

Council operates an extensive sewer system collecting and transporting wastewater (raw sewage) from residential, commercial, and industrial properties to the sewer treatment plant.

This system is designed to transport and treat degradable domestic sewage. Only trade waste that complies with specific guidelines may be discharged into the sewerage system.

WHAT IS LIQUID TRADE WASTE?

Liquid trade waste is any liquid, and the substances contained in it, discharged to the sewers from industrial or commercial activities, excluding domestic waste from hand wash basins, shower, bath, or toilet.

Due to concentration levels, liquid trade waste may need pre-treatment prior to being discharged to the sewerage system.

WHY IS LIQUID TRADE WASTE APPROVAL IMPORTANT?

Sewerage systems are generally designed to cater for waste from domestic sources that are essentially predictable in strength and quality. Trade waste by comparison places greater demands on the sewerage systems and, if uncontrolled, may harm public health, worker safety, the environment and Council's sewerage system.

There are many substances which may harm the environment, public health, and the sewer system, the more we keep out of the sewer system, the better the environment.

Certain substances are prohibited from the sewer and Council are bound by strict requirements under our Environmental Protection License with the EPA.

WHAT TYPES OF ACTIVITIES PRODUCE LIQUID TRADE WASTE BEING PUT INTO COUNCIL'S SEWER SYSTEM?

All companies and businesses operating in Councils' sewer supply area and discharging trade waste to the sewer system need to be aware of Council's liquid trade waste requirements. This includes liquids from:

- Industrial premises
- Business and commercial premises such as beauticians, florists, hairdressers, hotels, motels, restaurants, butchers, service stations, supermarkets, and dentists
- Community and public premises such as schools, education facilities, hospitals, nursing homes, and public swimming pools
- Trade activities such as mobile carpet cleaners, graffiti removalists, mechanical workshops, car washes and wash bays
- Any commercial activities carried out in a residential premises; and
- Waste from sale yards, racecourses, stables, and kennels not associated with domestic households.

DO I NEED APPROVAL TO DISCHARGE LIQUID TRADE WASTE INTO THE SEWER SYSTEM?

Yes. Section 68 of the *Local Government Act 1993* states that a person must obtain the prior approval of Council for sewerage connections and the discharge of liquid trade waste to the sewer.

Council adopted the [Discharge of Liquid Trade Waste to Sewerage System Policy](#) outlining the requirements that must be met in respect to liquid trade waste.

Businesses proposing to discharge liquid trade waste to Council's sewer must have prior approval from Council as the regulator.

By controlling trade waste discharges, Council, together with its customers, is helping to protect the environment, public health and reduce sewerage operating and maintenance costs for ratepayers.



HOW DO I APPLY FOR A LIQUID TRADE WASTE APPROVAL?

If you intend to conduct a business activity that generates liquid trade waste, you need to submit a Trade Waste Application, attach all requested information, and be granted an approval before discharging any liquid trade waste.

Before proceeding with an application, review the [Discharge of Liquid Trade Waste to Sewerage System Policy](#) and current fees and charges.

It is also recommended you contact Council's Liquid Trade Waste Officer for a pre-application consultation.

WHAT IS INVOLVED IN APPLYING FOR A LIQUID TRADE WASTE APPROVAL?

The approval process involves five steps:

1. Pre-application consultation with Council's Liquid Trade Waste Officer.
2. Completing the application for, including provision of all required information and drawings and payment of associated fees.
3. Council assesses the application; this may include a site visit and inspection.
4. Council finalises the determination of classifications, charge categories and approval conditions.
5. Determination is given to the applicant.

Failure to provide all relevant application information will result in delays in processing of the Liquid Trade Waste approval.

Before proceeding with an application, review the [Discharge of Liquid Trade Waste to Sewerage System Policy](#) and current fees and charges. It is also recommended you contact Council's Liquid Trade Waste Officer for a pre-application consultation.

WHO CAN APPLY FOR A LIQUID TRADE WASTE APPROVAL?

Either the property owner or the tenant who carries out an activity of the property may apply for a liquid trade waste approval. The approval is issued to the applicant.

Council prefers the applicant to be the person who has responsibility for the pre-treatment equipment or control over the day-to-day operations of the business.

WHAT ARE THE DISCHARGER CATEGORIES?

Activities that generate and discharge liquid trade waste will fall into one of the following categories:

Category 1 (Low Risk)

- An activity deemed by Council as requiring nil or minimal pre-treatment equipment and whose discharge is a relatively low risk to the sewerage system, or
- Dischargers requiring pre-treatment but with a low impact on the sewerage system.

Examples of category 1 are hairdressers, florists or beauticians and retail food preparation that does not involve the generation of oily or greasy waste, such as a coffee shop, sandwich bar or bakery (bread only).

Category 2 (Medium Risk)

- An activity deemed by Council as requiring a prescribed type of pre-treatment equipment installed and maintained and whose discharge has been identified and well characterised.

Examples of category 2 are retail food shop that prepares and/or serves hot food generating oily or greasy waste such as a restaurant, café, butcher, fast food outlet or hotel, a nursing home, supermarket, mechanical workshop, and medical centres.

Category 2S

- An activity of transporting and discharging approved wastewater such as septic tank pump outs, chemical toilet waste etc. into the sewerage system.

Singleton Council does not accept Category 2S waste.

Category 3 (High Risk)

- An activity which is of an industrial nature and/or results in the discharge of large volumes (over 20kL per day) into the sewerage system.
- Any Category 1 or 2 generator whose discharge exceeds 20kL per day becomes a Category 3.

Examples of category 3 are abattoirs, wholesale bakery, sale yards, sheet metal fabrication, sandblasting, metal processing or truck washes.

WHAT FEES AND CHARGES ARE ASSOCIATED WITH LIQUID TRADE WASTE?

Different liquid trade waste dischargers will attract different charges depending on the specific 'Classification' and 'Charge Category' applied to each business by the Liquid Trade Waste officer in accordance with the [NSW Liquid Trade Waste Guideline 2021](#). The fees and charges are set on an annual basis and adopted by Council as part of the Council's Operational Plan. Refer to Council's Fees and Charges for current information.

WHAT IS PRE-TREATMENT?

Pre-treatment is the process that removes contaminants from wastewater prior to discharging into the sewerage system. This is achieved using a device or piece of equipment to treat the liquid trade waste. The type of pre-treatment device required is dependent on the nature of the activity and the volume and strength of the liquid trade waste it discharges.

Typical pre-treatment devices used for the treatment of liquid trade waste include, but are not necessarily limited to the following:

- Grease arrestor (grease trap)
- Basket arrestor with fixed screens
- Fixed or removable screens
- Coalescing plate interceptor (CPI oil separator)
- Vertical gravity separator (VGS separator)
- Hydrocyclone separation system (HSS separator)
- Cooling pit
- Balancing, averaging, neutralising pit/tank
- Solid settlement pit / slit arrestor
- Plaster arrestor.

The pre-treatment process and installation of equipment is essential in the regulation of trade waste. It assists in reducing concentration levels of substances discharged from business activities to levels that the sewerage system can effectively transport and treat.

Council's pre-treatment requirements are in accordance with the [NSW Liquid Trade Waste Guideline 2021](#) and the [Discharge of Liquid Trade Waste to Sewerage System Policy](#).

WHAT ARE MY RESPONSIBILITIES AS A LIQUID TRADE WASTE DISCHARGER?

The responsibilities of the trade waste generator are outlined in the approval documents, and specific to the classification and charge category.

In general terms a liquid trade waste generator is responsible for:

- obtaining approval for discharging liquid trade waste
- pre-treating waste to a level acceptable for discharge to the sewer
- complying with pollutant concentration limits set, and
- payment of all associated fees and charges.

A full list of responsibilities are outlined in the [NSW Liquid Trade Waste Guideline 2021](#).

If a business fails to comply with pollutant concentration limits as set out in Council's [Discharge of Liquid Trade Waste to Sewerage System Policy](#), then a non-compliance or excess mass charge will apply.

WHAT RECORDS DO I NEED TO KEEP ON-SITE?

Current maintenance and cleanout records are to be kept on-site for access by Council's liquid Trade Waste Officer to confirm compliant operation, maintenance, and cleanout frequency of pre-treatment equipment.

WHEN DO I NEED A NEW APPROVAL?

A new approval is required where:

- The property owner sells the property
- The business owner sells the business
- There is a change of activity
- The approval conditions have changed
- The approval has expired (the approval is more than five years old). Council may extend the approval on an ongoing basis at its discretion

WHAT HAPPENS IF THE LIQUID TRADE WASTE DISCHARGE EQUIPMENT BECOMES REDUNDANT ON THE SITE?

The applicant or owner is required to inform Council in writing of the termination of operations on the site. Council's Liquid Trade Waste Officer will conduct an inspection to confirm this, and the liquid trade waste approval will be cancelled.

The applicant or owner must ensure the existing pre-treatment devices are cleaned out by an accredited contractor to ensure public health standards.

TIPS FOR MANAGING LIQUID TRADE WASTE

The management of liquid trade waste and proper maintenance provide compliant discharge and a cleaner environment. The following tips may be helpful in achieving a better quality liquid trade waste discharge:

- Never put cooking oils or fats down the drain. This will cause your grease arrestor pump outs to rise significantly which in turn will cost you more. It can also block pipes, overflow sewers and cause odours.
- Use trays to catch fat, grease and oil and dispose in dry waste in small amounts.
- Always store used cooking oil and fat in secure containers in a bunded area. These must be removed and disposed of in an approved manner by a licensed contractor.
- Maintain access to grease arrestors and pre-treatment equipment at all times.
- Do not store oil drums and equipment on top of grease arrestors.
- Use minimal grease and oil for cooking.
- Wipe out greasy trays with paper towel prior to washing up. Dispose of soiled paper towel in dry waste in small amounts.
- Scraping utensils and dishes in the garbage bin or compost before washing.
- Install screens and basket arrestors in sinks and floor drains.
- Use a broom and mop for washing floors not a hose.
- Use high pressure hoses or hoses with trigger nozzles for washing vehicles and equipment.

RELATED INFORMATION

Information relating to Councils' liquid trade waste fees and charges, approvals and inspection requirements and policies can be found in the following related documents:

- [Discharge of Liquid Trade Waste to Sewerage System Policy](#)
- [Water and Sewer Group Customer Service Plan](#)
- [Operations Plan – Water and Sewerage Charges section](#)

LEGISLATIVE FRAMEWORK

Section 68 of the *Local Government Act 1993* requires that all liquid trade waste discharges to a Council sewerage system must have an approval from Council. This applies to both new and existing trade waste dischargers.

A discharger who fails to submit an application and obtain Councils' approval or fails to comply with the conditions of approval may be prosecuted under section 120 (1) of the *Protection of the Environment Operations Act 1997*.

The [NSW Liquid Trade Waste Guideline 2021](#) have been established by the NSW Government regarding liquid trade waste.

FURTHER INFORMATION

For more information on a healthy sewer system and liquid trade waste requirements contact Singleton Council's Water and Sewer Group on

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