



APPLICATION FOR APPROVAL TO DISCHARGE TRADE WASTE TO SEWER

I/We being the owners or authorised agent and the waste generator of the premises described in Section C of this Form hereby make application to discharge trade waste from that premises into the Council's sewer.

A NAME AND POSTAL ADDRESS OF THE PROPERTY OWNER OR AUTHORISED AGENT
“Authorised Agent” means any person notified in writing to the Council as being appointed or authorised by the Owner to act on the Owner’s behalf. Notification of such appointment is to be lodged in writing, together with this Application Form.

Name: _____
 Address: _____

 _____ Postcode _____
 Contact Name _____
 Telephone No. A/H _____ B/H _____

B DETAILS OF PROPERTY FROM WHICH TRADE WASTE WILL BE DISCHARGED

Real Property Description: _____
 Rating Assessment No: _____ Shop No: _____
 Flat No: _____ Street No: _____
 Street: _____
 Suburb: _____ Postcode: _____

Number of pedestals installed on premises: _____
 And/or total number on property: _____
 Number of urinals on Property: _____
 Number of cisterns on each urinal: _____
 Length of each urinal: _____

C NAME AND POSTAL ADDRESS OF WASTE GENERATOR

Name: _____
 Trading as (Business Name): _____
 Address: _____

 _____ Postcode _____
 Contact Name _____
 Telephone No. A/H _____ B/H _____

Office Use Only:

Date Received: _____	Received By: _____	Site Visit Conducted: _____
Date Permit/Agreement Issues: _____	Register No: _____	

D DETAILS OF TRADE WASTE DISCHARGE

1. Nature of Trade/Business/Industry conducted (eg. Restaurant, Dry Cleaners, Electro-platers, Dentist, Mechanical Work Shop etc.):

2. List all processes and activities from which a trade waste will be generated:(eg. food prep, parts washing, wash pad, etc.)

3. Food Disposal Units (garbage grinders) on premises: Give motor size and number
Number of units Motor size of unitHP
Location of unit

4. Description of Flow: **(if more than one meter, attach separate sheet)**
Is water supply to premises metered: Yes No
Meter No Meter Type
Meter Reading Date/...../.....
Installation Date/...../.....

Maximum daily discharge to sewer, litres

Maximum rate of discharge to sewer, litres/hours

Hours of day and days of week ,during which discharge will normally take place

If discharge is continuous insert "continuous"

5. List all chemicals and raw materials used and stored on premises; supply manufacturers formulations (material safety data sheets) – **if insufficient space, attach separate sheet**

6. Is Backflow Prevention installed on the premises? Yes No

7. Pre-treatment

Describe proposed/present method of pre-treatment of trade waste before discharge to sewer (eg. pH correction, grease trap, silt trap, balance tank, biological process, etc. – *please specify*):

8. Name of proposed/present contractor to be used to service trade waste pre-treatment equipment:

Proposed/present frequency for servicing pre-treatment equipment:

Records kept on site Yes No

Name of proposed/present transport contractor used to transport waste from site:

Proposed/present frequency of cleaning/pumping pre-treatment equipment:

Signature of Property Owner / Authorised Agent

Signature:

Date:

Full Name:.....

.....

...../...../.....

Signature of Waste Generator

Signature:

Date:

Full Name:.....

.....

...../...../.....

INFORMATION TO BE SUPPLIED WITH TRADE WASTE APPLICATION

In order to process the application, the following is also required:-

1. Accurate as constructed Trade Waste plumbing, drainage and pre-treatment layout plans (FOUR COPIES, SCALE 1:100) are required showing:
 - ❖ Details, location and volumes of all tanks, pits, fixtures and apparatus which are associated with the generation and pre-treatment of trade waste.
 - ❖ Details of all processes including flow diagram.
 - ❖ Details and locations of all flow measurement equipment.
2. List of all chemicals and raw materials used and stored on the premises – supply manufacturers' formulations (Material Safety Data Sheets).
3. Supply a copy of the most recent backflow prevention test certificate for all backflow prevention devices on site.
4. A copy of the final plumbing and drainage certificate must be supplied to Council before approval to discharge trade waste to sewer can be issued.
5. Should more than one trade waste generator exist on a property then a separate trade waste application is to be submitted for each trade waste generator. Subsequently an approval to discharge trade waste into Council's sewer will be issued to each trade waste generator on that property.
7. All applications must be signed by the Property Owner or Authorised Agent and the Waste Generator when the Property Owner is not the Generator. Notification of appointment of an Authorised Agent by the Property Owner is to be lodged in writing, together with this application form.
8. Trade Waste Application Fee adopted by Council for the relevant financial year.

Further Information

Further information on trade waste and assistance with completing the application form may be obtained from:

Commercial Services
Trade Waste Administration
Telephone (07) 4961 9012

Return completed application form to:

Trade Waste Department
Commercial Services
PO Box 41
MACKAY QLD 4740

EXPLANATORY NOTES TO ASSIST IN COMPLETION OF PERMIT/AGREEMENT APPLICATIONS

What is Trade Waste?

Trade Waste is liquid waste produced by industry, business, trade or manufacturing premises, other than domestic sewage, illegal substances and stormwater. It includes any waste that is transported from the point of generation.

Domestic sewage is faecal matter and urine of human origin and liquid household wastes from water closet pans (pedestals), sinks, baths, basins and similar fixtures designed for use in private dwellings.

Is all Trade Waste Sewerable?

Only that liquid waste that conforms to Council's Sewer Admission Limits (attached) will be accepted for discharge to sewer.

These limits are imposed because waste from many businesses and industries may contain materials that are potentially harmful to sewerage workers, the sewerage system and the environment.

- ❖ The health and safety of sewerage workers is put at risk by infection, toxic and flammable and explosive materials.
- ❖ Materials such as acids and sulphates result in corrosion of the sewerage system.
- ❖ Metals such as lead, chromium and cadmium and many organic substances are toxic to micro-organisms used in biological sewage treatment processes.
- ❖ Oil/grease and gross solids cause blockages.
- ❖ The environment may be threatened by materials that are not removed by the sewage treatment processes.
- ❖ Heavy metals and pesticides and other organic substances are concentrated in sewage sludge. Contaminated sludge is unacceptable for reuse in horticulture/agriculture and is difficult to dispose of in an environmentally safe manner.

Trade Waste Approval/Agreement

Trade waste may not be discharged into Council's sewer unless the owner of the premises from which Category 1, 2 and 3 waste is discharged has been granted a Trade Waste Approval. The trade waste Approval sets out the conditions by which Council will allow trade waste to be discharged to the sewer and the obligations of the owner and the waste generator, when the generator is not the owner.

To obtain an Approval, the owner or authorised agent must complete and submit, with supporting information, the attached Application Form. The application must be signed by both the owner (or agent) and the waste generator when the generator is not the owner.

Copies of the Approval will be sent to both the owner of the property and the trade waste generator when the generator is not the owner. Copies of the Approval will be supplied to all signatories. Liquid Waste Disposal Contractors wishing to discharge wastes to Council's sewer must apply for a trade waste Approval.

Renewal of a Trade Waste Approval

Trade Waste Approvals are not transferable and must be renewed in the event of any of the following:-

- ❖ Change of ownership;
- ❖ Change in the waste generator (lessee) of a premises when owner is not the waste generator;
- ❖ Change in the nature of business/trade conducted on the premises;
- ❖ Alteration to any of the processes involved in the generation of trade waste, including methods of pre-treatment.

Trade Waste Charges

Charges are levied for the discharge of trade waste to Council's sewer to recover the cost of conveyance, treatment and disposal of non-domestic waste via the Domestic Sewerage System. Charges are set by Council resolution upon annual review of Council's fees and charges for each financial year. These charges are based on the quantity and quality of waste discharged to Council's sewer, as set out in Clause 7.2 of the Trade Waste Management Plan.

Trade waste charges are levied against the owner of the property as detailed in the Rates Notice for the premises (The Act requires that the owner of the premises is the holder of the Approval and that annual charges be paid by the holder of the Approval, that is the owner). Owners wishing to recover trade waste charges from lessees should include such requirements in their lease agreements.

Charges will be based on the actual discharge and not data supplied in the Approval Application.

Any additional charges incurred because of non-compliance (eg. laboratory charges, inspection fees) will be billed to the owner or generator on a sundry debtor basis.

Inspections and Monitoring

A sampling point for each Trade Waste Stream is to be provided by the owner of the property.

To ensure compliance with Sewer Admission Limits and conditions of the Approval, Council may inspect the property and collect samples of trade waste for analysis. Should the results of testing for any of the contaminants listed in Appendix 2 of the Trade Waste Management Plan exceed those defined for Category 1 and 2 discharges, Category 3 charges will be applied.

Council may impose penalty charges, terminate the Approval to discharge trade waste to sewer when the conditions of an Approval are not met and/or prosecute any person for breach of the *Water Act 2000* and subordinate legislation.

Self Monitoring

Generators of Category 3 waste are required to have a self monitoring program in place to provide adequate data on the strength of the waste and any other parameters to be charged for, to be used for the calculation of trade waste charges. Council will audit the results to verify their accuracy. Our proposed monitoring program will be outlined in the Approval. The Approval will include details of the required sampling program and the transfer of data to Council, Council's proposals for auditing and methods to be used for estimation of data lost due to failure of sampling program or flow measurement instrumentation. Self monitoring data can not be used for prosecution purposes.

Determination of Quantity

For existing Category 1 and 2 discharges, the volume of trade waste shall be estimated by application of a discharge factor to the total metered water consumption to the property, less an allowance for domestic waste of (75kl/annum per pedestal) (or alternatively by an approved trade waste flow measuring device).

For Category 3 discharges, volume shall be measured by an approved flow measuring device.

Authorised Agent

Authorised agent shall mean a person or firm appointed by the owner(s) to act on their behalf only in matters of trade waste. Notification of such appointment must be lodged in writing with Council.

Terminology – Section E (3) of Form

COD

Chemical Oxygen Demand is a measure of the amount of oxygen required to oxidise the organic matter in waste by a strong chemical oxidant. It includes both biodegradable and non-biodegradable organic material.

TSS

Total suspended solids is the insoluble solid matter in waste water which is retained on a filter of specified size.

Metals

Refers to those substances in the sewer admission limits for example aluminium and iron.

Sulphur

Includes substances such as sulphate, sulphite, sulphide, thiosulphate, metabisulphite.

Compounds and any other substances

List any substances in Appendix 2 not covered by the groupings in the Application Form that occur in your waste. Include any substances in your waste which is not covered specifically in Appendix 2.

MAXIMUM SEWER ADMISSION LIMITS

Parameter	Limit (mg/L) Unless otherwise indicated
Colour	No colour after 1/100 dilution
Odour	Waste shall be non odourous
Temperature	<38°C
TSS (Licensed Food Premises with Greasetrap)	600
TSS (Other)	300
COD (Licensed Food Premises with Greasetrap)	1200
COD (Other)	600
Total Organic Carbon (TOC)	500
PH	6-10
Grease and Oil	200
MBAS	500
Ammonia (as N)	50
TKN	100
Sulphate (as SO ₄)	1000
Thiosulphate	500
Sulphite (as SO ₂)	15
Soluble Sulphide	10
Total Phosphorous (as P)	10
Flammable/Explosive Substances	5% (of Lower Explosive Limit)
Genetically Engineered Organisms	Approval required for each
Boron	50
Bromine (as Br ₂)	10
Chlorine (as Cl ₂)	10
Fluoride (as F)	30
Cyanide (as CN)	5
Metals	
Aluminium	100
Arsenic	5
Barium	2
Cadmium	2
Chromium	10
Cobalt	10
Copper	10
Iron	100
Lead	10
Manganese	10
Mercury	0.05
Molybdenum	10
Nickel	10
Selenium	5
Silver	5
Tin	10
Zinc	10
Organic Compounds	
Formaldehyde (as HCHO)	50
Phenolic Compounds (as Phenols)	100

Pentachlorophenol	5
Petroleum Hydrocarbons	30 (or 5% or Lower Explosive Limit)
Halogenated Aliphatic Compounds	5
Polynuclear Aromatic Hydrocarbons	5
Radioactive Wastes	0
Chlorinated Hydrocarbons	5
Halogenated Aromatic Hydrocarbons	0.002
- Polychlorinated biphenyls (PCB)	0.002
- Polybrominated biphenyls (PBB)	5
Polynuclear Aromatic Hydrocarbons (PAH)	5
Pesticides	
-General (insecticides/herbicides/fungicides)	1
-Organophosphates	0.1
-Organochlorides	
Aldrin	0.001
Chlordane	0.006
DDT	0.003
Dieldrin	0.001
Heptachlor	0.003
Lindane	0.1