



Part 1: Application type

INSTRUCTIONS:

- Completion of this form is a statutory requirement under section 54(1)(a) of the *Environmental Protection Act 1986* (WA) (EP Act) for works approval applications; section 57(1)(a) for licence applications; section 59B(1)(a) for applications for an amendment; and under regulation 5B(2)(a) of the *Environmental Protection Regulations 1987* (WA) (EP Regulations) for applications for registration of premises.
- The instructions set out in this application form are general in nature.
- A reference to 'you' in these instructions is a reference to the applicant.
- The information provided to you by the Department of Water and Environmental Regulation (DWER) in relation to making applications does not constitute legal advice. DWER recommends that you obtain independent legal advice.
- Applicants seeking further information relating to requirements under the EP Act and/or EP Regulations are directed to the Parliamentary Counsel's Office website (www.legislation.wa.gov.au). Schedule 1 of the EP Regulations contains the categories of prescribed premises.
- For prescribed premises where activities fall within more than one category, ALL applicable categories must be identified. This applies for existing prescribed premises seeking renewal or amendment, as well as new prescribed premises.
- The application form must be completed with all relevant information attached. Attachments can be combined and submitted as one or more consolidated documents if desired, provided it is clear which section of the application form the information / attachments relate to. Where attachments are submitted separately, avoid duplicating information. Ensure that any cross-references between the application form and the supporting document(s) are accurate.
- If an application form has been submitted which is incomplete or materially incorrect, the Chief Executive Officer of DWER (CEO) will decline to deal with the application and advise the applicant accordingly.
- On completing this application form, please submit it to DWER in line with the instructions in Part 14 of the form.

1.1 **This is an application for:**
[Select one option only. Your application may be returned if multiple options are selected.]

under Part V, Division 3 of the EP Act.

Please see the:

- [Guideline: Industry Regulation Guide to Licensing](#)
- [Procedure: Prescribed premises works approvals and licences](#)

for more information to assist in understanding DWER's regulatory regime for prescribed premises.

☐ Works approval

☐ Licence

Existing registration number(s): []

Existing works approval number(s): []

☐ Renewal

Existing licence number: []

☒ Amendment

Number of the existing licence or works approval to be amended: [L8406/2009/2]

☐ Registration (works approval already obtained)

Existing works approval number(s): []

1.2 **For a works approval amendment or licence amendment, are there less than 90 business days until the expiry of the existing works approval or licence?**

Only active instruments can be amended. Applications to amend a works approval or licence must be made 90 business days or more prior to the existing works approval or licence expiring to ensure there is adequate time to assess the amendment.

Yes

☐

1.3 **This application is for the following categories of prescribed premises:**

(specify all prescribed premises category numbers)

[64]

☒

All activities that meet the definition of a prescribed premises as set out in Schedule 1 of the EP Regulations have been specified above (tick, if yes).

Part 2: Applicant details**INSTRUCTIONS:**

- The applicant (the occupier of the premises) must be an individual(s), a company, body corporate, or public authority, but not a partnership, trust, or joint-venture name. Applications made by or on behalf of business names or unincorporated associations will not be accepted.
- If applying as an individual, your full legal name must be provided.
- If applying as a company, body corporate, or public authority, the full legal entity name must be inserted.
- Australian Company Number's (ACN) must be provided for all companies or body corporates.
- DWER prefers to send all correspondence electronically via email. We request that you consent to receiving all correspondence relating to instruments and notices under Part V of the EP Act (Part V documents) electronically via email, by indicating your consent in Section 2.3.
- Companies or body corporates making an application must nominate an authorised representative from within their organisation. Proof of authorisation must be submitted with the application (see Section 2.10). If you are applying as an individual, you are the representative.
- Details of a contact person must be provided for DWER enquiries in relation to your application. This contact person can be a consultant if authorised to represent the applicant. Written evidence of this authorisation must be provided.
- Details of the occupier of the premises must be provided. One of the options must be selected and if you have been asked to specify, please provide details. For example, if 'lease holder' has been selected, please specify the type of lease (for example, pastoral lease, mining lease, or general lease) and provide a copy of the lease document(s). Note that contracts for sale of land will not be sufficient evidence of occupancy status.

2.1	Applicant name/s (full legal name/s): The proposed holder of the works approval, licence or registration.	Shire of Lake Grace			
	ACN (if applicable):				
2.2	Trading as (if applicable):	Shire of Lake Grace			
2.3	Authorised representative details: The person authorised to receive correspondence and Part V documents on behalf of the applicant under the EP Act. Where 'yes' is selected, all correspondence will be sent to you via email, to the email address provided in this section. Where 'no' has been selected, Part V documents will be posted to you in hard copy to the postal / business address specified in section 2.4, below. Other general correspondence may still be sent to you via email.	Name			
		Position			
		Telephone			
		Email			
		<i>I consent to all written correspondence between myself (the applicant) and DWER, regarding the subject of this application, being exclusively via email, using the email address I have provided above.</i>		Yes	No
				<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.4	Registered office address, as registered with the Australian Securities and Investments Commission (ASIC): This must be a physical address to which a Part V document may be delivered.				
2.5	Postal address for all other correspondence: If different from section 2.4.				

Part 3: Premises details				
3.1	Premises description (whole or part to be specified): Include the land description (volume and folio number, lot, or location number/s); Crown lease or reserve number; pastoral lease number; or mining tenement number (as appropriate), of all properties, as shown on title details registered with Landgate.	Lot 1 on Deposited Plan 65474		
	Premises street address Include the suburb.	Whurr Road NEWDEGATE WA 6355		
	Premises name (if applicable):	Newdegate Waste Management Facility		
3.2	Local Government Authority area: City, Town, or Shire.	Shire of Lake Grace		
3.3	GPS (latitude and longitude) coordinates: GPS coordinates determined using the GDA 1994 (Geographic latitude / longitude) coordinate system and datum must be provided for all points around the proposed premises boundary, where the entirety of the cadastre (land parcel) or mining tenements are not used as the premises boundary.	-33.051086, 119.062272 Entire lot makes up the premises.		
Attachments			N/A	Yes
3.4	Attachment 2: Premises map(s) You must provide as an attachment to this application form, labelled Attachment 2, either: <ol style="list-style-type: none"> an aerial photograph, map, and site plan of sufficient scale showing the proposed prescribed premises boundary or where available, a map of the proposed premises boundary and site plan as an ESRI shapefile (accepted file types include .dbf, .shp, .prj, and .shx) with the following properties (provided on a suitable portable digital storage device, if submitting application in hard copy form): <ul style="list-style-type: none"> Geometry type: Polygon Shape Coordinate system: GDA 1994 (Geographic latitude / longitude) Datum: GDA 1994 (Geocentric Datum of Australia 1994). You must also provide a map or maps of the prescribed premises, clearly identifying and labelling: <ul style="list-style-type: none"> layout of key infrastructure and buildings, clearly labelled; the premises boundary (where the premises boundary does not align with the entirety of the cadastral boundary, identify the Lot Number for which the premises is part of); emission and discharge points (with precise GPS coordinates where available); monitoring points (with precise GPS coordinates where available); sensitive receptors and land uses all areas proposed to be cleared (if applicable). Maps must contain a north arrow, clearly marking the area in which the activities are carried out. The map or maps must be of reasonable clarity and have a visible scale.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Part 4: Proposed activities		
4.2	<p>Detailed description of proposed activities or proposed changes (if an amendment):</p> <p>You must provide details of proposed activities relevant to this application within the boundary of the prescribed premises, identifying:</p> <ul style="list-style-type: none"> • scope, size, and scale of the project, including details as to production or design capacity (and/or frequency, if applicable); • key infrastructure and equipment; • description of processes or operations (a process flow chart may be included as an attachment); • emission / discharge points; • locations of waste storage or disposal • activities occurring during construction, environmental commissioning, and operation (if applicable). <p>If assessment and imposition of conditions to allow environmental commissioning to be undertaken are requested, please provide an environmental commissioning plan as Attachment 3A (see 4.11 below).</p> <p>Additional information relating to the proposed activities may be included in Attachment 3B (see 4.12 below).</p>	
	<p>Construction activities (if applicable):</p> <p>Clearing of vegetation in proposed clearing area to make way for more landfill area. Add the cleared area to the active landfill area. Trench new cells of dimensions 50 m x 3 m x 3 m.</p>	
	<p>Environmental commissioning activities (if applicable):</p> <p>Refer to the Guideline: Industry Regulation Guide to Licensing for further guidance.</p>	
	Not applicable.	
	<p>Time limited operations activities (if applicable):</p> <p>Different elements of the premises may require time limited operations to commence at different times. In these circumstances, please specify the infrastructure and/or equipment for which time limited operations authorisation is being applied for.</p> <p>If time limited operations are expected to differ from future licensed operations, specify how and why this would be the case.</p> <p>Refer to the Guideline: Industry Regulation Guide to Licensing for further guidance.</p>	
	Not applicable.	
	<p>Operations activities (for a licence):</p> <p>Acceptance and tracking of waste accepted for landfill disposal. Backfill of cells and trenching of new cells as required within the active landfill area.</p>	
4.3	Estimated operating period of the project / premises (e.g. based on estimated infrastructure life):	12 years
4.4	Proposed date(s) for commencement of works (if applicable):	4 April 2022
4.5	<p>Proposed date(s) for conclusion of works construction (if applicable):</p> <p>This date should coincide with the submission to DWER of an Environmental Compliance Report(s) and/or a Critical Containment Infrastructure Report(s) as required.</p> <p>Refer to the Guideline: Industry Regulation Guide to Licensing.</p>	6 April 2022
4.6	<p>Proposed date(s) for environmental commissioning of works (if applicable):</p> <p>Refer to the Guideline: Industry Regulation Guide to Licensing.</p>	Not applicable
4.7	<p>Proposed date/s for commencement of time limited operations under works approval (if applicable):</p> <p>Refer to the Guideline: Industry Regulation Guide to Licensing.</p>	Not applicable

Part 4: Proposed activities				
4.8	Maximum production or design capacity for each category applied for (based on infrastructure operating 24 hours a day, 7 days a week): Provide figures for all categories listed in section 1.2. Units of measurement must be the same as the units of measurement associated with the relevant category as identified in Schedule 1 of the EP Regulations.	Category 62 = 500 tonnes per year (not relevant to this amendment) Category 64 = 200 tonnes per year		
4.9	Estimated / actual throughput for each category applied for: Provide figures for all categories listed in section 1.2. Units of measurement must be the same as the units of measurement associated with the relevant category as identified in Schedule 1 of the EP Regulations.			
Attachments		N/A	Yes	
4.10	Attachment 2: Premises map Emission/discharge points are clearly labelled on the map/s required for Part 3.4 (Attachment 2).	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.11	Attachment 3A: Environmental commissioning plan If applying to construct works or install equipment, and environmental commissioning of the works or equipment is planned, an environmental commissioning plan has been included in Attachment 3A. The environmental commissioning plan is expected to include, at minimum, identification of: <ul style="list-style-type: none"> the sequence of commissioning activities to be undertaken, including details on whether they will be done in stages; a summary of the timeframes associated with the identified sequence of commissioning activities; the inputs and outputs that will be used in the commissioning process; the emissions and/or discharges expected to occur during commissioning; the emissions and/or discharges that will be monitored and/or confirmed to establish or test a steady-state operation (e.g. identifying emissions surrogates, etc.), including a detailed emissions monitoring program for the measurement of those emissions and/or discharges; the controls (including management actions) that will be put in place to address the expected emissions and/or discharges; any contingency plans for if emissions exceedances or unplanned emissions and/or discharges occur how any of the above would differ from standard operations once commissioning is complete. Note that DWER will not include conditions on a granted instrument that authorise environmental commissioning activities where it is not satisfied that the risks associated with environmental commissioning can be adequately addressed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4.12	Attachment 3B: Proposed activities Additional information relating to the proposed activities has been included in Attachment 3B (if required).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Clearing activities				
4.13 to 4.19 are only required if the application includes clearing of native vegetation.				
4.13	Proposed clearing area (hectares and/or number of individual trees to be removed):	1.152 ha		
4.14	Details of any relevant exemptions: Refer to DWER's A guide to the exemptions and regulations for clearing native vegetation .			
4.15	Proposed method of clearing:	Mechanical clearing (dozer/loader and grader)		

Part 4: Proposed activities			
4.16	Period within which clearing is proposed to be undertaken: For example, May 2020 – June 2020.	April 2022 – July 2022	
4.17	Purpose of clearing: Almost out of space for trenching new landfill cells. Will need to clear native vegetation to make room, up to the proposed final landfill footprint as already defined by license L8406.		
Clearing activities – Attachments		N/A	Yes
4.18	Attachment 3C: Map of area proposed to be cleared You must provide: an aerial photograph or map of sufficient scale showing the proposed clearing area and prescribed premises boundary OR if you have the facilities, a suitable portable digital storage device of the area proposed to be cleared as an ESRI shapefile with the following properties: <ul style="list-style-type: none"> • Geometry type: Polygon Shape • Coordinate system: GDA 1994 (Geographic latitude/longitude) • Datum: GDA 1994 (Geocentric Datum of Australia 1994). 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4.19	Attachment 3D: Additional information for clearing assessment Additional information to assist in the assessment of the clearing proposal may be attached to this application (for example, reports on salinity, fauna or flora studies or other environmental reports conducted for the site).	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Part 5: Index of Biodiversity and Marine Surveys for Assessments (IBSA and IMSA)			
INSTRUCTIONS: <ul style="list-style-type: none"> • Biodiversity surveys should be submitted through the IBSA Submissions Portal at ibsasubmissions.dwer.wa.gov.au • Biodiversity surveys submitted to support this application must meet the requirements of the EPA's <i>Instructions for the preparation of data packages for the Index of Biodiversity Surveys for Assessments (IBSA)</i>. • Marine surveys submitted to support this application must meet the requirements of the EPA's <i>Instructions for the preparation of data packages for the Index of Marine Surveys for Assessments (IMSA)</i>. • If these requirements are not met, DWER will decline to deal with the application. 			
Attachments		N/A	Yes
5.1	Biodiversity surveys Please provide the IBSA number(s) (or submission number(s) if IBSA number has not yet been issued) in the space provided. Note that a submission number is not confirmation of acceptance of a biodiversity survey and is not the same as an IBSA number. IBSA numbers are only issued once a survey has been accepted. Once an IBSA number is issued, please notify the department.	All biodiversity surveys submitted with this application meet the requirements of the EPA's Instructions for the preparation of data packages for the Index of Biodiversity Surveys for Assessments (IBSA) . Submission number(s) IBSA number(s)	<input type="checkbox"/> IBSA-2022-0094
5.2	Attachment 4: Marine surveys All marine surveys submitted with this application meet the requirements of the EPA's Instructions for the preparation of data packages for the Index of Marine Surveys for Assessments (IMSA) .	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Part 6: Other DWER approvals

INSTRUCTIONS:

- If you have applied, or intend to apply, for other approvals within DWER that may be relevant to this application, you must provide relevant details.
- If you have referred, or intend to refer, your proposal to the Environmental Protection Authority (EPA), you must provide the requested details.

Pre-application scoping

6.1 Have you had any pre-application / pre-referral / scoping meetings with DWER regarding any planned applications?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes – provide details: [Meeting with DWER in regards to rejected clearing permit (CPS/8980-1) for this area. Advised to withdraw current clearing permit application and re-submit once a flora and fauna survey has been carried out, and to submit amendment without waiting for clearing approval]
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Environmental impact assessment (Part IV of the EP Act)

6.2 Have you referred or do you intend to refer the proposal to the EPA? Section 37B(1) of the EP Act defines a 'significant proposal' as "a proposal likely, if implemented, to have a significant effect on the environment". If DWER considers that the proposal in this application is likely to constitute a 'significant proposal', DWER is required under section 38(5) of the EP Act to refer the proposal to the EPA for assessment under Part IV, if such a referral has not already been made. If a relevant Ministerial Statement already exists, please provide the MS number in the space provided.	<input type="checkbox"/> Yes (referred) – reference (if known): [] <input type="checkbox"/> Yes – intend to refer (proposal is a 'significant proposal') <input type="checkbox"/> Yes – intend to refer (proposal will require a section 45C amendment to the current Ministerial Statement): MS [] <input type="checkbox"/> No – a valid Ministerial Statement applies: MS [] <input checked="" type="checkbox"/> No – not a 'significant proposal'
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Clearing of native vegetation (Part V Division 2 of the EP Act and *Country Area Water Supply Act 1947*)

6.3 Have you applied or do you intend to apply for a native vegetation clearing permit? In accordance with the Guideline: Industry Regulation Guide to Licensing and Procedure: Native vegetation clearing permits , where clearing of native vegetation: <ul style="list-style-type: none"> • is exempt under Schedule 6 of the EP Act or the Environmental Protection (Clearing of Native Vegetation) Regulations 2004 (WA) (refer to A guide to the exemptions and regulations for clearing native vegetation) • is being assessed by a relevant authority which would lead to an exemption under Schedule 6 of the EP Act, or • has been referred under section 51DA of the EP Act and a determination made that a clearing permit is not required (refer to the Guideline: Native vegetation clearing referrals), the clearing will not be reassessed by DWER or be subject to any additional controls by DWER. If the proposed clearing action is to be assessed in accordance with, or under, an <i>Environment Protection and Biodiversity Conservation Act</i> (Cth) (EPBC Act) accredited process, such as the assessment bilateral agreement, the clearing permit application Form Annex C7 – Assessment bilateral agreement must be completed and attached to your clearing permit application.	<input type="checkbox"/> Yes – clearing application reference (if known): CPS [] <input type="checkbox"/> Yes – a valid EP Act clearing permit already applies: CPS [] <input checked="" type="checkbox"/> No – this application includes clearing (please complete Sections 4.13 to 4.19 above) <input type="checkbox"/> No – permit not required (no clearing of native vegetation) <input type="checkbox"/> No – permit not required (clearing referral decision): CPS [] <input type="checkbox"/> No – an exemption applies (explain why): <div style="border: 1px solid black; height: 40px; width: 100%; margin-top: 5px;"></div>
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Part 6: Other DWER approvals

<p>6.4 Have you applied or do you intend to apply for a <i>Country Area Water Supply Act 1947</i> licence?</p> <p>If a clearing exemption applies in a <i>Country Area Water Supply Act 1947</i> (CAWS Act) controlled catchment, or if compensation has previously been paid to retain the subject vegetation, a CAWS Act clearing licence is required.</p> <p>If yes, contact the relevant DWER regional office for a Form 1 <i>Application for licence</i>.</p> <p>Map of CAWS Act controlled catchments</p>	<p><input type="checkbox"/> Yes – application reference (if known): []</p> <p><input type="checkbox"/> No – a valid licence applies: []</p> <p><input checked="" type="checkbox"/> No – licence not required</p>
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Water licences and permits (<i>Rights in Water and Irrigation Act 1914</i>)	
<p>6.5 Have you applied, or do you intend to apply for:</p> <ol style="list-style-type: none"> a licence or amendment to a licence to take water (surface water or groundwater); or a licence to construct wells (including bores and soaks); or a permit or amendment to a permit to interfere with the bed and banks of a watercourse? <p>For further guidance on water licences and permits under the <i>Rights in Water and Irrigation Act 1914</i>, refer to the Procedure: Water licences and permits.</p>	<p><input type="checkbox"/> Yes –application reference (if known): []</p> <p><input type="checkbox"/> No – a valid licence / permit applies: []</p> <p><input checked="" type="checkbox"/> No – licence / permit not required</p>

Part 7: Other approvals and consultation**INSTRUCTIONS:**

- Please provide copies of all relevant documentation indicated below, including any conditions, exclusions, or expiry dates.
- “Major Project” means:
 - A State Development Project, where the lead agency is the Department of Jobs, Tourism, Science and Innovation (including projects to which a State Agreement applies); or
 - A Level 2 or 3 proposal, as defined in the Department of Premier and Cabinet’s [Lead Agency Framework](#).

	N/A	No	Yes
7.1 Is the proposal a Major Project?		<input checked="" type="checkbox"/>	<input type="checkbox"/>
7.2 Is the proposal subject to a State Agreement Act?		<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, specify which Act:			
7.3 Has the proposal been allocated to a “Lead Agency” (as defined in the Lead Agency Framework)?		<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, specify Lead Agency contact details:			
7.4 Has the proposal been referred and/or assessed under the EPBC Act (Commonwealth)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please specify referral, assessment and/or approval number:			
7.5 Has the proposal obtained all relevant planning approvals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If planning approval is necessary but has not been obtained, please provide details indicating why:			
If planning approval is not necessary, please provide details indicating why:			