



# WATER SERVICES AND TRADE WASTE BYLAW 2017

Adopted on 29 June 2017

The purpose of this bylaw is to:

1. Ensure the Rotorua District Council is able to meet the requirements and obligations of the Local Government Act 2002 and Resource Management Act.
2. Ensure the protection and safety of Rotorua District Council personnel and the general public;
3. Protect the Rotorua District Council's investments in existing and future water supply, wastewater and stormwater infrastructure, treatment plants and disposal facilities.
4. Clearly define the obligations of owners, occupiers and the public in relation to the public water supply, wastewater network infrastructure and stormwater network infrastructure.
5. Regulate discharges, including trade waste, hazardous substances, wastewater, geothermal fluids and stormwater into the Rotorua District Council Wastewater Services.
6. Protect lakes water quality.
7. Ensure and provide for an equitable share of water service costs by users of the Water Services.
8. Ensure the protection, safety and health of Rotorua District Council personnel and the general public.

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## **A. INTRODUCTION**

### **1. TITLE**

The Rotorua District Council Water Services and Trade Waste Bylaw 2010.

### **2. COMMENCEMENT AND APPLICATION**

This bylaw comes into force on 1 July 2010.

This Bylaw applies throughout the District of the Rotorua District Council.

### **3. REVOCATION**

The following bylaws are revoked:

- a) Water Services and Trade Waste Bylaw 2004

### **4. SCOPE OF THE BYLAW**

There are four "parts" to this bylaw:

- Water Supply
- Stormwater Drainage
- Sewerage
- Trade Waste

(see Schedule Fifteen "Water Services and Trade Waste Bylaw Structure")

This section of the bylaw applies to all four.

This bylaw provides for the:

- a) Council to set out the requirements for applications to connect or discharge into Water Services Infrastructure within the District;
- b) Procedure for continuation and termination of Water Services;
- c) Conditions and circumstances of water supply throughout the District, including ordinary and extraordinary supply;
- d) Metering of water supply in some circumstances;
- e) Acceptance of discharges of wastewater from residential properties, and conditions of acceptance;
- f) Regulation of discharges of trade waste from business/trade properties;
- g) Acceptance of discharges of stormwater from residential and non residential properties, and conditions of acceptance;
- h) Regulation of levels of stormwater discharge;
- i) Recovery of costs incurred by Council in supplying Water Services
- j) Licensing and regulation of batch collection, transportation and disposal of trade waste;
- k) Sampling and analyses of trade waste discharges;
- l) Administrative mechanisms for the operation and enforcement of this bylaw

## 5. DEFINITIONS

The word “shall” identifies a mandatory requirement for compliance with this bylaw. The word “should” refers to practices which are advised or recommended.

For the purposes of these Bylaws the following definitions shall apply:

NOTE: Words identified in italics in these definitions are also defined. Any expression used in this bylaw, which is not defined, shall have the same meaning as given to such expression in any of the following legislation: the Resource Management Act 1991, the Building Act 2004, the Local Government Act 2002, the Health Act 1956, and any subsequent amendments.

ACCESS POINT is a place where access may be made to a private drain for inspection (including sampling or measurement), cleaning or maintenance. The location of the access point shall be in accordance with the New Zealand Building Code.

AIR GAP SEPARATION means a minimum vertical air gap between the outlet of the water supply fitting which fills a storage tank, and the highest overflow water level of that storage tank.

ANALYST means a testing laboratory approved in writing by an Authorised Officer of the WSA.

ANNUAL PLAN means the Annual Plan produced by the Council as required by the Local Government Act 2002.

APPROVAL or APPROVED means approved in writing, by resolution of the Council or by an authorised officer of the WSA.

AUTHORISED OFFICER means any officer appointed by the territorial authority (TA) as an enforcement officer under section 177 of the Local Government Act 2002 with powers of entry as prescribed by sections 171-174 of the Local Government Act 2002 to administer these bylaws.

BACKFLOW means a flow of water or other liquid through any service pipe or supply pipe in a reverse direction to the normal supply flow.

BATCH DISCHARGE means any discharge of accumulated trade waste over a short duration that has not been approved for discharge under any existing consent, and can include the discharge of tankered waste to designated points into the wastewater system.

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

BOD<sub>5</sub> means the 5 day carbonaceous biological oxygen demand which is a measure of strength of sewage

BURIED SERVICES means all underground WSNI owned by/under the control of the WSA.

CERTIFICATE OF TITLE means a certificate registering the ownership of land available to any owner(s) under the Land Transfer Act 1952, and includes fee simple and leasehold interests.

CHARACTERISTIC means any of the physical or chemical constituent characteristics of a wastewater discharge referred to in this bylaw.

CLEANER PRODUCTION means:

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

COMMON PRIVATE DRAIN means a drain owned, maintained or utilised by more than one occupier.

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

CONDITIONAL means trade waste which has conditions placed upon the Consent Holder, by the WWA, to enable the consent holder to meet permitted discharge characteristics.

CONSENT means a consent with conditions, given in writing, by the WSA to a person or occupier with a service connection to any of the Water Services and signed by an Authorised Officer.

CONSTITUENTS means the sum component parts of any discharge.

CONTAMINANT includes any substance (including gas, 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.

COUNCIL means the Rotorua District Council.

DESTINATION means the exact location at which the liquid or solid waste is discharged or dispatched from the vehicle that has collected and transported the liquid or solid waste.

DISCONNECTION means the physical cutting and/or sealing off of any water services from a premises.

DISTRICT means the district of the Rotorua District, as the Territorial Authority established under the Local Government Act 2002 which has adopted this bylaw.

DISTRICT ENGINEER means the principal officer of the WSA.

DOUBLE CHECK DETECTOR VALVE is a double check (non-return) valve which has a positive closing pressure and a metered bypass to measure flows typically associated with leakage or unauthorised use on a dedicated Fire Fighting Service Connection.

DRAIN means that section of private drain between the occupier's premises and the point of discharge through which wastewater is conveyed from the premises. This section of drain is owned and maintained by the occupier.

DRAINAGE DISTRICT means any area within the district for which the Council may provide waste water services.

**EPHEMERAL FLOWS:** means short lived, flows of stormwater across land during rain periods.

**EMERGENCY MANAGEMENT PLAN** means a strategy or strategies for preventing, reducing, responding to, or recovering from emergency situations.

**ENFORCEMENT OFFICER** has the same meaning as the Local Government Act 2002 interpretation and means an officer or agent appointed by the Water Service's Territorial Authority in accordance with the Local Government Act 2002, section 177, with powers in accordance with sections 178, 179, 164, 165, 166, 172, and powers of entry to check Utility Services in accordance with section 182 of the Local Government Act 2002.

**EXTRAORDINARY SUPPLY** as defined in 19.2.1.1 (b)

**EXTRA – TERRITORIAL PROPERTY** means a property wholly outside the boundary of the Water Supply Area, neither connected to the WSNI or not.

**FIRE FIGHTING SERVICE CONNECTION** means a service connection for the sole purpose of providing water to a system for the fighting of fires. It will normally be directly connected to a fire fighting sprinkler system.

**FOOD PREMISES** means any premises requiring registration under the Food Hygiene Regulations, and includes factory canteens and kitchens.

**FOUL WATER (NZ Building Act definition)** means the 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).

**GEOHERMAL WATER** means water heated within the earth by natural phenomena to a temperature of 30 degrees Celsius or more; and includes all steam, water, and water vapour, and every mixture of all or any of them that has been heated by natural phenomena.

**HAZARDOUS SUBSTANCE** means Hazardous Substances as defined by the Hazardous Substances and New Organisms Act 1996 and as redefined in the Liquid and Hazardous Substance Code of Practice.

**HRF** means high risk facilities being those facilities based upon, but not limited to, the Bay of Plenty Regional Council Regional water and land plans, as set out in Schedule 14 of this bylaw.

**INDEPENDENT ANALYST** means an International Accreditation New Zealand accredited test laboratory appointed for the purposes of sampling and testing wastewater or trade waste in accordance with the requirements of this bylaw.

**INFILTRATION** means surface or ground water entering a sewer or foul water drain through defects such as, but not limited to, poor joints, and cracks in pipes or manholes. It does not include inflow.

**INFLOW** means water discharged into a private drain from non-complying connections or other drainage faults. It includes stormwater entering through illegal downpipe connections or from low gulley traps.

**INFRINGEMENT OFFENCE** means an offence specified as such in regulations made under section 259(a) of the Local Government Act 2002.

**LEGAL ROAD RESERVE** means that area of road within the property owned by a road controlling authority.

**LEVEL OF SERVICE** means the measurable performance standards, (as contained in the Annual Plan), on which the WSA undertakes to provide water services.

**LICENCE** means A Licence, with conditions given in writing by the WSA to a person or occupier with a service connection to, or whose property's stormwater discharges into, the SWNI.

**LGA02** means The Local Government Act 2002 or its replacement.

**LICENSEE** means a Person holding an offensive trade licence for the District under the Health Act 1956.

**MANAGEMENT PLAN** means the plan for management of operations on the premises from which waste waters come, and may include provision for cleaner production, waste minimisation, discharge, contingency management procedures, and any relevant industry Code of Practice or spill control plans.

**MASS LIMIT** means the total mass of any constituent that may be discharged to the wastewater system over any 24-hour period.

**MAXIMUM CONCENTRATION** means the peak concentration of any constituent that may not be exceeded.

**N** means Nitrogen

**NETWORK INFRASTRUCTURE** means the provision and management of water supply, wastewater, and stormwater collection and includes, but is not limited to, water distribution systems, water courses, springs, bores and wastewater services, land, buildings, pipes, manholes, pumps, rising mains, appurtenances, treatment works, irrigation and disposal systems.

**OCCUPIER**, in relation to any premises means the person presently occupying the premises and shall include the owner.

**ORDINARY SUPPLY** – as defined in 19.2.1.1.(a)

**OWNER** in relation to any premises, means the person who is for the time being entitled to the rack rent of the premises or who would be so entitled if the premises were let to a tenant at a rack rent; and includes—

- a) The owner of the fee simple of the premises; and
- a) Any person who has agreed in writing, whether conditionally or unconditionally, to purchase the premises or any leasehold estate or interest in the premises, or to take a lease of the premises, while the agreement remains in force.

**P** means phosphates

**PATHOLOGICAL WASTE** means waste materials that are offensive to the senses and/or hazardous to public health. This applies mainly to, but is not limited to anatomical waste such as human tissue and organs or animal tissue organs and carcasses. Other waste deemed to be pathological include materials that may be contaminated by highly infectious organisms.

PERMITTED means, as applied to, a trade waste that has been approved by, or is acceptable to, the Wastewater Authority and as long as it has the physical and chemical characteristics which comply with the requirements of the Wastewater Authority's standards as defined in Schedule 2 of this bylaw.

PERSON includes a person, the Crown, a corporation sole, and also a body of persons, whether corporate or unincorporated.

POINT OF DISCHARGE is the boundary between the Wastewater services and a private drain.

POINT OF SUPPLY is the boundary between the WSNI and the occupier's water supply pipe.

POTABLE means generally complies with the health criteria of the Drinking Water Standards for New Zealand.

PREMISES means either:

- 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 of which a building consent has been or may be issued; or
- b) Separate properties or allotments as described in (a) but which are combined for operating purposes e.g. industrial or farming; or,
- c) A building that has been defined as an individual unit by a unit title or individually leased to an occupier and for which a certificate of title is available; or
- d) Land held in public ownership for a particular purpose (e.g. reserve); or
- e) Part of a building that has been individually leased to an occupier.

PRE-TREATMENT means any processing of wastewater by any process, works, structure, equipment or machinery, that is intended to vary the character of the wastewater, or remove constituent matters from any wastewater prior to their discharge into the WSA's WWNI.

PRE-TREATMENT WORKS means any process, works, structures, equipment, or machinery, which removes or varies any constituents, or varies the characteristics of wastewater, prior to its discharge into the WSA's WWNI, so as to enable this discharged waste discharged to meet bylaw conditions.

PRINCIPAL OFFICER means the District Engineer.

PRIVATE SEWER means that section of a sewer between the occupier's premises and the point of discharge into the WSA's SNIs. Private sewer is owned and maintained by the occupier.

PRODUCTION LAND

- a) Means any land and auxiliary buildings used for the production (but not processing) of primary products (including agricultural, pastoral, horticultural, and forestry products):
- b) Does not include land or auxiliary buildings used or associated with prospecting, exploration, or mining for minerals —

PROHIBITED means a trade waste that has prohibited characteristics as defined in Schedule 3 of this bylaw and does not meet the conditions of Schedule 2 of this bylaw. The waste is not acceptable for discharge into the wastewater authority's system unless specifically approved by the WSA as a Conditional trade waste.

PROHIBITED CHARACTERISTICS means any characteristics prohibited from being discharged into the WSA's WWNI by this bylaw.

**PUBLICLY NOTIFIED** means published on at least one occasion in a newspaper circulating in the District, or under emergency conditions, by the most practical means available at that time.

**RCEIS** means Rotorua Civil Engineering Industry Standard, which forms part of the Council's Engineering Code of Practice.

**REGIONAL COUNCIL** means the jurisdiction of The Bay of Plenty Regional Council or The Waikato Regional Council.

**RESIDENTIAL PREMISES** means premises used exclusively for residential dwelling.

**RESTRICTED FLOW SUPPLY** –means a small continuous flow supplied by a flow control device and where storage is the responsibility of the person or occupier to cater for his/her demand fluctuations. Restricted flow supply shall only be available to premises within a designated area, or under special conditions set by the WSA. Restricted flow supply shall be measured on the basis of a calculated volume supplied per unit of time.

**RESTRICTOR** – means a control device fitted to the service connection to regulate the flow of water to premises.

**RISING MAIN** means a sewer through which wastewater is pumped, or a pipe through which stormwater is pumped.

**ROADING AUTHORITY** means either a territorial authority or New Zealand Transport Agency.

**ROAD CONTROLLING AUTHORITY (RCA)** means a territorial authority responsible for the road such as that defined in the Local Government Act as a city council or a district council.

**ROAD CORRIDOR ACCESS REQUEST (RCAR)** means a notice to undertake works in the road (boundary to boundary), given by the utility operator or their agent, to the RCA and must identify the location, the nature, and the reason for the proposed works.

**SCHEDULE OF RATES AND CHARGES** means the list of items, terms and prices for services approved by the WSA.

**SCHEDULED SOURCES** means waste collected from:

- a) Grease traps
- b) Septic tanks
- c) Trade waste premises that would require consent under this bylaw if the trade waste was discharged into the Council's sewerage system.
- d) Pre-treatment works
- e) Hazardous waste containers

**SERVICE OPENING** means a manhole, or similar means for gaining access for inspection, cleaning or maintenance, of a network infrastructure.

**SERVICE CONNECTION** or **SERVICE PIPE** means that section of pipe between a water services main and the point of supply or point of discharge. This section of pipe is owned and maintained by the WSA. It may include other fittings or equipment.

**SEWAGE** means foul water or wastewater, and may include trade waste that is discharged into the sewerage

SEWAGE SLUDGE means the solid material settled out from sewage during the treatment process.

SEWERAGE means the pipework, pumping stations and treatment infrastructure that collect, treat and dispose of sewage.

SNI means Sewerage Network Infrastructure and means the WSA's sewage collection treatment and disposal systems, and includes, but is not limited to: machinery, pumps, pipes, pipe fittings and appurtenances, and any sewage treatment works, and all associated land, buildings and other plant and equipment operated by the WSA and also used for the reception, treatment and disposal of trade waste.

SPILL MANAGEMENT PLAN means an approved plan to mitigate against accidental spillage of prohibited materials, hazardous substances or prohibited trade waste and/or to prevent such waste from entering drains.

SS means suspended solids

STORAGE TANK – means any tank, having a free water surface under atmospheric pressure to which water is supplied across an air gap separation or through an approved backflow device.

STORMWATER means surface water run-off resulting from precipitation.

STORMWATER CHARACTERISTICS means those constituents as specified in any resource consents, for stormwater drainage discharges into waterways, issued to the Rotorua District Council, by the Regional Council.

STORMWATER DRAINAGE means the reticulated stormwater drainage infrastructure provided by the Rotorua District Council

SUPPLY PIPE means that section of pipe between the point of supply and the occupier's premises through which water is conveyed to the premises. This section of pipe is owned and maintained by the occupier.

SWNI means the Stormwater Network Infrastructure which means the WSA stormwater collection treatment and disposal system, and includes but is not limited to, land, buildings, machinery, pipes, pipe fittings and appurtenances, and any treatment work owned, operated or maintained by the WSA for the purpose of appropriately disposing of the District's stormwater runoff.

TERMINATION means the physical cutting off of the supply of water services to premises.

TERRITORIAL AUTHORITY means a city council or a district council.

TOXIC POLLUTANTS means organic and/or inorganic toxic pollutants.

TRADE PREMISES means –

- a) Any premises used for business which includes industrial or trade purposes; or
- b) Any premises 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 other premises from which a contaminant is discharged in connection with any industrial or trade process –
- d) Vehicles used to collect and transport Trade Waste or Wastewater for disposal.



TRADE PROCESS includes every part of a process from the receipt of raw material to the dispatch or use in another process or disposal of any product or waste material, and any intervening storage of the raw material, partly processed matter, or product.

TRADE WASTE include hazardous or non hazardous substances, solids, gases, or liquid waste. Trade waste in its liquid state is sewage, discharged from a trade premises, with or without matter in suspension or solution therein, and may include wastewater that is being discharged as a by-product of any trade's process or operation or like activity; it can include hazardous waste, foul water, and geothermal water, condensing or cooling waters, or storm water which cannot practically be separated from trade waste (this is subject to specific approval).

TRADE WASTE OFFICER means an authorised officer appointed to monitor and regulate the trade waste provisions of this bylaw.

TRADE WASTE APPLICATION means an application, made in accordance with clause 35 of this bylaw.

TRADE WASTE CONSENT means an approved trade waste application subject to such conditions as the WSA may have imposed.

TRUNK SEWER means a sewer, generally greater than 150mm in diameter, which forms a part of the principal drainage network of the WSA's sewerage drainage system. Sewerage connections are generally not made to a trunk sewer.

UNIT TITLE or STRATA TITLE means a certificate of title or computer unit title register issued for a statum estate in freehold or a statum estate in leasehold (as the case may be) in respect of a unit or units in accordance with the Unit Titles Act 2010.

WASTEWATER has the same meaning as sewage and means liquid waste, or other liquids with or without waste matter in solution or suspension, discharged into the sewerage system and can include foul water, sewage, trade waste, and geothermal water and wastewater containing geothermal water.

WASTEWATER SERVICES means sewerage, treatment and disposal of sewage, and stormwater drainage (section 124 Local Government Act 2002).

WASTE TANKER means a Vehicle used to collect trade waste or waste water from scheduled sources, transport this waste, and dispose of it (waste) at a designated approved site.

WATER SERVICES means water supply and wastewater services (sewerage and stormwater drainage) (section 124 Local Government Act 2002).

WATER SERVICES AUTHORITY (WSA) means the unit or authorised officer, of the Rotorua District Council, including it's authorised agents, responsible for the Provision of Water Services.

WATER SUPPLY AREA is an area defined in the current Annual Plan.

WATER SUPPLY means the provision of drinking water to district communities by network reticulation to the point of supply of each dwelling house or premises to which drinking water is supplied (section 124 Local Government Act 2002).

WATER SUPPLY PIPE means that section of pipe between the point of supply and an occupier's premises through which water is conveyed to the premises. This section of pipe is owned and maintained by the occupier.

WSNI means Water Supply Network Infrastructure and is the WSA's potable water distribution system and includes, but is not limited to, land, water course, spring, bore, site, buildings, machinery, pipes or pipe fittings, and any treatment works owned, operated or maintained by the WSA for the purpose of providing potable water to the point of supply to an occupier or person.

WSA means the Water Services Authority appointed by Council as being responsible for the provision and management of the community's Water services including its authorised officers or agents. In the particular case of the Stormwater Drainage Section of the bylaw, when the WSA makes judgements on matters such as: pre-treatment works requirements; technical review; acceptability of stormwater discharge characteristics, these judgements should be made by a Engineering Services Manager, or a Professional Engineer.

WWNI is the WSA's Wastewater Network Infrastructure. (sewerage system)

## **6. CONDITIONS OF SUPPLY FOR ALL WATER SERVICES**

### **6.1 APPLICATION FOR SUPPLY OF SERVICE**

Every application for a supply of a Water Service shall be made in writing on the standard WSA approved form ("Standard Application") together with payment of the prescribed charges. The applicant shall provide all the details required by the WSA. The standard application is available upon request from the WSA.

Within the time specified in the Annual Plan, the WSA shall, after consideration of all relevant matters, either:

- a) Approve the application and inform the applicant of the type of supply and the location of the connection, any particular conditions the applicant shall meet, and the general terms and conditions (including level of service) under which the service will be supplied; or
- b) Refuse the application and notify the applicant of the decision, giving the reasons for refusal.

The WSA shall approve the sizes of all pipes, fittings and any other equipment, up to the point of supply for the approved level of service to the applicant. The WSA will supply, install and maintain the service pipe up to the point of supply, or may allow the supply and installation of the service pipe to be carried out by approved contractors.

If the applicant is not the owner of the premises, the applicant must be authorized to act on behalf of the owner of the premises for which the water service is sought, and shall produce written evidence of such authorisation if required to do so by the WSA.

A new application for service shall be required if an occupier wishes to change the position of the point of supply or discharge or level of service or type of supply.

An approved application for water service, which has not been actioned by an applicant within 6 months of the date of application, will lapse unless otherwise approved by the WSA. Any refund of payments made in relation to the application will be at the discretion of the WSA.

### **6.2 POINT OF SUPPLY**

#### **6.2.1 Single Ownership**

The point of supply to, or discharge from, an individual owner/occupier is the point on the service pipe that marks the boundary of responsibility between the occupier and the WSA, irrespective of property boundaries. The point of supply shall be located as shown in the RCEIS or as close as possible where fences, walls or other permanent structures make it difficult to locate it at the required position. Other positions shall require specific approval.

Where the point of supply is not clearly defined by a valve or meter at or immediately near the boundary (eg. meter located in building) then the point of supply is deemed to be the property boundary.

For each individual premises there shall only be one service connection and point of supply, unless otherwise approved by the WSA.

Where individual premises are found to have more than one service connection in place, the WSA may require the removal of one of these connections at the owner's cost.

## **6.2.2 Multiple Ownership**

The point of supply or discharge for the different forms of multiple ownership of premises and/or land shall be as follows:

- a) For unit title ownership as for single ownership.
- b) For Leasehold interests, Strata Title, and Unit Title ownership - each owner of a separate certificate of title shall have an individual supply with the point of supply determined by approval of the WSA. In specific cases other arrangements may be acceptable subject to individual approval.

For a multiple ownership connection that was in existence prior to commencement of this bylaw, the point of supply shall be the arrangement existing at the date of 31 December 1992, or such other arrangement as the WSA may approve.

## **6.3 LEVEL OF SERVICE**

### **6.3.1 Annual Plan**

The WSA shall endeavor to provide all Water Services in accordance with the level of service contained in the Annual Plan or Long-term Plan of the Council.

### **6.3.2 Uninterrupted Service**

If an owner/occupier has a particular requirement for an uninterrupted or higher level of service than that contained in the above plans (flow, pressure or quality), it will be the sole responsibility of that occupier to provide any necessary storage, back up facilities, or equipment to ensure an uninterrupted level of service.

## **6.4 CONTINUITY OF SERVICE**

### **6.4.1 Supply**

The WSA does not guarantee an uninterrupted service, and in particular a service which is in excess of an agreed level of service, but shall use its best endeavors to ensure the continuity of the level of service.

Where works of a permanent or temporary nature are planned by the WSA, which will substantially affect an existing service, the WSA will, where practicable, notify all known affected persons or publicly notify the works.

### **6.4.2 Emergency**

Natural hazards (such as floods, droughts or earthquakes) or accidents which result in disruptions to any or all of the water services, shall be deemed to be an emergency and shall be exempted from the level of service requirements.

During an emergency the WSA may restrict or prohibit the use of water for any specified purpose, for any specified period, and for any or all persons connected to the WSNI. Such restrictions shall be publicly notified. The WSA may enact penalties over and above those contained in this bylaw to enforce such restrictions. The decision to make restrictions and to remove restrictions, and to enact additional penalties, shall be made by the Council, or where immediate action is required by the Principal Officer.

### **6.4.3 Scheduled Maintenance and Repair**

Wherever practical to do so the WSA will make every reasonable attempt to notify affected occupiers of a scheduled maintenance shutdown of a supply of a Water Service before the work commences. Where immediate action is required by the WSA and where notification is not practical, the WSA may shutdown the supply of a Water Service without notice.

## **6.5 LIABILITY**

The WSA shall endeavor to meet the level of service for all Water Services, but it shall not be liable for any loss, damage or inconvenience which any person may sustain as a result of faults with, deficiencies in, or interruptions to any Water Services, or as a result of work carried out on any Water Services by the WSA or its authorised agents.

The WSA may, under certain circumstances and solely at its discretion, and without any liability to do so, make payments for damage caused to equipment, appliances, processes, and materials as a direct result of a variation in the Water Service; (such equipment or appliances must have been designed to cater for reasonable variations, in the flow, pressure, and quality of any Water Service).

## **6.6 WSA NETWORK INFRASTRUCTURE**

### **6.6.1 Care of Network Infrastructure**

The occupier and all persons shall take due care to protect from damage the WSA network infrastructure, including pipework, valving, meters, restrictors and backflow preventors.

### **6.6.2 Maintenance of Access**

The person or occupier shall maintain the area in and around the access point of Water Services supply free of soil, growth, or other matter or obstruction, which prevents, or is likely to prevent convenient access (which shall be available at all times) to the point of supply.

## **6.7 TRANSFER OF RIGHTS AND RESPONSIBILITIES**

Any person shall not transfer, or attempt to transfer to any other party the rights and responsibilities provided for under this bylaw.

A water service connection shall serve only one occupier, and shall not extend by hose or any other pipe beyond that occupier's premises.

An Owner/Occupier shall not provide any water service which the occupier receives from the WSA to any other party without approval in writing from the WSA.

## **6.8 CHANGE OF OWNERSHIP**

The owner or their agent shall advise the WSA of any change of ownership or lease. Upon such advice, the WSA will record the new owner as being the occupier of the premises – where a premises is metered the outgoing occupier or owner shall give the WSA at least 2 working days notice to arrange a final reading.

## **6.9 TREES**

In the event of the roots of any tree on an owner's premises causing or being likely to cause damage, interference to the flow, or blockage to a water service, the WSA may remove the roots and recover the costs of undertaking this work from the owner.

## **6.10 BLOCKAGES**

An occupier whose water services system is overflowing or has other reasons to suspect a blockage, shall first call a drainlayer to clear and remove any blockage in the occupier's drain.

If the drainlayer finds that the blockage is within the water service, then the drainlayer shall contact the WSA who shall clear and remove the blockage and clean up all affected areas. Provided that the blockage has not been forced downstream into the water service in the act of clearing it, or that the person or occupier has not been negligent in discharging a non-acceptable discharge, then the WSA shall reimburse the person or occupier for actual and reasonable costs. If the blockage is found to have originated within the owner's premises, or has been caused by the discharge of a non-acceptable discharge, then the WSA may recover the costs of the unblocking work from the person or occupier.

## **6.11 DISCONNECTION OF WATER SERVICES REQUESTED BY OCCUPIER**

The occupier shall give at least 5 working days notice in writing to the WSA of the occupier's requirement for disconnection of any Water Services.

At least five working days prior to demolition or removal of any building or dwelling located at the premises of the occupier, the occupier shall give written notice to the WSA

The occupier may request temporary disconnection of service (in writing on the standard approved WSA form) for up to a maximum period of 12 months. In this case, physical disconnection will be carried out by the WSA or an approved contractor at the point of connection or supply upon payment of the appropriate fee as determined by the WSA from time to time.

Where temporary disconnection has been carried out and reconnection is requested by the occupier within 12 months of the date of disconnection, such reconnection will be carried out by the WSA without charge, provided that a new application for supply (in writing on the standard approved WSA form) is made to the WSA.

Where permanent disconnection of supply is requested either in writing or on the standard WSA form, or no application for reconnection is received within 12 months of temporary disconnections being carried out, permanent disconnection of the water service will be carried out by the WSA.

Non compliance with this provision may result in the cost of the work being recovered by the WSA from the current property owner.

## **6.12 FAILURE TO COMPLY AND WATER SERVICE DISCONNECTED OR RESTRICTED**

A Water Service to any premises may be disconnected or have the water flow restricted in some way by the WSA in the event of:

- a) Failure to pay the appropriate charges by the due date for such payment;
- b) Failure to repair a water leak, or in any way allowing water to run to waste or be misused;

- c) Repeated unauthorized extraordinary use of water including but not limited to farming consumption on a supply designed for domestic consumption;
- d) Interference with the WSA Water Services Network Infrastructure, including flow restrictors or meters;
- e) The fitting of unauthorized equipment (subject to 19.3.1);
- f) Failure to prevent backflow (refer 19.3.4);
- g) Non-compliance with, or breach of, any of this bylaw's conditions.
- h) The WSA service cost for any disconnection or restriction works may be charged to the owner or occupier of the connected premises; at the discretion of the WSA.

### **6.13 SUBDIVISION**

Where a new water service is required as part of a subdivisional development, the developer shall provide all the works subject to the prior approval of the design and construction of the works in accordance with the subdivision process, and in accordance with any applicable rules in the District Plan, and in accordance with the RCEIS.

### **6.14 COMMON PRIVATE DRAINS**

- a) Common private wastewater drains shall serve a maximum of two single dwelling units, and may also have one point of discharge only (in common).
- b) Where there is a common drain, a certificate from the WSA recording the rights of each party, must be registered against the certificate of titles for the dwelling units.

## **7. BREACHES, OFFENCES AND DISPUTES**

### **7.1 BREACH OF TERMS AND CONDITIONS**

The following shall be treated by the WSA as a breach of this bylaw:

- a) An incorrectly completed application for supply which in the opinion of the WSA significantly breaches this bylaw;
- b) Failure by a person to comply with any of this bylaw's conditions;
- c) Any action or inaction of a person which hinders the WSA's ability to adequately and effectively carry out its obligations;
- d) An act or omission as provided for in this bylaw.

In the event of a breach, the WSA will serve notice on the person advising the nature of the breach and the steps to be taken to remedy it. If, after five working days, the person does not remedy or persists in the breach, the WSA reserves the right to restrict the water service without further notice. In such an event the water service will be reinstated fully only after payment of the appropriate disconnection and/or reconnection fee and remedy of the breach to the satisfaction of the WSA.

If the WSA considers that the breach is such that it is necessary for the WSA to disconnect the water service for environmental or health or safety considerations, such disconnection will be carried out by the WSA immediately, without notice to the person or occupier.

### **7.2 INTERFERENCE WITH EQUIPMENT**

Any tampering or interference with WSA property, either directly or indirectly, shall constitute an offence. Without prejudice to its other rights and remedies, the WSA shall be entitled to estimate

and charge for any additional Water Service provisions not recorded, where a meter or restrictor has been tampered with, and recover any costs incurred from the person liable.

### **7.3 DAMAGE**

Any person who causes or becomes aware of damage to any Water Service shall immediately report such damage to the WSA. The WSA may charge and recover any repair costs incurred from the person causing such damage.

## **8. NO PERSON TO CONNECT TO WATER SERVICES**

No person other than the authorised agents of the WSA, shall without express approval from the WSA, make any connection to or otherwise interfere with any part of any Water Service.

No connection shall be made to any Water Services without an approved application as per 6.1.

## **9. BUILDING OVER OR AROUND BURIED WATER SERVICES**

Where Water Services are not subject to specific easement provisions to the contrary, the following provisions shall apply.

### **9.1 BUILDING OVER BURIED WATER SERVICES**

No buildings shall be built over an underground or open Water Services network infrastructure or closer than the greater of:

- a) 1.5 metres from the centre of any Water Services pipes or drains; or
- b) The depth of the centreline of the Water Services pipes or drains, plus the diameter of pipe plus 0.2 metre, from the centre of the Water Services pipes or drains.
- c) For open drains, where no easement is in place a minimum distance of 1.5 metres from the top edge of the drain is required.

No buildings shall be built within any easement for water services.

The dispensations available are detailed in the RCEIS.

### **9.2 LOADING OR MATERIAL OVER WATER SERVICES**

No person shall cause the crushing load imposed on a water service to exceed that which would arise from the soil overburden plus a HN-HO-72 wheel or axle load (as defined by the current Transit New Zealand Bridge Manual or any subsequent replacement of this manual).

No person shall place any additional material over or near a Water Services without approval, in particular the filling of land.

Service's openings shall not be covered in any way unless approved. Removal of any covering material or adjustment of the opening shall be at the occupier's expense.



### **9.3 EXCAVATION NEAR OR OVER ANY WATER SERVICES**

No person shall excavate, or carry out piling or similar work closer than 5 metres from the centre line of any Water Services pipes or drains, or any network infrastructure, without approval from the WSA. In granting such approval, the WSA may impose conditions on the carrying out of such work.

### **9.4 WORKING AROUND BURIED SERVICES**

The WSA keeps accurate permanent records ("As-Builts") of the location of its buried water services. This information shall be available for inspection, and copies shall be made available if requested, and the WSA shall be entitled to impose charges to cover the cost of making copies available.

Any person proposing to carry out excavation work shall view the As-Built information to establish if water services are located in the vicinity of the proposed excavation work. The WSA shall be given at least two working days notice in writing of an intention to excavate in the vicinity of its water services.

Where the WSA considers it appropriate to do so, the WSA will mark out on the ground the location of its services to within  $\pm 0.5$  m of such services, and may impose (by notice in writing), any restrictions on the work that it considers necessary to protect its water services network infrastructure. The WSA may charge for this service.

When excavating and working around buried services, due care must be taken by the person undertaking or in charge of such work to ensure the buried services are not damaged, and that bedding and backfill is reinstated in accordance with the appropriate WSA specifications. Excavation within roadways is also subject to any Street Opening permits required by the appropriate roading authority being obtained prior to the work being undertaken.

Any damage which occurs to a WSA service as a result of works shall be reported by the person undertaking or in charge of such work to the WSA immediately. The WSA shall be entitled to charge and recover any repair costs incurred as a result of damage from the person causing such damage.

### **9.5 EXCAVATION IN LEGAL ROAD RESERVE**

Any person proposing to carry out excavation work in a Legal Road Reserve shall, apply to the Council for a RCAR. All works must be in accordance with the District Plan and Rotorua Civil Engineering Industry Standard 2000.

## **10. PROPERTY'S WATER SERVICES SYSTEM**

### **10.1 GENERAL**

Water Services are governed by the Building Act 2004 from inside buildings to the point of connection to any of the WSA's infrastructure.

Compliance with the Building Act 2004 may not fulfil the building owners' or occupiers' obligations in terms of other legislation (i.e. the Health and Safety at Work Act 2015).

## **10.2 WATER SERVICES DESIGN**

The occupier's water services system shall be designed, installed and maintained, both in its parts and in its entirety, to ensure that it complies with the Building Act 2004 and the New Zealand Building Code.

## **10.3 NEW ZEALAND BUILDING CODE**

Where water services are located within premises that were constructed, or for which construction was commenced, prior to the commencement of the Building Act 2004, such Water Services do not need to be upgraded to meet the requirements of the New Zealand Building Code. If however any work is required on a person's Water Services, arising from:

- a) The issuing of a defect notice;
- b) Alteration to the premises;
- c) Change of use of the premises;

Then any such work must meet the requirements of the New Zealand Building Code.

## **11. OFFENCES (LGA 2002, S239) AND COST RECOVERY**

Pursuant to subsections 242(4) and 242(5) of the Local Government Act 2002, a person who is convicted of an offence against this bylaw is liable to a fine not exceeding \$20,000 and a fine not exceeding \$200,000 for a breach of the Trade Waste Bylaws.

Pursuant to section 244 of the Local Government Act 2002 a person who is alleged to have committed an infringement offence by breaching any of this bylaw's conditions may either:

- a) Be proceeded against under the Summary Proceedings Act 1957; or
- b) Be served with an infringement notice for \$750.00 in accordance with section 245 of the Local Government Act 2002.

### **11.1 RECOVERY OF COSTS OF WORK (PER LGA 2002 S187)**

Council is mandated by the LGA to provide for public health and safety and this includes the provision of services to carry out the disposal of the communities waste so;

if the WSA determines that;

any person's discharge, of any material which is likely to;

damage the WSA's Infrastructure or place at risk Public health and safety, for all of which Council is responsible as mandated by the LGA then;

this discharge is a breach of this Bylaw (which is mandated by LGA02) and;

if that offending person has not cleaned up their offending discharge and;

if the WSA determines that any delay in clean up of the offending discharge is unacceptable then;

the WSA may take immediate action to clean the offending discharge and;

recover the clean up works costs which; can include administrative and supervisory elements from;

the person who should have repaired (cleaned up) their offending (discharge).

## **11.2 WSA EXECUTING WORKS**

WSA MAY EXECUTE WORKS IF OWNER/OCCUPIER DEFAULTS  
(LGA 2002 S186)

If an owner or occupier is required to maintain a pre treatment device, or carry out maintenance practice, as part of their consent or licence conditions, and;

this requirement if not done is deemed by the WSA to be likely to damage the WSA's Wastewater infrastructure and;

after the WSA has notified him or her to do so neglects to commence to comply within the time specified in the notice and;

after the notice has been received by them the maintenance work is still not done within the reasonable time specified then;

The WSA may, if it thinks fit, do the work and recover from the owner or occupier the costs of doing so.

## **11.3 REMEDIAL WORK**

At any time after the specified period in any defect notice has elapsed, the WSA may carry out any remedial work required in order to remedy the breach, and to recover from the person committing the breach all reasonable costs incurred in connection with the remedial work.

## **11.4 REVIEW OF DECISIONS**

If any person is dissatisfied with any decision of an authorised officer of the WSA made under this bylaw, that person may, by notice delivered to the WSA not later than 20 working days after the decision of the authorised officer is served upon that person, request the Principal Officer to review any such decision.

On the receipt of such a notice, the decision of the authorised officer shall be suspended provided that the person complies with all of the provisions of this bylaw at all times. The Principal Officer shall make a decision relating to the request within 20 working days in accordance with the relevant provisions of this bylaw.

Where a decision relates to a summary cancellation of a water service, the receipt of a notice to review such decision shall not result in the suspension of the summary cancellation.

Where the decision, which is the subject of a request for a review, imposes a time limit, the time shall not begin to run until the review has been completed.

Nothing in this clause shall affect any right of appeal under the Local Government Act 2002.

## **11.5 DISPUTE MEDIATION**

- a) Where a dispute arises as to the validity of a decision or a complaint, the dispute shall:
- b) Be referred to an independent mediator agreed upon by the parties; and

- c) Where mediation does not resolve the dispute to the satisfaction of both parties, the dispute shall be referred to an independent arbitrator agreed upon by the parties, or failing agreement, by two arbitrators (one to be appointed by each party) and an umpire to be appointed by the arbitrators before their entering upon the reference.
- d) The parties shall share equally the costs of mediation and, should the dispute require arbitration, the parties shall share the costs of arbitration subject to any award or order that may be made as a result of arbitration.
- e) The arbitrators ruling shall be final.

## **11.6 SERVICE OF DOCUMENTS**

- a) Any notice, or other document, required to be given, served or delivered under this bylaw to a person may (in addition to any other method permitted by law) be given or served by delivery to, or by registered post addressed to:
  - b) the occupier of the premises at the occupier's last known place of residence or business, including by facsimile; or
  - c) the person or occupier of the premises at any address for service specified in a consent; or
  - d) in the case of an occupier which is a body corporate, sent to its registered office.
- e) If any notice or other document is left at a conspicuous place at the premises or is handed to an employee of the occupier at those premises, then such delivery shall be deemed to be served upon, or delivered to, the person.

Any document given or served in accordance with this bylaw shall be deemed to have been served upon the person, in the case of personal delivery, when delivered, and in the case of postal delivery, at the time at which the document would have been delivered in the ordinary course of the post.

Any notice or document to be given, served or delivered shall be signed by the authorised officer serving the document.

## **11.7 ENFORCEMENT OFFICERS**

In accordance with section 177 of the Local Government Act 2002, an Enforcement Officer:

- a) Enforces all of the provisions of this bylaw, and provisions in relation to any breach of the bylaw.
- b) Issues notices for infringements against this bylaw.
- c) Must produce their warrants and evidence of identification whenever reasonably required to do so.
- d) In accordance with section 182 of the Local Government Act 2002 is warranted with powers to check utility services.

## **12. FEES/CHARGES**

### **12.1 GENERAL FEES**

Sections 150 and 151 of the Local Government Act 2002 give a general power to the Council to prescribe fees and authorises recovery of reasonable costs incurred by the Council in respect of the matters for which the fees are charged.

Therefore fees shall be charged as prescribed by this bylaw, for;

- e) the supply of water services in accordance with the WSA's current schedule of rates and charges as set by the WSA from time to time
- f) management fees for;
  - i. Administration
  - ii. Compliance monitoring
  - iii. Inspection of premises
  - iv. Non compliance reinspection
  - v. Consent certification
  - vi. Service connections and disconnections,

these management fees will be charged out at the current unit hourly rates or proportions thereof for the time taken to render the service at the WSA's currently hourly overhead charge and materials costs,

- g) requirement to provide a bond or insurance in favour of the WWA where failure to comply with the Consent could result in damage to the WWA's Sewerage System, its treatment plants, or could result in the WWA being in breach of any statutory obligation.

## **12.2 INVOICING**

All fees shall be invoiced to the person liable who shall pay this invoice by the date prescribed on the invoice.

The invoice shall provide each person with a copy of the information, or calculations used, to determine the extent of any charge or fees due in relation to the service provided.

## **12.3 FEE REVIEWS**

Reviews against fees charged by an authorised officer may be made in accordance with clause 11.4 of this bylaw.

In the event of a review pursuant to clause 11.4, the authorised officer may pursuant to section 150(2) of the Local Government Act 2002, grant a fee refund, waiver or remission of the fee appealed against.

## **13. WORKS AND SERVICES, AND ROAD OPENING NOTICES**

### **13.1 WORKS AND SERVICES**

All works and services carried out or due, connecting to or from any of the Council's Water Services infrastructure, shall be done to the approval of the WSA and to the specifications as contained in the RCEIS. It is a breach of this bylaw to carry out any works that do not conform to the RCEIS specifications. Special authorised approval must be given for any works that do not conform to the RCEIS specifications.

### **13.2 ROAD CORRIDOR ACCESS**

Any works to any of the Council's Water Services network infrastructure that involves excavation in the road (boundary to boundary) shall require the principal provider (or their agent) to lodge a Road Opening Application with the Road Corridor Access request. All works shall comply in full

with the requirements of the current SNZ HB 2002:2003 Code of Practice for Working on the Road and its updates, and any reasonable conditions required by the RCA. It is a breach of this bylaw to carry out any works that do not have a RCAR permit on site.

## **14. CLEANER PRODUCTION AND WASTE MINIMISATION**

- a) Any users of WSA Water Services shall be encouraged to practice cleaner production and waste minimisation practices.
- b) Any Trade Premises connected to WSA Water Services Utilities shall, where specified as a condition of consent, implement a cleaner production programme.

### **14.1 CLEANER PRODUCTION PROGRAMME**

Cleaner production programmes should, at a minimum, address the following:

- a) Opportunities for reducing the pollution potential of trade waste constituents (for example, using less toxic chemicals or alternatives).
- b) The efficiency of material use and processes (by employing methodologies to minimise waste and the unnecessary consumption of materials, including water conservation).
- c) The practices of good house keeping (to prevent spoilage and contamination due to poor handling or storage).

The cleaner production programme shall contain timelines for implementation and must be approved by the WSA.

## **15. MULTIPLE CONSENTS**

Where a trade has several WSA consents issued to them, the WSA may determine to issue a single multiple consent.

## **16. MANAGEMENT PLANS**

As a condition of a WSA's Water Services consent, the WSA shall, if it is deemed necessary by the WSA, ask for the consent holder to provide a Management Plan as a condition of their consent.

## **17. QUALITY OF REMOVED BIOSOLIDS**

The regulations within this bylaw as they relate to sewage and trade waste discharges are designed to protect the quality of the biosolids that are removed as part of the treatment process. The beneficial re-use of biosolids assists with protecting the environment by recycling a resource while avoiding the need to landfill waste. The objective is to increase the quality of biosolids over time by reducing the level of pollutants and hazardous substances that enter the sewerage system.

## **18. PRE-TREATMENT APPROVAL SCHEDULES**

### **18.1 THE WSA SHALL MAINTAIN A PUBLICLY POSTED CURRENT LIST OF;**

- a) approved Pre-Treatment works Providers and
- b) approved Pre-Treatment Works maintenance Agencies

to provide for the supply of Pre-Treatment works and maintenance of these works to the standards required so as not to breach Bylaw regulations.

### **18.2 INCLUSION ON THE WSA'S SCHEDULES**

- a) Inclusion on the WSA's schedules shall require an application from the provider or agency.
- b) The WSA shall vet the application and subject to being satisfied that regulations shall not be breached by this Service provision, shall issue an approval letter advising the applicant of inclusion or non inclusion on the schedule and the reasons why
- c) Any breach of not meeting the provision these services shall be subject to this Bylaw's terms for breaches, appeals and removal from the schedules.

## **B. WATER SUPPLY**

### **19. TERMS AND CONDITIONS FOR THE SUPPLY OF WATER**

#### **19.1 INTRODUCTION**

##### **19.1.1 Authority**

The following terms and conditions are made under the authority of the Local Government Act 2002 for the supply of water to a person by the WSA.

##### **19.1.2 Regulations**

The supply and sale of water services by the WSA is subject to:

###### Statutory Acts and Regulations

- i) Health Act 1956
- ii) Health (Drinking Water) Amendment Act 2007
- iii) Local Government Act 2002
- iv) Local Government (Rating) Act 2002
- v) Building Act 2004
- vi) Resource Management Act 1991
- vii) Building Regulations 1992 (including the New Zealand Building Code)

##### **19.1.3 Reference Documents**

The following documents are to be used as references when applying this bylaw:

- i) Ministry of Health Drinking-water standards for New Zealand 2005 (Revised 2008) or subsequent amendments to the standards by the Ministry.
- ii) BS 5728 Measurement of flow of cold potable water in closed conduits
- iii) Part 3:1997 Methods for determining principal characteristics of meters
- iv) SNZ PAS 4509: 2008 New Zealand Fire Service Fire Fighting Water Supplies Code of Practice.
- v) Rotorua Civil Engineering Industry Standard 2000
- vi) Backflow prevention for drinking water supplies: Code of Practice Water NZ.
- vii) Water Meters: Code of Practice Water NZ.
- viii) Specifications for connection to WSA WSNI. (Rotorua District Council).
- ix) Rotorua District Council's hydrant use policy.
- x) Rotorua District Council's Water Conservation Strategy and Amendments.

### **19.2 CONDITIONS OF SUPPLY**

#### **19.2.1 Types of Supply**

##### **19.2.1.1 On Demand Supply**

An On Demand Supply is a supply that is available on demand directly from the Point of Supply subject to the agreed Level of Service. There are two categories, which may be amended from time to time:



- a) Ordinary supply or use
  - i) The supply of water to a person which is used solely for domestic purposes in no more than two separately inhabitable dwellings on a property of up to 2000 square metres in area shall be deemed to be an ordinary supply. Such purposes shall include the use of a hose for:
    - ii) Washing down a car, boat, dwelling etc.
    - iii) Garden watering by hand
    - iv) Garden watering by sprinkler. (Single sprinkler head fed by above ground, non-permanent hose).
- b) Extraordinary supply or use

All other purposes for which water is supplied other than Ordinary Supply shall be deemed to be an Extraordinary Supply and may be subject to specific conditions and limitations. Such supplies shall include but not be limited to:

- i) Domestic – spa or swimming pool in excess of 10 m<sup>3</sup> capacity or fixed garden irrigation systems.
- ii) Cooling of geothermal baths or bores, whether for residential or non residential purposes.
- iii) Commercial and trades, including farming purposes.
- iv) Trade and Industrial.
- v) Fire protection systems, including fixed sprinkler systems, fire hose reels and hydrants.
- vi) Temporary supply.

#### 19.2.1.2 Restricted Flow Supply

A Restricted Flow Supply means a small continuous flow supplied by a flow control device and where storage is the responsibility of the occupier to cater for the occupier's demand fluctuations. Restricted flow supply shall only be available to premises within a designated area, or under special conditions set by the WSA.

The supply shall be measured on the basis of a calculated number of units supplied at a uniform flow rate.

### 19.2.2 On Demand Supply

#### 19.2.2.1 Entitlement

Every premises shall be entitled to an Ordinary Supply of water, subject to:

- a) The premises lying within a Water Supply Area; and
- b) The exclusion of its use for garden watering under any restrictions made by the WSA, and
- c) No unauthorized additional extraordinary use on the premises and
- d) That the type of supply to which it is connected is not a Restricted Flow Supply; and
- e) Payment of the appropriate charges in respect of the premises, and
- f) This Bylaw, and
- g) Any other charges or costs associated with subdivisional development.

The WSA shall be under no obligation to provide an extraordinary supply of water.

#### 19.2.2.2 Metering

##### **Rotorua Urban Water Supply Area**

An ordinary supply shall not normally be metered (subject to the WSA reserving the right to fit a meter and charge accordingly where it considers water use is excessive), and the cost of such supply shall be as resolved by the Council, in accordance with the Local Government (Rating) Act 2002. An extraordinary supply shall be normally metered and charged for.

##### **All Other Supplies**

All other ordinary and all extraordinary supplies of water shall normally be metered and charged for based on metered consumption.

#### 19.2.3 Water Supply Demand Management

Any person or occupier connected to the WSA's WSNI shall comply with any such restrictions in water use as shall be publicly notified.

#### 19.2.4 Fire Fighting Service

##### 19.2.4.1 Connection Application

Any proposed connection for fire protection shall be the subject of a separate application on the standard WSA approved form. Any such service connection shall be subject to any terms and conditions specified by the WSA.

##### 19.2.4.2 Supply

The WSA shall be under no obligation to provide a fire protection supply at any particular flow or pressure. It shall be the occupier's responsibility to ascertain and monitor whether the fire protection supply available is adequate for the intended purpose.

##### 19.2.4.3 Metering

In any case where supply of water to any premises is metered, the WSA may allow supply of water for the purposes of fire fighting to be made in a manner which by-passes the meter, provided however that the drawing of water will only be permitted in the following circumstances:

- a) To systems in which the drawing of water is only possible in connection with the sounding of an automatic fire alarm or the automatic notification of the fire brigade, or
- b) Where a WSA approved Double Check Detector Assembly has been fitted on the meter bypass.
- c) Where a declaration has been signed by the persons or occupiers stating that water will only be drawn from the service connection for the purpose of firefighting or testing the fire protection system.

Where a fire service connection has been installed prior to commencement of this bylaw which is constructed or located so that it is possible that water will be drawn from it or from any part of it by any person for purposes other than fire fighting, the WSA may install a water meter on such connection to monitor the use of the connection.

Non fire fighting use, if detected, shall be deemed to be unauthorized use and shall be a breach of this bylaw, subject to the provisions for breaching this Bylaw.

#### 19.2.4.4 Sprinkler Systems

Fire sprinkler systems shall be constructed, installed and maintained in good order, and shall be designed and fixed so that water cannot be drawn for any other purpose.

#### 19.2.4.5 Fire Hose Reels

In any case where supply of water to any premises is metered, fire hose reels shall be connected only to the metered supply, not to a fire protection connection.

#### 19.2.4.6 Charges

Water used for the purpose of extinguishing fires will be supplied free of charge. Whenever water measured through a meter has been used for fire fighting purposes, the WSA will estimate the quantity of water so used, and subject to approval, a sum based on such estimate at the appropriate charge rate shall be credited to the person's or occupier's account.

#### 19.2.4.7 Fire Fighting

Where an unmetered connection has been provided to supply water to a fire protection system (including hydrants), this shall be used for no other purpose than fire fighting and testing the fire protection system.

#### 19.2.4.8 Fire Sprinkler Systems in Domestic Premises.

Supply requirements for sprinkler systems in domestic premises shall be assessed on an individual basis and may be exempt from metering, backflow prevention and/or separate connection requirements.

### 19.2.5 Meters and Flow Restrictors

#### 19.2.5.1 Installation

Meters for On Demand metered supplies, and restrictors for Restricted Flow Supplies, shall be supplied and installed at the owner's costs, and vested in and maintained by the WSA. These devices shall remain the property of the WSA who will be responsible for their replacement when necessary.

For On Demand supplies which are not metered, the WSA reserves the right to fit a meter to any point of supply at the owner's cost, whether ordinary or extraordinary and to charge accordingly where it considers water use is unusually high, or where the person or occupier fails to repair a leak or allows water to run to waste or be misused.

#### 19.2.5.2 Location

Meters and restrictors will be located at the point of supply in a position which is readily accessible for reading and maintenance in accordance with RCEIS and the Specifications for connection to Water Supply Networks. Any other location shall require the specific approval of the WSA.

### 19.2.5.3 Accuracy

The accuracy of meters and restrictors shall be tested as and when required by the WSA to ensure performance in accordance with the NZWWA Water Meter Code of Practice (meters) or within 10% of the required flow rate (restrictors).

Occupiers who dispute the accuracy of a meter or restrictor may apply to the WSA for it to be tested provided that it is not within 3 months of the last test of such meter or Restrictor. If the test shows that the meter or Restrictor does not meet the accuracy requirement, the Occupier will not be charged for the test. If the test shows that the meter or Restrictor does meet the accuracy requirement, then the occupier shall pay a fee in accordance with the WSA current Schedule Of Rates And Charges.

Meters shall be tested in accordance with the WSA approved standards. Restrictors shall be tested by measuring the quantity that flows through the Restrictor in a period not less than 1/4 hour within its normal operating pressure range.

### 19.2.5.4 Adjustment

Should any meter, after being tested, be found to register a greater or lesser consumption than the quantity of water actually passed through such a meter the WSA shall make an adjustment in accordance with the results shown by such tests to be backdated at the discretion of the WSA and the occupier shall pay a greater or lesser amount according to such an adjustment.

### 19.2.5.5 Estimating Consumption

Should any meter be out of repair or cease to register, or be removed, the WSA shall estimate the consumption for the period since the previous reading of such meter, (based on the average of the previous 4 billing periods charged to the liable person) and the liable person shall pay according to such an estimate. Provided that when by reason of a large variation of consumption due to seasonal or other causes, the average of the previous 4 billing periods would be an unreasonable estimate of the consumption the WSA may take into consideration other evidence for the purpose of arriving at a reasonable estimate, and the liable person shall pay according to such an estimate.

If metering indicates a significant increase in consumption to a premises, which is established as being caused by a previously unknown leak, the WSA may estimate consumption as provided below, providing that the liable person repairs the leak with due diligence.

- a) The WSA shall estimate the consumption for the period
- b) The average estimated consumption be doubled.
- c) The resulting account based on this estimation shall be no less than 50% of the account as shown by the meter reading.
- d) Not more than two consecutive estimations be allowed.

Where the seal or dial of a meter is broken, the WSA may declare the reading void and estimate consumption as provided above.

### 19.2.5.6 Incorrect Accounts

Where a situation occurs where the recorded consumption does not accurately represent the actual consumption at a premises then the account shall be adjusted using the best information available to the WSA. Such errors include, but are not limited to, misreading of the meter, errors in data processing, meters assigned to the wrong account, and unauthorised supplies.

Provided that where an adjustment is required, in favour of the WSA or the person or occupier, this shall not be backdated more than 12 months from the date the error was detected by the WSA.

### 19.3 PERSON'S/OWNER'S OR OCCUPIER'S RESPONSIBILITIES

#### 19.3.1 Plumbing System

Quick-closing valves of any kind, or any other equipment which may cause pressure surges to be transmitted, shall not be used on any piping directly connected to the Service Pipe, that is, in any position where they are required to close against mains pressure. In some specially approved circumstances they may be used, provided a suitable air chamber is fitted in the Supply Pipe as may be required in the particular case. In special circumstances non-concussive types of valve may be used as approved by the WSA.

Occupiers shall not directly pump from any connection point or pipe directly connected to the WSA's supply without specific approval.

In accordance with the New Zealand Building Code the plumbing system shall be compatible with the water supply. Specific features of the WSA supply that need to be taken into account are contained in table 1.

The owner shall be responsible for installing a stopcock after the point of supply to the premises. The WSA does not guarantee, and has no responsibility for the serviceability of the valve located on the service pipe for water supply. Where an occupier does not have a stopcock on a point of supply, or where maintenance is required between the service pipe valve and the occupier's stopcock, the occupier may use the service pipe valve to isolate the supply. However the WSA reserves the right to charge for maintenance of the service pipe valve if it is damaged by such occupier's use.

**Table 1 - Compatibility features**

Feature	Value
Maximum Pressure	120 metres head (1200 kPa)
Chlorine Concentration	0.5 g/m <sup>3</sup>

The occupier shall not use water or water pressure directly from the water supply for driving lifts, machinery, eductors, generators, condensers or any other similar device; unless specifically approved.

#### 19.3.2 Change of Use

Where a change in the end use of water supplied to a premises occurs, and/or the supply changes from an ordinary to an extraordinary type or vice versa, a new application for supply is required from the occupier.

#### 19.3.3 Prevention of Waste

In order to meet the principles of sustainable management as promoted by the Resource Management Act 1991, the person or occupier shall prevent and not intentionally allow water to run to waste from any pipe, tap or other fitting.

#### **19.3.4 Backflow Prevention**

The WSA may make an assessment of the risk of backflow from every Premise and assess the appropriate backflow device or system required to minimise the risk to the WSA's water supply network.

This may require the fitting of backflow prevention devices at the point of supply, in addition to those required within the premises under the Building Act 2004.

For new applications for service, the required backflow prevention device shall be installed and tested as part of the Service Connection. For existing connections, the device shall be installed and tested by the WSA or the WSA's authorised agent and the resulting charges shall be payable by the owner.

The WSA may require periodic testing of each backflow device installed at the point of supply, and may require any maintenance, repair or replacement of such devices to be undertaken to ensure continued protection of the WSNI from contamination.

The WSA may specify the method of testing, repair or replacement and may make a charge to the occupier pursuant to the fees and charges prescribed by Council or targeted rate as may be appropriate.

## **20. GENERAL CONDITIONS**

### **20.1 INTRODUCTION**

This section addresses those matters relating to the supply of water that require enactment by bylaw, excluding those matters, which relate to the actual supply of water to an individual occupier.

### **20.2 TYPES OF SUPPLY**

The types of supply for the purposes of this part of this bylaw shall be as specified in Clause 18.2.1 of this bylaw.

### **20.3 SUPPLY SYSTEM**

#### **20.3.1 Fire Hydrants**

The right to gain access to, and draw water from, fire hydrants shall be restricted to:

- a) The WSA or its agents;
- b) Fire service personnel;
- c) Authorised users in accordance with the WSA's Hydrant Use Policy.

Without prejudice to other remedies available, the WSA may remove and hold any equipment used by a person, contrary to this clause to gain access to, or draw water from, a fire hydrant.

## **20.4 PROTECTION OF SOURCES AND WATER SUPPLY PREMISES**

### **20.4.1 Catchment Classes**

Catchment area from which untreated water is drawn for the purposes of water supply are divided into the following classes:

- a) Controlled
- b) Open

These may apply to both surface water and/or groundwater catchments.

### **20.4.2 Controlled Catchments**

#### **20.4.2.1 Entry**

Catchment areas which are designated as controlled, or any area held by the WSA as a water reserve, shall not be entered by any person except those specifically authorised or permitted in writing by the WSA. Within such areas no person shall:

- a) Camp;
- b) Take or allow to stray any livestock;
- c) Bathe or wash anything;
- d) Deposit any dirt, rubbish, or foul material of any kind;
- e) Defecate;
- f) Take or allow to enter, any dog or animal.

#### **20.4.2.2 Permits**

Written permits shall regulate or control the following activities:

- a) Hunting, trapping, shooting or fishing;
- b) Lighting or maintaining any fire;
- c) Damaging or destroying any trees, shrubs, or other existing cover, or interference with any property;
- d) Carrying of any firearm or weapon of any kind, any trap or any fishing gear which may be used for the hunting or catching of birds, fish or animals; or
- e) Use of any pesticide or toxic substances for any purpose whatsoever.

A person may be required to present a medical clearance before an entry permit can be issued.

#### **20.4.2.3 Permits to be Presented**

No person to whom any permit has been issued shall enter any controlled catchment area or land held by the WSA as a water reserve without notifying the WSA of his/her intention of entering such area.

Every person on any controlled catchment area or land held by the local authority as a water reserve shall upon demand produce any such permit for inspection by an Authorised Officer.

No permit issued shall be capable of being transferred.

The WSA may at any time, by notice in writing delivered to the holder, revoke or suspend any such permit for such time as shall be stated in such notice.

#### 20.4.2.4 Against Interference and Obstruction

In any controlled catchment area or any land held by the WSA as a water reserve:

- a) No person whether holding any permit issued under the provisions of this part of this bylaw or not (other than a duly appointed officer of the WSA), shall commit or cause or permit to be committed any act which may interfere with or be likely to interfere with the free and lawful exercise of any rights vested in any other person in any such area.
- b) Every person shall upon the request of an Authorised Officer of the WSA immediately leave the controlled catchment area or land held by the WSA as a water reserve, but shall nevertheless be liable also to be prosecuted for the breach of any of the provisions of this Part of this Bylaw, and the failure so to leave shall constitute a further offence.
- c) No person shall obstruct or hinder any duly appointed officer of the WSA in the exercise of any powers vested in that officer under the provisions of this part of this bylaw.

#### 20.4.3 Open Catchments

Catchment areas which are designated as open will not restrict or control activities which may occur. However, in the event of a spillage, or other event which has released or is likely to release hazardous substances into the waters of the catchment, the WSA shall be advised of the details with due urgency. This requirement shall be in addition to those other notification procedures to other authorities which are required.



## **C. SEWERAGE**

### **21. ACCEPTANCE OF DISCHARGE**

#### **21.1 SEWAGE**

Every subjected premises and residence shall be entitled to have its sewage accepted into the WSA SNI subject to this Bylaw's terms and conditions (Ref LGA02 Section 195) and to:

- a) The premises lying within the District, and
- b) The premises lying within an area which is served by Council's Sewerage Infrastructure, and
- c) Payment of the appropriate rates and charges in respect of that property in general, and sewerage services in particular, and
- d) Non residential premises that are likely to breach any section of this Bylaw's conditions, shall be subjected to any of this Bylaw's provisions.
- e) Business/Trade or non residential premises connections shall be subject to all these Bylaw's provisions but more particularly to the provisions of the Trade Waste Section of these Bylaws.
- f) Premises or buildings other than residential premises shall provide for grease traps where the wastewater discharge is likely to contain grease. i.e. such as Marae, churches, public halls and facilities, school catering facilities or kitchens.

#### **21.2 TRADE WASTE**

The regulation of connections to and discharges from trade premises to the SNI is subject to the provisions of this Bylaw and more particularly the Trade Waste section of this Bylaw.

### **22. PREMISES**

#### **22.1 FLOW RATE**

- a) The maximum instantaneous flow rate discharged from residential premises shall not exceed 2.0 litres/sec. The WSA may also set a maximum daily flow rate discharged from a residential premises into the SNI.
- b) Metering sewerage usage shall be per Sections 43 and 44 of this Bylaw

#### **22.2 DISCHARGE CHARACTERISTICS AND CONSTITUENTS**

- a) Discharges into the sewerage system shall comply with the permitted discharge characteristic of these Bylaws.
- b) No sewage with characteristics or constituents prohibited by this bylaw shall be approved to be discharged into the WSA Sewerage system.
- c) Monitoring, sampling and analysis shall be per Sections 45, 46, 47 and 48 of this Bylaw

#### **22.3 SWIMMING POOLS**

Occupiers of premises with swimming, spa or geothermal pools shall be required to demonstrate that the pool drain has been fitted with a flow limiting device to ensure the discharge does not exceed the maximum instantaneous flow requirement of 2.0 litres/sec. Swimming pool backwash and pool wastewater shall be discharged into the SNI. Grit, rubbish or other detritus from these pools shall not be discharged into the SWNI.

## 22.4 WASTE MINIMISATION

In order to meet the principles of sustainable management as promoted by the Resource Management Act 1991, an occupier shall fit the devices contained in the following table 1.1 on all new installations.

## 22.5 DOG KENNELS

Approval is required from the WSA for the discharge of Dog waste from kennels. Kennels shall be built to WSA's plans requirements.

Approval shall be granted upon the receipt of an application to discharge Dog Kennel waste into the SNI.

**Table 1.1 Waste minimization devices**

Device	Value
Insert devices, e.g.: Dual flush toilet cistern	Flush 5.5 litres/3.5 seconds
	Flush 11 litres/7 seconds
Low flow shower heads	Max. 6.5 litres/minute
Urinal flushing control	On-Demand Controller

## 23. OCCUPIER'S SEWAGE DRAINAGE SYSTEM

### 23.1 GEOTHERMAL FLUID WASTE ACCEPTANCE INTO THE WSA'S SNI

- a) The acceptance of discharges of geothermal fluids is subject to the provisions of this Bylaw.
- b) Approval to discharge fluids is required from the WSA.
- c) To get approval, an application to discharge geothermal fluids shall be made by the discharger and addressed to the WSA.
- d) On receipt of this application, the WSA's authorised officer shall inspect the property to gather information required for determining the conditions which must be met for discharge to commence. Part of the information required is to supply the relevant Regional Council bore reference name/number and the estimated volume of discharge into sewerage per day.
- e) WSA's officer shall then issue an Approval Certificate, with all of the conditions that must be met by the discharger to discharge Geothermal waste into the Sewer.

#### 23.1.1 Emergencies

For certain testing or emergency purposes, small quantities of geothermal fluids may be discharged into the SNI subject to prior approval from the WSA.

### 23.2 DISCHARGE OR STORAGE OF HAZARDOUS MATERIALS

No person may discharge hazardous substances into the sewerage system in excess of that set by this bylaw.

No person shall store raw material, products or waste containing:

- a) corrosive, toxic, biocidal, radioactive, flammable, or explosive materials; or any material which, when mixed with the sewage stream, is likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous, or
- b) any other material likely to be harmful to the WSA's SNI or the health and safety of WSA staff and the public, or

without taking all reasonable steps to prevent entry into the SNI from leakage, spillage or other mishap.

### **23.2.1 Hazardous Substances and New Organisms Act 1996**

A person or occupier shall comply with the requirements of the Hazardous Substances and New Organisms Act 1996.

## **23.3 PREVENTION OF INFLOW AND INFILTRATION**

The person or occupier connected to the SNI shall prevent any stormwater or groundwater entering the SNI. This includes from roof downpipes, surface water run-off, overland flow, and sub-surface drainage.

Drains shall be kept and maintained in a state which is free from cracks and other defects which may allow infiltration and or inflow into the SNI.

### **23.3.1 Impervious yard run off (Stockyards and Truck Washing Pads)**

For large impervious areas (such as but not limited to stockyards or truck washing facilities), specific provision shall be made for a permanent barrier which will prevent water from outside the confines of the facility from entering the SNI. Refer to Rotorua Civil Engineering Industry Standard 2000 for details.

Where it is impractical to cover a large impervious area, consideration shall be given to a system which detains run-off from the first foul flush for ultimate disposal to the SNI, with subsequent run-off disposal as uncontaminated stormwater into the WSA's SWNI.

## **24. COMMON PRIVATE DRAINS**

Common private drains shall serve a maximum of two single dwelling units, and may also have one point of discharge only (in common).

### **24.1 GREENFIELD DEVELOPMENTS**

Common Private Drains will not be approved for greenfield developments. All greenfield development shall service individual Lots/Titles by individual drains.

### **24.2 NEW DEVELOPMENT OF EXISTING LOTS/TITLES**

All new Lots/Titles in existing developed areas shall be individually serviced unless otherwise approved by the WSA.

### **24.2.1 Dispensation**

The WSA may at its discretion permit a Private Common Drain in an existing Lot/Title, subject to any or all of the following conditions:

- a) That written application for dispensation be submitted to the WSA;
- b) That proof of operational soundness, capacity, location and integrity of the proposed Private Common Drain is submitted to the WSA;
- c) That proof of adequate maintenance cost share provisions between parties to the proposed Common Private Drain; or registration of appropriate private easement over the proposed Common Private Drain be submitted to the WSA;
- d) Any other conditions that the District Engineer determines appropriate.

## **25. CONNECTION TO SEWERAGE SERVICES NETWORK INFRASTRUCTURE IN ADJACENT PROPERTY**

Where a developer wishes to construct a public or private drain on private property adjacent to the development (for the purposes of connecting to a SNI on that property), the developer shall in the first instance, seek approval in writing from the adjacent property owner.

### **25.1 OBJECTIONS**

Should the adjacent owner decline permission, the developer shall advise the WSA in writing of the objection. The WSA shall then contact the adjacent property owner to advise the property owner of their rights under section 181(3) and Schedule 12 of the Local Government Act 2002.

### **25.2 HEARING**

Property owners objecting to drainage works being undertaken on their property may seek a hearing of their objection with the WSA pursuant to Schedule 12 (d)(I) of the Local Government Act 2002, and the costs of the hearing and any costs of administering the works incurred by the WSA, shall be borne by the developer.

## **26. PRIVATE SEWAGE PUMP STATIONS**

### **26.1 GENERAL**

Private sewage pump stations will be approved by the WSA only where there are no practical alternatives for a gravity flow discharge to the SNI.

### **26.2 SINGLE OWNERSHIP**

A private sewage pump station for a single dwelling unit represents an alternative solution in terms of the Building Act 2004. As such, the owner will be required to demonstrate that the pump station complies with the provisions of the New Zealand Building Code when seeking a consent.

### **26.3 MULTIPLE OWNERSHIP**

A private sewage pump station serving more than one residential dwelling unit requires a compliance schedule as well as an annual building warrant of fitness in order to meet the requirements of the Building Act 2004.

## D. STORMWATER DRAINAGE

### 27. REGULATION FOR STORMWATER DRAINAGE SERVICE CONNECTIONS AND DISCHARGES

#### 27.1 DOMESTIC/COMMERCIAL/INDUSTRIAL/ OR TRADE PREMISES STORMWATER

Every premises and property shall be entitled to have its stormwater accepted for discharge into the WSA SWNI subject to the availability of capacity as determined by the WSA and the following conditions:

- a)
  - i. High risk facility premises occupiers (see Schedule 14 of this Bylaw). Premises which have Stormwater Drainage Service Connections to the SWNI whose ephemeral stormwater flow paths, flowing across land and property boundaries into the WSA SWNI, or premises that are considered by the WSA to have the potential to breach the WSA standards of stormwater discharge, shall be required to hold a current, conditional, stormwater licence issued by the WSA under this Bylaw.  
In order for a licence to be issued, an application (on the form as approved by the WSA) to discharge stormwater into the SWNI shall be made by the designated (as determined by the WSA) occupier of the premises connected to the SWNI.
  - ii. Any application to discharge stormwater into the WSA's SWNI shall include the requirement to complete an Audit for Pollution Control of Likely Discharges, in the format as approved by the WSA.
  - iii. Pre-treatment  
As part of the approval for the acceptance of any property's stormwater flow the WSA may require the provision and maintenance by occupiers connected to the SWNI, at the occupiers expense, of any such pre-treatment works as specified but not limited to the WSA's approved pre-treatment providers schedule and the Council Engineering Code of Practice, or processes, equipment or storage facilities, to regulate the quality, quantity and rate of stormwater discharge, or other constituents, or characteristic of the stormwater discharges, prior to the point of discharge into the WSA's SWNI.
- b) Occupiers of HRF premises, or any other Occupiers of Premises required to do so by the WSA, shall be required to apply to the WSA for stormwater licences on the application forms as prescribed and approved by the WSA.
- c) It shall not be acceptable for any property, premises, occupier, or person, to discharge contaminants or trade waste or geothermal waste, either directly into or indirectly (such as on to the ground where the contaminant or waste is likely to become part of any stormwater discharge) into any part or parts of the SWNI, or in breach, or in contravention of, a stormwater licence, or any of this Bylaw's acceptable stormwater characteristics.
- d) The WSA will accept stormwater directly into its SWNI from the roofs of buildings, subject to the stormwater complying with the approved characteristic requirements of this Bylaw.
- e) The WSA will not accept stormwater from surface runoff indirectly into its SWNI, from any other premises. Indirect runoff means water runoff flowing down driveways, and across roadside boundaries, onto roads and into road side drains whether kerb and channel or open drains. The stormwater runoff from properties must be positively collected in a yard drainage system which leads to sumps and then into the public reticulated network. Connection from the sumps to the SWNI is subject to the stormwater complying with the approved characteristic requirements listed in this Bylaw.
- f) The premises lying within the area shown on the WSA's Drainage Maps.
- g) The premises lying within an area which is served by a SWNI, and

- h) Payment of the appropriate rates and charges in respect of that premises in general and stormwater services in particular, and
- i) Fulfilment of the requirements of this Bylaw.

j) Technical Review and Variation

1.0 The WSA may at any time during the term of a stormwater licence, by written notice to the occupier (following a reasonable period of consultation) review a consent in light of new information that has become available or any change in circumstances that has occurred, and vary any condition of consent as a consequence.

1.1 The holder of stormwater licence may, at any time during the term of licence, by written application to the WSA, seek to vary any conditions of the licence.

k) Monitoring of Stormwater discharges

Where sampling and analysis is required by the WSA;

1.0 the WSA may require the owner/occupier at their expense, to monitor, sample, and analyse their stormwater discharge under the terms of the occupier's licence, and subject compliance with this Bylaw.

1.1 the WSA may independently monitor the compliance of the occupier's stormwater discharge into the WSA's SWNI with the terms of their licence.

l) Sampling and Analysis

Sampling and analysis of stormwater discharges shall be undertaken to the same standards as prescribed in this Bylaw.

1.0 by an WSA approved, registered for purpose, analytical service provider and

1.1 in accordance with the approved analytical service provider's procedures or

1.2 by an Authorised officer, or an WSA approved independent analyst, fit for purpose service provider, nominated by the occupier.

1.3 in accordance with approved methods or procedures or by such alternative method or procedure approved by the WSA.

1.4 The WSA may direct the stormwater licence holders to provide, at their cost, an approved monitoring programme and sampling facilities.

## 27.2 STORMWATER DISCHARGE CHARACTERISTICS

The Stormwater Characteristics are the same as the requirement that the WSA has to comply with as part of its SWNI's discharge Resource Consent, and the stormwater shall not contain any contaminants which shall have the likely risk of the WSA breaching its discharge consent as issued by the Regional Councils or rules promulgated by the Regional Councils to control stormwater constituents in any stormwater discharges from SWNI discharges into waterways, or policies adopted by the Rotorua District Council in relation to the protection of lake and waterway quality, and includes, but is not limited to, the following:

- a) the detritus solids concentration of any discharge shall not cause any sedimentation deposition on or in any of the WSA's SWNI,
- b) any discharge shall be substantially free of grease, oil, scums and foam,
- c) sewage or trade waste discharges into the SWNI are not acceptable,
- d) stormwater discharges into the SWNI carrying sewage or trade waste, either directly or indirectly discharged as a constituent, are not acceptable.

## **28. PREMISES REGULATIONS**

### **28.1 FLOW RATE**

The WSA may set a maximum daily flow rate discharged from a premises, which shall be based on the capacity of the SWNI in the vicinity. Excess capacity requirements shall be managed with on site soak holes or by an approved overland flow path.

This restriction may be registered as a provision on the title for the property.

### **28.2 CONTAMINANTS OR PROHIBITED CHARACTERISTICS.**

No stormwater with contaminants or prohibited characteristics (as specified by mandate of this Bylaw, or as determined from time to time by the WSA and Regional Councils) shall be discharged into the SWNI, and Geothermal waste waters may be conveyed by the SWNI only if specifically approved by the WSA.

### **28.3 DISCHARGE MINIMISATION**

In order to meet the principles of sustainable management, as promoted by the Resource Management Act 1991, the WSA recommends that connected premises minimise over ground runoff from their properties by minimising the amount of hard surface. Further, the WSA recommends that occupiers of premises also assist by collecting a portion of the over ground runoff and discharging into the ground via soak holes or other such ground disposal systems.

Minimising over ground runoff reduces the cost of downstream drainage works to carry the runoff and to deal with any downstream flooding issues. It is a way for the community to positively affect the environment and the costs of reticulation.

### **28.4 ACCESS REGULATIONS**

#### **28.4.1 Prevention of Infiltration**

The occupier shall prevent any groundwater entering the SWNI. This does not include sub-surface drainage.

## **29. PROHIBITING OR REGULATING THE DEPOSIT, COLLECTION, AND DISPOSAL , (MANAGEMENT) OF HAZARDOUS SUBSTANCES, LEAKS, SPILLAGES OR DISCHARGES ON OR FROM PREMISES CONNECTED TO THE SWNI**

Pursuant to section 542(1) of the Local Government Act, the occupiers of premises connected to the SWNI, shall not store raw material, products or waste containing corrosive, toxic, biocidal, radioactive, flammable, or explosive materials, or any material which, when mixed with the

stormwater stream, is likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous, or any other material likely to be harmful to the SWNI system or the health and safety of WSA staff and the public, without taking all reasonable steps to prevent entry into the SWNI from leakage, spillage or other mishap. The occupier shall comply with:

- a) the requirements of the Hazardous Substances and New Organisms Act 1996 and associated Regulations.
- b) the provisions of Council's District Plan Rules for Site management of hazardous substances particularly as they apply to protecting the SWNI from the likely discharges, or spills and leakages, of hazardous substances.
- c) Sites that store or use hazardous substances shall produce currently active spill plans, and keep current spill equipment, and show evidence of staff training in spillage containment of hazardous substances.
- d) Hazardous substances for disposal shall be appropriately collected and stored by WSA stormwater licenced occupiers for disposal by WSA approved contractors.
- e) Occupiers with stormwater licences who store hazardous substances for disposal may be directed by the WSA, to use WSA approved Contractors, to carry hazardous substances off site provide written confirmation that these hazardous substances have been disposed of to a site that is authorised to accept the hazardous substances.
- f) As mandated by Part XXXI sections 542(1)(b) and (2) of the Local Government Act 1974 ; the WSA shall licence contractors as Approved Hazardous Waste Disposal Contractors to uplift and dispose of hazardous substances.
- g) Approved Hazardous Disposal Contractors shall be registered and must comply with the NZS 5433:1999, Water New Zealand's current "Liquid Hazardous Waste Code of Practice"

## **30. CANCELLATION OF STORMWATER LICENCES**

- a) Any holder of a stormwater licence, as specified by this Bylaw, may have their licence cancelled at any time and the premise's stormwater drain may also be disconnected so as to prevent the premise's stormwater discharge into the WSA's SWNI, by the WSA on giving to the occupier written notice of summary cancellation and also disconnection if:
  - b) the occupier discharges any stormwater in breach of this Bylaws, or, in the opinion of the WSA, causes damage to any part of the SWNI or danger to the health or safety of anybody as a result of the discharge; or
  - c) the occupier discharges any prohibited substances into the SWNI.
  - d) the occupier fails to comply with any condition of the licence, in particular failure to limit, in accordance with the requirements of the licence, the volume, nature, or composition of stormwater being discharged; or
  - e) the occupier fails to maintain effective control over the discharge; or
  - f) the occupier fails to comply with any provision of this bylaw; or
  - g) the existence of any other circumstances which, in the opinion of the WSA, render it necessary in the public interest to cancel the licence; or
  - h) the occupier fails to pay any *fees* required by this Bylaw in respect of the reception, treatment and disposal of stormwater.

## **31. PUMP STATIONS**

### **31.1 GENERAL**

Private stormwater pump stations will be approved only where there are no practical alternatives for a gravity flow discharge to the SWNI.



### **31.2 SINGLE OWNERSHIP**

A private stormwater pump station for a single property represents an alternative solution in terms of the Building Act 2004. As such, the occupier will be required to demonstrate that the pump station complies with the provisions of the New Zealand Building Code when seeking a licence.

### **31.3 MULTIPLE OWNERSHIP**

A private stormwater pump station serving more than one property requires a compliance schedule as well as an annual building warrant of fitness in order to meet the requirements of the Building Act 2004.

## **E. TRADE WASTE**

### **32. PURPOSE: THE REGULATION OF TRADE PROPERTY'S CONNECTION OR DISCHARGE INTO THE SEWERAGE SYSTEM**

#### **32.1 REGULATION**

Discharges from local authorities sewerage services network infrastructure systems into the environment have stringent conditions imposed on their water rights, which holds them liable for maintenance of the discharge conditions, which may be compromised by trade waste constituents. There is also a requirement to ensure that composted Biosolids can be safely and beneficially used and recycled back to the environment without any harmful effects from trade waste contaminant discharges. The Resource Management Act has forced these higher standards of discharges.

This Bylaw enables the WSA to regulate the acceptance of Trade Waste, or Batch Tankered Discharges, into the sewerage system.

This Bylaw regulates:

1. The ability, likely or actual, of trade premises to discharge sewage with non-acceptable characteristics.
2. The quantities and strength of acceptance discharges so that the capacity of the sewage services are not exceeded.
3. Trade waste that may increase treatment or system maintenance costs.
4. Trade waste that decreases the effectiveness of the WSA's sewage treatment system.
5. Trade premises that have the likely potential to discharge trade waste that are made up of or contain hazardous substances or toxic substances, or any other substances which may pose a direct environmental hazard or breach the conditions of any resource consent or detrimentally effect Biosolids land application.

#### **32.2 COST RECOVERY**

The Local Government Act 2002 enables Council to recover from occupiers of trade premises the direct costs of receiving and treating trade waste, including administration, inspection, sampling, and analyses costs.

#### **32.3 BENEFITS AND RESPONSIBILITIES**

Trade premises connected to the sewerage system receive a benefit, and ability, subject to meeting the requirements of this bylaw, to discharge certain liquid trade waste.

The occupier of the trade premises is responsible for ensuring that trade waste conditions for discharges from the trade premises are complied with.

The WSA is obligated to let all trade premises connected to the sewerage system know what can or cannot be discharged into it.

### **32.4 HOW DO OCCUPIERS OF TRADE PREMISES MEET THEIR OBLIGATIONS?**

- a) The occupiers make a "Trade Waste Application"
- b) Council shall issue a "Trade Waste Consent" to the occupier with conditions
- c) The occupier must ensure that the conditions of their Trade Waste Consent are met.

### **32.5 CAN A DISCHARGE BE REFUSED?**

If a connection or a discharge contravenes or is likely to contravene the following purposes of this Bylaw, the connection or discharge can be refused:

- a) To protect the inside lining of the sewerage system
- b) To protect the function of the sewerage system and treatment plant
- c) To protect public health and safety
- d) To ensure that substances and volumes are not discharged above levels permitted by consent for discharge into the sewerage system
- e) To protect the environment (forest/waterways/lake).
- f) To ensure costs charged reflect Council policy
- g) To ensure that the widest range of industries can be serviced.
- h) To ensure that Biosolids compost can be safely used.

*Explanatory Note*

*Independent of any obligations under this Bylaw, the occupier shall also comply with requirements of the Hazardous Substances and New Organisms Act 1996, the Resource Management Act 1991, and the Building Act 2004 and all other relevant statutory requirements.*

## **33. CLASSIFICATION OF TRADE PREMISES CONNECTED TO THE SEWERAGE SYSTEM**

Trade premises connected to the SNI shall be classified by the WSA as one of the following types:

- a) Permitted (no consent required) as discharge is not likely to exceed this bylaw's Schedule 2 standards;
- b) Conditional (consent required) as needing pre-treatment or conditions to ensure discharge meets Schedule 2 standards;
- c) Prohibited (not consentable) as discharge changes characteristics as defined in Schedule 3 of this bylaw.

Note: See the definitions, clause 5 of this bylaw.

## **34. GENERAL ACCEPTANCE CONDITIONS AND STANDARDS**

### **34.1 PRE-TREATMENT**

The WSA shall require, as decided by the WSA, the provision and maintenance by the occupier, at the occupier's expense, of pre-treatment works as specified but not limited to Schedule 16 of this Bylaw, the Council Engineering Code of Practice, or processes, equipment or storage facilities, to regulate the quality, quantity and rate of wastewater discharge from the trade, or other constituents, or characteristic in trade discharges, prior to the *point of discharge* into the SNI.

### **34.2 FOOD PREMISES GREASE TRAPS/FOOD GRINDERS/DISHWASHERS**

All food premises connected to the WSA SNI shall be required to be subject to a trade waste consent and shall comply with the grease trap, food grinder and dishwasher requirements contained in Schedule Four of this bylaw.

### **34.3 PRE-TREATMENT DEVICE SERVICE AND MAINTENANCE CONTRACTS**

Occupiers of trade premises shall maintain service and maintenance contracts for pre-treatment devices at the occupier's expense to the standards and conditions as contained in Schedule Eleven of this bylaw.

### **34.4 DISCHARGES IN ACCORDANCE WITH BYLAW**

No trade premises occupier or person, shall discharge or cause to be discharged any sewage, into the sewerage system, except in accordance with this bylaw.

### **34.5 STORMWATER DISCHARGE PROHIBITION**

Nothing in this bylaw authorises the discharge of stormwater into the sewerage system and such discharges are prohibited, except in special circumstances where some stormwater discharge is unavoidable and this is expressly approved by the WSA.

### **34.6 PROHIBITED DISCHARGE**

No occupier or person shall discharge constituents or characteristics in excess of the levels permitted in this Bylaw except with the written approval of the WSA.

### **34.7 MASS LIMITS**

- a) A trade waste consent to discharge may impose restrictions on trade waste discharges by specifying mass limits for any constituent.
- b) Mass limits may be imposed for any constituent. Any characteristic that is subject to mass limit restrictions shall also have its maximum concentration limited.
- c) When setting mass limit restrictions for a particular constituent in a trade waste consent the WSA shall consider:
- d) Conditions in the sewerage system near the trade waste discharge point and elsewhere in the sewerage system; and
- e) The extent to which the available industrial capacity for the Constituent was met during the Council's preceding financial year, and the expected levels of the Constituent for the forthcoming financial year; and
- f) If the applicant uses cleaner production techniques, and
- g) If the applicant has established a programme to achieve a programme to achieve cleaner production techniques to the satisfaction of the WSA within a satisfactory period; and
- h) If in the opinion of the WSA, there is any advantage to increasing the discharge of a particular constituent in exchange for decreasing the discharge of another constituent; and
- i) Any requirements of the WSA to reduce the pollutant discharge of the sewage; and
- j) How great a proportion the mass flow of a constituent of the discharge will be of the total mass flow of that characteristic in the sewage; and
- k) The total mass of the constituent allowable in the sewage, and the proportion (if any) to be reserved for future allocations of discharge of such constituents to other consent holders, and

- l) If there is an interaction with other constituents which increases or decreases the effect of their characteristic on the sewerage reticulation, treatment process, or receiving water (or land).

### **35. PROHIBITING OR REGULATING THE DEPOSIT, COLLECTION, AND DISPOSAL, (MANAGEMENT) OF LIQUID AND HAZARDOUS SUBSTANCES, LEAKS, SPILLAGES, OR DISCHARGES, ON OR FROM PREMISES CONNECTED TO THE SNI**

As mandated by Local Government Act 2002 section XXXI, sections 542(1) and (2).

The occupiers of sites connected to the sewerage system, shall not store raw material, products or waste containing corrosive, toxic, biocidal, radioactive, flammable, or explosive materials, or any material which, when mixed with the sewage stream, is likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous, or any other material likely to be deleterious to the SNI or the health and safety of WSA staff and the public, without taking all reasonable steps to prevent entry into the SNI from leakage, spillage or other mishap.

The following provisions shall apply:

- a) The occupier shall comply with the requirements of the Hazardous Substances and New Organisms Act 1996 and associated Regulations.
- b) The occupier shall comply with the provisions of the District Plan Rules for site management of hazardous substances particularly as they apply to protecting the sewerage from the likely discharges, or spills and leakages, of hazardous substances.
- c) Sites that store or use hazardous substances shall produce currently active spill plans, such as specified but not limited to this Bylaw, and keep current spill equipment, and show evidence of staff training in spillage containment of hazardous substances .
- d) Hazardous substances for disposal shall be appropriately collected and stored by trade waste consented occupiers for disposal by WSA approved contractors.
- e) Trade waste consented occupiers who store liquids and hazardous substances for disposal shall be directed by the WSA, to use WSA approved Contractors, licensed by the WSA, to carry these liquids and hazardous substances off site, and provide written confirmation that these liquids and hazardous substances have been disposed of to a site that is authorised to accept these types of waste.
- f) The WSA shall license contractors as approved liquid hazardous substances disposal contractors to uplift and dispose of trade waste consented site's liquid hazardous substance's waste.
- g) Approved liquids and hazardous substances disposal contractors shall be registered as complying with the NZS 5433:1999 , Water New Zealand's current "Liquid Hazardous Waste Code of Practice" or the current updated amended version of this code.
- h) The WSA may refuse to accept the discharge into the SNI of any classes of hazardous substances that the WSA considers will harm the SNI.

### **36. TRADE WASTE APPLICATION AND CONSENT REGULATIONS.**

- a) The WSA may require any trade premises occupier connected to the SNI, or person wishing to discharge into the SNI who, in the opinion of the WSA;
- b) has the potential to discharge, is likely to discharge, or discharges, any of the constituents and characteristics as described in this Bylaw, into the SNI; or

- c) varies the constituents or characteristics in respect of a trade waste consent previously granted or;
- d) seeks to have altered any previously granted trade waste consent conditions or;
- e) has liquids and hazardous substances on site, which have the potential to be discharged into the SNI,
- f) to complete a trade waste application, on the form provided and approved by the WSA and shall lodge this application with the WSA.
- g) The applicant shall ensure that the application and every other required document or information required, including any additional information sought under this bylaw, is accurate and properly executed.
- h) Where the occupier of trade premises has separate discharge points from more than one area, a separate copy of the description of the trade waste and trading premises shall be included in any application for trade waste discharge for each area. This applies whether or not the areas are part of one process or separate processes.
- i) Subject to this Bylaw, on receipt of a trade waste application the WSA shall classify the trade waste premises, if it has not already done so, and issue an appropriate trade waste consent certificate to the trade waste applicant.

### **37. TANKER WASTE**

Tanker waste shall not be accepted for treatment, into the Council's Sewerage System, from any person not holding a Tanker Waste Licence pursuant to the Bylaw's clause 37.2.

The WWA may accept waste from a tanker for discharge into the WWNI at an approved location. This Tanker waste shall:

- a) Be transported by a licenced person.
- b) Give 24 hour notice for the disposal of waste other than that sourced from domestic septic tanks.
- c) Supply material safety data sheets (MSDS) to the WSA detailing the contents of a waste.
- d) Be tested to determine its character if the contents of the waste is not known. Specialist advice on pre-treatment or acceptance may be required. The cost of all testing and advice shall be born by the licence holder.
- e) Not be picked up and transported to the disposal site until appropriate arrangements and method for disposal have been determined by the WSA.
- f) Prevent cross-contamination between tanker loads; the tankers should be thoroughly washed between different loads prior to disposal into the WSA's WWNI.

Any person illegally disposing of, or causing to be disposed, Tanker Waste either by incorrect disclosure of contents (characteristics and/or amount) or dumping into the WSA's Sewerage System other than at the prescribed location will be in breach of this bylaw.

#### **37.1 DISCHARGE DECLARATION**

Each tanker waste discharge into the SNI shall be certified and accompanied by an approved discharge declaration; a sample of the approved form is contained in Schedule Thirteen of this bylaw.

#### **37.2 TANKER WASTE LICENCE**

Any person who wishes to operate a Tanker Waste Trade, within the district, shall apply to the Council for, and shall hold, a Tanker Waste Licence.

Any person may make an application for this licence on the same terms as this bylaw's application for a supply of service pursuant to section 6.1. This application shall then be subject to the same matters of consideration and conditions as for a trade waste consent pursuant to sections 39 and 40 of this bylaw.

This License, if issued, shall comprise the following elements:

- a) Have the approval of, and comply with any requirements of, the Region's Medical Officer of Health to establish and operate an offensive trade (pursuant to the Health Act).
- b) Hold a current Offensive trade licence issued by the District Council and shall comply with this licence's provisions (pursuant to the Health Act).
- c) Hold a current Trade waste consent to discharge wastes into Council's Sewerage System (pursuant to this bylaw).

### **37.3 SUPPLY OF DOCUMENTS**

- a) Each person who holds a current Waste Tanker Licence shall keep a complete record of all liquid and hazardous waste collected and transported;
- b) from sources located in the District; and
- c) from sources discharged at destinations within the District; and
- d) each Licensee shall keep the following records for each vehicle operated under their licence which includes;
- e) records of the location of each source within the District, from which liquid waste was collected, denoted by a unique number or other identifying system.
- f) For each record identified
  - i. The time and date of collection
  - ii. The volume collected.
  - iii. A description of the type of liquid waste collected
- g) For each discharge record:
  - i. The time and date of discharge
  - ii. The volume discharged
  - iii. A description of the destination
  - iv. A list of the unique numbers or other identifying system adopted recording the scheduled sources that made up the volume discharged
- h) Record of the operator or operators of the vehicle operated by the Licensee under the provisions of their Tanker Waste Licence.

### **37.4 PROVISION OF RECORDS**

- a) At the request of an authorised officer, each licence holder shall provide their records of the information within seven days of such a request.
- b) If following provision of records as requested under this bylaw, the WSA requires additional information, then the licence holder must provide the additional information required by the WSA within seven days of the request being made.
- c) The records required shall be completed in a form approved by the WSA and shall be stored by the licensee for a minimum period of three years, and shall be produced upon any request from the WSA during that period.

### **38. RESPONSIBILITY OF THE WATER SERVICES AUTHORITY**

- a) The WSA shall acknowledge in writing receipt of any trade waste application for a trade waste consent, within 20 working days of the receipt of the person's trade waste application.
- b) The WSA has the right to deal with the owner of premises discharging trade waste, instead of, or as well as, any tenant occupiers.
- c) On receipt of any trade waste application, if the WSA considers it necessary, the WSA may require the applicant to;
- d) Produce a management practice plan to control discharges into drains, or
- e) Produce a spill control management plan which may include cleaner production operations, methods and processes or;
- f) Produce a SNI impact investigation report, at the applicant's cost, on the effects of any trade waste discharges specified characteristics, and more particularly the toxic or injurious constituents in the trade wastes on the SNI's operation, Treatment Process Biosolids, and the quality of the Dewatered and composted Biosolids, on the following basis:
  - i. An Independent Qualified Person approved by the WSA shall carry out the investigation and produce the SNI report
  - ii. The scope of the investigation shall establish;
    - 1. The existing background level of the specified constituents already contained in the sewage into the SNI, and in the Process Treatment Biosolids and in the Dewatered and composted Biosolids.
    - 2. The impact and effect of receiving the applicant's specified characteristics on the background levels, described in clause 36(iv)(b), and the effect of the potential discharge on the function of the SNI and the quality of the Composted Biosolids.
    - 3. The impact and effect of receiving the applicant's trade waste discharge on the ability of future applicants to discharge into the SNI.
- g) Require the applicant to submit any additional information, at the applicant's cost, which the WSA considers necessary to reach an informed decision;
- h) Have the discharge investigated and analysed, at the applicant's cost as provided for in this bylaw.
- i) The WSA shall notify the applicant of any additional information requirement under this clause within 20 working days of receipt of the trade waste application.
- j) The WSA shall, after considering all the matters as set out in this bylaw, within 20 working days from the day of receipt of a trade waste application, either:
  - i. Ask the applicant for more information or,
  - ii. Grant the trade waste application as a trade waste consent or,
  - iii. Refuse the trade waste application.
- k) Following the decision on a trade waste application, the WSA shall notify the applicant of its decision and:
  - i. where a trade waste application is declined, it shall provide the applicant with the reasons; and
  - ii. where a trade waste consent is granted, the trade waste premises shall be classified subject to this Bylaw's conditions.
- l) When a trade waste consent is to be granted for a trade waste discharge the WSA shall:
  - i. inform the applicant in writing of the WSA's decision and the conditions that it intends to impose and;
  - ii. Enter into consultation with the applicant in regard to the final form of the conditions to be applied;
  - iii. Notwithstanding the consultation process of this bylaw, the WSA shall make the final decision on what conditions shall be imposed.



### **39. MATTERS TO CONSIDER BEFORE CONSENTING TO A TRADE WASTE CONSENT**

- a) In considering any trade waste application, the WSA shall advise the applicant of what can and cannot be discharged, and pursuant to the trade waste consent when imposing conditions on such a consent, the WSA shall have regard to the impact of the potential quality, volume, and ratio of discharge under the trade waste application, both in isolation, and in combination with other discharges of trade waste to the SNI, and in particular in relation to:-
- b) the health and safety of Council's staff and the public; and
- c) the limits and/or maximum values for constituents and characteristics of trade waste as specified in this bylaw; and
- d) the extent to which the applicant's trade waste may react with other trade waste or sewage to produce an undesirable effect, e.g. settlement of solids, production of odours etc; and
- e) the flows and velocities in the SNI and the material or construction of the SNI; and
- f) the capacity of the SNI and the capacity of any sewerage treatment works; and
- g) the nature of any sewerage treatment process and the degree to which the trade waste is capable of being treated in the sewerage treatment works, including the adoption of cleaner production techniques; and
- h) any statutory requirements relating to the discharge of raw or treated sewage to receiving waters, the disposal of sewage sludge, and any discharge to air, associated with the conveyance, treatment or disposal of sewage sludge (including the necessity for compliance with any resource consent and any relevant receiving water quality guidelines); and
- i) other existing or likely future discharges; and
- j) the capacity of the premises and site equipment to meet consent conditions.
- k) The WSA may set mass limits for any constituent, set from time to time, that may be discharged into the SNI, and in so doing may consider:
  - l) conditions in the sewage near the trade waste discharge point and elsewhere in the sewerage; and
  - m) the extent to which the available industrial capacity was used in the last financial period and is expected to be used in the forthcoming period; and
  - n) whether or not there is any net benefit to be gained by the increase of one characteristic concurrently with the decrease of another to justify any increased application for sewage capacity; and
  - o) any requirements on the WSA to reduce any constituent discharge of the sewage; and
  - p) the total mass of the constituent allowable in the sewage, and the proportion (if any) to be reserved for future allocations; andwhether or not there is an interaction with other characteristics or constituents which increases or decreases the effect of either characteristic on the sewage reticulation, treatment process, or receiving water (or land).
- q) In considering any application for a trade waste premises to be connected or for premises already connected, or for discharge from any trade premises into the SNI and in imposing any conditions on such a consent, the WSA shall consider any existing relevant planning documents, in particular any Management Plans.

### **40. CONDITIONS OF TRADE WASTE CONSENT**

- a) A condition set for all trade waste consents shall be the consent's duration, established in accordance with this Bylaw.
- b) Any trade waste premises shall be subject to all conditions set out in this bylaw, the like of which is contained in, but not limited to, Schedule Six.

- c) Any trade waste premises which is classified shall be subject to some or all of the conditions as set out in this bylaw and to such special conditions as the WSA may impose, including but not limited to;
- d) the particular SNI system to which the trade waste premises discharge can be made,
- e) the maximum daily volume of the trade waste premises discharge and the maximum rate of discharge, and the duration of maximum discharge,
- f) the maximum limit or permissible range of any specified constituent or characteristics of the discharge, including mass limits and maximum concentrations,
- g) the period or periods of the day during which the trade waste premises discharge, or a particular concentration, or volume of the trade waste premises discharge may be made,
- h) the degree of acidity, or alkalinity of the discharge at the time of trade waste premises discharge,
- i) the temperature of the trade waste premises discharge at the time of discharge,
- j) the provision by the occupier, at the occupier's expense, of appropriate pre-treatment works to prevent or control or vary the discharge of any of the constituent or characteristics contained in this bylaw,
- k) the provision and maintenance at the occupier's expense of trade waste premises monitoring sampling chambers, manholes or other apparatus or devices to provide reasonable access to private sewer drains for sampling and inspection,
- l) the provision and maintenance of a sampling, analysis, and testing programme, and flow measurement requirements, at the trade premises occupiers' expense,
- m) which method is to be used for measuring flow rates and taking samples of the trade waste premises discharge for use in determining the amount of any trade waste premises charges applicable to that discharge,
- n) the provision and maintenance by and at the expense of the occupier of such meters or devices as may be required to measure the volume or flow rate of any trade waste being discharged from the trade premises, and for the testing of such meters,
- o) the provision and maintenance, at the occupier's expense of such services, (whether electricity, water or compressed air or otherwise), which may be required, in order to operate meters and similar devices
- p) the provision by the occupier to the WSA of flow and/or volume records and results of analyses
- q) the production, implementation, and maintenance, of a Management Practice for Pollution Control to Drains Plan, Spill Control Plan, or cleaner production and waste minimisation strategies to comply with these provisions as contained in the LGA as prescribed by Schedule One of this bylaw or any Industrial and Trades Codes of Practice.
- r) a risk assessment and trade waste monitoring frequency the like of which is described in schedule Twelve of this Bylaw.

## 41. DURATION

- a) Trade waste consents may be given for various terms.
- b) In considering the term to be fixed, the WSA shall consider whether or not:
- c) the nature of the trade activity, or the process design and/or management of the premises are such that the occupier has demonstrated ability to meet the conditions of the trade waste consent during its term; and
- d) cleaner production techniques are successfully being utilised; and
- e) a responsible investment has been made in cleaner production equipment or techniques; and
- f) significant investment in pretreatment facilities has been made; and
- g) any Management Plans exist and the contents of this existing plan.

## **42. TECHNICAL REVIEW AND VARIATION**

- a) The WSA may at any time during the term of a trade waste consent, by written notice to the occupier (following a reasonable period of consultation) review a consent in light of new information that has become available or any change in circumstances that has occurred, and vary any condition of consent as a consequence.
- b) The holder of a trade waste consent may, at any time during the term of consent, by written application to the WSA, seek to vary any conditions of the consent.

## **43. METERING SEWERAGE USAGE**

### **43.1 BY DRINKING WATER METER:**

The WSA may determine per Section 43.2 of this Bylaw, not to use the premise's drinking water meter to measure the premise's sewerage usage, otherwise the premise's sewerage usage shall be measured using its drinking water meter, subject to:

- a) A claim for a remission, of sewerage service usage, as rated by the premise's water meter, shall be applied for by the premise's owner, in writing, on the authorised application form i.e. No application form – No remission processing.
- b) If there is a claim, for the escape of a proportion of the metered rate, from a break down of the premise's water supply system, then the authorised officer may estimate the proportion of the metered rate that has escaped, based on the average of the metered rate's before and after the break's occurrence, and remit the proportion of the metered rate. Where, in the opinion of the Officer, the before and after escape period's metered rates are not consistent, then the officer may remit a proportion of the metered rate based on a period of the metered rate where there is a reasonably fair association between the premise's metered rate flowing into the Sewerage system.
- c) If there is a claim that a proportion of the premise's metered rate is not used by the sewerage service, then upon receipt of a remission application, the authorised officer shall audit the premise's water and waste water flows and work out what proportion of the metered rate to remit and allow for with each subsequent assessment.
- d) Not more than two consecutive remissions will normally be allowed.
- e) Only one remission of a metered rate will normally be granted in any twelve month period.
- f) If there is a claim, that during a period of a sewerage use assessment, there has been a high water consumption notice, which has subsequently been adjusted, then the officer will grant additional remissions to the adjusted level.

### **43.2 NOT BY DRINKING WATER METER**

- a) When the WSA decides to condition sewerage usage to be measured by metering other than by drinking water metering the following rules shall apply:
- b) The occupier shall be responsible for the supply, installation and maintenance of any meter required by the WSA for the measurement of the rate or quantity of discharge of trade waste.
- c) Any flow meter required shall be subject to the approval of the WSA, but shall remain the property of the occupier.
- d) Measurement of flow shall be carried out by or on behalf of the occupier in accordance with standards as approved by the WSA.
- e) Records of flow and/or volume shall be available for reviewing at any time by the WSA for the purposes of audit.

- f) Flow meters shall be readily accessible for reading and maintenance, and as close as practicable to the point of discharge.
- g) The occupier shall arrange for calibration of the flow metering equipment and instrumentation by a company in accordance with and as approved by the WSA upon installation and at least once a year thereafter to ensure performance within  $\pm 10\%$  of its reading. A copy of independent certification of each calibration result shall be submitted to the WSA.
- h) Should any flow meter, after being calibrated, be found to register a greater or lesser discharge than the quantity of sewage actually discharged, the WSA may make an adjustment in accordance with the results shown by such tests backdated for a period at the discretion of the WSA but not exceeding 12 months, and the occupier shall pay a greater or lesser amount of trade waste charges according to such adjustment.

#### **44. ESTIMATING SEWERAGE USAGE**

- a) Where the WSA determines that no flow meter or similar apparatus is warranted, the WSA shall estimate sewerage usage on the basis of any of the following :
  - i. the percentage of the metered water supplied to the property/premises; or
  - ii. the characteristics of the discharge measured at a previous time during similar operating conditions; or
  - iii. the characteristics measured during the immediately preceding charging period.
- b) Should any flow meter be out of repair, or cease to register, or be removed, the WSA shall estimate the discharge for the period since the previous reading of such a flow meter based on:
  - i. the average of the previous 4 (if available) billing periods charged to the occupier; or
  - ii. any other factors for the purpose of arriving at a reasonable estimate when there is reasonable evidence the average of the previous 4 billing periods would be an unreasonable estimate of the discharge and the occupier shall pay according to such estimate.
- c) Where a meter has been tampered with, the WSA (without prejudice to the other remedies available) may declare the reading void and estimate the discharge as provided above.

#### **45. MONITORING**

- a) The WSA shall require the property occupier/owner to monitor any discharges of sewage under the terms of its consent.
- b) The WSA may independently monitor the compliance of the consent holder with the terms of their consent.
- c) The consent holder or occupier may request that all independent samples, or composite samples as the case may be, taken by the WSA or independent analyst approved in accordance with this bylaw, shall be divided into 3 equal parts on completion of sampling with:
  - i. the first portion of each sample, or composite sample, delivered to the occupier, and
  - ii. the second portion of each sample, or composite sample, delivered to an authorised officer of the WSA or approved alternative laboratory for analysis, and
  - iii. the third portion of each sample, or composite sample, delivered to an authorised officer of the WSA or approved alternative laboratory for retention for a period of not less than 20 working days from the date of receipt, and in such a manner which preserves as far as is reasonably possible the characteristics of the sample.
- d) Where any portion of a sample, or composite sample, is to be delivered in accordance with this bylaw, it shall be delivered within 4 hours of the sampling being completed.

## 46. SAMPLING AND ANALYSIS

- a) Sampling shall be undertaken:
- b) in accordance with the approved procedures contained in Schedule Seven or some other procedure designed in accordance with BS 6068: Section 6.10; and
- c) by an Authorised officer or an independent analyst nominated by the occupier and approved in writing by the WSA.
- d) Analyses shall be undertaken:
- e) in accordance with standards and methods or validated procedures or by such alternative method or procedure approved in writing by the WSA; and
- f) by an approved laboratory accredited for the purpose, or an alternative laboratory approved in writing by the WSA.
- g) Where an independent analyst or alternative laboratory fails to perform any of the functions authorised by this bylaw relating to sampling or analysis, then another independent analyst or another alternative laboratory, approved by the WSA, or an authorised officer, may undertake those functions.
- h) All sampling and analysis costs shall be paid for by the occupier.

## 47. DILUTION

The occupier shall not (unless approved) add, or permit the addition of, any water whatsoever to any waste stream solely in order to vary the level of any characteristic of the waste.

## 48. SAMPLING AND MONITORING DISPUTES

- a) Where a dispute arises as to the validity of the methods or procedures used for, or results of, sampling or analysis, the dispute shall:
  - i. be referred to an independent mediator agreed upon by the parties; and
  - ii. where mediation does not resolve the dispute to the satisfaction of both parties, the dispute shall be referred to an independent arbitrator agreed upon by the parties, or failing agreement, by two arbitrators (one to be appointed by each party) and an umpire to be appointed by the arbitrators before their entering upon the reference.
- b) The parties shall share equally the costs of mediation and, should the dispute require arbitration, the parties shall share the costs of arbitration subject to any award or order that may be made as a result of arbitration.
- c) The arbitrators ruling shall be final.

## 49. ACCIDENTS

The occupier shall inform the WSA immediately on discovery of any accident including spills or process mishaps, which may amount to a breach of, their trade waste consent or, this Bylaw.

## 50. TREATMENT FEES

Fees shall be charged by Council to the owners of trade premises connected to the WSA's SNI, or trade waste consent holders, pursuant to sections 150 and 151(3) of the Local Government Act 2002.

1. Treatment fees - a method of calculating current treatment fees is contained in Schedules Eight and Nine of this Bylaw).  
The amount of trade waste fees payable in respect of the collection, treatment and disposal of a particular trade premise's sewerage usage shall be the greater of one of the following, or a combination of one of the following, less any sum paid as a sewerage charge in the rates demand
  - i. volume (V),
  - ii. biochemical oxygen demand (BOD<sub>5</sub>),
  - iii. suspended solids (SS), and
  - iv. nutrient charge (N) (P)
  - v. toxic pollutant (TP) treatment charges
2. The volume treatment charge fee is determined by dividing the previous three years' volume cost, by the total volume received into the sewerage system during the same period.
3. The BOD<sub>5</sub> treatment charge fee is determined by dividing the previous three years' BOD<sub>5</sub> cost by the total amount of BOD<sub>5</sub> received into the sewerage system during the same period.
4. The SS treatment charge fee is determined by dividing the previous three years' SS cost by the total amount of SS received into the sewerage system during the same period.
5. The toxic pollutant or nutrient treatment charge fee is determined by dividing the annual disposal cost for the toxic pollutant or nutrient received into the sewerage system by the total mass of the toxic pollutant or nutrient received into the sewerage system during the same period.
6. Invoicing – All fees shall be invoiced to the user who shall pay this invoice by the twentieth day of the next month.  
  
The invoice shall provide each discharger with a copy of the information, or calculations used, to determine the extent of any fees due in regard to a trade premises connected to or using the sewerage systems service.
7. Appeals – Appeals against fees charged may be made in accordance with section 11.4 Review of Decisions of this bylaw.
8. On, and subject to, an appeal against a fee charged, the authorised officer may grant a fee refund, waiver or remission of the fee appealed against pursuant to section 150(2) of the Local Government Act 2002.
9. Per Section 150(2) LGA02: Council may provide for a proportional remission of a sewerage fee in specified situations and for specified trade categories as determined by Council from time to time.

## **51. OPERATIONAL DAYS**

For the purpose of calculating trade waste charge fees in accordance with the scale of charges fixed from time to time under section 20 of this bylaw, the number of operational days in a charge period shall be as set out in the notice of consent to discharge; or, where an authorised officer has reasonable cause to believe discharges are occurring on additional days, shall include a reasonable assessment of the number of such additional days.

## **52. TRANSFER OR TERMINATION OF RIGHTS AND RESPONSIBILITIES**

- a) A trade waste consent to discharge shall be issued in the name of the given occupier. The occupier shall not, unless written approval is obtained from the WSA:
  - i. transfer to any other party the rights and responsibilities provided for under this bylaw, and under their consent; and
  - ii. allow a point of discharge to serve another premise, or the private sewer to that point to extend by pipe or any other means to serve another premise; and
  - iii. in particular, and not in limitation of the above, allow sewage from any other party to be discharged at their point of discharge.
- b) Transfer of a trade waste consent on change of ownership of a premise shall be granted if the characteristics of the sewage remain unchanged from those authorised by the consent.
- c) The occupier shall give 48 hours notice in writing to the WSA of their requirement for disconnection of the discharge connection and/or termination of the discharge consent. The occupier shall notify the WSA of the new address details for final invoicing.

## **53. FAILURE TO COMPLY AND SERVICE DISCONNECTION**

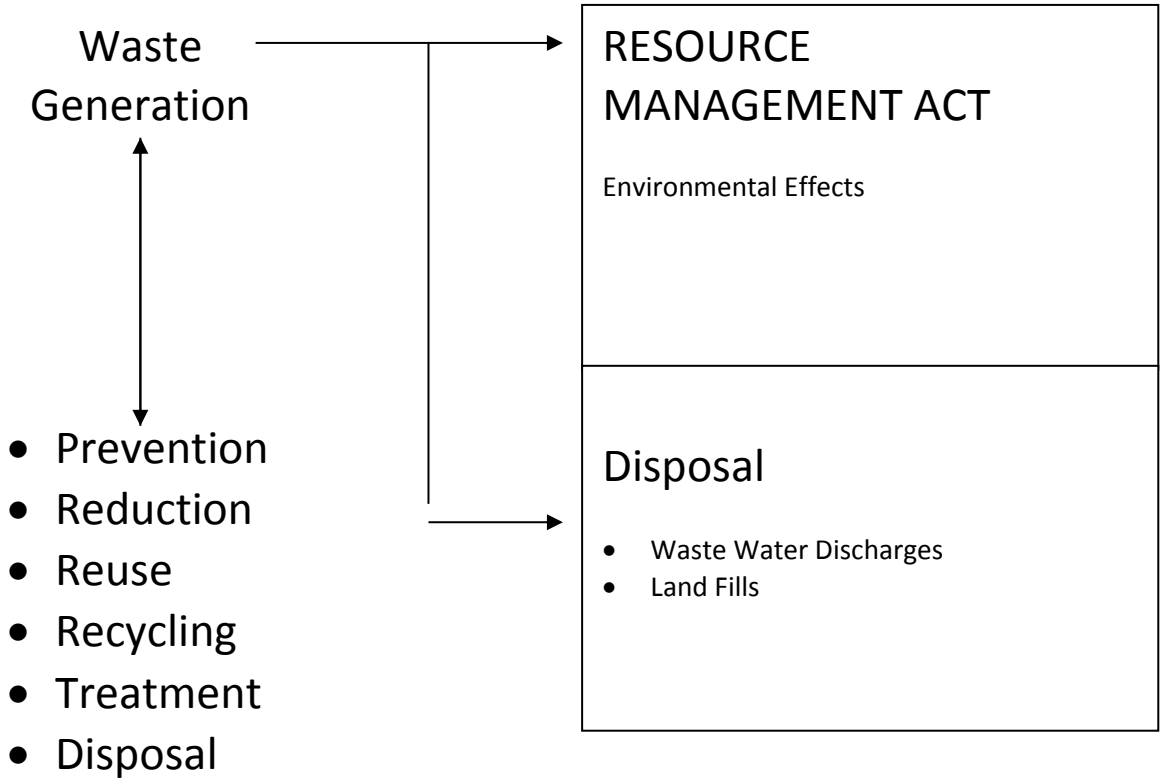
- a) Any trade premise's trade waste consent, as specified by this Bylaw, may at any time be cancelled, and the trade premise's trade waste drain may also be disconnected from the WSA's SNI so as to prevent the trade premise's trade waste discharge, likely or actual, into the sewerage system; by the WSA on giving to the occupier written notice of cancellation and also disconnection if:
  - i. the occupier is likely to discharge or discharges any trade waste in breach of this Bylaw and, in the opinion of the WSA, is likely to cause or causes damage, or is a liability, to any part of the SNI or danger to the health or safety of anybody as a result of the discharge; or
  - ii. the occupier discharges any prohibited substance.
- b) Any trade premise occupier's trade waste consent, as specified by this bylaw, may at any time be cancelled, and the trade premise's trade waste drain may also be disconnected so as to prevent the trade premise's trade waste discharge into the sewerage, by the WSA on giving to the occupier written 25 days notice of summary cancellation and also disconnection if the occupier:
  - i. fails to comply with any condition of the consent, in particular failure to limit, in accordance with the requirements of a consent, the volume, nature, or composition of trade waste being discharged; or
  - ii. fails to maintain effective control over the discharge; or
  - iii. fails to comply with any provision of this bylaw; or
  - iv. fails to meet consent requirements due to the existence of any other circumstances which, in the opinion of the WSA, render it necessary in the public interest to cancel the consent; or
  - v. fails to pay any charge fees required by this bylaw in respect of the reception, treatment and disposal of trade waste.

## 54. TRANSITIONAL PROVISIONS

- a) The Rotorua District Council Trade Waste Bylaw 2004, repealed by this bylaw, shall, notwithstanding such revocation, remain in full force so far as it relates to any offence committed, liability or penalty incurred, prosecution or proceedings commenced, or notice given under any of the provisions thereof before the coming into force of this bylaw.
- b) Every existing trade waste consent shall continue in force as if it were a consent made under this bylaw until it is replaced by a new consent made under this bylaw.
- c) Any application for a trade waste consent made under the Trade Waste Bylaw 2004 but not yet granted at the time this bylaw comes into force shall be deemed to be an application made under this bylaw.
- d) All inspectors and other officers appointed under, or for the purposes of, the 2004 Bylaw and continuing to hold office at the commencement of this bylaw, shall be deemed to have been appointed under this bylaw and shall be authorised officers for the purpose of this Bylaw.



## SCHEDULE ONE - WASTE MANAGEMENT FRAMEWORK



Local Government Act  
Waste Services

## SCHEDULE TWO – PERMITTED DISCHARGE CHARACTERISTICS

- (A) Physical
- (B) Chemical
- (C) General Chemicals
- (D) Toxic Pollutants
- (E) Organic Compounds

### Introduction

1. The nature and levels of the characteristics of any wastewater discharged to the sewerage system shall comply at all times with the following requirements, except where the nature and levels of such characteristics are varied by the WSA as part of an individual consent to discharge sewage.
2. The WSA shall take into consideration the combined effects of wastewater discharges and may make any modifications to the following acceptable characteristics for individual discharges the WSA considers are appropriate.
3. The nature and levels of any characteristic may be varied to meet any new resource consents under the Resource Management Act 1991 or other legal requirements imposed on the WSA.

### (A) Physical Characteristics

#### 1. Flow

- (i) The 24-hour volume shall be less than 5 m<sup>3</sup>.
- (ii) The maximum instantaneous flow rate shall be less than 2.0 L/s.

#### 2. Temperature

The temperature shall not exceed 50 °C.

#### 3. Solids

- (i) Non-faecal gross solids shall have a maximum dimension, which shall not exceed 15 mm, and gross solids shall have an acquiescent settling velocity, which shall not exceed 50 mm/minute.
- (ii) The suspended solids content of any wastewater shall have a maximum concentration which shall not exceed 2000 g/m<sup>3</sup>.
- (iii) The settleable solids content of any wastewater shall not exceed 50 ml/L.
- (iv) The total dissolved solids concentration in any sewage shall be subject to the approval of the WSA having regard to the volume of the waste to be discharged, and the suitability of the sewerage system and the treatment plant to accept such wastewater.

### Remarks in this column are for guidance only

Flows larger than the guideline values will be a "conditional" consent.

#### Higher Temperatures:

- cause increased damage to sewer structures
  - increase the potential for anaerobic conditions to form in the sewage
  - promote the release of gases such as H<sub>2</sub>S and NH<sub>3</sub>
  - can adversely affect the safety of operations and maintenance personnel
- A lower maximum temperature may be required for large discharges.

Gross solids can cause sewer blockages.

High suspended solids can cause sewer blockages.

A high total dissolved solid reduces effluent disposal options and may contribute to soil salinity. Where potential for such problems exists, a limit of 10,000 g/m<sup>3</sup> may be used as a guideline.

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

#### 4. Oil and Grease

- (i) There shall be no free or floating layer.
- (ii) Fat, oil, or grease shall not exceed 100 g/m<sup>3</sup>.

Oils and greases can cause sewer blockages, may adversely effect the treatment process, and may impair the aesthetics of the receiving water. Where the treatment plant discharges to sensitive receiving water, lower values should be considered.

In terms of oil and greases, biodegradable refers to the bio-availability of the oil and greases and the biochemicals thereby produced, and means the oil and grease content of the waste decreases by 90% or more when the trade wastes is subjected to a simulated wastewater treatment process which matched the WSA treatment system.

If quick break detergents are being used, it should be ensured that the occupier is using proper separation systems. If not, oil will reappear in drainage systems as a free layer.

Some organic liquids are denser than water and will settle in sewers and traps.

#### 5. Solvents and other Organic Liquids

- (i) There shall be no free layer (whether floating or settled) of solvents or organic liquids.
- (ii) Refer Schedule 2(d) and (e) for information on dissolved solvents and other organic liquids.

## 6. Emulsions of Paint, Adhesive, Rubber and Plastic

*For the purposes of this sub-clause:*

*'Latex emulsion' means an emulsion containing paint, adhesive, rubber, plastic, or similar material.*

*'Treatable' in relation to emulsion trade waste, means the Total Organic Carbon content of the trade waste decreases by 90% or more when the trade waste is subjected to a simulated sewerage treatment process which matches the WSA's sewerage system.*

- (i) Latex emulsions, which are not treatable, may be discharged into the sewerage subject to the total suspended solids not exceeding 1000g/m<sup>3</sup>.
- (ii) The WSA may require pre-treatment of latex emulsions if the emulsion wastewater unreasonably interferes with the operation of the sewerage system.
- (iii) Latex emulsions of both treatable and non treatable types, shall be discharged to the sewerage only at a concentration and pH range that prevents coagulation and blockage at the mixing zone in the sewerage system.

## 7. Radioactivity

Radioactivity levels shall not exceed National Radiation Laboratory guidelines.

## 8. Colour

No wastewater shall have colour or colouring substance that causes the discharge to be coloured to the extent that it impairs sewerage processes or compromises the final effluent discharge consent.

### PERMITTED DISCHARGE CHARACTERISTICS FOR:

#### (B) Chemical Characteristics

In setting of restrictions for chemical characteristics the WSA must be mindful of the production of harmful or noxious waste streams from some tests, such as chemical oxygen demand and total Kjeldahl nitrogen. The need to set out restrictions and therefore the requirement to undertake the associated testing must be determined by the WSA.

Latex emulsions vary considerably in their properties and local treatment works may need additional restrictions depending on the experience of the specific treatment plant and the quantity of latex to be treated.

Latex emulsions will coagulate when unstable and can sometimes cause sewer blockage. Latex emulsions are stable when dilute or in the correct pH range.

Refer National Laboratory Code of safe practice for the use of unsealed radioactive materials NRL.C1

Colour may cause aesthetic impairment of receiving waters, and adversely affects lagoon treatment processes and ultra-violet disinfection. Where potential for such problem exists, a level of colour that is rendered not noticeable after 100 dilutions may be used as a guideline. Where UV disinfection is used special conditions may apply.

### 1. pH Value

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

### 2. Organic Strength

The Biochemical Oxygen Demand (BOD) of any wastewater may require to be restricted where the capacity for receiving and treating BOD is limited. A BOD restriction may be related to mass limits.

Where there is no treatment system for organic removal the BOD shall not exceed 1000 g/m<sup>3</sup>.

### 3. Inhibitory Chemicals

At the choice of the WSA no wastewater being diluted at a fixed ratio to sewage, nominated by the WSA, shall inhibit the performance of the sewerage process such that the WSA is significantly at risk or prevented from achieving its Resource Consent Conditions.

### 4. Maximum Concentrations

The maximum concentrations permissible for the chemical characteristics of an acceptable discharge are set out in the following tables:

Extremes of pH:

- can adversely affect biological treatment processes
- can adversely affect the safety of operations and/or maintenance personnel
- cause corrosion of sewer structures
- increase the potential for the release of toxic gases such as H<sub>2</sub>S and HCN

The loading on a sewerage system is affected by Biochemical Oxygen Demand (BOD) rather than Chemical Oxygen Demand (COD). For any particular waste type there is a fixed ratio between COD and BOD. For domestic wastewater it is about 2.5:1 (COD:BOD), but can range from 1:1 to 100:1 for wastewater. Therefore BOD is important for the treatment process and charging, but because of the time taken for testing, it is often preferable to use COD for monitoring. However, the use of COD testing must be balanced by the possible environmental effects of undertaking such tests due to the production of chromium and mercury wastes. Where a consistent relationship between BOD and COD can be established the discharge may be monitored using the COD test.

If the sewerage plant BOD capacity is not limited, and sulphides are unlikely to cause problems, there may be no need to limit BOD. High COD may increase the potential for the generation of sulphides in the wastewater.

A BOD limit which is too stringent may require the installation of pretreatment systems by some occupiers, imposing unnecessary costs because the most cost effective treatment method is likely to be the sewerage treatment plant.

Permitted Discharge Characteristics for: (C) General Chemical Characteristics		
Characteristic	Maximum Concentration g/m <sup>3</sup>	Remarks
MBAS (Methylene blue active substances)	500	MBAS is a measure of anionic surfactants. High MBAS can: - adversely affect the efficiency of activated sludge plants - impair the aesthetics of receiving waters
Ammonia - (as N) -Free ammonia -Ammonium salts	50 200	High ammonia: -may adversely effect the safety of operations & maintenance personnel -may significantly contribute to the nutrient load to the receiving environment.
Kjeldahl nitrogen	150	High Kjeldahl nitrogen may significantly contribute to the nutrient load of the receiving environment. A value of 150 g/m <sup>3</sup> should be used as a guideline for sensitive receiving waters.
Total phosphorus	50	High phosphorus may significantly contribute (as P) to the nutrient loading of the receiving environment. A value of 50 g/m <sup>3</sup> should be used as a guideline for sensitive receiving waters.
Sulphate (measured as SO <sub>4</sub> ) (with good mixing)	500 1500	Sulphate: -may adversely affect sewerage system structures. -may increase the potential for the generation of sulphides in the wastewater if the sewer is prone to become anaerobic.
Sulphite - (as SO <sub>2</sub> )	15	Sulphite has potential to release SO <sub>2</sub> gas and thus adversely affect the safety of operations & maintenance personnel. It is a strong reducing agent and removes dissolved oxygen thereby increasing the potential for anaerobic conditions to form in the wastewater.
Sulphide - as H <sub>2</sub> S on acidification	5	Sulphides in waste may: -cause corrosion of sewerage system structures, particularly the top non-wetted part of a sewer. - generate odours in sewers, which could cause public nuisance. -release the toxic H <sub>2</sub> S gas which could adversely affect safety.
Chlorine - (as Cl <sub>2</sub> ) - Free chlorine - hypochlorite	5 30	Chlorine: -can adversely affect the safety of operations & maintenance personnel. -can cause corrosion of wastewater system structures.
Dissolved Aluminium	300	Aluminium compounds, particularly in the presence of calcium salts, have the potential to precipitate as a scale, which may cause a sewer blockage.
Dissolved Iron	300	Iron salts may precipitate and cause a sewer blockage. High concentrations of ferric iron may also present colour problems depending on local conditions.
Boron - (as B)	25	Boron is not removed by conventional treatment. High concentrations in effluent may restrict irrigation applications. Final effluent use and limits should be taken into account.
Bromine - (as Br <sub>2</sub> )	5	High concentrations of bromine may adversely affect the safety of operations & maintenance personnel.
Fluoride - (as F)	30	Fluoride is not removed by conventional sewerage treatment, however pre-treatment can easily and economically reduce concentrations to below 20 g/m <sup>3</sup> .
Cyanide - weak acid dissociable (as CN)	5	Cyanide may produce toxic atmospheres in the sewer and adversely affect the safety of operations & maintenance personnel.

<b>Permitted Discharge Charge Characteristics for (D) TOXIC POLLUTANTS – HEAVY METALS +</b>		
<b>Toxic Pollutant</b>	<b>Maximum Concentration g/m<sup>3</sup></b>	
Antimony as Sb	+	10
Arsenic as As	+	5.0
Barium as Ba	+	10.
Beryllium as Be	+	0.005
Cadmium as Cd	+	0.5
Chromium as Cr	+	5.0
Cobalt as Co	+	10.
Copper as Cu	+	10.
Lead as Pb	+	10.
Manganese as Mn	+	20.
Mercury as Hg	+	0.005
Molybdenum as Mo	+	10.
Silver as Ag	+	2.0
Nickel as Ni	+	10.
Selenium as Se	+	10.
Thallium as Th	+	10.
Tin as Sn	+	20.
Zinc Zn	+	10.
Formaldehyde (as HCHO)		50.
Phenolic compounds (as phenol)		50.
Petroleum hydrocarbons		30.
Monocyclic aromatic hydrocarbons		5.0
Polycyclic aromatic hydrocarbons		0.05
Halogenated aliphatic compounds		1.0
Chlorinated phenols		0.02
Halogenated aromatic hydrocarbons		0.002
Polychlorinated biphenyls		0.002
Polybrominated biphenyls		0.002
Biocides, general (includes pesticides, insecticides, herbicides, fungicides)		0.2
Organophosphate biocides		0.1
Heavy metal shall be accepted up to the maximum concentrations given only when specifically approved.	+	

Heavy metals have the potential to:

- impair the sewerage treatment process
- impact on the receiving environment
- limit the reuse of sludge and effluent

Where any of these factors are critical local acceptance limits are applied

The concentration for chromium includes all valent forms of the element.

Chromium (VI) is considered to be more toxic than chromium (III), and for a discharge where chromium (III) makes up A large proportion of the characteristic, higher concentration limits may be acceptable. Specialist advice should be sought

Permitted Discharge Characteristics for: (E) Organic Compound Characteristics		
Compound	Maximum Concentration g/m <sup>3</sup>	Remarks
Formaldehyde - (as HCHO)	50	Formaldehyde in the sewer atmosphere can adversely affect the safety of operations & maintenance personnel.
Phenolic Compounds - (as phenols) excluding chlorinated phenols	50	Phenols may adversely affect biological treatment processes. They may not be completely removed by conventional treatment and subsequently impact on the environment.
Chlorinated Phenols	0.02	Chlorinated phenols can adversely affect biological treatment process and may impair the quality of the receiving environment.
Petroleum Hydrocarbons	30	Petroleum hydrocarbons may adversely affect the safety of operations & maintenance personnel.
Halogenated Aliphatic Compounds (MEK) <sup>+</sup>	1	Because of their stability and chemical properties these compounds: may adversely affect the treatment processes. -may impair the quality of the receiving environment. -may adversely affect the safety of operations & maintenance personnel,
Monocyclic Aromatic Hydrocarbons (Toluene)	5	These compounds (also known as benzene series) are relatively insoluble in water, and are normally not a problem in trade waste. They may be carcinogenic and may adversely affect the safety of operations maintenance personnel.
Polycyclic (or polynuclear) Aromatic Hydrocarbons (PAHs)	0.05	Many of these substances have been demonstrated to have an adverse effect on the health of animals, some are also persistent and are not degraded by conventional treatment processes.
Halogenated Aromatic Hydrocarbons (HAHs) Polychlorinated Biphenyls (PCBs) Polybrominated Biphenyls (PBBs)	0.002 0.002	Because of their stability, persistence and ability to bioaccumulate in animal tissue these compounds have been severely restricted by health and environmental regulators.
Pesticides (general) <sup>+</sup> (includes insecticides, herbicides, fungicides and excludes organophosphate, organochlorine and any pesticides not registered for use in New Zealand)	0.2	Pesticides: <ul style="list-style-type: none"> <li>may adversely affect the treatment processes.</li> <li>may impair the quality of the receiving environment.</li> <li>may adversely affect the safety of operations &amp; maintenance personnel.</li> </ul>
Organophosphate Pesticides* <sup>+</sup>	0.1	

\* Excludes pesticides not registered for use in New Zealand.

+ These compounds shall be accepted up to the given maximum concentration only when specifically approved



## SCHEDULE THREE - PROHIBITED CHARACTERISTICS AND SUBSTANCES

### 1. Introduction

- (A) Prohibited Characteristics General
- (B) Prohibited Substances

#### (A) Prohibited Characteristics General

- 2.1 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 sewage in the sewerage system, or
  - b) Damage any part of the sewerage system, or
  - c) In any way, directly or indirectly, cause the quality of the effluent or residual Biosolids and other solids from any sewerage treatment plant in the catchment to which the sewage was discharged to breach the conditions of a consent issued under the Resource Management Act 1991, or water right, permit or other governing legislation, or
  - d) Prejudice the occupational health and safety risks faced by sewerage workers, or
  - e) After treatment be toxic to fish, animals or plant life in the receiving waters, or
  - f) Cause malodorous gases or substances to form which are of a nature or sufficient quantity to create a public nuisance, or
  - g) Have a colour or colouring substance that causes the discharge of any sewerage treatment plant to receiving waters to be coloured.
- 2.2 A discharge has prohibited characteristics if it has any characteristic, which exceeds the concentration, or other limits specified in Schedule unless specifically approved for that particular consent.
- 2.3 A discharge has a prohibited characteristic if it has any amount of:
- a) Harmful solids, including dry solid waste and materials which combine with sewage/trade waste to form a cemented mass;
  - b) Liquid, solid or gas which could be flammable or explosive in the waste, including oil, fuel, solvents calcium carbide, and any other material which is capable of giving rise to fire or explosion hazards either spontaneously or in combination with sewage.
  - c) Asbestos
  - d) The following organometallic compounds:
    - Mercury (as organic compounds)
    - Cadmium (as organic compounds)
    - Tin (as tributyl and other organotin compounds)
    - Chromium (as organic compounds)
  - e) Any organochlorine pesticides;
  - f) Genetic waste, as follows:
  - g) All waste that contains or is likely to contain genetically altered material from premises where the genetic alteration of any material is conducted.
  - h) Any health care waste covered by NZS 4304 or any pathological or histological waste.
  - i) Radioactivity levels in excess of National Radiation Laboratory guidelines

(B) **Prohibited Substances**

**GROUP 1 SUBSTANCES**

Injurious substances - sewerage system

A non-exhaustive list of trade waste the discharge of which is restricted primarily because of their injurious effects on the sewerage system/

**GROUP 2 SUBSTANCES**

Injurious substances - effluent and sludge

A non-exhaustive list of trade waste the discharge of which is restricted primarily because of their injurious effects in effluent and sludge.

**GROUP 3 SUBSTANCES**

Noxious Matters - sewerage system

A non-exhaustive list of trade waste the discharge of which is prohibited primarily because of their injurious effects on the sewerage system.

**GROUP 4 SUBSTANCES**

A non-exhaustive list of trade waste the discharge of which is prohibited primarily because of their injurious effects in effluent and sludge.

**MAXIMUM CONCENTRATION**

The maximum concentration ("max. Concentration") of certain substances or combinations of substances, is stated in milligrams per litre ("mg/l").

## GROUP 1 SUBSTANCES

### Injurious Substances - Sewerage System

**(A non-exhaustive list of waste the discharge of which is restricted primarily because of their injurious effects on the sewerage system)**

#### 1. Solvents and organic liquids with low solubility in water

Any solvent or organic liquid with low solubility in water, to the extent that it is unavoidably either dissolved in water or emulsified, and provided no floating layer of the substance is present in the discharge, including the following substances, all of which are identified as toxic substances:

##### (1) Halogenated Aliphatic Hydrocarbons, including:

- 1,1,1-Trichloroethane (methyl chloroform)
- 1,1,2,2-Tetrachloroethane
- 1,1,2-Trichloroethane
- 1,1-Dichloroethane (ethylidene chloride)
- 1,1-Dichloroethene (vinylidene chloride)
- 1,2-Dichloroethane (ethylene dichloride)
- 1,2-Dichloropropane
- 1,2-Dichloropropene
- 1,2-trans-Dichloroethene
- Bromodichloromethane
- Bromomethane (methyl bromide)
- Chloroethane (ethyl chloride)
- Chloroethene (vinyl chloride)
- Chloromethane (methyl chloride)
- Dibromochloromethane
- Dichlorodifluoromethane
- Dichloroethylenes
- Dichloromethane (methylene chloride)
- Halomethanes
- Hexachlorobutadiene
- Hexachlorocyclopentadiene
- Hexachloroethane
- Pentachloroethane
- Tetrachloroethene (perchloroethylene)
- Tetrachloromethane (carbon tetrachloride)
- Tribromomethane (bromoform)
- Trichloroethene
- Trichlorofluoromethane
- Trichloromethane (chloroform)

##### (2) Halogenated Ethers, including:

- 2-Chloroethyl vinyl ether
- 4-Bromophenyl phenyl ether
- 4-Chlorophenyl phenyl ether
- Bis (2-chloroethoxy) methane
- Bis (2-chloroethyl) ether
- Bis (2-chloroisopropyl) ether
- Bis (chloromethyl) ether

##### (3) Monocyclic Aromatics, including:

- 1,2,4-Trichlorobenzene
- 1,2-Dichlorobenzene (o-Dichlorobenzene)
- 1,3-Dichlorobenzene (m-Dichlorobenzene)
- 4-Dichlorobenzene (p-Dichlorobenzene)

Benzene  
Chlorinated benzenes  
Chlorobenzene  
Ethylbenzene  
Nitrobenzene  
Toluene  
Xylene

(4) Phthalate Ester, including:

Di-n-butylphthalate  
Diethylphthalate  
Diisooctylphthalate  
Dimethylphthalate

(5) Monomers, including:

Acrylonitrile  
Acrolein  
Styrene

(6) Miscellaneous

Isophorone

**2. Other Organic Compounds**

Any organic compound (not included in Clause 1 of Group 1) which:

- (i) by means of its miscibility, solubility or emulsifiability in water gives concentration levels which allow toxic or flammable vapours to accumulate in the sewer system; or
- (ii) gives rise to occupational health and safety risks to sewer workers;

where either the concentration of the substance in the discharge does not exceed the individual maximum concentration limit in milligrams per litres set out in respect of that substance in this clause, or the concentration of any combination of substances to which this clause applies in the discharge does not exceed the maximum specified in this clause in respect of that combination including:

<b>Substance</b>	<b>Max. Concentration (mg/l)</b>
------------------	--------------------------------------

(i) **Liquids**

Acetone	10,000
Acetonitrile	2,000
Diethylether	0
Dioxane	2,000
Formaldehyde <sup>1</sup>	5,000
Methanol	10,000
Methyl acetate	2,000
Methyl ethyl ketone	2,000
Pyridine	300

Maximum combined concentration of any or all the substances, specified in this subclause - 10,000 mg/l.

- (ii) Ethanol 50,000

(iii) **The following solids all of which are identified as toxic substances:**

<b>Substance</b>	<b>Max. Concentration (mg/l)</b>
Acenaphthene	
Acenaphthylene	
Benzo(ghi) perylene	
Benzo(k) fluoranthene	
Fluoranthene	
Fluorene	
Naphthalene	50
Pyrene	

(iv) The following solids with explosive properties all of which are identified as toxic substances:

2,4-Dinitro-o-cresol  
2,4-Dinitrophenol  
2,4-Dinitrotoluene  
2,6-Dinitrotoluene  
2-Nitrophenol  
4,6-Dinitro-o-cresol  
4-Nitrophenol  
Dinitrotoluene

(v) The following nitrosamines, all of which are identified as toxic substances:

Di-n-propyl nitrosamine  
Dimethyl nitrosamine  
Diphenyl nitrosamine  
Nitrosodibutylamine N  
Nitrosodiethylamine NO  
Nitrosopyrrolidine N

**3. Emulsified oils**

Emulsified oils, fat and grease which:

- (i) Do not exceed 500 mg/l as extractable matter, determined by tests using petroleum ether; and
- (ii) Are stable either in the pH range of 6 to 10 at a temperature of 15°C or in contact with sewage.

**4. Other Substances**

- (a) Cyanide compounds, all of which are identified as toxic substances are restricted to a maximum concentration limit of 10 mg/l, as determined by a weak-acid dissociable test method.
- (b) Sulphide or compounds releasing hydrogen sulphide on acidification are restricted to a maximum concentration limit of 5 mg/l (expressed as S), or, in any case where the receiving sewer provides adequate dilution and there is no risk of acidification, such limit up to a maximum concentration of 50 mg/l as the Council may determine in a consent after consulting, and having due regard for the comments of, the territorial local authority concerned.
- (c) Oxidized sulphur, being the chemical species known as Sulphate, Sulphite, and thiosulphates, are restricted to a maximum concentration limit of 1200 mg/l (expressed as Sulphate). However, in a case where the receiving sewer provides adequate dilution and there is no risk of anaerobic conditions arising, the WSA may determine a higher maximum concentration limit for sulfates after consulting, and having due regard for the comments of, the territorial local authority concerned and having regard to the best practicable option for pre-treatment.

**GROUP 2 SUBSTANCES**

**Injurious substances - effluent and sludge**

**(A non-exhaustive list of waste the discharge of which is restricted primarily because of their injurious effects in effluent or sludge)**

**The following substances, all of which are, identified as toxic substances:**

Substance	Max. Concentration (mg/l)
<b>(a) Metals</b>	
Antimony	10
Arsenic	5
Boron	25
Cadmium	1
Chromium 3 (TRI)	*30
Chromium 6 (HEX)	5
Cobalt	20
Copper	10
Lead	**10
Manganese	20
Molybdenum	15
Nickel	10
Selenium	5
Silver	1
Thallium	5
Zinc	25

*\* For a tannery making positive steps towards clean production, this may be relaxed in a consent up to 50 mg/l for a maximum period of 5 years from the commencement of this bylaw.*

*\*\* For an occupier recovering and recycling lead-contaminated acid or sludge from old batteries, this may be relaxed in a consent up to 20 mg/l.*

**(b) The following phenols (not being Group 4 substances):**

2,3,4,6-Tetrachlorophenol	
2,4,5-Trichlorophenol	
2,4-Dichlorophenol	
2,4-Dimethylphenol	
2-Chlorophenol	
4-Chloro-3-methyl phenol	
4-Chlorophenol	
Chlorinated phenols	
p-Chloro-m-cresol	
Phenol	100

**(c) The following pesticides (not being Group 4 substances);**

2,3-D	
Maldison (Malathion)	

### GROUP 3 SUBSTANCES

#### Noxious matters - sewerage system

**(A non-exhaustive list of waste the discharge of which is prohibited primarily because of their injurious effects on the sewerage system)**

- (a) Any trade waste at a temperature exceeding 50°C.
- (b) Any trade waste with a pH of less than 6 or more than 10
- (c) The following solids:
  - (i) Dry solid waste, including dry solid waste converted to liquid waste, unless their conversion is an integral part of the occupier's manufacturing process;
  - (ii) Solids with a maximum dimension greater than 30mm;
  - (iii) Solids with a quiescent settling velocity greater than 50mm/minute;
  - (iv) Fibrous materials, including rope, cloth, plastic tape and similar materials;
  - (v) Sheet film materials;
  - (vi) Materials, which combine with, trade waste to form a cemented mass.
- (d) Any solvent or organic liquid defined in Group 1 of this Schedule which:
  - (i) Is dissolved or in the form of an emulsion (unless it was dissolved or emulsified unavoidably); or
  - (ii) Is in the form of floating layer.
- (e) Flammable material, including:
  - Petroleum products
  - Calcium carbide
  - Any other material which is capable of giving rise to fire or explosion hazards either spontaneously or in combination with sewage.
- (f) Any oil or grease which is in the form of floating layer on trade waste.
- (g) Emulsified oil, fat and grease not being a Group 1 substance.

## GROUP 4 SUBSTANCES

### Noxious matters - effluent and sludge

**(A non-exhaustive list of waste the discharge of which is prohibited primarily because of their injurious effects in effluent and sludge)**

(a) Asbestos

(b) The following Metals:

Beryllium  
Mercury  
Tin (as tributyl and other organotin compounds)  
Chromium (as organic compounds)

(c) The following Phenols not being Group 2 substances:

2,4,6-Trichlorophenol  
Pentachlorophenol

(d) The following Pesticides not being Group 2 substances;

2,4,5-T\*  
Aldicarb (Temik)  
Aldrin\*  
Azinphos methyl (Gusathion)  
Camphechlor (Toxaphene)\*  
Chlordane  
Chlorpyrifos (Lorsban)  
DDT (DDE)\*  
Demeton-s-methyl (Metasystox)  
Dieldrin\*  
Endosulfan (Malix, Thiodan, Endosulfan Sulphate)  
Endrin\*  
Heptachlor\*  
Lindane  
Methoxychlor\*  
Mirex\*  
Parathion\*  
Parathion-methyl (Folidol)  
TDE

(\*) = Not registered for use in NZ, as at 26 March 1991

(e) Chlorinated organic compounds, including:

3,3'-dichlorobenzidine  
Bis(chloromethyl) ether  
Hexachlorobenzene

(f) PCB's and related compounds, including:

Chloronaphthalenes

(g) Polychlorinated dibenzo-p-dioxin and its isomers

(h) Polychlorinated dibenzofurans



(i) Polycyclic Aromatic Hydrocarbons (or Polynuclear Aromatic Hydrocarbons), as follows:

Anthracene  
Benzo(a) anthracene  
Benzo(a) pyrene  
Benzo(b) fluoranthene  
Chrysene  
Dibenzo(a) anthracene  
Ideno (1,2,3-c,d) pyrene  
Phenanthrene

(j) Miscellaneous compounds, as follows:

1,2-diphenylhydrazine (hydrazobenzene)  
Benzidine (carcinogen)

(k) Genetic waste, as follows:

All trade waste from premises where the genetic alteration of any material is conducted.

## SCHEDULE FOUR - REQUIREMENTS FOR GREASE TRAPS, GARBAGE GRINDERS AND DISHWASHERS

- a) This Bylaw limits the level of grease or solids that enter the sewer. Any selected pre-treatment device installed to remove grease shall be capable of achieving the Bylaw standard for grease discharge into WSA's sewerage system.
- b) This Bylaw requires the installation of grease traps as specified, as a means of ensuring that premises such as those serving food to the public that are likely to convey grease into the sewers can meet the grease discharge limits.
- c) Grease trap tank separation type devices shall be selected as per the Conventional type grease trap sizing guide presented under this schedule.
- d) The purpose of the grease trap is to trap/intercept/capture/abate/etc grease and solids to the sewer so as to prevent the food, oil, grease from entering the sewer to meet the Bylaw requirements of zero free floating grease and oil after a dilution, and the gross disposal of food waste. All Food premises kitchen sanitary fixtures shall direct their waste through their grease trap.
- e) Food grinders are designed to do the exact opposite of the grease trap, that is promoting the discharge of food waste, grease and oils. The purpose of a trap is negated if food waste is ground and discharged into the sewer, and **for this reason garbage grinders are not encouraged in trade food premises**, and if they are installed larger grease trap sizes are necessary to ensure that the food waste is trapped and not illegally flushed through into the sewer exceeding these bylaw conditions.
- f) Dishwashers discharge huge amounts of food waste, and need to be connected through grease traps, and for this reason enough room/capacity is allowed in traps for dishwasher waste.
- g) Hot water is not the problem, heat actually promotes food waste, grease and oil separation in traps, provided there is enough capacity in the traps.
- h) Detergents and emulsifiers are a concern, and use of detergents and emulsifiers shall be controlled.
- i) **NOTE:** To comply with this Bylaw, occupiers of premises where grease traps are fitted shall comply with Schedule Eleven "Service and Maintenance Contract Standards " in order to ensure compliance with the Bylaw requirement that there free floating grease is not to be discharged to the sewer and to ensure compliance with sanitary conditions as required under the Building Act 2004 and Food & Hygiene Regulations. A copy of this contract must be provided to Pollution Control at the Council.
- j) **FOOD PREPARATION PRE-TREATMENT DEVICES AS A REGULATORY MEANS OF PREVENTING AND CONTROLLING THE DISCHARGE OF GREASE AND FOOD PARTICLES INTO COUNCIL'S SEWER AND COMPLYING WITH BYLAWS**

### General

All food preparation and cleaning area; sinks, hand-basins, dishwashers, and food grinders must discharge into a pre-treatment device to ensure that the discharge will meet these Bylaw conditions

### Pre-Treatment Device

There are two general types of grease trap that are recommended to meet the sewerage network utilities operator's Trade Waste Bylaw grease and food particle requirements. They are: the conventional tank type, and mechanical type (descriptions of which are attached for your selection). Which type of device you select will depend upon your individual circumstances and needs. Please ensure that your selected pre-treatment devices output will meet the Council's Bylaw requirement of

zero free floating layer of grease in any discharge and less than 100 g/m<sup>3</sup> of grease in any discharge and control the discharge of food particles into Council's sewer.

#### Venting of Conventional Tank Type Grease Traps

Traps shall be provided with inlet and outlet ventilation by means of two vent pipes each not less than 100mm in diameter. Ventilation is required to allow air to circulate through the trap's air gap across the top of the trapped grease layer and assist in the cooling process, and expelling accumulated and fermenting gases. The outlet vent, located on the inlet side of the trap, discharges to atmosphere like a terminal vent and is higher than the inlet vent which is located on the outlet side of the trap (see attached drawings and information).

#### In Floor and In Sink Basket Food Arrestors

In floor and in sink wastewater pipes conveying wastewater with food preparation waste, which cannot possibly be connected to a grease arrestor/trap, may be connected to Council's sewer and bypass the grease arrestor/trap by installing an in floor or in sink basket arrestors which significantly reduce the amounts of solids (food waste etc) from entering the Council's Sewerage System (see attached document for information).

#### CONVENTIONAL TANK TYPE GREASE TRAP SIZING GUIDE

Any conventional tank type grease trap, for Sydney Water, NSW, Australia, has a minimum size grease trap requirement of 1000 litres for all situations; for Rotorua District Council the liquid working capacity shall have at least the greater capacity of either:

- 1) 40 litres capacity per served meal per hour.
- 2) 5 litres capacity per seated person per day, plus
  - a) An extra 25% capacity for peak flushes.
  - b) An additional 250 litres capacity for each connected dish washer or food grinder.
- 3) For facilities such as but not limited to bakeries, takeaways, public catering facilities, butchers etc, the minimum sized trap shall be 1000 litres upward (contact the Trade Waste Officer for help to determine sizing).
- 4) At least one hour retention in all cases.
- 5) Dimension guidelines for the manufacture of these traps shall be in the proportions of: length is equal to twice the depth and the depth is 1½ x the width.

## SCHEDULE FIVE - SPILL MANAGEMENT

### SPILL MANAGEMENT TO MITIGATE AGAINST TOXIC, HAZARDOUS, OR NON CONDITIONAL TRADE WASTE INTO THE SEWER

You will need to keep the following tools on site in case of any spills:

- Shovels
- Buckets
- Sawdust, sandbags and “soaking materials” to contain spillage

These tools need to be kept in an area where they are easily accessible in an emergency. The attached Pollution Spill Control Leaflet must be displayed in the space set aside for the above tools, where it will be visible to staff at all times.

A Spill Management Plan particular to your business must also be displayed, and a copy sent to the Pollution Control Department of the Rotorua District Council. All staff must be conversant with the Spill Management Plan, so that they can act quickly in a spillage situation.

### WHAT TO DO IF YOU HAVE A SPILL

*Contain and Clean up. Stop the spill getting into a sewer drain and clean it up without causing water pollution.*

1. Block off access to the sewer grates with covers, sandbags or something absorbent.
2. Be safe - identify the spill and call your supervisor for advice. If the spill needs to be neutralized get a qualified person to supervise, or phone the Fire Service or reputable waste disposal firm for advice.
3. Contain the spill with sandbags, sawdust or what is listed on your MSDS materials data safety sheets.
4. Pump liquids into a safe container, or mix with MSDS-safe solids and sweep up, or call a reputable waste disposal firm to it for you.
5. Sweep up or vacuum solids or powders and put them in a safe container, or call a reputable waste container firm to do it for you.
6. Clean up the area after removing the spill - and collect washing or sweepings for safe disposal with the spilled material.
7. Dispose of hazardous spill and containment materials by using services and disposal facilities appropriate to waste.
8. Steam clean the area, taking care to mop up any oil sheen with an absorbent material.
9. Finally, wash down with detergent. **CAUTION:** Detergent should not be used on sites with an oil/water separator until the separator has been cleaned of oil sheen first.

## SCHEDULE SIX - STANDARD CONDITIONS FOR TRADE WASTE

- (1) No trade waste shall be discharged onto land or into stormwater drains.
- (2) Trade Premises shall have a suitable means of protecting the potable water supply from pollution by installing some form of back flow prevention device.
- (3) Trade premises shall comply with the Trade Waste Bylaws, a general summary of which follows:
- (4) Trade premises shall have a consent for connection to the sewerage network infrastructure. This consent is personal to the Occupier and not transferable.
- (5) The Consent shall be posted on the wall of the trade premises, where the staff can see the conditions of the Consent and ensure they are complying.
- (6) If the quantity of trade waste or the point of discharge is to be changed from that requested by the Occupier and approved in the Consent, the Occupier must apply for a variation to the consent.
- (7) A Consent can be cancelled if the occupier fails to comply with any condition of the Consent, or fails to maintain effective control over the discharge.
- (8) Pre-treatment devices shall be serviced with a maintenance contract by Maintenance Contractors to comply with Bylaw conditions.
- (9) Keep Records of your Contractors service and maintenance contract and send a copy to Council's Pollution Control. Keep copies of your service maintenance contract and invoices of device cleaning for inspection by Council.
- (10) No trade waste discharge into the sewerage system shall be acceptable if it contains any matter or substances which are prohibited in the Trade Waste Bylaw.
- (11) Temperature - must not exceed 50°C unless a higher temperature is approved.
- (12) pH - must be between 6.0 and 10.0 at all times unless a variation is approved.
- (13) Solids which may block sewers or pumps are prohibited. These include dry solids, non-faecal solids in excess of 15mm, heavy solids which settle faster than 50mm/minute, fibrous material, sheet films, and anything which may react to form a solid mass or interfere with the free flow of wastewater in the drainage system.
- (14) Solvents, fuels and organic fluids must not be present as a free layer (whether floating or settled).
- (15) There shall be no free grease, oil or fats or oils (floating or settled) and these constituents shall be below 100g/m<sup>3</sup>. Pre-treatment devices shall be provided on premises likely to produce these constituents.
- (16) Dissolved or emulsified greases, oils, fats, solvents, fuels and organic liquids are prohibited unless authorised. Hydrocarbons must not exceed 30 g/m<sup>3</sup>.
- (17) Emulsified oils must not exceed 500g/m<sup>3</sup> and the emulsion must be stable.
- (18) Sulphides must not exceed 5g/m<sup>3</sup> (as H<sub>2</sub>S on acidification) unless authorised.
- (19) Oxidised sulphur compounds must not exceed 500g/m<sup>3</sup> (as Sulphate) unless authorised on individual Consents.

- (20) Toxic Pollutants and Hazardous substances are prohibited .
- (21) Medical waste shall be disposed of per NZS 4304.
- (22) Pesticides are prohibited unless authorised.
- (23) Pathological and histological waste is prohibited.
- (24) Stormwater and condensing or cooling waters to the sewers are prohibited unless specified.
- (25) Volume and Rate of trade waste discharged into the sewer
- a) Volume and rate must not exceed 5m<sup>3</sup>/24 hours and 2 l/sec. unless authorised.
- b) The volume/rate shall be gauged by water meter or by drain meter at the Occupier's cost if necessary.
- (26) Inspections/Sampling
- a) If required by the Council, such inspection manholes, sampling chambers and measuring chambers as may be reasonably necessary for obtaining samples and providing for the measurement and the control of the volume or rate of flow of trade waste shall be provided by you, and maintained by you at your cost, and to the Council's satisfaction.
- b) Any authorised Officer or agent of the Council shall be entitled to inspect, examine and test, at all reasonable times, any works and apparatus installed in connection with the discharge of the trade waste, including its measurement, and to take samples of the trade waste.
- (27) Cancellation of Trade Waste Charge fees
- An Occupier's liability for trade waste charging fees is cancelled on receipt by Council of a notice from the premises occupier that they are no longer operating from the site.
- (28) Costs  
**The cost of this service to you will be:**
- a) An Annual Administration fee.
- b) An Excess Sewage volume charge fee (if applicable).
- c) An excess sewage strength charge fee (if applicable).
- d) An inspection fee for every site inspection visit.
- (29) All specified trade waste sites may be required to develop and maintain a Best Management Practice of Pollution Control to Drains Plan, which may include a Spill Control Management Plan as part of their trade waste consent conditions.
- (30) Offences against Trade Waste Bylaws (Local Government Act 2002, clause 242 (5))
- a) A person who is convicted of an offence against a bylaw made under section 146(a) (iii) (which relates to trade waste) is liable to a fine not exceeding \$200,000.
- b) A person who breaches any of the bylaw conditions may be subject to an infringement fee.
- c) Any person who has been convicted of an offence against subsection (1) of this Section shall, in addition to any penalty for which he may be liable for the offence, be liable to pay to the Local Authority, the costs of remedying any damage to the sewerage drains or trade waste treatment, reception or disposal works of the Local Authority caused in the course of committing the offence.

## **SCHEDULE SEVEN – MEASUREMENT, MONITORING, SAMPLING AND CHAIN OF CUSTODY OF WASTEWATER**

### **1. SAMPLING OF A TRADE WASTE**

#### **1.1 An instantaneous sample**

Three grab samples of the discharge shall be taken at intervals of not less than 1 minute or more than 5 minutes. The three grab samples must be combined using equal volumes of all three samples to obtain the instantaneous sample.

#### **1.2 A four hour average sample**

- a) No less than 12 grab samples shall be taken from the discharge over a continuous four-hour period. The samples shall be taken at reasonably even intervals over the whole period. The intervals between the samples must not be less than 5 minutes nor more than 20 minutes. The samples shall be mixed using equal volumes of all samples to obtain the four hour average sample.
- b) The four hour flow period used when taking a four hour average sample shall be a continuous period of four hours during which the discharge is occurring and:
  - i. shall as far as practical be representative of the discharge occurring on a typical working day; and
  - ii. shall exclude periods of decreased discharge prior to or after the days operations.

#### **1.3 A twenty four hour flow proportionate sample**

- a) No less than 18 grab samples shall be taken from the discharge over a continuous twenty four-hour period. The samples shall be taken at reasonably even intervals over the whole period. The intervals between the samples must not be less than 15 minutes nor more than 60 minutes. Whenever more than one sample is taken within a 60-minute period the samples must be of equal quantity and may be stored with other samples taken during that 60-minute period in a common container.
- b) The twenty four-hour flow proportionate sample is then obtained by taking a part of the contents of each container and mixing all such samples together. The size of the part of each container sample that is used shall be in direct proportion to the volume of discharge that occurred from the time a sample was first placed in the particular container to the time a sample was first placed in the next container.

### **2. USE OF INDEPENDENT ANALYSTS**

An independent analyst shall:

- a) take samples and make measurements at times and in the manner specified in the occupiers Consent to Discharge Trade Waste
- b) dispose of samples
- c) analyze samples
- d) deliver the results of any such analysis in accordance with this schedule

## **2.1 Requirements of an Independent Analyst**

- a) Prior to any inspection period of five working days, the WSA shall give not less than five working days notice to an independent analyst of the commencement date of the inspection period.
- b) During any inspection period, the independent analyst shall take such samples, recordings and measurements at such time as may be directed by an authorised officer prior to the commencement of the inspection period.
- c) Every independent analyst shall provide to the WSA a certificate signed by the analyst at the time when any sample or finding is delivered to the WSA. The certificate shall:
  - i. describe the source of any sample, the time and date it was taken and the method used to take it; and
  - ii. certify that the sample has been taken in accordance with the requirements of this bylaw; and
  - iii. describe the findings of any analysis, their source and the methods used to determine them; and
  - iv. certify that the analysis has been made in accordance with the requirements of this bylaw.

## **3. INSPECTION, SAMPLING AND DETERMINATION OF FINAL RESULTS**

### **3.1 Determination of the characteristics of a discharge**

- a) Where it is necessary to ascertain the characteristics of any discharge or of any ingredient of any discharge pursuant to or for the purposes of any provision of this bylaw, the provisions of the this schedule shall apply.

### **3.2 Taking samples, measurements or readings**

- a) When taking samples, measurements or readings of a discharge for use in determining the amount of any trade waste charges applicable to that discharge, the WSA or independent analyst shall, where other methods are as described in the consent to discharge, use those methods.
- b) When taking samples, measurements, or readings of a discharge, for use in determining the characteristics of a discharge in order to ascertain:
  - i. whether or not the discharge is in breach of the provisions of this bylaw or any consent to discharge; or
  - ii. whether the discharge is a simple, controlled, or prohibited trade waste;

then any form of sampling or measurement that is described in this bylaw may be used as specified by an authorised officer prior to the commencement of sampling or, if no method is specified by an authorised officer, any other form of sampling or may be used at WSA's discretion.

### **3.3 Composite samples**

Any authorised officer may retain samples taken by the authorised officer under this bylaw as separate samples, or may mix them to form a composite sample or samples.



### **3.4 Sample division**

On the completion of sampling, the authorised officer shall immediately divide each of the samples or the composite sample or samples, as the case may be, into three parts and have each of such parts placed in a suitable container sealed and marked with sufficient information to indicate the time and place of the taking of the samples.

## **4. RETENTION OF THE THIRD PART OF THE SAMPLE**

The third portion of any sample or composite sample taken by an occupier nominated independent analyst shall be delivered to an authorised officer and shall be retained in the custody of the WSA for a period of not less than twenty working days from the date of receipt of the sample, and in such a manner which preserves as far as is reasonably possible the characteristics of the sample being tested.

## **5. ANALYSIS OF SAMPLES**

### **5.1 Analysis by an occupier nominated independent analyst**

When an occupier has nominated an independent analyst pursuant to this bylaw and that analyst takes a sample, the first portion of each sample or composite sample shall be analyzed to determine those characteristics which may be specified by the WSA in the occupant's consent to discharge trade waste.

### **5.2 Analysis by a WSA nominated independent analyst**

When an occupier has not nominated an independent analyst pursuant to this bylaw, an authorised officer of the WSA shall receive the second portion of each sample or composite sample and the authorised officer shall have it analyzed by an independent analyst nominated by the WSA to determine those characteristics which may be specified by the WSA in the occupant's consent to discharge trade waste.

### **5.3 Alternative methods**

- a) Alternative methods of analysis of any trade waste characteristic, may be used instead of the methods approved in accordance with this bylaw if the alternative method or methods are agreed upon in writing by both the occupier and the WSA at the time the consent to discharge is granted, and the alternative method or methods are described in the notice of consent.
- b) Methods of analysis and preservation approved by the WSA under this bylaw shall be available for public inspection at the offices of the WSA.

### **5.4 Sample storage**

- a) When samples are stored prior to analysis, they shall be kept in a manner which as far as possible preserves the samples' characteristics.
- b) When it is not possible to preserve a particular characteristic of a sample, then analysis of the sample to determine that characteristic shall begin promptly upon receipt of the sample.

### **5.5 Completion of analysis**

An independent analyst within five working days of receipt of the sample by the independent analyst shall complete every analysis.

## **5.6 Delivery of measurement results**

Where any analysis is completed by an independent analyst in accordance with the provisions of this bylaw, the independent analyst shall deliver a copy of the results of the analysis to the WSA and to the occupier within six working days but any case of non-compliance with the terms of the occupier's consent shall be reported to the WSA and to the occupier as soon as is practically possible and within one working day.

## **6. CHAIN OF CUSTODY OF SAMPLES**

- 6.1** Sample details must be logged into the Chain of Custody record book. Details of date, time and location of the sample are required as well as tests (if any) being requested and signature of sampler.
- 6.2** Where a portion of the sample has been provided to the occupier of person(s) responsible for the discharge the pink carbon copy for that sample must accompany the sample.
- 6.3** All samples should be transported in the chilly bin provided and must not be left unattended at any given time until they can be delivered to the laboratory for testing and/or storage.
- 6.4** Once samples are received at the laboratory they must be signed over and the blue carbon copy from the Chain of Custody book retained by the laboratory for their records.

## SCHEDULE EIGHT – GUIDE FOR CALCULATING STRENGTH FEES

**A GUIDE (BUT NOT EXCLUSIVE) FOR CALCULATING STRENGTH FEES IN RESPECT OF PREMISES DISCHARGES INTO THE WSA’S SEWERAGE NETWORK INFRASTRUCTURE FOR THE FINANCIAL YEAR \_\_\_\_\_**

- Sewage has the same meaning as Trade Waste
- Sewerage is the physical structure that collects, treats, and disposes the sewage

**BASIC DATA**

- (1) The cost for receiving and disposing WSA by the sewerage system for the financial year is estimated as \$\_\_\_\_\_ (A).
- (2) The total amount of sewage received is \_\_\_\_\_ m<sup>3</sup> (B).
- (3) The strength is measured on one of the following criteria in the waste water (select one):  
 [Biological oxygen demand (BOD), or Nutrient (N), or Suspended Solid (SS), or Toxic Pollutant (T)] (C)
- (4) The average strength of the selected criteria (C) \_\_\_\_\_ is \_\_\_\_\_ g/m<sup>2</sup>(D)
- (5) The average amount of (C) \_\_\_\_\_ received and treated by the sewerage system for the year is estimated as:

$$[[ (B) \text{ _____ m}^3 \text{ waste water } ] \times [ (D) \text{ _____ g/m}^3 ] \div 1000 ] .$$

$$= [ \text{ _____ kg. (E) } ]$$

- (6) The average amount of (C) \_\_\_\_\_ per m<sup>3</sup> in the sewage received is calculated as follows:

$$[(E) \text{ _____ kg} ] \div [(B) \text{ _____ m}^3 ] = [ \text{ _____ kg/m}^3 \text{ (F)} ]$$

- (7) The annual cost per kg of treating the (C) \_\_\_\_\_ strength is calculated as:

$$[(A) \text{ _____} ] \div [(E) \text{ _____ kg} ] = [ \$ \text{ _____ /kg. (G) } ]$$

**CALCULATION**

- (8) Your excess sewage strength charge is calculated as follows:

(i) m<sup>3</sup> waste disposed by you = \_\_\_\_\_ m<sup>3</sup> (M).

(ii) g/m<sup>3</sup> of your (C) \_\_\_\_\_ strength in the waste (M) disposed by you: = \_\_\_\_\_ g/m<sup>3</sup> (N).

(iii) kg of your waste (C) \_\_\_\_\_ strength disposed by you:  
 (M) m<sup>3</sup> waste x (N) g/m<sup>3</sup> waste strength ÷ 1000 = \_\_\_\_\_ kg (O)

(iv) Your paid for excess strength allowance = \_\_\_\_\_ kg (L)

(v) Your actual calculated charge for your tradewaste excess strength disposal:  
 [(O) \_\_\_\_\_ kg] minus [(L) \_\_\_\_\_ kg] x (G) = \$ \_\_\_\_\_ (P)

(vi) Your minimum handling charge for waste disposed:  
 \$ \_\_\_\_\_ x [(M) \_\_\_\_\_ m<sup>3</sup>] = \$ \_\_\_\_\_ (Q)

(vii) Your charge for your trade waste excess strength discharge is the larger of (P) or (Q) = \$ \_\_\_\_\_

(viii) less sewerage charge \$ \_\_\_\_\_ = \$ \_\_\_\_\_

## SCHEDULE NINE – GUIDE FOR CALCULATING VOLUME FEES

**A GUIDE (BUT NOT EXCLUSIVE) FOR CALCULATING VOLUME FEES IN RESPECT OF PREMISE'S DISCHARGE INTO THE WSA'S SEWERAGE SYSTEM FOR THE FINANCIAL YEAR \_\_\_\_\_**

- Sewage has the same meaning as Trade Waste.
- Sewerage is the physical structure that collects treats and disposes the sewage.

### 1.0 Basic Data

- a) The cost used for the sewerage (SC) Charge, for receiving and disposing of sewage into the sewerage system is estimated as \$ \_\_\_\_\_(A)\$ \_\_\_\_\_/day).
- b) The average amount of sewage received and disposed of into the sewerage system is estimated at \_\_\_\_\_m<sup>3</sup>/yr. (B) ( \_\_\_\_\_m<sup>3</sup>/day).
- c) The total number of pan charges for the sewerage system is estimated at \_\_\_\_\_(C).

### 2.0 Calculations

- a) The cost per cubic metre of receiving, treating and disposing of waste water is calculated as follows:

$$[(A) \div (B) = \$ \text{_____} / \text{m}^3](C)$$

- b) The treatment fee assessment for this billing period is:

a) Sewerage usage as measured is:	_____ m <sup>3</sup>
b) Less Premise's metered volume rate not flowing into sewer	_____ m <sup>3</sup>
c) Adjusted sewerage usage is	_____ m <sup>3</sup>
d) The cost to treat a m <sup>3</sup> of sewage volume is	_____ C \$m <sup>3</sup>
e) Sewerage usage fee is	\$ _____
f) Rebate of property's sewerage charge for this period's assessment	_____
<b>f) Adjusted fee balance for sewerage usage is</b>	<b>\$ _____</b>
	=====

## SCHEDULE TEN – GUIDE TO TYPES OF TRADE

### GUIDE TO SOME OF THE TYPES OF TRADE ACTIVITIES AND PROCESSES CONNECTED TO THE WASTEWATER SYSTEMS THAT REQUIRE A CONSENT OR A LICENCE

Accommodation trades  
Automotive Servicing Facilities  
Automotive/whiteware - small plant services  
Bakeries  
Backpackers, Bed & Breakfast  
Beverage manufacture  
Building services  
Cafés/takeouts/etc  
Car wash/valet  
Chemists/pharmaceuticals  
Clothing manufacture  
Concrete batching plants  
Dairy products processing  
Dentists  
Doctors surgeries  
Dry Cleaners  
Electroplaters  
Engineering Workshops  
Food premises licensed as food premises under the Health Act  
Footwear manufacture  
Foundries  
Garages  
Galvanisors  
Hospitals  
Hotels  
Landfill (leachate discharge)  
Laundries  
Manufacturing of chemicals, and of chemical, petroleum, coal, rubber and plastic products  
Manufacturing of clay, glass, plaster, masonry, asbestos, and related mineral products  
Manufacturing of fabricated metal products, machinery and equipment  
Manufacturing of fertilizer  
Manufacturing of paper and paper products  
Meat, fish, and shellfish processing  
Mechanical workshops/service stations  
Metal surfacing  
Mortuaries  
Motels  
Paint and Panel Beaters  
Paint formulation/manufacture  
Photo and medical laboratories  
Photo processors  
Printers  
Research Institutes  
Residential Care Facilities  
Restaurants  
Retail butchers and fishmongers  
Service Stations  
Schools, polytechnics, universities (with laboratories) + (Cafes) + Dining or Kitchen facilities  
Scientific laboratories  
Spray painting facilities  
Stock yards  
Swimming pools/spa facilities  
Takeaway premises  
Tanneries and leather finishing  
Textile fibre and textile processing  
Timber processing  
Truck wash facilities  
Waste management processors

## SCHEDULE ELEVEN – SERVICE AND MAINTENANCE CONTRACT STANDARDS

### SERVICE AND MAINTENANCE CONTRACT STANDARDS AND SPECIFICATIONS FOR PRE TREATMENT DEVICES

(Includes but is not limited to Grease, Oil, and Grit Traps)

Pursuant to this bylaw, a service and maintenance contract of pre-treatment works will be subject to the following conditions.

1. **Specification:**

Pre-treatment devices must be operated, and all trapped material cleaned out of the trapped material (that the device is designed to remove) at sufficient intervals, such that any discharges from the trap into the sewer do not contravene the discharge levels set out in this bylaw.

When cleaning out pre-treatment devices, the inside walls of such device when cleaned, shall have no grease or oil materials on them, and be in a sanitary conditions, and drain discharge conditions shall be met and maintained at all times. After such cleaning, the area surrounding the device shall be left in a sanitary condition, and the device able to work efficiently.

To ensure compliance with the above provisions, the following protocol shall be practiced and complied with.

- a) The Council's trade waste officer shall, determine the maintenance and cleaning frequency for the occupier's pre-treatment device and shall forward an advice notice of compliance for the occupier's device maintenance requirements, which shall include the frequency of maintenance as determined by the trade waste officer. The occupier shall then;
- b) Use the advice notice to engage an approved contractor to maintain the occupier's device at the frequency of maintenance determined by the trade waste officer. The occupier shall instruct the approved contractor to maintain the device, in accordance with specification 1 of this Schedule. The occupier shall provide the trade waste officer with the advice notice, signed by the approved contractor.
- c) The Occupier shall ensure that each time the device is maintained or cleaned and emptied, by the approved contractor, that the contractor forwards an "Offensive Trade Waste Collection and Discharge Declaration" form to the trade waste officer proving that the waste is being properly disposed off, and the declaration form shall be used to assess whether maintenance obligations are being met and that the standards in this bylaw are not being complied with.

## SCHEDULE TWELVE - CLASS, RISK, AND MONITORING GRADING FOR PREMISES CONNECTED TO THE WSA'S WASTEWATER NETWORK INFRASTRUCTURE

Class/Risk grading	Minimum monitoring and sampling requirements for current consent holders or Established Dischargers.	Minimum monitoring and sampling requirements for New consent holders and New Dischargers for the First Year of the Consent.
Class 1 – High Risk	May be required at frequencies as determined by the WSA and not less than once per month.	May be required at frequencies as determined by the WSA and not less than twice per month for the first six months of operation.
Class 2 – Medium Risk	May be required at frequencies as determined by the WSA but not less than once every three months.	May be required at frequencies as determined by the WSA and not less than twice per month for the first six months of operation.
Class 3 – Low Risk	May be required at frequencies as determined by the WSA but not less than once every year.	May be required at frequencies as determined by the WSA and not less than once every three months for the first six months of operation.
Class 4 – Minimal Risk	May be required at frequencies as determined by the WSA and not less than once every two years.	May be required at frequencies as determined by the WSA and not less than once every six months for the first six months of operation.
Class 5 – Minimal Risk with Low Flow	No routine monitoring – Premises may be inspected, at least twice within the first six months of operation, and not less than once every two years. If the WSA determines due to bylaw breaches, that the risk grading is inadequate, then upon investigation and consultation by the Authorized Officer, the premises may be regarded to the appropriate grade as approved by the WSA.	

## SCHEDULE THIRTEEN – DECLARATION FOR WASTE TANKER DISCHARGE INTO COUNCIL'S SEWERAGE SYSTEM

To: The Trade Waste Officer  
Rotorua District Council  
Private Bag RO 3029  
ROTORUA

### DECLARATION (per the Council's Bylaw)

**(A) Person's Tanker Waste Licence Particulars:**

Name: .....  
Address: .....  
Phone: ..... Fax: .....

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**(B) Source of Waste:**

Client Name: .....  
Address: .....

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**(C) Waste Description:**

Amount: .....

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**(D) Date of Waste Uplift and Trap Maintenance: .....**

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**(E) Waste Disposal into WWA's SNI Date: .....**

Place: ..... Docket No: .....

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**(F) Declarations:**

Name of Person Uplifting and Disposing of Waste: .....  
Signature of Person Uplifting and Disposing of Waste: .....  
Waste reception certified as correct Name: ..... Signature: .....  
Laboratory/Sample collected for analysis Name: ..... Signature: .....

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**(G) Audit:** Please send this form back to the Council's Trade Waste Officer. It will be used to monitor compliance with your Tanker Waste Licence Conditions.

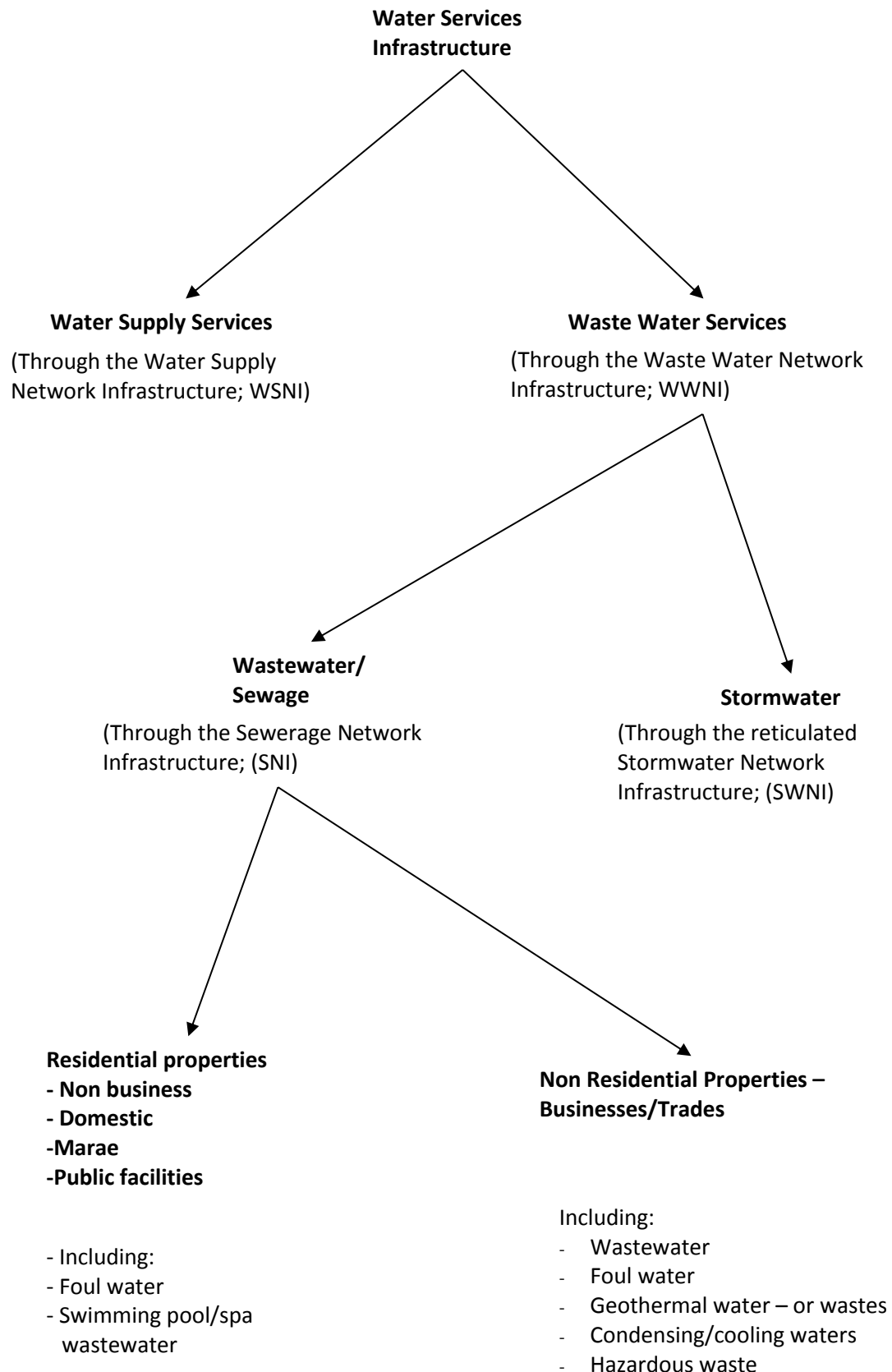
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## SCHEDULE FOURTEEN – TYPES OF HIGH RISK FACILITIES

	Activity	Reason for High Risk Classification
1	Mechanical workshops, service stations, and fuel dispensing facilities	These sites use and handle large volumes of oils and other petroleum products. Spillages of these substances are not uncommon, hence the greater risk of stormwater discharges to the environment.
2	Printers	Relatively large quantities of dyes and paints are handled at these sites. The risk of spillages is relatively high.
3	Spray painting and manufacturing facilities	Paints cannot only be spilt at these sites but can enter stormwater as a consequence of drift from spray painting operations.
4	Meat, fish and shellfish processing industries	Waste from these industries can typically have a high BOD. This can cause significant adverse effects.
5	Dairy products processing	Waste from these industries can typically have a high BOD. This can cause significant adverse effects.
6	Waste Management sites (transfer stations, compost sites, landfills etc)	Litter, hazardous substances and high BOD waste can all enter stormwater systems from these sites.
7	Truck wash facilities	The activity of truck washing can wash hazardous contaminants off trucks as well as sediments and waste from spillages on site.
8	Manufacturing and bulk storage of fertilisers	Fertilisers can have a high BOD. Typically such facilities are largely uncovered – increasing the risk that fertiliser material will enter stormwater is high.
9	Textile fibre and textile processing industries were dyeing and washing of fabric occurs	Large quantities of dye and high BOD waste (from wool scourers for instance) are handled on these sites. The risk of spillages that could enter stormwater is high.
10	Tanneries and leather finishing	Large quantities of dye and high BOD waste are handled on these sites. The risk of spillages that could enter stormwater is higher.
11	Footwear manufacture	Large quantities of dye and high BOD waste are handled on these sites. The risk of spillages that could enter stormwater is high.
12	Manufacture of paper and paper products	Hazardous substances such as chlorine based bleaches and dyes are regularly handled on these sites. The risk of spillages etc entering stormwater can be high.
13	Manufacture or processing of chemicals, and of petroleum, coal, rubber and plastic products	The risk of spillages associated with hazardous substances used in these industries can be high.
14	Manufacture of clay, glass, plaster, masonry, asbestos and related mineral products	The risk of spillages associated with hazardous substances used in these industries can be high.
15	Manufacture of fabricated metal products, machinery and equipment	The risk of spillages associated with hazardous substances used in these industries can be high.
16	Electroplaters, foundries, galvanisers and metal surfacing	The risk of spillages associated with hazardous substances used in these industries can be high.
17	Concrete batching plants and, asphalt manufacturing plants	The risk of spillages associated with hazardous substances used in these industries can be high.
18	Stock sale yards	High BOF run-off can be associated with these sites.
19	Bakeries and food processing	Outside washing of trays, discharges and pans can result in high BOD, fats, greases and detergents entering stormwater systems
20	Car wash and valet services	High oil, solvent and solid discharges can occur from these activities.
21	Commercial laundries (excluding service laundrettes and Laundromats)	The risk of spillages associated with detergents, alkalis and salts used in this industry can be high.
22	Furniture/wood manufacturing and refinishing industries	Some of these industries work outside extensively, usually with no SW treatment. Contaminants such as sawdust, glues, alkali stripper solution in the stormwater coming off these sites can include high solids, BOD and high pH.
23	Timber preservation, treatment and storage sites where chemically treated timber is stored	A range of hazardous substances are used on these sites (e.g. Copper Chrome, Arsenic, Boron and copper-quinoline compounds). In addition, timber treatment chemicals have been shown to be able to leach from treated wood in storage.

## SCHEDULE FIFTEEN – WATER SERVICES AND TRADE WASTE STRUCTURE





## SCHEDULE SIXTEEN – MINIMUM PRE-TREATMENT REQUIREMENTS

### - Minimum pre-treatment requirements for trade wastewater generating processes






(Per section 26.1(a)(3) and Section 33.1)

Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<b>Auto recycler</b>	Oil, grease, kerosene, solids, petroleum hydrocarbons, metals, suspended solids	<ul style="list-style-type: none"> <li>• See booklet: <i>Managing trade wastewater in the motor vehicle industry and fact sheet: Auto recyclers.</i></li> <li>• Discuss with Customer Service Representative.</li> <li>• An oil/water separator system sized according to the influent flow rate.</li> <li>• Collection pit with an operating capacity of at least 500 litres.</li> </ul>
<b>Bakery (retail) – hot bread</b> (No pies or sausage rolls cooked on site)	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• Dry floor sweeping or vacuuming before washing.</li> <li>• In food preparation and handling areas install: <ul style="list-style-type: none"> <li>– an authorised in-sink dry basket arrestor</li> <li>– an authorised in-floor dry basket arrestor</li> </ul> </li> </ul>
<b>Bakery (retail) –</b> Cooking meat and dairy products on site	BOD, suspended solids, grease	See Food Service Industry section.
<b>Barbequing processes</b>	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• See booklet: <i>Managing trade wastewater in the food service industry.</i></li> <li>• The fat and oil generated by barbequing processes, and discrete oil must be collected for recycling and must not drain directly to a grease trap or to the sewer. Only the wash water can drain to the sewer via the grease trap.</li> <li>• Place a container under the fat outlet of cooking vats or other cooking equipment to collect the entire volume of fat produced over the production day. The fat must be placed in containers for collection by DEC authorised oil and fat recyclers. These containers must be stored in a bunded area.</li> <li>• The minimum pre-treatment equipment for steam oven barbequing of chickens or gas vat barbequing of duck and pork consists of 2,000 litre grease trap with a minimum initial pump out frequency of three weeks, and the installation of a compact oil and grease removal apparatus upstream of grease trap.</li> <li>• For charcoal barbequing of chicken and hot plate barbequing of all meats, the minimum pre-treatment equipment is a 1,000 litre grease trap.</li> </ul>
<b>Battery room</b>	Acid, low pH	<ul style="list-style-type: none"> <li>• See the <i>Trade waste policy</i> and the <i>Trade waste management plan</i> for industrial customers and discuss with Customer Service Representative.</li> <li>• Bunded and drain to blind sump.</li> <li>• No discharge to sewer.</li> </ul>
<b>Beautician</b> (Permitted)		No requirements.
<b>Boiler blowdown</b>	Temperature	<ul style="list-style-type: none"> <li>• 1,000 litre cooling pit.</li> </ul>

Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<b>Boarding house / hostel / hospital / nursing home kitchen</b>	BOD, suspended solids, grease	See Food Service Industry Section.
<b>Building construction</b>	Residual wastes from construction process and off site sediments	<ul style="list-style-type: none"> <li>• Nil discharge to sewer including no solid materials, construction debris, paint, adhesives, acid wash.</li> </ul>
<b>Butcher</b>	BOD, suspended solids, grease.	<ul style="list-style-type: none"> <li>• See booklet: <i>Managing trade wastewater in the food service industry.</i></li> <li>• Grease trap with the final capacity equivalent to the volume of wastewater discharged in one hour at maximum flow. Minimum capacity of 1,000 litres equivalent.</li> <li>• All drainage from sinks and floor wastes shall pass through an authorised basket trap.</li> </ul>
<b>Café, canteen, cafeteria</b> Hot food cooked and served on site.	BOD, suspended solids, grease	See Food Service Industry Section.
<b>Car detailing</b>	Oil, grease, suspended solids, petroleum hydrocarbons, volatile halocarbons, flammables	<ul style="list-style-type: none"> <li>• See booklet: <i>Managing trade wastewater in the motor vehicle industry.</i></li> <li>• Oil / water separation system with minimum size of one hour retention. Size to be determined by flow rate.</li> </ul>
<b>Carpet cleaning mobile units</b> (Permitted)	BOD, suspended solids, grease, pH	<ul style="list-style-type: none"> <li>• 20 micron or smaller filtration system.</li> </ul>
<b>Chicken (fresh) retail only</b> , with cutting and preparation of fresh meat	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• See Food Service Industry Section.</li> </ul>
<b>Chicken cooking on site</b> (BBQ, charcoal, rotisserie)	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• See booklet: <i>Managing trade wastewater in the food service industry.</i></li> <li>• Grease trap with the final capacity equivalent to the volume of wastewater discharged in one hour at maximum flow. Minimum capacity of 1,000 litres.</li> <li>• Authorised in-floor dry basket arrestor in food preparation area.</li> <li>• All floor wastes must drain to a grease trap.</li> <li>• Place a container under the outlet of cooking vats to collect the entire volume of fat produced over the production day. The fat is then placed in large containers for collection by DEC authorised oil and fat recyclers. These large containers must be stored in a bunded area.</li> </ul>
<b>Coffee shop / sandwich shop</b> No cooking on site (Permitted)	Suspended solids	<ul style="list-style-type: none"> <li>• Authorised in-sink or in floor dry basket arrestor in food preparation areas.</li> <li>• Requires a written declaration that no hot food is/will be prepared or served on site</li> </ul>

Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<b>Coffee shop / snack bar</b> Food cooked on site	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• See Food Service Industry Section</li> </ul>
<b>Commercial kitchen / caterer / wholesale foods</b> Discharging less than 12 m3 per day	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• See booklet: <i>Managing trade wastewater in the food service industry.</i></li> <li>• Grease trap with the final capacity equivalent to the volume of wastewater discharged in one hour at maximum flow. Minimum capacity of 1,000 litres (or Sydney Water equivalent).</li> <li>• If volume of wastewater exceeds 12kL per day, refer to <i>Trade waste policy</i> and the <i>Trade waste management plan for industrial customers</i>. A consultant is recommended.</li> <li>• In food preparation and handling areas install:               <ul style="list-style-type: none"> <li>– an authorised in-sink dry basket arrestor</li> <li>– an authorised in-floor dry basket arrestor.</li> </ul> </li> </ul>
<b>Community hall kitchens</b> Minimal hot food	BOD, suspended solids, grease	Food, Oil, and Grease, pre-treatment.
<b>Cooling tower and boiler blow down.</b> No treatment chemicals containing chromium to be used, and this is the only form of trade wastewater from the site. Discharge should not exceed 2 litres per second.	Total dissolved solids	<ul style="list-style-type: none"> <li>• Beneficial re-use should be considered. No pre-treatment. Discharge rate to be limited to suit receiving sewer capacity.</li> </ul> <p><b>Water conservation tip</b>   See <i>Best practice guidelines for cooling towers in commercial buildings.</i></p>
<b>Cooling tower and boiler blow down.</b> No treatment chemicals containing chromium to be used.	Total dissolved solids	<ul style="list-style-type: none"> <li>• Beneficial re-use should be considered. No pre-treatment. Discharge rate to be limited to suit receiving sewer capacity.</li> </ul> <p><b>Water conservation tip</b>   See <i>Best practice guidelines for cooling towers in commercial buildings.</i></p>
<b>Ceramics and pottery</b>	Suspended solids	<ul style="list-style-type: none"> <li>• Sedimentation pre-treatment</li> <li>• Under sink plaster arrestor or general purpose arrestor</li> </ul>

Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<b>Dairy products</b> Including milk, butter, cheese, yoghurt, ice-cream		See Food Service Industry section.  <b>Water conservation tips</b> <ul style="list-style-type: none"> <li>🔗 Assess Clean in Place (CIP) systems.</li> <li>🔗 Where possible use high pressure cleaning and/or trigger nozzles when hosing down.</li> </ul>
<b>Day care centre with food cooked and served on site</b>	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• See food Industry</li> </ul>
<b>Day care centre with no hot food prepared or served on site</b> (Permitted)		<ul style="list-style-type: none"> <li>• No pre-treatment.</li> </ul>
<b>Delicatessen Food cooked on site</b>	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• See Food Service Industry section.</li> </ul>
<b>Delicatessen No meat cooked on site. No hot food prepared or served.</b>	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• See food service Industry</li> </ul>
<b>Dental hospital with X-ray</b>	Suspended solids, amalgam, silver	<ul style="list-style-type: none"> <li>• Authorised amalgam trap and segregation of waste amalgam.</li> <li>• See photographic section.</li> </ul>
<b>Dental surgery</b>	Suspended solids, amalgam	<ul style="list-style-type: none"> <li>• Authorised amalgam trap and segregation of waste amalgam.</li> </ul>
<b>Dental technician</b>	Suspended solids	<ul style="list-style-type: none"> <li>• Authorised plasters traps or plaster arrestor.</li> </ul>
<b>Dessert restaurants</b>		<ul style="list-style-type: none"> <li>• See Food Service Industry section.</li> </ul>
<b>Doctor's surgery</b> (Permitted)		<ul style="list-style-type: none"> <li>• No requirements</li> </ul>
<b>Dog groomers</b>		<ul style="list-style-type: none"> <li>• Consider no connection to sewer.</li> <li>• If connected to ....., sewerage system, install an authorised in-floor dry basket arrestor.</li> </ul> <b>Water conservation tip</b> <ul style="list-style-type: none"> <li>🔗 Use trigger nozzles on hoses when washing.</li> </ul>
<b>Doughnuts – Cooking</b>	Grease	<ul style="list-style-type: none"> <li>• See Food Service Industry section.</li> </ul>
<b>Dry cleaners</b>	Solvents	<ul style="list-style-type: none"> <li>• Authorised solvent recovery unit.</li> <li>• No permit required unless there is boiler blowdown and / or washing machines on site.</li> </ul>






Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<b>Engine / gearbox reconditioning, parts washing</b>	Lead, kerosene, oil, grease, suspended solids, petroleum hydrocarbons, pH, BOD, zinc	<ul style="list-style-type: none"> <li>• See booklet: Managing trade wastewater in the motor vehicle industry and fact sheet: Engine reconditioners.</li> <li>• Discharge to sewer from work areas must be treated by an oil/water separation system sized according to influent flow rate.</li> </ul>
<b>Equipment washing – retail hire</b>	Petroleum hydrocarbons, suspended solids, oil, grease, BOD	<ul style="list-style-type: none"> <li>• Gross solids settlement and oil/water separation system sized according to influent flow rate.</li> </ul> <p><b>Water Conservation Tip</b></p> <ul style="list-style-type: none"> <li>•  Use high pressure hoses or hoses with trigger nozzles.</li> </ul>
<b>Fast food outlets</b> e.g. McDonalds, Red Rooster, KFC, Pizza Hut	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• See Food Service Industry section.</li> </ul>
<b>Fast photo processing</b> (waterless or water wash)		<ul style="list-style-type: none"> <li>• See Photographic processing and developing section.</li> </ul>
<b>Fish – fresh (retail)</b> No cooking on site	Suspended solids (e.g. scales and fish gut)	<ul style="list-style-type: none"> <li>• All drainage from sinks and floor wastes must pass through a basket trap.</li> <li>• If wastewater discharge is more than 12kL per day, then refer to Trade waste policy and the Trade waste management plan for industrial customers. A consultant is recommended.</li> </ul> <p><b>Water conservation tips</b></p> <ul style="list-style-type: none"> <li>•  Plan food preparation and use a fridge to thaw fish.</li> <li>•  Turn taps off when they are not being used.</li> </ul>
<b>Fish shop</b> Cooking on site	Suspended solids and grease	<ul style="list-style-type: none"> <li>• See Food Service Industry section.</li> </ul> <p><b>Water conservation tips</b></p> <ul style="list-style-type: none"> <li>•  Plan food preparation and use a fridge to thaw fish.</li> <li>•  Turn taps off when they are not being used.</li> </ul>



Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<p><b>Food Service Industry</b> including:</p> <ul style="list-style-type: none"> <li>• Bakery with cooking pies and sausage rolls</li> <li>• Boarding house</li> <li>• Café, canteen, cafeteria</li> <li>• Chicken-fresh</li> <li>• Coffee shop with hot food</li> <li>• Delicatessen with cooking</li> <li>• Dessert restaurant</li> <li>• Doughnuts – cooking</li> <li>• Fast food outlets</li> <li>• Fish shop with cooking</li> <li>• Function centre</li> <li>• Hotel</li> <li>• Hostels</li> <li>• Icecream parlour with hot food and takeaway</li> <li>• Motel kitchen</li> <li>• Nursing home kitchen</li> <li>• Pies and pastries</li> <li>• Pizza cooking</li> <li>• Restaurant</li> <li>• Sandwich bar/coffee lounge with cooking</li> <li>• School home science</li> <li>• School canteen with cooking</li> <li>• Takeaway food</li> <li>• Tertiary institution kitchen/ canteen/café</li> </ul>	<p>BOD, suspended solids, grease</p>	<ul style="list-style-type: none"> <li>• See booklet: <i>Managing trade wastewater in the food service industry</i>.</li> <li>• Grease trap with the final capacity equivalent to the volume of wastewater discharged in one hour at maximum flow. Minimum capacity of 1,000 litres. (See brochure on grease trap sizing).</li> <li>• In food preparation and handling areas install:                         <ul style="list-style-type: none"> <li>- an authorised in-sink dry basket arrestor</li> <li>- an authorised in-floor dry basket arrestor.</li> </ul> </li> <li>• Consider good housekeeping practices to minimise water use and waste.</li> <li>• Waste discharged from the outlet of authorised grease traps must meet the trade waste bylaw requirement of less than 100g/m<sup>3</sup> of grease and no free floating grease or oil layer.</li> </ul> <p><b>Water conservation tips</b></p> <ul style="list-style-type: none"> <li>• Plan food preparation and use a fridge to thaw food.</li> <li>• Install water restricting valves in taps used for washing fruit and vegetables.</li> <li>• Rinse dishes in a plugged sink or bowl rather than under a running tap.</li> <li>• The most water efficient methods for cooking vegetables are micro-waving, steaming or using a pressure cooker. Cut down on water loss through evaporation by using tight lids on pots and simmering instead of boiling rapidly.</li> <li>• Encourage staff to wait until they have a full load in the dishwasher before using it. This saves water and energy, and reduces the amount of detergent entering the sewer system.</li> <li>• Use a dishwasher with at least AAA-rating. Only use when fully loaded.</li> <li>• See fact sheets <i>Kitchens</i> and <i>Public amenities</i>.</li> </ul>




Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<b>Fruit and vegetable market (retail)</b> (Permitted)	Suspended solids	In food preparation and handling areas install: <ul style="list-style-type: none"> <li>• an authorised in-sink dry basket arrestor</li> <li>• an authorised in-floor dry basket arrestor.</li> </ul> <p><b>Water conservation tips</b></p> <ul style="list-style-type: none"> <li>• Plan food preparation and use a fridge to thaw food.</li> <li>• Install water restricting valves in taps used for washing fruit and vegetables.</li> <li>• Rinse dishes in a plugged sink or bowl rather than under a running tap.</li> <li>• Use a broom or mop to clean the floor, avoid using a hose.</li> <li>• The most water efficient methods for cooking vegetables are micro-waving, steaming or using a pressure cooker. Cut down on water loss through evaporation by using tight lids on pots and simmering instead of boiling rapidly.</li> <li>• Encourage staff to wait until they have a full load in the dishwasher before using it. This saves water and energy, and reduces the amount of detergent entering the sewer system.</li> <li>• Use a dishwasher with at least AAA-rating. Only use when fully loaded.</li> </ul>
<b>Function centre</b>	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• See Food Service Industry section.</li> </ul>
<b>Funeral parlour</b>	Embalming Chemicals	<ul style="list-style-type: none"> <li>• See Funeral Service Industry.</li> </ul>
<b>Garbage can cleaning</b> Hotels/restaurants etc.	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• Basket trap in floor waste with a fixed screen. Wastewater to pass via grease trap (if installed).</li> </ul> <p><b>Water conservation tip</b></p> <ul style="list-style-type: none"> <li>• Use high pressure hoses or hoses with trigger nozzles.</li> </ul>
<b>Glass finishing</b> (including windscreens)	Suspended solids	<ul style="list-style-type: none"> <li>• Consider reusing wastewater. A solids settlement pit/tank, minimum of 1 hour's retention at maximum flow rate. Clean pit/tank before thickness of settled material exceeds 200mm.</li> </ul>
<b>Graphic arts</b>		<ul style="list-style-type: none"> <li>• See Photographic processing and developing or Printing sections.</li> </ul>
<b>Hairdressing salon</b>	Hair	<ul style="list-style-type: none"> <li>• Install:               <ul style="list-style-type: none"> <li>– an authorised in-sink dry basket arrestor or screening device.</li> </ul> </li> </ul>


Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<b>Hospital</b>	BOD, suspended solids, grease, high temperature	<ul style="list-style-type: none"> <li>Discharge to sewer of solid waste is prohibited. Prohibited solid waste includes hypodermic needles, syringes, instruments, utensils, swabs, dressings, bandages, any paper and plastic items of a disposable nature and any pathological wastes or cytotoxic wastes.</li> <li>See booklet: Managing trade wastewater in the food service industry.</li> <li>The quality and quantity of trade wastewater from hospital kitchens can vary because hospitals are required to scald plates and may have kitchen waste disposal units. The temperature of the wastewater leaving the hospital kitchen grease trap must not exceed 50C.</li> <li>The installation of sink-to-sewer disposal units (also called in-sink food waste disposal units or garbage grinders) are not permitted. Existing installations in hospitals may be allowed provided the wastewater is discharged through an adequately sized grease trap.</li> <li>Requirements for dry basket traps, garbage cleaning areas and cooking oil storage areas are the same as for the food service industry.</li> </ul> <p><b>Water conservation tips</b></p> <ul style="list-style-type: none"> <li>See Best practice guidelines for cooling towers in commercial buildings on-line</li> <li>Install AAA-showerheads where applicable. Install dual-flush toilets.</li> </ul>
<b>Hostels</b>		<ul style="list-style-type: none"> <li>See Food Service Industry section.</li> </ul> <p><b>Water conservation tips</b></p> <ul style="list-style-type: none"> <li>Install AAA-showerheads where applicable.</li> <li>Install dual-flush toilets. Fact sheet available</li> </ul>
<b>Hotel</b> (with counter lunches or restaurant)	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>See Food Service Industry section.</li> </ul> <p><b>Water conservation tips</b></p> <ul style="list-style-type: none"> <li>See <i>Best practice guidelines for cooling towers in commercial buildings.</i></li> <li>Install AAA-showerheads.</li> <li>See <i>Best practice guidelines for hotels.</i></li> </ul>
<b>Ice cream parlour</b>	Grease	a) See food industry guidelines
<b>Ice cream parlour</b> (with hot food take away)	BOD, suspended solids, grease	See Food Service Industry section.
<b>Jewellery</b> precious metal platter (mini-platter)	Metals, cyanide, pH	<ul style="list-style-type: none"> <li>No plating vessel to contain more than 1.5 litres of precious metal solution.</li> <li>No pre-treatment required.</li> </ul>
Ultrasonic washing	Suspended solids	<ul style="list-style-type: none"> <li>No pre-treatment required.</li> </ul>
Precious stone cutting	Suspended solids	<ul style="list-style-type: none"> <li>Plaster trap or settling tank.</li> </ul>




Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<b>Dog Kennels</b>	Suspended solids	<ul style="list-style-type: none"> <li>• Authorised in-floor basket arrestor.</li> <li>• Dry arrestor pit. The design should ensure that no unroofed runs can drain to sewer.</li> <li>• No organophosphorus pesticide to sewer.</li> <li>• Animal faeces should be collected and put in the garbage.</li> </ul> <p><b>Water conservation tip</b>   Use trigger nozzles on hoses.</p>
<b>Laboratory (School)</b>	Chemicals	<ul style="list-style-type: none"> <li>• See fact sheet.</li> </ul>
<b>Laboratory</b> (small hospital and university lab, pathology lab and morgue)	Chemicals	<ul style="list-style-type: none"> <li>• See fact sheet.</li> </ul> <p><b>Water conservation tip</b>   Install flow regulators in taps.</p>
<b>Laundromat</b>	BOD, suspended solids (lint), grease, high temperature, ammonia, boron	<ul style="list-style-type: none"> <li>• Install an authorised fixed screen with removable basket.</li> <li>• Ensure the temperature does not exceed 50°C at the sampling point.</li> <li>• May require a cooling pit.</li> </ul>
<b>Laundry,</b>	BOD, suspended solids (lint), grease, high temperature, ammonia, boron, phosphorus	<ul style="list-style-type: none"> <li>• Install an authorised fixed screen with removable basket.</li> <li>• Ensure the temperature does not exceed 50°C at the sampling point.</li> <li>• May require a cooling pit.</li> </ul> <p><b>Water conservation tip</b>   See <i>Laundries</i> fact sheet</p>
<b>Laundry,</b> (Hospital, hotel, nursing home)	BOD, suspended solids (lint), grease, high temperature, ammonia, boron, phosphorus.	<ul style="list-style-type: none"> <li>• Install an authorised fixed screen with removable basket.</li> <li>• Solids removal.</li> <li>• Ensure the temperature does not exceed 50°C at the sampling point. May require a cooling pit. Treat for removal of cleaning and degreasing chemicals.</li> </ul> <p><b>Water conservation tips</b>   See <i>Laundries</i> fact sheet   See <i>Monitoring and maintenance</i> fact sheet.</p>
<b>Lawn mower repairs</b>	Oil, grease, grass, solids, petroleum hydrocarbons	<ul style="list-style-type: none"> <li>• Gross solids removal.</li> <li>• Oil/water separation system sized according to the influent flow rate. Minimum size is 1kL/hour.</li> <li>• Roofed and banded to exclude rainwater.</li> <li>• No pesticides or herbicides to sewer.</li> </ul>
<b>Medical centre</b> Plaster cast area X-ray	Suspended solids Silver	<ul style="list-style-type: none"> <li>• Plaster arrestor.</li> </ul> <p>See Photographic processing and developing section.</p>
<b>Mechanical workshop</b>	Oil, grease, kerosene, solids, petroleum hydrocarbons, metals, suspended solids	<ul style="list-style-type: none"> <li>• See booklet: Managing trade wastewater in the motor vehicle industry and fact sheet: Mechanical workshops.</li> <li>• An oil/water separator system sized according to the influent flow rate.</li> </ul>

Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<b>Mobile businesses</b>		<ul style="list-style-type: none"> <li>Refer to Trade Waste officer</li> </ul>
<b>Morgue</b>	Embalming chemicals	<ul style="list-style-type: none"> <li>Embalming chemicals</li> </ul>
<b>Motel kitchen/restaurant</b>	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>See Food Service Industry section.</li> </ul>
<b>Public swimming pool or Aquatic centres.</b>	Suspended solids, chlorine	<ul style="list-style-type: none"> <li>Consider re-use of filter backwash water.</li> <li>Trap sand and grit carried over from filters in a backwash holding tank, sized to capture the largest backwash cycle of the pool plus 15% additional capacity.</li> <li>Tank needs to have a sloping floor or a conically shaped base to enhance solids settlement.</li> <li>Fit a high level cut out to stop back washing cycle. This will prevent any overflow to the sewer or stormwater.</li> <li>Fit a low level cut off switch to maintain the sludge containment capacity.</li> <li>De-sludge tank after six months, although frequency will be altered after site inspections.</li> <li>See Open areas section.</li> </ul> <p><b>Water conservation tips</b></p> <ul style="list-style-type: none"> <li> Review operation and maintenance procedures for backwash (particularly the frequency and duration) and assess frequency depending on need.</li> <li> Incorporate frequent monitoring and reporting procedures for water consumption.</li> </ul>
<b>Optical Processes</b> (Grinding of glass and plastic)	Suspended solids	<ul style="list-style-type: none"> <li>See Trade waste policy and the Trade waste management plan for industrial customers.</li> <li>Minimum size 1,000 litre authorised general purpose pit.</li> <li>Cleaning frequency needs to ensure sludge does not occupy more than a third of pit depth or that thickness of scum does not exceed 80mm.</li> <li>Consider re-use of wash water.</li> </ul>
<b>Panel beating and spray painting</b>	Suspended solids, grease, oil, solvents, hydrocarbons	<ul style="list-style-type: none"> <li>See booklet: Managing trade wastewater in the motor vehicle industry and fact sheet: Panel beaters and smash repairers</li> </ul>
<b>Pet shop (retail)</b> (permitted)	Solids	<ul style="list-style-type: none"> <li>Install: <ul style="list-style-type: none"> <li>an authorised in-sink dry basket arrestor</li> <li>An authorised in-floor dry basket arrestor.</li> </ul> </li> </ul>
<b>Photographic processing and developing</b>	Silver, ammonia, thiosulphate, sulphite	<ul style="list-style-type: none"> <li>See booklet: Guidelines for the discharge of trade wastewater from photographic processing and diagnostic imaging.</li> <li>The PURE Code of Practice must be followed. Treat silver rich wastewater with an authorised silver recovery unit, or transport the silver rich waste off site for treatment and disposal by a DEC authorised transporter.</li> </ul>

Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<b>Pizza cooking Takeaway / home delivery No seats – (bake house)</b>	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• See Food Service Industry section.</li> </ul>
<b>Portable toilets</b>	Toxic Chemicals	<ul style="list-style-type: none"> <li>• No pre-treatment, "formaldehyde-free" chemicals to be used.</li> <li>• Secure site.</li> <li>• May be discharged at the Waste water treatment plant to bylaw conditions refer to Trade Waste Officer.</li> </ul>
<b>Potato peeling</b> (within commercial food preparation area)	BOD, suspended solids.	<ul style="list-style-type: none"> <li>• Peeling machine to have built-in screen in place. Wastewater from potato processing areas must drain through an authorised basket trap with a removable basket and fixed screen. The drainage should by-pass the grease trap.</li> <li>• Potato peeling machines serviced by a vacuum sewerage system are subject to special conditions. In some cases, pH correction of the wastewater may be required to limit the release of sulphide odours from the sewerage system.</li> </ul>
<b>Printing – Lithographic (off-set)</b> less than 200 litres per day.	BOD, grease, petroleum hydrocarbons, suspended solids, solvents	<ul style="list-style-type: none"> <li>• If there are photographic processes the PURE Code of Practice must be followed. Treat silver rich wastewater with an authorised silver recovery unit, or transport the silver rich waste off site for treatment and disposal by a RDC authorised transporters.</li> </ul>
<b>Printing Lithographic (off-set)</b> greater than 200 litres per day.	BOD, grease, petroleum hydrocarbons, suspended solids, solvents	<ul style="list-style-type: none"> <li>• Balancing tank.</li> <li>• If there are photographic processes the PURE Code of Practice must be followed. Treat silver rich wastewater with an authorised silver recovery unit, or transport the silver rich waste off site for treatment and disposal by a DEC authorised transporter.</li> <li>• If wastewater discharge is greater than 1,000 litres see the <i>Management plan for industrial customers</i> and discuss with Customer Service Representative.</li> <li>• If the process involves the removal of ink by the use of solvents, then discharge to the sewer is not permitted. The waste must be disposed off-site.</li> </ul>

Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<b>Printing –</b> Screen printing	Suspended solids, petroleum hydrocarbons, flammable solvents, chlorinated solvents, grease, BOD, silver, ammonia, thiosulphate, sulphite, volatile halocarbons	<ul style="list-style-type: none"> <li>• See booklet: Solutions to pollution for screen printing.</li> <li>• Pre-treatment equipment is required for the pre-cleaning of new screens, stencil development, cleaning and reclamation. Suitable types include a settling tank or pit, a coalescing plate separator, or other authorised products. Minimum size to equal the actual volume from 1 hour of washing. Cleaning schedule required.</li> <li>• If the stencil cleaning process involves the removal of ink by the use of solvents, then discharge to the sewer is not permitted. The waste must be disposed off-site.</li> <li>• If water based inks are used discuss with a Customer Service Representative.</li> <li>• If there are photographic processes the PURE Code of Practice must be followed. Treat silver rich wastewater with an authorised silver recovery unit, or transport the silver rich waste off-site for treatment and disposal by a DEC authorised transporter.</li> </ul>
<b>Radiator repairer</b>	Suspended solids, pH, heavy metals such as lead, copper, iron, aluminium, zinc, cadmium	<ul style="list-style-type: none"> <li>• Discuss with Customer Service Representative.</li> <li>• See booklet: Managing trade wastewater in the motor vehicle industry and fact sheet: Radiator repairers.</li> <li>• Consider recycling the wastewater within the business.</li> <li>• Capture the radiator fluid in a tray or container before removing the radiator from the vehicle. Where possible, re-use radiator fluid, otherwise capture and store it for off-site removal by a DEC licensed contractor.</li> <li>• Prior to solids removal adjust pH to 9-10 (settlement and filtration).</li> <li>• Before discharge to sewer adjust pH to 7-10.</li> <li>• Floor must be bunded to prevent spillage draining to sewer.</li> </ul>
<b>Restaurants</b>	BOD, suspended solids, grease	See Food Service Industry section.
<b>Sandwich bar / salad bar / coffee lounge</b> No cooking (permitted)	Food, oil, Grease.	<ul style="list-style-type: none"> <li>• In food preparation and handling areas install: <ul style="list-style-type: none"> <li>– an authorised in-sink dry basket arrestor</li> <li>– an authorised in-floor dry basket arrestor.</li> </ul> </li> </ul>
<b>Sandwich bar / coffee lounge</b> <b>Hot food cooking, eat in or take-away</b>	Food, Oil, Grease.	<ul style="list-style-type: none"> <li>• See Food Service Industry section.</li> </ul>
<b>Seafood's (wholesale)</b> No hot food cooking.	Suspended solids	<ul style="list-style-type: none"> <li>• If there is oyster shucking, a 1,000 litre general purpose or solids settlement pit is required as a minimum.</li> <li>• A basket trap is required for fish filleting.</li> </ul> <p><b>Water conservation tip</b></p> <p> Plan food preparation and use a fridge to thaw food.</p>
<b>School home science</b>	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>• See Food Service Industry section.</li> </ul>
<b>School canteen (no cooking)</b> (Permitted)		<ul style="list-style-type: none"> <li>• In food preparation and handling areas install: <ul style="list-style-type: none"> <li>– an authorised in-sink dry basket arrestor</li> <li>– an authorised in-floor dry basket arrestor.</li> </ul> </li> </ul>

Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<b>School ceramic and pottery</b> (Permitted)		<ul style="list-style-type: none"> <li>No requirements.</li> </ul>
<b>Screen printing</b>		<ul style="list-style-type: none"> <li>Refer to Printing-screen printing section.</li> </ul>
<b>Service stations</b> (No mechanical workshop)	Oil, grease, flammables, grit, suspended solids, hydrocarbons	<ul style="list-style-type: none"> <li>See New Zealand Ministry for environment's "Environmental guidelines for water discharges from Petroleum Industry Sites in New Zealand".</li> </ul>
<b>Boat to shore pump out of toilet waste and galley waste</b>	Solids, oil, hydrocarbons, BOD	<ul style="list-style-type: none"> <li>Toilet waste from holding tanks on vessels must be pumped ashore at an approved facility. This may be accepted directly to the sewerage system. See the trade waste officer.</li> <li>See: Environment Bay of Plenty Brochure.</li> <li>Install a flow meter and a sampling point.</li> </ul>
<b>Stables / Animal holding facility.</b>	Suspended solids	<ul style="list-style-type: none"> <li>Authorised in-floor dry basket arrestor and dry arrestor pit.</li> <li>Open area controls where applicable.</li> <li>If sand is used on stable floor, a 1,000L general purpose pit needs to be installed.</li> </ul>
<b>Stone working</b>	Fine solids	<ul style="list-style-type: none"> <li>See Glass finishing section.</li> </ul> <p><b>Water Conservation tip</b>   Consider re-using wash water.</p>
<b>Swimming Pool</b>		<ul style="list-style-type: none"> <li>See municipal pool section.</li> <li>Non-municipal. No open areas draining rainwater to sewer.</li> </ul>
<b>Takeaway food outlets</b> (hot food cooking)	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>See Food Service Industry section.</li> </ul>
<b>Takeaway food No hot food</b> (Permitted)	BOD, suspended solids, grease	<ul style="list-style-type: none"> <li>In food preparation and handling areas install: <ul style="list-style-type: none"> <li>an authorised in-sink dry basket arrestor</li> <li>an authorised in-floor dry basket arrestor.</li> </ul> </li> </ul>
<b>Public transport fleet.</b>	Suspended solids, grease	<ul style="list-style-type: none"> <li>Authorised in-floor dry basket arrestor and an authorised in-sink dry basket arrestor.</li> <li>No open areas draining rainwater to sewer.</li> <li>Avoid using cleaning compounds containing caustic materials, acids, or are solvent based.</li> <li>No hosing of hard surfaces, cleaning with mops and bucket only.</li> <li>Does not include external train carriage washing or graffiti removal process.</li> </ul>
<b>Vegetable preparation</b>	BOD, suspended solids	<ul style="list-style-type: none"> <li>See Trade waste policy and the Trade waste Officer</li> </ul>

Process	Threats to the District Council's stormwater and Sewerage systems.	Minimum pre-treatment requirements and tips on how to conserve water
<b>Vehicle washing, Washing by hand</b>	Suspended solids oils, grease, petroleum hydrocarbons, solvents	<ul style="list-style-type: none"> <li>• See booklet: Managing trade wastewater in the motor vehicle industry.</li> <li>• No discharge of solvents to sewer allowed.</li> <li>• See Councils Rotorua Civil Engineering Industry Standard guidelines "Vehicle and plant wash facility Pollution Control Requirements"</li> </ul> <p><b>Water conservation tip</b></p> <p> Use high pressure hoses or hoses with trigger nozzles.</p>
<b>Vehicle washing – Mechanical</b>	Suspended solids, oil, petroleum hydrocarbons, solvents	<ul style="list-style-type: none"> <li>• Discuss with Customer Service Representative.</li> <li>• See booklet: Managing trade wastewater in the motor vehicle industry.</li> <li>• See Councils Rotorua Civil Engineering Industry Standard guidelines "Vehicle and plant wash facility Pollution Control Requirements".</li> <li>• No discharge of solvents to sewer allowed. Store separately.</li> </ul> <p><b>Water conservation tip</b></p> <p> Install a multi stage pit/tank with re-use of water pumped from last compartment for wetting and washing. Clean water used only for final rinse.</p>
<b>Vehicle washing and degreasing of engine and under body Roofed</b>	Suspended solids, oil, grease, petroleum hydrocarbons, solvents	<ul style="list-style-type: none"> <li>• Discuss with Customer Service Representative.</li> <li>• See booklet: Managing trade wastewater in the motor vehicle industry.</li> <li>• Roof and bund wash area to exclude rainwater, but include wash water.</li> <li>• Install an authorised floor waste basket trap to screen out gross solids.</li> <li>• A collection well with a minimum working capacity of 500 litres and non-emulsifying pump.</li> <li>• Install an authorised oil/water separation system within a roofed and bunded area. The minimum size is one kL/hour.</li> <li>• No discharge of solvents to sewer allowed. Store separately.</li> </ul> <p><b>Water conservation tip</b></p> <p> Use high pressure hoses or hoses with trigger nozzles.</p>
<b>Vehicle washing – Residential car wash</b>	Suspended solids oil, grease	<ul style="list-style-type: none"> <li>• Use trade waste consented vehicle washes that are connected to the sewer.</li> </ul>
<b>Venetian blind cleaning</b>		<ul style="list-style-type: none"> <li>• No pre-treatment required.</li> </ul>
<b>Veterinary</b>	Suspended solids	<ul style="list-style-type: none"> <li>• Authorised in-floor dry basket arrestor.</li> <li>• Dry arrestor pit. The design should ensure that no unroofed runs can drain to sewer.</li> <li>• Animal faeces should be collected and put in the garbage.</li> </ul>
<b>Veterinary X-ray</b>		<ul style="list-style-type: none"> <li>• See Photographic processing and developing section.</li> </ul>
<b>X-ray developing</b>		<ul style="list-style-type: none"> <li>• See Photographic processing and developing section.</li> </ul>



The Common Seal of the )  
**ROTORUA DISTRICT COUNCIL** )  
was hereunto affixed in )  
the presence of: )

\_\_\_\_\_ Mayor

\_\_\_\_\_ Chief Executive