



YOUR GUIDE TO TRADE WASTE CONSENTS & THE TRADE WASTE CONSENTING PROCESS

Disclaimer: The information contained within this brochure is intended as a guideline only, and in no way supersedes any legislative requirements. If further information is required please contact the Utilities Environmental Officer at the Timaru District Council at (03) 687 7200.

WHAT IS A TRADE WASTE?

Trade waste is the term used to classify sewage discharged from any trade premises, regardless of its source. Trade waste includes domestic-type wastewater (toilets, sinks, etc.), as well as liquid wastes from commercial (i.e. café deep fryer) and industrial processes (i.e. wool scouring). In order to discharge these Trade wastes, permission is required from the District Council in the form of a trade waste consent.

WHAT IS A TRADE WASTE CONSENT?

A trade waste consent is your authorisation from Council to discharge your liquid wastes into the sewer system.

WHY DO I NEED A CONSENT?

As a business connected to the sewer you receive a benefit in your ability to discharge certain liquid Trade Wastes, some of which may not be typical of household wastewater.

In order to effectively manage these wastes to keep the sewer system working properly and to protect the environment and the public it is necessary for Council to know what these trade wastes are. By issuing consents Council can classify the wastes, and place limits and conditions for their discharge from your business in line with the sewer systems capabilities.

WHO NEEDS A TRADE WASTE CONSENT?

Any business operating in the Timaru District will need a trade waste consent, regardless of the size and range of activities that they undertake. A consent places requirements on the business to ensure their trade waste meets a specified minimum standard as determined by Council.

WHAT SORT OF CONSENT CONDITIONS CAN I EXPECT?

In order to protect the sewer system, ensure the health and safety of the public and limit the impact on the environment Council holds the right to impose any conditions it deems necessary on a consent. Within each conditional consent

there are standard conditions that will be applied (i.e. temperature, pH, etc.), further to these are site-specific conditions that will be determined through discussion with the consent applicant and an assessment of the site and its processes, discharges, etc.

HOW ARE THE CONSENT CONDITIONS DECIDED ON?

When a business makes an application for a trade waste consent, they are required to characterise their discharges. Depending on the type and scale of the operation this may be as basic as listing the discharges from the site, or it may require the sampling and analysis of a sites trade wastes and a wide range of factors to be taken into consideration. These factors may include the quality, volume, and rate of discharge as well as the ratio of discharge both in isolation, and in combination with other discharges, and in particular in relation to:

- The health and safety of Council's staff and the public.
- The effect on the receiving environment.
- The limits and/or maximum values for constituents and characteristics of trade wastes as specified in the bylaw.
- The extent to which the applicants trade waste may react with other trade wastes or sewage to produce an undesirable effect.
- The flows and velocities in the sewer and the materials or construction of the sewer.
- The capacity of the sewer and any sewage treatment works.
- The nature of any sewage treatment process and the degree to which the trade waste is capable of being treated.
- Any statutory requirements relating to the discharge of raw or treated sewage to the receiving environment, 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 environment guidelines).
- Other existing or likely future discharges.
- The capacity of site equipment to meet consent conditions.
- Relevant planning documents, particularly management plans.

HOW DO I APPLY FOR A TRADE WASTE CONSENT?

Trade waste consent application forms are available from the Council. Before completing the application form it is important that you understand the Timaru District's bylaw requirements concerning trade waste. These can be found online at www.timaru.govt.nz. Incomplete applications will not be processed. If Council requires more information, the application will be put on hold until it is provided by the applicant.

HOW MUCH WILL IT COST ME?

The Council charges associated with the application for a trade waste consent and the administration of consents are set from time to time as is the cost of accepting trade waste. This information may be obtained by contacting Council. In addition to Council imposed charges are any expenses necessary for your

business to meet the conditions of any consent issued and to remain in compliance with your consent. Some expenses to consider are:

- Consultant costs for preparing any applications or plans (if used)
- Compliance monitoring costs (consultant, analyst & equipment costs)
- Pre-treatment costs, and cleaning and maintenance costs, as required

HOW LONG WILL THE CONSENTING PROCESS TAKE?

It will vary depending on the complexity of the consent and the completeness of the information provided by the applicant. However, Council will endeavour to process a completed application within 21 working days. If an application is incomplete, it will be placed on hold until the necessary information is obtained. All consents will be processed on a first in first served basis. No exceptions will be made.

HOW LONG IS MY TRADE WASTE CONSENT GOOD FOR?

Depending on the risk rating given to your business, your consent may be issued for a period of up to 5 years, unless otherwise agreed upon between Council and yourself.

HOW IS MY RISK RATING DETERMINED AND WHAT DOES IT MEAN?

The risk rating for every business is determined using a criteria developed by WaterCare Ltd., managers of New Zealand's largest sewage treatment operation in Auckland. This method takes into account the following factors:

- Discharge Volume
- Presence of chronic substances (i.e. heavy metals)
- Presence of acute substances (acutely hazardous to humans)
- Historical Compliance Record
- Pre-Treatment and Control Factor

The higher the risk rating the shorter the consent duration, and the more frequent the compliance auditing and self-monitoring and reporting periods are.

MY INFORMATION DOESN'T ALL FIT ON THE COUNCIL FORM

That is fine. If additional pages are required, please reference their location on the Council form and attach.

I NOW HAVE MY TRADE WASTE CONSENT, WHAT NEXT?

Now that you have been granted a consent, it is your responsibility to ensure that you comply with all of the conditions of your consent at all times. From time to time Council may conduct compliance audits on any or all of your consent conditions to ensure you are complying, and that the conditions of your consent are in fact correct and relevant to your business.

WHAT IF I FAIL TO COMPLY?

If you fail to comply with the conditions of your consent you will be issued with a notice from Council outlining what conditions have been found to be in breach of the consent, and you will be required to remedy the problem and demonstrate to Council that the consent conditions are being met. If repeated non-compliances occur, in addition to remedying the problem, Council may require an increased monitoring frequency of your consent conditions at your expense and may re-assess the conditions of your consent. If further continuing non-compliances occur Council may issue you with a notice cancelling your consent to discharge and refuse to accept your trade wastes.

HOW WILL MY COMPLIANCE BE MONITORED?

Due to the number of businesses that will hold consents it is neither practical nor economical for Council to monitor every consent regularly. Rather, Council will require businesses holding conditional consents to self-monitor. This is a method of monitoring used by many district and regional councils throughout the country and has proved highly effective. For some businesses this monitoring may be as simple as annually showing Council they hold service contracts to have their pre-treatment devices cleaned regularly. For others it may be more involved, requiring specialist services to conduct the monitoring and analysis of discharges. On top of this self-monitoring Council will perform audits to ensure that consent conditions are being complied with. The frequency of the self-monitoring and reporting and compliance auditing will be determined by the risk rating given to the business.

WHAT IF MY PROCESS OR DISCHARGES CHANGE IN ANY WAY?

In the event that a change occurs at your site that will impact upon your consent in any way, you must make an application to Council to vary your consent. A variation to consent must be made when:

- The Constituents or Characteristics in respect of a trade waste consent previously granted have changed;
- Requesting to alter the conditions of any previously granted trade waste consent;
- Significant changes to the method or means of pre-treatment for discharge under an existing Consent occur.

WHAT IF I MOVE OR SELL MY BUSINESS?

If you move your business, a new application for a trade waste consent must be made. If you sell your business and it remains at its present location with the same discharges you must apply to Council to transfer your consent to the new owner. If the discharge changes a new consent is required.