AGENDA
INFRASTRUCTURE, PLANNING AND ENVIRONMENT COMMITTEE
12 AUGUST 2025

MEMBERSHIP: Councillors J Black, L Butler, S Chowdhury, J Cowley, M Dickerson, R Ivey, K Richardson, A Ryan, P Toynton, P Wells and M Wright.

The meeting is scheduled to commence at 5:30 PM.

ACKNOWLEDGEMENT OF COUNTRY:
"I would like to acknowledge the Wiradjuri People who are the Traditional Custodians of the Land. I would also like to pay respect to the Elders past and present of the Wiradjuri Nation and extend that respect to other Aboriginal peoples from other nations who are present".

Page

IPEC25/50 LEAVE OF ABSENCE (ID25/481)

IPEC25/51 CONFLICTS OF INTEREST (ID25/482)
In accordance with their Oath/Affirmation under the Act, and Council's Code of Conduct, Councillors must disclose the nature of any pecuniary or non-pecuniary interest which may arise during the meeting, and manage such interests accordingly.

IPEC25/52 REPORT OF THE RENEWABLE ENERGY ZONE BENEFIT COMMITTEE - MEETING 17 JULY 2025 (ID25/1499) 3
The Committee had before it the report of the Renewable Energy Zone Benefit Committee meeting held 17 July 2025.

IPEC25/53 REPORT OF THE FLOODPLAIN MANAGEMENT COMMITTEE - MEETING 30 JULY 2025 (ID25/1572) 8
The Committee had before it the report of the Floodplain Management Committee meeting held 30 July 2025.

IPEC25/54 DEVELOPMENT ACTIVITY SUMMARY (ID25/1444) 11
The Committee had before it the report dated 28 July 2025 from the Manager Building and Development Services regarding Development Activity Summary.

Report of the Renewable Energy Zone Benefit Committee - meeting 17 July 2025

AUTHOR: Governance Officer
REPORT DATE: 29 July 2025

The Council had before it the report of the Renewable Energy Zone Benefit Committee meeting held 17 July 2025.

RECOMMENDATION

That the report of the Renewable Energy Zone Benefit Committee meeting held on 17 July 2025, be noted.

REPORT RENEWABLE ENERGY ZONE BENEFIT COMMITTEE 17 JULY 2025

PRESENT: Councillor R Ivey, K Charlton (Community Representative), T Doherty (Community Representative), E Craft (Community Representative), L Hennessy (Community Representative), J Holland (Community Representative), T Kelly (Community Representative), R Mac Smith (Community Representative), D Mitchell (Community Representative), J Southwell (Community Representative), L Tink (Community Representative) and R Whiteley (Community Representative).

ALSO IN ATTENDANCE:
The Director Development and Environment, the Manager Growth Planning, the Corporate Strategy and Performance Coordinator, the Executive Officer Development and Environment, Development Contributions Administrator and the Senior Administration Officer.

Councillor R Ivey assumed the Chair of the meeting.

An acknowledgement of country was delivered by Councillor R Ivey.

The proceedings of the meeting commenced at 5:35pm.

REZ25/18 APOLOGIES (ID25/1358)
The Committee received apologies from the Chief Executive Officer, the Director Strategy, Partnerships and Engagement, Councillor J Black, S O'Leary (Community Representative), C Whiteley (Community Representative) and C Gadsby (Community Representative).

L Garland (Community Representative), T Williamson (Community Representative) and P Smith (Community Representative) attended via audio visual link.

P Smith (Community Representative) left the meeting at 7:00pm.

REZ25/19 CONFLICTS OF INTEREST (ID25/1359)
There were no conflicts of interest declared.

REZ25/20 REPORT OF THE RENEWABLE ENERGY ZONE BENEFIT COMMITTEE - MEETING 19 JUNE 2025 (ID25/1365)

The Committee had before it the report of the Renewable Energy Zone Benefit Committee meeting held 19 June 2025.

OUTCOME

That the report of the Renewable Energy Zone Benefit Committee meeting held on 19 June 2025, be noted.

REZ25/21 COMMITTEE MEMBERS INTRODUCTION (ID25/1364)

The Committee was addressed by the Director Development and Environment.

OUTCOME

1. **That the address of the Director Development and Environment be noted.**
2. **That a list of Committee members and their localities be distributed.**

REZ25/22 COMMITTEE PURPOSE (ID25/1366)

The Committee was addressed by the Director Development and Environment.

OUTCOME

1. **That the address of the Director Development and Environment be noted.**
2. **That there is need for further representatives across a number of localities.**

REZ25/23 ASSESSMENT AND CONSIDERATION OF RENEWABLES PROJECTS (ID25/1367)

The Committee received a presentation by the Manager Growth Planning.

OUTCOME

1. **That the presentation from the Manager Growth Planning be noted.**
2. **That information about the State Significant Development process be included in clear language on Council's website.**

REZ25/24 VOLUNTARY PLANNING AGREEMENTS UPDATE (ID25/1368)

The Committee received a presentation by the Manager Growth Planning.

OUTCOME

1. **That the presentation from the Manager Growth Planning be noted.**

2. **That the Renewable Energy Projects Table – July 2025, considered by the Infrastructure, Planning and Environment Committee on 8 July 2025, be distributed to the Committee.**

REZ25/25 STANDING AGENDA ITEMS (ID25/1390)

The Committee was addressed by the Director Development and Environment.

OUTCOME

1. **That the address of the Director Development and Environment be noted.**
2. **That a presentation be provided at the next meeting outlining Council's approach to accommodation for construction workers involved in Renewable Projects within the Local Government Area.**
3. **That Housing Accommodation Projects for Wellington be added to the Standing Agenda Items.**

REZ25/26 IDENTIFICATION OF COMMUNITY PROJECTS (ID25/1369)

The Committee was addressed by the Director Development and Environment.

OUTCOME

1. **That the address of the Director Development and Environment be noted.**
2. **That the committee requests a proposal be developed for community engagement in areas with current, or planned, projects to identify community priorities and potential initiatives.**
3. **That a further update be provided at the next meeting.**

REZ25/27 QUESTION ON NOTICE: STANDING AGENDA ITEMS (ID25/1391)

The Committee was addressed by the Director Development and Environment regarding the Question on Notice - Standing Agenda Items.

OUTCOME

That the response to the Question of Notice – Standing Agenda Items be noted.

REZ25/28 QUESTION ON NOTICE - WELLINGTON CBD MAIN STREET ENHANCEMENT (ID25/1382)

The Committee was addressed by the Director Development and Environment regarding the Question on Notice – Wellington CBD Main Street Enhancements.

OUTCOME

That the response to the Question of Notice – Wellington CBD Main Street Enhancement be noted.

REZ25/29 UPDATE ON PREVIOUS QUESTION ON NOTICE - GLOSSARY OF RELEVANT TERMS (ID25/1392)

The Committee was addressed by the Director Development and Environment.

OUTCOME

1. **That the address of the Manager Growth Planning be noted.**
2. **That the draft Glossary of Relevant Terms be distributed to the Committee.**

REZ25/30 GENERAL BUSINESS (ID25/1370)

The following items of general business were discussed.

- **Tom Williamson will organise a general meeting in Stuart town on upcoming projects for the area to improve community engagement and gain feedback.**

The meeting closed at 7:11pm.

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CHAIRPERSON

Report of the Floodplain Management Committee - meeting 30 July 2025

AUTHOR: Governance Officer
REPORT DATE: 5 August 2025

The Council had before it the report of the Floodplain Management Committee meeting held 30 July 2025.

RECOMMENDATION

That the report of the Floodplain Management Committee meeting held on 30 July 2025, be adopted.

DUBBO REGIONAL COUNCIL

REPORT
FLOODPLAIN MANAGEMENT COMMITTEE
30 JULY 2025

PRESENT: Councillor M Wright, the Director Infrastructure, the Director Development and Environment (Acting), the Manager Infrastructure Strategy and Design, the Senior Stormwater Engineer, K Browning (Senior Floodplain Officer - DCCEEW), C Ronan (Coordinator Emergency Planning - Western Zone), D Littlewood (Community Representative), and P Sheridan (Community Representative).

ALSO IN ATTENDANCE: Councillor R Ivey, H Guse (WRM Water) and the Governance Officer.

Councillor M Wright assumed the Chair of the meeting.

An acknowledgement of country was delivered by Councillor M Wright.

The proceedings of the meeting commenced at 5:53 PM.

FPM25/4 APOLOGIES (ID25/1508)
The committee received apologies from B Pandey, T Kelly and J Finn.

Councillor M Wright, C Ronan, the acting Director Development and Environment and D Littlewood attended via audio visual link.

C Ronan left the meeting at 6:12pm.

FPM25/5 CONFLICTS OF INTEREST (ID25/1509)
There were no conflicts of interest were declared.

FPM25/6 UPDATE ON THE WELLINGTON FLOOD STUDY (ID25/1510)
The WRM Principal Engineer provided an update on the Wellington Flood Study.

RECCOMENDATION

1. **That the update on the Wellington Flood Study provided by WRM Water be noted.**
2. **That a copy of the presentation be distributed to the committee.**

FPM25/7 GENERAL BUSINESS (ID25/1511)

There were no items of general business discussed.

The meeting closed at 7:15pm.

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CHAIRPERSON

REPORT: Development Activity Summary

DIVISION: Development and Environment
REPORT DATE: 28 July 2025
TRIM REFERENCE: ID25/1444

EXECUTIVE SUMMARY

Purpose	• Provide update	
Issue	• The monthly report is presented to Council which shows development activity. • The report includes a statistical overview of the number and type of development approvals for the Dubbo Regional Local Government Area (LGA) on a monthly basis. • The 'total number of dwellings' approved in June was 22, including eight single dwellings and five other dwellings. • The NSW Department of Planning, Housing and Infrastructure publishes 'League Table' data which includes Development Application processing times for all Councils. This report provides the latest monthly snapshot of Council's processing times for Development Applications.	
Reasoning	• Provide data relating to approved Development Applications. • Provide specific statistics of the number of dwellings and other residential development approved. • Provide comparative data for corresponding period.	
Financial Implications	Budget Area	There are no financial implications arising from this report.
Policy Implications	Policy Title	There are no policy implications arising from this report.

STRATEGIC DIRECTION

The Towards 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes four principal themes and a number of objectives and strategies. This report is aligned to:

Theme:	4 Healthy Environment and Sustainable Future
CSP Objective:	4.1 We manage land use to protect and enhance both the built and natural environment.
Delivery Program Strategy:	4.1.2 Ensure new developments include accessible green spaces to enhance community well-being and environmental health.
Theme:	4 Healthy Environment and Sustainable Future

CSP Objective:	4.1 We manage land use to protect and enhance both the built and natural environment.
Delivery Program Strategy:	4.1.5 Support responsible growth that balances development with environmental sustainability.

RECOMMENDATION

That the report of the Manager Building and Development Services dated 28 July 2025 be noted.

Steven Jennings
Director Development and Environment

DQ
Manager Building and Development Services

REPORT

1. Development Applications

Council is required to undertake the assessment and consideration of Development Applications and other associated approvals in accordance with the Environmental Planning and Assessment Act, 1979.

Council undertakes the assessment and consideration of Development Applications in accordance with Section 4.15 of the Environmental Planning and Assessment Act, 1979 and consults with community on Development Applications in accordance with Council's adopted Community Participation Plan.

The development approvals environment is regulated by the NSW State Government through a range of subsidiary acts and requirements in respect of, but not limited to:

- Traffic and transport;
- Heritage;
- Infrastructure;
- Environment;
- Biodiversity;
- Impacts on agriculture;
- Impacts on water resources including groundwater.

Council in the 2024/2025 financial year **approved** a total of **593** Development Applications.

2. Online Application Tracking

All Development Applications, Construction Certificates and Complying Development Certificates are tracked online and can be accessed at any time. A link to Council's Application Tracker is as follows: (https://planning.dubbo.nsw.gov.au/Home/Disclaimer).

Information available on Council's Application Tracker includes the following:

- All Development Applications, Construction Certificates and Complying Development Certificates submitted from 1 November 2015, including access to submitted plans and supporting documents as well as tracking details of the progress of an application;
- Limited information is provided for applications submitted from 1 January 2001 to 31 October 2015; and
- Occupation Certificates (where issued) are provided from 2010.

What information is not available:

- Application forms.
- Documentation associated with privately certified applications.
- Internal assessment reports.

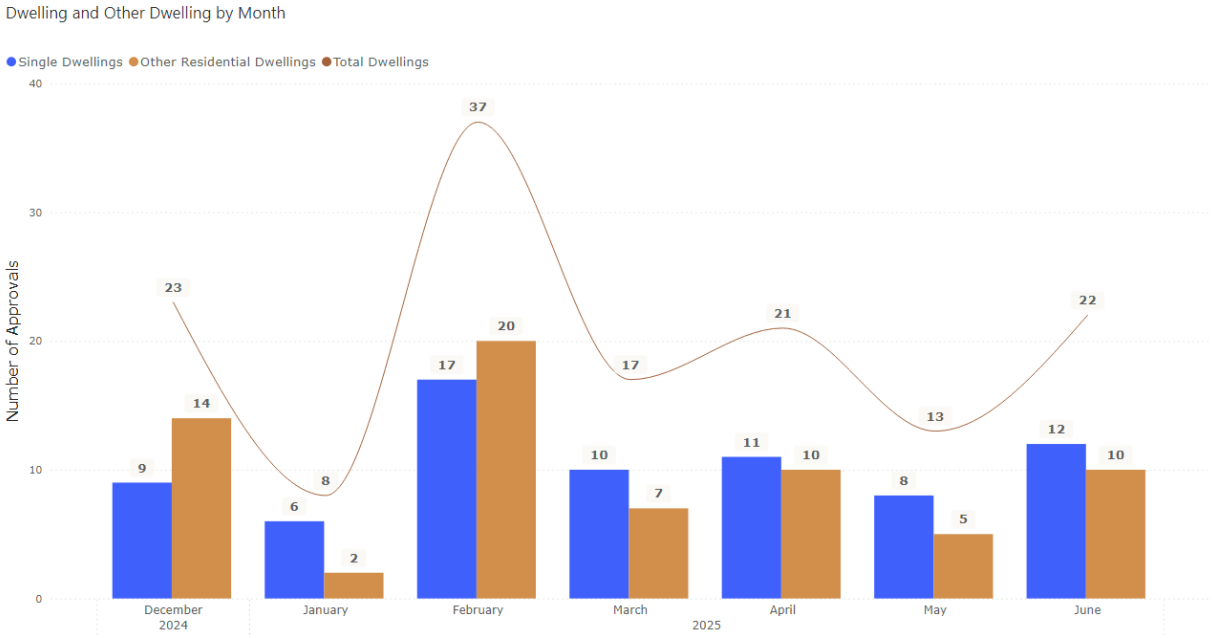
3. Development Activity Building Summary

Provided, for information, are the latest statistics (as at the time of production of this report) for Development Applications and Complying Development approvals for Council.

(a) Residential Activity Summary

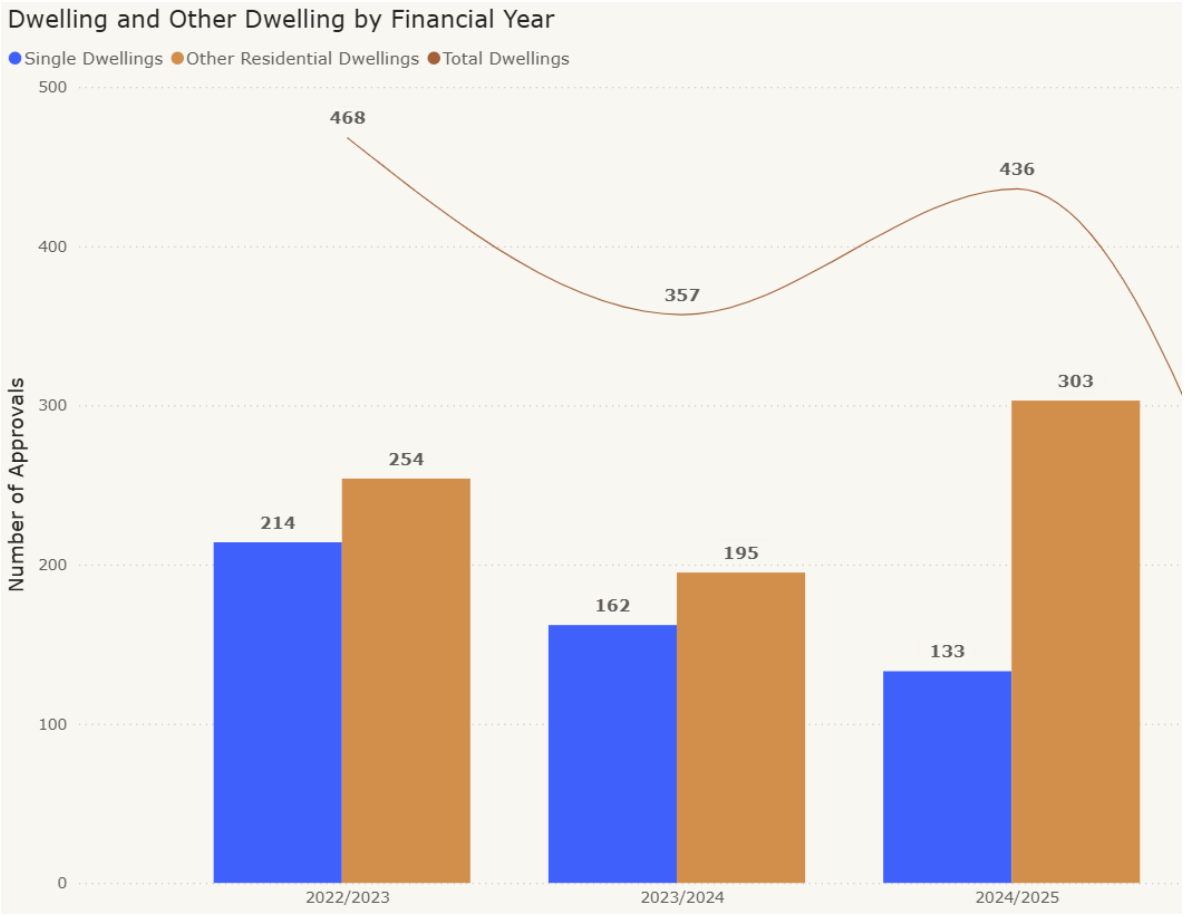
Dwellings and other residential developments approved most recently for June 2025, and for comparative purposes, the six months prior are shown in **Graph 1**.

For consistency with land use definitions included in the Dubbo Regional Local Environmental Plan 2022, residential development has been separated into 'Single dwellings' (LEP definition of dwelling house) and 'Other residential development' (LEP definitions include dual occupancies, secondary dwellings, multi dwelling housing, seniors housing, shop top housing and residential flat buildings).



A summary of residential approvals for financial years 2022/2023 and 2023/2024 are shown in **Graph 2**. The graph also includes the approval numbers for the financial year 2024/2025 to date.

These figures include Development Applications approved by Private Certifying Authorities (in the form of Complying Development Certificates).



Graph 2: Residential Approvals Summary – Comparison of Financial Years

(b) Approved Development Applications

Council approved 48 Development Applications in June 2024, the previous year.

Council approved 60 Development Applications in June 2025.

In respect of the overall value of Development Applications approved, for the month of June in the 2023/2024 Financial Year the value was $53,201,736.

For the month of June for the current Financial Year 2024/2025, the value was $45,742,218.

The following Development Applications of interest have also been recently approved as below:

- D25-167 Shop (alterations and additions) – Aldi Supermarket – 5 Windsor Parade Dubbo (Orana Mall Marketplace), valued at $7.1M, was approved at the Infrastructure, Planning and Environment meeting held 8 July 2025.

(c) Development Applications Under Assessment

As of 28 July 2025, a total of 100 Development Applications were under consideration. This includes the following new residences:

- Single dwellings 14
- Dual occupancy 13 (26 units)
- Secondary dwellings 4
- Other residential development 2 (5 units)

In addition, the following Development Applications are under consideration:

Number	Proposal	Address	Value	Consent Authority
D23-647	571 lot residential subdivision	13L Narromine Road, Dubbo	$15M	Council (meeting)
D25-119	Temporary Worker's Accommodation	Boundary Road corner Sheraton Road, Dubbo	$51M	WRPP
D25-149	Serviced Apartments (28)	20L Sheraton Road, Dubbo	$729,000	Council (delegated authority)
D25-211	Health Services Facility (Residential rehabilitation centre) – Stage 2	58 Spears Drive, Dubbo	$3.7M	Council (delegated authority)
D25-268	Two (2) Industrial Buildings and Community Title subdivision	4 Gill Street, Dubbo	$2.1M	Council (delegated authority)
D25-269	Motel	59 Cobra Street, Dubbo	$6.5M	Council (meeting)

The table also identifies the relevant Consent Authority for the Development Applications, which also includes the Western Regional Planning Panel (WRPP). The WRPP is the Consent Authority for regionally significant development, which is defined as the following:

- Development that has an estimated development cost of more than $30 million.

- Council related development over $5 million.

  Development that has an estimated development cost of more than $5 million if:

  (a) Council is the Applicant for the Development Application.
  (b) Council is the owner of the land where the development is proposed to be carried out.
  (c) The development is proposed to be undertaken by Council.
  (d) If there is any agreement in place with Council for the development.

- Development proposed by the Crown with a value over $5 million.
- Development for the purposes of community facilities and private infrastructure over $5 million in value.

However, it should be noted that for the purposes of regionally significant development, the Capital Investment Value of a project does not include GST.

Council League Table

The NSW State Government Department of Planning, Housing and Infrastructure (DPHI) has recently been providing development assessment data for all Local Government Areas. The data is obtained from the NSW Planning Portal and is updated monthly.

The Council League tables show:

- Average assessment days;
- Number of DAs assessed;
- Total development cost; and
- Lodgement days.

DPHI encourages all councils to lodge Development Applications within an average of:

- 14 days of submission between 1 July 2024 to 30 June 2025.
- 7 days of submission from 1 July 2025 onwards.

DPHI encourages all councils to determine Development Applications whichever is the lesser of Council's previous financial year average (49 days), or within an average of:

- 115 days of lodgement between 1 July 2024 to 30 June 2025
- 105 days of lodgement between 1 July 2025 to 30 June 2026
- 95 days of lodgement between 1 July 2026 to 30 June 2027
- 85 days of lodgement from 1 July 2027 onwards.

The data displayed includes comparable inland regional cities:

Council League Table – valid 30 June 2025

Regional Council	Average Assessment Days	DAs Assessed	Total Development Cost (million)	Lodgement Days
1. Dubbo	54	525	$217.8	11
2. Armidale	56	180	$49.9	7
3. Wagga Wagga	68	508	$305.0	8
4. Bathurst	71	330	$154.2	4
5. Orange	81	280	$177.0	9
6. Albury	94	527	$222.3	9
7. Tamworth	132	370	$205.1	11

REPORT: Draft Planning Agreement VPA23-005 - Sandy Creek Solar Farm

DIVISION: Development and Environment
REPORT DATE: 24 July 2025
TRIM REFERENCE: ID25/1309

EXECUTIVE SUMMARY

Purpose	• Seek endorsement • Fulfil legislated requirement	
Issue	• Sandy Creek Solar Farm is a State Significant Development (SSD-41287735) that is currently under assessment by the NSW Government Department of Planning, Housing and Infrastructure. • The Sandy Creek Solar Farm is proposed to have a capacity of 700 MW. • The project is located within both the Warrumbungle Shire and Dubbo Regional Local Government Areas. Subject to the final layout, approximately 40% of the project is located in the Dubbo Regional Local Government Area. • Council has received an updated offer from Lightsource BP to enter into a Planning Agreement. The Planning Agreement would require the Proponent to pay to Council $340 per megawatt per annum for the duration of the project. • This figure is based on 40% of the $850 per megawatt identified in Council's Renewable Energy Benefit Framework and the NSW Government Benefit Sharing Guideline.	
Reasoning	• Part 7.1 of the Environmental Planning and Assessment Act, 1979 and associated Regulations. • NSW Government Benefit Sharing Guideline. • Dubbo Regional Council Renewable Energy Benefit Framework.	
Financial Implications	Budget Area	Growth Planning Branch.
	Funding Source	Council would receive an annual payment of $340 per megawatt per annum, indexed to Consumer Price Index (CPI).
Policy Implications	Policy Title	There are no policy implications arising from this report.

STRATEGIC DIRECTION

The Towards 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes four principal themes and a number of objectives and strategies. This report is aligned to:

Theme: 3 Working Together for the Region

CSP Objective: 3.1 Our Council is open, fair, and accountable in its decision-making.

Delivery Program Strategy:	3.1.4 Maximise revenue opportunities from grants and other funding sources to enhance services for the community.
Theme:	3 Working Together for the Region
CSP Objective:	3.1 Our Council is open, fair, and accountable in its decision-making.
Delivery Program Strategy:	3.1.5 Operate with transparency, accountability, and integrity in all governance and decision-making processes.

RECOMMENDATION

1. **That a draft Planning Agreement and Explanatory Note be prepared in accordance with the terms identified in this report.**
2. **That a further report be presented to Council for consideration if a Planning Agreement cannot be successfully negotiated.**
3. **That a draft Planning Agreement and Explanatory Note prepared in accordance with the terms identified in this report be placed on public exhibition in accordance with the Environmental Planning and Assessment Act, 1979.**
4. **That following conclusion of the public exhibition period, a further report be presented to Council for consideration, including any submissions received.**

Steven Jennings
Director Development and Environment

LA
Environmental Systems Planner

BACKGROUND

1. Previous Resolutions of Council

15 August 2024 CCL24/221	*In part:* *1. That Council negotiate a Voluntary Planning Agreement with Lightsource BP at 1.5% of the Capital Investment Value of the final Sandy Creek Solar Farm project.*
10 December 2024 CCL24/345	*In part:* *1. That Council adopt the amended Renewable Energy Benefit Framework that includes the following amendments:* *a. Electricity generating works (includes solar energy farms…)* • *Funding received by Council is $850 per megawatt per annum, with payment of funds as annual payments from the commencement of construction.*

2. What is a Planning Agreement?

A Planning Agreement is an agreement entered into between Council and a developer where the developer agrees to fund public amenities or infrastructure, dedicate land at no cost to Council, or provide monetary contributions or any other material public benefit, for a public purpose. In accordance with Part 7, Division 7.1 of the Environmental Planning and Assessment Act, 1979, a public purpose includes any of the following:

- The provision of public amenities or services;
- The provision of affordable housing;
- The provision of transport or other infrastructure relating to land;
- The funding or recurrent expenditure relating to the provision of public amenities or public services, affordable housing or transport or other infrastructure;
- The monitoring of the planning impacts of development;
- The conservation or enhancement of the natural environment.

REPORT

1. Sandy Creek Solar Farm

Sandy Creek Solar Farm is a State Significant Development Application (SSD-41287735) that is currently under assessment by the NSW Government Department of Planning, Housing and Infrastructure. The NSW Government has requested further information from the Proponent.

Subject to final approval, the project is expected to have a generating capacity of approximately 700MW from photovoltaic cells, and a battery energy storage system.

Further information about the project is available on the NSW Government's website at https://www.planningportal.nsw.gov.au/major-projects/projects/sandy-creek-solar-farm

The project is located approximately 25km southwest of Dunedoo (**Figure 1**). Approximately 40% of the project is located in the Dubbo Regional Local Government Area, while the remainder is located in the Warrumbungle Shire Local Government Area.

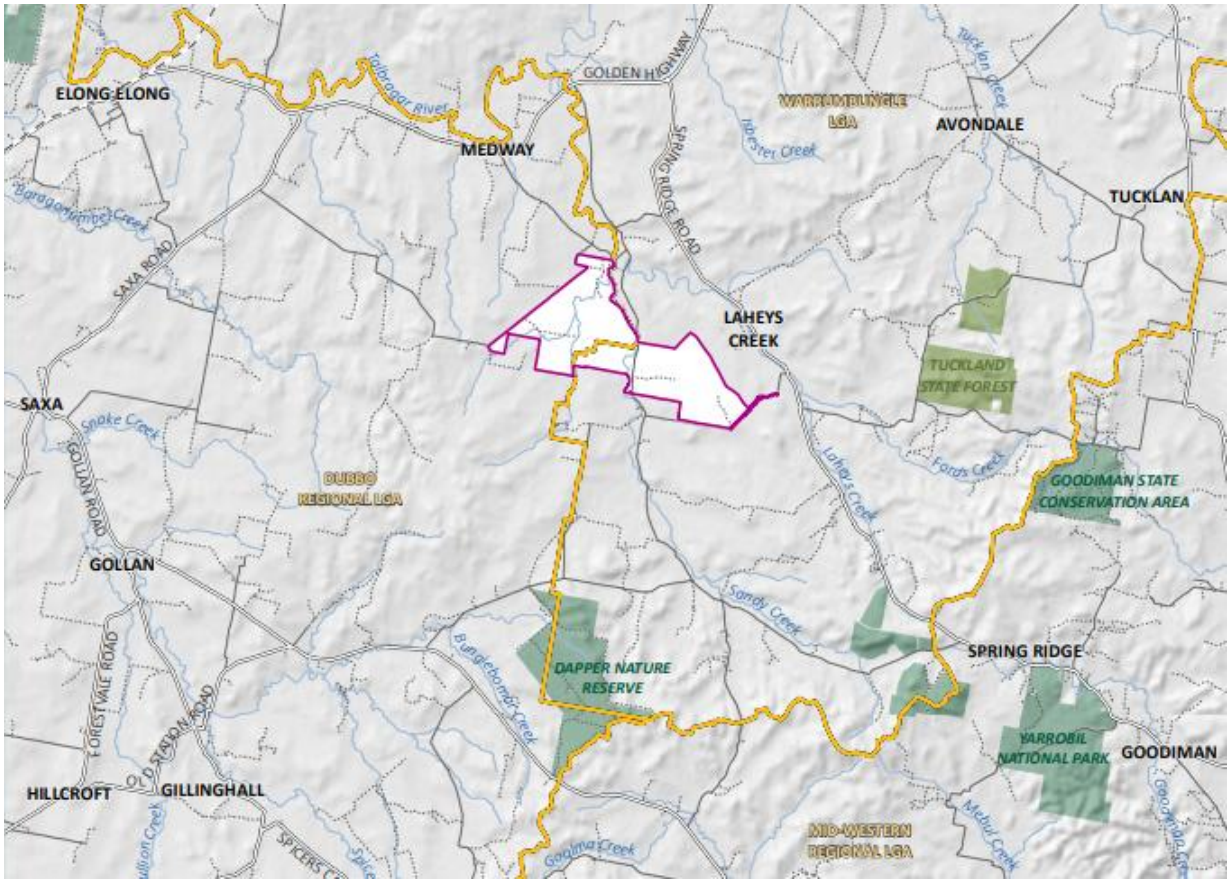


Figure 1: Location of the project. The yellow boundary delineates Local Government Areas.

2. Planning Agreement

This report provides consideration of an updated offer from Lightsource BP. The Planning Agreement would require the Proponent to pay to Council $340 per megawatt per annum (adjusted annually for CPI), which is 40% of the $850 per megawatt identified in Council's Renewable Energy Benefit Framework and the NSW Government Benefit Sharing Guideline.

It should be noted that Lightsource BP may enter into a separate Planning Agreement with Warrumbungle Shire Council for the amount consistent with their Policy.

Council would allocate funding in accordance with the Renewable Energy Benefit Framework, which includes strategic projects, community benefit funds and administration.

(a) Projects

The Proponent has sought a level of community feedback on appropriate strategic projects within close proximity of the development, however, projects have not yet been identified.

Council, as part of the Planning Agreement public consultation process, will seek feedback from the community in respect of projects and how to ensure the shape and form of the final Planning Agreement reflects the requirements and perspectives of the community.

In addition, Council's Renewable Energy Zone Benefit Committee will also be consulted throughout this process, which has membership from the subject area.

(b) Administration

$10,000 per annum from the funding will be used to cover all administrative costs incurred by Council, including the allocation and auditing of funding.

(c) Guidelines for Funding Components

Within six months of the commencement of construction, Council and the Proponent will prepare guidelines to govern the selection and administration of strategic projects and community benefit funds to ensure they are in accordance with Council's Renewable Energy Benefit Framework. The guidelines will identify eligibility criteria for projects and expected outcomes, timeframes for expenditure of funds, advertisement of funds, assessment criteria for projects, and any conditions of funding.

It should also be noted that the Renewable Energy Zone Benefit Committee will play an important role in providing input into the utilisation of funds from this Planning Agreement.

3. Consultation

If Council resolves to prepare a draft Planning Agreement, it will be placed on public exhibition for a period of no less than 28 days in accordance with the Environmental Planning and Assessment Act, 1979.

In addition, Council will consult with residents in the wider localities where the project is currently planned to ensure they are aware of the draft Planning Agreement and to ensure any feedback can be captured. In addition, consultation will also be undertaken with Council's Renewable Energy Zone Benefit Committee.

Following the completion of consultation activities, a further report will be provided to Council for consideration.

4. Resourcing Implications

Funding under the Planning Agreement is contingent upon the project commencing, with the payment to Council being determined by the megawatt capacity of the constructed solar farm. If the solar farm is partially constructed, Council would receive pro-rata funding consistent with the constructed capacity.

REPORT: Results of Public Exhibition - Draft Blueridge Precinct Development Control Plan DCP23-004

DIVISION: Development and Environment
REPORT DATE: 28 July 2025
TRIM REFERENCE: ID25/1310

EXECUTIVE SUMMARY

Purpose	• Seek endorsement • Fulfil legislated requirement	
Issue	• Council at its meeting on 28 September 2023 adopted a draft Development Control Plan (DCP) for the Blueridge Precinct for the purposes of public exhibition. The draft DCP contains a range of controls to manage commercial and industrial subdivision and development. The draft DCP is provided here in **Appendix 1**. • The draft DCP was placed on public exhibition from Wednesday 25 October 2023 to Monday 25 November 2023. Council received three submissions during this public exhibition period (attached in **Appendix 2**). • The draft DCP was amended in response to submissions, including the removal of the existing Blueridge development which is covered by the existing Dubbo DCP and various other minor amendments. • The amended DCP was placed on public exhibition from Thursday 17 April 2025 to Monday 26 May 2025. No submissions were received during this public exhibition period. • Subject to adoption by Council, any future Development Applications on the land will need to take into consideration the provisions of the draft DCP.	
Reasoning	• Environmental Planning and Assessment Act, 1979	
Financial Implications	Budget Area	Growth Planning
	Funding Source	Application Fees
	Proposed Cost	$25,760
Policy Implications	Policy Title	Dubbo Development Control Plan 2013
	Impact on Policy	Upon adoption of the draft DCP will provide development guidance for the land.

STRATEGIC DIRECTION

The Towards 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes four principal themes and a number of objectives and strategies. This report is aligned to:

Theme: 2 Thriving and Inclusive Communities'

CSP Objective:	2.1 Arts, culture and heritage are celebrated and shared.
Delivery Program Strategy:	2.1.1 Encourage collaboration and shared goals to strengthen community connections.

RECOMMENDATION

1. **That Council adopt the amended draft Blueridge Precinct Development Control Plan (attached in Appendix 1).**
2. **That the draft Blueridge Precinct Development Control Plan come into effect on 29 August 2025.**
3. **That Council note the submissions received during the public exhibition period (attached in Appendix 2).**

Steven Jennings
Director Development and Environment

LA
Environmental Systems Planner

BACKGROUND

1. Previous Resolutions of Council

13 September 2023 CCL23/257	*In part* *1. That Council adopt the draft Blueridge Precinct Development Control Plan for the purposes of public exhibition only.* *3. That following the completion of the public exhibition period, a further report be presented to Council for consideration, including the results of the public exhibition.*
11 July 2024 IPEC24/46	*In part* *1. That…Council adopt Sheraton Road (between Boundary Road and Wellington Road) as the primary haulage route for the three heavy industry developments located on Sheraton Road, outside of peak school drop off and pick up times.* *4. That Council adopt the Southern Distributor alignment from Sheraton Road to the Mitchell Highway…as the long term haulage route for the heavy industry developments located on Sheraton Road.*

2. Why is a Development Control Plan required?

The Dubbo Regional Local Environmental Plan (LEP) 2022 identifies a number of Urban Release Areas in Dubbo. The site is partially located in the South-East Urban Release Area. Clause 6.3 of the Dubbo Regional LEP 2022 requires a site-specific DCP to be prepared prior to Council determining any development application on land within an Urban Release Area.

REPORT

1. Draft Development Control Plan

A proponent-initiated draft Development Control Plan was received from Compass Consulting Surveyors to provide detailed planning and design guidance for the future development of the balance of the Blueridge Precinct. It includes objectives, performance measures and acceptable solutions to assist in the planning, design and undertaking of development and to ensure it is responsive to the surrounding area.

The draft DCP originally placed on public exhibition applied to land in **Figure 1,** however, the amended DCP will apply to the land identified in **Figure 2**.

The draft DCP was amended in response to submissions received during the public exhibition period, including:

- land to which the Plan applies;
- building, lot and road design controls; and
- safety and security (lot fencing) controls.

Figure 1: Land to which the original DCP applied to

Figure 2: Land to which the amended DCP applies

2. Public Exhibition and Submissions

The original draft DCP was placed on public exhibition from Wednesday 25 October 2023 to Monday 25 November 2023. It was publicly notified in the following ways:

Channel	Date
Council's YourSay page	25 October 2023
Dubbo Regional Council Customer Experience Centre and Macquarie Regional Library Branches	25 October 2023
Daily Liberal Council Column	25 October 2023
Letter to adjoining owners	25 October 2023

Council received three submissions during this public exhibition period (attached in **Appendix 2**), including one from the Proponent and one from Transport for NSW. The following information identifies matters raised by submissions, and Council's responses:

Blueridge Business Owner	Council Response
• Increased vehicle movements through Blueridge Estate, particularly truck movements from quarries, will impact safety; and • Vehicles parked close to intersections are unsafe and obscure vision, and additional traffic will exacerbate this situation.	Council resolved on 11 July 2024 that Sheraton Road be the primary haulage route for heavy vehicle traffic outside of peak school drop off and pick up times, and the Southern Distributor alignment be the long-term haulage route. This resolution removes the need for heavy vehicles to travel through Capital Drive. The draft DCP contains controls to ensure vehicle movements are not impeded by parked cars, and that appropriate splays are provided at the corner of every intersection.

Proponent	Council Response
• The land to which the draft DCP applies needs to change; • Staging controls are restrictive; • Minimum lot size areas are determined by the Dubbo Regional LEP 2022; • Requiring a large portion of the site to be dedicated to landscaping is excessive; • Existing fences in Blueridge are 2.1m high; and • The document layout, presentation and language is poor;	Council staff met with the Proponents on a number of occasions. The following changes were made: • The land to which the DCP applies was amended; • Staging controls were reworded for clarity; • Minimum lot size area controls were included for when the Dubbo Regional LEP 2022 does not specify them; • Landscaping requirements were retained; • Front fences can be 1.8m high or 2.1m high with 900mm landscaping; and • The layout, presentation and language were updated to improve clarity.

Transport for NSW	Council Response
The draft DCP must address the following: • Clarify key connections to the existing state road network and planned connections between the two stages; • Planning controls need to prevent inappropriate development and lot typologies, as there may be concern for access points as a result of reduced frontages; • Additional detail needs to be provided on road designs and layouts, including for cyclists and bus routes; • Street trees and landscaping must not prevent heavy vehicles parking along the road corridor; and • Clarify that no access is allowed to the Mitchell Highway or proposed Southern Distributor.	• Relevant figures were amended to clarify connections; • Minimum lot size area controls were included for when the Dubbo Regional LEP 2022 does not specify them; • Internal road designs were updated to include measurements, safe sight distance and manoeuvring requirements, including for cyclists and pedestrians; • Street trees and locations were better defined to not prevent vehicle parking; • Controls have been included to detail that lots are not to include access to Mitchell Highway or the Southern Distributor; and • Signage controls were aligned with TfNSW constraints.

The draft DCP was amended in response to submissions. The amended draft DCP was then placed on public exhibition from Thursday 17 April 2025 to Monday 26 May 2025. It was publicly notified in the following ways:

Channel	Date
Council's YourSay page	17 April 2025
Dubbo Regional Council Customer Experience Centre and Macquarie Regional Library Branches	17 April 2025
Daily Liberal Council Column	17 April 2025
Letter to adjoining owners	17 April 2025

Council received no submissions during this public exhibition period.

3. Options Considered

Council has the following options available in consideration of the draft DCP:

- Adopt the draft Blueridge Precinct DCP (attached in **Appendix 1**);

- Not adopt the draft Blueridge Precinct DCP. If Council refuses to make a DCP, the owners may make a Development Application in accordance 3.44 (5) (a) of the Environmental Planning and Assessment Act 1979 despite the requirement to prepare a DCP.

It is recommended that Council adopt the draft Development Control Plan.

4. Resourcing Implications

Council received $25,760 upon lodgement as part of the required fees.

5. Next Steps

If adopted, any future development application on the land to which this DCP applies will need to take into consideration the DCP in accordance with Section 4.15 of the Environmental Planning and Assessment Act 1979.

APPENDICES:

1⇩ Draft Blueridge Precinct Development Control Plan

2⇩ Submissions

DUBBO REGIONAL COUNCIL

DRAFT

Blueridge Precinct Development Control Plan 2025

DCP23-004

Table of Contents

Part 1 Introduction

1.1. Name of this Plan

This Development Control Plan (DCP) is known as Blueridge Precinct Development Control Plan (the Plan).

1.2. Application of Plan

This Plan applies to part of the Blueridge Business Park Precinct, identified in **Figure 1** below.

Figure 1 – Land to which this Plan applies

1.3. The Vision and Desired Future Character

The vision for the Blueridge Business Park is to create an attractive business and industrial precinct to maximise opportunities for local employment and business. With appropriate and flexible design provisions, any future development is to be built to achieve the following objectives:

- Development caters for the Southern Distributor Road and the wider transport network;
- Development along the Mitchell Highway is well presented whilst maintaining the amenity and functionality of surrounding properties;

- There are opportunities for a range of commecial, business and light industrial developments that contribute to the economic, employment and social growth of the Precinct;
- Development is innovative and agile;
- The streetscape and public domain is enhanced;
- Existing trees are preserved, and new trees are planted on both the private and public domain; and
- Orderly, efficient and high quality design outcomes are achieved within the context of environmental, social and economic sustianbility.

1.4. Statutory Context

This Plan has been prepared by Council in accordance with Section 3.44 of the Environmental Planning and Assessment Act 1979 (the Act), Part 2 of the Environmental Planning and Assessment Regulation 2000 (the Regulation), and Clause 6.3 of the Dubbo Regional Local Environmental Plan (the LEP) 2022.

1.5. Adoption and Commencement

This Plan was adopted by Council on XXXX and commenced on XXXX.

1.6. Relationship to other Plans and Documents

Under the Act, Council is required to take into consideration the relevant provisions of any Environmental Planning Instrument (EPI) and this Plan when determining a development application on land to which this Plan applies. Compliance with any EPI or this Plan does not infer development consent will be granted.

The provisions of this Plan must be read in conjunction with any relevant EPI. In the event of any inconsistency between an EPI and this Plan, the provisions of the EPI prevail.

1.7. Relationship to the Dubbo Development Control Plan 2013

The provisions of this Plan should be read in conjunction with other relevant provisions of the Dubbo Development Control Plan 2013. In the event of any inconsistency between this Plan and the Dubbo DCP 2013, the provisions of this Plan prevail.

Part 2 Development and Subdivision

2.1. Subdivision Controls

Objectives:

- A pleasant, safe, and functional subdivision with 'best practice' solution(s) is achieved;
- Land is of a suitable size for development;
- Existing trees and vegetation are protected, and new trees and vegetation are planned for, in the subdivsion planning and design stage;
- Development is provided with appropriate levels of landscaping, amenity, required services and infrastructure; and
- The subdivision layout is well-connected internally and to strategic roads, including the Southern Distributer, the Blueridge Link Road and the Mitchell Highway.

Element 1. Implementing the Urban Structure

Urban Structure		
Performance Criteria:	P1.1	Development is generally consistent with and delivers the urban infrastructure in accordance with **Figure 2.**
Requirement:		There are no Acceptable Solutions.
Staging		
Performance Criteria:	P1.2	Land is developed in an orderly manner to assist in the coordinated provision of necessary infrastructure.
Requirement:	A1.1	Staging is generally undertaken in accordance with **Figure 3**.
	A1.2	Variations to the staging order can occur if it will not adversely impact the efficiency of infrastructure and overall implementation of the urban structure.
	A1.3	Staging Plans are included with many development applications. The plans must identify proposed sequencing, layouts, lot sizes, shapes, likely development densities and required infrastructure.

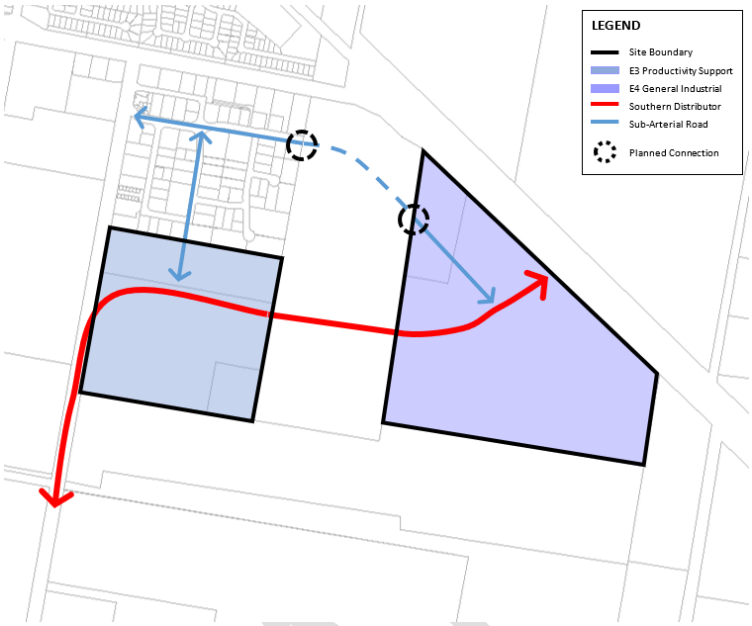


Figure 2 – Indicative Structure Plan

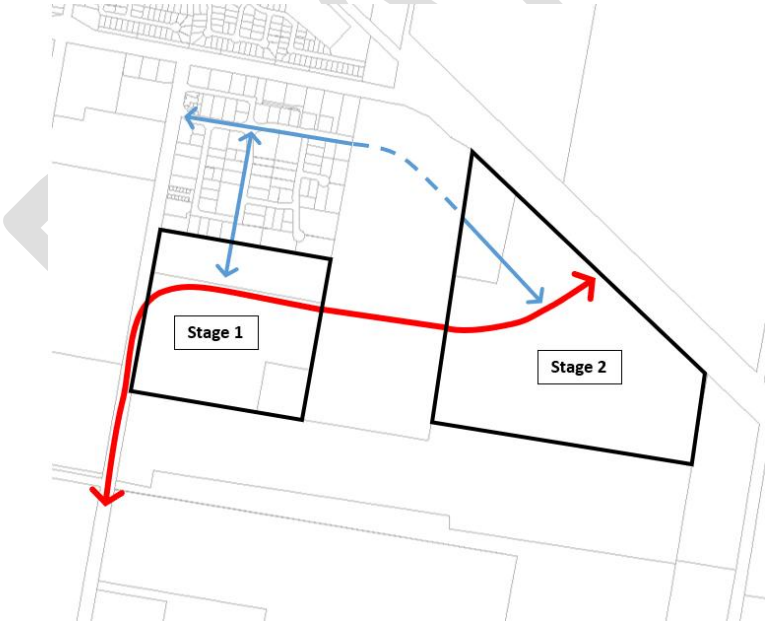


Figure 3 – Staging of development

Element 2. Lot Design

Lot Requirements	
Performance Criteria:	P2.1 Lot design considers the design requirements of the Blueridge Link Road, Southern Distributor Road and Mitchell Highway. P2.2 Lots are of an adequate size for the location of buildings, manoeuvring and parking of vehicles and landscaping.
Requirement:	A2.1 Lots are generally rectangular in shape. A2.2 Where lots are irregular in shape, they are of a sufficient size and orientation to enable siting of development in accordance with this plan. A2.3 The minimum area and dimension of lots must: • generally be 1,500m^2 for land zoned E3 Productivity Support; • be capable of development with appropriate levels of amenity, services and access; • permit the manoeuvring of a 19m single articulated vehicle. A2.4 Lots do not have direct access to the Southern Distributor Road and Mitchell Highway. A2.5 Lots are designed so that the highest use vehicle can enter and exit the site in a forward direction.
Battle-axe Lots	
Performance Criteria:	P2.3 Battle-axe lots are minimised, but where provided, do not compromise the amenity of the streetscape, public domain and neighbouring lots. P2.4 Battle-axe lots have adequate access to and from the street for trucks and service vehicles.
Requirement:	A2.6 Battle-axe lots are only provided where topography and site hazards result in regular subdivision not being able to be achieved. A2.7 Where provided: • A battle-axe 'handle' shall be a minimum width of 10 metres and no longer than 50 metres • Battle-axe lots do not have frontage to a major road; • A minimum 1m wide landscaping strip is to be placed along either side of the battle-axe handle; • The landscaping strip is to be designed by using robust landscape elements i.e. using hard and soft landscaping and materials with low maintenance requirements; A2.8 Landscaping, supported by irrigation, includes a mix of the following: • Trees; • Plantings; • Garden bed; • Edging materials; • Volume and type of mulch, bricks, stones.

Element 3. Road Design and Layout

Road Network	
Performance Criteria:	P3.1 The layout of the street network and location of lots does not impact the function, safety and efficiency of the Blueridge Link Road, Southern Distributor Road and Mitchell Highway.
Requirement:	A3.1 The road network is generally in accordance with **Figure 4**. A3.2 The number of road connections onto the Southern Distributor Road is limited. A3.3 Lots do not have direct access to the Southern Distributor Road and Mitchell Highway. A3.4 The road hierarchy is designed and constructed in accordance with Dubbo Regional Council's adopted AUS-SPEC#1 Development Specification Series – Design and Construction and Technical Schedules, and Transport for New South Wales design standards. A3.5 The verge width is increased where necessary to allow space for significant landscaping, indented parking, future carriageway widening, retaining walls, cycle paths and overland flow paths.

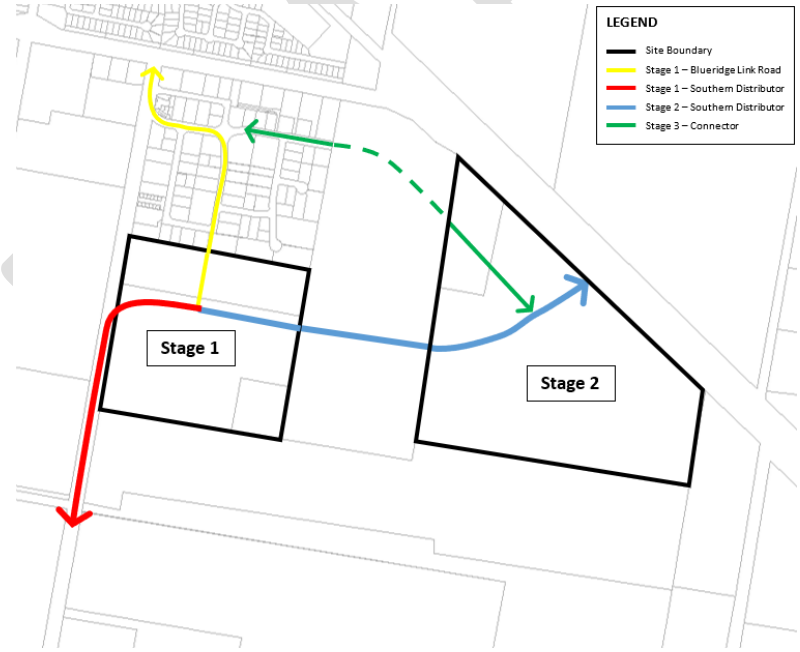


Figure 4 – Indicative Transport Network

Function and Geometric Design	
Performance Criteria:	P3.2 The road reserve width is sufficient to cater for all street functions, including: • Safe and efficient movement of all motorists, pedestrians, and cyclists; • Provision for parked vehicles; • Provision for bus routes; • Provision for landscaping; and • Provisions for location, construction and maintenance of infrastructure. P3.3 Bus routes have a carriageway width that: • Allows for the safe movement of buses; • Safely accommodates cyclists; and • Allow vehicles to overtake parked buses without crossing onto the other side of the road.
Requirement:	A3.6 The type of road is generally in accordance with **Figure 5**. A3.7 The design of roads: • is generally in accordance with **Figure 6**; • facilitates traffic turning movement/swept path as per AUSTROAD Design B-double (25.0m) utilising the desirable minimum swept path radius and a turning speed of 5 – 15km/hr. • for the collector road – has a minimum road reserve width of 28 metres and a carriageway width of 2 x 9.5 metres pavement and 2 x 4.5 metres reserve; • for a local street – has a minimum road reserve width of 21 metres and a carriageway width of 2 x 6.5 metres pavement and 2 x 4.0 metres reserve; • allows the movement of all vehicles to be unimpeded by parked cars; and • allow for unobstructed access to individual lots. A3.8 Safe sight distances are available at property access points, pedestrian and cyclist crossings and at junctions and intersections. A3.9 The horizontal and vertical alignments satisfy safety criteria and reflect physical land characteristics and major drainage functions. A3.10 Geometric design for intersections, round-abouts and slow points are consistent with the vehicle speed intended for each street. A3.11 Kerb radii at intersections and junctions are kept to a minimum, subject to: • Satisfying required turning manoeuvres; • Keeping pedestrian crossing distances to a minimum; and • Controlling the speed of vehicles.

Function and Geometric Design	
Requirement:	A3.12 The verge width is increased where necessary to allow space for large scale landscaping, indented parking, future carriageway widening, retaining walls, cycle paths or overland flow paths; A3.13 Appropriate splays are provided at the corner of lots at every intersection. A3.14 Bus routes and stops are identified and planned for in accordance with AUSTROADS and the requirements of the relevant service authority. A3.15 Development provides opportunities for bus stops, bus bays and shelters no more than 400 metres apart.

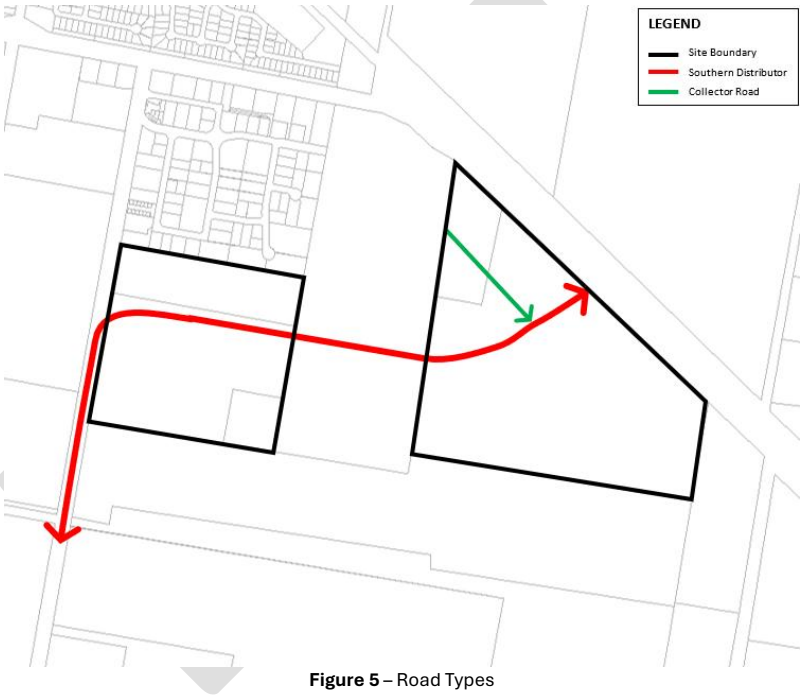


Figure 5 – Road Types

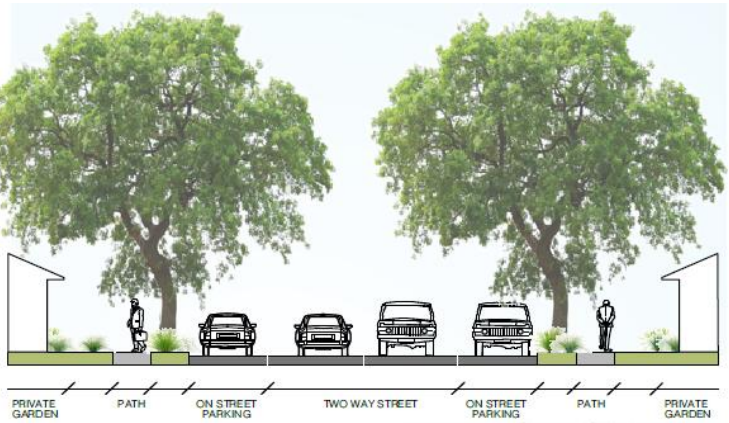


Figure 6 – Indicative Cross-Section

Pedestrian Network	
Performance Criteria:	P3.4 Streets are well connected to pedestrian paths and the wider street network. **P3.5** The design facilitates safe use by pedestrians, particularly people with disabilities, the aged and children.
Requirement:	A3.16 Pedestrian footpaths are: • provided on one side of the carriageway and are designed to ensure pedestrian connectivity throughout the estate; • 1.5 metres wide; • constructed of concrete or paving block; and • located central to the existing or proposed kerb. A3.17 Links from the site to areas of public open space are provided to facilitate public access and stormwater management.
Waste Collection Vehicles	
Performance Criteria:	P3.6 The street network is sufficient to cater for waste collection vehicles.
Requirement:	A3.18 The subdivision design and street network ensures waste collection vehicles can enter and exit the precinct in a forward direction, and reduce the need for reversing of waste collection vehicles. This includes culs-de-sac and temporary turning heads as a result of staging and construction works. A3.19 The road width accommodates Council's waste vehicles without impacting other road users, including the side loading vehicle and lift arm movement/rotation. A3.20 Sufficient area is provided at the head of culs-de-sac for waste disposal vehicles to manoeuvre even when cars are parked in the street.

Element 4. Landscape design and Street Trees

Landscaping and Street Trees	
Performance Criteria:	P4.1 Landscaping is used to soften the impact of buildings, as a screen for visual intrusions, to screen parking areas and for recreation space. P4.2 Street trees are selected and provided to assist in developing a microclimate and improving streetscape amenity. P4.3 Street trees are in harmony with underground services, street lights, driveway and relevant easements.
Requirement:	A4.1 A Landscape Plan and Planting Schedule is included with any development application for subdivision and building construction/development. A4.2 Landscaping is provided in front set-back areas to soften the appearance of buildings and improve the streetscape. A4.3 Landscaping includes species that will grow to a height consistent with the height and scale of the building A4.4 For developments facing a road, public open space or nearby residential area trees with a mature height of at least 8.0 m are to be planted. Trees shall be a minimum 1.5 m in height at planting and be sourced from NatSpec accredited suppliers or equivalent A4.5 Where car parking is visible from a road, for every 10 to 12 car parking spaces, landscaping bays (1.5 m x 5.5 m) are to be provided and appropriately-sized trees and ground cover planted within each bay. A4.6 Landscaping addresses the 'Safer By Design' guidelines. A4.7 Species selection is to be sympathetic to existing plantings found within the precinct A4.8 Street trees are provided at the rate of at least one tree per 20 metres of street frontage (i.e. 5 trees per 100m). A4.9 The species and location of street trees are determined in consultation with Council's Community, Culture and Places Division. A4.10 Street trees are installed in tree pit holes and located away from the stormwater gutter. A4.11 Landscaping Plans include appropriate detailed designs that address: • access and manoeuvrability of heavy vehicles, street sweepers and vehicles; • the impact of the root system on the carriage way; • ongoing maintenance of the tree and carriageway; • relationships with future driveway locations; and • impacts on and location of underground infrastructure.

Landscaping and Street Trees	
Requirement:	A4.12 The selection and placement of street trees takes into consideration: • Species selection is to be sympathetic to existing plantings found within the precinct • The location of infrastructure and easements; • Pruning and shaping adaptability of selected trees; • Driveways placements; • Front setbacks; • Lateral spread of branches; • Road verge widths; • Waste services collections; • Pedestrian and cyclist access; and • Pedestrian and vehicle vision; A4.13 Street trees must not be planted: • less than 5 metres from street lights and stormwater entry pits; • less than 1 metre from a concrete footpath or cycleway; and • less than 10 metres from road corners or intersections.

Element 5. Infrastructure

Infrastructure Management	
Performance Criteria:	P5.1 Essential infrastructure is provided in a cost-effective and timely manner, and designed in accordance with the requirements of the relevant service authority. P5.2 Development does not overload the capacity of public infrastructure, which includes: • Roads • Stormwater; • Water; • Sewer; • Electricity; • Natural gas; and • Communication services.
Requirement:	A5.1 An Infrastructure Servicing Strategy is included with any development application for subdivision. The Strategy details requirements for: • Road requirements and upgrades; • Service connections of sewerage, water, electricity, gas, street lighting and telecommunication services; • Public infrastructure including kerb/gutter, stormwater drainage, footpaths, and street trees; • Details of the maintenance regime; • Specifications to Council's requirements or relevant service authorities. A5.2 Development is connected to a sewerage system, water supply, electricity system and gas (where available) to the appropriate authority's requirements. A5.3 Development is connected to Essential Energy's reticulated system in accordance with the requirements of the authority. A5.4 Development is connected to a telecommunication system to the appropriate authority's requirements. A5.5 Services are located underground and next to each other in common trenching in accordance with Council's Policy.

Stormwater	
Performance Criteria	P5.3 Stormwater infrastructure has the capacity to safely convey stormwater flows without causing nuisance or damage to the site, upstream and downstream properties.
Requirement:	A5.6 A Stormwater Management Design is included with any development application for subdivision. The Strategy must be prepared by a suitably qualified and experienced consultant and detail how the projected stormwater volumes can be managed on the subject land and through to receiving waters. A5.7 Lots are graded to discharge stormwater to the public road. A5.8 Interallotment drainage and associated easements are provided where any part of any lot, roof water or surface water does not drain to a public road without traversing one or more adjacent downhill lots. A5.9 Each lot requiring interallotment drainage has a surface inlet pit located in the lowest corner or portion of the allotment. Lots are graded to the interallotment pit. A5.10 In areas where drainage infrastructure has little or no excess capacity, development that would generate stormwater run-off beyond that presently generated by the site shall provide for stormwater drainage mitigation or upgrading of the local drainage system. A5.11 The following are incorporated into the stormwater drainage system where practical: • Constructing onsite stormwater detention with delayed-release into the stormwater system; • Designing the site to minimise impervious areas; • Use of permeable paving where possible; and • Incorporating an onsite water recycling system.

Element 6. Waste Management

Waste Minimisation		
Performance Criteria	P6.1	Construction approaches and techniques promote waste minimisation.
Requirement:	A6.1	A Waste Management Plan is included with any development application. It must include accurate, site specific details in relation to demolition/site preparation, construction, use of premises and on-going management.
Waste Storage Space		
Performance Criteria	P6.2	Adequate space is provided to store waste collection bins in a position which will not adversely impact upon the amenity of the area.
Requirement:	A6.2	Sufficient space is provided on site for loading and unloading of wastes. This activity is not be undertaken on any public place.
	A6.3	Solid waste, liquid waste and recyclable storage facilities are sized appropriately and located behind the building line or appropriately screened with fencing, landscaping or vegetation.
	A6.4	Development has a sufficient waste collection area that doesn't obstruct traffic flows, vehicle entry to the property, pedestrian movements or landscaping.

2.2. Design Controls

Objectives:

- The precinct is designed in an orderly and efficient manner;
- Development contributes positively towards the streetscape and enhances the visual amaneity of the area;
- Vehicular access to and from development is adequate, safe and direct;
- Development achieves high quality urban design outcomes within the context of environmental, social and economic sustainability;
- Existing trees and vegetation are protected, and new trees and vegetation are planned for; and
- Development is provided with appropriate levels of landscaping, amenity, necessary services and infrastructure.

Element 1. Site Coverage and Setbacks

Site Coverage	
Performance Criteria:	P1.1 The density, bulk and scale of development provides a sufficient area for landscaping, visual interest, safe access, vehicle parking and stormwater infiltration.
Requirement:	A1.1 A Landscape Plan and Planting Schedule is included with any development application. A1.2 A minimum of 20% of the site is designated as a good quality landscape environment that is used for growing plants, grasses and trees, or utilises permeable paving, but does not include any building, structure or hard paved area.
Setbacks	
Performance Criteria:	P1.2 Setbacks respect and complement the existing streetscape, allow for landscaping and open space between buildings, and reduce adverse impacts on adjoining properties.
Requirement:	A1.3 In established areas, infill development is set-back the average of the front building setbacks of the adjoining and adjacent development. A1.4 In new areas, buildings are set back a minimum distance of 5 metres from the front boundary where the allotment fronts a local road, or 10 metres where the allotment has frontage to the Mitchell Highway or Southern Distributor Road. A1.5 On corner allotments, buildings are setback a minimum distance of 3 metres from the boundary on the secondary frontage, except where the primary frontage is the Mitchell Highway or Southern Distributor Road, where the secondary frontage setback is a minimum of 5m. A1.6 Development is provided with a rear setback so it can be adequately serviced without impacting operations of adjoining development.

Element 2. Building Design

Building Design	
Performance Criteria:	P2.1 Buildings are designed to integrate with the streetscape, be compatible with the surrounding locality, and contribute positively to the streetscape. P2.2 Development provides an appropriate level of access and facilities for persons with a disability. P2.3 Building height is consistent with the scale appropriate to the location. P2.4 The form, colours, textures and materials of buildings enhance the quality and character of the precinct. P2.5 Development fronting the Mitchell Highway acknowledges the location at the city entrance.
Requirement:	A2.1 Development with a boundary to the Southern Distributor Road or Mitchell Highway incorporate design elements to address both frontages. A2.2 Building facades adopt a contemporary appearance relating to the function of the building and the characteristics of surrounding development in the locality. A2.3 Architectural features are incorporated in the design of new buildings to provide for more visually interesting precincts. These include: • Elements that punctuate the skyline; • Distinctive parapets or roof forms; • Visually interesting façades and arrangement of elements; • A variety of colours, textures and materials; • A variety of window treatments. A2.4 Building height does not generally exceed 3 storeys (or 21m) A2.5 Development on corner sites incorporate splays, curves, building entries and other architectural elements to reinforce the corner as a landmark feature. A2.6 The bulk, size and shape of a building does not impede the desired sightlines for vehicles/drivers at intersections. A2.7 The pedestrian entrance to development is clearly delineated through variation in the building façade and the provision of different textures and materials. A2.8 Development does not unreasonably overshadow adjoining or adjacent sensitive development. A2.9 External walls and roofing materials are non-reflective and a light/neutral colour appropriate to the site and the surrounding locality. A2.10 Large expanses of wall or building mass, where visible from the street, are avoided and broken up by the use of suitable building articulation, fenestration or alternative architectural enhancements.

Security	
Performance Criteria:	P2.6 Building design allows surveillance of streets and open spaces. P2.7 Secure and accessible vehicle parking is provided onsite for the use of tenants and visitors.
Requirement:	A2.11 Development is consistent with the NSW Police 'Safer By Design' guidelines. A2.12 Development is designed to provide for the passive surveillance of streets and open spaces. A2.13 Pedestrian entrance points directly face streets. A2.14 Parking areas are well-lit, easily accessible and visible from a public place.

Element 3. Safety and Security

Safety and Security	
Performance Criteria:	P3.1 Fencing, screen walls and security grilles do not adversely impact visual amenity and passive surveillance of the area. P3.2 Fencing and screen walls provide suitable security.
Requirement:	A3.1 Fencing does not exceed a maximum height of 1.8 metres at the boundary or 2.1m with a 900mm landscaped setback from the boundary. A3.2 Fencing forward of the building line is palisade or decorative open style. A3.3 Fencing visible from a public place is: • Powder-coated black of a suitably high-quality design; • As visually unobtrusive as possible; and • Where physically possible, softened with a high standard of landscaping. A3.4 Barbed wire fencing is not used. A3.5 Razor wire fencing is not used. A3.6 Access gates are set back from the public roadway a sufficient distance to allow the largest design vehicle to stand without hindering vehicular or pedestrian traffic on the public road whilst the gate is opened or closed. A3.7 Access gates do not open outwards onto any public place.

Element 4. Traffic, Parking and Access

Traffic, Parking and Access		
Performance Criteria:	P4.1	Car parking is provided according to projected needs, the location of the land and the characteristics of the immediate locality.
Requirement:	A4.1	Car parking complies with the requirements of the Dubbo Development Control Plan 2013 – Chapter 3.5.
	A4.2	Car parking areas are not visually prominent from the Mitchell Highway.
	A4.3	Ingress and egress points are located and sized to facilitate the safe and efficient movement of vehicles to and from the site, and are designed to accommodate the largest vehicle likely to enter the site.
	A4.4	Facilities are provided onsite for the loading and unloading of goods.

Element 5. Advertising and Signage

Advertising and Signage	
Performance Criteria:	P5.1 Signs reflect the role and function of the premises, and are appropriate for the locality. P5.2 The number and size of signs is limited to ensure equity for land uses and a pleasant visual environment.
Requirement:	A5.1 Signs are incorporated into the architecture of the building and complement its style, materials and colour. A5.2 Signs are only erected where they are used in conjunction with a permissible use and situated on the land on which the use is conducted. A5.3 For single occupancy sites, one freestanding sign may be placed within the front landscaped area. A5.4 One business identification sign, being a flush wall sign, may be placed on each facade fronting a public road. The sign must not be greater than 5m^2 in area, and must not be higher than the facade on which it is mounted. A5.5 On multiple occupancy sites, one directory board sign may be placed within the front landscaped area. The sign must not exceed 12m^2 in area and 6 metres in height. A5.6 On multiple occupancy sites, one business identification sign, being a flush wall sign, may be placed on the facade of a unit. The sign shall be no greater than 20% of the wall area and shall not be higher than the facade on which it is mounted. A5.7 Signage may be illuminated in accordance with the Transport Corridor Outdoor Advertising and Signage (TCOAS) Guidelines, however shall not flash or be animated. Illumination must comply with the Dark Sky Guidelines.

Element 6. Waste Management

Waste Management	
Performance Criteria:	P6.1 The capacity, size, construction and placement of solid waste, liquid waste and recyclable storage facilities accommodate waste and recyclables generated, can be collected in a safe manner, and have unobtrusive effects on the building and neighbourhood. P6.2 Liquid trade waste requirements for development are considered and provided for. P6.3 Excavated material, demolition and builder's waste is disposed of in an environmentally-sustainable manner.
Requirement:	A6.1 Solid waste, liquid waste and recyclable storage facilities are sized appropriately and located behind the building line or appropriately screened with fencing, landscaping or vegetation. A6.2 Sufficient space is provided on-site for the loading and unloading of wastes. This activity is not to be undertaken in any public place. A6.3 Ready access to commercial waste containers by collectors and collection vehicles within close proximity to street frontages aree provided and screened with fencing, landscaping or vegetation. A6.4 The development has a Liquid Trade Waste approval in place from Council and/or the Office of Environment and Heritage. A6.5 Sites for disposal of excavated material, demolition and builder's waste are nominated in a development application.

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[redacted] 21/11/2023

Your ref: CD43/4571

Chief Executive Officer
Dubbo Regional Council
PO Box 81
Dubbo NSW 2830

RE: DRAFT DEVELOPMENT CONTROL PLAN
BLUERIDGE PRECINCT
DUBBO NSW 2830

Dear Sir,

Please consider the following submission regarding the draft Development Control Plan (DCP) for the subject land at Blueridge Precinct.

There are many typographical and grammatical errors in this draft version. I anticipate rectification of these in the final document, so I have not commented below.

[redacted]

Part 1 Introduction
1.2 Application of Plan (page 3)

The map provided at Figure 1 on page 3 shows the area covered by the proposed DCP to include

- the existing Blueridge development area
- Lot 2508 DP1093568
- Lots 11 and 12 DP1293863
- Lots 1 and 2 DP1246347

The applicants for this DCP submission intended for this document to cover only the last four lots listed. If other land is to be included in this DCP, Dubbo Regional Council should contact the landowners to cover their proportion of the fees paid for the development and application of this document. While the Dubbo DCP currently includes the existing Blueridge land, Lot 2508 DP1093568 is an urban release area. Adopting this document with the inclusion of this lot significantly benefits the landowner without cost or input, if this allotment is included.

[redacted]

Part 2 Development and Subdivision
2.1 Subdivision Controls
Element 1 Implementing the Urban Structure

Staging		
Performance Criteria:	P1	Land is developed in an orderly manner to assist in the coordinated provision of necessary infrastructure.
Requirement:	A1	Staging is undertaken in accordance with **Figure 3**. Staging Plans are included with any development application. The plans identify proposed sequencing, layouts, lot sizes, shapes, likely development densities and required infrastructure.

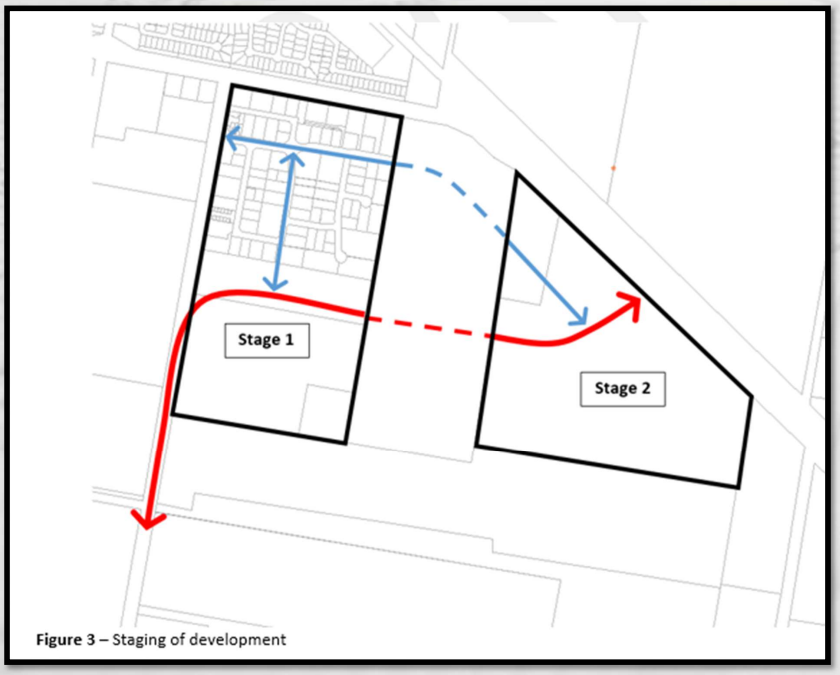


Figure 3 – Staging of development

While a coordinated approach to development should be encouraged, suggesting that the eastern allotments cannot be developed until the western land is completed seems unnecessary. Should infrastructure provision be suitable, there should be no reason for any development delay. This is particularly important given the different zoning (E3 and E4) of the proposed stages.

[redacted]

Element 2 Lot Design

Element 2. Lot Design		
Lot Requirements		
Performance Criteria:	P1	Lot design considers the design requirements of the Blueridge Link Road, Southern Distributor Road and Mitchell Highway.
	P2	Lots are of an adequate size for the location of buildings, manoeuvring and parking of vehicles and landscaping.
Requirement:	A1	Lots are generally rectangular in shape.
	A2	Where lots are irregular in shape, they are of a sufficient size and orientation to enable siting of development in accordance with this plan.
	A3	The minimum area and dimension of lots are: • E3 zone — no minimum size, but lots are capable of development with appropriate levels of amenity, services and access. • E4 zone — 2000m², and permit the manoeuvring of a 19m single articulated vehicle.
	A4	Lots do not have direct access to the Southern Distributor Road and Mitchell Highway.
	A5	Lots are designed so that the highest use vehicle can enter and exit the site in a forward direction.

MLS mapping in the Local Environmental Plan already sets the minimum lot area. There is no benefit in duplicating this in a development control plan.

[redacted]

Element 3: Road Design and Layout (page 8 - 10)

Road Network		
Performance Criteria:	P1	The layout of the street network and location of lots does not impact the function, safety and efficiency of the Blueridge Link Road, Southern Distributor Road and Mitchell Highway.
Requirement:	A1	The road network is generally in accordance with **Figure 4**.
	A2	The number of road connections onto the Southern Ditributor Road is limited.
	A3	Lots do not have direct access to the Southern Distributor Road and Mitchell Highway.
	A4	The road hierarchy is designed and constructed in accordance with Dubbo Regional Council's adopted AUS-SPEC#1 Development Specification Series – Design and Construction and Technical Schedules, and Transport for New South Wales design standards.
	A5	The verge width is increased where necessary to allow space for significant landscaping, indented parking, future carriageway widening, retaining walls, cycle paths and overland flow paths.

The format of this document is exceedingly poor, referring to figures located several pages away – as shown above, Figure 4 is found two pages ahead in the document. There is no need to make this document difficult to follow, and a revision in this respect is recommended.

[redacted] Page 5 of 11

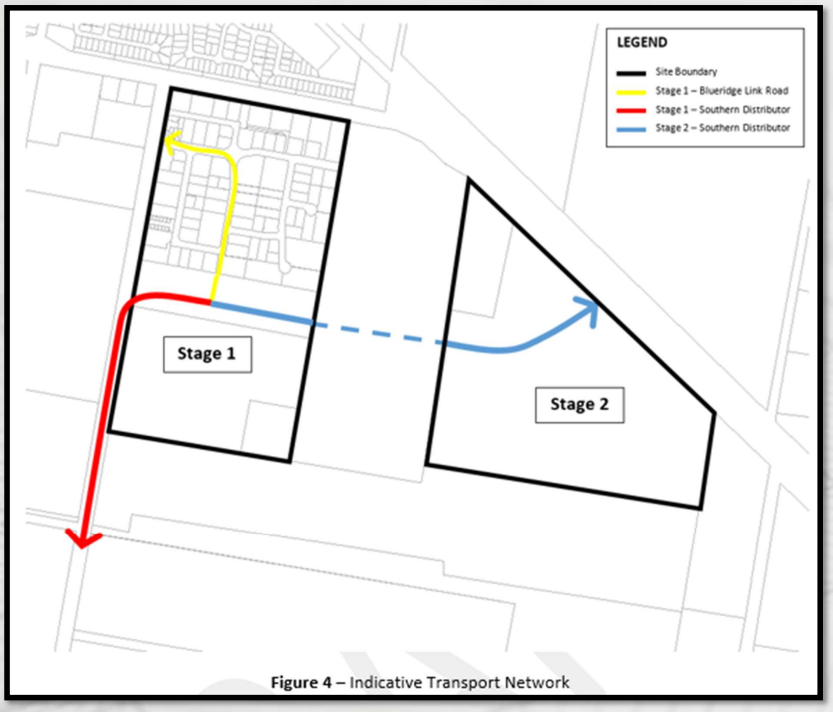


Figure 4 – Indicative Transport Network

It is disturbing to note the presence of a designated “Blueridge Link Road”, noting that this proposal is in the early stages of review and unlikely to crystallise. Reference to this proposed route should be removed from the document. The inclusion of this link road, prior to commencement of proper studies and consultation, is inappropriate.

[redacted]

Pedestrian Network	
Performance Criteria:	P1 Streets are well connected to pedestrian paths and the wider street network. **P2** The design facilitates safe use by pedestrians, particularly people with disabilities, the aged and children.
Requirement:	A1 Pedestrian footpaths are: • provided on both sides of the carriageway; • 1.5 metres wide; • constructed of concrete or paving block; and • located central to the existing or proposed kerb. A2 Links from the site to areas of public open space are provided to facilitate public access and stormwater management.

While an effort to make the site more pedestrian friendly is applauded, the footpath width of 1.5 metres is not indicated on Figure 5 – Indicative Cross Section.

[redacted]

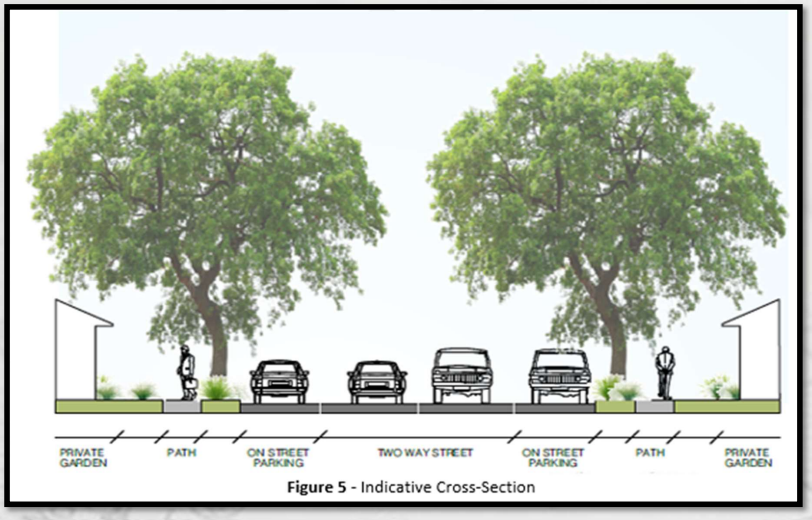


Figure 5 - Indicative Cross-Section

With the standards that have been applied to development in the existing Blueridge Business Park, Figure 5 should have dimensions to provide design guidance. This figure is worthless from a design perspective. Dubbo Regional Council know what widths they want roads, verges, footpaths, and setbacks to be. These dimensions should be shown on Figure 5. It is also noted that this figure does not provide a suitable carriageway for heavy vehicles. A separate figure, with dimensions, could be provided for the two classes of road as currently designed in Blueridge Business Park, being a 28m corridor (Blueridge Drive) and a 22m corridor (all other roads within the park).

[redacted]

2.2 Design Controls
Element 1: Site Coverage and Setbacks (page 14)

Site Coverage		
Performance Criteria:	P1	The density, bulk and scale of development provides a sufficient area for landscaping, visual interest, safe access, vehicle parking and stormwater infiltration.
Requirement:	A1	A Landscape Plan and Planting Schedule is included with any development application.
	A2	A minimum of 20% of the site is designated as a good quality landscape environment that is used for growing plants, grasses and trees, but does not include any building, structure or hard paved area.

A2: Generous road verges to allow for street planting and landscaping form part of this DCP. Requiring an additional 20% of usable industrial land to be dedicated to landscaping is excessive and unnecessary. It is recommended that this figure be changed to 10%.

Element 2. Building Design (page 15)

Building Design		
Performance Criteria:	P1	Buildings are designed to integrate with the streetscape, be compatible with the surrounding locality, and contribute positively to the streetscape.
	P2	Development provides an appropriate level of access and facilities for persons with a disability.
	P3	Building height is consistent with the scale appropriate to the location.
	P4	The form, colours, textures and materials of buildings enhance the quality and character of the precinct.
	P5	Development fronting the Mitchell Highway acknowledges the location at the city entrance.

P5: Generic and feel-good statements such as “Development fronting the Mitchell Highway acknowledges the location at the city entrance” are meaningless, unless further instruction is provided. The acceptable solutions proposed do not address this criterion.

[redacted]

Element 3: Safety and Security (page 17)

Safety and Security		
Performance Criteria:	P1	Fencing, screen walls and security grilles do not adversely impact visual amenity and passive surveillance of the area.
	P2	Fencing and screen walls provide suitable security.
Requirement:	A1	Fencing forward of the building line is palisade or decorative open style with a maximum height of 1.8 metres.
	A2	Fencing does not exceed a maximum height of 2.1 metres.
	A3	Fencing visible from a public place is: • Powder-coated black of a suitably high-quality design; • As visually unobtrusive as possible; and • Where physically possible, softened with a high standard of landscaping.
	A4	Side fencing is not colorbond sheeting.
	A5	Barbed wire fencing is not used.
	A6	Access gates are set back from the public roadway a sufficient distance to allow the largest design vehicle to stand without hindering vehicular or pedestrian traffic on the public road whilst the gate is opened or closed.
	A7	Access gates do not open outwards onto any public place.

A1: Many examples of front fencing within the existing Blueridge Business Park are constructed to 2.1m high. While these may have been permitted with development consent with a variation to the DCP, for consistency, it would be prudent for Council to adopt 2.1m as the standard fence height for the locality.

A4: For privacy, colorbond sheets are a practical option for side and rear fences. While these can be considered visually obtrusive, they could be prohibited from forward of the building line. A1 already requires fencing forward of the building line to be “palisade or decorative open style”. Further, many existing sites in Blueridge Business Park have Colorbond sheeting for side fences. This fencing is appropriate for the purpose.

A variation to the DCP should not be required to provide consistent fencing within the business precinct.

[redacted]

I look forward to seeing a proof-read, corrected, and revised version of this Development Control Plan.

If you have any questions, please don't hesitate to contact me.

Sincerely,

[redacted]

[redacted]

Response No: 2

Contribution ID: 1273
Member ID: 724
Date Submitted: Nov 15, 2023, 04:26 PM

Q1 **First Name**

Short Text: Mark

Q2 **Last Name**

Short Text: wright

Q3 **Organisation or Community Group**

Short Text: [redacted]s

Q4 **Contact Number**

Telephone: [redacted]

Q5 **Email**

Email: [redacted]

Q6 **Written Submission**

Long Text:

Under Objectives 2-1 Sub-division Controls.
a pleasant, SAFE & functional sub - division.
How can Council claim this Control Plan will make Blueridge precinct safe when they are going to allow up to 40 truck movements an hour from the quarries through Blueridge?

Element #4 Traffic, parking & access.
Safe & efficient movement of vehicles to & from site.
How is this going to be possible if Council allows potentially additional movement of trucks via a haulage road through Blueridge.
How is the traffic safe now when many vehicles park within only a few metres of intersections.
This obscures the view of vehicle's when turning particularly on to Blueridge Drive.
How does Council propose to make these roads safe for the Day Care Centre's in Blueridge & numerous other pedestrians

Q7 **File Upload**

File Upload

[redacted]

From: [redacted]
Sent: Thursday, 11 January 2024 7:56 AM
To: Tim Howlett
Cc: [redacted]
Subject: TfNSW Initial Comments - Public exhibition - Draft Development Control Plan - Blueridge Precinct (TfNSW Ref: WST23/00175/01)

Good morning Tim,

Firstly, thank you for the additional time to provide comments on the Draft DCP for the Blueridge Precinct. TfNSW Dev Services West has been operating with skeleton staff as of late last year and was unable to meet the initial deadline as a result.

TfNSW provides the following initial comments following review of the draft document submitted (NB: CD23/4571)

Figures 1 & 2

- Existing roads on the network are not clearly delineated on the figures (1, 2), including the Mitchell Highway (HW7). Figures should clearly indicate key connections to the existing state road intended for the precinct with consideration for the types of vehicles that the precinct will cater to and analysis of the existing and proposed road environment.
- Further details around the 'planned connection' between the two stages. Can the road cater for the largest class of vehicle intended for the industrial precinct? Would delayed delivery of this planned connection result in Stage 2 not going ahead in the future?

Lot Design

- It is noted that the E3 zone does not have a minimum lot size. Does Council have any planning controls in place that can prevent inappropriate development or lot typologies in this zone? E.g. HOB control, lot dimensions? Without appropriate measures, they may be concern for access points for HRV/B-doubles (accessing the precinct from HW7) as a result of a reduced or irregular frontage.

Road Design/Layout

- There is minimal detail identifying the appropriate intersection type for the proposed Southern Distributor Road and the Mitchell Highway (HW7). The intersection/access to HW7 from the precinct must consider the existing environment and road conditions (110km/h zone).
- No detail on how cyclists may be accommodated for in the precinct, with reference to pedestrian movements only. There may be provision to allow for a shared pathway for cyclists and pedestrians with appropriate safety measures implemented.
- Bus routes are not clearly defined or indicated anywhere in the precinct – further information would need to be provided for TfNSW to adequately comment on proposed public transport provisions for the site, including link both Stage 1 and 2 as well as travel from existing centres and surrounding residential and commercial areas within the catchment area.

Page 10 (Figures 4, 5)

- According to Figure 4- heavy vehicles travelling through Stage 1 would appear to have a less direct route and worse connectivity than those in Stage 2, needing to traverse and manoeuvre through local roads and roundabouts to access HW7. The proposed link road and distributor in Stage 1 may not adequately replace existing or projected heavy vehicle movements that may use existing 'sub-arterial' roads like Sheraton Rd, which presents potential for land use conflict.

- Figure 5 - Widths and dimensions not provided for the indicative cross-section.

Street Trees and Landscape Design

- Points A5 and A6 should also make consideration and provide clarity that street trees and landscape will not interfere with any clear zone within the road reserve or prevent heavy vehicles from parking along the road corridor.

Building Design

- Objectives state that lots that have frontage/boundary to the Southern Distributor Rd or Mitchell Highway (HW7) should incorporate elements to address both frontages. Confirmation/detail should be included to confirm that this provision relates to building design and built form and that NO access to either corridor is permitted or proposed (as previously stated p.7, A4).

Traffic, Parking and Access

- A3 (p.18). It is recommended that a 26m B-double/PBS2 is identified as being the largest vehicle permitted (where possible) and that ingress/egress and access design elements consider this. If there has been any analysis undertaken during the preparation of the draft document that allows for access of larger size vehicles, TfNSW would need to assess this and provide further comment to ensure safe, efficient movement within the precinct.

Signage

- Any signage visible from an identified classified road is to be referred to TfNSW as per the *SEPP (Industry & Employment)* and TfNSW guidelines.

Other considerations

- HW7 is a controlled access road (CAR) by way of Government Gazette No. 111, any access points that have not been previously approved are restricted and would require formal gazettal with TfNSW acting as the delegated consent authority.

[redacted]

If further changes or additions are made to the DCP, TfNSW would appreciate appropriate correspondence from Council to allow for ongoing consideration of traffic and transport impacts within the precinct.

Kind regards,

[redacted]

Transport for NSW
transport.nsw.gov.au

[redacted]

I work flexibly. Unless it suits you, I don't expect you to read or respond to my emails outside of your normal business hours.

[redacted]

REPORT: Water Supply Services Policy, Sewerage Services Policy and Liquid Trade Waste Policy Review

DIVISION: Infrastructure
REPORT DATE: 29 July 2025
TRIM REFERENCE: ID25/653

EXECUTIVE SUMMARY

Purpose	• Seek endorsement	
Issue	• Public exhibition of the Draft Water Supply Services Policy, Draft Sewerage Services Policy and Draft Liquid Trade Waste Policy.	
Reasoning	• This revised Water Supply Services Policy will streamline and update Council's policies in the area of water supply services within the Dubbo Regional Council Local Government Area. • The new Sewerage Services Policy will streamline and update all current standalone policies relating to sewerage services within the Dubbo Regional Council Local Government Area (with the exception of Liquid Trade Waste Policy). • The Liquid Trade Waste Policy was last reviewed in April 2022 and is due for renewal. This Policy will remain as a standalone policy.	
Financial Implications	Budget Area	There are no financial implications arising from this report.
	Funding Source	Not applicable
	Proposed Cost	Not applicable
	Ongoing Costs	Not applicable
Policy Implications	Policy Title	Water Supply Services Policy Sewerage Supply Services Policy Liquid Trade Waste Policy
	Impact on Policy	Adoption of Council Policy
Consultation		Water Supply and Sewerage, Financial Operations, Development and Environment and Infrastructure Strategy and Design

STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes four principle themes and a number of strategies and outcomes. This report is aligned to:

Theme:	1 Growth, Infrastructure and Connectivity
CSP Objective:	1.2 Infrastructure is planned and built to support our growing community.
Delivery Program Strategy:	1.2.1 Ensure infrastructure maintenance and service delivery align with community expectations.
Theme:	4 Healthy Environment and Sustainable Future
CSP Objective:	4.2 We manage our resources responsibly to ensure long-term sustainability.
Delivery Program Strategy:	4.2.5 Implement environmentally responsible water management practices.
Theme:	4 Healthy Environment and Sustainable Future
CSP Objective:	4.2 We manage our resources responsibly to ensure long-term sustainability.
Delivery Program Strategy:	4.2.4 Ensure a reliable, efficient, and sustainable water supply for the community and future generations.

RECOMMENDATION

1. **That the Draft Water Supply Services Policy, Draft Sewerage Services Policy, and Draft Liquid Trade Waste Policy be be endorsed for public exhibition for no less than 28 days**
2. **That a report be prepared for Council following public exhibition to seek endorsement of the policies.**

Luke Ryan
Director Infrastructure

DM
Water and Sewer Client Services Coordinator

BACKGROUND

Council provides water and sewerage services appropriate to the current and future needs of the local community in accordance with relevant Acts, Regulations and standards. Some of the relevant Acts and Regulations are as follows:

- *Local Government Act 1993*
- *Local Government (General) Regulation 2021*
- *Water Management Act 2000*
- *Public Health Act 2010.*

The Water Supply Services Policy (**Appendix 1**), Sewerage Services Policy (**Appendix 2**) and Liquid Trade Waste Policy (**Appendix 3**) are made under the *Local Government Act 1993* and *Water Management Act 2000.*

These polices intend to aid Council in complying with this legislation, as well as the requirement of licences, approvals and reporting in relation to public health, work health and safety, environmental management and performance reporting.

REPORT

The NSW Government encourages best practice by all NSW Local Water Utilities (LWUs). The purpose of best practice management is to:

- Encourage the effective and efficient delivery of water supply and sewerage services.
- Promote sustainable water conservation practices and water demand management throughout NSW.

Dubbo Regional Council is the Water Supply Authority for the Dubbo Local Government Area, under the supervision of State government regulators. This power is under the *Local Government Act 1993*, in particular Sections 56 to 66.

The main objectives of these policies are to outline:

- Council's regulatory powers and limits of responsibilities.
- Council's approach to dealing with aspect of its water supply business.
- General advice for the community on the water supply services provided by Council.

Draft Water Supply Services Policy

The existing Water Supply Services Policy (April 2022) has been reviewed in line with the scheduled policy review cycle and operational developments. The revised Draft Water Supply Services Policy reflects legislative updates, introduces enhanced customer service provisions, and provides greater clarity and detail in technical requirements.

Key Policy Changes

Category	Change	Details
Structure and Formatting	Expanded structure	Updated policy includes detailed contents, appendices, and clearer section headings, improving navigability and comprehension.
Governance and Review	Review period extended	Review period changed from two years to three years, aligning with standard Council policy review cycles.
Responsibilities	Detailed responsibilities added	New section outlining roles of CEO, Council staff, and users. Responsibilities are now explicitly defined for leak management, backflow prevention and use of smart meters.
Concealed Leak Adjustments	New eligibility criteria	A comprehensive concealed leak adjustment policy has been added, including clear eligibility requirements, exclusion criteria and application processes.
Technical Standards	Clarified developer obligations	Expanded content on developer responsibilities for constructing connections and easements, including minimum easement widths.
Meter Tampering and Water Theft	New enforcement section	Clear statement added regarding illegality of meter tampering and unauthorised water use, including penalties.
Drinking Water Quality	Strengthened commitment	Expanded section on water quality management with reference to national guidelines and Council's risk-based management system.
Terminology and Definitions	Expanded definitions	More comprehensive and consistent use of technical terms and explanations.
Policy Language	Clarity and inclusivity	Language updated throughout for clarity, consistency, and removal of gendered terms (e.g. replacing 'he/she' with 'they').

Council's current Debt Recovery and Financial Hardship Policy includes a provision for financial hardship relating to undetected water leaks; however, it does not clearly define what constitutes a leak.

The Draft Water Supply Services Policy introduces a dedicated section on *Concealed Leaks*, which includes a clear definition of a concealed leak, acknowledging leaks that occur out of plain sight, such as underground or beneath concrete slabs. This section also provides for a limited financial adjustment, subject to specific eligibility criteria being met.

Following the resolution of this Water Supply Services Policy, the section addressing hardship due to undetected water leakage within Council's *Debt Recovery and Financial Hardship Policy* will be formally rescinded. This change will be reflected in the next scheduled review of the policy.

Draft Sewerage Services Policy

Council has a range of standalone policies relating to sewerage connections, services and charging. The Draft Sewerage Services Policy now incorporates all the below existing standalone policies into one easy to read policy.

- Building Over or Adjacent to Council Sewerage Pipelines
- Sewage and Trade Waste Discharge Factor
- Material Standards for Sewerage Reticulation
- Sewerage Pipeline Easement
- Pressure Sewerage Policy Statement
- Work on Live Sewerage Pipelines.

The Building Over or Adjacent to Council Sewerage Pipelines section has been reviewed and updated in alignment with the Water Directorate NSW's Model Policy and provides clear guidance on the conditions and approval requirements for proposed developments over or near Council-owned sewer infrastructure.

Draft Liquid Trade Waste Policy

The current Liquid Trade Waste Policy was last reviewed in April 2022 following the update of the NSW Department of Planning and Environment's *Trade Waste Management Guidelines 2021*.

The Liquid Trade Waste Policy sets out how Council will regulate sewerage and trade waste discharges to its sewerage system in accordance with the NSW Framework for Regulation of Sewerage and Trade Waste.

The Liquid Trade Waste Policy will remain as a standalone policy due to its specialised and comprehensive characteristic.

Consultation

Consultation included internal stakeholders across Council including Water Supply and Sewerage, Financial Operations, Development and Environment and Infrastructure Strategy and Design.

Community consultation will be undertaken during the exhibition period.

APPENDICES:

1⇩ Council Policy - Water Supply Services Policy - Public Exhibition Document

2⇩ Council Policy - Sewerage Services Policy - Public Exhibition Document

3⇩ Council Policy - Liquid Trade Waste - Public Exhibition Document

DUBBO REGIONAL COUNCIL

Council Policy

Water Supply Services

REF DOC #

Contents

1. Document Overview

Document Category	Council Policy
Policy Title	Water Supply Services
Policy Statement	This policy provides a framework for managing Council's Water Supply Services.
Date	15 July 2025
Resolution Date	Date when the governing body/group has endorsed
Clause Number	Report clause number from Infocouncil
Accountable Position	Manager Operations Water Supply and Sewerage Manager Strategy Water Supply and Sewerage
Responsible Position	Director Infrastructure
Branch	Water Supply and Sewerage
Division	Infrastructure
CM Reference Number	EDXX/XXXXX
Version	1
Review Period	Standard three years, or with change in legalisation
Review Date	Calculated date from the adopted date
Consultation	Manager Operations Water Supply and Sewerage Manager Strategy Water Supply and Sewerage Financial Operations Branch Water Supply and Sewerage Branch Community (public exhibition period) - TBC

Document Revision History	**Date**
Version 1	10 June 2025

2. Purpose

This Policy aids Council and their customers in the development and management of the Dubbo Regional Council (Council) Local Government Area (LGA) water supply schemes.

This Policy deals with water connections from Council's water reticulation network supplying drinking water onto the property of Council's water supply customers and the technical, administration and pricing matters associated with these connections.

The Policy provides general information and does not take precedence over design and construction specifications, Australian Standards, development conditions, or any other superior legislation or regulations.

The Water Supply Services Policy is made under the Local Government Act 1993 and Water Management Act 2000.

The main objectives of this Policy are to outline:

- Council's regulatory powers and limits of responsibilities.
- Council's approach to dealing with aspect of its water supply business.
- General advice for the community on the water supply services provided by Council.

3. Related Information

This Policy provides relevant documents, standards and regulations that inform and support Council's Water Supply Services Policy. These references ensure that the water supply services are managed in alignment with best practices, legal requirements and industry standards.

4. Related Legislation

Council provides water services appropriate to the current and future needs of the local community in accordance with relevant acts, regulations and standards. Some of the relevant acts and regulations are as follows:

- Local Government Act 1993
- Local Government (General) Regulation 2021
- Water Management Act 2000
- NSW Best-Practice Management of Water Supply and Sewerage Guidelines, August 2007
- National Water Initiative
- Plumbing Code of Australia
- Australian Standards
- Water Services Association of Australian Standards
- Australian Drinking Water Guidelines (2011)
- Public Health Act 2010.

REF DOC #

5. Scope

This Policy applies to all Council activities including the activities of Council's customers and ratepayers in relation to water supply within the Dubbo Regional Council Local Government Area (LGA).

6. Policy Overview and General Provisions

6.1 Legislative Basis

Dubbo Regional Council is the Water Supply Authority for the Dubbo LGA, under the supervision of State Government regulators. This power is under the Local Government Act 1993, in particular sections 56 to 66.

This Policy intends to aid Council in complying with this legislation, as well as the requirements of licences, approvals and reporting in relation to public health, work, health and safety, environmental management and performance reporting.

6.2 General Provisions

Enforcement

Council may enforce compliance with the Policy by exercising any, or all, of the following:

a. Impose a penalty, fee or charge under the *Local Government Act 1993*.

b. Issue an order under the *Local Government Act 1993*.

c. Carry out the work and charge the customer.

d. Disconnect the property from Council's potable water supply if the property owner does not comply with the provision of Council's Policy.

e. Install a water restrictor on the water connection in the case on non-payment of water accounts. The restrictor will be removed upon payment of all accounts.

f. Deny supply to a new or existing customer in cases where, in the opinion of the Director Infrastructure, there is a risk of contamination of the water supply, the risk of harming the health of a person, or risk of damage to property.

Procedures

Council may develop procedures to guide staff in the implementation of this Policy.

6.3 Network Extensions

Water Supply Service Area

Water Supply Service Area Map

Council's water supply service area is defined as those lands shown on the water supply service area maps (maps are updated as required).

Council may deny any request if connection will not meet suitable customer service standards.

Rural Water Supplies

Council shall not actively pursue the provision of further rural water supplies.

Council may deny any request if connection will not meet suitable customer service standards.

Where an owner or owners of rural properties approach Council for provision of a domestic water supply, they shall be advised that Council may only consider provision of supply where an approach is made by 85% of all property owners whose properties could be served by the proposed water supply scheme, and on the following basis:

a. A scheme shall only proceed providing the capital works can be undertaken at no cost to Council, and the total cost of the scheme proposed is prepaid to Council prior to Council carrying out the work.

b. All new connections are required to pay water headwork contributions, in accordance with Council's Policy, to cover augmentation of major capital items such as treatment works, reservoirs, pumps and rising mains relatively remote from the scheme area.

c. That all internal plumbing be carried out by a licensed plumber in accordance with the provisions of the Local Government (Water Sewer and Drainage) Regulation 1993, and that all such works be inspected and tested by Council officers prior to the covering of the works.

The design and construction of any water main to service rural properties shall comply with this Policy.

Engineering Standards

Engineering Standards for Water Supply Pipelines

All water supply pipelines are to be designed and constructed in accordance with the Water Services Association of Australia's WSA 03-2011 Water Supply Code of Australia Version 3.3.

Council Provided Assets and Developer Provided Assets

In general, areas proposed for connection to the Council's Water Supply Scheme will be serviced using water treatment, storage and trunk transport infrastructure provided by Council. Council will provide a concept design for subdivision reticulation.

Developers are expected to connect their subdivision to the Council provided infrastructure, using developer provided infrastructure, in accordance with Council's concept design at the developer's cost.

Council's proposed new trunk assets are documented at concept design stage within its Development Servicing Plan for water supply, which also identifies some of the key developer provided assets required for connection to the future Council provided system.

Construction of Mains and Water Service Connections

Property developers may construct reticulation mains in accordance with Council's engineering standards.

All works must be completed by persons approved by Council and is to be inspected by Council staff prior to being connected to the Water Supply Scheme. The inspection will include the witnessing of

disinfection and pressure testing of the water mains and any property connections using chlorinated water.

Property developers must use licensed plumbers to construct property connections, provided that the relevant water main has not yet been connected to the Water Supply Scheme.

In the case of developers developing residential or industrial estates in 'greenfield' sites, the developer may elect to construct the water reticulation mains directly, or have Council construct the mains.

Similarly, the developer may elect to have the water service connections supplying water to the individual lots in the estate, constructed directly by themselves by using a licenced plumbers for this work, or the developer may elect to have Council construct water service connections.

The developer shall pressure test and disinfect the water main and service connections with chlorinated water. Testing shall be witnessed by an authorised Council officer. After the disinfection is completed, the water is to be dechlorinated and discharged to grass verges or, failing that, to stormwater. However, water service connections may only be constructed by developers if the mains have not been charged with water and put into service. Once the mains have been charged, commissioned and inspected, the water service connections must be constructed by Council under Section 3.2 Works on Live Water Mains.

In either case, the developer must pay all appropriate fees and charges as determined by Council from time to time.

Technical Schedules

Council has developed a range of technical schedules for construction, water operation and maintenance and sewer operation and maintenance.

Water Trunk Pipeline Materials

Materials and construction of water supply trunk mains, or rising mains, for potable water supply within the LGA shall be installed and constructed in accordance Technical Schedule DRC-W103. If the pipelines are metal, the pipes shall be fitted with polythene sleeving. If the pipelines are metal, the pipes shall be fitted with polyethylene sleeving.

Water Reticulation Pipeline Materials

This applies to the construction of potable water reticulation mains up to and including DN 300 mm after being designed in accordance with the principal's design standards and specifications.

All new reticulation mains for potable water supply within the LGA shall be installed using either new polyethylene sleeved Tyton joint PN35XL cement lined ductile iron pipes**,** or PN16 PVC-O pipes and PE100 PN16 HDPE pipes, all laid with sand bedding and surround, designed in accordance with DRC-W102, Water Reticulation, and constructed in accordance with DRC-W102 Water Reticulation.

Council's water reticulation pipes may be repaired with the use of short sections of PN16 PVC-O pipes joined using approved couplings or gibaults.

In special circumstances, the Director Infrastructure may allow for different pipe material to be used in construction.

Water Pipeline Easements

Under the Local Government Act 1993, Council has the power to access water mains on private property for maintenance reasons. However, Council requires that new water mains are also provided with easements to make Council's access rights clearer and reduce the risk of structures being built over, or near, the water main.

If water pipelines are to be constructed through private property, an easement for water supply shall be taken out to give Council the legal right to locate its pipeline. Easements shall be registered in Council's name.

If the water pipeline is to be constructed by developers, then the developer shall arrange for the creation of these easements in Council's name and at no cost to Council.

The minimum width of a water easement shall be 4 metres, and unless there are compelling reasons to the contrary, the pipeline shall be located centrally within the easement.

Council has no authority or control over the creation or management of a private easement. Where a private easement is in place, it is between the properties listed on the deposited plan.

Connection to Water Supply Scheme

Requirement to Connect

All properties that are in the Water Supply Service Area will be connected to the Water Supply Scheme. Council may deny any request if the connection will not meet suitable customer service standards.

Type of Property Connection

Water connections to properties are to be either a water service or a dedicated fire service. The customer is to be made aware that combined water connections for fire service and water service, are not preferred and they must specifically require a water service, or a dedicated fire service. In the absence of specific advice from the customer, new water connections will be deemed to be water services.

Location and Number of Connection Points

Water is to be supplied through a property connection, which normally terminates within 1 metre of the property boundary. The termination point is defined as the downstream end of the water meter.

Council generally will provide one water service and one fire service (where needed) per lot.

Residential property connections are to generally conform to drawing STD 5882 (refer to Appendix 2).

Size of Property Connection

The size of fire services and water services, expressed in millimetres diameter, are to be determined entirely by the property owner, (Council may request supporting documents including hydraulic plans). The size selected by the property owner must be a readily available size. The Director Infrastructure may, from time to time, declare that a certain size is not preferred, even if permitted by Australian Standards. In such cases, Council will install the next larger preferred size, in lieu of the non-preferred size sought by the customer.

Metering of Property Connections

All services, whether a fire service or water service, will be metered. The size of the water meter will be the same as the water connection pipe, for all new connections.

Council has adopted smart water meter/device technology for its fleet of meters and will entirely determine the type, make and model of the water meter and assembly to be installed.

Council requires access to its water meters at all times for meter reading and maintenance purposes.

Council will charge the property owner for the initial installation of the service connection and water meter assembly. Council will also install and charge the property owner for the installation of an appropriate backflow prevention device, if the property owner elects to have this installed by Council.

Water meter assemblies shall be constructed above ground. Council may make exemptions on a case-by-case basis as approved by the Director Infrastructure. If it is reasonable to do so, multiple water meters servicing flats and strata units should also be grouped together and located within 1 metre of the property boundary. Council will determine the maximum number of meters to be installed at a property.

Details of 20 mm water service connections to domestic properties should conform to drawing STD 5882 (Appendix 2).

Only Council and its approved Council contractors under Council supervision can install new fire or water services. The physical water service, or fire service, remains the property of Council up to the boundary of the premises, and including the meter assembly. Council will replace any part of the fire or water service assemblies as required.

The property owner is responsible for their internal property connection from the outlet of the water meter.

Fire Services

Water connections to properties are to be either a water service or a dedicated fire service. The customer is to be made aware that combined water connections, for water service and fire service, are not preferred and applicants must specifically require a water service, or a dedicated fire service. In the absence of specific advice from the customer, new water connections will be deemed to be water services.

If a connection supplies firefighting appliances and non-fire appliances it is deemed a water service.

Dedicated fire services can only be used for firefighting. For Council to recognise them as a dedicated fire service, and exempt from water access charges, the property owner must submit a fire service certificate from a licensed plumber, or other approved persons, indicating the fire service is in fact a fire service in strict compliance with the National Plumbing Code of Australia.

The type of fire service certificate, and the qualifications of the person issuing the certificate, are to be determined by the Director Infrastructure.

The fire service certificate must be lodged with Council, commencing from the 2024/2025 financial year period, and every five years thereafter.

The fire service certificate must be submitted during the months of March, April or May (prior to the five year financial year period commencement date), in order to obtain recognition from Council of the fire service for the following five financial year periods.

If the fire service certificate is not lodged with Council by the end of May, prior to the five yearly certification period, the service will be deemed to be a water service and charged water access and non-residential sewer service charge according to Council's Fees and Charges document: DRC - Fees & Charges - Fees & Charges

If registration of high consumption on the fire service indicate that it may be being used for other than genuine firefighting, system checking or fire drills, then Council may, after notifying the customer, request certification of the fire service. Failure to supply the certification may result in the fire service being deemed a water service and be subject to the appropriate water service access charge, water usage and non-residential sewerage service charges.

Fire services may be tagged in the field by Council to indicate they are fire services (Appendix 1 shows such a tag).

A water connection should be physically located on the allotment of the property. Council prefers only one water service and one fire service, if appropriate to a single allotment, however, may consider additional connections if warranted by circumstances.

Combination Meters

The use of combination water meters is not preferred. A combination water meter shall be considered as a single meter of the larger diameter for administrative purposes, including calculation of the appropriate access charges.

A combination water meter will be recognised by Council as a water service and will attract a water access charge unless annual fire certificates are submitted establishing it is entirely a fire service.

When Council replaces an existing combination water meter under its Meter Replacement Policy, it will replace the meter with a single water meter, if possible to do so.

Disconnection of Water Service

If a water service is no longer required, or a property has undergone demolition, Council will disconnect the water service at the main and the meter will be removed.

An application to disconnect a water service is available from Council's Customer Experience Centre. In accordance with Council's Fees and Charges document, there is no charge to the customer for water service disconnection.

Water meters can only be removed by authorised Council staff.

Once disconnected, Council may reconnect a property to the water supply upon application by the property owner and the cost of reconnection shall be borne by the property owner.

Demolition

Prior to any demolition works commencing, the town water supply to the premises is to be disconnected. If the water meter is to be removed it must only be undertaken by Council staff. Contact should be made with Council's Infrastructure Division to arrange the disconnection of the town water supply.

Connection Charges

Council will charge for connection services as per its Fees and Charges document.

Work on Live Water Mains

No work shall be carried out on a live water main by contractors or plumbers, including the construction of property connections, unless the work is carried out on behalf of, and under the direct supervision of Council staff.

Protection of Water Assets

Pipelines and Easements

The location and protection of water supply infrastructure remains the responsibility of the person and/or organisation undertaking any excavation, or associated works, in the vicinity of these assets. Information regarding Council's water assets can be found on 'Dial Before You Dig Australia' plans that are to be obtained prior to any excavation.

Pumping Stations and Reservoirs

Public access to water supply sites and infrastructure including pumping stations, water treatment plants and reservoirs is restricted and strictly controlled at all times. Council maintains an extensive network of surveillance and telemetry equipment to operate the water supply system. Installation of third party equipment on Council telemetry installations and reservoirs is not permitted.

Building Over or Adjacent to Council's Water Mains

Introduction

Water mains deliver water under pressure and often are laid at minimum depth. Water main failures, under or near structures, can lead to those structures being extensively damaged and may lead to people being injured. Water main failures can also lead to the contamination of the water supply.

General Position

No structures are permitted over water supply mains or an easement for water supply.

Diversion of Water Mains

Council may approve the diversion of a water main to allow for a building to be constructed, subject to the following:

a. The new water main conforming to the development standards in the Engineering Standards section of this Policy;

b. The hydraulic capacity of the new water main is to be at least the same as the water main being replaced;

c. The new water main is to be at least 2.5 metres horizontal distance from any existing or proposed structure;

d. An easement is to be created for the new water main as per the Water Pipeline Easements section of this Policy; and

e. The decommissioned water main being excavated or capped.

Developer Charges

Developer charges contribute towards the cost of existing and future assets in the water supply system, where the development benefits from those assets.

Council will levy developer charges using its Development Servicing Plan (DSP) for water supply and sewerage, before issuing a certificate of compliance under section 64 of the Local Government Act 1993. Developer charges apply to all development within the DSP service areas and any other proposals to connect a property to the Water Supply Scheme. Developer charges are levied in addition to any other costs to connect to the water supply system.

Plumbing Requirements for Properties Connected to Water Supply Scheme

General Standards

All water plumbing work is to meet the installation, inspection and certification requirements of the Plumbing Code of Australia.

Backflow Prevention and Maintenance

Council will safeguard their Water Supply Scheme by ensuring that property owners take responsibility and ensure that backflow conditions are prevented, by reducing the risk of contamination by backflow from direct connections to the water supply system.

The property owner is responsible for installation of the appropriate backflow prevention device on their property in accordance with Australian Standard AS 3500:1. This is defined in accordance with the level of backflow hazard of the activities being carried out on the property.

The property owner is responsible for the ongoing maintenance of the backflow prevention devices, and its upgrading or replacement, if the activities being carried out on the property change and represent a higher hazard.

Council will operate a system of compliance to ensure that customers comply with this Policy.

In the absence of any site specific information Council will assign a default level of hazard to the property, based on Council's assessment of the primary activities being undertaken onsite. Council may update the defaults from time to time.

Australian Standard AS3500 defines three degrees of hazard:

a. High Hazard - any conditions, device or practice which in connection with the water supply system has potential to cause death.

b. Medium Hazard - any condition, device or practice which in connection with the water supply system could endanger health.

c. Low Hazard - any condition, device or practice which in connection with the water supply system would constitute a nuisance but not endanger health.

If the customer has more site specific information, and requests a review of the hazard, Council may review the hazard rating. Council may require that this certification be carried out from time to time by qualified personnel, such as licensed plumbers, who have completed additional training.

In the absence of such certification, Council may inspect the property to determine the applicable hazard rating. Council may also charge the customer an inspection charge.

A backflow prevention device that is suitable for low hazard activities is incorporated in the 20 mm and 25 mm water meters.

All water connections larger than 25 mm, or any property with a medium or high hazard rating, a separate backflow prevention device downstream of the meter is required to be installed.

The backflow prevention device is considered part of the internal plumbing. The backflow prevention device is to be installed as containment protection, as close to the point of connection to Council's water supply. Council may quote for this work when connecting the fire or water service. However, the property owner may elect to have the backflow prevention device installed by a licensed plumber.

The property owner is responsible for installation, annual testing, repairs or replacement of backflow prevention devices as required, in accordance with AS 2845.3 Water Supply - Backflow Prevention Part 3 Field Testing and Maintenance. Council requires property owners to submit certification from qualified personnel certifying that the device has been installed, repaired or replaced, or that the testable device has been tested annually.

If property owners do not submit satisfactory certification indicating the device has been installed, repaired or replaced, or the testable unit has been tested satisfactorily, then Council may arrange for this work to be carried out by others. Council will charge the customers a service charge for this work in accordance with Council's Fees and Charges document.

Once the backflow prevention device is installed, whether by Council or the property owner, the device will remain the property of the property owner. The property owner is responsible for ongoing operation, routine testing and eventual replacement of the backflow prevention device.

The water connection assembly including the water meter will remain the property of Council. Council may replace the water connection pipeline and the water meter as required.

Where boundary/containment backflow prevention devices are fitted to a property's water plumbing, owners are required to:

a. Maintain the device in accordance with manufacturer's requirements;

b. For testable devices, test the device as required under Australian Standard AS 2845.3 - Water Supply - Backflow Prevention at intervals not exceeding 12 months;

c. Replace the device if faulty or otherwise unsuitable for ongoing use; and

d. Provide certification to Council as required to demonstrate these requirements have been met.

Property owners are to regularly review the hazard rating of the property and maintain a record of that review so that adequate boundary backflow prevention is assured. Property owners are required to provide notice to Council when there is a change in business activity.

6.4 Maintenance and Operations

Prohibited Uses of Water Supply System

Extraction of Water Using Hydrant Standpipes

The use of privately owned or hired standpipes to draw water from Council's drinking water reticulation is prohibited.

The drawing of water using metered standpipes fitted with approved backflow prevention devices inserted in fire hydrants may only be permitted by:

a. Suitably trained Council employees.

b. Contractors working directly for Council, with Council approval.

c. Emergency services personnel.

Water Filling Stations

Council has established a number of water filling stations for water carters and rural customers within Council's LGA to access bulk drinking water. Bulk water charges apply in accordance with Council's Fees and Charges document.

Council reserves the right to refuse, restrict or suspend access to water filling stations for non-essential use, including dust suppression during times of declared water restrictions or as otherwise determined by Council.

Council Maintenance Responsibilities

Council is the owner of the property connection and water meter and will maintain and replace these items as necessary to provide service to the property, in accordance with Standard Drawing STD 882.

Meter Replacement

In order to ensure the ongoing accuracy of Council's water meter fleet, water meters may be replaced after they have reached their useful life, damaged, faulty, or as deemed by the Director Infrastructure.

Drinking Water Quality Management

Council is committed to managing its water supply effectively to provide a safe, high quality drinking water that consistently meets the National Health and Medical Research Council (NHMRC)/Natural Resource Management Ministerial Council (NRMMC), Australian Drinking Water Guidelines (2011), consumer and other regulatory requirements.

To achieve this, in partnerships with stakeholders and relevant agencies, Council will:

a. Manage water quality at all points along the delivery chain from source water to the consumer.

b. Use a risk-based approach in which potential threats to water quality are identified and balanced.

c. Integrate the needs and expectations of consumers, stakeholders, regulators and employees into Council planning.

d. Establish regular monitoring of the quality of drinking water and effective reporting mechanisms to provide relevant and timely information and promote confidence in the water supply and its management.

e. Develop appropriate contingency planning and incident response capability.

f. Participate in appropriate research and development activities to ensure continued understanding of drinking water quality issues and performance.

g. Contribute to the debate on setting industry regulations and guidelines and other standards relevant to public health and the water cycle.

h. Continually improve Council practices by assessing performance against corporate commitments and stakeholder expectations.

Council maintains a drinking water quality management system consistent with the Australian Drinking Water Guidelines (2011) to effectively manage the risks to drinking water quality.

All Council staff involved in the supply of drinking water are responsible for understanding, implementing, maintaining and continuously improving the drinking water quality management system.

Property Owner Maintenance Responsibilities

General Maintenance Requirements

Property owners are responsible for maintaining their water supply plumbing to meet Plumbing Code of Australia requirements.

Measurement of Water Consumption

Reading of Water Meters

Council has adopted smart automated water meter reading technology. Council may manually read a water meter. Access to Council's water meters is required at all times, under the Local Government Act 1993.

Power of Entry

Council's staff and its authorised contractors are legally entitled to enter all premises to access the water meter and for the recording of consumption under Section 191 and 191A of the Local Government Act 1993, Section 9.16 of the Environmental Planning and Assessment Act 1979 and Section 118A and Section 196 of the Environmental Planning and Assessment Act 1979.

Customer Notification Cards

Council has a number of customer service cards which may be left at a property to inform the customer of work undertaken (including boil water notices, access to meters, meter replacement, water supply disruption).

Meter Tampering and Unmetered Water Use

Water meter tampering and water theft is illegal. Water meter tampering is the term used to describe unauthorised actions to prevent a water meter registering correctly, or to stop it registering at all.

These activities also greatly increase the risk of contaminating the public water supply, and pose serious health and safety hazards, not just to those who modify the meter, but also to the rest of the community.

It is illegal to connect to Council's water services through an unauthorised connection, or to divert or otherwise interfere with a water meter. Council may prosecute for water theft.

Water Meter Testing

Water meters accurately record water consumption for charging purposes. If a customer believes their water meter is not accurately recording water consumption, they may apply to Council for the water meter to be tested by a NATA accredited laboratory.

In accordance with Council's Fees and Charges document, charges apply for testing of water meters.

If the meter is shown at least +/- 4% in error, Council may provide an adjustment of water usage charges and reimburse the testing fee.

Water Supply Pricing

Water supply charges are used to fund the following activities:

a. The treatment and delivery of water;
b. Ongoing maintenance of the water supply system and treatment plants; and
c. Reserves allocated towards major system development work such as treatment plant upgrades.

Water supply charges cannot be used to fund Council's general expenditure, nor can general rates fund expenditure on the water supply system.

Charge Rates for Water Services

Council's charging regime for water consists of Water Access charges and Water Usage charges.

The Water Service Access charge is an annual charge, which is dependent on the size of the water meter and is billed annually. Water service access charges and non-residential sewer charges are levied in respect to water services but not dedicated fire services.

The owner of each individual assessment, for rating purposes, not currently serviced by Council's potable water reticulation network, but able to be serviced, as described in the Local Government Act 1993, shall be charged the Water Service Access charge for a single 20 mm water service, as described in Council's Fees and Charges document.

Water usage charges are calculated based on quarterly meter readings for each meter connected to the property. The water usage charge is a charge for all water supplied to the property, in accordance with Council's Fees and Charges document.

Council may charge its water customers for water registered on the water meter in accordance with the water usage charge contained in Council's Fees and Charges document. In the absence of a meter, or if the meter fails to record water consumption, Council's Revenue Branch may make a reasonable estimate of water consumed and charge this estimated quantity. In estimating the water usage, Council may take into consideration previous consumption patterns, and any other factors that Council considers relevant.

Council may set different usage charges for different classes of customers, such as residential and non-residential or other classes, as Council may determine from time to time.

The classification of customers will be made entirely by Council. Council will publish its definition on their website and may consider any request for revision of the customer's classification.

Council will charge water customers for water used for genuine firefighting, or for fire system testing. However, customers may submit an application requesting full refund of the amount charged for genuine firefighting, whether the water was supplied by a water service or a fire service, if sufficient evidence is provided.

Council may set minimum requirements for such claims to be considered from time to time. If Council accepts the claim, it will refund the full cost of water used for genuine firefighting.

Serviced Strata Title, Community Title and Neighbourhood Properties

Each rateable parcel of land created under a strata or community title plan shall be treated as a single residential rate assessment with a 20 mm water connection. Each lot will be charged a Water Service Access charge described in Council's Fees and Charges document for a 20 mm diameter water service in respect of the water service to the property.

Each unit/lot owner in the title property shall be charged the Water Supply Usage charge described in Council's Fees and Charges document for the registrations recorded on Council's supplied and authorised water meter/s based on the Schedule of Unit Entitlement detailed in the Strata Deed.

Where each lot is separately metered by a Council authorised, installed and maintained meter, each lot will be charged for consumption recorded on the Council water meter. Where each unit is not separately metered the consumption registered on the meter is charged to each unit based on their Schedule of Unit Entitlement.

Each Strata title unit, community title or neighbourhood property will be treated as residential or non-residential for sewer charges in accordance with determined rating category applicable to the property.

Vacant Properties

The owner of each individual assessment, for rating purposes, not currently serviced by Council's potable water reticulation network, but able to be serviced within 225 metres of a water main as described in the Local Government Act 1993 Section 552, shall be charged the Water Service Access charge for a single 20 mm water service, as described in Council's Fees and Charges document.

Billing Arrangements

Council's Financial Operations raises water charges based on the meter reading data. The data is uploaded to Council's financial system and water billing accounts are calculated from the data.

Water accounts are sent to customers as part of the quarterly rates notice accounts, after the quarterly meter reads in June, September, December and March.

Concealed Leaks

The property owner is responsible for managing water consumption at their property.

Customers with a smart water meter device are able to access the free smart meter portal 'MyDRC Water' to monitor water usage and set consumption or leak alerts. Occupants can also physically check and read the water meter to monitor water usage and consumption patterns.

The property owner is responsible for all water usage recorded on the water meter/s located on their property, notwithstanding there is a leak, which includes a concealed leak.

The property owner is responsible for maintaining and repairing any water infrastructure including internal pipes or fixtures and irrigation systems in a timely manner to conserve water and reduce potential costs.

Council acknowledges that there may be times where a case exists for remission of excessive water charges due to a concealed leak where the property owner could not reasonably know of its existence.

In the case of a concealed leak, Council may consider an adjustment to water usage charges. Council will work out the adjustment by undertaking a calculation and/or estimate of excess water as a result of the concealed leak, including but not limited to smart meter data and corresponding historical billing periods.

The adjustment, if granted, will be 50% of the calculated excess water due to the concealed leak or as otherwise determined by Council.

Council may also provide an adjustment for non-residential properties where a concealed leak has also increased sewer and/or trade waste usage charges, where the water loss was deemed to have not entered Councils sewer system, the adjustment will be 100% of the sewer and/or trade waste usage charges attributed to the calculated and/or estimated excess water as a result of the concealed leak or as otherwise determined by Council.

Requests for an adjustment to water usage charges and/or non-residential sewer usage charges due to a concealed leak must be applied in writing using the Concealed Leak Application (refer to Council's website) and adequate supporting documentation must accompany the application.

Requests may only be considered if it complies with the following eligibility criteria:

a. Property owner/s must be registered on the online customer portal 'MyDRC Water' and have active leak alerts enabled (where smart water meter technology has been installed) or can demonstrate reasonable efforts have been made to monitor their water consumption.

b. The leak must be repaired by a suitable licensed tradesperson who must also provide a written report on the leak.

c. The leak must be concealed such as hidden beneath a concrete slab or in a cavity wall or otherwise underground where its effects are not readily visible.

d. The property owner took all reasonable steps to ensure the leak was repaired within a reasonable period of time.

e. The adjustment will only be made if all other water and sewerage charges have been paid in full, or up to date on their arrangement, at the time the determination is made.

f. The application must be submitted to Council within 60 calendar days from the issue date of the rates and instalment notice for which the request for adjustment is being sought.

Applications will not be accepted in the following instances:

- Water is found spraying, pooling, bubbling, running, flowing, gushing etc.
- The loss of water was the result of faulty plumbing fixtures (eg leaking taps, toilet cisterns, hot water systems, troughs, sprinklers or irrigation system, swimming pools/spas, rainwater tanks connected to water supply or faulty air conditioner pumps).
- Loss due to theft, vandalism and inadvertent use (tap/hose left running due to an oversight).
- An adjustment has been granted in the past five years.

In reviewing requests for an adjustment to a water consumption account, Council may consider the following:

- If increased water consumption for prior quarter/s should have been investigated.
- Prior high water consumption at the property.
- If a property is owner occupied or tenanted.
- Length of ownership.
- If property owner is an eligible pensioner.
- Where payment of the account would cause financial hardship.
- If an adjustment has previously been granted at the property or to the property owner.
- Prior history with Council with respect to payment of rates and charges including water consumption.

Applications for an adjustment due to a concealed leak will be assessed on a case-by-case basis and will be determined by Council's Chief Executive Officer, taking into consideration recommendations from Council's Manager Operations Water Supply and Sewerage, Revenue Accountant and Chief Financial Officer or other relevant Council staff.

Approved adjustments will be applied to the subsequent quarterly rates and charges instalment notice. Property owners should pay any rates and charges by the due date to avoid interest accruing.

Should an account result in financial hardship, ratepayers are referred to Council's Debt Management and Financial Hardship Policy for information regarding payment arrangement options or submitting Financial Hardship application.

7. Responsibilities

Position	Responsibility
Users	• Must comply with all provisions set out in the Water Supply Services Policy. • Responsible for maintaining internal plumbing and ensuring compliance with backflow prevention requirements.

REF DOC #

Position	Responsibility
	• Responsible for monitoring water consumption and promptly addressing leaks, including concealed leaks. • Must use Council's smart meter portal (MyDRC Water) where applicable.
Chief Executive Officer	• Final decision-maker for concealed leak adjustment applications. • Assesses applications with input from relevant staff including the Manager Operations Water Supply and Sewerage, Revenue Accountant, Chief Financial Officer and others as needed.
Water Supply and Sewerage Council Staff	• Implement and enforce the provisions of the Water Supply Services Policy. • Conduct inspections, testing, and approval of water and sewer infrastructure installations. • Carry out maintenance, meter readings and replacements as required. • Respond to water quality and customer service issues in alignment with Council procedures and standards.
Manager Operations Water Supply and Sewerage and Manager Strategy Water Supply and Sewerage	• Accountable for operational implementation of the Water Supply Services Policy. • Provides technical recommendations, including for concealed leak adjustments. • Oversees day to day operations, maintenance and customer service functions related to water supply. • Accountable for strategic planning and ensuring the Policy aligns with future service needs and legislative requirements. • Ensures the Policy reflects current best practices and compliance with relevant legislation and industry standards. • Contributes to long-term infrastructure planning, pricing strategies and regulatory compliance.
Director Infrastructure	• Holds overall responsibility for the Water Supply and Sewerage Branch. • Makes decisions regarding risk, exemptions, material approvals and customer connections.

REF DOC #

Position	Responsibility
	• May override or enforce certain technical and safety provisions (eg pipe material approvals, risk-based disconnections). • Provides executive oversight and ensures the Policy is effectively implemented across the Division.
Financial Operations	• Generates and issues billing for water usage and access charges using meter data. • Provides financial recommendations on concealed leak adjustment applications. • Supports implementation of water pricing strategies in accordance with Council's Fees and Charges document. • Maintains the financial system integration with smart meter readings and quarterly rates processing.

8. Definitions

To assist in interpretation, the following definitions apply:

Term	Definition
Backflow Prevention Device	An arrangement of device/s designed to prevent backflow from a property's internal plumbing back to into Council's water supply main.
Billing Period	The time between meter readings, however does not refer to the issue date or the payment date of rates and charges instalments.
Concealed Leak	Water escaping from a private water service that is hidden from view and defined as occurring within pipeline breaks or connections in the ground, under slabs or within walls and is not clearly visible to the owner (ie it does not involve leakage from a leaking taps, toilet cisterns, hot water systems or other water appliances, faulty plumbing or human error resulting in the filling of a rainwater tank, property sprinkler or other irrigation systems, swimming pools, spas, ponds and other outdoor water features, or their related fittings).

Term	Definition
	Lush grass or damp soil does not constitute being concealed from view.
Containment Protection	Containment protection provided at the property boundary to protect the network utility operator's water supply.
Developer Charges	Charges made under a Development Servicing Plan, plus any other charges levied under Council's revenue associated with the connection of properties to the Dubbo Regional Council Water Supply Scheme.
Development Servicing Plan	A document, which outlines the basis and amount of contributions payable when property development occurs. At the time of writing Council's Development Servicing Plan is titled *s64 Water and Sewerage Contributions Policy*.
Water Supply Scheme	Dubbo Regional Council's system of water treatment equipment, storages and water mains used to treat water and deliver it to properties in the water supply service area.
Easement	An area of land, or part of a lot, reserved by law for a specific purpose such as the containment of water assets.
Fire Service	A fire service is a water service dedicated only to service fire hydrants, fire hose reels, fire service fitting, including water storages, installed and used solely for firefighting in and around a building or property and testing. Under certain conditions, part of a fire sprinkler system may be included. A fire service that can be used for other purposes is deemed a water service.
Fire Service Certificate	A certificate prepared by a licensed plumber confirming that a fire service meets the Plumbing Code of Australia requirements for a fire service.
Hydrant Standpipe	A device permitting connection to a hydrant point on a water main permitting the extraction of water.

Term	Definition
Internal Property Connections	All plumbing and water connections from the outlet of Council's water meter.
MyDRC Water	The free online customer portal (refer to below link), where property owners, tenants and organisations, whose property has a smart water device installed, can register to monitor water usage, consumption and set alerts for high consumption or potential leaks. https://mydrcwater.dubbo.nsw.gov.au
Plumbing	All water pipes and fixtures downstream of the water meter. The plumbing is owned and maintained by the property owner.
Potable Water	Water intended primarily for human consumption.
Property Connection	The pipeline and associated equipment joining the water main to boundary point for a property (the downstream end of the water meter). The property connection is owned and maintained by the Water Supply Authority.
Property Owner	The owner/ratepayer of the property, or an applicant on behalf of the owner, who has previously given proof to Council of their agency agreement or power of attorney, etc.
Reticulation	Water mains that distribute water directly to properties via property connections.
Rising Main	Water mains that operate under variable pressure and flow rates, typically used to transfer water from low elevation sources to higher level treatment plants and storages.
Smart Water Meter/Device	A smart water meter or device is an automatic meter reading system that automatically records water use, has the ability to electronically report water usage information at regular intervals and provides instant access to data.
Trunk Main	Larger water mains that are used to transport water between major parts of a water supply system.

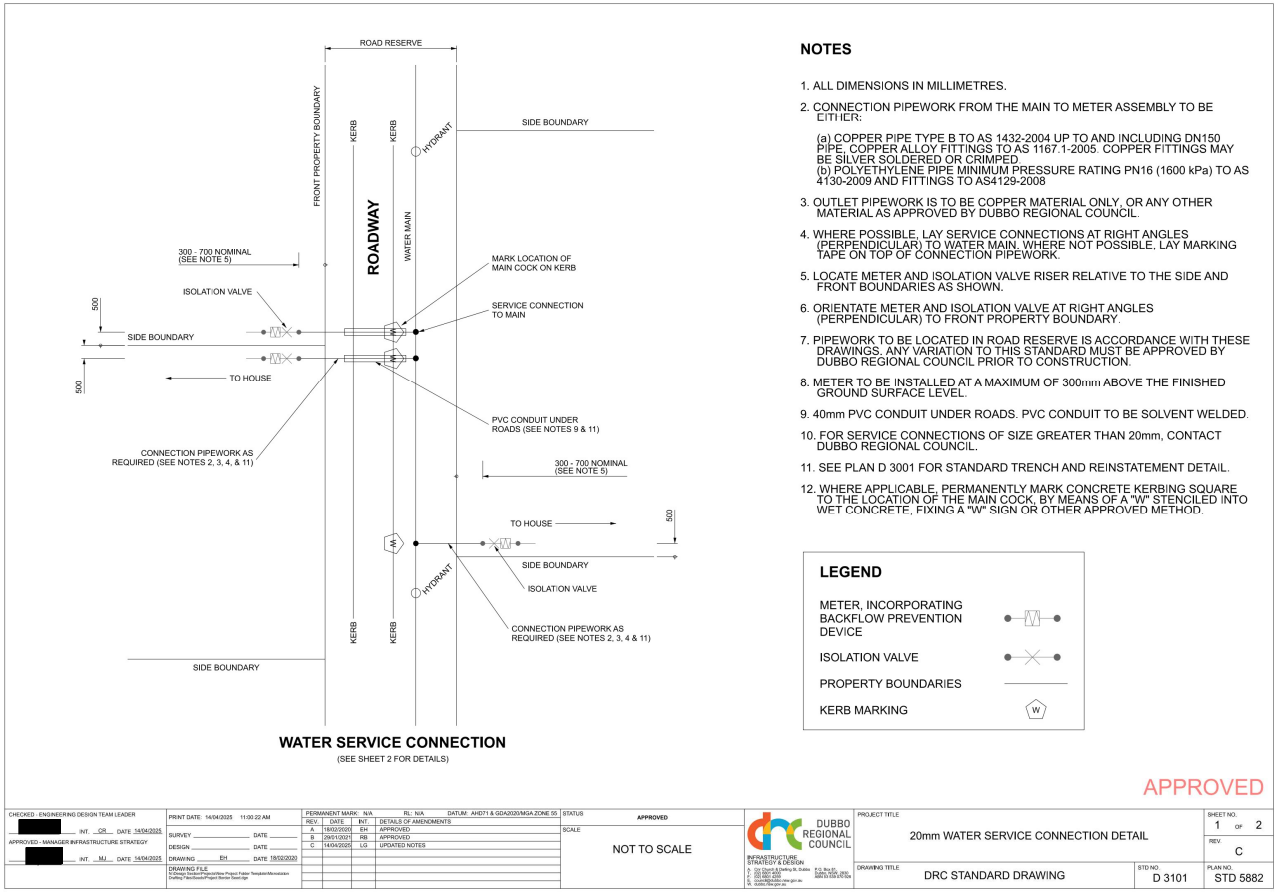
Term	Definition
Water Filling Station	A station to enable rural customers and water carters to access bulk drinking water into portable tanker.
Water Meter	A water meter is an apparatus, or appliance, for measuring and recording the volume of water passing the meter location.
Water Service	A water service is that part of the cold potable water supply pipeline from the water main to, and including, the water meter isolation tap.
Water Access Charge	An annual charge applicable to a water service, as set by Council in its annual Fees and Charges document.
Water Usage Charge	A charge applicable to water consumed at a property, as set out by Council, in its annual Fees and Charges document.

9. Appendices

Appendix 1: Fire Service Tag

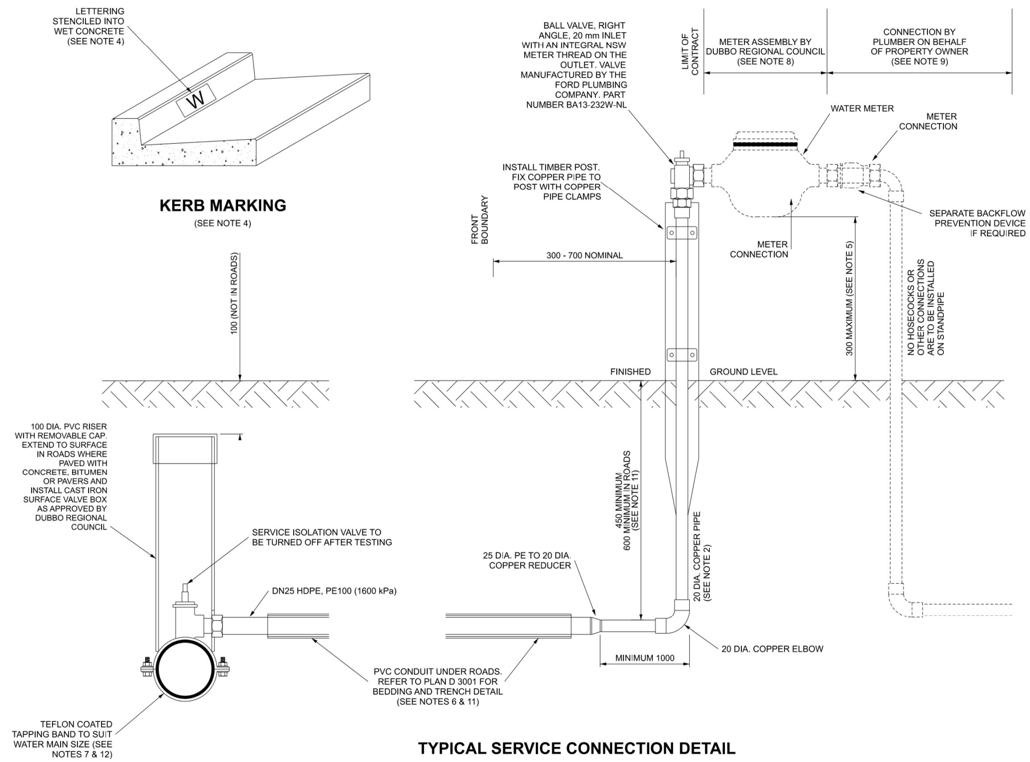
DUBBO REGIONAL COUNCIL

Appendix 2: Water Service Connection Details



REF DOC #

DUBBO REGIONAL COUNCIL



TYPICAL SERVICE CONNECTION DETAIL

(SEE PLAN D 3001 FOR CONNECTION LOCATION)

NOTES

1. ALL DIMENSIONS IN MILLIMETRES.
2. CONNECTION PIPEWORK FROM THE MAIN TO METER ASSEMBLY TO BE EITHER:

   (a) COPPER PIPE TYPE B TO AS 1432-2004 UP TO AND INCLUDING DN150 PIPE. COPPER ALLOY FITTINGS TO AS 1167.1-2005. COPPER FITTINGS MAY BE SILVER SOLDERED OR CRIMPED.
   (b) POLYETHYLENE PIPE MINIMUM PRESSURE RATING PN16 (1600 kPa) TO AS 4130-2009 AND FITTINGS TO AS4129-2008
3. OUTLET PIPEWORK IS TO BE COPPER MATERIAL ONLY, OR ANY OTHER MATERIAL AS APPROVED BY DUBBO REGIONAL COUNCIL.
4. WHERE APPLICABLE, PERMANENTLY MARK CONCRETE KERBING SQUARE TO THE LOCATION OF THE MAIN COCK, BY MEANS OF A "W" STENCILED INTO WET CONCRETE, FIXING A "W" SIGN OR OTHER APPROVED METHOD.
5. METER TO BE INSTALLED AT A MAXIMUM OF 300mm ABOVE THE FINISHED GROUND SURFACE LEVEL.
6. 40mm PVC CONDUIT UNDER ROADS. PVC CONDUIT TO BE SOLVENT WELDED.
7. PRE-TAPPED CONNECTORS AND FERRULE MAIN COCKS MAY ALSO BE USED AS ALTERNATIVES FOR CONNECTION TO WATER MAIN.
8. DUBBO REGIONAL COUNCIL TO INSTALL METER ASSEMBLY ON RECEIPT OF WATER SERVICE APPLICATION.
9. SERVICE CONNECTION TO BE DONE BY NSW ACCREDITED AND LICENCED PLUMBERS ONLY.
10. FOR SERVICE CONNECTIONS OF SIZE GREATER THAN 20mm, CONTACT DUBBO REGIONAL COUNCIL.
11. SEE PLAN D 3001 FOR STANDARD TRENCH AND REINSTATEMENT DETAIL.
12. POSITION OF SERVICE TAPPING BAND SHOULD NOT BE LOCATED UNDER DRIVEWAYS.
13. ONLY FORD ANGLE BALL METER VALVES, SPECIFICALLY, PART NUMBER BA13-232W-NL ARE TO BE UTILISED WHEN PROVIDING A WATER SERVICE CONNECTION POINT TO A PROPERTY.

APPROVED

CHECKED - ENGINEERING DESIGN TEAM LEADER
[redacted] INT. CR DATE 14/04/2025
APPROVED - MANAGER INFRASTRUCTURE STRATEGY
[redacted] INT. MJ DATE 14/04/2025

PRINT DATE: 14/04/2025 11:00:22 AM
SURVEY ________ DATE ________
DESIGN ________ DATE ________
DRAWING EH DATE 18/02/2020
DRAWING FILE
N:\Design Section\Projects\New Project Folder Template\Microstation Drafting Files\Seeds\Project Border Seed.dgn

PERMANENT MARK: N/A RL: N/A DATUM: AHD71 & GDA2020/MGA ZONE 55

REV.	DATE	INT.	DETAILS OF AMENDMENTS
A	18/02/2020	EH	APPROVED
B	29/01/2021	RB	APPROVED
C	14/04/2025	LG	UPDATED NOTES

STATUS: APPROVED
SCALE: NOT TO SCALE

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PROJECT TITLE: 20mm WATER SERVICE CONNECTION DETAIL
SHEET NO. 2 OF 2
REV. C
DRAWING TITLE: DRC STANDARD DRAWING
STD NO. D 3101
PLAN NO. STD 5882

REF DOC #

Document Control

Responsible Officer:	Manager Operations Water Supply and Sewerage
Division:	Infrastructure
Prepared by:	Water and Sewer Client Services Coordinator
Version:	
Revision:	
Document Date:	
Effective:	TBC (ELT approval)

Previous Cover

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REF DOC #

DUBBO REGIONAL COUNCIL

Council Policy

Sewerage Services Policy

REF DOC #

Contents

Document Overview

Document Category	Council Policy
Policy Title	Sewerage Services Policy
Policy Statement	This Policy aids Council and its customers in the development and management of the Dubbo Regional Council Local Government Area (LGA) sewerage schemes. This Policy deals with connections to Council's sewerage system network, customer and technical, administration and pricing matters associated with these connections.
Date	Document date (finished being put together)
Resolution Date	Date when the governing body/group has endorsed
Clause Number	Report clause number from InfoCouncil
Accountable Position	Director Infrastructure
Responsible Position	Manager Operations Water Supply and Sewerage; and Manager Strategy Water Supply and Sewerage
Branch	Water Supply and Sewerage
Division	Infrastructure
CM Reference Number	EDXX/XXXXX
Version	1.1
Review Period	Standard three years, or with change in legalisation
Review Date	Calculated date from the adopted date
Consultation	Who and level of participation with notes as required *e.g. Not applicable* *Executive Staff Committee dd mmm yyyy* *Consultative Committee dd mmm yyyy)*

Document Revision History	**Date**

Purpose

This Policy aids Council and its customers in the development and management of the Dubbo Regional Council Local Government Area (LGA) sewerage schemes.

This Policy deals with connections to Council's sewerage system network, customer and technical administration and pricing matters associated with these connections.

The Policy provides general information and does not take precedence over design and construction specifications, Australian Standards, development conditions, or any other superior legislation or regulations.

This Policy intends to aid Council in complying with legislation, as well as the requirements of licences, approvals and reporting in relation to public health, work health and safety, environmental management and performance reporting.

The Policy does not apply to onsite sewerage installations.

Related Information

Council provides sewerage services appropriate to the current and future needs of the local community in accordance with relevant acts, regulations and standards.

Related Legislation

Some of the relevant acts, regulations and standards are as follows:

- Local Government Act 1993
- Local Government (General) Regulation 2021
- Water Management Act 2000
- Protection of the Environment Operations Act 1997
- NSW Best-Practice Management of Water Supply and Sewerage Guidelines, August 2007
- NSW Department of Planning, Industry and Environment Liquid Trade Waste Management Guidelines 2021
- Plumbing Code of Australia
- Pressure Sewerage Code of Australia
- Australian Standards
- Water Services Association of Australian Standards
- Public Health Act 2010

Scope

This Policy applies to all Council activities as well as the activities of Council's customers and ratepayers in relation to sewerage services within the Dubbo Regional Council Local Government Area.

Policy

General Provision

Enforcement

Council may enforce compliance with the Policy by exercising any, or all, of the following:

a. Impose a penalty, fee or charge under the *Local Government Act 1993;*

b. Issue an order under the *Local Government Act 1993;*

c. Carry out the work and charge the customer;

d. Issue a Prevention Notice or Clean Up Notice under the Protection of the Environment Operations Act 1997.

e. Deny supply to a new or existing customer or disconnect the property from Council's sewerage service in cases where, in the opinion of the Director Infrastructure, there is an unacceptable risk of unauthorised pollution or risk of harming the health of a person or risk of damage to property.

Procedures

Council may develop procedures to guide staff in the implementation of this Policy.

Network Extensions

Sewerage Service Area

Council's Sewerage Service Area is defined as those lands shown on the Sewer Services Area maps. These maps are updated by the Director Infrastructure as required.

Council may deny any request if the connection will not meet suitable customer service standards.

Owner Initiated Extensions to the Sewerage Service Area

Council may agree to extend the Sewerage Service Area to other areas where it is satisfied that:

1. The proposal will not lead to a net increase in cost to other sewerage service customers; and

2. The proposal is designed to permit future connections within the same catchment; and

3. Any works required to connect the proposed area to the Dubbo Regional Council sewerage schemes are fully funded by land owners, inclusive of developer charges and other Council charges. Council will not agree to participate in financing or holding cost arrangements.

Engineering Standards

Engineering Standards for Gravity Sewerage

All gravity sewers pipelines are to be designed and constructed in accordance with the Water Services Association of Australia's WSA-02-2014 Version 3.3 Gravity Sewerage Code of Australia, and Council's addendum to the Code Council Provided Assets and Developer Provided Assets.

In general, areas proposed for connection to the Dubbo Regional Council sewerage schemes will be serviced using trunk transport and treatment infrastructure provided by Council. Developers are expected to connect their subdivision to the Council provided infrastructure using developer provided infrastructure, in accordance with Council's concept design, at the developer's cost.

Council's proposed new trunk assets are documented at concept design stage within its Development Servicing Plan, which also identifies some of the key developer provided assets required for connection to the future Council provided system.

Construction of Mains and Service Connections

Property developers may construct gravity sewers and property connections in accordance with Council's development standards. Any work must be completed by persons approved by Council and is to be inspected by Council before being connected to the sewerage system.

Sewerage Pipeline Easements

Under the Local Government Act 1993, Council has the power to access sewer pipelines on private property for maintenance reasons. However, Council requires that new sewer mains also are provided with easements to make Council's access rights clearer and reduce the risk of structures being built over or near the sewer.

Easements for Sewer Mains

Easements shall be registered in Council's name. If the sewage pipeline is to be constructed by developers, then the developer shall arrange for the creation of these easements in Council's name at no cost to Council.

The minimum width of an easement to drain sewage shall be 2 metres, and unless there are compelling reasons to the contrary, the pipeline shall be located continually within the easement.

In the case of existing sewage pipelines without easements, Council may not arrange easements but instead rely on the access provision of the Local Government Act 1993, for the right of entry to undertake maintenance activities.

1. An easement to drain sewage is to be created for all new sewer mains, except when:
    a. The sewer main is located in a road reserve or crown land, or
    b. The sewer main services only one property.
2. Easements are to:
    a. Be 2 metres wide; and
    b. Have the sewer laid along the centreline of the easement; and
    c. Be made in the favour of Council, at the developer's cost.

Connection to the Sewerage System

All properties must be connected to sewer if they have sanitary plumbing and are within Council's sewerage network extent area. In general, there is to be one connection per lot.

When an area is added to the Sewerage Service Area, all onsite sewerage systems must be decommissioned within 12 months, or an alternate period nominated by the Director Infrastructure.

In accordance with the Local Government Act 1993, sewerage charges apply to all properties (including vacant land) that are connected to or are within 75 metres of a Council sewer main and able to connect.

All plumbing and drainage works are to meet the installation, inspection and certification requirements of the Plumbing Code of Australia.

Disconnection of Sewerage

If a sewerage connection is no longer required, or a property has undergone demolition, Council will disconnect the property from the sewerage system.

An application to disconnect a sewerage connection is available from Council's Customer Experience Centre. In accordance with Council's Fees and Charges , there is no charge to the customer for sewerage disconnection.

Once disconnected, Council may reconnect a property to the sewerage system upon application by the property owner and the cost of reconnection shall be borne by the property owner.

Demolition

Prior to any demolition works commencing, Council will disconnect the property from the sewerage system. Contact should be made with Council's Infrastructure Division to arrange the disconnection of the sewerage system.

Connection Charges

Council will charge for connection services as per its Fees and Charges document.

Pressure Sewerage

Introduction

Conventional sewerage systems collect wastewater from properties and transport the wastewater to sewerage treatment facility via gravity, assisted by catchment sewage pumping stations as necessary.

Pressure sewerage is an alternative type of collection system to gravity sewerage. In pressure sewerage schemes individual pumping stations deliver wastewater from each serviced property into a common pressure pipe which delivers the wastewater to a sewage treatment facility by pressure mains rather than by gravity or closest gravity sewer access point.

Council may propose to allow the use of pressure sewerage systems as a suitable alternative sewerage technology, subject to the following conditions:

1. Pressure sewerage systems will only be used in areas designated as appropriate for its use by Council.
2. The particular application of the pressure sewerage system represents the lowest whole of life costs for Council.
3. There are particularly unique environmental or physical constraints that only this type of sewerage system addresses.
4. The pressure sewerage system technology must be of a type approved by Council.

A pressure sewerage system within Council's LGA is defined as comprising:

1. An individual pumping unit usually located on each property and draining to the individual property.
2. Connection of the pumping units to Council's pressure sewerage reticulation system.
3. Valving that allows the property to be isolated from the system and to also provide flow protection, preventing flow from other properties entering into the individual system under pressure.
4. A reticulation system capable of supporting a number of individual pumping units and conveying the domestic sewerage to the nominated discharge point in a timeframe that minimises any odour generation. This reticulation system will be operating under pressure, not gravity.

5. Pumping units that have been specifically designated as pressure sewerage pumping units within the wider water industry.

In these systems, household (or other) sewerage drains flow by gravity into the pumping unit. From the pumping unit, flows are then moved to the designated system discharge point, via the collective pressure generated by the pumps in the property pumping units. The pump will also contain a grinder to prevent blockages happening in the pipe systems, and an alarm system to warn the resident that the unit is not operating, within pre-set parameters. Typically, these systems are also based in much smaller pipelines, are laid at minimum depth and do not contain manholes, lamp holes or other conventional sewerage system situations.

Council will only accept the handover of systems specifically designed as a pressure sewer system (as defined above) and are systems that have been operated at other locations as a full pressure sewerage system.

An existing individual or private pump out arrangement is not classified as a designated pressure sewerage system and is not covered by this Policy. No new private pumping arrangements will be permitted and should a new individual arrangement be required; it will be a designated pressure pumping unit that Council has approved.

Council will monitor and update the following documentation to provide the 'how to' detail in respect to pressure sewerage systems:

1. A technical specification covering the supply and installation of the pressure sewerage pumping units in detail.
2. A Pressure Sewer Manual to inform the occupant of what they can/cannot do in relation to the pressure sewerage system on their property, as well as what to do if their system fails.
3. General information on the nature and operation of the technology, particularly for potential home purchasers on land where the property is serviced by a pressure sewerage system.

Use of Pressure Sewerage Systems in the Local Government Area

Council has a clear preference for gravity based sewerage systems to be installed in the LGA where possible. However, Council also recognises that adoption of that technology will not always be possible (both physically and economically) and that the use of alternative technologies may be sometimes permitted. Council determines the type of technology in a particular area that is to be serviced by Council.

Council will, where it does elect to use pressure sewerage, limit the number of pressure sewerage technologies it will support long term to minimise its overall spares inventory whilst minimising any compromise of tender competitiveness. The number of technologies Council will support will depend on the ability to interchange the pumps and the overall flexibility offered by the systems under consideration. In addition, pressure sewerage systems are to be used in accordance with the following basic arrangements:

1. The pumping units and the property delivery line will remain Council property.
2. Council will maintain the pumping unit in perpetuity in accordance with the levels of service set out in this document.
3. The property occupant is expected to operate the pumping unit in accordance with the Pressure Sewer Manual for the pumping unit as provided by Council.
4. The property occupant is expected to contact Council if the system alarm sounds, or the unit breaks down, at the number included in the Pressure Sewer Manual.
5. Property owners of pressure sewerage systems will be charged on a similar basis to conventional gravity sewerage with the rate outlined in Council's Fees and Charges document.

Where Council authorises the installation of pressure sewerage systems, the systems will be installed, operated, maintained and managed in accordance with the Pressure Sewerage Code of Australia.

Installation of Pressure Sewerage Systems

Council, in the case of new subdivisions, is intending that the systems will be installed with the assistance of the builder before the Certificate of Occupancy is issued, and without causing any unreasonable delays in the issuing of that certificate. Whilst Council expects that these installations will occur in a timely and well-ordered manner, supply of the pumping unit by Council will be in response to appropriate prior notice being provided by the property owner and/or their builder, acting on the property owner's behalf.

If installation occurs in any existing area Council requires that installation minimises the overall disturbance to any residents in that area, and that it also occurs in a timely and well-ordered manner. Installation can occur in two parts as set out below and the individual components of these are pursued in the following sections:

1. The laying of reticulation system
2. The on-property works.

Council further requires that:

1. Any persons carrying out the on-property installation work are to be licensed plumbers and electricians and have the appropriate plant and equipment.
2. The property owners are to be involved in the planning for any on-property installation works and that attempts are made to accommodate the reasonable desires of these property owners.
3. Completion and submission of Council's Commissioning and Quality Assurance form including 'Work as Executed' drawings.

Installation must be in accordance with the Pressure Sewerage Code of Australia and Plumbing Code of Australia and carried out by Council staff or licenced tradesperson under direct supervision of Council.

Pressure sewerage systems are to be installed on the basis of one pumping unit per property and are not to be shared between properties. For multiple dwellings on the same property, a single unit (if of sufficient capacity) may be used to serve more than one dwelling. However, this unit may have more than one pump, and Council approval to such an arrangement will be required.

Design of pressure sewerage reticulation must be undertaken by persons with proven experience. Installation of on-property works must be undertaken by licensed plumbers and electricians.

The property owner is responsible for the cost associated with the installation as per Council's Fees and Charges document.

Ownership of the Pumping Units

The ownership of the pumping unit, which includes all the following components, will reside with Council:

1. Pump
2. Storage vessel
3. Ancillary fittings
4. Property delivery line/s from the pump to the boundary kit
5. Control/alarm panel
6. Boundary kit
7. Connection to household power supply.

The hydraulic termination point for Council ownership of the pressure sewerage system will be the first flexible joint on the inlet side to the pressure sewerage storage vessel. The point for electrical termination will be the connection to the power board and a separate circuit is to be used so as not to interfere with the normal electrical operation of the house.

Pressure sewerage systems do not have any resident serviceable parts, and under Section 635 of the Local Government Act it is an offence to wilfully, or negligently remove, damage, destroy or interfere with a sewer system. Property owners should note that the property delivery line is also defined as part of the system. In particular, property owners/residents should locate the property delivery line before commencing any excavation works, which may damage the line. Council will attempt to recover costs for any wilful or negligent damage to pressure sewerage systems.

In general, Council would not normally seek to take out an easement over any part of the above installations, so as to leave the property owner the ability (at their cost) to subsequently relocate the technology (normally the property delivery line), if required to accommodate future home extensions, property modifications etc. However, Council reserves the right to create an easement (if required) on a particular property, so as to ensure the safe ongoing operation of the system, the minimisation of any health concerns or the protection of any Council property.

Operation and Maintenance of Pressure Sewerage Systems

Within the operational side of these pressure systems, Council's intent is that the average resident should not be required to carry out significantly more operational input than for other sewerage systems. The infrequent reporting of an alarm is not seen as a significant impost and is offset by other advantages offered by the pressure system technology.

Council will achieve these goals by:

Being responsible for the maintenance and repair of the pumping units and will recover the costs of this maintenance against the pressure sewerage system.

Supporting the maintenance effort with a 24 hour call centre.

Choosing only proven pressure sewerage technology that has a track record of success or ensuring extended warranties with newer technologies.

Providing the occupant with a Pressure Sewer Manual to guide them in the operation of the pumping unit and tell them what to do when the unit requires maintenance.

The occupant will also be required not to interfere with the electrical operation of the pumps in accordance with what is detailed in the Pressure Sewer Manual. To facilitate this Council has directed that these units be wired into the household power board in such a manner so as not to interfere with the normal electrical operation of the property, nor be accessible by the occupants.

The occupant is to meet the power costs associated with the pumping units.

In Council managed pressure sewerage schemes, Council will own and maintain the system including the pumping station, control unit, discharge pipeline and boundary kit at each premises. Council will own and maintain the pressure sewer main and property services connection from the main to and including the boundary kit.

Council will maintain the pumping unit on behalf of the property owner. In accordance with Section 191A of the Local Government Act 1993, Council or its approved contractor are legally entitled to enter the property to access or undertake any repairs or maintenance to the pressure sewerage unit.

An unobstructed access pathway must be maintained at all times to enable access to the pressure sewer system. This includes clear access to and around the pressure sewer storage vessel, tanks and associated control panels.

Owners or occupants are expected to read and abide by the requirements of the Pressure Sewer Manual.

Work on Live Sewerage Assets

Sewer Mains

Only Council, and contractors appointed by Council, are permitted to complete any work on a sewer main, including construction of sewer junctions.

No work shall be carried out on a live sewer main by contractors or plumbers, including the construction of property connections, unless the work is carried out on behalf of, and under the direct supervision of Council officers.

Pressure Sewerage Pumping Units and Pressurised Service Lines

Council is the maintainer of the pressure sewerage pumping unit, property service line, boundary valve kit, control/alarm panel and the electrical connection to the property's switchboard. Under Section 635 of the Local Government Act it is an offence to wilfully or negligently remove, damage, destroy or interfere with a sewerage system.

Building Over or Adjacent to Council's Sewer Mains

Any application to build over sewer mains will only be considered if the alternative options outlined below are found to be not viable.

- Relocate proposed structure
- Relocate Utility's affected assets
- Provide protection measures and build over to asset.

It is the developer's responsibility to investigate and document the above options, in consultation with Council. No building, with the exception of structures as outlined as Category 3, shall be permitted over Council's sewer mains other than where, in the opinion of Director Infrastructure, exceptional circumstances exist.

Relocation of Proposed Building

In all instances the first option considered should be the relocation of the proposed building away from the existing sewer assets.

If this is not feasible due the position of the sewer main on the property adversely restricting the use of the land relocation of assets may be considered.

Relocation of Assets

Council will only consider relocation of existing sewer assets if the applicant can demonstrate that the sewer main location adversely restricts the use of the land. Any relocation works need to ensure all required design standards (cover, grade, position) are still met and that the capacity or functionality of the assets is not reduced. All costs associated with the relocation of assets are to be funded by the developer/applicant.

Relocation - gravity/rising mains

Where approval to relocate a sewer is granted the developer/applicant will be required to submit relevant plans. Relocating the sewer following approval is required before construction of the proposed building/structure can commence. The applicant will need to liaise with Council regarding the bypassing of live sewage flows.

Relocation - easements

The developer/applicant may be required to acquire/provide an easement in accordance with Council's requirements over a relocated gravity and/or rising main.

Building Over Sewer Mains

Council will only consider a building/structure over the sewer main in exceptional circumstances and then only if the applicant can demonstrate that relocating the building/structure and/or relocation of the sewer is not feasible.

The developer/applicant shall consider an integrated approach and demonstrate that all associated risks can be managed with marginal costs if building over a sewer main is to be considered and accepted by Council. All costs associated with the works are to be funded by the developer/applicant.

CCTV inspection

Any application to build over a sewer must include the following:

- A CCTV inspection of the subject sewer, undertaken by a qualified contractor and with the necessary experience to do so; and under Council supervision, or by Council at the applicant's expense.
- The results of the CCTV inspection are to be submitted to Council with the application. The inspection may be used as a dilapidation survey, with the developer required to fully fund any repair work required to rectify damage caused by their development.

Results of the CCTV inspection

Depending on the results of the CCTV inspection Council may require the developer/applicant to:

- Reconstruct the sewer main in its existing location using construction materials as specified by Council and in accordance with AUS-SPEC C402-1999 'Construction of Gravity Sewerage'. Council will perform a quotation for any live sewer works; or
- Reline the existing sewer main. Council will provide a quotation for Council staff, or its authorised contractor, to undertake these works. Works will only be completed following payment by the developer/applicant.
- All works on gravity sewer mains must be completed for the full extent between related manholes.

Stormwater flow paths

Typically, existing sewers are located along overland drainage paths. If new buildings are proposed over existing sewers, then the major overland flow path for the site and catchment should be considered to minimise the risk of flooding to existing and future properties.

An integrated approach of water, sewer and irrigation and drainage assets needs to be considered simultaneously.

Where this section applies

The building in vicinity of sewer mains section of this Policy applies to the following structure types:

Category 1	Heavy or permanent structures
Category 2	Lightweight structures
Category 3	Miscellaneous structures (rainwater tanks, driveways etc)
Category 4	High rise developments

This Policy applies to any development such as the above that is built in the vicinity of Council assets.

Category of Structures

Category 1 - Heavy or Permanent Structures

These structures are typically constructed from masonry, brick, steel, timber and concrete and it is neither reasonable nor practical to remove or dismantle the structure for the purpose of carrying out sewer repairs or refurbishment.

Examples of structures in this category include:

- Houses
- Factories
- Warehouses
- Brick garages/workshops
- Masonry fences
- Structures that are permanently habitable or used as a workplace
- In-ground swimming pools
- Brick fences
- Rainwater tanks >10,000 L or where constructed on a concrete slab, frame or other permanent base.

If Category 1 structures are to be built in the vicinity of sewers, the requirements for protection of and access to the existing sewerage network in the following sections must be followed.

Category 2 - Lightweight Structures

These structures are typically of a type of construction that would make it reasonable to remove/dismantle and re-erect if access to the main, by excavation, was required.

Examples of structures in this category include:

- Pergolas
- Garden sheds – maximum allowable size is 10 m^2
- Above-ground pools (restrictions apply)
- Carports
- Timber/fibro/aluminium garages
- Glass houses/ferneries
- Barbecue facilities
- Rainwater tanks <10,000 L and constructed on natural ground, road base or paving.

These structures must be readily removable in the case of work required to take place on Council assets. Asset protection measures as outlined in Asset Protection Measures may still apply to certain structures within this category.

Any future costs arising from the requirement to remove and subsequently reassemble these structures, as directed by Council, will be at the full cost of the owner.

Category 3 – Miscellaneous

Structures in this category do not normally require protection of the sewer mains. Structures in this category include:

- Fences (Colorbond, timber, steel, aluminium)

- Driveways (concrete, asphalt, pavers etc)
- Tarmac areas.

Where the sewer main has a minimum cover of 600 mm, no special protection measures are generally required for Category 3 structures. In instances where high surface loadings are expected, or where the sewer main is at a depth of less than 600 mm, clarification and formal approval must be obtained from Council prior to any construction.

Any special conditions applied to Category 3 structures would be on a case-by-case basis and would include in part a stipulation that any removal and reinstatement of the structures (involved with Council accessing the sewer main) would be at the cost of the owner.

Provisions required for access to the existing sewerage network still apply.

Note that swimming pools are discussed in Swimming Pools and retaining walls are discussed in Retaining Walls .

Category 4 – High rise development

The impact of redevelopment with typically high rise buildings with basement car parks on Council's sewerage infrastructure presents numerous design, construction and operational issues in the protection of Council interests.

High Rise Development identifies the issues and how they are to be addressed through the assessment, design, construction and operational phases to ensure Council's interests are satisfied.

Construction not Permitted

Structures will not be permitted to be built over and/or in close proximity to the following:

- Sewer rising mains, surcharge mains and critical gravity mains (generally all sewer mains of 300 mm diameter or greater and/or deemed to be excessively deep (ie greater than 3 metres)), as determined by Council.
- Any gravity sewer that, in the opinion of the utility, is in a poor condition. Exposing of the sewer, and/or CCTV may be required prior to construction. This inspection may determine that repair/replacement may be required. Any subsequent repair/replacement work will be at the developer's cost.
- Sewer manholes, lamp holes, maintenance points and junctions where sufficient clearances cannot be achieved (Clearances from Access Structures).
- No building within Council easements.

Asset Protection Measures

Where construction of any Category 1 or 2 structures will impose a load within an existing sewer assets zone of influence (Zone of Influence), Council may request the developer to carry out any combination of the following protection measures:

- Concrete encasement
- Piering of foundations.

The protection measures may also be required due to other factors affecting the asset such as available cover.

Concrete Encasement

Concrete encasement of the sewer main may be requested for the protection of sewer mains due to additional loads imposed by the works. Concrete encasement may also be requested if Council minimum cover requirements cannot be met.

Any concrete encasement is to comply with the WSAA Standard Drawing (SEW 1205) and the following specification:

- Only rubber ring jointed vitrified clay and PVC pipes may be encased in concrete. Permission may also be given to replace other types of pipes with PVC pipes prior to encasement depending upon the location and criticality of the lines.
- In trenches of material other than rock, encasing is to extend 150 mm under, on both sides and on top of the pipe barrel. For trenches in rock, encasing is to extend 100 mm under the pipe barrel, 150 mm on top of the pipe barrel and for the full width of the excavated trench.
- Unless otherwise specified, all flexible pipe joints are to be maintained. The minimum length of the encasement will be the total length of the sewer that is affected plus a minimum of 1,000 mm on each side plus any additional length to ensure encasement starts and finishes at a flexible joint (subject to soil conditions and depth of sewer this length may increase).
- If a manhole is less than 2 metres from the end of encasement, as required above, the encasement is to be extended up to the second flexible joint from that manhole.
- Backfilling of the trench with suitable material as per specifications must not commence until at least 48 hours after placing the concrete.
- Concrete encasement shall not be poured integral with any other foundation or structure. Concrete shall be class N20 or N25 where a reinforced concrete design is required.
- Sewer junctions that are permitted to be incorporated in proposed concrete encasement are to be upgraded to a rubber ring jointed junction in order to maintain flexibility at the junction branch.
- Where the encasing of sewers in adjoining properties is required, written approval from the adjoining owner to enter the property to carry out the works will be required prior to approval being granted for works to commence.

All costs associated with concrete encasements are to be borne by the developer. Council staff or an authorised contractor must be present when encasement work is being carried out.

Piering of Foundations

Piering of the proposed structures foundations may be requested to transfer loads outside an assets zone of influence. Details of the piering is to be provided with the construction certificate or complying development application. The plan shall show the design of all footings, beams and piers and clearly note required clearances, ground levels and nominated soil classifications.

The following requirements apply to foundation piering:

The building and its foundations are to be designed in such a way that no building loads are transmitted to the utility's sewer and where possible, the pipe can be repaired or replaced at any time without affecting the stability of the building.

Foundations within an assets zone of influence will require piering to a minimum depth of 200 mm below the zone of influence of the affected asset or until solid rock is encountered.

A minimum horizontal clearance of 1 metre is required between any piers and the face of a sewer main.

The use of displacement and screw pile construction methods will require approval by Council and may require additional clearances to existing assets as directed.

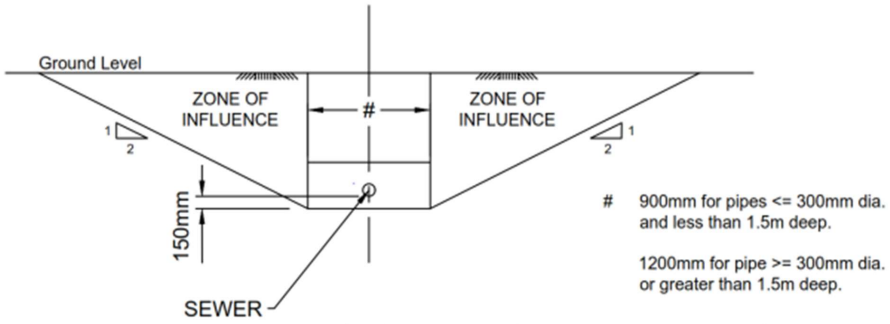
Zone of Influence

The 'zone of influence' is an area extending both horizontally and longitudinally along the alignment of an underground asset. This area is considered as that part of the ground where:

- Settlement or disturbance of the ground surrounding the pipe may cause damage to buildings or structures on the surface above.
- Loads from buildings or structures on the surface may have an impact on the buried pipe.

The zone of influence shall be determined by extending a line at an angle of two (horizontal), one (vertical) to the surface, starting from a point 150 mm below the invert of the sewer main and half of the trench width measured horizontally from the pipe's centreline (see figure below):

Figure 1 Zone of Influence



It is at Council's discretion whether to consider a steeper angle of repose (max 1H:1V) for stiff soils (clays etc). Geotechnical investigations and a report from a suitably qualified and experienced geotechnical engineer may be required at the construction certificate stage.

Clearances from Access Structures

Any proposed structure shall not prevent future access to existing maintenance structures associated with sewerage assets. These include manholes, lamp holes/maintenance shafts and sewer dead ends.

A minimum horizontal clearance of 1.5 metres is required around existing access structures as well as a minimum vertical clearance of 3 metres. The horizontal setback shall increase to 2 metres if two or more sides of an access structure are built around. The fourth side must be open and accessible at all times.

Access requirements

Council requires that all sewer access structures be accessible at all times in case of maintenance or emergency situations. Developments on properties with sewer manholes or lamp holes must provide at least 0.9 metres wide clear access to the sewer structures (ie along the boundary between fence and building).

Developments which locate sewer manholes or lamp holes in security areas must make suitable arrangements for access by Council sewer operations staff for maintenance or emergency work.

Existing Encumbrances

Where structures have been built over an underground pipeline without Council approval then Council may require that the structure be demolished, moved or substantially modified so that it complies with this Policy.

Where it is necessary to access an underground line for maintenance or repair work Council will not be held liable for the cost of restoring any illegal structures and the property owner may be charged for extra work required due to the illegal structure.

Where Council has previously given permission for a structure to be built over a pipeline, then no further extensions, additions or reconstructions will be allowed without further assessment. Council recognises that the existing structure presents a risk to both the building and Council's liability. Therefore, Council will assess each structure on its own merit to give permission for additions.

Swimming Pools

Above Ground Swimming Pools

Above-ground pools without floor decking around the pool, and not constructed of concrete or fibreglass, are considered to be semipermanent structures that are able to be removed on request to enable access to the sewer.

Special sewer protection provisions are not required for these pools provided that they are placed on the existing natural ground levels and minimum cover requirements to the sewer are met. Clearances to sewer access structures described above still apply. The owner should be advised that all costs associated with removal and reinstatement of the pool for access to the sewer main will be at the owner's cost.

Above-ground pools with permanent decking are considered to be permanent structures and are subject to the conditions outlined in the below in-ground swimming pool section.

In Ground Swimming Pools

In Ground Fibreglass Pool

The following requirements apply to fibreglass pools:

- Minimum horizontal clearance from the pool to the face of sewer pipe of 1.5 metres.
- If a fibreglass pool is constructed within the zone of influence of a sewer main it should be designed and certified as being self-supporting with foundations founded below the zone of influence.
- No pool shall be located closer than 1.5 metres to any sewer maintenance structure (manholes etc).

In Ground Concrete Pool

The following requirements apply to concrete pools:

- Minimum horizontal clearance from the pool to the face of sewer pipe of 1.5 metres.
- If the concrete pool is within the zone of influence of a sewer main, then the foundations of the pool shall be founded below the zone of influence (eg piers) to ensure the pool is self-supporting.
- No pool shall be located closer than 1.5 metres to a sewer maintenance structure (manholes etc).

Retaining Walls

The construction of retaining walls is subject to the following requirements:

- Where the footings of a wall would encroach on the zone of influence the wall is to be designed in accordance with Asset Protection Measures.
- Generally, walls more than 1 metre in height would not be permitted within 1 metre of the main.
- Minimum cover over the main is to be maintained or an engineer's assessment is required for protection of the main.
- The wall is to be set back at a minimum of 1. 5 metres from the centre of a sewer maintenance structure.

- A retaining wall less than 1 metre in height will be permitted over or within the zone of influence without the requirement for an engineer's design provided that:
  - The wall is at least 3 metres from an adjoining property or building/structure;
  - The wall would not be subject to vehicle loadings.
- Any retaining wall crossing a sewer main must be supported over the main with a reinforced concrete foundation designed in accordance with Asset Protection Measures to ensure no loads from the wall are transferred to the sewer main (ie bridging slab foundation).

Filling Over Sewer Mains

The allowable depth of fill that can be placed over a sewerage main depends on the material type and stiffness class of the existing pipe. Site filling that increases the depth to the main above 2.5 metres will require an application to Council and subsequent approval. Any application must include certification from suitably experienced qualified civil, structural or geotechnical engineer that:

- The loading imposed will not adversely affect the underlying sewer, or
- The remediation work proposed will prevent any adverse loading on the underlying sewer.

The placing of fill to excessive depths over Council's main is not permitted (5 metres is a maximum depth for practical access) regardless of the structural capacity of the pipe. No fill is to be placed over sewer manholes and manholes are to be raised in conjunction with any site filling. Finished lid levels of maintenance structures, relative to ground level, will be advised by Council based on the land use and prevalence of flooding.

Excavations Over and Adjacent to Mains

Excavations

Generally, excavations over or adjacent to a sewer main are not to reduce the earth cover over the main to less than the minimum limits as detailed in Council's Engineering Guidelines for Subdivisions and Developments.

Any proposal to reduce cover over a sewer to less than the limits imposed in these guidelines will require an application to Council and subsequent approval. Any application must include, amongst other things, certification from a suitably experienced qualified civil, structural or geotechnical engineer that:

- The loading imposed will not adversely affect the underlying sewer, or
- The remediation work proposed will prevent any adverse loading on the underlying sewer.

Earth Embankments

On sloping sites there is potential that earthworks down slope of an existing sewer main could present a risk for land slip or erosion of soil providing cover and/or side support to an existing sewer main.

Any proposed regrading of land immediately down slope of an existing sewer main should be designed with a slope no steeper than three (horizontal) to one (vertical) to ensure future erosion and/or land slip does not reduce cover and/or support to the existing sewer main. Steeper embankments would be permitted where the embankment is certified by a suitably experienced qualified civil, structural or geotechnical engineer and approved by Council.

Retaining walls may be required to provide support down slope of existing sewer mains if substantial regrading is proposed.

High Rise Development

High rise development can present numerous operational challenges for the ongoing operation and maintenance of sewer mains. The developer must consider the following additional items as a minimum.

Sizing

As a requirement, the location of the trunk mains of 300 mm diameter and greater (in basement) will not be approved by Council. Where such conflict occurs, the developer will be required to fund and arrange relocation (diversion) of the affected main to avoid such conflicts.

For mains of sizes less than 300 mm diameter (in basement), Council will examine each proposal on a case-by-case basis and reserves the right to decline approval requiring the developer to relocate (divert) the affected main.

If Council does however approve a particular proposal, Council may also set a range of conditions, as indicated below.

Access to secured/locked complexes or basement car parks

Should sewer mains be located within such areas, access by Council's staff must be available at all times. Details are to be provided that satisfy Council's access requirements.

The Council's access requirements are to be identified in the Strata Management Statement or similar.

Adequate clearances and locations for maintenance access

Where sewers are located in basement car parks, they are to be located to ensure that adequate and clear access is provided all around the sewer for all maintenance and replacement activities.

Adequate and safe clearances are to be provided for maintenance staff from the normal operation of the access to and from basement car parks. This may require the widening of accesses and ramps or the provision of additional sight distance within access areas.

Car spaces may be required to be orientated or located such that unimpeded access is available to the sewer at all times.

Protection

Should there be the likelihood of a vehicle impact to a sewer main, the main is to have adequate protection against such an impact.

The proposed protection type, treatment, strength, etc shall be subject to approval by Council.

Should Council consider that the proposed sewer location presents a high likelihood of being impacted; the sewer main may be required to be relocated elsewhere at full cost to the developer.

Design

Any adjustment to sewer mains may have greater implications than solely to the area of the proposed development and as a result, no sewer main invert levels shall be raised. The raising of sewer mains may have significant impacts on the servicing potential of upstream properties.

Horizontal and vertical deflections may be permitted within the structure of the basements (eg pipes supported from the roof of the basement etc), however will not be permitted under or embedded in the concrete of the structures. Approved deflections shall not exceed 22.5^0. The deflections or sweeping bends are to be provided with cleaning/flushing 'eyes'.

Where sewer mains are proposed to pass through (and out of) structures, the developer shall provide designs that allow for flexibility at joints and differential settlement. Such designs shall be subject to Council's approval.

Consideration shall be given where possible for the effects of any possible future development or redevelopment of adjoining properties.

All designs for Council sewer mains are to be in accordance with Water Services Association of Australia (WSAA) – Sydney Water Version – or as nominated by the Water Supply Authority.

Internal (domestic) sewer designs are to comply with the requirements of AS/NZS 3500 and the Building Code of Australia (BCA) as appropriate.

Existing manholes where practical are to be retained to provide greater flexibility for maintenance inspection and access.

Construction

Construction of Council sewer mains shall be in accordance with Water Services Association of Australia (WSAA) – Sydney Water Version.

Internal (domestic) sewers shall be in accordance with AS/NZS 3500 and the Plumbing Code of Australia as appropriate. Materials used for sewer work within and adjacent to the structures shall be ductile iron class AS/NZS 2280:2014 (flange) with stainless steel fittings or stainless steel pipes certified to AS 5200.053 unless otherwise approved.

The work shall provide for joint types and locations so that such joints are easily accessed for replacement/maintenance works with the minimum disruption of the operation of the system.

Safety/Health

All mains are to be clearly and frequently labelled for easy identification.

Additional lighting in basement car parks may be required adjacent to the sewer mains for identification, maintenance and replacement.

Abandoned Mains

Abandoned mains are to be removed and the trench backfilled and compacted to at least 98% standard compaction. Note that SafeWork NSW requirements will govern the handling of any asbestos cement materials (see also the Water Directorate's *Cutting, Handling and Disposal of Asbestos Cement (AC) Pipe Guidelines*, 2018).

If there are restrictive site constraints, pressure or gravity mains which have been abandoned due to relocation to suit a particular development may remain in the ground providing the abandoned mains are capped to prevent the movement of water. Council may require certain abandoned mains to be backfilled with grout depending on size, material type and proximity to other structures. This option will require approval from the Director Infrastructure.

Planting of Trees

Tree roots can penetrate into sewerage pipes through joints or damaged sections of pipes, causing blockages and subsequent overflows. As a result, certain species are not recommended to be planted near sewer mains. A list of the highest risk species is provided in Appendix 3.

Costs

The developer/applicant will be responsible for all costs associated with:

- All investigation and design, and any costs associated with seeking approval,
- If approval is granted then any construction costs,
- Repairing any damage to a sewer main, or associated sewer infrastructure, caused by construction over or near an existing sewer.

If Council decides to upsize a sewer main subject to relocation by a developer, then a cost sharing arrangement may be agreed to between both parties that reflects the extra costs associated with installing a larger diameter main at the time of relocation by the developer. Note this may not apply where the upsizing of the pipe is required due to the subject development.

The developer/applicant will have no claim on Council for any costs incurred in the event that approval is not granted.

Developer Charges

Developer charges contribute towards the cost of existing and future assets in the sewerage system, where the development benefits from those assets.

Council will levy developer charges using its Development Servicing Plan (DSP) for Water Supply and Sewerage, before issuing a certificate of compliance under section 64 of the Local Government Act 1993. Developer charges apply to all development within the DSP Service Areas and any other proposals to connect a property to the Dubbo Regional Council sewerage schemes. Developer charges are levied in addition to any other costs to connect to the sewerage system.

Developer Charges to Apply at Subdivision Stage

Developer charges are to be paid at the following rates before the release of a subdivision certificate:

Landuse zones after subdivision under the Dubbo Local Environmental Plan 2022	Developer charge rate (refer to DSP for the value of one equivalent tenement)
R1, R2, R3, R4, R5 Residential zones RU5 Village zone	One equivalent tenement per lot
Business zones Industrial zones	One equivalent tenement per 1000 m^2 of land area or part thereof, or one equivalent tenement per lot, whichever the greater.
RE1, RE2 Recreation zones E1 National Parks and Nature Reserves SP1, SP2 Special Activities	Zero equivalent tenements unless a sewerage connection is proposed
Other	One equivalent tenement per lot

a. Where the original lot was subject to sewerage access charges, the calculated charge is to be credited one equivalent tenement.

b. New lots are to be assigned the assessed number of equivalent tenements on a pro rata basis, for crediting against future development, ensuring that each of the new lots has been assigned at least one equivalent tenement.

c. Proposed road reserves are to be excluded from all calculations.

Developer Charges to Apply at Later Development Stages

Developer charges potentially apply whenever a development consent is issued for a property connected or proposed to be connected to the Dubbo Regional Council sewerage schemes:

1. Council will assess the net impact of a proposed development on the sewerage system by using the implementation document as adopted by Council.
2. Whenever the assessed impact is more than 10 equivalent tenements, the assessment is to be referred to the Director Infrastructure for advice.
3. Development consents are to condition a discharge limit for the property expressed as equivalent tenements.

4. Where the impact assessment has been determined using an instantaneous flow rate for an activity, the development consent is to also condition a discharge limit for that activity expressed as litres per hour.
5. The assessment of total impact on the sewerage system, net impact considering existing entitlements, and the calculated developer charge is to be reported as an advice within the notice of determination for the development application. The details of the assessment are to be made available to the applicant on request.
6. Where additional information leads to a reduced estimate of equivalent tenement loadings, the contribution can be adjusted by seeking an amendment to the development consent.
7. Council may take legal action against owners who provide misleading information which results in their developer charge being underestimated.

User Services

Prohibited Substances

Regulation 56 of the Protection of the Environment (General) Regulation 2009 only allows the discharge of pollutants to sewer where it has the approval of the sewage authority.

Any matter which does not have the nature of domestic sewage (in terms of quality or quantity) is not approved for discharge to the Dubbo Regional Council sewerage schemes unless it is permitted by this policy or under an approval issued under Council's Liquid Trade Waste Policy.

In particular the discharge of roof, rain, surface, seepage or ground water to the sewerage system is prohibited under regulation 137A of the Local Government (General) Regulation 2005.

Liquid Trade Waste

Sewerage systems are generally designed to cater for liquid waste from domestic sources that are essentially of predictable strength and quality. Council may accept liquid trade waste into its sewerage system as a service to businesses and industry.

Liquid trade waste may exert much greater demands on sewerage systems than domestic sewage and, if uncontrolled, can pose serious problems to public health, worker safety, Council's sewerage system and the environment.

Council's Liquid Trade Waste Policy sets out how Dubbo Regional Council will regulate sewerage and trade waste discharges to its sewerage system in accordance with the NSW Framework for Regulation of Sewerage and Trade Waste.

Septage Receival Station

Council has established a septage receival station in Dubbo and Wellington for licenced liquid waste transporters within Council's LGA to discharge septage and septic effluent, pan contents and chemical toilet waste. Charges apply in accordance with Council's adopted Fees and Charges document.

Council reserves the right to refuse septage and septic effluent, pan contents and chemical toilet waste from outside the LGA.

Customers are required to obtain approval to discharge septage waste to the septage receival station. An application form (*Trade Waste Concurrence Classification 2S - For Approval to Discharge Septic Tank and Pan Waste to Council's Septage Receival Station (Section 68, Local Government Act 1993*) can be obtained from Council's Customer Service Centre (application fees apply).

Sewerage Pricing

Council levies charges for the sewerage system based on a 'two-part tariff', made up of a charge for access, and a charge for usage.

Sewerage charges are used to fund the following activities:

1. The collection and treatment of sewage;
2. Ongoing maintenance of the sewerage system and treatment plants; and
3. Reserves allocated towards major system development work such as treatment plant upgrades.

Sewerage charges cannot be used to fund Council's general expenditure nor can general rates fund expenditure on the sewerage system.

Residential Sewerage Charges

A residential assessment is an assessment whose land is used exclusively for residential purposes, as defined under the Dubbo Local Environmental Plan 2022. All residential assessments within the Service Area are subject to a residential charge, regardless of the status of connection to sewer.

Residential charges are levied as a flat fee per residence, based on following formula:

$$\text{Residential charge} = \underbrace{AC_{20}}_{\text{(access charge)}} + \underbrace{\overline{C_R} \times SDF \times UC}_{\text{(usage charge)}}$$

where

AC_{20}=Non-residential access charge for 20mm water connection ($/a)

SDF= Sewerage discharge factor - 75% (guideline value 75%)

$\overline{C_R}$=Average residential water usage in Dubbo LGA (kL/a)

UC=Usage charge rate ($/kL)

The calculated residential sewerage charge is specified in Council's Fees and Charges document.

Non-residential Sewerage Charges

An assessment within the Sewerage Service Area is considered non-residential when the land is not categorised as being residential except when:

1. The land is exclusively zoned for recreational or environmental protection purposes and it not connected to sewer; or
2. The land is exclusively used as a car park for a nearby non-residential land use and is not connected to sewer; or
3. The land is not subject to general rates and is not connected to sewer; or
4. The land is exclusively used for public utility purposes and is not connected to sewer.

Non-residential charges are calculated according to the following formula:

$$\text{Non-Residential charge} = \underbrace{AC_{20} \times \left(\frac{D}{20}\right)^2}_{\text{(access charge)}} + \underbrace{C \times SDF \times UC}_{\text{(usage charge)}}$$

where

AC_{20}=Non-residential access charge for 20mm water connection ($/a)

D=Water connection diameter (mm)

C= water usage for customer (kL/a)

SDF= Sewerage discharge factor (set for each property)

UC=Usage charge rate ($/kL)

The non-residential access and usage charge rates are specified in Council's Fees and Charges document.

Minimum Charge Tariff

The bill for a non-residential property must not be less than for a residential property. If historical water consumption shows that the calculated bill will fall below the residential charge, Council will apply a minimum charge tariff equal to the residential charge. Council will review bills annually and place accounts on the minimum or normal tariff regime as needed for future bills.

The owner of each individual assessment, for rating purposes, not currently serviced by Council's sewerage system, but able to be serviced being within 75 metres of a sewerage main as described in the Local Government Act 1993, shall be charged an appropriate sewer access charge as described in Council's Fees and Charges document.

Sewerage and Liquid Trade Waste Discharge Factors

Council provides water and sewerage services to residential and non-residential property owners.

The sewerage charging structure is based on the 'Water Supply, Sewerage and Trade Waste' pricing guidelines, Department of Climate Change, Energy, the Environment and Water. These guidelines incorporate principles of user pays.

In accordance with the user pays principles, the charges for sewerage services should be based on the quantity of sewage discharged to the sewerage system. While modern water meters provide an accurate way of measuring fresh water supplied to a property, there is no practical way of actually measuring sewage leaving a property.

The NSW Government has recommended that sewage should be estimated by means of a percentage of the fresh water supplied to the property.

The Sewage Discharge Factor (SDF) is the name given to the percentage of fresh water supplied to a property deemed to be the quantity of sewage discharged from that property.

The NSW Government pricing guidelines recommends that all domestic properties receive a common charge. Council has adopted an SDF for residential properties in its determination of the standard residential sewerage charge.

The NSW Government pricing guidelines also recommends that non-residential properties are likely to exhibit significant variation, therefore a standard charge is inappropriate. The charges are based on an SDF assigned initially on the basis of the industry type.

In the case of properties that have both residential and non-residential features, such as a corner shop with residence, Council staff will deem the property to be either residential or non-residential based on the dominant use of the property.

'Trade Waste' is the name given to liquid wastes discharged to the sewer and containing trade or factory wastes or chemicals, or other impurities from any business, trade or manufacturing premises other than domestic sewage, stormwater or unpolluted water.

The trade waste charging structure is as defined in Council's Fees and Charges document.

Both sewage and trade waste charges are levied on the property owner. All agreements and transactions are between Council and the affected property owner.

Discharge Factor

For many properties, it would be cost prohibitive, or impractical, to install a meter to measure the actual volume of sewage discharged to the sewerage system. For these customers, Council will estimate the volume of sewage and trade waste discharged to the sewerage system by applying a default discharge factor to the volume of potable water supplied to the property and measured at the water meter.

The SDF is the percentage of the water consumption of the property, as measured by the water meter, which is discharged to the sewerage system. The SDF includes all domestic, commercial and trade waste that enters the sewerage system from a property. Discharge factors may range from 0 to 100%, and in exceptional circumstances may even be greater than 100% if additional material is added to the waste stream as part of the production process.

The Trade Waste Discharge Factor (TWDF) is a percentage of the total water consumption of the property, as registered on the water meter supplying the property that is considered to be trade waste and is discharged with the general sewage flow from the property.

With respect to residential properties, Council's policy is to adopt a standard SDF for all residential properties as recommended by the NSW Government Pricing Guidelines. Council has adopted an SDF for all residential properties of 75%. This SDF will apply to all residential properties, including single standalone houses, duplex houses, block of flats and strata title units.

With respect to non-residential properties, a review of Council's flow monitoring data, industry standards and information supplied by other water authorities was used to develop default SDF and TWDFs for each of the business types that discharge into the sewerage system.

Council will adopt the default SDF or TWDF and use it for charges. Council, or the discharger, can initiate a review into the actual SDF and TWDFs applicable for the individual property. Council may change the discharge factors after advising the property owner. The discharger may apply to vary the factors applicable to the property. The discharger will be required to undertake a review of the factors and submit the review to Council. If Council accepts the review results, then the factor applicable to the property may be varied. In addition, the default may be varied and used for future dischargers. Any change in the factors leading to a reduction in the amounts charged will only apply in future, there will be no retrospective refund of previous amounts charged.

When reviewing a discharge factor, all water usage within the property will be considered. Examples of water supplied to a property and not returned to sewer include:

- Landscape and garden watering.
- Evaporation loss through air conditioning or boiler use.
- Dust suppression.
- Water added to products.
- Waste water that is removed off-site to a specialised receival facility (eg by tanker) that is deemed unsuitable for discharge to sewer.

When calculating an SDF, it may be necessary to include other sources of water which enters the sewerage system. These include storm diversion and waste product, the same is true of TWDFs, where stormwater, bore water or other sources are used in the process or activity.

While all non-residential properties will have an SDF only those properties generating trade waste will have a TWDF. Council's policy with respect to TWDF is to assign a default TWDF for each property in accordance with this Policy. If as a result of specific investigation Council is satisfied that the TWDF should be changed from the default value, then Council will change the TWDF and use the new TWDF for future charging.

In summary, Council's method of determining SDF and TWDFs is shown in the table below:

Determination of:	SDF	TWDF
Residential	All to be 75%	N/A
Non-residential	Default 60%	Default TWDF

Review of Discharge Factors

Council, or the property owner, may initiate a review of the SDF or the TWDF applied to a property if either party considers that the default factor is not appropriate for an individual property.

The property owner can initiate a review by completing the Discharge Factor Variation Application Form. Information that supports the application should be submitted with the application. However, additional information that Council considers necessary to assess the application may be requested. This information must be supplied at the applicant's cost. An example of the type of information that may be requested is additional flow monitoring data so as to verify the data supplied in the Water Usage Section of the application.

Council can also initiate a review. Council will give the property owner written advice that a review is to be conducted. Council will be responsible for costs associated with reviews it initiates.

Where Council believes, as a result of a review, that the current SDF or the current TWDF is not appropriate for a property, then the property will be assigned a new individual SDF or a new individual TWDF.

Where a discharge factor is varied from the default SDF or TWDF included with the Policy, or a previous discharge factor, the property owner will be advised in writing of the variation. The variation will be effective from the next charging period and will not be applied retrospectively.

If Council considers that the information does not justify a variation to the discharge factor, the applicant will be advised in writing. This advice will also outline the reasons for the decision.

Effluent Flow Meters

New customers proposing to discharge greater than 5000 L per day will be required to install an effluent flow meter. Customers who discharge a high strength waste, or wastewater volume greater than the volume of water supplied to the property, may also be required to install an effluent flow meter in accordance with Council's Liquid Trade Waste Policy.

Effluent flow meters must be maintained as per the manufacturer's recommendations and calibrated by a suitably qualified person as often as required to ensure the device records accurately. Maintenance and calibration records must be kept for at least five years and made available to Council's authorised officers on request.

Application of Charges

Under Council's Fees and Charges document an increase in water consumption will increase the water usage charge and will also increase the sewerage charge and the trade waste charge. This is a consequence of the sewage charge and the trade waste charge being determined as a percentage of the water consumption. This provides additional incentive to reduce water consumption in the first place.

Council may provide an adjustment for non-residential properties where a concealed leak has also increased sewer and/or trade waste usage charges, where the water loss was deemed to have not entered Council's sewer system, the adjustment will be 100% of the sewer and/or trade waste usage charges attributed to the calculated and/or estimated excess water as a result of the concealed leak or as otherwise determined by Council.

Requests for an adjustment to water usage charges and/or non-residential sewer usage charges due to a concealed leak must be applied in writing using the Concealed Leak Application (refer to Council's website) and adequate supporting documentation must accompany the application.

For more information, please refer to the concealed leaks section in Council's Water Supply Services Policy

Water Meters

The size of the water meter installed at a property is also used to calculate the applicable sewage charges. Applications to reduce the size of the water meter must be made in writing and accompanied by a hydraulic consultant's report detailing water demand parameters, including maximum pressure and flow rate required in accordance with all legislative requirements.

Meter Failure

In the absence of a meter, or if the meter fails to record water consumption, Council's Revenue Branch may make a reasonable estimate of water consumed and charge this estimated quantity. In estimating the water usage, Council may take into consideration previous consumption patterns, and any other factors that Council considers relevant.

In the event of an effluent flow meter failure, Council may make a reasonable estimate of the sewage discharge for the billing period. This estimate may be based on effluent and water meter readings, current water usage, previous consumption patterns, and any other factors that Council considers relevant. These considerations will be used to determine a discharge factor and calculate the sewage charge.

Disputes

The property owner may request a review of any Council decision on SDFs or TWDFs. This request must be made in writing to Council's Chief Executive Officer.

Council may request additional information from the property owner. Council will complete the review and advise the applicant within 10 working days of receipt of the request, and the result of all additional requested information.

Non-residential Sewerage and Liquid Trade Waste Fees and Charges

A discharge factor represents the percentage of the metered water consumption, which is discharged to the sewerage system from a non-residential property. There are two types of discharge factors:

- Sewer (SDF); and
- Liquid Trade Waste (TWDF).

Sewer Discharge Factor

The sewer discharge factor is the ratio of all wastewater discharged from a premises to the sewerage system to the total water consumption expressed as a percentage.

$$SDF = \left(\frac{Domestic + Trade\ Waste}{Total\ Water\ Consumption} \right) x\ 100$$

Trade Waste Discharge Factor

The TWDF is the ratio of the volume of liquid trade waste discharged into the sewerage system to the total water consumption expressed as a percentage.

$$TWDF = \left(\frac{Liquid\ Trade\ Waste}{Total\ Water\ Consumption} \right) x\ 100$$

Responsibilities

Position	Responsibility
Users	Understand and comply with the Sewerage Services Policy and related procedures. Follow the requirements of the Pressure Sewer Manual, especially for residents connected to pressure systems. Report any faults (eg alarms on pumping units) promptly.
Supervisors/Team Leaders/ Coordinators	Ensure that staff under their supervision are trained and aware of the policy requirements. Oversee compliance with procedures developed under the policy. Support frontline responses to sewerage infrastructure operations and maintenance.
Manager Operations Water Supply and Sewerage	Operational management of Council's sewerage infrastructure (eg mains, treatment plants, pumping units). Ensure service standards for maintenance and emergency response are met (eg 24-hour call-out for pressure systems).
Manager Strategy Water Supply and Sewerage	Maintain technical specifications, contribute to Development Servicing Plans, and coordinate long-term planning for sewer network extensions. Provide input to development assessments and consent conditions related to sewer infrastructure. Provide advice and approvals related to easements, encasement, and asset protection for sewer assets. Approve and supervise works, installations, and inspections related to property connections.

Position	Responsibility
Director Infrastructure	Final decision-making authority regarding: Sewerage service area designations. Denial or approval of sewer connections or technology types. Orders or penalties for policy non-compliance. Exceptional approvals (eg building over sewer mains). Endorses updates to Sewer Service Area maps. Oversees infrastructure strategy and budget implications.
Information Services	Maintain accurate data systems related to customer accounts, service areas, and sewer infrastructure. Support metering, billing integration, and asset mapping (particularly important for discharge factor calculations and network coverage).
People, Culture and Safety	Ensure WHS protocols are followed during installation and maintenance of sewer infrastructure Assist with training programs or safety inductions for field crews. Support compliance with legislative WHS obligations referenced in the policy.

Definitions

To assist in interpretation, the following definitions apply:

Term	Definition
Boundary valve kit	In pressure sewerage systems, a box incorporating valves and an inspection tee piece, typically inside the boundary of a property.
Developer charges	Charges made under a Development Servicing Plan, plus any other charges levied under Council's revenue associated with the connection of properties to the Dubbo Regional Council sewerage schemes.
Development Servicing Plan	A document which outlines the basis and amount of contributions payable when property development occurs. At the time of writing Council's Development Servicing Plan is titled *s64 Water and Sewerage Contributions Policy*.
Discharge factor	The proportion of water delivered to the property which is disposed of as sewage or liquid trade waste.
Discharger	The owner of the property, from which liquid waste is discharged to the sewage system.

Term	Definition
Dubbo Regional Council sewerage schemes	The system of sewer mains and downstream devices used to transport and treat sewage provided by Dubbo Regional Council (the Sewerage Authority).
Easement	An area of land, or part of a lot reserved by law for a specific purpose such as the containment of water or sewer assets.
Gravity sewer	A pipeline that drains sewage under the force of gravity.
Liquid trade waste	All liquid waste other than sewage of a domestic nature discharged to the sewerage system.
Maintenance hole	A vertical connection between a sewer main and the surface allowing access to the sewer main for maintenance or inspection. Otherwise known as an access chamber or manhole.
On-site sewerage system	A system where sewage is collected, treated and disposed of on the property on which it was generated. Examples include septic tanks and aerated water treatment systems.
Pressure sewerage system	A system where sewage on a property is collected in an onsite storage vessel and then pumped through pressurised pipes into the sewerage system. Also known as a low-pressure sewerage system.
Pressure sewerage pumping unit	The combination of storage vessel, pumps and controls installed on properties connected to a pressure sewerage system.
Pre-treatment device	A device used to remove solids, liquids or dissolved substances from liquid trade waste prior to discharge into the sewerage system.
Property connection	The pipeline joining the boundary point for a property to a sewer main. The property connection is owned and maintained by the Sewerage Authority.
Property service line	The pipeline linking private sewer plumbing and drainage to the property connection. In gravity sewerage systems this pipe is maintained by the property owner. In pressure sewerage systems, the pressurised pipeline is maintained by the Sewerage Authority.
Sewage	A liquid water produced by human society which typically contains washing water, laundry waste, faeces, urine and other liquid or semi-liquid wastes.
Sewerage	The system of sewers that convey sewage to a treatment plant. The term includes all pumps, pipelines, valves and associated infrastructure.
Sewers	Pipes that convey sewage under gravity.
Sewer junction	The intersection of a property connection with a sewer main.

Term	Definition
Sewer main	A pipeline owned by the Sewerage Authority which transports sewage from more than one property.
Sewer vent	A structure which allows gas to transfer to and/or from a sewer main.
Sewerage Authority	A council which has been appointed as the provider of sewerage services for a particular area. Specifically, it refers to the parts of the council which exercises those functions. Dubbo Regional Council is the Water Supply Authority for the Dubbo Local Government Area, under the supervision of State government regulators. This power is under the *Local Government Act 1993*, in particular Sections 56 to 66
Sewerage Service Area	The area provided or planned to be provided with sewerage services
Zone of influence	The region where an object such as a foundation or footing exerts pressure. At worst, the zone of influence boundary is a line 45^0 below horizontal extending from the edge of an object. A geotechnical engineer can provide advice as to whether it is appropriate to adopt a smaller zone of influence based onsite conditions. See Attachment 1 for an illustration of a zone of influence.

Appendices

Attachment 1: Sewerage and Trade Waste Discharge Factors and Non-residential Premises

Attachment 2: STD7252 'Construction of Sewer Mains Near Buildings Envelope'.

Attachment 3: Plants to Avoid Near Sewer Main

Appendix 1: Sewerage and Trade Waste Discharge Factors and Non-residential Premises

Discharger	*Discharge Factor*	
	Sewer	*Trade Waste*
Bakery with a residence attached[1]	95 70	25 18
Bed and Breakfast/Guesthouse (max. 10 persons)	75	N/A[2]
Boarding House	90	20
Butcher with a residence attached[1]	95 70	90 65
Cakes/Patisserie	95	50
Car Detailing	95	90
Car Wash	75	70[5]
Caravan Park (with commercial kitchen) Caravan Park (no commercial kitchen)	75 75	15 N/A[2]
Chicken/poultry shop (retail fresh, no cooking)	95	90
Charcoal Chicken	95	80
Club	95	30
Cold store	7	N/A[2]
Community hall (minimal food only)	95	N/A[2]
Correctional Centre	90	Note 6
Craft/Stonemason	95	80
Day Care Centre	95	N/A[2]
Delicatessen, mixed business (no hot food) with a residence attached[1]	95 70	N/A[2]
Dental Surgery with X-ray with a residence attached[1]	95 70	80 60
Fresh Fish Outlet	95	90
Hairdresser	95	N/A[2]
High School	95	25[5]
Hospital	95	30
Hostel	90	20
Hotel	100	25
Joinery	95	10
KFC, Red Rooster	95	80

Discharger	*Discharge Factor*	
	Sewer	*Trade Waste*
Laundry	95	92[5]
Marina	90	70
McDonalds Restaurant, Burger King, Pizza Hut	95	62
Mechanical Workshop[3]	95	70
Mechanical workshop with car yard	85	70
Medical Centre	95	25[5]
Motels small (breakfast only, no hot food)	90	N/A[2]
Motel (hot food prepared)	90	20
Nursing Home	90	30
Office Building	95	N/A
Optical Service	95	N/A[2]
Panel Beating/Spray Painting	95	70
Primary School	95	10[5]
Printer	95	85
Restaurant[4]	95	50
Self Storage	90	N/A
Service Station	90	70
Shopping Centre	85	30
Supermarket	95	70
Swimming Pool (commercial)	85	N/A[2]
Take Away Food	95	50
Technical College or University	95	Note 6
Vehicle Wash: Robo, Clean and Go, Gerni Type	95	90[5]
Veterinary (no X-ray), Kennels, Animal wash	80	N/A[2]

Notes:

[1] If a residence is attached, that has garden watering, the residential SDF should be applied.

[2] A trade waste usage charge is not applicable for this activity.

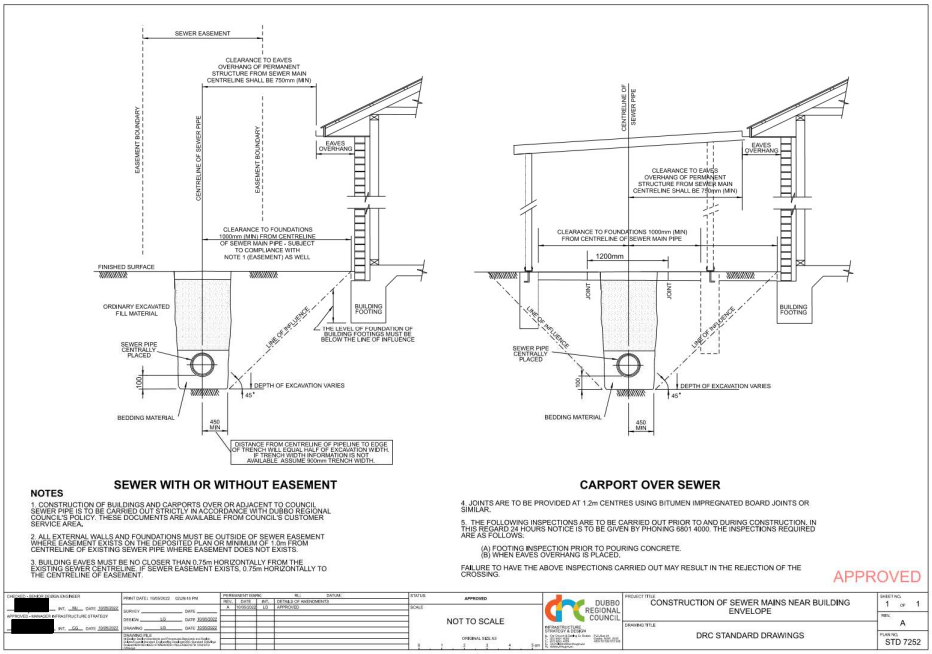
[3] Includes lawn mower repairer, equipment hire, hydraulics, radiator and transmission repair, etc.

[4] Includes café, canteen, bistro, etc.

[5] A trade waste usage charge applies if appropriate pre-treatment equipment has not been installed or has not been properly operated or maintained.

[6] A discharge factor to be applied on the basis of the relevant activity, eg food preparation/service, mechanical workshop, optical services, etc.

Appendix 2: STD7252 'Construction of Sewer Mains Near Building Envelope'.



Appendix 3: Plants to Avoid Near Sewer Main

Botanical Name	*Common Name*	*Damage Rating*
Kurrajong	Brachychiton populneus	Extreme
Desert Kurrajong	Brachychiton gregori	Extreme
Fig Trees & Rubber Plants	Ficus species	Extreme
Liquidambar, Sweet Gum	Liquidambar styraciflau	Extreme
Poplars	Populus species	Extreme
Willows	Salix species	Extreme
Box Elder Maple	Acer negundo	Very High
Sycamore	Acer pseudoplatanus	Very High
Norfolk island & Bunya Pines	Araucaria species	Very High
Illawarra Flame Tree	Brachychiton acerifolium	Very High
Casuarinas	Casuarina species	Very High
Coral Trees	Erythrina species	Very High
Large Gum Trees	Eucalyptus species	Very High
Jacaranda	Jacaranda species	Very High
Bay Laurel	Lauris noblis	Very High
Pine Trees	Pinus species	Very High
Plane Trees	Platanus acerifolia	Very High
Golden Robinia	Robinia pseudoacacia	Very High
Pepper Tree	Schinus molle	Very High
Bougainvillea's	Bougainvillea species.	High
Crimson Bottlebrush	Callistemon citron's (C. lanceolatus)	High
Claret Ash, Manna Ash	Fraximus ornus	High

Botanical Name	*Common Name*	*Damage Rating*
Silky Oak	Grevillea robustus	High
Grevilleas	Grevillea spp.	High
Hollies	Ilex species	High
Brush Box, Tristania	Lophostemon confetus	High
Magnolias	Magnolia species	High
Bracelet Honey Myrtle	Melaleuca armillaris	High
Oleander	Nerium oleander	High
Bamboos (non-clamping)	Phyllostachus species	High
Chinese Wisteria	Wisteria sinensis	High

Document Control

Responsible Officer:	Water Supply and Sewerage
Division:	Infrastructure
Prepared by:	Client Services
Version:	
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Effective:	TBC (ELT approval)

Previous Cover


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DUBBO REGIONAL COUNCIL

Council Policy

Liquid Trade Waste

REF DOC #

Contents

REF DOC #

Document Overview

Document Category	Council Policy
Policy Title	Liquid Trade Waste
Policy Statement	Council is committed to the responsible regulation of liquid trade waste discharges to its sewerage system. This Policy ensures the protection of public health, worker safety, the environment, and Council's infrastructure. It establishes a clear framework for approval, monitoring, and enforcement of trade waste discharges in accordance with NSW legislative and regulatory requirements.
Date	Document date (finished being put together)
Resolution Date	Date when the governing body/group has endorsed
Clause Number	Report clause number from InfoCouncil
Accountable Position	Director Infrastructure
Responsible Position	Manager Operations Water Supply and Sewerage
Branch	Operations Water Supply and Sewerage
Division	Infrastructure
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Consultation	Manager Operations Water Supply and Sewerage Water Supply and Sewerage Branch Community (public exhibition period) - TBC

Document Revision History	**Date**
Version 1	29 July 2025

REF DOC #

Purpose

This Policy sets out how Dubbo Regional Council will regulate sewerage and trade waste discharges to its sewerage system in accordance with the NSW Framework for Regulation of Sewerage and Trade Waste (Appendix E).

Sewerage systems are generally designed to cater for liquid waste from domestic sources that are essentially of predictable strength and quality. Council may accept liquid trade waste into its sewerage system as a service to businesses and industry.

Liquid trade wastes may exert much greater demands on sewerage systems than domestic sewage and, if uncontrolled, can pose serious problems to public health, worker safety, Council's sewerage system and the environment.

This Policy is consistent with the *Liquid Trade Waste Management Guidelines 2021* developed by the Water Utilities Branch of the Department of Climate Change, Energy, the Environment and Water (the Department):

https://www.industry.nsw.gov.au/__data/assets/pdf_file/0010/147088/trade-waste-management-guidelines.pdf

The objectives[1] of this Policy are to:

- Protect public and workers' health and safety and the environment.
- Protect Council's assets from damage.
- Minimise adverse impacts on sewage treatment processes.
- Assist Council in meeting regulatory and licence compliance.
- Promote water conservation, waste minimisation, cleaner production, effluent recycling and biosolids reuse.
- Provide an environmentally responsible liquid trade waste service to the non-residential sector.
- Ensure commercial provision of services and full cost recovery through appropriate sewerage and liquid trade waste fees and charges.

Related Information

This Policy provides relevant documents, standards and regulations that inform and support Council's Liquid Trade Waste Policy. These references ensure that liquid trade waste is managed in alignment with best practices, legal requirements and industry standards.

Related Legislation

Council provides sewerage services appropriate to the current and future needs of the local community in accordance with relevant acts, regulations and standards. Some of the relevant acts, regulations and standards are as follows:

[1] The above objectives are consistent with the *National Framework for Sewage Quality Management* in the *Australian Sewage Quality Management Guidelines, June 2012*, Water Services Association of Australia (WSAA).

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Protection of the Environment (Operations) Act 1997 and Regulations
- NSW Best-Practice Management of Water Supply and Sewerage Guidelines 2007
- Australian Sewage Quality Management Guidelines June 2012
- National Framework for Wastewater Source Management 2008
- Liquid Trade Waste Management Guidelines 2021
- Plumbing Code of Australia (2016)
- Australian Standards
- Public Health Act 2010

Scope

This Policy applies to all non-residential premises within the Dubbo Regional Council Local Government Area (LGA) that discharge liquid trade waste into Council's sewerage system. It includes industrial, commercial and community premises, as well as tankered waste. The Policy excludes domestic sewage and wastewater from residential kitchens, bathrooms and laundries.

Policy

This Policy has been developed to ensure proper control of liquid trade waste and hence protection of public health, worker safety, the environment and Council's sewerage system. The Policy also promotes waste minimisation, water conservation, water recycling and biosolids reuse.

In addition, approval, monitoring and enforcement processes for liquid trade wastes discharged to Council's sewerage system and the levying of commercial sewerage and liquid trade waste fees and charges are described in this document. The procedure for liquid trade waste approval is governed by Chapter 7 of the Local Government Act.

Under section 68 of the *Local Government Act 1993* (Act), a person wishing to discharge liquid trade waste to the sewerage system must obtain prior approval from Council. Discharge of liquid waste other than domestic sewage without prior approval is an offence under section 626 of the Act.

What is Liquid Trade Waste

Liquid trade waste is defined in the Local Government (General) Regulation 2005 as below:

"Liquid trade waste means all liquid waste other than sewage of a domestic nature".

Liquid trade waste discharges to the sewerage system include liquid wastes from:

- Industrial premises.
- Business/commercial premises (eg beautician, florist, hairdresser, hotel, motel, restaurant, butcher, supermarket, etc).

- Community/public premises (including clubs, school, college, university, hospital and nursing home).
- Any commercial activities carried out at a residential premises.
- Saleyards, racecourses and stables and kennels that are not associated with domestic households.
- Tankered human waste, ship-to-shore waste from marina pump-out facilities, portable toilet waste and established sites for the discharge of pan contents from mobile homes/caravans.
- Any other waste tankered to the sewerage facilities (eg commercial or industrial waste from un-sewered areas).

Liquid trade waste excludes:

- Toilet, hand wash basin (used for personal hygiene only), shower and bath waste derived from all the premises and activities mentioned above.
- Wastewater from residential toilets, kitchens, bathrooms or laundries (ie domestic sewage).
- Wastewater from common laundry facilities in caravan parks. Note: That discharges from common kitchen facilities in caravan parks are liquid trade waste.
- Residential pool backwash.

This Policy comprises three parts:

- Part 1: Exemptions

  Specifies the circumstances in which a person is exempt from the necessity to apply for an approval to discharge liquid trade waste to Council's sewerage system.
- Part 2: Criteria for Approval to Discharge Liquid Trade Waste Into Council's Sewerage System

  Specifies the criteria which Council will take into consideration in determining whether to permit or refuse a liquid trade waste approval.
- Part 3: Matters Relating to Liquid Trade Waste Approvals

  Specifies the application procedure and approval process, liquid trade waste discharge categories and applicable fees and charges, the NSW Framework for Regulation of Sewerage and Trade Waste, alignment with the *National Framework for Wastewater Source Management* and other relevant information.

Part 1: Exemptions

The list of discharges exempt from obtaining Council's approval is provided in Appendix B. These discharges are known as 'Deemed to be Approved'. Each such discharger must meet the standard requirements specified in Appendix A.

Part 2: Criteria for Approval to Discharge Liquid Trade Waste Into Council's Sewerage System

Factors for Consideration

Council's decision to accept liquid waste into its sewerage system will be based on the discharger satisfying Council's requirements. Therefore, when determining an application to discharge liquid waste to the sewerage system, Council will consider the following factors:

- The potential impacts of the proposed discharge on Council's ability to meet the objectives outlined in this document.
- The adequacy of the pre-treatment process(es) to treat the liquid trade waste to a level acceptable for discharge to the sewerage system, including proposed contingency measures in an event of the pre-treatment system failure.
- The capability of the sewerage system (reticulation and treatment components) to accept the quantity and quality of the proposed liquid waste.
- The adequacy of chemical storage and handling facilities, and the proposed safeguards for prevention of spills and leaks entering the sewerage system.
- The adequacy of the proposed Due Diligence Program and Contingency Plan, where required.
- Proposed management of prohibited substances and other liquid waste not planned to be discharged to the sewerage system and safeguards to avoid any accidental discharge.
- The potential for stormwater entering the sewerage system and adequacy of proposed stormwater controls.
- The potential for growth of the community.

Discharge Quality

Council's acceptance limits for liquid trade waste discharges are set out in Table 1 below. These limits are consistent with the acceptance limits specified in the *Liquid Trade Waste Management Guidelines, 2021* by the Department of Planning, Industry and Environment.

Parameter	Limits
Flow Rate	The maximum daily and instantaneous rate of discharge (kL/h or L/s) is determined based on the available capacity of the sewer. Large discharges are required to provide a balancing tank to even out the load on the sewage treatment works.
BOD_5	Normally approved at 300 mg/L. Concentrations up to 600 mg/L may be accepted.
Suspended Solids	Normally approved at 300 mg/L. Concentrations up to 600 mg/L may be accepted.

Parameter	Limits
COD	Normally, not to exceed BOD_5 by more than three times. This ratio is given as a guide only to prevent the discharge of non-biodegradable waste.
Total Dissolved Solids	Up to 4000 mg/L may be accepted. The acceptance limit may be reduced depending on available effluent disposal options and may be subjected to a mass load limit.
Temperature	Less than 38°C.
pH	Within the range 7.0 to 9.0.
Oil and Grease	100 mg/L if the volume of the discharge does not exceed 10% of the design capacity of the treatment works and 50 mg/L if the volume is greater than 10%.
Detergents	All detergents are to be biodegradable. A limit on the concentration of 50 mg/L (as Methylene Blue Active Substances (MBAS)) may be imposed on large liquid trade wastes discharges.
Colour	Colour should be biodegradable. No visible colour when diluted to the equivalent dilution afforded by domestic sewage flow. Specific limits may be imposed on industrial discharges where colour has a potential to interfere with sewage treatment processes and the effluent management.
Radioactive Substances	If expected to be present (eg Iodine131 from ablation), acceptance requirements will be set on a case by case assessment.

Table 1. Acceptance limits for liquid trade waste into the sewerage system

Acceptance Limits for Inorganic and Organic Compounds		Maximum Concentration (mg/L)
Inorganic compounds	Ammonia (as N)	50
	Boron	5
	Bromine	5
	Chlorine	10
	Cyanide	1
	Fluoride	30
	Nitrogen (total Kjeldahl)	100

Acceptance Limits for Inorganic and Organic Compounds		Maximum Concentration (mg/L)
	Phosphorus (total)	20
	Sulphate (as SO_4)	500
	Sulphide (as S)	1
Organic compounds	Benzene	< 0.001
	Toluene	0.5
	Ethylbenzene	1
	Xylene	1
	Formaldehyde	30
	Phenolic compounds non-halogenated	1
	Petroleum Hydrocarbons[2] C_6-C_9 (flammable) Total Recoverable Hydrocarbons (TRH)	 5 30
	Pesticides general (except organochlorine and organophosphorus)	0.1
	Polynuclear Aromatic Hydrocarbons (PAH)	5

Table 2. Acceptance Limits for Inorganic and Organic Compounds

Acceptance Limits for Metals	Maximum Concentration (mg/L)	Allowed Daily Mass Limit (g/d)
Aluminium	100	
Arsenic	0.5	2
Cadmium	1	5

[2] Always ask a laboratory to carry out a silica gel clean up, if other than petroleum products are expected to be present in a liquid trade waste sample (eg animal fats, plant oil, soil, etc).

Acceptance Limits for Metals	Maximum Concentration (mg/L)	Allowed Daily Mass Limit (g/d)
Chromium[3]	3	10
Cobalt	5	15
Copper	5	15
Iron	100	
Lead	1	5
Manganese	10	30
Mercury	0.01	0.05
Molybdenum	5	15
Nickel	1	5
Selenium	1	5
Silver	2	5
Tin	5	15
Zinc	1	5
Total heavy metals excluding aluminium, iron and manganese	Less than 30 mg/L and subject to total mass loading requirements	

Table 3. Acceptance Limits for Metals

Notes:

1. Acceptance limits for substances not listed in above tables will be determined on a case-by-case basis.
2. The quality of liquid trade waste from some low-risk commercial activities in Classification A and B will exceed acceptance limits listed in the above table. As a higher level of pre-treatment is not cost-effective, such waste is acceptable if the discharger installs, maintains and properly operates the required onsite pre-treatment. Similarly, septic and pan waste may exceed some acceptance limits.

[3] Where hexavalent chromium (Cr^{6+}) is present in the process water, pre-treatment will be required to reduce it to the trivalent state (Cr^{3+}), prior to discharge into the sewer.

3. The analytical testing methods for the above parameters should be in accordance with the Australian Sewage Quality Management Guidelines, June 2012, WSAA and Council's requirements.

Prohibited or Restricted Substances and Waste

Substances prohibited from being discharged into the sewerage system unless they are specifically approved under section 68 of the Act are listed in Table 2. Refer to Appendix B for detailed description of substances and discharges either prohibited or restricted.

Waste Prohibited from Discharge to the Sewerage System
• Organochlorine weedicides, fungicides, pesticides, herbicides and substances of a similar nature and/or wastes arising from the preparation of these substances.
• Organophosphorus pesticides and/or waste arising from the preparation of these substances.
• Per-fluoroalkyl and poly-fluoroalkyl substances (PFAS).
• Any substances liable to produce noxious or poisonous vapours in the sewerage system.
• Organic solvents and mineral oil#.
• Any flammable or explosive substance#.
• Discharges from bulk fuel depots.
• Discharges from chemicals and/or oil storage area.
• Natural or synthetic resins, plastic monomers, synthetic adhesives, rubber and plastic emulsions.
• Roof rain, surface, seepage or ground water, unless specifically permitted (clause 137A of the Local Government (General) Regulation 2005.
• Solid matter#.
• Disposable products including wet wipes, cleaning wipes, colostomy bags, cat litter and other products marketed as flushable.
• Any substance assessed as not suitable to be discharged into the sewerage system.
• Liquid waste that contains pollutants at concentrations which inhibit the sewage treatment process (refer to Australian Sewage Quality Management Guidelines, June 2012, WSAA).
• Any other substances listed in a relevant regulation.

Table 4. Waste Prohibited from Discharge to the Sewerage System

In excess of the approved limit

Other Substances/Discharges Either Prohibited or Restricted

- Stormwater from open areas.
- Contaminated groundwater.
- Discharge from float tanks.

- Discharge from new service station forecourts and other refuelling points.
- Discharge of liquid waste arising from liquefaction and/or pulverisation of solid waste by physical or chemical processes (eg macerators, alkaline hydrolysis).
- Discharge from solid food waste processing units (eg digesters/composters, etc).
- Use of additives in pre-treatment systems.

Refer to Appendix B of this Policy for further details on limitations and restrictions applicable to above discharges (Chapter 3 of the *NSW Liquid Trade Waste Management Guidelines, 2021)*.

Part 3: Matters Relating to Liquid Trade Waste Approvals

Application Procedures and Approval Process

Under section 68 of the Local Government Act 1993, Council's written approval is required prior to commencing discharging liquid trade waste to its sewerage system. Application forms are available from Council's website: https://www.dubbo.nsw.gov.au

The applicant must lodge a trade waste application and provide all requested information. A trade waste application is not required to discharge liquid trade waste from 'Deemed to be Approved' activities listed in Appendix A.

Who Can Lodge an Application

The applicant must be either the owner or the occupier of the premises. If the applicant is not the owner of the premises, the owner's consent to the application is required.

Council's Process in Determination of Applications

Council may request an applicant to provide further information to enable determination of the application.

Approval of Applications

Council will notify the applicant where an application is approved, including any conditions of the approval and reasons for such conditions. The duration of the approval will be as stated in the approval.

In accordance with section 107 of the Local Government Act, an applicant may make a minor amendment, or withdraw, an application before it is approved by Council. An applicant may also apply to Council to renew or extend an approval.

Refusal

If an application is refused, Council will notify the applicant of the grounds for refusal.

Under section 100 of the Act the applicant may request a review of Council's determination. Under section 176 of the Act, should the applicant be dissatisfied with Council's determination they may appeal to the Land and Environment Court within 12 months.

Change of Approval Holder

An approval to discharge liquid trade waste to Council's sewerage system is not transferable. A new application must be lodged, and a new approval must be obtained if there is a change of the approval

holder. Council must be notified of change of ownership and/or occupier in all cases, whether a new approval is required or not, to allow updating of records.

Validity of an Existing Approval

A new approval is required where there is a change of:

- Approval holder (either owner or occupier can be an approval holder).
- Activity generating the waste.
- The quantity or the nature of liquid trade waste.
- Approval conditions.

Modification and Revocation of Approvals

Council reserves the right to modify or revoke an approval to discharge liquid trade waste to the sewerage system under the circumstances described in section 108 of the *Local Government Act 1993*.

Concurrence

If Council supports an application and has a notice stating that concurrence of the Secretary, NSW Department of Planning, Industry and Environment can be assumed for the liquid trade waste relevant to the application, Council will approve the application. Otherwise, Council will seek concurrence to its approval.

For concurrence purposes, liquid trade waste discharges are divided into four classifications:

Concurrence Classification A: Liquid trade waste for which Council has been authorised to assume concurrence to the approval subject to certain requirements.

Concurrence Classification B: Liquid trade waste for which Council may apply for authorisation to assume concurrence to the approval subject to certain requirements.

Concurrence Classification S: The acceptance of septic tank, pan waste and ship-to-shore pump-out etc. Council may apply for authorisation to assume concurrence to the approval subject to certain conditions.

Concurrence Classification C: All other liquid trade wastes that do not fall within Concurrence Classification A, B or S above, and therefore requires Council to forward the application for concurrence.

Appendix D (refer to appendices below) lists the type of discharges that Council have assumed concurrence (ie that Council can approve without seeking concurrence from the Department).

Tracking and Servicing Pre-treatment Devices

The Liquid Trade Waste Approval specifies pre-treatment devices to be installed and the minimum service frequency of such devices approved by Council. Council will inspect pre-treatment devices to ensure compliance within the Liquid Trade Waste Approval.

Council will install a barcode at each device to enable tracking of pre-treatment servicing. Waste transport companies will scan the barcode and this information will be automatically updated to Council's database.

Council will receive the following information for tracking each pre-treatment device:

- Barcode number.
- Date serviced.
- Waste transport company that carried out the service.
- Any faults identified with the service (faulty lid, broken baffles, debris, etc).

By managing this data, Council will know when the next service is due, or if any faults were identified. Council will send correspondence in regard to any servicing and/or faults identified.

Sewerage and Liquid Trade Waste Fees and Charges

Council provides sewerage and liquid trade waste services on a commercial basis, with full cost recovery through sewerage and liquid trade waste fees and charges. Council implements best practice pricing for non-residential sewerage and liquid trade waste services to ensure that dischargers bear a fair share of the cost of providing sewerage services and to facilitate appropriate pre-treatment, waste minimisation and water conservation.

The current sewerage and liquid trade waste fees and charges are provided on Council's website: https://www.dubbo.nsw.gov.au.

Council's liquid trade waste fees and charges may include:

- General fees and charges (application fee, annual liquid trade waste fee, inspection and/or re-inspection fees and renewal fee).
- Category specific charges (trade waste usage charges for Charging Category 2 discharges, excess mass charges for Charging Category 3 discharges, charges for Charging Category 2S discharges and non-compliance charges).
- Other charges related to the nature of waste (charges for the discharge of stormwater from large areas, food waste disposal charges, etc).

A detailed description of the liquid trade waste fees and charges and the methodology of calculating them are provided in Appendix C.

Liquid Trade Waste Charging Categories

For charging purposes there are four liquid trade waste charging categories:

Category 1: Discharges requiring minimal pre-treatment, or prescribed pre-treatment but low impact on the sewerage system. These dischargers will only pay an annual fee. If pre-treatment equipment is not provided or maintained, non-compliance charges will be applied.

Category 2: Discharges with prescribed pre-treatment[4] and other activities listed under this charging category in Appendix C. These dischargers will pay a trade waste usage charge and annual trade waste fee. If pre-treatment equipment is not provided or not maintained, then such dischargers will be required to pay non-compliance usage charge.

Category 2S: Transporters who tanker human waste to Council's Sewerage Treatment Works (STWs), facility owners/operators of ship-to-shore pump out facilities and owners/operators of 'dump points' directly connected to sewer.

[4] Excludes activities in Category 1.

Category 3: Large (>20 kL/d) and industrial discharges (excluding shopping centres and institutions). Such dischargers will pay excess mass charges. If the discharge fails to comply with Council's acceptance limits, dischargers will be required to pay non-compliance excess mass charges and pH charges.

Note: That these charging categories are different to the four classifications that have been established for concurrence purposes (ie Classification A, B, C and S). The relationship between concurrence classifications and charging categories are shown in Figure 1 in Appendix C.

Non-compliance Liquid Trade Waste Charges

Council may apply non-compliance trade waste charges in order to encourage compliance (refer to Appendix C for further details of non-compliance charges for different charging categories).

Council will continue applying non-compliance charges until the discharge meets Council's approved quality (or the Liquid Trade Waste Policy) limits, within the timeframe determined by Council for remedying the problem. If the discharger fails to rectify the problem within an agreed timeframe, the discharger may be required to cease discharging liquid trade waste into Council's sewerage system. Council may also consider issuing a penalty infringement notice to a non-compliant discharger or may prosecute the discharger.

Other Applicable Liquid Trade Waste Charges

Additional fees and charges may be levied by Council if wastewater is discharged to Council's sewerage system from the following equipment and/or processes, with Council's approval:

- Discharge of stormwater to the sewerage system from large open areas, or large quantities of groundwater (refer to Appendix C for further details).

Summary of Category Specific Liquid Trade Waste Fees and Charges

The summary of fees and charges are indicated in Table 3 below:

Fee/Charge	Category 1	Category 2	Category 3	Category 2S
Application fee	Yes[5]	Yes	Yes	Yes
Annual non-residential sewerage bill with appropriate sewer usage charge/kL	Yes	Yes	Yes	No
Annual liquid trade waste fee	Yes[6]	Yes	Yes	Variable[7]
Re-inspection fee (when required)	Yes	Yes	Yes	Optional[8]
Trade waste usage charge/kL	No	Yes	No	No
Human waste disposal charge/kL	No	No	No	Yes

[5] Not applicable for discharges listed as 'Deemed to be Approved'.
[6] May not be applicable for discharges listed as 'Deemed to be Approved'.
[7] Refer to Appendix C for guidance on applying annual fees to Category 2S discharges.
[8] Applicable if re-inspection of facilities is required (eg ship-to-shore pump-out facility).

Fee/Charge	Category 1	Category 2	Category 3	Category 2S
Excess mass charges/kg	No	No	Yes	No
Non-compliance trade waste usage charge/kL	Yes[9]	Yes[10]	No	No
Non-compliance excess mass/kg and pH charges/kL (if required)	No	No	Yes	No

Table 5. Summary of Liquid Trade Waste Fees and Charges

Note: ***Other applicable charges*** are not included in this Table (refer to Appendix C).

Responsibility for Payment of Fees and Charges

Property/land owners are responsible for the payment of fees and charges for water supply, sewerage and liquid trade waste services. This includes property owners of marinas, caravan parks, etc.

Where another party (lessee) leases premises, any reimbursement of the lessor (property owner) for such fees and charges is a matter for the lessor and the lessee.

In relation to tankered human waste, transporters who collect and discharge waste at the STW are responsible for the payment. A waste transporter who tankers liquid trade waste to the STW may pay only the liquid trade waste fees and charges as non-residential sewerage fees are not applicable.

Note: That a liquid trade waste discharger (except for tankered waste) pays both the non-residential sewerage charges and liquid trade waste fees and charges.

The NSW Framework for Regulation of Sewerage and Trade Waste

The NSW framework for regulation of sewerage and trade waste and the alignment with the national framework for wastewater source management are listed in Appendix E.

Enforcement of Approvals and Agreements

If the discharge is not approved, or fails to comply with the approval conditions, the discharger is subject to prosecution and imposition of fines under the *Local Government Act 1993* (under section 626 and section 627).

The above offences are also prescribed as penalty notice offences under the Act and Council may issue a penalty infringement notice (ie on the spot fine) to such discharger (refer to Schedule 12 of the Local Government (General) Regulation 2005).

In addition to fines, Council may recover costs of damages and fines incurred by Council as a result of an illegal liquid waste discharge. Temporally suspension or cease discharge may also be required.

Note: That sections 628 and 634 to 639 also lists other offences related to water, sewerage and stormwater drainage.

[9] Non-compliance trade waste usage charge, if the discharger fails to install or properly maintain appropriate pre-treatment equipment (refer to Council's Fees and Charges document).

Polluting of any waters by a discharger of liquid trade waste who does not have Council approval, or who fails to comply with the conditions of the approval is also an offence under section 120 (1) of the *Protection of the Environment Operations Act 1997*. In addition, under section 222 of this Act, Council may issue a penalty infringement notice to such a discharger.

Prevention of Waste of Water

Water must be used efficiently and must be recycled where practicable. It is an offence under section 637 of the *Local Government Act 1993* and its Regulation (refer to Appendix F) to waste or misuse water.

Dilution of liquid trade waste with water from any non-process source including Council's water supply, bore water, groundwater, stormwater as a means of reducing pollutant concentration is therefore strictly prohibited.

Effluent Improvement Plans

Where the quality of liquid trade waste discharged does not meet Council's requirements, the applicant may be required to submit an Effluent Improvement Plan setting out how Council's requirements will be met. The proposed plan must detail the methods/actions proposed to achieve the discharge limits and a timetable for implementation of the proposed actions. Such actions may include more intensive monitoring, improvements to work practices and/or pre-treatment facilities to improve the effluent quality and reliability.

Due Diligence Programs and Contingency Plans

A discharger may be required to submit a due diligence program and a contingency plan for some liquid trade waste discharges (generally in Concurrence Classification C, Charging Category 3) where it is considered that the discharge may pose a potential threat to the sewerage system. If required, a due diligence program and contingency plan must be submitted to Council within the time specified in the liquid trade waste approval.

Responsibilities

Position	Responsibility
Users	Ensure compliance with approval conditions and maintain pre-treatment equipment.
Supervisors/Team Leaders/ Coordinators	Monitor operational compliance and report non-conformances.
Manager Operations Water Supply and Sewerage	Oversee implementation of the policy, approvals, and enforcement actions.
Director Infrastructure	Provide strategic oversight and ensure alignment with Council's infrastructure goals.

REF DOC #

Position	Responsibility
Information Services	Maintain systems for tracking pre-treatment servicing and data management.

Definitions

To assist in interpretation, the following definitions apply:

Term	Definition
Assumed Concurrence	Councils with significant experience in liquid trade waste regulation are encouraged to apply to the Secretary, Department of Planning, Industry and Environment seeking to obtain concurrence for Council's approval for Classification B and Classification S discharges. If granted, Council will no longer need to forward such applications to the department for concurrence, provided that Council complies with the conditions outlined in the notice of concurrence.
Automatic Assumed Concurrence	Council has been granted assumed concurrence for approval for Classification A discharges, provided that Council complies with conditions outlined in the notice of concurrence. Such applications may be approved by Council without forwarding the application to the Department for concurrence.
Biochemical Oxygen Demand (BOD_5)	The amount of oxygen utilised by micro-organisms in the process of decomposition of organic material in wastewater over a period of five days at 20°C. In practical terms, BOD is a measure of biodegradable organic content of the waste.
Bio Solids	Primarily organic solid product produced by sewage processing. Until such solids are suitable for beneficial use, they are defined as wastewater solids or sewage sludge.
Blackwater	Wastewater containing human excrement (ie faeces, urine).

Term	Definition
Bunding	Secondary containment provided for storage areas, particularly for materials with the propensity to cause environmental damage.
Chemical Oxygen Demand (COD)	A measure of oxygen required to oxidise organic and inorganic matter in wastewater by a strong chemical oxidant. Wastewaters containing high levels of readily oxidised compounds have a high COD.
Chemical Toilet	Toilets in which wastes are deposited into a holding tank containing deodorizing or other chemicals. Stored wastes must be pumped out periodically.
Commercial Retail Discharge	Commercial discharges can be described as wastes that are discharged from businesses dealing directly with the public.
Commercial Catering	A commercial caterer is typically a stand-alone operation and prepares food for consumption off-site. These types of businesses typically cater to wedding functions, conferences, parties, etc. This definition does not apply to a food processing factory supplying pre-prepared meals to a third party.
Concurrence	Under section 90(1) of the *Local Government Act 1993* and cl. 28 of the Local Government (General) Regulation 2005, Council must obtain the written concurrence of the Secretary of the Department of Planning Industry and Environment prior to approving the discharge of liquid trade waste to Council's sewerage system. The Department's Water Utilities Branch provides concurrence on behalf of the Secretary.
Contingency Plan	A set of procedures for responding to an incident that will affect the quality of liquid trade waste discharged to the sewerage system. The plan also encompasses procedures to protect the environment from accidental and unauthorised discharges of liquid trade waste, leaks and spillages from stored products and chemicals.

Term	Definition
The Department	The term 'Department' in this document refers to the state agency responsible for granting concurrence to Council's approval to discharge liquid trade waste to Council's sewerage system (under Clause 28 of the Local Government (General) Regulation 2021. Currently, it is the Department of Climate change, Energy, the Environment and Water.
Due Diligence Program	A plan that identifies potential health and safety, environmental or other hazards (eg spills, accidents or leaks) and appropriate corrective actions aimed at minimising or preventing the hazards.
Effluent	The liquid discharged following a wastewater treatment process.
Effluent Improvement Plan (EIP)	The document required to be submitted by a discharger who fails to meet the acceptance limits set down in Council's approval conditions and/or liquid trade waste agreement. The document sets out measures taken by a discharger in order to meet the acceptance limits within the agreed timeframe.
Fast Food Outlet	A food retailing business featuring a very limited menu, precooked or quickly prepared food and take-away operations. Premises of this nature include KFC, McDonalds, Red Rooster, Pizza Hut, Hungry Jacks, Burger King, etc.
Galley Waste	Liquid waste from a kitchen or a food preparation area of a vessel; not including solid wastes.
Grey Water	Wastewater from showers, baths, spas, hand basins, laundry tubs, washing machines, dishwashers or kitchen sinks.
Heavy Metals	Metals of high atomic weight which in high concentrations can exert a toxic effect and may accumulate in the environment and the food chain. Examples include mercury, chromium, cadmium, arsenic, nickel, lead and zinc.

Term	Definition
Housekeeping	A general term, which covers all waste minimisation activities connected within the premises as part of its operation.
Industrial Discharges	Industrial liquid trade waste is defined as liquid waste generated by industrial or manufacturing processes.
Liquid Trade Waste	Liquid trade waste means all liquid waste other than sewage of a domestic nature.
Mandatory Concurrence	For the liquid waste in Classification C, councils need to obtain concurrence for approval of each discharge. The Water Utilities Branch of the Department of Planning, Industry and Environment provides concurrence on behalf of the Department's Secretary.
Methylene Blue Active Substances (MBAS)	These are anionic surfactants (see surfactants definition) and are called MBAS as their presence and concentration are detected by measuring the colour change in a standard solution of methylene blue dye.
Minimal Pre-treatment	For the purpose of this Policy includes sink strainers, basket arrestors for sink and floor waste, plaster arrestors and fixed or removable screens.
Mixed Business	A general store that sells a variety of goods and may also prepare some food.
Open Area	Any unroofed process, storage, washing or transport area potentially contaminated with rainwater and substances which may adversely affect the sewerage system or the environment.
Pan	For the purpose of this Policy 'pan' means any moveable receptacle kept in a closet and used for the reception of human waste.

Term	Definition
PFAS	A group of manufactured chemicals, containing a component with multiple fluorine atoms, with many specialty applications. Examples are perfluorooctane sulfonate (PFOS) and perfluorooctanoic acid (PFOA). They are used in a range of products such as textiles, leather, cosmetics, non-stick coatings in cookware, food packaging, and in some types of fire-fighting foam. These chemicals take a long time to break down in humans and the environment and their persistence and bioaccumulation potential pose concerns for the environment and for human health.
pH	A measure of acidity or alkalinity of an aqueous solution, expressed as the logarithm of the reciprocal of the hydrogen ion (H^+) activity in moles per litre at a given temperature; pH 7 is neutral, below 7 is acidic and above 7 is alkaline.
Pit Latrine/Long-drop Toilet/Pit Toilet	A type of toilet that collects faeces and urine directly into a tank or a hole in the ground.
Portable Toilet	Toilet in which wastes are deposited into a holding tank used on construction sites, caravans, motor homes, boats, trains and at outdoor gatherings. If chemicals are used to control odours, it is referred to as a chemical toilet.
Premises	Has the same meaning as defined in the *Local Government Act, 1993* dictionary and includes any of the following: • A building of any description or any part of it and the appurtenances to it. • Land, whether built on or not. • A shed or other structure. • A tent. • A swimming pool. • A ship or vessel of any description (including a houseboat). • A van.

Term	Definition
Prescribed Pre-treatment Equipment	Is defined as standard non-complex equipment used for pre- treatment of liquid trade waste (eg a grease arrestor, an oil arrestor/separator, solids arrestor, cooling pit (refer to Table 8 of Liquid Trade Waste Regulation Guidelines, 2021)).
Regional NSW	The area of the State that are not serviced by Sydney Water Corporation or the Hunter Water Corporation.
Secretary	The Head of the NSW Department of Industry and Environment.
Septage	Material pumped out from a septic tank during desludging; contains partly decomposed scum, sludge and liquid.
Septic Tank	Wastewater treatment device that provides a preliminary form of treatment for wastewater, comprising sedimentation of settle-able solids, flotation of oils and fats, and anaerobic digestion of sludge.
Septic Tank Effluent	The liquid discharged from a septic tank after treatment.
Sewage Management Facility	A human waste storage facility or a waste treatment device intended to process sewage and includes a drain connected to such a facility or device.
Sewage of Domestic Nature	Includes human faecal matter and urine and wastewater associated with ordinary kitchen, laundry and ablution activities of a household, but does not include waste in or from a sewage management facility.
Sewerage System	The network of sewage collection, transportation, treatment and by-products (effluent and bio solids) management facilities.
Ship-to-Shore Pump-out	Liquid waste from a vessel that may be considered for disposal to the sewerage system. This includes on-board toilet waste, galley waste and dry dock cleaning waste from maintenance activities.

Term	Definition
Sludge	The solids that are removed from wastewater by treatment.
Stormwater Run-off	Run-off resulting from rainfall.
Surfactants	The key active ingredient of detergents, soaps, emulsifiers, wetting agents and penetrants. Anionic surfactants react with a chemical called methylene blue to form a blue-chloroform- soluble complex; the intensity of colour is proportional to concentration.
Suspended Solids (SS)	The insoluble solid matter suspended in wastewater that can be separated by laboratory filtration and is retained on a filter.
Total Dissolved Solids (TDS)	The total amount of dissolved material in the water.
Total Recoverable Hydrocarbons (TRH)	Both biological and petroleum hydrocarbons which have been extracted (recovered) from a sample. TRH are equivalent to the previously reported Total Petroleum Hydrocarbons (TPH). TRH is reported in fractions with Carbon chain ($C_6 - C_{40}$). TRH with carbon chain $C_6 - C_{10}$ are flammable.
Waste Minimisation	Procedures and processes implemented by industry and business to modify, change, alter or substitute work practices and products that will result in a reduction in the volume and/or strength of waste discharged to sewer.

Appendices

Appendix A: Deemed to be Approved Activities

The list of discharges exempt from obtaining Council's approval (ie considered as 'Deemed to be Approved') is shown in Table A1. Each such discharger must meet standard requirements specified in this Table.

Activity Generating Waste	Requirements
Beautician	Solvents not to be discharged to sewer.

REF DOC #

Activity Generating Waste	Requirements
Bed and breakfast (not more than 10 persons including proprietor)	Sink strainers in food preparation areas. Housekeeping practices (see Note 4).
Cooling tower <500L/h	No chromium-based products to be discharged to the sewer.
Crafts ceramic, pottery, etc (including hobby clubs)	
Flows <200 L/d	Nil.
Flows 200-1,000 L/d	Plaster arrestor required.
Day care centre (no hot food prepared)	Sink strainers in food preparation areas. Housekeeping practices (see Note 4). Nappies, wet wipes are not to be flushed into the toilet.
Delicatessen (no hot food prepared)	Sink strainers in food preparation areas. Housekeeping practices (see Note 4).
Dental technician	Plaster arrestor required.
Dental mobile (no amalgam waste)	Nil.
Dog/cat grooming/animal wash only	Dry basket arrestor for floor waste outlets and sink strainer required (see Note 3). Animal litter and any disposable waste products must not be discharged to sewer. Organophosphorus pesticides are prohibited to be discharged to sewer.
Florist	Dry basket arrestor for floor waste outlet and sink strainer required. Herbicides/pesticides are not permitted to be discharged to sewer.
Fruit and vegetable – retail	Dry basket arrestor for floor waste outlet and sink strainer required (see Note 3).
Hairdressing	Dry basket arrestor for floor waste outlet and sink strainer, hair trap.

Activity Generating Waste	Requirements
Jewellery shop	
Miniplater	Miniplater vessel to contain no more than 1.5 L of precious metal solution.
Ultrasonic washing	Nil.
Precious stone cutting	If : < 1000 L/d plaster arrestor required. > 1000 L/d general purpose pit required.
*Medical centre/doctor surgery/physiotherapy *(only if plaster cast are made onsite)	Plaster arrestor required if plaster of paris casts are used.
Mixed business (minimal hot food)	Dry basket arrestor for floor waste outlet and sink strainer required (see Note 3). Housekeeping practices (see Note 4).
Mobile cleaning units	
Carpet cleaning	20 micron filtration system fitted to a mobile unit.
Garbage bin washing	Dry basket arrestor for floor waste outlet required. Discharge via grease arrestor (if available).
Motel (no hot food prepared and no laundry facility)	Dry basket arrestor for floor waste outlet and sink strainer required (see Note 3). Housekeeping practices (see Note 4).
Nut shop	Dry basket arrestor for floor waste outlet and sink strainer required (see Note 3).
Optical service - retail	Solids settlement tank/pit required.
Pet shop – retail	Dry basket arrestor for floor waste outlet and sink strainer required (see Note 2). Animal litter and any disposable waste products must not be discharged to sewer. Organophosphorus pesticides are prohibited to be discharged to sewer.

Activity Generating Waste	Requirements
Pizza reheating for home delivery	Housekeeping practices (see Note 4).
Venetian blind cleaning	Nil (see Note 2).

Table A1. Discharges Deemed to be Approved

Notes:

1. Where 'required' is used, it means as required by Council.
2. If activity is conducted outdoors, the work area is to be roofed and bunded to prevent stormwater ingress into the sewerage system.
3. Dry basket arrestors must be provided for all floor waste outlets.
4. Food preparation activities need to comply with sound housekeeping practices including:
   a. Floor must be dry swept before washing.
   b. Pre-wiping of all utensils, plates, bowls etc to the scrap bin before washing up.
5. Use of a food waste disposal unit (garbage grinder) and/or a food waste processing units (food waste digester, composter etc) is not permitted.

Appendix B: Prohibited or Restricted Substances and Waste from Discharge to Sewer

This Appendix provides additional information in regard to substances and waste either prohibited or restricted from being discharged to sewer (as indicated in Table 2 of this Policy).

Stormwater from Open Areas

The ingress of stormwater into the sewerage system can cause operational problems and result in sewer overflows, as the sewerage system does not have the capacity for such flows. Under clause 137A of the Regulation, the discharge of roof, rain, surface, seepage or groundwater to a sewerage system is prohibited unless specifically approved.

However, it may not be practical or feasible to totally prevent stormwater contamination and ingress into a sewerage system from some non-residential premises.

The discharge of limited quantities of stormwater (generally, 10 mm of rain) from sealed areas can be considered when roofing cannot be provided due to safety or other important considerations. In such instances, the applicant should take measures to minimise the contamination of stormwater and the volume of stormwater entering the sewerage system (eg first flush systems, flow separation, bunding, onsite detention, etc). The discharge from unsealed areas is not permitted (refer to Trade Waste Management Guidelines 2021 for further information).

Contaminated Groundwater

Similar to stormwater, discharge of groundwater or seepage water to a sewerage system is prohibited under clause 137A of the Regulation. Accordingly, groundwater extracted during construction activities (eg building/road construction activities, vacuum excavation, mining/exploration works, etc) is not permitted to be discharged to Council's sewerage system directly or indirectly.

However, groundwater previously contaminated by human activities (eg service station remediation sites) may be considered for discharge to the sewerage system. Limited quantities of groundwater from remediation projects may be accepted under controlled conditions after appropriate pre-treatment for a limited period.

Discharge of Landfill Leachate

The discharge of leachate from municipal waste landfills to the sewerage system may be considered under controlled conditions if there is no other viable option of managing this waste, and the discharge is within the Council's acceptance limits.

Discharge from Float Tanks

Float tanks, often referred to as floatation pods, iso-pods (isolation tank), sensory deprivation systems, or Restricted Environmental Stimulation Therapy Tanks (REST tanks) are typically small, enclosed pods containing about 1,000 litres of water. This water usually contains large quantities of Epsom salts (300 to 700 kg of magnesium sulphate), resulting in total dissolved solids concentration up to 700,000 mg/L.

Discharge of such water to sewer is not permitted due to potential adverse impacts associated with the high salt content on the sewer infrastructure and treatment processes. It is also not appropriate to dispose of such waste to septic tanks or onsite soak wells.

If wastewater is proposed to be transported away for off-site management, the operator of such facilities must provide details of liquid waste transporters and written verification from the receival facilities acknowledging and agreeing to receive such wastewater.

Discharge from Service Station Forecourts and Other Refuelling Points

New Premises

The discharge of wastewater from service station forecourts and other refuelling points (eg at bus depot, etc) is not permitted.

Refer to NSW EPA Practice Note, titled *Managing Run-off from Service Station Forecourts*, June 2019, for options for managing such wastewater.

Existing Premises

The discharge from existing service stations and other refuelling areas may be permitted, provided appropriate pre-treatment and discharge control requirements are adhered to. Further information is provided in Chapter 3 and Appendix F of the Liquid Trade Waste Management Guidelines 2021.

If a refuelling area is refurbished, then the discharge from this area must be disconnected from the sewerage system.

Discharges from Liquefaction and/or Pulverisation of Solid Waste by Physical or Chemical Processes

The wastewater arising from liquefaction or pulverisation of solid waste by physical (eg pulping, macerating) or chemical means (eg dissolving solid waste in highly acidic or alkaline solutions) is not permitted to be discharged to the sewerage system.

Accordingly, discharges from the following devices/processes are not permitted:

- **Macerators,** or similar devices, that pulverise solid waste. Solid waste includes, but is not limited to sanitary napkin, placenta, surgical waste, disposable nappy, mache bedpan/urine containers, food waste, disposable products and animal waste (dog/cat faeces, cat litter).
- **Food waste disposal units,** also known as in-sink food waste disposers or garbage grinders in commercial premises. Discharges from existing installations in hospitals and nursing homes may be permitted, provided that wastewater is discharged through an adequately sized grease arrestor (additional charges will be applied). If the kitchen is refurbished, the food waste disposal unit must be removed.
- **Alkaline hydrolysis waste,** process where a human or animal tissue is broken down using alkaline solutions at elevated temperatures and pH. The process may be used in animal care facilities, veterinary premises, animal research laboratories, funeral parlours etc. The generated wastewater is of a high strength and may exhibit high loadings on the sewerage system. Accordingly, the wastewater generated by this process is **not** permitted to be discharged to the sewerage system.

Discharge from Solid Food Waste Processing Units (Digesters/Composters, etc)

Discharge from solid food waste processing equipment (composters/digesters, etc) is prohibited, unless specifically approved by Council with the Department's concurrence.

Discharge from a solid food waste processing unit (digesters/composters, etc) to Council's sewerage system is a Concurrence Classification C discharge (ie Charging Category 3), hence Council needs to obtain concurrence to its approval from the Department for individual applications.

The quality of wastewater from this equipment depends on the type of solid waste fed into it and the effectiveness of the onsite pre-treatment, hence frequent sampling will be required for monitoring and charging purposes. Sampling needs to be undertaken by either a Council officer, or an independent party acceptable to Council.

Appropriate onsite pre-treatment needs to be provided prior to combining with any other liquid waste stream that discharges to the Council's sewerage system.

Each application will be assessed on a case-by-case basis.

Use of Additives in Pre-treatment Systems

The use of bacterial, enzyme and/or odour controlling agents in pre-treatment equipment (eg in grease arrestors) is prohibited unless specifically approved by Council with the Department's concurrence.

Disposal of Solid Products

Disposal of solid products including those marketed as 'flushable' (eg wet wipes, cleaning wipes, cat litter, etc) is not permitted to the sewerage system.

Contrary to manufacturers' claims, flushable wet wipes do not breakdown in the sewerage system similarly to a toilet paper and may cause blockages within the premises, or in the Council's sewerage system, and may cause raw sewage overflow to the environment.

Appendix C: Non–residential Sewerage and Liquid Trade Waste Fees and Charges

This Appendix provides information on Council's charging criteria for liquid trade waste customers. Some guidance is also provided on the applicable non-residential sewerage charges.

The best practice pricing for non-residential sewerage and liquid trade waste services are to ensure that liquid trade waste dischargers pay a fair share of the cost of sewerage services provided by Council. Appropriate pricing is essential to provide relevant pricing signals to non-residential and liquid trade waste customers to use water and sewerage system efficiently.

Non-residential Sewerage Pricing[10]

A non-residential sewerage bill is based on a cost-reflective two-part tariff with an annual access charge and a uniform sewer usage charge per kL. The total discharged volume to the sewerage system can be either measured (by a flow meter) or estimated using the customer's total water consumption multiplied by a sewer discharge factor.

The sewerage bill for a non-residential customer is calculated as follows:

$$B = SDF \times \left(AC + C \times UC\right)$$

Where: B = Annual non-residential sewerage bill ($)

C = Customer's water annual consumption (kL)

AC = Annual non-residential sewerage access charge as shown below ($)

SDF = Sewer discharge factor

UC = Sewer usage charge ($/kL)

Access Charge

The sewerage access charge is proportional to the square of the size of the water supply service connection.

AC = $\left(AC_{20} \times \frac{D^2}{400} \right)$

Where: AC_{20} = Annual non-residential sewerage access charge for 20 mm water service connection ($)

D = Water supply service connection size (mm)

Sewer Usage Charge

The sewer usage charge ($/kL) is applied for the total volume of wastewater discharged to the sewerage system.

[10] Detailed guidance for calculation of non-residential sewerage prices are provided in the Department's Water Supply, Sewerage and Trade Waste Pricing Guidelines, 2002, Department of Land and Water Conservation

Liquid Trade Waste Fees and Charges

This section describes various fees and charges associated with liquid trade waste and fees and charges applicable to charging categories. Figure 1 below shows the relationship between concurrance classifications and charging categories.

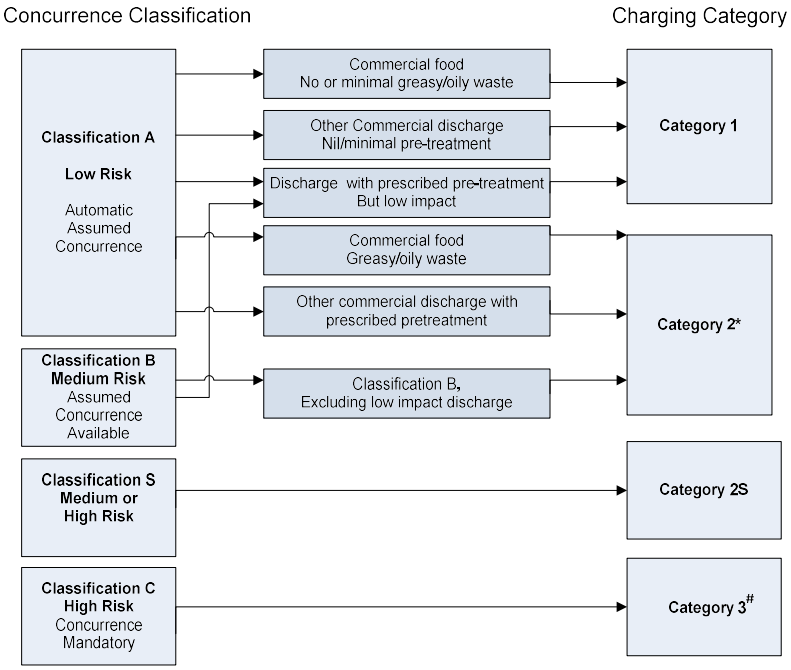

Figure 1. Charging Categories For Liquid Trade Waste

*Includes discharges from a fish shop (fresh fish for retail).

#Except shopping complexes and institutions (hospital, educational facilities, etc. which will be charged as Category 2 in accordance with activities carried out on the premises.

In summary, Classification A discharges fall into Charging Category 1 or Category 2. Classification B discharges fall into Charging Category 2, except for a few discharges with low impact on the sewerage system which fall into Category 1. Classification S discharges fall into Charging Category 2S and Classification C discharges fall into Charging Category 3.

Description of Various Trade Waste Fees and Charges

Followings sections describe various trade waste fees and charges and the methodology of calculating them.

Application Fee

The application fee recovers the costs of administration and technical services provided by Council in processing a liquid trade waste application. This fee varies for different charging categories to reflect the complexity of processing the application.

Annual Trade Waste Fee

The purpose of this fee is to recover the costs incurred by Council for ongoing administration and scheduled inspections, in order to ensure that the discharge complies with the approval conditions.

As part of an inspection, Council may undertake monitoring which may include, but is not limited to, flow measurement and the sampling. In general, the cost of one inspection is included in the annual fee, in particular for Category 1 and 2 discharges.

The annual liquid trade waste fee varies for different charging categories in order to reflect the complexity of their inspection and administration requirements. In particular, for Category 3 discharges, Council may opt to set the annual fee on a case by case basis to reflect the complexity of monitoring requirements and the extent of inspection.

Council may require a discharger to pay for monitoring (quantity and quality) on the basis of full cost recovery.

Inspection Fee/Re-inspection Fee

The cost of one inspection is usually included in annual liquid trade waste fee for charging categories 1 and 2.

However, it may be required to conduct unplanned inspections or re-inspections of a premise (eg non-compliance with approved conditions, investigating an accident, etc). Also, more frequent inspections may be necessary for large and industrial discharges.

Where more than one inspection is undertaken in a financial year, and/or the cost of inspections is not included in the annual fee, the cost may be recovered from the discharger as the reinspection fee.

Council may recover the cost of sample analysis from the discharger, in addition to the reinspection fee.

Renewal Fee

Council will apply a renewal fee if an existing approval needs to be renewed in accordance with Council's Fees and Charges document.

Category Specific Charges

The following sections describe the charging categories and fees and charges applicable to each charging category. If a discharge is not listed, Council will determine (with the consultation of the Department) the relevant charging category, based on the quality and the quantity of discharge.

The following sections describe the charging categories and fees and charges applicable to each charging category. Liquid trade waste discharges that fall into each category are listed under each charging category. If not listed, Council will place the discharger in an appropriate charging category based on the quality and quantity of discharge.

Category 1 Discharger

This charging category includes:

- Classification A discharges (both commercial retail non-oily/greasy food preparation and other commercial discharges, listed below).
- Classifications B discharges identified as low risk.

Some of the above discharges may require prescribed pre-treatment to be installed however, the treated effluent is considered to have a low impact on the sewerage system.

Classification A Discharges: Commercial retail food preparation activities that do not generate or generate minimal oily/greasy waste - bakery (only bread baked onsite), bistro (sandwiches, coffee only), boarding/hostel <10 persons, café/coffee shop/coffee lounge, canteen/cafeteria, community hall/civic centre (minimal food), day care centre (minimal hot food), delicatessen (minimal or no hot food), fruit and vegetable shop, hotel/motel (minimal hot food), ice cream parlour (take away only), juice bar, mobile food van (no hot food), mixed business (minimal hot food), nightclub (no hot food), nut shop, pie shop (re-heating only), pizza no cooking/reheating (pizza heated and sold for consumption off-site), potato peeling (small operation), sandwich shop/salad bar/snack bar (no hot food) and take away food outlet (no hot food).

Classification A Discharges: From other commercial activities - animal wash, beautician/hairdressing, crafts <1,000 L/d, dental surgery/dental technician (plaster casts), dry cleaning, florist, funeral parlour, jewellery shop, medical centre/physiotherapy (plaster casts), mobile cleaning units, morgue, optical service, pet shop, plants retail (no nursery), non-residential swimming pool/hydrotherapy, veterinary.

Classification A or B Discharges: With prescribed pre-treatment and low impact on the sewerage system - boiler blowdown, cooling tower, industrial boilers, laboratory (analytical/pathology/tertiary institution), laundry, primary and secondary school[11], vehicle washing/detailing (excluding truck washing).

Category 1 Discharger - Liquid Trade Waste Charges

'Deemed to be Approved' Discharges

For a discharger in 'Deemed to be Approved' discharge charges may not apply.

Category 1 Discharger, other than 'Deemed to be Approved'

A Category 1 discharger who installs recommended appropriate pre-treatment equipment and maintains them regularly will be required to pay **only** the annual fee nominated for Category 1.

Liquid trade waste bill for Category 1 discharger (TW_1)

$$TW_1 = A_1$$

A_1 = Annual liquid trade waste fee ($) for Category 1

Category 2 Discharger

Category 2 liquid trade waste dischargers are those discharging waste generated by an activity listed below:

[3] If significant hot food preparation is carried out, Category 2 charges may be levied by council.

Classification A Discharges: Commercial retail food preparation/serving activities that generate oily/greasy waste - bakery (pies, sausage rolls, quiches, cakes, pastries with creams or custards), bistro, boarding house/hostel kitchen (exceeding 10 persons), butcher, café/coffee shop, cafeteria, canteen, chicken/poultry shop (fresh/roast, retail BBQ/charcoal chicken), day care centre with hot food, club, civic centre/community hall[12], commercial kitchen/caterer, delicatessen with hot food, fast food outlet, fish shop (retail and cooking onsite), function centre, hotel, ice cream parlour, mixed business (hot food), mobile food van (base), motel, nightclub, nursing home, patisserie, pizza cooking, restaurant, sandwich shop/salad bar/snack bar (with hot food), supermarket and take away food outlet.

Classification A Discharges: Other commercial discharges - car detailing, craft activities >1000 L/d, lawnmower repairs, mechanical workshop, stone working and surfboard manufacture (wet process only).

Classification B Discharges: Auto dismantler, bus/coach depot, bakery (wholesale), butcher (wholesale) construction equipment maintenance and cleaning, boutique or artisan foods, engine reconditioning, equipment hire, maintenance and cleaning, fish co-op, graphic arts, hospital, micro-brewery, oyster processing (shucking), panel beating, radiator repairer, screen printing, service station forecourt, shopping complex, truck washing (platforms/flat beds) and truck washing (external).

Category 2 Discharger - Liquid Trade Waste Charges

A Category 2 discharger who installs appropriate pre-treatment equipment and maintains them will pay annual fee nominated for Category 2 plus the trade waste usage charge.

Liquid trade waste bill for Category 2 discharger (TW_2),

$$TW_2 = A_2 + Q_{TW} \, x \, C_2$$

A_2 = Annual liquid trade waste fee ($) for Category 2

Q_{TW} = Total liquid trade waste discharge volume (kL)

C_2 = Trade waste usage charge ($/kL)

The liquid trade waste discharge volume is generally estimated by applying a Trade Waste Discharge Factor (TWDF) to the total water consumption unless a discharge meter is installed.

Category 2S Discharger

Category 2S dischargers include:

- **Transporters who tanker human waste** to Council's STWs - septic tank waste (effluent and septage), ablution block waste (blackwater and greywater), portable toilet waste, sludge from onsite aerated wastewater treatment systems (AWTS) for **single households,** waste from pit toilets**,** night soil.
- **Ship-to-shore pump out facility owners/operators** - toilet waste and/or grey water.
- **Owners/operators of 'dump points'** directly connected to the sewer for disposal toilet waste and/or grey water from a bus or a recreation vehicle ((RV) eg caravan, motor home)).

[12] If the type and size of kitchen fixtures installed enable catering for large functions.

Category 2S Discharger - Liquid Trade Waste Charges

Transported Human Waste

The transporters of human waste will be required to pay waste disposal charge ($/kL).

Liquid trade waste bill for Category 2S waste transporter (TW_{TW}),

$$TW_{TW} = A_{TW} + Q_{TW} \, x \, C_{TW}$$

A_{TW} = Annual fee ($) for transported waste

Q_{TW} = Transported human waste volume (kL)

C_{TW} = Charging rate ($/kL) for the transported waste (may vary based on the type of waste transported)

Waste Dump Points

Dump points are often located in public places (roadside); hence the monitoring of discharge volumes is not practical. Accordingly, only an annual fee is applied for stand-alone dump points.

Liquid trade waste bill for dump point operator (TW_{DP}) (if applicable),

$$TW_{DP} = A_{DP}$$

A_{DP} = Annual fee for dump point ($)

Category 3 Discharger

Category 3 liquid trade waste dischargers are those conducting an activity which is of an industrial nature and/or which results in the discharge of large volumes of liquid trade waste to the sewerage system. Any Category 1 or 2 discharger whose volume exceeds the limits shown below becomes a Category 3 discharger (excluding shopping centres and institutions):

- Classification A discharge > 20 kL/d
- Classification B discharge – as shown in Chapter 5 of the Guidelines.

Classification C Discharges include - abattoir, acid pickling, adhesive/latex manufacture, agricultural and veterinary drugs, anodising, bitumen and tar, bottle washing, brewery, cardboard and carton manufacture, carpet manufacture, caustic degreasing, chemicals manufacture and repackaging, contaminated site treatment, cooling towers, cosmetics/perfumes manufacture, cyanide hardening, dairy processing* (milk/cheese/yoghurt/ice cream, etc), detergent/soaps manufacture, drum washing, egg processing, electroplating, extrusion and moulding (plastic/ metal), feather washing, fellmonger, felt manufacture, fertilisers manufacture, fibreglass manufacture, filter cleaning, foundry, food processing* (cereals/ cannery/condiments/confectionary/edible oils/fats/essence/flavours/fish/fruit juice/gelatine/honey/meat/ pickles/smallgoods/tea and coffee/vinegar/yeast manufacture, etc), fruit and vegetable processing, flour milling, galvanising, glass manufacture, glue manufacturer, ink manufacture, laboratories (excluding those in Category 1 and 2), liquid wastewater treatment facility (grease trap receival depot and other pump-out waste depot), metal finishing, metal processing (refining/rumbling/non-cyanide heat treatment/phosphating/ photo engraving/printed circuit etching/sheet metal fabrication etc), mirrors manufacture, oil recycling (petrochemical) and refinery, paint stripping, paint manufacture, paper manufacture, pet food processing, plants nursery (open areas), pharmaceuticals manufacture, plaster manufacture, powder coating, potato processing, poultry processing, printing (newspaper, lithographic), saleyards, sandblasting, seafood processing, slipway, soft drink/cordial manufacture, starch manufacture, sugar

refinery, tanker washing, tannery, timber processing (joinery and furniture/plywood/hardwood), textile manufacture (wool dyeing/ spinning/scouring), tip leachate, transport depot/terminal, truck washing (internal), waxes and polishes, water treatment backwash, wholesale meat processing, winery, wine/spirit bottling.

* Excluding small boutique, craft or artisan food industries not exceeding the discharge volume shown in Liquid Trade Waste Management Guidelines, 2021.

Category 3 Discharger - Liquid Trade Waste Charges

Excess Mass Charges

A Category 3 discharger will be required to pay the annual liquid trade waste fee plus excess mass charges.

Liquid trade waste bill for Category 3 discharger (TW_3),

$$TW_3 = A_3 + EMC$$

A_3 = Annual liquid trade waste fee ($)

EMC = Excess mass charges ($)

How Excess Mass Charges are Calculated

Excess mass charges will be applicable for substances discharged in excess of the 'Deemed Concentrations' in domestic sewage. For the purpose of excess mass charge calculation, the deemed concentrations of substances in domestic sewage are listed in Table D1.

Substance	Concentration (mg/L)
Biochemical Oxygen Demand (BOD_5)	300
Suspended Solids	300
Total Oil and Grease	50
Ammonia (as Nitrogen)	35
Total Kjeldahl Nitrogen	50
Total Phosphorus	10
Total Dissolved Solids	1000
Sulphate (SO_4)	50[#]

Table C1: Deemed Concentration of Substances in Domestic Sewage

[#] The concentration in the potable water supply to be used if it is higher than 50 mg/L.
NB. Substances not listed above are deemed not to be present in domestic sewage.

For excess mass charge calculation, equation (1) below will be applied for all parameters including for BOD_5 up to 600 mg/L (but excluding COD and pH).

$$\text{EMC (\$)} = \frac{(S - D) \times Q_{TW} \times U}{1{,}000}$$

Where: S = Concentration (mg/L) of substance in sample.

D = Concentration (mg/L) of substance deemed to be present in domestic sewage.

REF DOC #

Q_{TW} = Volume (kL) of liquid trade waste discharged to the sewerage system.

U = Unit charging rate ($/kg) for the substance (note that this rate varies from substance to substance. Refer to council's annual Management Plan for charging rates for various substances).

Excess Mass Charges for BOD

BOD up to 600 mg/L

Equation (1) applies for BOD_5 up to 600 mg/L. Note that there are no excess mass charges if the BOD does not exceed 300 mg/L (deemed concentration of BOD in domestic sewage).

Excess Mass Charges for BOD Exceeding 600 mg/L

If Council approves the acceptance limits for BOD_5 higher than 600mg/L, an exponential type equation will be used for calculation of the charging rate U_e ($/kg) as shown in equation (2). This provides a strong incentive for dischargers to reduce the strength of waste. Note that equation (5) will be used where the discharger has failed to meet their approved BOD limit on more than two instances in a financial year.

U_e is the excess mass charging rate U_e ($/kg) for BOD is calculated as:

$$Ue = 2C \times \frac{(\text{Actual BOD} - 300\text{mg/L})}{600\text{mg/L}} \times 1.05^{\frac{(\text{Actual BOD} - 600\text{mg/L})}{600\text{mg/L}}}$$

Where: C = Charging rate ($/kg) for BOD_5 600mg/L

Actual BOD = Concentration of BOD_5 as measured in a sample

Tankered Category 3 Waste

In some instances, liquid waste that falls into Charging Category 3 is transported to the STW. Examples of such waste may include tankered landfill leachate or dairy waste from un-sewered areas. In such instances, Council will determine the appropriate approval holder (waste generator or the transporter) and invoice accordingly. These charges may include:

- Volume based charges

Alternatively, should Council wish to simplify the charging method, Council may negotiate a charging rate taking into consideration the expected pollutant load and apply this charge to the volume of waste.

Non-compliance Liquid Trade Waste Charges

Non-compliance Charges for Category 1 and 2 Dischargers

If the discharger has not installed or maintained appropriate pre-treatment equipment, the following non-compliance trade waste usage charges will be applied for the relevant billing period:

Category 1 Discharger - Non-compliance Charges

The trade waste usage charge ($/kL) as per Council's Fees and Charges document will be applied.

Category 2 Discharger – Non-compliance charges

For Category 2 discharger, a non-compliance charge as outlined in the Council's Fees and Charges document.

Dischargers who have an undersized grease arrestor and improved the effluent quality by other means (eg increased pump-outs, installing additional pre-treatment equipment, etc) will pay a trade waste usage charges in accordance with a Category 2 discharger.

Dischargers who cannot install a grease arrestor, or those who have an arrestor with capacity significantly less than the required size and are unable to improve the effluent quality by means described above, will have to pay non-compliance trade waste usage charges as outlined in the Council's Fees and Charges document.

Non-compliance Charges for Category 3 Discharger

If a discharger in charging Category 3 fails to comply with the acceptance limits specified in Council's approval conditions, following non-compliance charges will be applicable.

Non-compliance pH Charge

If the pH of the waste discharge by Category 3 discharger is outside the approved range, equation (3) is used for the calculation of non-compliance pH charges. This equation provides an incentive for dischargers to install and properly maintain a pH correction system, so their waste remains within the approved pH limits.

Charging rate for pH, if outside the approved range =

$K \times |\text{actual pH} - \text{approved pH}|^{\#} \times 2^{|\text{actual pH} - \text{approved pH}|^{\#}}$

[#] Absolute value to be used.

K = pH coefficient in $

Council has approved the pH range 7.0 to 9.0 for a large discharger. pH coefficient (K) listed in Council's Revenue Policy is $0.45.

***Case 1**: pH measured 6.0*

Charging rate for pH ($/kL) = $0.45 \times |6 - 7|^{\#} \times 2^{|6-7|^{\#}} = \$0.90/kL$

***Case 2**: pH measured 11.0*

Charging rate for pH ($/kL) = $0.45 \times |11 - 9|^{\#} \times 2^{|11-9|^{\#}} = \$3.60/kL$

[#] *Absolute value to be used.*

Non-compliance Excess Mass Charges

Equation (4) shall apply for non-compliance excess mass charges for various substances, except for BOD_5 where equation (5) shall apply to calculate the charging rate.

$$\text{Non} - \text{compliance Excess Mass Charges } (\$) = \frac{(S-A) \times Q \times 2U}{1000} + \frac{(S-D) \times Q \times U}{1000}$$

Where: S = Concentration (mg/L) of a substance in sample.

A = Approved maximum concentration (mg/L) of pollutant as specified in Council's approval (or liquid trade waste policy).

Q = Volume (kL) of liquid trade waste discharged for the period of non-compliance.

U = Excess mass charging rate ($/kg) for the substance, as shown in Council's Fees and Charges Document.

D = Concentration (mg/L) of the substance deemed to be present in domestic sewage.

Non-compliance Excess Mass Charges for BOD

The non-compliance excess mass charging rate (U_n) for BOD_5 is calculated by using equation (5):

U_n is the BOD_5 non-compliance excess mass charging rate in ($/kL).

$$U_n = 2C \times \frac{(A - 300mg/L)}{600mg/L} \times 1.05^{\frac{(A - 600mg/L)}{600mg/L}} + 4C \times \frac{(Actual\ BOD - A)}{600\ mg/L} \times 1.05^{\frac{(Actual\ BOD - A)}{600mg/L}}$$

Other Applicable Liquid Trade Waste Charges

Discharge of Stormwater from Large Open Areas or Large Quantities of Groundwater to the Sewerage System

The discharge of roof, rain, surface, seepage or ground water to the sewerage system is prohibited under clause 137A of the Local Government (General) Regulation 2005 and this Policy. Consideration will be given to the acceptance of limited quantities of contaminated stormwater (first flush stormwater) based on a case by case assessment.

If stormwater run-off from a large areas or groundwater is approved for discharge to sewer for a Category 3 discharger (eg saleyards), a volume based charge similar to the non-compliance usage charging rate ($/kL) for Category 2 may be applied charging rate listed in Council's Fees and Charges document. Excess mass charges may be also applied to such discharges.

Appendix D: List of Discharges Council May Approve

Classification A

Discharges from activities that Council can process without seeking the Department's concurrence, subject to complying with certain requirements.

Food Preparation/Serving, Generating Liquid Waste, up to 16 kL/day	Other Activities Generating Liquid Waste, up to 5 kL/day
Bakery (retail)	Animal wash (pound, stables, racecourse, kennels, mobile animal wash)
Bed and Breakfast (<10 persons)	Beautician
Bistro	Boiler blowdown
Boarding house/hostel kitchen	Car detailing
Butcher (retail)	Cooling towers

Food Preparation/Serving, Generating Liquid Waste, up to 16 kL/day	Other Activities Generating Liquid Waste, up to 5 kL/day
Café/coffee shop/coffee lounge	Craft activities (pottery, ceramics, cutting and polishing of gemstones or making of jewellery)
Canteen	Dental surgery
Cafeteria	Dental technician
Chicken/poultry shop (fresh chicken/game, retail, barbeque/roast chicken)	Dry-cleaning (separator water, boiler)
Club (kitchen waste)	Florist
Commercial kitchen/caterer	Funeral parlour/morgue
Community hall/civic centre/function centre (kitchen waste)	Hairdressing
Day care centre	Jewellery shop
Delicatessen	Laboratory (pathology/analytical)
Doughnut shops	Laundry or laundromat (coin operated)
Fast food outlets (McDonalds, KFC, Burger King, Hungry Jack, Pizza Hut, Red Rooster, etc)	Mechanical repairs/workshop
Fish shop (retail—fresh and/or cooked)	Medical centre/doctor surgery/physiotherapy - plaster of paris casts, laboratory
Fruit and vegetable shop (retail)	Mobile cleaning units
Hotel	Nursing home (other than food-related activities)
Ice-cream parlour	Optical services
Juice bar	Per shop (retail)
Mixed business	Photographic tray work/manual development
Motel	Plants retail (no nursery or open space)
Nightclub	School (other than kitchen waste)

Food Preparation/Serving, Generating Liquid Waste, up to 16 kL/day	Other Activities Generating Liquid Waste, up to 5 kL/day
Nursing home kitchen	Stone working
Nut shop	Surfboard manufacturing (wet process only)
Patisserie	Swimming pools/spas/hydrotherapy pools
Pie shop	Vehicle (car) washing (by hand/wand, automatic car wash/bus wash/external truck wash or underbody/engine degrease only)
Pizza shop	Venetian blind cleaning
Restaurant	Veterinary surgery
Salad bar	
Sandwich shop	
School - canteen, home science	
Snack bar	
Supermarket (butcher/bakery/delicatessen/ seafood/roast chicken)	
Take away food shop	

Appendix E: Framework for Regulation of Liquid Trade Waste

NSW Framework for Regulation of Sewerage and Trade Waste

The NSW framework is driven by the NSW Government's *Best Practice Management of Water Supply and Sewerage Guidelines, 2007*. Sound regulation of sewerage and liquid trade waste is a key element of the 2007 guidelines, and requires each council to implement all the following integrated measures:

1. Preparation and implementation of a sound trade waste regulation policy, assessment of each trade waste application and determination of appropriate conditions of approval. The conditions must be consistent with the LWU's *Integrated Water Cycle Management Strategy* and demand management plan. In addition, execution of a liquid trade waste services agreement is required for large dischargers to assure compliance.
2. Preparation and implementation of a sound *Development Servicing Plan*, with commercial sewerage developer charges to ensure new development pays a fair share of the cost of the required infrastructure.

3. Full cost recovery with appropriate sewer usage charges and trade waste fees and charges in order to provide the necessary pricing signals to dischargers. These charges must include non-compliance trade waste usage charges and non-compliance excess mass charges in order to provide the necessary incentives for dischargers to consistently comply with their conditions of approval.
4. Monitoring, mentoring and coaching of dischargers in order to achieve cleaner production and assist them to comply with their conditions of approval.
5. Enforcement, including appropriate use of penalty notices in the NSW legislation. Orders may also be issued under the *Local Government Act 1993*.
6. Disconnection of a trade waste service in the event of persistent failure to comply with the LWU's conditions of approval.

Together, the above six measures comprise the NSW framework for regulation of sewerage and trade waste. The framework involves a preventive risk management approach, which has been developed to address the use of common pool resources by providing economic incentives for dischargers to minimise their waste and to consistently comply with their conditions of approval.

Alignment with the National Framework for Wastewater Source Management

The NSW framework for regulation of sewerage and trade waste is outlined in this Policy. The NSW framework is driven by the NSW Government's *Best-Practice Management of Water Supply of Sewerage Guidelines, 2007* and is consistent with that in the *National Framework for Wastewater Source Management*.[13]

In particular, under the *Best-Practice Management Guidelines* each LWU is required to achieve the following outcomes:

- Prepare and implement a 30-year Integrated Water Cycle Management Strategy, demand management plan, pay-for-use water supply pricing and community and customer involvement (Elements 1, 6 and 8).
- Annual performance monitoring, including an annual triple bottom line (TBL) performance report and action plan to identify and address any areas of under-performance (Elements 5, 6, 9, 10, 11 and 12).
- Achieve full cost recovery for water supply, sewerage and trade waste services and apply an appropriate non-residential sewer usage charge (Elements 3 and 8).
- Prepare and implement a sound trade waste regulation policy and issue an appropriate approval to each trade waste discharger, including waste minimisation and cleaner production (Elements 1, 2, 3, 4, 7 and 8).
- Appropriate trade waste fees and charges (including incentives to comply with LWU's approval conditions through non-compliance trade waste usage charges and non-compliance excess mass charges) (Elements 3 and 8).
- Trade waste services agreement for large dischargers to assure compliance (Elements 3 and 8).

[13] The following 12 elements of the *National Framework for Sewage Quality Management* are set out on page 18 of the *Australian Sewage Quality Management Guidelines, June 2012*, WSAA:

- Appropriate training of LWU staff and monitoring, mentoring and coaching of trade waste dischargers (Elements 1, 4, 5, 7 and 8).
- Enforcement, including appropriate use of penalty notices or orders (Elements 3 and 8).
- Disconnection of a trade waste service in the event of persistent failure to comply with the LWU's conditions of approval (Element 8).

Appendix F: Legislative Provisions

Provisions in the Local Government (General) Regulation 2021 in regard to acceptance of liquid trade waste into the sewerage system.

Clause 25 Matters to Accompany Applications Relating to Discharge into Sewers

An application for approval to discharge trade waste into a sewer under the control of a Council, or that connects with such a sewer, must be accompanied by the information required by Table 1 to the Liquid Trade Waste Management Guidelines[#].

Clause 28 Approval to Discharge Waste into Sewers - Concurrence Required

A council must not grant an approval under section 68 of the Act to discharge trade waste (whether treated or not) into a sewer of the council unless the Director-General[*] of the Department of Trade and Investment, Regional Infrastructure and Services (or that Director-General's nominee) has concurred with the approval.

Note: Section 90 (2) of the Act permits any person or authority whose concurrence is required before an approval may be granted to give the council notice that the concurrence may be assumed (with such qualifications or conditions as are specified in the notice).

Clause 32 Disposal of Trade Waste

1. An approval to dispose of trade waste into a sewer of the council is subject to such conditions (if any) as the council specifies in the approval.
2. In imposing any such conditions, the council is to have regard to the matter set out in Table 5 to the Liquid Trade Waste Management Guidelines[#].

Clause 159 Prevention of Waste and Misuse of Water

The owner, occupier or manager of premises to which water is supplied by the council must:

a. Prevent waste of water by taking prompt action to repair leaking taps, pipes or fittings located on the premises.

b. Take any other action that is reasonable to prevent waste and misuse of water.

137a Substances Prohibited from being Discharged into Public Sewers

1. For the purposes of section 638 of the Act (Discharge of prohibited matter into sewer or drain), roof, rain, surface, seepage or ground water is prescribed as prohibited matter.
2. This clause does not apply in relation to:

[*] In accordance with the *Government Sector Employment Act 2013*, this is the Secretary of the NSW Department of Industry.

a. A discharge that is specifically approved under section 68 of the Act, or

b. A discharge into a public drain or a gutter of a council, or

c. A discharge in an area of operations within the meaning of the *Sydney Water Act 1994* or the *Hunter Water Act 1991* .

143 Inspection of Pipes and Drains; and Measurement of Water and Sewage

1. The council may, at any reasonable time:
   a. Inspect any service pipe connected to a water main, and
   b. Inspect any drain connected to a sewer main, and
   c. Install meters or other devices for measuring the quantity of water supplied to, or the quality and quantity of sewage discharged from, premises, and
   d. Measure the quantity of water supplied to, or the quality and quantity of sewage discharged from, premises, and
   e. Inspect any pre-treatment devices connected to the council's sewerage system.
2. The occupier of the relevant premises must provide to the council such information as it requires to enable it to estimate the quantity of water actually supplied to, or the quality and quantity of sewage actually discharged from, the premises.
3. In this clause, '**pre-treatment device'** means any device used to reduce or eliminate contaminants in trade waste, or to alter the waste's nature, before it is discharged into a sewer.

Schedule 12: Penalty Notice Offences

Column 1	Column 2
Offence under *Local Government Act 1993*	Penalty
Section 626 (3)-carry out without prior approval of council an activity specified in item 4 of Part C (Management of waste) of the Table to section 68	$330
Section 627 (3)-having obtained the council's approval to the carrying out of an activity specified in item 4 of Part C (Management of waste) of the Table to section 68, carry out the activity otherwise than in accordance with the terms of that approval	$330

[#] "Liquid Trade Waste Management Guidelines" means the Guidelines of that name produced by the Department of Energy, Utilities and Sustainability in March 2005, as in force from time to time. The 2005 Guidelines have now been superseded by *Liquid Trade Waste Management Guidelines, 2021*.

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Liquid Trade Waste Policy

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