



**DISCHARGE OF LIQUID TRADE
WASTE AND SEPTIC WASTE TO THE
GOSFORD CITY COUNCIL
SEWERAGE SYSTEM**



POLICY FOR THE DISCHARGE OF LIQUID TRADE WASTE AND SEPTIC WASTE TO THE GOSFORD CITY COUNCIL SEWERAGE SYSTEM

GOVERNANCE & PLANNING - DEVELOPMENT & COMPLIANCE

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TABLE OF CONTENTS

PURPOSE OF THIS POLICY	1
DEFINITIONS	1
OBJECTIVES	2
SCOPE OF THIS POLICY	2
PART 1 – EXEMPTIONS	3
PART 2 – CRITERIA FOR APPROVAL TO DISCHARGE LIQUID TRADE WASTE INTO COUNCIL’S SEWERAGE SYSTEM	4
2.1 Factors for Consideration	4
2.2 Discharge Quality	5
2.3 Prohibited Substances.....	5
2.4 Stormwater Discharges from Open Areas.....	5
2.5 Sink-to-Sewer Waste Disposal Units	6
2.6 Devices that Macerate or Pulverise Waste	6
2.7 Use of Additives in Pre-treatment Systems.....	6
2.8 <i>Requirements for Discharges from premises with Refuelling Points</i>	9
2.9 The NSW Framework for Regulation of Sewerage and Trade Waste	10
PART 3 – MATTERS RELATING TO LIQUID TRADE WASTE APPROVALS	11
3.1 Application Procedures.....	11
3.2 Approval of Applications	12
3.3 Concurrence of the Department of Water and Energy (DWE).....	12
3.4 Trade Waste Discharge Categories	14
3.5 Liquid Trade Waste Charges	17
3.6 Sewerage and Liquid Trade Waste Discharge Factor	23
3.7 Liquid Trade Waste Discharge Factor.....	23
3.8 Monitoring.....	25
3.9 Liquid Trade Waste Agreements	26
3.10 Enforcement of Approvals and Agreements.....	27
3.11 Effluent Improvement Programs	27
3.12 Due Diligence Programs and Contingency Plans.....	27
3.13 Effluent Re-use and Water Usage Reduction and Water Management Plan (WMP).....	28
PART 4 – PRE-TREATMENT MANAGEMENT AND ACCEPTABLE WASTES	28
4.1 Installation	28
4.2 Maintenance of Pre-treatment Facilities.....	28
4.3 Medical, Clinical, Dental, Veterinary and Infectious Waste	30
4.4 Discharge from Vehicle Transporting Liquid Wastes (S)	30
4.5 Discharge from Mobile Plant, Mobile Waste Processing, Mobile Dog Wash and Carpet Cleaning	30
4.6 Swimming pool/spa/hydrotherapy	30
4.7 Bunding	31

PURPOSE OF THIS POLICY

Gosford City Council has based this policy on the “2009 Model Policy for Discharge of Liquid Trade Waste to the Sewerage System” published as Appendix D in “Liquid Trade Waste Management Guidelines 2009 to the Sewerage System” NSW Office of Water.

Sewerage systems are generally designed to cater for wastes from domestic sources that are essentially of predictable strength and quality. Liquid trade wastes, by comparison, may exert greater demands on sewerage systems and, if uncontrolled, can pose serious problems to public health, worker safety, Council's sewerage system and/or the environment.

This policy is concerned with the approval process for the discharge of liquid trade wastes into Council's sewerage system. It has been developed to ensure the proper control of liquid trade waste discharges to the sewerage system and hence protection of public health, worker safety, the environment, and Council's sewerage system.

A person wanting to discharge liquid trade waste to the sewerage system must, under section 68 of the Local Government Act 1993 (LG Act), obtain the prior approval from Council. Discharging liquid trade waste without an approval is an offence under the Act.

The procedure for approval is governed by Chapter 7 of the Local Government Act 1993 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 NSW Office of Water (NOW) has:

- concurred to the approval, or
- given Council notice that concurrence may be assumed with such qualifications and conditions that may be specified in the notice.

DEFINITIONS

Liquid Trade Waste

For the purpose of this policy, liquid trade waste has the meaning set out in the dictionary of the Local Government (General) Regulation 2009.

Liquid 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 (e.g. butcher, service station, supermarket, dentist)
- community/public premises (including craft clubs, education and hospital facilities)
- industrial premises,
- trade activities (e.g. mobile carpet cleaners)
- saleyards, racecourses and from stables and kennels not associated with domestic households.
- However, liquid trade waste does not include toilet, hand wash basin and shower derived from all of the sources and activities listed above.
- Liquid trade waste also does not include wastewater that goes into the sewerage system from household toilets, kitchens, bathrooms or laundries, i.e. domestic sewage/wastewater.
- Backwash from residential swimming pools

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 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.

Septic Waste and Pan Content

Liquid waste from septic tanks and chemical toilets where the premises is not connected to Council's sewerage system.

Other terms

Terms used in this policy have the meanings as set out in the glossary of the Liquid Trade Waste Management Guidelines 2009.

OBJECTIVES

The objectives of this policy are:

- to protect public health
- to protect the health and safety of the Council employees
- to protect the environment from the discharge of waste that may have a detrimental effect
- to protect Council assets from damage
- to provide an environmentally responsible liquid 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 bio-solids is feasible
- to ensure compliance of liquid trade waste discharge with the approved conditions, and
- to apply a 'user pays' principle to liquid trade waste discharges.

SCOPE OF THIS POLICY

This policy comprises four (4) 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.

Part 3 specifies other matters relating to liquid trade waste approvals, including application procedures, liquid trade waste discharge categories, liquid trade waste agreements/service contracts, monitoring of liquid trade waste discharges, liquid trade waste charges and contaminated stormwater discharges from open areas.

Part 4 specifies pre-treatment management, giving examples of pre-treatment facilities and acceptable wastes.

Discharge of Liquid Trade Waste and Septic Waste to the Gosford City Council Sewerage System

PART 1 – EXEMPTIONS

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)
Childcare /Day care centre (minimal hot food prepared)	Sink strainers in food preparation areas Housekeeping practices (see Note 4) Nappies are not to be flushed into the toilet Classification assessed individually based on deemed risk level, type of food prepared and number of hot meals prepared. Existing properties with grease arrestors are not eligible for exemption but may be assessed and reclassified by Council to a lower risk category.
Delicatessen (no hot food prepared)	Sink strainers in food preparation areas. Housekeeping practices (see Note 4)
Dental technician (moulding, impressions, X-Ray)	Plaster arrestor required X-Ray waste, if generated, must be captured and contained and not discharged to sewer, alternately digital X-Ray equipment can be used.
Doctor's surgery – Medical Centre (plaster Casts, X-Ray)	Plaster arrestor required. X-Ray waste, if generated, must be captured and contained and not discharged to sewer, alternately digital X- Ray equipment can be used.
Dog/cat groomer/salon Vet Surgery	Floor waste basket and sink strainer required (see Note 3) Animal litter and any waste disposal products may not be discharged to sewer No organophosphorus pesticides to be discharge to sewer X-Ray waste, if generated, must be captured and contained and not discharged to sewer, alternately digital X-Ray equipment can be used. Plaster arrestor required
Florist	Floor waste basket and sink strainer required. No herbicides/pesticides may be discharge to sewer.
Fruit and Vegetable - retail	Floor waste basket and sinker strainer (see note 3)
Funeral Parlour Hairdressing	Floor waste basket required Formaldehyde to be discharged as per the policy Floor waste basket and sink strainer (where available)
Jewellery shop – miniplater	Miniplater vessel to contain no more than 1.5L of precious metal solution
Ultrasonic washing	Nil

Precious stone cutting	If: <1000 L/d plaster arrestor required >1000 L/d general purpose pit required
Mixed business (minimal hot food) (Exemption subject to Council assessment)	Floor waste basket and sink strainer required (see Note 3) Housekeeping practices (see Note 4)
Mobile cleaning Units Carpet cleaning Garbage bin washing Venetian blind cleaning	20 micro filtration system fitted to a mobile unit. Floor waste basket required, Discharge is via grease arrestor (if available) Venetian blind cleaning
Motel (minimal hot food prepared and no laundry facility)	Floor waste basket and sink strainer required (see Note 3)
Nut Shop	Floor waste basket and sink strainer required (see Note 3)
Optical service – retail	Solids settlement tank / pit required
Pet shop – retail	Floor waste basket and sink strainer required (see Note 2)
Sandwich shop, salad bar, juice bar, coffee shop (minimal hot food prepared, Exemption subject to Council assessment)	Floor waste basket and sink strainer required (see Note 3) Housekeeping practices (see Note 4)

Notes

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 banded to prevent stormwater ingress into the sewerage system.
3. All drainage from floors in food preparation areas is required to pass through a floor waste basket.
4. Food preparation activities need to comply with sound housekeeping practices including:
 - (a) Floor must be dry swept before washing.
 - (b) Pre-wiping of all utensils, plates, bowls etc to scrap (waste disposal) bin before washing up.
 - (c) Use of a food waste disposal unit 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:

- 1 The potential for the liquid trade waste discharge to impact on public health.
- 2 The possible impacts the discharge may pose to the environment (land, water, air, noise, or nuisance factors).
- 3 The potential impacts of the discharge on the health and safety of Council’s employees.
- 4 The possible impact of the discharge on Council’s sewerage infrastructure or sewage treatment process.
- 5 The capability of the sewerage system (reticulation and treatment components) to accept the quality and quantity of the proposed liquid trade waste discharge.
- 6 The impact the liquid trade waste will have on the ability of the sewerage scheme to meet EPA licence requirements.

- 7 The potential impacts of the discharge on the quality of, and management practices for, effluent and bio-solids produced from the sewage treatment process.
- 8 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.
- 9 Whether appropriate safeguards are proposed to avoid the discharge of other, non-approved wastes to the sewerage system.
- 10 The adequacy of any chemical storage and handling facilities, and the proposed safeguards for preventing the discharge of chemicals to the sewerage system.
- 11 Whether prohibited substances are proposed to be discharged.
- 12 The potential for stormwater entering the sewerage system and adequacy of stormwater controls.
- 13 The adequacy of the proposed due diligence program and contingency plan, where required.

2.2 Discharge Quality

Council has guideline limits for the acceptance of discharges, as set out in Schedule A. Where the guideline limits cannot be met, applicants are required to provide justification for exceeding the limits. Depending on which contaminant levels are exceeded and by how much, 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. Schedule A sets out those substances which should not be discharged to the sewerage system.

Prohibited substances are high risk trade waste discharges. They are prohibited from being discharged to the sewerage system (shown in Table 4 on page 31 of the NSW office of Water Liquid Trade Waste Regulation Guidelines). Rain water, stormwater, subsoil seepage water and/or groundwater are prohibited substances unless specifically approved by Council, with NSW Office of Water concurrence.

As noted on page 31 of the NSW Office of Water Liquid Trade Waste Regulation Guidelines, limited volumes of such substances may be authorised for discharge to the sewerage system in certain circumstances. In each case, the prior concurrence of the NSW Office of water is required before Council may approve the discharge to its sewerage system. Such discharges may include contaminated groundwater (e.g. from remediation sites), discharge of stormwater from open areas under strictly controlled conditions of seepage (such as tip leachate).

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 1993.

2.4 Stormwater Discharges from Open Areas

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. Stormwater is a prohibited discharge under this policy. 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 and 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 disposal to the sewerage system, the applicant must provide the following information:

- reasons why the area cannot be fully or partially roofed and banded to exclude stormwater
- the size 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
- measures for diverting stormwater away from the liquid trade waste generating area, and
- details on other stormwater management options considered and why they are not feasible.

2.5 Sink-to-Sewer Waste Disposal Units

The use of sink-to-sewer units (also known as in-sinkerators, in-sink food waste disposers or garbage grinders) are not allowed in any premises.

2.6 Devices that Macerate or Pulverise Waste

Macerators and any other similar devices which are used for pulverising solid waste are not authorised to connect to Council's sewerage system (Refer MP52-2005 - Manual of Authorisation Procedures for Plumbing and Drainage Products, Standards Australia). Solid wastes include, but are not limited to, sanitary napkins, placenta, surgical waste, disposable nappies, mache bedpans 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.

Specifically, use of enzyme or biological additives in grease arrestors to enhance the performance of liquid trade waste pre-treatment equipment is not permitted unless specifically approved by Council and concurred to by the NSW Office of Water.

SCHEDULE A - LIQUID TRADE WASTE QUALITY STANDARDS

POLLUTANT	LIMIT
Aluminium (Al)	100mg/L
Ammonia (as N)	50mg/L
Arsenic (As)	1mg/L*
Barium (Ba)	10mg/L*
Biological Oxygen Demand (BOD ₅)	600 mg/L
Biocides	Nil
Boron (B)	25mg/L*
Bromine (Br ₂)	5mg/L
Cadmium (Cd)	2mg/L*
Chlorinated Hydrocarbons	Nil
Chlorinated Phenolics	Nil
Chloride	1000mg/L
Chlorine (Cl ₂)	10mg/L
Chromate	Nil
Chromium (Cr) (Total)#	5mg/L*
Cobalt (Co)	5mg/L*
COD	<3x BOD
Copper (Cu)	5mg/L*
Cyanide	5mg/L
Flammable/Explosive substances	Nil
Fluoride (F)	20mg/L
Formaldehyde	50mg/L
Grease/Oil	100mg/L
Herbicides/Weedicides/Fungicides	Nil
Iron (Fe)	100mg/L
Lead (Pb)	2mg/L*
Lithium (Li)	5mg/L*
Methylene Blue Active Substances (MBAS)	50mg/L
Manganese (Mn)	10mg/L*
Mercury (Hg)	0.02
Molybdenum (Mo)	10mg/L*
Nickel (Ni)	5mg/L*
Nitrogen (N) (Total Kjeldahl Nitrogen)	100mg/L
Pentachlorophenol	Nil
Pesticides – General	Nil
Pesticides – Organo-chlorine	Nil
Pesticides – Organophosphate	Nil
PCB	Nil
Petroleum Hydrocarbons (non-flammable)	20mg/L
PH	7.0-9.0
Phenolic Compounds	Nil
Phosphorus (Total)	10mg/L
Polynuclear Aromatic Hydrocarbons (PAH)	Nil
Selenium (Se)	5mg/L*
Silver (Ag)	2mg/L*
Sulphate (SO ₄)	500 mg/L
Sulphide (S)	1mg/L
Sulphite (SO ₃)	15mg/L
Suspended Solids (SS or NFR)	300mg/L

Temperature	38°C maximum
Tin (Sn)	5mg/L*
Total Dissolved Solids	4000mg/L
Zinc (Zn)	5mg/L*
Other Substances	Nil refer notes

Notes to Quality Standards and Excluded Substances

- 1 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.
- 2 Colour - No visible colour when the waste is diluted to the equivalent dilution afforded by domestic sewage flow.
- 3 Radioactive substances - The discharge must comply with the Radiation Control Act 1990.
- 4 Chromium # - 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.
- 5 No discrete oil, fat or grease may be discharged.
- 6 Hazardous wastes are totally excluded.
- 7 Animal matter (including carcasses but not including human waste), wool, hair, grease, dust, ashes, cinders, soil, rubbish, filth, oil, salt, mud, medical waste, sand, gravel, garbage, offal, vegetable or fruit parings, rags, house refuse, steam or solid matter is prohibited.
- 8 Any flammable, volatile solvent or explosive substance are excluded.
- 9 Wastes arising from the preparation of pesticides, organo-chlorine weedicides, fungicides, herbicides and substances of a similar nature are not permitted.
- 10 Any substance liable to produce noxious or poisonous vapours in the sewerage system is excluded.
- 11 Organic solvents and mineral oils are excluded.
- 12 Natural or synthetic resins, plastic monomers, synthetic adhesives and rubber plastic emulsions are not permitted.
- 13 Waste liquids that contain pollutants at concentrations which inhibit the sewerage treatment process are not permitted - refer to Guidelines for Sewerage Systems: Acceptance of Trade Waste (Industrial Waste) (ARMCANZ/ANZECC, 1994).
- 14 The discharge of Hexavalent Chromium (from Chromate compounds) used as corrosion inhibitors or organometallic algicides is not permitted.

- 15 Infectious or contagious solid or liquid waste is excluded.
- 16 Rain, roof, surface, flood, seepage and/or subsoil waters are not permitted.
- 17 Any substance likely to cause injury to personnel employed in the sewerage system or the environment for which the sewage effluent is discharged is not permitted.
- 18 Any other matter determined by Council to be of an environmental health or other risk to Council's sewerage system is prohibited.
- 19 Substances or mixtures of substances that are not miscible with water are not permitted in the sewer system.
- 20 Quality Standards for substances other than those listed in above table in Schedule A are to be determined by Council.
- 21 * Total Heavy Metals is the sum of all metals in the waste stream excluding Aluminium, Iron, Manganese and Molybdenum. This shall not exceed 30mg/L.
- 22 The quality of trade waste from some low risk commercial activities in Classification A will exceed guideline limits in this Table. As a higher level of pre-treatment is not cost-effective, such waste is acceptable if the discharger installs and properly operates and maintains the required pre-treatment equipment.
- 23 BOD concentration up to 600mg/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.

2.8 Requirements for Discharges from premises with Refuelling Points

New Premises

Connection of any discharge from refuelling points at service stations and other premises to LWU sewerage systems is prohibited effective from 1 June 2012.

Business operators of such premises may remove spilled fuel by dry methods and/or direct any wastewater from the refuelling points to a blind sump with an appropriate capacity. Such a sump must be pumped out by a suitable contractor for off-site management, when required. Significant cost savings would accrue to businesses through avoiding the need to install an oil interceptor/separator and pump.

Existing Business

Existing businesses with a refuelling point (i.e. Service station forecourts, and refuelling areas of bus/truck depots) may continue to discharge to LWU sewerage systems in accordance with the LWU's prior approval (and the Office of Water concurrence).

If an existing business is sold, then the new operator may continue to discharge to the LWU's sewerage system with an appropriate approval in force.

For both items 2 and 3 above, the LWU needs to inspect the existing premises to determine whether it complies with the requirements of the above Guidelines for accessible lid to the pit.

If the existing pit does not have an inspection aperture, the business will be required to either modify the existing pit in order to comply or to disconnect the discharge from the refuelling point to the sewerage system.

If the existing premises with a refuelling point is refurbished, then the discharge from this area must be disconnected from the LWU sewerage system. Where the premises do not have other trade waste discharges (e.g. from a restaurant, vehicle wash, mechanical workshop), trade waste fees and charges would no longer apply.

2.9 The NSW Framework for Regulation of Sewerage and Trade Waste

Due to the 'Tragedy of the Commons*' in use of common pool resources, sound regulation of sewerage and trade waste requires implementation of all of the following integrated measures.

- (1) Preparation and implementation of a sound trade waste regulation policy, assessment of each trade waste application and determination of appropriate conditions of approval. These conditions must be consistent with the LWU's Integrated Water Cycle Management Strategy and demand management plan. In addition, execution of a liquid trade waste services agreement is required for large dischargers to ensure compliance.
- (2) Preparation and implementation of a sound Development Servicing Plan**, with commercial developer charges to ensure new development pays a fair share of the required infrastructure.
- (3) Full cost recovery with appropriate sewerage usage charges*** and trade waste fees and charges, in order to provide the necessary pricing signals to dischargers. These charges must include non-compliance trade waste usage charges and non-compliance excess mass charges in order to provide necessary incentives for dischargers to consistently comply with their conditions of approval.

*Refer to page 3 of the National Wastewater Source Management Guideline, July 2008 WSAA. Thus in absence of appropriate controls and measures (such as conditions of approval, a sewerage usage charge, a trade waste usage charge, a non-compliant trade waste usage charge, excess mass charges, non-compliant excess mass charges and penalty notices), it would be in the economic interest of each trade waste discharger to minimise Policy of Liquid Trade Waste to the Sewerage System.

Their efforts and expenditure on control and pre-treatment of their trade waste before discharging it into the sewerage system. In the past, failure to implement these3 measures has caused multi-million dollar damage to sewerage networks, pumping stations and treatment plants.

** In accordance with the NSW Developer Charges Guidelines for Water Supply, Sewerage and Stormwater, 2002.

*** In accordance with page 29 of the NSW Water Supply, Sewerage and Trade Waste Pricing Guidelines, 2002.

- (4) Monitoring, mentoring and coaching of dischargers in order to achieve cleaner production and assist them to comply with their conditions of approval.
- (5) Enforcement, including appropriate use of penalty notices under section 222 of the Protection of the Environment Operations Act 1997. Orders may also be issued and penalties imposed for offences under sections 626, 627 and 628 of the Local Government Act, 1993.

- (6) Disconnection of a trade waste service in the event of a persistent failure to comply with Council's conditions of approval.

Together, the above 6 measures comprise the NSW framework for regulation of sewerage and trade waste. The framework involves a preventative risk approach, which has been developed to address the use of common pool resources by providing economic incentives for dischargers to minimise their waste and to consistently comply with their conditions of approval.

2.10 Alignment with the National Framework for Wastewater Source Management

The NSW framework for regulation of sewerage and trade waste is outlined in section 3.21 above. The NSW framework is driven by the NSW Government's Best Practice Management of Water Supply and Sewerage Guidelines, 2007 and is consistent with that in the National Framework for Wastewater Source Management.

PART 3 – MATTERS RELATING TO LIQUID TRADE WASTE APPROVALS

3.1 Application Procedures

To obtain approval to discharge liquid trade waste into Council's sewerage system, a discharger must lodge an application in writing with Council. Application forms are available from Council. If a person intends to discharge liquid trade waste to the sewerage system but is not the owner of the premises, that 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
- rate of discharge, including:
 - the average per day, maximum per day and per hour, and
 - hours of the day during which discharge takes place
- characteristics of wastes, 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 and by a NATA accredited facility).
- details of any proposed pre-treatment facilities, location and site plan. Details should include:
 - pre-treatment process details
 - internal wastewater drainage
 - pump size
 - 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
- stormwater drainage plan
- 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
- MSDS documentation
- any additional details as requested by Council.

Council is to be advised in advance by the discharger of any changes to the method of operation of the business which may affect the quality and/or quantity of liquid trade waste.

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. Approvals to discharge to Council's sewer will be issued. Approvals may be issued for shorter periods or a change of the activity or business owner for certain waste as determined and advised by Council to the applicants at the time of the approval.

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.

Discharge shall not commence until an approval is issued.

If an application is refused, Council will notify the applicant of the grounds for refusal.

3.3 Concurrence of the Department of Water and Energy (DWE)

If Council supports an application and has a notice stating that concurrence of the Director-General of DWE can be assumed for the waste relevant to the application, Council will approve the application. Otherwise, Council will seek concurrence from NSW Office of Water-in accordance with the requirements of Section 90 Local Government Act 1993

Liquid trade waste discharges are divided into three classifications for the purposes 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
- Concurrence Classification B – liquid trade waste discharges to the sewerage system whereby Council may apply to the Director-General of NSW Office of Water 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 NSW Office of Water for concurrence.

A fourth classification is available for dischargers for disposal of liquid waste at the treatment plant. Concurrence S

Council has already been given notice of assumed concurrence for the liquid trade waste discharges listed in Schedule B, and will not need to seek NSW Office of Water concurrence for these discharges.

SCHEDULE B – 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 x-ray)
Bed and 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 Towers
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 specialists
Cafeteria	Dental technician
Chicken/poultry shop (only fresh chickens/game sold)	Doctor's surgery-plaster casts (no x-rays, 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 shops	Lawnmower repairs
Fast food outlets (McDonalds, KFC , Burger King, Pizza Hut, Red Rooster, etc)	Mechanical repairs/workshops
Fish shop (retail – fresh and/or cooked)	Mobile cleaning units
Food Caravan	Optical services
Fruit and vegetable shop (retail)	Pet shop (retail)
Function centre	School (Primary and Secondary)
Hotel	Service station workshop
Ice cream parlour	Stone working
Juice bar	Swimming pool/spa/hydrotherapy
Mixed business	Vehicle (car) washing (by hand/wand or underbody/engine degrease only)
Motels	Venetian blind cleaning
Nightclub	Veterinary /animal kennels with X-ray
Nursing home kitchen	Waterless minilab
Nut shop	
Patisserie (croissants and muffins)	
Pie shop	
Pizza shop	
Restaurant	
Salad bar	
Sandwich shop	
Snack bar	
Supermarket (with butcher/delicatessen/ seafood/or charcoal chickens)	
Take-away food shop	

Note: The discharge must be less than 5 kL/day or 1000 kL/year in volume, except in the case of commercial retail food preparation activities, where up to 16 kL/day is included in this category. If the discharge exceeds this volume, concurrence must be sought.

3.4 Trade Waste Discharge Categories

This liquid trade waste policy applies to all customers (liquid trade waste and septic) discharging waste to Gosford Council’s sewerage system. Stormwater, ground water or surface water is not accepted into the Council’s sewerage system. The policy objectives will be achieved by regular inspections, discrete sampling, quality standards, pre-scribed pre-treatment equipment and non-compliant waste charges. Three classifications of liquid trade waste have been established for concurrence purposes: Classification A, B and C. The customers are managed in five categories for charging purposes. Three categories are for Liquid Trade Waste dischargers to sewer and two categories for dischargers to the Treatment works.

Figure 1 shows the relationship between Concurrence Classifications A, B and C dischargers and Charging Categories 1, 2 and 3. Refer to Section 3.5.6 for details relating to Charging Categories 4 and 5.

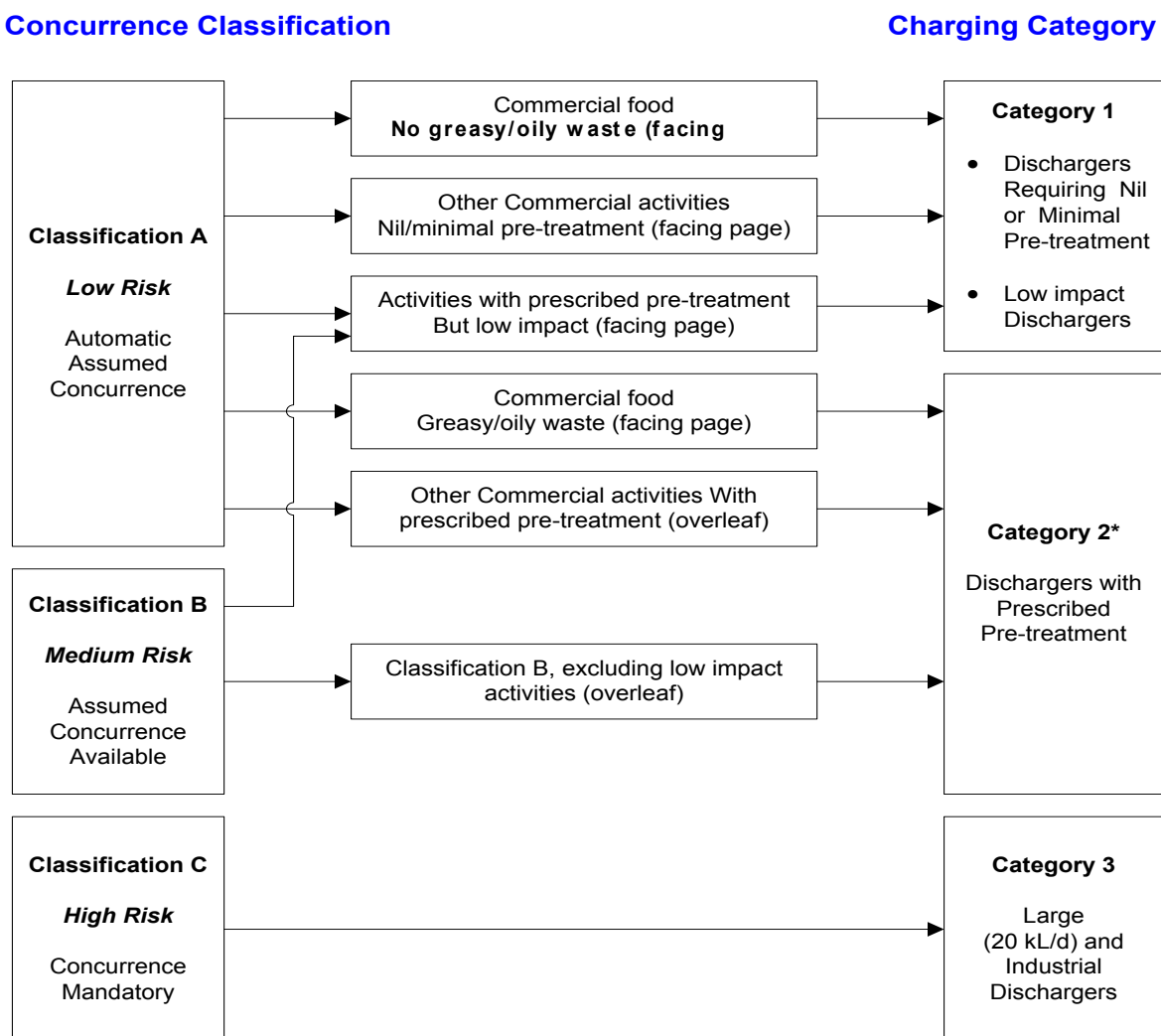


Figure 1 – Charging Categories for Trade Waste

*Also includes fish shop (fresh fish for retail).

Classification A dischargers fall into Charging Category 1 or Category 2. Classification B dischargers fall into Charging Category 2, except for a few dischargers with low impact on the sewerage system which will fall into Category 1. Classification C dischargers fall into Charging Category 3.

3.4.1 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 minimal pre-treatment equipment and whose effluent is well defined and of a relatively benign nature, e.g. low risk to the sewerage system. Also included are Classifications 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 X-ray unless digital), doctor's surgery (plaster casts, no X-ray), florist, funeral parlour, mobile cleaning units, morgue, jewellery shop, optical service (retail), pet shop, public swimming pool, venetian blind cleaning, veterinary (no X-ray).
- 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 X-ray), mobile garbage bin washing, optical services, plants retail, vehicle washing.

3.4.2 Category 2 Discharger (Requiring Prescribed Pre-treatment)

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

If Council's inspection reveals that the pre-treatment equipment has not been properly maintained, a trade waste usage charge of \$Y/kL will be applied for the relevant billing period. This charge will also apply for any such dischargers who have not installed appropriate pre-treatment equipment. The trade waste usage charge is as per IPART determination. (Refer to Fees and Charges on Council's website).

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 hall (if the type and size of kitchen fixtures installed enable catering for large functions), 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 X-ray, lawnmower repairs, mechanical workshop, stone working, veterinary (with X-ray), waterless mini-lab.
- Classification B activities: auto dismantler, bus/coach depot, car/truck dealership (fleet vehicle operations), construction equipment maintenance & cleaning, equipment hire, maintenance & cleaning, forklift maintenance, glass cutting & grinding (not optical eg. windscreens), graphic arts, medical centre (with X-ray), hospital (with or without X-ray), oyster processing – shucking, panel beating, photographic lab, screen printing, service station forecourt, shopping complex, tray work/manual development, truck wash, water wash mini-lab, X-ray radiologist.
- Other Classification A activities: fish shop (fresh fish for retail).

3.4.3 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 large volume (over 20kL/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 & veterinary drugs, airport terminal, anodising, bitumen & tar, bottle washing, cardboard & carton manufacture, caustic degreasing, chemical manufacture, cyanide hardening, detergent processing, drum washing, electroplating, engine gearbox reconditioning, extrusion & moulding (plastic/metal), feather washing, fellmonger, felt manufacture, fertilisers, fibreglass manufacture, filter cleaning, foundry, galvanising, gas production, glass manufacturing, ink manufacture, liquid wastewater treatment facility (grease trap receival depot and other pump-out waste depot), metal finishing, metal processing (refining/rumbling/ 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 (joinery & furniture/plywood/hardwood), textile processing (wool dyeing/spinning/scouring), waxes & polishes.

3.4.4 Category 4 Discharger (Non-Septic Liquid Waste Transported to Treatment Sites by Vehicles)

Special conditions of discharge shall apply for wastes of this type. The wastes shall comply with the quality standards determined by Council. Refer to Schedule A and the volume and quality shall be such that together no impact on the treatment process will occur.

3.4.5 Category 5 Discharger (Septic Liquid Waste Transported to Treatment Sites by Vehicles)

Special conditions of discharge shall apply for wastes of this type. The wastes shall comply with the quality standards determined by Council. Refer to Schedule A and the volume and quality shall be such that together no impact on the treatment process will occur.

Note: Effluent waste only. Solid waste prohibited.

3.5 Liquid Trade Waste Charges

Rates, charges and fees will be determined by IPART, adjusted annually and adopted by Council. A current schedule of fees and charges is available from Council or Council's web site. 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, liquid trade waste customers are required to pay trade waste fees and charges.

Trade waste fees and charges are in addition to a two-part tariff with an annual access charge and a sewer usage charge/kL for non-residential dischargers to Council's sewerage system. These charges will be determined by IPART.

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

- Application fee
- Annual trade waste fee
- Re-inspection fee
- Trade waste usage charge
- Excess quantity charges
- 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.

3.5.2 Annual Trade Waste Fee

The purpose of this fee is to recover the costs 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 his/her approval.

As part of an inspection, Council undertakes monitoring of the liquid trade waste discharges of a premises or business and pre-treatment facilities. Such monitoring may include, but is not limited to, flow measurement and the sampling of the liquid trade waste or inspection of the pre-treatment facility. Where more than two instances of such monitoring are undertaken by Council in a financial year, the cost involved may be recovered from the discharger.

Annual liquid trade waste fees are determined on inspection and administration requirements. Annual liquid trade waste fees will be set by IPART determinations.

The annual liquid trade waste fee will apply from 1 July 2004.

Note: The annual fee will be applied at the time of application for new liquid trade waste dischargers.

3.5.3 Re-inspection Fee

Where non-compliance with the conditions of an approval have been detected and the discharger is required to address these issues and where Council carries out any additional monitoring/inspections following the detection of non-complying wastes or an inadequately maintained pre-treatment facility, a re-inspection fee will be charged.

Council may 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 determined by IPART.

For non-complying wastes, any subsequent sampling and analysis costs associated with this work will be charged as a fee for re-inspection and testing services rendered by the Council to the customer concerned.

For inadequately maintained pre-treatment facilities where the customer has been served with a notice and the time limit for action has expired, a re-inspection fee will be charged for each inspection required until satisfactory maintenance has been carried out. Council may, at its discretion, arrange necessary maintenance of the facility on the customer's behalf and recover from the customer all costs as a fee for services rendered by Council. The re-inspection fee is under the Water Management Act 2000.

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. The charge (Z) will be determined by IPART.

Trade waste usage charge (\$) = Q x \$Z/kL

Where Q = volume (kL) of liquid trade waste discharged to sewer.

This trade 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 de-sludged, a trade waste usage charge of \$Y/kL will be applied for the relevant billing period. The fees and charges are as per IPART determination. (Refer to Council's website).

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 and/or measures are deemed by Council to be appropriate pre-treatment (for that particular discharger only).

Note: 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 appropriate pre-treatment facilities will be required to pay a trade waste usage charge of \$Y/kL.

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 Table 1.

For excess mass charge calculation, equation (1) below will be applied.

Table 1 – Deemed Concentration of Substances in Domestic Sewage*

SUBSTANCE	CONCENTRATION (mg/L)
Biochemical Oxygen Demand (BOD ₅)	600
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 50mg/L and the concentration in the potable water supply.

Substances not listed above are deemed not to be present in domestic sewage.

Equation (1)

$$\text{Liquid Trade Waste Excess Mass Charge (\$)} = \frac{(S - D) \times Q \times U}{1,000}$$

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

Note: While Equation (1) is applicable for excess mass charges for wastes complying with acceptance limits in the Liquid Trade Waste Management Guidelines, 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 600mg/L. In addition, Equation (5) will be used where the 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 and corrosion problems in the sewerage system.

Discharge of Liquid Trade Waste and Septic Waste to the Gosford City Council Sewerage System

Equation (2) - for BOD >600mg/L

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

Where the charge (\$/kg) for BOD₅ 600mg/L. For example, if C = \$0.54/kg, equation (2) would result in the following excess mass charges:

For BOD₅ 600mg/L charge of \$0.54/kg

BOD₅ 1200mg/L charge of \$1.70/kg

BOD₅ 2400mg/L charge of \$4.38/kg

Equation (3) - In the case of pH

Charge for pH where it is outside the approved range for the discharger:

$$\text{Charge for pH (\$/kg)} = K \times (\text{actual pH} - \text{approved pH})^* \times 2^{(\text{actual pH} - \text{approved pH})^*}$$

K = pH coefficient = 0.3 (2002/03\$) and needs to be adjusted in accordance with changes in the CPI.

*absolute value to be taken (i.e. if the calculation is negative then treat as positive)

Example

Council has approved the pH range 8.0 to 9.0 for a large discharger generating high strength trade waste in order to prevent corrosion and odour problems in the sewerage system.

Case 1: pH measured 7.0

$$\text{Charge (\$/kL)} = 0.3 \times [7 - 8] \times 2^{[7 - 8]} = \$0.6/\text{kL}$$

Case 2: pH measured 11.0

$$\text{Charge (\$/kL)} = 0.3 \times [11 - 9] \times 2^{[11 - 9]} = \$2.4/\text{kL}$$

3.5.6 Category 4 and 5 Dischargers

The charges will be based on quantity and quality of the waste and shall be equitable with other charges applied for discharge to Council's sewer.

3.5.7 Food Waste Disposal Charge

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

$$\text{Food waste disposal charge (\$)} = B \times U_F$$

Where B = Number of beds in hospital or nursing home

U_F = Annual unit price (\$/bed) for a food waste disposal unit at a hospital or nursing home

3.5.8 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 bio-solids management.

In order to recover Council's costs for non-compliant excess mass charges, the following equation shall apply (except for BOD where equation (5) overleaf shall apply):

Equation (4)

$$\text{Non-compliance excess mass charges (\$)} = \frac{(S - A) \times Q \times 2U}{1,000} + \frac{(S - D) \times Q \times U}{1,000}$$

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

Equation (5)

Non-compliance excess mass charges for BOD are as follows:

$$2C \times \frac{(A - 300 \text{ mg/L})}{600 \text{ mg/L}} \times 1.05 + 4C \times \frac{(A - 600 \text{ mg/L})}{600 \text{ mg/L}} + 4C \times \frac{(\text{Actual BOD} - A)}{600 \text{ mg/L}} \times 1.05$$

For example, if C = \$0.54/kg, BOD₅ measured level is 2400mg/L and the acceptance limit in Council's approval is 600mg/L, equation (5) would result in a non-compliance excess mass charge of \$8.04/kg.

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

Note: Council will continue applying the above non-compliance excess mass charge until the quality of discharge complies with Council's approved quality limits (or the Trade Waste Policy) 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.

3.5.9 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 discharges. Also included are fines under the Local Government Act 1993 - Section 627 (Failure to comply with an approval) and Section 628 (Failure to comply with an order). Non-compliance penalties will be pursued by legal action.

Also included are penalties under the 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).

3.5.10 Excess Quantity

Where the volume of acceptable quality trade waste exceeds the annual approved quantity, a charge for excess quantity shall be applied.

3.5.11 Summary of Fees and Charges

The fees and charges applicable to discharger categories 1, 2 and 3 are outlined in Table 2.

3.5.12 Responsibility for payment of fees and charges

Based on Section 560 and 561 of the Local Government Act, 1993 the property owner is liable for payment of fees and charges.

If the property owner deems that the fees and charges are the responsibility of the lessee, then that is a matter between the property owner and the lessee.

Table 2 - Summary of Trade Waste Fees and Charges

LIQUID TRADE WASTE DISCHARGE CATEGORY	APPLICATION FEE	ANNUAL NON-RESIDENTIAL SEWERAGE BILL WITH APPROPRIATE SEWERAGE USAGE CHARGES	ANNUAL TRADE WASTE FEE	RE-INSPECTION FEE (when required)	TRADE WASTE USAGE CHARGE/kL	NON-COMPLIANT TRADE WASTE USAGE CHARGE/kL	SEPTIC WASTE DISPOSAL CHARGE	EXCESS MASS CHARGES/kg	NON-COMPLIANCE EXCESS MASS CHARGES (if required)
1	Yes	Yes	Yes	Yes	No	Yes*	No	No	No
2	Yes	Yes	Yes	Yes	Yes	Yes*	No	No	No
3	Yes	Yes	Yes	Yes	No	No	No	Yes	Yes
4	Yes	Yes**	Yes	Yes	No	No	No	No	No
5	Yes	Yes	Yes	Yes	No	No	Yes	No	No

* Non-compliant trade waste usage charge, if the discharger fails to install or properly maintain appropriate pre-treatment equipment:

** Only applicable if the discharger has a dump point located at their premises which is connected to the sewerage system. All non-residential or business rated private pumping station premises pay these charges.

NB. All dischargers of liquid trade waste to Council's sewerage system should be aware that they are subject to prosecution and imposition of fines under the Local Government Act 1993, the Protection of the Environment (Operations) Act 1997 and its Regulations.

3.6 Sewerage and Liquid Trade Waste Discharge Factor

Sewer Discharge Factor

Sewerage usage charges apply to all non residential properties. The charge applies to each kilolitre of sewerage discharged to the sewerage system. Unless the volume of sewage is directly metered a sewer discharge factor is applied to the metered water consumption to calculate the volume discharged.

The sewer discharge factor includes all discharge to the sewerage system i.e. liquid trade waste and domestic sewerage, and, in some cases, first flush stormwater from open areas. It is the ratio of the estimated volume discharged into the sewerage system to the total water consumption.

Additional information is available in Appendix G of the DWE Liquid Trade Waste Management Guidelines 2009. The sewer discharge factors are presented in the table below.

3.7 Liquid Trade Waste Discharge Factor

Liquid trade waste usage charges apply to all properties who discharge liquid trade waste to the sewerage system. The charge applies to each kilolitre of liquid trade waste discharged and is in addition to the sewerage usage charge. A trade waste usage factor is applied to the metered water consumption to calculate the volume of liquid trade waste discharge.

The trade waste discharge-factor is the volume of wastewater that discharges from the trade waste processes. It is the ratio of the estimated volume of liquid trade waste discharges into the sewerage system to the total water consumption.

Liquid trade waste discharge factors are presented in the table below:

SEWER AND TRADE WASTE DISCHARGE FACTORS		
	Discharge Factor %	
	Sewer	Trade Waste
Bakery	90	25
With a residence attached	70	18
Bed and Breakfast / Guesthouse (max. 10 persons)	75	NA
Boarding House	90	20
Butcher	90	90
With a residence attached	70	65
Cakes / Patisserie / Hot Bread	90	50
Car Detailing	90	90
Car Wash - small hand wash only	90	70
Car / Vehicle Wash - Robo, Carlovers, Gerni type and auto etc	70	90
Caravan Park - with commercial kitchen	90	25
Caravan park - no commercial kitchen		NA
Chicken / poultry shop (retail fresh, no cooking)	70	90
	60	
Chicken cooking (Charcoal Chicken)	90	80
Club - Direct service to club eg. RSL	90	30
Club - Bowling, Racing, Golf	50	45
Coal Mine	25	25
Cold Store	10	NA
Community hall (minimal food only)	90	NA
Concrete Batching Plant (process water to stormwater) 10 NA	10	NA

Correctional Centre (with laundry)	90	15
Craft / Stonemason	90	80
Day Care Centre	90	NA
Delicatessen, mixed business (no hot food)	90	NA
With a residence attached	70	NA
Delicatessen, mixed business (with hot food)	90	50
With a residence attached	70	50
Dental Surgery with X-ray	90	80
With a residence attached	70	60
Fast Food (McDonalds, Burger King, Pizza Hut)	90	62
Fast Food (KFC, Red Rooster)	90	80
Fresh Fish Outlet	90	90
Hairdresser	90	NA
High School	90	25
Hospital (public and private)	90	60
Hostel	90	20
Hotel	90	25
Joinery	90	10
Laundry 90	90	92
Marina	90	70
Mechanical Workshop / Garage / Lawn mower repair/ equipment hire etc	90	70
Mechanical Workshop with car yard / car wash	90	70
Medical Centre	90	25
Motel - small less than 15-25 rooms (no hot food)	90	Na
Motel with hot food	90	20
Nursery	25	5
Nursing Home	90	50
Office Building	90	Na
Optical Service	90	NA
Panel Beater / Spray Painter	90	70
Primary School	90	10
Photo-Processing	90	85
Printer	90	85
Radiator Repair	90	85
Restaurant, includes café, canteen, bistro etc	90	50
Self Storage	90	NA
Seafood - Co-ops and Fresh	90	90
Service Station	90	70
Service Station (with car washing)	90	85
Shopping Centre	90	50
Supermarket	90	70
Sporting Ovals - Amenities Blocks	25	20
Swimming Pool (commercial)	90	NA
Take Away Food	90	50
Technical College or University	90	25
Veterinary Surgeon (no X-ray), Kennels, Animal wash	80	NA
Wreckers	90	85

3.8 Monitoring

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 (a boundary trap). The discharger may need to install a suitable method of flow measurement.

Council may require the discharger to:

- Provide pre treatment disposal docket from prescribe pre treatment facilities e.g. grease arrestor
- Measure the volume and flow rate using the flow measurement system permanently installed, 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.

Testing of samples is to be undertaken by a NATA accredited facility to ensure reliable and accurate results. Where the discharger is sampling the effluent, Council may randomly take duplicates to confirm the waste characteristics.

Council will carry out inspections of the premises of all liquid trade waste dischargers and their treatment facilities at least once per annum. Inspections of commercial premises preparing hot food will be carried out at least four (4) times per annum to ensure that pre-treatment equipment is being properly maintained. Inspection of the large and industrial dischargers will be carried out as specified in approval conditions.

3.8.1 Sampling

Samples may be collected on any day. Discrete samples will generally be collected from the boundary trap of the property where the waste enters Council's sewer.

Where there is a pre-treatment facility, a sample may be taken at the outlet. If further access to the waste line is deemed necessary, the owner shall provide convenient inspection chambers for the purpose of obtaining samples of the effluent.

The samples may be analysed at a NATA accredited facility. If the waste is non-compliant, further analysis will be required.

Customers may choose to take their own samples in accordance with a schedule approved by Council and have them analysed by a NATA accredited laboratory at their own expense. The certificates of analyses of these samples must be forwarded to Council.

3.8.2 Breaches

Breaches for non-compliant wastes or inadequately maintained pre-treatment facilities will be formally notified in writing. Formal notices will be issued to the customer advising failure to comply with the conditions of their approval. A re-inspection fee will be charged for each inspection of a pre-treatment facility until satisfactory maintenance has been carried out. Two occurrences of breaching the quality standards will incur a penalty.

3.8.3 Non-compliant Waste

If the results of the analysis indicate non-compliance, the customer will be advised that the wastes do not comply with the quality standard, and a second sample of waste will be obtained for

analysis. If the results of the second sample indicate the waste does not comply, the following will apply:

- Category 1 trade waste – Council will carry out further sampling and analysis at the customer's expense. Alternatively, Council may require the customer to arrange further sampling and analyses of the waste at a frequency specified by Council and provide the certificates of analysis to Council.
- Category 2 or 3 trade waste – The customer will be required to carry out further sampling and analyses at a frequency specified by the Council and provide the certificates of analysis to Council. The minimum frequency of collection will be once per week. Council may also carry out further sampling and analyses at the customer's expense.

Trade waste charges for non-compliant wastes as determined by Council shall be applicable from the date of notification. The charges shall continue until such time as the customer can show compliance to Council's quality standards.

If the action taken by the customer fails to provide wastes which comply with Council's quality standards, the category classification and approval to discharge to Council's sewer will be reviewed.

3.8.4 Assessment of the Quantity of Trade Waste Discharged

The total volume of waste discharged to Council's sewer for all categories shall be determined by:

- 1 Direct measurement by an approved metering device provided, maintained and operated by the customer licensed to discharge to Council's sewer, or
- 2 A proportion determined by Council of the discharger's metered town water consumption. The proportion may be decreased if documentation containing supporting evidence is submitted to Council for review.

3.9 Liquid Trade Waste Agreements

Council may require persons who wish to discharge liquid trade waste into Council's sewerage system to enter into a liquid trade waste agreement with Council which will set out the conditions associated with the discharge. The conditions will be binding on the applicant. No discharge is to be made to the Council's sewerage system until an approval or an interim approval has been authorised by Council.

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

- Additional conditions for discharge of liquid trade waste
- 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 systems
- Fees and charges
- How charges will be calculated and periodically reviewed (charges are as per IPART determinations).

3.10 Enforcement of Approvals and Agreements

Any person who fails to obtain Council's approval to discharge liquid trade waste to 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 634-639).

Any person who fails to comply with the terms or conditions of a liquid trade waste approval (i.e. there is a breach of the approval and agreement) will be required to indemnify the Council against any resulting claims, losses or expenses in accordance with the Local Government Act.

Suspensions may also apply and may include a notice to cease the discharge.

All dischargers of liquid trade waste to Council's sewerage system should be aware that they are subject to prosecution and imposition of fines under Section 120 of the Protection of the Environment (Operations) Act 1997 and Clause 55 of the Protection of the Environment fines and Water Management Act 2000 penalties incurred by Council as a result of an illegal liquid trade waste discharge.

3.10.1 Suspending of Approval to Discharge

Council reserves the right to suspend the approval to discharge to Council's sewer where:

- A customer continues to exceed Council's quality criteria
- A customer fails to maintain pre-treatment facilities installed as advised in the customers application to discharge to Council's sewer
- A customer fails to advise any changes to process or operation that will affect the quality or quantity of trade waste discharged
- A customer fails to correctly dispose of all wastes generated from any pre-treatment processes.

3.11 Effluent Improvement Programs

Where there is an existing discharge and the liquid trade waste quality does not meet discharge requirements, the applicant may be required to submit an 'effluent improvement program' setting out how the discharge limits 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 or improvements to the work practice or facility to increase reliability.

3.12 Due Diligence Programs and Contingency Plans

For discharges classified as Concurrence Classification C, the applicant will need to submit a due diligence program and contingency plan as a condition of approval. Such plans do not need to be submitted to the NSW Office of Water. However, Council may forward them to the Department for comment if considered appropriate. A copy of DWE's minimum requirements for due diligence programs and contingency plans can be found at Appendix H of the Liquid Waste Management Guidelines 2009.

For Concurrence Classification A discharges, a discharger does not need 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. A due diligence program and contingency plan must be submitted to Council within three months and six 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 three months and six months respectively of receiving a liquid trade waste approval.

It should be noted that:

- i) 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, and
- ii) Where Council considers there is potential risk to the sewerage system, it may request a due diligence program and contingency plan be submitted prior to commencing the discharge.

3.13 Effluent Re-use and Water Usage Reduction and Water Management Plan (WMP)

Dischargers are encouraged to establish effluent re-use programs where appropriate and must comply with the requirements of all regulatory bodies for such use.

All dischargers are encouraged to undertake a water audit of their processes to determine whether they can reduce their water consumption.

PART 4 – PRE-TREATMENT MANAGEMENT AND ACCEPTABLE WASTES

To discharge any liquid wastes to Council's sewer system, a current approval must be held. In order to discharge waste into Council's sewer, certain customers require pre-treatment facilities of a design and capacity authorised by Council. Refer to the Liquid Trade Waste Guidelines 2009 NSW Office of Water.

4.1 Installation

The pre-treatment facility must be located in a manner which allows safe and unrestricted access for inspection, sampling and servicing.

For existing businesses where the installation of a pre-treatment facility is not possible due to site specific circumstances, special conditions may be granted and the requirement for a pre-treatment facility may be deferred.

The special conditions will only apply until such time as the business/process changes or the property changes ownership. At this time, the deferral or special conditions will be reviewed.

Additional charges will apply for the discharge of liquid trade waste which has not received the appropriate pre-treatment required by Council.

4.2 Maintenance of Pre-treatment Facilities

4.2.1 Grease Arrestors/Traps

Only wastewater from the food preparation area, floor waste, kitchen sinks and dishwashers may be disposed of through a grease arrestor. Domestic waste and stormwater may not be disposed of through the grease arrestor. For appropriate sizing of grease arrestors, refer to the Liquid Trade Waste Management Guidelines 2009.

Grease arrestors and sink strainers must be cleaned, sides scraped and pumped out completely at regular intervals by a licensed contractor. Council allows a maximum of 75mm of grease. The arrestor must be refilled with water prior to use. It is recommended that filter arrestors be cleaned monthly. Customers must advise Council of the contractor they use and any changes that may occur.

The addition of solvents, enzymes, bacteria, odour control agents and pesticides to the grease arrestor is not permitted.

Gosford City Council may request changes to the servicing frequency if inspections indicate inadequate maintenance.

If grease arrestors are to be disconnected from discharging to sewer, the disconnection is to be in accordance with AS/NZ3500 and the Plumbing Code of Australia.

4.2.2 Dilution Pits and Silt Arrestors

Domestic waste, stormwater or roof water may not be directed through a dilution pit or silt arrestor.

Dilution pits and silt arrestors must be pumped out regularly by a licensed contractor to remove sediment build up. The pit/arrestor must be refilled with water prior to use. Customers must advise Council of the contractor they use and any changes that may occur.

Gosford City Council may request changes to the servicing frequency if inspections indicate inadequate maintenance.

If the pit/arrestor is to be disconnected from discharging to the sewer, the disconnection is to be in accordance with Australian Standards AS3500.

4.2.3 Oily Water Separator and Pit

Domestic waste or roof water may not be directed through the separator.

Separators and pits must be pumped out regularly by a licensed contractor to remove sediment and oil build up. The plates of the separator are to be cleaned. The separator and pit must be refilled with water prior to use. Customers must advise Council of the contractor they use and any changes that may occur.

Gosford City Council may request changes to the servicing frequency if inspections indicate inadequate maintenance.

4.2.4 Silver Recovery Unit

The plates should be cleaned regularly. The effluent from the silver arrestor should be checked regularly for silver by the customer and records be made available to Council staff. Other chemicals used in the process should be disposed of in the appropriate manner by a licensed contractor.

Customers must advise Council of the contractor they use and any changes that may occur.

Gosford City Council may request changes to the servicing frequency if inspections indicate inadequate maintenance.

4.2.5 Plaster Arrestor

The arrestor should be cleaned regularly and the plaster disposed of in the appropriate manner.

Gosford City Council may request changes to the servicing frequency if inspections indicate inadequate maintenance.

4.3 Medical, Clinical, Dental, Veterinary and Infectious Waste

Wastes from Pathology Laboratories may be discharged to Council's sewer system provided the waste is sterilised and it meets the Liquid Trade Waste quality standards.

Liquid waste from hospitals, clinics, doctors' surgeries, veterinary clinics, convalescent homes, nursing homes etc. may be discharged to Council's sewer system after pre-treatment where necessary.

Discharge of solid wastes from any of the above is not permitted. Solid waste must be disposed of by a licensed contractor in the appropriate manner as required by the NSW Health Act.

4.4 Discharge from Vehicle Transporting Liquid Wastes (S)

The discharge takes place at Council's treatment sites. The wastes include, but are not limited to, those from septic tanks, chemical toilets and holding tanks from cleaning of bins.

4.5 Discharge from Mobile Plant, Mobile Waste Processing, Mobile Dog Wash and Carpet Cleaning

Wastes of this kind are permitted provided they meet Council's Liquid Trade Waste quality standards. The applicant must nominate a permanent site for billing purposes and location of discharge site. Wastes must discharge through a suitable on site pre-treatment facility before discharging to Council's sewerage system.

4.6 Swimming pool/spa/hydrotherapy

Description of activity

Swimming pools and spas can be divided into three groups:

- Commercial
- Other institutional facilities
- Municipal(public) facilities

Commercial/other

Discharges from swimming pools and spas (including hydrotherapy units) are classified as liquid trade wastes where they are attached to:

- Hotels and clubs
- Nursing homes or medical facilities such as hospitals (hydrotherapy units)
- Fitness facilities such as gyms
- Tourist resort facilities
- Education facilities
- Animal facilities such as horse (greyhound) racing and training facilities.

Discharge of Liquid Trade Waste and Septic Waste to the Gosford City Council Sewerage System

Discharge of filter backwash water from swimming pools and spas listed above require the LWU's approval.

Other Issues

If emptying the pool for cleaning or maintenance purposes, the LWU is required to be notified. The LWU should determine an appropriate controlled flow rate to the sewerage system and limit the time of discharge to low flow periods in the sewer. This type of activity should not be undertaken during wet weather periods.

The LWU may need to set an acceptance limit for total dissolved solids to suit local conditions for discharges from salt-water pools.

Furthermore, the discharger is required to provide the LWU in advance the details of cleaning compounds, if any, (including brand name, quantity, MSDS where appropriate) which intends to use for cleaning of pool surfaces. The wastewater arising from cleaning of pool surfaces by using strong detergents or acids shall not be permitted to discharge into the sewerage system.

Pre-treatment requirements

Filter backwash water shall be collected in a holding tank and then be discharged into the sewer at a controlled rate as specified in the approval conditions. Solids settled at the bottom of the holding tank should be removed for off-site disposal and not be discharged into the sewer. The discharge shall be limited to low flow periods in the sewer.

4.7 Bunding

Any substances that could adversely affect Council's sewer system must be contained by bunds to prevent leaks or overflows from draining by gravity or mechanical means into the sewer.

All liquid trade waste pre-treatment facilities must be contained in bunded areas, so that any overflows cannot be directly discharged into the sewerage and/or stormwater systems. Leaks, spillages and overflows from a bunded pre-treatment area must be pumped back to the head of the pre-treatment facility.