

BUNDABERG REGIONAL COUNCIL
Environmentally Relevant Activity
(Chapter 4 Activity)
Registration Certificate Application
Environmental Protection Act 1994

ABN 72 427 835 198

GST does not apply
to these Applications

Receipt Type: 221

Please read the Application Guidelines before completing and submitting your application.
Applications that are incomplete will not be accepted.

1 Application type *Select ONE only*

- One or more new ERAs subject to development approval**
Development Approval number (if applicable)

Select activity then complete Parts A, B, C, D, F and G

- Site based activity**
 Mobile activity
 Temporary activity

or

- Application for one or more existing ERA's and the registration certificate held by another person (Continuing Registration)**
Existing Registration Certificate no.

Select activity then complete Parts A, B, C, D, E, F and G

- Site based activity**
 Mobile activity
 Temporary activity

Lodge your completed application at:
Bundaberg Regional Council
Health and Environmental Services Department
190 Bourbong Street
BUNDABERG CENTRAL QLD 4670

or post to
Bundaberg Regional Council
PO Box 3130
BUNDABERG QLD 4670

2 Multiple ERA integrated operation *Tick if applicable*

- This application is for a single registration certificate for multiple ERAs under s73D. ***NOT for multiple ERAs being conducted on the same site subject to the same Development Approval.***
Complete Part D

PART A

3 Premises Address Use official address of premises location

Unit No.	Street No.	Street	Suburb	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

4 Real Property Description

Lot	Plan	Lot	Plan
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

PART B

5 Applicant

Individual's full name *Person/s applying to be the new licensee*

Title	Surname/Family Name	First Name	Middle Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Or

Organisation's full name *Organisation applying to be the new licensee*

6 ABN

If you do not have an ABN, please supply a Statutory Declaration stating below turnover per annum that requires an ABN.

7 Registered address *Not a PO Box*

8 Postal address

9 Business/Trading Name *If applicable*

10 Contact person's Name – Manager/Owner

11 Contact details

Business phone number
No.

Business fax number

Business mobile

Email

12 Agent or Consultant *Details of person making application on behalf of the operator*

Name

Address

Business phone number
No.

Business fax number

Business mobile

Email

PART C

Activity details

13 ERA activity

ERA No.	ERA Description	Thresholds

14 Hours of Operation

Day	Time	Day	Time
<input type="checkbox"/> Monday		<input type="checkbox"/> Tuesday	
<input type="checkbox"/> Wednesday		<input type="checkbox"/> Thursday	
<input type="checkbox"/> Friday		<input type="checkbox"/> Saturday	

Is the premise open on Sundays or public holidays?

Yes No

If "Yes", please provide DA approval to operate on these days

DA Approval Number

15 Temporary activity only

What time period is the registration required?

Date From	Date to

PART D (only required for multiple Environmentally Relevant Activities)

Multiple ERA integrated operation

16 Are the activities listed in Part C carried out under the day-to-day management of a single responsible person, e.g. *site manager or operations manager*?

No You will not be issued with a single registration certificate

Yes Responsible person's details:

Name	Position

17 Are the activities to be carried out at two or more places at or about the same time?

No You will not be issued with a single registration certificate

Yes Complete questions 18 – 20

18 Are the activities sufficiently close in distance to make the integrated day-to-day management of the activities effective?

No You will not be issued with a single registration certificate

Yes *Attach supporting information*

19 Are the activities operationally interrelated?

No You will not be issued with a single registration certificate

Yes *Attach supporting information*

20 Does the integrated operation of the activities result in a lower risk of environmental harm being caused by the activities?

No You will not be issued with a single registration certificate

Yes *Attach supporting information*

PART E

If you are applying for a 'Continuing Registration' include the name and signature/agreement of the current registered operator below:

Current Registered Operator's Full Name

Current Registered Operators Signature

Date

PART F

21 Completion checklist *Required with this application*

Tick box/es

- | | | | |
|---|--------------------------|-------------------|--------------------------|
| 1. Completed and signed application form | <input type="checkbox"/> | Office Use | <input type="checkbox"/> |
| | | Only | |
| 2. Correct fee enclosed or paid | <input type="checkbox"/> | | <input type="checkbox"/> |
| 3. Attachment relating to suitability statements required if answering "yes" to Part G7 – Applicant suitability statement | <input type="checkbox"/> | | <input type="checkbox"/> |
| 4. Development approval number provided | <input type="checkbox"/> | | <input type="checkbox"/> |
| 5. Completed Part D – if applying for multiple activities and the activities are NOT on the same Development Approval | <input type="checkbox"/> | | <input type="checkbox"/> |
| 6. Site Plan that identifies the location of equipment, waste discharge points, bunding and liquid storage within the workshop and any other relevant information for this application. | <input type="checkbox"/> | | <input type="checkbox"/> |
| 7. Environmental Management Plan. | <input type="checkbox"/> | | <input type="checkbox"/> |

NOTE: *It is your responsibility to ensure you obtain all relevant approvals. An approval of the Dangerous Goods Safety Management Regulation 2001 does NOT constitute approval for other aspects of your operation.*

PART G

22 Applicant suitability statement, declaration and signature

Have you ever had a registration certificate, licence or approval refused, suspended or cancelled, or been found guilty of an offence against the Environmental Protection Act 1994 or corresponding law in other States and Territories?

No Yes *Give details in an attachment*

I am aware that it is an offence to knowingly provide false or misleading information.

<p>Name Organisation</p> <div style="border: 1px solid black; height: 25px; width: 100%;"></div> <p>Name of Signatory</p> <div style="border: 1px solid black; height: 25px; width: 100%;"></div> <p><i>Manager</i></p> <p>Signature and date</p> <div style="border: 1px solid black; height: 25px; width: 100%; text-align: right; padding-right: 5px;"> / / . </div>	<p>Name Individual</p> <div style="border: 1px solid black; height: 25px; width: 100%;"></div> <p>Position <i>Owner, Proprietor, Director,</i></p> <div style="border: 1px solid black; height: 25px; width: 100%;"></div> <p>Signature and date</p> <div style="border: 1px solid black; height: 25px; width: 100%; text-align: right; padding-right: 5px;"> / / . </div>
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Lodgement of completed applications, together with the relevant fees, should be made either:

In person

Bundaberg City Council Administration Offices
190 Bourbong Street, Bundaberg Qld 4670

General Postal Address

Bundaberg Regional Council
PO Box 3130, Bundaberg Qld 4670

For all fields, if the space is insufficient, please provide the required information in a clearly marked attachment.

Environmentally Relevant Activity Registration Certificate Application Guidelines

Application Type

Select the applicable type of application in relation to a Registration Certificate for an ERA.

- Select **New Registration** where you are making an application to carry out one or more ERAs, either on a site or as a mobile activity. You would also select New Registration if you already hold a Registration Certificate, but propose to add another activity that you have received a Development Permit for.
- Select **Surrender Registration Certificate** if you have stopped the activity, and wish to surrender the registration. If you lodge a surrender application, you must also submit an Audit Statement advising of the extent to which the activities comply with all development conditions including any conditions relating to the rehabilitation or ongoing management of the site.

Multiple ERA integrated operation

The term multiple ERA activities includes two or more ERAs at a single premises or one or more ERAs at two or more premises. Any of these combinations can include a “Mobile and Temporary ERA”.

PART A

Premises address

You must use the official address of the location where the activity will be carried out, and include any unit number if applicable. The official address is listed on the rate account. If you are unsure of the official (rateable) address, please confirm by contacting the landowner or alternatively phone Council on 1300 883 699. This address **cannot** be a post office box.

RPD

This is the Real Property Description, i.e. *the lot and plan*, of the parcel of land. Give all applicable lots, e.g. *Lots 1 – 3 on Plan RP1234 or Lot 1 on RP1234 and Lot 3 on SL43121*. The RPD is listed on the rate account, if you are unsure please confirm by contacting the landowner or alternatively phone Council on 1300 883 699.

PART B

Applicant

The primary applicant must be the person who will hold the licence and be legally responsible for the operation.

- Where the applicant is an individual, provide the full name, eg. *Mr John Peter Smith*
- Where the applicant is a partnership of individuals, provide full name of all individuals eg. *Mr John Peter Smith, Mr David Geoffrey Smith and Miss Mary Jane Smith*.
- Where the applicant is a corporation, provide the full name of the corporation as registered, eg. *Queensland Best Pty Ltd or My Company Ltd*. Note that a business name is not a legal entity and **cannot** be a licensee.

ABN

List your Australian Business Number. Any persons or organisation that conducts a business is issued with an ABN.

Registered address

This is the address of the registered office where you can receive legal documents. This may be the same address as the location of the activity. A post office box **cannot** be a registered office.

Contact person

You may wish to nominate a contact person for the application, eg. *Your manager*. An organisation **must** nominate a contact person.

Contact details

Give contact details where you can be reached on a daily basis during business hours.

Agent or Consultant

If an agent or consultant is assisting you with the application, the relevant details must be supplied. This person will receive all correspondence in relation to the application, but will not be listed as the licence holder or receive future correspondence such a renewal notices. *Leave this section blank if you are not using an agent or consultant.*

PART C

Activity Details

ERA Activity

List your ERA by giving number and description. Note that threshold applies to some of the ERAs, where applicable you must specify this threshold. For example if you run a poultry farm, with on average 50 000 birds then you will describe the activity as ERA 4(1) Poultry Farming – farming more than 1000 to 200 000 birds. The form has room for two different ERAs, if you carry out more than two activities, provide details in an attachment. Additional information is available in the “Environmentally Relevant Activity Development Approval and Registration Guide”.

Description of ERAs – as per Schedule 2 of Environmental Protection Regulation

Local Government Devolved ERA's

4 - Poultry farming

- (1) Poultry farming (the **relevant activity**) consists of farming a total of more than 1000 birds for -
- (a) producing eggs or fertile eggs; or
 - (b) rearing hatchlings, starter pullets or layers; or
 - (c) rearing birds for meat.

(2) In the following table, the aggregate environmental score, if any, for the relevant activity is the score stated opposite the threshold within which the relevant activity is carried out.

Threshold	Aggregate Environmental Score
(1) farming more than 1000 to 200000 birds	no score
(2) farming more than 200000 birds	9

(3) In this section—

birds means any of the following—

- (a) chickens;
- (b) ducks;
- (c) geese;
- (d) guineafowl;
- (e) turkeys.

6 - Asphalt manufacturing

(1) Asphalt manufacturing (the **relevant activity**) consists of manufacturing asphalt.

(2) In the following table, the aggregate environmental score, if any, for the relevant activity is the score stated opposite the threshold within which the relevant activity is carried out.

Threshold	Aggregate Environmental Score
manufacturing in a year -	
(a) less than 1000t of asphalt	no score
(b) 1000t or more of asphalt	32

8 - Chemical storage

(1) Chemical storage (the **relevant activity**) consists of storing—

- (c) 10m³ or more of chemicals of class C1 or C2 combustible liquids under AS 1940 or dangerous goods class 3;

(2) The relevant activity does not include—

- (a) in-transit storage of chemicals; or
- (b) storing chemicals for carrying out an activity under section 7; or
- (c) transporting petroleum under the *Petroleum Act 1923* or the *Petroleum and Gas (Production and Safety) Act 2004*.

(3) In the following table, the aggregate environmental score, if any, for the relevant activity is the score stated opposite the threshold within which the relevant activity is carried out.

Threshold	Aggregate Environmental Score
(3) storing the following total quantity of chemicals of class C1 or C2 combustible liquids under AS 1940 or dangerous goods class 3 under subsection (1)(c) -	
(a) 10m ³ to 500m ³	no score

12 - Plastic product manufacturing

- (1) Plastic product manufacturing (the **relevant activity**) consists of—
- manufacturing, in a year, a total of 50t or more of plastic products, other than a plastic product mentioned in paragraph (b); or
 - manufacturing, in a year, a total of 5t or more of foam, composite plastics or rigid fibre-reinforced plastics.
- (2) In the following table, the aggregate environmental score for the relevant activity is the score stated opposite the threshold within which the relevant activity is carried out.

Threshold	Aggregate Environmental Score
(1) manufacturing, in a year, a total of 50t or more of plastic product, other than a plastic product mentioned in item 2	28
(2) manufacturing, in a year, a total of 5t or more of foam, composite plastics or rigid fibre-reinforced plastics	54

17 - Abrasive blasting

- (1) Abrasive blasting (the **relevant activity**) consists of cleaning equipment or structures on a commercial basis using a stream of abrasives in either a wet or dry pressure stream.
- (2) The relevant activity includes—
- spraying a coating on equipment or a structure that has been subject to abrasive blasting; and
 - carrying out the activity at any site.
- (3) The aggregate environmental score for the relevant activity is 16.

18 - Boilermaking or engineering

- (1) Boilermaking or engineering (the **relevant activity**) consists of boilermaking, assembling, building or manufacturing a total of 200t or more of metal product in a year.
- (2) In the following table, the aggregate environmental score, if any, for the relevant activity is the score stated opposite the threshold within which the relevant activity is carried out.

Threshold	Aggregate Environmental Score
Carrying out the relevant activity for producing, in a year, the following quantity of metal product -	
(a) 200t to 10000t	no score
(b) more than 10000t	46

- (3) In this section—
metal product includes agricultural equipment, electrical machines, heavy machinery, motor vehicles, trains and trams.

19 - Metal forming

- (1) Metal forming consists of forming a total of 10000t or more of metal in a year.
- (2) There is no aggregate environmental score for metal forming.
- (3) In this section—
forming, in relation to metal, includes—
- pressing, forging, extending, extruding, rolling metal; and
 - forming metal into plate, wire or rods; and
 - fabricating metal into sheets.

20 - Metal recovery

- (1) Metal recovery (the **relevant activity**) consists of recovering metal by operating—
- a scrap metal yard; or
 - a facility for dismantling automotive or mechanical equipment, including debonding brake or clutch components.
- (2) In the following table, the aggregate environmental score, if any, for the relevant activity is the score stated opposite the threshold within which the relevant activity is carried out.

Threshold	Aggregate Environmental Score
(1) recovering less than 100t of metal in a day	no score
(2) recovering 100t or more of metal in a day, or 10000t or more of metal in a year -	
(a) without using a fragmentiser	19
(b) using a fragmentiser	51

21 - Motor vehicle workshop operation

- (1) Motor vehicle workshop operation (the **relevant activity**) consists of operating a workshop on a commercial basis or in the course of carrying on a commercial enterprise involving any of the following relating to motor vehicles—
- maintaining mechanical components, engine cooling radiators or body panels;
 - spray-painting body panels;
 - detailing or washing.
- (2) The relevant activity includes carrying on a commercial or non-commercial enterprise by or for a State or local government entity.
- (3) The relevant activity does not include—
- operating a workshop for the purposes of—
 - a farming operation; or
 - a gas, mining or petroleum activity; or
 - operating a workshop to maintain a fleet of fewer than 10 vehicles; or
 - operating a workshop to maintain or repair—
 - auto electrical, exhaust, suspension or air conditioning components of motor vehicles; or
 - wheels or tyres of motor vehicles, including wheel alignments; or
 - minor scratches, chips or dents using a brush, air brush or paintless method; or
 - motor vehicle hoses; or
 - operating a workshop if the relevant activity is carried out as a mobile and temporary environmentally relevant activity; or
 - washing motor vehicles if—
 - all the water used is discharged to sewerage infrastructure under a trade waste approval; or
 - the washing is required under a law of the State for weed or pest control.
- (4) The aggregate environmental score for the relevant activity is 7.
- (5) In this section—
- maintaining** includes servicing, tuning, reconditioning or repairing.
- mechanical components** includes brakes, clutch, differential, gearbox, hydraulic systems, transmission and other drive-train equipment.
- motor vehicle** means—
- a vehicle that is propelled by a motor that forms part of the vehicle and moves on wheels; or
 - rolling stock; or
 - an aircraft; or
 - a boat.
- Examples of motor vehicles* — helicopter, hovercraft, ride-on mower
- State or local government entity** includes an instrumentality or agency of the State government or a local government.

37 - Printing

- (1) Printing (the **relevant activity**) consists of printing 200t or more of printed materials in a year.
 (2) The relevant activity does not include photocopying, photographic printing or plateless printing.
 (3) In the following table, the aggregate environmental score, if any, for the relevant activity is the score stated opposite the threshold within which the relevant activity is carried out.

(4) In this section—

plateless printing means laser printing or printing using electrostatic, magnetic, thermal or ink-jet technologies.

printed materials includes advertising material, magazines, newspapers, packaging and stationery.

38 - Surface coating

(1) Surface coating (the **relevant activity**) consists of using, in a year, 1t or more of surface coating materials for—

- (a) anodising, electroplating, enamelling or galvanizing; or
- (b) coating or painting or powder coating.

(2) The relevant activity does not include—

- (a) coating a surface using only a paintbrush, roller or sponge; or
- (b) coating a surface in association with carrying out an activity to which section 17, 21, 48, 49 or 54 applies.

Editor's note—

section 17 (Abrasive blasting), 21 (Motor vehicle workshop operation), 48 (Wooden and laminated product manufacturing), 49 (Boat maintenance and repair) or 54 (Drum and container reconditioning)

(3) In the following table, the aggregate environmental score for the relevant activity is the score stated opposite the threshold within which the relevant activity is carried out.

Threshold	Aggregate Environmental Score
(1) anodising, electroplating, enamelling or galvanizing, using, in a year, the following quantity of surface coating materials—	
(a) 1t to 100t	10
(b) more than 100t to 1000t	19
(c) more than 1000t to 10000t	41
(d) more than 10000t	66
(2) coating, painting or powder coating, using, in a year, the following quantity of surface coating materials -	
(a) 1t to 100t	no score
(b) more than 100t	7

(4) In this section—

painting includes—

- (a) adding a surface coating other than anodising, electroplating, enamelling or galvanizing surfaces; and
- (b) spray painting.

43 - Concrete batching

(1) Concrete batching consists of producing 200t or more of concrete or concrete products in a year, by mixing cement with sand, rock, aggregate or other similar materials.

(2) The aggregate environmental score for concrete batching is 30.

(3) In this section—

concrete products includes grout and mortar.

48 - Wooden and laminated product manufacturing

- (1) Wooden and laminated product manufacturing (the **relevant activity**) consists of—
- (a) fabricating, in a year, a total of 100t or more of wooden products; or
 - (b) manufacturing, in a year, a total of—
 - (i) 5000t or more of reconstituted timber products; or
 - (ii) 100t or more of laminated products.
- (2) The relevant activity does not include—
- (a) carrying out an activity to which section 46 applies; or
Editor's note - section 46 (Chemically treating timber)
 - (b) milling or kiln-drying timber or logs; or
 - (c) manufacturing house frames or timber trusses.
- (3) In the following table, the aggregate environmental score for the relevant activity is the score stated opposite the threshold within which the relevant activity is carried out.
- (4) In this section—
- fabricating**, reconstituted timber products—
- (a) means to assemble parts or sections of wood or wood products to make reconstituted timber products; and
 - (b) includes the fabrication of the reconstituted timber products by a cabinet maker, joiner, timber truss maker or wood worker.
- laminated products** includes high pressure laminate sheeting, laminate-covered wooden or reconstituted timber products, thick laminates and fibre polymer laminates.
- manufacturing**, a wooden product, includes spraying a coating or glue on the product as part of the manufacturing process.
- reconstituted timber products** includes chipboard, glue laminated timber, laminated veneer lumber, medium density fibreboard and plywood.
- wooden products** includes cabinets and furniture.

Threshold	Aggregate Environmental Score
(1) fabricating in a year 100t or more of wooden products	no score
(2) manufacturing, in a year, the following quantity of reconstituted timber products -	
(a) 5000t to 10000t	42
(b) more than 10000t	70
(3) manufacturing in a year 100t or more of laminated products	55

49 - Boat maintenance or repair

- (1) Boat maintenance or repair (the **relevant activity**) consists of operating, on a commercial basis, a boat maintenance or repair facility for maintaining or repairing hulls, superstructure or mechanical components of boats or seaplanes.
- (2) The relevant activity includes cleaning or maintaining hulls in water at a boat maintenance or repair facility or another place.
- (3) The relevant activity does not include—
- (a) carrying out an activity to which section 21 applies; or
Editor's note - section 21 (Motor vehicle workshop operation)
 - (b) sail making.
- (4) The aggregate environmental score for the relevant activity is 17.

61 - Waste incineration and thermal treatment

- (1) Waste incineration and thermal treatment (the **relevant activity**) consists of operating a facility for incinerating or thermally treating waste.
- (2) The relevant activity does not include thermal treatment of waste carried out as part of another activity mentioned in this schedule.
- Example* - thermally treating waste to generate electricity under section 14 (Electricity generation)
- (3) In the following table, the aggregate environmental score, if any, for the relevant activity is the score stated opposite the threshold within which the relevant activity is carried out.

Threshold	Aggregate Environmental Score
(1) incinerating waste vegetation, clean paper or cardboard	no score
(2) incinerating or thermally treating, in a year, the following quantity of general waste -	
(a) less than 5000t	18
(b) 5000t or more	30
(3) incinerating or thermally treating -	
(a) clinical waste or quarantine waste	51
(b) other regulated waste	41

(4) In this section—

facility, for incinerating vegetation, includes a fixed or mobile apparatus for blowing air into a hole in the ground to facilitate the incineration of the vegetation.

thermally treating, in relation to waste, means applying heat to the waste to render the waste less hazardous for disposal.

Examples - using an autoclave facility or plasma arc

Further Notes for consideration -

Area where activity will be carried out *Mobile activities only*

You **cannot** make application for other local government areas on this form. If you intend to operate in more than one local government area you need to lodge an application for a registration certificate with the Environmental Protection Agency.

Temporary activity only

Where your application is for a temporary ERA, give details of the time period that the activity will be carried out e.g. *1 July 2005 to 21 July, 2005.*

Part D

Multiple ERA integrated operation

If you are proposing to carry out multiple activities on a single registration certificate you are required to complete this section, unless all activities are on the same development approval. Note that you will not be issued with a single registration certificate if your activities are on more than one site unless in very close proximity.

- Supporting information could include an operations manual, map or plan showing where all the activities are located and how environmental management is integrated across these activities.
- If you operate under a certified management system or equivalent system, you may consider submitting this document, as this can be one way you can demonstrate that all environmental impacts are effectively managed.

Note that a single registration certificate will not be issued if Council is not satisfied that the activities will be carried out as a single integrated operation in accordance with Section 73F(3) of the Environmental Protection Act 1994.

PART E

Application for Continuing Registration

If you are transferring a Registration Certificate from another person or business to yourself (or your business) you must ensure that the current owner of the business completes this checklist. Failure to ensure this section is completed will result in the Health and Regulatory Services Section being unable to process the application and it will be returned to you.

PART F

Completion checklist

The checklist is used both by the applicant to make sure that the application is complete and by Council officers to quickly assess if all vital elements of the application have been included.

PART G

Applicant suitability, declaration and signature

Please provide complete details (such as location of offence or incident, date of offence or incident, amount of fine, facts and circumstances surrounding the offence or incident, name of court, court reference number, etc.) in an attachment; and attach any submission you would like the administering authority to consider in assessing this information, which will be used in deciding whether you are a suitable person to be a registered operator.

If you are supplying commercially sensitive or confidential information please ensure you mark such information clearly. If the application is made by an organisation, the person signing the form must occupy a position that is legally entitled to make an application on behalf of the organisation.