



# APPLICATION FOR TRADE WASTE CONSENT: SIGNIFICANT INDUSTRIES

## Application to discharge trade waste to the public wastewater system under the Dunedin City Council Trade Waste Bylaw 2020

All premises that discharge trade waste into the Dunedin City Council's wastewater system, as described in the Dunedin City Council Trade Waste Bylaw 2020, must apply for a trade waste consent. Use this form if you are a dental facility. All fields must be completed. PLEASE PRINT CLEARLY.

### 1. Company details (The discharger)

Registered company name:

*Business name. This name will appear on the trade waste consent.*

Trading as:

Postal address (for all correspondence):

Postcode:

Full business street address (if different to above):

Postcode:

### 2. Applicant details

Full name of applicant:

*This person will be responsible for ensuring compliance with this consent and receive all correspondence.*

Position:

Phone (landline):

Phone (cellphone):

Email:

Email is our preferred method of correspondence, unless advised otherwise. All correspondence will be sent to this address. It is important that you inform us of any changes to this email address. See note 3 on last page.

Site contact person (if different to above):

Position:

Phone (landline):

Phone (cellphone):

Email:

### 3. Trade waste application details

This is an application for:

A new discharge

Renewal of an existing trade waste consent. Existing consent number:

Variation of an existing trade waste consent. Existing consent number:

Describe your business (*e.g. beverage manufacturer, spray painter, mechanical workshop*):

#### 4. Related consent(s)

Does this application for trade waste consent relate to a building consent?

Yes. Building consent number:

No

#### 5. Principle business activity

#### 6. Description of waste being discharged

##### a. Describe what will be discharged.

If you are making a product, please list what goes into this product, including any chemicals that may be used.

Is there any mixing of trade waste streams within the operation?

##### b. Batch processes:

Will there be batch process discharges?      Yes      No

If yes, what is being discharged?

How often will these batch dischargers occur?

What is the approximate batch volume being discharged?

##### c. Number of discharge days a year

Continuous

Working week, 8am – 5pm

Seven days a week

##### d. Do you know the estimated volume and strength characteristics of the trade waste to be discharged?

You may be operating a similar business elsewhere and have this information. If this is not possible, then the initial discharge strength and volume will be estimated using results from similar industry and information gained from other sources.

###### Volumes

Average daily volume (m<sup>3</sup>)

Maximum volume in any 8-hour period (m<sup>3</sup>)

Maximum daily volume (m<sup>3</sup>)

Maximum flow (l/s)

#### Other characteristics

Temperature (°C)

Biochemical oxygen demand (BOD) (gm/m<sup>3</sup>)

Chemical oxygen demand (COD) (gm/m<sup>3</sup>)

Total suspended solids (TSS) (gm/m<sup>3</sup>)

pH

Fats, oil and greases (FOGs) (gm/m<sup>3</sup>)

e. Will a mixture of domestic waste and trade waste be discharged prior to any sampling?      Yes      No

If yes, please indicate the number of staff working on site:

### 7. Trade waste sampling point/location

Any sampling point location should be as close as possible to where the discharge enters the sewer. In some cases, this is not possible and, in discussion with you, we will locate an alternative sampling point.

### 8. Please indicate which of the following methods you will use for flow/volume measurement:

The permanent installation of suitable wastewater flow measuring equipment. *Please describe type and location.*

Based on wastewater usage, as measured by water meter, water in equals water discharged.

Other (please specify):

### 9. Risk management

List any substances contained in schedule 1a or 1b of the bylaw which you store, use or generate on the premises:

Describe mitigation measures you employ to prevent accidental spillages of these substances from entering the public sewer or stormwater system. You may need a discharge management plan.

## 10. Pre-treatment

The DCC may, as a condition of a trade waste consent, require provision of an appropriate pre-treatment system to reduce or vary any characteristic of any trade waste before discharge to the wastewater system. For significant industry, the type of pre-treatment system will depend on the nature of the discharge. Typical types of pre-treatment include pH; screening; dissolved air floatation (DAF), filter bags or a grease removal system. Refer to the notes section below for further information.

Describe your pre-treatment plan

## 11. Source of water

The source of water used on your premises is from:

Council supply?    Yes    No

Other sources? – state source:

Do you have backflow protection?    Yes    No

If yes, please state location:

and serial number:

If no, then it is expected that you will need to install a backflow device. You need to contact you plumber to do this.

## 12. Maintenance plan

Do you have appropriate mitigation measures to prevent substance spillages from entering the sewer or into the surface water system? Attach available information/documents (e.g. environmental management plans).

## 13. Health and safety and security

Detail the health and safety and security arrangements you have for DCC staff entering your premises

## 14. Additional information

Please provide any additional information or comments

## 15. Authorisation

I am duly authorised to make this application and confirm, to the best of my knowledge, all the information in this application is true and correct.

I am an agent acting on behalf of the owner or operator of this business.

Note: If you are signing on behalf of the applicant or signing as an authorised agent, please ensure the site contact details are provided above.

Name:

Signature:

Date:

Please return the completed form to [tradewaste@dcc.govt.nz](mailto:tradewaste@dcc.govt.nz) or post to PO Box 5045, Dunedin 9054. Attention: Education and Compliance Officer, 3 Waters. For any queries regarding the application, please contact the Senior Education and Compliance Officer, 3 Waters, on 03 477 4000.

## Notes

1. A copy of the Dunedin City Council Trade Waste Bylaw is available at [www.dunedin.govt.nz/services/wastewater/tradewaste](http://www.dunedin.govt.nz/services/wastewater/tradewaste). Failure to comply with the Trade Waste Bylaw may result in enforcement action e.g. increased sampling and compliance costs, disconnection, restriction of trade waste to the sewer or prosecution.
2. Should your trade waste activity change, please contact the Education and Compliance Officer, as you may be required to apply for a new trade waste consent.
3. It is important that you contact us immediately if your business changes or the person named on this consent is no longer the holder of this consent or your email or physical business address changes. You are liable for any trade waste charges until the period of notice (10 working days) is completed or the discharge ceases.
4. If you are a significant trade waste discharger, you may need to pay monthly trade waste charges as per the Council's Annual Plan.
5. This form must be accompanied by the applicable fee payable in accordance with the Council's Annual Plan. Consent application fees can be found at [www.dunedin.govt.nz/services/wastewater/tradewaste](http://www.dunedin.govt.nz/services/wastewater/tradewaste) or you can contact the Dunedin City Council on 03 477 4000.
6. For significant industries, the type of pre-treatment system will depend on the nature of the discharge. Typical types of pre-treatment include:
  - pH:** pH may need to be actively controlled in some discharges e.g. electroplaters, waste treatment companies, tanneries and fellmongeries, laundries, radiator repair shops or concrete manufacturers.
  - Screening:** For wastes composed primarily of water and particulate matter, rather than dissolved material, screening can be a cost-effective, efficient pre-treatment. Typical screening applications include fish processing wastewaters, small goods manufacture, laundries and meat and vegetable processing.
  - Dissolved air floatation (DAF):** If the density difference between solids and wastewater is marginal or if the solids have a high oil and grease content, a form of dissolved air flotation (DAF) can be an effective pre-treatment process. Typical applications include meat processing plants, tanneries and fellmongeries.
  - Filter bags:** This is a method of pressurised liquid filtration in which the product to be filtered is passed through a filter bag from inside to outside, leaving the solids trapped in the bag. Typical applications include small meat and food processing plants with relatively high oil and grease loads.
  - Grease removal systems:** The most common types are passive, enzyme (or grease converter) and mechanical (or automatic). Grease removal systems must be sized correctly for them to operate effectively. Pre-treatment systems are to be provided, operated and maintained by the discharger at their expense.

## Privacy statement

Any personal information collected from you will only be used for the purpose for which it was collected pursuant to the Privacy Act 2020.

We collect your personal information to enable us to perform our functions under the Dunedin City Council Trade Waste Bylaw 2020, including making contact with you about a trade waste discharge, a trade waste consent, and/or trade waste charges.

We will only use and share personal information where necessary to carry out the functions for which we collected it, or if required by law.

The Council's Privacy Policy may be found via the following link [www.dunedin.govt.nz/about-this-site/privacy-policy](http://www.dunedin.govt.nz/about-this-site/privacy-policy)

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you would like to ask for a copy of your information, or to have it corrected, please contact us at [privacy@dcc.govt.nz](mailto:privacy@dcc.govt.nz), or 03 477 4000, or 50 The Octagon, PO Box 5045, Dunedin 9054, New Zealand.