in Section 6 of the PD Act) is entitled to the public works exemption for Development Approvals:

“(1) Subject to section 5(2) and (3) and subsections (2) and (3) of this section, nothing in this Act interferes with the right of the Crown, or the Governor, or the Government of the State, or a local government.

(a) to undertake, construct or provide any public work.”

Local Governments are required to provide waste services under Part 6 Section 50 of the Waste Avoidance and Resource Recovery Act 2007. Given the requirement of Local Government Authorities to provide waste services, the establishment of organics processing infrastructure is therefore defined as a public work which is subject to a public works exemption under the PD Act. The PD Act gives exempt bodies the power to undertake a public work or take land for the purposes of a public work without obtaining development approval from the responsible authority under the relevant planning scheme. However, the proponent will still be required to have regard to the purpose and intent of the

local planning scheme and have regard to the principles of proper and orderly planning and the amenity of the area:

- “(2) Rights referred to in subsection (1) are to be exercised having due regard to —*
- (a) the purpose and intent of any planning scheme that has effect in the locality where, and at the time when, the right is exercised; and*
 - (b) the orderly and proper planning, and the preservation of the amenity, of that locality at that time.”*

The WARR Act came into force in WA in July 2008 and was developed to, amongst other things, provide a legislative framework for waste avoidance and resource recovery systems and prescribe local government waste management responsibilities. Part 6 of the WARR Act outlines the requirement of local governments to provide waste services. Under Section 3 - Terms Used, ‘waste service’ means:

- “(a) the collection, transport, storage, treatment, processing, sorting, recycling or disposal of waste; or*
- (b) the provision of receptacles for the temporary deposit of waste; or*
- (c) the provision and management of waste facilities, machinery for the disposal of waste and processes for dealing with waste.”*

As the Shire is a Local Government, it is able to provide waste services and infrastructure using a Public Works Exemption.

2.3.3 Planning Approval Application

An application for planning approval is not required since the Shire will both own and operate the site, therefore a Public Works Exemption will apply. To make sure the project is aligning with the LPS, it is recommended that the Shire discusses this topic with their planning officers.

2.3.3.1 Bushfire Risk Assessment and Management Plan

Developments in bushfire prone areas require an appropriate Bushfire Risk Assessment and Management Plan (BRMP) to be prepared in accordance with State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)¹. A BRMP outlines appropriate risk management measures to avoid impacts from bushfire, where possible, and to minimise the potential damage to infrastructure or harm personnel in the event of a bushfire.

As the site is located within a bushfire prone area, a BRMP is required for the WTS, in accordance with SPP 3.7.

The BRMP will be submitted to the Department of Fire and Emergency Services (DFES) for review and endorsement prior to acceptance. Once it has been accepted, the BRMP must undergo a comprehensive review within five years.

¹ Western Australian Planning Commission (WAPC), 2015

2.4 Data and Study Requirements

To support the various application for approval, several scientific studies and other supporting documents will be required to be submitted alongside the applications. The key documentation and supporting studies required for each approval process is outlined in Table 2-3, several of which are required for multiple approvals.

Table 2-3: Key Documentation and Supporting Study Requirements

Documentation/Supporting Study	Works Approval	Licence Amendment	Planning Approval*
Application Form	✓	✓	
Surface Water and Leachate Management Plan	✓		
Traffic Management Plan	✓		
Asbestos Management Plan	✓		
Odour Impact Assessment	✓		
Environmental Assessment and Management Plan	✓		
Environmental Compliance/Commissioning Report		✓	
Bushfire Risk Assessment and Management Plan*			✓

* Planning approval is not required due to the Public Works Exemption. However, a BRMP should still be prepared for the redesigned WTS.

As well as the key documentation and supporting studies outlined in Table 2-3, additional ancillary information, such as company information, application forms, locality plans and drawings, is also required for each approval process. The additional information required for each process is outlined in the following subsections.

2.4.1 DWER Works Approval

The data requirements for the Works Approval are noted below:

- Information on other approvals, such as development approval;
- Emission, discharge and waste type information:
 - Anticipated production or design capacity and maximum throughput; and
 - Identification of discharge types, sources, volume and frequency and proposed controls.
- Proposed activities description;
- Siting and location, including a map of premises boundaries;
- Building plans and designs;
- A completed DWER category specific checklist, if available;
- A completed application form, including a request for TLO;
- Relevant environmental factors, impacts and proposed management measures; and
- Extent of any clearing required.

Most of this information would be included within the EAMP that would be prepared to support the application for a Works Approval.

2.4.2 DWER Licence Amendment

The data requirements for the Licence are similar to that of the Works Approval, as outlined below:

- The same data requirements as the Works Approval:
 - Greater detail on operations, potential emissions and management measures than the Works Approval are required.
- If required, a completed ECR and/or ECoR (to be provided ahead of the Licence Amendment Application).

Much of the information provided to the DWER for the Works Approval will be sufficient for the Licence Amendment, particularly if a TLO period was applied for as detailed infrastructure and operational information would be required by the DWER during the assessment of the Works Approval application.

2.4.3 Bushfire Risk Assessment and Management Plan

As discussed in Section 2.3.3.1, as the site is located within a bushfire prone area, a BRMP is required for the WTS. The data required for a BRMP includes:

- Maps that show surrounding land uses, water supply and existing vehicular access;
- A completed Bushfire Hazard Level assessment;
- A BAL contour map and assessment;
- Information on LPS references to bushfire risk management, relevant landscaping plans and standard fire break orders of the area; and
- Risk management measures.

As per the Guidelines for Planning in Bushfire Prone Areas², an accredited bushfire planning practitioner should be engaged to prepare the BRMP.

2.5 Cost Analysis

There are a number of costs associated with obtaining approval for the redesigned WTS, including application fees and consultancy costs for the preparation of supporting documents. The approximate costs are outlined in the following sections, noting that these are estimates only.

2.5.1 Application Fees

For each approval required, a fee must be paid to the relevant approval authority upon submission of the application.

² WAPC, 2021

2.5.1.1 DWER Works Approval

The Shire will be required to pay a prescribed fee to the DWER upon submission of the Works Approval application, the amount of which will depend on the cost of constructing the redesigned WTS. The prescribed fees are calculated in accordance with the DWER’s Works Approval Fee Calculator, with some example costs for the redesigned WTS outlined in Table 2-4.

Table 2-4: Works Approval Prescribed Fees

Total Construction Cost	Total Works Approval Fee
\$500,000 to \$1M	\$5,431.25
\$1M to \$1.5M	\$6,300.25
\$1.5M to \$2M	\$7,169.25
\$2M to \$2.5M	\$8,038.25
\$2.5M to \$3M	\$8,907.25

2.5.1.2 DWER Licence Amendment

As with the application for a Works Approval, The Shire will be required to pay a fee upon application, based on the expected production and discharge quantities of the WTS. At this stage, the application fee is expected to be approximately \$680, based on the waste volumes in the Shire’s current Licence. The application fee may differ if the Shire is seeking changes to the volumes of waste it is currently permitted to accept at the Site, however any difference is not anticipated to be significant.

An annual Licence fee must also be paid to the DWER once the Licence has been granted, however the fee paid upon submission of the application covers the first year of the Licence. The annual fee period begins when the Licence is granted, rather than when the application is submitted. As the Shire has an existing Licence for the WTS, it will be required to pay the amendment application fee in addition to the ongoing annual fee. Adjustments to the annual fee can be made if actual production or discharge quantities are different to what was estimated.

2.5.2 Consultancy Fees

As outlined in Section 2.4, several supporting studies and documents are required to be submitted to each approval authority alongside the applications. Based on Talis’ experience, approximate costs for the studies and documents expected to be required for the WTS are outlined in Table 2-5.

It is noted that these are approximate costs only and do not constitute a quote from Talis or another consultant to complete the works. A formal quote to complete the works should be sought once the Shire decides to proceed with the redesign of the WTS.

Table 2-5: Estimated Consultancy Fees

Approval	Requirement	Approximate Cost (incl. GST)
DWER Works Approval	Environmental Assessment and Management Plan (EAMP)	\$20,000
	Regulatory Engagement	\$2,000
	Surface Water and Leachate Management Plan	\$15,000

Approval	Requirement	Approximate Cost (incl. GST)
	Traffic Management Plan	\$12,000
	Asbestos Management Plan	\$8,000
	Odour Impact Assessment	\$20,000
	Application Form and Submission	\$3,000
	Total	\$80,000
DWER Licence Amendment	Supporting Information Letter	\$10,000
	Application Form and Submission	\$3,000
	Total	\$13,000
Planning Approval*	Bushfire Risk Assessment and Management Plan*	\$20,000
	Total	\$20,000
Total		\$113,000

* Planning approval is not required due to the Public Works Exemption. However, a BRMP should still be prepared for the redesigned WTS.

Additional works and studies to those noted in Table 2-5 may be requested by the DWER or be required for the project. It is recommended that the Shire engages with the DWER at an early stage of the process to confirm the approval pathway, data requirements and timeframes to better understand the works required and the anticipated costs. These costs do not include any community consultation and/or works associated with appeals.

2.5.3 Summary of Costs

A summary of the total costs of the approval process, including both application fees and potential consultancy fees, is outlined in Table 2-6. As application fees are dependent on the cost of the development, for the purposes of this summary, Talis has assumed that the WTS will cost approximately \$3M to construct. Total costs will differ from those outlined in Table 2-6 depending on the actual cost of the WTS.

Table 2-6: Estimated Approval Process Costs

Approval	Requirement	Approximate Cost (incl. GST)
DWER Works Approval	Application Fee	\$8,907
	Consultant Costs	\$80,000
	Total	\$88,907
DWER Licence Amendment	Application Fee	\$680
	Consultant Costs	\$13,000
	Total	\$13,680
Planning Approval*	Bushfire Risk Assessment and Management Plan*	\$20,000
	Total	\$20,000
Total		\$122,587

* Planning approval is not required due to the Public Works Exemption. However, a BRMP should still be prepared for the redesigned WTS.

2.6 Avenues for Appeal

There are several opportunities for appeals during the approval process. Appeals can be made by either The Shire or a third party at multiple stages of the process, including a decision to not grant approval or the conditions attached to an approval. The following subsections outline what aspect(s) of each approval process can be appealed.

2.6.1 DWER Works Approval and Licence Amendment

Applicants can appeal decisions made by the DWER within 21 days of being notified of the decision. Appeals should be lodged with the Minister for Environment through the Office of the Appeals Convenor. The following can be appealed:

- The conditions of a Works Approval or Licence;
- An amendment to a Works Approval or Licence;
- Refusal to grant or transfer a Works Approval or Licence; and
- Revocation or suspension of a Works Approval or Licence.

3 Timeframes

The timeframe for obtaining approval for the WTS may vary depending on the exact requirements of each approval authority. In particular, a high number of requests for further information has the potential to significantly extend timeframes for obtaining approval, so it is critical to provide as much information to approval authorities within the initial application as possible.

Table 3-1 outlines the anticipated timeframes for the approval pathway, with a visual representation shown in Figure 3-1.

Table 3-1: Anticipated Timeframes

Requirement	Description of Requirements	Anticipated Assessment Time	Preceding Requirements
Works Approval	Application to the DWER including: <ul style="list-style-type: none"> Proposed clearing; Environmental factors and management measures; and Supporting technical studies. 	6 months	Contractual Agreement
Licence Amendment	Application to the DWER including: <ul style="list-style-type: none"> Environmental factors and management measures. 	6 months	Works Approval ECR and/or ECor

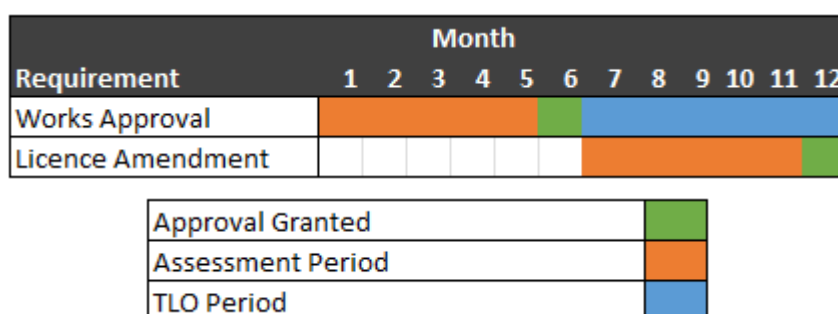


Figure 3-1: Anticipated Timeframes

Based on the assessment timeframes of the various approval authorities relevant to the WTS, the overall timeframe to obtain all necessary approvals is anticipated to be 12 months.

These timeframes may differ slightly in practice depending on any requests for further information from regulators and response turnarounds. It is recommended that the Shire consults with the DWER while they are assessing the applications to ensure that the assessments are progressing according to anticipated timeframes.

The Shire should also consider progressing with the detailed design works and construction contract procurement processes to a stage such that once the Works Approval is received, construction can immediately commence.

4 Implementation Plan

To facilitate the implementation of the WTS, Talis proposes a staged approach and has provided details on the tasks required for its delivery, based on our experience with similar projects. The proposed staged approach divides the project into four key stages moving forward, including:

- Stage 1 – Approvals;
- Stage 2 – Detailed Design and Documentation; and
- Stage 3 – Construction Support.

The proposed approach and tasks to be delivered for each stage are outlined in Table 4-1.

Table 4-1: Project Stages and Key Tasks

Stage	Factors	Task
Stage 1 – Approvals	Approval Designs	Completion of designs to a standard suitable for obtaining the necessary approvals.
	Stormwater and Leachate	Surface Water and Leachate Management Plan, including fire-fighting water management.
	Traffic	Develop Traffic Management Plan.
	Asbestos	Develop Asbestos Management Plan.
	Bushfire	Bushfire Risk Assessment and Management Plan prepared in accordance with SPP 3.7.
	Environmental Assessment and Management Plan (EAMP)	Overarching document to support the Works Approval for the WTS, including description of the environmental and social values on and surrounding the site, the design and operation of the facility, the environmental risk and management measures adopted.
	Works Approval Application	Prepare and finalise works approval application form.
Stage 2 – Detailed Design and Documentation	Detailed Designs	Preparation of civil and structural designs, including details on: <ul style="list-style-type: none"> • Building services: Mechanical, Electrical, Hydraulic and Fire; • Site water and wastewater; and • Architectural designs for buildings.
	Cost Estimates	Pre-tender Bills of Quantities and Cost Estimates.
	Documentation	Preparation of supporting documentation, including: <ul style="list-style-type: none"> • Technical Specification; • Construction Quality Assurance Plan; • Safety in Design Report; and • Bills of Quantities.
	Design Compliance	Certificate of Design Compliance.
		Technical support on the Tender Evaluation Panel.

Stage	Factors	Task
Stage 3 – Construction Support	Consultancy support in procurement and construction as required (hourly rates if scope not clear)	Contract negotiations and finalisation.
		Superintendent duties and/or support as required – progress meetings, site inspections, technical queries, progress claims, practical completion certificates, etc.
	Approvals Compliance	Works Approval Compliance Report (ECR and/or ECoR).

5 Recommendations

Based on the approval requirements for the WTS, Talis has made a number of recommendations for the Shire's consideration, outlined in the following subsections.

5.1 DWER Works Approval

For the application for a Works Approval, it is recommended that the Shire:

- Holds a scoping meeting with the DWER once more information on potential emissions is known;
- Requests TLO for the maximum allowable period of 180 days;
- Proposes detailed management measures for relevant environmental aspects in the application to avoid the DWER setting challenging conditions; and
- Provides as much detailed information as possible at the submission stage to minimise additional requests for information.

This pathway will ensure that the DWER is well-informed regarding the project and reduces the risk that a Works Approval is not granted. In addition, it reduces the risk of the DWER setting conditions on the Works Approval that may be challenging to adhere to.

5.2 DWER Licence Amendment

For the application for a DWER Licence Amendment, it is recommended that the Shire:

- Provides the DWER with any required environmental or infrastructure compliance reports (ECR and/or ECoR) as soon as they are available;
- Provides as much detailed information as possible at the submission stage; and
- Ensures that the Licence duration is sufficient for the anticipated lifetime of the WTS or is the maximum allowable duration.

Providing the DWER with detailed information in the submission stage will reduce the risk of extended timeframes and ensuring that the Licence duration is maximised will minimise future administrative burden for both the Shire and the DWER.

5.3 Planning Approval

While planning approval is not required due to the Public Works Exemption, it is recommended that the Shire:

- Consults with their planning officers regarding the zoning, considering that the WTS:
 - Is currently not zoned under the LPS but zoned as 'Reserve' under the MRS; and
 - Cannot be implemented under any of the possible use classes if classified as 'Environmental Conservation' under the LPS in the future.
- Engages a bushfire planning practitioner to develop a BRMP to support the implementation of the redesigned WTS.

APPENDIX A

Shire Licence L9073/2017/1



Licence number	L9073/2017/1
Licence holder	Shire of Serpentine Jarrahdale
Registered business address	6 Peterson Street Mundijong WA 6123
DWER file number	DER2017/001044
Duration	6/06/2020 to 5/06/2040
Date of issue	6/06/2020
Premises details	Watkins Road Transfer Station Reserve 23011 Lot 512 on Plan 53922 Watkins Road Mundijong WA 6123

Prescribed premises category description (Schedule 1, <i>Environmental Protection Regulations 1987</i>)	Assessed production / design capacity
Category 13: Crushing of building material: premises on which waste building or demolition material (for example, bricks, stones or concrete) is crushed or cleaned	5,000 tonnes per annual period
Category 57: Used tyre storage (general): premises (other than premises within category 56) on which used tyres are stored	Not greater than 250 tyres at any one time
Category 61A: Solid waste facility: premises (other than premises within category 67A) on which solid waste produced on other premises is stored, reprocessed, treated, or discharged onto land	1,400 tonnes per annual period
Category 62: Solid waste depot: premises on which waste is stored, or sorted, pending final disposal or re-use.	16,000 tonnes per annual period

This licence is granted to the licence holder, subject to the attached conditions, on 1 April 2021, by:

Stephen Checker
MANAGER WASTE INDUSTRIES

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

L9073/2017/1 Date of Amendment: 1/04/2021

Licence history

Date	Reference number	Summary of changes
6/06/2020	L9073/2017/1	<i>Licence granted.</i>
1/04/2021	L9073/2017/1	<i>Licence amendment to allow extension of operating hours into Sundays</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 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:

Infrastructure and equipment

- The licence holder must ensure that the site infrastructure and equipment listed in Table 1 and located at the corresponding infrastructure location is maintained and operated in accordance with the corresponding operational requirement set out in Table 1.

Table 1: Infrastructure and equipment requirements

Site infrastructure and equipment	Operational requirement	Infrastructure location
C&D waste	Separated from other waste	Schedule 1 premises map
Greenwaste	Separated from other waste	Schedule 1 premises map
Drainage waste	Separated from other waste	Schedule 1 premises map
Split level area	Integrity of the concrete floor is maintained with a permeability of equal to or less than 1×10^{-9} m/s.	Schedule 1 premises map
Crusher	Crushers used on site must employ misting systems or water sprays whilst in use.	Within C&D Waste area shown in Schedule 1
Screen	Screens used on site must employ misting systems or water sprays whilst in use.	Within C&D Waste area shown in Schedule 1
Water Cart	The licence holder shall have access to a water truck of at least 10,000 litre capacity at all times, fitted with high volume side and rear spray bars to ensure complete coverage of stockpiles, roadways and to assist during any fire	Schedule 1 premises map
Sign	Signage must be placed and maintained at the site entry areas to specify no Asbestos is accepted at the premises.	Schedule 1 premises map

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 set out in Table 2.

Table 2: Types of waste authorised to be accepted onto the premises

Waste type	Rate at which waste is received	Acceptance specification
Inert Waste Type 1	8,600 tonnes per annual period	<ul style="list-style-type: none"> • Limited to C&D waste and Drainage waste (uncontaminated soils and silt) • Waste containing visible asbestos or ACM must not be accepted.
Inert Waste Type 2	Not more than 250 tyres to be stored at the premises at any time	Limited to Tyres only
Putrescible waste	1,400 tonnes per annual period	Limited to municipal Greenwaste only
Household waste (limited to Inert Waste and non-odorous putrescible wastes including cardboard; paper; wood and household plastics/packaging)	6, 000 tonnes per annual period	<ul style="list-style-type: none"> • Limited to municipal Household waste from residential kerbside collection and community drop-off programmes • The licence holder shall not accept: <ul style="list-style-type: none"> ○ general food and beverage waste; ○ municipal Food Organics and Garden Organics waste; or ○ manure; animal carcasses or animal products

3. The licence holder shall visually inspect all waste on arrival at the Premises and again before it enters any stockpile or treatment process to ensure that it complies with the waste acceptance criteria in Table 2.
4. The licence holder shall ensure that where waste does not meet the waste acceptance criteria set out in Table 2 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 any waste that does not conform to the waste acceptance criteria in Table 2 due to asbestos content, is kept within a clearly identified, labelled, segregated and secure container prior to being removed off site to an appropriate authorised facility.

Waste Processing

6. The licence holder shall ensure that wastes accepted onto the Premises are only subjected to the processes set out in Table 3 and in accordance with any process limits described in that Table.

Table 3: waste processing

Waste type	Process(es)	Process limits ^{1, 2}
Inert Waste Type 1 (C&D waste)	Receipt, storage and crushing prior to transfer off-site.	Stored and crushed within Concrete rubble area depicted in Schedule 1 prior to transport offsite.
Inert Waste Type 1 (drainage material)	Receipt and storage prior to transfer off-site.	Stored within Drainage material area depicted in Schedule 1 prior to transport offsite.
Greenwaste and mulch	Receipt, mulching and storage prior to transfer off-site.	<ul style="list-style-type: none"> • Windrows shall not exceed 3 metres high, 5 metres wide and 20 metres long. • Temperatures within windrows are monitored on a weekly basis. • Windrows with an internal temperature exceeding 80 degrees Celsius are turned/ mixed or otherwise treated, to reduce the temperature. • A 5 metre fire break shall be maintained around greenwaste windrows.
Special Waste Type 2 - Tyres	Receipt and storage prior to transfer off-site.	<ul style="list-style-type: none"> • Not more than 250 tyres stored at any one time. • Stored onsite at Split level area depicted in Schedule 1 pending transport to an approved offsite disposal facility.
Municipal household waste	Receipt and storage prior to transfer off-site.	<ul style="list-style-type: none"> • Stored and sorted onsite at Split level area depicted in Schedule 1 pending transport to an approved offsite disposal facility. • Putrescible waste is not to be stored onsite for more than 24 hours • Waste stored in skip bins or cages prior to sorting and removal off premises.

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*.

7. The licence holder is to maintain signage advising 'No Asbestos' is accepted.
8. The licence holder is to visually inspect all loads of Inert Waste Type 1 material when they arrive at the premises prior to unloading and during unloading to determine the risk of a load containing asbestos or ACM.
9. Where the inspection confirms asbestos or ACM, the licence holder must reject the waste material.

10. The licence holder is to maintain accurate records of all rejected loads including:
 - (a) the material source;
 - (b) the material carrier;
 - (c) registration number of the vehicle; and
 - (d) date of rejection.
11. The licence holder is to manage classified loads identified as “high-risk” in accordance with the high-risk procedure as specified in Attachment 1 of this licence, extracted from section 3.4 of the DWER Asbestos Guidelines.
12. The licence holder is to maintain accurate records of all accepted load inspections and of any accepted loads which have been determined as “high risk” classified loads.
13. The licence holder is to ensure all loads found to contain, or suspected of containing, ACM are isolated, kept damp, and appropriately contained.
14. All loads found to contain suspected ACM are to be disposed of by an appropriately licensed waste transporter and to an appropriately licensed landfill premises.
15. The licence holder shall retain all asbestos testing records.
16. 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; and
 - (c) Undertake regular inspections of all security measures and repair damage as soon as practicable.
17. The licence holder shall ensure that operations are not conducted outside of 7.00 am – 7.00 pm Monday to Saturday and 9.00am – 5.00pm Sunday, excluding Public Holidays.

Emissions and discharges

18. The licence holder shall ensure that no waste is burnt at the Premises.
19. The licence holder shall ensure that there are appropriate procedures in place at the Premises so that any unauthorised fire is promptly extinguished.
20. The licence holder shall ensure that dust 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.
21. The licence holder shall 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.

Monitoring

22. The licence holder must record the total amount of waste accepted onto the premises, for each waste type listed in Table 4, in the corresponding unit, and for each corresponding time period, as set out in Table 4.

Table 4: Waste accepted onto the premises

Waste type	Unit	Time period
Inert Type 1 Special Waste Type 2 Putrescible waste	tonnes (where a weighbridge is present on the site) m ³ (where no weighbridge is present)	Each load accepted at the premises.

- 23.** The licence holder must record the total amount of waste removed from the premises, for each waste type listed in Table 5, in the corresponding unit, and for each corresponding time period set out in Table 5.

Table 5: Waste removed from the premises

Waste type	Unit	Time period
Inert Type 1 Special Waste Type 2 Putrescible waste	tonnes (where a weighbridge is present on the site) m ³ (where no weighbridge is present)	Each load removed at the premises.

Records and reporting

- 24.** 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:
- the name and contact details of the complainant, (if provided);
 - the time and date of the complaint;
 - the complete details of the complaint and any other concerns or other issues raised; and
 - the complete details and dates of any action taken by the licence holder to investigate or respond to any complaint.
- 25.** The licence holder must:
- undertake an audit of their compliance with the conditions of this licence during the preceding annual period; and
 - prepare and submit to the CEO by no later than 30 days after the end of that annual period an Annual Audit Compliance Report in the approved form.
- 26.** The licence holder must maintain accurate and auditable books including the following records, information, reports, and data required by this licence:
- the calculation of fees payable in respect of this licence;

- (b) any maintenance of infrastructure that is performed in the course of complying with condition 1 of this licence;
- (c) monitoring programmes undertaken in accordance with conditions 22 and 23 of this licence; and
- (d) complaints received under condition 24 of this licence.

27. The books specified under condition 26 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 6 have the meanings defined.

Table 6: Definitions

Term	Definition
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 June 30 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
C&D waste	means materials in the waste stream which arise from construction, refurbishment or demolition.
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)
Greenwaste	means biodegradable waste comprising plants and their component parts such as flower cuttings, hedge trimmings, branches, grass, leaves, plants, seeds, shrub and tree lopping's, tree trunks, tree stumps and similar materials and includes any mixture of those materials
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

Term	Definition
	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.
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 defined by the red line.



Attachment 1: Section 3.4 of DWER Asbestos Guidelines

3.4 Load inspection after acceptance

Each accepted and classified load shall be directed to an unloading area at the site which is appropriately designed and constructed to ensure the waste will not mix with other waste. Where feasible, separate unloading areas shall be provided for low risk and high risk wastes.

All loads shall be dampened prior to unloading and maintained in a dampened state throughout the inspection process. Operators will need to ensure there are adequate facilities on the premises to achieve this.

Low risk load procedure

Loads classified as "low risk", must be visually inspected while the material is being unloaded to determine whether any asbestos can be identified.

If suspect fibrous asbestos (FA) or asbestos fines/fibres (AF) are detected, the load must be isolated, kept wet and once appropriately contained in accordance with the Asbestos Factsheet in Appendix A, redirected to an appropriately authorised disposal facility. If suspect ACM is identified, the load must be reclassified as "high risk" and continue to be processed in accordance with the high risk procedure below. Where the visual inspection confirms that the

load is clear of suspect ACM, FA and AF, the load may then be added to the waste stockpiles awaiting further processing eg crushing and screening.

High risk load procedure

Loads classified as "high risk" must be unloaded and spread over a sufficiently large area to enable a comprehensive visual inspection of all sides of the material to be undertaken. One method of achieving this is to spread the material to a depth of less than 30cm and to turn over the material with the use of an excavator or similar. Where appropriate, larger sections of concrete should be inverted to permit a visual check for embedded or underlying asbestos product debris.

If suspect FA or AF are detected, the load must be isolated, kept wet and once appropriately contained in accordance with the Asbestos Factsheet in Appendix A, and redirected to an appropriately authorised disposal facility.

Where suspect ACM is identified within a load and is not capable of being easily removed by hand, the load must be rejected and should be isolated, kept wet and once appropriately contained in accordance with the Asbestos Factsheet in Appendix A, and redirected to an appropriately authorised disposal facility.

Where suspected ACM fragments capable of being easily removed by hand are identified in a load, the suspect ACM must be removed from the load and either:

1. Appropriately isolated and covered for asbestos testing. If testing of representative samples confirms the material is ACM it must be redirected to an appropriately authorised disposal facility. If testing confirms the material is not ACM the waste can be added to the stockpile awaiting further processing; or
2. Assumed to be ACM and redirected to an appropriately authorised disposal facility.

All suspected or assumed ACM must be segregated. Material must be clearly labelled, kept secure and sufficiently contained to prevent the release of asbestos including wind blown fibres.

Once all suspected or assumed ACM has been removed from a load in line with the above procedure the residual waste can be added to the stockpile awaiting further processing.

Records must be kept to ensure that the process from receipt of C&D material to the completion of the unloading procedure is auditable and that any loads found to contain suspect asbestos can be traced back to the customer and originating site. Through Part V licence conditions, DEC will require records of loads found to contain asbestos and action taken by the C&D recycler to address this issue with the customer, to be submitted on a regular basis. DEC will take follow up action with customers delivering asbestos containing waste to the premises as necessary.



Assets | Engineering | Environment | Noise | Spatial | Waste

Talis Consultants
ABN 85 967 691 321

HEAD OFFICE

604 Newcastle Street,
Leederville
Western Australia 6007

PO Box 454,
Leederville
Western Australia 6903

NSW OFFICES

Nowra

76 Bridge Road, Nowra
New South Wales, 2541

PO Box 1189, Nowra
New South Wales, 2541

Newcastle

58 Cleary Street, Hamilton
New South Wales, 2303

P: 1300 251 070
E: enquiries@talisconsultants.com.au