



Liquid Trade Waste Frequently Asked Questions

Information for business owners & operators and property owners of liquid trade waste discharging premises

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1) What is Liquid Trade Waste (LTW)

Liquid trade waste means all liquid waste produced from a business, commercial or industrial activity other than sewage of a domestic nature (i.e. liquid waste from toilet, hand wash basin, shower, and bath wastes). Specific activities have been identified as producing liquid trade waste. These include, but are not limited to:

- Business/commercial premises (e.g. bakery, butcher, café, club, dentist, hairdresser, hotel, laboratory, laundry, mechanic, motel, restaurant, service station, supermarket, vet);
- Community/public premises (including craft club, school, hospital and nursing home);
- Industrial premises, and;
- Saleyards, racecourses, stables, and kennels not associated with domestic households.

2) Why do I have to do something?

Council adopted a Liquid Trade Waste Policy in accordance with State Government legislation and the Department of Primary Industries (DPI) - Water's *Liquid Trade Waste Regulation Guidelines*, April 2009 and commenced implementing this policy on 1 July 2014. Under the Policy businesses identified as discharging liquid trade waste must gain formal Approval to discharge to Council's sewer.

Non-compliance charges resulting from un-approved discharge or inappropriate pre-treatment can represent severe costs to the trade waste discharger.

3) Do I need approval to discharge trade waste?

Yes, approval to discharge liquid trade waste to Council's sewer must be gained for each business discharging liquid trade waste.

An application form must be completed and lodged with Council. There is an application fee for the lodgement of all applications. This fee is reviewed annually in accordance with Council's Revenue Policy. Approval is usually granted for 5 years. After 5 years a review of the activities on site is undertaken to determine if a new Approval is required.

For minor classification dischargers, such as hairdressers and florists, an application form does not need to be lodged with Council. Approval is granted following a site inspection which confirms all trade waste requirements are met.

4) How do I gain approval?

A site inspection by a Council representative determines if your business is discharging liquid trade waste and if pre-treatment is required and/or operating satisfactorily. Following the inspection, the discharger may be required to lodge an application form with details of the operations, pre-treatment and installations, plans/diagrams or processes, drainage etc. If the application is complete and satisfactory, approval is granted. The approval specifies the conditions under which trade waste can be discharged to Council's sewer system.

Fees and charges are applicable and invoiced to the property owner. After approval is granted, Council may conduct random inspections to monitor compliance with the approval conditions.

5) Who is responsible for LTW charges?

All liquid trade waste charges are billed to the property owner (the ratepayer). If the property owner is not the business operator, the owner may pass on the trade waste fees and charges to the business if provided for in an agreement such as a tenancy agreement.

The fees and charges will be levied until written notice has been received by Council from the property owner stating the business/activity identified is no longer in operation or is moving premises. Cleanout and/or disconnection of pre-treatment installations may be required before Council acknowledges the activities have ceased at the property.

6) What is pre-treatment and why do I need it?

Pre-treatment refers to any device or installation that treats the liquid waste before it enters the sewer. Basic pre-treatment includes sink screens and in-floor dry basket arrestors. More complex installations include grease arrestors, cooling pits, dilution pits and oil separators.

Almost all liquid trade waste requires screening of some type before the liquid waste flows to sewer or onto more complex treatment, such as a grease arrestor. Screening removes solids from the waste stream that may cause sewer and pipework blockages which can be costly to repair.

Sewerage systems are generally designed for waste from domestic sources that are of predictable strength and quality. Untreated liquid trade waste can put much greater demands on Council's sewerage system than domestic sources, and can impact on the public, workers, the environment, and Council's sewerage system if not managed properly. For example, grease, oil, and solids can build up causing blockages and sewer overflows; strong wastes can cause corrosion of the sewerage system or produce offensive odours.

7) What information do I need to attach to the application form?

For a rapid assessment of the application form, ensure all questions have been answered and the form is signed by the applicant and the property owner.

Any additional information that provides further details of the proposed/existing pre-treatment and operating activities will assist in the assessment of the application. If an application form is

received by Council as incomplete the form may be sent back to the applicant for further details which may delay the issue of Liquid Trade Waste Approval.

Plans attached to the application should include, but are not limited to: location of all processes, tanks, pits, and apparatus associated with the generation of commercial liquid waste; capacity/dimensions, material of construction, and lining of the proposed pre-treatment facilities, and; details of pipes and floor drainage conveying the wastewater. A plumber may be of assistance in compiling this information.

8) How do I work out the volume of liquid trade waste discharged daily to sewer?

The types of activities determine how the volume of liquid trade waste discharged each day is calculated. All volumes discharged should be estimated for an *average* day.

For food preparation-type businesses the volume can be calculated by estimating the size of sinks (in litres) and multiplying by the number of times each sink is emptied. This figure is added to the number of times the dishwasher is run multiplied by the litres discharged per cycle. This volume is then added to the litres used to wash/hose down the floor.

For mechanical or vehicle wash down-type businesses the volume can be calculated by totalling the time it takes to wash down and multiplying by the flow rate of the hose/spray. The flow rate depends on the type of hose and how fast it is running. For example, a standard hose running strongly uses approximately 20 litres/minute.

9) Who can help with my LTW application and other LTW related questions?

Council staff is available to answer questions and provide information on the charges, requirements and application forms. Council also engages a consultant who specialises in liquid trade waste to assist Council in setting up their liquid trade waste management system.

A plumber or environmental/building consultant may be of assistance in regards to the available pre-treatment installations, technical drawings, screens, devices or completion of application forms.

Resources on the internet can provide further information on the general requirements.

- The Department of Primary Industries (DPI) Water website provides all the details and a copy of the regulations at <http://www.water.nsw.gov.au/urban-water/country-town-water/best-practice-management/liquid-trade-waste>
- Council's website provides Council's LTW Policy, this FAQ document as well as Application Forms: <http://www.warrumbungle.nsw.gov.au/technical-services/liquid-trade-waste/water-and-sewer>
- The Sydney Water website provides information on pre-treatment equipment such as grease arrestors: <http://www.sydneywater.com.au/SW/your-business/managing-trade-wastewater/grease-traps-and-treatment-equipment/index.htm>

10) What are the LTW fees and charges for my business?

The cost of being a compliant liquid trade waste discharger is determined by a number of factors. This includes the cost of upgrading existing pre-treatment to that required by Council's Liquid Trade Waste Policy, the volume (and strength for larger dischargers) of trade waste discharged to Council's sewer, and the type of business. Further advice can be provided to individual businesses when submitting their application.

Greater costs can however be incurred for not complying with the Liquid Trade Waste Policy. Non-compliance charges may be applied where a pre-treatment installation, for example a grease arrestor, is not properly maintained or cleaned out, and can attract an additional charge for that billing period. These non-compliance charges are designed to cover the additional costs to Council to accept and treat the waste.

A list of the fees and charges adopted by Council is shown below. In the 2014/15 financial year the application fee only was charged. Commencing 1 July 2015 all relevant charges were applied including the annual fee, re-inspection fees and, where applicable, charges for the volume discharged. In 2016, non-compliant charges and penalty fees were implemented.

For a description of the Classifications (A, B, C, S) and Charging Categories (1, 2, 2S, 3) please refer to Council's LTW Policy, Section 3.6 on pp.23 - 25.

Type	Charges 2016/17 (incl. GST)	Charges 2017/18 (incl. GST)
Application for Approval to Discharge Trade Waste to Sewer		
- Concurrence Classification A	\$150.00	\$154.00
- Concurrence Classification B	\$150.00	\$154.00
- Concurrence Classification C	\$270.00	\$277.00
- Concurrence Classification S	\$270.00	\$277.00
Annual Trade Waste Fee		
- Category 1 Discharger	\$90.00	\$92.00
- Category 2, 2S Discharger	\$90.00	\$92.00
- Category 3 Discharger	\$205.00	\$210.00
Re-Inspection Fee		
- Per re-inspection	\$85.00	\$87.00
Trade Waste Usage Charge		
- Category 1 Discharger, compliant (approved + with appropriate pre-treatment)	Nil	Nil
- Category 1 Discharger, non-compliant (no approval and/or no appropriate pre-treatment) - per kilolitre (kL)	\$2.00	\$2.00
- Category 2 Discharger , compliant (approved + with appropriate pre-treatment) - per kilolitre (kL)	\$2.00	\$2.00
- Category 2 Discharger non-compliant (no approval and/or no appropriate pre-treatment) - per kilolitre (kL)	\$15.00	\$15.00
- Category 2S, Category 3 Discharger - Refer to Council's Operational Plan and Delivery Program 2016/17 – 2019/20 available on Council's website http://www.warrumbungle.nsw.gov.au/about-the-council/integrated-planning-and-reporting/integrated-planning-and-reporting or from Council Offices		

11) How can I reduce my liquid trade waste bill?

For some businesses there is a usage charge for the volume of liquid trade waste discharged to sewer. This is calculated as a percentage of liquid trade waste discharged compared to the consumption of water for the property. By reducing water used and discharged, the usage charges (if applicable) may decrease.

Some tips to reduce the wastewater discharged to sewer includes, but is not limited to, minimising time spent washing down; dry sweeping floors instead of using the hose; using a trigger hose to control spray; rinsing dishes in a plugged sink rather than under running water; and installation of water saving appliances and running dishwashers only when there is a full load.