



muswellbrook shire council

POLICY FOR THE DISCHARGE OF LIQUID TRADE WASTE TO THE SEWERAGE SYSTEM

Policy No. S15/2

**Assembled by
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Adopted By Council
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Discharge of Liquid Trade Waste to the Sewerage System

S15/2

POLICY STATEMENT

Sewerage systems are generally designed to cater for waste from domestic sources that are essentially of predictable strength and quality. Council may accept trade waste into its sewerage system as a service to businesses and industry.

Liquid trade wastes may exert much greater demands on sewerage systems than domestic sewage and, if uncontrolled, can pose serious problems to public health, worker safety, Council's sewerage system and the environment.

Impacts of poor liquid trade waste management include:

- ⊕ Grease, oil, solid material, if not removed on site, can cause blockages in the sewerage system and result in overflows of untreated sewage to the environment.
- ⊕ Strong waste may cause odour problems and corrosion of sewer mains, pumping stations and sewage treatment facilities.

This policy is concerned with the approval process for liquid trade wastes discharged into Council's sewerage system and the levying of appropriate sewerage and liquid trade waste fees and charges. It has been developed to ensure the proper control of liquid trade waste discharged to the sewerage system and hence protection of public health, worker safety, the environment, and Council's sewerage system. The policy also promotes waste minimisation and water conservation.

This policy does not include management of waste from a sewage management facility. A person wishing to discharge liquid trade waste to the sewerage system must, under section 68 of the Local Government Act 1993, obtain prior approval from Council. Discharging liquid trade waste without an approval is an offence under section 626 of the Act.

The procedure for approval is governed by Chapter 7 of the Local Government Act and is subject to the Local Government (General) Regulation 2005.

Under section 90 of the Local Government Act and clause 28 of the Local Government (General) Regulation, Council may grant approval only if the Director General of the Department of Environment, Climate Change & Water (DECCW) has:

- ⊕ concurred with the approval; or
- ⊕ given Council notice that concurrence may be assumed with such qualification and conditions that may be specified in the notice.

GLOSSARY

Assumed Concurrence: Council may apply to the Department of Energy, Utilities and Sustainability (DEUS) for delegation to assume concurrence for Classification B or Classification S activities. If granted, Council will no longer need to forward such applications to DEUS for concurrence.

Automatic Assumed Concurrence: Councils have been authorised to assume DEUS concurrence for Classification A activities. Such applications may be approved by Council without forwarding the application to DEUS for concurrence.

Biochemical Oxygen Demand (BOD5): The amount of oxygen utilised by micro-organisms in the process of decomposition of organic material in wastewater over a period of five days at 20°C. In practical terms, BOD is a measure of biodegradable organic content of the waste.

Biosolids: Primarily organic solid product produced by sewage processing. Until such solids are suitable for beneficial use, they are defined as wastewater solids or sewage sludge.

Bunding: Secondary containment provided for storage areas, particularly for materials with the propensity to cause environmental damage.

Chemical Oxygen Demand (COD): A measure of oxygen required to oxidise organic and inorganic matter in wastewater by a strong chemical oxidant. Wastewaters containing high levels of readily oxidised compounds have a high COD.

Commercial Kitchen/Caterer: For the purposes of these Guidelines, a commercial kitchen is a premises that is typically a stand alone operation and prepares food for consumption off site. These types of businesses typically cater to wedding functions, conferences, parties etc. This definition would not apply to food processing factory supply pre-prepared meals to an airline company or similar.

Contingency Plan: A set of procedures for responding to an incident that will affect the quality of liquid trade waste discharged to the sewerage system. The plan also encompasses procedures to protect the environment from accidental and unauthorised discharges of liquid trade waste to the stormwater drainage system, and leaks and spillages from stored products and chemicals.

DEUS Concurrence: Is required before a council may approve an application for the discharge of liquid trade waste or septic tank and pan waste to the sewerage system. It is a requirement under section 90(1) of the Local Government Act that council obtain the written concurrence of the Director General of the Department of Energy, Utilities and Sustainability (DEUS) prior to approving such waste to be discharged to the council's sewerage system.

Director General: Director General means the Director General, DEUS.

Due Diligence Program: A plan that identifies potential health and safety, environmental or other hazards (eg spills, accidents or leaks) and appropriate corrective actions aimed at minimising or preventing the hazards.

Effluent: The liquid discharge following a wastewater treatment process.

Effluent Improvement Plan (EIP): The document required to be submitted by a discharger who is not meeting the acceptance limits for discharge waste quality set down in Council's approval conditions and/or liquid trade waste agreement. The document sets out how a discharger will meet the acceptance limits for the discharge of liquid trade waste to the sewerage system within a given timeframe.

Heavy Metals: Metals of high atomic weight which in high concentrations can exert a toxic effect and may accumulate in the environment and the food chain. Examples include mercury, chromium, cadmium, arsenic, nickel, lead and zinc.

Housekeeping: Is a general term, which covers all waste minimisation activities connected with the way in which operations within the premises are carried out.

Industrial Discharges: Industrial liquid trade waste is defined as liquid waste generated by industrial or manufacturing processes. For the purposes of this Policy, most of the processes defined in Concurrence Classification C are industrial discharges.

Large Fast Food Outlet: A food business that typically discharges more than 5kL/d. Premises of this nature include KFC, McDonalds, Red Rooster, Pizza Hut, Hungry Jacks and Burger King.

Local Government Regulation: Local Government (General) Regulation 2005 under the Local Government Act 1993.

Liquid Trade Waste: Liquid trade waste means all liquid waste other than sewage of a domestic nature.

Mandatory Concurrence: For the liquid waste in Classification C, councils will need to obtain concurrence from DEUS on each occasion.

Methylene Blue Active Substances (MBAS): These are anionic surfactants (see Surfactants definition) and are called MBAS as their presence and concentration is detected by measuring the colour change in a standard solution of methylene blue dye.

Minimal Pre-treatment: For the purpose of this Policy includes sink strainers, dry basket arrestors, plaster arrestors and fixed or removable screens.

Open Area: Any unroofed process, storage, washing or transport area potentially contaminated with rainwater and substances which may adversely affect the sewerage system or the environment.

pH: A measure of acidity or alkalinity of an aqueous solution, expressed as the logarithm of the reciprocal of the hydrogen ion (H⁺) activity in moles per litre at a given temperature; pH 7 is neutral, below 7 is acidic and above 7 is alkaline.

Premises: Has the same meaning as defined in the Local Government Act Dictionary and includes any of the following:

- a. building of any description or any part of it and the appurtenances to it;
- b. land, whether built on or not;
- c. a shed or other structure;
- d. a tent;
- e. a swimming pool;
- f. a ship or vessel of any description (including a houseboat); or
- g. a van

Prescribed Pre-treatment Equipment: is defined as standard non-complex equipment used for pre-treatment of liquid trade waste, eg a grease arrestor, an oil arrestor/separator, solids arrestor, cooling pit (refer to Table 7 of Concurrence Guidelines for Discharge of Liquid Trade Waste to the Sewerage System, DEUS, 2005).

Sewage of a Domestic Nature: the waterborne waste derived from human origin, comprising faecal matter, urine and liquid household wastes from water closet pans, sinks, baths, basins and similar fixtures designed for use in private dwellings, but does not include waste in or from a sewage management facility.

Sewage Management Facility: A human waste storage facility or a waste treatment device intended to process sewage and includes a drain connected to such a facility or device.

Sewerage System: The network of sewage collection, transportation, treatment and by products (effluent and biosolids) management facilities.

Surfactants: The key active ingredient of detergents, soaps, emulsifiers, wetting agents and penetrants. Anionic surfactants react with a chemical called methylene blue to form a blue chloroform soluble complex; the intensity of colour is proportional to concentration.

Surge Control Device: A device that is installed in a grease arrestor chamber and may improve the arrestor performance by stabilising hydraulic surges.

Suspended Solids (SS): The insoluble solid matter suspended in wastewater that can be separated by laboratory filtration and is retained on a filter. This was previously also referred to as non-filterable residue (NFR).

Total Dissolved Solids (TDS): The dissolved salts in wastewater.

Waste Minimisation: Procedures and processes implemented by industry and business to modify, change, alter or substitute work practices and products that will result in a reduction in the volume and/or strength of waste discharged to sewer.

WHAT IS LIQUID TRADE WASTE?

For the purpose of this policy, trade waste means:

all liquid waste other than sewage of a domestic nature

Liquid trade waste discharges to the sewerage system include liquid wastes discharged from:

- ⊕ business/commercial premises (eg beautician, florist, hairdresser, hotel, motel, restaurant, butcher, service station, supermarket, dentist);
- ⊕ community/public premises (including craft club, school, college, university, hospital and nursing home);
- ⊕ industrial premises;
- ⊕ trade activities (eg mobile carpet cleaner);
- ⊕ saleyards, racecourses and from stables and kennels not associated with domestic households; and
- ⊕ any commercial activities carried out at a residential premises.

Liquid trade waste excludes:

- ⊕ toilet, hand wash basin, shower and bath wastes derived from all the premises and activities mentioned above;
- ⊕ wastewater from residential toilets, kitchens, bathrooms or laundries (ie domestic sewage);
- ⊕ common use (non residential) kitchen and laundry facilities in a caravan park; and
- ⊕ residential swimming pool backwash.

This policy excludes acceptance of waste from a sewage management facility to the sewerage system, eg septic tank waste, waste from marine pump out facilities and established sites for the discharge of pan content from mobile homes/caravans to the sewerage system. While these wastes are defined as trade waste, specific procedures need to be applied to their management as the wastes are often transported or pumped out from their source.

OBJECTIVES

The objectives of this policy are:

- ⊕ to protect public health;
- ⊕ to protect the health and safety of Council employees;
- ⊕ to protect the environment from the discharge of waste that may have detrimental effect;
- ⊕ to protect Council assets from damage;
- ⊕ to assist Council to meet its statutory obligations;
- ⊕ to provide an environmentally responsible liquid trade waste management service to the non-residential sector;
- ⊕ to encourage waste minimisation and cleaner production in the commercial and industrial sectors;
- ⊕ to promote water conservation;
- ⊕ to ensure that reuse of the sewage treatment works effluent or biosolids is feasible;
- ⊕ to ensure compliance of liquid trade waste discharge with the approved conditions;
- ⊕ to provide operational data on the volume and composition of industrial and commercial effluent to assist in the operation of the sewerage system and the design of augmentations or new sewerage systems; and
- ⊕ to ensure commercial provision of services and cost recovery through appropriate sewerage and liquid trade waste fees and charges.

SCOPE OF THIS POLICY

This policy comprises three parts:

- ⊕ Part 1 specifies the circumstances in which a person is exempt from the necessity to obtain an approval to discharge liquid trade waste to the sewerage system;
- ⊕ Part 2 specifies the criteria which Council will take into consideration in determining whether to give or refuse a liquid trade waste approval; and
- ⊕ Part 3 specifies other matters relating to liquid trade waste approvals, including application procedures, liquid trade waste discharge categories, liquid trade waste service agreements, monitoring of liquid trade waste discharges, liquid trade waste fees and charges and contaminated stormwater discharges from open areas.

PART 1 – EXEMPTIONS

MUSWELLBROOK SHIRE COUNCIL EXEMPTIONS: For Obtaining Approval of Liquid Trade Waste Discharge

TABLE 1 – EXEMPTIONS

This table lists commercial business activities that the Director-General, DEUS has provided an exemption from the requirement to obtain Council's approval for liquid trade waste discharge to the sewerage system. Each such business must meet the standard requirements specified below. An annual trade waste fee applies to each such discharger.

Activity	Requirements
Beautician	Nil
Bed and Breakfast (not more than 10 persons including proprietor)	Sink strainers in food preparation areas. Housekeeping practices (see Note 4).
Community Hall (minimal hot food)	Sink strainers in food preparation areas. Housekeeping practices (see Note 4).
Day Care Centre (no hot food prepared)	Sink strainers in food preparation areas. Housekeeping practices (see Note 4).
Doctor's Surgery (no xray)	If plaster casts made, plaster arrestor required.
Dog/cat groomer/salon	Floor waste basket and sink strainer required. No herbicides/pesticides may be discharged to sewer.
Florist	Floor waste basket and sink strainer required. No herbicides/pesticides may be discharged to sewer.
Fruit and Vegetable – retail	Floor waste basket and sink strainer required.
Hairdresser	Floor waste basket and sink strainer required.
Jewellery Shop <i>Miniplater</i> <i>Ultrasonic washing</i> <i>Precious stone cutting</i>	Miniplater vessel to contain no more than 1.5L of precious metal solution Nil If: < 1000 L/d plaster arrestor required > 1000 L/d general purpose pit required
Motel (no hot food prepared and no laundry facility)	Floor waste basket and sink strainer required (see Note 3). Housekeeping practices (see Note 4).
Nut shop	Floor waste basket and sink strainer required (see Note 3).
Optical processes	Solids settlement tank/pit required.
Pizza reheating for home delivery	Housekeeping practices (see Note 4).
Venetian blind cleaning	Nil (see Note 2).

Note:

- 1) Where "required" is used it means as required by Council.
- 2) If activity is conducted outdoors, the work area is to be roofed and bunded to prevent stormwater ingress into the sewerage system.
- 3) All drainage from sinks and floors in food preparation areas is required to pass through a dry basket arrestor.
- 4) Food preparation activities need to comply with the housekeeping practices set out on page 65 of the DEUS Concurrence Guidelines. These include:
 - a) Floor must be dry swept before washing
 - b) Pre-wiping of utensils, plates, bowls etc to the scrap bin before washing up

- c) *Use of food waste disposal units is not permitted*

PART 2 – CRITERIA FOR APPROVAL TO DISCHARGE LIQUID TRADE WASTE INTO COUNCIL’S SEWERAGE SYSTEM

2.1 FACTORS FOR CONSIDERATION

Council’s decision to accept liquid trade waste into the sewerage system will be based on the discharge meeting Council’s requirements. When determining an application to discharge liquid trade waste into the sewerage system, Council will consider the following factors:

- ⊕ The potential for the liquid trade waste discharge to impact on public health.
- ⊕ The possible impacts the discharge may pose to the environment (land, water, air, noise or nuisance factors).
- ⊕ The potential impacts of the discharge on the health and safety of the local water utility’s employees.
- ⊕ The possible impact of the discharge on Council’s sewerage infrastructure or sewage treatment process.
- ⊕ The capability of the sewerage system (both transportation and treatment components) to accept the quality and quantity of the proposed liquid trade waste discharge.
- ⊕ The impact the liquid trade waste will have on the ability of the sewerage scheme to meet Department of Environment, Climate Change and Water (DECCW) licence requirements.
- ⊕ Compliance of the proposed liquid trade waste discharge with guideline limits in this policy.
- ⊕ The potential impacts of the discharge on the quality of, and management practices for effluent and bio-solids produced from the sewage treatment process.
- ⊕ The adequacy of the pre-treatment process(es) to treat the liquid trade waste to a level acceptable for discharge to the sewerage system, including proposed safeguards if the pre-treatment system fails.
- ⊕ Whether appropriate safeguards are proposed to avoid the discharge of other, non approved waste to the sewerage system.
- ⊕ The adequacy of any chemical storage and handling facilities, and the proposed safeguards for preventing the discharge of chemicals to the sewerage system.
- ⊕ Whether prohibited substances are proposed to be discharged.
- ⊕ The potential for stormwater entering the sewerage system and adequacy of proposed stormwater controls.
- ⊕ Waste minimisation and water conservation programs.
- ⊕ The adequacy of the proposed due diligence program and contingency plan, where required.

2.2 DISCHARGE QUALITY

Council uses DEUS published guideline limits for the acceptance of discharges. Where the guideline limits cannot be met, applicants are required to provide justification for exceeding the limits. Based on the type and the proposed contaminant levels, Council may refuse the application, or may approve it subject to an effluent improvement program, or other conditions being implemented.

2.3 PROHIBITED SUBSTANCES

Some substances are not suitable for discharge to the sewerage system. Table 3 of this policy sets out those substances which must not be discharged to the sewerage system. Council may not grant approval for the disposal of these substances into the sewerage system unless the discharge is specifically approved under section 68 of the *Local Government Act*.

2.4 STORMWATER DISCHARGES FROM OPEN AREAS

Stormwater is a prohibited discharge under this policy. The ingress of stormwater into the sewerage system can cause operational problems to the system and result in sewer overflows, as the sewerage system does not have the capacity for such flows.

Therefore, Council does not generally accept the discharge of stormwater to the sewerage system.

However, it is recognised that it may not always be possible or practical to prevent all stormwater entering into the sewerage system at some liquid trade waste generating premises. The discharge of limited quantities of first flush water from liquid trade waste generating areas will be considered where roofing cannot be provided because of safety or other important considerations.

Before the stormwater within any unroofed area of a liquid trade waste generating premises will be considered for discharge to the sewerage system, the applicant must provide the following information:

- ⊕ reasons why the area cannot be fully or partially roofed and bunded to exclude stormwater;
- ⊕ the dimensions and a plan of the open area under consideration;
- ⊕ the estimated volume of the stormwater discharge;
- ⊕ information on rain gauging;
- ⊕ where a first flush system is proposed, details on how the stormwater will be diverted to the drainage system after the first flush is accepted (the first flush to be limited to first 10 mm of storm runoff);
- ⊕ measures proposed for diverting stormwater away from the liquid trade waste generating area, and;
- ⊕ report on other stormwater management options considered and why they are not feasible.

2.5 FOOD WASTE DISPOSAL UNITS

The use of food waste disposal units (also known as in-sinkerators, in-sink food waste disposers, or garbage grinders) is not permitted. Existing installations in hospitals and nursing homes may be permitted, provided that wastewater is discharged through an adequately sized grease arrestor. For existing premises, a food waste disposal charge will be levied based on the number of beds in the hospital or nursing home (refer to section 3.5.6).

If the hospital or nursing home kitchen is refurbished, the food waste disposal unit must be removed.

2.6 DEVICES THAT MACERATE OR PULVERISE WASTE

Macerators and any other similar devices that are used for pulverising of solid waste are not authorised to connect to Council's sewerage system (Refer MP52-2002 (August) – Manual of Authorisation Procedures for Plumbing and Drainage Products, Standards Australia). Solid waste includes, but is not limited to, sanitary napkin, placenta, surgical waste, disposable nappy, mache bedpan and urine containers.

Therefore Council will not accept any discharges from such devices into its sewerage system.

2.7 USE OF ADDITIVES IN PRE-TREATMENT SYSTEMS

Council does not allow solvents, enzymes, bio-additives and odour control agents to be used in pre-treatment systems (except neutralising chemicals designated for the pre-treatment) except by specific written application and subsequent approval.

TABLE 2 – GUIDELINE LIMITS FOR ACCEPTANCE OF LIQUID TRADE WASTES INTO SEWERAGE SYSTEMS

Parameter	Limits
General Acceptance Guideline Limits	
Flow rate	The maximum daily and instantaneous rate of discharge (kL/h or L/s) is set on the available capacity of the sewer. Large dischargers are required to provide a balancing tank to even out the load on the sewage treatment works.
BOD5 and Suspended Solids	Normally, approved at 300 mg/L each. Concentration up to 600 mg/L and in some cases higher concentration for low mass loadings may be acceptable if the treatment works has sufficient capacity and odour will not be a problem.
COD	Normally, not to exceed BOD5 by more than three times. This ratio is given as a guide only to prevent the discharge of non-biodegradable waste.
Total Dissolved Solids	Up to 4000 mg/L may be accepted. However, the acceptance limit may be reduced depending on available effluent disposal options and will be subject to a mass load limit.
Temperature	Less than 38°C.
pH	Within the range 7.0 to 9.0.
Oil and Grease	1200 mg/L if the volume of the discharge does not exceed 10% of the design capacity of the treatment works, and 50 mg/L if the volume is greater than 10%.
Detergents	All industrial detergents are to be biodegradable. A limit on the concentration of 50 mg/L (as MBAS) may be imposed on large liquid trade wastes.
Colour	No visible colour when the waste is diluted to the equivalent dilution afforded by domestic sewage flow.
Radioactive Substances	The discharge must comply with the Radiation Control Act 1990.

TABLE 2 (CONT) – GUIDELINE LIMITS FOR ACCEPTANCE OF LIQUID TRADE WASTES INTO SEWERAGE SYSTEMS

Parameter	Maximum Concentration (Mg/L)
Acceptance Guideline Limits for Inorganic Compounds	
Ammonia (as N)	50
Boron	25
Bromine	5
Chlorine	10
Cyanide	5
Fluoride	20
Nitrogen (total Kjeldahl)	100
Phosphorus (total)	20
Sulphate (as SO ₄)	100
Sulphide (as S)	1
Sulphite (as SO ₃)	15
Acceptance Guideline Limits for Organic Compounds	
Formaldehyde	50
Phenolic compounds (except pentachlorophenol)	10
Petroleum hydrocarbons (non-flammable)	30
Pesticides (general)	0.1
Pesticides (organophosphates)	Nil
Pesticides (organochlorines)	Nil

TABLE 2 (CONT) – GUIDELINE LIMITS FOR ACCEPTANCE OF LIQUID TRADE WASTES INTO SEWERAGE SYSTEMS

Parameter	Maximum concentration (mg/l)	Allowed daily mass limit (g/d)
Acceptance Guideline Limits for Metals		
Aluminium	100	-
Arsenic	1	2
Cadmium	2	6
Chromium *	5	15
Cobalt	5	15
Copper	5	15
Iron	100	-
Lead	2	6
Manganese	10	30
Mercury	0.02	0.05
Molybdenum	10	30
Nickel	5	15
Selenium	5	15
Silver #	2	6
Tin	5	15
Zinc	5	15
Total metals excluding aluminium, iron, manganese and molybdenum	Less than 30 mg/L and subject to total mass loading requirements	

* Where hexavalent chromium (Cr⁶⁺) is present in the process water, pre-treatment will be required to reduce it to the trivalent state (Cr³⁺), prior to discharge into the sewer. Discharge of hexavalent chromium (Cr⁶⁺) from chromate compounds used as corrosion inhibitors in cooling towers is not permitted.

This limit is applicable to large dischargers. The concentration of silver in photoprocessing waste where a balancing tank is provided is not to exceed 5 mg/L.

TABLE 3 – SUBSTANCES PROHIBITED FROM BEING DISCHARGED INTO THE SEWERAGE SYSTEM

⊕	organochlorine weedicides, fungicides, pesticides, herbicides and substances of a similar nature and/or wastes arising from the preparation of these substances;
⊕	organophosphorus pesticides and/or waste arising from the preparation of these substances;
⊕	any substances liable to produce noxious or poisonous vapours in the sewerage system;
⊕	organic solvents and mineral oil;
⊕	any flammable or explosive substance;
⊕	discharges from “Bulk Fuel Depots”;
⊕	chromate from cooling towers;
⊕	natural or synthetic resins, plastic monomers, synthetic adhesives, rubber and plastic emulsions;
⊕	rain, surface, seepage or subsoil water, unless specifically permitted;
⊕	solid matter;
⊕	any substance assessed as not suitable to be discharged into the sewerage system;
⊕	waste liquids that contain pollutants at concentrations which inhibit the sewage treatment process – refer <i>Guidelines for Sewerage systems: Acceptance of Trade Waste (Industrial Waste)</i> (ARMCANZ/ANZECC, 1994); and
⊕	any other substance listed in a relevant regulation.

PART 3 – MATTERS RELATING TO LIQUID TRADE WASTE APPROVALS

3.1 APPLICATION PROCEDURES

To obtain Council’s approval to discharge liquid trade waste to Council’s sewerage system, a discharger must lodge an application in writing. Application forms are available from Council. If a person wishes to discharge liquid trade waste to the sewerage system but is not the owner of the premises, the person must obtain the owner’s consent to the application.

The applicant must provide the following information:

- ⊕ site owner’s full name, address, contact telephone number;
- ⊕ address of the business/industry where discharge to the sewerage system will occur;
- ⊕ name of contact person for the premises and telephone contact for the business/industry;
- ⊕ type of process/activity generating the trade waste;
- ⊕ normal hours of business operation;
- ⊕ rate of discharge, including:
 - nature of source, and
 - expected maximum and average concentrations of pollutants;

(Where sampling and testing are required to establish the quality of the liquid trade waste, the testing should be carried out in accordance with the procedures set out in the *Standard Methods for the Examination of Water and Wastewater* published by the American Public Health Association, American Water works Association and Water Pollution Control Federation).

- ⊕ chemicals to be used – supply Material Safety Data Sheets;
- ⊕ details of any proposed pre-treatment facilities, location and site plan. Details should include:
 - pre-treatment process details;
 - internal wastewater drainage;
 - pump size;
 - rising main size, length and profile;
 - system operational characteristics;
 - operational procedures; and
 - proposed connection point to the sewerage system;

- ⊕ flow diagram and hydraulic profile of proposed liquid trade waste pre-treatment facilities;
- ⊕ maintenance schedule for pre-treatment equipment, including contractors details;
- ⊕ stormwater drainage plan;
- ⊕ measures for prevention of stormwater ingress into the sewerage system;
- ⊕ manifest showing the location, nature and chemical composition of all substances stored/used on site;
- ⊕ justification for disposing of the waste into the sewerage system over other possible options (if any);
- ⊕ methods of disposal for other wastes that are not to be discharged to the sewerage system;
- ⊕ any relevant environmental impact assessments; and
- ⊕ any additional information as requested by Council.

3.2 APPROVAL OF APPLICATIONS

Council may, under section 86 of the Local Government Act, request an applicant to provide more information to enable it to determine the application.

Where an application is approved, Council will notify the applicant as soon as practical of the approval and any conditions of the approval. The duration of the approval will be as stated in the approval. In cases where Council requires a large discharger to enter into a liquid trade waste agreement (refer section 3.7), Council will issue a deferred commencement approval under section 95 of the Local Government Act requesting the discharger to do so within the time specified in Council's letter. In such cases, the approval will not be operative until the agreement has been executed by the discharger.

An applicant may make a minor amendment or withdraw an application before it is approved by Council. An applicant may also apply to Council to renew or extend an approval, in accordance with section 107 of the Local Government Act.

If an application is refused, Council will notify the applicant of the grounds for refusal. An approval to discharge liquid trade waste to Council's sewer is not transferable. A new application must be lodged and a new approval obtained if there is a change of the approval holder or the activity. Council must be notified of change of ownership and/or occupier in all cases, whether a new approval is required or not, to allow updating of records.

3.3 CONCURRENCE OF THE DEPARTMENT OF ENERGY, UTILITIES AND SUSTAINABILITY

If Council supports an application and has a notice stating that concurrence of the Director – General DEUS can be assumed for the waste relevant to the application, Council will approve the application. Otherwise, Council will seek concurrence from DEUS in accordance with the requirements of section 90(1) of the Local Government Act.

Liquid trade waste discharges are divided into three classifications for the purpose of the concurrence process:

- ⊕ Concurrence Classification A – liquid trade waste discharges for which Council may automatically assume concurrence to the approval subject to certain requirements. These are listed in Table 4 overleaf.
- ⊕ Concurrence Classification B – liquid trade waste discharges to the sewerage system whereby Council may apply to the Director – General DEUS for assumed concurrence to the approval subject to certain requirements; and
- ⊕ Concurrence Classification C – all other liquid trade waste discharges that do not fall within Concurrence Classification A or Concurrence Classification B, and therefore require Council to apply to DEUS for concurrence.

TABLE 4 – LIQUID TRADE WASTE DISCHARGES WITH AUTOMATIC ASSUMED CONCURRENCE

Commercial retail food preparation activities	Other commercial activities
Bakery (retail)	Animal wash (pound, stables, racecourse, kennels, mobile animal wash and veterinary with no xray)
Bed & Breakfast (<10 persons)	Beautician
Bistro	Boiler blowdown
Boarding house/hostel kitchen	Car detailing (excluding automatic drive through and self serve washes)
Butcher shop (retail)	Cooling tower
Café/coffee shop/coffee lounge	Craft activities (making of clay pottery, ceramics, cutting and polishing of gemstones or making of jewellery at clubs, cottage industries)
Canteen	Dental surgery/dental specialist
Cafeteria	Dental technician
Chicken/poultry shop (only fresh chickens/game sold)	Doctor's surgery-plaster casts (no xrays, no laboratory)
Chicken/poultry shop (retail BBQ/charcoal chicken)	Florist
Clubs (kitchen wastes)	Funeral parlour, morgue
Commercial kitchen/caterer	Hairdressing (includes barbers)
Community halls/civic centre	Jewellery shop
Day care centre	Laboratory (pathology/analytical)
Delicatessen	Laundry or Laundromat (coin operated)
Doughnut shop	Lawnmower repairs
Fast food outlet (McDonalds, KFC, Burger King, Pizza Hut, Red Rooster etc)	Mechanical repairs/workshop
Fish shop (retail – fresh and/or cooked)	Optical services
Food caravan	Pet shop (retail)
Fruit and vegetable shop (retail)	School (Primary & Secondary)
Function centre	Service station workshop
Hotel	Stone working
Ice cream parlour	Swimming pool/spa/hydrotherapy
Juice bar	Vehicle (car) washing (by hand/wand or underbody/engine degrease only)
Mixed business	Venetian blind cleaning
Motels	Veterinary/animal kennels with xray
Nightclub	Waterless minilab
Nursing home kitchen	
Nut shop	
Patisserie (croissants and muffins)	
Pie shop	
Pizza shop	
Restaurant	
Salad bar	
Sandwich shop	
Schools (Primary & Secondary)	
Snack bar	
Supermarket (with butcher / delicatessen / seafood / or charcoal chickens)	
Take away food shop	

Notes:

The discharge must be less than 5 kL/d or 1000 kL/a except in the case of commercial retail food preparation activities, where up to 16 kL/d is included in this category. If the discharge of an activity exceeds these volumes, the application must be treated as Concurrence Classification B (Chapter 5 of *DEUS Concurrence Guidelines for Discharge of Liquid Trade Waste to the Sewerage System*). Discharges over 20 kL/d must be treated as Classification C.

3.4 LIQUID TRADE WASTE CHARGING CATEGORIES

Three classifications of liquid trade waste have been established for concurrence purpose, Classification A, B and C (refer section 3.3). For trade waste charging purposes liquid trade waste dischargers are divided into three charging categories, Category 1, 2 and 3.

Figure 1 below shows that Classification A dischargers fall into Charging Category 1 or Category 2 on the basis of the extent of pre-treatment required. Classification B discharges fall into Charging Category 2, except for a few discharges with low impact on the sewerage system which fall into Category 1. Classification C discharges fall into Charging Category 3.

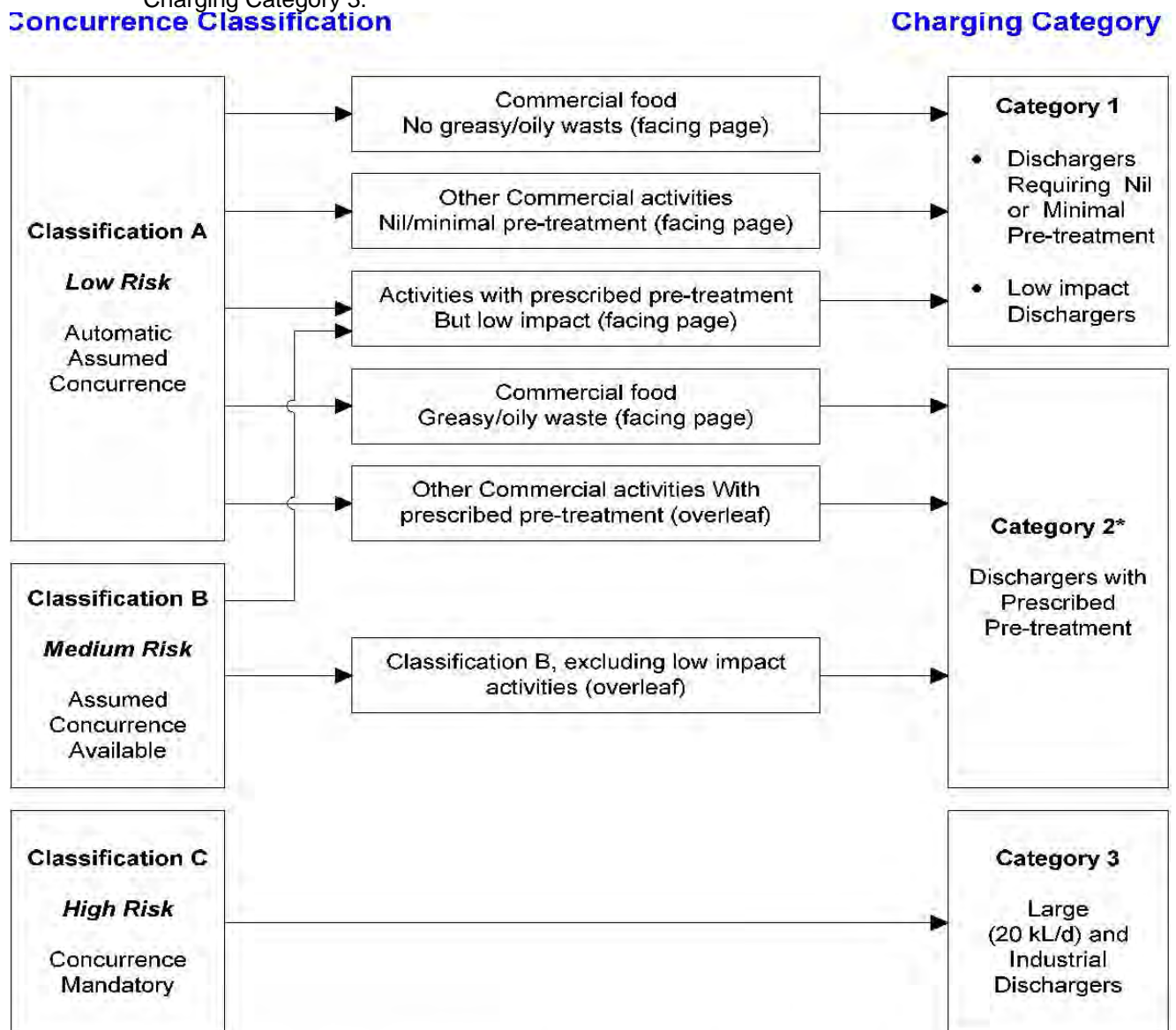


Figure 1 – Charging Categories for Trade Waste

The three charging categories for liquid trade waste dischargers are discussed below.

CATEGORY 1 DISCHARGER (requiring nil or minimal pre-treatment)

Category 1 liquid trade waste dischargers are those conducting an activity deemed by Council as requiring nil or only minimal pre-treatment equipment and whose effluent is well defined and of a relatively low risk to the sewerage system. Also included are classification A or B

activities with prescribed pre-treatment but low impact on the sewerage system.

- ⊕ Trade waste dischargers requiring nil or minimal pre-treatment include:
Classification A activities – Retail food outlets with no hot food prepared and/or foods that generate an oily/greasy waste: bakery (only bread baked on site), bistro (sandwiches, coffee only), café/coffee shop/coffee lounge, canteen, community hall (minimal food), day care centre, delicatessen, fruit and vegetable shop, hotel, ice cream parlour (take away only), juice bar, mixed business, motel, nightclub, nut shop, pizza cooking/reheating (no preparation or washing up on site, pizza heated and sold for consumption off site), potato peeling (small operation), sandwich shop/salad bar, take away food outlet.
Classification A activities – Other commercial activities: animal wash, hairdressing/beautician, crafts <200 L/d, dental surgery (plaster casts, no xray unless digital), doctors surgery (plaster casts, no xray), florist, funeral parlour, morgue, jewellery shop, optical service (retail), pet shop, public swimming pool, Venetian blind cleaning, veterinary (no xray).
- ⊕ Classification A or B activities with prescribed pre-treatment but low impact on the sewerage system: boiler blowdown, cooling tower, educational facilities (primary and secondary school, tertiary institution laboratory), industrial boilers, jewellery (stone cutting), laboratory, laundry, medical centre (no xray), mobile garbage bin washing, optical services, plants retail, vehicle washing.

CATEGORY 2 DISCHARGER (requiring prescribed pre-treatment)

Category 2 liquid trade waste dischargers are those conducting an activity deemed by Council as requiring a prescribed type of liquid trade waste pre-treatment equipment and whose effluent is well characterised.

- ⊕ Trade waste dischargers with prescribed pre-treatment include:
Classification A activities – Premises that prepare and/or serve hot food or foods that generate an oily/greasy waste: bakery (pies, sausage rolls, quiches, cakes, pastries with creams or custards), bistro, boarding house/hostel kitchen, butcher, café/coffee shop/coffee lounge, cafeteria, canteen, fast food outlet, chicken/poultry shop, club, community hall², commercial kitchen/caterer, nursing home, patisserie, supermarket, doughnut shop, fish shop (cooking on site), function centre, hotel, ice cream parlour, motel, nightclub, pizza cooking, restaurant, sandwich shop/salad bar, take away food outlet.

Other commercial Classification A activities: car detailing, craft activities >200 L/d, dental surgery with xray, lawnmower repairs, mechanical workshop, stone working, veterinary (with xray), waterless mini lab.

Classification B activities: auto dismantler, bus/coach depot, car/truck dealership (fleet vehicle operations), construction equipment maintenance and cleaning, equipment hire, maintenance and cleaning, forklift maintenance, glass cutting and grinding (not optical eg windscreens), graphic arts, medical centre (with xray), hospital (with or without xray), oyster processing – shucking, panel beating, photographic lab, screen printing, service station forecourt, shopping complex, tray work/manual development, truck wash, water wash mini lab, xray radiologist.

- ⊕ Other Classification A activities: fish shop (fresh fish for retail).

CATEGORY 3 DISCHARGER (large or industrial waste dischargers)

Category 3 liquid trade waste dischargers are those conducting an activity which is of an industrial nature and/or which results in the discharge of large volumes (over 20 kL/d) of liquid trade waste to the sewerage system. Any Category 1 or 2 discharger whose volume exceeds 20 kL/d becomes a Category 3 discharger.

Large trade waste dischargers and other Classification C activities include:

- ⊕ abattoir, brewery, cosmetics/perfumes manufacture, dairy processing milk/ cheese/ yoghurt/ ice cream etc), food processing (cereals/cannery/confectionary/edible oils/fats/essence/flavours/fish/fruit

juice/gelatine/honey/meat/pickles/smallgoods/vinegar/yeast manufacture etc), fruit processing, flour milling, glue manufacturer, egg processing, pet food processing, potato chip manufacture, poultry processing, saleyards, seafood processing, soft drink/cordial manufacture, starch manufacture, sugar distillery/refinery, tanker cleaning, tannery, tip leachate, transport depot/terminal, wholesale meat processing, wine/spirit manufacture.

Dischargers of industrial waste include the following Classification C activities:

- ⊕ abrasives (mining), acid pickling, adhesive/latex, agricultural rural and veterinary drugs, airport terminal, anodising, bitumen and tar, bottle washing, cardboard and carton manufacture, caustic degreasing, chemical manufacture, cyanide hardening, detergent processing, drum washing, electroplating, engine gearbox reconditioning, extrusion and moulding (plastic/metal), feather washing, fellmonger, felt manufacture, fertilisers, fiberglass manufacture, filter cleaning, foundry, galvanising, gas production, glass manufacturing, ink manufacture, liquid wastewater treatment facility (grease trap receive depot and other pump out waste depot), metal finishing, metal processing (refining/rubling/non-cyanide heat treatment/phosphating/photo engraving/printed circuit etching/sheet metal fabrication etc), oil recycling (petrochemical), paint stripping, paint manufacture, paper processing, pharmaceuticals, powder coating, printing (newspaper, lithographic), radiator repairer, sandblasting, slipway, soap/detergent manufacture, timber processing (joiner and furniture/plywood/hardwood), textile processing (wool dyeing/spinning/scouring), waxes and polishes.
 - 1 Excludes low impact activities, listed under Category 1
 - 2 If the type and size of kitchen fixtures installed enable catering for large functions

PHASING IN OF CHARGES

As indicated in the *guidelines for Best Practice Management Water Supply and Sewerage, May 2004*, increases in trade waste fees and charges may be phased in over a period of up to 3 years.

3.5 LIQUID TRADE WASTE FEES AND CHARGES

Council provides sewerage and liquid trade waste services on a commercial basis, with cost recovery through sewerage and liquid trade waste fees and charges. Council's proposed fees and charges are advertised annually for public comment in its draft Management Plan. In addition to the trade waste fees and charges described below, Council may elect to include any trade waste charges shown in Appendix E of Water Supply, Sewerage and Trade Waste Pricing Guidelines, Department of Land and Water Conservation (2002).

Liquid trade waste discharged to the sewerage system from industrial, commercial or other non-residential customers can impose significant costs on sewage transport and treatment facilities. To recover these costs and to ensure removal of existing significant cross subsidies from residential customers, appropriate fees and charges will be levied for liquid trade waste.

Council's liquid trade waste fees and charges may include:

- ⊕ An application fee
- ⊕ Annual trade waste fee
- ⊕ Re-inspection fee
- ⊕ Trade waste usage charge
- ⊕ Excess mass charges
- ⊕ Food waste disposal charge
- ⊕ Non-compliance excess mass charge
- ⊕ Non-compliance penalty

3.5.1 APPLICATION FEE

The application fee recovers the cost of administration and technical services provided by Council in processing applications for approval to discharge liquid trade waste to the sewerage system. The application fee will be allocated on the basis of the category into which the discharger is classified and reflects the

complexity of processing the application. Application fees will be set annually by Council.

3.5.2 ANNUAL TRADE WASTE FEE

The purpose of this fee recovers the cost incurred by Council for administration and the scheduled inspections each year to ensure a liquid trade waste discharger's ongoing compliance with the conditions of their approval.

As part of an inspection, Council or its agents may undertake monitoring of the liquid trade waste discharges from a premises or business. Such monitoring may include but is not limited to, flow measurement and the sampling of the liquid trade waste. Where more than one instance of such monitoring is undertaken by Council, or its agents, in a financial year, the cost involved may be recovered from the discharger.

Annual liquid trade waste fees are determined on the basis of the category of the discharger and are proportionate to the complexity of their inspection and administration requirements. Annual trade waste fees will be set by Council. Where the discharger is required to pay for monitoring this will be charged on the basis of full cost recovery.

3.5.3 RE-INSPECTION FEE

Where non-compliance with the conditions of an approval has been detected and the discharger is required to address these issues, Council will undertake re-inspections to confirm that remedial action has been satisfactorily implemented. Council will impose a fee for each re-inspection. The re-inspection fee will be set annually by Council on the basis of full cost recovery. A re-inspection may include the monitoring of liquid trade waste discharges, the cost of which may be recovered from the discharger.

3.5.4 TRADE WASTE USAGE CHARGE

The trade waste usage charge is imposed to recover the additional cost of transporting and treating liquid trade waste from Category 2 dischargers.

Trade Waste Usage Charge (\$) = Q x (charge to be determined) / kL 3
Where Q = Volume (kL) of liquid trade waste discharged to sewer

Note:

1. As indicated on page 30 of the Water Supply, Sewerage and Trade Waste Pricing Guidelines, existing Category 2 dischargers who have not installed and maintained appropriate⁴ pre-treatment facilities will be required to pay a trade waste usage charge of \$(charge to be determined)/kL.
2. This waste usage charge applies to a discharger with appropriately sized and maintained pre-treatment facilities. However, if Council's inspection of such a discharger's premises reveals that the pre-treatment equipment had not been properly maintained or desludged, a higher trade waste usage charge (to be determined) will be applied for the relevant billing period.

3.5.5 EXCESS MASS CHARGES

Excess mass charges will apply for substances discharged in excess of the deemed concentrations in domestic sewage shown in Schedule 5 below. For excess mass charge calculation, equation (1) below will be applied.

TABLE 5 – DEEMED CONCENTRATION OF SUBSTANCES IN DOMESTIC SEWAGE *

SUBSTANCE	CONCENTRATION (mg/L)
Biochemical Oxygen Demand (BOD5)	300
Suspended Solids	300
Total Oil and Grease	50
Ammonia (as Nitrogen)	35
Total Kjeldahl Nitrogen	50
Total Phosphorus	10
Total Dissolved Solids	1000

* SO₄ concentration; the higher of 50 mg/L and the concentration in the potable water supply

NB Substances not listed in Table 5 are deemed not be present in domestic sewage

Liquid Trade Waste Excess Mass Charge (\$) = ((S - D) × U × Q) / 1,000 (1)

Where

S = Concentration (mg/L) of substance in sample

D = Concentration (mg/L) of substance deemed to be present in domestic sewage

Q = volume (kL) of liquid trade waste discharged to the sewerage system

U = Unit prices (\$/kg) for disposal of substance to the sewerage system

Effluent from some undersized grease arrestors could be improved by installing a surge control device into a grease arrestor or by increasing the pump out frequency. Such devices are deemed by Council to be appropriate pre-treatment devices (for that particular discharger only).

Note: While, equation (1) above is applicable for excess mass charges for wastes complying with acceptance limits in the Concurrence Guidelines for Discharge of Liquid Trade Waste to the Sewerage System, Council will use an exponential type equation for certain large trade waste dischargers with high strength waste as shown in equation (2) below for BOD and in equation (3) for pH being outside the approved range.

Equation (2) provides a strong incentive for dischargers to reduce the strength of waste and will be applied in cases where Council approves acceptance limits higher than 600 mg/L. In addition, equation (5) below will be used where any large discharger has failed to meet their approved BOD limit on at least 2 instances in a financial year.

Equation (3) provides an incentive for dischargers to apply appropriate pH correction so their waste remains within the approved pH limits. Where a large discharger fails to meet their pH limits on 2 or more occasions in a financial year, Council will require the discharger to install and permanently maintain a pH chart recorder or data logger as control of pH is critical to minimising odour corrosion problems in the sewerage system.

Equation for BOD > 600 mg/L

Charges for BOD per kg (\$/kg) = $2Cx(\text{Actual BOD} - 300 \text{ mg/L}) / 600 \text{ mg/L} \times 1.05$
(Actual BOD - 600 mg/L) / (600 mg/L) (2)

Where C = BOD5 600 mg/L charge /kg (\$)

Equation (2) would result in the following excess mass charges:

For BOD5 600 mg/L charge of \$0.54/kg

BOD5 1200 mg/L charge of \$1.70/kg

BOD5 2400 mg/L charge of \$4.38/kg

In the case of pH

Charge for pH where it is outside the approved range. *

Charge per kL = $K \times (\text{actual pH} - \text{approved pH})^2$ (actual pH - approved pH)*

* absolute value to be taken

Where K = 0.3 for 2002/03 and must be indexed in accordance with changes in CPI

Example: pH range approved 7.0 to 9.0

$$\text{Case 1: pH measured 6.0 Charge (\$/kL)} = 0.3 \times [6 - 7] \times 2^{\frac{[6-7]}{[11-9]}} = \$0.6/\text{kL}$$

$$\text{Case 2: pH measured 11.0 Charge (\$/kL)} = 0.3 \times [11 - 9] \times 2^{\frac{[11-9]}{[11-9]}} = \$2.4/\text{kL}$$

3.5.6 FOOD WASTE DISPOSAL CHARGE 5

Where Council has approved installation of a food waste disposal unit for a hospital, nursing home or other eligible facility to discharge to the sewerage system, the following additional food waste disposal charge will be payable annually.

Food Waste Disposal Charge (\$) – B x UF

Where B = Number of beds in hospital or nursing home UF = Unit price (\$/per bed) for a food waste disposal unit at a hospital or nursing home

⁵ For existing installations only. New installations are not permitted.

3.5.7 NON-COMPLIANCE EXCESS MASS CHARGES

Where a discharge quality fails to comply with the approved concentration limits of substances specified in Council's approval conditions (or the acceptance criterion listed in Council's trade waste policy), Council incurs additional costs in accepting and treating that waste. Council may also face problems with the effluent and biosolids management.

In order to recover Council's costs for non-compliant excess mass charges, the following equation shall apply.

$$\text{Non-Compliance Excess Mass Charges (\$)} = ((S-A) \times Q \times 2U) / 1,000 + ((S-D) \times Q \times U) / 1,000 \quad (4)$$

Where

S = Concentration (mg/L) of substance in sample.

A = Maximum concentration (mg/L) of pollutant as specified in Council's approval (or liquid trade waste policy).

Q = Volume (kL) of liquid trade waste discharged for the period of non-compliance.

U = Unit prices (\$/kg) for disposal of pollutant to sewerage system, as per section 3.5.5.

D = Concentration (mg/L) of substance deemed to be present in domestic sewage.

In the case of high strength wastes or non-compliance by large dischargers as indicated in the first paragraph of page 30, non-compliance excess mass charges for BOD will be as shown in equation (5) below:

$$\text{Non-compliance Excess Mass Charge} = \frac{2 \times C \times (A - 300 \text{ mg/L}) / 600 \text{ mg/L} \times 1.05^{\frac{(A - 600 \text{ mg/L})}{600 \text{ mg/L}}} + 2 \times C \times (\text{Actual BOD} - A) / 600 \text{ mg/L} \times 1.05^{\frac{(\text{Actual BOD} - 600 \text{ mg/L})}{600 \text{ mg/L}}}}{1} \quad (5)$$

Where C = BOD5 600 mg/L charge /kg (\$)

For example, if BOD5 measured level is 2400 mg/L and the acceptance limit in Council's approval is 600 mg/L, equation (5) would result in a non-compliance excess mass charge of \$8.04 /kg.

The non-compliance excess mass charges shown are in lieu of the excess mass charges in section 3.5.5.

NB Council will continue applying the above non-compliance excess mass charge until the quality of discharge complies with Council's approved quality)or the trade waste policy) limits, within the time frame determined by Council for remedying the problem. If the discharger fails to rectify the problem within this time frame, the discharger may be required to cease discharging liquid trade waste into Council's sewerage system and may also be required to pay a 'non-compliance penalty' as indicated in the following section.

3.5.8 NON-COMPLIANCE PENALTY

The non-compliance penalty covers instances where Council may seek compensation for its costs relating to legal action, damage to infrastructure, incurred fines and other matters resulting from illegal, prohibited or unapproved liquid trade waste discharged to the sewerage system. Also included are fines under:

- ⊕ Protection of the Environment Operations Act 1997, section 120(1) (pollution of any waters by a discharger who fails to comply with the conditions of approval for discharge of liquid trade waste to sewer);
- ⊕ Local Government Act, 1993 section 627 (Failure to comply with an approval), section 628 (Failure to comply with an order). Non-compliance penalties will be pursued by legal action.

3.5.9 RESPONSIBILITY FOR PAYMENT OF FEES AND CHARGES

Property (land) owners are responsible for the payment of fees and charges for water supply, sewerage and liquid trade services provided by Council. Where another party (lessee) leases premises any reimbursement of the lessor (property owner) for such fees and charges is a matter for the lessor and the lessee.

3.6 MONITORING

Council will carry out inspections of the premises of all liquid trade waste dischargers and their treatment facilities at least once per annum. Inspection of the large and industrial dischargers will be carried out as specified in approval conditions.

The Applicant may be required to monitor the liquid trade waste discharge as a condition of an approval or agreement. They may also be required to pay for any sampling and testing of liquid trade waste undertaken by Council.

For this purpose, an inspection/sampling point, where the waste can be inspected and sampled, will be specified in the approval and/or agreement. This point will normally be located just before the discharge enters the sewerage system. The discharger may need to install a suitable method of flow measurement.

Council may require the discharger to:

- ⊕ Install a permanent primary measurement device;
- ⊕ Measure the volume and flow rate using the permanently installed flow measurement system (such as a flow metering system); or
- ⊕ Install a flow measurement device on a temporary basis and obtain enough data to determine a basis for assessing the flow rate and volume; and
- ⊕ Provide a system which allows obtaining a flow weighted composite sample.

Testing of samples is to be undertaken by a NATA registered or other laboratory recognised by DEUS to ensure reliable and accurate results. Where the discharger is sampling the effluent, Council may randomly take duplicates to confirm the waste characteristics.

3.7 LIQUID TRADE WASTE AGREEMENTS

In addition to its approval under the *Local Government Act*, Council may require persons who wish to discharge liquid trade waste in large volumes (discharge >20 kL/d) or industrial waste (Concurrence Classification C type dischargers) into its sewerage

system to enter into a liquid trade waste agreement with Council. The agreement will set out the conditions associated with the discharge and execution of the agreement will be a condition of the approval issued by Council (refer section 3.2). The conditions will be binding on the applicant and the Council. The agreement will be for a period of up to five years. No discharge is to be made to Council's sewerage system until an agreement or an interim agreement has been executed.

Provision can be made in the agreement for (in addition to Council's approval conditions):

- ⊕ Additional conditions for discharge of liquid trade waste;
- ⊕ Fees and charges;
- ⊕ Cancellation of the agreement and/or order to cease the discharge if the discharger is found to be in breach of the agreement or the liquid trade waste approval or, in the opinion of Council, the waste is adversely affecting the sewerage system or the environment;
- ⊕ Entry by Council officers to inspect the liquid trade waste collection, treatment, monitoring and disposal system;
- ⊕ The applicant to notify Council in advance of any changes that may affect the quality and quantity of the liquid trade waste; and
- ⊕ The amount of bond/security to be lodged with Council prior to discharging to the sewerage system.

3.8 ENFORCEMENT OF APPROVALS AND AGREEMENTS (SEE THE ATTACHED SAMPLE AGREEMENT)

Any person who fails to obtain Council's approval to discharge liquid trade waste into the sewerage system, or fails to comply with the conditions of the approval, may be liable to a penalty as provided under the Local Government Act (sections 626, 628 and 634 to 639).

Discharging of liquid trade waste without obtaining Council's approval is an offence under section 120 of the Protection of the Environment Operations Act 1997 and clause 55 of the Protection of the Environment Operations (General) Regulation 1998.

Any person who fails to comply with the terms and conditions of a liquid trade waste agreement (ie there is a breach of the agreement) will be required to indemnify the Council against any resulting claims, losses or expenses in accordance with section 9 of the agreement. Suspensions may also apply and may include a notice to cease the discharge.

3.9 MODIFICATION AND REVOCATION OF APPROVALS

Council reserves the right to modify or revoke an approval to discharge liquid trade waste to the sewerage system in any of the following circumstances:

- ⊕ If the approval was obtained by fraud, misrepresentation or concealment of facts;
- ⊕ For any cause arising after the granting of the approval which, had it arisen before the approval was granted, would have caused the Council not to have granted the approval;
- ⊕ For failure to comply with a requirement made by or under the Local Government Act 1993 relating to a condition of the approval; or
- ⊕ For failure to comply with a condition of the approval.

3.10 PREVENTION OF WASTE OF WATER

Water must be used efficiently and must be recycled where practicable. It is an offence under section 637 of the Local Government Act 1993 and its Regulation (refer to Attachment B) to waste or misuse water.

Dilution of trade waste with water from any non-process source including Council's water supply, bore water, groundwater and/or stormwater as a means of reducing pollutant concentration is therefore strictly prohibited.

3.11 EFFLUENT IMPROVEMENT PROGRAMS

Where the existing liquid trade waste discharged does not meet Council's requirements, the applicant may be required to submit an 'effluent improvement program' setting out how Council's requirements will be met. The proposed plan must detail the methods/actions proposed to achieve the discharge limits and a timetable for implementation of the proposed actions. Such actions may include more intensive monitoring, improvements to work practices and/or pre-treatment facilities to improve the effluent quality and reliability.

3.12 DUE DILIGENCE PROGRAMS AND CONTINGENCY PLANS

For Concurrence Classification A discharges, a discharger is not required to submit either a due diligence program or a contingency plan.

A discharger may be required to submit a due diligence program and a contingency plan for *Concurrence Classification B discharges* where it is considered that the discharge may pose a potential threat to the sewerage system. If required a due diligence program and contingency plan must be submitted to Council within six months and three months respectively of receiving a liquid trade waste approval.

For *Concurrence Classification C discharges* a discharger must provide a due diligence program and contingency plan to Council within six months and three months respectively of receiving a liquid trade waste approval.

It should be noted that:

- 1 If the discharger has an accredited environmental management system in place, a due diligence program and contingency plan will not be required. However, proof of accreditation must be provided to Council with the application.
- 2 Where Council considers there is potential risk to the sewerage system from a discharge, it may request a due diligence program and contingency plan be submitted prior to commencing the discharge.

**ATTACHMENT A
BETWEEN**

1. [COUNCIL]

AND

[APPLICANT]

SAMPLE

LIQUID TRADE WASTE SERVICES AGREEMENT FOR SELECTED CATEGORY 3
DISCHARGERS

LIQUID TRADE WASTE SERVICES AGREEMENT
BETWEEN

1. The Council

AND

2. The Applicant

RECITALS

- A. The Council is the owner and operator of a sewerage system within the _____ area.
- B. The Applicant has made application to the Council to discharge liquid trade waste from the Premises into the Council's sewerage system.
- C. The application has been approved by the Council on certain conditions ("the Approval"), including the condition that the Council and the Applicant enter into this Agreement.
- D. The Director-General of the Department of Energy, Utilities and Sustainability has concurred in the Approval in accordance with clause 28 of the *Local Government (General) Regulation*.
- E. The Approval does not operate until this Agreement has been executed by both parties.
- F. The parties enter this Agreement in consideration of the mutual promises contained herein.

OPERATIVE PART

1. DEFINITIONS AND INTERPRETATION

1.1 In this Agreement, unless the context otherwise requires:

"Act" means the *Local Government Act 1993 (NSW)*

"Annexure" means the annexure to this Agreement.

"Annual Management Plan" means the annual management plan of the Council, as adopted by the Council from time to time.

"Applicant" means the entity as such in the Annexure.

"Approval" means the approval described in Recital C.

"Council" means the council named as such in the Annexure.

"Liquid Trade Waste Services" means the making available by the Council of its sewerage system for connection to the Premises, for the purpose of discharge by the Applicant of its liquid trade waste.

"Premises" means the premises described in the Annexure.

- 1.2 Unless the context otherwise requires:
- a. A reference to this Agreement is a reference to this Agreement, including the Annexure, as amended from time to time in accordance with its terms.
 - b. A reference to the discharge of liquid trade waste means the discharge of liquid trade waste by the Applicant from the Premises to the Council's sewerage system.
 - c. A reference to any legislation is a reference to such legislation as amended from time to time.
 - d. Where the Applicant is comprised of more than one person, each obligation of the Applicant will bind those persons jointly and severally and will be enforceable against them jointly and severally.

2. LIQUID TRADE WASTE SERVICES

The Council will provide the Liquid Trade Waste Services to the Applicant on the terms of this Agreement.

3. ADDITIONAL CONDITIONS FOR DISCHARGE OF LIQUID TRADE WASTE

- 3.1 The Applicant may discharge liquid trade waste to the Council's sewerage system in accordance with the Approval and subject to this Agreement.
- 3.2 The Applicant must comply with all applicable Acts, regulations, by laws, proclamations and orders and with any lawful direction or order given by or for the Council or any other competent authority.
- 3.3 The Applicant must not discharge liquid trade waste contrary to this Agreement or the Approval or in any manner which may have an adverse effect on any person or property (including the sewerage system and the ecological system in the waters, land or area receiving sewage treatment works effluent or biosolids), or which may cause the Council to be in breach of any applicable Act, regulation, by law, proclamation or order or of any lawful direction given by or for any competent authority.
- 3.4 The Applicant must at its own cost monitor its discharges in accordance with the requirement set out in the Approval and must maintain records of such monitoring for inspection by the Council for such period as may be specified in the Approval.
- 3.5 The Council will carry out routine sampling and testing of the waste stream.
- 3.6 Where any flow metering device is installed, the Applicant must at its own cost cause the device to be calibrated at least annually by a person or company approved by the Council. The Applicant must obtain a calibration certificate and provide a copy of the certificate to the Council within one month of receiving it.
- 3.7 If the Applicant is required to cease discharging liquid trade waste for any period, then the Applicant must cease discharging such waste for the period specified.
- 3.8 Where the Applicant ceases to discharge waste in the circumstances prescribed in clause 3.7, the Council may, at its discretion, elect to refund part of the annual trade waste fee payable by the Applicant on a pro rata basis, calculated according to the period of suspension.
- 3.9 If this Agreement is terminated, the Applicant must immediately cease to discharge liquid trade waste.

4. FEES AND CHARGES

- 4.1 In accordance with section 560 of the *Local Government Act*, Council will levy all water supply, sewerage and liquid trade waste fees and charges on the owner of the

property.

4.2 In consideration of provision of the Liquid Trade Waste Services, the fees and charges as specified in the Council's Annual Management Plan and notified by Council to the owner and the Applicant must be paid to the Council, including fees for sampling and testing by Council accordance with the Approval.

4.3 Fees and charges payable will include both non-residential sewerage charges and liquid trade waste fees and charges.

4.4 All monies payable to the Council must be paid within the time specified in the notice of charge.

5. GST

5.1 To the extent that a party to this Agreement ("GST Supplier") is or becomes liable to pay GST in connection with any Supply made under this Agreement and the amount of any such GST is not included in the amount payable under this Agreement:

- (a) the GST Supplier may add to the price of the Supply an amount equal to the GST payable on the Supply ("GST Amount").
- (b) the other party will pay the GST Supplier the price for the Supply in accordance with this Agreement plus the GST Amount.

5.2 If, for any reason, the GST Supplier's GST liability in respect of a particular Supply is different from the amount of GST paid by the other party:

- (a) the GST Supplier must immediately repay to the other part the amount of any excess paid by the other party above the GST Supplier's GST liability; or
- (b) the other party must pay the deficiency in the amount previously paid by the other party to the GST Supplier for that Supply, as appropriate.

5.3 The Applicant warrants that it is registered for GST purposes as at the date of this Agreement and will continue to be so for the term of this Agreement.

6. TERM

6.1 This Agreement will commence from the date it is signed on behalf of the Council, and will continue until the Applicant's Approval is revoked or the Applicant permanently ceases to discharge liquid trade waste pursuant to the Approval, whichever is the earlier. Upon such revocation or permanent cessation of the approved activity this Agreement shall automatically terminate by operation of this clause.

6.2 Termination of this Agreement is without prejudice to any accrued rights or obligations of either Party.

7 POWERS OF THE COUNCIL

7.1 The Council may enter the Premises at a reasonable hour in the daytime or at any hour during which business is in progress or is usually carried on at the Premises for the purpose of conducting any inspection, examination, testing, monitoring or sampling to determine whether the Applicant is complying with the conditions of this Agreement.

7.2 The Applicant acknowledges that the Council has statutory powers available to it under the Local Government Act 1993 and other Acts to issue orders and directions to the Applicant in relation to the discharge of liquid trade waste. The Applicant undertakes to comply with each such order or direction that may be notified by the Council to the Applicant within the time specified for compliance in that order or direction.

7.3 The Applicant releases the Council from any liability to the Applicant for any loss or

damage due to the disruption of the Applicant's business arising out of the exercise of Council's rights pursuant to this clause.

8. INFORMATION SUPPLIED BY THE APPLICANT

8.1 The Applicant warrants that all information in its application for approval is true, complete and accurate to the best of its knowledge.

8.2 The Applicant must immediately notify the Council in writing of any error or omission in that information or any change to the information of which the Applicant becomes aware.

8.3 The Applicant must not provide any false or misleading information to the Council.

9. INDEMNITY

9.1 The Applicant indemnifies the Council from and against any claims, losses or expense (including legal costs on a solicitor and client basis) which the Council pays, suffers, incurs or is liable for as a result of:

- (a) any unlawful, negligent, reckless or deliberately wrongful act or omission of the Applicant or its personnel or agents in connection with the discharge of liquid trade waste, including (without limitation) such acts or omissions which cause damage to property, personal injury or death; and
- (b) a breach of this Agreement by the Applicant.

9.2 The Applicant's liability to indemnify the Council shall be reduced proportionally to the extent that any unlawful, negligent, reckless or deliberately wrongful act or omission of the Council caused or contributed to the liability or loss.

10 INSURANCE

The Applicant must effect and maintain from the term of this Agreement a public risk policy of insurance in the minimum of the sum specified in the Annexure and must, upon request by Council, produce evidence of such insurance to the Council.

11. BOND

11.1 The Applicant must pay to the Council a bond in the sum specified in the Annexure.

11.2 The Council may at any time and without prior notice to the Applicant have recourse to the bond for the recovery of any sum due and owing by the Applicant to the Council.

11.3 Where the applicant fails to cease discharging trade waste as prescribed in clause 3.7, the Council may require the applicant to forfeit 50% of the bond.

11.4 The Council must return the bond to the Applicant, less any amount deducted by the Council under this clause, upon termination of this Agreement.

12 NO ASSIGNMENT

The Applicant may not assign or otherwise transfer its rights and/or obligations under this Agreement.

13. NOTICES

13.1 A notice under this Agreement must be:

- (a) in writing, directed to the representative of the other party as specified in the Annexure; and

- (b) forwarded to the address, facsimile number or the email address of that representative as specified in the Annexure or the address last notified by the intended recipient to the sender.

13.2 A notice under this Agreement will be deemed to be served:

- (a) in the case of delivery in person – when delivered to the recipient’s address for service and a signature received as evidence of delivery;
- (b) in the case of delivery by post – within three business days of posting;
- (c) in the case of delivery by facsimile – at the time of dispatch if the sender receives a transmission report which confirms that the facsimile was sent in its entirety to the facsimile number of the recipient;
- (d) in the case of delivery by email, on receipt of confirmation by the recipient that the recipient has received the email.

13.3 Notwithstanding the preceding clause 13.2, if delivery or receipt of a communication is on a day which is not a business day in the place to which the communication is sent or is later than 5.00 pm (local time in that place) it will be deemed to have been duly given or made at 9.00 am (local time at that place) on the next business day in that place.

14. VARIATION

14.1 If the Applicant’s Approval is discharge liquid trade waste from the Premises is varied, this Agreement shall be deemed to be varied in accordance with the variation made to that approval or to the fees, by operation of this clause.

14.2 In addition to automatic variation under clause 14.2, this Agreement may be varied by written agreement of the parties, provided that a variation to this Agreement that is inconsistent with:

- (a) the Approval, including rights granted under, and conditions attached to, the Approval;
- (b) any applicable legislation; or
- (c) Council’s Annual Management Plan in respect of applicable fees and charges.

15 SEVERABILITY

If any part of this Agreement is prohibited, void, voidable, illegal or unenforceable, then that part is severed from this Agreement but without affecting the continued operation, so far as possible, of the remainder of this Agreement.

16. APPLICABLE LAW

16.1 This Agreement is governed by, and must be construed in accordance with, the laws in force in the State of New South Wales.

16.2 Each party submits to the exclusive jurisdiction of the courts exercising jurisdiction in the State of New south Wales and the courts of appeal there from.

17 RIGHTS CUMULATIVE

The rights and remedies provided under this Agreement are in addition to, and not exclusive of, any other rights or remedies provided by law.

Executed as an Agreement

Execution by the Council

Signed by:

.....)
General Manager) (signature of General Manager)
)
.....)
(print name of witness)) (signature of witness)
)
Thisday of.....20.....)

Executed by the Applicant (corporate entity):

Signed by:

.....)
(name of Director)) (signature of Director)
)
.....)
(name of Director/Secretary)) (signature of Director/Secretary)
)
This day of 20)

Executed by the Applicant (individual):

Signed by:

.....)
(name of Applicant)) (signature of Applicant)
)
In the presence of:)
.....)
(print name of witness)) (signature of witness)
)
This day of 20)

ANNEXURE

A. THE COUNCIL

- 1 FULL NAME OF COUNCIL _____
- 2 ABN _____
- 3 ADDRESS _____
- 4 TELEPHONE _____
- 5 EMERGENCY CONTACT _____
- 6 TELEPHONE _____

B. THE APPLICANT

- 1 FULL NAME OF APPLICANT _____
- 2 ABN _____
- 3 BUSINESS RO TRADING NAME _____
- 4 ADDRESS _____
- 5 TELEPHONE _____
- 6 EMERGENCY CONTACT _____
- 7 TELEPHONE _____

C. THE PREMISES

- 1 LOT & DP NUMBER _____
- 2 LOCATION _____
- 3 DESCRIPTION _____
- 4 NATURE OF BUSINESS _____

D. NOTICES

APPLICANT'S REPRESENTATIVE _____

POSTAL ADDRESS _____

FACSIMILE _____

EMAIL ADDRESS _____

COUNCIL'S REPRESENTATIVE _____

POSTAL ADDRESS _____

FACSIMILE _____

EMAIL ADDRESS _____

E. PUBLIC LIABILITY INSURANCE

Minimum Cover: \$ _____

F. BOND

\$ _____

ATTACHMENT B

Provisions in the Local Government (General) Regulation of the Local Government Act 1993 in regard to acceptance of liquid trade waste into the sewerage system

Local Government (General) Regulation 2005 Clause 28 – Approval to discharge waste into sewers: concurrence required

A Council must not grant an approval under section 68 of the Act to discharge trade waste whether treated or not) into a sewer of the Council unless the Director-General of the Department of Energy, Utilities and Sustainability has concurred with the approval.

Note: Section 90(2) of the Act permits any person or authority whose concurrence is required before an approval can be granted to give the Council notice that the concurrence may be assumed (with such qualifications or conditions as are specified in the notice).

Clause 32 – Disposal of Trade Waste

- (1) An approval to dispose of trade waste into a sewer of the Council is subject to such conditions (if any) as the Council specifies in the approval.
- (2) In imposing any such conditions, the Council is to have regard to the matter set out in Table 5 to the Liquid Trade Waste Management Guidelines.

Clause 159 – Prevention of waste and misuse of water

The owner, occupier or manager of premises to which water is supplied by the Council must:

- (a) prevent waste of water by taking prompt action to repair leaking taps, pipes or fittings located on the premises; and
- (b) take any other action that is reasonable to prevent waste and misuse of water.

Author

Manager Water & Waste

Date

20 July, 2010

REVIEW HISTORY:

	<i>Current</i>	<i>Previous</i>	<i>Prior</i>	<i>Prior</i>
<i>Minute No:</i>				
<i>Meeting Date:</i>				
<i>Review Date:</i>				
<i>Rescind Date:</i>				

Explanatory Notes

Appendix B – Liquid Trade Waste Prices

Sewerage customers may also hold Liquid Trade Waste approvals to discharge to sewer. Most approvals require pre-treatment in approved equipment before discharging to sewer. These assessments are liable to pay additional trade waste access and usage charges in accordance with the guidelines, as the trade waste discharges impose added reticulation, pumping and treatment requirements on Councils infrastructure. The specific pricing calculation method is as follows:

$$TW = A + (C \times UCTW \times TWDF)$$

Where:

- TW = total annual trade waste fees and charges (\$)
- A = annual trade waste fee (\$78.00 for 2010/110)
- C = customers annual water consumption (kl)
- TWDF = trade waste discharge factor (determined for each business type – if applicable)
- UCTW = trade waste usage charge (\$0.90 / kl for 2010/11 (\$0.60/ kl for 2009/10))

The minimum trade waste bill for 2010/11 will therefore be \$78.00 (\$76.00 in 2009/10), being for those assessments with approvals to discharge to sewer, which are not subject to a TWDF. Council has set the usage charge for Liquid Trade Waste discharges at \$0.90 per kilolitre for 2010/11. Whilst this represents a significant increase over the charge for 2009/10, a phase in to the new charge is required by the State Government. Currently the advised final charge for Liquid Trade Waste is set by the State Government at \$1.51 per kilolitre.

Customers will be invoiced tri-annually, with the charge being calculated based upon a proportion of the annual fee (\$26.00), plus usage charges for the period. For large scale Trade Waste Dischargers (type C), excess mass charges will also apply and are set annually in Council's schedule of fees and charges.

In rare circumstances, Council may permit the discharge of liquid trade waste which has not been satisfactorily pre-treated, to Council's sewer.

If this is the case, the property owner will be formally notified that they are permitted to discharge liquid trade waste not satisfactorily pre-treated, to Council's sewer, and they will be required to pay full user based charges, based on the volume discharged and the full cost to Council to provide treatment for the unmodified liquid trade waste discharge. These charges are further detailed in Council's schedule of fees and charges.

Liquid Trade Waste	Fee Type	GST	Amount
Annual Trade Waste Fee	E	Y	78.00
Annual Trade waste Usage Charge (\$/Kl)	E	Y	0.90
Application for discharge license (classification A)	E	Y	280.00
Application for discharge license (classification B & C)	E	Y	664.00
Re-inspection Fee	E	Y	93.00
Charges for non-complying installations (not effective or not serviced) per kl	E	N	14.35

Excess Mass Charges for Category C Dischargers (large volumes) per kg	Fee Type	GST	Amount
Acid Demand, pH>10	E	N	0.60
Alkali Demand, pH<7	E	N	0.60
Aluminium	E	N	0.60
Ammonia (as N)	E	N	1.74
Arsenic	E	N	58.84
Barium	E	N	29.42
Biochemical Oxygen Demand (BOD)	E	N	0.59
Boron	E	N	0.59
Bromine	E	N	11.65
Cadmium	E	N	269.66
Chloride	E	N	No charge
Chlorinated Hydrocarbons	E	N	29.41
Chlorinated Phenolics	E	N	1,176.74
Chlorine	E	N	1.20
Chromium	E	N	19.61
Cobalt	E	N	11.99
Copper	E	N	11.99
Cyanide	E	N	58.84
Fluoride	E	N	2.95
Formaldehyde	E	N	1.20
Oil and Grease (Total O and G)	E	N	1.04
Herbicides/Defoliants	E	N	588.37
Iron	E	N	1.20
Lead	E	N	29.41
Lithium	E	N	5.88
Manganese	E	N	5.88
Mercaptans	E	N	58.84
Mercury	E	N	1,961.24
Methylene Blue Active Substances (MBAS)	E	N	0.60
Molybdenum	E	N	0.60
Nickel	E	N	19.61
Nitrogen (as TKN – Total Kjeldahl Nitrogen)	E	N	0.15
Organoarsenic Compounds	E	N	588.37
Pesticides General (excludes organochlorines and organophosphates)	E	N	588.37
Petroleum Hydrocarbons (non-flammable)	E	N	1.97
Phenolic Compounds (non-chlorinated)	E	N	5.88
Phosphorous (Total P)	E	N	1.20
Polynuclear Aromatic Hydrocarbons (PAHs)	E	N	11.99
Selenium	E	N	41.40
Silver	E	N	1.09
Sulphate (SO4)	E	N	0.10
Sulphide	E	N	1.20
Sulphite	E	N	1.31
Suspended Solids (SS)	E	N	0.76
Thiosulphate	E	N	0.23
Tin	E	N	5.88
Total Dissolved Solids (TDS)	E	N	0.05
Uranium	E	N	5.88
Zinc	E	N	11.99