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ABN: 59 986 092 492



## LIQUID TRADE WASTE APPLICATION FORM NSW OFFICE OF WATER CLASSIFICATION C

This Application for is for **Classification C** businesses that wish to discharge liquid trade waste to Council's sewerage system. Please complete all sections, and supply all information and plans as requested. When completed, please submit this form to Council, along with any relevant attachments. Please allow up to six (6) weeks for assessment (application needs to be forwarded to the New South Wales Office of Water (NOW) for assessment and approval), and appropriate tax invoice(s) will be forwarded upon receipt of your Application.

### **Property Owners Details:**

Name: \_\_\_\_\_  
Postal Address: \_\_\_\_\_  
Contact Number: Bus Hours: \_\_\_\_\_ After Hours: \_\_\_\_\_  
Email address: \_\_\_\_\_  
I/We consent to this application: \_\_\_\_\_ (Signature/s)

### **Property Details:**

Street Address: \_\_\_\_\_  
Lot : \_\_\_\_\_ Section: \_\_\_\_\_ DP: \_\_\_\_\_ Property No: \_\_\_\_\_

### **Applicant Details:**

Name: \_\_\_\_\_  
Postal Address: \_\_\_\_\_  
Contact Number: Bus Hours: \_\_\_\_\_ After Hours: \_\_\_\_\_  
Email address: \_\_\_\_\_

### **Business Details:**

Business Trading Name: \_\_\_\_\_  
Postal Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Contact Number: Bus Hours: \_\_\_\_\_ After Hours: \_\_\_\_\_  
Email address: \_\_\_\_\_

**Type of Business (refer to Note 1)**

- Commercial retail food preparation activities – Please fill out and attach Form C2
- Other commercial activities – Please fill out and attach as appropriate from Forms C3-C5

**Hours during which discharge shall occur:**

Mon to Fri:	_____	to	_____
Sat	_____	to	_____
Sun	_____	to	_____

**Name of processes generating liquid trade waste:**

- i. \_\_\_\_\_
- ii. \_\_\_\_\_
- iii. \_\_\_\_\_
- iv. \_\_\_\_\_
- v. \_\_\_\_\_
- vi. \_\_\_\_\_

**Type and quantity of raw materials processed:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Description of waste to be discharged:**

List of all expected pollutants including substances contained in wash down detergents, boiler and cooling water and other substances.

- Expected maximum and average concentrations of pollutants.
- Sample analysis results of the proposed waste

**Note:** The sample analysis tests shall be carried out by a NATA approved laboratory with accreditation for analysis of the nominated pollutants in the application or a laboratory acceptable to Department of Water and Energy.

Acceptable means of sample analysis data collection:

- i. Sample analysis results from a similar existing process
- ii. Collection of the proposed waste from a trial pre-treatment plant
- iii. Stand alone pre-treatment – manufacturer’s waste quality expectations
- iv. Configured pre-treatment – consultant’s calculations based on experience of a similar installation

**Attach details and supporting documentation of data collection method.**

When detailing the nominated pollutants where there is no possibility of discharge to the sewerage system due to none of the substance being stored or used at the premises, write "NIL".

**GENERAL POLLUTANTS+**

<b>Parameter</b>	<b>Acceptance Guideline Limits<sup>+</sup> mg/L</b>	<b>Average mg/L</b>	<b>Maximum mg/L</b>
BOD <sub>5</sub> and Suspended solids	Normally, approved at 300 mg/L each. 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.		
COD	Normally, not to exceed BOD <sub>5</sub> 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. The acceptance limit may vary depending on an effluent disposal option and is subject to a mass load limit.		
Temperature	Less than 38°C.		
pH	Within the range 7.0 to 9.0.		
Oil and grease	100 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.		

+ Council may vary the acceptance limits having regard to the discharge characteristics and capacity of its sewerage system.

### ACCEPTANCE GUIDELINES FOR INORGANIC COMPOUNDS+

<b>Parameter</b>	<b>Acceptance Guideline Limits mg/L</b>	<b>Average mg/L</b>	<b>Maximum mg/L</b>
Ammonia (as N)	50		
Boron	25		
Bromine	5		
Chlorine	10		
Cyanide	5		
Fluoride	20		
Nitrogen (total Kjeldahl)	100		
Phosphorus	20		
Sulphate (SO <sub>4</sub> )	100		
Sulphide (as S)	1		
Sulphite (as SO <sub>3</sub> )	15		

+ Council may vary the acceptance limits having regard to the discharge characteristics and capacity of its sewerage system.

### ACCEPTANCE GUIDELINES FOR ORGANIC COMPOUNDS+

<b>Parameter</b>	<b>Acceptance Guideline Limits mg/L</b>	<b>Average mg/L</b>	<b>Maximum mg/L</b>
Formaldehyde *	50*		
<i>* Acceptance of chemical toilet waste which contains formaldehyde will be assessed on the available dilution in the sewerage system.</i>			
Phenolic compounds (except pentachlorophenol)	10		
Petroleum hydrocarbons (non-flammable)	30		
Pesticides (general)	0.1		
Pesticides (organophosphates)	Nil		
Pesticides (organochlorins)	Nil		

+ Council may vary the acceptance limits having regard to the discharge characteristics and capacity of its sewerage system.

## ACCEPTANCE GUIDELINES FOR METALS+

***For small discharges, a daily mass load criteria may be used other than the concentration limit. An upper daily mass load can be applied to a large liquid trade waste discharge in addition to the concentration limit.***

<b>Parameter</b>	<b>Acceptance Guideline Limits mg/L</b>	<b>Allowed daily mass limit g/d</b>	<b>Average mg/L</b>	<b>Maximum mg/L</b>
Aluminium	100	-		
Arsenic	1	2		
Cadmium	2	6		
Chromium *	5	15		
* Where hexavalent chromium ( $Cr^{6+}$ ) is present in the process water, pre-treatment will be required to reduce it to the trivalent state ( $Cr^{3+}$ ), prior to discharge into the sewer. Discharge of hexavalent chromium ( $Cr^{6+}$ ) from chromate compounds used as corrosion inhibitors in cooling towers is <b>not permitted</b> .				
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		
* This limit is applicable for large dischargers. The concentration of silver in the photoprocessing waste where a balancing tank is provided is not to exceed 5 mg/L.				
Tin	5	15		
Zinc	5	15		

+ Council may vary the acceptance limits having regard to the discharge characteristics and capacity of its sewerage system.

**Non sewerage system discharges/wastes:** please provide details of management arrangement of waste streams/wastes that are not permitted or not intended to be discharged to the sewerage system.

**Description of flow**

- Unknown (Council will determine based upon water consumption from property)
- Known

Maximum rate of discharge to sewer (either kL/h or L/s) \_\_\_\_\_

Maximum daily discharge to sewer (kL) \_\_\_\_\_

***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 sewerage treatment plant.***

**Hours of days during which discharge will normally take place:**

Mon to Fri: \_\_\_\_\_ to \_\_\_\_\_  
Sat \_\_\_\_\_ to \_\_\_\_\_  
Sun \_\_\_\_\_ to \_\_\_\_\_

**When are the peak period(s) of discharge during the day? \_\_\_\_\_**

**Type of discharge:**

- Batch Flow
- Intermittent Flow
- Continuous Flow

**Where the applicant considers there are special circumstances applicable to their discharge, these circumstances should be identified, eg:**

- Seasonal discharges
- Large differences between average and maximum daily loads
- Variations to flow, do they avoid peak domestic flows, etc
- Retention of discharges for extended periods

Comments \_\_\_\_\_

**Open Areas (Please attach stormwater drainage plans for the site):**

Does the proposed installation contain open areas that will drain to the sewerage system? Yes/No

If yes please provide details:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Stormwater is prohibited from being discharged into Council's sewerage system, and the capacity for such flows is not provided in the sewerage system, therefore Council cannot generally accept the discharge of stormwater into the sewerage system.***

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.

Please 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 area under consideration
- The estimated volume of the stormwater discharge
- Information on rain gauging
- Information on first flush system if proposed
- Measures proposed for diverting stormwater away from the liquid trade waste generating area
- Report on other stormwater management options considered and why they are not feasible.

**Water supply source:**

- Bore/ground water/on-site dam/watercourse;
- Recycled/reuse water; or
- Town water
- Any water meter being installed

Comments: \_\_\_\_\_

Sampling point location: \_\_\_\_\_

Flow measurement location and proposed flow measurement to sewer (please attach details of flow measurement installed/proposed)

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**Existing/proposed waste treatment and equipment:**

Plans – Application is to be accompanied by **2 copies** of plans showing:

- Details and location of all processes, tanks, pits and apparatus associated with the generation of industrial waste
- Details of proposed liquid waste treatment processes
- Details of pipes and floor drainage conveying the effluent
- A full schematic layout of the proposed/existing waste pre-treatment facilities for liquid trade waste prior to discharge to the sewerage system
- Flow diagram & hydraulic profile of proposed treatment apparatus
- Capacity/dimensions, material of construction and lining, operation and maintenance of all pits, tanks, dosing systems, pumps, etc
- Details of the integrity of the pH correction system (diversion system, recording, alarms – location, failsafe, tamperproof)
- Any additional details as requested by the Council

**Proposed cleaning schedule of pre-treatment equipment and contractor**

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Pre-treatment Equipment	Frequency (Weeks)	Name of Contractor	Licence

**Please provide details of any chemicals to be used or stored on site:**

Substance	Qty	Storage liquid/solid	Location	Bunding

**NOTE: Attach Material Safety Data Sheets prepared in accordance with the National Code of Practice [NOHSC : 2011] for chemicals to be used and are likely to be contained in the waste effluent.**

**Are there any proposed plans for future expansion and/or upgrading of the business?**  
YES / NO

*If "Yes" give details on a separate attachment*

**Please attach a copy of any Due Diligence and Contingency Program for this site.**



## **SUBSTANCES PROHIBITED FROM BEING DISCHARGED INTO THE SEWERAGE SYSTEM**

The following substances are prohibited from being discharged into the sewerage system:

- The following substances are prohibited from being discharged into sewers or drains:*
- a) Animal matter (including carcasses but not including human waste), wool, hair, grease, dust, ashes, cinders, soil, rubbish, filth, oil, salt, mud, sand, gravel, garbage, offal, vegetable or fruit parings, rags, house refuse, steam or solid matter;*
  - b) Any flammable or explosive substance;*
  - c) Waste liquid that contains a percentage of any substance, or waste liquid that is of a temperature, specified by the council as being:
    - a) likely to endanger public health, public safety or public amenity or the environment, or*
    - b) damaging to, or liable to form compounds that may damage, the council's sewerage system or treatment works, or*
    - c) likely to injure employees engaged in the operation or maintenance of the council's sewerage system or treatment works or the health of those employees;**
  - d) Except in the case of a public drain or a council gutter – roof, rain, surface, flood, seepage or subsoil water.*
  - e) organochlorin weedicide, fungicides, pesticides, herbicides and substances of similar nature and/or wastes arising from the preparation of these substances;*
  - f) organophosphate pesticides and/or wastes arising from the preparation of these substances;*
  - g) any substances liable to produce noxious or poisonous vapours in the sewerage system;*
  - h) organic solvents and mineral oils;*
  - i) discharges from 'Bulk Fuel Depots';*
  - j) natural or synthetic resins, plastic monomers, synthetic adhesives and rubber plastic emulsions;*
  - k) chromate from cooling towers; and*
  - l) waste liquids that contain pollutants at concentrations which inhibit the sewage treatment processes – Guidelines for Sewerage Systems: Acceptance of Trade Waste (Industrial Waste) (ARMCANZ/ANZECC, 1994).*

**Fees and Charges:**

Liquid Trade Waste fees and charges are charged and listed in Councils Fees and Charges, which are available on-line or form Councils customer service. In submitting this form, the applicant is aware that:

If approved:

- There is an application fee;
- There is an annual fee;
- There are additional charges that may be applied if re-inspection are required; and
- Charges may be applied if adequate pre-treatment has not been installed

The Applicant should be aware that approval of this application does not constitute a guarantee of any future approval of any future approval of a variation to the approval. This will be dependent on the available capacity of the sewerage system at that time and any future approval must not be assumed.

However, alerting Council to the Applicant’s future plans and proposals may assist Council in planning future sewerage management and/or infrastructure additions/modifications

**Are any other supporting documents included with this Application? YES /NO**

- Environmental Impact Statement
- Consultants Report
- NSW Office of Water considerations/restrictions
- Other(s): \_\_\_\_\_

Signature of Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_  
*(Owners authorisation to making the Application is mandatory as per Section 78 of the Local Government Act 1993)*

**PLEASE NOTE THAT THE OWNER OF THE PROPERTY WILL BE BILLED FOR WATER SUPPLY, SEWERAGE AND LIQUID TRADE WASTE SERVICES PROVIDED, AND IT’S THE OWNERS RESPONSIBILITY TO PAY SUCH FEES AND CHARGES WITHIN THE PERIOD SPECIFIED. THE OWNER MAY ARRANGE TO RECOVER SUCH FEES AND CHARGES THROUGH THE LEASE ARRANGEMENT BETWEEN THE OWNER AND THE OCCUPIER**

Signature of Occupier/Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Position within Company: \_\_\_\_\_

**PRIVACY & PERSONAL INFORMATION PROTECTION NOTICE**  
By completion of this form you may be providing Council with personal information. Council will collect the information only for a lawful purpose directly related to the function of Council. Information provided to Council may be used in conjunction with any of Council’s business operations. We will take reasonable care not to disclose personal information. Exempt documents may come under the Government Information (Public Access) Act 2009.

Maintained by Dept:	Community	Effective Date: February 2013	Review Date: February 2014
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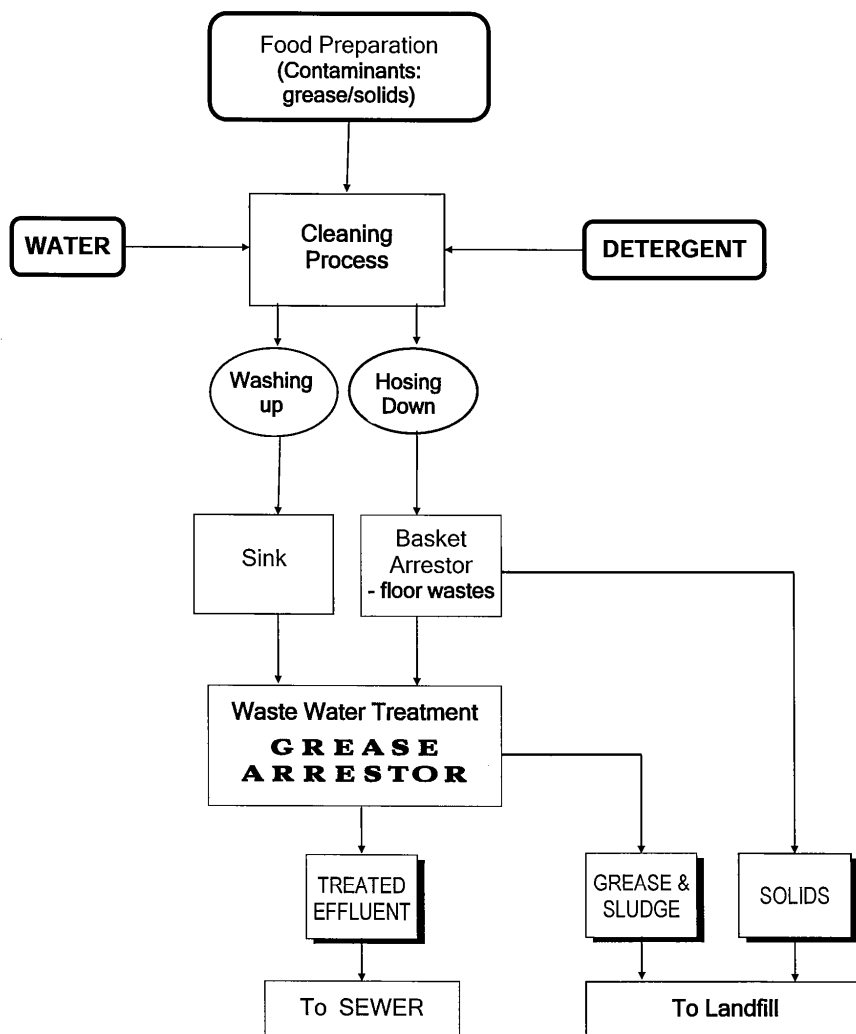
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## Attachment 1 – Process Plans

Plans detailing the business activity on the property need to be provided for Council to accurately assess your application. For more than one activity, please provide a separate process plan for each activity.

### Example Process Flow Chart

*PROCESS: Bakery – washing of utensils and hosing down of floor area used for meat filling preparation*



## Attachment 2 – Drainage Diagrams

Plans showing details of pipes and floor drainage conveying the effluent and stormwater drainage plan are required by Council to determine if the pre-treatment system for the site is appropriate.

The example below details the information required.

