



MP-4-051



Trade Waste Environmental Management Plan

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Bundaberg Regional Council

TRADE WASTE ENVIRONMENTAL MANAGEMENT PLAN

This plan has been developed to meet Bundaberg Regional Council's regulatory requirements under Queensland legislation including the *Water Supply (Safety and Reliability) Act 2008*, the *Environmental Protection Act 1994*, and the *Environmental Protection Regulation 2019*.

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1 TRADE WASTE POLICY AND MANAGEMENT FRAMEWORK

1.1 INTENT

Bundaberg Regional Council recognises that under the *Plumbing and Drainage Act 2018*, the *Water Supply (Safety and Reliability) Act 2008*, *Water Act 2000*, the *Environmental Protection Regulation 2019* and the *Environmental Protection Act 1994*, Council is required to enforce the regulation of Trade Waste by Commercial Generators.

1.2 SCOPE

The Trade Waste Environmental Management Plan (TWEMP) sets out in detail how Bundaberg Regional Council manages trade waste discharges and meets its obligations under legislation and its relevant environmental authorities.

The TWEMP sets out the conditions under which Bundaberg Regional Council will approve the discharge of trade waste to its sewerage system, and provides the framework for conveyance, treatment and disposal.

This TWEMP is to be referred to by Councillors and staff of the Bundaberg Regional Council who are involved in the identification and management of Trade Waste generated on non-residential properties.

1.3 PLAN OBJECTIVES

- To protect the safety of Bundaberg Regional Council's personnel and the public
- To protect sewerage infrastructure
- To protect treatment processes
- To ensure regulatory compliance
- To support recycling and bio solid reuse

1.4 INTRODUCTION

Liquid wastes are produced by a variety of industrial, commercial and domestic activities. The *Environmental Protection Act 1994* provides a general prohibition against the pollution of the environment by the discharge of such wastes, except where the person or agency holds an environmental authority permitting such discharge. All discharges to receiving waters are required to be treated to a standard that will maintain or enhance receiving water quality and environmental values.

Bundaberg Regional Council provides a sewerage system primarily for transporting and treating domestic sewage. Payment for this service is collected through sewerage charges on each rateable property. This system may also be used, with the approval of Council, for the acceptance and treatment of trade waste. As trade waste imposes an additional load on the sewerage system, and hence an additional cost for treatment, trade waste charges apply.

Liquid waste generated by industry, small business and commercial enterprises is referred to as trade waste. The *Water Supply (Safety & Reliability) Act 2008* prohibits the unauthorised discharge of wastes, other than domestic sewage, into the sewerage system.

The options for producers of trade waste are to:

- have it treated at an approved treatment facility,
- obtain approval from Council to discharge to the sewerage system, or
- obtain authority under the *Environmental Protection Act 1994* to treat the waste before discharge to the environment.

Domestic sewage consists mostly of water which, after treatment to process bio-degradable material, suspended solids and nutrients, it can be disposed of in accordance with its environmental authority requirements. Council is actively seeking opportunities to reuse and recycle treated effluent and bio-solids.

The organic concentration of trade waste can be much greater than that of domestic sewage and may overload treatment facilities. Trade waste may also contain substances such as fats and grease, heavy metals, organic solvents and chlorinated organic substances in high concentrations, which sewerage systems are not designed to treat.

These substances may:

- pose a serious risk to the safety and health of sewerage workers;
- damage sewerage system infrastructure;
- inhibit biological processes at the treatment plant;
- accumulate in bio-solids, making their reuse difficult or impracticable; or
- pass through the plant untreated resulting in environmental contamination.

To ensure the continued protection of our environment and waterways, Council will accept, subject to conditions, biodegradable waste into the sewerage system provided:

- the system is of adequate capacity to effectively collect, transport and treat the waste; and
- the trade waste generator has applied all practicable waste minimisation, recycling and reuse options.

Council may consider accepting trade waste containing toxic or hazardous substances and non-degradable pollutants only after the waste has been pre-treated by on-site "best practicable treatment" to ensure sewer admission limits are not exceeded (refer Appendix 2).

Discharge of waste containing substances in amounts liable to be toxic or hazardous to the sewerage system, treatment process, personnel or the environment is prohibited (refer Appendix 2).

1.5 CONTROL OF TRADE WASTE

This TWEMP is made pursuant to the *Plumbing and Drainage Act 2018*, the *Plumbing and Drainage Regulation 2019*, the *Water Supply (Safety and Reliability) Act 2008*, *Water Act 2000* and the *Environmental Protection Act 1994*.

It is illegal to discharge Trade Waste to the sewer unless the person holds a trade waste approval from Bundaberg Regional Council as the *Water Supply (Safety and Reliability) Act 2008, s193 (1)* states:

"A person must not discharge trade waste or seepage water into a sewerage service provider's infrastructure without the sewerage service provider's approval under section 180." Maximum penalty – 1,665 penalty units"

Trade wastes from non-residential premises will only be accepted into Council's sewer network under conditions set out in this plan and in the form of an approval.

2 ROLES AND RESPONSIBILITIES

2.1 HEAD OF POWER

Bundaberg Regional Council is required to meet conditions of a license issued by the Department of Environment and Science. Council is also required by the *Water Supply (Safety & Reliability) Act 2008* and the *Environmental Protection (Water) Policy 2009* to fully assess the effect of trade waste discharges on the sewerage system and the environment before issuing approvals.

Under the *Environmental Protection Act 1994*, Council is responsible for any pollution from stormwater outfalls under its control. The discharge of trade waste to stormwater is prohibited under the *Local Government Act 2009*. The storm water system must only be used for the disposal of uncontaminated storm water runoff.

Legislation governing trade waste discharge and acceptance is in the *Water Supply (Safety & Reliability) Act 2008*, the *Environmental Protection Act 1994*, and the *Local Government Act 2009*. A list of relevant legislation is contained in Appendix 6.

It is an offence under the *Water Supply (Safety & Reliability) Act 2008* to discharge trade waste to sewer without Council's approval. It is also an offence to discharge waste other than uncontaminated stormwater to the stormwater system (*Local Government Act 2009*).

2.2 TRADE WASTE OFFICER

Council may appoint a person to act as a Trade Waste Officer. The functions of the Trade Waste Officer (as determined by Council from time to time) include but are not limited to:

- (a) carrying out inspections of premises from which trade waste is being discharged, proposed to be discharged or suspected of being discharged to the sewerage system; and
- (b) advising trade waste generators of their responsibilities in relation to the storage of prohibited substances, to prevent their accidental spillage to the sewerage system or stormwater drainage; and
- (c) overseeing the disposal of trade waste in accordance with this plan; and
- (d) providing advice on acceptable methods of disposal of trade waste, including legal, economic and environmental aspects; and
- (e) identifying industries that do not discharge trade waste to the sewerage system, but which have the potential to contaminate the sewerage system or the stormwater drainage by accidental spillages of prohibited substances; and
- (f) maintaining a waste register of industries to enable the tracking of liquid industrial waste transported from the point of generation to authorised disposal sites; and
- (g) dealing with non-compliance with requirements for the discharge of trade waste; and
- (h) developing and implementing trade waste charging procedures

The term Trade Waste Officer includes a person appointed by Council in an acting capacity to carry out the duties of a Trade Waste Officer.

2.3 OBLIGATIONS

Council is responsible for:

- Fully assessing the effect of trade waste discharges on the sewerage system and the environment before issuing approvals, as required by the *Water Supply (Safety & Reliability) Act 2008*.

The Property Owner (Landlord) is responsible for:

- Authorising the generation of trade waste on their property
- Ensuring that trade waste approvals and any other relevant approvals or licences have been obtained
- Comply with any terms or conditions stated on the trade waste approval
- Payment of all trade waste charges
- Ensuring that, if required by Council, approved pre-treatment systems are installed on the property prior to any discharge of trade waste
- Ensuring that, where installed, pre-treatment systems are serviced and maintained at a frequency determined by Council, and that confirmation of this is provided to Council
- Notifying Council of changes to any trade waste activity, or to owner/tenancy details

The Trade Waste Generator (Occupier/Tenant) is responsible for:

- Obtaining approval from the property owner to generate trade waste on their property
- Submitting an application for trade waste assessment and all relevant information to Council
- Comply with any terms or conditions stated on the trade waste approval
- Ensuring that, if required, best practice pre-treatment systems are installed prior to any discharge of trade waste
- Ensuring that, where installed, pre-treatment systems are serviced and maintained at a frequency determined by Council, and that confirmation of this is provided to Council
- Notifying Council of changes to any relevant business operational details, as well as contact details and addresses, or contractor and maintenance arrangements for any pre-treatment systems

3 TRADE WASTE APPROVAL

Bundaberg Regional Council will only accept trade waste for disposal to sewer from generators holding a written approval.

Approvals will be held for all trade waste discharges. Where a generator discharges trade waste from more than one premises, an approval must be held for the discharge from each premises.

Where more than one generator discharges trade waste from one property, then Bundaberg Regional Council may enter into an approval with the property owner, managing agent, body corporate or similar, in addition to the individual approval with the generator.

The discharge of trade waste is subject to Bundaberg Regional Council's approval conditions and this Trade Waste Environmental Management Plan. It is the sole responsibility of property owners and generators to ensure compliance with their approval and this TWEMP.

3.1 APPLICATION

The generator of the trade waste discharge must make written application for approval to discharge trade waste to Bundaberg Regional Council's sewerage system. In most cases, the applicant will be the business owner or representative. The generator must ensure that the property owner (or authorised representative) is aware of their application and acknowledges and agrees to the business use of the premises and subsequent responsibilities, fees and associated charges.

In the case where multiple generators operate from one property, a separate application for approval must be submitted for each generator.

An application for trade waste approval is required under the following circumstances:

- Where trade waste is being generated at a premises and no trade waste approval has been issued
- During the processing of a development or plumbing application for new or extended industrial/commercial premises with trade waste drainage, or potential to discharge trade waste
- On change of tenancy or business ownership where the property has trade waste discharge
- Where a change in process occurs that materially affects the trade waste volume or quality

Where a generator is required to make written application for approval, but does not do so, or does not provide the necessary information for Council to make an informed assessment, Council will apply a default assessment and issue applicable charges based on industry, and estimated load and volume.

3.2 APPROVAL PROCESS

A request for trade waste approval must be made by submitting the relevant application form. Application forms can be downloaded from the Bundaberg Regional Council website or by contacting Council. Applicants should contact Council's trade waste section for application information or advice.

Applications should fully detail the proposed uses for the site and include details of best practice methods for providing on-site pre-treatment of trade waste. Hydraulic plans clearly indicating trade waste drainage and fixtures must accompany applications for trade waste

approval, to ensure that the plans are consistent with the requirements of this TWEMP. The plans will be stamped “Approved Trade Waste” if the proposal is satisfactory.

Council’s Trade Waste Officer can advise on the discharge criteria, pre-treatment options and schedules for maintenance and removal of regulated wastes. A Trade Waste Supplementary Form is provided for recording any other details required to support the application, or to amend an existing approval.

A trade waste approval will be issued to the applicant where Council’s assessment has established compliance for acceptance of trade waste discharge. Information obtained from the generator or from Council records, inspections and monitoring will be used to determine the criteria and conditions for the trade waste approval.

Upon assessment of the application, the requirement for trade waste approval for the premises will be determined. Any trade waste generator identified will be assigned a discharge category and the applicant issued with written approval.

Where a waste is deemed unsuitable for disposal to sewer, trade waste approval will not be issued and alternative arrangements for disposal will have to be made by the applicant. General information on treatment and disposal options for non-sewerable waste may be obtained from the Department of Environment and Science (DES).

Should the applicant disagree with any of the stipulated terms or conditions of the approval, Council should be notified in writing within 20 days of the date of the approval, for further consultation.

3.3 COMMERCIAL AGREEMENT

For certain high-risk dischargers, Council may enter into a commercial agreement with the property owner and trade waste generator. The agreement shall be subjected to periodic review and amended to ensure the agreement meets current circumstances.

Commercial arrangements are not transferable.

The commercial agreement states the terms, conditions and costs that the holder of the agreement shall abide by to discharge trade waste to the sewerage system. The terms and conditions may include, but are not limited to:

- (a) expiry/renewal date
- (b) the location of the premises and nature of the occupancy
- (c) quality of waste that may be discharged
- (d) a statement that the quality of waste shall comply with Council’s sewer admission limits as specified in Appendix 2 of this document (or attached to the agreement) and details of any allowed variations

- (e) quantity of trade waste that may be discharged
- (f) rate of discharge including maximum instantaneous and maximum daily flow
- (g) hours of day, days of week when discharge is allowed
- (h) any requirements for, or details of a Trade Waste Improvement Program for the property/generator
- (i) details of self-regulation monitoring program including:
 - (i) the sampling point
 - (ii) the frequency of sampling
 - (iii) the method of sample collection and type of sample to be collected
 - (iv) the analysis required
 - (v) the methods of analysis
 - (vi) the laboratory to be used; and
 - (vii) the method of data transfer and availability to the Council
- (j) the type, design and location of flow measuring equipment and requirements for calibration
- (k) the methods to be used for estimation of data lost due to failure of sampling program or flow measurement instrumentation
- (l) the provision for measurement and sampling the trade waste prior to its discharge to the sewerage system
- (m) the pre-treatment processes to be used
- (n) the conditions for maintenance of, and removal of waste from, pre-treatment equipment including the frequency of cleaning and waste transporter to be used
- (o) the records to be kept concerning the cleaning and maintenance of pre-treatment equipment and disposal of waste
- (p) the powers of the Council to enter premises in relation to any matter with regard to the control of trade waste
- (q) the obligation of the property owner and the Trade Waste Generator concerning any variations to operations or treatment processes that may affect the quality or quantity of trade waste discharged including a change of business type
- (r) the obligations of the property owner and the trade waste generator on the termination of the agreement by expiry, discontinuance of discharges, change of ownership or occupier, or non-compliance with conditions of the agreement
- (s) the obligations of the property owner and the trade waste generator with respect to the payment of trade waste fees and charges
- (t) penalties for non-compliance with the agreement
- (u) the conditions under which a difference or dispute between the Council, the property owner and the trade waste generator which arise from the terms of the agreement, if not resolved, may be submitted to arbitration

- (v) a force majeure clause; and
- (w) any other conditions considered by the Council to be appropriate

3.4 REVIEW OF ASSESSMENT OR CONDITIONS

An existing approval can be reviewed or amended at any time at the request of either Council or the applicant. Such a review may relate to:

- a) Determination of discharge quantity or quality
- b) A change in operational details
- c) A change in property details, including development, building or plumbing applications
- d) An increase, decrease or other change in a trade waste generating activity
- e) Non-compliance or non-payment of fees
- f) A complaint received from a third party
- g) Where it has been identified that Council's sewer infrastructure may have, or could be, adversely affected by the discharge of trade waste from a property

The Trade Waste Officer may conduct a site inspection and will use several factors to reassess the discharge category and conditions of the approval. Where applicable, an amended approval will be issued.

Should the applicant disagree with any of the stipulated terms or conditions of the approval, Council should be notified in writing within 20 days of the date of the approval, for further consultation.

3.5 SUSPENSION OR CANCELLATION OF APPROVAL

Grounds and procedures for suspending or cancelling a trade waste approval are specified in Section 182 (Suspending or cancelling trade waste approval) of the *Water Supply (Safety & Reliability) Act 2008*.

Terms and conditions of a trade waste approval in respect of any matter occurring before the suspension or cancellation of the trade waste approval, including the payment of trade waste fees owing, shall continue to have force and effect after the termination of the trade waste approval.

3.6 NO TRANSFER OF TRADE WASTE APPROVALS

Trade waste approvals are not transferable. An approval is given to the person producing the trade waste or property owner and is both property and activity specific. When a business

that produces trade waste changes ownership, the existing approval is terminated, and the new tenant/owner must apply for a new approval.

The property owner shall notify Council in writing within fourteen (14) days of any change to the tenancy.

3.7 PENALTIES AND RECOVERY OF COSTS

Council may prosecute any person who commits a breach of certain provisions of the Acts stated in Appendix 6 or the subordinate legislation, or who refuses or neglects to comply with any specified directions or requirements of the Council pursuant to the legislation. Penalties (Penalty Infringement Notices PINs) are set out in the legislation and include substantial fines.

Council may recover the cost of repairing damage to the sewerage system from a person causing damage to the sewerage system by discharging a prohibited substance.

3.8 DISCHARGE CATEGORIES

All trade waste accepted to sewer will be classified according to the following five categories for the purpose of a trade waste approval and charging.

CATEGORY	DESCRIPTION	EXAMPLES (not limited to)
Category 1	Minor discharge with no pre-treatment or monitoring required.	Food or hospitality activities with no cooking (or domestic equivalent); Dry workshop or factory; Accommodation with residential character;
Category 2	Compliant with pre-treatment, or pre-treatment not required. Annual discharge less than 100kL.	Small café or hospitality activities with no food prepared on site; Community Facility; Cooling Tower; Dentist, Childcare centre with no cooking on site.
Category 3	Low Strength/Risk discharge with pre-treatment, or pre-treatment not required. Annual discharge up to 500kL.	Café; Small mechanical workshop; Coin Operated Laundromat; Veterinary; Corner store with hot food; Tuckshop
Category 4	Medium Strength/Risk discharge with pre-treatment required. Annual discharge up to 500kL.	Restaurant; Takeaway; Wash Bay; Large workshops; Minor industry; Commercial Laundry; Butcher; Bakery
Category 5	High Strength/Risk discharge with pre-treatment required and/or annual discharge generally greater than 500kL.	Major industry; Fast food outlet; Car wash; Food/Beverage Processing; Supermarket; Chemical Processing

3.9 RISK ASSESSMENT

The perceived risk of a trade waste discharge is based on the quantity of trade waste discharged, the type of activity generating the trade waste, the complexity of any pre-treatment equipment, the substances being discharged and the compliance history of the discharger.

Further information as to how certain types of activities are assessed can be found in Appendix 3.

4 GENERAL REQUIREMENTS

4.1 SEWER ADMISSION LIMITS

Any trade waste discharged to Council's sewer must comply with the sewer admission limits as set out in Appendix 2 unless otherwise specified in the trade waste approval. These limits are subject to periodic review.

The sewer admission limits, unless otherwise specified in the trade waste approval, are absolute maximums.

The trade waste stream and domestic waste stream should, wherever practicable, discharge separately to the sewer. Where there is a common sanitary drain, allowance for the domestic component will be made to estimate the actual trade waste component strength.

Council requires that trade waste generators implement waste minimisation practices and install best practice pre-treatment processes to reduce both the volume and the contaminant load of wastes discharged to sewer.

The dilution of trade waste with water to achieve compliance with the sewer admission limits is prohibited. Council has obligations to avoid sewer overflows and consequently will impose limits on the rate and timing of trade waste discharges.

4.2 EFFLUENT IMPROVEMENT PROGRAMS

For categories 1, 2, 3 and 4 discharges, a correctly sized, approved best practice pre-treatment device, together with an acceptable maintenance program will demonstrate acceptable effluent quality, in compliance with the sewer admission limits (see Appendix 2).

Council may negotiate with property owners with category 5 discharge to accept waste that exceeds the sewer admission limits for certain general limit parameter(s) (see Appendix 2). Exceedance charges will apply for discharge above sewer admission limits (see Section 5.6).

Where such an agreement is made, Council may require the property owner to undertake an effluent improvement program. This program should include:

- A description of the effluent quantity and quality;
- Provision for monitoring and reporting waste quantity and quality;
- An examination of waste prevention and recycling options;
- An examination of options for the conservation of water;
- A program involving the development of waste reduction and pre-treatment aimed at reducing contaminant levels over a period of not more than three years to the prescribed admission limits. An action program must be provided, including expected outcomes, timelines and milestones;
- A report for Council, including a summary of achievements and options. Council will advise property owners in writing if an Effluent Improvement Program is required. The program will form part of the agreement enforced under this management plan.

4.3 PROHIBITED SUBSTANCES

Regardless of whether an approval has been issued, no person shall discharge, or cause to be discharged, into Bundaberg Regional Council's sewerage infrastructure any prohibited substances. Prohibited substances are outlined in Schedule 1 of the *Water Supply (Safety and Reliability) Act 2008* and include:

- A solid or viscous substance in a quantity, or of a size, that can obstruct sewerage, or interfere with the operation of sewerage. For example:
 - ash, cinders, sand, mud, straw and shavings
 - metal, glass and plastics
 - paper and plastic dishes, cups and milk containers whether whole or ground by garbage grinders
 - rags, feathers, tar and wood
 - whole blood, paunch manure, hair and entrails
 - oil and grease
 - cement laden wastewater, including wash down from exposed aggregate concrete surfaces
- A flammable or explosive solid, liquid or gaseous substance, including petrol.
- Floodwater, rainwater, roof water, stormwater, subsoil water and surface water.
- A substance that, given its quantity, is capable alone, or by interaction with another substance discharged into sewerage, of—

- inhibiting or interfering with a sewage treatment process; or
 - causing damage or a hazard to sewerage or
 - causing a hazard for humans or animals or
 - creating a public nuisance or
 - creating a hazard in waters into which it is discharged
 - contaminating the environment in places where effluent or sludge from a sewage treatment plant is discharged or reused
 - a substance with a pH lower than 6.0 or greater than 10.0, or having another corrosive property
- A substance at a temperature of more than 38°C

4.4 RESTRICTED SUBSTANCES

Regardless of whether an approval has been issued, no person shall discharge, or cause to be discharged, into Bundaberg Regional Council's sewerage infrastructure any restricted substance at a mass load or concentration greater than the relevant sewer acceptance criteria (see Appendix 2).

4.5 INSPECTIONS AND MONITORING

Bundaberg Regional Council Trade Waste Officers may routinely and randomly inspect properties which are the subject of trade waste approval, for the purpose of monitoring and auditing the conditions of discharge.

Specific inspections will also be made when a random inspection has revealed a failure to comply, or where the generator or property owner has failed to prove compliance with the arrestor maintenance schedule.

Council's Trade Waste Officers shall be granted free and unrestricted entry to premises at all reasonable times and shall not be obstructed from carrying out inspections.

Inspections may include, but not be limited to, the following:

- Checking pre-treatment facilities are regularly and properly operated, maintained and serviced and standby equipment is available where necessary
- Checking that there is no potential for trade waste to overflow improperly to a sewerage system, stormwater drainage or waterways
- Checking that there are no illegal trade waste connections to sewer
- Checking that there are no illegal stormwater connections to the trade waste system
- Checking that chemical storage areas are properly bunded and not improperly connected to sewer

- Assessing work practices to ensure they do not result in a breach of trade waste approval or legislation
- Collection of samples for analysis
- Monitoring of strength or flow

Category 1-4 dischargers who have arrestor trap installations and other pre-treatment devices on the premises shall have a Bundaberg Regional Council approved sampling and inspection facility provided, which is always accessible.

Category 5 waste streams are to be discharged to Bundaberg Regional Council's sewerage system via an inspection chamber, gauging facility, or other approved inspection facility. This is to be located on the trade waste discharge line in an area which can be always accessed.

4.6 MONITORING DISCHARGE VOLUME

In the absence of an approved trade waste flow meter, premises of generators in categories 1-4 will have their volume of trade waste discharged estimated from total metered water consumption, less an allowance to account for the volume of domestic sewage generated on site.

A discharge factor is then applied to the remaining water consumption to obtain the net trade waste volume. The discharge factor is a percentage and varies according to the nature of the trade waste generating processes on site.

Other factors which may be considered are:

- water retained in product or taken off site
- evaporation in production processes
- irrigation
- domestic residence on the property

The net volume is used as a basis for applying a trade waste category to the premises.

For generators in category 5, or properties with potentially high discharge, an electromagnetic flow (magflow) meter should be installed. The magflow meter may be required as a condition of trade waste consent at commencement of discharge or as part of a revision of a current approval.

Installation is generally immediately downstream of the dedicated trade waste pre-treatment on site, which should be separate from the domestic waste discharge stream. A trade waste site plan is required to show the position of the magflow installation. The flow meter must be installed and calibrated according to the manufacturer's specifications.

For existing approvals where a magflow meter has not been fitted, the volume of trade wastewater generated will be estimated from total metered water consumption, less an allowance to account for the volume of domestic sewage generated on site.

4.7 MONITORING DISCHARGE QUALITY

The quality of the discharge may be monitored using the following sampling methods:

Grab sample: a single sample collected from the trade waste discharge at a particular point in time. This provides a snapshot of what the discharge characteristics were at the time of sampling.

Composite sample: a series of grab samples collected from the trade waste discharge over a period. The composite sample average may be weighted to account for variations in discharge flow rate.

Samples must be collected from the actual trade waste that is being discharged to Bundaberg Regional Council's sewerage system, prior to the connection to sewer but downstream of any pre-treatment device. Appropriate sample handling techniques must be used both during and after sample collection. Trade waste sampling may be conducted by a third party.

All properties that generate trade waste may have their trade waste randomly sampled and tested to monitor discharge concentrations.

Category 5 trade waste generators may carry out self-monitoring and must submit sufficient data to enable the average mass load for the period and results for the parameters specified within the approval, to be determined by Council. Category 5 generators must also supply a third-party testing report, to ensure on-going compliance with the approval, to Council at intervals agreed upon with Council and specified in the approval. Council may inspect the premises and audit the test results as specified in the agreement. These tests may be performed by Council at full cost to the property owner.

5 FEES AND CHARGES

Trade waste fees and charges are levied under Sections 94 and 97 of the *Local Government Act 2009*. Council will determine fees and charges for trade waste as part of the annual Council review of regulated fees and charges.

Trade waste charges to be levied for the ensuing financial year shall be determined by Council resolution passed before or at the same time as the budget in any financial year. Council may issue supplementary rates notices for trade waste charges at any point during a financial year.

The property owner is responsible for payment of all trade waste related charges. The property owner may recover charges from their tenants under normal commercial arrangements.

5.1 NIL APPLICATION FEE

No application fee applies

5.2 BASE CHARGE

An annual fixed service charge (base charge) per trade waste connection will be applied to the property owner's rates notice and billed bi-annually. The base charge is to recover costs associated with the management of the trade waste service including:

- Assessing and issuing trade waste approvals including applying specific conditions
- Providing advice and education to trade waste generators
- Reviewing plumbing applications for trade waste connections
- Ensuring appropriate pre-treatment devices are installed and maintained
- Conducting site inspections, investigations, and compliance checks
- treatment and the overhead costs of operating and maintaining the sewerage system associated with trade waste

The base charge is determined by the category that has been applied to the generator or property.

The base charge will still apply while connection remains operational irrespective of whether the premises is occupied or vacant.

5.3 TIER CHARGE

For generators in categories 4 and 5, a tier charge (A, B or C) may be applied in addition to the base charge. This is calculated on potential or estimated load on the sewerage network. A multiple tier charge may be applied to reflect the load more accurately.

5.4 EQUIVALENT ARRESTOR CHARGE

Where a pre-treatment device is required by Bundaberg Regional Council to be installed, but cannot be installed due to site specific constraints, charges will apply to cover Council's additional treatment costs.

Where a pre-treatment device is required by Bundaberg Regional Council to be installed, and the property owner and/or trade waste generator do not install the required pre-treatment device within the specified time frame, charges will apply to cover Council's additional treatment costs.

The equivalent arrestor charge will be set annually and be based on the average cost paid by other trade waste generators of similar waste type and quantity, to have arrestors installed and regularly maintained, and for Council to treat the untreated waste. This will be charged in addition to other applicable trade waste charges.

5.5 NON-COMPLIANCE CHARGE

Bundaberg Regional Council may recover the cost of repairing damage to the sewerage system from a person discharging non-compliant trade waste or a prohibited substance to the sewerage system.

Where further inspections or analysis is required due to non-compliance with approval conditions or if sewer admission limits have been exceeded, additional inspection and sample analysis fees may be charged.

5.6 EXCEEDANCE CHARGES

This charge may be applied where a trade waste generator discharges to sewer in excess of the sewer admission limits (Appendix 2), regardless of whether Council has agreed to accept the over-limit discharge as part of the approval or not.

The charge will apply to each non-compliant parameter in addition to all other charges and will be calculated as follows:

Charge = (actual/approved)^d x charge rate (\$/kg) x kg pollutant

Where:

d = a constant determined by Council

The minimum ratio for (actual/approved) is 1

Actual means the actual quantity or concentration value which has been admitted to the sewer

Approved means the sewer admission limit value or other negotiated value defined in the trade waste approval

5.7 INSPECTION AND ANALYSIS FEES

Trade waste charges in all categories (Section 3.7) allow for routine inspections and quality compliance analyses. Where additional inspections and laboratory analyses are required because of non-compliance with trade waste approval conditions, full costs will be recovered from the owner of the property.

Inspection fees will be based on travel time to and from the site plus the time spent on site.

5.8 APPROVED LIQUID WASTE DISPOSAL FEES

Licensed waste transporters, and other persons disposing of septic tank, portable toilet or other approved liquid waste to the sewer or sewage treatment plant under approved conditions shall be charged on a calculated volume basis (\$/kL) which takes account of both the volume and strength of the waste. The fee will be calculated on a case by case basis and may vary due to the composition of the waste being discharged to Council's infrastructure.

5.9 CHARGES FOR SERVICING OF PRE-TREATMENT DEVICES

Charges for servicing, cleaning, and pumping out of pre-treatment apparatus are issued by private contractors and are the responsibility of the property owner or trade waste generator, and do not relate to the property's trade waste fees and charges.

5.10 PRO-RATA

For new applicable charges, or new connections, fees will be applicable on a pro-rata basis for the first billing period. Thereafter, they will be invoiced within the normal billing cycles for the relevant charge components.

5.11 REFUNDS

No refund shall be given in respect of any charges when a generator ceases to discharge part way through the billing period. A reassessment can be made at the request of the property owner and the charge may be reduced accordingly for future billing periods, until such time as the tenancy is occupied. Any change to the category will be at the discretion of the Trade Waste Officer.

5.12 DISCONNECTION

A base charge applies whilst the connection remains operational, irrespective of whether the premises is occupied or vacant. The base charge can be removed if there is a physical disconnection implemented, thereby preventing the discharge of trade waste to the wastewater system. This may include the removal of a plumbing fit-out within the tenancy or where a connected pre-treatment device is made inoperable.

Base charges will continue to apply until the disconnection has been approved by Council. Future re-connection of the premises will require the property owner to submit a new plumbing application, as well as payment of applicable fees.

6 PRE-TREATMENT REQUIREMENTS

6.1 REQUIREMENT FOR PRE-TREATMENT

A pre-treatment device is used to reduce the trade waste contaminant load before being discharged into the sewerage system. Pre-treating trade waste will safeguard the sewerage system against damage, blockage or surcharges and reduces the operational cost of the system. Pre-treatment also safeguards the environment and public health.

It may be necessary to install pre-treatment equipment on a property before trade waste is discharged to sewer. Bundaberg Regional Council has the sole discretion to determine whether pre-treatment will be required at the premises, based on the nature of the waste, site location and potential effluent quantity and quality. All pre-treatment devices or equipment must be of a design and capacity approved by Council. Trade waste drainage and wastepipes are to be installed using trade waste approved materials.

Plumbing and drainage work associated with any treatment process shall comply with the *Plumbing and Drainage Act 2018* and the *Standard Plumbing and Drainage Regulation 2003* and plumbing approval. Plumbing and drainage work must be carried out by a licensed person and a Plumbing Compliance Permit must be gained from Council before the commencement of any such work.

6.2 SIZING OF PRE-TREATMENT

Pre-treatment equipment is to be sized appropriately to be effective. All new or replacement infrastructure will need to comply with the following sizing requirements. Any existing non-compliant sized pre-treatment systems may not require replacement except

where the system is ineffective, and this decision will be at the discretion of Bundaberg Regional Council.

- Grease and oil arrestors are to be a minimum size of 1000L to a maximum size of 5000L
- Grease and oil arrestors must be sized to provide a minimum of one hour retention at peak hourly trade waste flow
- The peak hourly trade waste flow should be calculated using the total of the guideline flows attributable to each trade waste generating fixture (Appendix 5)
- Where properties are being built for unknown tenancies, the minimum sizing for the grease arrestor is to be 1000L for the first connected tenancy, with a further 500L for all additional tenancies, unless different calculations are provided by a qualified hydraulic engineer
- Alternative sizing and peak hourly flow estimates may be accepted where a qualified hydraulic engineer attests to the design and takes responsibility for any failure to meet sewer acceptance criteria
- Where siting constraints exist, Bundaberg Regional Council may consent to agree to alternate sizing if a request and justification is made in writing by a qualified hydraulic consultant or other suitably qualified person representing the applicant

All decisions regarding the sizing of pre-treatment are at the sole discretion of Bundaberg Regional Council.

6.3 SERVICING AND MAINTENANCE

Trade waste pre-treatment infrastructure must be maintained correctly in accordance with trade waste approval conditions.

The property owner and/or generator is responsible for maintaining their pre-treatment device/s and for all associated costs, at the frequency determined in this TWEMP or as specified in the trade waste approval.

Adequately sized basic pre-treatment devices must be serviced in accordance with the manufacturer's recommendations or as specified below:

Grease arrestors:

At least once every 13 weeks or as specified by Bundaberg Regional Council in the approval. Upon completion of the pump out, the arrestor must be refilled with clean potable water to the working level of the arrestor. Where a premises has an undersized or inadequate arrestor, or high-risk discharge, the cleaning frequency will be increased to a rate determined by Council.

Triple interceptor traps:

At least once every 26 weeks or as specified by Bundaberg Regional Council in the approval. Upon completion of the pump out, the trap must be refilled with clean potable water to the working level of the trap. Where a premises has an undersized or inadequate arrestor, the cleaning frequency will be increased to a rate determined by Council.

Coalescing plate separators:

At least once every 13 weeks or as specified by Bundaberg Regional Council in the approval. Where a premises has an undersized or inadequate arrestor, the cleaning frequency will be increased to a rate determined by Council. The maintenance of coalescing plate separators must include:

- total pump out and cleaning of plates and hopper
- removing sludge from the bottom of the hopper

Hydrocyclones:

The maintenance of hydrocyclones must include:

- pump out and cleaning of the holding tank
- cleaning the floating suction apparatus and filter screen
- emptying and cleaning the line filter
- cleaning the oil discharge orifice
- cleaning and checking the pump level control apparatus

Vertical Gravity Separators:

The maintenance of vertical gravity separation systems must include:

- breaking and removing the sludge crust from the top of the unit
- removing any sludge on the continuous spiral pack
- removing settled sludge from the bottom of the unit

First flush stormwater systems:

Maintenance of diversion mechanisms and valves is required every 13 weeks.

6.4 SERVICING AND MAINTENANCE RECORDS

The property owner and/or generator is responsible for maintaining their pre-treatment device/s and for all associated costs, at the frequency determined in this TWEMP or as specified in the trade waste approval.

Additionally, the property owner and/or generator is required to keep records of dates of cleaning and maintenance carried out on the pre-treatment device and provide copies to Council as and when requested.

Waste ID – for generators connected to a Grease Arrestor in our region, it is expected that Authorised Waste Handlers use the Waste ID system to record and send their servicing info via this software Platform.

Where an Authorised Liquid Waste Handler does not use this software to advise Council of their completed service, this may result in a breach of a condition of the permit holders' Trade Waste Approval. In a particular range of circumstances, a sewerage service provider may suspend or cancel a Trade Waste Approval where there is contravention of a condition of approval or provision of the Water Supply (Safety and Reliability) Act 2008.



6.5 STORMWATER

The discharge of stormwater, rainwater or roof water to sewer is prohibited under the *Water Supply (Safety and Reliability) Act 2008*. The ingress of surface water from a potentially contaminated open area to sewerage can cause severe operational and public health problems, resulting in raw sewage overflows and surcharging at dwellings and commercial premises.

An area must be roofed and bunded where trade waste activities are carried out, or where pre-treatment equipment is installed, to prevent the ingress of rainwater to the sewerage system. Roofs must overhang the bund by 25% of the open wall height.

To ensure that no surface stormwater can flow into the sewer system, a bund of at least 100mm high or speed hump 75mm high around the area is required. On the upper side of the area, a stormwater drain alone is not adequate as stormwater may be susceptible in flowing over the grate and entering the area. The overall surface water flow across the site must be considered and the height of the bund/speed hump may have to be increased to prevent stormwater flow onto the area.

Where it is impractical to roof the area, a working first flush stormwater diversion system and bunding may be approved.

First flush water means the volume of potentially contaminated stormwater that is generated in the first 10mm of rainfall during a rain event from an impervious unroofed trade waste generating area (e.g. concrete or bitumen washdown area). This first flush water is to be collected and pre-treated, prior to the rain/stormwater diverting to the stormwater system. The water supply to the wash area and power to the trade waste discharge pump must automatically disconnect when the rain sensor detects a rain event. The system must be reset after a specified time delay.

First flush water must be collected in a suitably sized separate holding tank and pre-treated

prior to discharge to sewer. The system design must ensure that adequate first flush capacity is maintained during normal trade waste generating activities. For example, a 100m² wash bay would generate 1000 litres (100m² x 0.01m = 0.1m³ or 1000 litres) of first flush water during any rain event greater than 10mm. This section does not apply to stormwater harvesting from non-trade waste generating areas such as car park areas, roofing, and urban stormwater infrastructure.

6.6 FOOD AND HOSPITALITY INDUSTRY

Businesses or organisations that prepare, cook, or process any foods will be required to pre-treat their trade waste using an adequately sized system that is designed for the removal of contaminants such as fats, oils, grease, and food residue.

Food based businesses where all solid food is brought in pre-cooked and no food is cooked on site, or sandwich bars with no cooking of food may not be required to pre-treat their waste. The preparation of hot tea or coffee is not considered to be cooking.

Businesses working from home which are full or part time enterprises and cooking food or meals are considered trade waste dischargers and will be treated as any other food-based business. Home based businesses which only operate up to 3 days per week and only prepare raw food such as sandwiches, salads, preserves, or baked goods are not considered to be trade waste generators.

The capacity, location and design of the grease arrestor must be approved by Council prior to installation.

All grease arrestors are:

- to be no less than 1000 litres in capacity
- to be no greater than 5000 litres in capacity
- to be fitted with appropriately sized openings for maintenance
- have gas tight covers and frames, with a heavy-duty lid in trafficable areas
- be vented with 100mm diameter vents complying with AS/NZS 3500.2
- be fitted with a 100mm sample point on the outlet of the arrestor
- to have a hose tap with backflow prevention (RPZ) within 5 metres of the arrestor
- all other hose taps located within 18 metres of the grease arrestor must have backflow prevention (RPZ) fitted
- where collecting greasy discharges from floor areas, a 100mm floor waste must be connected to the inlet pipe of the arrestor
- to be cleaned and serviced by a licensed waste disposal operator at a frequency determined by Council

The use of solvents, enzymes, mutant or natural bacterial cultures, odour control agents or pesticides in grease arrestors is prohibited unless specifically approved by Council. Conditional approval may be given where it can be demonstrated to Council that the product to be used does not adversely impact on the sewerage system or the environment.

Food disposal units (garbage grinders/in sink waste disposal units) are not permitted to be installed as they place an unnecessary biological load on Council's sewerage infrastructure.

Grease skimmer units will only be approved where located upstream of an adequately sized grease arrestor. They are not to be installed as a replacement or alternative to a grease arrestor.

Sink waste arrestors should be installed to all food preparation and clean up sinks.

Bucket traps or similar should be installed to all floor wastes in kitchen areas.

See Section 6.3 for maintenance requirements.

6.7 FOOD AND BEVERAGE PROCESSING

In addition to the above requirements for food-based businesses, the food and beverage processing industry (e.g. breweries, wineries, may need additional pre-treatment).

Depending on the scale of the operation, this may include:

- pH adjustment
- bioreactor
- reverse osmosis system
- filtration

6.8 MOTOR TRADES INDUSTRY

Trade waste generated by the motor trades industry must be pre-treated using an appropriately sized system that is designed to remove petrol's, oils, and silt. Trade waste is generated by businesses which:

- wash vehicles, trucks, or heavy machinery
- degrease and wash engines, gearboxes, and automotive parts
- wash workshop floors contaminated with hydrocarbons
- flush radiators and engine blocks
- rub down and scrape paint (panel and smash repair shops)
- perform mechanical works

An oil arrestor, oil interceptor or oil water separator is a device designed to separate oil and solids from wastewater before it is discharged to the sewerage system. An oil arrestor required to pre-treat wastewater before discharge to the sewerage system must be of an approved design and capacity.

Oil arrestors are available in a variety of forms and are sized on an individual basis:

- coalescing plate separator
- triple interceptor trap
- dissolved air floatation (DAF)
- vertical gravity system
- membrane technology
- hydrocyclones
- other apparatus/methods

Triple interceptor traps are not considered appropriate pre-treatment systems for this type of wastewater.

All oil arrestors must:

- be installed and maintained to manufacturers specifications
- have a capacity greater than the peak hourly flow (litres/hour)
- be fitted with a 100mm sample point on the outlet of the arrestor
- have a hose tap with backflow prevention (RPZ) within 5 metres of the arrestor
- have all other hose taps located within 18 metres of the grease arrestor must have backflow prevention (RPZ) fitted
- be easily accessible
- where required, have a holding tank that holds a minimum volume of 500 litres
- where required, have a silt trap installed upstream from the arrestor

If detergents are being used in the generation of oily water wastes, then such detergents must be 'quick breaking' to rapidly break the emulsion and improve oil separation in the pre-treatment system.

A dry basket arrestor or screen must be fitted to all floor wastes that drain to the sewerage system, so as to strain out gross solids such as rags and packaging.

Oils and solvents are to be stored in a separate bunded area that cannot drain to the sewerage or stormwater systems.

Vehicle wash bays are to be appropriately roofed, bunded on all sides and have a water-resistant base, preferably concrete. A first flush/two-way diversion system may be considered where a roof is impractical. Unroofed wash bays under 20m² may be approved without a stormwater diversion system upon written application at the discretion of the trade waste officer. External surface water must be prevented from flowing onto the wash down area. Silt traps are to be installed to ensure that silt and fine particles settle out before the wastewater enters the oil water separator.

See Section 6.3 for maintenance requirements.

6.9 LAUNDRIES

Trade waste from large commercial or institutional laundries must be discharged through a pre-treatment system designed to:

- reduce temperature to 38°C, such as a cooling or heat exchanger; and
- remove gross contaminants such as lint, sand, and solids via screening
- correct pH levels, such as a balancing (neutralising) tank

Due to the variation of water retained in washed material, a trade waste flowmeter may need to be installed to directly measure the volume of trade waste discharged to Bundaberg Regional Council sewerage infrastructure.

Coin operated laundries or laundromats intended for public use will require:

- lint screens (washing machine internal screens are acceptable)
- cooling pit to reduce the temperature of the discharge to below 38°C. A cooling pit may not be required if only cold water is used in the machines
- pH correction if required

6.10 METAL FINISHING INDUSTRY

Toxic chemicals such as cyanide, acids and alkalis can injure sewer workers, and heavy metals reaching the wastewater treatment plants may harm the treatment process and the concentrate in the bio solids made by the treatment process. Metal finishers must keep pollutant levels in trade waste discharges within acceptable limits. Metal finishing includes processes such as:

- electroplating/polishing
- engraving
- galvanising
- anodising
- phosphate or chromate passivation
- heat treating

- powder coating/enameling

Pre-treatment of trade wastewater from these processes include:

- settling tank
- dilution pit/balancing tank/neutralization tank
- precipitation
- membrane filtration

6.11 PHOTOGRAPHIC & IMAGING INDUSTRY

The photographic industry has its own Code of Practice for management and disposal of liquid wastes. This is more commonly known as PURE.

The wastes can be classified as high or low silver wastes originating from fixers, bleaches, stabilisers, and washes. Chemicals from these processes which may be of concern are high or low pH, ammonia, iron, silver, sulphite, or thiosulfate.

Pre-treatment of trade wastewater from these processes include:

- silver recovery unit (which is registered with PURE) for “high silver” wastes to reduce the silver content to less than 50mg/L
- balancing or mixing tank or pit
- collection and storage of wastewater to have removed from site by a licensed contractor.

6.12 COMMERCIAL AND INSTITUTIONAL SWIMMING POOLS

Backwash and drainage from commercial, institutional, or municipal swimming pools and spas which are discharging to sewer is classified as trade waste.

Filtered backwash water is to be collected in a holding tank and then discharged to sewer at a controlled rate of no greater than 2L/second. Solids settled at the bottom of the holding tank should be removed for off-site disposal by a licenced contractor and not discharged to sewer. The discharge shall be limited to low flow periods in the sewer.

Discharging a large volume of swimming pool water from commercial and institutional pools, i.e. emptying the pool, must not be drained to sewer, but may be drained to the stormwater system subject to approval, and at an appropriate controlled flow rate (maximum of 2L/second). This should be undertaken during a wet weather event.

6.13 HEALTH CARE INDUSTRY (INCLUDING DENTAL)

Clinical and related waste should be managed in accordance with the requirements of the *Environmental Protection Regulation 2019*.

Solid wastes from any hospital, clinic, office or surgery of a medical facility or laboratory, nursing home, including hypodermic needles, syringes, instruments, utensils, swabs, dressings, bandages, or any paper or plastic item of a disposable nature, or any portions of human anatomy, must not be discharged to sewer.

Clinical wastes are those that have the potential to cause disease and must not be discharged into the sewer without approval. Clinical wastes may include:

- laboratory and associated wastes
- human tissue waste, including materials or solutions containing blood
- infectious or liquid wastes that have the potential to cause public offence

Clinical waste that has undergone pre-treatment to render it non-infectious/nonhazardous or has been risk assessed and approved in writing by both Queensland Health and Bundaberg Regional Council as safe for sewer disposal, may be approved for discharge. Approval holders must comply with Queensland waste disposal regulations applicable to clinical waste, including the *Environmental Protection Regulation 2019* .

Dental clinics, including some orthodontic practices are required to hold trade waste approval. In addition to clinical waste which must not be discharged to sewer, many dental clinics create amalgam waste and plaster waste, which must be minimised and disposed of correctly.

Amalgam waste is created in dental clinics during the placement, finishing, polishing and removal of amalgam restorations. Chair side traps, suction filters and amalgam separators complying with ISO 11143 should be installed to capture amalgam waste before the wastewater is discharged to sewer. Amalgam waste is to be disposed of by a licensed regulated waste transporter.

Plaster traps must be provided under all sinks liable to be used for the discharge of plaster bearing waste.

If x-rays are conducted on site, a silver recovery unit (SRU) is also required to treat the waste from the x-ray process, unless digital. The effluent from an SRU should not contain more than 50mg/L of silver. The supplier of the silver recovery unit should supply a written guarantee of the unit regarding the requirement of effluent silver limit.

Radioactive substances must never be discharged to sewer except as allowed for under the *Radiation Safety Regulation Act 2010, Section 26 (1)(a)*.

6.14 VETERINARY AND ANIMAL CARE

Clinical and related waste from veterinary clinics or similar should be managed in accordance with the requirements of the *Environmental Protection Regulation 2019*.

Solid wastes from any veterinary clinic, animal hospital, kennels, stables or similar, including hypodermic needles, syringes, instruments, utensils, swabs, dressings, bandages, or any paper or plastic item of a disposable nature, or any animal parts or waste, must not be discharged to sewer.

Clinical wastes are those that have the potential to cause disease and must not be discharged into the sewer without approval. Clinical wastes may include:

- laboratory and associated wastes
- animal waste, including materials or solutions containing blood
- infectious or liquid wastes that have the potential to cause public offence

All sinks and hydrobaths are to have hair traps. A dry basket arrestor with a fixed screen must be installed for floor wastes that are discharged to the sewerage system in areas where animals are kept or washed. The basket arrestor and hair traps should be cleaned on a regular basis.

Plaster traps must be provided under all sinks liable to be used for the discharge of plaster bearing waste.

Any external animal wash area must be roofed to exclude rainwater from the sewerage system. Measures are also required to divert any stormwater away from the wash area(s).

Animal waste disposal units are not permitted to be connected to the sewerage system.

If x-rays are conducted on site, a silver recovery unit (SRU) is also required to treat the waste from the x-ray process, unless digital. The effluent from an SRU should not contain more than 50mg/L of silver. The supplier of the silver recovery unit should supply a written guarantee of the unit regarding the requirement of effluent silver limit.

6.15 EVAPORATIVE COOLING TOWERS

Trade waste generated from the operation and maintenance of evaporative cooling towers (e.g. for air-conditioning) can be discharged directly into Bundaberg Regional Council's sewerage infrastructure without pre-treatment subject to the following requirements:

- The approval holder must operate and maintain evaporative cooling towers in compliance with relevant Australian Standards (including AS/NZS 3666.2:2002 and AS/NZS 3666.3:2000).

- Information regarding the type(s) of chemical additives (i.e. biocide, anticorrosion and anti-flocculants) used in cooling towers and the chemical constituents in each additive should be provided to Council as part of the trade waste application.
- Cooling tower water discharged to sewerage as trade waste (bleed wastewater and wastewater generated from in-line and system decontamination) must comply with the sewer admission limits (see Appendix 2).
- The maximum instantaneous rate of trade waste discharge allowed from cooling towers is 5 litres per second.

6.16 LEACHATE

Leachate from landfill sites and wastewater from waste treatment/disposal facilities constitutes trade waste and may not be discharged to sewer without approval.

6.17 LIQUID WASTE FROM VESSELS AND VEHICLES

The discharge of domestic toilet waste or grey waste from recreational vehicles, caravans, buses, or vessels may be permitted at approved discharge locations (dump points).

The owner of the premises must hold a trade waste approval, and discharge and disposal must be in accordance with the approval conditions. The property owner must take responsibility for maintaining, managing, and supervising the dump point and any accidental spills or discharges must be reported to Council.

The discharge quantity for any load is to be no greater than 100 litres.

The discharge of untreated bilge water to the sewer is prohibited.

The dump point must be isolated from stormwater and protected from the ingress of rain, flood, or ground water.

7 RECORD KEEPING AND PERSONAL INFORMATION

7.1 DATABASE AND TRACKING SYSTEM

The *Environmental Protection Regulation 2019, Part 4* states that tradewaste related liquid waste is required to be tracked and particular information submitted to the Department of Environment and Science.

Council has developed a database to track trade waste related liquid waste to comply with this requirement, and to reduce the risk of environmental incidents and additional pollutants from entering the sewerage system. The trade waste generator, property owner, and the

liquid waste transporter is required to fully participate in submitting the required data as and when required by Bundaberg Regional Council.

The property owner and trade waste generator are responsible for maintaining their pre-treatment system at the frequency set out in their trade waste approval and in accordance with this management plan. The property owner and trade waste generator are required to keep records or collection documentation showing the dates of cleaning and maintenance carried out on the pre-treatment system. These records are to be kept for a period of not less than 5 years, be readily available on request and submitted to Council when required.

7.2 RECORD KEEPING

Bundaberg Regional Council will make, manage, keep, and preserve public records in accordance with the *Public Records Act 2002* and Bundaberg Regional Council's Recordkeeping Policy (Policy No CP-3-037).

7.3 CONFIDENTIALITY

Information and data relating to a specific person or business, obtained from trade waste approval applications, assessments, correspondence, inspection and sampling activities, reports or investigations, will be treated by Bundaberg Regional Council as commercial-in-confidence information, and will not be made available to the public.

APPENDIX 1

DEFINITIONS

Arrestor

An apparatus designed to intercept and retain silt, sand, oil, grease, sludge, and other substances in a waste discharge

Applicant

The owner of, or the person or business operating on, the premises where trade waste is generated or discharged

Approval

Trade waste approval for the discharge of liquid waste. It states the terms and conditions to be met by the trade waste generator and the owner with respect to the discharge of trade waste into Council's sewerage system.

Biochemical Oxygen Demand

Abbreviated as BOD₅ or BOD. In practical terms, BOD is a measure of the biodegradable organic content of the waste or more simply the 'organic strength' of the liquid

Bio-solids

The treated solids (sludge) mainly organic, produced by sewage treatment

Chemical Oxygen Demand

Abbreviated as COD. This is a measure of the combined organic and inorganic strength of the liquid

Council

In this plan a reference to Council means the Bundaberg Regional Council or any person appointed or authorised by the Bundaberg Regional Council to act on behalf of Council as the case may require

Domestic sewage

Faecal matter and urine of human origin and liquid household wastes from water closet pans, sinks, baths, basins, and similar fixtures designed for use in private dwellings

Effluent

The liquid discharged following a wastewater treatment process

Generator

See trade waste generator

Human wastes

Human faecal substances and urine

Property Owner

Owner of property as defined in the Local Government Act 2009

Premises

A lot as defined in section 10 of the Sustainable Planning Act 2009 (also referred to as 'property')

Prohibited substances

A substance prescribed in Schedule 1 of the Water Supply (Safety & Reliability) Act 2008

Recycling of Wastewater

- Reuse of wastewater in the process that generated it; or
- Reprocessing the wastewater to develop a new product; or
- Using the wastewater (whether on or off the site where it is generated)

Regulated waste

Non-domestic waste as mentioned in Schedule 7 of the Environmental Protection Regulation 2008 (whether or not it has been treated or immobilised) and includes:

- a) For an element – any chemical compound containing the element; and
- b) Anything that has contained the waste

Sewage

The wastewater from the community including all faecal matter, urine, household and commercial wastewater that contain human waste

Sewerage or Sewerage System

A sewer, access chamber, vent, engine, pump, structure, machinery, outfall or other work used to receive, store, transport or treat sewage

Stormwater Drainage

A drain, channel, pipe, chamber, structure, outfall or other work used to receive, store, transport or treat storm (rain) water

Suspended Solids

Suspended solids refer to the insoluble solid matter suspended in wastewater that can be separated by laboratory filtration and is retained on a filter

Trade wastewater, Trade waste

The water-borne waste from business, trade or manufacturing premises, other than:

- (a) Waste that is a prohibited substance; or
- (b) Human waste; or
- (c) Storm water

Trade Waste Generator

Any person, owner, occupier, company or body whose activity produces or has the potential to produce trade waste.

APPENDIX 2

SEWER ADMISSION LIMITS

The upper limits for the quality of

General Limits and Characteristics	
Temperature	< 38 deg C
Discharge Rate	As determined by Council and contained within Approval.
Odour	Not detectable in 1% dilution
pH	6 - 10
BOD	Not to exceed 600 mg/L
COD	Not to exceed 1500 mg/L
Suspended Solids	Not to exceed 600 mg/L
Dissolved Solids	Not to exceed 4000 mg/L
Total Grease and Oils	200 mg/L and no floating layer

Compound	Concentration not to exceed
Chlorine (Cl ₂)	10 mg/L
Sulphate (SO ₄)	1500 mg/L
Sulphite (SO ₂)	15 mg/L
Surfactants - (anionic MBAS)	500 mg/L
Aluminium (Al)	100 mg/L
Iron Fe	100 mg/L
Ammonia (NH ₃)	100 mg/L
Total Kjeldahl Nitrogen (N)	150 mg/L
Phosphorus	50 mg/L

Specific Limits – Inorganic	
Compound	Concentration not to exceed
Boron (B)	100 mg/L
Bromine (Br ₂)	10 mg/L
Fluorine (F)	30 mg/L
Cyanide (CN)	5 mg/L
Sulphide (S ₂)	5 mg/L

Specific Limits – Metals		
	Concentration not to exceed	Mass Load not to exceed
Arsenic (As)	5 mg/L	15 g/day
Cadmium (Cd)	2 mg/L	6 g/day
Chromium (Cr)	10 mg/L	30 g/day
Cobalt (Co)	10 mg/L	30 g/day
Copper (Cu)	10 mg/L	30 g/day
Lead (Pb)	10 mg/L	30 g/day
Manganese (Mn)	10 mg/L	30 g/day
Mercury (Hg)	0.05 mg/L	0.15 g/day
Nickel (Ni)	10 mg/L	30 g/day
Selenium (Se)	5 mg/L	15 g/day
Silver (Ag)	5 mg/L	15 g/day
Tin (Sn)	10 mg/L	30 g/day
Zinc (Zn)	10 mg/L	30 g/day

Either the concentration or mass load may be used. However once the Mass load is exceeded, only the concentration method is to be used.

Specific Limits – Organic	
Compound	Concentration not to exceed
Formaldehyde	50 mg/L
Phenolic Compounds	100 mg/L
Pentachlorophenol	5 mg/L
Petroleum Hydrocarbon (PHCs)	30 mg/L
Halogenated Aliphatic Hydrocarbons	5 mg/L
Halogenated Aromatic Hydrocarbons (HAHs)	0.002 mg/L

		0.002 mg/L
Polynuclear Aromatic Hydrocarbons	(PAHs)	5 mg/L
Pesticides		
- General		1 mg/L
- Organophosphates		0.1 mg/L
- Organochlorines	Aldrin	0.001 mg/L
	Chlordane	0.006 mg/L
	DDT	0.003 mg/L
	Dieldrin	0.001 mg/L
	Heptachlor	0.003 mg/L
	Lindane	0.1 mg/L

APPENDIX 3

GUIDELINES FOR SPECIFIC BUSINESS TYPES

Generator/Source	Characteristics of Waste	General Treatment Requirement
Bakery – Hot bread, pies cakes, pastries	Flour products, grease	See note below 1 & 2
Bistro		See note below 1 & 2
Brewery	Suspended Solids, Chemicals, Trub, Grain	See note below 1 Sub-metering Grated floor drains with strainers Interceptor treatment system to be sized in relation to brewing discharge limits
Butcher - small retail (meat cutting and preparation)	Grease (washing floors and utensils)	See note below 1 & 2
Canteen / Cafeteria Cooking on site	FFOG	See note below 1 & 2
Caterer	FFOG	See note below 1 & 2
Chicken cooking BBQ, charcoal, rotisserie, combi oven		Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
Coffee shop / sandwich shop / sandwich bar No cooking on site (i.e. sandwich bar, pre-packaged foods, coffee and tea only)		No pre-treatment required.
Coffee shop / sandwich shop / sandwich bar Cooking on site		Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
Commercial kitchen		Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
Community hall kitchens With minimal (less than 1 function per week) or no food preparation at site		No pre-treatment required.
Community hall kitchens Cooking on site		Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.

Day care centre No cooking on site		No pre-treatment required.
Day care centre Meals prepared on site		Standard grease arrestor sizing (min 1000L capacity).
Delicatessen No meat or hot food cooked on site		No pre-treatment required.
Delicatessen Hot food cooked on site		Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
Doughnut shop Cooking on site		Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
Fast food outlet (franchise)		Grease arrestor with a capacity greater than the peak hourly flow (L/hr) (minimum 2000L). In-sink and floor waste basket traps of self-closing or fixed screen type.
Fish and Chip Shop		Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
Fresh fish (retail) No fish cleaned, filleted or cooked on site		No pre-treatment required.
Fresh fish (retail) Fish cleaned, filleted or cooked on site		Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
Food manufacturing – minor		Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
Hospital kitchen		Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
Hotel / motel / bar / nightclub No cooking on site, continental breakfast only		No pre-treatment required.

Hotel / motel / bar / nightclub Cooking on site	Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
Ice cream parlour No cooking on site	No pre-treatment required.
Nursing Home/Retirement Village kitchen	Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
Pizza shop	Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
Restaurant	Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
School or Tertiary tuckshop/canteen/kitchen With no cooking on site, pre-packaged foods only	No pre-treatment required.
School or Tertiary tuckshop/canteen/kitchen Cooking on site (more than 2 days per week)	Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
School food technology / hospitality kitchen	Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
Takeaway food shop Cooking on site	Standard grease arrestor sizing (min 1000L capacity). In-sink and floor waste basket traps of self-closing or fixed screen type.
OTHER ACTIVITIES	
Animal wash/hydrobath/pet shop	In-sink and floor waste basket traps of self-closing or fixed screen type. No organophosphate pesticides to sewer.
Beautician/Tattooist	No pre-treatment required.

Dry Cleaners	No pre-treatment required. Dry cleaning fluids/solvents are prohibited discharges.
Hairdressing salon	No pre-treatment required. Hair traps recommended. Avoid discharge through grease trap.
Laundry/Laundromat Coin operated for public use	Lint screens (washing machine internal screens are acceptable). Cooling pit to reduce the temperature of the discharge to below 38°C. A cooling pit may not be required if only cold water is used in the machines. pH correction may be required.
Laundry (Commercial)	Cooling pit for temperatures greater than 38°C, lint traps (1mm mesh), pH correction may be required.
Florist	No herbicide to sewer.
Funeral Parlour	No pre-treatment required.
Glass Cutting	Settling tank, minimum size 1000L with a 2 hour retention time at maximum flow rate.
Photographic processing and developing/X-ray	Silver recovery unit unless all silver bearing material is removed off site by a licensed contractor. Neutralising/balancing tank.
Printing	Silver recovery unit unless all silver bearing material is removed off site by a licensed contractor. Neutralising/balancing tank. pH correction may be required. Flammable solvents are prohibited discharges.
Printing (Screen)	Pre-treatment is required for cleaning of new screens, stencil development, cleaning and reclamation, via settling tank or pit, coalescing plate separator (minimum 1hr retention time). Solvents are prohibited discharges. Silver recovery unit unless all silver bearing material is removed off site by a licensed contractor.
School/Tertiary Science Laboratory	Authorised silt trap or dilution chamber with a capacity greater than the peak hourly flow. Neutralisation tank/chamber.

School/Tertiary Art studio/block	Silt arrestor with a capacity greater than the peak hourly flow (L/hr).d
Stables/Kennels	Dry arrestor pit. No unroofed areas to drain to sewer.
CARE FACILITIES	
Dentist/Orthodontist	Amalgam separator, plaster trap.
Hospital/Medical Centre	No pre-treatment for consulting rooms only. May require: Bottle trap strainers, plaster traps, silver recovery unit (for x-rays), neutralising arrestor.
Optician	No pre-treatment required.
Optical services (grinding of glass and plastics)	Settling tank.
Veterinary practice	No discharge of clinical waste. May require: Bottle trap strainers, plaster traps, silver recovery unit (for x-rays), hair traps.
COMMERCIAL PROCESS	
Bin wash Associated with commercial premises	Basket trap in floor waste of self-closing or fixed screen type. Wastewater to be roofed and banded or stormwater diversion valve, and pass via grease arrestor or silt arrestor (for larger premises ie shopping centre).
Boiler blow-down or wastewater Where this is the only trade waste discharge	No pre-treatment required. Metering may be required.
Compressor condensate Large scale	Oil and silt arrestor with a capacity greater than the peak hourly flow (L/hr). Metering required.

Cooling tower condensate and blow-down Where this is the only trade waste discharge	No pre-treatment required. Metering may be required.
Refrigeration condensate Where this is the only trade waste discharge	No pre-treatment required. Metering may be required.
AUTOMOTIVE/ENGINEERING	
Auto Dismantlers	Oil water separator (min 1000L per hour capacity). Silt trap.
Car Detailing	Oil water separator (min 1000L per hour capacity). Silt trap.
Mechanical Workshop	Oil water separator (min 1000L per hour capacity). Silt trap.
Service Station Forecourt only	Oil water separator (min 1000L per hour capacity). Silt trap. High level alarm switch.
Panel Beater/Spray Painting	Oil water separator (min 1000L per hour capacity). Silt trap. Discharge from a spray booth area is not permitted.
Vehicle wash Roofed and bunded	Wash area must be roofed and bunded to exclude rainwater. Silt trap/collection well plus oil water separator with a capacity greater than the peak hourly flow (L/hr).

APPENDIX 4

RISK ASSESSMENT

Description	Category	Examples (not limited to)
Exempt or No Trade Waste Discharge to sewer	x	Beautician; Optician; Florist; Hairdresser; Doctor's Surgery
Minor discharge with no pre-treatment or monitoring required.	1	Food or hospitality activities with no cooking (or domestic equivalent); Dry workshop or factory; Accommodation with residential character;
Compliant with pre-treatment or pre-treatment not required. Annual discharge generally less than 100kL.	2	Small café or hospitality activities with no food prepared on site; Community Facility; Cooling Tower; Dentist, Childcare centre with no cooking on site.
Low Strength/Risk discharge with pre-treatment or pre-treatment not required. Annual discharge up to 500kL.	3	Café; Small mechanical workshop; Coin Operated Laundromat; Veterinary; Corner store with hot food; Tuckshop
Medium Strength/Risk discharge with pre-treatment required. Annual discharge up to 500kL.	4	Restaurant; Takeaway; Wash bay; Large workshops; Minor industry; Commercial Laundry; Butcher; Bakery
High Strength/Risk discharge with pre-treatment required and/or annual discharge generally greater than 500kL.	5	Major industry; Fast food outlet; Car wash; Food/Beverage Processing; Supermarket; Chemical Processing; Hospital

FOOD INDUSTRY – RISK CATEGORIES BY ACTIVITY

Category	Low Risk	Medium Risk	High Risk
Food Preparation	No cooking Raw whole foods Pre-packaged food Assembling from raw food or food prepared elsewhere Low food waste to sewer	Steaming, boiling, microwaving, grilling lower fat and oil foods Baking Butchery or Delicatessen Moderate food waste to sewer	BBQ, frying, deep frying, grilling, roasting meat Poultry cookers/ Combi ovens High food waste to sewer
Products	Fresh fruit and vegetables Sandwiches and rolls Sushi Fresh snack food	Fresh meat and smallgoods Low fat or oil food and meals Coffee and associated hot and cold drinks Pizza	High fat or oil food and meals High fat and oil content stocks, bases and sauces Dairy based foods (ice cream, cream cakes etc)
Serving	Predominantly takeaway	Both eat-in and takeaway in similar proportions	Predominantly eat-in

FOOD INDUSTRY – RISK CATEGORY BY TEMPERATURE

	Low Risk	High Risk
Characteristic of temperature risk category	Total of combi ovens, dishwashers, glass washers, woks is <50% of the wastewater volume	Total of combi ovens, dishwashers, glass washers, woks is ≥50% of the wastewater volume
Effect of temperature risk category on overall risk ranking	The overall risk category remains the same as the food based risk assessment	Increase the overall risk category from the food based risk assessment

APPENDIX 5

GREASE ARRESTOR SIZING CALCULATION GUIDE - ESTIMATING PEAK HOURLY FLOW

Fixtures/Fittings	Capacity (Litres/Hour)
Bain marie – water heated	Maximum capacity of the apparatus x 3
Bin wash	Install in floor self-closing dry bucket arrestor trap. Installation of a grease arrestor is not required.
Floor waste / bucket trap / grated strip drain	50L/hr for every 50m ² of floor area or part thereof. Plus any listed connected apparatus.
Sealed floor waste gully	Nil. Add allowance for any listed connected apparatus.
Cleaners sink	30L/hr
Dishwasher – small (under bench)	150L/hr
Dishwasher – medium (upright)	300L/hr
Dishwasher – large (> 1 outlet)	Manufacturer's peak hourly flow rate x 3
Dishwasher – tunnel feed	Manufacturer's peak hourly flow rate x 3
Glass washer – small (under bench)	150L/hr
Glass washer – tunnel feed	Manufacturer's peak hourly flow rate x 3
Grease canopy (water cleaned)	50L/hr
Hand basin	30L/hr
Ice cream machine (soft serve)	60L/hr
Laboratory sink (educational facility)	22L/hr
Laboratory sink (commercial or research)	50L/hr
Noodle cooker	100L/hr
Potato peeler – small (bench type)	100L/hr
Potato peeler – large commercial	Manufacturer's peak hourly flow rate x 3
Rotisserie rack	100L/hr
Steamer oven/combi oven	1000L/hr + additional 40L per rack
Electric or gas steamer/cooker/kettle	200L/hr
Sink – single bowl (depth to 300mm)	150L/hr
Sink – double bowl, pot, utility	300L/hr
Trough	40L/hr for up to 4 taps (+ 10L/hr for each additional tap)
Tundish condensate (refrigerator/freezer)	3L/hr
Tundish condensate (excluding refrigerator/freezer)	10L/hr
Wok burner – dry	30L/hr per water arm
Wok burner – water cooled	Manufacturer's peak hourly flow rate x 3

APPENDIX 6

LEGISLATION RELEVANT TO TRADE WASTE

Water Supply (Safety & Reliability) Act 2008

Environmental Protection Act 1994

Environmental Protection (Water) Policy 2009

Environmental Protection Regulation 2019

Local Government Act 2009

Sustainable Planning Act 2009

Plumbing and Drainage Act 2018

Plumbing and Drainage Regulation 2019

Radiation Safety Act 1999

Radiation Safety Regulation 2010

Gene Technology Act 2001 (Queensland legislation)

Gene Technology Act 2000 (Commonwealth legislation)

Bundaberg Regional Council Local Laws