DRAFT Integrated Three Waters Bylaw 2020

Queenstown Lakes District Council

Date of making: [Insert]
Commencement: [Insert]

This Bylaw is adopted under section 146 of the Local Government Act 2002.

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Bylaw Structure

There are five parts to this Bylaw:

Part A Requirements Common to All Water Services

Part B Water Supply

Part C Stormwater

Part D Wastewater

Part E Trade Waste – which is discharged into Council's wastewater network

The purpose of this Bylaw is to:

a) Ensure the Council is able to meet the requirements and obligations of the Local Government Act 2002, the Resource Management Act 1999, the Health Act 1956, and related legislation.

b) Recognise the status of water and its various uses as part of Aotearoa New Zealand's natural, built, social and cultural environment.

c) Protect the water quality and ecology of the lakes and rivers.

d) Integrate Water Stewardship into community and business culture in order to protect the environment and improve the use of water resources within our district to the benefit of nature and downstream communities.

e) Consider the three waters - water supply, Stormwater and Wastewater, which includes Trade Waste - in an integrated and holistic manner that efficiently and effectively provides Water Services for the District in a manner sustainable for both Occupiers and the environment.

f) Encourage the community and business to adopt efficient and sustainable use of water supplied from Council's water supplies.

g) Encourage businesses and when appropriate all users of Council's water services to adopt Cleaner Production processes and appropriate innovative solutions so as to ensure Trade Waste, Wastewater and Stormwater discharges to Council's water systems are of a nature that can be adequately treated by the downstream processes, produce Biosolids of appropriate quality, and protect the receiving environment from harm.

h) Ensure the protection, safety and health of Council personnel and the general public.

i) Protect the Council's investments in existing and future water supply, Wastewater and Stormwater infrastructure, treatment plants and discharge facilities.

j) Define the obligations of Occupiers and the public in relation to the Council's water supply, Wastewater and Stormwater Network.

k) Regulate discharges, including Trade Waste, hazardous substances, Wastewater and Stormwater into the Wastewater and Stormwater Networks.

l) Provides a system for an equitable share of the Water Services costs.

m) Incorporate procedures that facilitate emergency and natural hazards management, and climate change mitigation and adaptation.

n) Recognise Te Mana o Te Wai (the first right to water under the *National Policy Statement for Freshwater Management)* in freshwater management.

Part A– Requirements Common to all Water Services

A1. Title and Commencement

A1.1 This Bylaw is the "Integrated Three Waters Bylaw 2020".

A1.2 This Bylaw is supported by an Administration Manual which provides material complementary to the Bylaw. This material is technical, administrative or operational.

A1.3 The Administration Manual is made under the Bylaw and will guide the implementation and operation of the Bylaw. The Administration Manual will be updated from time to time, as necessary, to ensure that it is up to date and reflects current practice. This Administration Manual will simplify the administration of the Bylaw. This Bylaw comes into force on [insert date].

A2. Revocation

A2.1 The following Bylaws are revoked

a) Queenstown Lakes District Council Water Supply Bylaw 2015

b) Queenstown Lakes District Council Trade Waste Bylaw 2014

A3. Area within which Bylaw applies

A3.1 This Bylaw applies to those areas of the District which are serviced by the Water Services.

A4. Interpretation

A4.1 The Interpretation Act 1999 applies to this Bylaw and the Administration Manual.

A4.2 Any explanatory notes and attachments are for information purposes, do not form part of this Bylaw, and may be made, amended and revoked without any formality.

A5. Compliance with Other Acts and Regulations

A5.1 This Bylaw is made under the authority of the Local Government Act 2002 for the provision of Waters Services to Customers by the Council.

A5.2 Other Legislation, Standards, Regulations, Codes of Practice, and Council related documentation are included in the Administration Manual. All relevant legislation must be complied with.

A6. Parties required to comply with the Bylaw

This Bylaw applies to the following parties who have access to the Water Service:

a) Occupiers connected to Council's Water Supply System;

b) Occupiers discharging to Council's Stormwater Network;

c) Occupiers discharging to Council's Wastewater Network; and

d) All Trade Premises discharging Trade Waste to Council's Wastewater Network.

A7. Scope of the Bylaw

The Water Services are core infrastructure installed, owned and managed by the Council. The Council's water supply, Stormwater and Wastewater Supply System across the District are made up of several discrete, unconnected networks. For ease of understanding this Bylaw describes these networks as singular.

The Network comprises:

a) **The Water Supply System**: provides the supply of water on demand to the communities and businesses within the reticulation network;

b) **The Stormwater Network**: provides for the collection, treatment (in some cases) and discharge of Stormwater to the environment; and

c) **The Wastewater Network**: provides for the collection, treatment and discharge of Wastewater. Wastewater includes Domestic Sewage / Wastewater and the industrial Wastewater from Trade Premises. Industrial Wastewater is called Trade Waste.

The Council's Land Development and Subdivision Code of Practice sets out Water Supply, Stormwater, and Wastewater requirements that apply to this Bylaw and the Administration Manual.

A8. Delegation

A8.1 Any of the various powers and functions of the Council as detailed and set out in this Bylaw, may be delegated by it, to its Chief Executive and sub-delegated by the Chief Executive to any such other officer or authorised agent of the Council.

A9. Definitions

In this Bylaw unless the context otherwise requires:

Access Point is a place where access may be made to a private Wastewater or Stormwater pipe for inspection (including sampling and measurement), cleaning or maintenance. The location of the access point must be in accordance with Council's Land Development and Subdivision Code of Practice, the New Zealand Building Code and as further defined in this Bylaw and the Administration Manual.

Acceptable Discharge means Wastewater and Stormwater with physical and chemical characteristics which comply with the requirements of the Council.

Administration Manual means the Administration Manual for this Bylaw as approved by Council and as amended from time to time by Council or delegated authority of the Council.

Approved or Approval means approved in writing by Council, either by resolution of Council or by any authorised officer of Council or other person authorised to give such approval on behalf of Council.

Approval Notice means an approval given by Council and signed by an Authorised Officer authorising a person to discharge Permitted Trade Waste to the Wastewater Network.

Authorised Officer means an employee, agent or contractor of Council, appointed by Council as an enforcement officer under section 171 of the Local Government Act 2002

Backflow means the unplanned reversal of flow of water or mixtures of water and contaminants into the water supply system. There are two types of backflow: back pressure and back siphonage.

Biosolids means Sewage Sludge derived from a wastewater treatment plant that has been treated and/or stabilised to the extent that it is able to be safely and beneficially applied to land. The term biosolids is used generically to include products containing biosolids (e.g. composts).

Building means any building within the meaning of Sections 8 and 9 of the Building Act 2004. A building also includes any mobile or temporary structures with permanent or temporary connections to the Council's water services.

Cleaner Production means the implementation of operations, methods and processes appropriate to the goal of reducing or eliminating the quantity and toxicity of wastes. This is required to minimise and manage discharges to the Council Water Services, by:

i. using energy and resources efficiently, avoiding or reducing the amount of waste produced;

ii. producing environmentally sound products and services.

iii. Application of relevant innovative solutions

Condensing Water or Cooling Water means any water used in any trade or industry or commercial process or operation in such a manner that it does not take up matter into solution or suspension.

Conditional Trade Waste means Trade Waste that does not comply with one or more of the physical and chemical characteristics set out in Schedule A of the Administration Manual and/or has a maximum volume of Trade Waste of more than 2000L/day, but which does not have any characteristics of Prohibited Trade Waste. Conditional Trade Waste Consents includes consents for Temporary Discharges.

Construction Debris this includes debris that may originate from all forms of construction and includes materials such as timber, building paper, gravel, sand, concrete, concrete slurry, board materials, cardboard and other packaging materials, metal strips and other materials.

Contaminant has the same meaning as defined in Section 2 of the Resource Management Act 1991

Consent means a consent in writing, given by the Council authorising an Occupier of Trade Premises to discharge Trade Waste to the Wastewater Services.

Consent holder means the Occupier who has obtained a Consent to discharge or direct the manner of discharge of Trade Waste and where appropriate stormwater discharges from any Premises to the Wastewater or Stormwater Network and includes any person who does any act on behalf or with the express or implied consent of the consent holder (whether for reward or not) and any licensee of the consent holder.

Controlled Trade Waste means a Trade Waste that complies with all the physical and chemical characteristics set out in Schedule A of the Administration Manual, after pre-treatment, and has a maximum volume of Trade Waste of no more than 2,000L/day.

Council means Queenstown Lakes District Council, or any officer or agent authorised to execute the authority of the Council.

Customer means a person who uses, or has obtained the right to use, or direct the manner of use of the Water Services provided by the Council.

Domestic Wastewater means either Wastewater that is typical of that discharged from Premises that are used solely for residential activities or Wastewater of the same character discharged from other Premises and includes the drainage from domestic swimming pools and spas.

Domestic Sewage means the same as Domestic Wastewater.

Discharge includes emit, deposit, and allow to escape on a continuous, intermittent or temporary basis.

District means the District of the Council.

Fees and Charges means the list of items, terms and prices for services associated with the Council's provision of Water Services as adopted by the Council in accordance with the Local Government Act 2002 and the Local Government (Rating) Act 2002 and as set out in this Bylaw and the Administration Manual.

Food Premises means premises from which a food business (as defined under section 10 of the Food Act 2014) operates.

Foul Water means the Wastewater discharge from any sanitary fixtures or sanitary appliance.

Hazardous Wastes means hazardous substances as defined by the Hazardous Substances and New Organisms Act 1996.

Hose means any flexible or moveable tube for conducting water and includes a water sprinkler, soaker or any form of similar water distributing device whether held by hand or not.

Infiltration means water entering a Public Sewer or private sewer from groundwater through defects such as poor joints and cracks in pipes or manholes. It does not include inflow.

Inflow means water discharged into a private sewer/wastewater pipe from non-complying connections or other drain laying faults. It includes Stormwater entering through illegal stormwater downpipe connections, illegal cross connections of stormwater pipes into wastewater pipes, or from low gully traps.

Level of Service means the measurable performance standards on which the Council undertakes to supply Water Services, stated in the Council's Ten Year Plan.

Management Plan means the plan for management of Trade Waste operations and in some cases Stormwater for the Premises from which Trade Waste is discharged and may include provision for Cleaner Production, waste minimisation, monitoring and recording of discharges, contingency management procedures, application of relevant innovative solutions and any relevant industry Code of Practice. In some situations, this plan also addresses the protection of Stormwater outflows from Contaminants and minimise or prevent Stormwater merging with Trade Waste.

Meter means a Council owned meter which measures and records the flow and/or volume of water supplied from the Water Supply.

Mobile Facility and Vendor Operations includes a vehicle, trailer, or caravan that may be used for food preparation and sale and a range of mobile activities such as commercial cleaning where liquid wastes are containerised and transported to discharge points in the Wastewater Network.

Nuisance means has the same meaning as section 29 of the Health Act 1956, and includes a person, thing, or circumstance causing distress or annoyance or unreasonable interference.

Occupier means any person who occupies any building or land connected to the Water Service and includes, where appropriate, employees and agents. If the building or land is not occupied, or is subject to a residential tenancy, means the owner.

On Demand Supply means a Council water supply which is available on demand directly from the Point of Supply subject to the agreed Level of Service.

Ordinary Supply means a category of On Demand Supply used solely for domestic purposes.

Owner means any person who owns any building or land connected to the Water Service.

Permitted Trade Waste means a Trade Waste discharge that complies with all the physical and chemical characteristics set out in Schedule A, without the need for any pre-treatment, and does not exceed a maximum volume of trade waste of 2,000L/day (2 cubic metres/day).

Person includes a person, the Crown, a corporation sole, and also a body of persons, whether corporate or unincorporated.

Point of Discharge is the connection point between the Wastewater Network and a private sewer or the Stormwater Network and a private stormwater pipe.

Point of Supply for Water Services is the point at which the ownership of the Water Service passes to the Occupier.

Potable Water means water that does not contain or exhibit any determinants to any extent that exceed the maximum acceptable values specified in drinking water standards issued under the Health Act 1956.

Premises means either:

i. A property or allotment which is held under a separate certificate of title or for which a separate certificate of title may be issued and in respect to which a building consent has been or may be issued; or

ii. A building or part of a building that has been defined as an individual unit by a cross lease unit title or company lease and for which a certificate of title is available; or

iii. land held in public ownership (e.g. reserve) for a particular purpose; or

iv. individual units in buildings which are separately leased or separately occupied.

Pre-treatment means any processing of Trade Waste, as included in a Controlled or Conditional Trade Waste that is designed to reduce any detrimental characteristics in Wastewater, before discharge to the Wastewater Network. Pre-treatment in certain circumstances can also relate to Stormwater.

Private Sewer means that section of Sewer between the Occupier's Premises and the Point of Discharge through which Wastewater is conveyed from the Premises. This section of Sewer is owned and maintained by the Occupier or group of Occupiers.

Private Stormwater Drain means that section of stormwater drain between the Occupier's Premises and the Point of Discharge through which Stormwater is conveyed from the Premises. This section of the drain is owned and maintained by the Occupier or a group of Occupiers.

Prohibited Trade Waste means Trade Waste that has, or is likely to have, any of the physical and chemical characteristics as set out in Schedule B of the Administration Manual.

Public Notice means:

i. A notice published in a newspaper circulating in the entire area likely to be affected by the matter to which the notice relates; and

ii. May also include a notice published on the Council website; and/or a

iii. Public Notice as defined in the Local Government Act 2002

Public Sewer means the public wastewater pipes and lateral connections that carry away Wastewater from the Point of Discharge

Registration means the process followed by all Trade Premises in providing information to Council regarding Wastewater and Stormwater discharges.

Restricted Flow Supply means a type of Council water supply connection where a small flow is supplied through a flow control device and storage is provided by the customer to cater for their specific demand fluctuations.

Restrictor means a flow control device fitted to the Service Pipe to limit the flow rate of water to an Occupier's Premises**.**

Rising Main means a pipe through which Wastewater, Stormwater or water supply is pumped.

Rural Water Supply Area means an area formally designated by the Council as an area serviced by a reticulated Water Supply System that is intended to supply water for specified purposes via Restricted Flow Supplies and/or On Demand Supplies but without a firefighting capability.

Sanitary Appliance means an appliance which is intended to be used for Sanitation including machines for washing dishes and clothes.

Sanitation means the activity of washing and/or excretion carried out in a manner or condition such that the effect on public health is minimised.

Service Pipe means the section of water pipe between a Water Main and Point of Supply

Service Valve (toby) means the valve at the customer end of the Service Pipe.

Sewage means Foul Water and may include Trade Waste; and means the same as Wastewater.

Sewage Sludge means the material settled out and removed from Sewage during the treatment process.

Sewer means any pipe that conveys Wastewater/Sewage.

Sewerage means infrastructure for the collection, treatment, disposal of Wastewater and Trade Waste, including all Public Sewers, pumping stations, Storage Tanks, Sewage treatment plants, outfalls and other related structures operated by Council and used for the reception, treatment and disposal of Wastewater. This is the same as the Wastewater Network.

Storage Tank means any tank having a free water surface under atmospheric pressure to which water is supplied across an air gap separation.

Stormwater means all surface water run-off and associated Contaminants resulting from precipitation that enters or may enter the stormwater network as a result of a rain event.

Stormwater Characteristics means those constituents as specified in the Otago Regional Plan: Water, as set out in Schedule C of the Administration Manual.

Stormwater Drain means any passage, channel or pipe on, over or under the ground by which stormwater is conveyed.

Stormwater Network means the Stormwater Network including all public stormwater drains, channels, manholes, treatment and attenuation facilities and other structures for the reception and discharge of Stormwater vested in the Council or acquired or constructed or operated by or under the control of the Council.

Tankered Waste means any water or other liquid, including waste matter in solution or suspension, which is conveyed by vehicle for disposal, but excludes Domestic Sewage discharged directly from house buses, camper vans, caravans, buses and similar vehicles.

Temporary Discharge means any discharge of an intermittent or short duration and includes the short-term discharge of non-complying Trade Waste in terms of Schedule A of the Administration Manual Permitted Discharge from premises subject to an existing Trade Waste Consent.

Trade means a basic economic concept involving the buying and selling of goods and services, with compensation paid by a buyer to a seller, or the exchange of goods or services between parties.

Trade Premises means:

i. any premises used or intended to be used for any industrial or trade purpose; or

ii. any premises used or intended to be used for the storage, transfer, treatment, or disposal of waste materials or for other waste management purposes, or used for composting organic materials; or

iii. any other premises, work site, mobile facility, or vendor operation from which a contaminant is discharged in connection with any industrial or trade process; or

iv. any other premises discharging other than Domestic Sewage to the wastewater network and includes any land or premises wholly or mainly used for agricultural or horticultural purposes.

Trade Waste is any liquid or gas, with or without matter in suspension or solution, that is, or may be, discharged from a Trade Premise to the Wastewater Network in the course of any trade, commercial, educational or industrial process or operation, or in the course of any activity or operation of a like nature; and may include Condensing or Cooling Waters, and Stormwater which cannot be practically separated, or Domestic Sewage.

Trade Waste Consent means a consent granted by Council under this Bylaw allowing the discharge of Controlled or Conditional Trade Waste to the Wastewater Network.

Unit title or Strata title means a certificate of title or computer unit title register issued for a stratum estate in freehold or a stratum estate in leasehold (as the case may be) in respect of a unit or units in accordance with the Unit Titles Act 2010.

Wastewater has the same meaning as Sewag**e and** means any water with matter in solution or suspension, domestic wastewater, or liquid trade waste that discharges to the wastewater network**.**

Wastewater Network means the system for collection, treatment and disposal of wastewater and trade waste, including all Sewers, pumping stations, and storage used by the Council for the reception, treatment and disposal of Wastewater and Trade Waste.

Wastewater Services means Sewerage, treatment and disposal of Sewage and Stormwater drainage (section 124 Local Government Act 2002)

Water Services means water supply and Wastewater Services (Sewerage and Stormwater drainage) (Section 124 Local Government Act 2002)

Water Supply Area means an area serviced by a Council reticulated water supply system that is intended to supply water for specified purposes via Restricted Flow Supplies and/or On Demand Supplies, but not necessarily with firefighting capabilities.

Water Supply System means all those components of the network between the point of abstraction from the natural environment and the Point of Supply. This includes but is not limited to wells, infiltration galleries, intake structures, open raw water ponds/lakes, falling mains, treatment plants, treated water reservoirs, trunk mains, service mains, rider mains, pump stations and pumps, valves, hydrants, scour lines, Service Pipes, boundary assemblies, Meters, boundary backflow prevention devices and tobies.

Water Main means a pipe or conduit that conveys water.

A10. Application for Supply of a Water Service

All procedures and physical works associated with a Water Services connection must be in accordance with Council's procedure for approved contractors to commission physical connections to Water Services as set out in the Administration Manual.

A11. Supply and discharge

The Council does not guarantee an uninterrupted Water Service and, in particular, a service which is in excess of an agreed Level of Service but will use its best endeavours to ensure the continuity of Level of Service.

Where works of a permanent or temporary nature are planned by Council which will substantially affect an existing Water Service, the Council will, where practicable, notify all known affected persons or publicly notify the works.

A12. Emergency

Natural hazards (such as floods, droughts, earthquakes) or accidents which result in disruptions to any or all of the Water Services, or pandemics requiring specific actions by personnel associated with operating and maintaining the infrastructure will be deemed to be an emergency and will be exempted from Level of Service requirements.

During an emergency the Council may restrict or prohibit the use of a Water Service for any specified purpose, for any specified period, and for any or all persons connected to the Water Service. Such restrictions will be Publicly Notified when deemed necessary by Council. The Council may enact penalties over and above those contained in this Bylaw to enforce such restrictions. The decision to make restrictions and to remove restrictions, and to enact additional penalties, will be made by the Council, or where immediate action is required by a delegated officer of Council.

A13. Level of Service

Council will provide Water Services in accordance with the Levels of Service set-out in Council's ten year plan.

For those periods where the Level of Service allows non-compliance with the specified value(s), Council will use its best endeavours to achieve the specified value(s).

A14. Point of Supply and Point of Discharge

A14.1 Definition of Point of Supply – Water (Single Ownership)

The Point of Supply for water connections is the outlet of the Service Valve or Meter fitting closest to the private pipe. This applies whether the Service Valve/meter is inside or outside the property boundary.

The typical layout at a Point of Supply is shown in Figure 1.

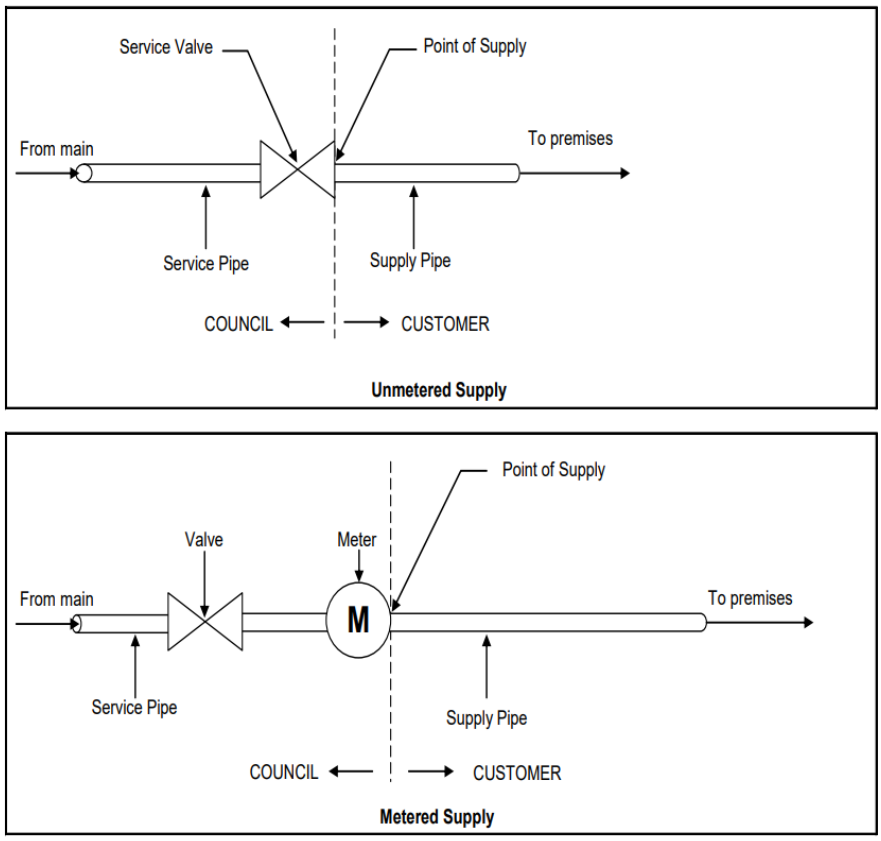

Figure 1 Typical Layouts at point of supply

A14.2 Definition of Point of Supply – Water (Multiple Ownership)

The Point of Supply for the different forms of multiple ownership of Premises is:

a) For Company Share/Block Scheme (Body Corporate) – as for single ownership.

b) For Leasehold/Tenancy in Common Scheme (Cross Lease), Strata Title, Unit Title (Body Corporate) and any other form of multiple ownership – each Occupier must have an individual supply with the Point of Supply determined by agreement with Council. Typically, this will be as for single ownership. In specific cases other arrangements may be acceptable, subject to individual approval by Council.

c) For a multiple ownership supply which was in existence prior to the coming into effect of this Bylaw, the Point of Supply will be the arrangement existing at that time, or as determined by agreement with Council for any individual base. Typically, this will be the closest isolation valve on the common pipe prior to the pipe entering private property.

A14.3 Definition of Point of Supply – Wastewater & Stormwater

The Point of Supply for Wastewater and Stormwater connections is where the private pipe exits the boundary of the Premises. In situations where the Council main is located within the boundary of the Premises the Point of Supply is the joint connecting the private pipe to the Council main.

A14.4 Responsibility for maintenance

Council owns and maintains the Water Supply and Wastewater and Stormwater connections up to the Point of Supply. The Owner and/or Occupier owns and maintains the Water Supply pipe and

Wastewater and Stormwater pipes beyond the point of connection. Further details are set out in the Administration Manual.

A15. Liability

Council will endeavor to meet the Level of Service requirements, but will not be liable for any loss, damage or inconvenience which the Occupier (or any person using the supply) may sustain as a result of deficiencies in, or interruptions to, the Water Service or as a result of work carried out on any Water Services by the Council or its authorised agents.

A16. Council's Network Infrastructure

A16.1 Care of Network Infrastructure

All persons must take due care not to damage any part of the Water Services Systems, including but not limited to water supply pipe work, valves, Meters, Restrictors, chambers, boundary backflow prevention devices, wastewater pipes, Rising Mains, pump stations, Stormwater pipes, and other devices and discharges.

A16.2 Council Access and Inspection

Subject to the provisions of the Local Government Act 2002, the Occupier must allow Council, with or without equipment, access to any area of the Premises for the purposes of determining compliance with the Bylaw.

A16.3 Maintenance of access

The Occupier must maintain the area in and around the Point of Supply or connection keeping it reasonably free of soil, growth, or other matter or obstruction including construction debris which prevents, or is likely to prevent, convenient access.

A16.4 Trees

In the event of the roots of any tree on an Occupier's Premises causing or being likely to cause damage, interference to the flow, or blockage to a Water Service, the Council may remove the roots and recover the costs of undertaking this work from the Occupier.

A16.5 Blockages

An Occupier whose Water Services system is overflowing or has other reasons to suspect a blockage, must first call an appropriately qualified trades person to clear and remove any blockage in the Occupier's Wastewater or Stormwater pipes.

If the blockage is within the Water Service, then the Occupier must contact the Council who will clear and remove the blockage and clean up all affected areas. Provided that the blockage has not been forced downstream into the Water Service in the act of clearing it, or that the Occupier has not been negligent in discharging a non-Acceptable Discharge, then the Council will reimburse the Occupier for actual and reasonable costs. If the blockage is found to have originated within the Occupier's Premises or has been caused by the discharge of a non-Acceptable Discharge, then the Council may recover the costs of the unblocking work from the person or Occupier.

A16.6 Construction Debris

The Occupier and any person acting on behalf of the Occupier must take all reasonable precautions to ensure Construction Debris does not enter any component of the Water Services nor the private sewers/wastewater pipes and Stormwater drains associated with the Premises for which the Water

Services are provided. If Construction Debris enters the Water Services the Occupier must notify Council immediately.

In the event a blockage or other downstream issue occurs as a result of construction debris entering the network, where the responsible property can be identified Council may recover the costs associated with the remedial works from the Occupier.

A17. Transfer of Rights and Responsibilities

No person may transfer, or attempt to transfer, to any other party the rights and responsibilities provided for under this Bylaw.

A Water Service connection may serve only one Occupier and may not extend by hose or any other pipe or device beyond that Occupier's Premises unless agreed in writing by Council.

An Occupier must not provide any Water Service which the Occupier receives from the Council to any other party without approval in writing from the Council.

A18. Change of Ownership

In the event of Premise changing ownership, Council must record the new Owner as being the Occupier of those Premises.

A19. Breaches, Offences and Disputes

A19.1 Breach of terms and conditions of supply

The following are deemed breaches of the conditions to supply water:

a) An incorrect application for supply which fundamentally affects the conditions of supply (part 3) or decision to approve the application;

b) Failure by the Occupier to meet and comply with the conditions of supply for that premise as determined by Council;

c) Failure to meet any obligation placed on the Occupier under all current Acts and Regulations;

d) Frustration of Council's ability to adequately and effectively carry out its obligations;

e) An act or omission as provided for elsewhere in this Bylaw and the Administration Manual.

f) Any act or omission which has not been described in the Bylaw or Administration Manual, but which contravenes the reasonable interpretation of the conditions to provide the Water Services.

In the event of a breach, Council will serve notice on the Occupier advising the nature of the breach and the steps to be taken to remedy it. If, after fourteen working days, the Occupier persists in the breach, Council reserves the right to reduce the flow rate of water to the Occupier, or undertake work directly to address the breach (such as in the case of a private water leak). In the event the supply is restricted, the full Water Service of the supply will be re-established only after payment of the applicable fee and remedy of the breach to the satisfaction of Council. Should the Council undertake work directly to address the breach, the Occupier will be liable to reimburse Council for the costs incurred.

In addition, if the breach is such that Council is required to take immediate action for health or safety or environmental considerations, such action should be carried out immediately. The Occupier will be liable for the costs of work undertaken by Council.

Under all circumstances Council will take all practicable steps to avoid disconnecting supply from the Premises without providing the Occupier appropriate opportunity to rectify any breach. However, this course of action will be available as a last resort, or to protect people, property, or the environment.

Any damage, tampering or interference which occurs to the Water Service equipment must be reported to Council immediately. The person causing the damage must reimburse Council's costs associated with repairing the damaged service, and any other costs Council incurs as a result of the incident.

A19.2 Offences and Penalties

A person who is convicted of an offence against this Bylaw is liable to a fine under section 239 of the Local Government Act [not exceeding $20,000 and a fine not exceeding $200,000 for a breach of the Water Supply, Trade Waste, Wastewater and Stormwater parts of this Bylaw].

A person who is alleged to have committed an infringement offence, as specified in regulations made under the Local Government Act 2002, by breaching the Bylaw may be served with an infringement notice in accordance with section 245 of the Local Government Act 2002.

Council will recover all costs to remedy any damage to the Water Services by any third party.

A20. No person to access or connect to Water Services

a) No person other than the authorised agents of the Council may without express approval (in writing) from the Council make any access or connection to or otherwise interfere with any part of the Water Service.

b) No access or connection may be made to the Water Services without an approved application as set out in this Bylaw and in the Administration Manual for the Water Services and also for approved Trade Waste discharges.

c) All access or connection works on the Water Services must be carried out in accordance with Council's procedures for access to Water Services for investigations and commissioning physical connections.

A21. Building and Working over or around buried Water Services

All works associated with building or working over or around buried water services must be undertaken in accordance with Council's Land Development and Subdivision Code of Practice.

A21.1 Excavation in legal road reserve

All procedures and physical works must be carried out in accordance with the New Zealand Transport Authority's processes for road openings.

A22. Fees and Charges

A22.1 General

Under sections 150 and 151 of the Local Government Act 2002 the Council may prescribe fees and authorise recovery of reasonable costs incurred by the Council in respect of the matters for which the fees are charged. This may be done by the annual planning process fee setting or similar transparent public process in accordance with the above-mentioned sections of the Local Government Act 2002.

The Council may also recover costs for willful damage or negligent behaviour (Section 175) and remedying damage arising from breach of this Bylaw (Section 176) Council may recover all unpaid Water Service charges as prescribed in the Local Government (Rating) Act 2002 (Sections 57 to 82).

Fees and charges to be charged as prescribed by this Bylaw are set out in Part A of the Administration Manual.

A22.2 Prescribed charges

Charges applicable at the time of connection or after connection may include:

a) management fees for:

   i. Administration (includes processing an application to determine if a Trade Waste Consent and/or a Stormwater Management Plan is required);

   ii. Inspection of premises;

   iii. Compliance monitoring that could include sampling and testing; and

   iv. Non-compliance re-inspection.

   These management fees will be charged out at the current unit hourly rates or proportions thereof for the time taken to render the service at the Council's currently hourly overhead charge and materials costs.

b) Trade Waste user pays charges.

c) Stormwater management charges in special circumstances, such as where investigations by Authorised Officers are required.

d) Requirement to provide a bond or insurance in favour of the Council where failure to comply with the Consent could result in damage to the Water Services, or could result in the Council being in breach of any statutory obligation.

A23. Cleaner Production, Pollution Prevention and Waste Minimisation

Users of the Water Services are encouraged to practice water efficient use, Cleaner Production, pollution prevention, application of relevant innovative solutions and waste minimisation practices, and where required for trade premises include this in a Trade Waste and/or Stormwater Management Plan and where appropriate, adopt such procedures for all users of Council's water services. The approach should encompass principles and practices of sound Water Stewardship including sustainable management and protection of the built and natural environment.

The Administration Manual (clause E13) includes guidelines on planning and undertaking Cleaner Production.

A24. Management Plans

As a condition of a Trade Waste Consent for Controlled and Conditional Trade Waste, the Council may, if it is deemed necessary, request the Consent Holder to provide a Trade Waste management plan as a condition of the Consent.

The Administration Manual sets out the requirements for the management plans for specified Trade Waste discharges and, in special circumstances, Stormwater discharges.

A25. Quality of Removed Sludge and Biosolids

The provision of this Bylaw as they relate to Sewage and Trade Waste discharges are also designed to protect the quality of the sludges and Biosolids that are removed as part of the Wastewater treatment process. The beneficial re-use of sludges and Biosolids assists with protecting the environment by recycling a resource while avoiding the need for landfill or other types of disposal. Council's objective is to maintain and improve the quality of sludges and Biosolids over time by reducing the level of contaminants and hazardous substances that enter the Wastewater Network.

Part B – Water Supply

B1 Objectives

The specific objectives for this Part of the Bylaw are as follows:

a) Provide safe drinking water;

b) Promote the effective and efficient management and regulation of the Council's Water Supply System;

c) Protect Council's water supplies from contamination;

d) Protect the Water Supply System from damage, misuse or loss;

e) Prevent unauthorised connection to the Water Supply System; and

f) Set out the obligations of the Council, installers, Occupiers and the public in matters related to the Water Supply System.

B2 Approval to Connect

Refer to clause A10 for detail regarding applications to connect to Council's Water Supply System.

B3 Water Supply System

B3.1 Access to system

No person other than Council may have access to any part of the Water Supply System, except to connect to the Point of Supply, subject to clause A20 of Part A of this Bylaw, and to operate the Service Valve.

B3.2 Fire hydrants

Only the attending Fire and Emergency New Zealand Personnel and Council may gain access to and draw water from fire hydrants for the purpose of exercising Fire and Emergency New Zealand's functions, duties of powers as outlined in the Fire and Emergency New Zealand Act 2017.

B3.3 Other uses

The right to access to, and draw water from, the Water Supply System for uses other than firefighting (for example flow testing, pipe flushing, or temporary water supply) is restricted to:

a) Council; and

b) Persons who have approval to draw water from the Water Supply System for uses other than firefighting. Such persons must comply with all conditions of the Approval including water tanker carrier licenses. Without prejudice to other remedies available, Council may remove and hold any equipment used by any person to gain access or to draw water from a fire hydrant, and assess and recover the value of water drawn without authorisation and any other associated costs.

B4 Occupier Responsibilities

B4.1 The Occupier must take all steps to prevent:

a) water to run, leaking or unchecked from any pipe, tap or other fitting;

b) the condition of the plumbing within the premises deteriorating to the point where leakage and or wastage is uncontrolled; or

c) the unattended operation of hoses.

B4.2 Where an Occupier ignores advice from the Council to repair an on-going leak, the Council may repair the leak and charge the customer to recover all associated costs as provided in the Local Government Act 2002.

B4.3 The Occupier must not use water excessively or use water or water pressure directly from the supply for generating energy, driving lifts, machinery, educators, generators or any other similar device, unless specifically approved.

B4.4 The Occupier must not use water from the supply:

a) for a single pass cooling system;

b) for air conditioning;

c) to dilute trade waste prior to disposal; or

d) for cooling purposes in an industrial plant, unless specifically approved by the Council.

B4.5 The Occupier must implement other measures determined by Council in accordance with Council's Water Demand Management procedures.

B5 Responsibility for Maintenance

Council owns and maintain the service pipe and fittings up to the point of supply. The Occupier owns and maintains the supply pipe beyond the point of supply.

B6 Types of Supply

B6.1 General

Supplies are classified as either 'on demand' or 'restricted flow' and the use of water from the supply shall be either 'ordinary' or 'extraordinary'.

B6.2 On Demand Supply

Premises within a Water Supply Area are entitled to an Ordinary Supply of water subject to the following conditions:

a) The exclusion of its use for garden watering under any restrictions made by Council under clause B6.3;

b) Payment of the appropriate charges in respect of those Premises;

c) Payment of any other charges or costs associated with sub divisional development; and

d) Any other relevant conditions of this Bylaw.

e) Council is be under no obligation to provide a supply of water other than Ordinary Supply (see also the provisions of clause B6.1).

B6.3 Restriction or prohibition of use

The Council may at any time, by Public Notice, restrict or prohibit the use of water for any one or more of the following purposes:

a) The use of irrigation systems of any sort, or other outside watering; and

b) Any other reason Council sees as reasonable in the circumstances that apply at the time.

Any action contrary to the Public Notice is a breach of this Bylaw.

Any such restriction or prohibition applies until Public Notice is given that the restriction or prohibition has been rescinded.

B6.4 Metering

An ordinary use of water may be metered.

Extraordinary use and Restricted Flow Supply may be metered and charged for in accordance with Council's fees and charges prevailing at the time or as specifically agreed with Council. Where the use is for fire protection only, this supply is not usually metered.

Clause B1 of the Administration Manual provides further information regarding Council's position with respect to metering procedures.

B7 Continuity of supply

Council does not guarantee the uninterrupted supply of water to any Customer or other user. No compensation is payable on account of any water supply being restricted or shut off, whether for the purpose of demand management, laying of Water Mains, effecting repairs to a reticulated water supply system, attaching of new services or for any other purpose.

Clause A11 covers notification procedures for a permanent or temporary loss of a water service.

B7.1 Pressure

Council does not guarantee any specified maximum or minimum pressure in the water distribution and reticulation system within any Water Supply Area, and no compensation is payable on account of any change or inconsistency of pressure in the supply of water in any Water Supply Area.

B7.2 Uninterrupted service

If an Occupier has a requirement for an uninterrupted Level of Service (for example flow, pressure, or quality for water supply), it is the responsibility of that Occupier to provide any storage, back-up facilities, or equipment necessary to provide that Level of Service.

B7.3 Demand management

The Occupier must abide by the requirements of Council with respect to water demand management.

When water supply restrictions apply, Council will take all practicable steps to ensure that an adequate supply for sanitary purposes is provided to each Point of Supply.

B7.4 Payment

No compensation or other payment is payable by Council in relation to any restriction or prohibition made.

B8 Fire protection connection

B8.1 Design

The Occupier is responsible for ascertaining, in consultation with Council, and monitoring whether the supply available is adequate for the purpose of fire protection.

B8.2 Fire protection connection metering

Where the supply of water to any premises is metered, Council may allow the supply of water for the purposes of firefighting to be made in a manner which bypasses the Meter, provided that the drawing of water is possible only in connection with the sounding of an automatic fire alarm or the automatic notification of the fire brigade.

Any unmetered connection provided to supply water to a fire protection system may not be used for any purpose other than firefighting and testing the fire protection system unless the fire protection system is installed in accordance with NZS 4517 – Fire sprinkler system for houses or any current update to that document.

Where a fire connection has been installed or located so that it is likely or possible that water may be drawn from it by any person for purposes other than firefighting, Council may require the supply to be metered.

B8.3 Fire hose reels

Where the supply of water to any Premises is metered, fire hose reels must be connected only to the metered supply, not to the fire protection system. The water supply to fire hose reels must comply with the requirements of NZS 4503– Hand operated fire-fighting equipment or any current update to that document.

B8.4 Charges

Water used for the purpose of extinguishing fires must be supplied free of charge. Where the fire protection connection is metered and water has been used for firefighting purposes, Council will estimate the quantity of water used, and credit to the Occupier's account an amount based on the estimate.

B8.5 Ongoing testing and monitoring

It is the Occupier's responsibility to undertake ongoing testing and monitoring to ensure that the water supply is adequate for the ongoing purpose of fire protection of the Premises.

Occupiers intending to test fire protection systems in a manner that requires a draw-off of water must obtain the approval of Council beforehand. Water used for routine flushing and flow testing does not constitute waste but the quantity of water used may be assessed and charged for by Council.

B9 Boundary backflow prevention

B9.1 Overall Requirement

Boundary backflow provisions are as set out in Council's Land Development and Subdivision Code of Practice.

B9.2 Occupier responsibility

It is the Occupier's responsibility (under the Health Act 1956, and the Health (Drinking Water) Amendment Act 2007,) to take all necessary measures on the Occupier's side of the Point of Supply to prevent water which has been drawn from Council's water supply from returning to that supply. These include:

a) Boundary backflow prevention either by providing an adequate air gap, or by the use of an approved backflow prevention device in accordance with Council's Land Development and Subdivision Code of Practice.

b) The prohibition of any cross-connection between Council's water supply; and

   i. Any other water supply (potable or non-potable);

   ii. Any other water source;

   iii. Any Storage Tank; and

   iv. Any other pipe fixture or equipment containing chemicals liquids gases or other non-potable substances.

B9.3 Unmanaged risk

Notwithstanding clause B9.2, Council may fit a backflow prevention device on Council side of the Point of Supply where the Occupier cannot demonstrate that the risk of backflow is adequately managed. Council may recover all costs associated with the supply, installation, and ongoing testing, certification and maintenance of the backflow prevention device from the Occupier.

B10 Meters and Restrictors

B10.1 Water meter procedures

Clause B1 of the Administration Manual sets out Council's procedure with respect to the future installation of Meters.

B10.2 Installation

a) Metering must be in accordance with the Council's Land Development and Subdivision Code of Practice.

b) Where required by Council, flow meters and Restrictors must be supplied and installed. Council reserves the right to recover any associated costs.

c) Meters and Restrictors remain the property of the Council, and maintained by Council.

d) Where On Demand Supplies are not universally metered, the Council where it considers water use is unusually high, reserves the right to fit a Meter at the Occupier's cost, and charge accordingly.

B10.3 Requirements for new developments

All new connections in any Water Supply Area must meet Council's requirements with respect to water demand management for that Water Supply Area, including, but not limited to:

a) installation of Restrictors; and

b) installation of Meters.

B10.4 Location

Meters and Restrictors must be located in a position where they are readily accessible for reading and maintenance, and if practicable immediately on Council side of the Point of Supply (see Figure 1, Clause A14.1). Details are included in Council's Land Development and Subdivision Code of Practice.

B10.5 Accuracy

Meters and Restrictors must be tested as and when required by the Council to ensure:

a) In respect of a Meter, performance within plus or minus 5% of its reading; and

b) In respect of a Restrictor, performance within plus or minus 10% of its rated capacity.

Testing must be undertaken in accordance with the New Zealand Water Meter Code of Practice. Any Occupier who disputes the accuracy of a meter or Restrictor may apply to Council for it to be tested provided that it is not within three months of the last test. If the test shows non-compliance with the accuracy above, the Occupier will not be charged for the test. If the test shows compliance, the Occupier will pay a fee in accordance with Council current Fees and Charges.

B10.6 Adjustment

For connections where volume based charging is utilised, if any Meter, after being tested, is found to register a greater or lesser consumption than the quantity of water actually passed through such a Meter, Council will make an adjustment to the next invoice due, in accordance with the results shown by such tests, backdated for a period at the discretion of Council but not exceeding 12 months, and the Occupier must pay a greater or lesser amount according to the adjustment.

Where a Meter is under-reading by more than 20% or has stopped, Council reserves the right to charge for the amount of water assessed as having been used over the past billing period, taking into account any seasonal variations in demand.

Where a Meter is over-reading, Council will make appropriate adjustments to the Occupier's invoice(s), based on a period of similar use and backdated to when it is agreed the over-reading is likely to have occurred.

B10.7 Estimating consumption

For connections where volume based charging is used, if any Meter is out of repair or ceases to register, or has been removed, Council will estimate the consumption for the period since the previous reading of such meter (based on the average of the previous four billing periods charged to the Occupier) and the Occupier must pay according to such an estimate. Provided that when by reason of a large variation of consumption due to seasonal or other causes, the average of the previous four billing periods would be an unreasonable estimate of the consumption, Council may take into consideration other evidence for the purpose of arriving at a reasonable estimate, and the Occupier must pay according to such an estimate.

The Occupier is liable for the cost of water which passes through the Meter regardless of whether this is used or is the result of leakage.

Where the seal or dial of a Meter is broken, Council may declare the reading void and estimate consumption as described above.

B10.8 Incorrect accounts

For connections where volume based charging is utilised, where a situation occurs, other than as provided for in clause B10.6 of this Bylaw, where the recorded consumption does not accurately represent the actual consumption on Premises, the account will be adjusted using the best information available to Council. Such situations include, but are not limited to, misreading of the meter, errors in data processing, Meters assigned to the wrong account, and unauthorised supplies.

Where an adjustment is required, in favour of Council or the Occupier, this will not be backdated more than 12 months from the date the error was detected.

B10.9 Faulty Meters

Where a Meter is found to be faulty due to no fault of the Occupier, the Council will replace or recalibrate the faulty Meter, at no cost to the Occupier.

B10.10 Interference with Equipment

Any tampering or interference with Council property, either directly or indirectly, constitutes an offence. Without prejudice to its other rights and remedies, the Council will be entitled to estimate and charge for any additional Water Service provisions not recorded, such as where a Meter or Restrictor has been tampered with, and recover any costs incurred from the person liable.

B10.11 Plumbing system

Quick-closing valves, pumps, or any other equipment which may cause pressure surges or fluctuations to be transmitted within the Water Supply System, or compromise the ability of Council to maintain its stated Levels of Service may not be used on any piping beyond the Point of Supply. In special circumstances such equipment may be approved by Council.

B10.12 Prevention of waste and excessive use of water

a) A person who is supplied with reticulated water by, or on behalf of Council must not waste the water or allow it to be wasted.

b) Clause B4 sets out the Occupier's responsibilities to address wastage and excessive use of water.

B11 Breaches and Offences

B11.1 Deemed breaches of supply

The following are deemed breaches of the Bylaw as it relates to the supply of water:

i. Interference with the Water Supply System.

ii. Failure to comply with water use restrictions or prohibitions introduced by Council for any specified purpose.

iii. Bypassing or tampering with Council Meters and Restrictors.

iv. Failure to pay the appropriate charges by the due date.

v. Failure to repair a leak, or in any way wilfully allowing water to run to waste, or to be misused.

vi. The fitting of quick-closing valves, pumps, or any other equipment which may cause pressure surges or fluctuations to be transmitted within the Water Supply System, or compromise the ability of Council to maintain its stated Levels of Service.

vii. Use of a fire hydrant in contravention of this Bylaw or without formal written approval from Council.

viii. Failure to prevent backflow (refer clause B9).

ix. Introduce, or allow to be introduced, any Contaminant into the Water Supply System.

x. Connection to the water supply without formal written approval from Council.

xi. Using water or water pressure directly from the supply for driving lifts, machinery, educators, generators, or any other similar device, unless specifically approved by Council.

xii. Using water for a single pass cooling or heating system, or to dilute Trade Waste prior to disposal, unless specifically approved.

xiii. Extending by Hose or any other pipe a private water supply beyond that Occupier's premises.

xiv. Providing water drawn from Council supply to any other party without approval of Council.

xv. Any other act or omission which has not been described above but which contravenes the reasonable interpretation of the Bylaw.

Part C – Stormwater

C1 Objectives

The specific objectives for this Part of the Bylaw are as follows:

a) Minimise and control the discharge of Contaminants into the Stormwater Network.

b) Enable the Council to meet relevant objectives, policies, standards and future resource consents for discharges from the Stormwater Network to the environment.

c) Protect the land, structures and natural features that make up the Stormwater Network.

d) Prevent the unauthorised discharge of Stormwater into the Stormwater Network and ensure that private Stormwater systems are not causing a nuisance or harm to the Council's Network Infrastructure.

e) Define the obligations of the Council, installers, Occupiers and the public in matters related to the discharge of Stormwater and management of the Stormwater Network.

C2 Approval to connect

a) Refer to clause A10 for detail regarding applications to connect to the Stormwater Network.

b) All applications to connect must identify potential Stormwater Contaminants and set out measures, to minimise or eliminate the Contaminants entering the Stormwater Network.

C3 Restrictions on discharge

The Council may set a maximum daily or instantaneous flow rate, a requirement for pre-treatment, or require other restrictions or controls on Stormwater discharged from the Premises. All Stormwater discharges must comply with Schedule C of the Administration Manual. In certain circumstances, as outlined in clause C2 of the Administration Manual, a Stormwater Management Plan may be required.

C4 Protection of network and environment

No person may, unless specifically authorised by a resource consent or in writing by the Council:

a) Stop, obstruct, alter, interfere with or divert any Stormwater Drain or any part of the Stormwater Network in a manner that may cause blockage or nuisance;

b) Erect any defense, structure or stopbank, grow any vegetation, deposit any rubbish or other debris in any part of the Stormwater Network, flood plain, flood risk area or overland flow path identified by the Council, or carry out any activity in a place or manner that affects the functioning of or causes nuisance to the Stormwater Network;

c) Obstruct any overland flow paths or flood plains with any material or structures such as buildings, fences, retaining walls and rock gardens;

d) Deposit or permit any material, hazardous material, chemical, rubbish, litter or other substance, likely to cause a nuisance on entering the Stormwater Network, to be located or stored in such a manner that it could enter the Stormwater Network (directly or indirectly) in any storm event, unless it has first passed through an appropriate and approved treatment device;

e) Carry out any of the above with the consequence that it adversely affects land or buildings including other land and buildings on other land; and

C4.1 No person may remove live vegetation from the drain margins of the Stormwater Network without approval from Council.

C5 Contamination of stormwater

C5.1 No person may discharge or permit any contaminant to enter the Stormwater Network, unless that discharge is permitted by this Bylaw or prior written permission has been obtained from the Council.

C5.2 No person may discharge Stormwater into the Stormwater Network with characteristics exceeding those constituents and Contaminants specified in the Otago Regional Council's Operative Regional Plan: Water for Otago, as set out in Schedule C of the Administration Manual.

C5.3 The Occupier of any Premise may not store raw material, products or waste containing corrosive, toxic, biocidal, radioactive, flammable, or explosive materials, or any other hazardous substance or material which, when mixed with the Stormwater stream in the Stormwater Network, may:

a) generate toxic, flammable, explosive or corrosive materials in hazardous quantities,

b) damage the Stormwater Network, the environment or adversely affect the health and safety of Council staff and the public in a manner or location such that there is a more than minor risk of that material entering the Stormwater Network; or

c) in the event of any leakage, spillage or other mishap described in clauses C5.3 (a) and/or (b) occurring the Occupier must immediately notify the Council.

C5.4 If any existing commercial, industrial, trade or other Premises discharges Contaminants to the Stormwater Network in a manner that may cause damage to the network, the environment or adversely affect the health and safety of Council staff or its agents and the public, the Occupier must advise the Council in writing as soon as practically possible and undertake all practical means to stop the discharge as soon as is possible.

C6 Stormwater Management Procedures

a) Stormwater management remains the responsibility of the Occupier of the land on which the works occur unless and until they are taken over and vested in Council.

b) The cost of all stormwater management for the purpose of land development will be at the Occupier's cost unless the Council agrees in writing to share costs.

c) When the stormwater arising from a new connection is such that it exceeds the defined level of service limits for the Council's stormwater network, Council may require the installation or construction of private stormwater attenuation measures to retard the flow of stormwater or to limit the volume of extra stormwater produced from new connections or developments. Any such attenuation measures must be constructed at the Occupier's expense. The Occupier must also meet the costs of the required maintenance and servicing program.

C7 Stormwater Management Plans

C7.1 The Occupier must, if requested by Council, prepare a Stormwater Management Plan and submit the plan to Council for approval, or demonstrate to Council that its discharge is being made in accordance with relevant industry standards and industry guidelines.

C7.2 Clause C2 of the Administration Manual sets out the requirements for a Stormwater Management Plan.

C7.3 The Occupier must provide a Stormwater Management Plan to Council for review and approval within three months of a request.

Once the Stormwater Management Plan has been accepted by Council, the Occupier must comply with all provisions, including timeframes specified, in the Stormwater Management Plan.

C7.4 The Council may require that any Stormwater Management Plan be revised where there have been significant changes in the facility/premise concerned or its operational procedures.

C7.5 If the requirements of a Stormwater Management Plan are not complied with, the Occupier must expedite all practical measures to ensure compliance with both the Stormwater Management Plan and the Bylaw overall. Furthermore, if it is determined that the measures outlined in the Stormwater Management Plan are no longer fit-for-purpose, the Occupier must update the Stormwater Management Plan to remedy this and submit to Council for their consideration.

Part D – Wastewater

This part of the Bylaw applies to the discharge of Domestic Wastewater to the Wastewater Network.

D1 Objectives

The specific objectives for this Part of the Bylaw are as follows:

a) Promote the effective and efficient management and regulation of the Wastewater Network;

b) Protect and manage the Wastewater Network and its associated assets from damage, misuse, or loss;

c) Protect public health, and the natural (or receiving) environment from harm;

d) Ensure that the quality of sludges and Biosolids are suitable for beneficial reuse when such approaches are practicable and sustainable; and

e) Ensure compliance with Council's resource consent conditions.

D2 Approval to Connect

D2.1 Refer to Clause A10 for detail regarding applications to connect to the Wastewater Network.

D2.2 Private Wastewater Pipes

a) Council may require an Occupier to fix or upgrade private wastewater pipes, at the Occupier's cost, as determined by Council to meet:

   i. the original design specifications,

   ii. the Local Government Act 2002 requirement for the discharge of only Domestic Sewage into the Wastewater Network, and/or

   iii. the current Council Land Development and Subdivision Code of Practice and/or the New Zealand Building Code, where there has been a change of use of the Premises.

b) The Occupier of Premises must ensure that all private wastewater pipes on the Premises are kept and maintained in a state which limits infiltration to ensure only domestic quality Sewage is discharged into the Wastewater Network.

c) The Occupiers of Premises must ensure that Stormwater Inflow is excluded from the Wastewater Network and any private wastewater pipes by ensuring that:

   i. there is no direct connection of any Stormwater pipe to the Wastewater Network;

   ii. gully traps comply with the New Zealand Building Code and are set above Stormwater ponding levels and secondary overland flow path flood levels; and

   iii. inspection covers are in place and appropriately sealed.

D3 Acceptance and Prohibition of Discharges

Clause D2, and Schedule A of the Administration Manual, set out the requirements for Acceptable Discharges to the Wastewater Network.

Schedule B of the Administration Manual sets out the prohibited characteristics of discharges to the Wastewater Network.

D4 Occupiers Responsibilities to Prevent Contamination and Encourage Environmentally Friendly Practices

The Occupier of any Premises must take all reasonable steps to prevent entry into the Wastewater Network from leakage, spillage or other mishap of any raw material products or wastes containing corrosive, toxic, biocidal, radioactive, flammable or explosive materials or any material which, by itself or when mixed with the wastewater stream, is likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous, or damaging to the Wastewater Network or the health and safety of Council staff, agents, contractors and the public and adversely affect the environment.

The Occupiers of Premises using the wastewater network are encouraged to use environmentally friendly and biodegradable products that are compatible with Council's network and protection of the receiving environment. Such approaches can be encompassed within the approaches to Cleaner Technology defined in Clause A9 of this Bylaw and Clause E-13 of the Administration Manual.

D5 Pumped Sewer Systems

Requirements in terms of pumped Sewer systems (as different from a low pressure Sewer system as covered in clause D6 below) are set out in Council's Land Development and Subdivision Code of Practice.

D6 Low Pressure and Vacuum Sewer Systems

Requirements for low pressure and vacuum Sewer systems are set out in Council's Land Development and Subdivision Code of Practice.

D7 Disinfected/Super Chlorinated Water

Requirements for the discharges of disinfected and super chlorinated water to the Wastewater Network are covered in clause D1.2 of the Administration Manual.

D8 Swimming Pools and Spa Pools

Requirements for the discharges from swimming pools and spa pools to the Wastewater Network are covered in clause D1.3 of the Administration Manual.

D9 Camper Van and Motor Home Domestic Wastewater

Requirements for camper vans and motor homes domestic waste discharges to the Wastewater Network are covered in clause D1.4 of the Administration Manual.

D10 Mobile Facilities and Vendor Operations - discharge to the Wastewater Network

Vehicles including trucks, caravans, and other types of mobile facilities including container waste from mobile cleaning activities, must discharge all liquid waste into the Wastewater Network in a manner approved by Council. In some circumstances this type of discharge may also constitute a Trade Waste discharge. This will be determined based on the Registration information provided by the Operator of the mobile operation. These procedures will be determined in accordance with clause D1.5 of the Administration Manual.

D11 Inflow and Infiltration

D11.1 Stormwater and groundwater, including from roof downpipes, surface water run-off, overland flow, and sub-surface drainage, must be excluded from the wastewater network by ensuring that:

a) There is no inflow from direct connection of any stormwater pipe or drain to the wastewater network - unless the wastewater network has been specifically designed as a combined wastewater/stormwater system; and

b) Gully trap surrounds are set above stormwater ponding levels and in accordance with the New Zealand Building Code (G13) and above secondary overland flow path flood levels; and

c) Inspection covers are in place and are appropriately sealed; and

d) Private wastewater pipes are maintained to ensure no damage. Cracks or other defects in the pipes that allow the infiltration of surface or groundwater; and

e) New drainage or repairs as a result of any defects notice, premise alterations, or change of premises use are constructed in accordance with Council's Land Development and Subdivision Code of Practice.

D11.2 If inflow and infiltration is found to be entering Council's wastewater network by way of private wastewater pipes and stormwater drains, then it is the Occupier's responsibility to immediately fix, repair or replace the said pipe or pipes to a standard acceptable to Council such that only domestic sewage, and where approved, Trade Waste, is discharged to the Council network.

D11.3 If the Occupier fails to carry out required repair works, the Council will carry out the works under sections 186 and 187 of the Local Government Act 2002 and will recover the cost of the repair works from the Occupier.

Part E – Trade Waste

E1 Objectives

The specific objectives for this Part of the Bylaw are as follows:

a) Protect the water quality and ecology within the District and region's rivers and lakes.

b) Protect the health, safety and wellbeing of people within the District.

c) Protect the Wastewater Network (including the treatment plants) from Contaminants and other substances that have a detrimental effect on operation and asset life.

d) Optimise the capacity of the Wastewater Network and treatment assets.

e) Ensure compliance with Council's resource consent conditions.

f) Provide a basis for monitoring discharges from industry and Trade Premises.

g) To provide for an equitable spread of costs between domestic and Trade Taste discharges.

h) Encourage water conservation, Cleaner Production, pollution prevention, and waste minimization.

i) Ensure that the quality of sludges and Biosolids are suitable for beneficial reuse when such approaches are practicable and sustainable.

E2 Specific provisions for Trade Waste discharges

a) This part of the Bylaw provides for the:

   i. establishment of four categories of trade waste: Permitted, Controlled, Conditional and Prohibited;

   ii. the pre-treatment of Trade Waste before it is accepted for discharge to the Wastewater Network;

   iii. acceptance of long-term, intermittent, or Temporary Discharges of Trade Waste that are controlled, conditional, or permitted into the Wastewater Network and the exclusion of Prohibited Trade Waste;

   iv. specification of the daily volume and Contaminant levels for Permitted Trade Waste so that the capacity of the Wastewater Network is not exceeded;

   v. regulation of Trade Waste that may increase the operational and maintenance costs of the Wastewater Network and treatment system;

   vi. the evaluation of individual Trade Waste discharges against specified criteria as set out in the Bylaw and Schedules A and B of the Administration Manual.

   vii. prohibition of Trade Waste that decreases the effectiveness of the Wastewater Network;

   viii. correct storage of materials in order to protect the Wastewater and Stormwater Network from spillage of hazardous substances and other Contaminants;

ix. dischargers of Trade Waste to be required to undertake sampling and monitoring of Trade Waste to ensure compliance with the Bylaw and Schedules A and B of the Administration Manual;

x. Council to accept or refuse a Trade Waste discharge of specified characteristics;

xi. Any Trade Premises connected to Water Services must, where specified as a condition of consent, implement a Cleaner Production and pollution prevention programme as set out in that Trade Premise's Management Plan;

xii. Where Trade Premises have operations that could, under certain circumstances, result in Contaminants entering the Stormwater Network, the premises' Trade Waste and/or Stormwater Management Plan (refer clause C7) must include procedures that address this situation. Furthermore, where Stormwater pre-treatment and/or attenuation devices are in place the Stormwater component of the Management Plan should also address these;

xiii. Charges to be set to cover the cost of administration, monitoring and user pays of a Trade Waste scheme, as set out in clauses A5 and A6 and Schedule D of the Administration Manual;

xiv. Disconnection of Premises from the Wastewater Network in the event of unauthorised discharges of Trade Waste; and

xv. As set out in clause A19.2 of this Bylaw use of enforcement powers, including penalties to be applied to persons who discharge or permit discharges of Trade Waste in a manner that does not comply with this Bylaw.

E3 Trade Waste Discharges

E3.1 Registration of Trade Premise discharges

Council require all trade operations discharging Trade Waste to register and when required, apply for Trade Waste Consents.

Clause E3.3 of this Bylaw sets out trade operations that are not deemed to be Trade Waste dischargers for the purposes of this Bylaw.

The Registration and Trade Waste Consent application processes are set out in the Administration Manual.

The Registration process will ensure that all businesses are provided with adequate and appropriate information to enable assessment of risks and benefits.

E3.2 Characteristics of Trade Waste discharges

Trade Waste discharges are classified as one of the following types:

a) Permitted Trade Waste –Permitted Trade Waste discharges are subject to the Registration process and an Approval Notice must be obtained. The Approval Notice must be complied with.

b) Controlled Trade Waste - A Trade Waste consent will be required.

c) Conditional Trade Waste - A Trade Waste consent will be required. Conditional Trade Waste consents includes consents for Temporary Discharges.

d) Prohibited Trade Waste - A prohibited trade waste discharge cannot be undertaken and no consent can be sought.

e) Trade Waste discharges that are controlled or conditional in accordance with this clause are subject to the additional requirements as set out in clauses E12 to E16 inclusive and relevant sections of Part E of the Administration Manual.

f) The discharge of Trade Waste from a Tankered Waste trucking system requires Consent under this Bylaw and is subject to the requirements of clause E17.

E3.3 Operations Not Considered Trade Waste

Trade Waste discharges with the characteristics of domestic waste, typically that from bathrooms and kitchens not used for commercial preparation of food, do not need to register.

Businesses that comply with the below criteria do not need to register (refer clause E3.1):

a) Single dwelling short term accommodation (such as Airbnb)

b) Home based businesses with less than five employees, and which do not involve food preparation, manufacturing related activities, or any other activity which generates wastewater volumes or characteristics that are inconsistent with typical domestic wastewater.

The requirements of all preceding clauses of Part E of this Bylaw continue to apply.

E4 Connecting to the Wastewater Network

Procedures relating to the connection of trade waste discharges to the Wastewater Network are covered by clause D2 of this Bylaw.

E5 Application for a Trade Waste Consent

a) Information requirements in respect of the application, the decision on the application and the application consideration criteria are as set out in Part E of the Administration Manual.

b) In all cases where either the consent holder or the Occupier of the Premises changes, or there is a change of use of the Premises, a new application for a Trade Waste Discharge Consent must be made. It is the responsibility of the Consent Holder or the new Occupier (as appropriate) to lodge the new application.

E6 Grant of Trade Waste Consent

a) Within 20 working days (or as extended if warranted by exceptional circumstances by the Council) of receipt of an application complying with this Bylaw, or the further information requested in accordance with the Administration Manual, whichever is the later, the Council must, after considering the matters set out in the Administration Manual:

   i. Grant the applicant a Controlled and/or Conditional Trade Waste Discharge Consent and inform the applicant of the decision and the conditions imposed by issuing the appropriate consent;

   ii. Decline the application and notify the applicant of the decision giving a statement of the reasons for refusal; or

   iii. Notify the applicant that the discharge is classified as a Permitted Trade Waste or Prohibited Trade Waste under this Bylaw, and does not require or cannot obtain (in the

case of Prohibited Trade Waste) a Trade Waste Discharge Consent. If the discharge is a Permitted Trade Waste, an Approval Notice will be issued and must be complied with.

b) A Trade Waste Discharge Consent granted in accordance with this clause may be subject to conditions, including but not limited to conditions of the kind referred to in Part E of the Administration Manual.

c) A Trade Waste Discharge Consent granted in accordance with this clause may be controlled and /or conditional on the implementation of appropriate pre-treatment systems.

d) Trade Waste Discharge Consents are explicit to the applicant at specific Premises and are not transferable to a new Occupier or different Premise except as provided for in clause E8.

E7 Review of Trade Waste Consent

a) The Council may at any time during the term of a Trade Waste Discharge Consent, by written notice to the Consent Holder review the Trade Waste Discharge Consent and vary any condition of the Consent where a change to a condition is necessary:

i. following a review of the performance of pre-treatment devices or processes;

ii. to meet any new resource consent imposed on the discharge from the Wastewater Network; and/or

iii. to comply with any other legal requirements that must be met by the Council.

E8 Transfer of Trade Waste Consent

a) A Trade Waste Consent to discharge will be issued in the name of the given Consent Holder.

b) The Consent Holder may not, unless written approval is obtained from Council:

i. transfer to any other party the rights and responsibilities provided for under this Bylaw, and under the Consent; or

ii. allow a Point of Discharge to serve another Premises, or the private drain to that point to extend by pipe, or any other means, to serve another Premises.

c) Transfer of a Trade Waste Consent on change of ownership of a Premises must not be unreasonably withheld if the characteristics of the Wastewater remain unchanged.

d) When an Occupier ceases to occupy Premises from which Trade Waste is discharged into the Wastewater Network, any Trade Waste consent will terminate, unless a transfer is effected prior to vacating the Premises.

e) The Consent Holder remains liable or in the event the former Consent Holder is no longer in existence the Owner is liable for the failure to meet any obligations existing at the date of termination notwithstanding termination of the Trade Waste consent.

E9 Cancellation of Trade Waste Consent

a) The Council may suspend or cancel any Trade Waste Consent to discharge at any time following not less than 20 working days' notice, to the Consent Holder or person discharging or person allowing a discharge of any Trade Waste, where in the opinion of a Council enforcement officer the Consent Holder:

i. has failed to comply with any condition of the Trade Waste Consent;

ii. has failed to maintain control over the discharge;

iii. is discharging or allowing the discharge of any Prohibited Trade Waste;

iv. has failed to provide and when appropriate update a Trade Waste Management Plan as required for a Conditional Trade Waste Consent; and/or

v. has failed to pay any applicable fees.

b) The Council may suspend or cancel any Trade Waste Consent to discharge at any time where in the opinion of an Authorised Officer:

i. any breach of a resource consent held by the Council, has arisen from (whether wholly or partly) the Trade Waste discharge;

ii. any act or omission of the Consent Holder is, or is likely to:

a. adversely affect the safety of the Wastewater Network;

b. damage to any part of the Wastewater Network;

c. adversely affect the health of any person;

d. adversely affect the safety of any person; or

e. adversely affect the environment; and/or

iii. it is necessary for the Council to comply with any other legal requirement.

E10 Duration of Trade Waste Consent

a) A Permitted Trade Waste authorised by an Approval Notice is able to be discharged indefinitely.

b) Subject to clauses E12 to E17 inclusive, Controlled and Conditional Trade Waste Consents remain in force until they expire at the end of the term prescribed in the Trade Waste Consent, being a term of no more than two years. However, the Trade Waste Consent may be granted for a term not exceeding five years where a Consent Holder, at the time of the application, satisfies the Council that:

i. The nature of the Trade activity, or the process design and/or management of the Premises are such that the Consent Holder has a demonstrated ability to meet the conditions of the Trade Waste Consent during its term; and/or

ii. Cleaner production, pollution prevention and waste minimisation techniques are successfully being utilised, or a responsible investment in Cleaner Production equipment or techniques is being made; and/or

iii. Significant investment in pre-treatment facilities has been made, such that a longer period of certainty for the amortization of this investment is considered reasonable.

E11 Accidents and Non-Compliance

a) The Consent Holder must inform the Council immediately on discovery of any accident including spills or process mishaps which may cause a breach of this Bylaw or Trade Waste or associated Stormwater Consents.

b) In the event it becomes evident that discharges occurring on the Premises of a Permitted Trade Waste are no longer complying with Schedule A of the Administration Manual, the Council may require the Occupier discharging to apply for an appropriate Trade Waste Consent.

E12 Control of Trade Waste discharges

a) The Council may approve a Controlled and/or a Conditional Trade Waste subject to the provision of appropriate pre-treatment system(s) to enable the Occupier discharging to comply with the Bylaw. Such pre-treatment systems must be provided, operated and maintained by the discharger at their expense. Operation and servicing of commercially supplied equipment must be in accordance with the supplier's recommendations. Further guidance on specific activities and associated requirements for Controlled Trade Waste (including pre-treatment requirements) along with guidelines for pre-treatment of other discharges, are set out in Table 1, clause E13 of the Administration Manual.

b) All dental facilities require a consent, which must include an approved amalgam trapping and disposal system where relevant.

c) Where the Trade Waste includes, or is likely to include, fats, grease or oils in excess of 100 grams per 1000 litres each day:

   i. grease traps must be installed at the Trade Premises; and

   ii. Occupiers must use and maintain the grease traps to a standard that complies with the discharge limit for fats, oil and grease as set out in the Bylaw and Part E of the Administration Manual.

d) Where the Trade Waste includes hydrocarbons, automobile oil and silts, the Trade Premises will require an, oil and water, and/or oil and grit interceptor to comply with the Wastewater discharge parameters as set out in the Bylaw.

e) Clause E13 below and clause E8 of the Administration Manual set out the requirements for grease traps and oil and grit interceptors.

E13 Discharges Via Grease Traps, Oil and Grit Interceptors

a) All grease traps and oil/grit interceptors must be maintained in an operable condition in accordance with the following criteria:

   i. All traps and/or interceptors must be serviced at a frequency to ensure compliance with Schedule A of the Administration Manual.

   ii. To comply with Trade Waste discharge parameters, servicing schedules must be set up to maintain operational efficiency of the trap. Scheduled servicing should be undertaken at a time that minimises the risk to public health and safety and prevents a public nuisance.

   iii. All servicing must be conducted by an approved liquid waste operator who is in possession of a Council Trade Waste Consent should the discharge be to a Council facility.

   iv. The Occupier must retain satisfactory records of servicing of grease traps and oil/grit interceptors and these records must be readily available for inspection by Council if required.

   v. Oil and grit interceptors for wash-down bays, with a greater working surface area than set out in Council's Land Development and Subdivisions Code of Practice, must be roofed or installed with a first flush system.

a) Discharges via Enzyme Based Grease Converters must meet the following criteria at all times:

i. The converter is fitted with an automatic enzyme dosing apparatus that is in use at all times. The converter must be maintained as per the manufacturer's instructions.

ii. The Occupier is able to provide satisfactory records of purchase of enzymes of a type and quantity that will treat the discharge to the required standard as stipulated in Schedule A of the Administration Manual.

iii. The Council is satisfied that there is no risk to the Wastewater Network by using of the converter.

b) Discharge via a mechanical grease trap must comply with the following criteria at all times:

i. The mechanical grease tap must be serviced and maintained as per the relevant manufacturer's instructions. The Occupier must provide satisfactory records of all services and maintenance as required by the manufacturer.

E14 Control of Trade Waste from Commercial and Other Food Premises

a) Refuse or garbage grinders and macerators must not be used to dispose of solid waste from commercial food Premises to the Wastewater Network unless approved by Council.

b) Clause E10 of the Administration Manual includes a list of Premises that also prepare and serve food but are not commercial Premises. Such Premises must apply for a Trade Waste Consent and may be required to fit grease traps based on Council's risk based assessment.

Explanatory note: *Examples from the list include premises such as Marae, churches, public halls and facilities, school catering facilities or kitchens etc.*

E15 No Dilution of Trade Waste

a) No Occupier may add or permit the addition of any potable, Condensing, Cooling Water or Stormwater to any Trade Waste discharge in order to vary the characteristics of the waste, unless the Council has granted a Trade Waste Consent allowing such activities.

E16 Discharge or Storage of Hazardous Materials

a) No Occupier may discharge Hazardous Waste into the Wastewater or Stormwater Network.

b) No Occupier may store at any Trade Premises raw material, products or waste containing:

i. corrosive, toxic, biocidal, radioactive, flammable, or explosive materials; or any material which, when mixed with the wastewater stream, is likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous; or

ii. any other material likely to be harmful to the Wastewater and Stormwater Network or the health and safety of people; without taking all reasonable steps to prevent entry into the Wastewater and Stormwater Network from leakage, spillage or other mishap.

c) All Codes of Practice developed by the New Zealand Government's Environmental Protection Agency; the Hazardous Substances and New Organisms Act 1996, and related guidelines or other industry organisations must be followed to store Hazardous Waste on site. Clause A3 of the Administration Manual lists a number of relevant documents. This list is not exhaustive and is expected to be subject to changes from time to time.

E17 Tankered Wastes

a) Any Tankered Waste operator intending to discharge to a Council facility must have a current Trade Waste Consent and offensive trade license. Tankered Waste operations are classified as a Conditional Trade Waste.

b) Tankered Waste must not be discharged into the Wastewater Network by any person or Consent Holder not compliant with the Liquid and Hazardous Wastes Code of Practice and Council's accepted tracking system.

c) Council may accept Tankered Waste for discharge at an approved location.

d) Tankered Waste must:

i. be transported by a Consent Holder to discharge domestic septic tank or industrial wastes;

ii. have Safety Data Sheets (SDS) supplied to Council detailing the contents of a waste. If an SDS meeting Worksafe New Zealand's requirements is not available, alternative information acceptable to Council shall be made available in written or electronic form.

iii. be tested to determine their character if the contents of the waste are not known. Specialist advice on pre-treatment or acceptance may be required. The cost of all testing and advice must be borne by the Consent Holder.

iv. be randomly tested to determine the characteristics of the waste. The cost of random tests will be paid by the Council.

e) To prevent cross-contamination between tanker loads, the tanker must be thoroughly washed prior to collecting a load for disposal into the Wastewater Network.

f) The discharger of Tankered Waste must give 48 hours' notice to Council for the disposal of wastes other than those sourced from domestic septic tanks.

g) Tankered Waste, including Hazardous Waste transported out of Council's District, must be recorded by the liquid waste operator in accordance with the Liquid and Hazardous Wastes Code of Practice and records provided to Council on request.

E18 Mobile Facilities and Vendor Operations

Discharge to the Wastewater Network from vehicles including trucks and caravans and other types of mobile facilities, such as food vendors, and container waste from mobile cleaning activities must be discharged into the Wastewater Network at a location and in a manner approved by Council.

E19 Trade Waste Management Plans

Clause E11 of the Administration Manual sets out the requirements for a Trade Waste Management Plan.

E20 Duty to Control Discharges

a) No Occupier may discharge Wastewater or Trade Waste into the Wastewater Network, in a manner contravenes this Bylaw and Administration Manual.

b) No Occupier may discharge Wastewater to the Wastewater Network with physical characteristics that exceed the parameters specified in Schedule A of the Administration Manual.

c) No Occupier may discharge Trade Waste with constituents or characteristics that exceed the parameters specified in Schedule A of the Administration Manual unless a Trade Waste Consent has first been obtained.

d) No Occupier may discharge solid waste or Construction Debris into the Wastewater Network.

e) No Occupier may discharge Wastewater or Trade Waste with constituents or characteristics in a manner that contravenes the Bylaw and Administration Manual.

f) No Occupier may discharge, or allow to be discharged Tankered Waste into the Wastewater Network other than at an approved location.

g) No Occupier may make any false or inaccurate statement or disclosure as to the contents of any Tankered Waste or any Trade Waste.

h) No Occupier may discharge Wastewater or Trade Waste with constituents or characteristics that are specified as prohibited in Schedule B of the Administration Manual. Any Occupier who causes or allows the discharge of Wastewater with prohibited characteristics as set out in Schedule B of the Administration Manual to the Wastewater Network must:

   i. immediately take all practicable steps to stop the imminent entry or further entry of this substance to the Wastewater Network; and

   ii. inform an Authorised Officer as soon as reasonably practicable.

i) The Council may prohibit the discharge of Trade Waste which contravenes this Bylaw by removing, closing or modifying the connection access point in a manner that prevents a discharge of Wastewater from the Premises.

j) The Occupier of a Trade Premises must maintain service and maintenance contracts for pre-treatment devices at the Occupier's expense.

k) The Occupier must, at its expense, use processes, equipment or storage facilities to control:

   i. the quality, quantity and rate of Trade Waste discharged from the Trade Premises and other Trade operations; and

   ii. the constituents, or characteristics in Trade Waste in accordance with any Trade Waste Consent conditions; prior to the point of discharge into the Wastewater Network.

DRAFT Integrated Three Waters Bylaw 2020

ADMINISTRATION MANUAL

Queenstown Lakes District Council

Date of making: [Insert]
Commencement: [Insert]

This Administration Manual forms part of Queenstown Lakes District Council's Integrated Three Waters Bylaw 2020 that is adopted under Section 146 of the Local Government Act 2002

Document control

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Schedule D – Fees and Charges

Introduction

Purpose

The purpose of this Administration Manual is to provide material complementary to the Integrated Three Waters Bylaw 2020, which includes Water Supply, Stormwater, Wastewater and Trade Waste. This Administration Manual brings together those matters which may otherwise be included in the Bylaw, but which are of a technical or administrative nature, or operational matters that are more likely to be amended before the Bylaw is reviewed. These aspects also include guidelines, which are intended for that purpose – to provide guidance only, with respect to matters covered within the Bylaw.

In taking this approach, it will simplify the administration of the Bylaw, allow for administrative and technical processes to be kept up to date, and assist in the interpretation of the Bylaw.

The Administration Manual is made under the Bylaw, and will assist the implementation and operation of the Bylaw. The Administration Manual is a public document, and will be made available on the Council's website alongside the Bylaw. A hard copies of both can be provided on request, and will be available to review at public libraries.

The Administration Manual will be updated from time to time, as necessary, to ensure that it is kept up to date and reflects current practice. Amendments to this document will be authorised either by an Order of Council or the Council's Chief Executive or Officer's delegated authority.

Part A – Requirements Common to all Water Services

A1. Format of this Administration Manual

There are five parts and a number of Schedules to this Administration Manual. These follow the format of the Bylaw:

Part A Requirements Common to All Water Services

Part B Water Supply

Part C Stormwater

Part D Wastewater

Part E Trade Waste – which is discharged into the Wastewater Network

Schedules A to D

A2. Updated and New Legislation

Updated and new legislation will be included in Clause A3 and upon the Bylaw being reviewed any new legislation that gives further or changed authority for the Bylaw will then be included in the Bylaw.

A3. Applicable Acts, Regulations, Codes and Standards, and Council Codes of Practice, Policies and Plans

The Bylaw is made under the authority of the Local Government Act 2002. The following lists a range of other legislation, Regulations, Codes of Practices and Standards, and Council documents that are also applicable to the Bylaw.

a) Statutory Acts and Regulations, and updated/new legislation as may be enacted from time to time:

i. Resource Management Act 1991, and relevant National Policy Statements and National Environmental Standards

ii. Health Act 1956

iii. Building Act 2004

iv. Building Regulations 1992 Schedule 1 (New Zealand Building Code)

v. Fire Service Act 1975

vi. Fire and Emergency Act 2017

vii. Local Government (Rating) Act 2002

viii. Health (Drinking Water) Amendment Act 2007

ix. Hazardous Substances and New Organisms Act 1996

x. Litter Act 1979

xi. Health and Safety at Work Act 2015

xii. Health and Safety in Employment Regulations 1995

xiii. Health and Safety at Work (General Risk and Workplace Management) Regulations 2016

xiv. Health and Safety at Work (Mining Operations and Quarrying Operations) Regulations 2016

xv. Lake Wanaka Preservation Act 1973

xvi. Water Conservation (Kawarau) Order 1997

b) Relevant Codes and Standards:

i. Drinking Water Standards for New Zealand 2005 (revised 2018)

ii. Management and Handling of Used Oil HSNOCOP63. November 2013

iii. Environmental Guidelines for Discharges from Petroleum Industry Sites in New Zealand, in New Zealand Ministry for the Environment December 1998

iv. SNZ PAS 4509:2008 New Zealand Fire Service Firefighting Water Supplies Code of Practice

v. Water NZ Boundary Backflow Prevention for Drinking Water Supplies Code of Practice June 2013

vi. NZWWA Water Meter Code of Practice 2003.

c) Queenstown Lakes District Council: operative issues of Plans ,Codes of Practice, procedures, and guidelines:

i. District Plan

ii. Land Development and Subdivision Code of Practice

iii. Water Supply Boundary Backflow Policy

iv. Approval Procedure for Access to the Three Water Networks for Investigations

v. Procedure for Approved Contractors to commission Physical Connections to the Three Water Networks

vi. Water Restrictions Procedure (to manage peak demand)

vii. Procedures to rectify wastage of water and excessive use of water

viii. Water demand management procedures

ix. Guidelines for Environmental Management Plans

x. Environmental Best Management Practices

A4. Definitions

In this Administration Manual unless the context otherwise requires:

Acceptable Discharge means Wastewater and Stormwater with physical and chemical characteristics which comply with the requirements of the Council.

Administration Manual means the Administration Manual for this Bylaw as approved by Council and as amended from time to time by Council or delegated authority of the Council.

Approved or Approval means approved in writing by Council, either by resolution of Council or by any authorised officer of Council or other person authorised to give such approval on behalf of Council.

Approval Notice means an approval given by Council and signed by an Authorised Officer authorising a person to discharge Permitted Trade Waste to the Wastewater Network.

Authorised Officer means an employee, agent or contractor of Council, appointed by Council as an enforcement officer under section 171 of the Local Government Act 2002

Backflow means the unplanned reversal of flow of water or mixtures of water and contaminants into the water supply system. There are two types of backflow: back pressure and back siphonage.

Biosolids means Sewage Sludge derived from a wastewater treatment plant that has been treated and/or stabilised to the extent that it is able to be safely and beneficially applied to land. The term biosolids is used generically to include products containing biosolids (e.g. composts).

BOD5 means the five-day carbonaceous biochemical oxygen demand which is a measure of the strength of sewage/wastewater.

Building means any building within the meaning of Sections 8 and 9 of the Building Act 2004. A building also includes any mobile or temporary structures with permanent or temporary connections to the Council's water services.

Characteristics means any of the physical, biological or chemical characteristics of a wastewater, trade waste or stormwater discharge referred to in this Bylaw.

Chemical Oxygen Demand means total Chemical Oxygen Demand as determined by established standard methods of testing,

Cleaner Production means the implementation of operations, methods and processes appropriate to the goal of reducing or eliminating the quantity and toxicity of wastes. This is required to minimise and manage discharges to the Council's water services by:

i. using energy and resources efficiently, avoiding or reducing the amount of waste produced;

ii. producing environmentally sound products and services.

iii. application of relevant innovative solutions

Condensing Water or Cooling Water means any water used in any trade or industry or commercial process or operation in such a manner that it does not take up matter into solution or suspension.

Conditional Trade Waste means Trade Waste that does not comply with one or more of the physical and chemical characteristics set out in Schedule A of the Administration Manual and/or has a maximum volume of Trade Waste of more than 2000L/day, but which does not have any characteristics of Prohibited Trade Waste. Conditional Trade Waste Consents includes consents for Temporary Discharges.

Contaminant has the same meaning as defined in Section 2 of the Resource Management Act 1991

Contingency management procedures means those procedures developed and used to avoid, remedy, or mitigate the actual and/or potential adverse effects on the environment from an unexpected or unscheduled event resulting in discharge, or potential discharge of contaminants of concern onto land or into the stormwater and wastewater systems or into receiving bodies such as wetlands, streams, rivers and lakes.

Consent means a consent in writing, given by the Council authorising an Occupier of Trade Premises to discharge Trade Waste to the Wastewater Services.

Consent holder means the Occupier who has obtained a Consent to discharge or direct the manner of discharge of Trade Waste and where appropriate stormwater discharges from any Premises to the Wastewater or Stormwater Network and includes any person who does any act on behalf or with the express or implied consent of the consent holder (whether for reward or not) and any licensee of the consent holder.

Controlled Trade Waste means a Trade Waste that complies with all the physical and chemical characteristics set out in Schedule A of the Administration Manual, after pre-treatment, and has a maximum volume of Trade Waste of no more than 2,000L/day.

Council means Queenstown Lakes District Council, or any officer or agent authorised to execute the authority of the Council.

Customer means a person who uses, or has obtained the right to use, or direct the manner of use of the Water Services provided by the Council.

Demand management procedures are procedures for implementing demand management measures in each of Council's Water Supply Areas.

Domestic Wastewater means either Wastewater that is typical of that discharged from Premises that are used solely for residential activities or Wastewater of the same character discharged from other Premises and includes the drainage from domestic swimming pools and spas.

Discharge includes emit, deposit, and allow to escape on a continuous, intermittent or temporary basis.

Disconnection means the physical cutting and/or sealing of any of water service from a premise.

District means the District of the Council.

Fees and Charges means the list of items, terms and prices for services associated with the Council's provision of Water Services as adopted by the Council in accordance with the Local Government Act 2002 and the Local Government (Rating) Act 2002 and as set out in this Bylaw and the Administration Manual.

Food Premises means premises from which a food business (as defined under section 10 of the Food Act 2014) operates.

Hose means any flexible or moveable tube for conducting water and includes a water sprinkler, soaker or any form of similar water distributing device whether held by hand or not.

Management Plan means the plan for management of Trade Waste operations and in some cases Stormwater for the Premises from which Trade Waste is discharged and may include provision for Cleaner Production, waste minimisation, monitoring and recording of discharges, contingency management procedures, application of relevant innovative solutions and any relevant industry Code of Practice. In some situations, this plan also addresses the protection of Stormwater outflows from Contaminants and minimise or prevent Stormwater merging with Trade Waste.

Mass limit means the total mass of any characteristic that may be discharged to the Council's wastewater system over any stated period from any single point of discharge or collectively from several points of discharge.

Maximum concentration means the instantaneous peak concentration of trade waste or other discharge that may be discharged at any instant in time.

Meter means a Council owned meter which measures and records the flow and/or volume of water supplied from the Water Supply.

Mobile Facility and Vendor Operations includes a vehicle, trailer, or caravan that may be used for food preparation and sale and a range of mobile activities such as commercial cleaning where liquid wastes are containerised and transported to discharge points in the Wastewater Network.

Nuisance means has the same meaning as section 29 of the Health Act 1956, and includes a person, thing, or circumstance causing distress or annoyance or unreasonable interference.

Occupier means any person who occupies any building or land connected to the Water Service and includes, where appropriate, employees and agents. If the building or land is not occupied, or is subject to a residential tenancy, means the owner.

Owner means any person who owns any building or land connected to the Water Service.

Permitted Trade Waste means a Trade Waste discharge that complies with all the physical and chemical characteristics set out in Schedule A, without the need for any pre-treatment, and does not exceed a maximum volume of trade waste of 2,000L/day (2 cubic metres/day).

Person includes a person, the Crown, a corporation sole, and also a body of persons, whether corporate or unincorporated.

Point of Supply for Water Services is the point at which the ownership of the Water Service passes to the Occupier.

Premises means either:

i. A property or allotment which is held under a separate certificate of title or for which a separate certificate of title may be issued and in respect to which a building consent has been or may be issued; or

ii. A building or part of a building that has been defined as an individual unit by a cross lease unit title or company lease and for which a certificate of title is available; or

iii. land held in public ownership (e.g. reserve) for a particular purpose; or

iv. individual units in buildings which are separately leased or separately occupied.

Pre-treatment means any processing of Trade Waste, as included in a Controlled or Conditional Trade Waste that is designed to reduce any detrimental characteristics in Wastewater, before discharge to the Wastewater Network. Pre-treatment in certain circumstances can also relate to Stormwater.

Private Stormwater Drain means that section of stormwater drain between the Occupier's Premises and the Point of Discharge through which Stormwater is conveyed from the Premises. This section of the drain is owned and maintained by the Occupier or a group of Occupiers.

Prohibited Trade Waste means Trade Waste that has, or is likely to have, any of the physical and chemical characteristics as set out in Schedule B of the Administration Manual.

Registration means the process followed by all Trade Premises in providing information to Council regarding Wastewater and Stormwater discharges.

Schedule of fees and charges means the list of items, terms and prices for services associated with the supply of water and discharge of wastewater, trade waste and stormwater as approved by Council. These fees and charges are covered in Schedule D of this Administration Manual in addition to Council's other schedules of fees and charges.

Sewage means the wastewater discharge from any fixtures or appliances used for sanitation (the activity of washing and/or excretion carried out in a manner or condition such as that the effect on public health is minimised) and may include Trade Waste; and means the same as Wastewater.

Sewage Sludge means the material settled out and removed from Sewage during the treatment process.

Sewer means any pipe that conveys Wastewater/Sewage.

Sewerage means infrastructure for the collection, treatment, disposal of Wastewater and Trade Waste, including all Public Sewers, pumping stations, Storage Tanks, Sewage treatment plants, outfalls and other related structures operated by Council and used for the reception, treatment and disposal of Wastewater. This is the same as the Wastewater Network.

Stormwater means all surface water run-off and associated Contaminants resulting from precipitation that enters or may enter the stormwater network as a result of a rain event.

Stormwater Characteristics means those constituents as specified in the Otago Regional Plan: Water, as set out in Schedule C of this Administration Manual.

Stormwater Drain means any passage, channel or pipe on, over or under the ground by which stormwater is conveyed.

Stormwater Network means the Stormwater Network including all public stormwater drains, channels, manholes, treatment and attenuation facilities and other structures for the reception and discharge of Stormwater vested in the Council or acquired or constructed or operated by or under the control of the Council.

Tankered Waste means any water or other liquid, including waste matter in solution or suspension, which is conveyed by vehicle for disposal, but excludes Domestic Sewage discharged directly from house buses, camper vans, caravans, buses and similar vehicles.

Temporary Discharge means any discharge of an intermittent or short duration and includes the short-term discharge of non-complying Trade Waste in terms of Schedule A of the Administration Manual Permitted Discharge from premises subject to an existing Trade Waste Consent.

Trade means a basic economic concept involving the buying and selling of goods and services, with compensation paid by a buyer to a seller, or the exchange of goods or services between parties.

Trade Premises means:

i. any premises used or intended to be used for any industrial or trade purpose; or

ii. any premises used or intended to be used for the storage, transfer, treatment, or disposal of waste materials or for other waste management purposes, or used for composting organic materials; or

iii. any other premises, work site, mobile facility, or vendor operation from which a contaminant is discharged in connection with any industrial or trade process; or

iv. any other premises discharging other than Domestic Sewage to the wastewater network and includes any land or premises wholly or mainly used for agricultural or horticultural purposes.

Trade Waste is any liquid or gas, with or without matter in suspension or solution, that is, or may be, discharged from a Trade Premise to the Wastewater Network in the course of any trade, commercial, educational or industrial process or operation, or in the course of any activity or operation of a like nature; and may include Condensing or Cooling Waters, and Stormwater which cannot be practically separated, or Domestic Sewage.

Trade waste application means an application, made in accordance with the Trade Waste Consent Application Form (available via the Council's website).

Trade Waste Consent means a consent granted by Council under this Bylaw allowing the discharge of Controlled or Conditional Trade Waste to the Wastewater Network.

Wastewater has the same meaning as Sewag**e and** means any water with matter in solution or suspension, domestic wastewater, or liquid trade waste that discharges to the wastewater network**.**

Wastewater Network means the system for collection, treatment and disposal of wastewater and trade waste, including all Sewers, pumping stations, and storage used by the Council for the reception, treatment and disposal of Wastewater and Trade Waste.

Water Services means water supply and Wastewater Services (Sewerage, treatment and disposal of Sewage and Stormwater drainage) (Section 124 Local Government Act 2002)

Water Main means a pipe or conduit that conveys water.

A5. Administrative Procedures

A6. Fees and Charges

A6.1. General

There are no charges made under the Bylaw for water supply or stormwater or domestic type wastewater discharges other than those under the Offences and Penalties provisions as set out in clause A19.2 of the Bylaw.

Clause A22 of the Bylaw references the Local Government Act 2020 in terms of Council's powers to prescribe fees and recover reasonable costs.

A6.2. Prescribed Charges

Charges are set out in Schedule D to this Administration Manual. These cover the following.

a) All trade businesses other than those identified in clause E3.1 of the Bylaw are required to register their trade waste discharges with the Council. This registration process (also described in clause A5 of this Administration Manual) will determine if the business activity requires a consent or not. There will be no charge for registering discharges with the Council.

b) "Permitted" trade waste premises, mobile facilities and vendor operations may incur fees and charges relating to administration and an inspection fee.

c) For "controlled" consents set fees are charged for administration and inspections, inspection fee, in additional sampling and testing will be charged at cost (should this be required).

d) For "conditional" consents

i. Set fees are charged for administration, inspection fee, sampling and testing; and

ii. Unit charges based on a "cost causative approach" calculation following the principles set out in "New Zealand Standard 9201: Part 23 – 2004 Model General Bylaws – Trade Waste" Section G6.3".

iii. The appropriate parameters for this approach have been deemed by Council as:

- Volume $ per cubic metre
- Total Suspended Solids $ per kg
- Total Chemical Oxygen Demand $ per kg
- Total Nitrogen $ per kg

Introduction of cost causative charges will commence 24 months following introduction of the Bylaw. The purpose of delaying the introduction of this approach will allow businesses holding conditional consents to either make changes to their discharges (to reduce the cost) or allow the business to budget for these additional costs. It also allows for water meters to be installed in these areas (further information on roll out of water metering is provided in clause B1 of this Administration Manual).

Discharges from “conditional” trade waste customers will then be sampled and the sample results will be calculated using the “Cost Causative Cost Approach”.

Conditional trade waste Occupiers will be responsible for payment of these charges.

e) Fees and charges relating to sampling and testing could also be incurred should Council’s officer deem it necessary to confirm whether a discharge is “permitted” or should be classed as “controlled” or “conditional”.

f) Tankered waste will incur a volume charge only. Costs associated with random testing of tankered waste will be paid for by Council.

Part B – Water Supply

These provisions supplement those set out in Part A "Requirements Common to all Water Services"(of this Administration Manual and the Bylaw) and Part B "Water Supply" of the Bylaw.

B1. Water Metering Status

The District, like many districts in New Zealand is faced with an increasing demand for water and high costs for implementing new supplies. The District has a comparatively high average water use when compared with many other districts in New Zealand. Peak day use is also high as a result of widespread irrigation through the summer months, reflective of the district's relatively dry climate. Future expansions to the water supply network are designed for this peak day.

Water metering is a tool to not only help provide accurate information on water use in the district, because it is not possible to efficiently manage what isn't measured, but also to help reduce peak demand during summer months when water resources are most stretched. Reduced demand can defer the need for network upgrades leading to both capital and operation cost saving for the rate payer.

Council is currently investigating the cost benefit of introducing universal water metering and potential volumetric pricing in the future. The introduction of district-wide water metering and charging is a significant undertaking and the introduction of any form of widespread customer metering and charging would only occur when the financial and other benefits from doing so can be clearly demonstrated and the approach has been adopted formally by Council.

Due to the presence of the algae *Lindavia intermedia* in Lakes Wakatipu and Wanaka customer meters are unlikely to function properly in the Queenstown and Wanaka networks until upgraded water treatment plants are constructed at both sites (current expected completion date 2024).

A comprehensive project plan, risk assessment and a communication plan will be prepared in advance of any district-wide metering roll out.

Part C – Stormwater

These provisions supplement those set out in Part A "Requirements Common to all Water Services" (of this Administration Manual and the Bylaw) and Part C "Stormwater" of the Bylaw.

C1. Contamination of Stormwater

All discharges to Council's reticulated stormwater network must meet the requirements of clause C5 of the Bylaw and Schedule C of the Administration Manual.

C2. Stormwater Management Plans

C2.1. Where a trade premise generates trade waste and there is a reasonable probability that accidents or other events may take place where trade waste could enter Council's stormwater network, Council may decide to require a the trade waste consent to also consider protection of the stormwater system from such events. In this situation the trade waste consent could include the preparation of a Stormwater Management Plan, which contains measures for protection of Council's stormwater network.

C2.2. A Stormwater Management Plan must include:

a) A suitably scaled drawing showing the site layout, boundaries, all private stormwater and wastewater drainage including the point or points of connection to the Council's stormwater drainage, relevant buildings and outdoor spaces (including their use);

b) A site assessment identifying all actual and potential sources of stormwater contamination;

c) Methods in place to prevent contamination of the Council's stormwater network;

d) Methods and timeframes proposed to control contamination of the Council's stormwater network;

e) A description of the maintenance procedures in place and proposed;

f) Spill prevention and spill response procedures;

g) Cleaner production, pollution prevention, application of innovative solutions and waste minimisation procedures may be included as a condition of trade waste consent associated with the same site. Guidelines of procedures and practices for cleaner production are included in clause E14 of this Administration Manual; and

h) The principles and practices of cleaner production as maybe appropriate to a stormwater discharge shall apply where appropriate;

i) Other matters that Council may decide are required in respect to other features of the site in question.

Part D – Wastewater

These provisions supplement those set out in Part A "Requirements Common to all Water Services" (of this Administration Manual and the Bylaw) and Part D "Wastewater" of the Bylaw.

D1. Discharge of Wastewater to the Wastewater Network

D1.1. Acceptable and Prohibited Characteristics

a) Wastewater discharged to Council's wastewater network must not exceed the contaminant limits as set out in Schedule A of this Administration Manual.

b) Wastewater with prohibited characteristics as set out in Schedule B of this Administration Manual must not be discharged to Council's wastewater network

D1.2. Disinfected/Super Chlorinated Water

Any water used during the repair and construction of water mains must be de- chlorinated to provide a residual chlorine level of less than 0.5 ppm prior to discharge into the wastewater network. Any chemical used to neutralise the chlorine must not introduce any substances that exceed the limits specified in Schedule A of this Administration Manual.

NOTE: No such water must be disposed of to any stormwater drain, water course, or water body receiving environment except in compliance with Schedule C of this Administration Manual.

D1.3. Swimming Pools and Spa Pool Water

Filter backwash water, from a swimming pool or spa pool draining facility must be discharged to the wastewater network. Water from a swimming pool and spa pool, other than filter backwash water, may only be discharged to the wastewater network once the residual chorine level is less than 0.5 ppm and only in quantities associated with a standard backwash of filters. If the reason for discharge is due to a chemical imbalance, i.e. a pH<6 or >9, then the Council must be consulted before the discharge occurs. All discharges other than backwash must be made after 8pm and before 7am. Discharges outside of the stipulated time requires Council approval. Council reserves the right to limit the rate and timing of the discharge. Discharges are not allowed less than two days after a rain event.

D1.4. Campervan / Motorhome Wastewater

All campervan/motor home and similar domestic type wastewater must be disposed of at a designated facility that complies with the current Dump Station Guide.

D1.5. Mobile Facilities and Vendor Operations

Based on the information contained in the Owner/Operator's registration of these activities the Council may decide to require a conditional trade waste consent for the Owner/Operator's discharges to the wastewater network. Where a consent is required, the provisions of conditional trade waste consents will apply.

D1.6. Impervious yard run off

a) For large impervious areas (such as but not limited to truck washing facilities), the provisions set out in Council's Land Development and Subdivision Code of Practice will apply and specific provision will be made for a permanent barrier which will prevent water from outside the confines of the facility from entering the wastewater network.

b) Where it is impractical to cover a large impervious area, consideration will be given to a system which detains run-off from the first flush for ultimate disposal to the wastewater network, with subsequent run-off disposal as uncontaminated stormwater into the Council's stormwater network.

D1.7. Cleaner Production

The principles and practices of Cleaner Production as may be appropriate to a wastewater discharge shall apply where appropriate.

Part E – Trade Waste

These provisions supplement those set out in Part A "Requirements Common to all Water Services" (of this Administration Manual and the Bylaw) and Part E "Trade Waste" of the Bylaw.

E1. Application for a Trade Waste Consent

The requirements for trade waste consents are detailed below. Further details regarding information requirements for consent applications and consideration criteria are provided in clause E2 and clause E3.

E1.1. Every Occupier who discharges, or is likely to discharge, trade waste or tankered waste and in some cases mobile facilities and vendor's operational wastes is required to apply using the prescribed Trade Waste Consents and Registration Application Forms (available via the Council's website) for a trade waste consent:

a) in the case of a trade premises or tankered waste operation that exists at 1 July 2021, an application must be made prior to 1 December 2021; or

b) in all other cases prior to the commencement of a discharge of trade waste.

E1.2. Every Occupier who discharges, or is likely to discharge trade waste with characteristics that may exceed the limits specified in a trade waste consent is required to apply for a variation of the trade waste consent.

E1.3. Every Occupier who changes or is likely to change an approved means of pre-treatment for a discharge that is permitted by a trade waste consent is required to apply for a variation of the trade waste consent.

E1.4. All applications must be made in the prescribed form and be accompanied by the application fees.

E1.5. No discharges of trade waste with volumes, characteristics or constituents prohibited by this Bylaw will be approved to be discharged into the wastewater network.

E1.6. Within 15 working days of receiving an application for a trade waste consent to discharge from any premises or tanker or mobile facility or vendor's operation or to vary a trade waste consent, the Council may require the applicant to:

a) submit any additional information which it considers necessary to determine the application;

b) submit a Trade Waste Management Plan;

c) obtain an independent report or producer statement completed by a suitably experienced and qualified person to verify any or all information supplied by the applicant, including any management plan; and/or present an analysis of the trade waste together with a report interpreting those results.

E2. Information Requirements for Trade Waste Consent Applications

E2.1. The applicant must ensure that the application and every other document conveying required information is properly executed.

E2.2. The Council will acknowledge the consent application in writing within 5 working days of the receipt of the application. This will be an automated response generated via Council's online application process.

E2.3. On receipt of any trade waste consent application the Council may:

a) Require the applicant to submit any additional information which it considers necessary for the purpose of approving a consent;

b) Require the applicant to submit a Trade Waste Management Plan to the satisfaction of the Council (as per clause E11 of this Administration Manual); and in special circumstances a Stormwater Management Plan as set out in Clause C2.1 of this Administration Manual; and

c) Have the discharge sampled, tested or monitored.

E2.4. The Council will notify the applicant of any further information requirement within 15 working days of receipt of the application.

E3. Consideration Criteria for Consent Applications

E3.1. The Council is not required to issue a trade waste consent until it receives any charge or fee fixed by it in relation to the application consent.

E3.2. In considering any application for a trade waste consent to discharge from any trade premises or to discharge tankered waste or mobile facility or vendor's operations into the wastewater network on such a consent, the Council must have regard to the following matters:

a) The quality, volume, and rate of discharge of the trade waste from such premises or tanker.

b) The health and safety of the Council staff, and Council agents and the public.

c) The limits and/or maximum values for characteristics of trade waste as specified as permitted activities in Schedule A of this Administration Manual.

d) The extent to which the trade waste may react with other trade waste or wastewater to produce an undesirable effect, e.g. settlement of solids, production of odours, accelerated corrosion and deterioration of the wastewater network.

e) The nature of any of Council's wastewater treatment processes and the degree to which the trade waste is capable of being treated in Council's wastewater treatment plants.

f) The flows and velocities in Council's sewers and conveyance systems, and the materials of construction of all components of Council's wastewater network.

g) The capacity of Council's wastewater network, specifically including sewers, trunk conveyance and wastewater treatment plants.

h) The timing and balancing of trade waste flows into the wastewater network.

i) Any statutory requirements such as any Otago Regional Council resource consents relating to the discharge of raw or treated wastewater to receiving waters, the disposal of wastewater sludges, beneficial use of biosolids, and any discharge to air (including the necessity for compliance with any such resource consent, discharge permit or water classification).

j) The effect of the trade waste discharge on the ultimate receiving environment.

k) The possibility of unscheduled, unexpected or accidental trade waste related events and the degree of risk these could cause to humans, the wastewater network, the stormwater network or the receiving environment.

l) Consideration of other existing or future discharges.

m) The amenability of the trade waste to pre-treatment.

n) Requirements to control and isolate stormwater.

o) Requirements and limitations related to sewage sludge and biosolids quality, disposal, and/or reuse.

p) Cleaner production techniques, pollution prevention and waste minimisation practices.

q) Any Management Plan.

r) Tankered and mobile facilities or vendor's operation waste being discharged at an approved location/s.

E4. Decision on Application

E4.1. The Council must determine an application for a trade waste Approval Notice or consent and issue its decision to either:

a) grant the application as a Permitted Trade Waste through the Approval Notice procedure where all the characteristics of the trade waste meet the parameters in Schedule A of this Administration Manual and does not exceed a maximum volume of trade waste of 2,000L/day;

b) grant the application as a Controlled Trade Waste consent where all the characteristics of the trade waste complies with all the physical and chemical characteristics set out in Schedule A and has a maximum volume of Trade Waste of no more than 2,000L/day and is subject to pre-treatment requirements as set by Council in Part D of both the Bylaw and this Administration Manual and also the conditional consent itself;

c) grant the application as a Conditional Trade Waste consent with conditions imposed on the discharge;

d) decline the application as the trade waste has prohibited characteristics as set out in Schedule B of this Administration Manual; or

e) decline the application and provide reasons for refusal.

E5. Conditions of Trade Waste Consent – General

E5.1. A trade waste consent to discharge may impose restrictions on trade waste discharges by:

a) specifying mass, volume, pH, temperature and concentration limits for any constituent or characteristic as set out in clause E6 of this Administration Manual; and

b) specifying the rate of discharge of any constituent or characteristic.

E5.2. The Council may at any time require an Occupier discharging trade waste as a permitted trade waste discharge to apply for a controlled or conditional trade waste discharge consent, if that discharge ceases to be a permitted trade waste discharge as defined in Schedule A of this Administration Manual and is not a prohibited trade waste discharge set out in Schedule B of this Administration Manual.

E5.3. Any consent may be granted subject to such conditions that the Council may impose, including but not limited to:

a) the part of the Council's wastewater network to which the discharge will be made;

b) the maximum daily volume of the discharge and the maximum rate of discharge, and the duration of maximum discharge;

c) the maximum limit or permissible range of any specified characteristics of the discharge, including concentrations and/or mass limits determined by Council;

d) the period or periods of the day during which the discharge, or a particular concentration, or volume of discharge may be made;

e) the degree of acidity, or alkalinity of the discharge at the time of discharge;

f) the temperature of the trade waste at the time of discharge;

g) the provision by, or for the Occupier, at the Occupier's expense, of screens, grease traps, silt traps or other pre-treatment works to control trade waste discharge characteristics to the consented levels;

h) the provision and maintenance at the Occupier's expense of inspection chambers, manholes or other apparatus or devices to provide safe and reasonable access to drains for sampling and inspection;

i) the provision and maintenance of a sampling and analysis programme, and flow measurement requirements, at the Occupier's expense;

j) the method or methods to be used for the measuring flow rates and/or volume and taking samples of the discharge for use in determining compliance with the Consent and for determining the amount of any trade waste charges applicable to that discharge;

k) the provision and maintenance by, and at the expense of, the Occupier of such meters or devices as may be required to measure the volume or flow rate of any trade waste being discharged from the premises, and for the calibration of such meters;

l) the provision and maintenance, at the Occupier's expense of such services, (whether electricity, water or compressed air or otherwise), which may be required, in order to operate meters and similar devices including safe sampling points of access as may be required;

m) at times specified, the provision in a Council approved format by the Occupier of all flow and/or volume records and results of analyses;

n) risk assessment of damage to the receiving environment due to an accidental discharge of a chemical or other contaminant;

o) the provision and implementation of a Management Plan;

p) cleaner production, pollution prevention and waste minimisation as set out in a Management Plan if required for that premise's trade waste consent. Clause E13 of this Administration Manual provides guidance on pre-treatment and clause E14 of this Administration Manual provides guidance on cleaner production, pollution prevention, and waste minimisation;

q) remote monitoring and/or control of discharges;

r) third party treatment, carriage, discharge or disposal of by-products of pre-treatment of trade waste (including sewage sludge and biosolids disposal and reuse);

s) the requirement to provide a bond or insurance in favour of the Council where failure to comply with the consent could result in damage to the Council's wastewater network, its treatment plants, or could result in the Council being in breach of any statutory obligation;

t) the amount, if any, of cooling water, condensing water or stormwater which cannot practically be separated from trade wastes, that may be included with the discharge;

u) the cessation of a consent to discharge putrescible wastes to the wastewater network when the Council has provided or arranged an alternative commercial collection and disposal system; and

v) a prescribed sampling and monitoring programme to be carried out by the Occupier of the trade premises or Operator of a tankered waste operation. Clause E12 of this Administration Manual sets out Council's provisions for sampling and monitoring.

E6. Conditions of Trade Waste Consent - Mass, Volume, Rate, Concentration, Temperature and pH Values

E6.1. Limits on the mass, volume, concentration, pH or temperature may be imposed on the trade waste discharger for any constituent. Any characteristic that is subject to mass limit restrictions shall also have its maximum concentration limited.

E6.2. When setting mass, volume and concentration limit restrictions for a particular constituent in a trade waste consent the Council must have regard to:

a) conditions in Council's wastewater network near the trade waste discharge point and elsewhere in the wastewater network;

b) the extent to which the available industrial capacity for the constituent was met during the Council's preceding financial year, and the expected levels of the constituent for the forthcoming financial year;

c) if the applicant uses cleaner production, pollution prevention and waste minimisation techniques;

d) if the applicant has established a programme to achieve cleaner production, pollution prevention and waste minimisation to the satisfaction of the Council within an agreed timeframe;

e) if in the opinion of the Council, there is any advantage to increasing the discharge of a particular constituent in exchange for decreasing the discharge of another constituent;

f) any requirements of the Council to meet resource consent conditions or regional plan rules;

g) any requirements of the Council to reduce the contaminant discharge of the trade waste or wastewater discharge;

h) how great a proportion the mass flow of a constituent of the discharge will be of the total mass flow of that constituent in the wastewater in Council's wastewater network;

i) the total mass of the constituent allowable in the wastewater, and the proportion (if any) to be reserved for future allocations of discharge of such constituents to other consent holders; and

j) if there is an interaction with other constituents which increases or decreases the effect of their characteristic on the Council's wastewater network including reticulation, treatment process, or receiving water (or land).

E7. Mobile Facilities and Vendor's Operations

Clause D1.5 of this Administration Manual sets out the requirements for Council's consideration of such discharges to Council's wastewater network and the procedures as to how Council may consider these discharges in certain instances to be a trade waste discharge.

E8. Discharges via Grease Traps, Oil and Grit Interceptors

In addition to the requirements of clause E13 of the Bylaw all grease traps and oil/grit separators must be regularly serviced and maintained to ensure:

a) The sediment layer in any trap does not exceed 20% of the depth of the volume of the trap.

b) The fat/oil grease layer does not exceed 20% of the depth or volume of the trap.

Oil water separators should be inspected weekly and as soon as practical after any spillage occurs on site. These devices should be serviced if there is any significant oily material (more than 3mm) or sediment (more than 150mm) in the device.

E9. Operations not Considered Trade Waste

These are set out in clause E3.3 of the Bylaw.

E10. Trade Waste from Food Premises (Not Commercial)

Premises which prepare and serve food, but are not commercial in nature, may include:

- Marae;
- Churches;
- Community halls and public gathering places;
- Catering facilities within schools and early childhood centres; and
- Other facilities as identified at Council's discretion.

As per clause E14 of the Bylaw, these premises must apply for a trade waste consent and may be required to fit grease traps based on Council's risk based assessment.

E11. Trade Waste Management Plans

E11.1. When required by Council a Trade Waste Management Plan must include a plan for the management of the operations from which the trade waste is produced. This must include but not be limited to:

a) A description of the operations producing the trade waste;

b) A description of pre-treatment devices and their operation;

c) Methods to ensure compliance with the conditions of the trade waste consent;

d) A description of maintenance procedures in place and any further proposed in respect to the trade operation producing the trade waste; and

e) Contingency management procedures.

E11.2. The Trade Waste Management Plan may also need to address the following matters as conditions of the Trade Waste Consent as determined by Council:

a) Cleaner production, pollution prevention and waste minimisation approaches used and/or further planned to be used. Clause E14 of this Administration Manual sets out the guidelines for these.

b) Reference to relevant industry Codes of Practice that are being followed.

c) Other matters that Council may deem to be appropriate to a particular trade waste discharge.

E12. Sampling and Monitoring of Trade Waste

E12.1. Council may require sampling, testing and monitoring to be undertaken to determine if a discharge:

a) complies with the provisions of the Bylaw;

b) is to be classified as permitted, controlled, conditional, or prohibited; or

c) complies with the provisions of Schedule A of this Administration Manual for a permitted discharge and any trade waste consent to discharge.

E12.2. The taking, preservation, transportation, and analysis of the sample must be undertaken by an authorised officer or agent, or the person discharging, in accordance with accepted industry standard methods, or by a method specifically approved by the Council.

E12.3. Sampling point configuration and other requirements are as set out in Council's Land Development and Subdivision Code of Practice.

E12.4. The person discharging is responsible for all reasonable costs. Where a dispute arises as to the validity of the methods or procedures used for sampling or analysis, the dispute may be submitted to a mutually agreed independent arbitrator.

E13. Trade Waste Pre-treatment Requirements and Guidelines

Table 1 includes a range of trade waste discharging operations; their potential risks to the wastewater network; pre-treatment requirements for controlled consents, and pre-treatment guidelines for other discharge categories.

A number of these other categories will include for conditional consent discharges where that discharge is greater than 2,000 L/day and/or exceeds the permitted discharge criteria in Schedule A of this Administration Manual.

Table 1 Trade Waste Discharges – Risks to the Wastewater Network and Pre-treatment Requirements and Guidelines

Type of business activity	**Risk to the wastewater network**	**Pre-treatment required for these "Controlled" Trade Wastes Refer Bylaw Clauses E12, E13, E14, E15 and E16**
Food premises including: • Day-care centre • Nursing Homes • Hospitals • Retirement Villages All with cooking on site	• Fats, oil and grease can clog the wastewater network • Risk to the WWTP – toxic waste and waste with a high nutrient load is more difficult to treat and requires additional aeration • Emerging contaminants in cleaning chemicals pose a risk to the receiving environment and biosolids • Premises that operate for more than 10 hours/day are likely to exceed the allocated amount of water as allowed under a permitted activity	• Grease trap • Sink screens

Type of business activity	Risk to the wastewater network	Pre-treatment required for these "Controlled" Trade Wastes Refer Bylaw Clauses E12, E13, E14, E15 and E16
Dentists	• Amalgam from fillings contaminate the biosolids and should be recycled	• Amalgam Trap
Car Washes Large areas roofed and bunded (Clause D1.6 of this Administration Manual)	• Hydrocarbons/grit • High water users (> 2m³/day) – causes capacity issues in the network • Emerging contaminants in cleaning chemical pose a risk to the receiving environment and contaminate the biosolids • Solvents and used oil pose a risk to the network if not stored correctly and requires to be collected for recycling purposes	• Oil/grit Interceptor
Pre-treatment Guidelines		
Hairdressers	• Hair can tangle around pumps in the pump station and assist in causing sewer blockages that can lead to sewer overflows	• Sink screens
Medical Facilities	• Risk to the WWTP – toxic waste is more difficult to treat and requires additional aeration • Emerging contaminants in cleaning chemicals pose a risk to the receiving environment and biosolids	• Sink screens and plaster arrestors
Automotive /Mechanical	• Hydrocarbons, oil and other solvents • Solvents and used oil pose a risk to the network if not stored correctly and requires to be collected for recycling purposes	• Oil / water interceptors
Garbage Bin Cleaning	• Can clog wastewater network	• Basket Trap and Fixed Screen
Laundries	• High water users (> 2m³/day) – causes capacity issues in the network • Emerging contaminants, i.e. surfactants in washing powder pose a risk to the receiving environment and contaminate the biosolids	• Lint screens • May require cooling pit
Equipment Washing	• Clog wastewater networks	• Oil/grit/water separation
School Art Studio and Laboratories	• Wastewater network risks	• Grit trap and/or neutralisation/mixing chamber

Type of business activity	Risk to the wastewater network	Pre-treatment required for these "Controlled" Trade Wastes Refer Bylaw Clauses E12, E13, E14, E15 and E16
Septic Tank Waste (Septage)	• Toxic waste can have a detrimental impact on the microbes that break down the waste in the wastewater treatment plant.	• No pre-treatment required • Private septic tank management required in accordance with good practice

E14. Cleaner Production, Pollution Prevention and Waste Minimisation Guidelines

Cleaner production, pollution prevention, and waste minimisation programmes should, at a minimum, address the following:

a) An overall approach to pollution prevention including where necessary stormwater contamination in addition to the various categories of trade waste discharge and wastewater discharge.

b) The effective use of water including adherence to Council's water demand management procedures.

c) Opportunities for reducing the contamination potential of trade waste constituents that enter the wastewater system and may be transferred through into Council's wastewater sludges and biosolids (for example, using alternative chemicals that are less toxic).

d) The effectiveness of material use and processes (by employing methodologies to minimise waste and the unnecessary consumption of materials, including water conservation).

e) Consideration of, and where appropriate adoption of innovative solutions.

f) The practice of good housekeeping (to prevent spoilage and contamination due to poor handling or storage).

SCHEDULE A – PERMITTED DISCHARGE CHARACTERISTICS

The nature and levels of the characteristics of any trade waste and wastewater discharged to the Council's wastewater network shall comply at all times with the following requirements, except where the nature and levels of such characteristics are varied by Council as part of a consent to discharge a trade waste.

Physical characteristics

Ref No	Bylaw Requirements	Commentary from NZ Standard 9201: 2004 Part 23 Model General Bylaws – Trade Waste
Flow		
A.1.1	a) The 24-hour flow volume must be less than 2,000 litres (2 cubic metres). The maximum instantaneous flow rate must be less than 2.0 L/s.	Flows larger than the Guideline values should be Conditional Trade Waste Consent. Conditional Consents will be dependent on the Contaminant concentration/mass load.
Temperature		
A.1.2	The temperature must not exceed 40 °C.	Higher temperatures: • Cause increased damage to sewer structures; • Increase the potential for anaerobic conditions to form in the wastewater; • Promote the release of gases such as H_2S and NH_3 (can adversely affect the safety of operations and maintenance personnel); and • Reflect poor energy efficiency. It should be noted that this temperature has been reduced from 50°C to come into line with the ARMCANZ/ANZECC Guidelines for sewerage systems. A lower maximum temperature may be require for large volume discharges.
Solids		
A.1.3	a) Non-faecal gross solids must have a maximum dimension that shall not exceed 15 mm.	Gross solids can cause sewer blockages. In case of conditional consents fine screening may be appropriate High suspended solids contents can cause

Ref No	Bylaw Requirements	Commentary from NZ Standard 9201: 2004 Part 23 Model General Bylaws – Trade Waste
	b) The suspended solids content of any Trade Waste must have a maximum concentration that shall not exceed 2000 g/m^3. For significant industry this may be reduced to 600 g/m^3. c) The settleable solids content of any Trade Waste must not exceed 50mL/L. d) The total dissolved solids concentration in any Trade Waste must be subject to the approval of QLDC, having regard to the volume of the waste to be discharged, and the suitability of the wastewater network and the Wastewater Treatment Plant to accept such waste. e) At no time must the sediment layer in any trap exceed 20% of the depth or volume of the trap. f) Fibrous, woven, or sheet film or any other materials which may adversely interfere with the free flow of wastewater in the wastewater network or Wastewater Treatment Plant shall not be present.	sewer blockages and overload the treatment processes. Where potential for such problems is confirmed, a lower limit appropriate to the risk may be set. A lower limit may be set between 2000 g/m^3 and 600 g/m^3. The ANZECC Guidelines recommend a limit of 600 g/m^3. High total dissolved solids reduce effluent disposal options and may contribute to soil salinity. Where potential for such problems exists, a limit of 10,000 g/m^3 may be used as a guideline.

Ref No	Bylaw Requirements	Commentary from NZ Standard 9201: 2004 Part 23 Model General Bylaws – Trade Waste
Oil and grease		
A.1.4	a) There must be no free or floating layer. b) Fat, oil or grease must not exceed 100 g/m³ c) At no time must the fat, oil or grease layer exceed 20% of the depth or volume of the trap	Oil and grease can cause sewer blockages, may adversely affect the treatment process, and may impair the aesthetics of the receiving water. Where the Wastewater Treatment Plant discharges to a sensitive receiving water, lower values should be considered. If the WWA only has screening and/or primary treatment prior to discharge, it is recommended that oil and grease be reduced to 100 g/m^3. If quick break detergents are being used, it should be ensured that proper separation systems are being used by the Consent Holder. If not, oil will reappear in drainage systems as a free layer.
Solvents and other liquids		
A.1.5	a) There must be no free layer (whether floating or settled) of solvents or organic liquids.	b) Some organic liquids are denser than water and will settle in sewers and traps.
Emulsions of paint, latex, adhesive, rubber, plastic		

Ref No	Bylaw Requirements	Commentary from NZ Standard 9201: 2004 Part 23 Model General Bylaws – Trade Waste
A.1.6	a) Where such emulsions are not treatable these may be discharged into the wastewater network subject to the total suspended solids not exceeding 1000 g/m^3 or the concentration agreed with QLDC. b) QLDC may determine that the need exists for pre-treatment of such emulsions if they consider that Trade Waste containing emulsions unreasonably interferes with the operation of QLDC's Wastewater Treatment Plant, e.g. reduces % UVT (ultra violet transmission). Such emulsions of both treatable and non-treatable types, must be discharged to the wastewater network only at a concentration and pH range that prevents coagulation and blockage at the mixing zone in the public wastewater network.	'Treatable' in relation to emulsion wastewater, means the Total Organic Carbon content of the waste decreases by 90% or more when the wastewater is subjected to a simulated wastewater treatment process that matches the WWA treatment system. Emulsions vary considerably in their properties and local treatment works may need additional restrictions depending on the experience of the specific treatment plant and the quantity of emulsion to be treated. Emulsion may colour the WWA treatment plant influent such that % UVT is unacceptably reduced. Emulsions will coagulate when unstable and can sometimes cause sewer blockage. Emulsions are stable when dilute or in the correct pH range.
Radioactivity		
A.1.7	Radioactivity levels must not exceed, the Office of Radiation Safety Code of Practice CSPI for the use of Unsealed Radioactive Material	Refer Office of *Radiation Safety Code of Practice (as referenced) for the use of unsealed radioactive materials* NRL C1
Colour		
A.1.8	No waste must have colour or a	Colour may cause aesthetic impairment of

Ref No	Bylaw Requirements	Commentary from NZ Standard 9201: 2004 Part 23 Model General Bylaws – Trade Waste
	colouring substance that causes the discharge to be coloured to the extent that it impairs wastewater treatment processes or compromises the treated wastewater discharge Consent.	receiving waters, and adverse effects on lagoon treatment processes and ultra-violet disinfection. Where potential for such problems exists, a level of colour that is rendered not noticeable after 100 dilutions may be used as a Guideline. Where UV disinfection is used special conditions may apply.

Chemical Characteristics

Ref No	Bylaw Requirements	Commentary from NZS 9201: Part23:2004
pH value		
A.2.1	The pH must be between 6.0 and 10.0 at alltimes.	Extremes in pH: • Can adversely affect biological treatment processes; • Can adversely affect the safety of operations and/or maintenance personnel; • Cause corrosion of sewer structures; and • Increase the potential for the release of toxic gases such as H_2S and HCN. Relaxation of these limits to 5.5 and 11.0 is acceptable for low pressure premises which discharge into a large flow. Significant industries may need to be restricted to limits between 6.0 and 9.0.
Organic Strength		
A.2.2	Where there is no council treatment system for organic removal the BOD_5 must not exceed 1000 g/m³. For significant Industry this may be reduced to 600 g/m³	The loading on a treatment plant is affected by Biochemical Oxygen Demand BOD_5 rather than Chemical Oxygen Demand (COD). For any particular waste type

Ref No	Bylaw Requirements	Commentary from NZS 9201: Part 23: 2004
		there is a fixed ratio between COD and BOD_5. For domestic wastewater it is about 2.5:1 (COD: BOD_5), but can range from 1:1 to 100:1 for Trade Waste. Therefore BOD_5 is important for the treatment process and charging, but because of the time taken for testing, it is often preferable to use COD for monitoring. However, the use of COD testing must be balanced by the possible environmental effects of undertaking such tests due to the production of chromium and mercury wastes. Where a consistent relationship between BOD_5 and COD can be established the discharge may be monitored using the COD test. If the treatment plant BOD_5 capacity is not limited, and sulphides are unlikely to cause problems, there may be no need to limit BOD_5 High COD may increase the potential for the generation of sulphides in the wastewater. A BOD_5 limit which is too stringent may require
Maximum concentrations		
A.2.3	The maximum concentrations permissible for the chemical characteristics of an acceptable discharge are set out in the following tables: Table 1 – General Chemical Characteristics Table 2 – Heavy Metals Table 3 – Organic Compounds and Pesticides	Where appropriate, maximum daily limits (kg/day) for mass limit Permitted Discharges may also be given.

Table 1 — General Chemical Characteristics

(Mass limits may be imposed, refer to Clause E6.1 of this Administration Manual)

Characteristic	Maximum concentration (g/m^3)	Mass Limits (kg/day)	Reason for limit
MBAS (Methylene blue active substances)	500	1.5	MBAS is a measure of anionic surfactants. High MBAS can: • Adversely affect the efficiency of activated wastewater sludge plants; and • Impair the aesthetics of receiving waters. For Wastewater Treatment Plants that suffer from the effects of surfactants the maximum concentration could be reduced significantly, e.g. Sydney Water utilize a level of 100 g/m^3.
Ammonia (measured as N)			High ammonia: • May adversely affect the safety of operations and maintenance personnel; and • May significantly contribute to the nutrient load to the receiving environment.
— free ammonia	50	0.25	
— ammonium salts	200	1.0	
Kjeldahl nitrogen	150	1.0	High Kjeldahl nitrogen may significantly contribute to the nutrient load of the receiving environment. A value of 50 g/m^3 should be used as a guideline for sensitive receiving waters.
Total phosphorus (as P)	50	0.75	High phosphorus nitrogen may significantly contribute to the nutrient load of the receiving environment. A value of 10 g/m^3 should be used as a guideline for sensitive receiving waters.
Sulphate (measured as SO_4)	500 1500 (with good mixing)	2.5	Sulphate: • May adversely affect the wastewater network; and • May increase the potential for the generation of sulphides in the wastewater if the wastewater network is prone to becoming anaerobic.

Characteristic	Maximum concentration (g/m^3)	Mass Limits (kg/day)	Reason for limit
Sulphite (measured as SO_2)	15	0.075	Sulphite has potential to release SO_2 gas and thus adversely affect the safety of operations and maintenance personnel. It is a strong reducing agent and removes dissolved oxygen thereby increasing the potential for anaerobic conditions to form in the wastewater.
Sulphide—as H_2S on acidification	5	0.025	Sulphides in wastewater may: • Cause corrosion of the wastewater network, particularly the top non- wetted part of a sewer; • Generate odours in sewers which could cause public nuisance; and • Release the toxic H_2S gas that could adversely affect the safety of operations and maintenance personnel. Under some of the conditions above sulphide should be <2.0 g/m^3

Characteristic	Maximum concentration (g/m^3)	Mass Limits (kg/day)	Reason for limit
Chlorine (measured as Cl_2) Free chlorine Hypochlorite	3 30	0.015 0.15	Chlorine: • Can adversely affect the safety of operations and maintenance personnel; and • Can cause corrosion of the wastewater network. ARMCANZ/ANZECC Guidelines for sewerage systems utilize a figure of 10 g/m^3.
Dissolved aluminum	100	1.5	Aluminium compounds, particularly in the presence of calcium salts, have the potential to precipitate on a scale that may cause a sewer blockage.
Dissolved iron	100	1.5	Iron salts may precipitate and cause a sewer blockage. High concentrations of ferric iron may also present colour problems depending on local conditions.
Boron (as B)	25	0.125	Boron is not removed by conventional treatment. High concentration in wastewater may restrict irrigation applications. Final wastewater use and limits should be taken into account.
Bromine (as Br_2)	5	0.025	High concentrations of bromine may adversely affect the safety of operations and maintenance personnel.
Fluoride (as F)	30	0.15	Fluoride is not removed by conventional wastewater treatment, however pre-treatment can easily and economically reduce concentrations to below 20 g/m^3.
Cyanide — weak acid dissociable (as CN)	5	0.005	Cyanide may produce toxic atmosphere in the sewer and adversely affect the safety of operations and maintenance personnel.

Table 2 — Heavy Metals

(Mass limits may be imposed, refer to Clause E6.1 of this Administration Manual)

Metal	Maximum Concentration[1] (g/m^3)	Mass Limit[2] (kg/day)	Metal	Maximum Concentration (g/m^3)	Mass Limit (kg/day)
Antimony	10.0	0.025	Manganese	10.0	0.025
Arsenic	5.0	0.025	Mercury	0.05	0.0001
Barium	10.0	0.025	Molybdenum	10.0	0.025
Beryllium	0.005	0.0001	Nickel	10.0	0.050
Cadmium	0.5	0.001	Selenium	10.0	0.025
Chromium	5.0	0.050	Silver	2.0	0.010
Cobalt	10.0	0.025	Thallium	10.0	0.025
Copper	10.0	0.050	Tin	10.0	0.025
Lead	10.0	0.025	Zinc	10.0	0.050

Note:

Heavy metals have the potential to:

a) Impair the treatment process;

b) Impact on the receiving environment; and

c) Limit the reuse of wastewater sludge and effluent.

Where any of these factors are critical it is important that local acceptance limits should be developed.

The concentration of chromium includes all valent forms of the element. Chromium (VI) is considered to be more toxic than chromium (III), and for a discharge where chromium (III) makes up a large proportion of the characteristic, higher concentration limits may be acceptable. Specialist advice should be sought.

Metals will be tested as total, not dissolved. If sludge is used as a biosolid then metal concentration/mass are important such that the Biosolids Guidelines are met.

[1] It is intended that these maximum concentrations refer to the total metal fraction

[2] It is intended that these mass limits refer to the total metal fraction.

Table 3 — Organic compounds and pesticides

(Mass limits may be imposed, refer to Clause E6.1 of this Administration Manual)

Compound	**Maximum concentration**[3] (g/m^3)	**Mass Limits**[4] (kg/day)	**Reason for limit**
Formaldehyde (as HCHO)	50	0.25	Formaldehyde in the sewer atmosphere can adversely affect the safety of operations and maintenance personnel.
Phenolic compounds (as phenols) Excluding chlorinated phenols	50	0.25	Phenols may adversely affect biological treatment processes. They may not be completely removed by conventional treatment and subsequently impact on the environment.
Chlorinated phenols	0.02	0.001	Chlorinated phenols can adversely affect biological treatment process and impair the quality of the receiving environment.
Petroleum hydrocarbons	30	0.15	Petroleum hydrocarbons may adversely affect the safety of operations and maintenance personnel.
Halogenated aliphatic compounds 5	1	0.001	Because of their stability and chemical properties these compounds may: • Adversely affect the treatment process; • Impair the quality of the receiving environment; and • Adversely affect the safety of operations and maintenance personnel.
Monocyclic aromatic hydrocarbons	5	0.025	These compounds (also known as benzene series) are relatively insoluble in water, and are normally not a problem in Trade Waste. They may be carcinogenic and may adversely affect the safety of operations maintenance personnel.
Polycyclic (or polynuclear) aromatic hydrocarbons (PAHs) Including specifically: dibenzo [a,h] anthracene benzo [a] anthracene benzo[a] pyrene benzo [b] fluoranthene benzo [k] fluoranthene chrysene indeno [a,2,3-cd] pyrene	0.05	0.001	Many of these substances have been demonstrated to have an adverse effect on the health of animals. Some are also persistent and are not degraded by conventional treatment processes.

[3] Where several compounds are grouped into a generic type, the sum of individual concentrations is not to exceed the maximum listed

[4] Where several compounds are group into a generic type, the sum of individual mass quantities is not to exceed the maximum listed

[5] These compounds shall be accepted up to the given maximum concentration only when specifically approved

Compound	Maximum concentration[3] (g/m^3)	Mass Limits[4] (kg/day)	Reason for limit
Halogenated aromatic hydrocarbons (HAHs)	0.002	0.0001	Because of their stability, persistence and ability to bioaccumulate in animal tissue these compounds have been severely restricted by health and environmental regulators
Polychlorinated biphenyls (PCBs) Polybrominated biphenyls (PBBs) Including specifically the following congeners using the IUPAC nomenclature: PCB-28 PCB-52 PCB-77 PCB-81 PCB-101 PCB-105 PCB-114 PCB-118 PCB-123 PCB-126 PCB-138 PCB-153 PCB-156 PCB-157 PCB-167 PCB-169 PCB-180 PCB-189	0.002	0.0001	Because of their stability, persistence and ability to bioaccumulate in animal tissue these compounds have been severely restricted by health and environmental regulators
Pesticides (general) (includes insecticides, herbicides, fungicides and excludes organophosphate, organochlorine and any pesticides not registered for use in New Zealand)	0.002 each 0.2 in total	0.0001	Pesticides: • May adversely affect the treatment processes; • May impair the quality of the receiving environment; and • May adversely affect the safety of operations and maintenance personnel.
Organophosphate pesticides - excludes pesticides not registered for use in New Zealand - These compounds shall be accepted up to the given maximum concentration only when specifically approved.	0.1	0.0001	

[6] These compounds shall be accepted up to the given maximum concentration only when specifically approved

[7] Excludes pesticides not registered for use in New Zealand.

A.3.4 Inhibitor Chemicals

No waste being diluted at a ratio of 100 to 1 of wastewater may inhibit the performance of the wastewater treatment process, such that QLDC is significantly at risk, or prevented from achieving its environmental statutory requirements.

After dilution with de-chlorinated water, at a ratio of 15 to 1 of wastewater, a discharge which has an acute result when subjected to the Whole Effluent Toxicity Testing, will be deemed to have inhibitory chemicals. Whole Effluent Toxicity Testing will be undertaken using organisms selected by the QLDC.

SCHEDULE B – PROHIBITED CHARACTERISTICS

B1 Introduction

Schedule B defines prohibited characteristics.

Any discharge has prohibited characteristics if it has any solid, liquid or gaseous matters, or any combination or mixture of such matters, which by themselves or in combination with any other matters, will immediately or in the course of time:

a) Interfere with the free flow of wastewater in the wastewater network;

b) Damage any part of the wastewater network;

c) In any way, directly or indirectly, cause the quality of the treated wastewater or residual biosolids and other solids from any Wastewater Treatment Plant in the catchment to which the waste was discharged to breach the conditions of a consent issued under the RMA, or water right, permit or other governing legislation;

d) Prejudice the occupational health and safety risks faced by wastewater workers;

e) After treatment be toxic to fish, animals or plant life in the receiving waters;

f) Cause malodorous gases or substances to form which are of a nature or sufficient quantity to create a public nuisance; or

g) Have a colour or colouring substance that causes the discharge from any Wastewater Treatment Plant to receiving waters to be coloured.

The discharge has a prohibited characteristic if it has any amount of:

a) Harmful solids, including dry solid wastes and materials that combine with water to form a cemented mass;

b) Liquid, solid or gas which could be flammable or explosive in the wastes, including oil, fuel, solvents (except as allowed for in Schedule A of this Bylaw), calcium carbide, and any other material which is capable of giving rise to fire or explosion hazards either spontaneously or in combination with wastewater;

c) Asbestos;

d) The following organo-metal compounds;

   i. Tin (as tributyl tin and other organotin compounds)

   ii. Any organochlorine pesticides;

   iii. Genetic wastes, as follows: All wastes that contain or are likely to contain material from a genetically modified organism that is not in accordance with an approval under the HSNO. The

material concerned may be from premises where the genetic modification of any organism is conducted or where a genetically modified organism is processed;

iv. Any health care waste prohibited for discharge to a Wastewater Network by NZS 4304 or any pathological or histological wastes; or

v. Radioactivity levels in excess of the National Radiation Laboratory Guidelines.

e) Cytotoxic waste, liquid antibiotics or any pharmaceutical waste

f) Perfluorooctane sulfonate (PFOS), Perfluorooctanoic acid (PFOA), Perfluorooctanoic sulfonic acid (PFHxS)

Advice Note - Substance mass limit yet to be determined

g) Flushable wipes

Advice Note – this topic is to be determined following receipt of the Australia/New Zealand Standard on this subject as expected in late 2020.

h) Any other substance or contaminant that is identified via the Ministry of Health, the Ministry for the Environment, or other government department, or any reputable industry group as being unsuitable for discharge to a conventional wastewater system.

Prohibited Tanker Waste Streams:

a) Grease waste

b) Oil Interceptor Waste

c) Wine Waste

SCHEDULE C – STORMWATER DISCHARGE ACCEPTANCE CHARACTERISTICS

To comply with this Bylaw; stormwater discharges in Council's reticulated stormwater network from connected premises properties and other locations must:

a) Comply with all relevant sections of the Bylaw and Administration Manual

b) Not contain any hazardous substances

c) Not contain substances that are toxic to the aquatic ecosystem (as measured relative to the Australian and New Zealand (ANZ) Guidelines for Fresh and Marine Water Quality, 2018)

d) Not cause any conspicuous colour changes in the receiving water

e) Not cause the production of any conspicuous oil, grease films, scums or floatable materials

f) Not contain any wastes (including but not limited to wastewater or condensates) from a trade or industrial process or premise or a business, institutional or domestic premise

g) Not have wastes from trade or industrial processes that should be discharged to a trade waste system, or suitable alternative subject to a Resource Consent

h) Ensure that any water used during the repair, maintenance and/or construction of water mains, or the flushing or testing of water mains is de-chlorinated and screed as required prior to the discharge into the stormwater system. The water used will need to be de-chlorinated such that there is no detectable free or residual chlorine.

If the water used during work as described above is discharged directly into adjacent water course a consent will need to be obtained from the Otago Regional Council as per the requirements in the Operative Regional Plan: Water for Otago.

i) Meet the requirements of the Otago Regional Council's Operative Regional Plan: Water for Otago for permitted reticulated stormwater discharges as per section 12.B.1.8 of 1st September 2015 issue of this Plan (or a subsequent update of that Plan, or a replacement plan).

The requirements of section 12.B.1.8 are currently:

The discharge of stormwater from a reticulated stormwater system to water, or onto or into land in circumstances where it may enter water, is a permitted activity, providing:

(a) Where the system is lawfully installed, or extended, after 28 February 1998:

(i) The discharge is not to any Regionally Significant Wetland; and

(ii) Provision is made for the interception and removal of any contaminant which would give rise to the effects identified in Condition (d) of this rule; and

(b) The discharge does not contain any human sewage; and

(c) The discharge does not cause flooding of any other person's property, erosion, land instability, sedimentation or property damage; and

(d) The stormwater discharged, after reasonable mixing, does not give rise to all or any of the following effects in the receiving water:

(i) The production of any conspicuous oil or grease films, scums or foams, or floatable or suspended materials; or

(ii) Any conspicuous change in the colour or visual clarity; or

(iii) Any emission of objectionable odour; or

(iv) The rendering of fresh water unsuitable for consumption by farm animals; or

(v) Any significant adverse effects on aquatic life.

SCHEDULE D –SCHEDULE OF FEES AND CHARGES

The Cost of administering the Bylaw will be reviewed every 12 months and the Schedule of Fees and Charges updated accordingly. These fees and charges have been established at the time of drafting the bylaw and will be subject to review prior to Bylaw implementation in July 2021.

Operative Date: 1 July 2021 to 30 June 2022

Part E Trade Waste

1. Registration of all discharges with the Council	
Early application fee - within two months of commencement of Trade or within two months after published notification date (for existing premises)	$0
Standard application fee	$50
2. Trade Waste Application and Management Fees for Permitted Trade Wastes	
Administration Fee – consists of a flat fee to process the application.	$180
Initial inspection fee - if required to process the application.	$180
Non-compliance inspection fee	$270
Sampling Event – if required. (As per laboratory charges)	At cost
3. Trade Waste Application and Management Fees for Controlled Trade Wastes	
Administration Fee – consists of a flat fee to process the application.	$360
Initial inspection fee - to process the application.	$180
Scheduled Compliance inspection	$180
Non-compliance inspection	$270
Sampling Event – if required. (As per laboratory charges)	At cost

4. Trade Waste Application and Management Fees for Conditional Trade Wastes	
Administration Fee – consists of a flat fee to process the application.	$450
Initial inspection fee - required to process the application.	$180
Compliance inspection	$180
Non-compliance inspection	$270
Sampling Event (As per laboratory charges)	At cost
5. Trade Waste Application and Management Fees for Prohibited Trade Wastes	
Administration Fee – consists of a flat fee to process the application.	$450
Initial inspection fee - required to process the application.	$180
Sampling Event – if required. (As per laboratory charges)	At cost
For temporary discharge consents	
Administration Fee – consists of a flat fee to process the application.	$180
Initial inspection fee - if required to process the application.	$180
Sampling Event – if required. (As per laboratory charges)	At cost

Unit Tanker Waste Charges for Septage Waste will be reviewed after an initial period of 24 months and the Schedule of Fees and Charges updated accordingly. These rates will then be reviewed on a 3 yearly basis. These fees and charges have been established at the time of drafting the bylaw and will be subject to review prior to implementation in July 2021.

Operative Date: 1 July 2021 to 30 June 2023

Tanker Charges	
Septage Waste	$45 m^3

Unit Trade Waste Charges for Conditional Consents will be reviewed every 3 years and the Schedule of Fees and Charges updated accordingly. These fees and charges have been established at the time of drafting the bylaw and will be subject to review prior to implementation in July 2023.

Operative Date: 1 July 2023 to 30 June 2026

Unit Trade Waste Charges for Conditional Consents		
Unit Charge Categories	**Wakatipu Ward**	**Wanaka Ward**
Volume per m^3	$0.31	$0.44
Total Suspended solids (TSS) per kg	$0.24	$0.50
Total Chemical Oxygen Demand (TCOD) per kg	$0.83	$1.76
Total Nitrogen (TN) per kg	$3.15	$5.57

Attachment C

QUEENSTOWN LAKES DISTRICT COUNCIL

Order Paper for a meeting

HEARING OF SUBMISSIONS:

Proposed QLDC Integrated Three Waters Bylaw and Administration Manual 2020

to be held on

Wednesday, 21 October 2020

commencing at 10.00am

to be held in

the Council Chambers, 10 Gorge Road,

Queenstown

9.12 ITEMS OF BUSINESS NOT ON THE AGENDA WHICH CANNOT BE DELAYED

A meeting may deal with an item of business that is not on the agenda where the meeting resolves to deal with the item and the Chairperson provides the following information during the public part of the meeting:

(a) the reason the item is not on the agenda; and

(b) the reason why the discussion of the item cannot be delayed until a subsequent meeting.

s. 46A (7), LGOIMA

Items not on the agenda may be brought before the meeting through a report from either the chief executive or the Chairperson.

Please note that nothing in this standing order removes the requirement to meet the provisions of Part 6, LGA 2002 with regard to consultation and decision-making.

9.13 DISCUSSION OF MINOR MATTERS NOT ON THE AGENDA

A meeting may discuss an item that is not on the agenda only if it is a minor matter relating to the general business of the meeting and the Chairperson explains at the beginning of the public part of the meeting that the item will be discussed. However the meeting may not make a resolution, decision or recommendation about the item, except to refer it to a subsequent meeting for further discussion.

REFERENCE:

Queenstown Lakes District Council Standing Orders adopted on 12 December 2019.

QUEENSTOWN LAKES DISTRICT COUNCIL

HEARING OF SUBMISSIONS ON:

QLDC INTEGRATED THREE WATERS BYLAW 2020 AND ADMINISTRATION MANUAL 2020

PANEL MEMBERS

Councillor N Gladding

Councillor G Lewers

Councillor C MacLeod

Councillor J MacDonald

Four appointed, of which three are needed to form a hearing panel.

Chair of hearing panel to be determined at beginning of hearing.

HEARING OF SUBMISSIONS:

Proposed Queenstown Lakes District Council Integrated Three Waters Bylaw and Administration Manual 2020

Agenda for a hearing of submissions on the proposed QLDC Integrated Three Waters Bylaw 2020 and Administration Manual 2020 to be held in the Council Chambers, 10 Gorge Road, Queenstown on Wednesday 21 October 2020 beginning at 10.00am

Integrated Three Waters Bylaw and Administration Manual Hearings Panel
21 October 2020

Department: Property & Infrastructure

Title | Taitara Hearing: Assessment of Submissions received on the Proposed Queenstown Lakes District Council Integrated Three Waters Bylaw and Administration Manual 2020

PURPOSE OF THE REPORT | TE TAKE MŌ TE PŪRONGO

1 The purpose of this report is to present the written submissions received by the Queenstown Lakes District Council on the Proposed Queenstown Lakes District Council Integrated Three Waters Bylaw and Administration Manual 2020, and for the hearings panel to hear oral submissions and to outline options to the hearings panel.

EXECUTIVE SUMMARY | WHAKARĀPOPOTOTANGA MATUA

2 On 23 July 2020, Council approved the Draft Integrated Three Waters Bylaw and supporting Administration Manual for public consultation. The proposed Integrated Three Waters Bylaw and Administration Manual were publicly notified on 30 July 2020.

3 The consultation period began on 30 July 2020 and closed on 27 September 2020. During the consultation period, 13 submissions were received. Two submitters have indicated that they wish to speak in support of their submission. This report presents the submissions for consideration by the hearing panel, along with analysis and recommendations completed by Council's officers, legal counsel, and technical consultants.

RECOMMENDATION | NGĀ TŪTOHUNGA

That the **Integrated Three Waters Bylaw and Administration Manual Hearings Panel**:

1. **Note** the contents of this report;

2. **Consider** the submissions to the Proposed Queenstown Lakes District Council Integrated Three Waters Bylaw and Administration Manual 2020;

3. **Recommend to Council** the final form of the Queenstown Lakes District Council Integrated Three Waters Bylaw and Administration Manual 2020 for consideration, incorporating any changes following consideration of public feedback from the submissions.

Prepared by:

Simon Mason
Contract Manager – 3 Waters, Property & Infrastructure
21/10/2020

Reviewed and Authorised by:

Pete Hansby
General Manager,
Property & Infrastructure
21/10/2020

CONTEXT | HOROPAKI

1 The Queenstown Lakes District Council Trade Waste Bylaw 2014 and Water Supply Bylaw 2015 (**Current Bylaws**) are both due for review. Council currently does not have Bylaws to manage stormwater or wastewater services.

2 At the 23 July 2020 meeting the Council resolved to approve the commencement of public consultation in relation to the proposed Integrated Three Waters Bylaw and Administration Manual 2020 (**Proposed Bylaw**).

Resolution:

Adopt the Statement of Proposal and draft Integrated Three Waters Bylaw for the purposes of public consultation;

Approve the commencement of the special consultative procedure in accordance with Section 83(1) of the Local Government Act 2002 in relation to the proposal of a new Integrated Three Waters Bylaw and associated Administration Manual.

3 The Council also resolved to appoint four Councillors to hear and consider submissions on the proposal, and to make recommendations to Council on the Proposed Bylaw.

Resolution:

Appoint Councillors Lewers, Gladding, MacLeod and MacDonald to the hearing panel, three of whom are needed to form a hearing panel to hear and consider the submissions on the proposal and make recommendations to the Council on the adoption of the proposed Integrated Three Waters Bylaw and Administration Manual.

4 The review process and key milestones in the special consultative procedure are summarised below

DATE	ACTION
23 July 2020	Council instructed staff to undertake a special consultative procedure on a proposed revised Bylaw.
23 July 2020	**Resolution at QLDC Full Council Meeting:** Appoint Councilors Gladding, Lewers, MacLeod and MacDonald to the hearing panel, three of whom are needed to form a hearing panel to hear and consider the submissions on the proposal and make recommendations to the Council on the adoption of the proposed Integrated Three Waters Bylaw.
30 July 2020	Submissions opened.
27 September 2020	Submissions closed.

Proposal

5 Following Council approval, Council staff commenced a special consultative procedure on the proposed bylaw. The proposed bylaw will replace the current bylaws and incorporates new provisions relating to the management of wastewater and stormwater. The strategic context of the proposed bylaw has been modernised, but no significant changes have been made. The key changes in the proposed bylaw (compared to the current bylaws) that were consulted on were:

a. Amend the categories of the bylaw to capture all trading premises (as defined in the bylaw) to ensure a fair and comprehensive management approach.

b. Amend the current trade waste discharge parameters to ensure they align with current resource consents and promote cleaner production.

c. Require businesses that store hazardous substances on site to comply with all Codes of Practice developed by the New Zealand Government's Environmental Protection Agency.

d. Introduce a schedule of fees and charges (for trade waste discharges).

e. Incorporate new provisions relating to the management of wastewater and stormwater, together with the water supply and trade waste bylaws (given that trade waste is discharged into the wastewater system), into one comprehensive document.

6 A detailed assessment of the Proposed Bylaw can be found in the report to full Council dated 23 July 2020.

7 Early consultation was undertaken in October 2019 by Council to introduce the concept of a proposed Integrated Three Waters Bylaw to the community. This included publication of an article in the community newsletter (Issue 133 of Scuttlebutt)

8 The Proposed Bylaw and Statement of Proposal were publicly notified by advertisement on the Council website and in local newspapers on 30 July 2020. These newspapers included the Wānaka Sun, Mountain Scene, the Otago Daily Times and the Southland Times.

9 The Proposed Bylaw and the Statement of Proposal and other supporting documents were made available on the Council's website, and at the Council offices at 10 Gorge Road, Queenstown and 47 Ardmore Street, Wānaka.

10 Submissions opened on 30 July 2020 and closed on 27 September 2020.

ANALYSIS AND ADVICE | TATĀRITANGA ME NGĀ TOHUTOHU

Submissions received

11 A total of 11 submissions were received on the Proposed Bylaw. Copies of the submissions are attached as **Attachment A**.

12 Four submissions supported the Proposed Bylaw in full. Three submissions were neutral. Four submissions opposed the Proposed Bylaw.

13 Two submitters, Paul Chapman (*opposed*), and Upper Clutha Lakes Trust (WAI Wanaka), Guardians of Lake Wanaka, and Guardians of Lake Hawea (represented by Don Robertson; *assumed neutral*) wish to be heard in support of their submissions.

14 Three of the submissions were received from Council's water services contractor Veolia Australia and New Zealand, via email on 17 August 2020 (Jason Climo, Southern Regional Manager/National Construction Manager) and 31 August and 24 September 2020 (Joel Dykstra, Operations Manager).

15 The hearings panel are to give full consideration to the submissions received and determine the extent to which the submissions will be accepted or disallowed.

Key themes from submissions

16 Submissions gave direct feedback to the Proposed Bylaw. The key themes from the submissions are outlined in Table 1 below.

Table 1 Summary of submissions received

ID	Submitter	Support / Neutral / Oppose the Proposal Would like to be heard in person (Yes / No)	Key themes of the submission	Analysis of the submission	Recommendations
1	James Michael (Jim) Bohm	Oppose No (assumed)	Mr Bohm's submission focused on seven issues: 1. The proposed Bylaw and Administration Manual provide "insufficient support for the stated purposes of the Bylaw". 2. Responsibility for catchments is excluded. 3. The Bylaw provides little to enhance water quality and not enough to maintain it. 4. Bylaw says very little about the natural environment from which water is abstracted. 5. Bylaw lacks clarity about how it relates to and supports the District Plan. 6. Does not include an education program focused on behaviour change. 7. Needs to make more use of community resources available, e.g. Shaping Our Future Upper	1. Please refer to Table 2 of this report for a demonstration of how the Bylaw meets its stated purposes. 2. Catchment management is typically within the domain of regional authorities; with links to district plans and also via resource consenting. It is therefore not appropriate to incorporate this responsibility as a specific provision of the Bylaw. 3. The Bylaw is designed to work within and in coordination with wider mechanisms such as resource consenting and environmental management strategies. The purposes outlined in the Bylaw, and objectives in each Part, are aligned with the principle of maintaining and/or improving water quality. Refer to Table 2 for evidence to support this. 4. Network consents and discharge consents are currently the most	1. No changes suggested. 2. No changes suggested. 3. No changes suggested. 4. No changes suggested. 5. No changes suggested. 6. No changes suggested. 7. No changes suggested. Panel could consider whether it is appropriate in the future to list appropriately approved and consulted on community resources in the Administration Manual, and if so, what those resources could be.

ID	Submitter	Support / Neutral / Oppose the Proposal Would like to be heard in person (Yes / No)	Key themes of the submission	Analysis of the submission	Recommendations
			Clutha Water Taskforce Report 2019.	effective mechanism for protecting receiving environments. 5. Relevant district Codes of Practice, procedures, guidelines and plans are listed in Clause A3(c) of the Administration Manual. Many of these instruments are aligned with the District Plan, but it is agreed that the District Plan itself is not specifically referenced. However, the District Plan is adopted under the Resource Management Act, which is referenced. 6. It is correct that the Bylaw and Administration Manual do not directly describe any formal education program to change public attitudes and behaviour. However there are some requirements which specifically target certain discharges (e.g. trade waste) which could be further developed in future to change behaviour in particular industries. For example, the Stormwater Management Plan requirements in Clause C2 require the inclusion of cleaner production, pollution prevention and waste minimization procedures. Additional requirements have also been added	

ID	Submitter	Support / Neutral / Oppose the Proposal Would like to be heard in person (Yes / No)	Key themes of the submission	Analysis of the submission	Recommendations
				to open up discussions and encourage improvements to target specific issues such as prohibiting the use of flushable wipes (which cause significant problems in the wastewater network) – flushable wipes have been added as a prohibited characteristic in Schedule B (the first time this has been done in NZ, to our understanding). It doesn't immediately solve the problem, but it is a significant step forward. 7. It would be helpful to identify further community resources to those already identified in the Administration Manual and add them into relevant sections. The advantage of such a Manual is that it can be edited and added to relatively easily in future (which allows for an adaptive approach) rather than requiring a full Council review and approval process for every change (if these changes had to be done through the Bylaw, the LGA 2002 consultative process would need to be followed).	

ID	Submitter	Support / Neutral / Oppose the Proposal Would like to be heard in person (Yes / No)	Key themes of the submission	Analysis of the submission	Recommendations
2	Errol Brassett, The Grease Trap Guy (TR Consultants Intl Ltd)	Support (assumed) No	1. Mr Brassett supports clients in the district, although he is Wellington-based. 2. Acknowledged that the proposed Bylaw tightens things up. 3. Administration Manual provides plain, clear language guidelines. 4. Highlights importance of proposed Bylaw Clause E14 in relation to pumping out/cleaning. 5. Suggests that proposed Bylaw Clause E13 (b)(i) has "as per the manufacturer's instructions" changed to "as per the relevant manufacturer's instructions". 6. Suggests that the criteria in the Administration Manual be expanded to give guidance on the types of sink screens that are acceptable	Many useful comments are made. 1. The insertion of "relevant" manufacturer's instructions is a sound suggestion in view of the range of grease traps, oil and grit interceptors and enzyme-based grease converters that are available. 2. If the Proposed Bylaw is adopted and, as such, operational knowledge is gained, Council personnel could compile information on appropriate sink screens to include in future revisions of the Administration Manual.	1. Insert 'relevant' into Clause E13 (b)(i) of the Bylaw 2. Include more guidance on sink screens in a future revision of the Administration Manual, once sufficient operational knowledge has been collected.
3	Paul Chapman	Oppose Yes	1. The Bylaw needs porous boundaries to release social functioning that will lead to	1. Comment is noted. By its nature the Bylaw needs to include specific requirements which would appear contrary to the concept of 'porous	1. No change suggested. 2. Current wording covers the submission but further clarity would be achieved by adding to the first

ID	Submitter	Support / Neutral / Oppose the Proposal Would like to be heard in person (Yes / No)	Key themes of the submission	Analysis of the submission	Recommendations
			environmentally desirable technology choices. 2. There are logical inconsistencies in the Bylaw and Administration manual (e.g. Administration Manual Schedule A (Permitted discharge characteristics) specifically refers to trade waste and excludes domestic wastewater). 3. Suggests that Clause A23 of the Bylaw is confined to trade premises. 4. Highlights the Council's legal obligations to manage natural and physical resources under the RMA and meet other statutory requirements including the Local Government Act 2002 and the Health Act 1965 in particular. 5. The Bylaw is restrictive with its focus on Council's three waters networks. Refers to the Glenorchy sewerage considerations as an example. Suggests removing Bylaw purpose (a) (Part A; meeting the requirements of key legislation)	boundaries' (depending on how this is defined). 2. The acceptance of domestic wastewater is included for under Clause D3 of the Bylaw which sets out specific requirements for wastewater discharges to the wastewater network. These include meeting the requirements in Schedule A (Permitted discharge characteristics) of the Administration Manual. 3. The wording of Clause A23 clearly refers to "water efficient use, Cleaner Production, pollution prevention and waste minimisation practices "before it states "and where required for trade waste premises…". It is therefore not agreed that Clause A23 is confined to trade premises. 4. Clause A5 of the Bylaw and A3 of the Administration Manual set out applicable Acts, regulations, Codes of Practice etc that are relevant to the Bylaw. The Bylaw, in terms of its purpose and scope, has been formulated to meet specific parts of	statement in Schedule A of the Manual; "and wastewater" (after "trade waste") 3. No change in wording is suggested for Clause A23. 4. No changes suggested. 5. No changes suggested.

ID	Submitter	Support / Neutral / Oppose the Proposal Would like to be heard in person (Yes / No)	Key themes of the submission	Analysis of the submission	Recommendations
			as the purpose of the RMA will not be fully met by the use of [Council] networks and this Bylaw.	those Acts, Regulations etc. identified. 5. Council is required to meet appropriate requirements of the RMA and other relevant legislation. In meeting the RMA obligations, specific requirements in Council's District Plan, and in individual resource consents, water takes and discharges require adherence to the RMA provisions in terms of natural and physical resources.	
4	Fire and Emergency New Zealand (FENZ)	Support No	Requested some minor amendments (provides edits directly on the Bylaw for these), namely in Clause B3.2: • 'Fire Service' becomes "Fire and Emergency New Zealand personnel". • 'fire fighting, training and hydrant testing' changed to "exercising Fire and Emergency New Zealand's functions, duties of powers as outlined in the Fire and Emergency New Zealand Act 2007". In the Administration Manual (Clause A3):	Appropriate to update to correct (more recent and specific) terminology and legislation.	Accept the minor editorial requests, except for the delete of the Fire Service Act 1975 as this Act is still in force

ID	Submitter	Support / Neutral / Oppose the Proposal Would like to be heard in person (Yes / No)	Key themes of the submission	Analysis of the submission	Recommendations
			• Change 'Fire Services Act to "Fire and Emergency New Zealand Act 2017"		
5	Aaron Parkhill, Septic Tank Services Ltd	Neutral No (assumed)	Supports the proposed Bylaw overall, but raised concerns about some areas: 1. Proposed sewerage unload fee [tanker charge] increase for Shotover and Wanaka is 450% greater than the current rate. Could this be introduced in stages? 2. People may hold off on cleaning out/maintaining septic systems due to the cost of tanker disposal. 3. There are currently no tanker disposal options for fats, oils and greases yet the Bylaw requirements will most likely lead to all premises operating grease traps needing to clean them out more often.	1. Under the provisions of the LGA 2002 (as per Bylaw Clause A22) and in accordance with the New Zealand Standards Model Trade Waste Bylaw suggested procedures, charges can be made providing they are determined in a fair and equitable way. It is also noted that a balanced approach was taken in developing fees and charges – for trade waste discharges, following an equitable system. A cost-causative approach is applied. Council has not proposed any charge for permitted discharges to be registered (Schedule A of the Administration Manual); applicants will only be charged for conditional/controlled discharge consents. Also, the Bylaw has a five year term before the first review, therefore Council needs to look to the future. It was not appropriate to focus solely on current economic conditions. There will be a phased approach (i.e. Council will not fully	1. No changes recommended. Panel could consider increasing the disposal charge across two or three years as a result of the current economic situation. 2. No changes recommended. 3. Commercial disposal options are not a Bylaw matter, but one that Council could consider further in light of the special nature of the district.

ID	Submitter	Support / Neutral / Oppose the Proposal Would like to be heard in person (Yes / No)	Key themes of the submission	Analysis of the submission	Recommendations
				implement trade waste charging until July 2021). 2. Appropriate controls and associated management of trade waste discharges containing fats, oils and greases are of key importance in the Bylaw. Comment for item 3 below also applies for item 2. 3. A matter for Council to consider as with the nature of the district in terms of restaurants, food businesses and hotels etc. fats and greases discharges are significant and need appropriate control and disposal for these tanker collected trade waste types. The Bylaw has been formulated around this.	
6	Lucas Parkinson	Oppose No (assumed)	The [community consultation] meetings seem wasteful, and it's as if nothing changes. Waters and lakes are becoming increasingly polluted, until someone steps in to 'ban or outlaw' toxic chemicals, all attempts are futile.	1. The Bylaw sets out restrictions on toxic chemicals, including emerging organic compounds, in Schedules A, B and C of the Administration Manual, and establishes controls on the characteristics of discharges to the stormwater and wastewater (including trade waste) networks. For stormwater and wastewater (other than trade waste) in particular, such controls have not previously existed in the district.	No change suggested.

ID	Submitter	Support / Neutral / Oppose the Proposal Would like to be heard in person (Yes / No)	Key themes of the submission	Analysis of the submission	Recommendations
7	Aftaab Sandhu	Neutral No	Does not support water metering in Queenstown Lakes District.	1. Clause B10 of the proposed Bylaw (Meters and Restrictions) refers to Clause B1 of the Administration Manual. 2. Clause B1 of the Administration Manual sets out Council's position in terms of considering district-wide metering and how a comprehensive project plan would be implemented when Council demonstrated the financial and other benefits from universal metering. 3. If universal metering is introduced by Council in the future, this would facilitate meeting a number of the purposes of the Bylaw (e.g. purpose (f) in Part A – "adopt efficient and sustainable use of water"	1. Submission noted. 2. No changes as Clauses referred to in analysis clearly state Council's current position.
8	The Southern District Health Board	Support No	1. General comment – fully supportive of the proposed Bylaw, "this will not only protect public health but also our environment from harm". 2. Noted that Clause 26.2 of the existing Water Supply Bylaw (2015) has not been included in the proposed Integrated Three Waters Bylaw. This section is about notification where	1. General comment noted. 2. Agree that former Clause 26.2 of the Water Supply Bylaw has not been carried into the Proposed Bylaw (Part B – Water Supply). This is because this matter is now covered in terms of all three waters services in Part A (Clause A11 – Supply and Discharge).	1. No change required. 2. Suggest reference is included in Clause B7 'Continuity of Supply' to Clause A11 about notification of permanent or temporary outage.

ID	Submitter	Support / Neutral / Oppose the Proposal Would like to be heard in person (Yes / No)	Key themes of the submission	Analysis of the submission	Recommendations
			permanent or temporary works are to cut off a supply.		
9	Upper Clutha Lakes Trust (WAI Wanaka), Guardians of Lake Wanaka, and Guardians of Lake Hawea (represented by Don Robertson)	Neutral (assumed) Yes	Many topics listed; they are grouped here according to similar themes. The submission appears to be supportive overall, but this needs to be confirmed. 1. Baseline monitoring should be required in all water bodies which are currently receiving stormwater runoff from urban areas, and at locations close to wastewater network infrastructure (pipelines, treatment plants) which are at risk of contamination. The requirements for this monitoring should be specifically identified in the Bylaw. 2. Part A3 of the Administration Manual should include the Lake Wanaka Preservation Act 1973. 3. Minimal reference to planning and decision making relating to the National Policy Statement – Freshwater Management (gazetted on 3 August 2020) and National Environmental Standards, and also to the	1. While baseline monitoring of the receiving environment certainly is very important, the Proposed Bylaw is not the right mechanism to specify those requirements. Monitoring requirements are stipulated under network and individual discharge consents (both regional consents and those issued under this Bylaw for discharges into the wastewater networks). 2. Legal counsel have advised that on review of the Lake Wanaka Preservation Act 1973, it should not be included in Clause A3 of the Administration Manual, or in the Bylaw. This is because the Act does not impose any specific obligation on the Council. It imposes obligations on the Otago Regional Council. 3. The NPS-FM is listed in the Administration Manual (Clause A3 (a)(i)). The recent changes to the NPS-FM had not been gazetted prior to the start of the consultation period (when the Bylaw and Manual were being drafted). However, the	1. No change suggested. 2. No change suggested. 3. Council could review the requirements of the NPS-FM 2020 now that it is gazetted, and ensure that the Proposed Bylaw still fulfil Council's obligations under the new NPS-FM. No direct change needed to Clause A3 of the Manual, as it does not reference a particular version (only the 'relevant' policy, which by default is the latest one). 4. No change suggested. It is noted that when the outcome for the Water Services Bill is known, Council can update the Administration Manual accordingly.

ID	Submitter	Support / Neutral / Oppose the Proposal Would like to be heard in person (Yes / No)	Key themes of the submission	Analysis of the submission	Recommendations
			management of population growth. 4. A communication requirement should be added to the Bylaw, whereby Council will keep affected communities updated on all matters concerning safe drinking water supply. The submitter indicated they were strongly supportive of the following aspects of the Bylaw and Administrative Manual: • Reference to Environmental Management Plans and Catchment Management Plans (Clause A3(c)(viii) and on p109 of the Cover Report (Appendix C)) • The Bylaw takes into account any new review findings and policies relating to Emerging Organic Compounds (Schedule A and B of the Administration Manual) • Strategic objectives for three waters management (as communicated in the Cover Report; now reflected in the purpose of the proposed Bylaw,	Administration Manual is set up in such a way that it references the latest version of these documents, and can be revised in future to align with relevant legislative and policy changes as required. Population growth and the management of associated impacts will be linked in with the Queenstown Lakes District Council Infrastructure Strategy 2015-2045 (see p97 of the Cover Report). 4. Council is required under both the LGA 2002, Health Act 1956, and in accordance with the Drinking Water Standards NZ (and pending the outcome for the Water Services Bill currently before Parliament) to notify the public where there is a risk to public health posed by drinking water supply. The Proposed Bylaw contains provisions for Council to keep its water supply users informed if there is likely to be any disruption to the water supply service (see Clauses A11 and A12 of the Proposed Bylaw).	

ID	Submitter	Support / Neutral / Oppose the Proposal Would like to be heard in person (Yes / No)	Key themes of the submission	Analysis of the submission	Recommendations
			and objectives in each Part of the document)		
10	Fiona van Waveren Wilshire	Support No	No details stated.	N/A	N/A
11	Ian Warner, Kai Pai Bakery NZ	Oppose No	The Bylaw introduces additional costs of compliance for businesses already struggling from the effects of COVID-19.	1. This point is noted, but under the provisions of the LGA 2002 (as per Bylaw Clause A22) and in accordance with the New Zealand Standards Model Trade Waste Bylaw procedures, charges can be made providing they are determined in a fair and equitable way. Refer to comments for a similar issue raised in Submission 5 (Aaron Parkhill) above.	1. No changes recommended as LGA provisions allow fees and charges.
12	Veolia Australia and New Zealand (Joel Dykstra, Operations Manager)	No position stated No	1. Raised the question of restricting works near water services and referenced Auckland Council's Water Supply and Wastewater Network Bylaw which has specific requirements relating to general excavation, piling and blasting. 2. That the requirement in Proposed Bylaw Clause E17 d(ii) for Material Safety Data Sheets, (MSDS) may not be practical	1. It is noted that Veolia are currently engaged as Council's water infrastructure maintenance and operations contractor. Bylaw Clause A21 covers building and working over and around buried water services, and references that the work must be undertaken in accordance with Council's Land Development and Subdivision Code of Practice. The requirements are set out in the Code of Practice, not in the Bylaw.	1. No change suggested 2. Suggest add to proposed Bylaw E17 d(ii). "If a MSDS not available, alternative information acceptable to Council shall be made available in written or electronic form"

ID	Submitter	Support / Neutral / Oppose the Proposal Would like to be heard in person (Yes / No)	Key themes of the submission	Analysis of the submission	Recommendations
				That Code of Practice can be/is periodically updated and could, if appropriate, include additional provisions to those presently contained in it. 2. Matter accepted, suggest the additional wording as per recommendation	
13	Veolia Australia and New Zealand (Jason Climo, Southern Regional Manager / National Construction Manager)	No position stated No	1. In reference to Schedule C (item h) of the Administration Manual, raised the question whether Council foresees any issues with requiring potable water used to flush the main supply network (etc) to be de-chlorinated before it is discharged to the stormwater network. Mr Climo infers in his email that he agrees it is possible to dechlorinate using Sodium Thiosulphate before discharging to the wastewater network. He questioned whether chlorine removal would also be required when discharging water (potable supply) with 0.85 mg/L of free available chlorine (FAC) to the stormwater network via fire hydrants during normal operations and maintenance activities.	1. Permitted characteristics for discharges to the wastewater network are covered in Schedule A of the Administration Manual and give a maximum concentrations and mass limits for chlorine and free chlorine hypochlorite that are typical of trade waste bylaws from elsewhere in New Zealand. While flushing of the water supply mains to the stormwater network is potentially an issue, the protection for Council (in terms of environmental protection) is important. The wording in Schedule C (item h) reflects this. Accordingly, no change is suggested.	No change suggested.

General comments on the Proposed Bylaw

17 One key issue raised across a number of submissions was consideration of the role of the Proposed Bylaw in meeting Council's obligations under the RMA. The Proposed Bylaw imposes obligations on residents and Council which are additional to the requirements of the RMA. The requirements under the Proposed Bylaw will, in some instances, assist in achieving compliance with the RMA. Council operates five wastewater schemes that convey wastewater from private, commercial, and industrial properties through piped reticulation systems to wastewater treatment plants. These networks protect public health and the environment to give effect to Council's obligations under the Health Act 1956 and the Local Government Act 2002.

18 Due to the characteristics of trade waste discharges, the network as well as the performance of the wastewater treatment plant can be placed at risk if the discharges are not properly regulated. Illegal discharges of trade waste to land and the natural stormwater network were not being captured by the 2014 bylaw and whilst this was not a problem for the bylaw, it presented challenges for an integrated approach to water management.

19 A key reason for the Council reviewing the current bylaws was to protect the wastewater network from abuse and to mitigate the discharge of non-compliant effluent to the receiving environment. From time to time blockages, breakages and storm events result in overflows from the wastewater networks. Blockages occur when foreign objects such as fats, sanitary items, wet wipes, and construction debris enter the network at pipe openings. Breakages occur due to pipe faults or third-party actions. Tree roots also cause pipe damage. The majority of overflows are caused by third party actions beyond Council's control.

20 Otago Regional Council has taken enforcement action against Council for these discharges in the past and may do so in the future. These overflows cannot be entirely prevented and can occur anywhere within the network. The proposed bylaw addresses foreign objects entering the network as a result of trade activity (particularly construction) and from domestic wastewater, which should result in a reduction of issues with the wastewater (i.e fewer overflows, reduced impact on the performance of the wastewater treatment plants).

21 Several of the submissions raised issues as part of a wider context of water resources management and environmental protection across the Queenstown Lakes District, and queried whether the Proposed Bylaw would effectively achieve the purposes outlined in Part A of the Bylaw. The purposes listed in Part A cover many of the wider contextual issues raised. Table 2 below demonstrates how the Bylaw and Manual achieve these purposes.

Table 2 Demonstration of how the purposes of the Proposed Bylaw are met

*Examples are included here to inform discussion; these are a select few of many

Purpose ID	Purpose of the Bylaw (abridged, from page 5 of the proposed Bylaw)	Method by which purpose will be achieved	Reference examples (in Bylaw or Manual)*
a	Meets relevant legal requirements and obligations	Formulation of Bylaw and Administration Manual to meet statutory obligations.	Bylaw Clause A5 Manual Clauses A2 and A3
b	Recognises the status of water within the natural, built, social and cultural environment	This is an all-encompassing objective that is reflected through many of the purposes listed, and the objectives established at the start of each Part of the Bylaw (Clauses B1, C1, D1 and E1).	Bylaw Clauses B1, C1, D1, E1 Bylaw Clause C4 (protection of environment) Manual – Schedules A, B and C
c	Protects the water quality and ecology of lakes and rivers	Characteristics of discharges are controlled to eliminate (or at least minimise) discharge of contaminants to the aquatic environment which may have toxic or other adverse effects. RMA effects-based approach is reflected in Schedule C (stormwater discharge acceptance characteristics), where discharges are required to not cause any conspicuous changes in colour of receiving water, produce conspicuous oil, grease, films, scums or floatable materials etc.	Bylaw Clause E16, E20 Bylaw Clause C7 (stormwater management plans) and Manual Clause C2, C4 Manual – Schedules B and C
d	Integrates water stewardship into community and business culture	Promotion of water stewardship brings in a number of concepts including water demand management (Bylaw Clause B7.3)	Bylaw Clauses A23, A 25, B7.3, B10.12 Manual Clause E14
e	Stormwater, wastewater (including trade waste) and water supply are considered in an integrated, sustainable and holistic manner	The entire configuration of the Bylaw and Manual reflects a more integrated approach, compared with current Bylaws. This Bylaw will be the first of its kind in NZ, where all three waters are managed via the same Bylaw and Manual. It enables the application of a more integrated and consistent management approach to all three waters, rather than focusing attention on only one or two services (e.g. trade waste, water supply – as currently is the approach) and leaving others such as stormwater to be managed via separate mechanisms.	Bylaw Clauses B1, C1, C4, D1 and E1 (protection of network and environment) Bylaw Part A incorporates common components previously replicated in separate Bylaws (e.g. Trade Waste Bylaw 2014 and Water Supply Bylaw 2015) into a single Part of the Bylaw, to

Purpose ID	Purpose of the Bylaw (abridged, from page 5 of the proposed Bylaw)	Method by which purpose will be achieved	Reference examples (in Bylaw or Manual)*
			achieve aa integrated management approach. Bylaw Clause D11 – inflow and infiltration (managing stormwater to minimise adverse impacts on the wastewater network)
f	Efficient and sustainable use of water supplies	Guidance on cleaner production, pollution prevention and waste minimization programmes includes a minimum requirement to address effective use of water (refers to Council's water demand management procedures) and incorporating water conservation into material use and processes.	Bylaw Clause A23 (users encouraged to practice efficient water use) Bylaw Clause B10.12 (prevention of waste and excessive use of water) Manual Clause E14 (b, d)
g	Encourage cleaner production with respect to trade waste, wastewater and stormwater discharges	Cleaner production as defined in Clause A9 of the Bylaw (Definitions) is a concept included in the New Zealand Trade Waste Model Bylaw and is therefore included in this Bylaw, which also links it with waste minimisation and water conservation. The guidelines for cleaner production, pollution prevention and waste minimisation programmes set out in Clause E14 of the Administration Manual provides a much more comprehensive requirement to incorporate these elements into planning and management of activities generating discharges than the current trade waste and water supply Bylaws.	Bylaw Clauses A9, A23 Bylaw Clause A25 (Biosolids and beneficial re-use) Manual Clauses A4, E13 and E14
h	Ensures the protection, safety and health of Council personnel and the general public	Prioritises safety of people when carrying out installation and maintenance activities. E.g. grease trap maintenance is scheduled at times when the risk to public health and safety can be minimised (e.g. outside business hours).	Bylaw Clauses A12, A19, C5.3 (b), C5.4, D4, E9 (b)(ii)(a, c and d) Bylaw Clause E11 (accidents and non-compliance) Bylaw Clause E13 (a)(ii) – grease trap maintenance

Purpose ID	Purpose of the Bylaw (abridged, from page 5 of the proposed Bylaw)	Method by which purpose will be achieved	Reference examples (in Bylaw or Manual)*
			Bylaw Clause E16 (b) – hazardous materials
i	Protects the Council's investments in existing and future water supply, Wastewater and Stormwater infrastructure, treatment plants and discharge facilities	Clearly sets out the responsibility of Owners and Occupiers, and the consequences for any accidental or wilful damage to Council infrastructure assets. Allows for maintenance of access to assets into the future.	Bylaw Clauses A11, A16, B9, C4, D4, D11, E2, E11, E20
j	Defines obligations of Occupiers and the public	Clear definitions are given for Owners and Occupiers. The Bylaw also discusses the use of water services by individuals (and any restrictions which can be placed on that use), such as in Clause B6.3 for use of water supply (The Council may at any time, by Public Notice, restrict or prohibit the use of water for any one or more of the purposes listed).	Bylaw Clause A9 Definitions – 'Occupier' Bylaw Clause A14.4 (responsibility for maintenance) Bylaw Clause A15 (liability) Bylaw Clause A19 (breaches, offences and disputes) Bylaw Clause E20 (duty to control discharges) Bylaw Clauses B4 and D4 – Owner's responsibilities
k	Regulates discharges into the wastewater and stormwater networks	Parts C, D and E clearly stipulate the types of discharges which will be permitted, conditional, controlled or prohibited (for stormwater, wastewater and trade waste discharges respectively). Specific characteristics are described in the schedules to the Administration Manual.	Bylaw Clauses A14, C2 and C3, C5, D2 and D3, D11, E2, E3 Manual – Schedules A, B and C
l	Equitable sharing of water services costs	Clause A6 of the Administration Manual states there are no charges made under the Bylaw for water supply, stormwater or domestic wastewater discharges other than offences and penalties. Trade waste charging (Manual Clause A6 and Schedule D) sets out a number of fixed fees and 'cost causative' charges; the latter based on a user-pays equitable basis.	Bylaw Clause E1 (g) (objective to provide for equitable spread of costs between domestic and trade waste discharges for the wastewater networks)

Purpose ID	Purpose of the Bylaw (abridged, from page 5 of the proposed Bylaw)	Method by which purpose will be achieved	Reference examples (in Bylaw or Manual)*
m	Procedures to facilitate emergency and natural hazards management, climate change mitigation and adaptation	Clause A12 of the Bylaw provides a standardized (and integrated) approach across all three waters services, to prioritise service provision and enable specific restrictions/prohibitions in the event of an emergency.	Bylaw Clauses A11, A12 and B6.3
n	Recognises Te Mana o te Wai	The National Policy Statement for Freshwater Management is referenced in Clause A3 (a)(i) of the Administration Manual; as such Council is required to meet its obligations under the NPS-FM when implementing this Bylaw. The NPS-FM is the primary instrument through which the principle of Te Mana o te Wai is integrated into water resource planning and management in New Zealand. Sub-part 1 of the NPS-FM (2020) references integrated management approaches (ki uta ki tai). Such approaches are the foundation on which this proposed integrated Bylaw and Administration Manual has been developed (and inspired by).	Bylaw Clause A5.2 and Manual Clause A3(a)(i) (*via National Policy Statement for Freshwater Management 2020*) Manual - Schedule C (Otago Regional Council's Operative Regional Water Plan: Water for Otago)

Recommendations

22 **Option 1** The Hearing Panel recommends to Council for consideration that the Proposed Bylaw be considered without change.

Advantages:

23 The Proposed Bylaw combines and updates two current (but due to expire) Bylaws, along with additional provisions for stormwater and wastewater. It manages all three waters services in an integrated manner.

Disadvantages:

24 Some submitters may perceive that matters raised through consultation are not addressed, both those in support and those opposed. Some of the matters arising from the submissions are appropriate to include in the Proposed Bylaw; these would not be implemented.

25 **Option 2** The Hearing Panel recommends to Council for consideration that the Proposed Bylaw be adopted with changes following consideration of submissions (adoption of some or all recommendations from Table 1 and/or further changes suggested by the Panel, as an outcome of the Hearing).

Advantages:

26 Option 2 will have the same advantages as Option 1, as well as:

27 Some submitters will perceive that the issues they have raised through submissions have been addressed by Council.

Disadvantages:

45 There is a chance that some submitters (particularly those opposed or neutral, focused on wider environmental management and stewardship matters which may not necessarily be able to be addressed through a Bylaw mechanism) may perceive that matters raised through consultation are not addressed.

46 **Option 3** The Hearing Panel recommends to Council for consideration that the Proposed Bylaw not be adopted, or the status quo.

Advantages:

47 If the Proposed Bylaw is not adopted, and the Current Bylaws are renewed without any changes, enforcement (including current challenges) will continue as it currently does. There will be no further financial or resource costs to enforcing a new Bylaw.

Disadvantages:

48 The costs incurred to date in an extensive review process and in developing the Proposed Bylaw (including technical and legal advice, communications, and in-house time) will in part be lost.

49 Council will not be meeting its statutory obligation to review and revise the Current Bylaws, nor will there be any Bylaw for wastewater and stormwater.

50 Objectives set for each of the three waters services (including trade waste) will not be met – in fact, a good number will not be met at there is currently no Council Wastewater or Stormwater Bylaw in place.

51 The Trade Waste Bylaw 2014 will be revoked if not reviewed by November 2021 (as per the Trade Waste Bylaw Findings Report, 2019).

52 Council will lose the opportunity to take an integrated approach to three waters management, and address a wide range of legislative and Council policy and procedure requirements which have been (and continue to be) developed since 2014; e.g. National Policy Statement for Freshwater Management 2020.

LEGAL CONSIDERATIONS AND STATUTORY RESPONSIBILITIES | KA TURE WHAIWHAKAARO, ME KĀ TAKOHAKA WAETURE

53 The proposed changes to the Proposed Bylaw must comply with the following legislation:

- The Resource Management Act 1991 (RMA)
- The Health Act 1956
- The Local Government Act 2002 (LGA)

54 The LGA requires that comment is sought from the Minister of Health in terms of any proposed trade waste bylaw (in this case, the trade waste components of the Proposed Bylaw). This comment was sought by Council, and a response was received from Hon Julie-Ann Genter, Associate Minister of Health (attached). Overall, the Associate Minister's letter was positive and confirming, noting the importance of improving outcomes for the management of stormwater and wastewater particularly given the increase in the population of the Queenstown Lakes District. Ministry of Health officials had advised the Associate Minister that "the Council's proposed new Bylaw and associated Administration Manual is comprehensive and largely follows the requirements set by the New Zealand Standard (NZS) Model Bylaw for Trade Waste."

The Associate Minister did not require consultation of any specific representatives of the Owners or Occupiers of trade waste premises under section 148(4) of the LGA. There was one request; that the 'National Radiation Laboratory' is updated to the 'Office of Radiation Safety', and that the text and schedules of the Bylaw and Administrative Manual should refer to the Office of Radiation Safety Code of Practice CSP1 for the use of Unsealed Radioactive Material. This change can be applied in Clause A3 of the Administration Manual.

55 The LGA gives councils the ability to make and review bylaws. Section 155 of the LGA contains a number of decision-making requirements when making a bylaw. Firstly, the Council must be satisfied that the bylaw is the most appropriate way of addressing the perceived problem. The Council must then be satisfied that:

a) The bylaw is the most appropriate form of bylaw; and

b) The bylaw is not inconsistent with the New Zealand Bill of Rights Act 1990.

56 Under section 156 of the LGA the Council must use the special consultative procedure if the bylaw concerns a matter identified in the Council's policy as being of significant interest to the public.

57 If, following the special consultative procedure, the Council decides to make or amend a bylaw the Council will be asked to make resolutions confirming its satisfaction with the above legal requirements.

58 The process followed by Council, including the background to the review of Current Bylaws, and development of the Proposed Bylaw, is set out in the following documents (considered by Council at its meeting on 23 July 2020):

- Proposed Integrated Three Waters Bylaw – Cover Report
- Draft Integrated Three Waters Bylaw 2020
- Draft Integrated Three Waters Bylaw – Administration Manual 2020
- Trade Waste Bylaw 2014 – 2020 Review Findings Report
- Water Supply Bylaw 2015 – 2020 Review Findings Report
- Stormwater Bylaw – New Bylaw Determination Report
- Wastewater Bylaw – New Bylaw Determination Report

59 Legal advice has been sought in relation to the relevant Acts and the recommended option is consistent with that advice.

ATTACHMENTS | NGĀ TĀPIRIHANGA

A Proposed Integrated Three Waters Bylaw 2020
B Proposed Integrated Three Waters Bylaw 2020 – Administration Manual
C Letter received from Associate Minister of Health Hon Julie-Ann Genter (ref J20133)
D Submissions

Attachment A

DRAFT Integrated Three Waters Bylaw 2020

Queenstown Lakes District Council

Date of making: [Insert]
Commencement: [Insert]

QUEENSTOWN LAKES DISTRICT COUNCIL

This Bylaw is adopted under section 146 of the Local Government Act 2002.

Table of Contents

Bylaw Structure

There are five parts to this Bylaw:

Part A Requirements Common to All Water Services

Part B Water Supply

Part C Stormwater

Part D Wastewater

Part E Trade Waste – which is discharged into Council's wastewater network

The purpose of this Bylaw is to:

a) Ensure the Council is able to meet the requirements and obligations of the Local Government Act 2002, the Resource Management Act 1999, the Health Act 1956, and related legislation;

b) Recognise the status of water and its various uses as part of Aotearoa New Zealand's natural, built, social and cultural environment;

c) Protect the water quality and ecology of the lakes and rivers;

d) Integrate Water Stewardship into community and business culture in order to protect the environment and improve the use of water resources within our district to the benefit of nature and downstream communities;

e) Consider the three waters - water supply, Stormwater and Wastewater, which includes Trade Waste - in an integrated and holistic manner that efficiently and effectively provides Water Services for the District in a manner sustainable for both Occupiers and the environment;

f) Encourage the community and business to adopt efficient and sustainable use of water supplied from Council's water supplies;

g) Encourage businesses to adopt Cleaner Production processes so as to ensure Trade Waste, Wastewater and Stormwater discharges to Council's water systems are of a nature that can be adequately treated by the downstream processes, produce Biosolids of appropriate quality, and protect the receiving environment from harm;

h) Ensure the protection, safety and health of Council personnel and the general public;

i) Protect the Council's investments in existing and future water supply, Wastewater and Stormwater infrastructure, treatment plants and discharge facilities.

j) Define the obligations of Occupiers and the public in relation to the Council's water supply, Wastewater and Stormwater Network;

k) Regulate discharges, including Trade Waste, hazardous substances, Wastewater and Stormwater into the Wastewater and Stormwater Networks;

l) Provides a system for an equitable share of the Water Services costs;

m) Incorporate procedures that facilitate emergency and natural hazards management, and climate change mitigation and adaptation; and

n) Recognise Te Mana o Te Wai (the first right to water under the *National Policy Statement for Freshwater Management)* in freshwater management.

Part A– Requirements Common to all Water Services

A1. Title and Commencement

A1.1 This Bylaw is the "Integrated Three Waters Bylaw 2020".

A1.2 This Bylaw is supported by an Administration Manual which provides material complementary to the Bylaw. This material is technical, administrative or operational.

A1.3 The Administration Manual is made under the Bylaw and will guide the implementation and operation of the Bylaw. The Administration Manual will be updated from time to time, as necessary, to ensure that it is up to date and reflects current practice. This Administration Manual will simplify the administration of the Bylaw. This Bylaw comes into force on [insert date].

A2. Revocation

A2.1 The following Bylaws are revoked:

a) Queenstown Lakes District Council Water Supply Bylaw 2015; and

b) Queenstown Lakes District Council Trade Waste Bylaw 2014.

A3. Area within which Bylaw applies

A3.1 This Bylaw applies to those areas of the District which are serviced by the Water Services.

A4. Interpretation

A4.1 The Interpretation Act 1999 applies to this Bylaw and the Administration Manual.

A4.2 Any explanatory notes and attachments are for information purposes, do not form part of this Bylaw, and may be made, amended and revoked without any formality.

A5. Compliance with Other Acts and Regulations

A5.1 This Bylaw is made under the authority of the Local Government Act 2002 for the provision of Waters Services to Customers by the Council.

A5.2 Other Legislation, Standards, Regulations, Codes of Practice, and Council related documentation are included in the Administration Manual. All relevant legislation must be complied with.

A6. Parties required to comply with the Bylaw

This Bylaw applies to the following parties who have access to the Water Service:

a) Occupiers connected to Council's Water Supply System;

b) Occupiers discharging to Council's Stormwater Network;

c) Occupiers discharging to Council's Wastewater Network; and

d) All Trade Premises discharging Trade Waste to Council's Wastewater Network.

A7. Scope of the Bylaw

The Water Services are core infrastructure installed, owned and managed by the Council. The Council's water supply, Stormwater and Wastewater Supply System across the District are made up of several discrete, unconnected networks. For ease of understanding this Bylaw describes these networks as singular.

The Network comprises:

a) **The Water Supply System**: provides the supply of water on demand to the communities and businesses within the reticulation network;

b) **The Stormwater Network**: provides for the collection, treatment (in some cases) and discharge of Stormwater to the environment; and

c) **The Wastewater Network**: provides for the collection, treatment and discharge of Wastewater. Wastewater includes Domestic Sewage / Wastewater and the industrial Wastewater from Trade Premises. Industrial Wastewater is called Trade Waste.

The Council's Land Development and Subdivision Code of Practice sets out Water Supply, Stormwater, and Wastewater requirements that apply to this Bylaw and the Administration Manual.

A8. Delegation

A8.1 Any of the various powers and functions of the Council as detailed and set out in this Bylaw, may be delegated by it, to its Chief Executive and sub-delegated by the Chief Executive to any such other officer or authorised agent of the Council.

A9. Definitions

In this Bylaw unless the context otherwise requires:

Access Point is a place where access may be made to a private Wastewater or Stormwater pipe for inspection (including sampling and measurement), cleaning or maintenance. The location of the access point must be in accordance with Council's Land Development and Subdivision Code of Practice, the New Zealand Building Code and as further defined in this Bylaw and the Administration Manual.

Acceptable Discharge means Wastewater and Stormwater with physical and chemical characteristics which comply with the requirements of the Council.

Administration Manual means the Administration Manual for this Bylaw as approved by Council and as amended from time to time by Council or delegated authority of the Council.

Approved or Approval means approved in writing by Council, either by resolution of Council or by any authorised officer of Council or other person authorised to give such approval on behalf of Council.

Approval Notice means an approval given by Council and signed by an Authorised Officer authorising a person to discharge Permitted Trade Waste to the Wastewater Network.

Authorised Officer means an employee, agent or contractor of Council, appointed by Council as an enforcement officer under section 171 of the Local Government Act 2002

Backflow means the unplanned reversal of flow of water or mixtures of water and contaminants into the water supply system. There are two types of backflow: back pressure and back siphonage.

Biosolids means Sewage Sludge derived from a wastewater treatment plant that has been treated and/or stabilised to the extent that it is able to be safely and beneficially applied to land. The term biosolids is used generically to include products containing biosolids (e.g. composts).

Building means any building within the meaning of Sections 8 and 9 of the Building Act 2004.

Cleaner Production means the implementation on Trade Premises, of operations, methods and processes appropriate to the goal of reducing or eliminating the quantity and toxicity of wastes. This is required to minimise and manage Trade Waste by:

i. using energy and resources efficiently, avoiding or reducing the amount of waste produced;

ii. producing environmentally sound products and services.

Condensing Water or Cooling Water means any water used in any trade or industry or commercial process or operation in such a manner that it does not take up matter into solution or suspension.

Conditional Trade Waste means Trade Waste that does not comply with one or more of the physical and chemical characteristics set out in Schedule A of the Administration Manual and/or has a maximum volume of Trade Waste of more than 2000L/day, but which does not have any characteristics of Prohibited Trade Waste. Conditional Trade Waste Consents includes consents for Temporary Discharges.

Construction Debris this includes debris that may originate from all forms of construction and includes materials such as timber, building paper, gravel, sand, concrete, concrete slurry, board materials, cardboard and other packaging materials, metal strips and other materials.

Contaminant has the same meaning as defined in Section 2 of the Resource Management Act 1991

Consent means a consent in writing, given by the Council authorising an Occupier of Trade Premises to discharge Trade Waste to the Wastewater Services.

Consent holder means the Occupier who has obtained a Consent to discharge or direct the manner of discharge of Trade Waste and where appropriate stormwater discharges from any Premises to the Wastewater or Stormwater Network and includes any person who does any act on behalf or with the express or implied consent of the consent holder (whether for reward or not) and any licensee of the consent holder.

Controlled Trade Waste means a Trade Waste that complies with all the physical and chemical characteristics set out in Schedule A of the Administration Manual, after pre-treatment, and has a maximum volume of Trade Waste of no more than 2,000L/day.

Council means Queenstown Lakes District Council, or any officer or agent authorised to execute the authority of the Council.

Customer means a person who uses, or has obtained the right to use, or direct the manner of use of the Water Services provided by the Council.

Domestic Wastewater means either Wastewater that is typical of that discharged from Premises that are used solely for residential activities or Wastewater of the same character discharged from other Premises and includes the drainage from domestic swimming pools and spas.

Domestic Sewage means the same as Domestic Wastewater.

Discharge includes emit, deposit, and allow to escape on a continuous, intermittent or temporary basis.

District means the District of the Council.

Fees and Charges means the list of items, terms and prices for services associated with the Council's provision of Water Services as adopted by the Council in accordance with the Local Government Act 2002 and the Local Government (Rating) Act 2002 and as set out in this Bylaw and the Administration Manual.

Food Premises means premises from which a food business (as defined under section 10 of the Food Act 2014) operates.

Foul Water means the Wastewater discharge from any sanitary fixtures or Sanitary Appliance.

Hazardous Wastes means hazardous substances as defined by the Hazardous Substances and New Organisms Act 1996.

Hose means any flexible or moveable tube for conducting water and includes a water sprinkler, soaker or any form of similar water distributing device whether held by hand or not.

Infiltration means water entering a Public Sewer or private sewer from groundwater through defects such as poor joints and cracks in pipes or manholes. It does not include inflow.

Inflow means water discharged into a private sewer/wastewater pipe from non-complying connections or other drain laying faults. It includes Stormwater entering through illegal stormwater downpipe connections, illegal cross connections of stormwater pipes into wastewater pipes, or from low gully traps.

Level of Service means the measurable performance standards on which the Council undertakes to supply Water Services, stated in the Council's Ten Year Plan.

Management Plan means the plan for management of Trade Waste operations and in some cases Stormwater for the Premises from which Trade Waste is discharged and may include provision for Cleaner Production, waste minimisation, monitoring and recording of discharges, contingency management procedures, and any relevant industry Code of Practice. In some situations, this plan also addresses the protection of Stormwater outflows from Contaminants and minimise or prevent Stormwater merging with Trade Waste.

Meter means a Council owned meter which measures and records the flow and/or volume of water supplied from the Water Supply.

Mobile Facility and Vendor Operations includes a vehicle, trailer, or caravan that may be used for food preparation and sale and a range of mobile activities such as commercial cleaning where liquid wastes are containerised and transported to discharge points in the Wastewater Network.

Nuisance means has the same meaning as section 29 of the Health Act 1956, and includes a person, thing, or circumstance causing distress or annoyance or unreasonable interference.

Occupier means any person who occupies any building or land connected to the Water Service and includes, where appropriate, employees and agents, and if the building or land is not occupied, means the owner.

On Demand Supply means a Council water supply which is available on demand directly from the Point of Supply subject to the agreed Level of Service.

Ordinary Supply means a category of On Demand Supply used solely for domestic purposes.

Owner means any person who owns any building or land connected to the Water Service.

Permitted Trade Waste means a Trade Waste discharge that complies with all the physical and chemical characteristics set out in Schedule A, without the need for any pre-treatment, and does not exceed a maximum volume of trade waste of 2,000L/day (2 cubic metres/day).

Person includes a person, the Crown, a corporation sole, and also a body of persons, whether corporate or unincorporated.

Point of Discharge is the connection point between the Wastewater Network and a private sewer or the Stormwater Network and a private stormwater pipe.

Point of Supply for Water Services is the point at which the ownership of the Water Service passes to the Occupier.

Potable Water means water that does not contain or exhibit any determinants to any extent that exceed the maximum acceptable values specified in drinking water standards issued under the Health Act 1956.

Premises means either:

i. A property or allotment which is held under a separate certificate of title or for which a separate certificate of title may be issued and in respect to which a building consent has been or may be issued;

ii. A building or part of a building that has been defined as an individual unit by a cross lease unit title or company lease and for which a certificate of title is available;

iii. land held in public ownership (e.g. reserve) for a particular purpose; or

iv. individual units in buildings which are separately leased or separately occupied.

Pre-treatment means any processing of Trade Waste, as included in a Controlled or Conditional Trade Waste that is designed to reduce any detrimental characteristics in Wastewater, before discharge to the Wastewater Network. Pre-treatment in certain circumstances can also relate to Stormwater.

Private Sewer means that section of Sewer between the Occupier's Premises and the Point of Discharge through which Wastewater is conveyed from the Premises. This section of Sewer is owned and maintained by the Occupier or group of Occupiers.

Private Stormwater Drain means that section of stormwater drain between the Occupier's Premises and the Point of Discharge through which Stormwater is conveyed from the Premises. This section of the drain is owned and maintained by the Occupier or a group of Occupiers.

Prohibited Trade Waste means Trade Waste that has, or is likely to have, any of the physical and chemical characteristics as set out in Schedule B of the Administration Manual.

Public Notice means:

i. A notice published in a newspaper circulating in the entire area likely to be affected by the matter to which the notice relates; and

ii. May also include a notice published on the Council website; and/or

iii. Public Notice as defined in the Local Government Act 2002.

Public Sewer means the public wastewater pipes and lateral connections that carry away Wastewater from the Point of Discharge

Registration means the process followed by all Trade Premises in providing information to Council regarding Wastewater and Stormwater discharges.

Restricted Flow Supply means a type of Council water supply connection where a small flow is supplied through a flow control device and storage is provided by the customer to cater for their specific demand fluctuations.

Restrictor means a flow control device fitted to the Service Pipe to limit the flow rate of water to an Occupier's Premises**.**

Rising Main means a pipe through which Wastewater, Stormwater or water supply is pumped.

Rural Water Supply Area means an area formally designated by the Council as an area serviced by a reticulated Water Supply System that is intended to supply water for specified purposes via Restricted Flow Supplies and/or On Demand Supplies but without a firefighting capability.

Sanitary Appliance means an appliance which is intended to be used for Sanitation including machines for washing dishes and clothes.

Sanitation means the activity of washing and/or excretion carried out in a manner or condition such that the effect on public health is minimised.

Service Pipe means the section of water pipe between a Water Main and Point of Supply

Service Valve (toby) means the valve at the customer end of the Service Pipe.

Sewage means Foul Water and may include Trade Waste; and means the same as Wastewater.

Sewage Sludge means the material settled out and removed from Sewage during the treatment process.

Sewer means any pipe that conveys Wastewater/Sewage.

Sewerage means infrastructure for the collection, treatment, disposal of Wastewater and Trade Waste, including all Public Sewers, pumping stations, Storage Tanks, Sewage treatment plants, outfalls and other related structures operated by Council and used for the reception, treatment and disposal of Wastewater. This is the same as the Wastewater Network.

Storage Tank means any tank having a free water surface under atmospheric pressure to which water is supplied across an air gap separation.

Stormwater means all surface water run-off and associated Contaminants resulting from precipitation that enters or may enter the stormwater network as a result of a rain event.

Stormwater Characteristics means those constituents as specified in the Otago Regional Plan: Water, as set out in Schedule C of the Administration Manual.

Stormwater Drain means any passage, channel or pipe on, over or under the ground by which stormwater is conveyed.

Stormwater Network means the Stormwater Network including all public stormwater drains, channels, manholes, treatment and attenuation facilities and other structures for the reception and

discharge of Stormwater vested in the Council or acquired or constructed or operated by or under the control of the Council.

Tankered Waste means any water or other liquid, including waste matter in solution or suspension, which is conveyed by vehicle for disposal, but excludes Domestic Sewage discharged directly from house buses, camper vans, caravans, buses and similar vehicles.

Temporary Discharge means any discharge of an intermittent or short duration and includes the short-term discharge of non-complying Trade Waste in terms of Schedule A of the Administration Manual Permitted Discharge from premises subject to an existing Trade Waste Consent.

Trade means a basic economic concept involving the buying and selling of goods and services, with compensation paid by a buyer to a seller, or the exchange of goods or services between parties.

Trade Premises means:

i. any premises used or intended to be used for any industrial or trade purpose;

ii. any premises used or intended to be used for the storage, transfer, treatment, or disposal of waste materials or for other waste management purposes, or used for composting organic materials;

iii. any other premises, work site, mobile facility, or vendor operation from which a contaminant is discharged in connection with any industrial or trade process; or

iv. any other premises discharging other than Domestic Sewage to the wastewater network and includes any land or premises wholly or mainly used for agricultural or horticultural purposes.

Trade Waste is any liquid or gas, with or without matter in suspension or solution, that is, or may be, discharged from a Trade Premise to the Wastewater Network in the course of any trade, commercial, educational or industrial process or operation, or in the course of any activity or operation of a like nature; and may include Condensing or Cooling Waters, and Stormwater which cannot be practically separated, or Domestic Sewage.

Trade Waste Consent means a consent granted by Council under this Bylaw allowing the discharge of Controlled or Conditional Trade Waste to the Wastewater Network.

Unit title or Strata title means a certificate of title or computer unit title register issued for a stratum estate in freehold or a stratum estate in leasehold (as the case may be) in respect of a unit or units in accordance with the Unit Titles Act 2010.

Wastewater has the same meaning as Sewag**e and** means any water with matter in solution or suspension, domestic wastewater, or liquid trade waste that discharges to the wastewater network**.**

Wastewater Network means the system for collection, treatment and disposal of wastewater and trade waste, including all Sewers, pumping stations, and storage used by the Council for the reception, treatment and disposal of Wastewater and Trade Waste.

Wastewater Services means Sewerage, treatment and disposal of Sewage and Stormwater drainage (section 124 Local Government Act 2002)

Water Services means water supply and Wastewater Services (Sewerage and Stormwater drainage) (Section 124 Local Government Act 2002)

Water Supply Area means an area serviced by a Council reticulated water supply system that is intended to supply water for specified purposes via Restricted Flow Supplies and/or On Demand Supplies, but not necessarily with firefighting capabilities.

Water Supply System means all those components of the network between the point of abstraction from the natural environment and the Point of Supply. This includes but is not limited to wells, infiltration galleries, intake structures, open raw water ponds/lakes, falling mains, treatment plants, treated water reservoirs, trunk mains, service mains, rider mains, pump stations and pumps, valves, hydrants, scour lines, Service Pipes, boundary assemblies, Meters, boundary backflow prevention devices and tobies.

Water Main means a pipe or conduit that conveys water.

A10. Application for Supply of a Water Service

All procedures and physical works associated with a Water Services connection must be in accordance with Council's procedure for approved contractors to commission physical connections to Water Services as set out in the Administration Manual.

A11. Supply and discharge

The Council does not guarantee an uninterrupted Water Service and, in particular, a service which is in excess of an agreed Level of Service but will use its best endeavours to ensure the continuity of Level of Service.

Where works of a permanent or temporary nature are planned by Council which will substantially affect an existing Water Service, the Council will, where practicable, notify all known affected persons or publicly notify the works.

A12. Emergency

Natural hazards (such as floods, droughts, earthquakes) or accidents which result in disruptions to any or all of the Water Services, or pandemics requiring specific actions by personnel associated with operating and maintaining the infrastructure will be deemed to be an emergency and will be exempted from Level of Service requirements.

During an emergency the Council may restrict or prohibit the use of a Water Service for any specified purpose, for any specified period, and for any or all persons connected to the Water Service. Such restrictions will be Publicly Notified when deemed necessary by Council. The Council may enact penalties over and above those contained in this Bylaw to enforce such restrictions. The decision to make restrictions and to remove restrictions, and to enact additional penalties, will be made by the Council, or where immediate action is required by a delegated officer of Council.

A13. Level of Service

Council will provide Water Services in accordance with the Levels of Service set-out in Council's ten year plan.

For those periods where the Level of Service allows non-compliance with the specified value(s), Council will use its best endeavours to achieve the specified value(s).

A14. Point of Supply and Point of Discharge

A14.1 Definition of Point of Supply – Water (Single Ownership)

The Point of Supply for water connections is the outlet of the Service Valve or Meter fitting closest to the private pipe. This applies whether the Service Valve/meter is inside or outside the property boundary.

The typical layout at a Point of Supply is shown in Figure 1.

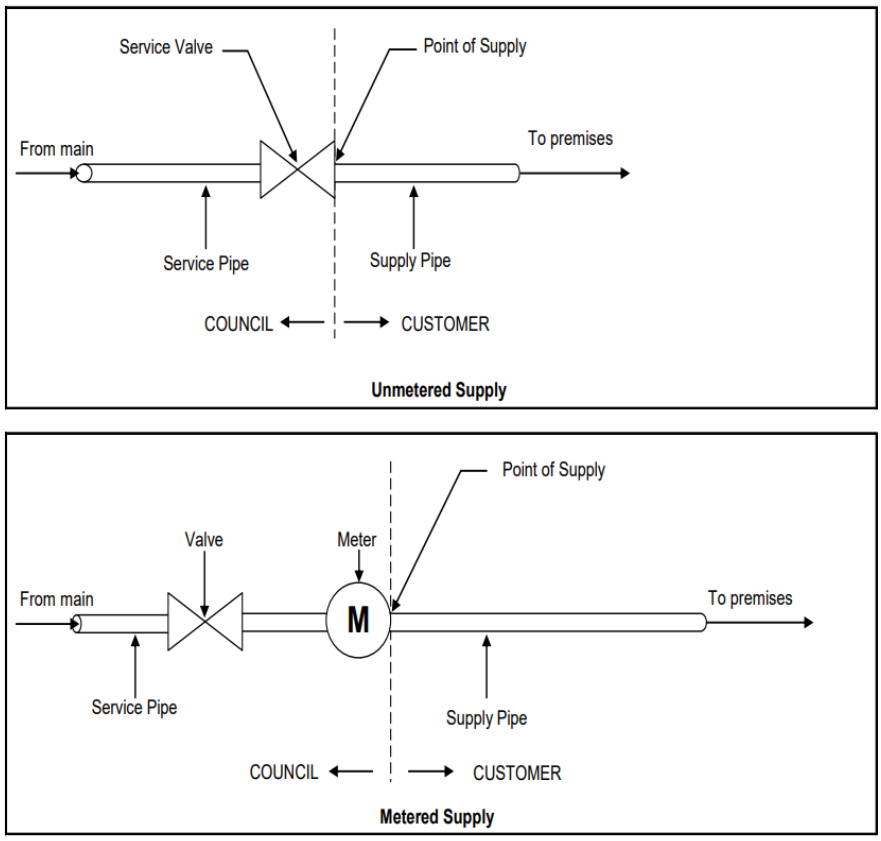

Figure 1 Typical Layouts at point of supply

A14.2 Definition of Point of Supply – Water (Multiple Ownership)

The Point of Supply for the different forms of multiple ownership of Premises is:

a) For Company Share/Block Scheme (Body Corporate) – as for single ownership.

b) For Leasehold/Tenancy in Common Scheme (Cross Lease), Strata Title, Unit Title (Body Corporate) and any other form of multiple ownership – each Occupier must have an individual supply with the Point of Supply determined by agreement with Council. Typically, this will be as for single ownership. In specific cases other arrangements may be acceptable, subject to individual approval by Council.

c) For a multiple ownership supply which was in existence prior to the coming into effect of this Bylaw, the Point of Supply will be the arrangement existing at that time, or as determined by agreement with Council for any individual base. Typically, this will be the closest isolation valve on the common pipe prior to the pipe entering private property.

A14.3 Definition of Point of Supply – Wastewater & Stormwater

The Point of Supply for Wastewater and Stormwater connections is where the private pipe exits the boundary of the Premises. In situations where the Council main is located within the boundary of the Premises the Point of Supply is the joint connecting the private pipe to the Council main.

A14.4 Responsibility for maintenance

Council owns and maintains the Water Supply and Wastewater and Stormwater connections up to the Point of Supply. The Occupier owns and maintains the Water Supply pipe and Wastewater and

Stormwater pipes beyond the point of connection. Further details are set out in the Administration Manual.

A15. Liability

Council will endeavor to meet the Level of Service requirements, but will not be liable for any loss, damage or inconvenience which the Occupier (or any person using the supply) may sustain as a result of deficiencies in, or interruptions to, the Water Service or as a result of work carried out on any Water Services by the Council or its authorised agents.

A16. Council's Network Infrastructure

A16.1 Care of Network Infrastructure

All persons must take due care not to damage any part of the Water Services Systems, including but not limited to water supply pipe work, valves, Meters, Restrictors, chambers, boundary backflow prevention devices, wastewater pipes, Rising Mains, pump stations, Stormwater pipes, and other devices and discharges.

A16.2 Council Access and Inspection

Subject to the provisions of the Local Government Act 2002, the Occupier must allow Council, with or without equipment, access to any area of the Premises for the purposes of determining compliance with the Bylaw.

A16.3 Maintenance of access

The Occupier must maintain the area in and around the Point of Supply or connection keeping it reasonably free of soil, growth, or other matter or obstruction including construction debris which prevents, or is likely to prevent, convenient access.

A16.4 Trees

In the event of the roots of any tree on an Occupier's Premises causing or being likely to cause damage, interference to the flow, or blockage to a Water Service, the Council may remove the roots and recover the costs of undertaking this work from the Occupier.

A16.5 Blockages

An Occupier whose Water Services system is overflowing or has other reasons to suspect a blockage, must first call an appropriately qualified trades person to clear and remove any blockage in the Occupier's Wastewater or Stormwater pipes.

If the blockage is within the Water Service, then the Occupier must contact the Council who will clear and remove the blockage and clean up all affected areas. Provided that the blockage has not been forced downstream into the Water Service in the act of clearing it, or that the Occupier has not been negligent in discharging a non-Acceptable Discharge, then the Council will reimburse the Occupier for actual and reasonable costs. If the blockage is found to have originated within the Occupier's Premises or has been caused by the discharge of a non-Acceptable Discharge, then the Council may recover the costs of the unblocking work from the person or Occupier.

A16.6 Construction Debris

The Occupier and any person acting on behalf of the Occupier must take all reasonable precautions to ensure Construction Debris does not enter any component of the Water Services nor the private sewers/wastewater pipes and Stormwater drains associated with the Premises for which the Water

Services are provided. If Construction Debris enters the Water Services the Occupier must notify Council immediately.

In the event a blockage or other downstream issue occurs as a result of construction debris entering the network, where the responsible property can be identified Council may recover the costs associated with the remedial works from the Occupier.

A17. Transfer of Rights and Responsibilities

No person may transfer, or attempt to transfer, to any other party the rights and responsibilities provided for under this Bylaw.

A Water Service connection may serve only one Occupier and may not extend by hose or any other pipe or device beyond that Occupier's Premises unless agreed in writing by Council.

An Occupier must not provide any Water Service which the Occupier receives from the Council to any other party without approval in writing from the Council.

A18. Change of Ownership

In the event of Premise changing ownership, Council must record the new Owner as being the Occupier of those Premises.

A19. Breaches, Offences and Disputes

A19.1 Breach of terms and conditions of supply

The following are deemed breaches of the conditions to supply water:

a) An incorrect application for supply which fundamentally affects the conditions of supply (part 3) or decision to approve the application;

b) Failure by the Occupier meet and comply with the conditions of supply for that premise as determined by Council;

c) Failure to meet any obligation placed on the Occupier under all current Acts and Regulations;

d) Frustration of Council's ability to adequately and effectively carry out its obligations;

e) An act or omission as provided for elsewhere in this Bylaw and the Administration Manual; and

f) Any act or omission which has not been described in the Bylaw or Administration Manual, but which contravenes the reasonable interpretation of the conditions to provide the Water Services.

In the event of a breach, Council will serve notice on the Occupier advising the nature of the breach and the steps to be taken to remedy it. If, after fourteen working days, the Occupier persists in the breach, Council reserves the right to reduce the flow rate of water to the Occupier, or undertake work directly to address the breach (such as in the case of a private water leak). In the event the supply is restricted, the full Water Service of the supply will be re-established only after payment of the applicable fee and remedy of the breach to the satisfaction of Council. Should the Council undertake work directly to address the breach, the Occupier will be liable to reimburse Council for the costs incurred.

In addition, if the breach is such that Council is required to take immediate action for health or safety or environmental considerations, such action should be carried out immediately. The Occupier will be liable for the costs of work undertaken by Council.

Under all circumstances Council will take all practicable steps to avoid disconnecting supply from the Premises without providing the Occupier appropriate opportunity to rectify any breach. However, this course of action will be available as a last resort, or to protect people, property, or the environment.

Any damage, tampering or interference which occurs to the Water Service equipment must be reported to Council immediately. The person causing the damage must reimburse Council's costs associated with repairing the damaged service, and any other costs Council incurs as a result of the incident.

A19.2 Offences and Penalties

A person who is convicted of an offence against this Bylaw is liable to a fine under section 239 of the Local Government Act not exceeding $20,000 and a fine not exceeding $200,000 for a breach of the Water Supply, Trade Waste, Wastewater and Stormwater parts of this Bylaw.

A person who is alleged to have committed an infringement offence, as specified in regulations made under the Local Government Act 2002, by breaching the Bylaw may be served with an infringement notice in accordance with section 245 of the Local Government Act 2002.

Council will recover all costs to remedy any damage to the Water Services by any third party.

A20. No person to access or connect to Water Services

a) No person other than the authorised agents of the Council may without express approval (in writing) from the Council make any access or connection to or otherwise interfere with any part of the Water Service.

b) No access or connection may be made to the Water Services without an approved application as set out in this Bylaw and in the Administration Manual for the Water Services and also for approved Trade Waste discharges.

c) All access or connection works on the Water Services must be carried out in accordance with Council's procedures for access to Water Services for investigations and commissioning physical connections.

A21. Building and Working over or around buried Water Services

All works associated with building or working over or around buried water services must be undertaken in accordance with Council's Land Development and Subdivision Code of Practice.

A21.1 Excavation in legal road reserve

All procedures and physical works must be carried out in accordance with the New Zealand Transport Authority's processes for road openings.

A22. Fees and Charges

A22.1 General

Under sections 150 and 151 of the Local Government Act 2002 the Council may prescribe fees and authorise recovery of reasonable costs incurred by the Council in respect of the matters for which the fees are charged. This may be done by the annual planning process fee setting or similar transparent public process in accordance with the above-mentioned sections of the Local Government Act 2002.

The Council may also recover costs for willful damage or negligent behaviour (Section 175) and remedying damage arising from breach of this Bylaw (Section 176). Council may recover all unpaid Water Service charges as prescribed in the Local Government (Rating) Act 2002 (Sections 57 to 82).

Fees and charges to be charged as prescribed by this Bylaw are set out in Part A of the Administration Manual.

A22.2 Prescribed charges

Charges applicable at the time of connection or after connection may include:

a) management fees for:

   i. Administration (includes processing an application to determine if a Trade Waste Consent and/or a Stormwater Management Plan is required);

   ii. Inspection of premises;

   iii. Compliance monitoring that could include sampling and testing; and

   iv. Non-compliance re-inspection.

   These management fees will be charged out at the current unit hourly rates or proportions thereof for the time taken to render the service at the Council's currently hourly overhead charge and materials costs.

b) Trade Waste user pays charges.

c) Stormwater management charges in special circumstances, such as where investigations by Authorised Officers are required.

d) Requirement to provide a bond or insurance in favour of the Council where failure to comply with the Consent could result in damage to the Water Services, or could result in the Council being in breach of any statutory obligation.

A23. Cleaner Production, Pollution Prevention and Waste Minimisation

Users of the Water Services are encouraged to practice water efficient use, Cleaner Production, pollution prevention and waste minimisation practices, and where required for trade premises include this in a Trade Waste and/or Stormwater Management Plan. The approach should encompass principles and practices of sound Water Stewardship including sustainable management and protection of the built and natural environment.

The Administration Manual (clause E13) includes guidelines on planning and undertaking Cleaner Production.

A24. Management Plans

As a condition of a Trade Waste Consent for Controlled and Conditional Trade Waste, the Council may, if it is deemed necessary, request the Consent Holder to provide a Trade Waste management plan as a condition of the Consent.

The Administration Manual sets out the requirements for the management plans for specified Trade Waste discharges and, in special circumstances, Stormwater discharges.

A25. Quality of Removed Sludge and Biosolids

The provision of this Bylaw as they relate to Sewage and Trade Waste discharges are also designed to protect the quality of the sludges and Biosolids that are removed as part of the Wastewater treatment process. The beneficial re-use of sludges and Biosolids assists with protecting the environment by recycling a resource while avoiding the need for landfill or other types of disposal. Council's objective is to maintain and improve the quality of sludges and Biosolids over time by reducing the level of contaminants and hazardous substances that enter the Wastewater Network.

Part B – Water Supply

B1 Objectives

The specific objectives for this Part of the Bylaw are as follows:

a) Provide safe drinking water;

b) Promote the effective and efficient management and regulation of the Council's Water Supply System;

c) Protect Council's water supplies from contamination;

d) Protect the Water Supply System from damage, misuse or loss;

e) Prevent unauthorised connection to the Water Supply System; and

f) Set out the obligations of the Council, installers, Occupiers and the public in matters related to the Water Supply System.

B2 Approval to Connect

Refer to clause A10 for detail regarding applications to connect to Council's Water Supply System.

B3 Water Supply System

B3.1 Access to system

No person other than Council may have access to any part of the Water Supply System, except to connect to the Point of Supply, subject to clause A20 of Part A of this Bylaw, and to operate the Service Valve.

B3.2 Fire hydrants

Only the attending Fire Service/s and Council may gain access to and draw water from fire hydrants for the purpose of fighting fires, training, and hydrant testing.

B3.3 Other uses

The right to access to, and draw water from, the Water Supply System for uses other than firefighting (for example flow testing, pipe flushing, or temporary water supply) is restricted to:

a) Council; and

b) Persons who have approval to draw water from the Water Supply System for uses other than firefighting. Such persons must comply with all conditions of the Approval including water tanker carrier licenses. Without prejudice to other remedies available, Council may remove and hold any equipment used by any person to gain access or to draw water from a fire hydrant, and assess and recover the value of water drawn without authorisation and any other associated costs.

B4 Occupier Responsibilities

B4.1 The Occupier must take all steps to prevent:

a) water to run, leaking or unchecked from any pipe, tap or other fitting;

b) the condition of the plumbing within the premises deteriorating to the point where leakage and or wastage is uncontrolled; or

c) the unattended operation of hoses.

B4.2 Where an Occupier ignores advice from the Council to repair an on-going leak, the Council may repair the leak and charge the customer to recover all associated costs as provided in the Local Government Act 2002.

B4.3 The Occupier must not use water excessively or use water or water pressure directly from the supply for generating energy, driving lifts, machinery, educators, generators or any other similar device, unless specifically approved.

B4.4 The Occupier must not use water from the supply:

a) for a single pass cooling system;

b) for air conditioning;

c) to dilute trade waste prior to disposal; or

d) for cooling purposes in an industrial plant, unless specifically approved by the Council.

B4.5 The Occupier must implement other measures determined by C0uncil in accordance with Council's Water Demand Management procedures.

B5 Responsibility for Maintenance

Council owns and maintain the service pipe and fittings up to the point of supply. The Occupier owns and maintain the supply pipe beyond the point of supply.

B6 Types of Supply

B6.1 General

Supplies are classified as either 'on demand' or 'restricted flow' and the use of water from the supply shall be either 'ordinary' or 'extraordinary'.

B6.2 On Demand Supply

Premises within a Water Supply Area are entitled to an Ordinary Supply of water subject to the following conditions:

a) The exclusion of its use for garden watering under any restrictions made by Council under clause B6.3;

b) Payment of the appropriate charges in respect of those Premises;

c) Payment of any other charges or costs associated with sub divisional development;

d) Any other relevant conditions of this Bylaw; and

e) Council is be under no obligation to provide a supply of water other than Ordinary Supply (see also the provisions of clause B6.1).

B6.3 Restriction or prohibition of use

The Council may at any time, by Public Notice, restrict or prohibit the use of water for any one or more of the following purposes:

a) The use of irrigation systems of any sort, or other outside watering; and

b) Any other reason Council sees as reasonable in the circumstances that apply at the time.

Any action contrary to the Public Notice is a breach of this Bylaw.

Any such restriction or prohibition applies until Public Notice is given that the restriction or prohibition has been rescinded.

B6.4 Metering

An ordinary use of water may be metered.

Extraordinary use and Restricted Flow Supply may be metered and charged for in accordance with Council's fees and charges prevailing at the time or as specifically agreed with Council. Where the use is for fire protection only, this supply is not usually metered.

Clause B1 of the Administration Manual provides further information regarding Council's position with respect to metering procedures.

B7 Continuity of supply

Council does not guarantee the uninterrupted supply of water to any Customer or other user. No compensation is payable on account of any water supply being restricted or shut off, whether for the purpose of demand management, laying of Water Mains, effecting repairs to a reticulated water supply system, attaching of new services or for any other purpose.

B7.1 Pressure

Council does not guarantee any specified maximum or minimum pressure in the water distribution and reticulation system within any Water Supply Area, and no compensation is payable on account of any change or inconsistency of pressure in the supply of water in any Water Supply Area.

B7.2 Uninterrupted service

If an Occupier has a requirement for an uninterrupted Level of Service (for example flow, pressure, or quality for water supply), it is the responsibility of that Occupier to provide any storage, back-up facilities, or equipment necessary to provide that Level of Service.

B7.3 Demand management

The Occupier must abide by the requirements of Council with respect to water demand management.

When water supply restrictions apply, Council will take all practicable steps to ensure that an adequate supply for sanitary purposes is provided to each Point of Supply.

B7.4 Payment

No compensation or other payment is payable by Council in relation to any restriction or prohibition made.

B8 Fire protection connection

B8.1 Design

The Occupier is responsible for ascertaining, in consultation with Council, and monitoring whether the supply available is adequate for the purpose of fire protection.

B8.2 Fire protection connection metering

Where the supply of water to any premises is metered, Council may allow the supply of water for the purposes of firefighting to be made in a manner which bypasses the Meter, provided that the drawing of water is possible only in connection with the sounding of an automatic fire alarm or the automatic notification of the fire brigade.

Any unmetered connection provided to supply water to a fire protection system may not be used for any purpose other than firefighting and testing the fire protection system unless the fire protection system is installed in accordance with NZS 4517 – Fire sprinkler system for houses or any current update to that document.

Where a fire connection has been installed or located so that it is likely or possible that water may be drawn from it by any person for purposes other than firefighting, Council may require the supply to be metered.

B8.3 Fire hose reels

Where the supply of water to any Premises is metered, fire hose reels must be connected only to the metered supply, not to the fire protection system. The water supply to fire hose reels must comply with the requirements of NZS 4503– Hand operated fire-fighting equipment or any current update to that document.

B8.4 Charges

Water used for the purpose of extinguishing fires must be supplied free of charge. Where the fire protection connection is metered and water has been used for firefighting purposes, Council will estimate the quantity of water used, and credit to the Occupier's account an amount based on the estimate.

B8.5 Ongoing testing and monitoring

It is the Occupier's responsibility to undertake ongoing testing and monitoring to ensure that the water supply is adequate for the ongoing purpose of fire protection of the Premises.

Occupiers intending to test fire protection systems in a manner that requires a draw-off of water must obtain the approval of Council beforehand. Water used for routine flushing and flow testing does not constitute waste but the quantity of water used may be assessed and charged for by Council.

B9 Boundary backflow prevention

B9.1 Overall Requirement

Boundary backflow provisions are as set out in Council's Land Development and Subdivision Code of Practice.

B9.2 Occupier responsibility

It is the Occupier's responsibility (under the Health Act 1956, and the Health (Drinking Water) Amendment Act 2007,) to take all necessary measures on the Occupier's side of the Point of Supply to prevent water which has been drawn from Council's water supply from returning to that supply. These include:

a) Boundary backflow prevention either by providing an adequate air gap, or by the use of an approved backflow prevention device in accordance with Council's Land Development and Subdivision Code of Practice.

b) The prohibition of any cross-connection between Council's water supply; and

i. Any other water supply (potable or non-potable);

ii. Any other water source;

iii. Any Storage Tank; and

iv. Any other pipe fixture or equipment containing chemicals liquids gases or other non-potable substances.

B9.3 Unmanaged risk

Notwithstanding clause B9.2, Council may fit a backflow prevention device on Council side of the Point of Supply where the Occupier cannot demonstrate that the risk of backflow is adequately managed. Council may recover all costs associated with the supply, installation, and ongoing testing, certification and maintenance of the backflow prevention device from the Occupier.

B10 Meters and Restrictors

B10.1 Water meter procedures

Clause B1 of the Administration Manual sets out Council's procedure with respect to the future installation of Meters.

B10.2 Installation

a) Metering must be in accordance with the Council's Land Development and Subdivision Code of Practice.

b) Where required by Council, flow meters and Restrictors must be supplied and installed. Council reserves the right to recover any associated costs.

c) Meters and Restrictors remain the property of the Council, and maintained by Council.

d) Where On Demand Supplies are not universally metered, the Council where it considers water use is unusually high, reserves the right to fit a Meter at the Occupier's cost, and charge accordingly.

B10.3 Requirements for new developments

All new connections in any Water Supply Area must meet Council's requirements with respect to water demand management for that Water Supply Area, including, but not limited to:

a) installation of Restrictors; and

b) installation of Meters.

B10.4 Location

Meters and Restrictors must be located in a position where they are readily accessible for reading and maintenance, and if practicable immediately on Council side of the Point of Supply (see Figure 1, Clause A14.1). Details are included in Council's Land Development and Subdivision Code of Practice.

B10.5 Accuracy

Meters and Restrictors must be tested as and when required by the Council to ensure:

a) In respect of a Meter, performance within plus or minus 5% of its reading; and

b) In respect of a Restrictor, performance within plus or minus 10% of its rated capacity.

Testing must be undertaken in accordance with the New Zealand Water Meter Code of Practice. Any Occupier who disputes the accuracy of a meter or Restrictor may apply to Council for it to be tested provided that it is not within three months of the last test. If the test shows non-compliance with the accuracy above, the Occupier will not be charged for the test. If the test shows compliance, the Occupier will pay a fee in accordance with Council current Fees and Charges.

B10.6 Adjustment

For connections where volume based charging is utilised, if any Meter, after being tested, is found to register a greater or lesser consumption than the quantity of water actually passed through such a Meter, Council will make an adjustment to the next invoice due, in accordance with the results shown by such tests, backdated for a period at the discretion of Council but not exceeding 12 months, and the Occupier must pay a greater or lesser amount according to the adjustment.

Where a Meter is under-reading by more than 20% or has stopped, Council reserves the right to charge for the amount of water assessed as having been used over the past billing period, taking into account any seasonal variations in demand.

Where a Meter is over-reading, Council will make appropriate adjustments to the Occupier's invoice(s), based on a period of similar use and backdated to when it is agreed the over-reading is likely to have occurred.

B10.7 Estimating consumption

For connections where volume based charging is used, if any Meter is out of repair or ceases to register, or has been removed, Council will estimate the consumption for the period since the previous reading of such meter (based on the average of the previous four billing periods charged to the Occupier) and the Occupier must pay according to such an estimate. Provided that when by reason of a large variation of consumption due to seasonal or other causes, the average of the previous four billing periods would be an unreasonable estimate of the consumption, Council may take into consideration other evidence for the purpose of arriving at a reasonable estimate, and the Occupier must pay according to such an estimate.

The Occupier is liable for the cost of water which passes through the Meter regardless of whether this is used or is the result of leakage.

Where the seal or dial of a Meter is broken, Council may declare the reading void and estimate consumption as described above.

B10.8 Incorrect accounts

For connections where volume based charging is utilised, where a situation occurs, other than as provided for in clause B10.6 of this Bylaw, where the recorded consumption does not accurately represent the actual consumption on Premises, the account will be adjusted using the best information available to Council. Such situations include, but are not limited to, misreading of the meter, errors in data processing, Meters assigned to the wrong account, and unauthorised supplies.

Where an adjustment is required, in favour of Council or the Occupier, this will not be backdated more than 12 months from the date the error was detected.

B10.9 Faulty Meters

Where a Meter is found to be faulty due to no fault of the Occupier, the Council will replace or recalibrate the faulty Meter, at no cost to the Occupier.

B10.10 Interference with Equipment

Any tampering or interference with Council property, either directly or indirectly, constitutes an offence. Without prejudice to its other rights and remedies, the Council will be entitled to estimate and charge for any additional Water Service provisions not recorded, such as where a Meter or Restrictor has been tampered with, and recover any costs incurred from the person liable.

B10.11 Plumbing system

Quick-closing valves, pumps, or any other equipment which may cause pressure surges or fluctuations to be transmitted within the Water Supply System, or compromise the ability of Council to maintain its stated Levels of Service may not be used on any piping beyond the Point of Supply. In special circumstances such equipment may be approved by Council.

B10.12 Prevention of waste and excessive use of water

a) A person who is supplied with reticulated water by, or on behalf of Council must not waste the water or allow it to be wasted.

b) Clause B4 sets out the Occupier's responsibilities to address wastage and excessive use of water.

B11 Breaches and Offences

B11.1 Deemed breaches of supply

The following are deemed breaches of the Bylaw as it relates to the supply of water:

i. Interference with the Water Supply System;

ii. Failure to comply with water use restrictions or prohibitions introduced by Council for any specified purpose;

iii. Bypassing or tampering with Council Meters and Restrictors;

iv. Failure to pay the appropriate charges by the due date;

v. Failure to repair a leak, or in any way wilfully allowing water to run to waste, or to be misused;

vi. The fitting of quick-closing valves, pumps, or any other equipment which may cause pressure surges or fluctuations to be transmitted within the Water Supply System, or compromise the ability of Council to maintain its stated Levels of Service;

vii. Use of a fire hydrant in contravention of this Bylaw or without formal written approval from Council;

viii. Failure to prevent backflow (refer clause B9);

ix. Introduce, or allow to be introduced, any Contaminant into the Water Supply System;

x. Connection to the water supply without formal written approval from Council;

xi. Using water or water pressure directly from the supply for driving lifts, machinery, educators, generators, or any other similar device, unless specifically approved by Council;

xii. Using water for a single pass cooling or heating system, or to dilute Trade Waste prior to disposal, unless specifically approved;

xiii. Extending by Hose or any other pipe a private water supply beyond that Occupier's premises;

xiv. Providing water drawn from Council supply to any other party without approval of Council; and

xv. Any other act or omission which has not been described above but which contravenes the reasonable interpretation of the Bylaw.

Part C – Stormwater

C1 Objectives

The specific objectives for this Part of the Bylaw are as follows:

a) Minimise and control the discharge of Contaminants into the Stormwater Network;

b) Enable the Council to meet relevant objectives, policies, standards and future resource consents for discharges from the Stormwater Network to the environment;

c) Protect the land, structures and natural features that make up the Stormwater Network;

d) Prevent the unauthorised discharge of Stormwater into the Stormwater Network and ensure that private Stormwater systems are not causing a nuisance or harm to the Council's Network Infrastructure; and

e) Define the obligations of the Council, installers, Occupiers and the public in matters related to the discharge of Stormwater and management of the Stormwater Network.

C2 Approval to connect

a) Refer to clause A10 for detail regarding applications to connect to the Stormwater Network.

b) All applications to connect must identify potential Stormwater Contaminants and set out measures, to minimise or eliminate the Contaminants entering the Stormwater Network.

C3 Restrictions on discharge

The Council may set a maximum daily or instantaneous flow rate, a requirement for pre-treatment, or require other restrictions or controls on Stormwater discharged from the Premises. All Stormwater discharges must comply with Schedule C of the Administration Manual. In certain circumstances, as outlined in clause C2 of the Administration Manual, a Stormwater Management Plan may be required.

C4 Protection of network and environment

No person may, unless specifically authorised by a resource consent or in writing by the Council:

a) Stop, obstruct, alter, interfere with or divert any Stormwater Drain or any part of the Stormwater Network in a manner that may cause blockage or nuisance;

b) Erect any defense, structure or stopbank, grow any vegetation, deposit any rubbish or other debris in any part of the Stormwater Network, flood plain, flood risk area or overland flow path identified by the Council, or carry out any activity in a place or manner that affects the functioning of or causes nuisance to the Stormwater Network;

c) Obstruct any overland flow paths or flood plains with any material or structures such as buildings, fences, retaining walls and rock gardens;

d) Deposit or permit any material, hazardous material, chemical, rubbish, litter or other substance, likely to cause a nuisance on entering the Stormwater Network, to be located or stored in such a manner that it could enter the Stormwater Network (directly or indirectly) in any storm event, unless it has first passed through an appropriate and approved treatment device;

e) Carry out any of the above with the consequence that it adversely affects land or buildings including other land and buildings on other land; and

C4.1 No person may remove live vegetation from the drain margins of the Stormwater Network without approval from Council.

C5 Contamination of stormwater

C5.1 No person may discharge or permit any contaminant to enter the Stormwater Network, unless that discharge is permitted by this Bylaw or prior written permission has been obtained from the Council.

C5.2 No person may discharge Stormwater into the Stormwater Network with characteristics exceeding those constituents and Contaminants specified in the Otago Regional Council's Operative Regional Plan: Water for Otago, as set out in Schedule C of the Administration Manual.

C5.3 The Occupier of any Premise may not store raw material, products or waste containing corrosive, toxic, biocidal, radioactive, flammable, or explosive materials, or any other hazardous substance or material which, when mixed with the Stormwater stream in the Stormwater Network, may:

a) generate toxic, flammable, explosive or corrosive materials in hazardous quantities,

b) damage the Stormwater Network, the environment or adversely affect the health and safety of Council staff and the public in a manner or location such that there is a more than minor risk of that material entering the Stormwater Network; or

c) in the event of any leakage, spillage or other mishap described in clauses C5.3 (a) and/or (b) occurring the Occupier must immediately notify the Council.

C5.4 If any existing commercial, industrial, trade or other Premises discharges Contaminants to the Stormwater Network in a manner that may cause damage to the network, the environment or adversely affect the health and safety of Council staff or its agents and the public, the Occupier must advise the Council in writing as soon as practically possible and undertake all practical means to stop the discharge as soon as is possible.

C6 Stormwater Management Procedures

a) Stormwater management remains the responsibility of the Occupier of the land on which the works occur unless and until they are taken over and vested in Council.

b) The cost of all stormwater management for the purpose of land development will be at the Occupier's cost unless the Council agrees in writing to share costs.

c) When the stormwater arising from a new connection is such that it exceeds the defined level of service limits for the Council's stormwater network, Council may require the installation or construction of private stormwater attenuation measures to retard the flow of stormwater or to limit the volume of extra stormwater produced from new connections or developments. Any such attenuation measures must be constructed at the Occupier's expense. The Occupier must also meet the costs of the required maintenance and servicing program.

C7 Stormwater Management Plans

C7.1 The Occupier must, if requested by Council, prepare a Stormwater Management Plan and submit the plan to Council for approval, or demonstrate to Council that its discharge is being made in accordance with relevant industry standards and industry guidelines.

C7.2 Clause C2 of the Administration Manual sets out the requirements for a Stormwater Management Plan.

C7.3 The Occupier must provide a Stormwater Management Plan to Council for review and approval within three months of a request.

Once the Stormwater Management Plan has been accepted by Council, the Occupier must comply with all provisions, including timeframes specified, in the Stormwater Management Plan.

C7.4 The Council may require that any Stormwater Management Plan be revised where there have been significant changes in the facility/premise concerned or its operational procedures.

C7.5 If the requirements of a Stormwater Management Plan are not complied with, the Occupier must expedite all practical measures to ensure compliance with both the Stormwater Management Plan and the Bylaw overall. Furthermore, if it is determined that the measures outlined in the Stormwater Management Plan are no longer fit-for-purpose, the Occupier must update the Stormwater Management Plan to remedy this, and submit to Council for their consideration.

Part D – Wastewater

This part of the Bylaw applies to the discharge of Domestic Wastewater to the Wastewater Network.

D1 Objectives

The specific objectives for this Part of the Bylaw are as follows:

a) Promote the effective and efficient management and regulation of the Wastewater Network;

b) Protect and manage the Wastewater Network and its associated assets from damage, misuse, or loss;

c) Protect public health, and the natural (or receiving) environment from harm;

d) Ensure that the quality of sludges and Biosolids are suitable for beneficial reuse when such approaches are practicable and sustainable; and

e) Ensure compliance with Council's resource consent conditions.

D2 Approval to Connect

D2.1 Refer to Clause A10 for detail regarding applications to connect to the Wastewater Network.

D2.2 Private Wastewater Pipes

a) Council may require an Occupier to fix or upgrade private wastewater pipes, at the Occupier's cost, as determined by Council to meet:

   i. the original design specifications,

   ii. the Local Government Act 2002 requirement for the discharge of only Domestic Sewage into the Wastewater Network, and/or

   iii. the current Council Land Development and Subdivision Code of Practice and/or the New Zealand Building Code, where there has been a change of use of the Premises.

b) The Occupier of Premises must ensure that all private wastewater pipes on the Premises are kept and maintained in a state which limits infiltration to ensure only domestic quality Sewage is discharged into the Wastewater Network.

c) The Occupiers of Premises must ensure that Stormwater Inflow is excluded from the Wastewater Network and any private wastewater pipes by ensuring that:

   i. there is no direct connection of any Stormwater pipe to the Wastewater Network;

   ii. gully traps comply with the New Zealand Building Code and are set above Stormwater ponding levels and secondary overland flow path flood levels; and

   iii. inspection covers are in place and appropriately sealed.

D3 Acceptance and Prohibition of Discharges

Clause D2, and Schedule A of the Administration Manual, set out the requirements for Acceptable Discharges to the Wastewater Network.

Schedule B of the Administration Manual sets out the prohibited characteristics of discharges to the Wastewater Network.

D4 Occupiers Responsibilities to Prevent Contamination

The Occupier of any Premises must take all reasonable steps to prevent entry into the Wastewater Network from leakage, spillage or other mishap of any raw material products or wastes containing corrosive, toxic, biocidal, radioactive, flammable or explosive materials or any material which, by itself or when mixed with the wastewater stream, is likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous, or damaging to the Wastewater Network or the health and safety of Council staff, agents, contractors and the public and adversely affect the environment.

D5 Pumped Sewer Systems

Requirements in terms of pumped Sewer systems (as different from a low pressure Sewer system as covered in clause D6 below) are set out in Council's Land Development and Subdivision Code of Practice.

D6 Low Pressure and Vacuum Sewer Systems

Requirements for low pressure and vacuum Sewer systems are set out in Council's Land Development and Subdivision Code of Practice.

D7 Disinfected/Super Chlorinated Water

Requirements for the discharges of disinfected and super chlorinated water to the Wastewater Network are covered in clause D1.2 of the Administration Manual.

D8 Swimming Pools and Spa Pools

Requirements for the discharges from swimming pools and spa pools to the Wastewater Network are covered in clause D1.3 of the Administration Manual.

D9 Camper Van and Motor Home Domestic Wastewater

Requirements for camper vans and motor homes domestic waste discharges to the Wastewater Network are covered in clause D1.4 of the Administration Manual.

D10 Mobile Facilities and Vendor Operations - discharge to the Wastewater Network

Vehicles including trucks, caravans, and other types of mobile facilities including container waste from mobile cleaning activities, must discharge all liquid waste into the Wastewater Network in a manner approved by Council. In some circumstances this type of discharge may also constitute a Trade Waste discharge. This will be determined based on the Registration information provided by the Operator of the mobile operation. These procedures will be determined in accordance with clause D1.5 of the Administration Manual.

D11 Inflow and Infiltration

D11.1 Stormwater and groundwater, including from roof downpipes, surface water run-off, overland flow, and sub-surface drainage, must be excluded from the wastewater network by ensuring that:

a) There is no inflow from direct connection of any stormwater pipe or drain to the wastewater network - unless the wastewater network has been specifically designed as a combined wastewater/stormwater system;

b) Gully trap surrounds are set above stormwater ponding levels and in accordance with the New Zealand Building Code (G13) and above secondary overland flow path flood levels;

c) Inspection covers are in place and are appropriately sealed;

d) Private wastewater pipes are maintained to ensure no damage. Cracks or other defects in the pipes that allow the infiltration of surface or groundwater; and

e) New drainage or repairs as a result of any defects notice, premise alterations, or change of premises use are constructed in accordance with Council's Land Development and Subdivision Code of Practice.

D11.2 If inflow and infiltration is found to be entering Council's wastewater network by way of private wastewater pipes and stormwater drains, then it is the Occupier's responsibility to immediately fix, repair or replace the pipe or pipes to a standard acceptable to Council such that only domestic sewage, and where approved, Trade Waste, is discharged to the Council network.

D11.3 If the Occupier fails to carry out required repair works, the Council will carry out the works under sections 186 and 187 of the Local Government Act 2002 and will recover the cost of the repair works from the Occupier.

Part E – Trade Waste

E1 Objectives

The specific objectives for this Part of the Bylaw are as follows:

a) Protect the water quality and ecology within the District and region's rivers and lakes;

b) Protect the health, safety and wellbeing of people within the District;

c) Protect the Wastewater Network (including the treatment plants) from Contaminants and other substances that have a detrimental effect on operation and asset life;

d) Optimise the capacity of the Wastewater Network and treatment assets;

e) Ensure compliance with Council's resource consent conditions;

f) Provide a basis for monitoring discharges from industry and Trade Premises;

g) To provide for an equitable spread of costs between domestic and Trade Taste discharges;

h) Encourage water conservation, Cleaner Production, pollution prevention, and waste minimization; and

i) Ensure that the quality of sludges and Biosolids are suitable for beneficial reuse when such approaches are practicable and sustainable.

E2 Specific provisions for Trade Waste discharges

a) This part of the Bylaw provides for the:

   i. establishment of four categories of trade waste: Permitted, Controlled, Conditional and Prohibited;

   ii. the pre-treatment of Trade Waste before it is accepted for discharge to the Wastewater Network;

   iii. acceptance of long-term, intermittent, or Temporary Discharges of Trade Waste that are controlled, conditional, or permitted into the Wastewater Network and the exclusion of Prohibited Trade Waste;

   iv. specification of the daily volume and Contaminant levels for Permitted Trade Waste so that the capacity of the Wastewater Network is not exceeded;

   v. regulation of Trade Waste that may increase the operational and maintenance costs of the Wastewater Network and treatment system;

   vi. the evaluation of individual Trade Waste discharges against specified criteria as set out in the Bylaw and Schedules A and B of the Administration Manual;

   vii. prohibition of Trade Waste that decreases the effectiveness of the Wastewater Network;

   viii. correct storage of materials in order to protect the Wastewater and Stormwater Network from spillage of hazardous substances and other Contaminants;

ix. dischargers of Trade Waste to be required to undertake sampling and monitoring of Trade Waste to ensure compliance with the Bylaw and Schedules A and B of the Administration Manual;

x. Council to accept or refuse a Trade Waste discharge of specified characteristics;

xi. Any Trade Premises connected to Water Services must, where specified as a condition of consent, implement a Cleaner Production and pollution prevention programme as set out in that Trade Premise's Management Plan;

xii. Where Trade Premises have operations that could, under certain circumstances, result in Contaminants entering the Stormwater Network, the premises' Trade Waste and/or Stormwater Management Plan (refer clause C7) must include procedures that address this situation. Furthermore, where Stormwater pre-treatment and/or attenuation devices are in place the Stormwater component of the Management Plan should also address these;

xiii. Charges to be set to cover the cost of administration, monitoring and user pays of a Trade Waste scheme, as set out in clauses A5 and A6 and Schedule D of the Administration Manual;

xiv. Disconnection of Premises from the Wastewater Network in the event of unauthorised discharges of Trade Waste; and

xv. As set out in clause A19.2 of this Bylaw use of enforcement powers, including penalties to be applied to persons who discharge or permit discharges of Trade Waste in a manner that does not comply with this Bylaw.

E3 Trade Waste Discharges

E3.1 Registration of Trade Premise discharges

Council require all trade operations discharging Trade Waste to register and when required, apply for Trade Waste Consents.

Clause E3.3 of this Bylaw sets out trade operations that are not deemed to be Trade Waste dischargers for the purposes of this Bylaw.

The Registration and Trade Waste Consent application processes are set out in the Administration Manual.

The Registration process will ensure that all businesses are provided with adequate and appropriate information to enable assessment of risks and benefits.

E3.2 Characteristics of Trade Waste discharges

Trade Waste discharges are classified as one of the following types:

a) Permitted Trade Waste –Permitted Trade Waste discharges are subject to the Registration process and an Approval Notice must be obtained. The Approval Notice must be complied with.

b) Controlled Trade Waste - A Trade Waste consent will be required.

c) Conditional Trade Waste - A Trade Waste consent will be required. Conditional Trade Waste consents includes consents for Temporary Discharges.

d) Prohibited Trade Waste - A prohibited trade waste discharge cannot be undertaken and no consent can be sought.

e) Trade Waste discharges that are controlled or conditional in accordance with this clause are subject to the additional requirements as set out in clauses E12 to E16 inclusive and relevant sections of Part E of the Administration Manual.

f) The discharge of Trade Waste from a Tankered Waste trucking system requires Consent under this Bylaw and is subject to the requirements of clause E17.

E3.3 Operations Not Considered Trade Waste

Trade Waste discharges with the characteristics of domestic waste, typically that from bathrooms and kitchens not used for commercial preparation of food, do not need to register.

Businesses that comply with the below criteria do not need to register (refer clause E3.1):

a) Single dwelling short term accommodation (such as Airbnb); and

b) Home based businesses with less than five employees, and which do not involve food preparation, manufacturing related activities, or any other activity which generates wastewater volumes or characteristics that are consistent with typical domestic wastewater.

The requirements of all preceding clauses of Part E of this Bylaw continue to apply.

E4 Connecting to the Wastewater Network

Procedures relating to the connection of trade waste discharges to the Wastewater Network are covered by clause D2 of this Bylaw.

E5 Application for a Trade Waste Consent

a) Information requirements in respect of the application, the decision on the application and the application consideration criteria are as set out in Part E of the Administration Manual.

b) In all cases where either the consent holder or the Occupier of the Premises changes, or there is a change of use of the Premises, a new application for a Trade Waste Discharge Consent must be made. It is the responsibility of the Consent Holder or the new Occupier (as appropriate) to lodge the new application.

E6 Grant of Trade Waste Consent

a) Within 20 working days (or as extended if warranted by exceptional circumstances by the Council) of receipt of an application complying with this Bylaw, or the further information requested in accordance with the Administration Manual, whichever is the later, the Council must, after considering the matters set out in the Administration Manual:

   i. Grant the applicant a Controlled and/or Conditional Trade Waste Discharge Consent and inform the applicant of the decision and the conditions imposed by issuing the appropriate consent;

   ii. Decline the application and notify the applicant of the decision giving a statement of the reasons for refusal; or

   iii. Notify the applicant that the discharge is classified as a Permitted Trade Waste or Prohibited Trade Waste under this Bylaw, and does not require or cannot obtain (in the

case of Prohibited Trade Waste) a Trade Waste Discharge Consent. If the discharge is a Permitted Trade Waste, an Approval Notice will be issued and must be complied with.

b) A Trade Waste Discharge Consent granted in accordance with this clause may be subject to conditions, including but not limited to conditions of the kind referred to in Part E of the Administration Manual.

c) A Trade Waste Discharge Consent granted in accordance with this clause may be controlled and /or conditional on the implementation of appropriate pre-treatment systems.

d) Trade Waste Discharge Consents are explicit to the applicant at specific Premises and are not transferable to a new Occupier or different Premise except as provided for in clause E8.

E7 Review of Trade Waste Consent

a) The Council may at any time during the term of a Trade Waste Discharge Consent, by written notice to the Consent Holder review the Trade Waste Discharge Consent and vary any condition of the Consent where a change to a condition is necessary:

i. following a review of the performance of pre-treatment devices or processes;

ii. to meet any new resource consent imposed on the discharge from the Wastewater Network; and/or

iii. to comply with any other legal requirements that must be met by the Council.

E8 Transfer of Trade Waste Consent

a) A Trade Waste Consent to discharge will be issued in the name of the given Consent Holder.

b) The Consent Holder may not, unless written approval is obtained from Council:

i. transfer to any other party the rights and responsibilities provided for under this Bylaw, and under the Consent; or

ii. allow a Point of Discharge to serve another Premises, or the private drain to that point to extend by pipe, or any other means, to serve another Premises.

c) Transfer of a Trade Waste Consent on change of ownership of a Premises must not be unreasonably withheld if the characteristics of the Wastewater remain unchanged.

d) When an Occupier ceases to occupy Premises from which Trade Waste is discharged into the Wastewater Network, any Trade Waste consent will terminate, unless a transfer is effected prior to vacating the Premises.

e) The Consent Holder remains liable or in the event the former Consent Holder is no longer in existence the Owner is liable for the failure to meet any obligations existing at the date of termination notwithstanding termination of the Trade Waste consent.

E9 Cancellation of Trade Waste Consent

a) The Council may suspend or cancel any Trade Waste Consent to discharge at any time following not less than 20 working days' notice, to the Consent Holder or person discharging or person allowing a discharge of any Trade Waste, where in the opinion of a Council enforcement officer the Consent Holder:

i. has failed to comply with any condition of the Trade Waste Consent;

ii. has failed to maintain control over the discharge;

iii. is discharging or allowing the discharge of any Prohibited Trade Waste;

iv. has failed to provide and when appropriate update a Trade Waste Management Plan as required for a Conditional Trade Waste Consent; and/or

v. has failed to pay any applicable fees.

b) The Council may suspend or cancel any Trade Waste Consent to discharge at any time where in the opinion of an Authorised Officer:

i. any breach of a resource consent held by the Council, has arisen from (whether wholly or partly) the Trade Waste discharge;

ii. any act or omission of the Consent Holder is, or is likely to:

a. adversely affect the safety of the Wastewater Network;

b. damage to any part of the Wastewater Network;

c. adversely affect the health of any person;

d. adversely affect the safety of any person; or

e. adversely affect the environment; and/or

iii. it is necessary for the Council to comply with any other legal requirement.

E10 Duration of Trade Waste Consent

a) A Permitted Trade Waste authorised by an Approval Notice is able to be discharged indefinitely.

b) Subject to clauses E12 to E17 inclusive, Controlled and Conditional Trade Waste Consents remain in force until they expire at the end of the term prescribed in the Trade Waste Consent, being a term of no more than two years. However, the Trade Waste Consent may be granted for a term not exceeding five years where a Consent Holder, at the time of the application, satisfies the Council that:

i. The nature of the Trade activity, or the process design and/or management of the Premises are such that the Consent Holder has a demonstrated ability to meet the conditions of the Trade Waste Consent during its term; and/or

ii. Cleaner production, pollution prevention and waste minimisation techniques are successfully being utilised, or a responsible investment in Cleaner Production equipment or techniques is being made; and/or

iii. Significant investment in pre-treatment facilities has been made, such that a longer period of certainty for the amortization of this investment is considered reasonable.

E11 Accidents and Non-Compliance

a) The Consent Holder must inform the Council immediately on discovery of any accident including spills or process mishaps which may cause a breach of this Bylaw or Trade Waste or associated Stormwater Consents.

b) In the event it becomes evident that discharges occurring on the Premises of a Permitted Trade Waste are no longer complying with Schedule A of the Administration Manual, the Council may require the Occupier discharging to apply for an appropriate Trade Waste Consent.

E12 Control of Trade Waste discharges

a) The Council may approve a Controlled and/or a Conditional Trade Waste subject to the provision of appropriate pre-treatment system(s) to enable the Occupier discharging to comply with the Bylaw. Such pre-treatment systems must be provided, operated and maintained by the discharger at their expense. Operation and servicing of commercially supplied equipment must be in accordance with the supplier's recommendations. Further guidance on specific activities and associated requirements for Controlled Trade Waste (including pre-treatment requirements) along with guidelines for pre-treatment of other discharges, are set out in Table 1, clause E13 of the Administration Manual.

b) All dental facilities require a consent, which must include an approved amalgam trapping and disposal system where relevant.

c) Where the Trade Waste includes, or is likely to include, fats, grease or oils in excess of 100 grams per 1000 litres each day:

   i. grease traps must be installed at the Trade Premises; and

   ii. Occupiers must use and maintain the grease traps to a standard that complies with the discharge limit for fats, oil and grease as set out in the Bylaw and Part E of the Administration Manual.

d) Where the Trade Waste includes hydrocarbons, automobile oil and silts, the Trade Premises will require an, oil and water, and/or oil and grit interceptor to comply with the Wastewater discharge parameters as set out in the Bylaw.

e) Clause E13 below and clause E8 of the Administration Manual set out the requirements for grease traps and oil and grit interceptors.

E13 Discharges Via Grease Traps, Oil and Grit Interceptors

a) All grease traps and oil/grit interceptors must be maintained in an operable condition in accordance with the following criteria:

   i. All traps and/or interceptors must be serviced at a frequency to ensure compliance with Schedule A of the Administration Manual.

   ii. To comply with Trade Waste discharge parameters, servicing schedules must be set up to maintain operational efficiency of the trap. Scheduled servicing should be undertaken at a time that minimises the risk to public health and safety and prevents a public nuisance.

   iii. All servicing must be conducted by an approved liquid waste operator who is in possession of a Council Trade Waste Consent should the discharge be to a Council facility.

   iv. The Occupier must retain satisfactory records of servicing of grease traps and oil/grit interceptors and these records must be readily available for inspection by Council if required.

   v. Oil and grit interceptors for wash-down bays, with a greater working surface area than set out in Council's Land Development and Subdivisions Code of Practice, must be roofed or installed with a first flush system.

a) Discharges via Enzyme Based Grease Converters must meet the following criteria at all times:

i. The converter is fitted with an automatic enzyme dosing apparatus that is in use at all times. The converter must be maintained as per the manufacturer's instructions.

ii. The Occupier is able to provide satisfactory records of purchase of enzymes of a type and quantity that will treat the discharge to the required standard as stipulated in Schedule A of the Administration Manual.

iii. The Council is satisfied that there is no risk to the Wastewater Network by using of the converter.

b) Discharge via a mechanical grease trap must comply with the following criteria at all times:

i. The mechanical grease tap must be serviced and maintained as per the manufacturer's instructions. The Occupier must provide satisfactory records of all services and maintenance as required by the manufacturer.

E14 Control of Trade Waste from Commercial and Other Food Premises

a) Refuse or garbage grinders and macerators must not be used to dispose of solid waste from commercial food Premises to the Wastewater Network unless approved by Council.

b) Clause E10 of the Administration Manual includes a list of Premises that also prepare and serve food but are not commercial Premises. Such Premises must fit grease traps and obtain a Trade Waste Consent.

Explanatory note: *Examples from the list include premises such as Marae, churches, public halls and facilities, school catering facilities or kitchens etc.*

E15 No Dilution of Trade Waste

a) No Occupier may add or permit the addition of any potable, Condensing, Cooling Water or Stormwater to any Trade Waste discharge in order to vary the characteristics of the waste, unless the Council has granted a Trade Waste Consent allowing such activities.

E16 Discharge or Storage of Hazardous Materials

a) No Occupier may discharge Hazardous Waste into the Wastewater or Stormwater Network.

b) No Occupier may store at any Trade Premises raw material, products or waste containing:

i. corrosive, toxic, biocidal, radioactive, flammable, or explosive materials; or any material which, when mixed with the wastewater stream, is likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous; or

ii. any other material likely to be harmful to the Wastewater and Stormwater Network or the health and safety of people; without taking all reasonable steps to prevent entry into the Wastewater and Stormwater Network from leakage, spillage or other mishap.

c) All Codes of Practice developed by the New Zealand Government's Environmental Protection Agency; the Hazardous Substances and New Organisms Act 1996, and related guidelines or other industry organisations must be followed to store Hazardous Waste on site. Clause A3 of the Administration Manual lists a number of relevant documents. This list is not exhaustive and is expected to be subject to changes from time to time.

E17 Tankered Wastes

a) Any Tankered Waste operator intending to discharge to a Council facility must have a current Trade Waste Consent and offensive trade license. Tankered Waste operations are classified as a Conditional Trade Waste.

b) Tankered Waste must not be discharged into the Wastewater Network by any person or Consent Holder not compliant with the Liquid and Hazardous Wastes Code of Practice and Council's accepted tracking system.

c) Council may accept Tankered Waste for discharge at an approved location.

d) Tankered Waste must:

i. be transported by a Consent Holder to discharge domestic septic tank or industrial wastes;

ii. have material safety data sheets (MSDS) supplied to Council detailing the contents of a waste; and

iii. be tested to determine their character if the contents of the waste are not known. Specialist advice on pre-treatment or acceptance may be required. The cost of all testing and advice must be borne by the Consent Holder.

iv. be randomly tested to determine the characteristics of the waste. The cost of random tests will be paid by the Council.

e) To prevent cross-contamination between tanker loads, the tanker must be thoroughly washed prior to collecting a load for disposal into the Wastewater Network.

f) The discharger of Tankered Waste must give 48 hours' notice to Council for the disposal of wastes other than those sourced from domestic septic tanks.

g) Tankered Waste, including Hazardous Waste transported out of Council's District, must be recorded by the liquid waste operator in accordance with the Liquid and Hazardous Wastes Code of Practice and records provided to Council on request.

E18 Mobile Facilities and Vendor Operations

Discharge to the Wastewater Network from vehicles including trucks and caravans and other types of mobile facilities, such as food vendors, and container waste from mobile cleaning activities must be discharged into the Wastewater Network at a location and in a manner approved by Council.

E19 Trade Waste Management Plans

Clause E11 of the Administration Manual sets out the requirements for a Trade Waste Management Plan.

E20 Duty to Control Discharges

a) No Occupier may discharge Wastewater or Trade Waste into the Wastewater Network, in a manner contravenes this Bylaw and Administration Manual.

b) No Occupier may discharge Wastewater to the Wastewater Network with physical characteristics that exceed the parameters specified in Schedule A of the Administration Manual.

c) No Occupier may discharge Trade Waste with constituents or characteristics that exceed the parameters specified in Schedule A of the Administration Manual unless a Trade Waste Consent has first been obtained.

d) No Occupier may discharge solid waste or Construction Debris into the Wastewater Network.

e) No Occupier may discharge Wastewater or Trade Waste with constituents or characteristics in a manner that contravenes the Bylaw and Administration Manual.

f) No Occupier may discharge, or allow to be discharged Tankered Waste into the Wastewater Network other than at an approved location.

g) No Occupier may make any false or inaccurate statement or disclosure as to the contents of any Tankered Waste or any Trade Waste.

h) No Occupier may discharge Wastewater or Trade Waste with constituents or characteristics that are specified as prohibited in Schedule B of the Administration Manual. Any Occupier who causes or allows the discharge of Wastewater with prohibited characteristics as set out in Schedule B of the Administration Manual to the Wastewater Network must:

   i. immediately take all practicable steps to stop the imminent entry or further entry of this substance to the Wastewater Network; and

   ii. inform an Authorised Officer as soon as reasonably practicable.

i) The Council may prohibit the discharge of Trade Waste which contravenes this Bylaw by removing, closing or modifying the connection access point in a manner that prevents a discharge of Wastewater from the Premises.

j) The Occupier of a Trade Premises must maintain service and maintenance contracts for pre-treatment devices at the Occupier's expense.

k) The Occupier must, at its expense, use processes, equipment or storage facilities to control:

   i. the quality, quantity and rate of Trade Waste discharged from the Trade Premises and other Trade operations; and

   ii. the constituents, or characteristics in Trade Waste in accordance with any Trade Waste Consent conditions; prior to the point of discharge into the Wastewater Network.

DRAFT Integrated Three Waters Bylaw 2020

ADMINISTRATION MANUAL

Queenstown Lakes District Council

Date of making: [Insert]
Commencement: [Insert]

This Administration Manual forms part of Queenstown Lakes District Council's Integrated Three Waters Bylaw 2020 that is adopted under Section 146 of the Local Government Act 2002

Document control

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Introduction

Purpose

The purpose of this Administration Manual is to provide material complementary to the Integrated Three Waters Bylaw 2020, which includes Water Supply, Stormwater, Wastewater and Trade Waste. This Administration Manual brings together those matters which may otherwise be included in the Bylaw, but which are of a technical or administrative nature, or operational matters that are more likely to be amended before the Bylaw is reviewed. These aspects also include guidelines, which are intended for that purpose – to provide guidance only, with respect to matters covered within the Bylaw.

In taking this approach, it will simplify the administration of the Bylaw, allow for administrative and technical processes to be kept up to date, and assist in the interpretation of the Bylaw.

The Administration Manual is made under the Bylaw, and will assist the implementation and operation of the Bylaw. The Administration Manual is a public document, and will be made available on the Council's website alongside the Bylaw. A hard copies of both can be provided on request, and will be available to review at public libraries.

The Administration Manual will be updated from time to time, as necessary, to ensure that it is kept up to date and reflects current practice. Amendments to this document will be authorised either by an Order of Council or the Council's Chief Executive or Officer's delegated authority.

Part A – Requirements Common to all Water Services

A1. Format of this Administration Manual

There are five parts and a number of Schedules to this Administration Manual. These follow the format of the Bylaw:

Part A Requirements Common to All Water Services

Part B Water Supply

Part C Stormwater

Part D Wastewater

Part E Trade Waste – which is discharged into the Wastewater Network

Schedules A to D

A2. Updated and New Legislation

Updated and new legislation will be included in Clause A3 and upon the Bylaw being reviewed any new legislation that gives further or changed authority for the Bylaw will then be included in the Bylaw.

A3. Applicable Acts, Regulations, Codes and Standards, and Council Codes of Practice, Policies and Plans

The Bylaw is made under the authority of the Local Government Act 2002. The following lists a range of other legislation, Regulations, Codes of Practices and Standards, and Council documents that are also applicable to the Bylaw.

a) Statutory Acts and Regulations, and updated/new legislation as may be enacted from time to time:

   i. Resource Management Act 1991, and relevant National Policy Statements and National Environmental Standards

   ii. Health Act 1956

   iii. Building Act 2004

   iv. Building Regulations 1992 Schedule 1 (New Zealand Building Code)

   v. Fire Service Act 1975

   vi. Local Government (Rating) Act 2002

   vii. Health (Drinking Water) Amendment Act 2007

   viii. Hazardous Substances and New Organisms Act 1996

ix. Litter Act 1979

x. Health and Safety at Work Act 2015

xi. Health and Safety in Employment Regulations 1995

xii. Health and Safety at Work (General Risk and Workplace Management) Regulations 2016

xiii. Health and Safety at Work (Mining Operations and Quarrying Operations) Regulations 2016

b) Relevant Codes and Standards:

i. Drinking Water Standards for New Zealand 2005 (revised 2018)

ii. Management and Handling of Used Oil HSNOCOP63. November 2013

iii. Environmental Guidelines for Discharges from Petroleum Industry Sites in New Zealand, in New Zealand Ministry for the Environment December 1998

iv. SNZ PAS 4509:2008 New Zealand Fire Service Firefighting Water Supplies Code of Practice

v. Water NZ Boundary Backflow Prevention for Drinking Water Supplies Code of Practice June 2013

vi. NZWWA Water Meter Code of Practice 2003.

c) Queenstown Lakes District Council Codes of Practice, procedures, guidelines and plans:

i. Land Development and Subdivision Code of Practice

ii. Water Supply Boundary Backflow Policy

iii. Approval Procedure for Access to the Three Water Networks for Investigations

iv. Procedure for Approved Contractors to commission Physical Connections to the Three Water Networks

v. Water Restrictions Procedure (to manage peak demand)

vi. Procedures to rectify wastage of water and excessive use of water

vii. Water demand management procedures

viii. Guidelines for Environmental Management Plans

ix. Environmental Best Management Practices

A4. Definitions

In this Administration Manual unless the context otherwise requires:

Acceptable Discharge means Wastewater and Stormwater with physical and chemical characteristics which comply with the requirements of the Council.

Administration Manual means the Administration Manual for this Bylaw as approved by Council and as amended from time to time by Council or delegated authority of the Council.

Approved or Approval means approved in writing by Council, either by resolution of Council or by any authorised officer of Council or other person authorised to give such approval on behalf of Council.

Approval Notice means an approval given by Council and signed by an Authorised Officer authorising a person to discharge Permitted Trade Waste to the Wastewater Network.

Authorised Officer means an employee, agent or contractor of Council, appointed by Council as an enforcement officer under section 171 of the Local Government Act 2002

Backflow means the unplanned reversal of flow of water or mixtures of water and contaminants into the water supply system. There are two types of backflow: back pressure and back siphonage.

Biosolids means Sewage Sludge derived from a wastewater treatment plant that has been treated and/or stabilised to the extent that it is able to be safely and beneficially applied to land. The term biosolids is used generically to include products containing biosolids (e.g. composts).

BOD5 means the five-day carbonaceous biochemical oxygen demand which is a measure of the strength of sewage/wastewater.

Building means any building within the meaning of Sections 8 and 9 of the Building Act 2004.

Characteristics means any of the physical, biological or chemical characteristics of a wastewater, trade waste or stormwater discharge referred to in this Bylaw.

Chemical Oxygen Demand means total Chemical Oxygen Demand as determined by established standard methods of testing,

Cleaner Production means the implementation on Trade Premises, of operations, methods and processes appropriate to the goal of reducing or eliminating the quantity and toxicity of wastes. This is required to minimise and manage Trade Waste by:

i. using energy and resources efficiently, avoiding or reducing the amount of waste produced;

ii. producing environmentally sound products and services.

Condensing Water or Cooling Water means any water used in any trade or industry or commercial process or operation in such a manner that it does not take up matter into solution or suspension.

Conditional Trade Waste means Trade Waste that does not comply with one or more of the physical and chemical characteristics set out in Schedule A of the Administration Manual and/or has a maximum volume of Trade Waste of more than 2000L/day, but which does not have any characteristics of Prohibited Trade Waste. Conditional Trade Waste Consents includes consents for Temporary Discharges.

Contaminant has the same meaning as defined in Section 2 of the Resource Management Act 1991

Contingency management procedures means those procedures developed and used to avoid, remedy, or mitigate the actual and/or potential adverse effects on the environment from an unexpected or unscheduled event resulting in discharge, or potential discharge of contaminants of concern onto land or into the stormwater and wastewater systems or into receiving bodies such as wetlands, streams, rivers and lakes.

Consent means a consent in writing, given by the Council authorising an Occupier of Trade Premises to discharge Trade Waste to the Wastewater Services.

Consent holder means the Occupier who has obtained a Consent to discharge or direct the manner of discharge of Trade Waste and where appropriate stormwater discharges from any Premises to the Wastewater or Stormwater Network and includes any person who does any act on behalf or with the express or implied consent of the consent holder (whether for reward or not) and any licensee of the consent holder.

Controlled Trade Waste means a Trade Waste that complies with all the physical and chemical characteristics set out in Schedule A of the Administration Manual, after pre-treatment, and has a maximum volume of Trade Waste of no more than 2,000L/day.

Council means Queenstown Lakes District Council, or any officer or agent authorised to execute the authority of the Council.

Customer means a person who uses, or has obtained the right to use, or direct the manner of use of the Water Services provided by the Council.

Demand management procedures are procedures for implementing demand management measures in each of Council's Water Supply Areas.

Domestic Wastewater means either Wastewater that is typical of that discharged from Premises that are used solely for residential activities or Wastewater of the same character discharged from other Premises and includes the drainage from domestic swimming pools and spas.

Discharge includes emit, deposit, and allow to escape on a continuous, intermittent or temporary basis.

Disconnection means the physical cutting and/or sealing of any of water service from a premise.

District means the District of the Council.

Fees and Charges means the list of items, terms and prices for services associated with the Council's provision of Water Services as adopted by the Council in accordance with the Local Government Act 2002 and the Local Government (Rating) Act 2002 and as set out in this Bylaw and the Administration Manual.

Food Premises means premises from which a food business (as defined under section 10 of the Food Act 2014) operates.

Hose means any flexible or moveable tube for conducting water and includes a water sprinkler, soaker or any form of similar water distributing device whether held by hand or not.

Management Plan means the plan for management of Trade Waste operations and in some cases Stormwater for the Premises from which Trade Waste is discharged and may include provision for Cleaner Production, waste minimisation, monitoring and recording of discharges, contingency management procedures, and any relevant industry Code of Practice. In some situations, this plan also

addresses the protection of Stormwater outflows from Contaminants and minimise or prevent Stormwater merging with Trade Waste.

Mass limit means the total mass of any characteristic that may be discharged to the Council's wastewater system over any stated period from any single point of discharge or collectively from several points of discharge.

Maximum concentration means the instantaneous peak concentration of trade waste or other discharge that may be discharged at any instant in time.

Meter means a Council owned meter which measures and records the flow and/or volume of water supplied from the Water Supply.

Mobile Facility and Vendor Operations includes a vehicle, trailer, or caravan that may be used for food preparation and sale and a range of mobile activities such as commercial cleaning where liquid wastes are containerised and transported to discharge points in the Wastewater Network.

Nuisance means has the same meaning as section 29 of the Health Act 1956, and includes a person, thing, or circumstance causing distress or annoyance or unreasonable interference.

Occupier means any person who occupies any building or land connected to the Water Service and includes, where appropriate, employees and agents, and if the building or land is not occupied, means the owner.

Owner means any person who owns any building or land connected to the Water Service.

Permitted Trade Waste means a Trade Waste discharge that complies with all the physical and chemical characteristics set out in Schedule A, without the need for any pre-treatment, and does not exceed a maximum volume of trade waste of 2,000L/day (2 cubic metres/day).

Person includes a person, the Crown, a corporation sole, and also a body of persons, whether corporate or unincorporated.

Point of Supply for Water Services is the point at which the ownership of the Water Service passes to the Occupier.

Premises means either:

i. A property or allotment which is held under a separate certificate of title or for which a separate certificate of title may be issued and in respect to which a building consent has been or may be issued;

ii. A building or part of a building that has been defined as an individual unit by a cross lease unit title or company lease and for which a certificate of title is available;

iii. land held in public ownership (e.g. reserve) for a particular purpose; or

iv. individual units in buildings which are separately leased or separately occupied.

Pre-treatment means any processing of Trade Waste, as included in a Controlled or Conditional Trade Waste that is designed to reduce any detrimental characteristics in Wastewater, before discharge to the Wastewater Network. Pre-treatment in certain circumstances can also relate to Stormwater.

Private Stormwater Drain means that section of stormwater drain between the Occupier's Premises and the Point of Discharge through which Stormwater is conveyed from the Premises. This section of the drain is owned and maintained by the Occupier or a group of Occupiers.

Prohibited Trade Waste means Trade Waste that has, or is likely to have, any of the physical and chemical characteristics as set out in Schedule B of the Administration Manual.

Registration means the process followed by all Trade Premises in providing information to Council regarding Wastewater and Stormwater discharges.

Schedule of fees and charges means the list of items, terms and prices for services associated with the supply of water and discharge of wastewater, trade waste and stormwater as approved by Council. These fees and charges are covered in Schedule D of this Administration Manual in addition to Council's other schedules of fees and charges.

Sewage means the wastewater discharge from any fixtures or appliances used for sanitation (the activity of washing and/or excretion carried out in a manner or condition such as that the effect on public health is minimised) and may include Trade Waste; and means the same as Wastewater.

Sewage Sludge means the material settled out and removed from Sewage during the treatment process.

Sewer means any pipe that conveys Wastewater/Sewage.

Sewerage means infrastructure for the collection, treatment, disposal of Wastewater and Trade Waste, including all Public Sewers, pumping stations, Storage Tanks, Sewage treatment plants, outfalls and other related structures operated by Council and used for the reception, treatment and disposal of Wastewater. This is the same as the Wastewater Network.

Stormwater means all surface water run-off and associated Contaminants resulting from precipitation that enters or may enter the stormwater network as a result of a rain event.

Stormwater Characteristics means those constituents as specified in the Otago Regional Plan: Water, as set out in Schedule C of this Administration Manual.

Stormwater Drain means any passage, channel or pipe on, over or under the ground by which stormwater is conveyed.

Stormwater Network means the Stormwater Network including all public stormwater drains, channels, manholes, treatment and attenuation facilities and other structures for the reception and discharge of Stormwater vested in the Council or acquired or constructed or operated by or under the control of the Council.

Tankered Waste means any water or other liquid, including waste matter in solution or suspension, which is conveyed by vehicle for disposal, but excludes Domestic Sewage discharged directly from house buses, camper vans, caravans, buses and similar vehicles.

Temporary Discharge means any discharge of an intermittent or short duration and includes the short-term discharge of non-complying Trade Waste in terms of Schedule A of the Administration Manual Permitted Discharge from premises subject to an existing Trade Waste Consent.

Trade means a basic economic concept involving the buying and selling of goods and services, with compensation paid by a buyer to a seller, or the exchange of goods or services between parties.

Trade Premises means:

i. any premises used or intended to be used for any industrial or trade purpose;

ii. any premises used or intended to be used for the storage, transfer, treatment, or disposal of waste materials or for other waste management purposes, or used for composting organic materials;

iii. any other premises, work site, mobile facility, or vendor operation from which a contaminant is discharged in connection with any industrial or trade process; or

iv. any other premises discharging other than Domestic Sewage to the wastewater network and includes any land or premises wholly or mainly used for agricultural or horticultural purposes.

Trade Waste is any liquid or gas, with or without matter in suspension or solution, that is, or may be, discharged from a Trade Premise to the Wastewater Network in the course of any trade, commercial, educational or industrial process or operation, or in the course of any activity or operation of a like nature; and may include Condensing or Cooling Waters, and Stormwater which cannot be practically separated, or Domestic Sewage.

Trade waste application means an application, made in accordance with the Trade Waste Consent Application Form (available via the Council's website).

Trade Waste Consent means a consent granted by Council under this Bylaw allowing the discharge of Controlled or Conditional Trade Waste to the Wastewater Network.

Wastewater has the same meaning as Sewag**e and** means any water with matter in solution or suspension, domestic wastewater, or liquid trade waste that discharges to the wastewater network**.**

Wastewater Network means the system for collection, treatment and disposal of wastewater and trade waste, including all Sewers, pumping stations, and storage used by the Council for the reception, treatment and disposal of Wastewater and Trade Waste.

Water Services means water supply and Wastewater Services (Sewerage, treatment and disposal of Sewage and Stormwater drainage) (Section 124 Local Government Act 2002)

Water Main means a pipe or conduit that conveys water.

A5. Administrative Procedures

A6. Fees and Charges

A6.1. General

There are no charges made under the Bylaw for water supply or stormwater or domestic type wastewater discharges other than those under the Offences and Penalties provisions as set out in clause A19.2 of the Bylaw.

Clause A22 of the Bylaw references the Local Government Act 2020 in terms of Council's powers to prescribe fees and recover reasonable costs.

A6.2. Prescribed Charges

Charges are set out in Schedule D to this Administration Manual. These cover the following.

a) All trade businesses other than those identified in clause E3.1 of the Bylaw are required to register their trade waste discharges with the Council. This registration process (also described in clause A5 of this Administration Manual) will determine if the business activity requires a consent or not. There will be no charge for registering discharges with the Council.

b) "Permitted" trade waste premises, mobile facilities and vendor operations may incur fees and charges relating to administration and an inspection fee.

c) For "controlled" consents set fees are charged for administration and inspections, inspection fee, in additional sampling and testing will be charged at cost (should this be required).

d) For "conditional" consents

i. Set fees are charged for administration, inspection fee, sampling and testing; and

ii. Unit charges based on a "cost causative approach" calculation following the principles set out in "New Zealand Standard 9201: Part 23 – 2004 Model General Bylaws – Trade Waste" Section G6.3".

iii. The appropriate parameters for this approach have been deemed by Council as:

- Volume $ per cubic metre
- Total Suspended Solids $ per kg
- Total Chemical Oxygen Demand $ per kg
- Total Nitrogen $ per kg

Introduction of cost causative charges will commence 24 months following introduction of the Bylaw. The purpose of delaying the introduction of this approach will allow businesses holding conditional consents to either make changes to their discharges (to reduce the cost) or allow the business to budget for these additional costs. It also allows for water meters to be installed in these areas (further information on roll out of water metering is provided in clause B1 of this Administration Manual). Discharges from "conditional" trade waste customers will then be sampled and the sample results will be calculated using the "Cost Causative Cost Approach".

Conditional trade waste Occupiers will be responsible for payment of these charges.

e) Fees and charges relating to sampling and testing could also be incurred should Council's officer deem it necessary to confirm whether a discharge is "permitted" or should be classed as "controlled" or "conditional".

f) Tankered waste will incur a volume charge only. Costs associated with random testing of tankered waste will be paid for by Council.

Part B – Water Supply

These provisions supplement those set out in Part A "Requirements Common to all Water Services"(of this Administration Manual and the Bylaw) and Part B "Water Supply" of the Bylaw.

B1. Water Metering Status

The District, like many districts in New Zealand is faced with an increasing demand for water and high costs for implementing new supplies. The District has a comparatively high average water use when compared with many other districts in New Zealand. Peak day use is also high as a result of widespread irrigation through the summer months, reflective of the district's relatively dry climate. Future expansions to the water supply network are designed for this peak day.

Water metering is a tool to not only help provide accurate information on water use in the district, because it is not possible to efficiently manage what isn't measured, but also to help reduce peak demand during summer months when water resources are most stretched. Reduced demand can defer the need for network upgrades leading to both capital and operation cost saving for the rate payer.

Council is currently investigating the cost benefit of introducing universal water metering and potential volumetric pricing in the future. The introduction of district-wide water metering is a significant undertaking and the introduction of any form of widespread customer metering would only occur when the financial and other benefits from doing so can be clearly demonstrated.

Due to the presence of the algae *Lindavia intermedia* in Lakes Wakatipu and Wanaka customer meters are unlikely to function properly in the Queenstown and Wanaka networks until upgraded water treatment plants are constructed at both sites (current expected completion date 2024).

A comprehensive project plan, risk assessment and a communication plan will be prepared in advance of any district-wide metering roll out.

Part C – Stormwater

These provisions supplement those set out in Part A "Requirements Common to all Water Services" (of this Administration Manual and the Bylaw) and Part C "Stormwater" of the Bylaw.

C1. Contamination of Stormwater

All discharges to Council's reticulated stormwater network must meet the requirements of clause C5 of the Bylaw and Schedule C of the Administration Manual.

C2. Stormwater Management Plans

C2.1. Where a trade premise generates trade waste and there is a reasonable probability that accidents or other events may take place where trade waste could enter Council's stormwater network, Council may decide to require a the trade waste consent to also consider protection of the stormwater system from such events. In this situation the trade waste consent could include the preparation of a Stormwater Management Plan, which contains measures for protection of Council's stormwater network.

C2.2. A Stormwater Management Plan must include:

a) A suitably scaled drawing showing the site layout, boundaries, all private stormwater and wastewater drainage including the point or points of connection to the Council's stormwater drainage, relevant buildings and outdoor spaces (including their use);

b) A site assessment identifying all actual and potential sources of stormwater contamination;

c) Methods in place to prevent contamination of the Council's stormwater network;

d) Methods and timeframes proposed to control contamination of the Council's stormwater network;

e) A description of the maintenance procedures in place and proposed;

f) Spill prevention and spill response procedures;

g) Cleaner production, pollution prevention and waste minimisation procedures may be included as a condition of trade waste consent associated with the same site. Guidelines of procedures and practices for cleaner production are included in clause E14 of this Administration Manual; and

h) Other matters that Council may decide are required in respect to other features of the site in question.

Part D – Wastewater

These provisions supplement those set out in Part A "Requirements Common to all Water Services" (of this Administration Manual and the Bylaw) and Part D "Wastewater" of the Bylaw.

D1. Discharge of Wastewater to the Wastewater Network

D1.1. Acceptable and Prohibited Characteristics

a) Wastewater discharged to Council's wastewater network must not exceed the contaminant limits as set out in Schedule A of this Administration Manual.

b) Wastewater with prohibited characteristics as set out in Schedule B of this Administration Manual must not be discharged to Council's wastewater network.

D1.2. Disinfected/Super Chlorinated Water

Any water used during the repair and construction of water mains must be de- chlorinated to provide a residual chlorine level of less than 0.5 ppm prior to discharge into the wastewater network. Any chemical used to neutralise the chlorine must not introduce any substances that exceed the limits specified in Schedule A of this Administration Manual.

NOTE: No such water must be disposed of to any stormwater drain, water course, or water body receiving environment except in compliance with Schedule C of this Administration Manual.

D1.3. Swimming Pools and Spa Pool Water

Filter backwash water, from a swimming pool or spa pool draining facility must be discharged to the wastewater network. Water from a swimming pool and spa pool, other than filter backwash water, may only be discharged to the wastewater network once the residual chorine level is less than 0.5 ppm and only in quantities associated with a standard backwash of filters. If the reason for discharge is due to a chemical imbalance, i.e. a pH<6 or >9, then the Council must be consulted before the discharge occurs. All discharges other than backwash must be made after 8pm and before 7am. Discharges outside of the stipulated time requires Council approval. Council reserves the right to limit the rate and timing of the discharge. Discharges are not allowed less than two days after a rain event.

D1.4. Campervan / Motorhome Wastewater

All campervan/motor home and similar domestic type wastewater must be disposed of at a designated facility that complies with the current Dump Station Guide.

D1.5. Mobile Facilities and Vendor Operations

Based on the information contained in the Owner/Operator's registration of these activities the Council may decide to require a conditional trade waste consent for the Owner/Operator's discharges to the wastewater network. Where a consent is required, the provisions of conditional trade waste consents will apply.

D1.6. Impervious yard run off

a) For large impervious areas (such as but not limited to truck washing facilities), the provisions set out in Council's Land Development and Subdivision Code of Practice will apply and specific provision will be made for a permanent barrier which will prevent water from outside the confines of the facility from entering the wastewater network.

b) Where it is impractical to cover a large impervious area, consideration will be given to a system which detains run-off from the first foul flush for ultimate disposal to the wastewater network, with subsequent run-off disposal as uncontaminated stormwater into the Council's stormwater network.

Part E – Trade Waste

These provisions supplement those set out in Part A "Requirements Common to all Water Services" (of this Administration Manual and the Bylaw) and Part E "Trade Waste" of the Bylaw.

E1. Application for a Trade Waste Consent

The requirements for trade waste consents are detailed below. Further details regarding information requirements for consent applications and consideration criteria are provided in clause E2 and clause E3.

E1.1. Every Occupier who discharges, or is likely to discharge, trade waste or tankered waste and in some cases mobile facilities and vendor's operational wastes is required to apply using the prescribed Trade Waste Consents and Registration Application Forms (available via the Council's website) for a trade waste consent:

a) in the case of a trade premises or tankered waste operation that exists at 1 July 2021, an application must be made prior to 1 December 2021; or

b) in all other cases prior to the commencement of a discharge of trade waste.

E1.2. Every Occupier who discharges, or is likely to discharge trade waste with characteristics that may exceed the limits specified in a trade waste consent is required to apply for a variation of the trade waste consent.

E1.3. Every Occupier who changes or is likely to change an approved means of pre-treatment for a discharge that is permitted by a trade waste consent is required to apply for a variation of the trade waste consent.

E1.4. All applications must be made in the prescribed form and be accompanied by the application fees.

E1.5. No discharges of trade waste with volumes, characteristics or constituents prohibited by this Bylaw will be approved to be discharged into the wastewater network.

E1.6. Within 15 working days of receiving an application for a trade waste consent to discharge from any premises or tanker or mobile facility or vendor's operation or to vary a trade waste consent, the Council may require the applicant to:

a) submit any additional information which it considers necessary to determine the application;

b) submit a Trade Waste Management Plan; and

c) obtain an independent report or producer statement completed by a suitably experienced and qualified person to verify any or all information supplied by the applicant, including any management plan; and/or present an analysis of the trade waste together with a report interpreting those results.

E2. Information Requirements for Trade Waste Consent Applications

E2.1. The applicant must ensure that the application and every other document conveying required information is properly executed.

E2.2. The Council will acknowledge the consent application in writing within 5 working days of the receipt of the application. This will be an automated response generated via Council's online application process.

E2.3. On receipt of any trade waste consent application the Council may:

a) Require the applicant to submit any additional information which it considers necessary for the purpose of approving a consent;

b) Require the applicant to submit a Trade Waste Management Plan to the satisfaction of the Council (as per clause E11 of this Administration Manual); and in special circumstances a Stormwater Management Plan as set out in Clause C2.1 of this Administration Manual; and

c) Have the discharge sampled, tested or monitored.

E2.4. The Council will notify the applicant of any further information requirement within 15 working days of receipt of the application.

E3. Consideration Criteria for Consent Applications

E3.1. The Council is not required to issue a trade waste consent until it receives any charge or fee fixed by it in relation to the application consent.

E3.2. In considering any application for a trade waste consent to discharge from any trade premises or to discharge tankered waste or mobile facility or vendor's operations into the wastewater network on such a consent, the Council must have regard to the following matters:

a) The quality, volume, and rate of discharge of the trade waste from such premises or tanker;

b) The health and safety of the Council staff, and Council agents and the public;

c) The limits and/or maximum values for characteristics of trade waste as specified as permitted activities in Schedule A of this Administration Manual;

d) The extent to which the trade waste may react with other trade waste or wastewater to produce an undesirable effect, e.g. settlement of solids, production of odours, accelerated corrosion and deterioration of the wastewater network;

e) The nature of any of Council's wastewater treatment processes and the degree to which the trade waste is capable of being treated in Council's wastewater treatment plants;

f) The flows and velocities in Council's sewers and conveyance systems, and the materials of construction of all components of Council's wastewater network;

g) The capacity of Council's wastewater network, specifically including sewers, trunk conveyance and wastewater treatment plants;

h) The timing and balancing of trade waste flows into the wastewater network;

i) Any statutory requirements such as any Otago Regional Council resource consents relating to the discharge of raw or treated wastewater to receiving waters, the disposal of wastewater sludges, beneficial use of biosolids, and any discharge to air (including the necessity for compliance with any such resource consent, discharge permit or water classification);

j) The effect of the trade waste discharge on the ultimate receiving environment;

k) The possibility of unscheduled, unexpected or accidental trade waste related events and the degree of risk these could cause to humans, the wastewater network, the stormwater network or the receiving environment;

l) Consideration of other existing or future discharges;

m) The amenability of the trade waste to pre-treatment;

n) Requirements to control and isolate stormwater;

o) Requirements and limitations related to sewage sludge and biosolids quality, disposal, and/or reuse;

p) Cleaner production techniques, pollution prevention and waste minimisation practices.

q) Any Management Plan; and

r) Tankered and mobile facilities or vendor's operation waste being discharged at an approved location/s.

E4. Decision on Application

E4.1. The Council must determine an application for a trade waste Approval Notice or consent and issue its decision to either:

a) grant the application as a Permitted Trade Waste through the Approval Notice procedure where all the characteristics of the trade waste meet the parameters in Schedule A of this Administration Manual and does not exceed a maximum volume of trade waste of 2,000L/day;

b) grant the application as a Controlled Trade Waste consent where all the characteristics of the trade waste complies with all the physical and chemical characteristics set out in Schedule A and has a maximum volume of Trade Waste of no more than 2,000L/day and is subject to pre-treatment requirements as set by Council in Part D of both the Bylaw and this Administration Manual and also the conditional consent itself;

c) grant the application as a Conditional Trade Waste consent with conditions imposed on the discharge;

d) decline the application as the trade waste has prohibited characteristics as set out in Schedule B of this Administration Manual; or

e) decline the application and provide reasons for refusal.

E5. Conditions of Trade Waste Consent – General

E5.1. A trade waste consent to discharge may impose restrictions on trade waste discharges by:

a) specifying mass, volume, pH, temperature and concentration limits for any constituent or characteristic as set out in clause E6 of this Administration Manual; and

b) specifying the rate of discharge of any constituent or characteristic.

E5.2. The Council may at any time require an Occupier discharging trade waste as a permitted trade waste discharge to apply for a controlled or conditional trade waste discharge consent, if that discharge ceases to be a permitted trade waste discharge as defined in Schedule A of this Administration Manual and is not a prohibited trade waste discharge set out in Schedule B of this Administration Manual.

E5.3. Any consent may be granted subject to such conditions that the Council may impose, including but not limited to:

a) the part of the Council's wastewater network to which the discharge will be made;

b) the maximum daily volume of the discharge and the maximum rate of discharge, and the duration of maximum discharge;

c) the maximum limit or permissible range of any specified characteristics of the discharge, including concentrations and/or mass limits determined by Council;

d) the period or periods of the day during which the discharge, or a particular concentration, or volume of discharge may be made;

e) the degree of acidity, or alkalinity of the discharge at the time of discharge;

f) the temperature of the trade waste at the time of discharge;

g) the provision by, or for the Occupier, at the Occupier's expense, of screens, grease traps, silt traps or other pre-treatment works to control trade waste discharge characteristics to the consented levels;

h) the provision and maintenance at the Occupier's expense of inspection chambers, manholes or other apparatus or devices to provide safe and reasonable access to drains for sampling and inspection;

i) the provision and maintenance of a sampling and analysis programme, and flow measurement requirements, at the Occupier's expense;

j) the method or methods to be used for the measuring flow rates and/or volume and taking samples of the discharge for use in determining compliance with the Consent and for determining the amount of any trade waste charges applicable to that discharge;

k) the provision and maintenance by, and at the expense of, the Occupier of such meters or devices as may be required to measure the volume or flow rate of any trade waste being discharged from the premises, and for the calibration of such meters;

l) the provision and maintenance, at the Occupier's expense of such services, (whether electricity, water or compressed air or otherwise), which may be required, in order to operate meters and similar devices including safe sampling points of access as may be required;

m) at times specified, the provision in a Council approved format by the Occupier of all flow and/or volume records and results of analyses;

n) risk assessment of damage to the receiving environment due to an accidental discharge of a chemical or other contaminant;

o) the provision and implementation of a Management Plan;

p) cleaner production, pollution prevention and waste minimisation as set out in a Management Plan if required for that premise's trade waste consent. Clause E13 of this Administration Manual provides guidance on pre-treatment and clause E14 of this Administration Manual provides guidance on cleaner production, pollution prevention, and waste minimisation;

q) remote monitoring and/or control of discharges;

r) third party treatment, carriage, discharge or disposal of by-products of pre-treatment of trade waste (including sewage sludge and biosolids disposal and reuse);

s) the requirement to provide a bond or insurance in favour of the Council where failure to comply with the consent could result in damage to the Council's wastewater network, its treatment plants, or could result in the Council being in breach of any statutory obligation;

t) the amount, if any, of cooling water, condensing water or stormwater which cannot practically be separated from trade wastes, that may be included with the discharge;

u) the cessation of a consent to discharge putrescible wastes to the wastewater network when the Council has provided or arranged an alternative commercial collection and disposal system; and

v) a prescribed sampling and monitoring programme to be carried out by the Occupier of the trade premises or Operator of a tankered waste operation. Clause E12 of this Administration Manual sets out Council's provisions for sampling and monitoring.

E6. Conditions of Trade Waste Consent - Mass, Volume, Rate, Concentration, Temperature and pH Values

E6.1. Limits on the mass, volume, concentration, pH or temperature may be imposed on the trade waste discharger for any constituent. Any characteristic that is subject to mass limit restrictions shall also have its maximum concentration limited.

E6.2. When setting mass, volume and concentration limit restrictions for a particular constituent in a trade waste consent the Council must have regard to:

a) conditions in Council's wastewater network near the trade waste discharge point and elsewhere in the wastewater network;

b) the extent to which the available industrial capacity for the constituent was met during the Council's preceding financial year, and the expected levels of the constituent for the forthcoming financial year;

c) if the applicant uses cleaner production, pollution prevention and waste minimisation techniques;

d) if the applicant has established a programme to achieve cleaner production, pollution prevention and waste minimisation to the satisfaction of the Council within an agreed timeframe;

e) if in the opinion of the Council, there is any advantage to increasing the discharge of a particular constituent in exchange for decreasing the discharge of another constituent;

f) any requirements of the Council to meet resource consent conditions or regional plan rules;

g) any requirements of the Council to reduce the contaminant discharge of the trade waste or wastewater discharge;

h) how great a proportion the mass flow of a constituent of the discharge will be of the total mass flow of that constituent in the wastewater in Council's wastewater network;

i) the total mass of the constituent allowable in the wastewater, and the proportion (if any) to be reserved for future allocations of discharge of such constituents to other consent holders; and

j) if there is an interaction with other constituents which increases or decreases the effect of their characteristic on the Council's wastewater network including reticulation, treatment process, or receiving water (or land).

E7. Mobile Facilities and Vendor's Operations

Clause D1.5 of this Administration Manual sets out the requirements for Council's consideration of such discharges to Council's wastewater network and the procedures as to how Council may consider these discharges in certain instances to be a trade waste discharge.

E8. Discharges via Grease Traps, Oil and Grit Interceptors

In addition to the requirements of clause E13 of the Bylaw all grease traps and oil/grit separators must be regularly serviced and maintained to ensure:

a) The sediment layer in any trap does not exceed 20% of the depth of the volume of the trap; and

b) The fat/oil grease layer does not exceed 20% of the depth or volume of the trap.

Oil water separators should be inspected weekly and as soon as practical after any spillage occurs on site. These devices should be serviced if there is any significant oily material (more than 3mm) or sediment (more than 150mm) in the device.

E9. Operations not Considered Trade Waste

These are set out in clause E3.3 of the Bylaw.

E10. Trade Waste from Food Premises (Not Commercial)

Premises which prepare and serve food, but are not commercial in nature, may include:

- Marae;
- Churches;
- Community halls and public gathering places;
- Catering facilities within schools and early childhood centres; and
- Other facilities as identified at Council's discretion.

As per clause E14 of the Bylaw, these premises must fit grease traps and apply for a trade waste consent.

E11. Trade Waste Management Plans

E11.1. When required by Council a Trade Waste Management Plan must include a plan for the management of the operations from which the trade waste is produced. This must include but not be limited to:

a) A description of the operations producing the trade waste;

b) A description of pre-treatment devices and their operation;

c) Methods to ensure compliance with the conditions of the trade waste consent;

d) A description of maintenance procedures in place and any further proposed in respect to the trade operation producing the trade waste; and

e) Contingency management procedures.

E11.2. The Trade Waste Management Plan may also need to address the following matters as conditions of the Trade Waste Consent as determined by Council:

a) Cleaner production, pollution prevention and waste minimisation approaches used and/or further planned to be used. Clause E14 of this Administration Manual sets out the guidelines for these;

b) Reference to relevant industry Codes of Practice that are being followed; and

c) Other matters that Council may deem to be appropriate to a particular trade waste discharge.

E12. Sampling and Monitoring of Trade Waste

E12.1. Council may require sampling, testing and monitoring to be undertaken to determine if a discharge:

a) complies with the provisions of the Bylaw;

b) is to be classified as permitted, controlled, conditional, or prohibited; or

c) complies with the provisions of Schedule A of this Administration Manual for a permitted discharge and any trade waste consent to discharge.

E12.2. The taking, preservation, transportation, and analysis of the sample must be undertaken by an authorised officer or agent, or the person discharging, in accordance with accepted industry standard methods, or by a method specifically approved by the Council.

E12.3. Sampling point configuration and other requirements are as set out in Council's Land Development and Subdivision Code of Practice.

E12.4. The person discharging is responsible for all reasonable costs. Where a dispute arises as to the validity of the methods or procedures used for sampling or analysis, the dispute may be submitted to a mutually agreed independent arbitrator.

E13. Trade Waste Pre-treatment Requirements and Guidelines

Table 1 includes a range of trade waste discharging operations; their potential risks to the wastewater network; pre-treatment requirements for controlled consents, and pre-treatment guidelines for other discharge categories.

A number of these other categories will include for conditional consent discharges where that discharge is greater than 2,000 L/day and/or exceeds the permitted discharge criteria in Schedule A of this Administration Manual.

Table 1 Trade Waste Discharges – Risks to the Wastewater Network and Pre-treatment Requirements and Guidelines

Type of business activity	Risk to the wastewater network	Pre-treatment required for these "Controlled" Trade Wastes Refer Bylaw Clauses E12, E13, E14, E15 and E16
Food premises including: • Day-care centre • Nursing Homes • Hospitals • Retirement Villages All with cooking on site	• Fats, oil and grease can clog the wastewater network • Risk to the WWTP – toxic waste and waste with a high nutrient load is more difficult to treat and requires additional aeration • Emerging contaminants in cleaning chemicals pose a risk to the receiving environment and biosolids • Premises that operate for more than 10 hours/day are likely to exceed the allocated amount of water as allowed under a permitted activity	• Grease trap • Sink screens
Dentists	• Amalgam from fillings contaminate the biosolids and should be recycled	• Amalgam Trap
Car Washes Large areas roofed and bunded (Clause D1.6 of this Administration Manual)	• Hydrocarbons/grit • High water users (> 2m³/day) – causes capacity issues in the network • Emerging contaminants in cleaning chemical pose a risk to the receiving environment and contaminate the biosolids • Solvents and used oil pose a risk to the network if not stored correctly and requires to be collected for recycling purposes	• Oil/grit Interceptor
Pre-treatment Guidelines		
Hairdressers	• Hair can tangle around pumps in the pump station and assist in causing sewer blockages that can lead to sewer overflows	• Sink screens
Medical Facilities	• Risk to the WWTP – toxic waste is more difficult to treat and requires additional aeration • Emerging contaminants in cleaning chemicals pose a risk to the receiving environment and biosolids	• Sink screens and plaster arrestors
Automotive /Mechanical	• Hydrocarbons, oil and other solvents • Solvents and used oil pose a risk to the network if not stored correctly and requires to be collected for recycling purposes	• Oil / water interceptors

Type of business activity	Risk to the wastewater network	Pre-treatment required for these "Controlled" Trade Wastes Refer Bylaw Clauses E12, E13, E14, E15 and E16
Garbage Bin Cleaning	• Can clog wastewater network	• Basket Trap and Fixed Screen
Laundries	• High water users (> 2m³/day) – causes capacity issues in the network • Emerging contaminants, i.e. surfactants in washing powder pose a risk to the receiving environment and contaminate the biosolids	• Lint screens • May require cooling pit
Equipment Washing	• Clog wastewater networks	• Oil/grit/water separation
School Art Studio and Laboratories	• Wastewater network risks	• Grit trap and/or neutralisation/mixing chamber
Septic Tank Waste (Septage)	• Toxic waste can have a detrimental impact on the microbes that break down the waste in the wastewater treatment plant.	• No pre-treatment required • Private septic tank management required in accordance with good practice

E14. Cleaner Production, Pollution Prevention and Waste Minimisation Guidelines

Cleaner production, pollution prevention, and waste minimisation programmes should, at a minimum, address the following:

a) An overall approach to pollution prevention including where necessary stormwater contamination in addition to the various categories of trade waste discharge and wastewater discharge.

b) The effective use of water including adherence to Council's water demand management procedures.

c) Opportunities for reducing the contamination potential of trade waste constituents that enter the wastewater system and may be transferred through into Council's wastewater sludges and biosolids (for example, using alternative chemicals that are less toxic).

d) The effectiveness of material use and processes (by employing methodologies to minimise waste and the unnecessary consumption of materials, including water conservation).

e) The practice of good housekeeping (to prevent spoilage and contamination due to poor handling or storage).

SCHEDULE A – PERMITTED DISCHARGE CHARACTERISTICS

The nature and levels of the characteristics of any trade waste discharged to the Council's wastewater network shall comply at all times with the following requirements, except where the nature and levels of such characteristics are varied by Council as part of a consent to discharge a trade waste.

Physical characteristics

Ref No	Bylaw Requirements	Commentary from NZ Standard 9201: 2004 Part 23 Model General Bylaws – Trade Waste
Flow		
A.1.1	a) The 24-hour flow volume must be less than 2,000 litres (2 cubic metres). The maximum instantaneous flow rate must be less than 2.0 L/s.	Flows larger than the Guideline values should be Conditional Trade Waste Consent. Conditional Consents will be dependent on the Contaminant concentration/mass load.
Temperature		
A.1.2	The temperature must not exceed 40 °C.	Higher temperatures: • Cause increased damage to sewer structures; • Increase the potential for anaerobic conditions to form in the wastewater; • Promote the release of gases such as H_2S and NH_3 (can adversely affect the safety of operations and maintenance personnel); and • Reflect poor energy efficiency. It should be noted that this temperature has been reduced from 50°C to come into line with the ARMCANZ/ANZECC Guidelines for sewerage systems. A lower maximum temperature may be require for large volume discharges.
Solids		
A.1.3	a) Non-faecal gross solids must have a maximum dimension that shall not exceed 15 mm. b) The suspended solids	Gross solids can cause sewer blockages. In case of conditional consents fine screening may be appropriate High suspended solids contents can cause sewer blockages and overload the

Ref No	Bylaw Requirements	Commentary from NZ Standard 9201: 2004 Part 23 Model General Bylaws – Trade Waste
	content of any Trade Waste must have a maximum concentration that shall not exceed 2000 g/m^3. For significant industry this may be reduced to 600 g/m^3. c) The settleable solids content of any Trade Waste must not exceed 50mL/L. d) The total dissolved solids concentration in any Trade Waste must be subject to the approval of QLDC, having regard to the volume of the waste to be discharged, and the suitability of the wastewater network and the Wastewater Treatment Plant to accept such waste. e) At no time must the sediment layer in any trap exceed 20% of the depth or volume of the trap. f) Fibrous, woven, or sheet film or any other materials which may adversely interfere with the free flow of wastewater in the wastewater network or Wastewater Treatment Plant shall not be present.	treatment processes. Where potential for such problems is confirmed, a lower limit appropriate to the risk may be set. A lower limit may be set between 2000 g/m^3 and 600 g/m^3. The ANZECC Guidelines recommend a limit of 600 g/m^3. High total dissolved solids reduce effluent disposal options and may contribute to soil salinity. Where potential for such problems exists, a limit of 10,000 g/m^3 may be used as a guideline.

Ref No	Bylaw Requirements	Commentary from NZ Standard 9201: 2004 Part 23 Model General Bylaws – Trade Waste
Oil and grease		
A.1.4	a) There must be no free or floating layer. b) Fat, oil or grease must not exceed 100 g/m³ c) At no time must the fat, oil or grease layer exceed 20% of the depth or volume of the trap	Oil and grease can cause sewer blockages, may adversely affect the treatment process, and may impair the aesthetics of the receiving water. Where the Wastewater Treatment Plant discharges to a sensitive receiving water, lower values should be considered. If the WWA only has screening and/or primary treatment prior to discharge, it is recommended that oil and grease be reduced to 100 g/m^3. If quick break detergents are being used, it should be ensured that proper separation systems are being used by the Consent Holder. If not, oil will reappear in drainage systems as a free layer.
Solvents and other liquids		
A.1.5	a) There must be no free layer (whether floating or settled) of solvents or organic liquids.	b) Some organic liquids are denser than water and will settle in sewers and traps.
Emulsions of paint, latex, adhesive, rubber, plastic		

Ref No	Bylaw Requirements	Commentary from NZ Standard 9201: 2004 Part 23 Model General Bylaws – Trade Waste
A.1.6	a) Where such emulsions are not treatable these may be discharged into the wastewater network subject to the total suspended solids not exceeding 1000 g/m^3 or the concentration agreed with QLDC. b) QLDC may determine that the need exists for pre-treatment of such emulsions if they consider that Trade Waste containing emulsions unreasonably interferes with the operation of QLDC's Wastewater Treatment Plant, e.g. reduces % UVT (ultra violet transmission). Such emulsions of both treatable and non-treatable types, must be discharged to the wastewater network only at a concentration and pH range that prevents coagulation and blockage at the mixing zone in the public wastewater network.	'Treatable' in relation to emulsion wastewater, means the Total Organic Carbon content of the waste decreases by 90% or more when the wastewater is subjected to a simulated wastewater treatment process that matches the WWA treatment system. Emulsions vary considerably in their properties and local treatment works may need additional restrictions depending on the experience of the specific treatment plant and the quantity of emulsion to be treated. Emulsion may colour the WWA treatment plant influent such that % UVT is unacceptably reduced. Emulsions will coagulate when unstable and can sometimes cause sewer blockage. Emulsions are stable when dilute or in the correct pH range.
Radioactivity		
A.1.7	Radioactivity levels must not exceed National Radiation Laboratory Guidelines.	Refer National Radiation Laboratory *Code of safe* *practice for the use of unsealed radioactive materials* NRL C1.
Colour		
A.1.8	No waste must have colour or a	Colour may cause aesthetic impairment of

Ref No	Bylaw Requirements	Commentary from NZ Standard 9201: 2004 Part 23 Model General Bylaws – Trade Waste
	colouring substance that causes the discharge to be coloured to the extent that it impairs wastewater treatment processes or compromises the treated wastewater discharge Consent.	receiving waters, and adverse effects on lagoon treatment processes and ultra-violet disinfection. Where potential for such problems exists, a level of colour that is rendered not noticeable after 100 dilutions may be used as a Guideline. Where UV disinfection is used special conditions may apply.

Chemical Characteristics

Ref No	Bylaw Requirements	Commentary from NZS 9201: Part23:2004
pH value		
A.2.1	The pH must be between 6.0 and 10.0 at alltimes.	Extremes in pH: • Can adversely affect biological treatment processes; • Can adversely affect the safety of operations and/or maintenance personnel; • Cause corrosion of sewer structures; and • Increase the potential for the release of toxic gases such as H_2S and HCN. Relaxation of these limits to 5.5 and 11.0 is acceptable for low pressure premises which discharge into a large flow. Significant industries may need to be restricted to limits between 6.0 and 9.0.
Organic Strength		
A.2.2	Where there is no council treatment system for organic removal the BOD_5 must not exceed 1000 g/m³. For significant Industry this may be reduced to 600 g/m³	The loading on a treatment plant is affected by Biochemical Oxygen Demand BOD_5 rather than Chemical Oxygen Demand (COD). For any particular waste type

Ref No	Bylaw Requirements	Commentary from NZS 9201: Part 23: 2004
		there is a fixed ratio between COD and BOD_5. For domestic wastewater it is about 2.5:1 (COD: BOD_5), but can range from 1:1 to 100:1 for Trade Waste. Therefore BOD_5 is important for the treatment process and charging, but because of the time taken for testing, it is often preferable to use COD for monitoring. However, the use of COD testing must be balanced by the possible environmental effects of undertaking such tests due to the production of chromium and mercury wastes. Where a consistent relationship between BOD_5 and COD can be established the discharge may be monitored using the COD test. If the treatment plant BOD_5 capacity is not limited, and sulphides are unlikely to cause problems, there may be no need to limit BOD_5 High COD may increase the potential for the generation of sulphides in the wastewater. A BOD_5 limit which is too stringent may require
Maximum concentrations		
A.2.3	The maximum concentrations permissible for the chemical characteristics of an acceptable discharge are set out in the following tables: Table 1 – General Chemical Characteristics Table 2 – Heavy Metals Table 3 – Organic Compounds and Pesticides	Where appropriate, maximum daily limits (kg/day) for mass limit Permitted Discharges may also be given.

Table 1 — General Chemical Characteristics

(Mass limits may be imposed, refer to Clause E6.1 of this Administration Manual)

Characteristic	Maximum concentration (g/m^3)	Mass Limits (kg/day)	Reason for limit
MBAS (Methylene blue active substances)	500	1.5	MBAS is a measure of anionic surfactants. High MBAS can: • Adversely affect the efficiency of activated wastewater sludge plants; and • Impair the aesthetics of receiving waters. For Wastewater Treatment Plants that suffer from the effects of surfactants the maximum concentration could be reduced significantly, e.g. Sydney Water utilize a level of 100 g/m^3.
Ammonia (measured as N)			High ammonia: • May adversely affect the safety of operations and maintenance personnel; and • May significantly contribute to the nutrient load to the receiving environment.
— free ammonia	50	0.25	
— ammonium salts	200	1.0	
Kjeldahl nitrogen	150	1.0	High Kjeldahl nitrogen may significantly contribute to the nutrient load of the receiving environment. A value of 50 g/m^3 should be used as a guideline for sensitive receiving waters.
Total phosphorus (as P)	50	0.75	High phosphorus nitrogen may significantly contribute to the nutrient load of the receiving environment. A value of 10 g/m^3 should be used as a guideline for sensitive receiving waters.
Sulphate (measured as SO_4)	500 1500 (with good mixing)	2.5	Sulphate: • May adversely affect the wastewater network; and • May increase the potential for the generation of sulphides in the wastewater if the wastewater network is prone to becoming anaerobic.

Characteristic	Maximum concentration (g/m^3)	Mass Limits (kg/day)	Reason for limit
Sulphite (measured as SO_2)	15	0.075	Sulphite has potential to release SO_2 gas and thus adversely affect the safety of operations and maintenance personnel. It is a strong reducing agent and removes dissolved oxygen thereby increasing the potential for anaerobic conditions to form in the wastewater.
Sulphide—as H_2S on acidification	5	0.025	Sulphides in wastewater may: • Cause corrosion of the wastewater network, particularly the top non- wetted part of a sewer; • Generate odours in sewers which could cause public nuisance; and • Release the toxic H_2S gas that could adversely affect the safety of operations and maintenance personnel. Under some of the conditions above sulphide should be <2.0 g/m^3

Characteristic	Maximum concentration (g/m^3)	Mass Limits (kg/day)	Reason for limit
Chlorine (measured as Cl_2) Free chlorine Hypochlorite	3 30	0.015 0.15	Chlorine: • Can adversely affect the safety of operations and maintenance personnel; and • Can cause corrosion of the wastewater network. ARMCANZ/ANZECC Guidelines for sewerage systems utilize a figure of 10 g/m^3.
Dissolved aluminum	100	1.5	Aluminium compounds, particularly in the presence of calcium salts, have the potential to precipitate on a scale that may cause a sewer blockage.
Dissolved iron	100	1.5	Iron salts may precipitate and cause a sewer blockage. High concentrations of ferric iron may also present colour problems depending on local conditions.
Boron (as B)	25	0.125	Boron is not removed by conventional treatment. High concentration in wastewater may restrict irrigation applications. Final wastewater use and limits should be taken into account.
Bromine (as Br_2)	5	0.025	High concentrations of bromine may adversely affect the safety of operations and maintenance personnel.
Fluoride (as F)	30	0.15	Fluoride is not removed by conventional wastewater treatment, however pre-treatment can easily and economically reduce concentrations to below 20 g/m^3.
Cyanide — weak acid dissociable (as CN)	5	0.005	Cyanide may produce toxic atmosphere in the sewer and adversely affect the safety of operations and maintenance personnel.

Table 2 — Heavy Metals

(Mass limits may be imposed, refer to Clause E6.1 of this Administration Manual)

Metal	Maximum Concentration[1] (g/m^3)	Mass Limit[2] (kg/day)	Metal	Maximum Concentration (g/m^3)	Mass Limit (kg/day)
Antimony	10.0	0.025	Manganese	10.0	0.025
Arsenic	5.0	0.025	Mercury	0.05	0.0001
Barium	10.0	0.025	Molybdenum	10.0	0.025
Beryllium	0.005	0.0001	Nickel	10.0	0.050
Cadmium	0.5	0.001	Selenium	10.0	0.025
Chromium	5.0	0.050	Silver	2.0	0.010
Cobalt	10.0	0.025	Thallium	10.0	0.025
Copper	10.0	0.050	Tin	10.0	0.025
Lead	10.0	0.025	Zinc	10.0	0.050

Note:

Heavy metals have the potential to:

a) Impair the treatment process;

b) Impact on the receiving environment; and

c) Limit the reuse of wastewater sludge and effluent.

Where any of these factors are critical it is important that local acceptance limits should be developed.

The concentration of chromium includes all valent forms of the element. Chromium (VI) is considered to be more toxic than chromium (III), and for a discharge where chromium (III) makes up a large proportion of the characteristic, higher concentration limits may be acceptable. Specialist advice should be sought.

Metals will be tested as total, not dissolved. If sludge is used as a biosolid then metal concentration/mass are important such that the Biosolids Guidelines are met.

[1] It is intended that these maximum concentrations refer to the total metal fraction

[2] It is intended that these mass limits refer to the total metal fraction.

Table 3 — Organic compounds and pesticides

(Mass limits may be imposed, refer to Clause E6.1 of this Administration Manual)

Compound	Maximum concentration[3] (g/m^3)	Mass Limits[4] (kg/day)	Reason for limit
Formaldehyde (as HCHO)	50	0.25	Formaldehyde in the sewer atmosphere can adversely affect the safety of operations and maintenance personnel.
Phenolic compounds (as phenols) Excluding chlorinated phenols	50	0.25	Phenols may adversely affect biological treatment processes. They may not be completely removed by conventional treatment and subsequently impact on the environment.
Chlorinated phenols	0.02	0.001	Chlorinated phenols can adversely affect biological treatment process and impair the quality of the receiving environment.
Petroleum hydrocarbons	30	0.15	Petroleum hydrocarbons may adversely affect the safety of operations and maintenance personnel.
Halogenated aliphatic compounds 5	1	0.001	Because of their stability and chemical properties these compounds may: • Adversely affect the treatment process; • Impair the quality of the receiving environment; and • Adversely affect the safety of operations and maintenance personnel.
Monocyclic aromatic hydrocarbons	5	0.025	These compounds (also known as benzene series) are relatively insoluble in water, and are normally not a problem in Trade Waste. They may be carcinogenic and may adversely affect the safety of operations maintenance personnel.
Polycyclic (or polynuclear) aromatic hydrocarbons (PAHs) Including specifically: dibenzo [a,h] anthracene benzo [a] anthracene benzo[a] pyrene benzo [b] fluoranthene benzo [k] fluoranthene chrysene indeno [a,2,3-cd] pyrene	0.05	0.001	Many of these substances have been demonstrated to have an adverse effect on the health of animals. Some are also persistent and are not degraded by conventional treatment processes.

[3] Where several compounds are grouped into a generic type, the sum of individual concentrations is not to exceed the maximum listed

[4] Where several compounds are group into a generic type, the sum of individual mass quantities is not to exceed the maximum listed

[5] These compounds shall be accepted up to the given maximum concentration only when specifically approved

Compound	Maximum concentration[3] (g/m^3)	Mass Limits[4] (kg/day)	Reason for limit
Halogenated aromatic hydrocarbons (HAHs)	0.002	0.0001	Because of their stability, persistence and ability to bioaccumulate in animal tissue these compounds have been severely restricted by health and environmental regulators
Polychlorinated biphenyls (PCBs) Polybrominated biphenyls (PBBs) Including specifically the following congeners using the IUPAC nomenclature: PCB-28 PCB-52 PCB-77 PCB-81 PCB-101 PCB-105 PCB-114 PCB-118 PCB-123 PCB-126 PCB-138 PCB-153 PCB-156 PCB-157 PCB-167 PCB-169 PCB-180 PCB-189	0.002	0.0001	Because of their stability, persistence and ability to bioaccumulate in animal tissue these compounds have been severely restricted by health and environmental regulators
Pesticides (general) (includes insecticides, herbicides, fungicides and excludes organophosphate, organochlorine and any pesticides not registered for use in New Zealand)	0.002 each 0.2 in total	0.0001	Pesticides: • May adversely affect the treatment processes; • May impair the quality of the receiving environment; and • May adversely affect the safety of operations and maintenance personnel.
Organophosphate pesticides - excludes pesticides not registered for use in New Zealand - These compounds shall be accepted up to the given maximum concentration only when specifically approved.	0.1	0.0001	

[6] These compounds shall be accepted up to the given maximum concentration only when specifically approved

[7] Excludes pesticides not registered for use in New Zealand.

A.3.4 Inhibitor Chemicals

No waste being diluted at a ratio of 100 to 1 of wastewater may inhibit the performance of the wastewater treatment process, such that QLDC is significantly at risk, or prevented from achieving its environmental statutory requirements.

After dilution with de-chlorinated water, at a ratio of 15 to 1 of wastewater, a discharge which has an acute result when subjected to the Whole Effluent Toxicity Testing, will be deemed to have inhibitory chemicals. Whole Effluent Toxicity Testing will be undertaken using organisms selected by the QLDC.

SCHEDULE B – PROHIBITED CHARACTERISTICS

B1 Introduction

Schedule B defines prohibited characteristics.

Any discharge has prohibited characteristics if it has any solid, liquid or gaseous matters, or any combination or mixture of such matters, which by themselves or in combination with any other matters, will immediately or in the course of time:

a) Interfere with the free flow of wastewater in the wastewater network;

b) Damage any part of the wastewater network;

c) In any way, directly or indirectly, cause the quality of the treated wastewater or residual biosolids and other solids from any Wastewater Treatment Plant in the catchment to which the waste was discharged to breach the conditions of a consent issued under the RMA, or water right, permit or other governing legislation;

d) Prejudice the occupational health and safety risks faced by wastewater workers;

e) After treatment be toxic to fish, animals or plant life in the receiving waters;

f) Cause malodorous gases or substances to form which are of a nature or sufficient quantity to create a public nuisance; or

g) Have a colour or colouring substance that causes the discharge from any Wastewater Treatment Plant to receiving waters to be coloured.

The discharge has a prohibited characteristic if it has any amount of:

a) Harmful solids, including dry solid wastes and materials that combine with water to form a cemented mass;

b) Liquid, solid or gas which could be flammable or explosive in the wastes, including oil, fuel, solvents (except as allowed for in Schedule A of this Bylaw), calcium carbide, and any other material which is capable of giving rise to fire or explosion hazards either spontaneously or in combination with wastewater;

c) Asbestos;

d) The following organo-metal compounds;

   i. Tin (as tributyl tin and other organotin compounds)

   ii. Any organochlorine pesticides;

   iii. Genetic wastes, as follows: All wastes that contain or are likely to contain material from a genetically modified organism that is not in accordance with an approval under the HSNO. The

material concerned may be from premises where the genetic modification of any organism is conducted or where a genetically modified organism is processed;

iv. Any health care waste prohibited for discharge to a Wastewater Network by NZS 4304 or any pathological or histological wastes; or

v. Radioactivity levels in excess of the National Radiation Laboratory Guidelines.

e) Cytotoxic waste, liquid antibiotics or any pharmaceutical waste;

f) Perfluorooctane sulfonate (PFOS), Perfluorooctanoic acid (PFOA), Perfluorooctanoic sulfonic acid (PFHxS);or

Advice Note - Substance mass limit yet to be determined

g) Flushable wipes;

Advice Note – this topic is to be determined following receipt of the Australia/New Zealand Standard on this subject as expected in late 2020.

Prohibited Tanker Waste Streams:

a) Grease waste

b) Oil Interceptor Waste

c) Wine Waste

SCHEDULE C – STORMWATER DISCHARGE ACCEPTANCE CHARACTERISTICS

To comply with this Bylaw; stormwater discharges in Council's reticulated stormwater network from connected premises properties and other locations must:

a) Comply with all relevant sections of the Bylaw and Administration Manual;

b) Not contain any hazardous substances;

c) Not contain substances that are toxic to the aquatic ecosystem (as measured relative to the Australian and New Zealand (ANZ) Guidelines for Fresh and Marine Water Quality, 2018);

d) Not cause any conspicuous colour changes in the receiving water;

e) Not cause the production of any conspicuous oil, grease films, scums or floatable materials;

f) Not contain any wastes (including but not limited to wastewater or condensates) from a trade or industrial process or premise or a business, institutional or domestic premise;

g) Not have wastes from trade or industrial processes that should be discharged to a trade waste system, or suitable alternative subject to a Resource Consent;

h) Ensure that any water used during the repair, maintenance and/or construction of water mains, or the flushing or testing of water mains is de-chlorinated and screed as required prior to the discharge into the stormwater system. The water used will need to be de-chlorinated such that there is no detectable free or residual chlorine;If the water used during work as described above is discharged directly into adjacent water course a consent will need to be obtained from the Otago Regional Council as per the requirements in the Operative Regional Plan: Water for Otago; and

i) Meet the requirements of the Otago Regional Council's Operative Regional Plan: Water for Otago for permitted reticulated stormwater discharges as per section 12.B.1.8 of 1st September 2015 issue of this Plan (or a subsequent update of that Plan, or a replacement plan).

The requirements of section 12.B.1.8 are currently:

The discharge of stormwater from a reticulated stormwater system to water, or onto or into land in circumstances where it may enter water, is a <u>permitted</u> activity, providing:

(a) Where the system is lawfully installed, or extended, after 28 February 1998:

(i) The discharge is not to any Regionally Significant Wetland; and

(ii) Provision is made for the interception and removal of any contaminant which would give rise to the effects identified in Condition (d) of this rule; and

(b) The discharge does not contain any human sewage; and

(c) The discharge does not cause flooding of any other person's property, erosion, land instability, sedimentation or property damage; and

(d) The stormwater discharged, after reasonable mixing, does not give rise to all or any of the following effects in the receiving water:

(i) The production of any conspicuous oil or grease films, scums or foams, or floatable or suspended materials; or

(ii) Any conspicuous change in the colour or visual clarity; or

(iii) Any emission of objectionable odour; or

(iv) The rendering of fresh water unsuitable for consumption by farm animals; or

(v) Any significant adverse effects on aquatic life.

SCHEDULE D –SCHEDULE OF FEES AND CHARGES

The Cost of administering the Bylaw will be reviewed every 12 months and the Schedule of Fees and Charges updated accordingly. These fees and charges have been established at the time of drafting the bylaw and will be subject to review prior to Bylaw implementation in July 2021.

Operative Date: 1 July 2021 to 30 June 2022

Part E Trade Waste

1. Registration of all discharges with the Council	
Early application fee - within two months of commencement of Trade or within two months after published notification date (for existing premises)	$0
Standard application fee	$50
2. Trade Waste Application and Management Fees for Permitted Trade Wastes	
Administration Fee – consists of a flat fee to process the application.	$180
Initial inspection fee - if required to process the application.	$180
Non-compliance inspection fee	$270
Sampling Event – if required. (As per laboratory charges)	At cost
3. Trade Waste Application and Management Fees for Controlled Trade Wastes	
Administration Fee – consists of a flat fee to process the application.	$360
Initial inspection fee - to process the application.	$180
Scheduled Compliance inspection	$180
Non-compliance inspection	$270
Sampling Event – if required. (As per laboratory charges)	At cost

4. Trade Waste Application and Management Fees for Conditional Trade Wastes	
Administration Fee – consists of a flat fee to process the application.	$450
Initial inspection fee - required to process the application.	$180
Compliance inspection	$180
Non-compliance inspection	$270
Sampling Event (As per laboratory charges)	At cost
5. Trade Waste Application and Management Fees for Prohibited Trade Wastes	
Administration Fee – consists of a flat fee to process the application.	$450
Initial inspection fee - required to process the application.	$180
Sampling Event – if required. (As per laboratory charges)	At cost
For temporary discharge consents	
Administration Fee – consists of a flat fee to process the application.	$180
Initial inspection fee - if required to process the application.	$180
Sampling Event – if required. (As per laboratory charges)	At cost

Unit Tanker Waste Charges for Septage Waste will be reviewed after an initial period of 24 months and the Schedule of Fees and Charges updated accordingly. These rates will then be reviewed on a 3 yearly basis. These fees and charges have been established at the time of drafting the bylaw and will be subject to review prior to implementation in July 2021.

Operative Date: 1 July 2021 to 30 June 2023

Tanker Charges	
Septage Waste	$45 m^3

Unit Trade Waste Charges for Conditional Consents will be reviewed every 3 years and the Schedule of Fees and Charges updated accordingly. These fees and charges have been established at the time of drafting the bylaw and will be subject to review prior to implementation in July 2023.

Operative Date: 1 July 2023 to 30 June 2026

Unit Trade Waste Charges for Conditional Consents		
Unit Charge Categories	**Wakatipu Ward**	**Wanaka Ward**
Volume per m^3	$0.31	$0.44
Total Suspended solids (TSS) per kg	$0.24	$0.50
Total Chemical Oxygen Demand (TCOD) per kg	$0.83	$1.76
Total Nitrogen (TN) per kg	$3.15	$5.57

Attachment C

Hon Julie Anne Genter

Minister for Women
Associate Minister of Transport
Associate Minister of Health

Minita mō ngā Wāhine
Minita Tuarua mō ngā Take Waka
Minita Tuarua mō te Manatū Hauora

Ms Erin Moogan
Operations and Maintenance Manager
Queenstown Lakes District Council
erin.moogan@qldc.govt.nz

Ref. J20133

Tēnā koe e Erin

Thank you for Janine Cole's letter of 8 August 2020 to the Minister of Health, Hon Chris Hipkins, regarding Queenstown Lakes District Council's new Integrated Three Waters Bylaw 2020 proposal. I am responding to you as the matters Janine raised fall within my responsibilities as Associate Minister of Health, and I note that she requested any comments on the proposal be sent to you.

I appreciate the Council taking the time to share its proposed Bylaw. I also recognise the importance of improving outcomes for the management of stormwater and wastewater, particularly given the increase in Queenstown and Lakes' population. I appreciate the steps the Council is taking to protect its population, local infrastructure and environment from harm.

I note that you are seeking Government feedback on the Trade Waste section of the proposed new Bylaw (Part E).

Ministry of Health officials advise me that the Council's proposed new Bylaw and associated Administration Manual is comprehensive and largely follows the requirements set by the New Zealand Standard (NZS) Model Bylaw for Trade Waste. In particular, I am advised that in the relevant sections of the proposed Administration Manual accompanying the bylaw, discharge to the public wastewater system of both cytotoxic waste and liquid antibiotics are specifically prohibited, which the Ministry supports.

I am also advised that the radiation regulatory body has changed from the National Radiation Laboratory to the Office of Radiation Safety. Therefore, the text and schedules of the Bylaw and Administrative Manual should refer to the Office of Radiation Safety Code of Practice CSP1 for the use of Unsealed Radioactive Material.

I do not have any specific representatives of the owners or occupiers of trade waste premises that I require you to consult under section 148(4) of the Local Government Act 2002, as Ministry officials advise that you have already consulted with these groups.

Thank you again for writing and inviting feedback on the proposed new Bylaw. I hope that public consultation on the Bylaw has also gone well, and I wish you well with this work.

Nāku noa, nā

Hon Julie Anne Genter
Associate Minister of Health

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THE GREASE TRAP GUY
39 Pembroke St
Tawa
Wellington 5028

27 September 2020

Submission regarding Proposed Integrated 3-Waters Bylaw 2020

My name is Errol Brassett and as "*The Grease Trap Guy*" I am a Wellington based specialist grease trap technician dealing mainly with smaller units located inside food service and retail premises - relevant major brands are Thermaco Big Dipper, Mactrap, Dux Actamatic, King and Simply Stainless. In terms of the bylaw and its associated Administration Manual these units are 'pre-treatment' equipment. **Clause E13** of the proposed bylaw relates specifically to this type of equipment.

Over the last 12-months or so I have been supporting several clients in the QLDC jurisdiction with respect to the 'care and feeding' of onsite grease interception equipment. Elements of the proposed new bylaw and the 'tightening up' of existing provisions that appears to be intended means that further clients may well be gained in the short to medium term.

It is therefore in this quite practical aspect that this submission is made. For convenience I have used the term 'interceptor(s)' to include the various types of grease interception and grease removal equipment - primarily excluding those generally referred to as passive traps - used in food service premises.

I would first of all like to congratulate the project team on the content of their proposal, by building on the relatively generic provisions of the existing (2014) bylaw through the inclusion of specific and practical minimum standards for the operation and management of interceptors, they have I believe set a benchmark to be followed elsewhere. The Administration Manual provides clear, plain language guidelines for both the users of interceptors and those, like me, providing servicing and maintenance for that equipment.

> *A note regarding terminology; when the term 'servicing' is used in relation to grease interceptors, the usual interpretation is that this refers solely to the operation of 'pumping out'.* ***Clause E13 subsections a) i to iv*** *appears to reflect this interpretation of the term. Whilst essentially accurate for - generally externally located - 'passive' types of interceptor it falls short of the 'servicing requirements' in relation to most types of small internally located interception devices being only one (if an important) aspect of those requirements. I do recognise that more widely inclusive language is used in the consequent part of the clause.*
>
> *Secondly, the term 'Enzyme Based Grease Converters' is used in Clause E13 (misnumbered?) subsection a) - it also appears in the current (2014) bylaw- and 'enzyme(s)' in sub-subsections i and ii of that subsection. Although not specifically defined in either case and therefore seemingly used as a generic term, it is inaccurate in so far as both enzyme and bacteria based treatment media are used in these devices and all grease converters require the use of treatment media. On a 'black letter' basis, the term/terms therefore has/have the effect of excluding the (bacterial based) media recommended by possibly the major producer of these devices and at least one other supplier into the market. On a more 'man in the street understanding' basis, the essential activity that occurs in a grease converter is due to the action of enzymes whether these are the short contact generic strains introduced directly and subsequently flushed through or the longer contact unit/content specific strains produced by colonising bacteria*[1]*.*

[1] *See disclaimer #3 below regarding commercial relationships and therefore interest in this regard.*

THE GREASE TRAP GUY
39 Pembroke St
Tawa
Wellington 5028

*****

Clause E13

Pumping Out/Cleaning

As regards the 'servicing' envisaged by the first part **(a) sub-subsections i to iv)**, i.e. pumping out by an approved liquid waste operator, recognition that all types of interceptors require this is encouraging. Many of the operational issues that do occur with the smaller (active) types of units can be largely mitigated by way of appropriately scheduled pumpouts.

It is however important to note that this function, in relation to these types of units cannot be done using the same process or methodology - the "suck it dry and say goodbye" approach - that is often applied to generally larger passive traps. Also, due to their small size and often awkward location the use of a 100mm hose off a 5000 litre vacuum truck may, in many cases be wholly inappropriate and, in some cases, impossible. With mechanical separators there is also the potential problem of incorrect methodology causing catastrophic damage.

Appropriate, specialist equipment is readily available as is relevant training. My experience has been however that strong resistance by established liquid waste contractors will be encountered.

From my own perspective/experience in the QLDC area as in many others, it can be difficult to get these units pumped out/cleaned by a liquid waste contractor. The reasons given are often to do with economy of scale - it costs the same to send a 5000 litre truck a kilometre to pump 150 litres as 1500 litres and the same man-power and time commitment is required but the reasonable charge/return and cost recovery is very different.

Given the likely proliferation of smaller units as provisions such as those contained in **clause E14 b)** come in to force, this latter aspect will likely (I would hope) become moot as either existing contractors re-equip and upskill or new specialist operators establish themselves to meet the specific demand. In the meantime, however it is a factor to be taken into consideration.

Manufacturers Recommendations

The maintenance provisions in relation to both 'Grease Converters' and Mechanical Grease Traps' contained within the second half of **clause E13**, i.e. "... as per the manufacturers instructions." and "... as required by the manufacturer." respectively are excellent and provide a clear minimum standard. The project team should however ensure that the relevant 'manufacturers instruction or requirements' are readily available to site/equipment operators.

The Queenstown Lakes district is recognised by most suppliers of interceptors into the NZ market as 'difficult' in respect of ongoing - particularly 'emergency' - service and support, meaning that compliance with the proposed bylaw provisions may, in many cases be difficult to achieve.

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The attached document - "*Compliant Operation of Internal / Under Bench Grease Interceptors - A Practical Guide*" provides a general outline of the manufacturer specified / recommended 'care and feeding' for all types of these units and may be useful as a reference indicating the type of information that users need to have on hand.

In most cases, when a new internal / under bench interceptor of any brand is supplied, the package will include a simple one-page description, generally laminated and intended to be used as a wall chart , outlining the (as appropriate) daily, weekly, monthly etc. actions required of the user and indicating when/where third-party or specialist maintenance is required. This will usually be supplemented by a more comprehensive manual providing full details of the operation of the unit. In the case of mechanical grease traps, there is often a pre-paid post installation commissioning check and initial user training by a manufacturer approved entity as part of the warranty activation process.

Unfortunately, for many of the same reasons set out in **6.1 of the 2020 Review document** for the occurrence of non-compliance, the manufacturer provided guidelines noted above do not remain available over time. It is also not unusual for installing plumbers to 'tidy-up' these documents and dispose of them.

Most suppliers into the New Zealand market recommend, again in the context of new installs, that a service agreement be entered into with an approved, specifically trained entity to ensure that minimum requirements are met. Again, this is often not done at all, is allowed to lapse after an initial period or is not 'carried over' when premises change hands.

Appropriately qualified equipment specific usage training is available and should be encouraged on an ongoing basis as staff and premise ownership and operator changes occur. This type of ongoing user support should be as much a part of any service agreement as the more commercial and technical aspects thereof. In the context of the proposed requirement for compliance with manufacturer recommendations/instructions this aspect should be a QLDC 'bottom line'.

In regard to the 'dosing apparatus' referred to in a) i for grease converters, there are a wide range of these pumps in use in New Zealand - although one of only five brands are the most commonly encountered - and they also require appropriate, and largely specialist, maintenance and servicing.

Although it is not currently a requirement in terms of Health and Safety, Electrical or Fire protection legislation all types/brands of mechanical interceptors and mains powered auto-dosers, when not permanently wired - i.e. where a standard 3-pin plug connection is used - are subject to and should be tested and certified (Test n Tag) under AS/NZS3760:2010 (In-service safety inspection and testing of electrical equipment).

I note the expectation/requirement that appropriate screening be used together with all grease traps / interceptors and in some cases where interceptors are not specified these are the sole means of remediation. There is no doubt that the use of screens in sinks minimises the amount of solid material entering the waste stream. They also greatly assist the efficient operation of any type of grease interceptor by doing so. However, I would suggest that in terms of the expansion of criteria within the Administration Manual, the type of sink screen that is acceptable for this purpose be specified.

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In many cases, site operators will use a domestic sink screen either of the mesh plate or insert type or the combination large aperture screen / plug type and this latter type is often fitted by default in commercial sinks.

Neither of these options, being wholly removable, provide sufficient screening 'security'. Ideally, sink screens used as part of FOG and solids protection should include a non-removable permanent component either as the base of the outlet fitting or in the form of a basket type trap immediately below this prior to the grease trap inlet. Screening does slow the draining of sinks and human nature being what it is, the temptation to remove a non-permanent fitted screen to speed this up exists. The option should therefore be removed. Several types of multi-part screens meeting these criteria are available.

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Non-Commercial Premises

Clause E14 b) of the proposed bylaw and **Clause E10** of the Administration Manual provide for the wider use of grease traps and the need for Trade Waste Consents for non-commercial premises that currently are not required to make these arrangements.

Some of the premises noted as examples may well already have interceptors but the bulk of the types of premises included under this extended provision will require that an interceptor be retrofitted into existing and no doubt limited space. The most likely type of interceptor installed for these circumstances is the internal or under bench type.

Although the proposed bylaw provides for grease converters, new installs of these devices are in most jurisdictions 'discouraged', therefore mechanical interceptors, most likely Big Dippers (model 51K being the 'current' standard) or Mactrap model G15 or the larger G25 will become far more common.

Arising out of this higher incidence of small interceptors in premises where there may be a high degree of staff turnover and therefore a frequent loss of relevant knowledge regarding the management of those devices, remembering that the minimum standard of manufacturers recommendations/instructions applies, will inevitably be increased risk of (unintended) non-compliance.

This will in turn require an increased level of inspection/oversight by council.

One way to mitigate this increased workload may be to incorporate into the administration manual some type of emphasis on the type of qualified service agreement requirement noted above as recommended by most interceptor equipment manufacturers. The comments above regarding ongoing user training support are particularly relevant in this user grouping.

Trade Waste Management Plans

Provided for in **clause E19** of the proposed bylaw and detailed in **clause E11.1 a) to e)** of the Administration Manual, these documents are I believe the 'guts' of the provisions which relate to my area of interest and activity. They also

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dovetail well with the existing provisions under other legislation relating to Food Safety Plans in so far as they appear to meet the criteria for awareness of the operation and management of kitchen equipment.

The concept of drawing together, into one document, with a degree of legal weight, all the information relevant to the ownership, operation, and all aspects of management of grease interception equipment on a site specific basis is in my opinion long overdue in terms of its relationship to a consent process and document.

This degree of documentation is currently provided in large part by 'The Grease Trap Guy' to clients as the outcome of a site survey and forms an easily accessible, easily 'digested' summary of all the factors pertinent to the form of service agreement discussed above.

Contingency management procedures, proposed as one of the minimum requirements are not covered but are completely relevant in the wider infrastructure and public health context of the council's bylaw.

Question: In terms of clause **EA. b) and c)** who would be deemed to be *"... a suitably experienced and qualified person ...*" for the purpose of providing, in support of an application for a trade waste consent, "*an independent report ...*"? assuming that a "*producer statement*" refers to a document sourced from an equipment manufacturer/distributor. The latter would of need to be considered, with due scepticism in the light of its commercial context.

*****

Submitted for your information and consideration.

I look forward to hearing from you and of course should you have any questions, please feel free to make contact.

Thank you

Errol Brassett
"The Grease Trap Guy"

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DISCLAIMERS:

1. DOCUMENT FOR INFORMATION ONLY: This document has been prepared for the information of our client base/prospective clients based on personal and corporate experience and knowledge.

2. *In providing this information and advice it should be noted that neither* ***THE GREASE TRAP GUY****, TR Consultants Intl Ltd nor any of the various commercial entities with which they are associated represent council, act on behalf of or have any agency or affiliation with any council or local authority, including, but not limited to council/local authority Trade Waste, Food Safety, Environmental Health and Compliance Officers. Close attention is however paid to ensuring, as far as possible, interested party's compliance with bylaws and regulations under relevant national legislation.*

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3. TR Consultants Intl. Ltd has a direct commercial, client relationship with the manufacturers / distributors of Dux, Big Dipper and Mactrap equipment as well as those relating to various brands of automatic dispenser pumping equipment. A commercial, client/reseller relationship exists between TR Consultants Intl. Ltd, the New Zealand distributor of Ecogreen products and its parent company Environmental Technologies Group Pty. Ltd in Melbourne, Australia. A prior relationship existed between TR Consultants Intl. Ltd and Ecoworld NZ (2013) Ltd and its successor Ecoworld NZ (2018) Ltd.

4. Whilst all reasonable efforts have been made to ensure information supplied in this document (and all related documents including photographs) or used as a basis for any recommendations made is correct, accuracy cannot be guaranteed, and the writer does not assume any responsibility for the accuracy, completeness or authenticity of the information. All information and any recommendations are prepared at the request of and/or for the purposes of the named party only (plus any other party specified in this document), are supplied in good faith and without warranty of any kind. All reasonable efforts have been made to ensure that all services are provided with a high level of diligence and competence and meet all relevant value controls. No responsibility is or can be accepted on any grounds including liability for negligence.

Compliant Operation of Internal / Under Bench Grease Interceptors in Commercial Premises

- A Practical Guide

FOR INFORMATION ONLY

This report summarises various ongoing discussions (primarily email exchanges) between TR Consultants Intl. Ltd (TRC) and representatives of Trade Waste and Environmental Health departments of several local authorities. The primary base source has been the 'Technical Services, City Water and Waste' division of the Christchurch City Council (CCC). Based on those discussions the following outline of our understanding of the generic current policy relating to existing grease converter and 'mechanical grease separator' sites has been developed. (See disclaimer paragraphs below which MUST be read as part of this document).

"The Grease Trap Guy" (GTG) is a working unit of TRC and for purposes of clarity, unless otherwise required in the context, TRC will be referred to in the remainder of this document as GTG.

In providing this information and advice it should be noted that GTG does not represent council, act on behalf of or have any agency or affiliation with any council or local authority, including, but not limited to council/local authority Trade Waste, Food Safety, Environmental Health and Compliance Officers. Close attention is however paid to ensuring, as far as possible, interested party's compliance with local bylaws and regulations under relevant national legislation.

Any pricing information contained in this report is intended to be indicative only and is subject to review, confirmation and/or amendment by the suppliers concerned.

Similarly, comments or recommendations made or referred to in relation to goods and services supplied or distributed by any other entity or party are reflective of the writers understanding of those goods and services, including the servicing and maintenance thereof, at the time of writing.

Supply or provision of goods and services outlined in this report should be requested in the first instance from the suppliers/providers concerned.

The most recent confirmation of the currency of the 'preferences and expectations' outlined in this document (in respect of the base, Christchurch City Council information), was in June of 2019.

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General 'policy', 'preferences' and 'expectations' in respect of grease interception devices

Local authorities in New Zealand require that all trade waste entering the waste water infrastructure be compliant with the standards set out in their individual trade waste bylaw (*or similar standards where a specific bylaw is not in force*) in respect of maximum allowable levels of Fats, Oils and Greases (FOG) contained in that discharge.

This requirement is set out in the trade waste discharge consent issued (generally) to the entity responsible for the final discharge of trade waste into council infrastructure.

The position taken by most councils is that their preference is that the final grease interception device before council infrastructure be a passive grease trap, however this is not always possible due to technical or logistical reasons. In such cases, approval can be given for the installation of active, mechanical grease separation or converter devices. These devices are often installed in multi-tenancy sites such as shopping centres and malls – as primary FOG interception devices, emptying into a shared passive grease trap servicing the entire complex[1] - or in standalone sites where a food premise has been 'retrofitted'.

In most cases, councils do not specify **how** discharge compliance is achieved, however their minimum expectation is that FOG interception devices be installed, operated, serviced and maintained in a manner that ensures compliance[2]. This minimum standard is normally taken to be the guidelines and recommendations specified by the manufacturer of the equipment concerned.[3]

A discharge consent may be withdrawn, or other action taken by council where FOG levels exceed the levels specified in the trade waste bylaw (or similar document/s) – a situation which MAY arise where grease interception equipment or any associated systems (including plumbing systems) are inappropriate for the purpose or are not being operated as required and/or appropriately serviced and maintained.

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The remainder of this document outlines these guidelines and recommendations for minimum standards of installation, operation, servicing and maintenance for each type of active (under-bench/onsite) FOG interception device.

Where brand-names are used, or depicted, this is solely for clarity and does not constitute any type of recommendation in this regard; however, reference should be made to disclaimer #2 of this document regarding TRC's relationship/s with manufacturers and national distributors of grease interception equipment.

What is Trade Waste?

Since it is the 'material' at issue it is important to understand exactly what is meant by the term 'Trade Waste'. Whilst the exact wording may differ across local

[1] Councils DO NOT generally require the installation of grease interceptors in individual kiosks/tenancies but prefer that this be the case since it enables pre-treatment of trade waste as close as possible to source thereby reducing both the FOG load on shared equipment and the risk of non-compliance of trade waste entering council infrastructure. In most cases, mall/shopping centre leases will include a provision requiring this type of equipment be installed and that it be 'properly maintained' – i.e. according to the guidelines/recommendations specified by the relevant equipment manufacturer – since this is the minimum standard expected of facilities managers (normally the consent holder) by council.

[2] Councils DO require that devices be cleaned 'regularly' and that a 'registered waste disposal company' be used where the particular equipment concerned requires this – passives and converter type units for the most part although it is 'recommended' in respect of separators that professional cleaning be done on a regular basis also.

[3] Appropriate maintenance etc. of grease interception devices (passive traps & converters specifically & other types by clear inference) is also required as part of a premise Food Safety Plan.

authorities, a generic definition is as follows - " ... *any liquid discharged into the wastewater (sewer) system from trade premises during commercial or industrial processes".* 'Trade premises' may be taken to mean virtually any commercial enterprise which generates a discharge into the wastewater (sewer) system but in the present context refers primarily to those involved in the preparation and sale of foodstuffs.

What is a Grease Interceptor?

As the name suggests, these units are intended to ‘locally’ intercept Fats, Oils and Greases (FOG’s) being carried in the wastewater stream of a premise to prevent them entering the general (local body maintained) wastewater system (the sewer). Their secondary role is in minimising the amount of non-dissolving and generally non-organic solids carried into the wastewater stream. Three generic types are used – passives (basically a multi-chamber tank), converters and mechanical separators – the latter two of these types are internal or under-bench equipment and are described below together with relevant manufacturer guidelines and recommendations on servicing and maintenance.

This document does not relate, other than the above and other minor explanatory or comparative references, to passive grease traps.

Common to all three types is their basic mode of operation which is separation of ‘heavy solids’ and FOG from wastewater by slowing its flow and allowing the natural processes of sedimentation and floatation to occur. It is the two separated layers that require removal from the device on a regular basis.

Grease Converters

This type of equipment consists of a ‘box’ in which wastewater is temporarily ‘held’ while a pre-treatment medium (bacterial or enzyme based: see comment later in this section regarding the action and usage of these media) acts on the float layer of FOG. Sediment, as the term suggests, falls to the bottom of the ‘box’ forming a layer.

It should be noted that this type of equipment has 'fallen out of favour' with many local authorities and although it may be the most appropriate device for a given situation, council approval for installation may be problematic.

Very little user interaction is required when using this type of equipment, but it is generally considered by councils to be in the same category, in terms of regulation, as a passive unit.

Manufacturer guidelines/recommendations[4]

1. Fine mesh sink waste screening/basket traps, of a type acceptable to council should be fitted to all sink outlets leading to the converter. Domestic type removal strainers are generally not acceptable.

2. Dishwashers should not be connected to the converter

3. The unit MUST be ‘dosed’ on a regular (daily) schedule.

4. Pre-treatment dosing media should be of a suitable type (*a small number of councils limit acceptable/permitted pre-treatment products by brand name due to area specific infrastructure issues*) and used at an appropriate (generally manufacturer specified) dose rate – dosage varies according to unit size and degree of site specific FOG loading. Specific equipment manufacturers may recommend particular pre-treatment media, e.g. Actamatic® liquid[5] or powder is recommended for DUX converters and for new installs its use is a warranty requirement.
    a. *Dosing media are either enzyme or bacterial based and the two types are NOT interchangable since effective dose rates between the two vary considerably. In general terms, an enzyme-based product liquifies FOG*

[4] Most of these recommendations are contained within the CodeMark approval held by the Dux range of grease converters and as such are both warranty requirements and enforceable under the provisions of the Building Act.
[5] Novozymes® 'Drain Ease Open' product rebranded/repackaged for sale in New Zealand.

allowing it to flow through the system and is flushed out of the unit whereas a bacterial-based product breaks down the FOG by producing site specific enzymes and 'colonises' the unit providing longer contact time.

b. *In both cases, dosing is best done at a time when the premise is idle with little or preferably no throughput of wastewater, generally late night/early morning (see below regarding dosing methods).*

5. Liquid pre-treatment media should be introduced using a suitable automatic dosing pump which should always be maintained in fully operational condition; powdered dosing media must be applied / introduced manually.
    a. *Mains powered dispenser pumps should be checked/tested for electrical safety in terms of Australian Standard/NZ Standard 3760 at no greater than 6-monthly intervals.*
    b. *Since they are mechanical devices and do experience 'wear and tear' in normal use, automatic dosing pumps, regardless of type or brand, should be checked both for operation and calibration and when necessary receive replacement parts at least once a year by an approved service agent.*

6. A service and maintenance contract, inclusive of regular system checks and a full system inspection at least every six months, with an approved service agent, should be entered in to. In some cases – and for all new installs of Dux units - this is a warranty requirement.

7. Converters MUST be completely emptied and properly cleaned throughout using specified protocols at least once every 6 months by a council approved liquid waste contractor. Minimum pumpout periods may be varied (reduced) by council and will normally be specified in writing.

8. It is always normally a council requirement that a written record of all servicing and maintenance (including pumpouts) be maintained on site for inspection by council officers. These records are also required in terms of Food Safety provisions.

Mechanical Grease Separators

This type of equipment, often referred to as Grease Removal Units (GRU's), operates by trapping larger solids in a basket then removing the float layer of FOG from the unit by means of a slotted skimming wheel or electrostatic drum which is directed to an external container. The FOG may then be recycled or disposed of as 'solid' waste. Sediment once again settles at the bottom of the unit.

Although some models do have a 'self-cleaning' cycle, in general terms significant daily user interaction - emptying of the solids basket and external FOG container as a minimum -is required in operating these types of units.

By strict interpretation of many councils' bylaws, this type of unit MAY be considered to fall outside of specific trade waste 'rules', however this 'loophole' is being systematically closed and they should be treated as falling within the intended ambit of those rules.

Manufacturer guidelines/recommendations

1. Fine mesh sink waste screening/basket traps, of a type acceptable to council should be fitted to all sink outlets leading to the converter. Domestic type removal strainers are generally not acceptable.

2. The power supply should be connected to a dedicated compliant electrical connection and MUST remain on at all times (other than during invasive maintenance).
    a. *This equipment should be checked/tested for electrical safety in terms of Australian Standard/NZ Standard 3760 at no greater than 6-monthly intervals.)*

3. The unit MUST always remain full of water (other than when emptied for maintenance and cleaning) when power is applied.

4. 'Skimmed' oil and fat should be disposed of in an approved manner or via a suitable recycler.

5. A service and maintenance contract, inclusive of regular system checks and a full system inspection at least every six months, with an approved service agent, should be entered in to. In some cases – and for all new installs of Mactrap devices - this is a warranty requirement.

6. Equipment should be completely emptied and properly cleaned throughout at least once every 6 months, using specified protocols (which vary according to equipment type) and preferably by a council approved liquid waste contractor.

7. Complete disassembly and cleaning of the skimming component should be done at least annually, preferably by an approved / equipment specific competent service person.
    a. *For Thermaco 'Big Dipper' units, this includes disassembly of the covers around the motor unit and may include disassembly of the outer casing from the interior.*
        i. *For these units it is also recommended that at least once a year (subject to actual site loading factors) the internal baffles be removed and fully cleaned inside & out.*

8. It is most council's requirement that a written record of all servicing and maintenance (including pumpouts) be maintained on site for inspection by council officers. These records are also required in terms of Food Safety provisions.

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Equipment Manufacturers, Distributors and Service Agents

The three main 'product specific' suppliers of under bench grease interception devices are shown below. In all three cases, these entities have products across the range of device types, including autodosers where these are required and passive units, available.

Manufacturers & Distributors: Dux Head Office, 32 Mahia Road, Manurewa, Auckland, Phone: 0800 367 389, Fax: 0800 800 389, Email: dux@dux.co.nz. Dux Regional Office, 15 Lunns Rd, Middleton, Christchurch Phone: 0800 004 303: Fax: 0800 800 389: Email: dux@dux.co.nz
Website - dux.co.nz/product-category/grease-management/

NZ Distributor of the Thermaco, Big Dipper range: **The Clenz Project Ltd**, 175 Motutara Rd, Muriwai 0881, Phone: 0800 60 10 60 Email: info@clenz.co.nz. Website - clenz.co.nz/products-services/wastewater-solutions/

Manufacturer & Distributor: **Mactrap NZ**, Phone: 07-545-0414, Mobile: 027-497-8791, Email: info@mactrap.co.nz. Website - mactrap.co.nz

Service Agents:

Grease traps are 'sanitary appliances' in plumbing-speak therefore any qualified plumber can undertake service and repairs on the equipment. However, beyond the initial installation and any specifically plumbing (pipework) issues - including blockages beyond the unit itself - few plumbers are appropriately trained for this and most are reluctant to do the work. It is therefore recommended that servicing and repairs including routine maintenance checks be carried out by a technician certified by the product manufacturer or national distributor.

The Grease trap Guy is, by way of training, experience and manufacturer/distributor approval received, a certified service technician across the range of equipment covered by this document including dispenser pumps.

Generic Distributors & Resellers:

Grease interception equipment can also be purchased from each of the major plumbing wholesalers or from major kitchen equipment suppliers. In most cases, purchases from these third-party sources will be supply only and will not include arrangements for ongoing servicing or, as will be required for grease converters, for the supply of pre-treatment media.

Units across the range can also be purchased directly from the manufacturers or national distributors detailed above. Purchases from these sources will generally include at least a recommendation for a service person and in the case of Mactrap GRU's will include a prepaid installation and commissioning check as part of warranty conditions.

Grease Interceptor Cleaning

As noted in the previous pages, ALL types of grease interceptor require regular and professional cleaning. This can be done by any septic tank pumping contractor and most will do this for large, externally located passive traps. Many however choose not to provide this service in respect of small internally located units such as those described in this document. Some specialist knowledge and preferably specific equipment is required to safely and properly clean small units according to manufacturer specification.

Consumable Media and Dosing pumps

Pre-treatment Media:

As noted above, grease converters MUST be dosed daily with a pre-treatment medium of some kind, either enzyme or bacterial based. See comments above regarding these products. A range of different brands and types of media are available in New Zealand and for the most part is stocked by major commercial kitchen and cleaning supply businesses. One exception is the Actamatic® range of products - liquid and powder - which is primarily sold through Ecoworld NZ (2018) Ltd via local service agents or by direct (couriered) supply.

Dose rates vary according to media used, unit size and site-specific FOG loading but are generally in the range of 12 to 180mls per day.

Auto-doser dispenser pumps:

In most cases where a grease converter is purchased new, the 'standard package' will include a suitable dosing pump. Likewise, some suppliers of pre-treatment liquids will, in return for a regular supply contract, provide a dosing pump.

A wide range of pump brands are available and used in New Zealand and are obtainable from numerous sources. Suitable pumps are generally of the peristaltic type, with ability to be set for multiple dosing events - for totals in the range shown above - over a 24-hour period and may be mains or battery powered. Most brands have a battery backup system and a digital controller.

As previously noted, auto-dosers do require parts and regular maintenance and this is best done by a suitably trained technician.

*****

"The Grease Trap Guy"
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Phone: 027-450-7460

DISCLAIMERS:

1. DOCUMENT FOR INFORMATION ONLY: As stated above, this document has been prepared for the information of our client base/prospective clients based on email discussions with a representative of the relevant section of several local authorities (primarily the Christchurch City Council). The document is, therefore of necessity generic in nature and as such, it does NOT have the force of law or represent an official statement by any council authority or other entity. Formal advice from the relevant council/local authority should therefore be sought before any reliance is placed on THIS document or relevant commercial decisions are made based on it.

2. In providing this information and advice it should be noted that TR Consultants Intl. Ltd/The Grease Trap Guy does not represent council, act on behalf of or have any agency or affiliation with any council or local authority, including, but not limited to council/local authority Trade Waste, Food Safety, Environmental Health and Compliance Officers. Close attention is however paid to ensuring, as far as possible, interested party's compliance with bylaws and regulations under relevant national legislation.

3. TR Consultants Intl. Ltd has no contractual relationship with any of the commercial entities noted in this document, however, it has in the past had a formal contractual relationship with Ecoworld NZ (2018) Ltd.'s predecessor, Ecoworld NZ (2013) Ltd. Informal commercial relationships - essentially supplier/reseller and certified service technician - exist between TR Consultants Intl. Ltd/The Grease Trap Guy and the manufacturers / distributors of Big Dipper and Mactrap equipment as well as those relating to various brands of automatic dispenser pumping equipment.

4. Whilst all reasonable efforts have been made to ensure information supplied in this document (and all related documents including photographs) or used as a basis for any recommendations made is correct, accuracy cannot be guaranteed, and the writer does not assume any responsibility for the accuracy, completeness or authenticity of the information. All information and any recommendations are prepared at the request of and/or for the purposes of the named party only (plus any other party specified in this document), are supplied in good faith and without warranty of any kind. All reasonable efforts have been made to ensure that all services are provided with a high level of diligence and competence and meet all relevant value controls. No responsibility is or can be accepted on any grounds including liability for negligence.

5. Amendments to this document have been made at various times during 2019. These amendments have been for the purposes of clarification and/or to provide updated or additional relevant information. As such they do not materially alter or affect the integrity of the originally copyrighted document.

'THE GREASE TRAP GUY' is a working unit of TR Consultants Intl. Ltd and specialises in the 'care and feeding' of internally located grease interception equipment such as the DUX range of Grease Converters, the Mactrap range of Grease Converters and Grease Removal Units and the Thermaco range of 'Big Dipper' Grease Removal Units.

He also provides specialist care and advice regarding the various types of automatic dispenser pumps often associated with this equipment; including, but not limited to the Knight, Impex, Williamson, Bioper, Digidoser, Dema, DoseIT and Hydro Systems ranges of peristaltic pumps.

Submission on Queenstown Lakes District Council Proposed Integrated Three Waters Bylaw 2020

To:	Queenstown Lakes District Council
Submission on:	Proposed Integrated Three Waters Bylaw 2020
Name of submitter:	**Fire and Emergency New Zealand (FENZ)**
Address:	c/o Beca Ltd PO Box 13960, Armagh Street Christchurch 8141
Attention:	Nicolle Vincent
Phone:	03 550 0073
Email:	Nicolle.Vincent@beca.com

This is a submission on behalf of Fire and Emergency New Zealand (Fire and Emergency) on Queenstown Lakes District Councils Proposed Integrated Three Waters Bylaw 2020 ("Bylaw").

Background:

Fire and Emergency is a unified fire organisation that brings together New Zealand's urban and rural fire services for the first time. The Fire and Emergency New Zealand Act 2017 (FENZ Act) established Fire and Emergency New Zealand, from 1 July 2017. The FENZ Act, among other matters, replaced the two previous governing Acts being the Fire Service Act 1975 and Forest and Rural Fire Act 1977.

As outlined in section 10 of the FENZ Act, the principal objectives of Fire and Emergency are to:

- Reduce the incidence of unwanted fire and associated risk to life and property;
- Protect and preserve life, and prevent or limit injury, damage to property, land, and the environment.

The main functions of Fire and Emergency, as identified in section 11 of the FENZ Act, are to:

- Promote fire safety, including providing guidance on the safe use of fire as a land management tool;
- Provide fire prevention, response, and suppression services;
- Stabilise or render sage incidents involving hazardous substances;
- Rescue persons who are trapped as a result of transport accidents or other incidents;
- Provide urban search and rescue services; and
- To efficiently administer the Fire and Emergency Act.

Fire and Emergency is also to assist in the below additional functions, as identified in section 11 of the FENZ Act, to the extent it has capability and capacity to do so:

- Responding to medical emergencies;
- Responding to maritime incidents;

- Performing rescues, including high angle line rescues, rescues form collapsed buildings, rescues from confined spaces, rescues from respirable and explosive atmospheres, swift water rescues, and animal rescues;
- Providing assistance at transport accidents (for example, crash scene cordoning and traffic control);
- Responding to severe weather-related events, natural hazard events, and disasters;
- Responding to incidents in which a substance other than a hazardous substance presents a risk to people, property, or the environment;
- Promoting safe handling, labelling, signage, storage and transportation of hazardous substance; and
- Responding to any other situation is Fire and Emergency has the capability to assist.

Fire and Emergency must perform and exercise the functions, duties, and powers conferred or imposed on Fire and Emergency as a main function by or under the FENZ Act and any other enactment; and perform any other functions conferred on Fire and Emergency as a main function by the Minister in accordance with section 112 of the Crown Entities Act 2004.

As such, Fire and Emergency has an interest in Local Government Act 2002 Council bylaws to ensure that, where necessary, appropriate consideration is given to fire safety and operational firefighting requirements. This submission seeks to ensure that Fire and Emergency is able to carry out its requirements under the Fire and Emergency Act more effectively in the protection of lives, property and the surrounding environment.

Proposed Integrated Three Waters Bylaw 2020

The Proposed Integrated Three Waters Bylaw seeks to replace and combine the existing waters bylaws, to have an integrated approach to the management of stormwater, wastewater, water supply and trade waste in the Queenstown Lakes District.

An Administration Manual is also proposed in addition to the Bylaw, to provide material complementary to each of the matters, and bring together those aspects which are more administrative in nature.

Fire and Emergency's submission is:

Fire and Emergency has reviewed the Bylaw and has an interest in matters that may affect its ability to meet its purpose and ongoing operations under the FENZ Act, and requests minor amendments. The following minor amendments are requested for the reasons discussed below:

Deletions are in ~~strikethrough~~; additions are in **bold**.

Draft Bylaw

Section B3.2 Fire Hydrants:

"Only the attending ~~Fire Service~~ **Fire and Emergency New Zealand Personnel** and Council may gain access to and draw water from fire hydrants for the purpose of ~~fighting fires, training, and hydrant testing~~ **exercising Fire and Emergency New Zealand's functions, duties of powers as outlined in the Fire and Emergency New Zealand Act 2017**".

The term *Fire and Emergency New Zealand Personnel* is a more accurate and consistent way of describing those employees, volunteers and contractors who are working under the FENZ Act. The wording of "Fire and Emergency New Zealand Personnel" better aligns with the current unified structure of Fire and Emergency. The reference to the FENZ Act recognises that the Resource Management Act enables Fire and Emergency to take water from hydrants. The Resource

Management Act section 14(3)(e) states that a person is not prohibited from taking water, if it is used for the purposes in accordance with section 48 of the FENZ Act.

Section 48 of the FENZ Act identifies that:

(1) All FENZ Personnel may, free of charge –

a. Use all hydrants and control valves installed in any watermains and any water in the water mains for –

i. The purposes of performing or exercising FENZ's functions, duties, or powers; or

ii. Training for the purposes of performing or exercising FENZ's functions, duties, or powers; and

b. Use water from any water supply or any source of water for –

i. The purposes of performing or exercising FENZ's functions, duties, or powers; or

ii. Training for the purposes of performing or exercising FENZ's functions, duties, or powers.

(2) The provisions of this section apply in relation to defence fire brigades and industry brigades with all necessary modifications.

(3) *The exercise of powers under this section is subject to the overall requirements of the National Controller under the Civil Deference Emergency Management Act 2002 if a state of emergency exists under the Act.*

Given this, it is necessary for the references to legislation be consistent with the active legislation, to ensure consistency across the board.

Administration Manual

Section A3 of the Administration refers to the Fire Service Act 1975. The following minor amendment is requested:

A3. Applicable Acts, Regulations, Codes and Standards, and Council Codes of Practice, Policies and Plans

(a) Statutory Acts and Regulations, and updated/new legislation as may be enacted from time to time:

v. ~~Fire Service Act 1975~~ **Fire and Emergency New Zealand Act 2017**

Updating the section to include the current Act in which Fire and Emergency works under will enable alignment between the RMA and the FENZ Act, in order for Fire and Emergency to undertake their role efficiently and effectively.

Section A5.2 of the Draft Bylaw notes that "*other Legislation, Standards, Regulations, Codes of Practice, and Council related documentation are included in the Administration Manual. All relevant legislation must be complied with'*.

Section A3 of the Administration Manual references these documents directly, and specifically of relevance to Fire and Emergency, includes:

- Resource Management Act 1991
- Building Act 2004
- Fire Service Act 1975
- SNZ PAS 4509:2008 New Zealand Fire Service Firefighting Water Supplies Code of Practice

As discussed, Fire and Emergency New Zealand was established by the FENZ Act on 1 July 2017. The proposed amendments better reflect the legislation and align with the structure of Fire and Emergency.

Fire and Emergency New Zealand does not wish to be heard at the hearing, however, welcomes the opportunity to discuss, or provide further clarification, in relation to its submission.

……
(Signature of person authorised to sign on behalf of Fire and Emergency New Zealand)

……

Date: 27/09/2020

Title and address for service of person making submission:

Fire and Emergency New Zealand
c/o Beca Ltd

Attention: Nicolle Vincent

Address: Beca Ltd
PO Box 13960, Armagh Street
Christchurch 8141

Submission on QLDC draft of 3 Waters By-law

Submitted by: James Michael Bohm (Jim)
15 Kings Drive, Wanaka 9305
Ph 4436754

The seven main points of this submission are that QLDC's 3-Waters proposal:

1. Provides insufficient support for the stated purposes of the by-law
2. *Excludes responsibility for catchments*
3. *Provides little to enhance water quality and not enough to maintain it.*
4. *Says very little about the natural environment from which water is abstracted*
5. *Lacks clarity how the bylaw would relate to the QLDC Distict Plan and support it.*
6. *Excludes an education programme focussed on behaviour change*
7. *Needs to make more use of community resources available to it: e.g.* ***Shaping our Future Upper Clutha Water Taskforce Report 2019****.*

1. Provides insufficient support for the stated purposes of the by-law.

The Draft Integrated 3 Waters Bylaw fails to provide much detailed support for its purposes. It states several purposes for the bylaw on page 5 under the heading Bylaw Structure. These purposes include:

b) Recognise the status of water and its various uses as part of Aotearoa New Zealand's natural, built, social and cultural environment;
c) Protect the water quality and ecology of the lakes and rivers;
d) Integrate Water Stewardship into community and business culture in order to protect the environment and improve the use of water resources within our district to the benefit of nature and downstream communities;

There is nothing that I could find here or elsewhere in the main body of the Draft Integrated 3 Waters Bylaw that clearly relates to, supports or provides further detail or explanation of these worthy-sounding purposes. Also I could find nothing that says how the purposes will be achieved. Perhaps these supporting points are located elsewhere? If so they should be moved to a more prominent place.

2. Excludes responsibility for catchments:

The bylaw proposal appears to unreasonably limit what the bylaw covers, in that it does not include responsibility for the catchments from which QLDC abstracts the very water that its 3 waters system depends on.

It states in "Appendix 3 - Proposed Integrated 3 Waters Bylaw - Cover Report" section 1 on page 4:

"The Three Waters Services are core infrastructure managed by the council, comprising of:

- The Water Supply Network: provides the supply of water on demand to the communities and businesses within the reticulation network.

- The Stormwater System: provides for the collection and discharge, treatment (in some cases) and discharge of stormwater to the receiving environment.

- The Wastewater Network: provides for the collection, treatment and discharge of wastewater. Wastewater includes domestic sewage and the industrial wastewater from trade premises is known as trade waste

To define "Three Waters Services" in this narrow way appears to exclude responsibility for the catchments which QLDC administers. This appears to be an abrogation of responsibility by QLDC for the catchments located within its boundaries as well as for the water flowing through those catchments before it enters QLDC's 3 water networks.
This apppears to be a very significant omission. What could be the reason?

3. Provides little to enhance water quality and not enough to maintain it.

QLDC's 3 Waters Bylaw proposals appear to largely take for granted our fresh water and its high quality. I found little detail on what, specifically, the by-laws would do to enhance and maintain the quality of the water in our district, in particular at the stage when water is flowing through catchments and waterways in natural rural settings within our district and before it enters the council's water reticulation, storm- and wastewater networks.

The proposals should focus much more on water quality than they do. I found little reference in it to factors that contribute to the quality of our water. There is too little on how to maintain and enhance that water quality. The 3 waters bylaw proposal seems to only barely touch on this topic and I found no substantive statements on it. I would have expected the proposal to refer to the QLDC District Plan and to outline how the proposed 3 waters bylaw would provide the framework for putting into practice those policies and objectives in the District Plan that are relevant to three waters issues. The draft 3 Waters bylaw proposal appears to largely overlook the pivotal place our water and its quality have for this district.

4. Says very little about the natural environment from which water is abstracted

The draft 3 Waters bylaw proposal seems to supply few specifics on how QLDC will respond to (managing and protecting) "the natural environment from which water is abstracted", …and not much more about the receiving environment into which water flows after use.

The Introduction to Statement of Proposal point no. 6 states: "Section 146 of the Local Government Act (LGA) specifically enables the Council to make bylaws for the purposes of managing and protecting the three waters networks, *and the natural environment from which water is abstracted and into which wastewater and stormwater are discharged. (my italics)* In addition, section 145 of the LGA empowers the Council to make bylaws for the District, including to protect the public from nuisance and to protect, promote and maintain public health and safety."

Section 21 b of the Statement of Proposal writes about a need in managing related risks to "-Foster understanding of the integration between the three waters and their interaction with the natural water cycle and the receiving environment."

My comment: I have found little evidence anywhere in the draft 3 waters bylaw proposal of what might bring about such an outcome. In addition to this uncertainty it doesn't

explain or define what is meant by the terms “understanding” (e.g. by whom and for what purpose?) “integration” and “natural water cycle”.

5. Lacks clarity on how the bylaw would relate to the QLDC Distict Plan:

It fails to highlight QLDC’s own District Plan which provides a framework for managing and protecting the natural environment from which water is abstracted. This seems to be an omission that if not corrected, could have grave consequences for the present and future health and well-being of all people living here and for our district’s future prosperity.

Details on how the draft 3 waters bylaw should connect to, support and be supported by the QLDC District Plan are hard to find.

A paper in QLDC’s The District Plan entitled “District Wide Issues” gives some clarity on what is needed in regard to matters such as over-crowding and over-use of lake and river waters and their sustainable management enabling their use and enjoyment, avoiding overcrowding and over-use of our waters, and sustainably protecting their functioning for use of future generations. It contains objectives, policies and detailed statements on natural conservation values and wildlife habitats and takata whenua values.

I could find no corresponding detail in the 3 waters bylaw proposal indicating what part this District Plan policy information would have, essential as it is for preservation of the understanding and quality of our water resources. This omission appears to be serious. The 3 waters bylaw proposal is one place I would expect to see the relevant rules, regulations and other provisions like monitoring designed to protect and/or enhance our water and the ecosystems they depend on, and the consequnces of failure to meet required standards in the bylaw.

At the very least the draft 3 waters bylaw should refer the reader back to the objectives in the District Plan. The proposed integrated bylaw does none of these.

6. Excludes an education programme for attitude and behaviour change:

Section 23 of the STATEMENT OF PROPOSAL outlines five options for how best to address the “3 waters problem”. Education and behaviour change are one of the five options but they are excluded, on the grounds that education would be ineffective with high risk activities. I think this is illogical. I could find no relevant research provided in support of this view in the proposal. Furthermore it seems to contradict QLDC’s own reported findings showing the effectiveness of the recent educational work by QLDC staff on trade waste. It also is inconsistent with QLDC’s claims to the ORC commissioners last year in the hearing of QLDC’s application to ORC for a resource consent to allow overflows from the wastewater network into natural waterways. QLDC informed the commissioners at that time that it was planning to invest in an education programme to change public behaviour that put the wastewater network at risk. Has this programme now been abolished, and if so why? And, if so, what has been done with the large amount of ratepayers’ money that QLDC said it was intending to invest in it?

QLDC may respond to this criticsm by referring to its comment on Option 5 in Section 30 of this document: “Fosters education focused on the integration to the three waters and

their interaction with the natural water cycle and the receiving environment." I fail to see how an integration of the 3 waters into one bylaw could of itself do this without investment in a carefully purpose-designed approach to achieve this outcome. This would require an education programme suitably and properly designed for the purpose. There appears to be an unstated assumption or expectation that somehow as if by magic, the existence of a new 3 waters bylaw will bring about this happy situation all by itself! Alas, there are no fairies at the bottom of this garden: QLDC does need a properly resourced education programmme to change public attitudes and behaviour that affect our water.

7. Should make use of community resources freely available to it: e.g. Shaping our Future's Upper Clutha Water Taskforce Report 2019:

Section 5 of this submission comments on how the 3 waters bylaw proposal fails to make adequate use of QLDC's own district plan. The proposal also appears to overlook the extensive and highly relevant resource available to it in the ***Upper Clutha Freshwater Taskforce Report 2019*** released this year by ***Shaping our Future.*** This report (the creation of which was supported financially by QLDC ratepayers), especially if it is augmented by the *Shaping our Future Queenstown Freshwater Taskforce Report* (after this is completed) offers a solid background resource for use in extending the reach of the bylaw in particular to cover its very serious current gaps relating to "*the natural environment from which water is abstracted".*

Here is a link to the Upper Clutha report: https://www.shapingourfuture.org.nz/action/water-forum/

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Piki Te Ora

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SUBMISSION ON	**The Proposed Integrated Three Waters Bylaw 2020**
To:	**Queenstown Lakes District Council**
Details of Submitter:	**The Southern District Health Board**
Address for Service:	**Public Health South** **Southern District Health Board** **PO Box 1601 / Private Bag 1921 / PO Box 2180** **INVERCARGILL 9840 / DUNEDIN 9054 / QUEENSTOWN 9349**
Contact Person:	**Simon Ou**
Our Reference:	**20JUL11**
Date:	**15 September 2020**

Introduction

Southern District Health Board (Southern DHB) presents this submission through its public health service, Public Health South (PHS). Southern DHB delivers health services to a population of 335,990 and has responsibility under the New Zealand Public Health and Disability Act 2000 to improve, promote and protect the health of people and communities. It seeks to promote equity and to reduce adverse social and environmental effects on the wellbeing of people and communities.

This submission is intended to provide general commentary to the Queenstown Lakes District Council (QLDC) on the consultation document: The Proposed Integrated Three Waters Bylaw 2020.

General Comments

PHS is fully supportive of the Proposed Integrated Three Waters Bylaw 2020 in that it will provide a regulatory framework to effectively manage water supplies, wastewater (including trade waste) and stormwater in the Queenstown Lakes District. This will not only protect public health but also our environment from harm.

Specific Comments

Part B – Water Supply

PHS notes that clause 26.2 in the QLDC Water Supply Bylaw 2015 has not been included in the draft Integrated three Waters Bylaw 2020.

"26.2 Where works of a permanent or temporary nature are planned which will affect an existing supply, Council shall consult with, or inform or give notice to all known customers likely to be substantially affected, within the required time period stated in the Levels of Service for the Water Supply Area."

Notification of planned interruptions is essential communication for affected customers to enable them to make arrangements to enable appropriate storage, and ensure back up facilities or equipment to meet their needs is secured in advance of any disruptions to the supply of water.

We recommend that the QLDC incorporates this clause in the Proposed Integrated Three Waters Bylaw 2020.

Thank you for the opportunity to comment.

Should it be necessary, PHS will be happy to speak to this submission.

Simon Ou
Health Protection Officer and Drinking Water Assessor

QLDC Proposed Integrated Three Waters Bylaw Submission

From: Upper Clutha Lakes Trust (WAI Wanaka)

Guardians of Lake Wanaka

Guardians of Lake Hawea

Submission prepared by Don Robertson 24 September 2020

1. Overall, the draft integrated Three Waters Bylaw documentation provided by Queenstown District Council (QLDC) for public consultation provides a compelling basis to proceed as proposed, provided concerns such as ours regarding receiving waters are addressed. We have commented mainly on matters concerning water quality and ecosystem function.
2. We note that the documentation provides a number of references to “protection of water quality and ecology of lakes and rivers.” See for example, item c) page 6 in the QLDC Draft Integrated Three Waters Bylaw, and item g) “...protect the receiving environment from harm.”
3. There are however two main concerns that we have with the proposal. First, there is an apparent oversight in the consultation documentation with respect to any baseline measurements of water quality attributes in those water bodies which are likely to be receiving waters, both from routine stormwater runoff and from non-routine leakage, burst pipes or overflow of wastewater including sewage. While the requirement for such freshwater measurement may be the statutory responsibility of the Otago Regional Council (ORC), these baseline measurements are not specifically or adequately addressed in the documentation. We believe that there should be regular baseline water quality measurement in all those sites in water bodies which are currently receiving stormwater runoff from urban areas. Similar water quality baseline measurement should be taken at those sites which are close enough to sewer pipe lines and wastewater treatment plants to be at risk of contamination by wastewater including sewage. The requirements for these measurements should be specifically identified in the Three Waters Bylaw.

4. The absence of baseline measurements will inhibit progress towards clean-up (when is a site at risk? when is it contaminated and with what? when can a site be declared clean?) or to robust assessments to enable decisions to be made regarding human health risks and impacts on ecosystem function when a response to spillage into water bodies is underway.
5. Our other major concern relates to the minimal reference in the documentation to the need to base planning and decision making (regarding issues such as those mentioned above) on the recently gazetted (3 August 2020) “National Policy Statement on Freshwater Management” and “National Environmental Standards”. The requirements in these two key documents should be more explicitly addressed in the development of the Three Waters Bylaw by QLDC and should explicitly differentiate between statutory roles and accountabilities of QLDC and ORC regarding freshwater quality and ecosystem function.
6. Part C Stormwater, C1 Objectives, b) is weak on protecting the freshwater environment (and people) from contaminants in stormwater. See also our comments above. In addition to baseline monitoring this should include rapid follow up of stormwater contaminant assessment following storm events.
7. C5.3 b) and C5.4, page 31, both concerning damage to the environment, will not be able to be detected and addressed without there being environmental monitoring to enable C5.4 to be actioned.
8. Part D Wastewater page 33, regarding D1 c) – also see concerns above.
9. Part E Trade waste page 36 regarding E1 a) requires protecting water quality and ecology in … rivers and lakes and E1 b) requires protecting health, safety and wellbeing of people…again monitoring background status and effects of contaminants in lakes and rivers is required if protection is to be effective. There should be explicit links to statutory requirement for water quality monitoring by ORC.
10. Part E page 40, E9 b) ii c), d) and e) – for these items we have similar concerns as mentioned - see comments above.

11. Administration Manual - see Part A2 page 50 Updated and New Legislation and A3 listing relevant legislation etc should include the Lake Wanaka Preservation Act 1973 as Clause 4d in that Act states "…maintain or improve the quality of water in the lake". Any contamination from stormwater and/or wastewater systems serving Wanaka township would be in breach of this Act.
12. Also A3 (pages 50, 51) listing relevant legislation etc should include the recently gazetted Resource Management (National Environmental Standards for Freshwater) Regulations 2020 (NES) and the National Policy Statement for Freshwater Management 2020 (NPSFM), and the roles required for QLDC and ORC in complying with standards and policies.
13. Regarding Table 1, General chemical characteristics (page 78 and following), chemical limits should presumably refer to NPSFM and NES for receiving waters.
14. Regarding Table 2 Heavy metals (page 81) presumably these concentrations are limits relevant to waste water within treatment plants? The heading should make this clear.
15. Schedule B page 85, Prohibited characteristics B1 e) states "any discharge [that] has prohibited characteristics "After treatment [is] toxic to fish, animals or plant life in the receiving waters." This also implies some environmental monitoring. If so there should be more explicit information on this with statutory roles clearly stated.
16. Page 87, Schedule C Stormwater discharge acceptance characteristics item c) states: "Must.. not contain substances that are toxic to the aquatic ecosystem (as measured relative to the Australian and New Zealand (ANZ) Guidelines for Fresh and Marine Water Quality, 2018)." We believe this item should also refer to NPSFM and NES.
17. Page 97, 1.4 Challenges, does not mention better understanding of receiving waters.
18. Page 100, 4.1 Stormwater management also leaves out "better understanding of receiving waters" – this should be included.
19. Page 104, Appendix B, Urban water principles should include specific links to NPSFM 2020 and NES 2020.
20. Page 106, Appendix C, Legislation Framework and Policy Alignment should include Lake Wanaka Preservation Act 1973.
21. Page 107, Good to see NPSFM and NES referred to, but should be 2020 versions gazetted in August 2020.

22. Page 108, Otago Regional Water Plan etc, referred to here should include monitoring of receiving waters, and compliance with NPSFM and NES.
23. Page 109, Environmental Management Plans. We strongly support this concept.
24. Page 109, Catchment Management Plans (in progress). We strongly support this concept.
25. Page 110, QLDC Infrastructure Asset Management Strategy. We strongly support the strategic objectives for Three Waters management identified in the Strategy:
    - to ensure no contamination of public water supply attributed to three waters infrastructure;
    - adverse effects on the environment from Three Waters infrastructure are managed/mitigated;
    - and ensure compliance with resource consents.
26. Page 111, Appendix D Key parts of the wastewater network. We note here the paragraph describing Wanaka's Project Pure wastewater treatment plant. We note also the absence of any mention of the Lake Hawea wastewater treatment plant which has been non-compliant with its ORC resource consent conditions since 2012, and the ongoing problems associated with the wastewater treatment capacity being overwhelmed by unmanaged urban growth. This problem is of sufficient community concern to be addressed in the Three Waters Bylaw.
27. Pages 173 – 174, The purpose of the by-law. We support this section. In particular, we strongly support these items in the stated purpose:
    - to protect the water quality within the district's rivers and lakes.
    - to give effect to Queenstown Lakes District Council's obligations under National Environmental Standards and Regional Plan rules, and achieve compliance with the resource consents that apply within the Queenstown Lakes District.
    - protect the health, safety and wellbeing of people within the district.
    - ensure that the council can meet its obligations under the Resource Management Act 1991 and the Local Government Act 2002.
    - ensure compliance with resource consent conditions.

    Within the scope of this stated purpose we would expect to see the issues we have raised in our submission being explicitly addressed in the new Three Waters Bylaw.
28. Page 181, Emerging Organic Compounds. We strongly support the intention to ensure that the Three Waters Bylaw takes into

account any new review findings and policies relating to water contamination by Emerging Organic Compounds.

29. Pages 187-188, Recommendations (for Appendix 6). We are concerned that this set of recommendations is almost devoid of any reference to the environment. We would like to see a stronger focus on the prevention of water quality and ecosystem impacts feature in these recommendations.
30. Page 193, We are pleased to see reference here to the Ministry for the Environment's Essential Freshwater Programme: ***"***As part of its Freshwater work programme the Government is proposing amendments to the Resource Management Act, an updated National Policy Statement for Freshwater Management, an updated National Environmental Standard for Sources of Human Drinking Water, and new National Environmental Standards for Freshwater and Wastewater. Final decisions on the National Policy Statement for Freshwater Management and National Environmental Standards for Freshwater are expected in early 2020". Now that these changes are under way and the new NPSFM and NES have been gazetted, we expect that the key elements of relevance to the Three Waters Bylaw will be built into the new draft legislation.
31. Pages 201-202, includes the recommendation that the current Water Supply Bylaw be incorporated into the new Integrated Three Waters Bylaw, with a number of amendments with which we agree, however we recommend the inclusion in the Three Waters Bylaw of a communication requirement on QLDC to keep the affected communities updated with all matters concerning safe drinking water supply.
32. Page 203, Appendix 8. Summary of Key Findings. QLD population growth is mentioned here and only in passing. Although there is limited mention of population growth in the Three Waters documentation, there is no adequate discussion of the impact on Three Waters service provision caused by poorly managed or in some cases unregulated population growth across the QLD for some decades, but in the last three decades in particular. For example gross errors such as the recent approval of the Lake Hawea Special Housing Area can lead to substantial deficiencies in the provision of safe effective Three Waters services on a scale that will have serious ongoing financial and living standard repercussions for local rate payers and the QLDC. Population growth impacts compounded by poor urban planning management decisions are major issues not adequately addressed by the proposed Three Waters Bylaw documents. If the intended

improvement of standards for provision of Three Waters services are to be effective and affordable the community needs to see a much greater attention by QLDC to better assessing, managing and communicating the impacts of urban population growth.

33. Page 219,considers “five core functional objectives” regarding stormwater management. None of these objectives mentions protection of human health, receiving water quality or of aquatic ecosystems.

34. Page 225, considers “five core objectives” regarding wastewater management. None of these objectives mentions protection of the receiving water quality or of aquatic ecosystems.

35. Page 233, the same “five core objectives” regarding wastewater management are repeated here.

Bremner Bay Lake Wanaka
November 2019

Can we stop this from happening??

Proposed Integrated Three Waters Bylaw
Online submission summary

Survey Response					
Full name	**Organisation name**	**You have the right to be heard in person before the**	**I understand that all submissions will be treated as public information. **	**Please indicate your position on the proposed Integrated Three Waters**	**Please describe the reasons for your position**
Fiona van Waveren wilshire		No	I understand	Support	
Aftaab Sandhu		No	I understand	Neutral	I do not support water meters in Queenstown Lakes District. Thank You.
Paul Chapman		Yes	I understand	Oppose	Each of the waters under consideration in this Bylaw either enter into, or arise from social functioning. The potential in the information age to influence social functioning with effects on the Council networks is considerable. But releasing this potential will require a Bylaw with porous boundaries. Without thes boundaries, social behaviour that leads to environmentally desirable technology choices upstream of the wastewater or storm water networks or downstream of the water supply network are accessed only by motivational terms such as encouragement and legalistic terms such as obligations. My comments parts: (1) Logical inconsistencies in the document and (2) Grasping the potential. First, the logical inconsistencies: Schedule A (Part E) of the administration manual is about trade waste which by the bylaw's definitions comes from a trade premises. This excludes premises that generate domestic wastewater, yet non-trade waste parts of the Bylaw refer to this schedule: □ Clause A23 of the Bylaw (cleaner production, Pollution Prevention and Waste Minimisation) refers to clause E13 of the Administration Manual; the schedule A mentioned above. Words in clause A23 suggest it is confined to trade premises, but the intent of the clause should apply to all water sources inc domestic wastewater. □ This logical inconsistency also applies to Part D3 of the Bylaw and D1.1 a) of the administration manual. These Parts apply to wastewater and refer to Schedule A. Replacing trade waste in schedule A with wastewater would appear to easily solve this contradiction as wastewater includes trade waste in its definition. Second, grasping the potential The legal obligation on the Council to sustainably manage the natural and physical resources which is defined in the purpose of the RMA, and that results in purpose a) of the Bylaw (Ensure the Council is able to meet the requirements and obligations of the Local Governmen the Resource Management Act 1999, the Health Act 1956 and related legislation) is not fully met in this Bylaw. The possibility that the legal obligations of purpose a) could occur within a framework that applies to all water use and all treatment systems and motivates all users to change their behaviour need scope. This potential however is limited by the Bylaw applying only to Council services: J) Define the obligations of Occupiers and the public in relation to the Council's water supply, Wastewater and Stormwater network; While the motivation to meet the requirements of the governing Act is confined to f) En community and business to adopt efficient and sustainable use of water supplied from Council's water supplies; It proposes to do this by d) Integrate Water Stewardship into community and business culture in order to protect the environment and improve the use of water resources within our district to the benefit of nature and downstream communities. The term water stewardship of purpose d) implies a sense of ownership outside of local government. This ownership gap is attempted to be filled by the obligations of purpose J), or the encouragement of clause A23 (cleaner production, Pollution Prevention and Waste Minimisation) of the bylaw. However, we live in the information age so limiting the Bylaw's functioning to Council networks coercion and encouragement, excludes the possibility of different ways of functioning. In particular, environmental pollution is determined by a chemical measure (such as the amount of N in the water). Giving this voice that can be heard by humans enables Nature's voice to influence our behaviour. What follows below is the first page of a proposed management framework for Glenorchy's sewerage considerations. This is an example where the voice of Nature (as reflected in the value of the N measure) is conveyed directly to the legal title owner without any technology presumption. The attributes of a technology's ability to minimise N into the environment can be considered and all can be rated from best to worst. Who owns the technologies and their geographical location relative to the owner of the title determines where costs (and obligations) lie. A sewerage network is only one of the possibilities of m requirements of purpose a) of the Bylaw. Indeed these other possibilities are outside the 'Scope of the Bylaw' according to clause A7 of the Bylaw. With these limits so deeply embedded (indeed they are present in the determination report), the easiest way out may be to remove purpose a) from the Bylaw and accept that the intent of the purpose of the RMA to meet the needs of future generations will not be fully met by the use of networks and this Byl Alternatively, an additional clause in the Scope of the Bylaw (A7) to the effect that enforcing the Bylaw should not compromise the implementation of any system that better meets the intent of purpose a) could be considered.
Paul Chapman				Continued from above	A proposed management framework for Glenorchy's sewage At the core of the management framework is the legal title owner's responsibility for their nitrogen (N). In order to be fair and equitable across different section sizes and types of use , a second level of consideration is to divide the total N by the w title (where waterin is a convenient approximation for number of people). This measure then applies to all land uses: from public facilities through commercial activities to dwellings . In mathematical form this core is: _ ( ) $Total\ \ Nwater\ \ legal\ title\ \ Volume$ This measure becomes very information-rich by linking the environmental performance with a range of social information . To enable the potential of this information-rich measure to be expressed there is value in giving it a label (metric) that captures all the information that results in (and hence is associate value of the measurement. This metric becomes information-rich by connecting the following systems: The Total_N captures: □ All technologies, their manufacturers and costs . □ Local priorities (N pollution). □ Water captures the pollutant's receiving environment. While Volume captures: □ Land use. □ Some elements of technology choice such as reuse of greywater and toilet flush etc . And legal title which captures: □ Decision maker. □ Geographical location. □ Council legal responsibility for the environment and is their administrative unit . Each combination of level of use and technology choice will have a single unique value in its metric . This includes a conventional sewerage system (which is one the Bylaw's networks) for which technology on the legal title is zero and the N value would equate to raw sewage. It also includes the possibility that toilet-waste capturing technologies which occur within the legal title and have many beneficial effects on the Council networks could be given credit for their contribution to meeting the intent of purpose a). In this case the environmental obligations of purpose a) are shared owner and Council, with the division being determined by the location of the technology relative to the title boundary.
Ian Warner	Kai Pai Bakery NZ	No	I understand	Oppose	Additional Cost of compliance for businesses already struggling from the effects of Covid-19.
Aaron Parkhill	Septic Tank Services Ltd	No	I understand	Neutral	Overall I support the purposed bylaw, Some areas are concerning
Aaron Parkhill		No	I understand	Neutral	I'd like to express my concern regarding the purposed sewerage unload fee increase for shotover and wanaka, The purposed increase is 450% on the current rate, I'd like to think this could be introduced in stages possibly? The economic effects to my clients for unloading a septic tank will most likely push them to hold off there cleaning out even longer leaving an even more concentrated load to eventually go into the treatment plant, not ideal! Another area of my concern is the disposal options for the fats oils and grease, Currently QLDC provides absolutely nothing, with the purposed bylaw suggesting most likely all premises operating a grease trap will need them cleaned out more often, Twice as much fat as before and no designated unload available, This needs to be sorted ASAP,

From: Climo, Jason

Sent: Friday, 14 August 2020 12:47 PM
To: Let's Talk <letstalk@qldc.govt.nz>
Subject: Three Waters Bylaw Submission

Hi there

Agree high chlorine concentrations in water should not be put to the WW system and should be dechlorinated using Sodium Thiosulphate. For example, super chlorination of new pipelines and tanks.

QLDC drinking water supplies are generally maintained with a FAC of 0.85mg/L

Do we foresee any issue with flushing water @0.85mg/L of free available chlorine via fire hydrants to the Stormwater network during normal operations and maintenance; do we think chlorine removal systems may be required here too?

Reference

ADMINISTRATION MANUAL

Chemical Characteristics

Table 1 — General Chemical Characteristics

Characteristic	Maximum concentration (g/m^3)	Mass Limits (kg/day)	Reason for limit
Chlorine (measured as Cl_2) Free chlorine Hypochlorite	3 30	0.015 0.15	Chlorine: • Can adversely affect the safety of operations and maintenance personnel; and • Can cause corrosion of the wastewater network. ARMCANZ/ANZECC Guidelines for sewerage systems utilize a figure of 10 g/m^3.

Regards

Jason

Jason Climo | Southern Regional Manager | National Construction Manager

Veolia Australia and New Zealand

Hey,

Just thinking through our issue this morning and a few of the other damage incidents. Attached is Auckland's bylaw, this has some pretty tight restrictions on what can be done near Council services. Might be worth considering?

(4) Without limiting subclause (3), restricted works are works of the following type which are carried out closer than the specified distance to the asset type set out in the following table:

Type of works	Type of water supply or wastewater network asset	Specified distance from asset
General excavation	pipes 300mm in diameter and greater, including connected manholes and structures	10 metres
	pipes less than 300mm in diameter, including connected manholes and structures	2 metres
Piling	pipes 300mm in diameter and more, including connected manholes and structures	10 metres
	pipes less than 300mm in diameter, including connected manholes and structures	2 metres
Blasting	pipes 300mm in diameter and more, including connected manholes and structures	15 metres
	pipes less than 300mm in diameter, including connected manholes and structures	15 metres

(5) No person may undertake restricted works or any building work over a watermain or a rising main without prior Watercare approval.

Cheers,

Joel

Joel Dykstra | Operations Manager | Veolia Australia and New Zealand

W: www.veolia.com.au

On Mon, 31 Aug 2020 at 08:56, Dykstra, Joel wrote:

Hey Simon,

Just a few comments on the proposed Three Waters Bylaw

d) Tankered Waste must:

i. be transported by a Consent Holder to discharge domestic septic tank or industrial wastes;

ii. have material safety data sheets (MSDS) supplied to Council detailing the contents of a waste; and

Don't think anyone will be able to supply a MSDS for tankered waste. Probably setting people up for failure.

Trade Waste looks rather onerous to administer. Hope Janine and co are set to deal with it.

Cheers,

Joel Dykstra | Operations Manager | Veolia Australia and New Zealand

Queenstown Lakes District Council; Draft Integrated Three Waters Bylaw and Administration Manual 2020

Attachment D to the Report to Council Meeting on 10 December 2020

"Deliberations Report"

The following summarises:

(i) The Panel's deliberations at the hearing on 21st October 2020, and

(ii) Further assessment of some matters raised at the hearing by the Council Officers and Legal and Technical Advisors.

The report presented to the Hearing Panel sets out in more detail the key themes of the 13 submissions and the associated analysis of those submissions along with the Officers' and Advisors' recommendations on those submissions. The Hearing Panel accepted all the recommendations. This Deliberations report also includes some matters that were considered further by the Panel, in addition to those arising out of the submissions.

THEME	SUBMISSION/REQUESTED CHANGE	DELIBERATIONS
1. Insufficient support in the Draft Bylaw and Administration Manual for the stated purposes of the Bylaw	• Table 2 of the report to the Hearing Panel included many examples illustrating how the purpose to Bylaw and Manual links to the purpose clauses • A Bylaw by its nature focuses mainly on controls and requirements	• No changes proposed other than those included below for specific themes/topics
2. Excludes responsibility for catchments, and baseline measurements of water quality attributes	a) Catchment Management is typically the domain of regional authorities. QLDC need to meet such requirements through their consents for water takes and wastewater and stormwater discharge consents. Notwithstanding this, the panel discovered that QLDC should impose some receiving environment monitoring requirements on themselves but on their own terms. Such an approach would be outside typical requirements of this type of Bylaw. b) Within the Bylaw and Administration Manual there are requirements to secure trade waste and in some cases stormwater consents from QLDC for trade waste discharges.	a) Decided on legal advice, not to include a QLDC requirement to monitor receiving environments over and above monitoring/testing required as part of the trade waste consents issued by QLDC b) Agenda report will state that the Council will draft a policy with respect to monitoring.
3. Bylaw relationship to Council's District Plan	• The draft Administration Manual references relevant district Codes of Practice, Guidelines and Plans that are directly related to the District Plan	• Inclusion of reference to the District Plan in the Administration Manual Clause A3(c)

THEME	SUBMISSION/REQUESTED CHANGE	DELIBERATIONS
4. Does not include an education programme or making use of community resources	• Agreed no education programme or community resources involvement are included in the Draft Bylaw or Administration Manual. This is considered to be outside the functions of a Bylaw developed under the provisions of the LGA • These two draft documents do however include education related requirements on (i) Efficient use of water (ii) Adoption of cleaner technology and waste minimisation (iii) Use of appropriate innovative solutions	• No changes other than expand "cleaner production" definition and requirements (refer items 5 and 8 below)
5. Currently QLDC's three waters networks may not best meet the purpose of the RMA, and use of alternative systems should not be compromised. Innovative solutions should be allowed for.	• Confirmed that the RMA is also applicable to this Bylaw and that the reference to the RMA shall remain (in Administration Manual, Clause A3) • Agreed that reference to appropriate innovative solutions shall be included in the definition of Cleaner Technology (Bylaw and Administration Manual Part A)	• No change • Added innovative solutions into definitions and further clauses on Cleaner Technology
6. Updating of titles of legislation and organisations names	• Submissions requested that the Draft documents be updated with respect to the following matters: (i) Change "Fire Service" to "Fire and Emergency New Zealand" (ii) Add "Fire Services and Emergency New Zealand Act 2017" (iii) Change "National Radiation Laboratory" to "Office of Radiation Safety" and "Office of Radiation Safety Code of Practice CSPI for the use of Unseated Radioactive Material" (iv) Change "Material Safety Data Sheets" (MSDS) to "Safety Data Sheets" (SDS)	• All text changes to be implemented
7. Emerging contaminants and other substances or contaminants	• Emerging contaminants in wastewater are currently topical in New Zealand (and globally) • Add a Clause about emerging and other contaminants and substances, as has been included for "Flushable wipes" (referenced in Schedule B Prohibited Wastes).	• Agreed to addition of a reference to emerging contaminants within Schedule B of the Administration Manual, as may be identified in the future by government

THEME	SUBMISSION/REQUESTED CHANGE	DELIBERATIONS
		departments or other approved agencies.
8. Expand the application of Cleaner Technology to encompass all three water services (water supply, wastewater and stormwater) in addition to Trade Wastes	• In terms of promoting more sustainable solutions and better meeting a number of purposes of the Bylaw reference is to be included in all three water services to adoption of cleaner production as may be appropriate to each water service in addition to trade waste. • Notwithstanding the broadening our of application of cleaner production, it is acknowledged trade waste management is a key focus area in which Council can require cleaner production techniques to be included in the Management Plans associated with "controlled" and "conditional" trade waste consents • As noted in item 5 above application of innovation solutions is also to be included in the definition and specific text on "cleaner production"	• Decided to broaden out the use of cleaner production as may be appropriate to all three water services (not solely Trade Waste)
9. Reference to "Manufacturer's Instructions"	• One requested that where reference is made to following Manufacturer's Instructions this is changed to "relevant" Manufacturer's Instructions (with regards to Grease Traps and similar devices)	• Agreed to add "relevant" in respective Draft Bylaw text
10. Staging the Introduction of Trade Waste Charges	• Two submitters commented on costs; one suggested that the introduction should be staged, while the other commented on the additional costs of compliance for businesses already struggling from the effects of COVID-19. • Schedule D of the Draft Administration Manual states that the operative date for these charges to be implemented is 1 July 2021 and those fees and charges presented in the draft will be subject to review prior to this date.	• The panel determined to make no changes to the Draft Bylaw or Administration Manual
11. Council communication on matters relating to provision of safe water supply, avoiding disconnection of supply and associated notification matters	• These matters were discussed, and the provisions of the draft Bylaw checked against matters raised, namely regarding: - Provisions of levels of services as per Councils LTP (Clause A13) - Taking all practical steps to avoid disconnection (Clause A19.1)	• Matters adequately covered but a reference to Clause A11 will be included in the draft Bylaw Clause B7 for clarity.

THEME	SUBMISSION/REQUESTED CHANGE	DELIBERATIONS
	- Continuity of supply and notification procedures (Clauses A11 and B7)	
12. Inclusion of reference to (i) Lake Wanaka Preservation Act 1973 and (ii) Water Conservation (Kawarau) Order 1997	• The Upper Clutha Lakes Trust (Wai Wanaka) submitted that the Act should be included • The Panel considered that if the Act is to be included, so should the Kawarau River Conservation Order.	• In terms of the wider importance of these two pieces of legislation it is proposed to list both in Clause A3a of the Administration Manual
13. Definition of Occupier	Clarity required about a building or land subject to a residential tenancy (this is to be included in the definitions of the Bylaw and Administration Manual).	Amended definition to include "or is subject to residential tenancy"
14. Encourage environmentally friendly practices	Panel deliberations suggested the encouragement of using environmentally friendly and biodegradable products that are compatible with Council's networks and protection of the environment.	Add to Clause D4 of the Bylaw provisions on encouraging these practices and encompassing them within the overall approach of cleaner production.
15. Other edits to Draft Bylaw and Manual	There are also a small number of edits made to the draft Bylaw and Administration to correct typographical errors. None of these change the meaning except for in Clause E3.3(b) of the Bylaw where the word "consistent" is changed to "inconsistent" which reflects the original intent of the Clause.	