Guideline to Environment Protection Approvals and Licences
Under the Waste Management and Pollution Control Act

January 2013
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Preface

This document has been created to provide guidance to those undertaking activities that require an Environment Protection Approval or Licence.

The Environment Protection Authority will periodically review and update these guidance notes where necessary, and any comments are more than welcome.

Inquiries or comments can be directed to:

Environmental Operations
NT Environment Protection Authority
GPO Box 3675
Darwin NT 0801

Phone: (08) 8924 4218
Fax: (08) 8924 4053

Email: Environmentops@nt.gov.au

Foreword

The NT EPA plays a significant role in protecting the environment. As part of this role NT EPA is the Administrating Agency of the Northern Territory’s Waste Management and Pollution Control Act (WMPC Act). Section 30 of the Act specifies that certain activities undertaken in the Northern Territory require an Environment Protection Approval or Licence.

1 Introduction

As at 1 May 2003, a number of waste management activities require an Environment Protection Approval or Licence to operate. These activities are outlined under Schedule 2 of the WMPC Act which is reproduced in Appendix 1 of this guide.

This guide is for the purpose of making an application for an Approval and/or Licence under the WMPC Act. This document is intended as a guide only, and should be read in conjunction with the WMPC Act and the Waste Management and Pollution Control (Administration) Regulations.

For further information or assistance, please contact the Environment Protection Authority (08) 8924 4218 or email Environmentops@nt.gov.au.

2 Do I need an Environment Protection Approval?

You will need an Environment Protection Approval under the WMPC Act for any of the activities listed under Schedule 2 of the WMPC Act.

You will need an Approval under the WMPC Act if you are constructing, installing or carrying out works in relation to premises for any of the following:

- a landfill (rubbish dump);
- a facility for storing, recycling, treating, or disposing of listed wastes on a commercial basis. Listed wastes are defined in Schedule 2 of the Regulations a copy of which is reproduced in Appendix 2 of this guide;
- a liquefied natural gas (LNG) and/or methanol plant which will produce more than 500,000 tonnes per annum; or
- the Blacktip on shore Gas Plant.

You will also require an Approval if you are modifying or altering any of the above premises, which will result in significant potential increase in environmental impact from the premises.
An increase in environmental impact is considered to be:

- an increase or alteration in the waste generated, stored, treated or disposed of; or
- a significant increase in pollution, or the risk of pollution, resulting in environmental harm.

You do NOT require an approval if you are constructing a landfill for the following:

- domestic waste generated on the premises;
- domestic waste from temporary construction camps;
- waste generated by pastoral activities that is disposed of on the land on which the pastoral activities are carried out; or
- waste rock, rubble and other inert materials used for the purpose of reclaiming land.

3 Do I need an Environment Protection Licence?

You will need to apply for an Environment Protection Licence under the WMPC Act for any of the activities listed under Schedule 2 of the WMPC Act.

You will need a Licence under the WMPC Act if you are conducting any of the following activities:

- operating a landfill (rubbish dump) which serves a population of 1,000 persons or more;
- collecting, transporting, storing, recycling, treating or disposing of Listed Wastes on a commercial basis. Listed wastes are defined in Schedule 2 of the Regulations a copy of which is reproduced in Appendix 2 of this guide;
- operating a facility for storing, recycling, treating, or disposing of Listed Wastes on a commercial basis. Listed wastes are defined in Schedule 2 of the Regulations a copy of which is reproduced in Appendix 2 of this guide;
- operating a liquefied natural gas (LNG) and/or methanol plant which produces more than 500,000 tonnes per annum; and
- operating the Blacktip on shore Gas Plant.

Licences will be used to address ongoing environmental issues associated with the operation of a facility or activity. An application for a licence may relate to more than one activity specified above or an activity that is to be conducted at more than one location.

4 How do I apply for an Approval or Licence?

You can apply for an Approval or Licence by completing the relevant application form which can be obtained by contacting the NT EPA on telephone (08) 8924 4218 or found on our website, Ehttp://www.ntepa.nt.gov.au/environment/licences/guides.html

Details for completing an application for an Environment Protection Approval or Licence can be found in section 5 and section 6 of this guide, respectively.

The onus is on the person conducting the scheduled activities to ensure they hold appropriate approvals and/or licences. Penalties exist for conducting Schedule 2 activities without an Approval or Licence.
5 Application for an Environment Protection Approval

Application forms are available from NT EPA and are available on the website at http://www.ntepa.nt.gov.au/environment/licences/guides.html.

This section includes an explanation of the information required in the application form and examples of completed questions.

5.1 Applicant Details

This section needs to be completed by the person or entity that will hold the Approval. The applicant must be the person, body corporate, statutory authority, Council or Incorporated Association with overall management and control of operations. A contractor may hold the approval but only where the contractual arrangements are such that the contractor has overall management and control.

Approvals cannot be issued to a partnership, a joint venture name or a trading name. If several individuals operate a partnership the Approval can be issued to one or more of the persons involved. Where a company is the operator, it is essential that the company holds the approval not an individual manager. The name of the company licensed must be the full registered name of the company.

5.2 Emergency Contact

This question asks for information about who will be the emergency contact for the Approved activity. In the event of an incident this person must be contactable 24 hours a day and be capable of responding to the incident.

5.3 Activity Details

You are asked to specify the activities to which you require an approval for. The following list provides clarification of the activity types:

A1 Solid Waste Disposal (Schedule 2 Part 1(1))

You will tick this activity if you are constructing, installing or carrying out works in relations to premises for disposal of waste by burial, other than:
- Domestic waste generated by domestic residence and disposed of on the land on which the premises is situated;
- Domestic waste from temporary construction camps;
- Waste generated by pastoral activities that is disposed of on the land on which the pastoral activities are carried out;
- Waste rock, rubble and other inert materials used for the purpose of reclaiming land; and
- Waste of a prescribed class.

NOTE: Activities A2 and A3 may also apply to your operations so you may need to tick more than one activity.

A2 Listed Waste Disposal (Schedule 2, Part 1(2))

You will tick this activity if you are constructing, installing or carrying out works in relation to premises, other than a sewerage treatment plant, associated with disposal of listed waste (i.e. asbestos, tyres) on a commercial or fee for service basis. Do not tick this activity if it is for the purpose of a sewerage treatment plant.

A3 Listed Waste Storing, Recycling and/or Treating (Schedule 2, Part 1(2))

You will tick this activity if you are constructing, installing or carrying out works in relation to premises, other than a sewerage treatment plant, associated with storing, recycling and/or treating listed waste on a commercial or fee for service basis. Do not tick this activity if it is for the purpose of a sewerage treatment plant.
A4 **LNG or Methanol Plant (Schedule 2, Part 1(3))**

You will tick this activity if you are constructing, installing or carrying out works in relation to premises for processing hydrocarbons to produce, store and/or dispatch liquefied natural gas (LNG) or methanol, where:

- the premises are designed to produce more than 500,000 tonnes annually of LNG and/or methanol; and
- no lease, licence of permit under the Petroleum Act or the Petroleum (Submerged Land) Act relates to the land in which the premises is situated.

A5 **Blacktip Gas Project (Schedule 2, Part 1(4))**

You will tick this activity if you are constructing an onshore gas plant as part of the Blacktip Gas Project within the meaning of the *Trans-Territory Pipeline and Blacktip Gas Projects (Special Provisions) Act 2005*.

5.4 **Waste Streams**

You are asked to specify the population that the facility services. This will be used to assist in the determination of the annual fee associated with the Approval. In normal circumstances the starting point for determining the population serviced will be based on the latest population figures provided to NT Grants Commission.

You are asked to specify the waste streams you will be handling. You must provide a brief description of the type of waste and its source. Please select the most appropriate unit of measurement for each waste type. Tonne and cubic metres are appropriate for solid waste where as litres is more appropriate for liquid waste.

An example of a completed table is below:

<table>
<thead>
<tr>
<th>Tick</th>
<th>Waste Category</th>
<th>Brief Description</th>
<th>Quantities per Annum</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
<td>Municipal Solid Waste</td>
<td></td>
<td>40000 tonne</td>
</tr>
<tr>
<td>✓</td>
<td>Green Waste</td>
<td></td>
<td>30000 m³</td>
</tr>
<tr>
<td>✓</td>
<td>Commercial &amp; Industrial Waste</td>
<td>Vegetative waste from commercial operations</td>
<td>10000</td>
</tr>
<tr>
<td>✓</td>
<td>Construction &amp; Demolition Waste</td>
<td>Inert Waste</td>
<td>50000</td>
</tr>
<tr>
<td>✓</td>
<td>Special Listed Waste</td>
<td>Asbestos</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tyres</td>
<td>800</td>
</tr>
<tr>
<td>✓</td>
<td>Listed Waste</td>
<td>Acids</td>
<td>1000</td>
</tr>
</tbody>
</table>
5.5 **Location of Premises to be Approved**

The location of the premises must be clearly and uniquely identified.

The coordinates for the points of interchange for the boundaries of the site must be included. For example, if the site is close to rectangular, four sets of coordinates taken at the corners of the rectangle would be sufficient, however, if the site is a different shape please include as many readings as necessary to clearly identify the land included.

It is important to record the datum used for these coordinates, as this is necessary to define the coordinate system. If possible record the coordinates using the Datum GDA94 which is the most current datum. The coordinates must be recorded in longitude and latitude using the format decimal degrees and eastings and northings. If a map is used to determine the location it is necessary to include the map details.

5.6 **Consent of Owner/Occupier**

This section is required if the applicant is not the owner, it is necessary to provide evidence of consent for the land use, by the owner, before a licence will be issued. A copy of a letter from the owner to the applicant expressing consent would be sufficient.

If the applicant owns the site it is not necessary to complete this section.

5.7 **Vehicle Wash Facilities**

You will need to provide details pertaining to your vehicle wash bay facilities. If a vehicle wash bay is not located on the premise you must provide details of where vehicles and auxiliary equipment will be washed.

5.8 **Discharge Points**

You must provide details of all discharge point pertaining to your operations. All discharges to air, land and water must be provided and appropriate management controls supplied.

5.9 **Supporting Documentation**

In order for NT EPA to determine whether or not to grant an Environment Protection Approval under the Waste Management and Pollution Control Act the following additional documentation needs to be provided to assist the decision.

**Development Consent Authority Permit**

All developments require a Development Consent Permit which is issued by the Development Consent Authority under the provisions of the Planning Act. You will need to submit your development consent permit with your Approval application. Please contact the Development Consent Authority for further information regarding obtaining a Development Consent Permit.

**Environment Impact Statement (EIS)**

If your proposed activity(ies) required formal assessment under the Environmental Assessment Act you need to submit your EIS with your approval application. Please contact the Environmental Assessments unit of NT EPA if you require further information regarding formal environmental assessment in regards to your proposed activities.

**Detailed activity description**

A detailed description:

- The proposed activity (including commencement and completion dates of all stages of development work);
- The production process (if any), including the types of materials used (all solid, liquid and gas inputs), any reuse of recycled material, the nature of the finished product and all intermediates. Include a flow diagram of the process, showing all emissions and/or discharge point for pollutants, raw material stockpiles and raw material input points, add a piping and instrument diagram where appropriate;
- The finished product (if any) (tonnes/year) and capacity (tonnes/year);
- All pollutants (air, water, noise) and waste products that will be generated, discharge and/or emitted;
- The proposed treatment, mitigation and/or disposal methods for pollutants, including any discharges after treatment and/or mitigation and disposal;
- All pollution control equipment and capacity.

**Location Map in relation to surrounding area and land uses**
Locality map drawn to scale showing:
- Contours;
- Site boundaries, adjacent residential areas;
- Nearest affected or isolated residences within the area likely to be affected by the activity;
- Other adjoining premises (commercial and/or industrial);
- All sensitive ecological receptors, including all nearby creeks, wetlands, lakes, rivers, endangered flora and fauna, local habitats.

**Site design and layout diagrams**
Scale diagrams of site layout and design showing:
- Existing and proposed facilities;
- Discharge points (if any).

**Vehicle wash bay specifications**
You will need to attach plans and drawings for the facility including the type of oil/water separator, sediment and gross pollutant traps and any maintenance and performance monitoring schedules. If you do not have a vehicle wash bay you must provide details of where vehicles and auxiliary equipment will be washed.

**Discharge Specifications**
You will need to supply the following information regarding the applicable discharges.

*Discharges of pollutants to Air*
For pollutants to be emitted or discharged, both before and after treatment:
- composition of flue gases on a dry basis
- moisture content in flue gases
- volumetric flow rate (cubic metres per hour) corrected to 0°C and 101.3 kilopascals
- temperature of flue gases
- pollutant concentrations (parts per million) and mass emission rate (grams per second)
- exit velocity of flue gases from each discharge point
- concentrations and size ranges of particulate matter
- dispersion modelling for pollutants (including odours) used in determining chimney heights.

Include all assumptions, air quality criteria and background ambient levels used.

A detailed assessment of fugitive emissions from the activity on the premises, including location of fugitive emissions, source of emissions, and mitigation measures for these emissions.

*Discharge of pollutants to Water*
A full justification for any proposed discharges. This must include a description of best management practices and cleaner production techniques to be used, and an assessment of what wastewater can be beneficially reused in preference to being discharged to waters.

A system process diagram including the following:
- Plans and cross-sectional drawings of proposed works, including inlet and outlet points, baffles or other works to be installed at the discharge point.
- A longitudinal-section drawing along the outfall drainpipe or diffuser for the disposal of effluent to waters.
- A schematic flow diagram of the treatment and disposal process proposed, including a piping and instrument diagram where appropriate.
- The average flow rate (kilolitres per day) of liquid to be discharged/irrigated from the proposed discharge point.
- The maximum flow rate (kilolitres per day) of liquid to be discharged/irrigated from the proposed discharge point.
- Proposed methods for measuring flow rates to be discharged/irrigated, and details of major items of equipment (for example aerators, diffusers, sprinkler types, pumps).
- The location of proposed monitoring points.

A detailed description of the concentration of pollutants both before and after treatment, in terms of the following characteristics:
- temperature
- pH
- biological oxygen demand (BOD)
- total suspended solids
- faecal coliforms
- metals
- radioactivity
- oil, grease and floating solids
- infectious or contagious materials
- nutrient content
- salinity
- any other indicators of water pollution.

The description must take into consideration the characteristics and hydrology of the receiving waters. Consideration must also be given to the cumulative effects of a number of pollutants.

**Discharge of pollutants to land**

Soil and land characteristics:
- type and description
- permeability, infiltration and percolation potential
- soil profile: strata type at each depth
- types of vegetation or crops
- subsoil nutrient and salinity status.

Topography:
- ground slope
- description of adjacent land
- erosion potential
- flood potential.

Climate:
- precipitation analysis (monthly distribution)
- storm intensities
- evapotranspiration (monthly distribution)
- prevailing winds.

Ground water:
- depth to ground water
- flow direction
- location of existing wells:
  - on site, and/or
  - adjacent to site
- current use of ground water
- whether the site is a groundwater recharge area
- groundwater chemistry and hydrology.

Surface waters:
- proximity
- current use
- flow characteristics.

Proximity to dwellings and roads.

Irrigation system:
- a schematic diagram of the system controls, including pipes, pumps, valves, timers and alarms
- description of the type of irrigation system: flood, spray, trickle or furrow.

A hydraulic water balance, including calculations.

**Environmental Aspects and Impacts Register**

A register which identifies the environmental aspects and impacts of your activities, products and services which have or can have a significant impact on the environment.

**Procedures for the management of all environmental aspects related to your activity**

All environmental aspects relating to your activities must have appropriate management/mitigation controls in place. You must provide details of how you will manage your environmental aspects in order to prevent environmental harm.

**Emergency Response Plan**

You must provide an emergency response plan detailing how environmental incidents (i.e. spill, fire, unauthorised discharge) will be managed. The plan should include the provision of training and the components and location of suitably equipped spill kits.

**Monitoring Plan**

You must provide details pertaining to the type of monitoring that will take place, the schedule of when these activities are to take place, how they are reported, and a timeframe to resolve any issues found.

**Compliance Plan**

You must provide details of your proposed means of auditing compliance with Approval conditions.

**5.10 Environment Protection Approval Application Fee**

The *Waste Management and Pollution Control (Administration) Regulations* detail the fees for Environment Protection Approvals issued under the *Waste Management and Pollution Control Act*.

These can be found in the Fees Payable list available on our website [http://www.ntepa.nt.gov.au/environment/licences/guides.html](http://www.ntepa.nt.gov.au/environment/licences/guides.html)

Applicants who intend to conduct more than one scheduled activity and/or at multiple premises under the Act are required to pay the sum of all fees due for each activity and premises to which they require Approval.

All fees are to accompany the approval application form. Fees can be paid by Credit Card or Cheque. Cheques are to be made out to the ‘Receiver of Territory Monies’.
5.11 Declaration
This declaration must be completed by the applicant or by a person(s) who is/are authorised to act for the applicant.

6 Application for an Environment Protection Licence

Application forms are available from NT EPA and are available on the website at http://www.ntepa.nt.gov.au/environment/licences/guides.html.

This section includes an explanation of the information required in the application form and examples of completed questions. Where it is thought useful, reference will be made to environment protection licence for a certain activity i.e. waste handlers, landfill, etc.

6.1 Applicant Details
This question asks for information about who will hold the licence. The applicant must be the person, body corporate, statutory authority, Council or incorporated association with overall management and control of operations. A contractor may hold the licence but only where the contractual arrangements are such that the contractor has overall management and control. Licences cannot be issued to a partnership, a joint venture name or a trading name. If several individuals operate a partnership the licence can be issued to one or more of the persons involved. Where a company is the operator, it is essential that the company holds the licence not an individual manager. The name of the company licensed must be the full registered name of the company. Where a response to the issuance of a previous environment protection licence is requested, if the company has or has had a previous licence interstate the answer should be yes and a copy attached to the application.

6.2 Emergency Contact
This question asks for information about who will be the emergency contact for the licensed activity. In the event of an incident this person must be contactable 24 hours a day and be capable of responding to the incident.

6.3 Activity Details
You are asked to specify the activities to which you require a licence for. The following list provides clarification of the activity types:

L1 Solid Waste Disposal (Schedule 2 Part 2(1))
If you are operating a landfill that disposes of waste by burial in a community that has a population of more than 1000 people you will tick this activity.

NOTE: Activities L2 and L3 may also apply to your operations so you may need to tick more than one activity.

L2 Listed Waste Disposal (Schedule 2, Part 2(3))
If you are operating a premises that disposes of listed waste by burial (i.e. asbestos, tyres) on a commercial or fee for service basis you will tick this activity. Do not tick this activity if it is for the purpose of a sewerage treatment plant.

NOTE: Activity L6 may also apply to your operations so you may need to tick more than one activity.

L3 Listed Waste Storing, Recycling and/or Treating (Schedule 2, Part 2(3))
If you are operating a premises where you store, recycle and/or treat (i.e. thermal treatment, encapsulation, bioremediation etc.) listed waste on a commercial or fee for service basis tick this activity.

NOTE: Activities L6 and L7 may also apply to your operations so you may need to tick more than one activity.

L4 LNG or Methanol Plant (Schedule 2, Part 2(5))
If you are operating a liquefied natural gas (LNG) or methanol plant you will tick this activity.
L5  **Blacktip Gas Project (Schedule 2, Part 2(6))**

If you are operating an onshore gas plant as part of the Blacktip Gas Project you will tick this activity. Blacktip Gas Project means the project for the construction and operation of all of the following facilities:
(a) an offshore gas platform;
(b) an onshore gas plant near Wadeye community;
(c) a pipeline from the gas platform to the onshore gas plant;
(d) all the associated infrastructure for the project.

L6  **Listed Waste Transport (Schedule 2, Part 2(2))**

If you are collecting and transporting listed waste on a commercial or fee for service basis you will tick this activity. Do not tick this activity if it is for the purpose of a sewerage treatment plant.

L7  **Listed Waste Mobile Treatment (Schedule 2, Part 2(2))**

If you operate a mobile treatment facility (i.e. mobile oil/water separator, mobile thermal treatment) for listed waste on a commercial or fee for service basis you will tick this activity. Do not tick this activity if it is for the purpose of a sewerage treatment plant.

6.4  **Waste Streams**

For a landfill activity (L1) licence you are asked to specify the population that the facility services. This will be used to assist in the determination of the annual fee associated with the licence. In normal circumstances the starting point for determining the population serviced will be based on the latest population figures provided to NT Grants Commission, (http://www.grantscommission.nt.gov.au/).

For all licences barring L4 and L5 you are asked to specify the waste streams you will be handling. You must provide a brief description of the type of waste and its source. Please select the most appropriate unit of measurement for each waste type. Tonne and cubic metres are appropriate for solid waste whereas litres is more appropriate for liquid waste.

An example of a completed table is below:

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<td></td>
<td>40000</td>
</tr>
<tr>
<td>✓</td>
<td>Green Waste</td>
<td></td>
<td>30000</td>
</tr>
<tr>
<td>✓</td>
<td>Commercial &amp; Industrial Waste</td>
<td>Vegetative waste from commercial operations</td>
<td>10000</td>
</tr>
<tr>
<td>✓</td>
<td>Construction &amp; Demolition Waste</td>
<td>Inert Waste</td>
<td>50000</td>
</tr>
<tr>
<td>✓</td>
<td>Special Listed Waste</td>
<td>Asbestos</td>
<td>30</td>
</tr>
<tr>
<td>✓</td>
<td></td>
<td>Tyres</td>
<td>800</td>
</tr>
<tr>
<td>✓</td>
<td>Listed Waste (Schedule 2 Waste Management and Pollution Control (Administration) Regulations</td>
<td>Acids</td>
<td>1000</td>
</tr>
</tbody>
</table>
6.5 Location of Premises to be Licensed

The location of the premises must be clearly and uniquely identified. The coordinates for the points of interchange for the boundaries of the site must be included. For example, if the site is close to rectangular, four sets of coordinates taken at the corners of the rectangle would be sufficient, however, if the site is a different shape please include as many readings as necessary to clearly identify the land included.

It is important to record the datum used for these coordinates, as this is necessary to define the coordinate system. If possible record the coordinates using the Datum GDA94 which is the most current datum. The coordinates must be recorded in longitude and latitude using the format decimal degrees and eastings and northings. If a map is used to determine the location it is necessary to include the map details.

6.6 Consent of Owner/Occupier

If the applicant owns the site it is not necessary to complete this section.

If the applicant is not the owner, it is necessary to provide evidence of consent for the land use, by the owner, before a licence will be issued. A copy of a letter from the owner to the applicant expressing consent would be sufficient.

6.7 Vehicle Wash Facilities

You will need to provide details pertaining to your vehicle wash bay facilities. If a vehicle wash bay is not located on the premise you must provide details of where vehicles and auxiliary equipment will be washed.

6.8 Discharge Points

You must provide details of all discharge point pertaining to your operations. All discharges to air, land and water must be provided and appropriate management controls supplied.

6.9 Supporting Documentation

In order for NT EPA to determine whether or not to grant an Environment Protection Licence under the Waste Management and Pollution Control Act the following additional documentation needs to be provided to assist the decision.

Environment Impact Statement (EIS)

If your activity(ies) required formal assessment under the Environmental Assessment Act in the development phase of your operations you need to submit your EIS with your licence application. Please contact the Environmental Assessments unit of NT EPA if you require further information regarding formal environmental assessment.

Detailed activity description

A detailed description of:

- The proposed activity (including commencement and completion dates of all stages of development work);
- The production process (if any), including the types of materials used (all solid, liquid and gas inputs), any reuse of recycled material, the nature of the finished product and all intermediates. Include a flow diagram of the process, showing all emissions and/or discharge point for pollutants, raw material stockpiles and raw material input points, add a piping and instrument diagram where appropriate;
- The finished product (if any) (tonnes/year) and capacity (tonnes/year);
- All pollutants (air, water, noise) and waste products that will be generated, discharge and/or emitted;
- The proposed treatment, mitigation and/or disposal methods for pollutants, including any discharges after treatment and/or mitigation and disposal;
- All pollution control equipment and capacity.

Location Map in relation to surrounding area and land uses.
Locality map drawn to scale showing:
- Contours;
- Site boundaries, adjacent residential areas;
- Nearest affected or isolated residences within the area likely to be affected by the activity;
- Other adjoining premises (commercial and/or industrial);
- All sensitive ecological receptors, including all nearby creeks, wetlands, lakes, rivers, endangered flora and fauna, local habitats.

Site design and layout diagrams
Scale diagrams of site layout and design showing:
- Existing and proposed facilities;
- Discharge points (if any).

Vehicle wash bay specifications
You will need to attach plans and drawings for the facility including the type of oil/water separator, sediment and gross pollutant traps and any maintenance and performance monitoring schedules. If you do not have a vehicle wash bay you must provide details of where vehicles and auxiliary equipment will be washed.

Discharge Specifications
You will need to supply the following information regarding the applicable discharges.

Discharges of pollutants to air
For pollutants to be emitted or discharged, both before and after treatment:
- composition of flue gases on a dry basis
- moisture content in flue gases
- volumetric flow rate (cubic metres per hour) corrected to 0oC and 101.3 kilopascals
- temperature of flue gases
- pollutant concentrations (parts per million) and mass emission rate (grams per second)
- exit velocity of flue gases from each discharge point
- concentrations and size ranges of particulate matter
- dispersion modelling for pollutants (including odours) used in determining chimney heights. Include all assumptions, air quality criteria and background ambient levels used.

A detailed assessment of fugitive emissions from the activity on the premises, including location of fugitive emissions, source of emissions, and mitigation measures for these emissions.

Discharge of pollutants to water
A full justification for any proposed discharges. This must include a description of best management practices and cleaner production techniques to be used, and an assessment of what wastewater can be beneficially reused in preference to being discharged to waters.

A system process diagram including the following:
- Plans and cross-sectional drawings of proposed works, including inlet and outlet points, baffles or other works to be installed at the discharge point.
- A longitudinal-section drawing along the outfall drainpipe or diffuser for the disposal of effluent to waters.
- A schematic flow diagram of the treatment and disposal process proposed, including a piping and instrument diagram where appropriate.

The average flow rate (kilolitres per day) of liquid to be discharged/irrigated from the proposed discharge point.
The maximum flow rate (kilolitres per day) of liquid to be discharged/irrigated from the proposed discharge point.

Proposed methods for measuring flow rates to be discharged/irrigated, and details of major items of equipment (for example aerators, diffusers, sprinkler types, pumps).

The location of proposed monitoring points.

A detailed description of the concentration of pollutants both before and after treatment, in terms of the following characteristics:

- temperature
- pH
- biological oxygen demand (BOD)
- total suspended solids
- faecal coliforms
- metals
- radioactivity
- oil, grease and floating solids
- infectious or contagious materials
- nutrient content
- salinity
- any other indicators of water pollution.

The description must take into consideration the characteristics and hydrology of the receiving waters. Consideration must also be given to the cumulative effects of a number of pollutants.

**Discharge of pollutants to land**

Soil and land characteristics:

- type and description
- permeability, infiltration and percolation potential
- soil profile: strata type at each depth
- types of vegetation or crops
- subsoil nutrient and salinity status.

Topography:

- ground slope
- description of adjacent land
- erosion potential
- flood potential.

Climate:

- precipitation analysis (monthly distribution)
- storm intensities
- evapotranspiration (monthly distribution)
- prevailing wind.

Ground water:

- depth to ground water
- flow direction
- location of existing wells:
  - on site, and/or
  - adjacent to site
- current use of ground water
- whether the site is a groundwater recharge area
- groundwater chemistry and hydrology.

Surface waters:
- proximity
- current use
- flow characteristics.
- Proximity to dwellings and roads.

Irrigation system:
- a schematic diagram of the system controls, including pipes, pumps, valves, timers and alarms
- description of the type of irrigation system: flood, spray, trickle or furrow.

A hydraulic water balance, including calculations.

**Environmental Aspects and Impacts Register**

A register which identifies the environmental aspects and impacts of your activities, products and services which have or can have a significant impact on the environment.

Procedures for the management of all environmental aspects related to your activity

All environmental aspects relating to your activities must have appropriate management/mitigation controls in place. You must provide details of how you will manage your environmental aspects in order to prevent environmental harm.

**Emergency Response Plan**

You must provide an emergency response plan detailing how environmental incidents (i.e. spill, fire, unauthorised discharge) will be managed. The plan should include the provision of training and the components and location of suitably equipped spill kits.

**Monitoring Plan**

You must provide details pertaining to the type of monitoring that will take place, the schedule of when these activities are to take place, how they are reported, and a timeframe to resolve any issues found.

**Compliance Plan**

You must provide details of your proposed means of auditing compliance with Approval conditions.

### 6.10 Environment Protection Licence Application Fee

The *Waste Management and Pollution Control (Administration) Regulations* detail the fees for Environment Protection Licenses issued under the *Waste Management and Pollution Control Act*.

These can be found in the Fees Payable list available on our website [http://www.ntepa.nt.gov.au/environment/licences/guides.html](http://www.ntepa.nt.gov.au/environment/licences/guides.html)

Applicants who intend to conduct more than one scheduled activity and/or at multiple premises under the Act are required to pay the sum of all fees due for each activity and premises to which they require License.

All fees are to accompany the Licence application form. Fees can be paid by Credit Card or Cheque. Cheques are to be made out to the ‘Receiver of Territory Monies’.

### 6.11 Declaration

This declaration must be completed by the applicant or by a person(s) who is/are authorised to act for the applicant.
6.12 Environment Protection Licence Annual Fees

The holder of an Environment Protection Licence that is granted for a period of 2 years or more must pay an annual fee. If the annual fee is for the first year of the Licence, the annual fee is payable on the grant of the Licence. An invoice for this will accompany the grant of the licence.

The details of the annual fees required for the various activities licensed under the Act can be found in the Fees Payable list available on our website http://www.ntepa.nt.gov.au/environment/licences/guides.html

Licensees who hold a licence to conduct more than one scheduled activity and/or at more than one premises under the Act are required to pay the sum of all fees due for each activity to which they are licensed.

7 Frequently Asked Questions

8 How will an Approval or Licence affect my activities?

An approval or licence, in addition to giving permission to lawfully undertake certain activities, will impose a number of conditions on the recipient. Such conditions may include, but are not limited to:

- provision of financial assurance.
- carry out specified measures or to achieve specified results necessary to manage wastes or control pollution.
- conform to specified standards.
- carry out specified testing or monitoring and provide the results.
- incorporation of an Environment Management Plan, of which all or part may be publicly available.

What penalties are there for not fulfilling my obligations under the WMPC Act?

Failure to comply with approval or licence conditions is an offence under the Waste Management and Pollution Control Act (2009). Failure to obtain an approval or licence when required under the Act or failure to comply with the approval or licence is a Level 4 environmental offence. Intentional failure to comply with the licence is a Level 3 environmental offence.

Pursuant to Section 45 of the Act, a licence may be suspended if the annual fee has not been paid, and suspended or cancelled by the NT EPA if the Licensee has not complied with Licence conditions.

For what term will Approvals or Licences be granted?

The term of an approval or licence will be determined by the NT EPA and specified in the approval or licence. The term of the licence will depend on a number of factors including the nature and scale of the activity.

Can I renew my Licence?

Once your Licence expires you will need to submit a new application for a Licence if you wish to continue conducting activities under Schedule 2 of the WMPC Act. The application form can be obtained from the NT EPA or is available on our web site http://www.ntepa.nt.gov.au/environment/licences/guides.html. Licence applications must be submitted with the necessary fee and supporting documentation, not earlier than 90 days, and not later than 30 days, before the Licence expires.

In determining whether to reissue licences and what conditions will be imposed the extent of compliance with the licence and other regulatory tools will be considered.

How long is my Approval valid for?

An Approval remains in force until either a Licence comes into force in relation to the premises, or the period specified on the approval expires, whichever occurs first.

What if I want to change an Approval or Licence condition?

You will need to complete an application in order to amend or revoke conditions. The form is available through the NT EPA or on our website, http://www.ntepa.nt.gov.au/environment/licences/guides.html

This form will ask you to nominate whether you are ceasing, or commencing new scheduled activities, whether the scale of operations is changing, or for which approval or licence conditions you wish to amend or revoke.
Can NRETAS change an Approval or Licence condition once it has been issued?
The NT EPA may amend an Approval or Licence condition or impose a new condition if:
- the Act has not been complied with;
- if there is a risk of pollution resulting in material or serious environmental harm; or
- if it is necessary for the purposes of an Environment Protection Objective.
This may also occur if the Licence is being downgraded from a Best Practice Licence or upgraded to a Best Practice Licence or the Approval or Licence is being transferred.

What if I need to transfer my Approval or Licence?
An approval or licence may, at the discretion of the NT EPA, be transferred to another person if an application form is submitted along with the Approval or Licence. This form is available from the NT EPA or on our website, [http://www.ntepa.nt.gov.au/environment/licences/guides.html](http://www.ntepa.nt.gov.au/environment/licences/guides.html).

What if I cease operations?
If a licence holder ceases an activity to which a licence they hold relates, they must notify the NT EPA within 14 days after ceasing the activity. Failure to do so is an environmental offence level 4.

What is a Best Practice Licence?
The Act provides for two types of licence:
1. An Environment Protection Licence which is the basic licence; and
2. A Best Practice Licence which rewards excellence in environmental performance.
To obtain a Best Practice Licence an operator must:
- have held a licence and complied with the Act for the two years prior to the application;
- implement a program of voluntary environmental audits;
- implement an improvement plan which leads to environmental performance which is beyond compliance;
- implement an environment management system (EMS); and
- implement a program for reporting to the community on environmental performance and involving the community in environmental performance and management.

In return for these commitments the holder of a best practice licence may receive benefits such as reduced fees and modified reporting arrangements, as well as the potential marketing opportunities through demonstration of environmental credentials.

Is my Approval or Licence publicly available?
Yes-Licences and Approvals are public documents, which are displayed on the public register available on the NT EPA website [http://www.ntepa.nt.gov.au/environment/waste/register/index.html](http://www.ntepa.nt.gov.au/environment/waste/register/index.html). However, commercially confidential information may be withheld if an application form is submitted which details which information is considered commercially confidential. The onus of establishing commercial confidentiality rests with the Approval holder or Licensee.

Any other questions?
Please call the NT EPA on telephone (08) 8924 4218 if you have any further questions.
9 Application Forms

The following application forms are available at http://www.ntepa.nt.gov.au/environment/licences/guides.html

“Application for an Environment Protection Licence”
- Pursuant to Section 31(2) of the WMPC Act
- To be used for applications for an Environment Protection Licence

“Application for an Environment Protection Approval”
- Pursuant to Section 31(2) of the WMPC Act
- To be used for applications for an Environment Protection Approval

“Application to Extend or Reduce the Period Specified on an Approval”
- Pursuant to Section 41(3) of the WMPC Act
- To be used when a person requests an extension or reduction of the period specified on an approval

“Application to Transfer”
- To be used when an Approval or Licence is to be transferred to another person

“Application to Amend or Revoke Conditions”
- Pursuant to Section 37(2) of the WMPC Act
- To be used when a person requests an amendment to, or revocation of, a condition of an Environment Protection Approval or Licence

“Application to Renew a Licence”
- Pursuant to Section 40(2) of the WMPC Act
- To be used when an existing Licence requires renewal.

“Application to have Commercially Confidential Information Withheld from the Public Register”
- Pursuant to Section 10(1) of the WMPC Act
- To be used when a person is requesting to have information withheld from the public register on the grounds that it is commercially confident.

“Application for Review”
- Pursuant to Section 108(3) of the WMPC Act
- To be used when a person requests a review of a decision:
  - to refuse to grant an Environment Protection Approval or Licence
  - to amend, refuse to amend, revoke or refuse to revoke, a condition of an Environment Protection Approval or Licence
  - to refuse to renew an Environment Protection Approval or Licence
  - to refuse the surrender of a Licence
  - to downgrade a best practice licence
  - to cancel or suspend a licence
  - to refuse to approve the transfer of the persons Environment Protection Approval or Licence to another person
  - to require a person to carry out an environmental audit program
  - to amend an environmental audit program the person is required to carry out
  - to require a person to submit a draft compliance plan, but only where the decision was not made by the Minister personally
  - to amend a compliance plan approved in relation to the person, but only where the decision was not made by the Minister personally
  - to issue the person with a pollution abatement notice
- to amend a pollution abatement notice
- in relation to the person that is of a prescribed type.

“Environment Protection Approval and Licence Change of Contact Details”

To be used when a change of contact details (general and/or emergency) of an approval or licence is required.
Appendix 1: Waste Management Pollution Control Act, Schedule 2

Schedule 2  Activities that require approval or licence

Part 1 – Activities that require environment protection approval

1. Constructing, installing or carrying out works in relation to premises for disposing of waste by burial, other than –
   (a) domestic waste generated by a domestic residence and disposed of on the land on which the premises are situated;
   (b) domestic waste from temporary construction camps;
   (c) waste generated by pastoral activities that is disposed of on the land on which the pastoral activities are carried out;
   (d) waste rock, rubble and other inert materials used for the purpose of reclaiming land; and
   (e) waste of a prescribed class.

2. Constructing, installing or carrying out works in relation to premises, other than sewerage treatment plants, for the storage, re-cycling, treatment or disposal of listed wastes on a commercial or fee for service basis.

3. Constructing, installing or carrying out works in relation to premises for processing hydrocarbons so as to produce, store and/or despatch liquefied natural gas or methanol, where –
   (a) the premises are designed to produce more than 500,000 tonnes annually of liquefied natural gas and/or methanol; and
   (b) no lease, licence or permit under the Petroleum Act or the Petroleum (Submerged lands) Act relates to the land on which the premises are or will be situated.

Part 2 – Activities that require licence

1. Operating premises for the disposal of waste by burial that service, or are designed to service, the waste disposal requirements of more than 1 000 persons.

2. Collecting, transporting, storing, re-cycling, treating or disposing of a listed waste on a commercial or fee for service basis, other than in or for the purpose of a sewerage treatment plant.
Schedule 2 Activities that require approval or licence

3. Operating premises, other than a sewerage treatment plant, associated with collecting, transporting, storing, re-cycling, treating or disposing of a listed waste on a commercial or fee for service basis.

5. Operating premises for processing hydrocarbons so as to produce, store and/or despatch liquefied natural gas or methanol, where –

(a) the premises are designed to produce more than 500,000 tonnes annually of liquefied natural gas and/or methanol; and

(b) no lease, licence or permit under the Petroleum Act or the Petroleum (Submerged lands) Act relates to the land on which the premises are situated.
Trans-Territory Pipeline and Blacktip Gas Projects (Special Provisions) 
Act 2005

(2) The consortium for the Project may, subject to the conditions of the 
Authority Certificate, take the action as if the consortium were the applicant for 
that Authority Certificate (whether or not that is in fact the case).

PART 4 – APPLICATION OF WASTE MANAGEMENT AND POLLUTION 
CONTROL ACT

8. Application

(1) The Waste Management and Pollution Control Act has effect as if 
the following had been inserted at the end of Schedule 2, Part 1 to that Act:

4. Constructing an onshore gas plant as part of the Blacktip Gas Project 
within the meaning of the Trans-Territory Pipeline and Blacktip Gas 

(2) The Waste Management and Pollution Control Act has effect as if 
the following had been inserted at the end of Schedule 2, Part 2 to that Act:

6. Operating an onshore gas plant as part of the Blacktip Gas Project within 
the meaning of the Trans-Territory Pipeline and Blacktip Gas Projects 

Notes

1. The Trans-Territory Pipeline and Blacktip Gas Projects (Special 
Provisions) Act comprises the Trans-Territory Pipeline and Blacktip Gas 
Projects (Special Provisions) Act 2005, the details of which are specified in the 
following table:

<table>
<thead>
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<th>Act</th>
<th>Number and year</th>
<th>Date of assent by Administrator</th>
<th>Date of commencement</th>
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<td>No. 23, 2005</td>
<td>6 May 2005</td>
<td>6 May 2005</td>
</tr>
</tbody>
</table>
Appendix 2: Waste Management and Pollution Control (Administration) Regulations, Schedule 2

Schedule 2

Acidic solutions or acids in solid form
Animal effluent and residues (abattoir effluent, poultry and fish processing waste)
Antimony, antimony compounds
Arsenic, arsenic compounds
Asbestos
Barium compounds other than barium sulphate
Basic solutions or bases in solid form
Beryllium, beryllium compounds
Boron compounds
Cadmium, cadmium compounds
Ceramic-based fibres with physico-chemical characteristics similar to those of asbestos
Chlorates
Chromium compounds that are hexavalent or trivalent
Clinical and related wastes
Cobalt compounds
Containers that are contaminated with residues of a listed waste
Copper compounds
Cyanides (inorganic)
Cyanides (organic)
Encapsulated, chemically fixed, solidified or polymerised wastes
Ethers
Filter cake
Fire debris and fire washwaters
Fly ash
Grease trap waste
Halogenated organic solvents
Highly odorous organic chemicals (including mercaptans and acrylates)
Inorganic fluorine compounds excluding calcium fluoride
Inorganic sulfides

Waste Management and Pollution Control (Administration) Regulations
Schedule 2

Isocyanate compounds
Lead, lead compounds
Mercury, mercury compounds
Metal carbonyls
Nickel compounds
Non-toxic salts
Organic phosphorus compounds
Organic solvents excluding halogenated solvents
Organohalogen compounds that are not otherwise specified in this Schedule
Perchlorates
Phenols, phenol compounds including chlorophenols
Phosphorus compounds other than mineral phosphates
Polychlorinated dibenzo-furan (any congener)
Polychlorinated dibenzo-p-dioxin (any congener)
Residue from industrial waste treatment or disposal operations
Selenium, selenium compounds
Sewerage sludge and residues including nightsoil and septic tank sludge
Soils contaminated with a listed waste
Surface active agents (surfactants) that contain principally organic constituents and that may contain metals and inorganic materials
Tannery wastes (including leather dust, ash, sludges and flours)
Tellurium, tellurium compounds
Thallium, thallium compounds
Triethylamine catalysts for setting foundry sands
Tyres
Vanadium compounds
Waste chemical substances arising from research and development or teaching activities, including those substances which are not identified and/or are new and the effects of which on human health and/or the environment are not known
Wastes containing peroxides other than hydrogen peroxide
Waste, containing cyanides, from heat treatment and tempering operations
Waste from the manufacture, formulation and use of wood-preserving chemicals
Waste from the production, formulation and use of biocides and phytopharmaceuticals
Schedule 2

Waste from the production, formulation and use of inks, dyes, pigments, paints lacquers and varnish
Waste from the production, formulation and use of organic solvents
Waste from the production, formulation and use of photographic chemicals and processing materials
Waste from the production, formulation and use of resins, latex, plasticisers, glues and adhesives
Waste from the production and preparation of pharmaceutical products
Waste mineral oils unfit for their original intended use
Waste mixtures, or waste emulsions, of oil and water or hydrocarbon and water
Waste pharmaceuticals, waste drugs and waste medicines
Waste resulting from surface treatment of metals and plastics
Waste tarry residues arising from refining, distillation and any pyrolytic treatment
Waste substances and articles containing or contaminated with polychlorinated biphenyls (PCBs), polychlorinated naphthalenes (PCNs), polychlorinated terphenyls (PCTs) and/or polybrominated biphenyls (PBBs)
Waste of an explosive nature not subject to the Dangerous Goods Act
Wool scouring waste
Zinc compounds