

WAIROA DISTRICT COUNCIL



CONSOLIDATED BYLAW

PART 9 – TRADE WASTE BYLAW 2022

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1.0 INTRODUCTION

1.1 TITLE

This bylaw is the Wairoa District Council Trade Waste Bylaw 2022 and may be referred to in this or other bylaws as the Trade Waste Bylaw.

1.2 COMMENCEMENT

This bylaw shall come into force on the (date) 2022.

1.3 REPEAL

This bylaw supersedes and repeals the Wairoa District Council Part 8: Trade Waste and Wastewater Bylaw 2012. This Part 8 bylaw is being replaced by two separate bylaws being Part 8: Wastewater Bylaw 2022 and this Part 9: Trade Waste Bylaw 2022.

1.4 APPLICATION OF BYLAW

This bylaw shall apply to the Wairoa District.

1.5 PURPOSE

The purpose of this bylaw is to enable the Council as a Wastewater Authority to regulate the discharge of trade waste from business and industrial premises into the Council's wastewater systems. Both the Wastewater Bylaw and the Trade Waste Bylaw cover all aspects of regulating this discharge, and both bylaws should be referred to together for all trade waste discharges. The Wastewater Bylaw focuses on the reticulation and customer connection for domestic wastewater, while the Trade Waste Bylaw focuses on the formal permit process, and the contaminants and volumes discharged from businesses, trade premises and industry.

The discharge of trade waste into private on-site effluent disposal systems may require the approval of the Hawkes Bay Regional Council and is not covered by this bylaw.

This bylaw will assist in achieving a holistic and integrated approach to three waters management in the district that is consistent with Council's District Plan, other Policies, Plans, Strategies and Objectives and also reflect the principles of Te Mana o Te Wai. The following overarching purposes have been set for all four water services bylaws (Water Supply, Stormwater, Wastewater and Trade Waste).

- 1. Meet Legislation Requirements.** Proactively meet all Council’s statutory requirements relating to the provision of three waters services.
- 2. Te Mana o Te Wai.** Give effect to the fundamental concept of Te Mana o Te Wai as prescribed under the National Policy Statement for Freshwater Management 2020. This states that the hierarchy of obligations in Te Mana o Te Wai prioritises first, the health and well-being of water bodies and freshwater ecosystems; second, the health needs of people; and third, the ability of people and communities to provide for their social, economic and cultural well-being, now and in the future.
- 3. Tangata Whenua Status.** Recognise the status of tangata whenua as Treaty Partners of the Council, and Kaitiaki for the purposes of this bylaw.
- 4. Integrated Approach.** Adopt an integrated and holistic approach, ki uta ki tai, to the Three Waters (water supply, wastewater including trade waste and stormwater) that recognises the interconnections between each of the waters and promotes their sustainable management.
- 5. Environmental Responsibilities.** Facilitate environmentally responsible practices by raising awareness of how the three waters services interact and affect the district’s natural environment. Additionally, ensure that Council meet its own responsibilities in terms of resource consent requirements set by the Hawke’s Bay Regional Council.
- 6. Sustainable Practices.** Encourage and incentivise the community and businesses to adopt practices that lead to the enhancement of the environment and the sustainable management of water resources including water and product stewardship, rainwater harvesting, waste minimisation and cleaner production.
- 7. Support Sustainable Growth.** Support the sustainable provision of three waters infrastructure to enable future growth while minimising or eliminating impacts on the environment.
- 8. Durable Infrastructure.** Develop and maintain durable and resilient infrastructure that achieves Council’s levels of service in an efficient and cost-effective manner.
- 9. Safety and Health.** Ensure the protection, safety and health of Council staff and the community when using or operating the water supply system, and the wastewater and stormwater networks.
- 10. Obligations.** Define the obligations of residential occupiers and businesses including trade waste occupiers and the public at large in relation to the Council’s water supply, wastewater, and stormwater networks.

11. Discharge Controls. Regulate wastewater and stormwater discharges, including trade waste, and hazardous substances, into the wastewater and stormwater networks.

12. Equitable Costs. Provide a system for the equitable sharing of Council's water services costs between trade waste dischargers, other businesses, and domestic customers.

1.6 OBJECTIVES

Further to the overarching Purpose, the specific objectives for this bylaw are to:

- a) Protect communities and the environment from the potentially adverse effects of harmful substances discharged to the public wastewater system;
- b) Protect the public wastewater system from damage and provide for its efficient operation;
- c) Assist treatment plants serving the public wastewater system to process wastewater and produce Biosolids of a guaranteed quality; and
- d) Encourage waste minimisation, cleaner production, efficient recycling, and reuse of waste streams at business and industrial premises.

1.7 CONTEXT

Council has responsibility to provide reliable, safe, effective, and efficient collection, management and disposal of wastewater and trade waste, to ensure that the capacity of available facilities is optimised, and that neither public health nor the environment are compromised.

Wairoa, District currently has four public wastewater collection and treatment systems which are located in Wairoa township, Tuai, Opoutama/Blue Bay and Mahia Beach (see Schedule 1 of the Wastewater Bylaw for maps of the reticulation areas).

Wastewater is collected or pumped from public and private premises within these areas to each wastewater treatment plant (WWTP) for treatment before discharge to the environment. Each WWTP discharge is covered by resource consent, and compliance with these resource consents is monitored and includes reporting to Hawke's Bay Regional Council.

In areas not serviced by a wastewater system, trade waste and wastewater are discharged to a private septic tank, which at some stage will be pumped out and tankered to a Council wastewater treatment plant. A grease trap or other pre-treatment may be required to be installed before the septic tank to assist its function and improve the quality of the waste before subsequent disposal of the grease trap contents to landfill.

1.8 DEFINITIONS

Reference should be made to Part 1 Introductory Bylaw and to the legislation referred to for any other definitions not included in this clause. For the purpose of this bylaw, unless inconsistent with the context, the definitions below apply. In the event that a term contained in this bylaw is unclear, NZS 4404: Land development and subdivision, NZS 9201 Model General Bylaws - introduction and legislation such as the Local Government Act 2002 may be used to clarify terms or phrases.

Analysis means results from a testing laboratory. This laboratory must be approved in writing by the Council. See Clause 3.2.

Approved or **Approval** means approved in writing by the Council either by resolution of Council or by any authorised officer of Council.

Authorised Officer means any officer of the Council or other person authorised by the Council to administer and enforce its bylaws in accordance with the Local Government Act 2002.

Biosolids means sewage sludge derived from a sewage treatment plant that has been treated and/or stabilised to the extent that it is able to be safely and beneficially applied to land and does not include products derived solely from industrial wastewater treatment plants. The word is used generically in this bylaw to include products containing biosolids (e.g. composts).

Note: The definition for Biosolids in this bylaw differs from that used by Hawkes Bay Regional Council (HBRC). HBRC in their Regional Resource Management Plan does not allow biosolids to include human waste. Any discharge of biosolids as defined by this bylaw outside a public sewer owned and maintained by the Council will require a resource consent from Hawkes Bay Regional Council.

Characteristic means any of the physical or chemical characteristics of wastewater referred to in the Wastewater Bylaw and the Trade Waste Bylaw.

Cleaner Production is also called pollution prevention, and means to continuously apply an integrated preventive strategy to processes, products, and services to increase overall efficiency and reduce risks to humans and the environment. For trade premises, the goal is to reduce or eliminate the quantity and toxicity of wastes.

Condensing Water or Cooling Water means any water used in any trade, industry, or commercial process or operation in such a manner that it does not take up matter into solution or suspension.

Conditional Trade Waste means trade waste which has conditions placed upon the permit holder by the Council for waste that is—

- (a) not permitted trade waste or prohibited trade waste;
- (b) may require pre-treatment and/or a management plan;
- (c) tankered waste other than prohibited trade waste.

Connection means the lawful and physical connection of a private wastewater pipeline to any Council wastewater network.

Contaminant means any substance (including gases, odorous compounds, liquids, solids and micro-organisms) or energy (excluding noise) or heat, that either by itself or in combination with the same, similar, or other substances, energy or heat:

- (a) when discharged into water, changes or is likely to change the physical, chemical, or biological condition of water; or
- (b) when discharged onto or into land or into air, changes or is likely to change the physical, chemical, or biological condition of the land or air onto or into which it is discharged; or
- (c) as described or contained in the Resource Management Act 1991.

Council means Wairoa District Council, or any officer authorised by Council or delegated to act on its behalf.

Customer means a person who either discharges or has obtained a permit to discharge or direct the manner of discharge of wastewater or trade waste from any premises to the public sewer of the Council.

Discharge means discharge trade wastes or wastewater to, or into a public sewer whether directly or indirectly by means of any private sewer, and “the discharge” has a corresponding meaning.

Note: The definition of Discharge in this bylaw differs from that used by Hawkes Bay Regional Council (HBRC). HBRC in their Regional Resource Management Plan defines Discharge as “emit,

deposit, and allow to escape”. Any discharge of sewage or wastewater as defined by this bylaw outside a public sewer owned and maintained by the Council will require a resource consent from HBRC.

Disconnection means the physical cutting off or sealing of a private wastewater pipeline from any Council wastewater network.

Domestic Wastewater means foul water (with or without matter in solution or suspension therein) discharged from premises used solely for residential purposes, or wastes of the same character discharged from other premises; but does not include any solids, liquids, or gases that may not lawfully be discharged into the wastewater system. See Clause 3.1 of the Wastewater Bylaw.

Note: The definition of wastewater (sewage) in this bylaw differs from that used by Hawkes Bay Regional Council (HBRC). Any discharge of sewage or wastewater as defined by this bylaw outside a public sewer owned and maintained by the Council may require a resource consent from HBRC.

Emergency Spill Response Procedure means those procedures developed and used to avoid, remedy, or mitigate the actual and/or potential adverse effects on the environment from an unexpected or unscheduled event resulting in discharge, or potential discharge of contaminants of concern into the public system.

Enterococci means an indicator organism used to assess for the presence of human waste, and therefore the possible presence of disease-causing bacteria, viruses, and protozoa. Both *Escherichia coli* and Enterococci are used as primary indicators of bacterial contamination in fresh and marine water.

Escherichia coli (E. coli) means the major species in the faecal coliform group, and is the species of coliform bacteria that is the best indicator of faecal pollution and the possible presence of pathogens.

Fees and Charges means the list of items, terms and prices for services associated with wastewater and trade waste disposal as adopted by the Council in accordance with the Local Government Act 2002.

Foul Water means the discharge from:

- (a) any sanitary fixtures (any fixture which is intended to be used for sanitation – the term used to describe activities of washing and/or excretion carried out in a manner or condition such that the effect on health is minimised, with regard to dirt and infection); or
- (b) any sanitary appliance (an appliance which is intended to be used for sanitation which is not a sanitary fixture – included are machines for washing dishes and clothes).

Grease Trap means a device approved by the Council or an authorised officer that allows kitchen wastewater to cool, and the grease to separate from the wastewater. The grease trap pre-treats the trade waste to an acceptable standard for discharge.

Hazardous Substances and Materials means raw materials, products or wastes containing corrosive, toxic, biocidal, radioactive, flammable, or explosive materials, or any materials which when mixed with the wastewater stream, are likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous to the health and safety of any person or harmful to the wastewater network.

Hazardous Wastes or Hazardous Substances means hazardous substances as defined by the Hazardous Substances and New Organisms Act 1996.

Council Approved Contractor means a tradesperson certified by the Plumbers, Gasfitters and Drainlayers Board under the Plumbers, Gasfitters and Drainlayers Act 1976 and 2006 and holding such other certifications as the Council may require from time to time.

Management Plan means the plan for management of operations on the premises from which trade wastes come, and may include provision for cleaner production, waste minimisation, discharge, emergency spill response procedures, and any relevant industry code of practice.

Mass Limit means the total mass of any characteristic that may be discharged to the wastewater system over any stated period from any single point of discharge or collectively from several points of discharge.

Maximum Concentration means the instantaneous peak concentration that may be discharged at any instant in time.

Meter means an instrument that is designed to measure liquid flowing through it.

Monitoring means any device or combination of devices considered appropriate by the Council to measure on site or remotely and record any characteristics of trade waste and wastewater.

Mortuary means a room regularly used or intended to be regularly used for the preparation of dead bodies for burial or for the embalming of dead bodies or the examination or treatment of dead bodies prior to burial; but does not include premises so used or intended to be so used primarily for hospital care within a hospital care institution (within the meaning of section 58(4) of the Health and Disability Services (Safety) Act 2001).

Mortuary Waste means the trade waste from any process involving physical contact with a deceased person at a mortuary. After 1 April 2023, mortuary waste will be a prohibited waste.

Mortuary Waste Disposal Site means a site designated by the Council as a mortuary waste disposal site. See Clause 3.4.3.

Occupier means the person occupying premises connected to the wastewater system. This may be the owner of the premises, lessee, squatter, or any other person on or using the premises.

On Site Wastewater Disposal System means any system (and its constituent parts) designed to utilise chemical or biological processes to break down wastewater into less harmful constituents, with the discharge located on a property owned or controlled by the person(s) who own or control the premises from which the wastewater was generated.

Note: The definition of On-Site Wastewater Disposal System in this bylaw differs in detail from that used by Hawkes Bay Regional Council (HBRC). In addition to complying with the provisions of this bylaw, all discharges from on-site sewage treatment systems are required to comply with the relevant rules of the HBRC Regional Resource Management Plan. Compliance with the bylaw does not imply or guarantee compliance with HBRC rules.

Permit means a permit in writing given by the Council and signed by an authorised officer authorising a person to discharge trade wastes to the wastewater system.

Permit Holder means the person occupying trade premises who has obtained a permit to discharge or direct the manner of discharge of trade waste from any premises to the Council's wastewater system, and includes any person who does any act on behalf or with the express or implied permission of the permit holder (whether for reward or not) and any licensee of the permit holder.

Permitted Discharge means a trade waste or wastewater discharge that has been approved by, or is acceptable to, the Council and has the physical and chemical characteristics which comply with the requirements of the Council standards as defined in the Wastewater Bylaw and the Trade Waste Bylaw.

Note: Any discharge of sewage or wastewater as defined by this bylaw outside a public sewer owned and maintained by the Council will require a resource consent from HBRC.

Person means any natural person, the Crown, a corporation sole, and also a body of persons, whether corporate or unincorporate.

Point of Discharge means the point which marks the boundary of responsibility between the customer and the Council, usually defined by a manhole or inspection port. At this point the private line enters the public sewer or public branch line at a manhole, or this point is defined as the last inspection port in the private line before it enters the public line. The point of discharge may be separately designated in a trade waste permit.

Premises include the following:

- (a) A property or allotment which is held under a separate record of title or for which a separate record of title may be issued and in respect to which a building consent has been or may be issued; or
- (b) A building that has been defined as an individual unit by a cross-lease, unit title or company lease and for which a record of title is available; or
- (c) A building or dwelling house for which a separate supply of water and wastewater discharge is provided; or

- (e) Individual units in buildings which are separately leased or separately occupied, or
- (d) Land held in public ownership (e.g. reserve) for a particular purpose.

Pre-Treatment means any processing of trade waste designed to reduce or vary any characteristic in a waste before discharge to the wastewater system in order to comply with a trade waste permit.

Prohibited Characteristics means those characteristics of wastewater and trade waste which shall not be discharged into the Council's network, as listed in Schedule 2 of this bylaw.

Prohibited Trade Waste means a trade waste that has prohibited characteristics and/or is listed in of Schedule 2 of this bylaw.

Public Notice means as defined in section 5 of the Local Government Act 2002.

Public Sewer means the wastewater system (the main public sewer and lateral connections) that carry away wastewater and trade waste from the point of discharge. The public sewer is owned and maintained by the Council.

Record of Title means a record of title created under section 12 of the Land Transfer Act 2017.

Service Opening means a manhole or access point, or similar means for gaining access for inspection, cleaning or maintenance, of a public wastewater pipeline.

Sewage has the same meaning as wastewater, and includes foul water and may include trade wastes.

Note: The definition of sewage and wastewater in this bylaw differs from that used by Hawkes Bay Regional Council (HBRC). HBRC in the Regional Resource Management Plan definition of wastewater does not include trade wastes. Any discharge of wastewater as defined by this bylaw outside a public sewer owned and maintained by the Council may require a resource consent from HBRC.

Sewage Sludge means the material settled out and removed from sewage during the treatment process.

Sewerage System has the same meaning as wastewater network.

Significant Industry means the significant size of a given industry compared to the capacity of the sewerage system (including wastewater treatment plant) which services that industry. Industry size relates to volume and/or loads discharging into the wastewater system. Loads can be the conventional loadings of BOD5 and SS (Biochemical Oxygen Demand and Suspended Solids Concentration) or some other particular contaminant such as boron or chromium which will have an effect or the propensity to have an effect on the sizing of the wastewater system, the on-going system operation and/or the quality of the treated effluent that is discharged.

Stormwater means all surface water run-off resulting from rainfall.

Note: The definition of Stormwater in this bylaw differs from that used by Hawkes Bay Regional Council (HBRC). Any discharge of stormwater as defined by this bylaw outside a public stormwater system owned and maintained by the Council may require a resource consent from HBRC.

Stormwater Network means a set of facilities and devices, either natural or man-made, which are used to convey run-off, reduce the risk of flooding and erosion, and to improve water quality.

Tanker Waste means water or other liquid, including waste matter in solution or suspension, which is conveyed by vehicle for disposal, excluding domestic sewage discharged directly from house buses, caravans, buses and similar vehicles. Tanker waste will be classified as either domestic wastewater or trade waste at the time of being given a permit.

Trade Premises means:

- (a) Premises used or intended to be used for any business, industrial or trade purpose; or
- (b) Premises used or intended to be used for the storage, transfer, treatment, or disposal of waste materials or for other waste management purposes, or used for composting organic materials; or
- (c) Other premises from which a contaminant is discharged in connection with any industrial or trade process;
- (d) Premises discharging wastewater to a public sewer exceeding 2 cubic metres per day;

- (e) Other premises discharging other than domestic sewage and includes any land or premises wholly or mainly used for agricultural or horticultural purposes;
- (f) A tanker truck or any other vehicle capable of receiving, storing, transporting or discharging trade waste.

Trade Waste means any liquid, with or without matter in suspension or solution, that is or may be discharged from a business or trade premises to the Council’s wastewater system in the course of any trade or industrial process or operation, or in the course of any activity or operation of a like nature; and may include condensing or cooling waters, stormwater which cannot be practically separated, or domestic wastewater.

Trench water means ground water resulting from excavation works.

Wastewater means water or other liquid waste, including tankered waste, wastewater and waste matter in solution or suspension, discharged from a premise to a wastewater network (also called sewage).

Wastewater Authority means the Council including its authorised agents, responsible for the collection, treatment and disposal of trade waste and wastewater.

Wastewater Network means all pipelines, pumping stations, sewers, storage tanks, wastewater treatment plants, discharge systems and other related structures vested in, owned by or otherwise under the control of the Council, used for conveying, treating or disposing of wastewater.

1.9 ABBREVIATIONS

°C	degrees Celsius
B	boron
BOD ₅	Biochemical Oxygen Demand
Br ₂	bromine
Cl ₂	chlorine
CN	cyanide
COD	Chemical Oxygen Demand
DAF	dissolved air floatation
DP	deposited plan
DS	dry solids
F	fluoride

FOGs	fats, oils and greases
g/m ³	grams per cubic metre
GST	goods and services tax
H ₂ S	hydrogen sulphide
HAHs	halogenated aromatic hydrocarbons
HCHO	formaldehyde
HCN	hydrogen cyanide
hr	hour
kg/day	kilogram per day
L	litres
L/s	litres per second
LGA	Local Government Act
LTP	long term plan
m ³	cubic metre
max.	maximum
MBAS	methylene blue active substances
MfE	Ministry for the Environment
mg/L	milligram per litre
mL/L	millilitre per litre
mm	millimetres
MSDS	material safety data sheets
N	nitrogen
NH ₃	ammonia
NH ₃ -N	ammoniacal nitrogen
P	phosphorus
PAHs	polycyclic (or polynuclear) aromatic hydrocarbons
PBBs	polybrominated biphenyls
PCBs	polychlorinated biphenyls
pH	measure of acidity/alkalinity
s	second
SBR	sequencing batch reactor
SO ₄	sulphate
SS	suspended solids concentration
TAs	territorial authorities
UV	ultra violet
UVT	ultra violet transmission
WC	water closet
WWA	Waste Water Authority

2.0 CLASSIFICATION OF TRADE WASTE

2.1 GENERAL

2.1.1 Trade waste is any liquid, with or without matter in suspension or solution, that is or may be discharged from a business or trade premises to the Council's wastewater system in the course of any trade or industrial process or operation, or in the course of any activity or operation of a like nature; and may include condensing or cooling waters, stormwater which cannot be practically separated, or domestic wastewater.

2.1.2 Where part of a domestic premises is used as an office or other trade related activity from which a trade waste could be produced, then it shall be treated as a trade waste premises.

2.2 DISCHARGE OF TRADE WASTE ALLOWED IN CERTAIN CIRCUMSTANCES

2.2.1 There is no entitlement for any person to discharge trade waste into the wastewater system, and the Council is not obliged to accept any trade waste.

2.2.2 A person discharging trade waste into the public wastewater system must ensure the trade waste:

- a) Is permitted trade waste discharged in accordance with Clause 2.3 below; or
- b) Is conditional trade waste discharged in accordance with Clause 2.4 below; and
- c) Does not exceed the substance limits for solids, liquids, or gases detailed in this bylaw; and
- d) Does not contain any substances prohibited by this bylaw, as listed in Schedule 2.

Note: The Council will maintain a register of trade premises that have an approved permit to discharge, including details of the content and location of the discharge.

2.3 PERMITTED TRADE WASTE

An occupier of a trade waste premises discharging a permitted trade waste into the public wastewater system must ensure the discharge is in accordance with a trade waste permit and the permitted trade waste limits shown in Schedule 1. If the Council decides that a Trade Waste Permit is not required for a premises, then a Waiver of Trade Waste Permit will be issued. See Clause 3.1.10.

2.4 CONDITIONAL TRADE WASTE

An occupier of a trade waste premises discharging a conditional trade waste into the public wastewater system must ensure the discharge is in accordance with a trade waste permit, including any conditions, pre-treatment and/or a management plan.

Note: In this clause, disposing and disposal includes disposal by any means, and transporting the waste outside of the Wairoa District.

2.5 PROHIBITED TRADE WASTE

A person shall not discharge prohibited trade waste into the public wastewater system. A description of prohibited trade waste can be found in Schedule 2 of this bylaw.

2.6 STORAGE, TRANSPORT, HANDLING AND USE OF HAZARDOUS SUBSTANCES OR MATERIALS

2.6.1 Every person on a trade premises shall take reasonable steps to prevent the entry of a hazardous substance, or a material listed in Schedule 2 from entry into the wastewater system as a result of:

- (a) leakage;
- (b) spillage;
- (c) failure to take adequate precautionary measures; or
- (d) other mishap.

2.6.2 No person shall store, transport, handle or use, or cause to be stored, transported, handled or use a hazardous substance or a material listed in Clause 2.6.3 or Schedule 2 in a manner that may cause the substance or material to enter the wastewater system.

2.6.3 A hazardous substance or material is:

- (a) a product or waste containing corrosive, toxic, biocidal, radioactive, flammable or explosive materials; or
- (b) likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous, when mixed with the wastewater stream; or
- (c) likely to be deleterious to the health and safety of humans or animals or harmful to the wastewater system.

2.6.4 In the event of a spillage, or adverse event which has released or is likely to release hazardous substances into the wastewater network, the Council shall be advised of the details immediately.

3.0 CONDITIONS OF DISCHARGE

3.1 APPLICATION FOR A TRADE WASTE PERMIT

3.1.1 A person intending to discharge trade waste from a trade, business or industrial premises to the public wastewater system shall apply to the Council for a trade waste permit.

3.1.2 Such a discharge may be continuous, intermittent, or temporary, and includes tankered waste.

3.1.3 For a new application, a person should apply at least 2 months in advance of the trade waste discharge.

3.1.4 For the renewal of a trade waste permit which requires compliance with a Trade Waste Management Plan, the application must include the updated Trade Waste Management Plan, and be submitted at least 2 months in advance of the expiry date.

3.1.5 A new application is required each time:

- a) the holder of the permit changes; or
- b) the owner of the premise's changes; or
- c) the characteristics of the trade waste that is being discharged in accordance with an existing permit change; or
- d) there is a significant change to the method or means of pre-treatment for the trade waste discharge under an existing permit.
- e) the discharge of trade waste is from more than one trade premises or area.

3.1.6 An application must be:

- a) On the prescribed form;
- b) Completed for each point of discharge within a trade premises, and

c) Accompanied by the application fee, as set out by the Council under Section 150 of the Local Government Act 2002.

3.1.7 The applicant must be the owner, or have written evidence of authority to act on behalf of the owner of the premises for which the discharge is sought and shall produce written evidence of this if required.

3.1.8 An application for the discharge of trade waste will not be approved when the trade waste discharge contains, or is likely to contain, characteristics which are prohibited in accordance with Schedule 2 of this bylaw.

3.1.9 An approved permit for discharge which has not been actioned within six months will lapse unless stated otherwise by Council. Any refund will be at the discretion of the Council.

3.1.10 In some instances, the Council may determine that only domestic wastewater is discharged by a trade premises or business (including any yard areas). Council will then issue a Waiver for Trade Waste Discharge.

3.2 COUNCIL MAY SEEK FURTHER INFORMATION

3.2.1 Following receipt of an application for a trade waste permit the Council may seek any further information that it considers necessary from the applicant or obtain information from any other source.

3.2.2 Further information may include a management plan, or verification by an independent third party of information provided by the applicant.

3.2.3 For an existing permit, further information may include an Analysis of the trade waste.

3.3 PRE-TREATMENT

3.3.1 The Council may require a condition on a trade waste permit that a trade waste discharge is subject to an appropriate pre-treatment system to reduce or vary any characteristic of the waste, to enable the trade waste to comply with this bylaw. The Council will require pre-treatment of the discharges from:

- a) Dental facilities, hospitals, and pharmacies;
- b) Food preparation facilities;
- c) Vehicle wash facilities, service station forecourts, automotive dismantlers, car crushing facilities, metal merchants, vehicle washing events;
- d) Activities resulting in the discharge of trench water; and
- e) Significant industry.

Note: The type of pre-treatment system will depend on the nature of the discharge. Typical types of pre-treatment include:

- pH correction (acidity/alkalinity);
- Screening;
- Dissolved air flotation (DAF);
- Filter bags;
- Grease removal systems;
- Oil and grit interceptors.

3.3.2 The pre-treatment system shall be provided, operated, and maintained by the person discharging the trade waste at their own expense. All pre-treatment equipment requires maintenance to ensure it operates effectively, efficiently, and according to the manufacturer's instructions and as specified in the trade waste permit.

3.3.3 Except with the prior written permission of the Council, a person shall not use refuse or garbage grinders and macerators to dispose of solid waste from the trade premises to the wastewater system.

3.3.4 Except with the prior written permission of the Council, a person shall not add or permit the addition of any potable, condensing, cooling water, or stormwater to the trade waste stream in order to vary the level of any characteristics of the waste.

Note1: Wastewater from toilets, showers and other processes that generate large volumes of wastewater must not be directed through the pre-treatment equipment.

Note2: Oil and grit interceptors cannot process large volumes at the same time as chemicals such as oil, petrol, kerosene, radiator fluid, brake fluid, non-quick-break degreasers and solvents. None of these wastes can be poured down the drain.

3.4 TRADE WASTE FROM HOLDING TANKS AND TANKER WASTE

3.4.1 Trade waste from holding tanks will not be accepted at any of Council's landfill or wastewater treatment facilities, unless approved in writing by Council following receipt of an application to become an approved tanker discharge operator.

3.4.2 A person may apply to become an approved tanker discharge operator by submitting two application forms as provided in Schedules 3 and 4..

- The Trade Waste Discharge form detailing the contents of the waste (Schedule 3).
- The Tanker Discharge form (Schedule 4).

3.4.3 Trade waste from a mortuary, including the flushing of any tanker containing mortuary waste, shall only be disposed of to a site approved by the Council as a mortuary waste disposal site.

3.5 DECISION ON A TRADE WASTE APPLICATION

3.5.1 When considering an application for a trade waste permit, the Council may have regard to the following matters:

- a) the limits and/or maximum values for characteristics of the trade waste as specified in Schedules 1 and 2 of this bylaw;
- b) The nature, timing, and location of the discharge;
- c) any actual and potential effects of the discharge on the public wastewater system, people, and the environment;
- d) the amenability of the discharge to treatment on the trade premises or in the public wastewater system;
- e) other discharges into the public wastewater system and the extent to which the trade waste may react with other waste or foul water to ensure settlement of solids, production of odours, accelerated corrosion and deterioration of the wastewater system or other undesirable effects;

- f) the capacity of the public wastewater system including the flows and velocities in, and the material and construction of the wastewater system;
- g) the availability of cleaner production techniques and waste minimisation practices;
- h) control and treatment of stormwater;
- i) any proposed management plan; and
- j) tanker waste being discharged at an approved location.

3.5.2 After considering the application the Council may:

- a) grant the application for a trade waste permit, in whole or in part, and issue a permit;
or
- b) decline the application.

3.5.3 If the Council grants the application, it may issue the permit subject to conditions.

3.5.4 When the Council declines the application it will inform the applicant of its decision and reasons in writing.

Note: Council aims to decide on the application within 20 working days of receipt, unless further information is required in order to make the decision.

3.6 CONDITIONS OF A TRADE WASTE PERMIT

3.6.1 An approved trade waste discharge shall be into an already approved wastewater connection under the Wastewater Bylaw.

3.6.2 The Council may grant a trade waste permit subject to any conditions as the Council sees fit, including but not limited to:

- a) the nature, timing and point of discharge;
- b) the pre-treatment of the discharge;
- c) waste minimisation and management, and cleaner production techniques;
- d) monitoring, sampling, analysis, and testing (including by a specified third party);
- e) the installation and maintenance of equipment and devices;
- f) records and reporting;
- g) the provision and implementation of a trade waste management plan;
- h) disposal of trade waste pre-treatment by-products;

- i) stormwater management and treatment;
- j) the addition of condensing or cooling water to any trade waste which discharges into the wastewater system;
- k) a bond or insurance in favour of the Council for compliance with conditions;
- l) any other relevant matter.

3.6.3 Impervious yard run-off

- a) For premises with large impervious areas, such as but not limited to vehicle washing facilities, and where there is a risk of contaminated water entering the stormwater network, pre-treatment of the contaminated water will be required.
- b) Where it is impractical to cover a large impervious area, consideration will be given to a system which detains run-off from the first foul flush for ultimate disposal to the wastewater network, with subsequent run-off disposal as uncontaminated stormwater into the Council's stormwater network.

3.7 VARIATION OF TRADE WASTE PERMIT CONDITIONS

3.7.1 The Council may vary the conditions of a trade waste permit at any time it considers appropriate, which may include consideration of:

- (a) the level of compliance with the conditions of the permit, including any accidents, spills, or process mishaps;
- (b) the Council's legal obligations, including those under the Resource Management Act 1991;
- (c) the Council's environmental policies and the intended objectives and outcomes;
- (d) new control and treatment technologies and processes that are implemented by the Council;
- (e) any of the considerations relevant to the decision on the application for a permit outlined in the Clauses 3.5 and 3.6 above;
- (f) any new information relating to the trade waste discharge having been made available.

3.7.2 A permit holder may apply to the Council for a variation of a permit condition at any time.

3.7.3 The Council will notify the permit holder in writing of the decision on the variation of the permit condition(s).

3.7.4 Council may require changes to a Trade Waste Management Plan as part of a decision.

Note: Council aims to decide on an application for a variation of conditions within 20 working days of receipt of an application, or subsequent request for further information. The decision will include reasons for any refusal.

3.8 DURATION OF PERMIT

A trade waste permit expires on the earliest of the following dates:

- (a) The date specified in the permit; or
- (b) The date the permit holder ceases to occupy the relevant trade premises; or
- (c) The date of the surrender of the permit; or
- (d) The date of cancellation of the permit.

4.0 ENDING RIGHT TO DISCHARGE TRADE WASTE

4.1 SURRENDER OF RIGHT TO DISCHARGE

4.1.1 An occupier of a trade premises may, by written notice to the Council:

- a) surrender a trade waste permit;
- b) inform the Council of the cessation of the discharge of trade waste;
- c) Request Council to disconnect a point of discharge from the public wastewater system.

4.1.2 The period of notice required under subclause 4.1.1 is:

- (a) Seven working days if demolition or relaying of the discharge drain is likely to be required;
- (b) 48 hours in any other case.

4.1.3 A person who surrenders a trade waste permit remains liable for any breach of conditions of the permit which occurred before the surrender of the permit.

4.2 COUNCIL MAY CANCEL OR SUSPEND RIGHT TO DISCHARGE

The Council may suspend or cancel any trade waste permit or right to discharge trade waste under this bylaw if it is satisfied that:

- a) The occupier has failed to comply with a condition or conditions of the trade waste permit (including an up-to-date Trade Waste Management Plan) or any other requirement of this bylaw; or
- b) The occupier has failed to maintain effective control over any trade waste discharge; or
- c) The occupier has failed to pay the required fees and charges; or
- d) Circumstances exist which make it necessary in the public interest to cancel the trade waste permit or right to discharge; or
- e) Any negligence of the occupier that has caused or has the potential to cause adverse effects on:
 - i. The integrity of the public wastewater system;
 - ii. The environment; or
 - iii. The health or safety of any person.

4.2.2 Council may require, by giving written notice, that an occupier at their expense, to disconnect the trade premises from the public wastewater system where the Council suspends or cancels a trade waste permit or right to discharge under this clause. This notice period shall be one month, or as otherwise agreed with the Council.

4.2.3 If an occupier or owner fails to comply with a disconnection notice within the notice period, Council may carry out the works and recover the associated costs in accordance with Section 186 of the Local Government Act 2002.

5.0 CUSTOMER RESPONSIBILITY

5.1 BLOCKAGES

5.1.1 Any damage or blockage to any private or public wastewater pipe affecting or likely to affect the efficient operation of the wastewater network shall be reported to the Council immediately.

5.1.2 Any person who causes a blockage in a public sewer, by discharging non-acceptable wastewater, or by forcing a blockage downstream into the public sewer in the course of clearing a private drain is liable for the cost of unblocking the public sewer.

5.1.3 A customer whose gully trap is overflowing or who has other reasons to suspect a blockage, shall contact the Council immediately. The Council will arrange to check the public sewer, and to clear and remove the blockage, and clean up all affected areas.

5.1.4 If the blockage is within the customer's private drain the customer shall be charged in accordance with the Council's current schedule of fees and charges. If the blockage is found to be within the public sewer, then provided that the blockage has not been forced downstream into the public sewer in an act of clearing it from the private drain, or that the customer has not been negligent in discharging a non-acceptable wastewater, then the Council shall cover all costs. If otherwise, the Council shall recover the costs of the unblocking work from the customer.

5.2 WASTE MINIMISATION

Note: Waste minimisation is a set of processes and practices intended to reduce the amount of waste produced. By reducing or eliminating the generation of harmful and persistent wastes, waste minimisation supports efforts to promote more sustainability. Waste minimisation involves redesigning products and processes and/or changing patterns of production.

5.3 CLEANER PRODUCTION

Note: Cleaner production is also called pollution prevention and is to continuously apply an integrated preventive strategy to processes, products, and services to increase overall efficiency and reduce risks to humans and the environment. For trade premises, the goal is to reduce or eliminate the quantity and toxicity of wastes by:

- a) using energy and resources efficiently, avoiding or reducing the amount of waste produced; and
- b) producing environmentally sound products and services; and
- c) achieving less waste, fewer costs and higher profits.

5.4 NO TRANSFER OF RIGHT TO DISCHARGE

The occupier of a trade waste premises must not:

- (a) Transfer the rights and responsibilities of a trade waste permit to any other party or person;

- (b) Allow trade waste from any other person to be discharged from the occupier's trade premises to the public wastewater system.

6.0 FEES AND CHARGES

- (a) Council may prescribe fees and charges relating to matters provided for in this bylaw in accordance with section 150 of the Local Government Act 2002 and the Council's website.
- (b) In addition to charges prescribed in accordance with this bylaw, charges for a new connection may also include, where applicable:
 - (i) A development contribution charge determined in accordance with the Local Government Act 2002, and/or
 - (ii) A financial contribution charge determined in accordance with the Resource Management Act 1991.

7.0 OBJECTIONS AND BREACHES

7.1 OBJECTION TO COUNCIL DECISION

- 7.1.1** An applicant or trade waste permit holder may object to a Council decision under this bylaw.
- 7.1.2** Any objection must be made in writing to the Council no later than 20 working days after the person has received notice of the Council's decision.
- 7.1.3** The Council must after receiving the objection:
 - (a) give the person who made the objection an opportunity to be heard; and
 - (b) decide the objection within a reasonable timeframe.

7.2 NON-COMPLIANCE

- 7.2.1** Every person who breaches this bylaw or fails to comply with a notice served under this bylaw commits an offence and is liable upon summary conviction to a fine as provided for under the Local Government Act 2002 and may be liable to penalties under other legislation.

7.2.2 The Council may apply to the District Court under Section 162 of the Local Government Act 2002 for an injunction restraining the person from committing a breach of this bylaw.

7.2.3 In addition to any legal penalties arising from any breach, offence, or dispute Council may seek to recover all costs arising from and associated with any such breach, offence, or dispute. A person who is convicted of an offence against this bylaw can be fined a maximum of \$200,000 under Section 242(5) of the Local Government Act 2002, and any penalties that may apply under Section 66 of the Health Act 1956.

7.2.4 In the event of a breach of this bylaw, Council may serve a notice on the customer advising its nature and the steps to be taken within a specified period, to remedy it. If, after the specified period, the customer has not remedied the breach, Council may charge a re-inspection fee.

7.2.5 The following are deemed breaches of the conditions a trade waste discharge:

- a) The provision of incorrect information in the application for trade waste discharge which fundamentally affects the nature of the discharge;
- b) Failure by the customer to meet and comply with the conditions of discharge;
- c) Failure to meet any obligation placed on the customer under any enactment or legislation;
- d) Frustration of the Council's ability to adequately and effectively carry out its obligations;
- e) An act or omission including but not limited to:
 - (i) Failure to pay the appropriate charges by the due date;
 - (ii) Failing to comply with water discharge restrictions or prohibitions introduced by the Council for any specified purpose.

7.3 REMEDIAL WORKS AND COST RECOVERY

The Council may:

- a) Remove or alter any work or thing that is, or has been, constructed in breach of this bylaw;
and
- b) Recover the costs of removal or alteration from the person who committed the breach.

7.4 LIABILITY

The Council shall not be liable for any loss, damage, or inconvenience, which the customer (or any person within the premises) may sustain as a result of deficiencies in the wastewater collection system.

8.0 TRANSITIONAL PROVISIONS

8.1 EXISTING TRADE WASTE PERMITS

A trade waste permit or licence to discharge tanker waste granted under the Wairoa District Council Trade Waste and Wastewater Bylaw 2012 must be treated as if it is a trade waste permit granted under Clause 3.5 of this bylaw, and this bylaw applies to this permit accordingly.

8.2 PENDING APPLICATIONS FOR A PERMIT

An application for a trade waste permit or to discharge tanker waste made under the Wairoa District Council Trade Waste and Wastewater Bylaw 2012 that has not yet been determined at the commencement of the bylaw must be determined as if it is an application made under Clause 3.1 of this bylaw, and this bylaw applies to the determination of that application accordingly.

9.0 BYLAW APPROVAL DATE

The Common Seal of the Wairoa District Council was attached, under resolution passed at a meeting of the Council held on **date 2022** and will come into force **date 2022**.

THE COMMON SEAL of THE WAIROA DISTRICT COUNCIL
was affixed this **date** 2022 in the presence of:

MAYOR

CHIEF EXECUTIVE OFFICER

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SCHEDULE 1 – PERMITTED TRADE WASTE

Permitted trade waste can be discharged without pre-treatment to the public wastewater system when it:

- a) Does not exceeds the maximum concentrations or limits specified for each of the characteristics in Table 1 below; and
- b) Complies with all other restrictions specified in Table 1; and
- c) Is not a prohibited trade waste.

Table 1: Limits of Characteristics

Characteristic	Maximum concentration or limit and restrictions
<u>Ammonia</u> (measured as Nitrogen, N) <ul style="list-style-type: none"> • Free ammonia • Ammonium slats 	50 g/m ³ 200 g/m ³
Antimony	0 g/m ³
Arsenic	5 g/m ³
Barium	10 g/m ³
Beryllium	0.005 g/m ³
Boron (as B)	25 g/m ³
Bromine (as Br ₂)	5 g/m ³
Cadmium	0.5 g/m ³
<u>Chlorine</u> (measured as Cl ₂) <ul style="list-style-type: none"> • Free chlorine • Hypochlorite 	5 g/m ³ 30 g/m ³
Chlorinated phenols	0.02 g/m ³
Chromium (including all valent forms)	2 g/m ³
Cobalt	0 g/m ³
Colour	Must not contain any one or more solid, liquid or gaseous substances which alone, or in combination with any other substances, will cause discolouration of the wastewater in the public wastewater system, or immediately or over time cause discolouration in receiving waters after treatment at a wastewater treatment plant.
Copper	0.2 g/m ³
Cyanide – weak acid dissociable as CN	5 g/m ³
Dissolve aluminium	100 g/m ³

SCHEDULE 1 – PERMITTED TRADE WASTE continued

Characteristic	Maximum concentration or limit and restrictions
Dissolved iron	100 g/m ³
Emulsions of paint, plastics, latex, adhesive, rubber	0 g/m ³ Must not contain any emulsion paint, plastics, latex, adhesive, or rubber.
Enterococci limits (in colony forming units (cfu))	Must not exceed 800 cfu/100ml 90% of the time.
<u>Flow</u> 24 hour flow volume Instantaneous flow rate	Less than 5 cubic metres (m ³) Less than 2.0 litres per second (L/s)
Fluoride (as F)	30 g/m ³
Formaldehyde (as HCHO)	50 g/m ³
Halogenated aliphatic compounds	1 g/m ³
Halogenated aromatic hydrocarbons (HAHs)	0.002 g/m ³
Kjeldahl nitrogen	150 g/m ³
Lead	0.2 g/m ³
Liquid Pharmaceutical Waste Limits (volume per month of active concentration)	10L at 125 mg/5mL 5L at 250 mg/5mL 3L at > 250 mg/5mL
Manganese	20 g/m ³
MBAS (Methylene blue active substances)	500 g/m ³
Mercury	0.004 g/m ³
Molybdenum	10 g/m ³
Monocyclic aromatic hydrocarbons	5 g/m ³
Nickel	10 g/m ³
<u>Oil and grease</u> Free or floating Emulsified oil, fat or grease	No free or floating layer or oil or grease Must not exceed 54 g/m ³
<u>Organic strength</u> Carbonaceous Biochemical Oxygen Demand (cBOD ₅)	400 g/m ³
Organochlorine pesticides	0.01 g/m ³
Organophosphate pesticides	0.1 g/m ³

SCHEDULE 1 – PERMITTED TRADE WASTE continued

Characteristic	Maximum concentration or limit and restrictions
Pesticides (general) (includes insecticides, herbicides, fungicides, and excludes organophosphate, organochlorine, and any pesticides not registered for use in New Zealand).	0.2 g/m ³ (in total)
Petroleum hydrocarbons	30 g/m ³
Phenolic compounds (as phenols) excluding chlorinated phenols.	50 g/m ³
pH value	Between 6.0 and 10.0 at all times.
Polybrominated biphenyls (PBBs)	0.002 g/m ³ (each)
Polycyclic (or polynuclear) aromatic hydrocarbons (PAHs)	0.05 g/m ³
Polychlorinated biphenyls (PCBs)	0.002 g/m ³
Radioactivity	Must comply with a code of practice applicable to the disposal of unsealed radioactive material to a wastewater system, issued under s86 of the Radiation Safety Act 2016. Note: As at the commencement of this bylaw, the Code of Practice for Unsealed Radioactive Material 2020 (ORS C1) applies to the disposal of radioactive material to a wastewater system.
Selenium	10 g/m ³
Silver	2 g/m ³
Solids Non-faecal gross solids maximum dimension Suspended solids Settleable solids Other solids	15 millimetres (mm) 540 grams per cubic metre (g/m ³) 50 millilitres per litre (mL/L) Must not contain fibrous woven or sheet film or any other materials which may adversely interfere with the free flow of sewage in the wastewater system.
Solvents and other organic liquids	No free layer (whether floating or settled) of solvents or organic liquids.
Sulphate (measured as SO ₄)	500 g/m ³ 1500 g/m ³ (with good mixing)
Sulphite (measured as SO ₂)	15 g/m ³
Sulphide as hydrogen sulphide (H ₂ S) on acidification	5 g/m ³
Temperature	Maximum 35 degrees Celsius (°C)
Tin	20 g/m ³
Thallium	10 g/m ³
Total Nitrogen (as N)	150 g/m ³
Total phosphorus (as P)	50 g/m ³
Zinc	2 g/m ³

SCHEDULE 2 – PROHIBITED TRADE WASTE

This schedule describes prohibited trade waste which must not be discharged into the public wastewater system.

Trade waste is prohibited if its discharge to the public wastewater system, has or is likely to have:

- a) Any solid, liquid, or gaseous substance or any combination or mixture of such substances which by themselves or in combination with any other substance will immediately or may over time:
 - i. Interfere with the free flow of wastewater in the public wastewater system;
 - ii. Damage any part of the public wastewater system;
 - iii. Directly or indirectly cause the quality of the treated sewage or residual Biosolids and other solids from any wastewater treatment plant to breach any applicable legal requirement;
 - iv. Prejudice the occupational health and safety of any person;
 - v. Have an adverse effect on fish, animals, plants, or the receiving waters;
 - vi. Cause malodorous or poisonous gases;
 - vii. Cause discolouration in receiving waters after treatment at a wastewater treatment plant.

- (b) Any amount of any liquid pharmaceutical waste containing cytotoxic ingredients.
- (c) Any discharge with characteristics which exceed the concentration or other limits specified in Schedule 1 unless specifically approved for that particular permit.
- (d) Any amount of:
 - i. Harmful solids, including dry solid wastes and materials which combine with water to form a cemented mass;
 - ii. Liquid, solid or gas which could be flammable or explosive in the wastewater, including oil, fuel, solvents (except those within the limits of the characteristics specified in Schedule 1 Table 1), calcium carbide, and any other material which is capable of giving rise to fire or explosion hazards either spontaneously or in combination with other wastewater;
 - iii. Asbestos;
 - iv. Tin (as tributyl and other organotin compounds);
 - v. Waste that contains or is likely to contain material from a genetically modified organism, where the discharge of the material is in breach of the Hazardous Substances and New Organisms Act 1996.
 - vi. Any health care waste prohibited for discharge to a wastewater system by NZS 4304, or any pathological or histological wastes;
 - vii. Radioactivity levels in excess of the National Radiation Laboratory Guidelines.
 - viii. Emulsions of paint, latex, adhesive, rubber or plastic.
 - ix. Free or floating oil or grease.
 - x. Mortuary waste is prohibited after 1 April 2023.
- e) Any condensing water or stormwater which can practically be removed, or any trade wastes to which either condensing water or stormwater has been added.
- f) Any use of grease converters.



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PO Box 54, Wairoa 4160, Hawke's Bay

Coronation Square, Queen Street, Wairoa

APPLICATION FOR TRADE WASTE DISCHARGE TO SEWER

This application is for a permit to discharge trade waste into the Council's wastewater system, in accordance with the Trade Waste Bylaw and the Wastewater Bylaw.

If you are unsure whether you need to apply for a permit, please contact the Trade Waste Officer on (06) 838 7309, who can help you to identify sources of trade waste and the correct pre-treatment.

After your application has been assessed, our Trade Waste Officer will contact you to arrange a site visit.

Following this, and if Council agrees to accept your trade waste, you may be required to take any or all of the following steps (which vary from site to site).

- Install appropriate, or make changes to, existing pre-treatment equipment;
- Enter into maintenance and service contracts for your pre-treatment equipment;
- Commence a programme of monitoring your trade waste discharge.

Please answer all questions fully.

Applicant Details:

Full Name

Postal Address

.....Post code

Phone **Email**

Company Details:

Trade Name

Address of Premises

.....Post code

Phone **Email**

Customer Number **Valuation Number**

(eg. Lot and DP No.)

Correspondence Details: (if you are acting on behalf of the Applicant)

Full Name

Trade Name

Postal Address

.....Post code

Phone **Email**

APPLICATION FOR TRADE WASTE DISCHARGE TO SEWER cont

<p>Discharge Details: This application relates to (please tick)</p> <p><input type="checkbox"/> Proposed new discharge</p> <p><input type="checkbox"/> Renewal of a Permit</p>		<p><input type="checkbox"/> Tanker discharge</p> <p><input type="checkbox"/> Variation to an existing Permit (please specify)</p> <p>.....</p> <p>.....</p>
<p>Please tick which of the following connections are at the premises:</p> <p><input type="checkbox"/> Council Wastewater Network</p> <p><input type="checkbox"/> Council Water Supply</p>		<p><input type="checkbox"/> Council Stormwater Network</p> <p><input type="checkbox"/> Other source of water (please specify)</p> <p>.....</p>
<p>Main Trade Activity (please tick)</p> <p><input type="checkbox"/> Food Premises</p> <p><input type="checkbox"/> Healthcare</p> <p><input type="checkbox"/> Veterinary Clinic</p> <p><input type="checkbox"/> Tanker</p> <p><input type="checkbox"/> Commercial Swimming Pool</p> <p><input type="checkbox"/> School/ Education Facility</p>		<p><input type="checkbox"/> Process / Manufacturing</p> <p><input type="checkbox"/> Hair & Beauty Services</p> <p><input type="checkbox"/> Laundromat / Dry Cleaners</p> <p><input type="checkbox"/> Leachate / Landfill Wastes</p> <p><input type="checkbox"/> Printer</p> <p><input type="checkbox"/> Service Station / Mechanical Workshop</p> <p><input type="checkbox"/> Other (please specify)</p> <p>.....</p>
<p>Please describe the processes and main trade activity:</p> 		
<p>Is there any existing pre-treatment (eg. grease trap or oil & grit interceptor) at the premises?</p>		<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
<p>If yes, please provide details about the pre-treatment (type, size, frequency of maintenance, etc)</p> 		
<p>Please provide details about any stormwater control measures eg. bunding, first foul flush diverter, stormwater swale, stormwater detention and treatment, etc.</p> 		

APPLICATION FOR TRADE WASTE DISCHARGE TO SEWER cont

Statement

The Council relies on the information contained in this application being complete and accurate. The Applicant must take all reasonable steps to ensure that it is complete and accurate and accepts responsibility for the information in this application as being so.

Declaration

I hereby request a permit to discharge Trade Waste to the sewer in compliance with the terms of the Trade Waste Bylaw 2022 and the Wastewater Bylaw 2022 and I certify that to the best of my knowledge and belief that the information given in this application is complete and accurate.

Signed by (or as authorised Agent of) the Applicant

Full Name of Person Lodging this form

Date

For Office Use Only

<p>Application Number</p>	<p>Application Fee</p> <p style="text-align: right;">\$.....</p> <p>GST \$.....</p> <p>TOTAL </p>
<p>Application Received by:.....Date:..... Discharge: <input type="checkbox"/> Approved <input type="checkbox"/> Not approved By</p> <p>Date:</p> <p>Site Visit Date Booked:</p>	<p>Cashier Receipt:</p>
<p>Tanker Discharge If approved: Where discharged:..... Time and date:..... If not approved: Where referred to:.....</p>	<p>File No.</p>



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APPLICATION TO DISCHARGE TANKER TRADE WASTE

Application made by:

Name

Company

Postal Address for charging purposes.....

.....

Phone

Email

Customer Number

Terms and Conditions

Application fee can be found on the Fees and Charges page at: <https://www.wairoadc.govt.nz/our-council/fees-and-charges/>

- The discharge of trade waste is also subject to the Trade Waste Bylaw and requires a Trade Waste Application in addition to this Application to Discharge Tanker Wastewater.

Trade waste is not from outside the Wairoa District.

This application does not guarantee that Council will agree to the trade waster discharge.

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

Signature of Applicant

Date

Approved maximum daily volume Disposal Location

Approval given by: Date / /

(3 Waters Department)

Receipt No.



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TRADE WASTE MANAGEMENT PLAN

This Trade Waste Management Plan has been submitted to Wairoa District Council to satisfy the requirement of the Trade Waste bylaw 2022.

General Description

Company	
Site Address	
Discharge Point	
Key Contacts	
Principle Operations	

Discharge Limits

All conditions and discharge limits to be met as specified in:

- The Trade Waste Bylaw 2022, including the Permitted Trade Waste Characteristics of Schedule 1, and
- The Trade Waste Permit once issued and signed by Wairoa District Council.

Pre-Treatment Systems Prior to Discharge

Control for	System	Maintenance
Example: Prohibited solids greater than 30mm.	All drains to the wastewater network are screened with 6mm stainless steel fixed screens.	Monthly inspection and cleaning.

Pre-treatment systems treat the wastewater prior to discharge to sewer. They ensure the wastewater is within the limits of the bylaw. They may include filters, screens, oil/grit interceptors, grease traps, sedimentation tanks and ponds, pH dosing systems, balance tanks, DAFs, pH control to precipitate out heavy metals, etc. Please provide specific details of each system that is in use at your site.

Monitoring and Reporting

We will meet all monitoring and reporting requirements as prescribed by clause 3.6 of the Trade Waste bylaw.

Include any systems that monitor and/or log your discharge eg. flow, temperature, pH. Also include details of regular monitoring activities completed on your wastewater treatment system.

Risks and Controls

The table below identifies the on-site risks that could lead to a discharge of non-compliant wastewater to the sewer. The control measures taken to eliminate, isolate or minimise these risks are shown.

Risk	Control
Flow rate exceeding 0.6 L/s.	
24Hr discharge volume exceeding 11m ³ .	
Failure of pre-treatment system.	Contact Wairoa District Council
Spill of stored chemicals, or fuel oil from machinery.	All chemicals are stored in an area which is isolated from the wastewater system. Spill kits are available on site and all staff are trained in our spill response procedure (see Appendix A).
Power failure.	A complete check of the interceptor system will be undertaken

This section should include all risks at your site as well as the controls in place to prevent noncompliant discharge, as per your application. It must at least include the risks for flow rate and volume exceeding the limits, failure of a pre-treatment system, non-complaint solids, spills and power failure.

Internal Notification Procedure

- All staff are trained to notify the Operations Manager if an incident occurs that will affect the discharge to the wastewater network. Within 60 minutes of the incident occurring the most appropriately qualified role will attend to the incident.
- The Operations Manager will report the incident to Wairoa District council through the process outlined in the external notification procedure below.
- Authority will be delegated in the event any role is absent or not available.
- On-call numbers are identified in the staff board in the administration building.
- All incidents will be discussed at our monthly operations meeting. Remedial work will also be monitored and reported at this meeting. Any changes to existing protocols and this plan are reported at this meeting.

Any incident will be attended to within 60 minutes.

External Notification Procedure

In the event of a potential or actual breach of any of the discharge limits of our trade waste permit, the following will occur:

- As soon as practicable after becoming aware of the potential or actual breach, we will notify Wairoa Distract council by calling ☎ 06 838 7309.

- Within two working days, we will provide Wairoa District Council with written details of the potential or actual breach, and work undertaken to remedy or mitigate any adverse effects to the Wairoa District Council network arising from the breach;
- Within five working days, we will provide Wairoa District Council with written details of investigations into the cause of the breach, and implement measures (management plan) to avoid a similar breach occurring in the future.

Review of this plan

This plan will be reviewed 12 months after the commencement date and annually thereafter.

Appendices

Appendix A

Schematic photos of each discharge pre-treatment system.

Include photos of each pre-treatment system discussed on page 1 of this form. If schematics or diagrams of the pre-treatment systems are available, provide a copy as well.

Appendix B

Photos of site operations and open areas draining to wastewater drains.

Appendix C

Emergency spill response procedure.

1. Be Prepared

- Evaluate any chemicals stored on site and ensure they are clearly identified and labelled.
- Ensure chemicals and materials are stored and handled correctly and that the storage area is tidy.
- If required, ensure the availability of Material Safety Data Sheets (MSDS).

2. Be Safe

- If it's an emergency, evacuate the area and call emergency services.
- Identify the spill, what is it?
- Put on appropriate protective clothing, gloves, etc.

3. Protect the Council's Wastewater System

- Ensure the spilt materials are not washed down any nearby drains.

4. Notify

- Tell your manager.
- If the wastewater network may be affected, as soon as practicable, contact Wairoa District Council.
- If the stormwater network may be affected, as soon as practicable, contact Wairoa District Council.

5. Clean Up

- Where necessary, neutralize hazardous substances.
- Clean up and dispose of spilt materials as per manufacturer's instructions or material safety data sheets.
- Assess the cause and take necessary steps to prevent reoccurrence.
- Complete any necessary forms and communicate the lessons learned.

If this procedure forms part of another document, you may simply provide a copy of the relevant section from the other document.



WAIROA DISTRICT COUNCIL

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+64 6 838 8874

customerservices@wairoadc.govt.nz

www.wairoadc.govt.nz

PO Box 54, Wairoa 4160, Hawke's Bay

Coronation Square, Queen Street, Wairoa

TRADE WASTE PERMIT

To Discharge Trade Waste to the Public Wastewater System

Pursuant to the Wairoa District Council Trade Waste Bylaw 2022

To:
(Permit holder trade name)

Address:
(Street address of trade premises)

Phone: Email:

Name:
(Contact name)

Address:
(Address for charging and service of documents)

Customer Number

Trade activity

.....
In response to, and in terms of, the information declared in your application of(date) to discharge Trade Waste from the above premises, the permission of the Council is hereby given for the term and subject to the conditions set out below:

1. That this permit relates to a:
 - Proposed new discharge
 - Existing non-permitted discharge
 - Renewal of a permit
 - Variation to an existing permit.
2. That the provisions of Wairoa District Council Trade Waste Bylaw 2022 and Wastewater Bylaw 2022 are complied with at all times.
3. That this permit is valid for a period of..... years and will expire on.....
4. That the Trade Waste discharged under this permit shall consist only of wastes from the following processes:
.....

5. That this permit is for a:

- Permitted trade waste discharge, or
- Conditional trade waste discharge and subject to the specific conditions set out in the **Schedule** attached.

For and on behalf of the Wairoa District Council

Authorised Officer:

Name:

Signature:

Date:

FOR OFFICE USE ONLY

Permit No:.....

Application No:.....

File No:.....



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Coronation Square, Queen Street, Wairoa

WAIVER OF TRADE WASTE PERMIT

To Discharge only Domestic Waste to the Public Wastewater System

Pursuant to the Wairoa District Council Trade Waste Bylaw 2022

To:
(Permit holder trade name)

Address:
(Street address of trade premises)

Phone: Email:

Name:
(Contact name)

Address:
(Address for charging and service of documents)

Customer Number.....

Trade activity

.....
In terms of the information declared on this form to discharge Domestic Waste from the above premises, the permission of the Council is hereby given subject to the conditions set out below:

1. That this permit relates to a:
 - Proposed new discharge
 - Existing non-permitted discharge
 - Renewal of a permit
 - Variation to an existing permit.
2. That the provisions of Wairoa District Council Trade Waste Bylaw 2022 and Wastewater Bylaw 2022 are complied with at all times.
3. That only domestic waste is discharged to the Council wastewater network from the premises under this permit waiver.
4. That any change in this discharge will require a new application for a Trade Waste Discharge.

For and on behalf of the Wairoa District Council

Authorised Officer:

Name:

Signature:

Date:

FOR OFFICE USE ONLY

Permit No:.....

Application No:.....

File No:.....