

Liquid Trade Waste Discharge to Sewerage System

For more information contact
Shoalhaven Water

City Administration Centre

Bridge Road (PO Box 42)
Nowra NSW Australia 2541
P: (02) 4429 3214
F: (02) 4429 3170
water@shoalhaven.nsw.gov.au
www.shoalwater.nsw.gov.au

Policy Number: POL22/129

Adopted: 26/04/2005

Amended: 29/10/2009, 3/09/2013, 18/04/2017, 28/11/2022

Minute Number: MIN05.521, MIN09.1442, MIN13.858, MIN17.312, MIN22.911

File: 9827E

Review Date: 1/12/2024

For more information contact Shoalhaven Water

City Administrative Centre

Bridge Road (PO Box 42), Nowra NSW Australia 2541

P: (02)4429 3214 F: (02) 4429 3170

water@shoalhaven.nsw.gov.au www.shoalwater.nsw.gov.au

Disclaimer

Every effort has been made to provide accurate and complete information. However, Shoalhaven City Council assumes no responsibility for any direct, indirect, incidental, or consequential damages arising the use of information in this document.

Copyright Notice

No part of this publication may be reproduced in any form or stored in a database or retrieval system or transmitted or distributed in any form by any means, electronic, mechanical photocopying, recording, or otherwise without written permission from Shoalhaven City Council. All rights reserved. Copyright © 2013, Shoalhaven City Council.

Contents

1. PURPOSE OF THIS POLICY	4
1.1 WHAT IS LIQUID TRADE WASTE?.....	4
1.2 OBJECTIVES	5
2 RELATIONSHIP TO OTHER DOCUMENTS	5
3 SCOPE OF THIS POLICY	5
4 EXEMPTION CIRCUMSTANCES.....	6
5 CRITERIA FOR APPROVAL TO DISCHARGE LIQUID TRADE WASTE	6
5.1 Factors for Consideration	6
5.2 Guideline Limits for Acceptance of Liquid Trade Waste	6
5.3 Substances Prohibited from Discharge to the Sewerage System	6
5.4 Liquid Trade Waste from Existing Premises/Dischargers	7
6 APPLICATION PROCEDURE AND APPROVAL PROCESS	7
6.1 Council Approval Required.....	7
6.2 Method of Application	7
6.3 Who Can Make Application	8
6.4 Provision of Information Relating to an Application	8
6.5 Amendments by Applicant.....	8
6.6 Notification as to Outcome of an Application.....	8
6.7 Review or Appeal of a Decision to Refuse an Application.....	8
6.8 Change of Approval Holder	8
6.9 Validity of an Existing Approval	8
6.10 Duration of an Approval.....	9
6.11 Modification or Revocation of Approvals	9
Council reserves the right to modify or revoke an approval to discharge liquid trade waste to the sewerage system under the circumstances described in section 109 of the <i>LG Act</i>	9
6.12 Concurrence	9
7 LIQUID TRADE WASTE FEES AND CHARGES.....	10
7.1 Liquid Trade Waste Charging Categories	10
7.2 Types of Liquid Trade Waste Fees and Charges	11
7.3 Charges for Premises with Multiple Liquid Trade Waste Streams	11

7.3.1	Single premises with multiple liquid trade waste discharging businesses (eg shopping centres).....	11
7.3.2	Commercial strata units.....	11
7.3.3	Institutions (eg hospitals, tertiary educational facilities, correctional centres) and other premises with multiple waste stream category types:	11
7.4	Non-compliance Liquid Trade Waste Charges.....	11
7.5	Determination of Liquid Trade Waste Discharge Volume.....	12
7.6	Summary of Category Specific Liquid Trade Waste Fees and Charges	12
7.7	Responsibility for the Payment of Liquid Trade Waste Fees and Charges	13
7.8	Additional Information for Liquid Trade Waste Fees and Charges.....	13
8	INSPECTIONS AND MONITORING	13
9	LIQUID TRADE WASTE SERVICES AGREEMENT	14
10	ENFORCEMENT OF APPROVALS AND AGREEMENTS	14
11	DUE DILIGENCE PROGRAMS AND CONTINGENCY PLANS	14
12	EFFLUENT IMPROVEMENT PLAN FOR EXISTING DISCHARGERS.....	14
13	PREVENTION OF WASTE OF WATER	15
14	THE NSW FRAMEWORK FOR REGULATION OF SEWERAGE AND TRADE WASTE	15
15	DEFINITIONS OF TERMS, ABBREVIATIONS AND ACRONYMS.....	15
16	IMPLEMENTATION	15
17	REVIEW	15
18	APPLICATION OF ECOLOGICALLY SUSTAINABLE DEVELOPMENT PRINCIPLES.....	15
	SCHEDULE 1: Deemed to be Approved Activities	16
	SCHEDULE 2: Guideline Limits for Acceptance of Liquid Trade Waste into the Sewerage System	17
	SCHEDULE 3: Substances Prohibited from Discharge to the Sewerage System	20
	APPENDIX A Classification of Liquid trade Waste Dischargers.....	21

1. PURPOSE OF THIS POLICY

This policy outlines the requirements applicable to all industrial, commercial, community and Government activities conducted within the City of Shoalhaven which discharge, or which in Council's opinion have the potential to discharge, liquid trade waste to Council's sewerage system. Discharges from residential/domestic sources to Council's sewerage system are not subject to this policy unless they include liquid trade waste.

Sewerage systems are generally designed to safely and efficiently collect, transfer and treat waste from domestic sources that are essentially of predictable strength and quality. Council **may** accept liquid trade waste into its sewerage system as a **service** to businesses and industry.

Liquid trade wastes may exert much greater demands on sewerage systems than domestic sewage and, if uncontrolled, can pose serious problems to public health, worker safety, Council's sewerage system and the environment.

This policy is concerned with the approval process and ongoing monitoring and compliance requirements for liquid trade wastes discharged into Council's sewerage system, and the levying of appropriate liquid trade waste fees and charges.

The procedure for approval is governed by Chapter 7 of the *Local Government Act* and is subject to the *Local Government (General) Regulation 2021*.

As specified in the Shoalhaven Local Approvals Policy, a person wishing to "Dispose of liquid trade waste into the sewer of the council" must obtain prior approval from Council under Part C Section 68 of the *Local Government Act 1993*. Discharging liquid trade waste without an approval is an offence under Section 626 of the *Act*.

Under clause 28 of the *Local Government (General) Regulation 2021*, a council must not grant an approval under Section 68 of the *Act* to discharge trade waste (whether treated or not) into a sewer of the council unless the Secretary of the Department of Planning and Environment (DPE) has concurred with the approval.

Under Section 90 (2) of the *Local Government Act 1993*, the Secretary, DPE may give the council notice that the concurrence may be assumed (with such qualifications or conditions as are specified in the notice).

1.1 WHAT IS LIQUID TRADE WASTE?

Liquid trade waste is defined in the *Local Government (General) Regulation 2021* as **all liquid waste other than sewage of a domestic nature**.

Further definition of what does and does not constitute "liquid trade waste" can be found in Section 1.4 of the LTW Guidelines.

1.2 OBJECTIVES

The objectives of this policy are:

- to protect public and workers health and safety and the environment
- to protect Council's assets from damage
- to assist Council in meeting regulatory and licence requirements
- to provide an environmentally responsible liquid trade waste management service to the non-residential sector
- to promote water conservation, waste minimization, cleaner production, effluent recycling and biosolids reuse
- to ensure compliance of liquid trade waste discharge with the approved conditions
- to provide operational data on the volume and composition of industrial and commercial effluent to assist in the operation of the sewerage system and the design of augmentations or new sewerage systems, and
- to ensure commercial provision of services and cost recovery through appropriate liquid trade waste fees and charges.

2 RELATIONSHIP TO OTHER DOCUMENTS

This policy should be read in conjunction with the following documents or legislation:

- Shoalhaven Local Approvals Policy
- Determining Customer Categories for the Purpose of Levying Water and Sewer Charges Policy
- Liquid Trade Waste Policy Supplement
- Local Government Act, 1993; (*LG Act*)
- Local Government (General) Regulation, 2021 (*LG Reg*)
- Protection of the Environment Operations Act, 1997 (*PoEO Act*)
- Protection of the Environment Operations (General) Regulation, 2021.
- Plumbing Code of Australia (*PCA*)
- Regulatory and assurance framework for local water utilities – Department of Planning and Environment, 2022
- Liquid Trade Waste Management Guidelines – Department of Planning and Environment, 2021 (*LTW Guidelines*)
- Australian Wastewater Quality Management Guidelines, July 2022, WSAA.

3 SCOPE OF THIS POLICY

This policy includes additional detail in relation to the requirements of the Shoalhaven Local Approvals Policy as follows:

- the circumstances in which a person is exempt from the necessity to apply for an approval to discharge liquid trade waste to the sewerage system

- the criteria which Council will take into consideration in determining whether to give or refuse a liquid trade waste approval
- the application procedure and approval process
- liquid trade waste fees and charges and associated discharge categories
- the NSW Framework for Regulation of Liquid Trade Waste and other relevant information.

The **Liquid Trade Waste Policy Supplement** should be consulted for additional technical and administrative information concerning the provisions of this policy.

4 EXEMPTION CIRCUMSTANCES

The list of discharges exempt from obtaining of Council's approval to discharge liquid trade waste to sewer is provided in the Shoalhaven Local Approvals Policy (Refer 2.2 Section B: Local Exemptions) and Schedule 1 of this policy. These discharges are known as "Deemed to be approved". Each such discharger must meet the standard requirements specified for their individual activity.

Where, in Council's opinion, there is reasonable cause to believe the activities being conducted have the potential to but do not currently (and are not intended to) result in liquid trade waste discharges to the sewerage system a Non-Discharger Declaration will be required to be submitted to Council.

5 CRITERIA FOR APPROVAL TO DISCHARGE LIQUID TRADE WASTE

5.1 Factors for Consideration

Council's decision to accept liquid trade waste into its sewerage system is based on the discharger satisfying Council's requirements. When determining an application to discharge liquid trade waste into the sewerage system, Council will consider the factors detailed in the Shoalhaven Local Approvals Policy (Refer 3.2 Section B – C4 activity).

5.2 Guideline Limits for Acceptance of Liquid Trade Waste

Council has guideline limits that set out the quantity and quality criteria for the acceptance of liquid trade waste into the sewerage system - refer Schedule 2. These limits are consistent with the acceptance limits specified in the *LTW Guidelines*.

Council may periodically vary its guideline limits or set limits for substances or characteristics not listed in Schedule 2 to this policy. Refer to the **Liquid Trade Waste Policy Supplement** for further information.

5.3 Substances Prohibited from Discharge to the Sewerage System

Some substances are not suitable for discharge to the sewerage system. Schedule 3 of this policy sets out those substances which must not be discharged to the sewerage system unless they are specifically approved under Section 68 of the *LG Act*.

The following is a list of discharges that are either prohibited or restricted:

- Stormwater from open areas
- Contaminated groundwater

- Landfill leachate
- Discharge from float tanks
- Discharge from new service station forecourts and other refuelling points
- Discharge of liquid waste arising from liquefaction and/or pulverisation of solid waste by physical or chemical processes (e.g., garbage grinders/in-sinkerators, macerators, alkaline hydrolysis)
- Discharge from solid food waste processing units (digesters/composters, etc.)
- Use of additives in pre-treatment systems

For further details on the limitations and restrictions applicable to the above discharges, refer to the **Liquid Trade Waste Policy Supplement** and Chapter 3 of the LTW Guidelines.

5.4 Liquid Trade Waste from Existing Premises/Dischargers

Existing dischargers who have nil or inadequate liquid trade waste pre-treatment equipment at their current premises are generally required to improve their discharge quality by installing/upgrading pre-treatment equipment to the current technology or standards.

At Council's discretion a period of time may be granted for an **existing** discharger to install liquid trade waste pre-treatment equipment or perform other works required to achieve compliance with the conditions of a liquid trade waste approval.

Where installation of the prescribed liquid trade waste pre-treatment equipment at the premises is not considered by Council as feasible or reasonable in order to treat an **existing** discharge, an exception from installing such equipment may be applied for and will require the concurrence of DPE. Refer to the **Liquid Trade Waste Policy Supplement** for requirements relating to exceptions.

Existing premises undergoing refurbishment/renovation must allow for the installation of the appropriate liquid trade waste pre-treatment equipment. If new or refurbished premises cannot accommodate the prescribed pre-treatment equipment required for an activity, then that premises is not suitable for conducting that type of activity.

6 APPLICATION PROCEDURE AND APPROVAL PROCESS

6.1 Council Approval Required

Council approval is required under s68 of the *LG Act* and shall be obtained prior to the discharge of liquid trade waste to the sewerage system.

An approval to discharge liquid trade waste to the sewerage system is dependent upon the applicant's on-going compliance with the conditions contained within that approval. Dischargers of liquid trade waste to Council's sewerage system are subject to prosecution and imposition of fines under various sections of the *LG Act* and/or the *PoEO Act* and regulations pursuant to these Acts, where the liquid trade waste is discharged without obtaining Council approval or other than in accordance with the conditions of Council's approval.

6.2 Method of Application

A written application for approval to discharge liquid trade waste to the sewerage system is to be made by completing and submitting the appropriate Council application form, providing all requested information together with any supporting documentation.

A trade waste application is not required to discharge liquid trade waste from “Deemed to be approved” activities listed in Schedule 1 of this Policy.

6.3 Who Can Make Application

An application can be made by the owner or occupier of a premises and should generally be made by the person seeking to carry out the activity for which Council approval is required. However, if the applicant is not the owner of the property, the applicant must have the consent of the landowner.

Applications signed by consultants, contractors, managing agents or other proxy acting on behalf of the person making the application will not be accepted. The applicant must be a person or entity that will have ongoing responsibility for the discharge from the premises.

6.4 Provision of Information Relating to an Application

An applicant shall provide all information as may be prescribed by relevant regulations and specified by Council to enable Council to determine the application (also refer Table 1 of the *LTW Guidelines*). Council may, under Section 86 of the *LG Act*, request an applicant to provide more information to enable it to determine the application.

6.5 Amendments by Applicant

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 *LG Act*.

6.6 Notification as to Outcome of an Application

Where an application is approved, Council will notify the applicant and property owner as soon as practical of such approval and any conditions of the approval. The duration of the approval will be as stated in the approval.

Should the application be refused then Council will notify the applicant of the grounds for refusal.

6.7 Review or Appeal of a Decision to Refuse an Application

Where an application for approval to discharge liquid trade waste to the sewerage system has been refused by Council, or the DPE has not given concurrence to the application, the applicant may request Council to review the determination under section 100 of the *LG Act*. Under section 176 of the *LG Act*, if the applicant is dissatisfied with Council’s determination, they may appeal to the Land and Environment Court within 12 months.

6.8 Change of Approval Holder

An approval to discharge liquid trade waste to Council’s sewerage system is not transferable. A new application must be lodged, and a new approval must be obtained if there is a change of the approval holder. Council must be notified of change of ownership and/or occupier in all cases, whether a new approval is required or not, to allow updating of records.

6.9 Validity of an Existing Approval

A new approval is required where:

- Approval holder has changed
- The activity generating the waste has changed, or new activity has been added
- The quantity or nature of the liquid trade waste has significantly changed

Where ownership of the property has changed, but the approval holder is the same, the property owner will be asked to provide their consent for the existing approval to remain valid.

6.10 Duration of an Approval

An approval for the discharge of liquid trade waste to Council's sewerage system shall be for a maximum of five (5) years. Council at its discretion may grant an approval for a shorter period. The duration of the approval will be as stated in the approval. A new application for approval must be submitted prior to the cessation of a current approval if liquid trade waste discharge to the sewerage system is to continue after the current approval's expiry date.

Council may, at its discretion, renew an existing approval where there have been no significant changes to the operations of the activity since the approval was initially granted, in accordance with section 107 of the *LG Act*.

6.11 Modification or Revocation of Approvals

Council reserves the right to modify or revoke an approval to discharge liquid trade waste to the sewerage system under the circumstances described in section 109 of the *LG Act*.

6.12 Concurrence

If Council supports an application and has a notice stating that concurrence of the Secretary, DPE can be assumed for the liquid trade waste relevant to the application, Council will approve the application. Otherwise, Council will seek concurrence to its approval in accordance with the requirements of Section 90(1) of the *LG Act*.

Liquid trade waste discharges are divided into four classifications for the purpose of the concurrence process:

- Concurrence Classification A – liquid trade waste dischargers for which Council has been authorised to assume concurrence to the approval subject to certain requirements
- Concurrence Classification B – liquid trade waste dischargers whereby Council has applied for and been authorised to assume concurrence to the approval subject to certain requirements
- Concurrence Classification S – the acceptance of septic tank, pan waste and ship-to-shore pump-out etc. Council has applied for and been authorised to assume concurrence to the approval subject to certain requirements, otherwise Council forward the application for concurrence
- Concurrence Classification C – all other liquid trade waste dischargers that do not fall within Concurrence Classification A, B or S, and therefore require Council to forward the application for concurrence

Council has already been given notice of assumed concurrence for Concurrence Classification A, B and S liquid trade waste discharges and will not need to seek DPE concurrence for approval of liquid trade waste applications for these types of discharges. A list of these discharges can be found in the ***Liquid Trade Waste Policy Supplement***.

7 LIQUID TRADE WASTE FEES AND CHARGES

Council provides liquid trade waste services on a commercial basis, with full cost recovery through liquid trade waste fees and charges. The current liquid trade waste fees and charges are provided on Council's website.

Council implements best practice pricing for non-residential sewerage and liquid trade waste services to ensure that dischargers bear a fair share of the cost of providing sewerage services and to facilitate appropriate pre-treatment, waste minimisation and water conservation.

7.1 Liquid Trade Waste Charging Categories

For administrative purposes and the allocation of fees and charges Council will classify liquid trade waste dischargers into seven charging categories:

- **Category 1A** liquid trade waste dischargers are those conducting an activity deemed by Council as requiring nil or only minimal pre-treatment equipment and whose effluent is well defined and of a relatively low risk to the sewerage system.
- **Category 1B** liquid trade waste dischargers are those conducting an activity deemed by Council as requiring prescribed pre-treatment but having low impact on the sewerage system as their effluent is usually of low strength.
- **Category 2A** liquid trade waste dischargers are those conducting an activity deemed by Council as requiring a prescribed type of liquid trade waste pre-treatment equipment and whose effluent is well characterised.
- **Category 2B** liquid trade waste dischargers are those that conduct the same activities as Category 2A, however, the prescribed pre-treatment equipment is not installed, or of a model not acceptable to council, or not appropriately sized or is not maintained to Council requirements.
- **Category 2S** dischargers are those that transport tankered human wastes to Council's STPs, owners/operators of ship-to-shore pump out facilities and owner/operators of 'dump points' directly connect to sewer.
- **Category 3A/3B** dischargers are those conducting an activity which is of an industrial nature and/or which results in the discharge of large volumes (over 20 kL/d) of liquid trade waste to the sewerage system. Any activity not included under Category 1 or 2, or a Category 1 or 2 discharger whose volume exceeds 20 kL/d becomes a Category 3 discharger. However, large volumes from dischargers such as shopping complexes and institutions (e.g., hospitals, educational facilities, correctional facilities, etc.) do not become Category 3 dischargers.
 - **Category 3A** dischargers are those that in Council's opinion requires less sophisticated liquid trade waste pre-treatment equipment and remains generally compliant to Council's requirements.
 - **Category 3B** dischargers requires specialised/sophisticated pre-treatment equipment, or do not meet the Category 3A requirements.

Note that these charging categories are different to the four classifications that have been established for concurrence purposes (i.e., Classification A, B, C and S). The relationship between Concurrence Classifications and Charging Categories and the activities listed under each charging category are shown in Appendix A.

7.2 Types of Liquid Trade Waste Fees and Charges

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

- General fees and charges (application fee, annual liquid trade waste fee, re-inspection fees)
- Category specific charges (liquid trade waste usage charges for Category 2A/B, excess mass charges for Category 3A/B, human waste disposal and chemical toilet usage charges for Category 2S)
- Other charges related to the nature of waste (e.g., charges for the discharge of stormwater or groundwater, food waste disposal unit charges¹)
- Non-compliance charges (liquid trade waste usage charge, excess mass charge and pH charge)
- Non-compliance Penalty Infringement Notice (PIN)

7.3 Charges for Premises with Multiple Liquid Trade Waste Streams

Many premises have multiple waste streams, which may affect how some liquid trade waste fees and charges (annual and usage/excess mass charges) are charged.

7.3.1 Single premises with multiple liquid trade waste discharging businesses (e.g., shopping centres)

- Where all businesses are Category 1A, 1B, 2A or 2B
 - Annual fee will be dependent on the number of businesses (specific fees and charges for multiple business premises are available – refer fees and charges)
 - Single usage charge (usage of non-discharging businesses will not be included)
- Category 3A or 3B in addition to other categories
 - Category 3A or 3B annual fee in addition to above appropriate annual fee
 - Excess mass charges for the Category 3A/B waste stream may be charged in addition to the usage charge.

7.3.2 Commercial strata units

- Annual fee to be charged to the individual strata unit
- Usage charge is dependent on metering configuration. If a single meter, the usage will be calculated to exclude the potential use of non-discharger units.

7.3.3 Institutions (e.g., hospitals, tertiary educational facilities, correctional centres) and other premises with multiple waste stream category types:

- The highest category activity will be used to determine the annual fee to be charged
- Where there is a combination of Category 2A/B and 3A/B waste streams, Council reserves the right to choose a single method of either usage charge or excess mass charge, or both.

7.4 Non-compliance Liquid Trade Waste Charges

To encourage compliance, Council may apply non-compliance liquid trade waste charges.

Council will continue applying non-compliance charges until the discharger meets council's conditions of approval, or approved quality limits, within the timeframe determined by Council for remedying the problem. If the discharger fails to rectify the problem within an agreed timeframe, the discharger may be required to cease discharging liquid trade waste into Council's sewerage system. Council may consider issuing penalty infringement notices and orders, or other enforcement actions as applicable.

¹ Food waste disposal unit charge is for existing installations only. New installations are not permitted.

7.5 Determination of Liquid Trade Waste Discharge Volume

The liquid trade waste discharge volume is required for the calculation of certain liquid trade waste charges (e.g., usage charge, excess mass charges). There are several ways of determining the liquid trade waste discharge volume, involving either the measurement or estimation of discharge quantities, and is largely dependent on discharger category.

Council may require that the volume of liquid trade waste discharged to the sewerage system be determined by a discharge meter (usually for large volume and Category 3A/B dischargers), or some other means of measurement, acceptable to Council.

For Category 2A/B dischargers, volume is generally estimated by applying the Liquid Trade Waste Discharge Factor (LTWDF) to the metered water consumption. The LTWDF is the ratio that exists between the volume of liquid trade waste discharged to Council's sewerage system and metered volumetric water consumption.

Please refer to the **Liquid Trade Waste Policy Supplement** for further information.

7.6 Summary of Category Specific Liquid Trade Waste Fees and Charges

The summary of fees and charges are indicated in Table 2 below:

Table 2 - Summary of Liquid Trade Waste Fees and Charges

Charging Category	1A	1B	2A	2B	3A	3B	2S
Fee/Charge Type							
Application Fee	Yes ²	Yes	Yes	Yes	Yes	Yes	Yes
Annual Liquid Trade Waste Fee	Yes ³	Yes	Yes	Yes	Yes	Yes	Yes
Re-inspection Fee	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Liquid Trade Waste Usage Charge	No	No	Yes	Yes	No	No	No
Human Waste Disposal Charge	No	No	No	No	No	No	Yes
Excess Mass Charges	No	No	No	No	Yes	Yes	No
Non-compliance Liquid Trade Waste Usage Charge	Yes ⁴	Yes	Yes	Yes	No	No	No
Non-compliance Excess Mass and pH Charges	No	No	No	No	Yes	Yes	No
Non-compliance Penalty Infringement Notice	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Note: The discharge of treated contaminated stormwater/groundwater is classified as Category 3A/B with a Usage Charge instead of Excess Mass Charges.

² Not applicable for discharges listed as Deemed to be Approved

³ Not applicable for discharges listed as Deemed to be Approved

⁴ Not applicable for discharges listed as Deemed to be Approved

The liquid trade waste fees and charges shown in Table 2 are payable to Council (except for a Penalty Infringement Notice which is payable to the Revenue NSW).

Liquid trade waste fees and charges are in **addition** to non-residential sewerage bills (Refer to Council's current Fees and Charges) and may be levied whether or not a liquid trade waste discharger has an approval from Council.

7.7 Responsibility for the Payment of Liquid Trade Waste Fees and Charges

Property (land) owners are responsible for the payment of fees and charges for water supply, sewerage and liquid trade waste services provided by Council. This includes property owners of marina, caravan parks, etc., if a dump point located at their premises is connected to the sewerage system.

Where another party (lessee) leases the premises any reimbursement of the lessor (property owner) for such fees and charges is a matter between the lessor and the lessee.

Application and re-inspection fees will be charged directly to the applicant.

Council will charge a human waste disposal charge for services it provides directly to transporters who collect and discharge tanker'ed septic wastes to Council Sewage Treatment Plants.

7.8 Additional Information for Liquid Trade Waste Fees and Charges

Detailed information for individual liquid trade waste fees and charges, including calculation procedures and equations, methods of discharge volume measurement and LTWDF calculations can be found by referring to the ***Liquid Trade Waste Policy Supplement***.

8 INSPECTIONS AND MONITORING

Council will carry out a program of inspections and monitoring, including site inspections of liquid trade waste discharging premises, desktop audits, sampling programs, in-sewer monitoring, and sampling etc, to verify compliance with their conditions of approval. Site inspections of liquid trade waste discharging premises and their treatment facilities are carried out at a frequency according to the risk level of the discharger which is determined by consideration of their discharger category and history of compliance.

As a condition of approval, the applicant may be required to undertake regular self-monitoring of their liquid trade waste discharges, by collecting samples at a frequency and in a manner representative of the waste being discharged, for analysis by an appropriate laboratory for the specified substances. The results from a discharger's self-monitoring program are required to be forwarded to Council on completion.

Please refer to the ***Liquid Trade Waste Policy Supplement*** for further information.

9 LIQUID TRADE WASTE SERVICES AGREEMENT

In addition to its approval under the Local Government Act, Council may require certain dischargers, including those who wish to discharge liquid trade waste in large volumes (discharge >20 kL/d) or industrial waste (Concurrence Classification C discharges) or some Classification S discharges into its sewerage system to execute a liquid trade waste services agreement. The agreement will set out the conditions associated with the discharge and execution of the agreement and will be a condition of the approval issued by Council.

Please refer to the ***Liquid Trade Waste Policy Supplement*** for further information and Sample Liquid Trade Waste Services Agreement.

10 ENFORCEMENT OF APPROVALS AND AGREEMENTS

Any person who fails to obtain Council's approval to discharge liquid trade waste into the sewerage system, or fails to comply with the conditions of the approval, may be liable to a penalty as provided under the *LG Act* (Sections 626 & 627)

In addition to fines, Council may recover costs of damages and fines incurred by Council because of an unauthorised liquid waste discharge. Temporary suspension or cease of discharge may also be required.

Note that Section 328 and 634 to 639 of the *LG Act* also list other offences related to water, sewerage, and stormwater drainage.

Polluting of any waters by a discharger of liquid trade waste who does not have a Council approval or who fails to comply with the conditions of the approval is an offence under Section 120 (1) of the *PoEO Act*. In addition, under Section 222 of this Act, Council may issue a penalty notice (i.e., an on-the-spot fine) to such a discharger.

11 DUE DILIGENCE PROGRAMS AND CONTINGENCY PLANS

A discharger may be required to submit a due diligence program and a contingency plan for some liquid trade waste discharges (generally in Concurrence classification C, charging Category 3) where it is considered that the discharge may pose a potential threat to the sewerage system. If required, a due diligence program and contingency plan must be submitted to Council within the time specified in the liquid trade waste approval.

Please refer to the ***Liquid Trade Waste Policy Supplement*** for further information.

12 EFFLUENT IMPROVEMENT PLAN FOR EXISTING DISCHARGERS

Where the quality of liquid trade waste discharged does not meet Council's requirements, the applicant may be required to submit an Effluent Improvement Plan setting out how Council's requirements 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, improvements to work practices and/or pre-treatment facilities to improve the effluent quality and reliability.

13 PREVENTION OF WASTE OF WATER

Water must be used efficiently and must be recycled where practicable. It is an offence under Section 637 of the *LG Act 1993* and its Regulation to waste or misuse water.

Dilution of trade waste with water from any non-process source including Council's water supply, bore water, groundwater and/or stormwater as a means of reducing pollutant concentration is therefore strictly prohibited.

14 THE NSW FRAMEWORK FOR REGULATION OF SEWERAGE AND TRADE WASTE

The NSW framework for regulation of sewerage and trade waste is driven by the NSW Government's *Regulatory and Assurance Framework for Local Water Utilities, 2022*. Further information about this can be found in the ***Liquid Trade Waste Policy Supplement***.

15 DEFINITIONS OF TERMS, ABBREVIATIONS AND ACRONYMS

A glossary of commonly used terms related to liquid trade waste is in the ***Liquid Trade Waste Policy Supplement***.

16 IMPLEMENTATION

Shoalhaven Water as Council's Water Utility has responsibility for the implementation of this policy.

17 REVIEW

This policy shall be reviewed within one year of the election of every new Council and when changes to applicable legislation, guidelines or standards occur.

18 APPLICATION OF ECOLOGICALLY SUSTAINABLE DEVELOPMENT PRINCIPLES

This policy applies the principles of Ecologically Sustainable Development by enforcing measures for the proper disposal of liquid trade waste to Council's sewerage system and in so doing prevents or reduces the contamination of the land, estuarine or ocean environments.

SCHEDULE 1: Deemed to be Approved Activities

Activity generating waste	Requirements
Beautician	Solvents not to be discharged to sewer
Bed and Breakfast (not more than 10 persons including proprietor)	Sink strainers in food preparation areas Housekeeping practices including: <ul style="list-style-type: none"> • Floor must be dry swept before washing • Pre-wiping of all utensils, plates, bowls etc. to the scrap bin before washing up
Cooling tower <500L/h	No chromium-based products to be discharged to the sewer
Crafts ceramic, pottery, etc. (including hobby clubs) <ul style="list-style-type: none"> • flows <200 L/d • flows 200-1,000 L/d 	Nil
	Plaster arrestor required
Dental technician	Plaster arrestor required
Dental mobile (no amalgam waste)	Nil
Florist	Dry basket arrestor for floor waste outlet and sink strainer required Herbicides/pesticides are not permitted to be discharged to sewer
Hairdressing	Dry basket arrestor for floor waste outlet and sink strainer, hair trap
Jewellery shop <ul style="list-style-type: none"> • miniplater • ultrasonic washing • precious stone cutting 	Miniplater vessel to contain no more than 1.5 L of precious metal solution
	Nil
	If: < 1000 L/d plaster arrestor required > 1000 L/d general purpose pit required
*Medical centre/doctor surgery/physiotherapy *(Only if plaster cast are made onsite)	Plaster arrestor required if plaster of paris casts are used
Mobile cleaning units – carpet cleaning	20-micron filtration system fitted to a mobile unit
Optical service - retail	Solids settlement tank/pit required
Venetian blind cleaning	Nil (where conducted outdoors, the work area is to be roofed and bunded to prevent stormwater ingress into the sewerage system)

SCHEDULE 2: Guideline Limits for Acceptance of Liquid Trade Waste into the Sewerage System

Parameter	Limits
Flow Rate	The maximum daily and instantaneous rate of discharge (kL/h or L/s) is determined based on the available capacity of the sewer. Large discharges are required to provide a balancing tank to even out the load on the sewage treatment works.
BOD ₅	Normally approved at 300 mg/L. Concentrations up to 600 mg/L may be accepted.
Suspended solids	Normally approved at 300 mg/L. Concentrations up to 600 mg/L may be accepted.
COD	Normally, not to exceed BOD ₅ 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 be reduced depending on available effluent disposal options and may be subjected 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 detergents are to be biodegradable. A limit on the concentration of 50 mg/L (as MBAS, Methylene Blue Active Substances) may be imposed on large liquid trade wastes discharges.
Colour	Colour must be biodegradable. No visible colour when diluted to the equivalent dilution afforded by domestic sewage flow. Specific limits may be imposed on industrial discharges where colour has a potential to interfere with sewage treatment processes and the effluent management.
Radioactive Substances	If expected to be present (e.g., Iodine 131 from ablation), acceptance requirements will be set on a case-by-case assessment.

Acceptance limits for inorganic and organic compounds		Maximum concentration (mg/L)
Inorganic compounds	Ammonia (as N)	50
	Boron	5
	Bromine	5
	Chlorine	10

	Cyanide	1
	Fluoride	30
	Nitrogen (total Kjeldahl)	100
	Phosphorus (total)	20
	Sulphate (as SO ₄)	500
	Sulphide (as S)	1
Organic compounds	Benzene	< 0.001
	Toluene	0.5
	Ethylbenzene	1
	Xylene	1
	Formaldehyde	30
	PFAS ⁵	LOR
	Phenolic compounds non-halogenated	1
	Petroleum Hydrocarbons ⁶	
	• C ₆ -C ₉ (flammable)	5
	• Total Recoverable Hydrocarbons (TRH)	30
Pesticides general (except organochlorine and organophosphorus)	0.1	
Polynuclear Aromatic Hydrocarbons (PAH)	5	

Acceptance limits for metals	Maximum concentration (mg/L)	Allowed daily mass limit (g/d)
Aluminium	100	-
Arsenic	0.5	2
Cadmium	1	5
Chromium ⁷	3	10
Cobalt	5	15
Copper	5	15
Iron	100	-
Lead	1	5

⁵ PFAS contaminated wastewater may only be discharge as liquid trade waste after treatment and where the testing laboratory's Limit of Reporting (LOR) is not exceeded. That is, no PFAS are to be detected in the discharge to the sewerage system.

⁶ Always ask a laboratory to carry out a silica gel clean up, if other than petroleum products are expected to be present in a liquid trade waste sample, e.g., animal fats, plant oil, soil, etc.

⁷ 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

Manganese	10	30
Mercury	0.01	0.05
Molybdenum	5	15
Nickel	1	5
Selenium	1	5
Silver	2	5
Tin	5	15
Zinc	1	5
Total heavy metals excluding aluminium, iron, and manganese	Less than 30 mg/L and subject to total mass loading requirements	

The following notes also form part of the Guideline Limits for Acceptance of Liquid Trade Waste into the Sewerage System and must be read in conjunction with the above information.

Notes

- i. Council reserves the right to impose a maximum mass loading requirement for any substance discharged to the sewerage system. This maximum mass loading requirement is unless otherwise advised by Council in addition to the concentration limit for the specified substance.
- ii. Council may at its discretion, for small discharges, implement a maximum mass loading requirement for a specified substance (shown in the above table) in lieu of a concentration limit as regards the discharge of that specified substance to the sewerage system. If, however the maximum mass loading requirement is exceeded then Council's guideline limit (or other limit as notified in writing by Council) concentration for the specified substance will automatically apply.
- iii. There shall be no discharge of fibrous material, which in Council's opinion could cause an obstruction, blockage, or damage in the sewerage system.
- iv. Discrete fat, oil or grease must not be discharged to the sewerage system.
- v. There shall be no discharge of substances (or mixtures of substances) that are not miscible with water.
- vi. The quality of liquid trade waste from some low and medium risk commercial activities in classification A and B will exceed Council's guideline limits for acceptance limits listed in this Schedule. 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 on-site pre-treatment equipment. Similarly, septic and pan waste may exceed some acceptance limits.
- vii. Acceptance limits for substances not listed in above schedule will be determined on a case-by-case basis.

SCHEDULE 3: Substances Prohibited from Discharge to the Sewerage System

The following substances shall not, unless specifically permitted by the conditions of an approval issued under Section 68 of the Local Government Act, 1993, be discharged to the sewerage system.

- Organochlorine weedicides, fungicides, pesticides, herbicides, and substances of similar nature and/or wastes arising from the preparation of these substances
- Organophosphorus pesticides and/or waste arising from the preparation of these substances
- Per- and poly-fluoroalkyl substances (PFAS)
- Any substances liable to produce noxious or poisonous vapours in the sewerage system
- Organic solvents and mineral oil[#]
- Any flammable or explosive substance[#]
- Discharges from 'Bulk Fuel Depots'
- Discharges from chemicals and/or oil storage areas
- Natural or synthetic resins, plastic monomers, synthetic adhesives, rubber, and plastic emulsions
- Roof, rain, surface, seepage, or ground water, unless specifically permitted (clause 137A of the Local Government (General) Regulation 2021)
- Solid matter[#]
- Disposable products including wet wipes, cleaning wipes, colostomy bags, cat litter and other products marketed as flushable
- Any substance assessed as not suitable to be discharged into the sewerage system
- Any other substances listed in a relevant Regulation.

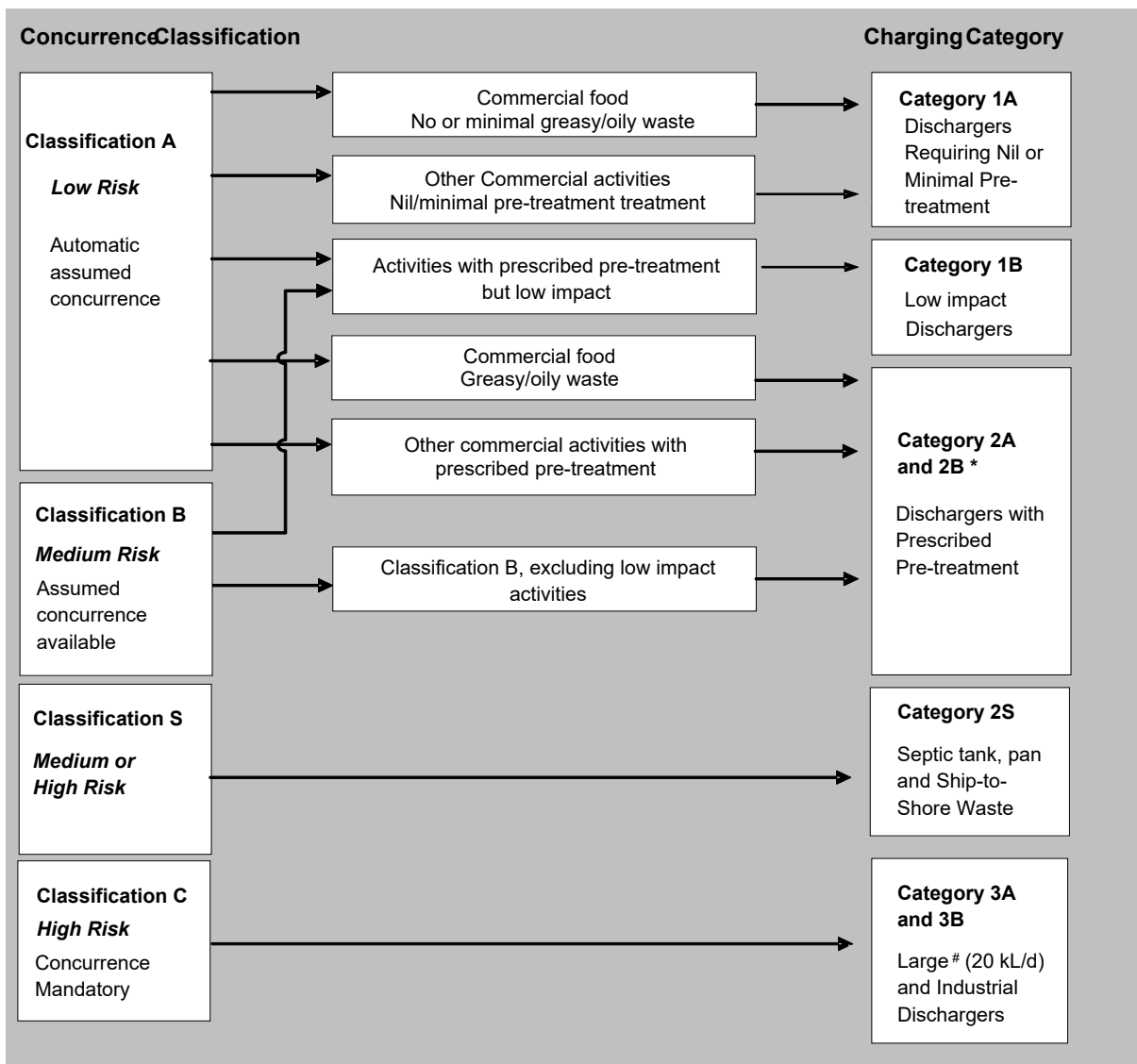
[#] In excess of the approved limit

APPENDIX A Classification of Liquid trade Waste Dischargers

Four classifications of liquid trade waste have been established for concurrence purposes, Classification A, B, C and S. For trade waste charging purposes there are seven charging categories, Category 1A, 1B, 2A, 2B, 2S, 3A and 3B.

There is a relationship between concurrence classifications and charging categories as the figure below shows. Classification A dischargers fall into Charging Category 1A, 1B or Category 2A, 2B. Classification B dischargers fall into Charging Category 2A, 2B, except for a few dischargers with low impact on the sewerage system which fall into Category 1A. Classification S dischargers fall into Charging Category 2S.

Classification C dischargers generally fall into Charging Category 3A, 3B. Council reserves the right to vary the charging category for Classification C dischargers in limited circumstances.



* Also includes fish shop (fresh fish for retail)

Except shopping complexes and institutions (hospital, educational facilities, etc.)

CATEGORY 1A DISCHARGER

Category 1A liquid trade waste dischargers are those conducting an activity deemed by Council as requiring nil or only minimal pre-treatment equipment and whose effluent is well defined and of a relatively low risk to the sewerage system.

Liquid trade waste dischargers requiring nil or minimal pre-treatment include:

Classification A activities – commercial retail food preparation activities that do not generate or generate minimal oily/greasy waste: bakery (only bread baked on-site), bistro (sandwiches, coffee only), boarding/hostel < 10 persons, café/coffee shop/coffee lounge (no hot food), canteen/cafeteria (no hot food), community hall/civic centre (minimal food), day care centre (minimal hot food), delicatessen (minimal or no hot food), fruit & vegetable shop, hotel/motel (minimal hot food), ice cream parlour (take away only), juice bar, mobile food van (no hot food), mixed business (minimal hot food), nightclub (no hot food), nut shop, pie shop (re-heating only), 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/snack kbar (no hot food), take away food outlet (not hot food), school canteen (minimal hot food).

Classification A activities – other commercial activities: animal wash, beautician/tanning booths/hairdressing, crafts < 1000 L/d, dental surgery/dental technician (plaster casts), dry cleaning, florist, funeral parlour, jewellery shop, medical centre/physiotherapy (plaster casts), mobile cleaning units, morgue, optical service, pet shop, plants retail (no nursery), non-residential swimming pool/hydrotherapy, venetian blind cleaning, veterinary.

CATEGORY 1B DISCHARGER

Category 1B liquid trade waste dischargers are those conducting an activity deemed by Council as requiring prescribed pre-treatment but having low impact on the sewerage system as their effluent is usually of low strength. If Council's inspection reveals that the pre-treatment equipment for such a discharger had not been properly maintained, a trade waste usage charge 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.

Liquid trade waste dischargers with prescribed pre-treatment but low impact on the sewerage system include:

Classification A or B activities: boiler blowdown, cooling tower, industrial boilers, laboratory (analytical/pathology/tertiary institution), laundry/laundromat, primary and secondary school, vehicle washing/detailing (excluding truck washing).

CATEGORY 2A/2B DISCHARGER

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

Liquid trade waste dischargers with prescribed pre-treatment⁸ include:

Classification A activities - commercial retail food preparation/serving activities that generate an oily/greasy waste: bakery (pies, sausage rolls, quiches, cakes, pastries with creams or custards), bistro, boarding house/hostel kitchen (exceeding 10 persons), butcher, café/coffee shop/coffee lounge (with hot food), cafeteria/canteen (with hot food), chicken/poultry shop (fresh/roast), club, civic centre/community hall⁹, commercial kitchen/caterer, day care centre (with hot food), delicatessen (with hot food), fast food outlet, fish shop (fresh for retail and/or cooking on-site), function centre, hotel, ice cream parlour, mixed business (hot food), mobile food van (base), motel, nightclub, nursing home, patisserie, pizza cooking, retail BBQ/charcoal chicken, restaurant, supermarket, doughnut shop, sandwich shop/salad bar/snack bar (with hot food), take away food outlet with hot food, school canteen with hot food.

Classification A activities - other commercial activities: car detailing, craft activities > 1000 L/d, lawnmower repairs, mechanical workshop, stone working, surfboard manufacture (wet process only).

Classification B activities: auto dismantler, bus/coach depot, bakery (wholesale), construction equipment maintenance & cleaning, boutique or artisan foods, engine reconditioning, equipment hire, maintenance & cleaning, fish co-op, graphic arts, hospital, micro-brewery, oyster processing – shucking, panel beating, radiator repairer, screen printing, service station forecourt, shopping complex, truck washing (platforms/flat beds) and truck washing (external).

Category 2 liquid trade waste dischargers are divided into two groups based on the following criteria:

- **Category 2A** where the discharger has properly installed and commissioned the prescribed liquid trade waste pre-treatment equipment of a brand/model/capacity acceptable to Council, which is appropriately sized and both maintained and cleaned in accordance with Council's requirements, or for any other reason as deemed appropriate by Council and DPE.

Notwithstanding a discharger meeting the above requirements for classification into Category 2A, Council reserves the right to reclassify any such discharger to Category 2B on the basis of that discharger's inability to comply with either Council's guideline limits for liquid trade waste or the quantity or quality conditions of the discharger's liquid trade waste approval.

- **Category 2B** where the discharger has **not** properly installed and commissioned the prescribed liquid trade waste pre-treatment equipment of a brand/model/capacity acceptable to Council or has properly installed and commissioned the prescribed liquid trade waste pre-treatment equipment, but such equipment is of a brand/model/capacity **not** acceptable to Council, or is **not** appropriately sized, or is **not** maintained and/or cleaned in accordance with Council's requirements.

Where an **existing** discharger, classified into Category 2B because they lack the prescribed pre-treatment equipment for their activity, can satisfy Council and DPE that their liquid trade waste will

⁸ Excludes low impact activities, listed under category 1B.

⁹ If the type and size of kitchen fixtures installed enable catering for large functions.

comply with Council's guideline limits for liquid trade waste discharged into the sewerage system they may be reclassified as Category 2A.

CATEGORY 2S DISCHARGER

Category 2S dischargers are those conducting an activity of transporting and/or discharging septic tank, chemical toilet or pan content waste into the sewerage system.

Liquid trade waste dischargers include the following Classification S activities: portable ablution block waste (greywater and blackwater), bus/rail/coach/caravan/motor home/caravan park waste dump points, mooring/marina dump points, pit toilet (not composting), portable chemical toilet waste, septage, septic tank effluent, sludge from on-site aerated wastewater treatment systems for single households, ship-to-shore pump-outs (toilet waste and greywater).

CATEGORY 3 DISCHARGER

Category 3 liquid trade waste dischargers are those conducting an activity which is of an industrial nature and/or which results in the discharge of large volumes (over 20 kL/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, except shopping complexes and institutions (e.g., hospitals, educational facilities, correctional facilities, etc.)

Classification C discharges include: abattoir, acid pickling, adhesive/latex manufacture, agricultural and veterinary drugs, anodising, bitumen and tar, bottle washing, brewery, cardboard and carton manufacture, carpet manufacture, caustic degreasing, chemicals manufacture and repackaging, contaminated site treatment, cooling towers, cosmetics/perfumes manufacture, cyanide hardening, dairy processing* (milk/cheese/yoghurt/ice cream, etc.), detergent/soaps manufacture, drum washing, egg processing, electroplating, extrusion and moulding (plastic/metal), feather washing, fellmonger, felt manufacture, fertilisers manufacture, fibreglass manufacture, filter cleaning, foundry, food processing* (cereals/cannery/condiments/confectionary/edible oils/fats/essence/flavours/fish/fruit juice/gelatine/honey/meat/pickles/smallgoods/tea and coffee/vinegar/yeast manufacture, etc.), food waste processing unit (digester/composter), fruit and vegetable processing, flour milling, galvanising, glass manufacture, glue manufacturer, ink manufacture, laboratories (excluding those in Category 1B & 2), 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.), mirrors manufacture, oil recycling (petrochemical) and refinery, paint stripping, paint manufacture, paper manufacture, pet food processing, plants nursery (open areas), pharmaceuticals manufacture, plaster manufacture, powder coating, potato processing, poultry processing, printing (newspaper, lithographic), saleyards, sandblasting, seafood processing, slipway, soft drink/cordial manufacture, starch manufacture, sugar refinery, tanker washing, tannery, timber processing (joinery and furniture/plywood/hardwood), textile manufacture (wool dyeing/spinning/scouring), tip leachate, transport depot/ terminal, truck washing (internal), waxes and polishes, water treatment backwash, wholesale meat processing, winery, distillery, wine/spirit bottling.

* Excluding small boutique, craft or artisan food industries not exceeding the discharge volume shown in the *Liquid Trade Waste Management Guidelines, 2021*.

Category 3 classification liquid trade waste dischargers are divided into two groups based on the following criteria:

- **Category 3A** where in Council's opinion the discharger, requires only less sophisticated liquid trade waste pre-treatment equipment (e.g., screens, balancing tank) and has no significant record of failure to comply with Council's requirements.
- **Category 3B** whereby Council's assessment a Category 3 discharger is other than Category 3A or requires specialised/sophisticated liquid trade waste pre-treatment equipment (e.g. DAF unit, bioreactor). Those liquid trade waste dischargers conducting industrial activities will generally be classed as Category 3B. Dairy processing and chemical manufacturing are examples of Category 3B dischargers.