

Environment Protection Licence

Licence - 1603

Licence Details

Number:	1603
Anniversary Date:	01-May

Licensee

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

PO BOX 420

COOTAMUNDRA NSW 2590

Premises

COOTAMUNDRA SEWAGE TREATMENT SYSTEM

GUNDAGAI ROAD

COOTAMUNDRA NSW 2590

Scheduled Activity

Sewage treatment

Fee Based Activity

Sewage treatment processing by small plants

Scale

> 219-1000 ML annual maximum
volume of discharge

Region

Riverina Far West

Suites 7-8, Level 1 Griffith City Plaza, 130-140 Banna Avenue

GRIFFITH NSW 2680

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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);
- 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).

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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:

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL
PO BOX 420
COOTAMUNDRA NSW 2590

subject to the conditions which follow.

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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	> 219 - 1000 ML annual maximum volume of discharge

A1.2 The objectives of this licence are to:

- prevent as far as practicable sewage overflows and sewage treatment plant bypasses;
- require proper and efficient management of the system to minimise harm to the environment and public health; and
- 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
COOTAMUNDRA SEWAGE TREATMENT SYSTEM
GUNDAGAI ROAD
COOTAMUNDRA
NSW 2590
LOT 556 DP 820859, LOT 562 DP 881310, LOT 563 DP 881310

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 1-10 in Section 6, Town of Cootamundra - Reserve 6861 for Public Recreation Section 47, Town of Cootamundra - Ded for Recreation 1876, Part of R 7220 Reserve for Recreation - Ded 1888 & 1970.

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A2.4 The premises also includes the utilisation area located at Complex Lots 1 & 2, Section 60 Town of Cootamundra, Ded for Public Recreation 1973 & 1929, Part Lot 32 DP 758287, Lot 1 DP 238550, Lot 80 DP 23475, Lot 9 Section 60 DP 758287, Lot 23 DP 223540.

A2.5 The premises also includes the utilisation area located at EA Southee Public School - Lot 1 DP128073, Lot 29 DP226915, Lot 23 DP238184; Cootamundra High School - Lot 1 DP325688, Lot 1 DP325919, Lot 1 DP355856, Lot 1 DP573104; Cootamundra Public School - Lot 3 and Lot 9 DP758287.

A3 Information supplied to the EPA

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 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.

P1.2 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.

Water and land

EPA Identification no.	Type of Monitoring Point	Type of Discharge Point	Location Description
1	Discharge to waters Effluent quality monitoring Volume monitoring	Discharge to waters Effluent quality monitoring Volume monitoring	The spillway from the 80 megalitre wet weather storage pond to Muttama Creek labelled as "Pond Outlet Structure" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.

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2	Total volume monitoring		Outlet weir of maturation pond 2 labelled as "Outlet Weir Discharge Point" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.
3	Discharge to utilisation area Volume monitoring Soil quality monitoring	Discharge to utilisation area Volume monitoring Soil quality monitoring	Utilisation area labelled as "Mitchell Park" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.
4	Discharge to utilisation area Volume monitoring Soil quality monitoring	Discharge to utilisation area Volume monitoring Soil quality monitoring	Utilisation area labelled as "Albert Park Reserve" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.
5	Discharge to utilisation area Volume monitoring Soil quality monitoring	Discharge to utilisation area Volume monitoring Soil quality monitoring	Utilisation area labelled as "Jubilee Park" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.
6	Discharge to utilisation area Volume monitoring Soil quality monitoring	Discharge to utilisation area Volume monitoring Soil quality monitoring	Utilisation area labelled as "Clarke Oval Reserve" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.
7	Discharge to utilisation area Volume monitoring Soil quality monitoring	Discharge to utilisation area Volume monitoring Soil quality monitoring	Utilisation area labelled as "Fisher Park" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.
8	Discharge to utilisation area Volume monitoring Soil quality monitoring	Discharge to utilisation area Volume monitoring Soil quality monitoring	Utilisation area labelled as "Bradman Oval" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.
9	Discharge to utilisation area Volume monitoring Soil quality monitoring	Discharge to utilisation area Volume monitoring Soil quality monitoring	Utilisation area labelled as "Cameron Square Park" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.

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10	Discharge to utilisation area Volume monitoring Soil quality monitoring	Discharge to utilisation area Volume monitoring Soil quality monitoring	Utilisation area labelled as "Nicholson Park" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.
11	Discharge to utilisation area Volume monitoring Soil quality monitoring	Discharge to utilisation area Volume monitoring Soil quality monitoring	Utilisation area labelled as "Country Club Oval" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.
12	Effluent quality monitoring Volume monitoring		At the outlet from the 80 megalitre wet weather storage pond to the pump station for effluent utilisation labelled as "Pumping Station" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" on EPA file LIC07/147.
13	Discharge to utilisation area Volume monitoring Soil quality monitoring	Discharge to utilisation area Volume monitoring Soil quality monitoring	Utilisation area labelled as "EA Southee Public School" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.
14	Effluent utilisation area Volume monitoring Soil quality monitoring	Effluent utilisation area Volume monitoring Soil quality monitoring	Utilisation area labelled as "Cootamundra High School" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.
15	Effluent utilisation area Volume monitoring Soil quality monitoring	Effluent utilisation area Volume monitoring Soil quality monitoring	Utilisation area labelled as "Cootamundra Public School" on map titled "Figure 1.2 Environmental Monitoring for EPA licence 1603" received by the EPA on 3 January 2007 and on EPA file LIC07/147.
16	Groundwater monitoring		Piezometer located within the utilisation area at Mitchell Park.
17	Groundwater monitoring		Piezometer located within the utilisation area at Albert Park Reserve.
18	Groundwater monitoring		Piezometer located within the utilisation area at Jubilee Park.
19	Groundwater monitoring		Piezometer located within the utilisation area at Clarke Oval Reserve.
20	Groundwater monitoring		Piezometer located within the utilisation area at Bradman Oval.
21	Groundwater monitoring		Piezometer located within the utilisation area at Nicholson Park.

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22	Groundwater monitoring	Piezometer located within the utilisation area at Country Club Oval.
23	Groundwater monitoring	Piezometer located at EA Southee Public School.
24	Groundwater monitoring	Piezometer located at Cootamundra High School.
25	Groundwater monitoring	Piezometer located at Cootamundra Public School.

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 Load limits

- L2.1 The actual load of an assessable pollutant discharged from the premises during the reporting period must not exceed the load limit specified for the assessable pollutant in the table below.
- L2.2 The actual load of an assessable pollutant must be calculated in accordance with the relevant load calculation protocol.

Assessable Pollutant	Load limit (kg)
BOD (Enclosed Water)	3950.00
Nitrogen (total) (Enclosed Water)	10650.00
Oil and Grease (Enclosed Water)	5700.00
Phosphorus (total) (Enclosed Water)	400.00
Total suspended solids (Enclosed Water)	5100.00

Note: The load limits referred to in condition L2.1 do not apply to discharges from the reticulation system.

Note: An assessable pollutant is a pollutant which affects the licence fee payable for the licence.

L3 Concentration limits

- L3.1 For each monitoring/discharge point or utilisation area specified in the table below (by a point number),

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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.

L3.2 Where a pH quality limit is specified in the table, the specified percentage of samples must be within the specified ranges.

L3.3 To avoid any doubt, this condition does not authorise the pollution of waters by any pollutant other than those specified in the table\.

L3.4 Water and/or Land Concentration Limits

POINT 1

Pollutant	Units of Measure	-	-	-	100 percentile concentration limit
Biochemical oxygen demand	milligrams per litre	-	-	-	30
Faecal Coliforms	colony forming units per 100 millilitres	-	-	-	200
Nitrogen (total)	milligrams per litre	-	-	-	20
Oil and Grease	milligrams per litre	-	-	-	10
pH	pH	-	-	-	5.5-9.5
Phosphorus (total)	milligrams per litre	-	-	-	1
Total suspended solids	milligrams per litre	-	-	-	40

POINT 3,4,5,6,7,8,9,10,11,13,14,15

Pollutant	Units of Measure	-	-	-	100 percentile concentration limit
Biochemical oxygen demand	milligrams per litre	-	-	-	30
Faecal Coliforms	colony forming units per 100 millilitres	-	-	-	10

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pH	pH	-	-	-	5.5-9.5
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L4 Volume and mass limits

- L4.1 For each discharge point or utilisation area specified below (by a point number), the volume/mass of:
- liquids discharged to water; or;
 - 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	600

L5 Waste

- L5.1 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.
- L5.2 Condition L5.1 only applies to the storage, treatment, processing, reprocessing or disposal of waste at the premises if those activities require an environment protection licence.
- L5.3 The licensee may receive and/or transfer sewage and liquid waste from human waste storage facilities or waste treatment devices including pump out waste and septage generated outside the premises for treatment, processing or reprocessing at the premises. The licensee must take reasonable steps to ensure that sewage 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 waste in accordance with this licence prior to discharge from the premises.
- L5.4 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.
- L5.5 Grit or screenings generated by activities on the premises may be disposed of by the licensee within the boundary of the sewage treatment plant(s) on the premises, but only if they are disposed of in a manner that prevents or minimises material harm to the environment.

L6 Potentially offensive odour

- L6.1 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.

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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

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.

O1.2 Biosolids at the premises must be stored, treated, processed, classified, transported and disposed in accordance with the Biosolids Guidelines, 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.

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.

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- O3.4 Public access to any effluent utilisation area must be denied during effluent application and until the effluent application area has dried.
- O3.5 Livestock access to any effluent application area must be denied during irrigation and until the applied effluent has dried.
- O3.6 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.

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 Sewage or effluent must not be discharged from Point(s) 1 unless it has been treated in accordance with the requirements of the table below.

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

Required treatment process	Flow range
Screening, degritting, primary sedimentation, aeration, secondary sedimentation filtration and final ponding	Equal to or less than 400 L/s
Screening, degritting, primary sedimentation and UV disinfection	Greater than 400 L/s but less than 800 L/s
Screening and disinfection	Equal to or greater than 800 L/s

- O5.2 However the licensee is not taken to have breached this condition if the licensee can demonstrate:
 - a) the failure to treat the liquid waste as required was solely as a result of a failure of the power supply to the premises, or a failure of essential equipment;
 - b) the failure of power supply or equipment could not reasonably have been prevented; and
 - c) normal operating conditions were restored as soon as possible after the power supply failure or the failure of essential equipment.
- O5.3 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.

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O6 Other operating conditions

O6.1 Prohibition on acceptance of pesticides

The licensee must not consent to the receipt of organochlorine pesticides (including dieldrin, heptachlor and chlordane) into the sewage treatment system after 1 April 2004.

O6.2 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 1 July 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:

- in a legible form, or in a form that can readily be reduced to a legible form;
- kept for at least 4 years after the monitoring or event to which they relate took place; and
- 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:

- the date(s) on which the sample was taken;
- the time(s) at which the sample was collected;
- the point at which the sample was taken; and
- 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 1,12

Pollutant	Units of measure	Frequency	Sampling Method
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Biochemical oxygen demand	milligrams per litre	Quarterly	Representative sample
Faecal Coliforms	colony forming units per 100 millilitres	Quarterly	Representative sample
Nitrogen (total)	milligrams per litre	Quarterly	Representative sample
Oil and Grease	milligrams per litre	Quarterly	Representative sample
pH	pH	Quarterly	Representative sample
Phosphorus (total)	milligrams per litre	Quarterly	Representative sample
Total suspended solids	milligrams per litre	Quarterly	Representative sample

POINT 3,4,5,6,7,8,9,10,11,13,14,15

Pollutant	Units of measure	Frequency	Sampling Method
Available phosphorus	milligrams per kilogram	Yearly	Composite sample prepared from area profile samples
Conductivity	deciSiemens per metre	Yearly	Composite sample prepared from area profile samples
Exchangeable calcium	millimoles of positive charge per kilogram of soil	Yearly	Composite sample prepared from area profile samples
Exchangeable magnesium	millimoles of positive charge per kilogram of soil	Yearly	Composite sample prepared from area profile samples
Exchangeable potassium	millimoles of positive charge per kilogram of soil	Yearly	Composite sample prepared from area profile samples
Exchangeable sodium	millimoles of positive charge per kilogram of soil	Yearly	Composite sample prepared from area profile samples
Nitrate	milligrams per kilogram	Yearly	Composite sample prepared from area profile samples
Nitrogen (total)	milligrams per kilogram	Yearly	Composite sample prepared from area profile samples
Organic matter	percent by weight	Yearly	Composite sample prepared from area profile samples
pH	pH	Yearly	Composite sample prepared from area profile samples
Phosphorus (total)	milligrams per kilogram	Yearly	Composite sample prepared from area profile samples

POINT 16,17,18,19,20,21,22,23,24,25

Pollutant	Units of measure	Frequency	Sampling Method
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Standing Water Level	metres	Quarterly	Inspection
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- M2.3 The monitoring at point(s) 12 required by condition M2.1 is conducted to determine compliance with limits specified for discharge to point(s) 3-11 and 13-15 respectively.
- M2.4 For the purposes of the table(s) above Special Method 2 means the use of a volume balance calculation as defined in table 5 of the NSW EPA Load Calculation Protocol.

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 complainant; and
 - 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.

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- M5.3 The preceding two conditions do not apply until 3 months after: the date of the issue of this licence.
- 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:
- the volume of liquids discharged to water or applied to the area;
 - the mass of solids applied to the area;
 - 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 during any discharge	kilolitres per day	Special Method 2

POINT 2,3,4,5,6,7,8,9,10,11,12,13,14,15

Frequency	Unit of Measure	Sampling Method
Yearly	kL/year	In line instrumentation

- M6.2 For the purposes of the table(s) above Special Method 2 means the use of a volume balance calculation as defined in table 5 of the NSW EPA Load Calculation Protocol.
- M6.3 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.
- M6.4 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.
- M6.5 The licensee must:
- submit in writing to the EPA a proposal for a method of volume estimation; or
 - 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.

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M7 Requirement to record bypass incidents from sewage treatment plants

M7.1 The licensee must record the following details in respect of each bypass of any of the appropriate treatment processes required by condition O5 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 For the purpose of condition M7.1 the bypass must occur for more than 30 minutes on any day and be identified as having a likely adverse effect on the quality of the final effluent.

M7.3 From 1 April 2004 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;
- 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:

1. a Statement of Compliance,
2. a Monitoring and Complaints Summary,

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3. a Statement of Compliance - Licence Conditions,
4. a Statement of Compliance - Load based Fee,
5. a Statement of Compliance - Requirement to Prepare Pollution Incident Response Management Plan,
6. a Statement of Compliance - Requirement to Publish Pollution Monitoring Data; and
7. a Statement of Compliance - Environmental Management Systems and Practices.

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 via eConnect *EPA* or 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 Where the licensee is unable to complete a part of the Annual Return by the due date because the licensee was unable to calculate the actual load of a pollutant due to circumstances beyond the licensee's control, the licensee must notify the EPA in writing as soon as practicable, and in any event not later than the due date. The notification must specify:
- a) the assessable pollutants for which the actual load could not be calculated; and
 - b) the relevant circumstances that were beyond the control of the licensee.
- R1.7 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.
- R1.8 Within the Annual Return, the Statements 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.
- R1.9 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

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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;
- 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.

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R4 Other notifications

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) the Environment Protection Authority

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 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.

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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.

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 2 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.

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Dictionary

General Dictionary

3DGM [in relation to a concentration limit]	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
Act	Means the Protection of the Environment Operations Act 1997
activity	Means a scheduled or non-scheduled activity within the meaning of the Protection of the Environment Operations Act 1997
actual load	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
AM	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> .
AMG	Australian Map Grid
anniversary date	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.
annual return	Is defined in R1.1
Approved Methods Publication	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
assessable pollutants	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
BOD	Means biochemical oxygen demand
CEM	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> .
COD	Means chemical oxygen demand
composite sample	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.
cond.	Means conductivity
environment	Has the same meaning as in the Protection of the Environment Operations Act 1997
environment protection legislation	Has the same meaning as in the Protection of the Environment Administration Act 1991
EPA	Means Environment Protection Authority of New South Wales.
fee-based activity classification	Means the numbered short descriptions in Schedule 1 of the Protection of the Environment Operations (General) Regulation 2009.
general solid waste (non-putrescible)	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997

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flow weighted composite sample	Means a sample whose composites are sized in proportion to the flow at each composites time of collection.
general solid waste (putrescible)	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
grab sample	Means a single sample taken at a point at a single time
hazardous waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
licensee	Means the licence holder described at the front of this licence
load calculation protocol	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
local authority	Has the same meaning as in the Protection of the Environment Operations Act 1997
material harm	Has the same meaning as in section 147 Protection of the Environment Operations Act 1997
MBAS	Means methylene blue active substances
Minister	Means the Minister administering the Protection of the Environment Operations Act 1997
mobile plant	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
motor vehicle	Has the same meaning as in the Protection of the Environment Operations Act 1997
O&G	Means oil and grease
percentile [in relation to a concentration limit of a sample]	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.
plant	Includes all plant within the meaning of the Protection of the Environment Operations Act 1997 as well as motor vehicles.
pollution of waters [or water pollution]	Has the same meaning as in the Protection of the Environment Operations Act 1997
premises	Means the premises described in condition A2.1
public authority	Has the same meaning as in the Protection of the Environment Operations Act 1997
regional office	Means the relevant EPA office referred to in the Contacting the EPA document accompanying this licence
reporting period	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.
restricted solid waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
scheduled activity	Means an activity listed in Schedule 1 of the Protection of the Environment Operations Act 1997
special waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
TM	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> .

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

Mr Tim Gilbert

Environment Protection Authority

(By Delegation)

Date of this edition: 21-June-2000

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End Notes

- 1 Licence varied by notice V/M upgrade, issued on 07-Jul-2000, which came into effect on 07-Jul-2000.
- 2 Licence varied by notice 1010143, issued on 25-Jul-2001, which came into effect on 19-Aug-2001.
- 3 Licence varied by notice 1013323, issued on 24-Jan-2002, which came into effect on 18-Feb-2002.
- 4 Licence varied by notice 1015239, issued on 23-May-2002, which came into effect on 24-May-2002.
- 5 Licence varied by notice 1027924, issued on 04-Dec-2003, which came into effect on 05-Dec-2003.
- 6 Licence varied by notice 1036195, issued on 15-Apr-2004, which came into effect on 16-Apr-2004.
- 7 Licence varied by notice 1039354, issued on 12-Aug-2004, which came into effect on 06-Sep-2004.
- 8 EPA Condition ID S40934 amended 13-08-04
- 9 Licence varied by notice 1060593, issued on 29-May-2006, which came into effect on 29-May-2006.
- 10 Licence varied by notice 1068650, issued on 19-Jan-2007, which came into effect on 19-Jan-2007.
- 11 Licence varied by notice 1071516, issued on 29-Mar-2007, which came into effect on 29-Mar-2007.
- 12 Condition A1.3 Not applicable varied by notice issued on <issue date> which came into effect on <effective date>
- 13 Licence varied by notice 1090481, issued on 27-Jan-2009, which came into effect on 27-Jan-2009.
- 14 Licence varied by notice 1117328, issued on 11-Oct-2010, which came into effect on 11-Oct-2010.
- 15 Licence varied by notice 1512640 issued on 17-Sep-2013
- 16 Licence fee period changed by notice 1555174 on 01-Mar-2018
- 17 Licence transferred through application 1564122 approved on 24-Apr-2018 , which came into effect on 02-May-2018