

Application for Approval to Discharge Liquid Waste/Septage into Council Sewerage Infrastructure

Water Supply (Safety and Reliability) Act 2008

You MUST complete ALL questions unless the form indicates otherwise. Incomplete forms or forms without all necessary information and documentation will result in your application not being a properly made application.

For all applications, you must:

- Complete the form;
- Provide any mandatory supporting information identified on the form; and
- Submit the applicable fee.

1. APPLICATION TYPE

New Business-Start Date: Change of business owner Changed contact details

2. APPLICANT DETAILS (BUSINESS OWNER)

Note: The Applicant is the person/entity who will hold the permit/approval and will be legally responsible for complying with the applicable conditions. A business name or trust is not a legal entity and should not be entered in this field. Where a person or company operates a business, the applicant is the person or company.

Business Name **DOB**
(person/s or company): (if person)

Business Trading Name: **ABN:**
(if different from Business Name)

Postal Address:

Does this postal address apply to all Council Departments (i.e. rates, water, other permits, animals) Yes No

Telephone: **H:** **W:** **M:**

Email:

Contact Person: **Mobile:**

3. BUSINESS DETAILS

Business start date:

Type of Liquid Waste Discharged:

OFFICE USE

Receipt Type: 777	Payment Amount: \$	Receipt No:	Date:	CSO:
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4. APPROVED VEHICLES

Make & Model	Registration No.

5. CHECKLIST AND SUPPORTING DOCUMENTS

	Applicant	Officer Checked
Have you read the conditions below?	<input type="checkbox"/>	
Have all sections of the Application been completed and signed?	<input type="checkbox"/>	<input type="checkbox"/>

6. APPLICANT DECLARATION

To the Chief Executive Officer, Douglas Shire Council

I / We declare that the information provided by me in this application is true and correct, and agree to comply with all requirements as approved.

Print Name:

Signature:

Dated:

Douglas Shire Council – Information Privacy Statement

Your personal information has been collected for the purpose of assessing your Application for Approval. The collection of your information is authorised under the Local Government Act 2009.

You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the Information Privacy Act 2009 and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission or the disclosure is required by law.

7. FEE SCHEDULE (fees valid from 1 July 2020 to 30 June 2021)

New or Amended Application	\$314.00
Annual Renewal	\$272.00
Liquid Waste Septage (per kL)	\$35.00
Liquid Bio Solids (per kL)	\$58.00
Liquid Waste shipboard waste (per kL min 10 kL)	\$2.00
Liquid waste sullage (per kL)	\$2.00
Recycled Effluent (per kL)	\$1.50
<i>Please contact Council to discuss individual agreement arrangements.</i>	
<i>NB: No Liquid Waste Dumping fees apply for council owned facilities</i>	

8. CONDITIONS

1. Ensure Approval renewal fee are paid prior to the expiry of the current Approval.
2. Liquid waste/septage fees and charges include, but are not limited to, application fees, renewal fees, volume charges, sewer loading charges and inspection charges imposed as a result of your failure to comply with the conditions of this Liquid Waste/Septage Approval.
3. The Approval holder must comply with Douglas Shire Council's Trade Waste Environmental Management Plan and related policies.
4. The Approval holder must hold all relevant permits and licenses and ensure that it complies with all State and Commonwealth safety requirements, regulations, codes of practice and standards.
5. All drivers of approved vehicles entering Council's Waste Water Treatment Plant sites must be inducted according to Douglas Shire Council's policies and procedures.
6. Disposal of waste to any point other than the Port Douglas Waste Water Treatment Plant receiving facility is prohibited.
7. Types of waste accepted are limited to:
 - Septic
 - Septic Holding Tank
 - Approved Shipboard Holding Tanks
 - Liquid Bio Solids
 - Other Approved Waste, subject to Nata Approved Laboratory Analysis being supplied to a Water & Waste Water Officer prior to disposal.
8. The use of any discharge point other than locations stated in the permit certificate will be classed as an illegal discharge and legal action will be taken against the party concerned.
9. A Collection Record is required for every facility serviced. These must be supplied to the Waste Water Treatment Plant Officer prior to disposal.
10. Wastes not accompanied with Collection Records will not be accepted.
11. Waste accompanied with Collection Records must be legible and contain the collection point business name, address, volume and date the waste was collected.
12. Grease Arrestors: Collection Records are required for all Grease Arrestors serviced within the Douglas Shire Council boundaries. These Collection Records must be forwarded to the Trade Waste Inspector within seven (7) days of servicing and must be legible and contain the business name, address, volume and date the waste was collected. Waste collected from the servicing of Grease Arrestors is not to be discharged into Council's Waste Water Treatment Plant receiving facilities.
13. Waste types are not to be mixed.
14. Wastes from outside Douglas Shire Council boundaries will not be accepted without prior approval.
15. Access to disposal sites will be at a time advised by Douglas Shire Council Water & Waste Water Officers and any access outside of these hours will be agreed upon prior to the disposal, with all costs incurred by Council to be borne by the Carrier.
16. Disposal of waste to the approved sites may be reviewed at any time and is at the discretion of a Water & Waste Water Officers.
17. Notify Council at least fourteen (14) days prior to change of ownership of business or occupancy of the property.
18. Do not vary any discharge procedure or alter any process that is likely to affect the quality of discharge to Council's sewerage infrastructure without the prior approval of Council Officers.
19. Allow any authorised representative of Council to access the property/vehicles for the purpose of carrying out inspections and the collection of samples of waste.
20. Retain a copy of your Liquid Waste/Septage Approval in each approved vehicle.
21. This Approval is not transferable or refundable.
22. No Liquid Waste Dumping fees apply for council owned facilities

Special Conditions:

Failure to comply with a condition of this Liquid Waste/Septage Approval may result in Douglas Shire Council suspending or cancelling your Approval to discharge liquid waste/septage into the sewerage infrastructure of Council, and may leave you liable to prosecution under the Water Supply (Safety and Reliability) Act 2008.

9. DEBTOR ACCOUNT TERMS & CONDITIONS

Renewals and associated fees and charges will be invoiced by Douglas Shire Council via a debtor account to the Applicant.

The Applicant shall settle all accounts in full no later than the due date shown on the invoices.

Where debtor accounts are overdue by 60 days or more, the debt may be referred to a credit reference agency and your permit/approval/license may be suspended or cancelled.

In the case that the Applicant shall be a company acting as a trustee for the trust, the Applicant hereby acknowledges that the trust shall be liable on the account, has sufficient assets to meet payment of the debtor account and is empowered to enter into the account agreement.