

SHOALHAVEN CITY COUNCIL  
Shoalhaven Water Division

**APPLICATION FOR APPROVAL TO DISCHARGE LIQUID TRADE WASTE TO SEWER  
(FORM A5 – INDUSTRIAL PREMISES)**

Local Government (General) Regulation 2005, Part 2

**INSTRUCTIONS:**

- (a) Print in block letters using a black or blue ink pen.
- (b) Should the information requested not be relevant to your circumstances print 'N/A' for Not Applicable.
- (c) If the space allocated for any response is insufficient print in that space 'SEE ATTACHMENT OF ? PAGE(S)' replacing '?' by the number of pages attached. Each page of attachments should be initialled and dated by the applicant's signatory and titled with the name of the section about which it provides information (eg. 10. DISPOSAL OF OTHER LIQUID WASTES).
- (d) If activities/operations extend over multiple adjoining premises a separate declaration must be submitted for each premises with a different owner.

**1. PREMISES IDENTIFICATION AND CONTACT DETAILS**

For the premises discharging liquid trade waste to sewer.

|      |                      |         |                      |            |                      |
|------|----------------------|---------|----------------------|------------|----------------------|
| D.P. | <input type="text"/> | Section | <input type="text"/> | Lot No.(s) | <input type="text"/> |
| D.P. | <input type="text"/> | Section | <input type="text"/> | Lot No.(s) | <input type="text"/> |
| D.P. | <input type="text"/> | Section | <input type="text"/> | Lot No.(s) | <input type="text"/> |

Have additional D.P., Section and Lot details relating to this application been provided on a signed and dated sheet and attached to this form?

(‘YES’ or ‘NO’)

Street No.  Street Name

Town or Locality  Post Code

Postal Address of Premises

Print 'AS ABOVE' if postal address is the same as street address.

Is this postal address to be used for correspondence about liquid trade waste matters? (‘YES’ or ‘NO’)   
(The alternative is to use the applicant's postal address to be given in Section 18. of this form)

Name of Contact at Premises  Phone No.

Position of Contact  Fax No.

**2. TRADING NAME**

Under what name will the business, or other entity, located at the premises identified in Section 1. of this form operate? The trading name may, or may not be, the same as the applicant's name.

----- Shoalhaven Water Use Only -----

Receipt No.  Date Paid  /  /  Application Processed By

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**3. TYPE OF ACTIVITY** Describe in general terms the nature of the activity or activities (i.e. Type of products manufactured or services provided) to be conducted on the premises (eg. Valve manufacture, abattoir, detergent manufacture, cheese making).

| <i>Identifying Letter</i> | <i>General Description of Activity</i> |
|---------------------------|--|
| A                         |  |
| B                         |  |
| C                         |  |

**Important Additional Information Required!** For each of the activities listed above provide on signed and dated pages a more detailed description of the operations/processes involved therein. This information should be typed and include, but not be limited to, a process flow diagram. Specifically outline all actual and potential sources of waste liquids arising from each activity. Clearly indicate at the top of each page of this additional information the activity to which it relates by printing 'ACTIVITY ?' with '?' replaced by the identifying letter of that activity as designated above.

Number of pages describing operations/processes supplied as attachments to this application?

**4. INDEX OF PRODUCTION** Give a measure or measures by which the amount of goods manufactured or services provided, as listed in Section 3. may be gauged. (eg. Include both the item measured and the units of measurement tonnes of cheese, litres of chemical produced per year, number of vehicles serviced per year).

| <i>Identifying Letter of Activity (from Section 3)</i> | <i>Item Description</i> | <i>Quantity of Items Processed /Produced per Year (include the units of measurement eg. litres, tonnes)</i> |
|--|-------------------------|---|
|  |                         |   |
|  |                         |   |
|  |                         |   |

**5. AMOUNT OF RAW MATERIALS USED** Indicate the level of consumption for significant raw materials used in the manufacturing or service provision activities listed in Section 3. of this application.

| <i>Identifying Letter of Activity (from Section 3)</i> | <i>Raw Materials Used</i> | <i>Quantity of Raw Materials Consumed per Year (include the units of measurement eg. litres, tonnes)</i> |
|--|---------------------------|--|
|  |                           |  |
|  |                           |  |
|  |                           |  |
|  |                           |  |

**6. ASSOCIATED LIQUID TRADE WASTE GENERATING ACTIVITIES**

Does the premises for which this application to discharge liquid trade waste to sewer is lodged contain any of the following:

|  |                 |                          |
|--|-----------------|--------------------------|
| Canteen or cafeteria?                        | ('YES' or 'NO') | <input type="checkbox"/> |
| Laundry facility?                            | ('YES' or 'NO') | <input type="checkbox"/> |
| Laboratory?                                  | ('YES' or 'NO') | <input type="checkbox"/> |
| Boiler?                                      | ('YES' or 'NO') | <input type="checkbox"/> |
| Cooling tower / Industrial air conditioning? | ('YES' or 'NO') | <input type="checkbox"/> |
| Open area discharging to sewer?              | ('YES' or 'NO') | <input type="checkbox"/> |

**7. LIQUID TRADE WASTE DISCHARGE STATUS**

Is liquid trade waste currently discharged to sewer from the premises?

('YES' or 'NO')

**8. LIQUID TRADE WASTE DISCHARGE VOLUMES**

Estimated **maximum** volumetric discharge to sewer of liquid trade waste from all activities associated with the industry? (This should include liquid trade waste generated from washing the premises or equipment).

- Kilolitres/year

- Kilolitres/day

- Litres/second

**9. LIQUID TRADE WASTE DISCHARGE TIMES**

Indicate when liquid trade waste will normally be discharged to sewer? Include enough details to characterise discharge pattern (eg. Number of times per year, which months per year, which days per week or month, between what times per day)?

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**10. DISPOSAL OF OTHER LIQUID WASTES**

Is any liquid waste to be generated that will not be discharged to sewer?

('YES' or 'NO')

If 'YES' provide details of this liquid waste and the method of its disposal. (Include details such as approximate volumes, frequency of disposal, name and contact details of any contractor used).

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**13. LIQUID TRADE WASTE PRETREATMENT EQUIPMENT**

Provide details regarding all the liquid trade waste pre-treatment equipment.

| <i>Identifying Number</i> | <i>Type of Equipment<br/>(eg. Hydrocyclone, clarifier, balancing tank, pH neutralisation device)</i> | <i>Equipment Manufacturer</i> | <i>Model</i> | <i>Design Capacity<br/>(Include units<br/>eg. Litres,<br/>Kilolitres/day)</i> | <i>Status<br/>(‘EXISTING<br/>or<br/>‘PROPOSED’)</i> |
|---------------------------|--|-------------------------------|--------------|---|---|
| 1                         |  |                               |              |   |   |
| 2                         |  |                               |              |   |   |
| 3                         |  |                               |              |   |   |
| 4                         |  |                               |              |   |   |

Technical and operating manuals showing specifications, a floor plan (including the location of the liquid trade waste sampling point) and a schematic process and instrumentation diagram should be provided for each piece of liquid trade waste pre-treatment equipment.

Number of pages of information provided regarding liquid trade waste pre-treatment equipment?

**14. METHOD OF LIQUID TRADE WASTE DISCHARGE TO SEWER**

How will the liquid trade waste discharged ultimately be transported to sewer?

By gravity fall?

(‘YES’ or ‘NO’)

Pumped?

(‘YES’ or ‘NO’)

If discharge is pumped provide pump specifications including type (eg. positive displacement), manufacturer, model, size, maximum capacity, pump performance curve (total operating head for the pump as installed is to be marked on this performance curve), and any flow control devices.

Number of pages of specifications relating to pump included as attachments to this application?

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**15. EXPECTED PROPERTIES OF LIQUID TRADE WASTE AS DISCHARGED TO SEWER**

| Parameter  | Units | Average | Maximum |
|--|-------|---------|---------|
| Temperature  | °C    |         |         |
| pH (Specify as average high/low pH and extreme high/low pH)            | pH    |         |         |
| Suspended Solids   | mg/l  |         |         |
| Biological Oxygen Demand (as BOD <sub>5</sub> )                        | mg/l  |         |         |
| Chemical Oxygen Demand   | mg/l  |         |         |
| Total Dissolved Solids   | mg/l  |         |         |
| Oil and Grease   | mg/l  |         |         |
| Detergents (as MBAS)   | mg/l  |         |         |
| Ammonia (as Nitrogen)  | mg/l  |         |         |
| Boron  | mg/l  |         |         |
| Bromine  | mg/l  |         |         |
| Chlorine   | mg/l  |         |         |
| Cyanide  | mg/l  |         |         |
| Fluoride   | mg/l  |         |         |
| Total Kjeldahl Nitrogen  | mg/l  |         |         |
| Total Phosphorus   | mg/l  |         |         |
| Sulphate (as SO <sub>4</sub> )   | mg/l  |         |         |
| Sulphite (as SO <sub>3</sub> )   | mg/l  |         |         |
| Sulphide (as S)  | mg/l  |         |         |
| Formaldehyde   | mg/l  |         |         |
| Phenolic compounds (except pentachlorophenol)                          | mg/l  |         |         |
| Petroleum hydrocarbons (non-flammable only permitted)                  | mg/l  |         |         |
| Pesticides (other than organochlorine or organophosphate)              | mg/l  |         |         |
| Aluminium  | mg/l  |         |         |
| Arsenic  | mg/l  |         |         |
| Cadmium  | mg/l  |         |         |
| Chromium (the discharge of Cr <sup>6+</sup> to sewer is not permitted) | mg/l  |         |         |
| Cobalt   | mg/l  |         |         |
| Copper   | mg/l  |         |         |
| Iron   | mg/l  |         |         |
| Lead   | mg/l  |         |         |
| Manganese  | mg/l  |         |         |
| Mercury  | mg/l  |         |         |
| Molybdenum   | mg/l  |         |         |
| Nickel   | mg/l  |         |         |
| Selenium   | mg/l  |         |         |
| Silver   | mg/l  |         |         |
| Tin  | mg/l  |         |         |
| Zinc   | mg/l  |         |         |
| <i>Any Other Substances?</i>   |       |         |         |
|  |       |         |         |
|  |       |         |         |
|  |       |         |         |

**NB.** If there is insufficient space or an inappropriate format to show all expected pollutants or properties (e.g. colour or radioactivity) please provide this information as attachments to this form. Indicate the number of pages of these attachments in the box provided.

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**16. MEASUREMENT OF LIQUID TRADE WASTE DISCHARGES TO SEWER**

How will the volume of

the liquid trade waste discharged to sewer be measured?

(a) By a trade waste discharge factor based on mains water consumption? ('YES' or 'NO')

(NB. A trade waste discharge factor is not an appropriate method of measurement where the liquid trade waste discharged to sewer is not wholly generated by water obtained from Council's metered mains supply and/or there is no consistent or reliable relationship between the liquid trade waste discharge and Council's metered mains supply to the premises.

(b) By a flow measurement device (eg. flowmeter, weir, flume) ('YES' or 'NO')

If a response of 'YES' has been given please provide the following details

(i) What type of measurement device will be used (eg. Magnetic flowmeter, weir with level sensor)?

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(ii) Provide diagrams, technical specifications and an operating manual for the measurement device and indicate the number of pages of documents attached.

(iii) What is the status of the flow measurement device? ('EXISTING' or 'PROPOSED')

(c) Other method, please specify

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**17. ADDITIONAL INFORMATION**

The following additional information will generally be required to support this application to discharge liquid trade waste to Council sewer.

- |   | Number<br>of Pages   |
|---|----------------------|
| • A site plan showing street name and number, a north point, buildings on the property, the location of any existing or proposed liquid trade waste pre-treatment equipment, water supply meter(s), boundary trap(s) or open areas proposed for discharge to sewer. | <input type="text"/> |
| • An internal drainage diagram showing stormwater drainage, the location of all pipes and/or floor drains conveying liquid wastes and the liquid trade waste pre-treatment equipment to which they are connected.   | <input type="text"/> |
| • Documents describing a due diligence program and contingency plans. (If not available when application submitted, insert date to be provided, which shall be within 3 months of submission of application).   | <input type="text"/> |

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**Privacy Notification**

The information requested on this form is being collected by Shoalhaven City Council for Council and Department of Primary Industries, Water (DPI Water) for purposes associated with the discharge of Liquid Trade Waste. This information is required under the NSW Government's Liquid Trade Waste Management Guidelines for the administration of the Local Government Act, 1993. The information will be used by Council or DPI Water officials for the purpose mentioned or a directly related purpose. The information may be forwarded to current or new, owners or applicants. You may apply to Council for access or amendment of the information at any time.

**18. APPLICANT'S DETAILS AND DECLARATION**

Must be completed by an authorised officer representing the applicant (eg. Owner, manager etc, but **not** consultant, contractor, agent etc acting on their behalf).

Applicant's Name (The name of the Company, Organization, Individual(s) etc legally registered as owning the business or activity for which this application to discharge liquid trade waste to Council sewer is lodged.)

ABN

Postal Address

Is this postal address to be used for all correspondence about liquid trade waste matters? ('YES' or 'NO')

Signatory's Name

Phone No.

Signatory's Position

Fax No.

I wish to apply for approval to discharge liquid trade waste to Council's sewer. I declare that the information supplied on this application form and any included attachments, is to the best of my knowledge accurate, relevant and complete.

Signature

Date

**19. PREMISES OWNER'S DETAILS AND DECLARATION**

Complete this section even if the premises owner and applicant are the same entity. Signatory must be the premises owner or an authorised officer of the owner of the premises owner (eg. Owner, manager etc, but **not** consultant, contractor, agent etc acting on their behalf).

Premises Owner (The name of the Company, Organization, Individual(s) etc legally registered as owning the premises referred to in Section 1. of this application form and from which liquid trade waste will be discharged to Council sewer.)

ABN

Postal Address

Signatory's Name

Phone No.

Signatory's Position

Fax No.

I am aware of the operations to be conducted on the premises identified in Section 1. of this form and give my consent for this application for approval to discharge liquid trade waste to Council's sewer and acknowledge that fees and charges for trade waste discharges to the sewerage system will be billed to the property owner.

Signature

Date