Amendment Report

Application for Licence Amendment

Part V Division 3 of the Environmental Protection Act 1986

Licence Number L8856/2014/1

Licence Holder Shire of Cranbrook

File Number DER2014/002434-1

Premises Cranbrook Waste Management Facility

Rubbish Tip Road

CRANBROOK WA 6321

Being Lot 289 on plan 21633 as depicted in Schedule 1

Date of Report 23 November 2023

Decision Revised licence granted

Abbie Crawford A/Manager, Waste Industries

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

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1. Decision summary

This Amendment Report documents the assessment of potential risks to the environment and public health from proposed changes to the emissions and discharges during the construction and operation of the Premises. As a result of this assessment, Revised Licence L8856/2014/1 has been granted.

The Revised Licence issued as a result of this amendment consolidates and supersedes the existing Licence previously granted in relation to the Premises. The Revised Licence has been granted in a new format with existing conditions being transferred, but not reassessed, to the new format.

2. Scope of assessment

2.1 Regulatory framework

In completing the assessment documented in this Amendment Report, the department has considered and given due regard to its Regulatory Framework and relevant policy documents which are available at https://dwer.wa.gov.au/regulatory-documents.

2.2 Summary of Licence

The Cranbrook Waste Management Facility (WMF) is operated by the Shire of Cranbrook and is located in a rural setting approximately 1 km northeast of the Cranbrook town site. The nearest residential dwelling is approximately 750 m west of the site.

The premises operates Category 89 putrescible landfill activities under Registration R1499 and existing Category 62 solid waste depot activities under Licence L8856/2014/1. The existing site infrastructure includes a waste transfer station built under Works Approval W5515/2013/1, an active landfill trench, closed landfill trenches, internal gravel access roads, perimeter fencing, various recyclables collection facilities, bulk waste metal recycling and green waste storage areas, a DrumMuster collection facility and a used oil collection facility.

The waste transfer station is staffed during operating hours four half days per week. An estimated 500 m³ per annual period of putrescible waste is expected to be placed in the adjacent landfill cell of which an estimated 200 m³ to 300 m³ of general waste and recyclables is expected to pass through the waste transfer station. General waste collected in the Waste Transfer Station bulk bin will be delivered to the adjacent landfill every two weeks, or more frequently, as required.

2.3 Application summary

The State Government is delivering a statewide ban on e-waste disposal to landfill by 2024. The Department of Water and Environmental Regulation will administer \$10 million in grant funding over the next two years through a series of competitive grant rounds. The grants will support the ban by funding increased e-waste collection, storage and/or reuse including e-waste processing/recycling.

The Shire of Cranbrook applied for Round 1 E-Waste Infrastructure Grants on 29 March 2023, under Stream 1- Waste Collection and Storage and/or Reuse. On 4 July 2023, the department notified the Shire of Cranbrook that the grant application had been successful to build a new e-waste storage shed for Cranbrook waste facility (L8856/2014/1) and Frankland River waste management facility (L8857/2014/1).

This amendment does not propose to increase the currently approved throughput of 2,000 tonnes per annum and is limited only to changes to Category 62 activities on the Existing Licence to facilitate E-waste acceptance and storage, prior to transportation offsite for recycling.

Table 1: Approved design or throughput capacity changes

Category	Current production/ design capacity	Proposed production/design capacity	Description of proposed amendment
62	2,000 tonnes per annual period	N/A	Amendment for the construction of a new E-waste shed and allow to accept e-waste into the shed

2.4 Consolidation of Licence

As part of this amendment package the department has consolidated the licence by incorporating changes made under the Amendment Notices as summarised in Table 2.

Table 2: Licences consolidated in this amendment

Instrument	Issued	Summary of approval
L8856/2014/1	08/01/2015	Licence granted
L8856/2014/1	29/04/2016	Notice of Amendment of Licence expiry date to 11/01/2025.
L8856/2014/1	16/05/2022	Notice of Amendment of Licence Reporting Requirements to remove the requirement to submit an Annual Environmental Report (AER).
L8856/2014/1	23/11/2023	Licence amendment for the construction and operation of a new E-waste shed and allow acceptance of e-waste onto the premises

The obligations of the Licence Holder have not changed in consolidating the licence. The department has not undertaken any additional risk assessment of the Premises related to previous Amendment Notices.

In consolidating the licence, the CEO has:

- updated the format and appearance of the Licence;
- deleted the redundant AACR form set out in schedule 1 of the previous licence and advise the licence holder to obtain the form from the department's website;
- revised licence condition numbers, and removed any redundant conditions and realigned condition numbers for numerical consistency; and
- corrected clerical mistakes and unintentional errors.

The full consolidation of licence conditions as they relate to this Revised Licence are detailed in Section 5.1. Previously issued Amendment Notices will remain on the department's website for future reference and will act as a record of the department's decision making.

3. Risk assessment

The department assesses the risks of emissions from prescribed premises and identifies the potential source, pathway and impact to receptors in accordance with the *Guideline: Risk assessments* (DWER 2020).

To establish a Risk Event there must be an emission, a receptor which may be exposed to that emission through an identified actual or likely pathway, and a potential adverse effect to the receptor from exposure to that emission.

3.1 Source-pathways and receptors

3.1.1 Emissions and controls

The key emissions and associated actual or likely pathway during premises construction and operation which have been considered in this Amendment Report are detailed in

Table 3 below.

Table 3 also details the proposed control measures the Licence Holder has proposed to assist in controlling these emissions, where necessary.

Table 3: Licence Holder controls

Emission	Sources	Potential pathways	Proposed controls	
Dust	Construction of e-waste storage shed.	Air/windborne pathway	No additional controls were proposed. The existing Licence includes various controls for the management of dust	
Noise	Receipt, handling, and storage of e-waste Vehicle movements		and noise.	
Spills of hazardous waste	Receipt, handling, and storage of	Direct discharge to the land	E-waste acceptance is limit to 3.5 tonnes per annual period. Construction of a concrete hardstand	
Contaminated stormwater	e-waste	Overland runoff	area minimum 4000mm width x 450 mm Length x 100 mm thick).	
Firewater			E-waste must be store inside the 4000 mm width x 3000 mm Length x 2600 mm height metal shed.	
Fire		Air/windborne pathway	E-waste shed consists of a double mesh front lockable door to prevent unauthorized attendance.	
			E-waste will be stored in cages in the shed and the cages will be collected and replaced with new cages on a regular basis.	

3.1.2 Receptors

In accordance with the *Guideline: Risk assessments* (DWER 2020), the Delegated Officer has excluded employees, visitors and contractors of the Licence Holder's from its assessment. Protection of these parties often involves different exposure risks and prevention strategies, and is provided for under other state legislation.

Table 4 below provides a summary of potential human and environmental receptors that may be impacted as a result of activities upon or emission and discharges from the prescribed premises (*Guideline: Environmental siting* (DWER 2020)).

Table 4: Sensitive human and environmental receptors and distance from prescribed activity

Human receptors	Distance from prescribed activity
Residential premises	Approximately 0.7 km west of the Premises boundary
Town library	Approximately 0.57 km west of the Premises boundary
Environmental receptors	Distance from prescribed activity
Priority ecological community	Eucalypt woodlands of the Western Australian Wheatbelt (Priority 3) located within and surrounding of the Premises.
Threatened and priority fauna	0.8 km south-west of the premises - numbat (<i>Myrmecobius fasciatus</i>)
	0.8 km south-west of the premises - western brush wallaby (Notamacropus irma)
	0.82 km south-east of the premises – Carnaby's cockatoo (Calyptorhynchus latirostris)
Minor surface water line	Approximately 850 m north of the Premises boundary

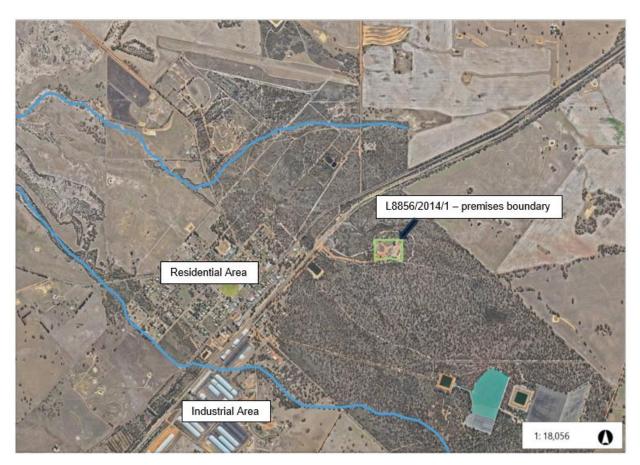


Figure 1: Distance to sensitive receptors

3.2 Risk ratings

Risk ratings have been assessed in accordance with the *Guideline: Risk Assessments* (DWER 2020) for those emission sources which are proposed to change and takes into account potential source-pathway and receptor linkages as identified in Section 3.1. Where linkages are incomplete they have not been considered further in the risk assessment.

Where the Licence Holder has proposed mitigation measures/controls (as detailed in Section 3.1), these have been considered when determining the final risk rating. Where the Delegated Officer considers the Licence Holder's proposed controls to be critical to maintaining an acceptable level of risk, these will be incorporated into the licence as regulatory controls.

Additional regulatory controls may be imposed where the Licence Holder's controls are not deemed sufficient. Where this is the case the need for additional controls will be documented and justified in Table 5.

The Revised Licence L8856/2014/1 that accompanies this Amendment Report authorises emissions associated with the operation of the Premises.

The conditions in the Revised Licence have been determined in accordance with *Guidance Statement: Setting Conditions* (DER 2015).

Table 5. Risk assessment of potential emissions and discharges from the Premises during construction and operation

Risk Event				Risk rating ¹	Licence		lucatification for	
Source/Activities	Potential emission	Potential pathways and impact	Receptors	Licence Holder's controls	older's		Conditions ² of licence	Justification for additional regulatory controls
Construction								
Construction of new e-waste storage shed	Dust	Air / windborne pathway causing impacts to health	Residences ~ 700 m west of the premises Town library ~ 0.57 km west of the Premises boundary Priority ecological community located	Refer to Section 3.1.1	C = Slight L = Rare Low Risk	Y	Condition 15 and 20	The Delegated Officer considers dust and noise emissions associated with the construction of e-waste infrastructure can be
Vehicle movement Operation	Noise	and amenity	within and surrounding of the Premises. Minor surface water line ~ 850 m north of the Premises boundary	Refer to Section 3.1.1	C = Slight L = Rare Low Risk	Y	Condition 20	adequately regulated by the general provisions of the EP Act.
Receipt, handling, and storage of e-waste	Dust	Air/windborne	Residences ~ 700 m west of the premises Town library ~ 0.57 km west of the Premises boundary	Refer to Section 3.1.1	C = Slight L = Rare Low Risk	Y	Condition 15 and 20	The Delegated Officer considers dust and noise emissions associated with the acceptance and
Vehicle movement	Noise	impacts to health and amenity	Priority ecological community located within and surrounding of the Premises. Minor surface water line ~ 850 m north of the Premises boundary	Refer to Section 3.1.1	C = Slight L = Rare Low Risk	Y	Condition 20	storage of e-waste can be adequately regulated by the general provisions of the EP Act.

Risk Event				Risk rating ¹	Licence		Justification for			
Source/Activities	Potential emission	Potential pathways and impact	Receptors	Licence Holder's controls	C = consequence L = likelihood	consequence controls	Conditions ² of licence	additional regulatory controls		
	Spills of to the land causing impacts on human health, soil and ground water quality Direct discharge to the land causing impacts on human health, soil and ground water quality Residences ~ 700 m	Refer to Section 3.1.1	C = Minor L = Unlikely Medium Risk	Y	Condition 1, 2, 3 and 4 Condition 5, 6, 7 and 11	Taking into account the licence holder's proposed infrastructure and management controls, Conditions 1, 2, 3 and 4 are added to the licence. Those conditions are to				
	Fire	Air/windborne pathway causing impacts to health and amenity	Priority ecological community located within and surrounding of the Premises. Minor surface water line ~ 850 m north of the Premises boundary	Town library ~ 0.57 km west of the Premises boundary Priority ecological community located within and surrounding of the Premises. rge Minor surface water line ~ 850 m north of	west of the Premises boundary Priority ecological community located within and surrounding of the Premises. Minor surface water line ~ 850 m north of	Refer to Section 3.1.1	C = Moderate L = Unlikely Medium Risk	Y	Condition 1, 2, 3 and 4 Condition 5, 6, 7, 8 and 9	minimise the risk of spillage, fire, contaminated storm water and fire water from the storage of e-
	Contaminated stormwater	Direct discharge to the land causing impacts				Refer to Section 3.1.1	C = Minor L = Unlikely Medium Risk	Y	Condition 1, 2, 3 and 4 Condition 5, 7 and 12	waste on the premises. Existing conditions 5 and 7 of the licence have been amended to allow for the activity to occur, and to set
	Firewater	on human health, soil and ground water quality		Refer to Section 3.1.1	C = Minor L = Unlikely Medium Risk	Y	Condition 1, 2, 3 and 4 Condition, 7,11 and 11	occur, and to set processing limits/requirements in line with the licence holder's commitments to reducing potential emissions.		

Note 1: Consequence ratings, likelihood ratings and risk descriptions are detailed in the Guideline: Risk assessments (DWER 2020).

Note 2: Proposed Licence Holder's controls are depicted by standard text. **Bold and underline text** depicts additional regulatory controls imposed by department.

4. Consultation

Table 6 provides a summary of the consultation undertaken by the department.

Table 6: Consultation

Consultation method	Comments received	Department response
Licence Holder was provided with draft amendment on (30/10/2023)	None received	N/A

5. Conclusion

Based on the assessment in this Amendment Report, the Delegated Officer has determined that a Revised Licence will be granted, subject to conditions commensurate with the determined controls and necessary for administration and reporting requirements.

5.1 Summary of amendments

Table 7 provides a summary of the proposed amendments and will act as record of implemented changes. All proposed changes have been incorporated into the Revised Licence as part of the amendment process.

Table 7: Summary of licence amendments

Revised licence condition	Existing condition	Condition summary	Conversion notes
	Cover page		Updated Prescribed Premises Category table current licensing format
N/A	Content and Introduction		Deleted from the Licence and revised to current licensing format.
Licence History	Instrument log		Revised to current licensing format. Consolidated the notice of amendment issued 29/04/2016 to extend the expiry dates to 11/01/2025 and notice of amendment issued 16/05/2022 to remove the annual environmental reporting requirement from the licence
Interpretation section	1.1.1	Interpretation	Redundant condition. Revised to current licensing format.
Definitions and Table 7	1.1.2		Definitions moved to definitions Table 7. New definitions added for 'annual audit compliance report', 'book', 'department', 'discharge', 'emission', 'EP Regulations', 'e-waste', 'prescribed premises' and 'waste'. Definitions updated for 'annual period', 'CEO', 'EP Act', 'licence', 'licence holder' and 'premises', Definition deleted for 'fugitive emission, ', 'dangerous goods' and 'environmentally hazardous material'.

Revised licence condition	Existing condition	Condition summary	Conversion notes
Interpretation section	1.1.3	Australian or other standard	Redundant condition. Deleted from the licence.
Interpretation section	1.1.4	Reference to code of practice	Redundant condition. Deleted from the licence.
N/A	1.2.1	General condition	Redundant condition. Deleted from the licence.
Condition 1 Table 1	N/A	Construction and Installation	New standard works condition added to ensure the proposed infrastructure is built in accordance with the requirements listed in Table 1.
Condition 2	N/A	Environmental Compliance Report	New standard works condition to ensure DWER is notified once proposed works have been completed
Condition 3	N/A	Environmental Compliance Report minimum requirements	New standard works condition to ensure all construction and installation works are appropriately checked and signed off by a suitably qualified person once completed.
Condition 4 Table 2	N/A	Infrastructure maintains and operation requirements	New standard operational condition added to the licence and proposed infrastructure has been included with associated maintenance requirements.
Condition 5 Table 3	1.3.1 Table 1.3.1	Waste acceptance	Added e-waste acceptance specifications into table 3. New numbering and revised to current licensing format.
Condition 6	1.3.2	Incompatible waste handling	Revised to current licensing format.
Condition 7	1.3.3.	Waste processing	Added e-waste processing requirements into table 4.
Table 4	Table 1.3.2		New numbering and revised to current licensing format.
N/A	1.2.3	Handling of dangerous goods	Redundant condition. Adequately regulated by the Dangerous Goods Safety Act 2004. Deleted from licence.
Condition 8	1.3.4	General security	New numbering and revised to current licensing format.
Condition 9	1.3.5	General security	New numbering and revised to current licensing format.
Condition 10	1.2.2	Pollution control and equipment maintenance	Revised to current licensing format.
Condition 11	1.2.4	Recovery and removal of spills	Redundant condition Updated to current licensing format.
Condition 12	1.2.5	Prevention of contamination and containment of	Redundant condition Updated to current licensing format.

Revised licence condition	Existing condition	Condition summary	Conversion notes
		contaminated stormwater	
Condition 13	1.3.6	Prevention of infestations	New numbering and revised to current licensing format.
Condition 14	1.3.7	Prevention of wind-blown waste	New numbering and revised to current licensing format.
N/A	2.1.1	Emission and discharge-general	Redundant condition. Deleted from the licence.
N/A	2.2 – 2.4	Point source emissions to air, surface water and groundwater	Redundant condition. Deleted from the licence.
N/A	2.5	Emission to Land	Redundant condition. Deleted from the licence.
Condition 15	2.6.1	Fugitive emissions	Redundant condition revised to current licensing format.
Condition 16	2.7.1	Prevention of Odour	New numbering and revised to current licensing format.
Condition 17	2.7.1	Prevention of Odour	New numbering and revised to current licensing format.
N/A	2.8	Prevention of Noise	Redundant condition. Deleted from the licence.
N/A	3.1	General monitoring	Redundant condition. Deleted from the licence.
N/A	3.2 – 3.4	Monitoring of point source emissions to air, surface water and groundwater	Redundant condition. Deleted from the licence.
N/A	3.5	Monitoring of emissions to land	Redundant condition. Deleted from the licence.
Condition 18	3.6.1	Monitoring of	Added e-waste to the Table 5.
Table 5	Table 3.6.1	inputs and outputs	New numbering and revised to current licensing format.
N/A	3.7	Process monitoring	Redundant condition. Deleted from the licence.
N/A	3.8 -3.9	Ambient environmental quality monitoring and meteorological monitoring	Redundant condition. Deleted from the licence.

Revised licence condition	Existing condition	Condition summary	Conversion notes
N/A	4	Improvements	Redundant condition. Deleted from the licence.
N/A	5.1.2	In charge of the Premises	Redundant condition. Deleted from the licence.
Condition 19	5.1.3	Annual Audit compliance	Condition wording revised to current licensing format
Condition 20	5.1.4	Complaints	Condition wording revised to current licensing format
N/A	5.2.1 Table 5.2.1	Annual Environmental report	Deleted from the licence in accordance with notice of amendment issued on 16/05/2022
Condition 21 Table 6	5.3.1 Table 5.3.1	Notification	New numbering and revised to current licensing format.
Condition 22	N/A	Record	New condition added to licence and revised to current licensing format.
Condition 23	5.1.1	Records	Condition wording revised to current licensing format
Schedule 1: Maps	Schedule 1: Maps	Premises map	Added new premises map under Figure 1. Added proposed E-waste storage shed construction plan and approximate proposed location under Figure 3 and Figure 4 respectively.
N/A	Schedule 2 Reporting & notifications	Annual Audit Compliance Report Form N1 Notification	AACR is a redundant attachment. Deleted from Licence Forms accessed at www.dwer.wa.gov.au

References

- 1. Department of Environment Regulation (DER) 2015, *Guidance Statement: Setting Conditions*, Perth, Western Australia.
- 2. Department of Water and Environmental Regulation (DWER) 2020, *Guideline: Environmental Siting*, Perth, Western Australia.
- 3. DWER 2020, Guideline: Risk Assessments, Perth, Western Australia.

Appendix 2: Application validation summary

SECTION 1: APPLICATION SUMMARY (as updated from validation checklist)								
Application type								
Works approval								
Licence		Relevant works approval number:	Licence		Relevan t works approval number:			
		Has the works approval been complied with?		Yes □	No □			
		Has time limited operations under the works approval demonstrated acceptable operations?		Yes □ N/A □	No □			
		Environmental Compliance Report / Critical Containment Infrastructure Report submitted?		Yes □	No □			
		Date Report received:						
Renewal		Current licence number:	Renewal					
Amendment to works approval		Current works approval number:	Amendment to works approval					
	×	Current licence number:	Amendment to licence					
Amendment to licence		Relevant works approval number:		N/A	Relevan t works approval number:			
Registration		Current works approval number:	Registration		Current works approval number:			
Date application received		02/08/2023						
Applicant and Premises details								
Applicant name/s (full legal name/s)		Shire of Cranbrook						
Premises name		Cranbrook Waste Management Facility						
Premises location		Crowne Reserve 19966						
Local Government Authority		Shire of Cranbrook						
Application documents								
HPCM file reference number:		DER2014/002434-1~1						
Key application documents (additional to application form):		Proposed container shed diagram. Premises map with proposed location of the e-waste storage shed.						
Scope of application/assessment								

Licence amendment

Operation of a waste management facility.

Summary of proposed activities or changes to existing operations.

The applicant proposes to construct a shed to temporarily store e-waste before it is collected by a certified entity for processing offsite. This will involve the construction of a concrete pad (4000cm width x 4500cm length x 100mm thick) and a storage shed (4000cm width x 3000cm length x 2600 height). The proposed date of commencement of works is 1st December 2023 that will conclude on 1st January 2024, and the estimated period of operation is 30 years.

E-waste will be added to the waste types accepted at the premises. 3.5 cubic metres per year is the estimated e-waste throughput.

Licence will be updated to current format.

Category number/s (activities that cause the premises to become prescribed premises)

Table 1: Prescribed premises categories

Prescribed premises category and description	Assessed production or design capacity	Proposed changes to the production or design capacity (amendments only)
Category 62 Solid waste depot: premises on which waste is stored, or sorted, pending final disposal or re-use.	500 tonnes or more per year, with a maximum approved throughput of 2,000 tonnes per year.	N/A

Legislative context and other approvals

Legislative Context and other approvals				
Has the applicant referred, or do they intend to refer, their proposal to the EPA under Part IV of the EP Act as a significant proposal?	Yes □ No ⊠	Referral decision No: N/A Managed under Part V Assessed under Part IV		
Does the applicant hold any existing Part IV Ministerial Statements relevant to the application?	Yes □ No ⊠	Ministerial statement No: N/A EPA Report No: N/A		
Has the proposal been referred and/or assessed under the EPBC Act?	Yes □ No ⊠	Reference No: N/A		
Has the applicant demonstrated occupancy (proof of occupier status)?	Yes ⊠ No □	Certificate of title □ General lease □ Expiry: Mining lease / tenement □ Expiry: Other evidence ☒ Expiry: Public Authority of the specified land.		
Has the applicant obtained all relevant planning approvals?	Yes □ No □ N/A ▷	Approval: N/A Expiry date: N/A If N/A explain why? No planning approval required.		

Has the applicant applied for, or have an existing EP Act clearing permit in relation to this proposal?	Yes □ No ⊠	CPS No: N/A No clearing is proposed.
Has the applicant applied for, or have an existing CAWS Act clearing licence in relation to this proposal?	Yes □ No ⊠	Application reference No: N/A Licence/permit No: N/A No clearing is proposed.
Has the applicant applied for, or have an existing RIWI Act licence or permit in relation to this proposal?	Yes □ No ⊠	Application reference No: N/A Licence/permit No: N/A Licence / permit not required.
Does the proposal involve a discharge of waste into a designated area (as defined in section 57 of the EP Act)?	Yes □ No ⊠	Name: N/A Type: N/A Has Regulatory Services (Water) been consulted? Yes □ No □ N/A ☒ Regional office: South West
Is the Premises situated in a Public Drinking Water Source Area (PDWSA)?	Yes □ No ⊠	Name: N/A Priority: N/A Are the proposed activities/ landuse compatible with the PDWSA (refer to WQPN 25)? Yes □ No □ N/A ☑
Is the Premises subject to any other Acts or subsidiary regulations (e.g. Dangerous Goods Safety Act 2004, Environmental Protection (Controlled Waste) Regulations 2004, State Agreement Act xxxx)	Yes ⊠ No □	Environmental Protection (Controlled Waste) Regulations 2004
Is the Premises within an Environmental Protection Policy (EPP) Area?	Yes □ No ⊠	N/A
Is the Premises subject to any EPP requirements?	Yes □ No ⊠	N/A
Is the Premises a known or suspected contaminated site under the Contaminated Sites Act 2003?	Yes ⊠ No □	Classification: possibly contaminated – investigation required (PC–IR) Date of classification: 09/08/2013