

Environment Protection Licence



Licence - 12357

Licence Details

Number:	12357
Anniversary Date:	01-June

Licensee

SHOALHAVEN CITY COUNCIL

PO BOX 42

NOWRA NSW 2541

Premises

CONJOLA REGIONAL SEWERAGE SCHEME

BENDALONG ROAD

BENDALONG NSW 2539

Scheduled Activity

Sewage treatment

Fee Based Activity

Scale

Sewage treatment processing by small plants

> 219-1000 ML annual maximum
volume of discharge

Region

South East - Queanbeyan

11 Farrer Place

QUEANBEYAN NSW 2620

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NSW 2620

Environment Protection Licence



Licence - 12357

INFORMATION ABOUT THIS LICENCE	4
Dictionary	4
Responsibilities of licensee	4
Variation of licence conditions	4
Duration of licence	4
Licence review	4
Fees and annual return to be sent to the EPA	4
Transfer of licence	5
Public register and access to monitoring data	5
1 ADMINISTRATIVE CONDITIONS	6
A1 What the licence authorises and regulates	6
A2 Premises or plant to which this licence applies	6
A3 Information supplied to the EPA	7
2 DISCHARGES TO AIR AND WATER AND APPLICATIONS TO LAND	7
P1 Location of monitoring/discharge points and areas	7
3 LIMIT CONDITIONS	9
L1 Pollution of waters	9
L2 Load limits	9
L3 Concentration limits	10
L4 Volume and mass limits	11
L5 Waste	11
L6 Potentially offensive odour	12
4 OPERATING CONDITIONS	12
O1 Activities must be carried out in a competent manner	12
O2 Maintenance of plant and equipment	12
O3 Emergency response	13
O4 Processes and management	13
O5 Waste management	13
O6 Other operating conditions	13
5 MONITORING AND RECORDING CONDITIONS	14
M1 Monitoring records	14
M2 Requirement to monitor concentration of pollutants discharged	14
M3 Testing methods - concentration limits	16
M4 Testing methods - load limits	16

Environment Protection Licence



Licence - 12357

M5	Recording of pollution complaints	16
M6	Telephone complaints line	17
M7	Requirement to monitor volume or mass	17
M8	Requirement to record bypass incidents from sewage treatment plants	18
M9	Other monitoring and recording conditions	18
6	REPORTING CONDITIONS	19
R1	Annual return documents	19
R2	Notification of environmental harm	20
R3	Written report	20
R4	Other notifications	21
R5	Annual system performance report	21
7	GENERAL CONDITIONS	22
G1	Copy of licence kept at the premises or plant	22
G2	Contact number for incidents and responsible employees	22
G3	Other general conditions	23
	DICTIONARY	24
	General Dictionary	24

Environment Protection Licence

Licence - 12357



Information about this licence

Dictionary

A definition of terms used in the licence can be found in the dictionary at the end of this licence.

Responsibilities of licensee

Separate to the requirements of this licence, general obligations of licensees are set out in the Protection of the Environment Operations Act 1997 ("the Act") and the Regulations made under the Act. These include obligations to:

- ensure persons associated with you comply with this licence, as set out in section 64 of the Act;
- control the pollution of waters and the pollution of air (see for example sections 120 - 132 of the Act);
- report incidents causing or threatening material environmental harm to the environment, as set out in Part 5.7 of the Act.

Variation of licence conditions

The licence holder can apply to vary the conditions of this licence. An application form for this purpose is available from the EPA.

The EPA may also vary the conditions of the licence at any time by written notice without an application being made.

Where a licence has been granted in relation to development which was assessed under the Environmental Planning and Assessment Act 1979 in accordance with the procedures applying to integrated development, the EPA may not impose conditions which are inconsistent with the development consent conditions until the licence is first reviewed under Part 3.6 of the Act.

Duration of licence

This licence will remain in force until the licence is surrendered by the licence holder or until it is suspended or revoked by the EPA or the Minister. A licence may only be surrendered with the written approval of the EPA.

Licence review

The Act requires that the EPA review your licence at least every 5 years after the issue of the licence, as set out in Part 3.6 and Schedule 5 of the Act. You will receive advance notice of the licence review.

Fees and annual return to be sent to the EPA

For each licence fee period you must pay:

- an administrative fee; and
- a load-based fee (if applicable).

Environment Protection Licence



Licence - 12357

The EPA publication “A Guide to Licensing” contains information about how to calculate your licence fees. The licence requires that an Annual Return, comprising a Statement of Compliance and a summary of any monitoring required by the licence (including the recording of complaints), be submitted to the EPA. The Annual Return must be submitted within 60 days after the end of each reporting period. See condition R1 regarding the Annual Return reporting requirements.

Usually the licence fee period is the same as the reporting period.

Transfer of licence

The licence holder can apply to transfer the licence to another person. An application form for this purpose is available from the EPA.

Public register and access to monitoring data

Part 9.5 of the Act requires the EPA to keep a public register of details and decisions of the EPA in relation to, for example:

- licence applications;
- licence conditions and variations;
- statements of compliance;
- load based licensing information; and
- load reduction agreements.

Under s320 of the Act application can be made to the EPA for access to monitoring data which has been submitted to the EPA by licensees.

This licence is issued to:

SHOALHAVEN CITY COUNCIL
PO BOX 42
NOWRA NSW 2541

subject to the conditions which follow.

Environment Protection Licence



Licence - 12357

1 Administrative Conditions

A1 What the licence authorises and regulates

A1.1 This licence authorises the carrying out of the scheduled activities listed below at the premises specified in A2. The activities are listed according to their scheduled activity classification, fee-based activity classification and the scale of the operation.

Unless otherwise further restricted by a condition of this licence, the scale at which the activity is carried out must not exceed the maximum scale specified in this condition.

Scheduled Activity	Fee Based Activity	Scale
Sewage treatment	Sewage treatment processing by small plants	> 219 - 1000 ML annual maximum volume of discharge

A1.2 The objectives of this licence are to:

- a) prevent as far as practicable sewage overflows and sewage treatment plant bypasses;
- b) require proper and efficient management of the system to minimise harm to the environment and public health; and
- c) require practical measures to be taken to protect the environment and public health from sewage overflows and sewage treatment plant effluent.

A1.3 This licence is to be construed in a manner that will promote the objectives referred to in the condition above.

A2 Premises or plant to which this licence applies

A2.1 The licence applies to the following premises:

Premises Details
CONJOLA REGIONAL SEWERAGE SCHEME
BENDALONG ROAD
BENDALONG
NSW 2539
LOT 1 DP 1071258
INCLUDING THE NORTHERN WASTEWATER TREATMENT PLANT - LOT 1 DP1071258 BENDALONG ROAD, BENDALONG AND THE SOUTHERN WASTEWATER TREATMENT PLANT - PORTION 243 THORNE STREET, LAKE CONJOLA

A2.2 The premises also includes the reticulation system owned and operated by the licensee that is associated with the sewage treatment plant(s) identified in condition A2.1.

Environment Protection Licence

Licence - 12357



A3 Information supplied to the EPA

A3.1 Works and activities must be carried out in accordance with the proposal contained in the licence application, except as expressly provided by a condition of this licence.

In this condition the reference to "the licence application" includes a reference to:

- a) the applications for any licences (including former pollution control approvals) which this licence replaces under the Protection of the Environment Operations (Savings and Transitional) Regulation 1998; and
- b) the licence information form provided by the licensee to the EPA to assist the EPA in connection with the issuing of this licence.

2 Discharges to Air and Water and Applications to Land

P1 Location of monitoring/discharge points and areas

P1.1 The following utilisation areas referred to in the table below are identified in this licence for the purposes of the monitoring and/or the setting of limits for any application of solids or liquids to the utilisation area.

P1.2 The following points referred to in the table are identified in this licence for the purposes of the monitoring and/or the setting of limits for discharges of pollutants to water from the point.

Water and land

EPA Identification no.	Type of Monitoring Point	Type of Discharge Point	Location Description
1	Influent volume monitoring		"INFLUENT FLOW METER" identified on Figure 1, Conjola Sewerage Scheme, Northern Wastewater Treatment Plant, Site Plan and Monitoring Points dated 15-06-07 (EPA DOC07/23844)
2	Effluent volume monitoring		"EFFLUENT FLOW METER" identified on Figure 1, Conjola Sewerage Scheme, Northern Wastewater Treatment Plant, Site Plan and Monitoring Points dated 15-06-07 (EPA DOC07/23844)
3	Effluent quality monitoring		"FINAL EFFLUENT SAMPLING POINT" identified on Figure 1, Conjola Sewerage Scheme, Northern Wastewater Treatment Plant, Site Plan and Monitoring Points dated 15-06-07 (EPA DOC07/23844)

Environment Protection Licence

Licence - 12357



4		Discharge to waters (groundwater)	"NORTHERN WwTP DISCHARGE POINT" identified in Figure 3, Conjola Villages Wastewater Scheme Plan Showing Location of Exfiltration Trench dated 15-06-07 (EPA DOC07/23844)
5	Influent volume monitoring		"INFLUENT FLOW METER" identified on Figure 2, Conjola Sewerage Scheme, Southern Wastewater Treatment Plant, Site Plan and Monitoring Points dated 15-06-07 (EPA DOC07/23844)
6	Effluent volume monitoring		"EFFLUENT FLOW METER" identified on Figure 2, Conjola Sewerage Scheme, Southern Wastewater Treatment Plant, Site Plan and Monitoring Points dated 15-06-07 (EPA DOC07/23844)
7	Effluent quality monitoring		"FINAL EFFLUENT SAMPLING POINT" identified on Figure 2, Conjola Sewerage Scheme, Southern Wastewater Treatment Plant, Site Plan and Monitoring Points dated 15-06-07 (EPA DOC07/23844)
8		Discharge to waters (groundwater)	"SOUTHERN WwTP DISCHARGE POINT" identified in Figure 3, Conjola Villages Wastewater Scheme Plan Showing Locations of Exfiltration Trench dated 15 June 2007 (EPA DOC07/23844)
9	Groundwater quality monitoring		Groundwater bore "MB2S" as identified in map titled "Site Layout and Well Locations (September 2011)" received by the EPA on 28 August 2013 (EPA DOC13/48025)
10	Groundwater quality monitoring		Groundwater bore "MW8S" as identified in map titled "Site Layout and Well Locations (September 2011)" received by the EPA on 28 August 2013 (EPA DOC13/48025)
11	Groundwater quality monitoring		Groundwater bore "DO3" as identified in map titled "Site Layout and Well Locations (September 2011)" received by the EPA on 28 August 2013 (EPA DOC13/48025)
12	Groundwater quality monitoring		Groundwater bore "DO2" as identified in map titled "Site Layout and Well Locations (September 2011)" received by the EPA on 28 August 2013 (EPA DOC13/48025)

Environment Protection Licence

Licence - 12357



13	Groundwater quality monitoring	Groundwater bore "MB5" as identified in map titled "Site Layout and Well Locations (September 2011)" received by the EPA on 28 August 2013 (EPA DOC13/48025)
14	Groundwater quality monitoring	Groundwater bore "V5" as identified in map titled "Site Layout and Well Locations (September 2011)" received by the EPA on 28 August 2013 (EPA DOC13/48025)
15	Surface water quality monitoring	Surface water quality monitoring location "39" identified in Figure 3.1, Surface Water Monitoring Locations, Conjola Regional Sewerage Scheme Monitoring Program - page 16 (EPA DOC07/23844)
16	Surface water quality monitoring	Surface water quality monitoring location "P1" identified in Figure 3.1, Surface Water Monitoring Locations, Conjola Regional Sewerage Scheme Monitoring Program - page 16 (EPA DOC07/23844)
17	Surface water quality monitoring	Surface water quality monitoring location "O1" identified in Figure 3.1, Surface Water Monitoring Locations, Conjola Regional Sewerage Scheme Monitoring Program - page 16 (EPA DOC07/23844)

3 Limit Conditions

L1 Pollution of waters

- L1.1 Except as may be expressly provided in any other condition of this licence, the licensee must comply with section 120 of the Protection of the Environment Operations Act 1997.
- L1.2 The licensee may only discharge untreated or partially treated sewage from the sewage treatment plant and/or the reticulation system subject to the conditions of this licence, including O1 and O2.

L2 Load limits

- L2.1 The actual load of an assessable pollutant discharged from the premises during the reporting period must not exceed the load limit specified for the assessable pollutant in the table below.
- L2.2 The actual load of an assessable pollutant must be calculated in accordance with the relevant load calculation protocol.

Environment Protection Licence

Licence - 12357



Assessable Pollutant	Load limit (kg)
BOD (Enclosed Water)	920.00
Nitrogen (total) (Enclosed Water)	1550.00
Oil and Grease (Enclosed Water)	180.00
Phosphorus (total) (Enclosed Water)	1260.00
Total suspended solids (Enclosed Water)	920.00

Note: The load limits referred to in condition L2.1 do not apply to discharges from the reticulation system.

Note: An assessable pollutant is a pollutant which affects the licence fee payable for the licence.

L3 Concentration limits

L3.1 For each monitoring/discharge point or utilisation area specified in the table\ below (by a point number), the concentration of a pollutant discharged at that point, or applied to that area, must not exceed the concentration limits specified for that pollutant in the table.

L3.2 Where a pH quality limit is specified in the table, the specified percentage of samples must be within the specified ranges.

L3.3 To avoid any doubt, this condition does not authorise the pollution of waters by any pollutant other than those specified in the table\.

L3.4 Water and/or Land Concentration Limits

POINT 4,8

Pollutant	Units of Measure	50 percentile concentration limit	90 percentile concentration limit	3DGM concentration limit	100 percentile concentration limit
BOD	milligrams per litre		10		15
Faecal Coliforms	colony forming units per 100 millilitres		200		600
Nitrogen (ammonia)	milligrams per litre		2		5
Nitrogen (total)	milligrams per litre		10		15
Oil and Grease	milligrams per litre		2		10

Environment Protection Licence

Licence - 12357



pH	pH		6.5-8.5
Phosphorus (total)	milligrams per litre	7	10
Total suspended solids	milligrams per litre	5	20

L4 Volume and mass limits

- L4.1 For each discharge point or utilisation area specified below (by a point number), the volume/mass of:
- liquids discharged to water; or;
 - solids or liquids applied to the area;
- must not exceed the volume/mass limit specified for that discharge point or area.

Point	Unit of Measure	Volume/Mass Limit
4	kilolitres per day	1950
8	kilolitres per day	1350

L5 Waste

- L5.1 The licensee must not cause, permit or allow any waste to be received at the premises, except the wastes expressly referred to in the column titled "Waste" and meeting the definition, if any, in the column titled "Description" in the table below.
- Any waste received at the premises must only be used for the activities referred to in relation to that waste in the column titled "Activity" in the table below.
- Any waste received at the premises is subject to those limits or conditions, if any, referred to in relation to that waste contained in the column titled "Other Limits" in the table below.
- This condition does not limit any other conditions in this licence.

Code	Waste	Description	Activity	Other Limits
NA	General or Specific exempted waste	Waste that meets all the conditions of a resource recovery exemption under Clause 92 of the Protection of the Environment Operations (Waste) Regulation 2014	As specified in each particular resource recovery exemption	NA
NA	Waste	Any waste received on site that is below licensing thresholds in Schedule 1 of the		NA

Environment Protection Licence

Licence - 12357



		POEO Act, as in force from time to time		
K130	Sewage sludge & residues	Septic tank sludge	Waste storage Sewage Treatment	NA
K110	Grease trap waste	As defined in Schedule 1 of the POEO Act, as in force from time to time	Waste processing (non-thermal treatment)	NA
NA	Effluent	As defined in Schedule 1 of the POEO Act, as in force from time to time	Sewage Treatment	NA

L6 Potentially offensive odour

L6.1 No condition in this licence identifies a potentially offensive odour for the purposes of section 129 of the Protection of the Environment Operations Act 1997.

Note: Section 129 of the Protection of the Environment Operations Act 1997 provides that the licensee must not cause or permit the emission of any offensive odour from the premises but provides a defence if the emission is identified in the relevant environment protection licence as a potentially offensive odour and the odour was emitted in accordance with the conditions of a licence directed at minimising odour.

4 Operating Conditions

O1 Activities must be carried out in a competent manner

O1.1 Licensed activities must be carried out in a competent manner.

This includes:

- the processing, handling, movement and storage of materials and substances used to carry out the activity; and
- the treatment, storage, processing, reprocessing, transport and disposal of waste generated by the activity.

Note: The requirements of O1.1 apply to the whole of the premises, including the reticulation system.

O2 Maintenance of plant and equipment

O2.1 All plant and equipment installed at the premises or used in connection with the licensed activity:

- must be maintained in a proper and efficient condition; and
- must be operated in a proper and efficient manner.

Note: The requirements of O2.1 apply to the whole of the premises, including the reticulation system.

Environment Protection Licence

Licence - 12357



O3 Emergency response

- O3.1 In the event of an overflow or bypass that harms or is likely to harm the environment, the licensee must use all practicable measures to minimise the impact of the overflow or bypass on the environment and public health. These measures are to be implemented as soon as practical after the licensee or one of the licensee's employees or agents becomes aware of the overflow or bypass.

O4 Processes and management

O4.1 Appropriate Treatment Processes

Sewage or effluent must not be discharged from points 4 and 8 unless it has been treated in accordance with the requirements of the table below.

The flows specified in the table below are the inflow to the sewage treatment plant(s).

Required treatment process	Flow range
Screening, degritting, aeration, tertiary filtration and disinfection	All sewage inflows

- O4.2 However the licensee is not taken to have breached this condition if the licensee can demonstrate:
- the failure to treat the liquid waste as required was solely as a result of a failure of the power supply to the premises, or a failure of essential equipment;
 - the failure of power supply or equipment could not reasonably have been prevented; and
 - normal operating conditions were restored as soon as possible after the power supply failure or the failure of essential equipment.
- O4.3 The licensee must ensure that any extensions to the reticulation system are planned, designed, constructed and installed to prevent as far as practicable overflows from the premises.

Note: "The premises" includes both the new and the previously existing parts of the sewage treatment system.

O5 Waste management

- O5.1 Biosolids at the premises must be stored, treated, processed, classified, transported and disposed in accordance with the *Environmental Guidelines: Use and Disposal of Biosolids Products* (EPA 1997), to the extent that those Guidelines are applicable, or any subsequently updated guidelines that replaces this publication, or as otherwise approved in writing by the EPA.

Note: This condition does not apply to the reuse or disposal of biosolids by the licensee at locations other than the premises.

O6 Other operating conditions

Environment Protection Licence

Licence - 12357



O6.1 Prohibition on acceptance of pesticides

The licensee must not consent to the receipt of organochlorine pesticides (including dieldrin, heptachlor and chlordane) into the sewage treatment system.

O6.2 New sewage pumping stations

Dry weather overflows resulting in pollution of waters from any sewage pumping station(s) installed within the sewage treatment system are not permitted.

5 Monitoring and Recording Conditions

M1 Monitoring records

M1.1 The results of any monitoring required to be conducted by this licence or a load calculation protocol must be recorded and retained as set out in this condition.

M1.2 All records required to be kept by this licence must be:

- in a legible form, or in a form that can readily be reduced to a legible form;
- kept for at least 4 years after the monitoring or event to which they relate took place; and
- produced in a legible form to any authorised officer of the EPA who asks to see them.

M1.3 The following records must be kept in respect of any samples required to be collected for the purposes of this licence:

- the date(s) on which the sample was taken;
- the time(s) at which the sample was collected;
- the point at which the sample was taken; and
- the name of the person who collected the sample.

M2 Requirement to monitor concentration of pollutants discharged

M2.1 For each monitoring/discharge point or utilisation area specified below (by a point number), the licensee must monitor (by sampling and obtaining results by analysis) the concentration of each pollutant specified in Column 1. The licensee must use the sampling method, units of measure, and sample at the frequency, specified opposite in the other columns:

M2.2 Water and/ or Land Monitoring Requirements

POINT 3,7

Pollutant	Units of measure	Frequency	Sampling Method
BOD	milligrams per litre	Monthly	3 or more grab samples forming a pool sample with the first & last samples taken at least 7 hours apart

Environment Protection Licence

Licence - 12357



Chlorine (total residual)	milligrams per litre	Monthly	Grab sample
Faecal Coliforms	colony forming units per 100 millilitres	Monthly	Grab sample
Nitrogen (ammonia)	milligrams per litre	Monthly	3 or more grab samples forming a pool sample with the first & last samples taken at least 7 hours apart
Nitrogen (total)	milligrams per litre	Monthly	3 or more grab samples forming a pool sample with the first & last samples taken at least 7 hours apart
Oil and Grease	milligrams per litre	Monthly	3 or more grab samples forming a pool sample with the first & last samples taken at least 7 hours apart
pH	pH	Monthly	Grab sample
Phosphorus (total)	milligrams per litre	Monthly	3 or more grab samples forming a pool sample with the first & last samples taken at least 7 hours apart
Total suspended solids	milligrams per litre	Monthly	3 or more grab samples forming a pool sample with the first & last samples taken at least 7 hours apart

POINT 9,10,11,12,13,14

Pollutant	Units of measure	Frequency	Sampling Method
BOD	milligrams per litre	Quarterly	Grab sample
Chlorine (total residual)	milligrams per litre	Quarterly	Grab sample
Faecal Coliforms	colony forming units per 100 millilitres	Quarterly	Grab sample
Nitrogen (total)	milligrams per litre	Quarterly	Grab sample
Phosphorus (total)	milligrams per litre	Quarterly	Grab sample
Standing Water Level	metres	Quarterly	In situ

POINT 15,16

Pollutant	Units of measure	Frequency	Sampling Method
BOD	milligrams per litre	Quarterly	Grab sample
Enterococci	colony forming units per 100 millilitres	Quarterly	Grab sample
Faecal Coliforms	colony forming units per 100 millilitres	Quarterly	Grab sample
Nitrogen (total)	milligrams per litre	Quarterly	Grab sample
Phosphorus (total)	milligrams per litre	Quarterly	Grab sample
Total suspended solids	milligrams per litre	Quarterly	Grab sample

Environment Protection Licence

Licence - 12357



POINT 17

Pollutant	Units of measure	Frequency	Sampling Method
Enterococci	colony forming units per 100 millilitres	Quarterly	Grab sample
Faecal Coliforms	colony forming units per 100 millilitres	Quarterly	Grab sample

M2.3 The monitoring at points 3 and 7 as required by condition M2.1 is conducted to determine compliance with the limits specified by condition L3.1 for discharges to points 4 and 8 respectively.

M3 Testing methods - concentration limits

M3.1 Subject to any express provision to the contrary in this licence, monitoring for the concentration of a pollutant discharged to waters or applied to a utilisation area must be done in accordance with the Approved Methods Publication unless another method has been approved by the EPA in writing before any tests are conducted.

M4 Testing methods - load limits

Note: Division 3 of the *Protection of the Environment Operations (General) Regulation 2009* requires that monitoring of actual loads of assessable pollutants listed in L2.2 must be carried out in accordance with the relevant load calculation protocol set out for the fee-based activity classification listed in the Administrative Conditions of this licence.

M5 Recording of pollution complaints

M5.1 The licensee must keep a legible record of all complaints made to the licensee or any employee or agent of the licensee in relation to pollution arising from any activity to which this licence applies.

M5.2 The record must include details of the following:

- a) the date and time of the complaint;
- b) the method by which the complaint was made;
- c) any personal details of the complainant which were provided by the complainant or, if no such details were provided, a note to that effect;
- d) the nature of the complaint;
- e) the action taken by the licensee in relation to the complaint, including any follow-up contact with the complainant; and
- f) if no action was taken by the licensee, the reasons why no action was taken.

M5.3 The record of a complaint must be kept for at least 4 years after the complaint was made.

M5.4 The record must be produced to any authorised officer of the EPA who asks to see them.

Environment Protection Licence

Licence - 12357



M6 Telephone complaints line

- M6.1 The licensee must operate during its operating hours a telephone complaints line for the purpose of receiving any complaints from members of the public in relation to activities conducted at the premises or by the vehicle or mobile plant, unless otherwise specified in the licence.
- M6.2 The licensee must notify the public of the complaints line telephone number and the fact that it is a complaints line so that the impacted community knows how to make a complaint.
- M6.3 The preceding two conditions do not apply until 3 months after: the date of the issue of this licence.

M7 Requirement to monitor volume or mass

- M7.1 For each discharge point or utilisation area specified below, the licensee must monitor:
- the volume of liquids discharged to water or applied to the area;
 - the mass of solids applied to the area;
 - the mass of pollutants emitted to the air;
- at the frequency and using the method and units of measure, specified below.

POINT 1

Frequency	Unit of Measure	Sampling Method
Continuous	kilolitres	Ultrasonic flow meter

POINT 2

Frequency	Unit of Measure	Sampling Method
Continuous during discharge	kilolitres	Magnetic flow meter

POINT 5

Frequency	Unit of Measure	Sampling Method
Continuous	kilolitres	Ultrasonic flow meter

POINT 6

Frequency	Unit of Measure	Sampling Method
Continuous during discharge	kilolitres	Ultrasonic flow meter

- M7.2 The monitoring at points 2 and 6 as required by condition M6.1 is conducted to determine compliance with the limits specified by condition L4.1 for discharges to points 4 and 8 respectively.
- M7.3 In the event that the licensee cannot comply with a volume monitoring method as required by this licence solely due to the failure or malfunction of essential monitoring equipment, volume may be estimated using another agreed method approved in writing by the EPA. This provision only applies for the duration of the failure or malfunction. The licensee is to rectify the failure or malfunction as soon as practicable.

Environment Protection Licence



Licence - 12357

M7.4 The licensee must:

- a) submit in writing to the EPA a proposal for a method of volume estimation; or
- b) use a method of volume estimation already approved in writing by the EPA,

to be used in the event that essential monitoring equipment referred to in the previous condition has failed or malfunctioned.

M8 Requirement to record bypass incidents from sewage treatment plants

M8.1 The licensee must record the following details in respect of each bypass of any of the appropriate treatment processes required by condition O4 which may be reasonably expected to adversely affect the quality of the final discharge:

- a) the EPA point identification number through which the bypass discharged;
- b) the date, estimated start time and estimated duration of the bypass;
- c) the estimated volume of the bypass;
- d) the level of treatment of the sewage at the STP prior to discharge;
- e) the probable cause of the bypass;
- f) any actions taken to stop the bypass happening; and
- g) any actions taken to prevent the bypass happening again.

M8.2 In addition to the details listed in the previous condition, the licensee must also record classification as a wet or dry weather bypass in respect of each bypass referred to in the previous condition. A dry weather bypass is a bypass that occurs when the flow rate of sewage at the inflow volume monitoring points of the Northern and Southern STP's does not exceed 1950 kilolitres per day and 1350 kilolitres per day respectively and a wet weather bypass occurs when this flow is equalled or exceeded at any time during the bypass event.

M8.3 The licensee must record the following details in relation to each observed or reported overflow from the reticulation system and from the sewage treatment plant:

- a) the location of the overflow;
- b) the date, estimated start time and estimated duration of the overflow;
- c) the estimated volume of the overflow;
- d) a description of the receiving environment of the overflow;
- e) classification as a dry or wet weather overflow;
- f) the probable cause of the overflow;
- g) any actions taken to stop the overflow happening;
- h) any actions taken to clean up the overflow; and
- i) any actions taken to prevent the overflow happening again.

M9 Other monitoring and recording conditions

M9.1 The licensee must monitor biosolids that are produced at the premises in accordance with the *Environmental Guidelines: Use and Disposal of Biosolids Products* (EPA 1997), or any subsequently upgraded guidelines which replace this publication. However, the licensee is not required to comply with

Environment Protection Licence



Licence - 12357

the monitoring conditions in the Biosolids Guideline that relate to the reuse or disposal of biosolids at the locations other than the premises.

Note: This condition does not apply to the reuse or disposal of biosolids by the licensee at locations other than the premises.

- M9.2 If biosolids are removed from the premises, the licensee must record the:
- date;
 - estimated weight of biosolids;
 - identity of the person removing biosolids.

6 Reporting Conditions

R1 Annual return documents

- R1.1 The licensee must complete and supply to the EPA an Annual Return in the approved form comprising:
- a Statement of Compliance,
 - a Monitoring and Complaints Summary,
 - a Statement of Compliance - Licence Conditions,
 - a Statement of Compliance - Load based Fee,
 - a Statement of Compliance - Requirement to Prepare Pollution Incident Response Management Plan,
 - a Statement of Compliance - Requirement to Publish Pollution Monitoring Data,
 - a Statement of Compliance - Environmental Management Systems and Practices; and
 - a Statement of Compliance - Environmental Improvement Works.

At the end of each reporting period, the EPA will provide to the licensee a copy of the form that must be completed and returned to the EPA.

- R1.2 An Annual Return must be prepared in respect of each reporting period, except as provided below.
- R1.3 Where this licence is transferred from the licensee to a new licensee:
- the transferring licensee must prepare an Annual Return for the period commencing on the first day of the reporting period and ending on the date the application for the transfer of the licence to the new licensee is granted; and
 - the new licensee must prepare an Annual Return for the period commencing on the date the application for the transfer of the licence is granted and ending on the last day of the reporting period.
- R1.4 Where this licence is surrendered by the licensee or revoked by the EPA or Minister, the licensee must prepare an Annual Return in respect of the period commencing on the first day of the reporting period and ending on:
- in relation to the surrender of a licence - the date when notice in writing of approval of the surrender is given; or
 - in relation to the revocation of the licence - the date from which notice revoking the licence operates.
- R1.5 The Annual Return for the reporting period must be supplied to the EPA by registered post not later than 60 days after the end of each reporting period or in the case of a transferring licence not later than 60 days after the date the transfer was granted (the 'due date').

- R1.6 Where the licensee is unable to complete a part of the Annual Return by the due date because the

Environment Protection Licence

Licence - 12357



licensee was unable to calculate the actual load of a pollutant due to circumstances beyond the licensee's control, the licensee must notify the EPA in writing as soon as practicable, and in any event not later than the due date. The notification must specify:

- a) the assessable pollutants for which the actual load could not be calculated; and
- b) the relevant circumstances that were beyond the control of the licensee.

R1.7 The licensee must retain a copy of the Annual Return supplied to the EPA for a period of at least 4 years after the Annual Return was due to be supplied to the EPA.

R1.8 Within the Annual Return, the Statements of Compliance must be certified and the Monitoring and Complaints Summary must be signed by:

- a) the licence holder; or
- b) by a person approved in writing by the EPA to sign on behalf of the licence holder.

Note: The term "reporting period" is defined in the dictionary at the end of this licence. Do not complete the Annual Return until after the end of the reporting period.

Note: An application to transfer a licence must be made in the approved form for this purpose.

R2 Notification of environmental harm

R2.1 Notifications must be made by telephoning the Environment Line service on 131 555.

R2.2 The licensee must provide written details of the notification to the EPA within 7 days of the date on which the incident occurred.

Note: The licensee or its employees must notify all relevant authorities of incidents causing or threatening material harm to the environment immediately after the person becomes aware of the incident in accordance with the requirements of Part 5.7 of the Act.

R3 Written report

R3.1 Where an authorised officer of the EPA suspects on reasonable grounds that:

- a) where this licence applies to premises, an event has occurred at the premises; or
- b) where this licence applies to vehicles or mobile plant, an event has occurred in connection with the carrying out of the activities authorised by this licence, and the event has caused, is causing or is likely to cause material harm to the environment (whether the harm occurs on or off premises to which the licence applies), the authorised officer may request a written report of the event.

R3.2 The licensee must make all reasonable inquiries in relation to the event and supply the report to the EPA within such time as may be specified in the request.

R3.3 The request may require a report which includes any or all of the following information:

- a) the cause, time and duration of the event;
- b) the type, volume and concentration of every pollutant discharged as a result of the event;
- c) the name, address and business hours telephone number of employees or agents of the licensee, or a

Environment Protection Licence

Licence - 12357



- specified class of them, who witnessed the event;
- d) the name, address and business hours telephone number of every other person (of whom the licensee is aware) who witnessed the event, unless the licensee has been unable to obtain that information after making reasonable effort;
- e) action taken by the licensee in relation to the event, including any follow-up contact with any complainants;
- f) details of any measure taken or proposed to be taken to prevent or mitigate against a recurrence of such an event; and
- g) any other relevant matters.

R3.4 The EPA may make a written request for further details in relation to any of the above matters if it is not satisfied with the report provided by the licensee. The licensee must provide such further details to the EPA within the time specified in the request.

R4 Other notifications

R4.1 Where either:

- a) sewage or partially treated sewage is discharged from the premises as a result of a bypass of the sewage treatment plant, or;
- b) an observed or reported overflow has occurred from the reticulation system, and the overflow or bypass may result in a significant risk to public and/or environmental health, the licensee is to immediately give appropriate notification to any parties that are likely to be affected, such as:
 - i) the EPA's Environment Line Service on 131 555;
 - ii) the Department of Health;
 - iii) Primary producers, particularly the shellfish growers that are likely to be affected or impacted by the overflow or bypass;
 - iv) any other government organisation or water utility provider whose administrative role, operations or service provision is likely to be affected or impacted by the overflow or bypass;
 - v) and other non-government water user who is likely to be affected or impacted by the overflow or bypass.

R4.2 When the licensee notifies the Department of Health or Safe Food NSW Shellfish Quality Assurance Program of a bypass or overflow incident, the licensee must also notify the EPA by telephoning its Pollution Line service on 131 555. Notifications are to be given as soon as practicable after the licensee or one of the licensee's employees or agents becomes aware of the incident, and must include all relevant information including the information required under condition M7.1 or M7.3.

R5 Annual system performance report

R5.1 The licensee must supply to the EPA an Annual System Performance Report not later than 60 days after the end of each reporting period.

R5.2 The report is to supplement the Annual Return and must include but need not be limited to:

- a) the 50 percentile, 90 percentile, 100 percentile and 3DGM values calculated from the monitoring data required by this licence for the reporting period for each pollutant which has corresponding concentration limits specified in this licence;

Environment Protection Licence

Licence - 12357



- b) the total amounts of biosolids, as classified in the Biosolids Guideline, disposed of on-site, off-site and to landfill during the reporting period;
- c) a diagram showing the major process elements, discharge points and monitoring points at the premises' sewage treatment plant(s), where there has been any significant change since the previous reporting period or this information has not been provided previously to the EPA;
- d) the number of dry and wet weather bypasses recorded over the reporting period (recorded in accordance with condition M7);
- e) a breakdown of the total number of complaints received by the licensee during the reporting period in relation to the premises into categories of "odours – sewage treatment plant", "odours – reticulation system", "water pollution – sewage treatment plant", "water pollution – reticulation system" and any other category indicated by the complaints;
- f) a summary of observed, reported or recorded wet weather overflows and observed, reported or recorded dry weather overflows and sewage treatment plant bypasses. These data are to be for the current reporting period and for the four previous twelve-month periods, for which data has been collected. Any significant actions taken to address bypasses or overflows are to be noted; and
- g) the amount of rainfall measured at a rain gauge at the STP, or at the rain gauge closest to the centre of the catchment of the sewage treatment system, for each month of the reporting period.

R5.3 The Annual System Performance Report must be presented in a format approved in writing by the EPA.

R5.4 The requirements of R5.2 (d), (e), (f) and (g) apply to the part of the reporting period beginning three months after the date the licence is varied to include this condition.

7 General Conditions

G1 Copy of licence kept at the premises or plant

G1.1 A copy of this licence must be kept at the premises to which the licence applies.

G1.2 The licence must be produced to any authorised officer of the EPA who asks to see it.

G1.3 The licence must be available for inspection by any employee or agent of the licensee working at the premises.

G2 Contact number for incidents and responsible employees

G2.1 The licensee must operate 24-hour telephone contact lines for the purpose of enabling the EPA to directly contact one or more representatives of the licensee who can:

- a) respond at all times to incidents relating to the premises; and
- b) contact the licensee's senior employees or agents authorised at all times to:
 - i) speak on behalf of the licensee; and
 - ii) provide any information or document required under this licence.

G2.2 The licensee is to inform the EPA in writing of the appointment of any subsequent contact persons, or changes to the person's contact details as soon as practicable and in any event within fourteen days of the appointment or change.

Environment Protection Licence

Licence - 12357



G3 Other general conditions

G3.1 Clean-up

In the event of an overflow or bypass that harms or is likely to harm the environment, the licensee must use all practicable measures to minimise the impact of the overflow or bypass on the environment and public health. These measures are to be implemented as soon as practicable after the licensee or one of the licensee's employees become aware of the overflow or bypass.

Environment Protection Licence



Licence - 12357

Dictionary

General Dictionary

3DGM [in relation to a concentration limit]	Means the three day geometric mean, which is calculated by multiplying the results of the analysis of three samples collected on consecutive days and then taking the cubed root of that amount. Where one or more of the samples is zero or below the detection limit for the analysis, then 1 or the detection limit respectively should be used in place of those samples
Act	Means the Protection of the Environment Operations Act 1997
activity	Means a scheduled or non-scheduled activity within the meaning of the Protection of the Environment Operations Act 1997
actual load	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
AM	Together with a number, means an ambient air monitoring method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .
AMG	Australian Map Grid
anniversary date	The anniversary date is the anniversary each year of the date of issue of the licence. In the case of a licence continued in force by the Protection of the Environment Operations Act 1997, the date of issue of the licence is the first anniversary of the date of issue or last renewal of the licence following the commencement of the Act.
annual return	Is defined in R1.1
Approved Methods Publication	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
assessable pollutants	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
BOD	Means biochemical oxygen demand
CEM	Together with a number, means a continuous emission monitoring method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .
COD	Means chemical oxygen demand
composite sample	Unless otherwise specifically approved in writing by the EPA, a sample consisting of 24 individual samples collected at hourly intervals and each having an equivalent volume.
cond.	Means conductivity
environment	Has the same meaning as in the Protection of the Environment Operations Act 1997
environment protection legislation	Has the same meaning as in the Protection of the Environment Administration Act 1991
EPA	Means Environment Protection Authority of New South Wales.
fee-based activity classification	Means the numbered short descriptions in Schedule 1 of the Protection of the Environment Operations (General) Regulation 2009.
general solid waste (non-putrescible)	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997

Environment Protection Licence



Licence - 12357

flow weighted composite sample	Means a sample whose composites are sized in proportion to the flow at each composites time of collection.
general solid waste (putrescible)	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
grab sample	Means a single sample taken at a point at a single time
hazardous waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
licensee	Means the licence holder described at the front of this licence
load calculation protocol	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
local authority	Has the same meaning as in the Protection of the Environment Operations Act 1997
material harm	Has the same meaning as in section 147 Protection of the Environment Operations Act 1997
MBAS	Means methylene blue active substances
Minister	Means the Minister administering the Protection of the Environment Operations Act 1997
mobile plant	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
motor vehicle	Has the same meaning as in the Protection of the Environment Operations Act 1997
O&G	Means oil and grease
percentile [in relation to a concentration limit of a sample]	Means that percentage [eg.50%] of the number of samples taken that must meet the concentration limit specified in the licence for that pollutant over a specified period of time. In this licence, the specified period of time is the Reporting Period unless otherwise stated in this licence.
plant	Includes all plant within the meaning of the Protection of the Environment Operations Act 1997 as well as motor vehicles.
pollution of waters [or water pollution]	Has the same meaning as in the Protection of the Environment Operations Act 1997
premises	Means the premises described in condition A2.1
public authority	Has the same meaning as in the Protection of the Environment Operations Act 1997
regional office	Means the relevant EPA office referred to in the Contacting the EPA document accompanying this licence
reporting period	For the purposes of this licence, the reporting period means the period of 12 months after the issue of the licence, and each subsequent period of 12 months. In the case of a licence continued in force by the Protection of the Environment Operations Act 1997, the date of issue of the licence is the first anniversary of the date of issue or last renewal of the licence following the commencement of the Act.
restricted solid waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
scheduled activity	Means an activity listed in Schedule 1 of the Protection of the Environment Operations Act 1997
special waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
TM	Together with a number, means a test method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .

Environment Protection Licence



Licence - 12357

TSP	Means total suspended particles
TSS	Means total suspended solids
Type 1 substance	Means the elements antimony, arsenic, cadmium, lead or mercury or any compound containing one or more of those elements
Type 2 substance	Means the elements beryllium, chromium, cobalt, manganese, nickel, selenium, tin or vanadium or any compound containing one or more of those elements
utilisation area	Means any area shown as a utilisation area on a map submitted with the application for this licence
waste	Has the same meaning as in the Protection of the Environment Operations Act 1997
waste type	Means liquid, restricted solid waste, general solid waste (putrescible), general solid waste (non - putrescible), special waste or hazardous waste

Mr William Dove

Environment Protection Authority

(By Delegation)

Date of this edition: 02-September-2005

End Notes

- 1 Licence varied by change to DEC Region allocation, issued on 03-Mar-2006, which came into effect on 03-Mar-2006.
- 2 Licence varied by notice 1060676, issued on 30-Jun-2006, which came into effect on 30-Jun-2006.
- 3 Licence varied by correction to DEC file number, issued on 08-Mar-2007, which came into effect on 08-Mar-2007.
- 4 Licence fee period changed by notice 1078866 approved on .
- 5 Licence varied by notice 1079459, issued on 06-Dec-2007, which came into effect on 06-Dec-2007.
- 6 Licence varied by notice 1093251, issued on 24-Oct-2008, which came into effect on 24-Oct-2008.
- 7 Condition A1.3 Not applicable varied by notice issued on <issue date> which came into effect on <effective date>
- 8 Licence varied by notice 1515265 issued on 15-Oct-2013
- 9 Licence varied by notice 1539721 issued on 02-May-2016