



Licence number	L5689/1993/8	
Licence holder	Shire of Koorda	
Registered business address	10 Haig Street Koorda WA 6475	
Application number	APP-0032545	
Internal number	INS-0001214	
Duration	11/03/2026 to	12/03/2046
Date of issue	11 March 2026	
Premises details	Koorda Sewage Treatment Plant Legal description - Crown Reserve 36712 Lot 28636 on Plan 183885	

Prescribed premises category description (Schedule 1, <i>Environmental Protection Regulations 1987</i>)	Assessed production / design capacity
Category 54: Sewage facility	150 cubic metres per day

This licence is granted to the licence holder, subject to the attached conditions, on 11 March 2025, by:

MANAGER, WASTE INDUSTRIES

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

Licence history

Date	Reference number	Summary of changes
14/01/2002	L5689/1993/2	Licence re-issue
27/01/2003	L5689/1993/3	Licence re-issue
09/02/2004	L5689/1993/4	Licence re-issue
14/03/2005	L5689/1993/5	Licence re-issue
05/03/2010	L5689/1993/6	Licence re-issue
03/03/2016	L5689/1993/7	Licence re-issue
11/03/2026	L5689/1993/8	Licence re-issue

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:

Waste Acceptance

1. The licence holder must only allow waste to be accepted onto the premises if:
 - (a) it is of a type listed in Table 1;
 - (b) the quantity accepted is below any limit listed in Table 1; and
 - (c) it meets any specification listed in Table 1.

Table 1: Waste acceptance

Waste	Quantity Limit	Specification
Sewage	150 m ³ /day	Accepted through sewer inflow(s) only

Waste Processing

2. The licence holder must ensure that the waste types accepted onto the premises are only subjected to the process(es) set out in Table 2 and in accordance with any process limits described in that table.

Table 2: Waste processing

Waste type	Process	Process limits and targets
Sewage	Biological and physical treatment	<ul style="list-style-type: none"> • Ensure that all wastewater undergoes primary sedimentation within an Imhoff tank, followed by secondary biological treatment in the waste stabilisation pond. • Ensure that any treated wastewater shall be contained within an overflow pond for solar evaporation.

Infrastructure and equipment

3. The licence holder must ensure that the site infrastructure and equipment listed in Table 3 and located at the corresponding infrastructure location is maintained and operated in accordance with the corresponding operational requirement set out in Table 3.

Table 3: Infrastructure and equipment requirements

Site infrastructure and equipment	Operational requirement	Infrastructure location
Imhoff Tank	Concrete	As depicted in Schedule 1, Figure 2
Stabilisation pond	In-situ clays	As depicted in Schedule 1, Figure 2
Overflow / evaporation pond	In-situ clays	As depicted in Schedule 1, Figure 2

Site infrastructure and equipment	Operational requirement	Infrastructure location
Sludge drying bed	In-situ clays	As depicted in Schedule 1, Figure 2

4. The licence holder must manage all wastewater treatment ponds such that:
- overtopping of the ponds does not occur;
 - a freeboard equal to or greater than 500 mm is maintained;
 - the integrity of the containment infrastructure is maintained;
 - trapped overflows are maintained on the outlet of ponds to prevent carry-over of surface floating matter; and
 - vegetation and floating debris (emergent or otherwise) is prevented from encroaching onto pond surfaces or inner pond embankments on wastewater treatment pond.
5. The licence holder shall:
- implement security measures at the site to prevent as far as is practical unauthorised access to the site; and
 - undertake regular inspections of all security measures and repair damage as soon as practicable; and
 - ensure the entrance gates are closed and locked when the site is closed or unmanned.

Records and reporting

Records

6. 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.
7. 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;
 - any maintenance of infrastructure that is performed in the course of complying with condition 3 of this licence; and
 - complaints received under condition 6 of this licence.

Department of Water and Environmental Regulation

8. The books specified under condition 7 must:
- be legible;
 - if amended, be amended in such a way that the original version(s) and any subsequent amendments remain legible and are capable of retrieval;
 - be retained by the licence holder for the duration of the licence; and
 - be available to be produced to an inspector or the CEO as required.

Reporting

9. 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 an Annual Audit Compliance Report in the approved form by 28 July each year.

Notification

10. The licence holder must ensure that the parameters listed in Table 4 are notified to the CEO in accordance with the notification requirements of the table.

Table 4: Notification requirements

Condition	Parameter	Notification requirement ¹	Format or form
-	Removal of sewage sludge from a treatment pond.	No less than 14 days in advance of works ²	None specified
1	Breach of any limit specified in the Licence	As soon as practicable	None specified

Note 1: No notification requirement in the licence shall negate the requirement to comply with S72 of the *Environmental Protection Act 1986*.

Note 2: The following information shall be included: (i) when desludging is proposed to occur, (ii) the desludging method, (iii) action to mitigate potential odour impacts, and (iv) the method by which the community will be advised of the desludging activities.

Definitions

In this licence, the terms in Table 5 have the meanings defined therein.

Table 5: Definitions

Term	Definition
ACN	Australian Company Number
Annual Audit Compliance Report (AACR)	means a report submitted in a format approved by the CEO (relevant guidelines and templates are available on the Department's website).
annual period	a 12-month period commencing from 1 July until 30 June of the immediately following year.
books	has the same meaning given to that term under the EP Act.
CEO	means Chief Executive Officer of the department. "submit to / notify the CEO" (or similar), means either: Director General Department administering the <i>Environmental Protection Act 1986</i> Locked Bag 10 Joondalup DC WA 6919 or: info@dwer.wa.gov.au
department; DWER	means the department established under section 35 of the <i>Public Sector Management Act 1994 (WA)</i> 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 (WA)</i>
EP Regulations	<i>Environmental Protection Regulations 1987 (WA)</i>
freeboard	means the distance between the maximum water surface elevations and the top of retaining banks or structures at their lowest point.
licence	refers to this document, which evidences the grant of a licence by the CEO under section 57 of the EP Act, subject to the specified conditions contained within.
licence holder	refers to the occupier of the premises, being the person specified on the front of the licence as the person to whom this licence has been granted.

Term	Definition
premises	refers to the premises to which this licence applies, as specified at the front of this licence and as shown on the premises map (Figure 1) in Schedule 1 to this licence.
prescribed premises	has the same meaning given to that term under the EP Act.
waste	has the same meaning given to that term under the EP Act.

END OF CONDITIONS

Schedule 1: Maps

Premises map

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



Figure 1: Prescribed premises boundary

Premises layout map



Figure 2: Premises layout