

# Liquid Trade Waste

## Application and approval procedures



### Definition

**Liquid trade waste (LTW)** is any discharge to a sewerage system other than domestic waste from a hand wash basin, shower, bath or toilet.

**Central Coast Council** is referred to as Council.

### Introduction

This Fact Sheet is provided to assist you to treat and dispose of liquid trade waste in an efficient and approved manner.

For further information, please contact Council's Trade Waste Section on 4350 5555.

For LTW application forms, refer to [www.centralcoast.nsw.gov.au](http://www.centralcoast.nsw.gov.au).

### When is an application required?

All new businesses intending to discharge any liquid trade waste to the sewerage system must apply for approval.

An approval is not transferable. If the approval holder or business activity changes, you will need to lodge a new application for approval.

Notify Council if:

- business ownership changes
- the occupier changes
- the business ceases trading,

This ensures that records are updated.

**Note: It is the property owner's responsibility to notify Council if the business ceases trading.**

### Application Procedures

To obtain approval to discharge liquid trade waste to Council's sewerage system, complete a written application form. The information you need to provide is detailed on the application form and supporting fact sheets.

If you are the applicant but not the owner of the premises, the owner's consent is required. Do this by obtaining the property owner's signature on the application or asking the property owner to provide a letter authorising the applicant to sign on their behalf.

Please contact a Council Trade Waste Officer to discuss requirements before submitting your application. The Trade Waste Officer will help you identify the potential need for an application in association with any Development Application (DA).

You may make a minor amendment or withdraw an application before it is approved by Council or apply to Council to renew or extend an approval, in accordance with Section 107 of the *Local Government Act 1993*.

The procedure for assessing an application is:

1. Complete an application form and submit it to Council.
2. Council assesses the application against policy requirements.
3. Council issues an approval or refusal letter. This letter advises you of the approval conditions of discharge or the reason for refusal.



In cases where Council requires you to enter into a service agreement, Council issues a deferred commencement approval, under Section 95 of the *Local Government Act 1993*, requesting you to do so within the time specified in Council's letter. In such cases, the approval will not be operative until you have executed the agreement.

Note: If Council supports an application and has been advised that concurrence of the Director Water and Sewerage Regulation, Department of Industry Water, can be assumed without further reference to the Department of Industry Water, Council will approve the application.

Otherwise, Council will seek concurrence from the Department of Industry Water in accordance with the requirements of section 90(1) of the *Local Government Act 1993*. All Classification C liquid trade waste applications must be forwarded by Council to the Department of Industry Water for concurrence.

### **Application approval**

Under Section 86 of the *Local Government Act 1993*, Council may require you to provide additional information to enable a decision to be made.

After ensuring an application meets its requirements, Council will issue you with an approval letter, setting out the circumstances and conditions of approval. Such conditions may include, but not be limited to:

- a requirement to measure volume of discharge
- a specific limit on the daily discharge volume and rate of discharge

- specifications as to the characteristics of the waste permitted to be discharged
- constraints on the size and capacity of the drain conveying the waste to the sewerage system
- specific times when you are permitted to discharge
- required modifications to proposed or existing pre-treatment methods and works

### **Application rejection**

If your application does not demonstrate compliance with requirements, Council will provide you with reasons for refusal. You may request a review by applying to Council in writing.



## Approval modification and revocation

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
- Failure to comply with a requirement made by or under the *Local Government Act 1993*, relating to a condition of the approval
- Failure to comply with a condition of the approval

If the trader / licensee, or the trading name changes, you must submit a new 'Change of Trader' liquid trade waste application.

## Liquid Trade Waste Agreement

In addition to its approval under the *Local Government Act 1993*, Council may require certain dischargers to enter into a liquid trade waste agreement with Council. These dischargers may include:

- large volumes of discharge (more than 20,000 litres per day)
- industrial waste (Concurrence Classification C type discharges)
- Classification S discharges

The agreement sets out the conditions associated with the discharge and execution of the agreement is a condition of the approval issued by Council. The conditions are binding on the applicant and Council. No discharge is

to be made to Council's sewerage system before the agreement or an interim agreement has been executed.

In addition to Council's approval conditions, provision can be made in the agreement for:

- 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 liquid trade 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 systems
- you to notify Council in advance of any changes that may affect the quality and quantity of the liquid trade waste
- the amount of bond/security to be lodged with Council prior to discharging liquid trade waste to the sewerage system

