

SEWER POLICY

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Council's overall objective is "City Wise with Country Style"

Purpose

As part of this overall objective Council has a Sewer Objective of "the protection of the health and amenity of the entire City, by ensuring that appropriate Sewer Services are provided and maintained".

Scope

All properties in the city area are to be served with appropriate sewer services. In the areas defined by Council, from time to time, as public sewer service areas, with the public sewer, in other areas, by appropriate on-site sewer systems.

Policy Provisions

Where possible and appropriate, Council's Sewer Objective is to be achieved by the provision of a public (Council) sewer system, in other areas, land-owners will be required to provide their own appropriate on-site sewage treatment facilities.

Public (Council) Sewer Strategy

- To ensure that appropriate sewage treatment and disposal facilities are available to all properties in the City Council area by:
 - Maintaining, operating and redeveloping the existing sewer infrastructure (collection, transportation, treatment and utilisation facilities) in keeping with good health practices and industry standards.
 - Working with developers, to extend the sewer infrastructure in conjunction with development of the city.
 - Progressively extending the areas served by the public sewer system, particularly to centres of population, with priority being given to areas with public health, or environmental risks and areas, with the greatest numbers and concentration of people.
- To progressively increase the standard of treatment, towards world best standards.
- To progressively upgrade sewage treatment facilities, in order to obtain a full river discharge license and at the same time proceed with effluent utilisation schemes as they are shown to be environmentally and economically appropriate with the vision of ultimately achieving full off-stream utilisation.

On-site Sewer Strategy

To ensure that appropriate sewage treatment and disposal facilities are available to all properties in the City Council area by:

- Ensuring that all new developments, in areas without an access to the public sewer service, are provided with an appropriate on-site sewage treatment and disposal facility suitably sized for the anticipated loads.
- Ensuring that all existing on-site Sewage facilities are properly and appropriately operated and maintained.
- Any substandard or malfunctioning on-site sewage facilities are progressively upgraded to appropriate standards, with priority being given to those facilities, which could adversely impact on public health or the environment.

To ensure that public health and the environment are not adversely impacted on by on-site sewage facilities by:

- Ensuring that new and upgraded on-site sewage facilities are located, designed and built to appropriate standards (adhering to the requirements of the Plumbing Code of Australia 2011 and Australian and New Zealand Standard Plumbing and drainage AS/NZS 3500:2003 and other Appropriate Australian Standards) and are located in appropriate positions/sites.
- Ensuring that all on-site sewage facilities are responsibly maintained and managed.
- Keeping a register of all on-site sewage facilities and requiring regular reports or inspections on their condition.
- Giving priority to assessment of those on-site sewage facilities, which because of their location or high usage, could impact adversely on public health or the environment.
- Ensuring that the “Public Sewer System” is extended to areas with higher concentrations of use or high public health or environmental risk at the earliest possible opportunity.
- Ensuring that inappropriate developments are not allowed to occur, in areas not served by the public sewer service.

Sewer Service Areas

Definition

Council’s Sewer Service Areas shall be defined as those lands liable to Sewer rates under the requirements of the Local Government Act, plus such other lands that Council, from time to time deems to be included in the district (i.e. proposed developments).

Connection

It is a policy requirement that developments in the public Sewer Service Area be connected to sewer. Connection shall be in accordance with the requirements of Clause 7.4 and must be prior to occupancy of the property.

General

As a general principle, all possible developments shall be connected to sewer.

Larger Blocks Up to 0.6 hectares

It shall be a condition of development that all parcels of land up to 0.6 ha be included in the sewer service area and that any sewer generating development be connected to sewer.

Larger Blocks 0.6 to 2 hectares

It shall be a condition of development, that all parcels of land up to 2 ha be included in the sewer service area, where practical and economical (defined as being capable of having a public sewer service extended to the property for less than the indicator figure recorded in the addendum to this policy) and that any sewer generating development be connected to sewer.

Larger Blocks Over 2 hectares

As a general principle, Council favours connection of all properties to sewer where public sewer can be provided economically.

Lake Albert Catchment

New rural residential areas in the Lake Albert Catchment (as defined in the Wagga Wagga DCP) shall be included in the Wagga Wagga Sewer Service Area and all developments must be connected to sewer.

Major Developments

All new developments, with more than domestic load, within areas designated for future extension to sewer, or close to such areas, shall be connected to sewer, unless it can be shown that it is impractical or totally uneconomical to do so. Such developments shall only be allowed to proceed without connection to sewer when it can be clearly demonstrated that:

- An alternative can be properly provided.
- That the developer has the resources to properly manage such an installation.
- The developer enters into an agreement (which is binding on any subsequent owners) that the facility must be converted to full sewer service, when this becomes available and all of the appropriate contributions made.

Extension of Sewer Service Areas

Automatic Extension

Council's Sewer Service Area will automatically be extended to cover any subdivision or development that creates parcels as defined by the adopted DSP of land of 0.6ha or smaller.

Larger Blocks

Council will extend its Sewer Service Area to include parcels of land larger than 0.6ha. Provided that such extension does not increase costs to other sewer users and subject to the following conditions:

- Extensions will be on a catchment basis: i.e. any sewer line must be designed to serve all of the possible connections in the catchment.
- When an extension is carried out, the landholders involved must pay all of the associated costs. All Council fees and costs must be paid prior to work commencing and Council will not be involved in complex financial arrangements or holding costs.
- Each connection to sewer will be subject to a connection fee, equal to Council's Sewer Compliance Scheme (Part 64) Charge.

Use of Facilities provided specifically for another development

In the case of an extension utilising a facility such as a trunk main, pump station or rising main provided by another developer, at his cost, specifically for the use of his development, compensation shall be made to the original developer on the following basis:

- Cost of the specific facility by the number of new connections over the total number of connections, discounted by 10% (of the original cost) for each year after acceptance of the facility out of maintenance.

Sewer Rates

Each lot seweraged shall be subject to normal sewer rates and charges.

Sewer Services

All land to be serviced

As a matter of policy all new parcels of land in the sewer service area, shall be provided with access to the public sewer system. This shall extend to a connection point within the boundary of the land parcel.

Connection Point and all non-Council lines to be on the property being served

As a general practice, Council requires the service from a property to be laid within that property, as required by the Local Government (Water Services) Regulations 1999, however, there are a number of instances where historically this has not been the case. The Manager of Operations has the delegated authority to approve the temporary continuance of such arrangements, subject to the following conditions:

- The service being satisfactory.
- The lines being in good condition.
- The arrangement shall be subject to the continuing approval of the owner of the land on which the line is laid.
- The service is to be re-laid, within the property when:
 - approval to traverse adjoining land is withdrawn, or
 - any significant redevelopment or upgrading of the sewer service occurs which will provide an alternate connection point.

Multiple connections

As a general practice Council does not normally allow multiple connections to sewer from a single land parcel, however the Manager of Operations has the delegated authority to approve the provision of multiple connections, where a genuine case is put forward. Such approval shall be subject to the following conditions:

- The developer or landowner paying all costs associated with the provision of the additional connection.
- The developer or landowner paying a handling charge of one third of the Section 64 contribution that would apply to a new parcel of land being created in that location.
- Other conditions deemed necessary or appropriate by the Manager of Operations at the time of the approval.

Connections and extensions

Applications for connections to and extensions to the sewer mains shall be dealt with by the Manager of Technical Strategy as a routine matter, unless particular circumstances warrant reference to Council.

Access to Sewer

For both practical purpose and the purposes of the requirements of Part 52 of the Local Government (Water Services) Regulations 1999, the boundary trap, riser, or end of spur, within the property, shall be the point of access to the public sewer.

Boundary Traps

General

Traditional sewers were designed with isolation of public and private systems as a requirement, this required the provision of vents in the sewer mains and boundary traps at each individual house. Current designs are however designed on more holistic basis, treating the house drainage and vent system as part of the overall system. In the older parts of the city based on the older “boundary trap” isolationist approach, are progressively being converted over to comply with the modern non-boundary trap design philosophy by the gradual removal of boundary traps and sewer main vents.

No Boundary traps on new developments

No new developments will be approved utilising boundary traps.

Upgrading existing sewer systems

When a property sewer system is being upgraded, or renewed, the owners shall be encouraged to remove any existing boundary traps and no replacement boundary traps shall be installed, being replaced with boundary risers.

Maintenance Responsibility

Council accepts the responsibility for the maintenance of all sewer mains and service connections up to, but not including the boundary trap, or riser, provided the trap/riser is accessible. If the trap is not accessible, then Council's responsibility ceases at the property alignment, or if the sewer main is on the property at the first joint on the spur.

Landholder. The property owner is responsible to properly maintain the balance of the house service.

Redevelopment

In cases, where a property is being redeveloped, for any higher use (i.e. residential to units or commercial) the developer shall be responsible for the replacement and/or up grading of the sewer spur.

Elimination of Joint Connection

General

Historically, common or joint sewer services exist and because they involve a private arrangement between neighbours, Council can not guarantee service beyond the first boundary trap/riser. Joint services do not guarantee service, are no longer acceptable, are prohibited by the Local Government (Water Services) Regulations 1999 and are being progressively eliminated.

Elimination

It is a requirement of any development, building approval, that any joint service or service lines running across property other than that being served shall be eliminated.

Prohibition

No developments, or subdivisions, creating joint connections will be accepted.

Costs - Non-Domestic Properties and Developments

In the case of any non-domestic property, or development, the developer shall be responsible for all of the costs involved, however, if the work involved creates a situation, where another developer benefits from the work done, subsequent developers shall compensate original developer, on the following basis:

- Cost of the mains extension over the total number of properties potentially served, discounted by 10% (of the original cost) for each year since the original elimination.
- Such compensation shall be calculated and only be payable, at the time, the subsequent developer benefits from the work.

Costs - Domestic Properties

In the case of existing domestic properties, land zoned residential, Council will at its cost extend the sewer service to the property boundary and the owner of each property involved shall contribute a “Joint Service Elimination” fee. (This fee is in accordance with Councils adopted Fees and Charges).

The landholder will be responsible for all work associated with connecting to the new service.

Connection

When developments occur triggering joint connection elimination works, the new service provided, is often capable of serving other properties and eliminating additional joint connections, not affected by the development. In these cases, there will be no obligation for those properties to connect immediately, but when they are connected, the joint connection elimination fee, calculated at the date of connection, shall apply.

Design and Construction Standards and Specifications

Design Standards and Specifications

Council is committed to having all work on its sewer collection and transport system, designed in accordance with the Water Services Association of Australia Codes and is moving towards the national “AusSpec” Specifications, however, until this is achieved all sewer work shall be to the Council’s specifications, set out in the “Wagga Wagga City Engineering Guidelines for Subdivisions and Developments”.

Variations from Design Standards

In some cases, it will be impossible to serve isolated parcels of land, in compliance with the design standards and designers may seek approval to vary the standards. Applications to approve such variations may be approved by the Manager of Technical Strategy provided that they:

- Do not compromise other parts of Councils Sewer System.
- Do not expose Council to undue risk.
- Are not likely to increase Council’s maintenance costs.

Note. Cost saving is not seen as a valid reason for varying standards.

Full details of the design variation and approval are to be recorded on the plans.

Authority

The Manager of Operations shall be responsible for acceptance of the design of all sewer works and has the delegated authority to approve variations as listed above. Lists of approved variations shall be submitted to Council on a regular basis.

Variations from Specifications

In some cases, developers, or constructors, may wish to suggest alternative specifications, which they believe would meet Council's objectives, but provide a better/more economical solution. Applications to allow such variations will only be considered, when it can be shown that they:

- represent a further move towards the national AusSpec standards.
- do not expose Council to greater risk, compromise Council's operations, or increase potential maintenance costs.

The Manager of Operations has the delegated authority to approve such variations, on a trial basis. Should such trials prove successful, consideration will be given to upgrading Council's "Engineering Guidelines for Subdivisions and Developments".

Rising Mains and Pump Stations

Because of the intricacies and interactions involved in the operation and management of sewer pump stations (implications of failure, impact on downstream infrastructure and need for common componentry, etc.) the design and construction of sewer rising mains and pump stations is, as a matter of policy, carried out by Council.

Sewer System Miscellaneous

Stormwater into Sewers

Council is concerned over the amount of non-sewage flow in its sewer system and is working at all levels to eliminate this problem. To assist in this Council requires:

New Buildings and Developments:

- All new sewer plumbing work (both mains extensions and property services) to be completed, inspected and approved or certified prior to connection to the sewer network.
- All gullies, inspection caps, risers and line ends are to be capped off sufficiently to prevent the ingress of stormwater.
- Where stormwater and sewer lines are to be laid in the same trench they shall be laid in dissimilar material to prevent any possibility of accidental cross connection.
- Under no circumstances is the sewer to be used to dispose of on-site water and legal action is to be considered in any instances where this is found to be occurring.

Existing Buildings and Developments:

It is the responsibility of all landholders to maintain their internal sewer system in a proper, sound and watertight condition. Whenever any sewer lines are replaced, or new works connected to the sewer line on a property, A certificate from a licensed plumber must be presented.

Swimming Pools Discharge to sewers

(To be read in conjunction with Council's Policy on domestic swimming pools)

Discharge from Swimming pools and pool filtration units can only be accepted into sewer in such a way, as not to impact onto the normal operation of the sewer system. However, because pool water is normally heavily contaminated with chemicals and is not suitable for use in gardens and its disposal could adversely impact on Council's efforts to control urban salinity, the waste from

the filtration plant of any pool shall be discharged to sewer. If there is pressure sewer at the property, refer to and appendix.

Discharges from Normal Domestic Swimming Pools

Discharges from normal domestic swimming pools can be discharged to sewer subject to the following conditions:

- The discharge shall be by means of an open pipe spilling into a gully with a minimum of 150 mm air gap unless other special arrangements are approved, any permanent connection will, of course, be subject to the normal plumbing approval process.
- The discharge shall be limited to a 32mm maximum diameter pipe (with a minimal length of 1.8m of 32mm diameter pipe prior to the discharge point) and a maximum discharge rate of less than 2500 litres per hour (0.7 litres per second).
- The pool must be kerbed, at least 100mm above surrounding ground, or a paved path surround, laid and graded with a fall of not less than 1 in 12 away from the pool, to prevent the ingress of storm water.

Discharges from Non-Domestic Swimming Pools

Discharges from non-domestic swimming pools may be accepted to sewer, but will be subject to:

- Formal application and approval, under Council's Liquid Trade Waste Regulation Policy.
- Any permanent connection and associated plumbing being subject to the normal plumbing approval process.
- The property owner accepting responsibility for any damage to property, or persons, which may be caused by sewer surcharge or overflow, attributable to connection to the pool.

Requirements to be observed when connecting to Sewers

Location of connection point

Information on the location of all spurs (new lots) and connection points (boundary traps, or risers in existing developments) should be obtained from Council, before commencing with the design of any sewer work. The locations should be validated prior to undertaking any works. Note: Council cannot guarantee accuracy of locations.

Notice

Council's Sewer and Stormwater Division shall be given 24 hours' notice (normally through Council's Plumbing Inspectors) of any connection of new works to sewer.

Procedure to locate connection point

With new developments, the plumber is to dig on the junction position and up to 1.5 metre either side.

Note. Mechanical digging must cease at least 500mm clear of Council's sewer main, to ensure that the main is not damaged. If for some reason, the main is damaged, Council's Sewer Division must be contacted immediately, to repair the damage. The person damaging the main will be responsible for the cost of repair.

If the Junction is not found

If the junction is not found within +/- 1.5 metres of the nominated location, Council is to be notified and will locate the spur. Location and/or provision of a new spur shall be at Council's cost, unless

the spur is located in the nominated location, in which case it shall be at cost to the person requesting the work.

Connection

No connection to Council's Sewer system is to be made until the house drainage is completed and sealed to ensure that there is no ingress of debris and/or storm water.

No debris or stormwater

Under no circumstance is any debris or stormwater to be allowed to enter the sewer main. If debris does accidentally get into the sewer system, the developer and/or plumber involved shall be responsible for the cost of any subsequent removal of the debris from the sewer system and any other resulting from the incident.

Certification

All sewer plumbing work shall be appropriately certified.

Yard Gullies relating to floor levels

Council requires all sewer plumbing work to comply with the requirements of current Plumbing Code of Australia and the Australian and New Zealand Standard Plumbing and Drainage AS/NZS 3500. However, there are a number of existing properties, where floor levels are such that normal clearances cannot be obtained. In these cases, Council may allow the installation to continue to be used, subject to the following conditions:

- The yard gully being at least 50mm above the surrounding ground and 150mm below the floor level.
- The yard being graded in such a way as to provide a clear path away from the gully (to prevent any build up of water adjacent to the gully).
- The grate being loose ie not cemented in (allowing the grate to lift off in the event of a surcharge occurring).
- The facility being upgraded to comply with the code by the installation of a "non return valve" or additional gully, etc. as part of any future upgrading works.

Encumbrances over Mains and Easements

Introduction

It is highly undesirable for any building or other encumbrance to be located over a sewer easement, or sewer asset. However, application (Attachment 1) can be made for approval to encumber a main or easement, in some cases, when:

- Relocation of the main to accommodate the development is not possible.
- The development is able to be removed to access the main.
- It is impossible to avoid building over sewer easements, or sewer lines and;
- No access chambers or junctions are involved.

Council will consider granting approval to create an encumbrance.

Objectives and Outcomes

- Council has the following objectives for encumbrance policy:
- To facilitate and regulate rather than simply regulate the administration of sewer encumbrance policy.
- To ensure that sewer system design, location and asset specification minimises the need for landowners and developers to seek approval to encumber sewer assets.

- Council recognises the potential problems and risks that encumbrances can pose to access to sewer assets in circumstances of sewer surcharge, flooding, overflow, blockage, and burst pipelines.
- Public health and safety, harm minimisation, and continuity of service must always be the first consideration in evaluating proposed encumbrances.

Any approval which may be issued will be subject to the following outcomes:

- That the main is modified so as to minimise the risk of future problems at full cost to the developer.
- That the building is designed so as not to be vulnerable to settlement or other problems that could result from the presence of the main.
- That Council is indemnified from all risks associated with the presence of the main.
- That access to the sewer for maintenance work is guaranteed at all times.

Defining an Encumbrance to a Sewer Asset

Any development at or above the surface of a sewer asset that either obstructs immediate access, increases the OHS risks to council employees, or applies an additional loading on the sewer assets constitutes an encumbrance of the sewer system. Examples of encumbrances include, but are not limited to the following:

- Surface paving, fences, and retaining walls;
- Underground utilities, both private and public, such as gas, electricity, water, and telecommunication cables;
- Carports, pergolas, garden sheds, garages and outbuildings;
- Swimming pools, both in-ground and above ground;
- Storage tanks, whether on-ground or on tank stands;
- All habitable, non-habitable, commercial, industrial, and public purpose buildings.

Non-Transferability of Existing Encumbrances

This policy is to evaluate proposed replacement encumbrances without any consideration to existing encumbrances. All such requests for consideration must be subject to review and determination by the Manager of Operations or the delegate for that position.

Conditions for Approved Encumbrances

Where this policy permits the creation of an encumbrance, the policy mandates that one or more of the following conditions will apply:

Indemnity Agreements

Every encumbrance of sewer assets must be subject to an indemnity agreement which indemnifies Council against all claims arising from the existence of an encumbrance. Significant encumbrance indemnities shall be by way of a Part 88E covenant (see next paragraph). In all other cases, the indemnity shall be by way of standard indemnity agreement between Council and the landowner.

Part 88E (3) Positive Covenants

This policy requires that in certain encumbrance circumstances, the landowner will be required to meet all costs and undertake all necessary administrative and legal steps to lodge a positive covenant on the subject land title. The covenant ensures that any future property purchaser or other party will be notified of the existence of the encumbrance and any specific conditions placed on the property.

Progressive Inspection of Approved Encumbrance Works

The formal approval of a proposed encumbrance will include nominated mandated inspection/stop points for progressive site works. Council officers may audit works associated with the creation of an encumbrance in accordance with an approved programme of inspections at defined points in an encumbrance approval.

Developers must give a minimum of 8 working hours notification of works reaching the defined inspection points.

Charges for Sewer Encumbrances

Actual cost will apply to upgrade or modify a sewer main to accommodate an encumbrance. These costs are the responsibility of the developer.

Maintenance of Encumbrance Records

Council operates a records management system in accordance with the relevant Australian Standard that provides for the operation, maintenance, and recovery of records.

Delegation of Encumbrance Consideration and Approval

Authority to approve encumbrances over sewer assets and easements is delegated to the Manager of Operations.

Easements

Council shall require easements for sewer and drainage to be created over all new sewer mains not in road reserves. In the case of any subdivision, the easements for sewer and drainage shall be created and registered, at the developers cost as part of the development.

Sewer Management Issues

Plumbing Certification

All sewer plumbing work carried out on any sewer installation, in the Wagga Wagga City Council area, shall be carried out in accordance with the Plumbing Code of Australia 2011 and the National Plumbing Code, AS 3500, by a person with the appropriate licence and properly certified.

Plumbing Inspection

With regard to any property connected to its sewer system, Council reserves the right to inspect, require rectification and, in the final instance, to deny service, in the case of:

- Sewer plumbing work not carried out by a licensed plumber or drainer.
- Sewer plumbing work not carried out in accordance with the Plumbing Code of Australia 2011 and the National Plumbing Code, AS 3500.
- Sewer plumbing work, which because it is in need of maintenance, or which is causing a public health or environmental problem.
- House or internal sewer services which are in such bad condition, as to allow the ingress of ground or storm water, or which are allowing accession of sewage into the ground water.
- Properties with storm water, or other illegal connections into the sewer system.
- Properties using the sewer to discharge substances other than domestic sewage, without the appropriate Liquid and Trade Waste to Sewer approval.
- Properties not complying with the conditions set by any Industrial and Trade Waste to Sewer approval for that property.

Power of entry

The Local Government Act (Parts 191 - 200) gives Council the power of entry onto land.

The appropriate staff from Council's Sewer and Stormwater and Regulation Services Divisions shall be issued with the appropriate authority, issued under the seal of Council, to carry out necessary inspections and maintenance work.

Where possible (other than for emergency maintenance) notice of Council's intention to enter land will be by an appropriately worded notice.

In the case of new or major planned reconstruction a copy of such notice shall be forwarded to both the occupier and owner of any land affected.

Non-Domestic Waste to Sewer

Liquid Trade Waste Regulation Policy POL006

The City of Wagga Wagga sewerage system is generally designed to cater for waste from domestic sources that are essentially of predictable strength and quality. Wagga Wagga City Council **may** accept trade waste into its sewerage system as a **service** to businesses and industry. Liquid trade waste discharges to sewer are regulated under the Wagga Wagga City Council Liquid Trade Waste Regulation Policy POL 006.

Sewer contribution scheme developer contributions

That as a matter of Policy, Council when considering development applications for approval require developers (where there is any impact on Council's sewage system) to obtain compliance certificates under Division 5 of Part 2 of Chapter 6 of the Water Management Act 2000 (as required under Section 64 of the Local Government Act 1993) prior to the release of subdivision or approval of the application.

Such certificates are only to be issued following receipt of the required contribution. The level of contribution is defined by the adopted Development Servicing Plan(s) as adopted by Council. Council will make adopted Development Servicing Plan(s) available for public inspection.

Effluent reuse

General

In line with its overall policy, Council is committed to proceed with effluent utilisation schemes as they are shown to be environmentally and economically appropriate with the vision of ultimately achieving full off-stream utilisation. Recycled water systems are to be designed, constructed and operated to comply with the NSW Guidelines for Recycled Water Management Systems and National Water Management Strategy: Australian Guidelines for Water Recycling. Managing Health and Environment.

Priority

Priority for effluent reuse projects shall be given on the following basis:

1. Economically viable Council projects (particularly those replacing other sources of water).
2. Existing agreements allowing re-use.
3. Projects that provide genuine economic return.
4. Projects that will result in an improvement of the environment i.e. tree planting, and beautification etc.

Charges for Effluent

Council: Where reclaimed water or effluent is supplied to a Council facility, charges will be on the following basis:

- One year free of charge (to cover the costs associated with the changeover).
- Subsequent years 2/3 the cost of the replaced water.

Note: in some cases this may be based on average historic usage rather than metered volumes.

Irrigation: As for Council

Industrial: Either $\frac{2}{3}$ cost of alternative water supplies, or a negotiated price based on:

- The value of water (this is likely to be low or even zero in the early stages of the overall reuse scheme but may increase as demand increases).
- Capital cost associated with the project. The user will either pay the capital cost of any necessary capital works or a charge that will give a reasonable rate of return on Council's investment.
- Operational costs, ie treatment and delivery costs.

Supply Agreement

Council's Sewer and Stormwater division will supply water to users under a supply agreement. This will require any user to be licensed to use the water and to comply with all licence conditions. The agreement will also set out any other conditions negotiated at the time of supply and allow Council to cease supply if the effluent fails to meet health or other quality standards.

Sewer rates

Preamble

Sewer rates are chargeable for all properties within the sewer service area.

Council's alignment with the NSW Government "*Water Supply, Sewerage and Trade Waste Pricing Guidelines December 2002*" for 'best-practice pricing' has been adopted to comply with the Council of Australian Governments' (COAG) Strategic Framework for Water Reform, National Competition Policy and the Independent Pricing and Regulatory Tribunal's (IPART) "*Pricing Principles for Local Water Authorities*".

'Best-practice pricing' results in the fair sharing of the cost of providing sewerage services to residential and non-residential dischargers meaning the principal of "user pays" has been adopted.

'Best-practice pricing' for sewerage is much the same concept in that all residential assessments pay the same annual amount as a sewer access charge whilst non-residential assessments pay an appropriate two-part tariff comprising an annual sewer access charge based on the size and number of water meters connected in addition to a uniform sewer usage charge per kilolitre for the estimated volume of waste discharged to the sewerage system. In some circumstances where the waste discharged to the sewerage system contains liquid trade or factory wastes or chemicals or other impurities an additional charge must be levied to comply with 'best-practice pricing' principles.

In summary the goal of such a pricing structure is to encourage customers to use water efficiently, minimise the wastage of water resources and to reduce the volume of discharge requiring greater treatment.

Sewer rates are used to fund the following activities:

- The collection and treatment of sewage;

- Ongoing maintenance of the sewerage system and treatment plants
- Reserves allocated towards major system development work such as treatment plant upgrades.

Sewer rates cannot be used to fund general Council expenditure nor can general rates fund expenditure on the sewerage system.

Residential Assessments

As described above Residential properties are charged a flat charge per residence, with no volumetric charge applicable.

The residential charge is based on the non-domestic access charge for a 20mm water connection, plus a usage charge based on the average deemed residential discharge to sewer.

The following example formula describes the residential charge calculation:

$$\text{Residential charge} = AC_{20} + SDF \times \overline{C}_R \times UC$$

where

AC_{20} = Non-residential access charge for 20mm water connection (\$/a)

SDF = Sewerage discharge factor - 57.5% (guideline value 60%)

\overline{C}_R = mean residential water usage (kl/a)

UC = Usage charge rate (\$/kl - estimated \$1.98/kl for 2010/11)

Non-residential Assessments

Non-residential properties are charged one access charge per property, based on the diameter of the property's water meter. The minimum charge must not be less than the residential access charge. In addition, usage based charges apply based on the metered volume with a discharge factor applied.

Non-residential sewerage bills must not be less than the residential sewerage bill and should be based on a cost-reflective two-part tariff with an annual access charge and a uniform sewer usage charger per kilolitre. The sewerage access charge should be proportional to the size of the water supply connection to reflect the load that can be placed on the sewerage system and the sewer usage charge per kilolitre should apply for the estimated volume discharged to the sewerage system.

The following is an example of a non-residential formula and calculation: (please note the following formula is an example only and all figures identified may not be correct):

$$\text{Non-Residential charge} = AC_D + SDF \times C \times UC$$

where

$$AC_D = AC_{20} \times \left(\frac{D}{20}\right)^2$$

AC_{20} = Non-residential access charge for 20mm water connection (\$/a)

D = Water connection diameter (mm)

SDF = Sewerage discharge factor (set for each property)

C = water usage for customer (kl/a)

UC = Usage charge rate (\$/kl - \$1.98/kl, subject to refinement)

For larger customers where a sewerage flow meter have been installed the following example illustrates the charge calculation; (please note the following formula is an example only and all figures identified may not be correct):

$$\text{Non-Residential charge} = AC_D + C_S \times UC$$

where

$$AC_D = AC_{20} \times \left(\frac{D}{20}\right)^2$$

AC_{20} = Non-residential access charge for 20mm water connection (\$/a)

D = Water connection diameter (mm)

C_S = measured sewer discharge for customer (kl/a)

UC = Usage charge rate (\$/kl - \$1.98/kl, subject to refinement)

It has been identified in the past that some existing properties have connections without water meters and as such will be charged as per the following example calculation; (please note the following formula is an example only and all figures identified may not be correct):

$$\text{Non-Residential non-metered charge} = AC_D + SDF \times C \times UC$$

where

$$AC_D = AC_{20} \times \left(\frac{D}{20}\right)^2$$

AC_{20} = Non-residential access charge for 20mm water connection (\$/a)

D = Water connection diameter (mm) - generally 20mm

SDF = Sewerage discharge factor (set for each property)

C = **Deemed** water usage = 175 kl/a

UC = Usage charge rate (\$/kl - \$1.37/kl, subject to refinement)

Determination of Sewerage Discharge Factor

A Sewerage Discharge Factor (SDF) is the proportion of a non-residential customers estimated volume of water consumed through the water meter which is discharged to the sewerage system. For example, a property with a SDF of 20% means that 20% of the water recorded as being consumed is discharged to the sewerage system, a property with a SDF of 90% means that 90% of the water recorded as being consumed is discharged to the sewerage system.

External water consumption

A significant proportion of water delivered to a property can be consumed operating evaporative coolers and maintaining landscaped areas. For example, over 50% of the annual water consumption of a Wagga cycle store is attributed to operating an evaporative cooler. The 'bleed' discharge from evaporative coolers is generally directed to stormwater, so is not chargeable.

Council has estimated discharge factors to consider these effects by looking at several years of water consumption data and adopting a discharge factor which reflects this.

Internal water consumption

For most premises, almost all of the water delivered internally is discharged through the sewerage system. However, some business types consume water as part of their process. **Table 1**, illustrates internal sewerage discharge factors for a number of common activities where a special internal sewerage discharge factor should be applied.

Table 1: Sewerage discharge factors for internal activities¹

Business activity	Internal sewerage discharge factor
Car washing (excluding automatic and self-service bays)	75%
Caravan park	75%
Cold storage	7%
Concrete batching	2%
Mechanical workshop	95%
Motel	90%
Nursing home	90%
Shopping centre	85%
Swimming pool	85%
Veterinary, Kennels	80%

The actual of SDF varies from year to year depending on climatic variations as well as changes related to business activities.

¹ Based on Appendix G of NSW Department of Water and Energy (2009) *Liquid Trade Waste Regulation Guidelines*. The relevant functions of the NSW Department of Water and Energy are now undertaken by the NSW Office of Water, Department of Environment, Climate Change and Water.

Pressure pumped Sewer

General

Council preference is gravity system for sewerage. As part of its overall sewer strategy, Council may from time to time declare areas as special pumped sewer service area. These areas will normally be villages, rural residential subdivisions, or discrete catchments.

It is noted that all sewer systems, particularly low pressure pumped systems, are designed to serve existing developments with E1 systems and land uses and cannot be seen as the basis of seeking any rezoning.

It is not seen as appropriate for low pressure pumped sewer installations to be installed in gravity sewer areas, except under special circumstances.

Policy

Pumped sewer installations will be subject to all of the standard sewer policy conditions with the following exceptions:

- Design and installation of the on-property pump units. Because there is need for all units to be designed as part of a single interactive system design, selection of pumps and installation shall be carried out by Council, on behalf of the owner.
- Boundary Traps. With low pressure pumped sewer systems a physical boundary trap is not required, or possible, but the design shall include a boundary inspection tee which shall be treated as the boundary trap for the purposes of this policy.
- On-property rising main. Maintenance responsibilities are as above in maintenance.
- *Village Pressure Sewer Scheme – connection of pre-existing properties*
 - (i) On the basis that the household sanitary plumbing and drainage for existing properties has been previously approved for occupancy according to the regulations current at the time of construction, the household sanitary plumbing and drainage for existing properties connected to Council's pressure sewer system installed as part of Council's "Village Sewer Program" is not required to be upgraded to comply with the current "National Plumbing and Drainage Code AS3500."
 - (ii) An audit shall be undertaken on all properties prior to connection to Council's pressure sewer system to ensure all existing services including power boards; household sanitary plumbing and drainage are suitable for connection. If the audit identifies services are not suitable for connection, the owner must arrange for the services to be rectified prior to the connection being made to Council's pressure sewer.

Maintenance Contracts

Council may, either directly, or via a third party contractor, provide a full pump maintenance service to properties served by low pressure pumped sewer services. Such service will be on a contractual basis and separate from Council's normal sewer services and charges.

Service Areas

Areas to be served utilising low pressure pumped sewer shall be included in Council's sewer service area, but identified as to be served by low pressure pumped sewers.

Special Circumstances for use out of Designated Areas

It is not seen as being appropriate to allow properties designated for "gravity sewer" to be served using low pressure pumped sewer, however there may be exceptional circumstances as identified below where Council could approve such installations.

Areas designated for conventional gravity sewer, but are unserviceable

From time to time, subdivisions within the existing service areas occur, which because of land slopes, design restrictions, etc, cannot be served utilising conventional gravity sewer. In these cases Council may approve the use of low pressure pumped sewer, with the owner being responsible for all costs associated with the installation, and the fact that the property is served by low a pressure sewer service being noted on the Land title or an 88(b) instrument.

Out of sequence development which Council agrees would be desirable

Council normally does not favour out of sequence development. There may occasionally be circumstances where use of low pressure pumped sewer to allow such development to take place may be seen as appropriate. Such instances would require specific Council approval and would be conditional on an agreement to convert to normal gravity sewer and to pay all of the costs associated with its provision, when gravity sewer becomes available. Access to temporary pumped sewer services can not be seen as an avenue to avoid or delay normal developer requirements and responsibilities.

Areas outside of service area

Because of the nature of low pressure pumped sewer, there is no reason other than capacity constraints to restrict service to service areas. Farm homesteads and isolated properties close to sewer installations may seek approval to connect. Such connections are seen as appropriate and will be encouraged, provided the following conditions are met:

- The owner pays all costs associated with the installation.
- The owner pays a maintenance charge for all Council mains, which exist solely to serve that property, in excess of 100 metres.
- The owner pays normal sewer charges
- The owner enters into the appropriate maintenance arrangements
- The installation in all other ways complies with Council policy
- The installation will not overcommit the system.

Industrial & Trade Wastes

Because of the limited capacity and long detention times involved in low pressure sewer systems, applications under category 2, 3 and 4 of Council's Non-Domestic Waste to Sewer Policy will be assessed and treated on their individual merits.

Commercial developments

Commercial developments may connect to the pressure sewerage services under two arrangements:

- a) Install pumps via Council's pump supply and pressure sewerage installation contracts. For developments approved prior to 1 July 2002, Council will offer a 33% subsidy for the on-site component of the works.
- b) The property owner installs their own pump station conforming to Council's specification. Costs payable to Council then consist of the connection of the pump station to the pressure sewerage network.

In both cases Section 64 developer contributions will also to be paid, plus any capital contribution to the pressure mains network.

Attachment 1- Encumbrance Brochure and Application Form - Building Near Sewer or Stormwater Lines

Sewer & Stormwater Mains Protection

The public sewer and stormwater mains are assets, which the Local Council is responsible for

The mains consist of major and minor pipelines, property connection points, and a variety of access chambers. Some stormwater is carried in open drains and in some cases, sewer is carried in pressure pipelines.

The Problem

Sewer and stormwater main have high risks; these systems must be able to deal with rare peak flows caused by heavy rain etc. Flows and associated gases in both sewer and stormwater mains are occasionally volatile and even, at times, explosive.

Faults in these mains can cause substantial damage to property quite quickly, and damage can occur a long way from the problem in the pipe.

Council needs to access all parts of the mains in order to ensure the health and safety of its public.

Access for inspection, maintenance and long-term renewal is critical, particularly at connection and access points.

This means that buildings should not be built over, or too close to sewer and stormwater mains.

The Solution

Nearly every landowner will have some part of the sewer and stormwater mains located within their property. Council recognises that in some cases the inconvenience of such restrictions makes it worthwhile for owners to fund alterations to the mains allow the works to proceed while managing the risk. Council's encumbrance policy has been developed to address these cases.

We aim to help landowners maximise the land use and enjoyment of their property, while maintaining the integrity of the sewer and stormwater mains. We can provide accurate, helpful and specific information to you and aid you in the construction process.

Council also pursues continual advances in pipe and construction technology to make new mains installation as reliable as possible, minimising the future need to carry out the work on individual properties.

What is an encumbrance?

In Council's policy, **an encumbrance refers to anything that hinders access to or may damage any part of the public sewer or stormwater network.**

Some examples of potential encumbrance include:

- Sheds, carports and pergolas
- Retaining walls, barbeques, stone walls
- Pools (in ground and above ground), storage tanks
- Underground utilities (water, gas, power)
- Fences, paving
- Houses, habitable rooms
- Landscaping that significantly changes the ground level

Private sewer and stormwater pipes (those that serve only the owners property) are not subject to protection by this policy. However, plumbing approvals may impose certain restrictions which are covered by the normal council approvals process.

Refer to the *How to Read a Sewer and Stormwater Diagram* for a property sewer and stormwater typical layout.

Encumbrance Zones

There are two types of encumbrance zones.

Zones of loading influence are areas on the ground which extends either side of the pipe's location. Structures built in this zone may transmit load through the ground onto the pipe, increasing the chance of pipe failure. Sinking of the original trench or scouring caused by pipe failure may undermine any structure built within the zone.

The standard zone of influence is [depth to pipe base + 300mm] either side of the pipe centerline. The standard (conservative) zone of influence is based on a 45-degree angle of repose (see the diagram over the page). A smaller zone of influence may be considered if an accredited geotechnical engineer provides advice on the suitable angle of repose.

Zones of clearance are used to provide sufficient room for repairs and/or replacement of parts of the system. Unauthorized structures in this zone may endanger council employees, restrict critical repairs or themselves be damaged or demolished at the owner's expense. Usually, council requires a 2.5m strip for access to the pipe, including at least 0.6m clearance on each side.

Council **Easements** have been created in newer properties to make property owners aware of the areas of building restrictions.

How will this affect my plans?

The main factors in determining what system encumbrance may be allowed are:

The type of proposed structure; easily demountable structures are more likely to be allowed.

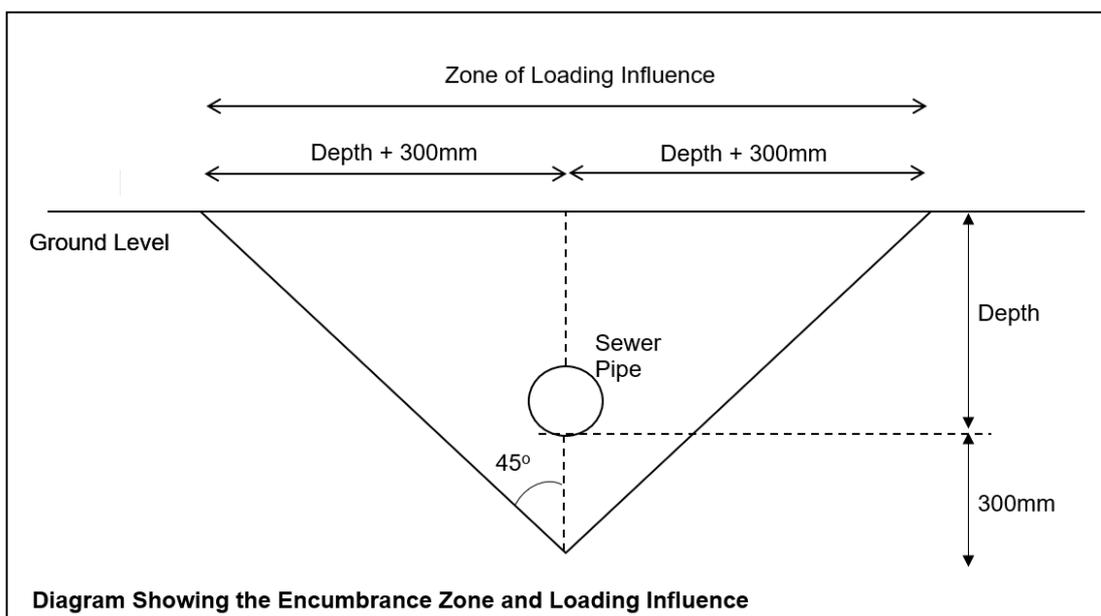
The type and condition of the sewer or stormwater main proposed to be encumbered; Main trunk lines serving large numbers of properties will be subject to greater protection than

minor lines serving few houses. Pipes that may sometimes overflow are also given greater protection. The age and condition of the pipe will also be considered. No access chambers may be encumbered.

The first thing you need to know is the locations and type of sewer or stormwater mains located in your property. Council has a **diagram of the property drainage pipes** for many properties in Wagga. An example is provided over the page.

The next thing to do is to look up the “Developments Affecting Mains”. This will explain if you are required to apply for conditional approval from Council before building works can proceed.

Existing encumbrances: Some existing buildings or other structures may already encumber sewer and stormwater mains. Any replacement or extension of such items will not be permitted by Council. You will need to make a new application to encumber a council asset as outlined in this brochure.



HOW TO READ A SEWER AND STORMWATER DIAGRAM



Property boundary. The dashed line indicates an easement. Note that an area of the backyard is within an encumbrance zone. You can do an initial self-assessment using the coloured encumbrance zone transparencies as depicted here.

Coloured encumbrance zones have been included here as an example. Red hatched areas show access clearance zones. Yellow hatched areas show the zone of loading influence – which varies depending on pipe depth and ground conditions.

The example here is not to scale and should not be used to determine real encumbrance zones.

Public sewer pipeline. The diagram does not specify whether it is a major line or not. Ring the contact number on this brochure for clarification. Categories of public stormwater system parts going from least protected to most protected are:

Sewer access chambers. The clearance prohibition zones for these fall slightly over the edge of this property. Buildings should stand at least 1.25m clear of the rim of any manhole. They are the principal entry point for monitoring, maintenance or repairs. They often exist within private property and are usually where the pipe changes direction or grade or where two or more pipes junction.

Minor sewer pipeline (less than 225mm)

Surcharge sewer pipeline

Stormwater property connection point. Note that this is the first property on this particular line.

Property connection point and Boundary Riser. Where the branch sewer (private) connects with the public sewer. Sometimes another property may also have its connection point in your property. This access point is the location where many private blockages are accessed and cleared by plumbers.

Private sewer lines. These are not subject to protection by this policy but check with the plumbing department for their requirements. Your diagram will include a legend for the abbreviated fitting names.

Private stormwater lines. Generally, 90mm – 100mm in diameter. These are not subject to protection by this policy but check with the plumbing department for their requirements.

Note the downpipes on the corners of the house.

Public stormwater pipeline. In this case does not affect the property. The diagram does not specify whether it is a major line or not. Ring the contact number on this brochure for clarification.

Categories of public stormwater system parts going from least protected to most protected are:

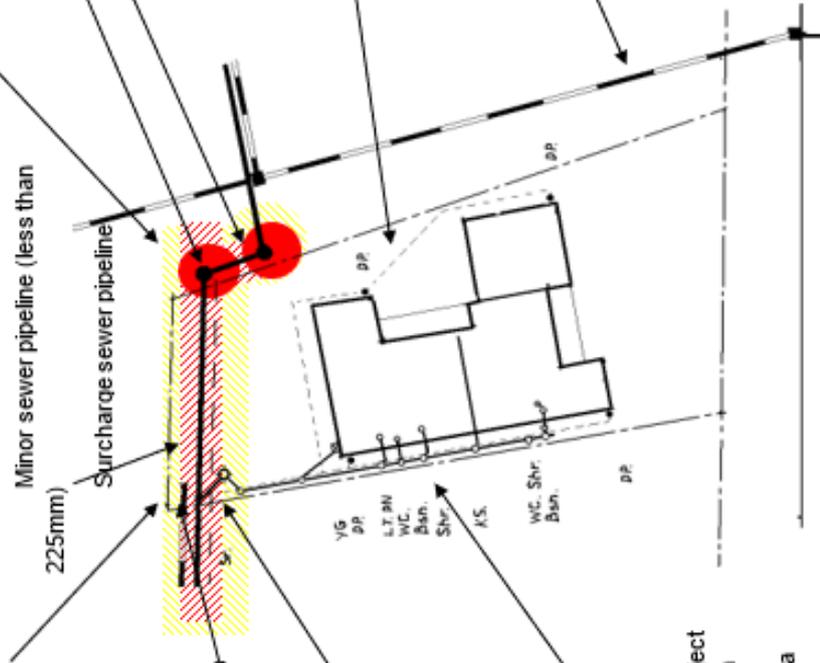
Stormwater pipeline (up to 300mm)

Surcharge stormwater pipeline

Open drains (lined and earthen)

Main stormwater pipeline (larger than 300mm)

Access chambers and pits



General Approval Conditions

Financial

If a main is required to be upgraded or relocated to accommodate a development this will be at full cost to the applicant/developer.

The applicant/developer will also need to fully fund any further works required for the creation of the encumbrance, such as strengthened foundations or alteration of existing house plumbing.

The applicant/developer will need to meet any administrative costs incurred by the Council in establishing the encumbrance agreement. In most cases this is covered by the application fee.

In cases of significant structures such as buildings, the applicant/developer will be required to pay for and organize the establishment of a positive covenant (under section 88E of the Conveyancing Act 1919) which indemnifies the council against all claims arising from the existence of an encumbrance within the zone of influence of the system. This is to ensure that any future purchaser or other interested party will be notified of the existence of the encumbrance and any conditions placed upon it.

Agreements

Any approval of an encumbrance of a sewer or stormwater system will require that the owner acknowledge that Council will not be held responsible for any damage that could result from the encumbrance. This is to indemnify Council against all claims arising from the existence of an encumbrance within the zone of influence of the system.

The owner must also guarantee access to the line for maintenance work at any time. Damage caused to the development by such maintenance shall be at the owner's expense.

Council Inspections and Approvals

Council will place certain building requirements on any approved encumbrance. These conditions will be added to any standard development approval conditions. The overall development approval issued by Council will include these conditions and will nominate a program of mandatory inspections.

You must not commence any construction until you have obtained a formal construction certificate.

Developments Affecting Mains

Not Allowed to Encumber Mains and Easements

Habitable Rooms (e.g. Bedrooms, Living rooms, Offices).

Carport attached to a building with a contiguous roof

Swimming Pools and Spas (above Ground and Inground)

Enclosed and Roofed Pergolas.

Storage Tanks

Allowable with Conditional Approval (including an encumbrance fee and positive covenant)

Sheds (Large then below) and Garages

Carport (noncontiguous roof)

Free standing open pergolas

Retaining Wall with footings

Barbeques

Swimming Pool Decks

Allowable with Conditional Approval with no positive covenant/no fee

Small garden sheds (less than 3m x 5m with no floor)

Swimming Pool Fences, Pumps and Filters

Retaining Walls 600mm minimum height with no footings

Driveways

Concrete Works <70 MM thickness

Where to Now?

This brochure has been designed to point you in the right direction. You will find that you will get assistance in interpreting this brochure from the following people:

- Building and pool suppliers
- Kit shed and pergola suppliers
- Real Estate agents
- Solicitors
- Land developers, planners, trades people, and engineers
- You can also deal directly with Council if you choose

Sewer diagrams: Visit or ring the Council offices to obtain a copy of your property's sewer and stormwater diagram. You must be the owner of the property or have the authorization for the owner. A fee applies.

While you are at the Council offices you can be provided with additional information on any sewer or stormwater mains and easements located within your property and what limitations apply.

It is better if you can avoid developing over sewer and stormwater mains and easements. There is less expense involved for the developer and access to Council sewer and stormwater mains is maintained.

All applications are considered on their own merits, and any engineering solutions available to manage the encumbrance. Any variations from the normal conditions will be limited to that specific approval.

General Enquires to 1300 292 442

NOTE: Copies of all Policies are available on Councils website www.wagga.nsw.gov.au or can be viewed upon request at the Civic Centre.

Application for a Determination regarding a Proposal to Encumber a Service Line and/or Easement (as per Council Sewer Policy POL036 and stormwater Policy POL037)

General Manager
Wagga Wagga City Council
PO BOX 20
WAGGA WAGGA NSW 2650

Approval in terms of Council’s Sewer Policy POL036 and Stormwater Policy POL037 is sought to encumber a service and/or easement at the following property:

Site Address: _____

If the necessary approval is granted, I will ensure that the building is appropriately designed and built in accordance with any conditions issues in the acceptance. I acknowledge that Council has the right of access to the line for maintenance etc. and that council can’t be held responsible for any problems or damage that results from the fact that the development is over or adjacent to the main.

Applicants Name: _____

Owner Builder Developer

Address: _____

Phone: _____ Signature: _____

Owners Name: _____ *(if different from applicant)*

Additional information required, please turn over

The following is required to be included with the application.

Is this structure already in place over the main/easement? _____

Description of the structure(s) _____

What materials are used in the structure? _____

What are the dimensions of the structure(s) e.g. length, width, height?

Does the structure have a floor? What is the floor made out of? How thick is the floor?

Attachment 2 - Substances Excluded from Sewers

Clause 6 of the Local Government (Water Services) Regulation 1999

For the purposes of Part 638 of the Act (Discharge of prohibited matter into sewer or drain), the following substances are prohibited matter:

- (a) animal matter (including carcasses but not including human waste), wool, hair, grease, dust, ashes, cinders, soil, rubbish, filth, oil, salt, mud, sand, gravel, garbage, offal, vegetable or fruit parings, rags, house refuse, steam or solid matter;*
- (b) any flammable or explosive substance;*
- (c) any infectious or contagious substance;*
- (d) the contents of a cesspool or privy;*
- (e) waste liquid that contains a percentage of common salt or any other substance, or waste liquid that is of a temperature specified by the council as being:
 - (i) likely to endanger public health, public safety or public amenity or the environment; or*
 - (ii) damaging to, or liable to form compounds that may damage, the council's sewerage system or treatment works; or*
 - (iii) likely to injure the council employees who are engaged in the operation or maintenance of the system or those works or the health of those employees;**
- (f) except in the case of a public drain or a council gutter - roof, rain, surface, flood, seepage or subsoil water;*
- (g) other substances that the council believes are likely to damage the sewerage system or injure those Council employees.*

In addition to clause 6 of the Water Services Regulation the following substances are not permitted to be discharged into the sewerage system:

- organochlorine pesticides, herbicides, weedicides, fungicides and substances of similar nature and/or wastes arising from the preparation of these substances.
- organic solvents and mineral oil.
- natural or synthetic resins, plastic monomers, synthetic adhesives and rubber plastic emulsions.
- uncontaminated cooling and boiler blowdown water.
- any substance likely to produce noxious or poisonous vapours in the sewerage system.
- radioactive wastes.
- saline water.

Discharge of any roof, rain, flood, or subsoil water to sewer is prohibited. Where such waste is contaminated, consent may be given to discharge the waste stream with appropriate controls and pre-treatment under a special approval.

Legislative Requirements

- Local Government Act 1993
- Protection of the Environment Operations Act 1997
- Water Management Act 2000
- Independent Pricing and Regulatory Tribunal Act 1992
- Conveyancing Act 1919
- Local Government (Water Services) Regulation 1999

Standards

- Plumbing Code of Australia 2011, Australian and New Zealand Standard Plumbing and drainage AS/NZS 3500:2003
- Water Services Association of Australia; Pressure Sewerage Code of Australia (WSA07)
- Water Services Association of Australia; Gravity Sewerage Code of Australia (WSA02)
- Water Services Association of Australia; Pumping Station Code of Australia (WSA04)

Related Documents

- Department Water & Energy Liquid Trade Waste Regulation Guidelines April 2009
- Council Policy on Domestic Swimming Pools *Local Government Act 1993*
- Liquid Trade Waste Regulation Policy POL006
- Council Engineering Guidelines for Subdivisions and Developments

Revision History

Revision number	Council resolution	Council meeting date
1	Res. No. 00/610	22 May 2000
2	Res. No. 02/1141	28 October 2002
3	Res. No. 04/243	23 August 2004
4	Res. No. 05/023	24 January 2005
5	Res. No. 08/175	26 May 2008
6	Res.No.08/467.7	27 December 2008
7	Res. No: 09077	27 July 2009
8	Res. No: 12/223	30 July 2012
9	Res No: 13/224.1	26 August 2013
10	Res No: 17/279	28 August 2017
11	Revision approval under General Manager delegated authority	May 2019

POL 036 – Sewer Policy

Revision number	Council resolution	Council meeting date
12	Res No: 22/354	17 October 2022