

# Environment Protection Licence



Licence - 829

Licence Details	
Number:	829
Anniversary Date:	01-February

Licensee
TAMWORTH REGIONAL COUNCIL
PO BOX 555
TAMWORTH NSW 2340

Premises
MANILLA SEWAGE TREATMENT PLANT
HIGGINS AVENUE
MANILLA NSW 2346

Scheduled Activity
Sewage Treatment

Fee Based Activity	Scale
Sewage treatment processing by small plants	> 100-219 ML discharged

Region
North - Armidale
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# Environment Protection Licence

Licence - 829



<b>INFORMATION ABOUT THIS LICENCE</b>	4
Dictionary	4
Responsibilities of licensee	4
Duration of licence	4
Licence review	4
Fees and annual return to be sent to the EPA	4
Transfer of licence	5
Public register and access to monitoring data	5
<b>1 ADMINISTRATIVE CONDITIONS</b>	6
A1 What the licence authorises and regulates	6
A2 Premises or plant to which this licence applies	6
A3 Information supplied to the EPA	6
<b>2 DISCHARGES TO AIR AND WATER AND APPLICATIONS TO LAND</b>	7
P1 Location of monitoring/discharge points and areas	7
<b>3 LIMIT CONDITIONS</b>	8
L1 Pollution of waters	8
L2 Concentration limits	8
L3 Volume and mass limits	9
L4 Waste	9
L5 Potentially offensive odour	9
<b>4 OPERATING CONDITIONS</b>	9
O1 Activities must be carried out in a competent manner	9
O2 Maintenance of plant and equipment	10
O3 Effluent application to land	10
O4 Emergency response	11
O5 Processes and management	11
O6 Other operating conditions	11
<b>5 MONITORING AND RECORDING CONDITIONS</b>	12
M1 Monitoring records	12
M2 Requirement to monitor concentration of pollutants discharged	12
M3 Testing methods - concentration limits	14
M4 Recording of pollution complaints	14
M5 Telephone complaints line	15
M6 Requirement to monitor volume or mass	15

# Environment Protection Licence



Licence - 829

M7	Requirement to record overflow or bypass incidents	16
M8	Other monitoring and recording conditions	17
<b>6</b>	<b>REPORTING CONDITIONS</b>	<b>17</b>
R1	Annual return documents	17
R2	Notification of environmental harm	18
R3	Written report	18
R4	Notification of bypass or overflow incidents	19
R5	Annual system performance report	19
R6	Other reporting conditions	20
<b>7</b>	<b>GENERAL CONDITIONS</b>	<b>20</b>
G1	Copy of licence kept at the premises or plant	20
G2	Contact number for incidents and responsible employees	20
G3	Signage	21
<b>8</b>	<b>SPECIAL CONDITIONS</b>	<b>21</b>
E1	Special Dictionary	21
<b>DICTIONARY</b>		<b>24</b>
	General Dictionary	24

# Environment Protection Licence

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Licence - 829



## Information about this licence

### Dictionary

A definition of terms used in the licence can be found in the dictionary at the end of this licence.

### Responsibilities of licensee

Separate to the requirements of this licence, general obligations of licensees are set out in the Protection of the Environment Operations Act 1997 ("the Act") and the Regulations made under the Act. These include obligations to:

- ensure persons associated with you comply with this licence, as set out in section 64 of the Act;
- control the pollution of waters and the pollution of air (see for example sections 120 - 132 of the Act); and
- report incidents causing or threatening material environmental harm to the environment, as set out in Part 5.7 of the Act.

### Variation of licence conditions

The licence holder can apply to vary the conditions of this licence. An application form for this purpose is available from the EPA.

The EPA may also vary the conditions of the licence at any time by written notice without an application being made.

Where a licence has been granted in relation to development which was assessed under the Environmental Planning and Assessment Act 1979 in accordance with the procedures applying to integrated development, the EPA may not impose conditions which are inconsistent with the development consent conditions until the licence is first reviewed under Part 3.6 of the Act.

### Duration of licence

This licence will remain in force until the licence is surrendered by the licence holder or until it is suspended or revoked by the EPA or the Minister. A licence may only be surrendered with the written approval of the EPA.

### Licence review

The Act requires that the EPA review your licence at least every 5 years after the issue of the licence, as set out in Part 3.6 and Schedule 5 of the Act. You will receive advance notice of the licence review.

### Fees and annual return to be sent to the EPA

For each licence fee period you must pay:

- an administrative fee; and
- a load-based fee (if applicable).

# Environment Protection Licence

Licence - 829



The EPA publication “A Guide to Licensing” contains information about how to calculate your licence fees. The licence requires that an Annual Return, comprising a Statement of Compliance and a summary of any monitoring required by the licence (including the recording of complaints), be submitted to the EPA. The Annual Return must be submitted within 60 days after the end of each reporting period. See condition R1 regarding the Annual Return reporting requirements.

Usually the licence fee period is the same as the reporting period.

### Transfer of licence

The licence holder can apply to transfer the licence to another person. An application form for this purpose is available from the EPA.

### Public register and access to monitoring data

Part 9.5 of the Act requires the EPA to keep a public register of details and decisions of the EPA in relation to, for example:

- licence applications;
- licence conditions and variations;
- statements of compliance;
- load based licensing information; and
- load reduction agreements.

Under s320 of the Act application can be made to the EPA for access to monitoring data which has been submitted to the EPA by licensees.

### This licence is issued to:

TAMWORTH REGIONAL COUNCIL
PO BOX 555
TAMWORTH NSW 2340

subject to the conditions which follow.

# Environment Protection Licence

Licence - 829



## 1 Administrative Conditions

### A1 What the licence authorises and regulates

A1.1 This licence authorises the carrying out of the scheduled activities listed below at the premises specified in A2. The activities are listed according to their scheduled activity classification, fee-based activity classification and the scale of the operation.

Unless otherwise further restricted by a condition of this licence, the scale at which the activity is carried out must not exceed the maximum scale specified in this condition.

Scheduled Activity	Fee Based Activity	Scale
Sewage Treatment	Sewage treatment processing by small plants	> 100 - 219 ML discharged

A1.2 The objectives of this licence are to:

- a) prevent as far as practicable sewage overflows and sewage treatment plant bypasses;
- b) require proper and efficient management of the system to minimise harm to the environment and public health; and
- c) require practical measures to be taken to protect the environment and public health from sewage overflows and sewage treatment plant effluent.

A1.3 This licence is to be construed in a manner that will promote the objectives referred to in the condition above.

### A2 Premises or plant to which this licence applies

A2.1 The licence applies to the following premises:

Premises Details
MANILLA SEWAGE TREATMENT PLANT
HIGGINS AVENUE
MANILLA
NSW 2346
LOT B DP 328435, LOT 2 DP 624415, LOT 220 DP 752178, LOT 221 DP 752178, LOT 222 DP 752178, LOT 223 DP 752178, LOT 224 DP 752178
LOT 3 IN DP 1159814 & LOT 4 IN DP 1159814

A2.2 The premises also includes the reticulation system owned and operated by the licensee that is associated with the sewage treatment plant(s) identified in condition A2.1.

A2.3 The premises also includes the utilisation area located at Lots 220, 221, 222, 223 and 224 in DP 752178.

### A3 Information supplied to the EPA

# Environment Protection Licence

Licence - 829



- A3.1 Works and activities must be carried out in accordance with the proposal contained in the licence application, except as expressly provided by a condition of this licence.

In this condition the reference to "the licence application" includes a reference to:

- a) the applications for any licences (including former pollution control approvals) which this licence replaces under the Protection of the Environment Operations (Savings and Transitional) Regulation 1998; and
- b) the licence information form provided by the licensee to the EPA to assist the EPA in connection with the issuing of this licence.

## 2 Discharges to Air and Water and Applications to Land

### P1 Location of monitoring/discharge points and areas

- P1.1 The following points referred to in the table are identified in this licence for the purposes of the monitoring and/or the setting of limits for discharges of pollutants to water from the point.
- P1.2 The following utilisation areas referred to in the table below are identified in this licence for the purposes of the monitoring and/or the setting of limits for any application of solids or liquids to the utilisation area.

#### *Water and land*

EPA Identification no.	Type of Monitoring Point	Type of Discharge Point	Location Description
1	Discharge to effluent utilisation area	Discharge to effluent utilisation area	Effluent utilisation area - 20ha area outlined on the Proposed Effluent Irrigation Scheme & Associated Drainage Works for Manilla Shire Council Plan (Plan No. 98/115).
2	Soil monitoring - effluent utilisation area		Sampling point/s of each soil type in each management unit of the effluent utilisation area as described in Point No. 1
3	Groundwater monitoring point		Monitoring bore to north of the STP identified in Fig. 1 of the DLWC letter to Manilla Shire Council (22/3/01).
4	Groundwater monitoring point		Monitoring bore to SSW of the STP identified in Fig. 1 of the DLWC letter to Manilla Shire Council (22/3/01).
5	Groundwater monitoring point		Monitoring bore to the SE of the STP identified in Fig. 1 of the DLWC letter to Manilla Shire Council (22/3/01).
6	Groundwater monitoring point		Monitoring bore to east of STP identified in the DLWC letter to Manilla Shire Council (22/3/01).

# Environment Protection Licence

Licence - 829



7	Effluent storage overflow	Effluent storage overflow	300mm overflow pipe from Effluent Storage Pond No. 2.
8	Crop yield from effluent utilisation area		Effluent utilisation area as described in Point No. 1

## 3 Limit Conditions

### L1 Pollution of waters

- L1.1 Except as may be expressly provided in any other condition of this licence, the licensee must comply with section 120 of the Protection of the Environment Operations Act 1997.
- L1.2 The licensee may only discharge untreated or partially treated sewage from the sewage treatment plant and/or the reticulation system subject to the conditions of this licence, including O1 and O2.

### L2 Concentration limits

- L2.1 For each monitoring/discharge point or utilisation area specified in the table\ below (by a point number), the concentration of a pollutant discharged at that point, or applied to that area, must not exceed the concentration limits specified for that pollutant in the table.
- L2.2 Where a pH quality limit is specified in the table, the specified percentage of samples must be within the specified ranges.
- L2.3 To avoid any doubt, this condition does not authorise the pollution of waters by any pollutant other than those specified in the table\.
- L2.4 Water and/or Land Concentration Limits

#### POINT 1

Pollutant	Units of Measure	50 percentile concentration limit	90 percentile concentration limit	3DGM concentration limit	100 percentile concentration limit
BOD	milligrams per litre	20			-
Total suspended solids	milligrams per litre	30			-

- L2.5 When a wet weather bypass is occurring, exceedances of the 3DGM and the 100 percentile concentration limits in L3 are permitted at the following points for the duration of the bypass:  
Point 1



# Environment Protection Licence

Licence - 829



## L3 Volume and mass limits

- L3.1 For each discharge point or utilisation area specified below (by a point number), the volume/mass of:
- a) liquids discharged to water; or;
  - b) solids or liquids applied to the area;
- must not exceed the volume/mass limit specified for that discharge point or area.

Point	Unit of Measure	Volume/Mass Limit
1	megalitres per year	200

## L4 Waste

- L4.1 The licensee must not cause, permit or allow any waste generated outside the premises to be received at the premises for storage, treatment, processing, reprocessing or disposal or any waste generated at the premises to be disposed of at the premises, except as expressly permitted by the licence.
- L4.2 This condition only applies to the storage, treatment, processing, reprocessing or disposal of waste at the premises if those activities require an environment protection licence.
- L4.3 The licensee may receive sewage sludge and residues (K130) waste generated outside the premises for treatment, processing or reprocessing at the premises. The licensee must take reasonable steps to ensure that sewage sludge and residues (K130) received at the premises has been lawfully discharged in accordance with a trade waste agreement or customer contract (as applicable) in force between the licensee and the generator of the waste. The licensee must treat, process or reprocess the sewage sludge and residues (K130) waste in accordance with this licence prior to discharge from the premises.
- L4.4 The licensee may receive, store, treat, process or reprocess and/or transfer at the premises sewage products generated or stored outside the premises by the licensee's other sewage treatment systems. Sewage products must be received, treated, processed or reprocessed in accordance with this licence.

## L5 Potentially offensive odour

- L5.1 No condition in this licence identifies a potentially offensive odour for the purposes of section 129 of the Protection of the Environment Operations Act 1997.

Note: Section 129 of the Protection of the Environment Operations Act 1997 provides that the licensee must not cause or permit the emission of any offensive odour from the premises but provides a defence if the emission is identified in the relevant environment protection licence as a potentially offensive odour and the odour was emitted in accordance with the conditions of a licence directed at minimising odour.

## 4 Operating Conditions

### O1 Activities must be carried out in a competent manner

# Environment Protection Licence

Licence - 829



## O1.1 Licensed activities must be carried out in a competent manner.

This includes:

- a) the processing, handling, movement and storage of materials and substances used to carry out the activity; and
- b) the treatment, storage, processing, reprocessing, transport and disposal of waste generated by the activity.

Note: The requirements of O1.1 apply to the whole of the premises, including the reticulation system.

## O2 Maintenance of plant and equipment

### O2.1 All plant and equipment installed at the premises or used in connection with the licensed activity:

- a) must be maintained in a proper and efficient condition; and
- b) must be operated in a proper and efficient manner.

Note: The requirements of O2.1 apply to the whole of the premises, including the reticulation system.

## O3 Effluent application to land

### O3.1 The quantity of effluent applied to the utilisation area(s) must not exceed the capacity of the utilisation area(s) to effectively utilise the effluent.

For the purpose of this condition, “effectively utilise” includes the ability of the soil to absorb the nutrient, salt and hydraulic loads and the applied organic material without causing harm to the environment.

### O3.2 Effluent application to the utilisation area(s) must not occur in a manner that causes surface run-off from the utilisation area(s).

### O3.3 Spray from effluent application to the utilisation area(s) must not drift beyond the boundary of the utilisation area(s) to which it has been applied.

### O3.4 Livestock access to any effluent application area must be denied during effluent application and until the applied effluent area has dried.

### O3.5 All effluent application operations and activities occurring at the premises must be carried out in a manner that will minimise dust at the boundary of the utilisation area.

### O3.6 The licensee must retain the utilisation area.

### O3.7 At least 14 days prior to a utilisation area being offered for sale, being disposed of or otherwise rendered unavailable for use, the EPA must be must be advised in writing of this intention.

### O3.8 Effluent liquid waste pipelines and fittings must be clearly identified. Standard watertaps, hoses and valves must not be fitted to the pipelines of the effluent system. The effluent system must not be connected to other pipelines. Lockable valves or removable handles must be used where there is public access to the effluent.

# Environment Protection Licence

Licence - 829



- O3.9 Public access to any effluent utilisation area must be denied during effluent application and until the effluent application area has dried.
- O3.10 Adequate notices, warning the public not to drink or otherwise use the treated effluent, must be erected on the site. These notices must be legible English and in any other languages as may be necessary, and must indicate at least that the water in use is "Reclaimed Water - Unfit for Drinking".
- O3.11 The quantity of effluent/solids applied to the utilisation area must not exceed the capacity of the area to effectively utilise the effluent/solids.

For the purposes of this condition, 'effectively utilise' includes the use of the effluent/solids for pasture or crop production, as well as the ability of the soil to absorb the nutrient, salt, hydraulic load and organic material.

## O4 Emergency response

- O4.1 In the event of an overflow or bypass that harms or is likely to harm the environment, the licensee must use all practicable measures to minimise the impact of the overflow or bypass on the environment and public health. These measures are to be implemented as soon as practical after the licensee or one of the licensee's employees or agents becomes aware of the overflow or bypass.

## O5 Processes and management

- O5.1 The licensee must ensure that any extensions to the reticulation system after January 2004 are planned, designed, constructed and installed to prevent as far as practicable overflows from the premises.

Note: "The premises" includes both the new and the previously existing parts of the sewage treatment system.

- O5.2 Sewage or effluent must not be discharged from Point(s) 1 and 7 unless it has been treated in accordance with the requirements for the table below.

Required treatment process	Flow range
Primary sedimentation or imhoff tank, trickling filter, humus tank and maturation pond.	All sewage inflows less than or equal to 35L/s.
Maturation pond treatment.	All sewage inflows greater than 35 L/s.

Note: The flows noted in the table above are the inflows to the premises' sewage treatment plant(s).

## O6 Other operating conditions

- O6.1 **Prohibition on acceptance of pesticides**

The licensee must not consent to any discharge of organochlorine pesticides (such as dieldrin, heptachlor and chlordane) into the sewerage system.

# Environment Protection Licence

Licence - 829



O6.2 The licensee must not enter into any trade waste agreement to discharge organophosphate pesticides (including chlorpyrifos, diazinon, malathion) into the sewerage system.

## O6.3 New sewage pumping stations

Dry weather overflows resulting in pollution of waters from any sewage pumping station(s) installed within the sewage treatment system after January 2004 are not permitted.

## 5 Monitoring and Recording Conditions

### M1 Monitoring records

M1.1 The results of any monitoring required to be conducted by this licence or a load calculation protocol must be recorded and retained as set out in this condition.

M1.2 All records required to be kept by this licence must be:

- a) in a legible form, or in a form that can readily be reduced to a legible form;
- b) kept for at least 4 years after the monitoring or event to which they relate took place; and
- c) produced in a legible form to any authorised officer of the EPA who asks to see them.

M1.3 The following records must be kept in respect of any samples required to be collected for the purposes of this licence:

- a) the date(s) on which the sample was taken;
- b) the time(s) at which the sample was collected;
- c) the point at which the sample was taken; and
- d) the name of the person who collected the sample.

### M2 Requirement to monitor concentration of pollutants discharged

M2.1 For each monitoring/discharge point or utilisation area specified below (by a point number), the licensee must monitor (by sampling and obtaining results by analysis) the concentration of each pollutant specified in Column 1. The licensee must use the sampling method, units of measure, and sample at the frequency, specified opposite in the other columns:

M2.2 Water and/ or Land Monitoring Requirements

#### POINT 1

Pollutant	Units of measure	Frequency	Sampling Method
BOD	milligrams per litre	Quarterly	Representative sample
Calcium	milligrams per litre	Quarterly	Representative sample
Conductivity	microsiemens per centimetre	Quarterly	In situ
Faecal Coliforms	colony forming units per 100 millilitres	Quarterly	Representative sample

# Environment Protection Licence

Licence - 829



Magnesium	milligrams per litre	Quarterly	Representative sample
Nitrate	milligrams per litre	Quarterly	Representative sample
Nitrite	milligrams per litre	Quarterly	Representative sample
Nitrogen (ammonia)	milligrams per litre	Quarterly	Representative sample
Oil and Grease	milligrams per litre	Every 6 months	Representative sample
Organochlorine pesticides	milligrams per litre	Yearly	Representative sample
pH	pH	Quarterly	In situ
Phosphorus (total)	milligrams per litre	Quarterly	Representative sample
Potassium	milligrams per litre	Quarterly	Representative sample
Sodium	milligrams per litre	Quarterly	Representative sample
Sodium Adsorption Ratio	sodium adsorption ratio	Quarterly	Representative sample
Total Kjeldahl Nitrogen	milligrams per litre	Quarterly	Representative sample
Total suspended solids	milligrams per litre	Quarterly	Representative sample

## POINT 2

Pollutant	Units of measure	Frequency	Sampling Method
Cation Exchange Capacity	centimoles of positive charge per kilogram of soil	Yearly	Special Method 1
Chloride	milligrams per kilogram	Yearly	Special Method 1
Conductivity	microsiemens per centimetre	Yearly	Special Method 1
Exchangeable calcium	milligrams per kilogram	Yearly	Special Method 1
Exchangeable magnesium	milligrams per kilogram	Yearly	Special Method 1
Exchangeable potassium	milligrams per kilogram	Yearly	Special Method 1
Exchangeable sodium	milligrams per kilogram	Yearly	Special Method 1
Extractable phosphorus	milligrams per kilogram	Yearly	Special Method 1
Moisture content	percent by weight	3 years	Special Method 1
Nitrate	milligrams per kilogram	Yearly	Special Method 1
Nitrogen (ammonia)	milligrams per kilogram	Yearly	Special Method 1
Nitrogen (total)	milligrams per kilogram	3 years	Special Method 1
pH	pH	Yearly	Special Method 1
Phosphorus (total)	milligrams per kilogram	3 years	Special Method 1
Phosphorus Sorption Capacity	milligrams per kilogram	3 years	Special Method 1
Saturated Hydraulic Conductivity	millimetres per week	3 years	Special Method 1
Sodium Adsorption Ratio	sodium adsorption ratio	Yearly	Special Method 1

## POINT 3,4,5,6

# Environment Protection Licence

Licence - 829



Pollutant	Units of measure	Frequency	Sampling Method
Conductivity	microsiemens per centimetre	Quarterly	In situ
Nitrate	milligrams per litre	Yearly	Representative sample
Nitrogen (ammonia)	milligrams per litre	Yearly	Representative sample
Nitrogen (total)	milligrams per litre	Yearly	Representative sample
Orthophosphate	milligrams per litre	Yearly	Representative sample
pH	pH	Quarterly	In situ
Phosphorus (total)	milligrams per litre	Yearly	Representative sample
Standing Water Level	metres	Quarterly	Inspection

## POINT 7

Pollutant	Units of measure	Frequency	Sampling Method
BOD	milligrams per litre	Each overflow event	Representative sample
Nitrogen (total)	milligrams per litre	Each overflow event	Representative sample
Oil and Grease	milligrams per litre	Each overflow event	Representative sample
Phosphorus (total)	milligrams per litre	Each overflow event	Representative sample
Total suspended solids	milligrams per litre	Each overflow event	Representative sample

M2.3 For the purposes of the table(s) Special Method 1 means that, for each paddock, representative composite samples must be taken of the: (a) top soils; and (b) sub soils.

## M3 Testing methods - concentration limits

M3.1 Subject to any express provision to the contrary in this licence, monitoring for the concentration of a pollutant discharged to waters or applied to a utilisation area must be done in accordance with the Approved Methods Publication unless another method has been approved by the EPA in writing before any tests are conducted.

## M4 Recording of pollution complaints

M4.1 The licensee must keep a legible record of all complaints made to the licensee or any employee or agent of the licensee in relation to pollution arising from any activity to which this licence applies.

M4.2 The record must include details of the following:

- the date and time of the complaint;
- the method by which the complaint was made;
- any personal details of the complainant which were provided by the complainant or, if no such details were provided, a note to that effect;
- the nature of the complaint;
- the action taken by the licensee in relation to the complaint, including any follow-up contact with the

# Environment Protection Licence

Licence - 829



complainant; and

f) if no action was taken by the licensee, the reasons why no action was taken.

M4.3 The record of a complaint must be kept for at least 4 years after the complaint was made.

M4.4 The record must be produced to any authorised officer of the EPA who asks to see them.

## M5 Telephone complaints line

M5.1 The licensee must operate during its operating hours a telephone complaints line for the purpose of receiving any complaints from members of the public in relation to activities conducted at the premises or by the vehicle or mobile plant, unless otherwise specified in the licence.

M5.2 The licensee must notify the public of the complaints line telephone number and the fact that it is a complaints line so that the impacted community knows how to make a complaint.

M5.3 The preceding two conditions do not apply until 3 months after:

a) the date of the issue of this licence or

b) if this licence is a replacement licence within the meaning of the Protection of the Environment Operations (Savings and Transitional) Regulation 1998, the date on which a copy of the licence was served on the licensee under clause 10 of that regulation.

M5.4 For the purpose of condition M5.1, operating hours are defined as twenty-four hours a day, seven days a week.

M5.5 The public notification referred to in condition M5.2 must include specific reference to the fact that the complaints line may be used by the community for the reporting of overflows.

## M6 Requirement to monitor volume or mass

M6.1 For each discharge point or utilisation area specified below, the licensee must monitor:

a) the volume of liquids discharged to water or applied to the area;

b) the mass of solids applied to the area;

c) the mass of pollutants emitted to the air;

at the frequency and using the method and units of measure, specified below.

### POINT 1

Frequency	Unit of Measure	Sampling Method
Daily	kilolitres per day	In line instrumentation

### POINT 7

Frequency	Unit of Measure	Sampling Method
Each overflow event	kilolitres per day	No method specified

# Environment Protection Licence

Licence - 829



## POINT 8

Frequency	Unit of Measure	Sampling Method
Yearly	tonnes	No method specified

M6.2 In the event that the licensee cannot comply with a volume monitoring method as required by this licence solely due to the failure or malfunction of essential monitoring equipment, volume may be estimated using another agreed method approved in writing by the EPA. This provision only applies for the duration of the failure or malfunction. The licensee is to rectify the failure or malfunction as soon as practicable.

M6.3 The licensee must:

a) submit in writing to the EPA a proposal for a method of volume estimation; or

b) use a method of volume estimation already approved in writing by the EPA,

to be used in the event that essential monitoring equipment referred to in the previous condition has failed or malfunctioned.

M6.4 Equipment used to monitor the volume must provide data that is within 5 percent of the actual volume over the likely full range of flow required to be measured by the equipment.

## M7 Requirement to record overflow or bypass incidents

M7.1 The licensee must record the following details in respect of each bypass of any of the appropriate treatment processes required by condition O3 which may be reasonably expected to adversely affect the quality of the final discharge:

- a) the EPA point identification number through which the bypass discharged;
- b) the date, estimated start time and estimated duration of the bypass;
- c) the estimated volume of the bypass;
- d) the level of treatment of the sewage at the STP prior to discharge;
- e) the probable cause of the bypass;
- f) any actions taken to stop the bypass happening; and
- g) any actions taken to prevent the bypass happening again.

M7.2 In addition to the details listed in the previous condition, the licensee must also record classification as a wet or dry weather bypass in respect of each bypass referred to in the previous condition. A dry weather bypass is a bypass that occurs when the flow rate of sewage at the inflow volume monitoring point of the STP does not exceed 17 L/s and a wet weather bypass occurs when this flow is equalled or exceeded at any time during the bypass event.

M7.3 From October 2003 the licensee must record the following details in relation to each observed or reported overflow from the reticulation system and from the sewage treatment plant:

- a) the location of the overflow;
- b) the date, estimated start time and estimated duration of the overflow;
- c) the estimated volume of the overflow;
- d) a description of the receiving environment of the overflow;



# Environment Protection Licence

Licence - 829



- e) classification as a dry or wet weather overflow;
- f) the probable cause of the overflow;
- g) any actions taken to stop the overflow happening;
- h) any actions taken to clean up the overflow; and
- i) any actions taken to prevent the overflow happening again.

## **M8 Other monitoring and recording conditions**

**M8.1** Biosolids at the premises must be recorded, monitored and classified in accordance with the Biosolids Guidelines, to the extent that those Guidelines are applicable, or as otherwise approved in writing by the EPA.

**Note:** This condition does not apply to the reuse or disposal of biosolids by the licensee at locations other than the premises.

## **6 Reporting Conditions**

### **R1 Annual return documents**

**R1.1** The licensee must complete and supply to the EPA an Annual Return in the approved form comprising:  
a) a Statement of Compliance; and  
b) a Monitoring and Complaints Summary.

At the end of each reporting period, the EPA will provide to the licensee a copy of the form that must be completed and returned to the EPA.

**R1.2** An Annual Return must be prepared in respect of each reporting period, except as provided below.

**R1.3** Where this licence is transferred from the licensee to a new licensee:

- a) the transferring licensee must prepare an Annual Return for the period commencing on the first day of the reporting period and ending on the date the application for the transfer of the licence to the new licensee is granted; and
- b) the new licensee must prepare an Annual Return for the period commencing on the date the application for the transfer of the licence is granted and ending on the last day of the reporting period.

**R1.4** Where this licence is surrendered by the licensee or revoked by the EPA or Minister, the licensee must prepare an Annual Return in respect of the period commencing on the first day of the reporting period and ending on:

- a) in relation to the surrender of a licence - the date when notice in writing of approval of the surrender is given; or
- b) in relation to the revocation of the licence - the date from which notice revoking the licence operates.

**R1.5** The Annual Return for the reporting period must be supplied to the EPA by registered post not later than 60 days after the end of each reporting period or in the case of a transferring licence not later than 60 days after the date the transfer was granted (the 'due date').

**R1.6** The licensee must retain a copy of the Annual Return supplied to the EPA for a period of at least 4 years after the Annual Return was due to be supplied to the EPA.

# Environment Protection Licence

Licence - 829



R1.7 Within the Annual Return, the Statement of Compliance must be certified and the Monitoring and Complaints Summary must be signed by:

- a) the licence holder; or
- b) by a person approved in writing by the EPA to sign on behalf of the licence holder.

R1.8 A person who has been given written approval to certify a certificate of compliance under a licence issued under the Pollution Control Act 1970 is taken to be approved for the purpose of this condition until the date of first review of this licence.

## R1.9 Monitoring report

The licensee must supply with the Annual Return a report, which provides:

- a) an analysis and interpretation of monitoring results; and
- b) actions to correct identified adverse trends.

Note: The term "reporting period" is defined in the dictionary at the end of this licence. Do not complete the Annual Return until after the end of the reporting period.

Note: An application to transfer a licence must be made in the approved form for this purpose.

## R2 Notification of environmental harm

R2.1 Notifications must be made by telephoning the Environment Line service on 131 555.

R2.2 The licensee must provide written details of the notification to the EPA within 7 days of the date on which the incident occurred.

Note: The licensee or its employees must notify all relevant authorities of incidents causing or threatening material harm to the environment immediately after the person becomes aware of the incident in accordance with the requirements of Part 5.7 of the Act.

## R3 Written report

R3.1 Where an authorised officer of the EPA suspects on reasonable grounds that:

- a) where this licence applies to premises, an event has occurred at the premises; or
- b) where this licence applies to vehicles or mobile plant, an event has occurred in connection with the carrying out of the activities authorised by this licence, and the event has caused, is causing or is likely to cause material harm to the environment (whether the harm occurs on or off premises to which the licence applies), the authorised officer may request a written report of the event.

R3.2 The licensee must make all reasonable inquiries in relation to the event and supply the report to the EPA within such time as may be specified in the request.

R3.3 The request may require a report which includes any or all of the following information:  
a) the cause, time and duration of the event;

# Environment Protection Licence

Licence - 829



- b) the type, volume and concentration of every pollutant discharged as a result of the event;
- c) the name, address and business hours telephone number of employees or agents of the licensee, or a specified class of them, who witnessed the event;
- d) the name, address and business hours telephone number of every other person (of whom the licensee is aware) who witnessed the event, unless the licensee has been unable to obtain that information after making reasonable effort;
- e) action taken by the licensee in relation to the event, including any follow-up contact with any complainants;
- f) details of any measure taken or proposed to be taken to prevent or mitigate against a recurrence of such an event; and
- g) any other relevant matters.

R3.4 The EPA may make a written request for further details in relation to any of the above matters if it is not satisfied with the report provided by the licensee. The licensee must provide such further details to the EPA within the time specified in the request.

## **R4 Notification of bypass or overflow incidents**

R4.1 Where either:

- a) sewage or partially treated sewage is discharged from the premises as a result of a bypass of the sewage treatment plant, or;
- b) an observed or reported overflow has occurred from the reticulation system, and overflow or bypass may pose a risk to public health, the licensee is to promptly give appropriate notification to any parties that are likely to be affected, including:
  - i) the potentially affected community;
  - ii) the Department of Health;
  - (iii) all other parties as identified in the Incident Notification Protocol.

## **R5 Annual system performance report**

R5.1 The licensee must supply to the EPA an Annual System Performance Report not later than 60 days after the end of each reporting period.

R5.2 The report is to supplement the Annual Return and must include but need not be limited to:

- a) the 50 percentile, 90 percentile, 100 percentile and 3DGM values calculated from the monitoring data required by this licence for the reporting period for each pollutant which has corresponding concentration limits specified in this licence;
- b) the total amounts of biosolids, as classified in the Biosolids Guideline, disposed of on-site, off-site and to landfill during the reporting period;
- c) a diagram showing the major process elements, discharge points and monitoring points at the premises' sewage treatment plant(s), where there has been any significant change since the previous reporting period or this information has not been provided previously to the EPA;
- d) the number of dry and wet weather bypasses recorded over the reporting period (recorded in accordance with condition M7);
- e) a breakdown of the total number of complaints received by the licensee during the reporting period in relation to the premises into categories of "odours – sewage treatment plant", "odours – reticulation

# Environment Protection Licence

Licence - 829



system”, “water pollution – sewage treatment plant”, “water pollution – reticulation system” and any other category indicated by the complaints;

f) a summary of observed, reported or recorded wet weather overflows and observed, reported or recorded dry weather overflows and sewage treatment plant bypasses. These data are to be for the current reporting period and for the four previous twelve-month periods, for which data has been collected. Any significant actions taken to address bypasses or overflows are to be noted;

g) the amount of rainfall measured at a rain gauge at the STP, or at the rain gauge closest to the centre of the catchment of the sewage treatment system, for each month of the reporting period; and

h) a brief progress report on the implementation over the reporting period of actions specified in PRP100.

**R5.3** The Annual System Performance Report must be presented in a format approved in writing by the EPA.

**R5.4** The requirements of R5.2 (d), (e), (f) and (g) apply to the part of the reporting period beginning three months after the date the licence is varied to include this condition.

## **R6 Other reporting conditions**

**R6.1** When the licensee notifies the Department of Health or Safe Food NSW Shellfish Quality Assurance Program of a bypass or overflow incident, the licensee must also notify the EPA by telephoning its Pollution Line service on \$Parameter1\$. Notifications are to be given as soon as practicable after the licensee or one of the licensee’s employees or agents becomes aware of the incident, and must include all relevant information including the information required under condition M7.1.

## **7 General Conditions**

### **G1 Copy of licence kept at the premises or plant**

**G1.1** A copy of this licence must be kept at the premises to which the licence applies.

**G1.2** The licence must be produced to any authorised officer of the EPA who asks to see it.

**G1.3** The licence must be available for inspection by any employee or agent of the licensee working at the premises.

**Note:** For the purposes of this condition, “the premises” refers to each Sewage Treatment Plant(s) described in condition A2.1.

### **G2 Contact number for incidents and responsible employees**

**G2.1** The licensee must operate 24-hour telephone contact lines for the purpose of enabling the EPA to directly contact one or more representatives of the licensee who can:

- a) respond at all times to incidents relating to the premises; and
- b) contact the licensee’s senior employees or agents authorised at all times to:
  - i) speak on behalf of the licensee; and
  - ii) provide any information or document required under this licence.

# Environment Protection Licence

Licence - 829



- G2.2 The licensee is to inform the EPA in writing of the appointment of any subsequent contact persons, or changes to the person's contact details as soon as practicable and in any event within fourteen days of the appointment or change.

## G3 Signage

- G3.1 The location of EPA point number(s) 1 and 7 must be clearly marked by signs that indicate the point identification number used in this licence and be located as close as practical to the point.

## 8 Special Conditions

### E1 Special Dictionary

Term	Definition
ug/L	Means micrograms per litre.
access chamber	a structure constructed to provide physical access to sewer pipes. Also known as a manhole.
approved	Means approved in writing by the EPA. The EPA's approval may be given unconditionally, or subject to conditions.
Biosolids	Has the same meaning as in Schedule 1, Part 3 of the Protection of the Environment Operations Act 1997.
Biosolids Guidelines	Means the "Environmental Guidelines: Use and disposal of biosolids products" published by the EPA in October 1997, or any subsequently updated guidelines which replace this publication.
bypass	Means circumstances where sewage has been received at the sewage treatment plant but is discharged from the plant without it being treated, processed or reprocessed by means of any or all the designed treatment processes of the plant. A new bypass event is defined as a bypass that commences at least 24 hours after the end of the previous bypass.
cfu	Means colony forming units.
condition	Means a condition of this licence.
designed overflow structure	Means a designed structure (excluding access chambers) in the reticulation system which operated as a relief to allow sewage to discharge at a planned location or a sewage pumping station, but does not include a bypass from a sewage treatment plant.
designed overflow	Means an overflow from a designed overflow structure.
dry weather bypass	Means a bypass that occurs when the flow rate of sewage at the inflow point of the STP does not exceed the flow rate specified in M7.2.
dry weather overflow	Means an overflow that is not a wet weather overflow.

# Environment Protection Licence

Licence - 829



dry weather sewage treatment plant discharge	Means a discharge of sewage or effluent from the STP that occurs when the flow rate of sewage at the inflow point of the STP does not exceed the flow rate specified in M7.2.
effluent	Means sewage that has received all of the designed treatment processes at the sewage treatment plant.
fc	Means faecal coliforms expressed in colony forming units per 100mL.
grease trap waste	Grease interceptor trap waste - domestic. Grease interceptor trap waste - industrial.
ISO	Means International Standards Organisation.
kL	Means kilolitre.
L/s	Means litres per second.
metal-A	Means the following metals: arsenic, cadmium, chromium, copper, lead, mercury, nickel, selenium, silver and zinc.
mL	Means millilitres.
ML	Means megalitres.
offensive odour	Has the same meaning as in the Protection of the Environment Operations Act 1997.
overflow	Is a discharge of untreated or partially treated sewage from the sewage treatment system.
reticulation system	Means that part of the sewage treatment system owned and operated by the licensee which collects and transports sewage to the sewage treatment plant and includes all sewer pipes (whether greater or less than 300mm diameter), sewer rising mains, access chambers, vent shafts, designed overflow structures, sewage ejection units and sewage pumping stations, but does not include the sewage treatment plant.
sewage	Means untreated liquid waste received in the reticulation system.
sewage ejection unit	Is a pump intended to control the transport of sewage from premises normally occupied by no more than 10 persons, or of an average daily flow of sewage not exceeding 2,000 litres through the sewer pipes, where steep hills and other variations in the land topography can prevent or limit the gravity flow of sewage to the sewage treatment plant.
sewage products	Means any by-product of the treatment processes and includes biosolids, raw sludge, liquid sludge, thickened sludge, digested sludge, screenings and grit.
sewage pumping station (SPS)	Is a structure which controls the transport of sewage through the sewer pipes, where steep hills and other variations in the land topography can prevent or limit the gravity flow of sewage to the sewage treatment plant, but does not include a sewage ejection unit.
sewage sludge & residues (K130)	Bacterial sludge (septic tank), night soil, sewerage sludge & residues.
sewage treatment plant (STP)	Is a facility at which sewage is stored and treated following delivery from the reticulation system prior to discharge, and includes discharge structures and STP bypass points.
sewage treatment system	Means the reticulation system and the sewage treatment plant used for the transport, treatment and discharge of effluent and sewage.
Trade waste agreements	Means agreements reached between the licensee and industrial and commercial customers to restrict the amount of toxic and other potentially harmful substances discharged to the reticulation system.
TRC	Means total residual chlorine.
waters	Has the same meaning as in the Protection of the Environment Operations Act 1997.
wet weather bypass	Means a bypass that occurs when the flow rate of sewage at the inflow point of the STP equals or exceeds the rate specified in condition M7.2.

# Environment Protection Licence

Licence - 829



wet weather overflow	A wet weather overflow is an overflow where the probable cause is rainfall.
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# Environment Protection Licence

Licence - 829



## Dictionary

### General Dictionary

<b>3DGM [in relation to a concentration limit]</b>	Means the three day geometric mean, which is calculated by multiplying the results of the analysis of three samples collected on consecutive days and then taking the cubed root of that amount. Where one or more of the samples is zero or below the detection limit for the analysis, then 1 or the detection limit respectively should be used in place of those samples
<b>Act</b>	Means the Protection of the Environment Operations Act 1997
<b>activity</b>	Means a scheduled or non-scheduled activity within the meaning of the Protection of the Environment Operations Act 1997
<b>actual load</b>	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
<b>AM</b>	Together with a number, means an ambient air monitoring method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .
<b>AMG</b>	Australian Map Grid
<b>anniversary date</b>	The anniversary date is the anniversary each year of the date of issue of the licence. In the case of a licence continued in force by the Protection of the Environment Operations Act 1997, the date of issue of the licence is the first anniversary of the date of issue or last renewal of the licence following the commencement of the Act.
<b>annual return</b>	Is defined in R1.1
<b>Approved Methods Publication</b>	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
<b>assessable pollutants</b>	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
<b>BOD</b>	Means biochemical oxygen demand
<b>CEM</b>	Together with a number, means a continuous emission monitoring method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .
<b>COD</b>	Means chemical oxygen demand
<b>composite sample</b>	Unless otherwise specifically approved in writing by the EPA, a sample consisting of 24 individual samples collected at hourly intervals and each having an equivalent volume.
<b>cond.</b>	Means conductivity
<b>environment</b>	Has the same meaning as in the Protection of the Environment Operations Act 1997
<b>environment protection legislation</b>	Has the same meaning as in the Protection of the Environment Administration Act 1991
<b>EPA</b>	Means Environment Protection Authority of New South Wales.
<b>fee-based activity classification</b>	Means the numbered short descriptions in Schedule 1 of the Protection of the Environment Operations (General) Regulation 2009.
<b>general solid waste (non-putrescible)</b>	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997



# Environment Protection Licence

Licence - 829



<b>flow weighted composite sample</b>	Means a sample whose composites are sized in proportion to the flow at each composites time of collection.
<b>general solid waste (putrescible)</b>	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
<b>grab sample</b>	Means a single sample taken at a point at a single time
<b>hazardous waste</b>	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
<b>licensee</b>	Means the licence holder described at the front of this licence
<b>load calculation protocol</b>	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
<b>local authority</b>	Has the same meaning as in the Protection of the Environment Operations Act 1997
<b>material harm</b>	Has the same meaning as in section 147 Protection of the Environment Operations Act 1997
<b>MBAS</b>	Means methylene blue active substances
<b>Minister</b>	Means the Minister administering the Protection of the Environment Operations Act 1997
<b>mobile plant</b>	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
<b>motor vehicle</b>	Has the same meaning as in the Protection of the Environment Operations Act 1997
<b>O&amp;G</b>	Means oil and grease
<b>percentile [in relation to a concentration limit of a sample]</b>	Means that percentage [eg.50%] of the number of samples taken that must meet the concentration limit specified in the licence for that pollutant over a specified period of time. In this licence, the specified period of time is the Reporting Period unless otherwise stated in this licence.
<b>plant</b>	Includes all plant within the meaning of the Protection of the Environment Operations Act 1997 as well as motor vehicles.
<b>pollution of waters [or water pollution]</b>	Has the same meaning as in the Protection of the Environment Operations Act 1997
<b>premises</b>	Means the premises described in condition A2.1
<b>public authority</b>	Has the same meaning as in the Protection of the Environment Operations Act 1997
<b>regional office</b>	Means the relevant EPA office referred to in the Contacting the EPA document accompanying this licence
<b>reporting period</b>	For the purposes of this licence, the reporting period means the period of 12 months after the issue of the licence, and each subsequent period of 12 months. In the case of a licence continued in force by the Protection of the Environment Operations Act 1997, the date of issue of the licence is the first anniversary of the date of issue or last renewal of the licence following the commencement of the Act.
<b>restricted solid waste</b>	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
<b>scheduled activity</b>	Means an activity listed in Schedule 1 of the Protection of the Environment Operations Act 1997
<b>special waste</b>	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
<b>TM</b>	Together with a number, means a test method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .

# Environment Protection Licence

Licence - 829



<b>TSP</b>	Means total suspended particles
<b>TSS</b>	Means total suspended solids
<b>Type 1 substance</b>	Means the elements antimony, arsenic, cadmium, lead or mercury or any compound containing one or more of those elements
<b>Type 2 substance</b>	Means the elements beryllium, chromium, cobalt, manganese, nickel, selenium, tin or vanadium or any compound containing one or more of those elements
<b>utilisation area</b>	Means any area shown as a utilisation area on a map submitted with the application for this licence
<b>waste</b>	Has the same meaning as in the Protection of the Environment Operations Act 1997
<b>waste type</b>	Means liquid, restricted solid waste, general solid waste (putrescible), general solid waste (non - putrescible), special waste or hazardous waste

Mr Bernie Weir

Environment Protection Authority

(By Delegation)

Date of this edition: 16-July-2001

# Environment Protection Licence

Licence - 829



## End Notes

- 1 Licence varied by notice 1013884, issued on 20-Aug-2002, which came into effect on 14-Sep-2002.
- 2 Licence varied by notice 1029346, issued on 27-Aug-2003, which came into effect on 21-Sep-2003.
- 3 Licence transferred through application 142682, approved on 02-Jun-2004, which came into effect on 17-Mar-2004.
- 4 EPA Condition ID S40934 amended 13-08-04
- 5 Licence varied by notice 1039912, issued on 02-Sep-2004, which came into effect on 27-Sep-2004.
- 6 Licence varied by change to record due to LGA amalgamation, issued on 27-Oct-2004, which came into effect on 27-Oct-2004.
- 7 Licence varied by notice 1061541, issued on 06-Jul-2006, which came into effect on 06-Jul-2006.
- 8 Licence varied by notice 1084927, issued on 28-Apr-2008, which came into effect on 28-Apr-2008.
- 9 Condition A1.3 Not applicable varied by notice issued on <issue date> which came into effect on <effective date>
- 10 Licence varied by notice 1516042 issued on 12-Sep-2013