Horowhenua
DISTRICT COUNCIL

Trade Waste Bylaw

2015

Pursuant to sections 145 and 146 of the Local Government Act 2002,
the Horowhenua District Council makes the following bylaw.

Contents

1 Introduction

(1) This bylaw regulates the discharge of trade waste to the Council wastewater system.

1.1 Commencement and application

(1) This bylaw comes into force on 6 August 2015.

(2) This bylaw applies to the Horowhenua District.

1.2 Revocation

(1) The Horowhenua District Council Trade Waste Bylaw 2008 is revoked with effect from midnight 5 August 2015.

1.3 Scope of the bylaw

(1) The bylaw provides for the:

(a) acceptance of long-term, intermittent, or temporary discharge of trade waste to the Council wastewater system;

(b) establishment of four grades of trade waste: permitted, controlled, conditional and prohibited;

(c) evaluation of individual trade waste discharges to be against specified criteria;

(d) correct storage of materials in order to protect the Council wastewater system from spillage;

(e) installation of flow meters, samplers or other devices to measure flow and quality of the trade waste discharge;

(f) pre-treatment of waste before it is accepted for discharge to the Council wastewater system;

(g) sampling and monitoring of trade waste discharges to ensure compliance with the bylaw;

(h) the Council to accept or refuse a trade waste discharge;

(i) charges to be set to cover the cost of conveying, treating and disposing of, or reusing, conditional trade waste and to cover the administrative costs of administering this bylaw;

(j) administrative mechanisms for the operation of the bylaw; and

(k) establishment of waste minimization and management programmes (including sewage sludge) for trade waste producers.

1.4 Purpose

(1) The purpose of this bylaw is to:

(a) protect the health and safety of all persons from potential adverse effects of harmful substances discharged to the Council wastewater system;

(b) protect the environment from adverse effects of harmful substances discharged to the Council wastewater system;

(c) protect the Council wastewater system from damage and provide for its efficient operation;

(d) ensure compliance with discharge resource consent conditions;

(e) provide an equitable basis for charging trade waste users of the Council wastewater system to cover the cost of conveying, treating and disposing of or reusing their wastes and administering this bylaw; and

(f) encourage waste minimisation, water conservation, cleaner production, efficient recycling and reuse of waste streams at business premises.

1.5 Definitions

(1) In this bylaw, unless the context otherwise requires:

access point means a place where access may be made to a private drain for inspection (including sampling or measurement), cleaning or maintenance

approval or **approved** means approval or approved in writing by the Council

approved site means a site approved for the safe disposal of trade waste

biosolids means sewage sludge derived from a wastewater treatment plant that has been treated and/or stabilized to the extent that it is able to be safely and beneficially applied to land but does not include products derived solely from industrial wastewater treatment plants

characteristic means any of the physical or chemical characteristics of trade waste including any concentration of trade waste referred to in schedules 4 and 5

cleaner production means the implementation of effective operations, methods and processes to reduce or eliminate the quantity or toxicity of wastes

condensing water or **cooling water** means any water used in trade, industry, or commercial processes in such a manner that it does not take up matter into solution or suspension

conditional trade waste means any trade waste discharged to the Council wastewater system which meets the controlled substances standards (unless an exceedance of those standards is otherwise approved by the Council in a trade waste consent and/or a trade waste agreement) and

(a) which:

(i) is discharged from a trade premises listed in schedule 3; or

(ii) is discharged from any trade premises where the 24 hour flow volume of the discharge is equal to or exceeds 20 cubic meters; or

(iii) the Council determines to be conditional trade waste under clause 2.3(1); and

(b) must not have any of the prohibited characteristics in schedule 4, clause 4.1

consent holder means the holder of a trade waste consent and includes any person acting with the express or implied consent of the consent holder and any licensee of the consent holder

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

(a) when discharged into water, changes or is likely to change the physical, chemical, or biological condition of water; or

(b) when discharged onto or into land or into air, changes or is likely to change the physical, chemical, or biological condition of the land or air onto or into which it is discharged

contingency management procedures means procedures developed and used to avoid, remedy or mitigate the actual and/or potential adverse effects of trade waste and industrial activities on the environment in the event of an unexpected or unscheduled discharge or potential discharge of contaminants into the Council wastewater system

controlled substances standards means the generally accepted limits for concentrations of controlled substances that may be contained in trade waste discharged to the Council wastewater system, as set out in schedule 5

controlled trade waste means any trade waste discharged to the Council wastewater system which meets the controlled substances standards (unless an exceedance of those standards is otherwise approved by the Council in a trade waste consent and/or a trade waste agreement) and

(a) which:

  (i) is discharged from a trade premises listed in schedule 2; or

  (ii) is discharged from any trade premises where the 24 hour flow volume of the discharge is between 5 and 20 cubic meters; or

  (iii) the Council determines to be controlled trade waste under clause 2.2(1); and

(b) may not have any of the prohibited characteristics in schedule 4, clause 4.1

Council means the Horowhenua District Council or any person delegated or authorised to act on its behalf

Council wastewater system means all pipes, sewers, pumping stations, storage tanks, wastewater treatment plants, outfalls and other related structures operated by the Council and used for the receiving, treating or disposing of wastewater

disconnect or **disconnection** means the physical cutting or sealing of a private drain from the Council wastewater system

domestic sewage means sewage discharged from premises used solely for residential purposes, or wastes of the same character discharged from other premises

fees and charges means the fees and charges determined by the Council from time to time in accordance with the Local Government Act 2002 for services provided by the Council associated with the discharge of trade waste

grease trap means a device approved by the Council that allows kitchen and/or food production wastewater to cool in order for the grease to be separated from the wastewater for removal and safe disposal from the wastewater

hazardous material means:

(a) raw material, product or waste containing corrosive, toxic, biocidal, radioactive, flammable or explosive material; or

(b) any material which when mixed with the wastewater stream, is likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous to the health and safety of any person or harmful to the wastewater system; or

(c) any material containing hazardous substances at sufficient concentrations to exceed the minimum degrees of hazard specified by Hazardous Substances (Minimum Degrees of Hazard) Regulations 2001 under the Hazardous Substances and New Organism Act 1996; or

(d) any material meeting the definition of:

(i) "infectious substances" in the Land Transport Rule: Dangerous Goods 1999 and NZ Standard 5433: 1999 - Transport of Dangerous Goods on Land; or

(ii) "radioactive material" in the Radiation Protection Act 1965 and Regulations 1982

Horowhenua District means the area delineated on S.O. Plan No. 36025 deposited with the Chief Surveyor of the Wellington District

mass limit means the total mass of any characteristic that may be discharged to the Council wastewater system over any period stated in trade waste consent conditions from any single point of discharge or collectively from several points of discharge

maximum concentration means the instantaneous peak concentration that may be discharged at any instant in time

occupier means a person occupying any trade premises or the person responsible for any trade, commercial or industrial activity on those trade premises, and includes the owner of the premises if the premises are unoccupied

permitted trade waste means any trade waste discharged to the Council wastewater system which meets the controlled substances standards; and

(c) which is discharged from a trade premises listed in schedule 1; or

(d) which is discharged from any trade premises where the 24 hour flow volume of the discharge is up to 5 cubic metres; or

(e) which the Council determines to be permitted trade waste under clause 2.1(1); and

(f) must not have any of the prohibited characteristics in schedule 4, clause 4.1

person means a person or body of persons whether corporate or unincorporated, and includes the Crown and any successor of a person

point of discharge means the boundary between the Council wastewater system and a private drain but for the purposes of monitoring, sampling and testing, may be an alternative point as specified in a trade waste consent

premises means:

(a) a property or allotment which is held under a separate certificate of title or for which a separate certificate of title may be issued and in respect to which a building consent has been or may be issued; or

(b) a building that has been defined as an individual unit by a cross-lease, unit title or company lease and for which a certificate of title is available; or

(c) an individual unit in a building where units are separately leased or separately occupied; or

(d) land held in public ownership (e.g. reserve) for a particular purpose

pre-treatment means:

(a) any approved processing of trade waste designed to reduce or vary any characteristic in a waste before discharge to the Council wastewater system in order to comply with a trade waste consent or this bylaw; but

(b) excludes any refuse of garbage grinders or macerators to dispose of solid waste from trade premises to the Council wastewater system, unless specific approval is given by the Council

private drain means any privately owned pipe or drain system through which wastewater flows before entering the Council wastewater system

prohibited trade waste means any trade waste that is prohibited in accordance with schedule 4

residuals means any liquid, solid or gaseous matter remaining after a wastewater treatment process

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

sewage sludge means the material settled out and removed from wastewater during the treatment process

sewer means all wastewater pipes, tunnels, manholes and inspection chambers, whether privately owned or part of the Council wastewater system

significant industry means an industry that the Council has determined is significant for the purposes of this bylaw, by reference to the discharge, volume and/or pollutant loads to be discharged in accordance with this bylaw

stormwater means surface water run-off resulting from precipitation events such as drizzle, mist, rain, sleet, hail or snow

tankered waste means trade waste which is conveyed by vehicle for disposal at an approved site

temporary discharge means:

(a) a discharge of trade waste for an intermittent or short duration; or

(b) a short-term discharge of an unusual trade waste from premises subject to an existing trade waste consent; or

(c) a discharge of tankered waste to a designated point in the Council wastewater system

trade premises means:

(a) any premises used or intended to be used for any industrial or trade purpose; or

(b) any premises used or intended to be used for the storage, transfer, treatment or disposal of waste materials or for other waste management purposes, or used for composting organic materials; or

(c) any premises from which a contaminant is discharged in connection with any industrial or trade process;

(d) any other premises discharging wastewater other than domestic sewage, and includes any land or premises wholly or mainly used for agricultural or horticultural purposes; and

(e) a tanker truck or any other vehicle capable of receiving, storing, transporting, or discharging trade waste

trade waste means any liquid, with or without matter in suspension or solution, that is or may be discharged from a trade premises to a wastewater system in the course of any trade or industrial process or operation, or in the course of any activity or operation of a like nature

trade waste agreement means an agreement of the type described in clause 7

trade waste consent means a consent granted under this bylaw authorising a person to discharge controlled or conditional trade waste to the Council wastewater system

trade waste management plan means a plan for the management of operations on premises from which conditional trade waste is discharged and may include provision for the following matters:

(a) responsibilities, procedures and resources for implementing and monitoring the consent requirements of Council; and

(b) cleaner production, waste minimization, pre-treatment, contingency management procedures, and incorporation of any relevant industry codes of practice

wastewater means water or other liquid waste, including sewage and waste matter in solution or suspension, discharged to the Council wastewater system

working day means any day of the week other than:

(a) a Saturday, a Sunday, Waitangi Day, Good Friday, Easter Monday, Anzac Day, the Sovereign's birthday, Labour Day; and

(b) a day in the period commencing with the 25th day of December in a year and ending with the 2nd day of January in the following year; and

(c) the day observed as anniversary day in Horowhenua; and

(d) if 1 January falls on a Friday, the following Monday; and

(e) if 1 January falls on a Saturday or a Sunday, the following Monday and Tuesday; and

(f) if Waitangi Day or Anzac Day falls on a Saturday or a Sunday, the following Monday.

1.6 General

(1) A reference in this bylaw to introducing or discharging trade waste includes causing, allowing or instructing the introduction or discharge of the trade waste.

(2) To avoid doubt, compliance with this bylaw does not remove the need to comply with all other applicable Acts, regulations, bylaws and rules of law.

(3) The following parts of this bylaw may be amended by the Council from time to time by resolution publicly notified:

(a) the schedules, with the exception of schedule 6; and

(b) the volumetric limits in the definitions of permitted, controlled, conditional and prohibited trade waste.

(4) Schedule 6 of this bylaw (consent application procedure and application forms) and the explanatory notes are included for information purposes only, do not form part of this bylaw and may be made, amended or revoked without formality.

2 Classification of Trade Waste

2.1 Permitted trade waste - low risk

(1) The Council may determine that any trade waste is permitted trade waste if, in the Council's reasonable opinion, it presents a low risk to the Council wastewater system.

Explanatory note: Permitted trade waste must meet the controlled substances standards, and must be discharged from a trade premises listed in Schedule 1, or from any trade premises where the 24 hour flow volume of the discharge does not exceed 5 cubic meters. Notwithstanding these criteria, the Council may determine that any trade waste is permitted trade waste in accordance with clause 2.1(1).

(2) A person may discharge permitted trade waste into the Council wastewater system without a trade waste consent or a trade waste agreement.

(3) Notwithstanding clause 2.1(2) the Council may:

(a) require a person discharging permitted trade waste into the Council wastewater system to pre-treat that trade waste to a specific standard or standards in order to prevent the discharge damaging or otherwise adversely affecting the Council wastewater system; and

(b) in accordance with the Local Government Act 2002, enter premises to determine the characteristics of the discharge to the Council wastewater system, and to that end may inspect the premises and take samples of any discharge.

(4) The Council may give written notice to an occupier that any trade waste discharged from their premises is not permitted trade waste, or is likely to no longer be permitted trade waste, for any one or more of the following reasons:

(a) the quantity and nature of the discharge changes significantly:

(b) the Council forms the opinion that the discharge changes, or is likely to change, to such an extent that it becomes a controlled, conditional or prohibited trade waste:

(c) the Council changes the trade waste management procedures by implementation of changed trade waste bylaw conditions or any amendment to, or replacement of, this trade waste bylaw:

(d) the conditions on resource consents for the Council wastewater system and the residuals from the wastewater change.

(5) If the occupier wishes to continue to discharge trade waste they must apply no later than 10 working days of notification by the Council for a controlled or conditional trade waste consent, in accordance with clause 4.1 of this bylaw.

2.2 Controlled trade waste - potential risk if not managed

(1) The Council may determine that any trade waste is controlled trade waste if, in the Council's reasonable opinion, it presents a potential risk to the Council wastewater system if not managed through appropriate consent conditions.

Explanatory note: Controlled trade waste must meet the controlled substances standards (unless an exceedance is otherwise approved by the Council in a trade waste consent and/or trade waste agreement) and must be discharged from a trade premises listed in Schedule 2, or from any trade premises where the 24 hour flow volume of the discharge is between 5 and 20 cubic meters. Notwithstanding these criteria, the Council may determine that any trade waste is controlled trade waste in accordance with clause 2.2(1).

(2) No person may discharge or introduce controlled trade waste into the Council wastewater system unless authorised to do so under a trade waste consent and/or a trade waste agreement.

2.3 Conditional trade waste - significant risk if not managed

(1) The Council may determine that any trade waste is conditional trade waste if, in the Council's reasonable opinion:

(a) the trade activity and processes are of such a complexity or size, or employ such chemicals, raw materials, or feedstock, that the risks of producing a trade waste which is not an acceptable discharge are considered significant by the Council, if not managed through appropriate consent conditions; or

(b) the discharge contains substances that may at times exceed the controlled substances standards.

Explanatory note: Conditional trade waste must meet the controlled substances standards (unless an exceedance is otherwise approved by the Council in a trade waste consent and/or trade waste agreement) and must be discharged from a trade premises listed in Schedule 3, or from any trade premises where the 24 hour flow volume of the discharge is equal to or exceeds 20 cubic meters. Notwithstanding these criteria, the Council may determine that any trade waste is conditional trade waste in accordance with clause 2.3(1).

(2) No person may discharge or introduce conditional trade waste into the Council wastewater system unless authorised to do so under a trade waste consent and/or a trade waste agreement.

2.4 Prohibited trade waste

(1) No person may discharge or introduce prohibited trade waste into the Council wastewater system.

Explanatory note: Schedule 4 contains guidance as to the prohibited trade waste characteristics that must not be discharged or introduced into the Council wastewater system.

3 Controls on Trade Waste Discharges

3.1 Requirements for trade waste discharges

(1) No person or occupier may introduce or discharge any trade waste into the Council wastewater system unless:

(a) it is permitted trade waste; or

(b) they have a trade waste consent and/or a trade waste agreement that authorises the introduction of the discharge; and

(c) they comply with the conditions set out in that trade waste consent and/or trade waste agreement; and

(d) the discharge is in accordance with the provisions of this bylaw.

3.2 Storage, transport, handling and use of hazardous materials

(1) All persons on trade premises shall take all reasonable steps to prevent the accidental entry of any hazardous materials into the Council wastewater system or from being discharged from the premises to land or water outside the premises as a result of leakage, spillage or other mishap.

(2) No person or occupier may store, transport, handle or use, or cause to be stored, transported, handled or used any hazardous materials in a manner that may cause the material to enter the Council wastewater system.

(3) Any person who carries out the off-site disposal of any hazardous materials must keep records of any such disposal and make such records available for inspection by the Council as soon as practicable following a request to inspect by the Council.

3.3 Dilution of trade waste

(1) No person or occupier may add or allow the addition of any water whatsoever (including condensing water and cooling water) to any trade waste unless specific approval is given in a trade waste consent and/or trade waste agreement, and such discharge is in accordance with any conditions set out in that trade waste consent and/or trade waste agreement.

(2) No person or occupier may add or allow the addition of stormwater to any wastewater unless:

(a) the area from which the stormwater originates is part of the trade premises and is included in any trade waste consent and/or trade waste agreement and appropriate detention or treatment

devices are in place and maintained in accordance with the trade waste consent and/or trade waste agreement; or

(b) prior written approval or consent has been obtained from the Council and such discharge is in accordance with any conditions set out in that consent.

3.4 Other obligations

(1) With the exception of tankered waste, no person may discharge any trade waste in a way that causes that trade waste to be discharged off the premises to land or water outside the premises.

4 Trade Waste Consents

4.1 Application for a trade waste consent

(1) Any person or occupier of trade premises who wishes to:

(a) discharge conditional or controlled trade waste into the Council wastewater system (either continuously, intermittently or temporarily); or

(b) vary the characteristics of a discharge under a current trade waste consent; or

(c) vary the conditions of a current trade waste consent (including any specified methods or means of pre-treatment of trade waste);

must apply to the Council to do so, using the applicable form set out in schedule 6 of this bylaw.

(2) Any application to discharge conditional trade waste may be required to be accompanied by a trade waste management plan and any further management plans requested by the Council.

(3) If the Council requires additional information in relation to any application under clause 4.1(1), it may require any such information at the cost of the occupier. That information may include but is not limited to:

(a) an independent audit by a suitably experienced and external person to verify any or all information supplied by the occupier; and/or

(b) investigation and analysis of the trade waste discharge as required in clause 5.4 of this bylaw.

(4) Where any trade premise has separate points of discharge from more than one area, any application for a trade waste consent shall be accompanied by a separate description of the trade waste to be discharged from each area. The Council may require a separate application for consent to discharge trade waste from each point of discharge.

(5) The occupier must ensure that the application, and every other document conveying information, is accurate and properly executed, and is accompanied by the applicable trade waste consent application fee.

(6) The Council may, in its discretion:

(a) grant the application in whole or in part and issue a controlled trade waste consent subject to standard conditions or such conditions as the Council considers appropriate; or

(b) grant the application in whole or in part and issue a conditional trade waste consent, subject to such conditions as the Council considers appropriate; or

(c) grant a variation application in whole or in part, in which case the conditions of the existing conditional trade waste consent are varied accordingly; or

(d) decline the application and provide the occupier with its reasons for doing so.

(7) The Council may, at its discretion, deal with the owner of trade premises instead of the occupier, and this bylaw shall apply to such an owner as if references to occupier were to owner.

4.2 Consideration criteria

(1) In considering an application for a trade waste consent, the Council may consider the quality, volume, and rate of discharge of the trade waste from the trade premises (either on its own or in combination with other discharges of trade waste to the Council wastewater system) in relation to any one or more of the following:

(a) the health and safety of any person;

(b) the limits or maximum values for characteristics of trade waste as specified in schedules 4 and 5 of this bylaw;

(c) the extent to which the trade waste may react with other liquid wastes within the Council wastewater system to produce an undesirable or hazardous effect (e.g. settlement of solids, production of odours, accelerated corrosion and deterioration of the Council wastewater system);

(d) the flows and velocities in the Council wastewater system and the material or construction of any part of the system;

(e) the capacity of the Council wastewater system and the capacity of any part of that system;

(f) the nature of any wastewater treatment process and the degree to which the trade waste is capable of being treated in the Council wastewater system;

(g) the timing and balancing of flows into the Council wastewater system;

(h) any statutory requirements (including compliance with any resource consent or relevant receiving water quality guidelines) relating to the treatment or disposal of raw or treated wastewater or sewage sludge to receiving environments, including water, land or air environments;

(i) the compliance history of an occupier with regards to any other trade waste consent;

(j) the effect of the trade waste discharge on the ultimate receiving environment;

(k) the possibility of unscheduled, unexpected or accidental events and the degree of risk these could cause to humans, the Council wastewater system and the environment;

(l) other existing or future discharges;

(m) the extent to which the applicant has adopted or is able to adopt cleaner production techniques and waste minimization practices;

(n) the limitations related to sewage sludge disposal and reuse;

(o) control of stormwater;

(p) tankered waste being discharged at an approved location/s; and

(q) any other matter that the Council considers relevant.

(2) Without limiting clause 4.2(1), in considering an application for a trade waste consent, the Council may also consider ways in which the volume or rate of discharge of trade waste on the premises may be reduced, or the quality of trade waste on the premises may be altered (including pre-treatment works and cleaner production practices) or ways in which trade waste may be disposed of other than to a Council wastewater system and may either:

(a) impose conditions on a consent requiring the reduction in volume or change in character of trade waste before it is discharged to the Council wastewater system; or

(b) require disposal of trade waste (whether or not it is prohibited trade waste) to a place other than the Council wastewater system.

(3) Without limiting clause 4.2(1), when considering an application for a trade waste consent and appropriate consent conditions, the Council may also consider any mass limits, set from time to time, that apply to any part of the Council wastewater system, and in so doing may consider:

(a) conditions in the Council wastewater system, near the trade waste discharge point and elsewhere in the system;

(b) whether or not there is any net benefit to be gained by the increase of one characteristic of trade waste concurrently with the decrease of another characteristic;

(c) any requirement on the Council to reduce the characteristic of any discharge from the Council wastewater system to the environment and the Council's ability to meet those requirements;

(d) the total mass of the characteristic of trade waste allowable in the Council wastewater system and the proportion, if any, to be reserved for future allocations;

(e) whether a substance or other characteristic of the trade waste will react or affect wastewater in the Council wastewater system and have an unwanted effect;

(f) the operational requirements of and risk to the wastewater system, and risks to occupational health and safety, public health and the ultimate receiving environment; and

(g) whether or not the levels proposed pose a threat to the planned or actual beneficial reuse of biosolids or sewage sludge.

(4) In considering an application for a trade waste consent, the Council may consider any relevant planning documents or Council policies as well as any trade waste management plan.

4.3 Conditions of trade waste consent

(1) An application for consent to discharge trade waste may be granted subject to such conditions that the Council may impose, including but not limited to:

(a) the limits set out in the controlled substances standards;

(b) the specific approved site(s) or point(s) of connection to the Council wastewater system into which the trade waste must be discharged;

(c) the average and maximum daily volume of the discharge and the average and maximum rate of discharge, and the duration of maximum discharge;

(d) the average, maximum limit and/or permissible range of any specified characteristics of the discharge, including concentrations and/or mass limits determined in accordance with clause 4.2(3);

(e) the period or periods of the day during which the discharge, or a particular concentration, or volume of discharge may be made;

(f) the degree of acidity or alkalinity of the discharge at the time of discharge;

(g) the temperature of the trade waste at the time of discharge;

(h) the provision by, or for the consent holder, at the consent holder's expense, of screens, grease traps, silt traps or other pre-treatment processes, equipment or storage facilities designed to control the quantity and rate of discharge or other characteristic of trade waste prior to the point of discharge;

(i) the frequency at which any equipment required under clause 4.3(h) must be maintained and cleaned, including a requirement that documentation for the removal of concentrated wastes from the trade premises are available for sighting by the Council;

(j) the removal of concentrated waste from trade premises must be completed by a Liquid Waste Code Compliant Contractor;

(k) the provision and maintenance at the consent holder's expense of inspection chambers, manholes or other apparatus or devices to provide reasonable access to drains for sampling and inspection;

(l) the provision and maintenance at the consent holder's expense of a flow measurement system which is capable of measuring and logging all trade waste discharges, together with a sampling chamber containing equipment to enable the collection of any type of samples of trade waste;

(m) a sampling and testing programme and flow measurement requirements and the requirement to meter the flow of trade waste discharges in cases set out in clause 5.1(1) of this bylaw;

(n) the provision for the design, location, and specification of, and any material alteration to, the flow measurement system to require the approval of the Council prior to installation or alteration;

(o) the implementation of any trade waste management plan;

(p) risk assessment of damage to the environment due to an accidental discharge of a chemical;

(q) the indemnification of the Council by the occupier against claims for damage or loss arising from the occupier's discharge or interruptions to the discharge;

(r) waste minimisation and management;

(s) cleaner production techniques;

(t) remote control of discharges;

(u) remote monitoring of discharges;

(v) the occupier's use of third parties for treatment, carriage, discharge or disposal of hazardous materials and by-products of pre-treatment of trade waste (including sewage sludge disposal);

(w) the provision of a bond or insurance in favour of the Council where failure to comply with the trade waste consent could result in damage to the Council's wastewater system or could result in the Council being in breach of any statutory obligation; and

(x) any other conditions the Council considers appropriate.

4.4 Duration, review and variation

4.4.1 Duration and review

(1) Subject to clause 4.4.1(2), the period for which a trade waste consent is granted is two years from the date of granting consent.

(2) The Council may specify a period for which a trade waste consent is granted for a longer period not exceeding five years if it is satisfied that, in addition to consideration of the matters in clauses 4.2 and 4.3:

(a) cleaner production techniques are successfully being utilised, or that a responsible investment in cleaner production equipment or techniques is being made; and/or

(b) significant investment in pre-treatment facilities has been made, such that a longer period of certainty for the amortising of this investment is considered reasonable.

(3) At any time during the term of a trade waste consent the Council may review the consent conditions. The reasons for such a review could include:

(a) the level of consent holder compliance, including any accidents including spills or process mishaps;

(b) matters pertaining to the Council's resource consents and associated residuals for the Council wastewater system;

(c) matters pertaining to the Council's environmental policies and outcomes;

(d) new control and treatment technologies and processes;

(e) any of the matters outlined in Section 6; and

(f) matters pertaining to the Council's legal obligations.

(4) If the consent holder or the owner of the premise changes, or there is a change of activity on a trade premise, a new application for a conditional or controlled trade waste consent shall be made. It shall be the responsibility of the consent holder to lodge the new application.

4.4.2 Technical review and variation

(1) The Council may at any time during the term of a trade waste consent, by written notice to the occupier, vary any condition to the extent that the Council considers necessary or desirable, including to:

(a) address any change in the nature, quality or characteristics of the discharge;

(b) address any change in the wastewater system;

(c) meet any resource consent or condition imposed on the discharge from any of the Council's treatment plants;

(d) meet any other legal requirement imposed on the Council;

(e) address any new information that may have become available since granting the consent.

4.5 Cancellation of the right to discharge

4.5.1 Suspension or cancellation on notice

(1) Subject to clause 4.5.2, the Council may suspend or cancel any consent or right to discharge at any time following 20 working days' written notice to the consent holder or person discharging any trade waste (during which period the Council will consult with such person about their concerns regarding any one or more of the following matters):

(a) for the failure to comply with any condition of the trade waste consent or this bylaw:

(b) for the failure to maintain effective control over the discharge:

(c) for the failure to limit in accordance with the requirements of a consent the volume, nature, or composition of trade waste being discharged:

(d) in the event of any negligence which, in the opinion of the Council, threatens the safety of, or threatens to cause damage to any part of the Council wastewater system or the treatment plant or threatens the health or safety of any person:

(e) if any occurrence happens that, in the opinion of the Council, poses a serious threat to the environment:

(f) in the event of any breach of a resource consent held by the Council issued under the Resource Management Act 1991:

(g) for the failure to provide and when appropriate update a trade waste management plan as may be required as a condition of a conditional trade waste consent:

(h) for the failure to follow the trade waste management plan provisions at the time of an unexpected, unscheduled or accidental occurrence:

(i) failure to pay any charges under this bylaw:

(j) if any other circumstances arise which, in the opinion of the Council, render it necessary in the public interest to suspend or cancel the right to discharge.

(2) If any process changes require more than 20 working days, the Council may also give reasonable time to comply with the trade waste consent conditions.

4.5.2 Summary cancellation

(1) Any trade waste consent may at any time be summarily cancelled by the Council on giving to the consent holder or person discharging written notice of summary cancellation if:

(a) the consent holder or person discharges any prohibited trade waste;

(b) the Council is lawfully directed to withdraw or otherwise to terminate the trade waste consent summarily;

(c) the consent holder or person discharges any trade waste unlawfully;

(d) if the continuance of discharge is, in the reasonable opinion of the Council, a threat to the environment or public health;

(e) if the continuance of discharge may, in the reasonable opinion of the Council, result in a breach of a resource consent held by the Council; or

(f) in the reasonable opinion of the Council the continuance of the discharge puts at risk the ability of the Council to comply with conditions of a resource consent and/or requires identified additional treatment measures or costs to seek to avoid a breach of any such resource consent.

5 Sampling, Testing and Monitoring

5.1 Flow metering

(1) Metering of the volume and/or flow rate of any trade waste discharge may be required as a condition of a trade waste consent by the Council:

(a) on discharges when there is not a reasonable relationship between a metered water supply to the premises, and the discharge of trade waste;

(b) when the Council will not approve a method of flow estimation; or

(c) when, in the opinion of the Council, the discharge represents a significant proportion of the total flow/load received by the Council.

(2) Where volume and/or flow rate metering of any trade waste is required as a condition of a trade waste consent the following matters must all be complied with:

(a) The consent holder is responsible at their own expense for the supply, installation, reading and maintenance of any meter or device required by the Council to measure the volume and/or flow rate of discharge of trade waste and for the testing of such meters and of such services (whether electrical, water supply compressed air or other services) which may be required in order to operate meters and similar devices, including under clause 5.1(2)(f) below.

(b) The meter or device is subject to the approval of the Council but remains the property of the consent holder.

(c) Measurement of volume and/or flow rate must be carried out by or on behalf of the occupier in accordance with the methodology set out in Schedule 9, or another Council approved methodology.

(d) Records of volume and/or flow rate, for up to five years, must be readily available for viewing, or electronic analysis (ie spreadsheet compatible) at any time by the Council for the purposes of audit.

(e) Volume and/or flow rate meters must be located in a position approved by the Council which provides the required degree of accuracy and should be readily accessible for reading and maintenance. The meters must be located in the correct position according to the manufacturer's installation instructions.

(f) The consent holder must arrange for in situ calibration of the volume and/or flow rate metering equipment and instrumentation in accordance with the methodology set out in Schedule 9 or other method approved by the Council upon installation and at least once a year thereafter to ensure its performance. The meter accuracy should be ±10 % but with no greater a deviation from the previous meter calibration of ±5 %. A copy of independent certification of each calibration result must be submitted to the Council.

(3) If any meter, after being calibrated, is found to have an error greater than that specified in clause 5.1(2)(f) as a repeatable measurement, the Council may make an adjustment in accordance with the results shown by such tests back-dated for a period at the discretion of the Council but not exceeding 12 months, and the consent holder must pay or be credited a greater or lesser amount according to such adjustment.

5.2 Estimating discharge

(1) If flow metering of any trade waste discharge is required as a condition of consent and any flow meter is out of repair or ceases to register, or is removed, the Council may estimate the discharge for the period since the previous reading of such flow meter based on:

(a) the average of the previous 12 months' readings; or

(b) any other reasonable factors where it can be shown that estimation based on the average of the previous 12 months' readings would be unreasonable.

(2) If a flow meter has been tampered with the Council (without prejudice to the other remedies available) may declare the reading void and estimate the discharge as provided in clause 5.2(1).

(3) If no flow meter or similar apparatus is required as a condition of a trade waste consent, the Council may estimate the discharge of trade waste on the following basis:

(a) the volume of water supplied to the premises, taking into account the proportion of that volume which is estimated to be discharged to the wastewater system; or

(b) the characteristics of the discharge measured at a previous time during similar operating conditions; or

(c) the characteristic measured during the immediately preceding charging period.

5.3 Sampling and analysis by consent holder

(1) If monitoring of any trade waste discharge is required as a condition of a trade waste consent to ensure compliance with the other conditions of the consent, the Council:

(a) will require the occupier to monitor the discharge of the trade waste; and

(b) may independently monitor the discharge of trade waste.

(2) Sampling and analysis must be undertaken by the occupier to the satisfaction of the Council in accordance with the procedure in Schedule 9 or any other Council approved methodology.

(3) The occupier must provide to the Council the results of any sampling, analysis, flow measurements or other monitoring requirements such as pre-treatment system maintenance, within 12 hours of a request by the Council.

(4) In the case of non-compliance with the conditions of a trade waste consent, or where an anomalous result is obtained, the results of the analysis must be reported to the Council as soon as practicable and no later than one working day.

5.4 Monitoring by Council

(1) Sampling, testing and monitoring may be undertaken by the Council to determine:

(a) if a discharge complies with the provisions of this bylaw;

(b) if a discharge is to be classified as, or meets the requirements for, a permitted, conditional, controlled or prohibited discharge; and/or

(c) the amount of any charges that are applicable to the discharge.

(2) If the Council decides to monitor any trade waste discharge, analysis must be undertaken in accordance with:

(a) the methods set out in Schedule 9, or any other procedure approved by Council; and

(b) by a laboratory approved by the Council.

(3) The Council or an independent analyst from a laboratory approved in accordance with clause 5.4(2)(b) may, at any reasonable time and in accordance with the Local Government Act 2002 enter and/or access any trade premises believed to be discharging trade waste in order to determine any characteristics of any actual or potential discharge by:

(a) taking readings and measurements;

(b) carrying out an inspection, including observing accidental occurrences and clean up; and/or

(c) taking samples of any solid, liquid, or gaseous material or any combination or mixture of such materials being discharged.

(4) The Council or an independent analyst from a laboratory approved in accordance with clause 5.4(2)(b) will notify (which may include leaving a message) the person discharging that a reading or sample has been taken at the time the reading or sample is taken.

(5) At the discretion of the Council all costs of monitoring under clauses 5.3 and 5.4 shall be met by the discharger either through direct payment to the laboratory or to the Council.

(6) The Council must advise the discharger of the results of each round of monitoring within 5 working days of the Council receiving of each round of monitoring results.

(7) The trade waste consent holder may request that any independent sample taken under clause 5.4.2(b) be split into three equal parts and that one part is delivered within 24 hours of completion of sampling to each of:

(a) the consent holder;

(b) the Council or an approved laboratory for analysis; and

(c) an approved alternative laboratory for retention for a period of 20 working days from the date or receipt.

(8) Where a dispute arises as to the validity of the methods or procedures used for sampling or analysis, the dispute may be submitted to an independent expert nominated by the Council. The independent expert's ruling is final. Each party must bear their own costs and contribute equally to the costs of an independent expert.

(9) Where a dispute arises that is not related to the validity of the methods or procedures used for sampling or analysis, the dispute must be submitted to an arbitrator for resolution. The arbitration shall be by one arbitrator to be agreed upon by the parties and if they should fail to agree within twenty-one (21) days from the date upon which the dispute arises then to be appointed by the President of the Arbitrators' and Mediators' Institute of New Zealand Inc. Each party must bear their own costs and contribute equally to the costs of an arbitrator.

5.5 Tankered waste

(1) Any person may apply to the Council for permission to discharge tankered trade waste at an approved location on condition that the tankered trade waste is sourced solely from within the Horowhenua District boundaries.

(2) Any person discharging tankered waste must:

(a) hold a trade waste consent to discharge domestic septic tank or industrial wastes (see consent Schedule 6, form 3); and

(b) if requested by Council, supply the Council material safety data sheets detailing the contents of a waste; and

(c) if requested by Council, obtain tests to determine the characteristics of the waste, where those characteristics are otherwise not known; and

(d) not collect or transport the waste to the point of discharge until appropriate arrangements and method for disposal have been approved by the Council; and

(e) have given 24 hours' notice for the disposal of wastes other than those sourced from domestic septic tanks.

(3) Any person illegally disposing of, or causing to be disposed, tankered waste either by incorrect disclosure of contents (characteristics and/or amount) or dumping into the Council wastewater system other than the prescribed location will be in breach of the bylaw.

6 Bylaw Administration

6.1 Accidents and non-compliance

(1) An occupier must inform the Council immediately on discovery of any trade waste accident, including spills or process mishaps, which may cause a breach of this bylaw.

(2) In the event of any accident occurring when the person holds a conditional consent, then the Council may review the consent under clause 4.4.2(3) or may require the consent holder, within 20 working days of the date such requirement is notified to the consent holder in writing, to review any contingency management procedures in the trade waste management plan and re-submit for approval the trade waste management plan with the Council.

(3) If an accident occurs on the premises of a permitted or controlled discharge, the Council may require the person discharging to apply for a conditional consent.

6.2 Charges and payments

6.2.1 Charges

(1) The Council may from time to time, by resolution using the procedures required by the Local Government Act 2002, fix administrative charges payable by occupiers of trade premises for the purposes of administering this bylaw, administering trade waste consent applications and consents granted under this bylaw and the charges for the receiving, treatment and disposal of trade waste by or on behalf of the Council. Schedule 7 sets out a regime of possible charges.

6.2.2 Invoicing

(1) All charges levied in accordance with clause 6.2.1(1) shall be invoiced in accordance with the Council's standard commercial practice. The invoice shall provide each person discharging with a copy of the information and calculations used to determine the extent of any charges and fees due, in regard to a discharge.

6.2.3 Failure to pay

(1) All fees and charges payable under this bylaw shall be recoverable as a debt. If the person discharging fails to pay any fees and charges under this bylaw the Council may cancel the right to discharge in accordance with clause 4.6.1(1)(j).

6.3 Transfer or termination of rights and responsibilities

(1) A trade waste consent to discharge shall be issued in the name of the given consent holder. The consent holder shall not, unless written approval is obtained from the Council:

(a) transfer to any other party the rights and responsibilities provided for under this bylaw, and under the consent;

(b) allow a point of discharge to serve another premise, or the private drain to that point to extend by pipe or any other means to serve another premise; or

(c) in particular and not in limitation of the above, allow wastewater from any other party to be discharged at their point of discharge.

(2) Renewal of a trade waste consent on change of ownership of premises shall not be unreasonably withheld if the characteristics of the wastewater remain unchanged.

(3) The person discharging shall give 48 hours' written notice in writing to the Council of their requirement for disconnection of the discharge connection and/or termination of the discharge consent, except where demolition or relaying of the discharge drain is required, in which case the notice shall be within seven working days. The person discharging shall notify the Council of the new address details for final invoicing.

(4) On permanent disconnection and/or termination the person discharging may at the Council's discretion be liable for trade waste charges to the end of the current charging period.

(5) When a person discharging ceases to occupy premises from which trade wastes are discharged into the Council wastewater system any consent granted shall terminate but without relieving the person discharging from any obligations existing at the date of termination.

6.4 Service of documents

6.4.1 Delivery or post

(1) Any written notice or other document required to be given, served or delivered under this bylaw to a person discharging may (in addition to any other method permitted by law) be given or served or delivered by being:

(a) sent by pre-paid ordinary mail, courier, or facsimile, or email to the person discharging at the person discharging's last known place of residence or business;

(b) sent by pre-paid ordinary mail, courier, or facsimile, or email to the person discharging at any address for service specified in a consent to discharge;

(c) where the person discharging is a body corporate, sent by pre-paid ordinary mail, courier, or facsimile, or email to, or left at its registered office; or

(d) personally served on the person discharging.

6.4.2 Service

(1) If any notice or other document is:

(a) sent by post it will be deemed received on the first day (excluding weekends and public holidays) after posting;

(b) sent by facsimile or email and the sender's facsimile or email machine produces a transmission report indicating that the facsimile or email was sent to the addressee, the report will be prima facie evidence that the facsimile or email was received by the addressee in a legible form at the time indicated on that report; or

(c) sent by courier and the courier obtains a receipt or records delivery on a courier run sheet, the receipt or record of delivery on a courier run sheet will be prima facie evidence that the communication was received by the addressee at the time indicated on the receipt or courier run sheet, or left at a conspicuous place at the trade premises or is handed to a designated Person(s) nominated by the consent holder then that shall be deemed to be service on, or delivery to the consent holder at that time.

Explanatory note - It should be verified that notice has been served on the correct person.

6.5 Offences

(1) A person who breaches this bylaw or any condition of consent granted under this bylaw commits an offence and is liable to a fine not exceeding $200,000.

6.6 Default by occupier

(1) If an occupier defaults in doing any act required under this bylaw, or otherwise breaches a requirement of this bylaw, the Council may at its discretion, on giving written notice to the occupier, do any one or more of the following:

(a) do the act in default;

(b) physically prevent discharge to the Council wastewater system;

(c) remove or alter any work or thing that is, or has been constructed in breach of this bylaw; and

(d) repair any damage to the Council wastewater system or stormwater system.

(2) The Council may recover on demand the full costs any action or works undertaken in accordance with clause 6.6(1) from the occupier or other person who committed the breach.

6.7 Transitional provisions

6.7.1 Applications

(1) Any application for a consent to discharge trade waste made under the Horowhenua District Council Trade Waste Bylaw 2008 that was filed but not determined before the commencement of this bylaw must be dealt with by the Council as if it had been made after the commencement of this bylaw.

6.7.2 Existing trade waste consents

(1) Any existing trade waste consent that was in force immediately prior to the commencement of this bylaw continues in force, but expires on the date specified in that consent, and can only be renewed by application under this bylaw.

7 Trade Waste Agreements

(1) The Council may, at any time and at its discretion, enter into a written agreement with any occupier for the discharge and reception of trade waste into the Council wastewater system.

(2) Without limiting the Council's discretion under clause 7(1), when determining whether it is appropriate to enter into a trade waste agreement, the Council may consider the costs of receiving, transporting, treating, reusing and disposing of trade waste and providing the facilities for those processes.

(3) Any such agreement may be made in addition to or in place of a trade waste consent and the trade waste agreement and its terms shall have the same force as if the agreement was a consent issued under this bylaw.

(4) Subject to clauses 7(5) and 7(6) of this Bylaw, every duly executed agreement for the discharge and reception of trade waste between an occupier and the Council existing at the date this bylaw comes

into force shall continue in force on the same terms and conditions as if the agreement was a consent issued under this bylaw.

(5) Where an existing trade waste agreement is silent as to its term, that agreement shall be terminable on six months' written notice by the Council and the occupier shall thereafter be required to apply for a trade waste consent in accordance with this bylaw, and/or enter into any new agreement.

(6) Where, in the opinion of the Council, an existing trade waste agreement does not incorporate adequate sampling or monitoring or charging provisions, the Council may impose additional requirements in accordance with clause 7(4) of this bylaw by written notice to the occupier. The occupier shall comply with any such requirements within a reasonable timeframe to be set by the Council at its discretion.

Attestation

The foregoing Bylaw was duly made at an ordinary meeting of the Horowhenua District Council held in the Council Chambers, 126 Oxford Street, Levin, on 5 August 2015 following use of the Special Consultative Procedure used in the consideration of and subsequent adoption of the Horowhenua District Council Trade Waste Bylaw 2015 (effective 6 August 2015).

The Common Seal of the)
HOROWHENUA DISTRICT COUNCIL)
was hereunto affixed pursuant to a resolution)
of the said Council in the presence of:)

HOROWHENUA DISTRICT COUNCIL THE Common Seal OF

..... His Worship the Mayor

..... Chief Executive Officer

SCHEDULE 1: PERMITTED TRADE WASTE

Explanatory note:

1. *Permitted trade waste must also meet the controlled substances standards and may not have any of the prohibited characteristics in schedule 4, clause 4.1.*

2. *A discharge from any trade premises, including the types of premises listed below, consisting of a 24 hour flow volume greater than 5 cubic metres, is a discharge of controlled trade waste.*

Permitted trade waste premises

(1) Trade waste discharged from any of the following premises is presumed to be permitted trade waste:

Industry / Activity	Source of Discharge	Typical Pre-Treatment Requirements
General	• Offices • General retail (excluding food premises, cafes or coffee lounges) • Chemists / pharmacists • Schools, day care facilities, polytechnics, universities (excluding those with laboratories or catering facilities) • Motels (without restaurant) • Churches and community halls (without catering facilities)	Nil

SCHEDULE 2: CONTROLLED TRADE WASTE

Explanatory note:

1. *Controlled trade waste must also meet the controlled substances standards, unless otherwise approved by the Council in a trade waste consent or a trade waste agreement.*

2. *Controlled trade waste must not have any of the prohibited characteristics in schedule 4, clause 4.1.*

3. *A discharge of trade waste from any trade premises, including those listed below, consisting of a 24 hour flow volume of more than 20 cubic metres is a discharge of conditional trade waste.*

Controlled trade waste premises

(1) Trade waste discharged from any of the following premises is presumed to be controlled trade waste:

Industry / Activity	Source of Discharge	Typical Pre-Treatment Requirements
Apparel	• Dry Cleaners • Laundromats	pH control, temperature control, flow balancing, screening
Automotive / engineering	• Mechanical workshops • Service stations • Car wash • Painting and panel beaters	Corrugated plate interceptor, gravity separator, hydrocyclone, or other similar systems No open areas allowing rainwater discharge to sewer
Clothing manufacturing	• Clothing manufacture	pH control, temperature control, flow balancing, screening
Food retail / preparation	• Cafes, coffee lounges, bakeries, take away premises, restaurants • Butchers, fishmongers, delis • Supermarkets, fruit and vegetable stores • Schools, polytechnics, universities (with catering facilities)[1] • Hotels (with restaurant) • Churches or marae (with catering facilities) • Preparation of food and/or catering at a residential address with a commercial kitchen or for commercial purposes	Grease trap, temperature control, flow balancing, screening
Residential care	• Residential care facilities (retirement homes, hospices)	Grease trap, flow balancing, screening
Swimming pools	• Community swimming pool / spa • Hotel / gym / club with swimming pool	pH control, flow balancing
Medical and X-ray facilities	• Dentists • Doctors surgeries • Veterinary clinics • Chiropractors	Amalgam separators, silver recovery unit, offsite removal of developer solution
Other	• Funeral parlour, mortuaries	pH control, temperature control, flow balancing, screening
	• Barber, hairdresser	Screening

	• Florist	Screening, no herbicides to sewer
	• Photo processors (modular units only)	pH control, silver recovery, oxidation

[1] Note: where schools, polytechnics and universities also have science laboratories, additional pre-treatment devices (screening and off-site disposal of hazardous materials) may be required.

SCHEDULE 3: CONDITIONAL TRADE WASTE

Explanatory note:

1. *Conditional trade waste must also meet the controlled substances standards, unless otherwise approved by the Council in a trade waste consent and/or a trade waste agreement.*

2. *Conditional trade waste must not have any of the prohibited characteristics in schedule 4, clause 4.1.*

Conditional trade waste premises

(1) Trade waste discharged from any of the following premises is presumed to be conditional trade waste:

Industry / Activity	Source of Discharge	Typical Pre-Treatment Requirements
Automotive / machinery washing	• Truck washes • Equipment and container washing facilities	Grease separation, screening, no open areas allowing rainwater discharge to sewer
Building, ceramic or paper products manufacturing	• Manufacturing of paper and paper products • Manufacturing of clay, glass, plaster, masonry, asbestos or other mineral products • Concrete batching plants	pH control, temperature control, flow balancing, grease separation, oxidation
Chemical manufacturing	• Manufacturing of fertiliser or soil amendment products • Manufacturing of chemicals, and of chemical, petroleum, coal, rubber and plastic products	Acid hydrolysis, pH control, grease separation, screening, sedimentation, flocculation, oxidation, anti-foam dosing, off-site sediment removal
Food production and processing	• Food manufacturing and warehousing • Recycling of food or food products	Grease separation, pH control, temperature control, flow balancing, screening
	• Beverage manufacturing	pH control, temperature control, flow balancing
	• Meat processing • Dairy products processing • Fish and shellfish processing	Temperature control, grease separation, screening, oxidation
Laboratories and healthcare	• Hospitals • Scientific laboratories	Screening, off-site disposal of screening waste and hazardous materials
Metal production and processing	• Electroplaters • Galvanisers • Foundries • Metal surfacing • Manufacturing of fabricated metal products, machinery and equipment • Spray painting facilities	Sedimentation, flocculation, clarification, pH control, temperature control, cyanide destruction, screening, off-site sediment removal

Printing	• Photo printing and publishing • Printers	pH control, silver recovery, oxidation, flow balancing
Textile production	• Textile fibre and textile processing • Tanneries and leather finishings • Footwear manufacturing	pH control, temperature control, flow balancing, screening, grease separation, oxidation, sedimentation, flocculation, clarification, off-site sediment removal
Waste management	• Sanitary and cleaning services • Solid waste treatment (landfill leachate discharge) • Water and wastewater treatment	pH control, temperature control, flow balancing, screening, grease separation
Other	• Premises with commercial wastemasters	Grease separation, screening, off-site disposal of solid wastes
	• Stock sale yards	Screening, flow balancing
	• Timber treatment yards	Screening, flow balancing, sedimentation, flocculation, clarification, pH control, off-site sediment removal
	• Manufacturing, storage, transport or use of hazardous materials	Screening, flow balancing, sedimentation, flocculation, clarification, pH control, off-site sediment removal

SCHEDULE 4: PROHIBITED TRADE WASTE

Explanatory note:

Prohibited trade waste is trade waste that has, or is likely to have, any of the prohibited characteristics set out below. Prohibited characteristics are present if their concentration exceeds background levels. The background level in relation to any substance means the extent to which that substance is present (if at all) in the municipal water supply used on the trade premises, or in any other water supply that is approved by the Council for the purpose of discharging waste.

4.1 Prohibited characteristics

(1) Any discharge has prohibited characteristics if it has any solid, liquid or gaseous matters, or any combination or mixture of such matters which by themselves or in combination with any other matters will immediately or in the course of time:

(a) interfere with the free flow of wastewater in the Council wastewater system, or damage any part of the Council wastewater system; or

(b) in any way, directly or indirectly, cause the quality of the effluent or biosolids and other solids from any wastewater treatment plant to breach the conditions of a permit issued under the Resource Management Act 1991, or water right, permit or other governing legislation; or

(c) prejudice the occupational health and safety of any person; or

(d) after treatment be toxic to fish, animals or plant life in the receiving waters; or

(e) cause malodorous gases or substances to form which are of a nature or sufficient quantity to create a public nuisance; or

(f) have a colour or colouring substance that causes the discharge from any wastewater treatment plant to receiving waters to be coloured.

(2) A discharge has a prohibited characteristic if it has any amount of:

(a) harmful solids, including dry solid wastes and materials which combine with water to form a cemented mass; or

(b) liquid, solid or gas which could be flammable or explosive in the wastes, including oil, fuel, solvents (except as allowed for in schedule 5), calcium carbide, and any other material which is capable of giving rise to fire or explosion hazards either spontaneously or in combination with wastewater; or

(c) asbestos; or

(d) the following organo-metal compounds:

i. tin (as tributyl and other organotin compounds);

ii. any organochlorine pesticides; or

(e) genetic wastes, being all wastes that contain or are likely to contain genetically altered material that is not in accordance with an approval under the Hazardous Substances and New Organisms Act 1996. The material concerned may be from premises where the genetic modification of any organism is conducted or where a genetically modified organism is processed; or

(f) any health care waste prohibited for discharge to a wastewater system by NZS 4304 or any pathological or histological wastes; or

(g) radioactivity levels in excess of the codes of safe practice issued by the Ministry of Health for the use of unsealed radioactive material; or

(h) any pharmaceutical liquid waste containing cytoxic ingredients.

SCHEDULE 5: CONTROLLED SUBSTANCES STANDARDS

Explanatory note:

This schedule contains the generally accepted characteristics and concentrations of commonly controlled substances standards that may be contained in trade waste discharged to the Council wastewater system.

5.1 Physical characteristics

5.1.1 Temperature

(1) The temperature shall not exceed 40 °C.

5.1.2 Solids

(2) Non-faecal gross solids shall have a maximum dimension which shall not exceed 15 mm.

(3) The suspended solids content of any trade waste shall have a maximum concentration which shall not exceed 2000 g/m^3. For significant industry this may be reduced to 600 g/m^3.

(4) The settleable solids content of any trade waste shall not exceed 50 mL/L.

(5) The total dissolved solids concentration in any trade waste shall be subject to the approval of the Council having regard to the volume of the waste to be discharged, and the suitability of the drainage system and the treatment plant to accept such waste.

(6) Fibrous, woven, or sheet film or any other materials which may adversely interfere with the free flow of wastewater in the drainage system or treatment plant shall not be present.

5.1.3 Oil and grease

(7) There shall be no free or floating layer.

(8) A trade waste with mineral oil, fat or grease unavoidably emulsified, which in the opinion of the Council is not biodegradable shall not exceed 200 g/m^3 as petroleum ether extractable matter when the emulsion is stable at a temperature of 15°C and when the emulsion is in contact with and diluted by a factor of 10 by wastewater, throughout the range of pH 6.0 to pH 10.0.

(9) A trade waste with oil, fat or grease unavoidably emulsified, which in the opinion of the Council is biodegradable shall not exceed 500 g/m^3 when the emulsion is stable at a temperature of 15°C and when the emulsion is in contact with and diluted by a factor of 10 by raw sewage throughout the range of pH 4.5 to pH 10.0.

(10) Emulsified oil, fat or grease shall not exceed 100 g/m^3 as petroleum ether extractable matter when the emulsion is unstable at a temperature of 15°C and when the emulsion is in contact with and diluted by a factor of 10 by wastewater throughout the range of pH 4.5 to pH 10.0.

5.1.4 Solvents and other organic liquids

(11) There shall be no free layer (whether floating or settled) of solvents or organic liquids.

5.1.5 Emulsions of paint, latex, adhesive, rubber, plastic

(12) Where such emulsions are not treatable these may be discharged into the Council wastewater system subject to the total suspended solids not exceeding 1000 g/m^3 or the concentration agreed with the Council.

(13) The Council may determine that the need exists for pre-treatment of such emulsions if they consider that Trade Waste containing emulsions unreasonably interferes with the operation of the Council treatment plant e.g. reduces % ultra violet transmissivity.

(14) Such emulsions of both treatable and non-treatable types, shall be discharged to the Council wastewater system only at a concentration and pH range that prevents coagulation and blockage at the mixing zone in the Council wastewater system.

5.1.6 Radioactivity

(15) Radioactivity levels shall not exceed the codes of safe practice issued by the Ministry of Health for the use of unsealed radioactive material.

5.1.7 Colour

(16) No waste shall have colour or colouring substance that causes the discharge to be coloured to the extent that it impairs wastewater treatment processes or compromises the treated wastewater.

5.2 Chemical characteristics

5.2.1 pH value

(17) The pH shall be between 6.0 and 10.0 at all times.

5.2.2 Organic strength

(18) The biochemical oxygen demand of any waste may be restricted where the capacity for receiving and treating chemical oxygen demand is limited. A biochemical oxygen demand restriction may be related to mass limits.

(19) The biochemical chemical oxygen demand shall not exceed 1000 g/m^3. For significant industry this may be reduced to 600 g/m^3.

(20) The chemical oxygen demand shall not exceed 2000 g/m3.

5.2.3 Maximum concentrations

(21) The maximum concentrations permissible for the chemical characteristics of an acceptable discharge are set out in table 5.1, table 5.2 and table 5.3.

Table 5.1 - General chemical characteristics

Characteristic	Maximum concentration (g/m^3)	
MBAS (Methylene blue active substances)	500	
Ammonia (measured as N)		
- free ammonia	50	
- ammonium salts	200	
Kjeldahl nitrogen	150	
Total phosphorus (as P)	50	
Sulphate (measured as SO_4)	500	
	1500	(with good mixing)
Sulphite (measured as SO_2)	15	
Sulphide - as H_2S on acidification	5	
Chlorine (measured as Cl_2)		
- free chlorine	3	
- hypochlorite	30	
Dissolved aluminium	100	
Dissolved iron	100	
Boron (as B)	25	
Bromine (as Br_2)	5	
Fluoride (as F)	30	
Cyanide - weak acid dissociable (as CN)	5	

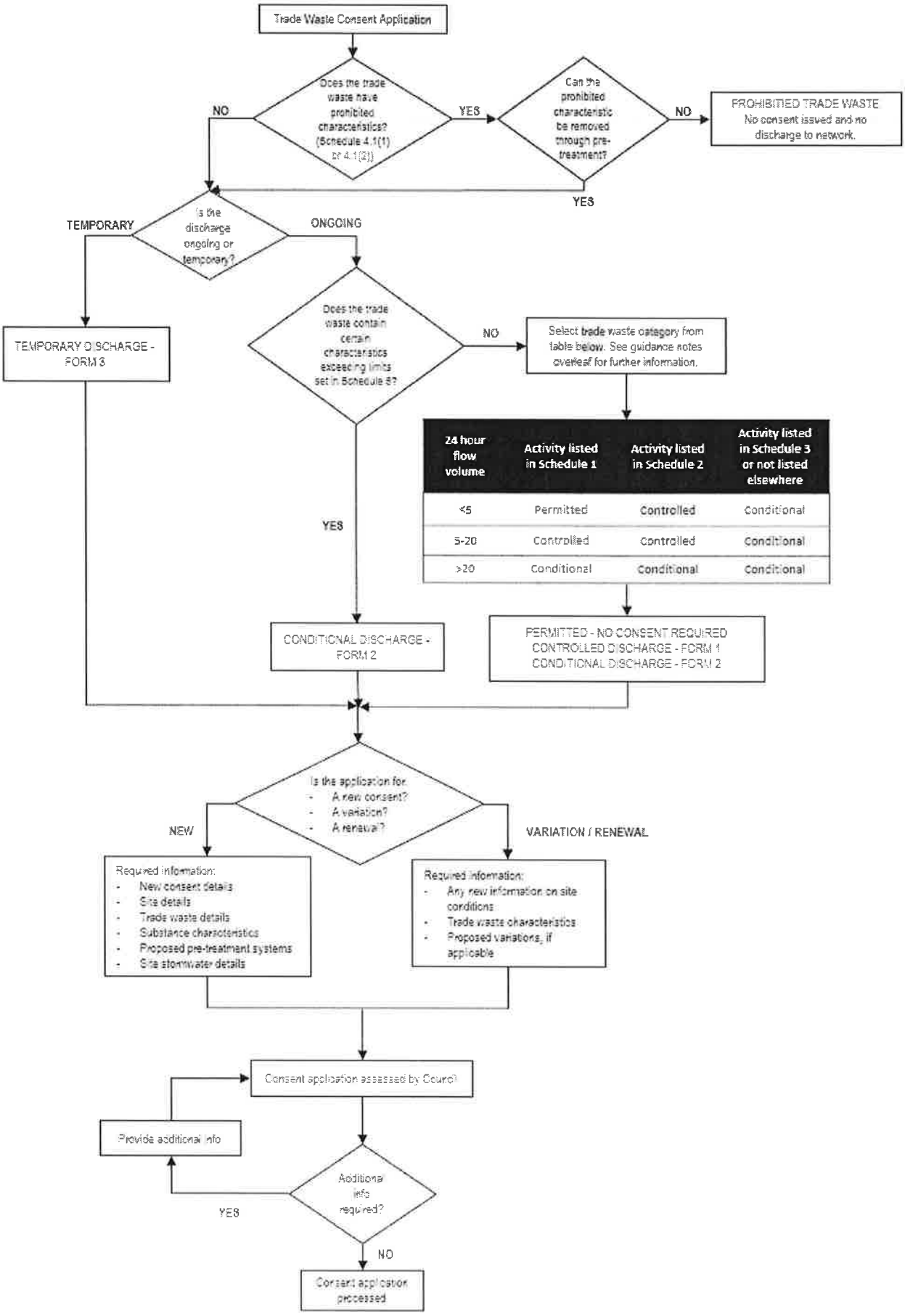
Table 5.2 - Heavy metals

Metal	Maximum concentration (g/m^3)	Metal	Maximum concentration (g/m^3)
Antimony	10	Manganese	20
Arsenic	5	Mercury	0.05
Barium	10	Molybdenum	10
Beryllium	0.005	Nickel	10
Cadmium	0.5	Selenium	10
Chromium	5	Silver	2
Cobalt	10	Thallium	10
Copper	10	Tin	20
Lead	10	Zinc	10

Table 5.3 - Organic compounds and pesticides

Compound	Maximum concentration (g/m^3)
Formaldehyde (as HCHO)	50
Phenolic compounds (as phenols) excluding chlorinated phenols	50
Chlorinated phenols	0.02
Petroleum hydrocarbons	30
Halogenated aliphatic compounds	1
Monocyclic aromatic hydrocarbons	5
Polycyclic (or polynuclear) aromatic hydrocarbons (PAHs)	0.05
Halogenated aromatic hydrocarbons (HAHs)	0.002
Polychlorinated biphenyls (PCBs)	0.002
Polybrominated biphenyls (PBBs)	0.002 each
Pesticides (general) (includes insecticides, herbicides, fungicides and excludes organophosphate, organochlorine and any pesticides not registered for use in New Zealand)	0.2 in total
Organophosphate pesticides	0.1

SCHEDULE 6: CONSENT APPLICATION PROCEDURE & APPLICATION FORMS



Guidance Notes:

PERMITTED DISCHARGE	CONTROLLED DISCHARGE FORM 1	CONDITIONAL TRADE WASTE FORM 2	TEMPORARY DISCHARGE FORM 3	PROHIBITED TRADE WASTE
-No consent required	- Standard conditions apply - Uniform Annual Charge applies - Self-monitoring may be required - Water metering to determine flow - Pre-treatment device may be required	- Special conditions apply - Uniform Annual Charge applies - Pollutant flow/load based charges may apply - Self-monitoring may be required, audited by Council - Wastewater flow measurement devices may be required - Pre-treatment device may be required	- Conditional consent - One-off discharge - Volumetric measurement - Possible pollutant load measurement	- No consent issued and no discharge to network

Consent Form 1

Consent Application for New and Ongoing Trade Waste Discharge

CONTROLLED TRADE WASTE

1. Company Name: _____

2. Company Number: _____

3. Street Address of Trade Premises: _____

   _____

4. Postal Address: _____

   _____

5. Telephone: _____ Fax: _____

6. Contact for Trade Waste Queries:

   Name: _____ _____ _____ _____

   (title) (first name) (surname) (position)

   Address: _____

   Telephone: _____ Fax: _____

   Email: _____

For Official Use Only

Date Received	Application No.	File No.

7. Owner of Property: _____

Telephone: _____

8. Address of Property Owner _____

_____

9. Council Rates Number: _____

10. Name of Occupier/Employee Authorised to Sign Application:

_____

11. Position of Occupier or Authorised Employee: _____

12. This Application Relates to:

		Tick Box	
(a)	Variation to an existing consent	☐	Consent No. _____
(b)	Renewal of an existing consent	☐	Consent No. _____
(c)	A proposed new discharge	☐	
(d)	A current discharge without a consent	☐	

13. Describe the main activity carried out on site: (e.g. restaurant, café)

_____

_____

14. Please provide **outline drawings or a sketch** which clearly indicate the location and if possible specifications of pre-treatment (grease traps) systems

15. Serial Numbers of Water Meter: _____

Location of Water Meters: _____

Volume of Municipal Water Used: _____ average cubic metres/working day

_____ average cubic metres/year

16. Are any open areas, which may collect rainwater, connected to the trade waste drain?

Yes ☐ No ☐

If yes, please specify and estimate each area and indicate the practicality of minimising or eliminating these areas from the sewer catchment:

_____

_____

17. Council may require verification that your pre-treatment system (grease trap or similar device) is cleaned and maintained on a regular basis.

Is verification of cleaning available (e.g. receipt from waste disposal company)?

Yes ☐ No ☐

If yes, please attach a copy.

18. I declare that the foregoing information is correct to the best of my knowledge.

_____ Date: _____

Occupier/Authorised Employee

Return to: Trade Waste Officer
Horowhenua District Council
Private Bag 4002
Levin 5540

For further advice or information please contact a Trade Waste Officer on phone: +64 (6) 366 0999

Consent Form 2

Consent Application for Ongoing Trade Waste Discharge

CONDITIONAL TRADE WASTE

1. Company Name: _____

2. Company Number: _____

3. Street Address of Trade Premises: _____

   _____

4. Postal Address: _____

   _____

5. Telephone: _____ Fax: _____

6. Contact for Trade Waste Queries:

   Name: _____ _____ _____ _____

   (title) (first name) (surname) (position)

   Address: _____

   Telephone: _____ Fax: _____

   Email: _____

For Official Use Only

Date Received	Application No.	File No.

7. Owner of Property: _____

   Telephone: _____

8. Address of Property Owner _____

   _____

9. Council Rates Number: _____

10. Name of Occupier/Employee Authorised to Sign Application:

    _____

11. Position of Occupier or Authorised Employee: _____

12. This Application Relates to:

		Tick Box	
(a)	Variation to an existing consent	☐	Consent No. _____
(b)	Renewal of an existing consent	☐	Consent No. _____
(c)	A proposed new discharge	☐	
(d)	A current discharge without a consent	☐	

13. Describe the main activity carried out on site: (e.g. Engineering, Printing, Food Processing) - See Schedule 3 of this bylaw.

    _____

    _____

14. Please list each specific process which generates trade waste:

    1. _____
    2. _____
    3. _____
    4. _____
    5. _____
    6. _____
    7. _____
    8.

15. Please provide Site Plans, which clearly show the **location** of all:

    (a) Process areas as listed in Item 14
    (b) Trade waste drains
    (c) Domestic (sewage) drains
    (d) Main trade waste pre-treatment systems (pH control, flow balance, grease traps, screens, etc.)
    (e) Flow measuring and sampling point(s), including metering point for charging purposes (if applicable)
    (f) Open areas draining to trade waste drains

(g) Stormwater drains
(h) Water meter locations

16. Please provide **outline drawings** which clearly indicate the design/installation/specifications of:

(a) Pre-treatment systems
(b) Sewer flow measuring devices
(c) Emergency spill containment areas

17. Number of Water Meters: _____

Serial Numbers of Water Meters: _____

Location of Water Meters: _____

Volume of Municipal Water Used: _____ average cubic metres/working day

_____ average cubic metres/year

18. Do you use water from other sources (e.g. groundwater bores)?

Yes ☐ No ☐

Please Specify Source: _____

Number of Meters: _____

Serial Numbers of Meters: _____

Location of Meters: _____

Volume Used: _____ cubic metres/working day

19. Total volume of wastes discharged to the Council wastewater system:

(a) Maximum 24 hour discharge volume _____ cubic metres
(b) Average 24 hour discharge volume _____ cubic metres
(c) Maximum 8 hour discharge volume _____ cubic metres
(d) Maximum flow rate _____ litres/second

(e) Time of day and duration of maximum rate of discharge:

_____ _____

_____ am/pm _____ mins/hrs

(f) Does your discharge have a seasonal peak (range): _____

If yes, when does this occur? _____

20. General characteristics of wastes at point of discharge:

Is the temperature below 40°C Yes ☐ No ☐

Suspended solids: _____ mg/litre

Chemical oxygen demand: _____ mg/litre

Biochemical oxygen demand: _____ mg/litre

Total kjeldahl nitrogen: _____ mg/litre

Is the pH between 6-10? Yes ☐ No ☐

Is the Oil and Grease below 100 mg/litre? Yes ☐ No ☐

21. Do you store, use or generate any of the substances defined as **controlled substances** (Schedule 5) in the Horowhenua District Council Trade Waste Bylaw 2014 (this includes any chemicals which are similar in generic type and toxicity, e.g. oils, solvents, organic compounds or heavy metals etc.) that could result in discharges above the stated limits?

Yes ☐ No ☐ *If 'no', go to Question 24*

22. Please provide material safety data sheets for all substances/chemicals, which have been identified from Question 21.

23. Describe mitigation measures to prevent accidental spillage's and fire water which may contain these substances from entering the Council wastewater system or stormwater system:

_____

_____

24. (a) Is uncontaminated condensing water or cooling water included with any trade waste?

Yes ☐ No ☐ If yes, please specify: _____

(b) Do you discharge an overflow from a cooling tower that contains water treatment chemicals?

Yes ☐ No ☐ If yes, please specify: _____

25. How is stormwater runoff managed and discharged from site?

26. Are any open areas, which may collect rainwater, connected to the trade waste drain?

Yes ☐ No ☐

If yes, please specify and estimate each area and indicate the practicality of minimising or eliminating these areas from the Council wastewater system catchment:

Is a 'first flush system' installed? Yes ☐ No ☐

If yes, what are the maintenance arrangements for this device?

27. Is domestic wastewater such as from toilets, kitchens, showers etc. combined with your trade waste discharge?

Yes ☐ No ☐

28. Are there any specific Health and Safety requirements and security arrangements that Council staff entering the premises need to be aware of?

30. Pre-treatment systems:

Are any of the following pre-treatments installed or proposed?

(a) Flow control (is the discharge rate controlled?)

Yes ☐ No ☐ Proposed ☐

If yes, give details:

(b) pH control

		Proposed
No (compliant without adjustment)	☐	☐
Manual Dosing	☐	☐
Automatic Dosing	☐	☐
Automatic Dosing/Continuous Dosing	☐	☐

(c) Is screening for solids removal used?

Yes ☐ No ☐ Proposed ☐

If yes or proposed, state the type(s) (e.g. floor, basket, contrashear) and provide the mesh size(s). Are they fixed or removable?

Type(s): _____

Mesh size(s): _____

Fixed or removable: _____

Other: _____

What arrangements do you have for the removal of the screened waste?

_____

_____

(d) Is grease, oil, sediment or solvent separation used?

Yes ☐ No ☐ Proposed ☐

If yes or proposed, state the method and provide the dimensions, working capacity and a detailed plan of the system.

Method: _____

Dimensions: _____

Working Capacity _____

Plan Provided: _____

Other: _____

(e) Is temperature control used? (any form of pre-treatment to reduce temperature?)

Yes ☐ No ☐ Proposed ☐

If yes, please specify: _____

(f) Is chemical treatment used? (is effluent chemically treated?)

Yes ☐ No ☐ Proposed ☐

If yes, please specify: _____

Are chemicals used to precipitate out metals? Yes ☐ No ☐

If yes, which chemicals are used? _____

_____

(g) Are any additional pre-treatment methods, not already covered above, used in the treatment of trade waste? (e.g. biological treatment, sludge dewatering)

Yes ☐ No ☐ Proposed ☐

If yes, please specify:

_____

(h) Are the pre-treatment systems operated at all times, and what management and maintenance procedures are in place to ensure optimum/correct operation (e.g. frequency of equipment maintenance see Schedule 8 for guidelines):

_____

_____

_____

31. Council may require a trade waste management plan which specifies how trade waste discharges are managed and controlled.

Is a trade waste management plan available for the trade premises?

Yes ☐ No ☐

If yes, please attach a copy.

32. I declare that the foregoing information is correct to the best of my knowledge.

_____ Date: _____

Occupier/Authorised Employee

Return to: Trade Waste Officer
Horowhenua District Council
Private Bag 4002
Levin 5540

For further advice or information please contact a Trade Waste Officer on phone: +64 (6) 366 0999

Consent Form 3

Consent Application for Temporary Trade Waste Discharge

---

1. Company Name: _____

2. Company Number: _____

3. Street Address of Trade Premises: _____

   _____

4. Postal Address: _____

   _____

5. Telephone: _____ Fax: _____

6. Contact for Trade Waste Queries:

   Name: _____ _____ _____ _____

   (title) (first name) (surname) (position)

   Address: _____

   Telephone: _____ Fax: _____

   Email: _____

For Official Use Only

Date Received	Application No.	File No.

7. Application sought for:

☐ One discharge.

☐ A number of discharges with the same kind of liquid waste over a limited period.

8. Proposed time/date of disposal:

Time: _____

Date: _____

9. Liquid waste:

Quantity: _____ m^3

Source: _____

10. Process in which waste was produced:

_____

11. General Characteristics:

			Other analysis data:
Biochemical oxygen demand:	_____	mg/l	_____
Chemical oxygen demand:	_____	mg/l	_____
Suspended solids:	_____	mg/l	_____
Total kjeldahl nitrogen:	_____	mg/l	_____
TON:	_____	mg/l	_____
Oil and grease:	_____	mg/l	_____
pH:	_____		_____

12. List any characteristics which are likely to be greater than 50% the concentration stipulated in the controlled substances standard (schedule 5 of the Horowhenua District Council Trade Waste Bylaw 2014).

_____

_____

_____

_____

13. Analysis (check with Council whether this is required).

☐ Appended

☐ Not Required

14. Declaration

I declare that the foregoing information is correct to the best of my knowledge.

Date: _____

_____

Occupier/Authorised Employee

Return to: Trade Waste Officer
Horowhenua District Council
Private Bag 4002
Levin 5540

For further advice or information please contact a Trade Waste Officer on phone: +64 (6) 366 0999

SCHEDULE 7: TRADE WASTE CHARGE CATEGORIES

CHARGING SYSTEM

The charging method involves assessing the full life costs of the sewerage infrastructure, treatment plant, the disposal system and costs associated with the administration, management and monitoring of trade waste and this bylaw. Charges are then allocated from either a uniform annual charge and, for a conditional trade waste consent, a possible unit costs for flow and the various pollutants that are targeted for removal. The total treatment cost are built up by allocating costs to the reticulation network, individual treatment process units, the disposal system, administration and management.

Flow and load based charges will apply to trade waste customers who have a significant pollutant load discharging into the Council wastewater system. Council staff will monitor these customers typically on a frequent basis, and results will be used to determine trade waste charges on a flow and pollutant load basis. Self-monitoring may be acceptable for some trade waste discharges.

The unit charge rates and uniform annual charge will be reviewed by the Council and set by Council resolution from time to time in accordance with the Local Government Act 2002.

Details of the charging system structure are provided below:

CHARGING CATEGORIES

There are three charging categories, which are based on the type of trade waste discharged to the Council wastewater system:

Permitted trade waste

No trade waste charge for a discharge of permitted trade waste.

Controlled trade waste

A uniform annual charge to recover the reasonable costs incurred by Council in respect of the granting of consents and associated administration including services given and inspections.

Conditional Consents

A uniform annual charge to recover the reasonable costs incurred by Council in respect of the granting of consents, services given and inspections and if appropriate a flow and/or load based charge relevant to the particular customer and the additional costs incurred by Council in accepting and treating such waste into the Council wastewater system.

Tankered Waste charges

Set as a fee(s) per tanker load, or as a fee(s) per cubic metre, dependent on trade waste category.

Payment based on the defined form(s) and may be related to the waste characteristics of the substance(s) $/kg and/or $/m^3

Assessment of charges

In determining the basis of charges the following process is proposed:

- For the first year Council will estimate the costs likely to be associated with administering this bylaw and allocate these over the above categories.
- Over the first year actual costs are recorded with an annual review of charges undertaken and the charges per category amended as appropriate.

Trade Waste Charging Parameters

In the following table the Council states what parameters it may charge under the tenure of this bylaw.

A wide range of parameters has been provided in the following table to leave options open and promote awareness for future changes in the Council wastewater system requirements.

A. Administrative Charge Parameters	
Category	**Description**
A1 Connection fee	Payable on application for connection to discharge
A2 Compliance monitoring	The cost of sampling and analysis of trade waste discharges
A3 Disconnection fee	Payable following a request for disconnection from Council wastewater system
A4 Trade Waste application fee	Payable on an application for a trade waste consent
A5 Reinspection fee	Payable for each re-inspection visit by the Council where a written notice served under this bylaw has not been complied with by the trade waste discharger
A6 Special rates for loan charges	Additional rates for servicing loans raised for the purposes of constructing or improving the Council wastewater system
A7 Temporary Discharge fee	Payable prior to receipt of a temporary discharge
A8 Uniform Annual Charge	An annual management fee for a trade waste discharge to cover the Council's costs associated with for example: a. administration; b. general compliance monitoring; c. general inspection of trade waste premises; d. use of the Council wastewater system

A9	Rebates for trade premises	Reduction in fees is provided for in section 150(2). Section 150(4) of the Local Government Act 2002 states that the fees prescribed by the Council shall not provide for the Council to recover more than the reasonable cost incurred by the Council for the matter for which the fee is charged
A10	New or additional trade premises	Pay the annual fees and a pro rata proportion of the various trade waste charges relative to flows and loads

B. Flow and/or load based charge parameters

Category		**Description**
B1	Volume	Payment based on the volume discharged $/m^3. The magnitude of the unit charge is based on the annual costs associated with maintaining the wastewater network and flow costs associated with the Council wastewater system
B2	Flow Rate	Payment based on the flow rate discharged $L/s. The magnitude of the unit charge is based on the annual costs associated with maintaining the wastewater network and flow costs associated with the Council wastewater system
B3	Suspended solids	Payment based on the mass of suspended solids $/kg. This charge is related to primary treatment and a portion of sludge treatment and disposal and a portion of the odour control costs for the site
B4	Organic loading	Biochemical oxygen demand or chemical oxygen demand $/kg. The charge unit can be calculated from the cost of organic load removal in the secondary treatment process, and other associated costs based on the treatment plant cost allocation system.
B5	Nitrogen	Payment based on the defined form(s) of nitrogen $/kg. Related to the cost of nitrogen removal in the secondary treatment system and other associated costs as defined from treatment plant cost allocation system
B6	Phosphorous	Payment based on the defined form(s) of phosphorous$/kg
B7	Metals	Payment based on the defined form(s) of the metal(s) $/kg
B8	Transmissivity	A charge based on the inhibiting nature of the trade waste to ultra violet light used by the Council's disinfection process
B9	Screenable solids	Payment based on the mass of screenable solids $/kg
B10	Toxicity charge	Payment based on the defined form(s) of the toxic substance(s) $/kg and/or $/m^3
B11	Incentive rebate	A rebate for discharging materials beneficial to the Council's Wastewater system $/kg and/or $/m^3

B12	Depreciation	Capital costs related to the Council wastewater system are operationalised as a depreciation cost normally spread across the volume and mass charges
B13	Capital	Apportioned upfront or term commitment capital cost of specific infrastructure required to accommodate a conditional consent discharge. Typically this would be included under a trade waste agreement with a reduction in load based charges.
C. Tankered Waste Charges		
Category		**Description**
C1	Tankered Wastes	Set as a fee(s) per tanker load, or as a fee(s) per cubic metre, dependent on trade waste category
C2	Toxicity	Payment based on the defined form(s) of the toxic substance(s) $/kg and/or $/m^3

CHARGING FORMULA

The proposed formula for calculation of the load based trade waste charge is as set out below. Flow measurement and sample results will be used for the purposes of calculating the trade waste charge using this formula.

$$(F \times F_c) + (SS \times SS_c) + (COD \times COD_c) + (TkN \times TkN_c)$$

Where:

F = The flow for the period.

F_c = The unit flow charge ($_____) per m^3.

SS = The mass of suspended solids discharged for the period.

SS_c = The SS charge ($_____) per kg.

COD = The mass of chemical oxygen demand discharged for the period.

COD_c = The COD charge ($_____) per kg.

TkN = The mass of total kjeldahl nitrogen discharged for the period.

TkN_c = The N charge ($_____) per kg.

SCHEDULE 8: PRE-TREATMENT MANAGEMENT GUIDELINES

PRE-TREATMENT MANAGEMENT GUIDELINES

If the occupier's wastewater discharge requires a form of pre-treatment device, the Council may require the occupier to provide evidence of maintenance to the Council. The required evidence and the frequency with which it must be provided shall be determined by Council when assessing the occupier's trade waste consent application and both will be specified in the occupier's trade waste consent.

The table below presents a simplified list of pre-treatment management requirements for customers when applying for the trade waste discharge consents.

Pre-Treatment Devices				
Source	**Typical Characteristics of Wastewater**	**Typical Pre-Treatment Requirement**	**Cleaning and Reporting Frequency**	**Evidence Required**
Automotive / Engineering				
Car Washes Engine Reconditioning Auto Workshop Painting Panel Beaters Service Stations	Oil Grease Solids Hydrocarbons Metals Detergent	Corrugated Plate Interceptor Gravity Separator Hydrocyclone Other similar systems	Monthly Bi-monthly Six Monthly Annually	Contractor grease/solids removal record (e.g. invoice) or other cleaning record
Food Preparation				
Cafeteria Fast Food Institution kitchen Shopping Centres Supermarkets Butcher Fishmonger	Temperature Oil & Grease BOD Solids	Temperature Control Flow Balancing Grease Trap Screening	Monthly Bi-monthly Six Monthly Annually	Contractor oil and grease or solids removal records
Apparel				
Dry Cleaning Laundromats	Temperature pH Peak Flows Solids	pH Control Temperature Control Flow Balancing Screening	Monthly Bi-monthly Six Monthly Annually	Contractor solids removal records. System operational and monitoring records
Dental Practices				
Dental	Mercury Silver	Amalgam Separators Silver Recovery Unit Offsite Removal of Developer Solution	Monthly-Annually	Contractor removal records. Amalgam separators fitted and operating to appropriate ISO standards.

Sampling and reporting frequency will be specified in each trade waste consent, and will depend on the level of compliance (if seeking renewal of a trade waste consent) and the number of reporting results received.

SCHEDULE 9: SAMPLING AND FLOW MONITORING PROCEDURE

SAMPLING PROCEDURE

Sampling procedures shall be undertaken in accordance with NZS 5667-10:1998 or ISO 5667-10:1992; water quality sampling Part 10: Guidance in Sampling of Wastewater, or any standard that succeeds it, or another Council approved methodology.

When sampling to evaluate compliance with controlled substance limits, spot or grab samples are sufficient. Sampling for compliance with the mass discharge of pollutants or to evaluate load based trade waste charges shall be based on composite sampling.

The frequency, timing and number of composite samples for evaluating trade waste charges will be determined by the Council and will be based on the significance of the trade waste load relative to the treatment plant design load.

Typically not less than 5 (five) 24 hourly composite samples will be used to determine annual load based trade waste charges.

The following sub-sections provide some information from NZS 5667.

Sampling Equipment

The laboratory responsible for analysing the samples should be consulted about the type of container that should be used for sample collection, storage and transportation. The container needs to prevent losses due to adsorption, volatisation and contamination by foreign substances.

The simplest equipment used for taking samples consists of a clean bucket, ladle, or wide-mouthed container of known volume (greater than 100 mL) that may be mounted on a handle of a suitable length.

The sampling location shall be the first manhole or other access point upstream of the point of discharge, unless a location giving more representative samples can be found. The location of the access point shall be in accordance with the New Zealand Building Code.

Sampling Method

Grab or Spot Samples	A grab or spot sample is a discrete sample taken randomly (with regard to time and/or location) from the trade waste where the whole sample volume is taken at once. Grab or spot samples are useful for determining the wastewater composition at a certain time.
Composite Samples	A composite sample is two or more samples mixed together, from which the average result of a desired characteristic may be obtained. Composite samples are prepared by mixing a number of grab samples or by collection of a continuous fraction of a waste stream.

Frequency and number of Samples

Analyses shall be based on samples taken at regular intervals during the control period, as specified in the occupier's trade waste consent. The number of samples taken during each control period should be determined by the Council.

If the identification of the nature and magnitude of peak load are important, sampling should be restricted to those periods when peak loads are known to occur. Allowances should be made for daily, weekly and seasonal wastewater quality variations.

The stability of the sample may often limit the duration of the sampling period. In such cases, reference should be made to the specific analytical techniques to be undertaken and the receiving laboratory should be consulted, in order that correct preservative measures can be used.

A sampling chain of custody form should as a minimum include:

- name of the trade premises
- trade waste consent number
- sampling point
- date of sampling
- time, start and stop, of sampling
- details of the sampling method.

FLOW MONITORING PROCEDURE

Flow Monitoring Method

Flow monitoring shall be undertaken in accordance with AS 3778-5.3:2007 or ISO/TR 9824:2007 or BS EN 14154-3:2005+A2:2011, or any standards that succeed these, or another Council approved methodology.

The flow meter equipment and monitoring methodology should be selected based on the physical and hydraulic characteristics of the proposed discharge and monitoring site, the objectives of the measurement and operations and maintenance considerations. Consideration should also be given to the position and nature of the instrument housing, bearing in mind the need for safe and easy access, protection from all anticipated water levels, human or animal interference and the elements.

Flow Meter Calibration

The consent holder shall arrange for in situ calibration of the flow metering equipment and instrumentation in accordance with NZS 10012 Part 1, or other Council approved method, upon installation and at least once a year thereafter to ensure its performance.

The meter accuracy should be ±10% but with no greater a deviation from the previous meter calibration of ±5%. A copy of independent certification of each calibration result must be submitted to the Council.