

Trade Waste Application for Classification C Discharges

Local Government Act 1993 Part C, Section 68

Lodge Applications at Ballina Shire Council • 40 Cherry Street • Ballina (Mon-Fri 8.15am to 4.30pm)

mail PO Box 450 Ballina 2478 • **e** council@ballina.nsw.gov.au

t 1300 864 444 • **w** ballina.nsw.gov.au



Payment is required upon lodgement of application for processing.

This application form is for businesses that wish to discharge liquid trade waste (Classification C) to the sewerage system, as required under Section 68 of the *Local Government Act 1993*.

Insufficient details and incomplete forms may result in consideration of the application being held up pending further information, rejected, or refused under Sections 85, 86 & 94 of the *Local Government Act 1993*.

Please ensure you read the section on prohibited substances that must not be discharged to the sewerage system.

Applicant Details

Business Trading Name

Current NSW EPA Licence Number (if applicable)

Business Address of Premises

Postal Address of Business

Business Owner's Name

Telephone work

Telephone after hours

Email Address

Contact Person's Name

Telephone work

Telephone after hours

Email Address

Applicant's Name

Applicant's Address

Telephone work

Telephone after hours

Email Address

Property Owner's Name

Property Owner's Address

Telephone work

Telephone after hours

Email Address

Normal Hours of Business: Monday to Friday Saturday Sunday

Office use Only

Receipt Type: 724
2025/26 Fee: \$307

Receipt No:

Amount: \$

Date Received:

1. Liquid Waste Details (classification C)

☐ (If more than 5 different types of business/activities, provide details on separate sheet of paper)

Type of Business/Activity

Description of Flow

Maximum rate of discharge to sewer

kL/h or L/s

Maximum daily discharge to sewer

kL

Is there a water supply meter being installed? ☐ Yes ☐ No

Existing/proposed equipment (eg. grease arrestor, basket arrestor, cooling pit, oil separator etc.)

Size/Litres/Flow Rate

Proposed cleaning schedule/maintenance of the pre-treatment equipment and names of contractors used

Location of sampling point

2. Liquid Waste Details (classification C)

Type of Business/Activity

Description of Flow

Maximum rate of discharge to sewer

kL/h or L/s

Maximum daily discharge to sewer

kL

Is there a water supply meter being installed? ☐ Yes ☐ No

Existing/proposed equipment (eg. grease arrestor, basket arrestor, cooling pit, oil separator etc.)

Size/Litres/Flow Rate

Proposed cleaning schedule/maintenance of the pre-treatment equipment and names of contractors used

Location of sampling point

3. Liquid Waste Details (classification C)

Type of Business/Activity

Description of Flow

Maximum rate of discharge to sewer

kL/h or L/s

Maximum daily discharge to sewer

kL

Is there a water supply meter being installed? ☐ Yes ☐ No

Existing/proposed equipment (eg. grease arrestor, basket arrestor, cooling pit, oil separator etc.)

Size/Litres/Flow Rate

Proposed cleaning schedule/maintenance of the pre-treatment equipment and names of contractors used

Location of sampling point

4. Liquid Waste Details (classification C)

Type of Business/Activity

Description of Flow

Maximum rate of discharge to sewer

kL/h or L/s

Maximum daily discharge to sewer

kL

Is there a water supply meter being installed? ☐ Yes ☐ No

Existing/proposed equipment (eg. grease arrestor, basket arrestor, cooling pit, oil separator etc.)

Size/Litres/Flow Rate

Proposed cleaning schedule/maintenance of the pre-treatment equipment and names of contractors used

Location of sampling point

5. Liquid Waste Details (classification C)

Type of Business/Activity

Description of Flow

Maximum rate of discharge to sewer

kL/h or L/s

Maximum daily discharge to sewer

kL

Is there a water supply meter being installed? ☐ Yes ☐ No

Existing/proposed equipment (eg. grease arrestor, basket arrestor, cooling pit, oil separator etc.)

Size/Litres/Flow Rate

Proposed cleaning schedule/maintenance of the pre-treatment equipment and names of contractors used

Location of sampling point

Supporting Documentation

The application must be accompanied by 2 copies of plans showing the following:

- ☐ details and location of all processes, tanks, pits and apparatus associated with the generation of commercial waste
- ☐ details, location, capacity/dimensions, material of construction and lining of the proposed pre-treatment facilities
- ☐ details of pipes and floor drainage conveying the effluent
- ☐ stormwater drainage plan

Please attach relevant documentation eg:

- ☐ Environmental Impact Statement (if required by Council)
- ☐ Consultant's report (if required by Council)
- ☐ DEC considerations/restrictions (if required by Council)
- ☐ Development application details (if required by Council)

Contractor Details

Please provide details of your chosen contractor engaged to pump out pre-treatment devices and/or dispose of waste products/materials from your premises.

Name of Licensed Contractor	Licence No	Contact details

Prohibited Substances

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

- organochlorine weedicides, fungicides, pesticides, herbicides and substances of a similar nature and/or wastes arising from the preparation of these substances
- organophosphorus pesticides and/or waste arising from the preparation of these substances
- any substances liable to produce noxious or poisonous vapours in the sewerage system
- organic solvents and mineral oil
- any flammable or explosive substances
- discharges from 'Bulk Fuel Depots'
- chromate from cooling towers
- natural or synthetic resins, plastic monomers, synthetic adhesives, rubber and plastic emulsions
- rain, surface, seepage or subsoil water, unless specifically permitted
- solid matter
- any substance assessed as not suitable to be discharged to the sewerage system
- waste liquids that contain pollutants at concentrations which inhibit the sewage treatment process - refer *Guidelines for Sewerage Systems: Acceptance of Trade Waste (Industrial Waste)* (ARMCANZ/ANZECC, 1994)
- any other substances listed in a relevant regulation (attached).

The applicant should be aware that approval of this application does not constitute a guarantee of any future approval of a variation to the approval. This will be dependent on the available capacity of the sewerage system and subject to passing inspection of the premises by Council.

However, alerting the Council to the applicant's future plans and proposals may assist the Council in planning future sewage management and/or infrastructure additions/modifications.

Description of Waste

List of all expected pollutants including substances contained in wash down detergents, boiler and cooling water and other sources.
List expected maximum and average concentrations of pollutants.
List sample analysis results of the proposed waste.

Non Sewerage System Discharges / Wastes

Details of management arrangement of waste streams/wastes that are not permitted or not intended to be discharged to the sewerage system.

Description of Flow

The maximum daily and instantaneous rate of discharge (kL/h or L/s) is set on the available capacity of the sewer. Large dischargers may be required to provide a balancing tank to even out the load on the sewage treatment works.

Hours during which discharge will normally take place:

Monday to Friday am pm Saturday am pm Sunday am pm

Type of discharges: ☐ Batch flow ☐ Intermittent flow ☐ Continuous flow

Provide details of above (if boxes checked)

Description of Flow (continued)

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

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

Comments/details

Sampling point location

Stormwater Details

Open Areas: ☐ Attach stormwater drainage plan for the site

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

If Yes, provide details

Stormwater is prohibited from being discharged into the council's sewerage system. The capacity for such flows is not provided in the sewerage system. Therefore, Council does not generally accept the discharge of stormwater into the sewerage system.

The discharge of limited quantities of first flush water from liquid trade waste generating areas will be considered where roofing cannot be provided because of safety or other important considerations.

Please provide the following information if applicable:

- ☐ reasons why the area cannot be fully or partially roofed and bunded to exclude stormwater
- ☐ the dimensions and a plan of the area under consideration
- ☐ the estimated volume of the stormwater discharge
- ☐ information on rain gauging
- ☐ information on a first-flush system if proposed
- ☐ measures proposed for diverting stormwater away from the liquid trade waste generating area
- ☐ report on other stormwater management options considered and why they are not feasible

Water Service Details

Water Supply Source: ☐ Bore, ground water, on-site dam, watercourse ☐ Recycled, reuse water
☐ Town water ☐ Any town water supply meter installed

Provide details including size of service and meter number

Do you have backflow prevention on the town water supply at the meter? ☐ Yes ☐ No

If Yes, provide details

Pre Treatment Device/s Details

Provide details of pre treatment device/s

Proposed cleaning schedule of pre-treatment equipment and contractor

Pre-treatment equipment	Frequency (weeks)	Name of Contractor	Licence

Chemical and Hazardous Materials Stored Onsite Details

Details of the chemicals to be used on site

Substance	Qty Litres	Storage liquid/solid	Location	Bunding Yes/No

☐ **Attach** Material Safety Data Sheets (MSDS) prepared in accordance with the National Code of Practice (NOHSC:2011) for **each** chemical/substance to be used and are likely to be contained in the waste effluent and stored onsite

Any proposed plans for future expansion? ☐ Yes ☐ No If Yes, give details on separate attachment.

Please attach any relevant supporting documentation:

☐ Environmental Impact Statement

☐ Consultant's report

☐ DEC considerations/restrictions

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

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

The local water utility may add to this list as required.

Parameter	Acceptance Guideline Limits * mg/L	Average mg/L	Maximum mg/L
BOD ₅ and suspended solids	Normally, approved at 300 mg/L each. Concentration up to 600mg/L and in some cases higher concentration for low mass loadings may be acceptable if the treatment works has sufficient capacity and odour will not be a problem.		
COD	Normally, not to exceed BOD ₅ by more than three times. This ration is given as a guide only to prevent the discharge of non-biodegradable waste.		
Total dissolved solids	Up to 4000 mg/L may be accepted. The acceptance limit may vary depending on an effluent disposal option and is subject to a mass load limit.		
Temperature	Less than 38°C		
pH	Within the range 7.0 to 9.0		
Oil and grease	100 mg/L if the volume of the discharge does not exceed 10% of the design capacity of the treatment works, and 50 mg/L if the volume is greater than 10%		
Detergents	All industrial detergents are to be biodegradable. A limit on the concentration of 50 mg/L (as MBAS) may be imposed on large liquid trade wastes.		
Colour	No visible colour when the waste is diluted to the equivalent dilution afforded by domestic sewage flow.		
Radioactive substances	The discharge must comply with the Radiation Control Act 1990.		
* Council may vary the acceptance limits having regard to the discharge characteristics and capacity of its sewerage system			

Acceptance Guidelines for Inorganic Compounds*

Parameter	Acceptance Guideline Limits mg/L	Average mg/L	Maximum mg/L
Ammonia (as N)	50		
Boron	25		
Bromine	5		
Chlorine	10		
Cyanide	5		
Fluoride	20		
Nitrogen (total Kjeldahl)	100		
Phosphorus	20		
Sulphate (SO ₄)	100		
Sulphide (as S)	1		
Sulphite (as SO ₃)	15		
* Council may vary the acceptance limits having regard to the discharge characteristics and capacity of its sewerage system			

Acceptance Guidelines for Organic Compounds*

Parameter	Acceptance Guideline Limits mg/L	Average mg/L	Maximum mg/L
Formaldehyde	50 *		
* Acceptance of chemical toilet waste which contains formaldehyde will be assessed on the available dilution in the sewerage system			
Phenolic Compounds (except pentachlorophenol)	10		
Petroleum hydrocarbons (non-flammable)	30		
Pesticides (general)	0.1		
Pesticides (organophosphates)	Nil		
Pesticides (organochlorines)	Nil		
* Council may vary the acceptance limits having regard to the discharge characteristics and capacity of its sewerage system			

Acceptance Guidelines for Metals ^

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

Parameter	Acceptance Guideline Limits mg/L	Allowed daily mass limit g/d	Average mg/L	Maximum mg/L
Aluminium	100	-		
Arsenic	1	2		
Cadmium	2	6		
Chromium *	5	15		
* Where hexavalent chromium (Cr ⁶⁺) is present in the process water, pre-treatment will be required to reduce it to the trivalent state (Cr ³⁺), prior to discharge into the sewer. Discharge of hexavalent chromium (Cr ⁶⁺) from chromate compounds used as corrosion inhibitors in cooling towers is not permitted .				
Cobalt	5	15		
Copper	5	15		
Iron	100	-		
Lead	2	6		
Manganese	10	30		
Mercury	0.02	0.05		
Molybdenum	10	30		
Nickel	5	15		
Selenium	5	15		
Silver *	2	6		
*This limit is applicable for large dischargers. The concentration of silver in the photoprocessing waste where a balancing tank is provided is not to exceed 5mg/L				
Tin	5	15		
Zinc	5	15		

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

Signatures

It is an offence to supply false or misleading information. Under Section 665 of the *Local Government Act 1993*, 'A person who, in or in connection with an application under this Act, makes any statement that the person knows to be false or misleading in a material particular is guilty of an offence. Maximum penalty \$2,200.'

☐ I have read the contents of this form and I declare that the information that I have provided is true and correct and not false or misleading. I am aware of my obligations regarding trade waste that will be generated from my operations/business. I/we understand that Council has a legal obligation to undertake regular inspections of the operations/business in relation to this Approval, and therefore give Council Officers permission to enter and inspect as per Sections 191 and 192A of the *Local Government Act 1993*.

Print full name

Position in company

Signature of Occupiers/Applicants

Date

The owner's authorisation to make this application is **mandatory** as per Section 78 of the Local Government Act 1993.

Please note that the owner of the property will be billed for water supply, sewerage and liquid trade waste services provided and it is the owner's responsibility to pay such fees and charges within the period specified. The owner may arrange to recover such fees and charges through the lease arrangement between the owner and the occupier which Council does not become involved with.

☐ I have read the contents of this form and I declare that the information that I have provided is true and correct and not false or misleading. I am aware of my obligations regarding trade waste that will be generated from my operations/business. I/we understand that Council has a legal obligation to undertake regular inspections of the operations/business in relation to this Approval, and therefore give Council Officers permission to enter and inspect as per Sections 191 and 192A of the *Local Government Act 1993*.

Print full name

Signature of Owner/s

Date

Office Use Only		
Application date received / /	Signatures in place Yes / No	Applicant contacted Yes / No
Site visit conducted	Application Approved / Refused / On Hold	Issue of approval/licence: Yes / No
Approval/licence No.	Commencement of discharge	Officer in charge
Date additional information request sent to applicant / /		TW Authority Register No
WWTP Details		
Wastewater Treatment Plant	Design Capacity (EP)	Actual Capacity (EP)
Inspection Checklist		
Pre-treatment Device Type		
Make		
Capacity (L)		
Adequate Capacity		
Adequately Maintained		
Comments		
Cleaning Frequency (weeks)		
Cleaning Contractor		
Last Serviced		
Treatment Plant		
Trade Waste Register Entry (for admin/entry officer)		
1. Classification A = Low Risk B = Medium Risk C = High Risk S = High Risk		
2. See Section 3.6, pages 183-185 of the Liquid Trade Waste Regulation Guidelines for determination of 'Category 1, 2 & 3' definitions.		
3. Choose the most appropriate activity for business from Lookup List.		