

# Environment Protection Licence



Licence - 1624

## Licence Details

Number:	1624
Anniversary Date:	01-April

## Licensee

HILLTOPS COUNCIL  
 PO BOX LOCKED BAG 5  
 YOUNG NSW 2594

## Premises

YOUNG SEWAGE TREATMENT WORKS  
 51 CHILLING WORKS ROAD  
 YOUNG NSW 2594

## Scheduled Activity

Sewage treatment

## Fee Based Activity

## Scale

Sewage treatment processing by small plants	> 219-1000 ML annual maximum volume of discharge
---------------------------------------------	--------------------------------------------------

## Region

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 QUEANBEYAN NSW 2620  
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## Information about this licence

### Dictionary

A definition of terms used in the licence can be found in the dictionary at the end of this licence.

### Responsibilities of licensee

Separate to the requirements of this licence, general obligations of licensees are set out in the Protection of the Environment Operations Act 1997 ("the Act") and the Regulations made under the Act. These include obligations to:

- ensure persons associated with you comply with this licence, as set out in section 64 of the Act;
- control the pollution of waters and the pollution of air (see for example sections 120 - 132 of the Act);
- report incidents causing or threatening material environmental harm to the environment, as set out in Part 5.7 of the Act.

### Variation of licence conditions

The licence holder can apply to vary the conditions of this licence. An application form for this purpose is available from the EPA.

The EPA may also vary the conditions of the licence at any time by written notice without an application being made.

Where a licence has been granted in relation to development which was assessed under the Environmental Planning and Assessment Act 1979 in accordance with the procedures applying to integrated development, the EPA may not impose conditions which are inconsistent with the development consent conditions until the licence is first reviewed under Part 3.6 of the Act.

### Duration of licence

This licence will remain in force until the licence is surrendered by the licence holder or until it is suspended or revoked by the EPA or the Minister. A licence may only be surrendered with the written approval of the EPA.

### Licence review

The Act requires that the EPA review your licence at least every 5 years after the issue of the licence, as set out in Part 3.6 and Schedule 5 of the Act. You will receive advance notice of the licence review.

### Fees and annual return to be sent to the EPA

For each licence fee period you must pay:

- an administrative fee; and
- a load-based fee (if applicable).

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The EPA publication “A Guide to Licensing” contains information about how to calculate your licence fees. The licence requires that an Annual Return, comprising a Statement of Compliance and a summary of any monitoring required by the licence (including the recording of complaints), be submitted to the EPA. The Annual Return must be submitted within 60 days after the end of each reporting period. See condition R1 regarding the Annual Return reporting requirements.

Usually the licence fee period is the same as the reporting period.

## Transfer of licence

The licence holder can apply to transfer the licence to another person. An application form for this purpose is available from the EPA.

## Public register and access to monitoring data

Part 9.5 of the Act requires the EPA to keep a public register of details and decisions of the EPA in relation to, for example:

- licence applications;
- licence conditions and variations;
- statements of compliance;
- load based licensing information; and
- load reduction agreements.

Under s320 of the Act application can be made to the EPA for access to monitoring data which has been submitted to the EPA by licensees.

## This licence is issued to:

<b>HILLTOPS COUNCIL</b>
<b>PO BOX LOCKED BAG 5</b>
<b>YOUNG NSW 2594</b>

subject to the conditions which follow.

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## 1 Administrative Conditions

### A1 What the licence authorises and regulates

A1.1 This licence authorises the carrying out of the scheduled activities listed below at the premises specified in A2. The activities are listed according to their scheduled activity classification, fee-based activity classification and the scale of the operation.

Unless otherwise further restricted by a condition of this licence, the scale at which the activity is carried out must not exceed the maximum scale specified in this condition.

Scheduled Activity	Fee Based Activity	Scale
Sewage treatment	Sewage treatment processing by small plants	> 219 - 1000 ML annual maximum volume of discharge

A1.2 The objectives of this licence are to:

- a) prevent as far as practicable sewage overflows and sewage treatment plant bypasses;
- b) require proper and efficient management of the system to minimise harm to the environment and public health; and
- c) require practical measures to be taken to protect the environment and public health from sewage overflows and sewage treatment plant effluent.

A1.3 This licence is to be construed in a manner that will promote the objectives referred to in the condition above.

### A2 Premises or plant to which this licence applies

A2.1 The licence applies to the following premises:

Premises Details
YOUNG SEWAGE TREATMENT WORKS
51 CHILLING WORKS ROAD
YOUNG
NSW 2594
LOT 1 DP 566883, LOT 2 DP 566883, LOT 343 DP 754611, LOT 1770 DP 754611, LOT 1786 DP 754611, LOT 2137 DP 754611, LOT 2144 DP 754611, LOT 2171 DP 754611, LOT 2189 DP 754611, LOT 2290 DP 754611, LOT 2389 DP 754611, LOT 7002 DP 1021363, LOT 7003 DP 1125839

A2.2 The premises also includes the reticulation system owned and operated by the licensee that is associated with the sewage treatment plant(s) identified in condition A2.1.

### A3 Information supplied to the EPA

A3.1 Works and activities must be carried out in accordance with the proposal contained in the licence

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application, except as expressly provided by a condition of this licence.

In this condition the reference to "the licence application" includes a reference to:

- a) the applications for any licences (including former pollution control approvals) which this licence replaces under the Protection of the Environment Operations (Savings and Transitional) Regulation 1998; and
- b) the licence information form provided by the licensee to the EPA to assist the EPA in connection with the issuing of this licence.

## 2 Discharges to Air and Water and Applications to Land

### P1 Location of monitoring/discharge points and areas

- P1.1 The following utilisation areas referred to in the table below are identified in this licence for the purposes of the monitoring and/or the setting of limits for any application of solids or liquids to the utilisation area.
- P1.2 The following points referred to in the table are identified in this licence for the purposes of the monitoring and/or the setting of limits for discharges of pollutants to water from the point.

#### *Water and land*

EPA Identification no.	Type of Monitoring Point	Type of Discharge Point	Location Description
1		Discharge to waters	Outlet of pipe from sewage treatment plant discharging to Burrangong Creek as labelled "To Burrangong Creek" on the map titled "Young Sewerage Scheme WwTP Augmentation" (Drawing No. 0701798-4A) received by the EPA on 9 July 2013
2	Total volume monitoring		Influent volume monitoring as labelled "inlet flow monitoring at Parshall flume downstream of grit chamber" on the map titled "Young Sewerage Scheme WwTP Augmentation" (Drawing No. 0701798-3C) received by the EPA on 9 July 2013
3	Effluent quality monitoring		Final treated effluent quality monitoring as labelled "final effluent monitoring point; volume & quality at discharge flume" on the map titled "Young Sewerage Scheme WwTP Augmentation" (Drawing No. 0701798-4A) received by the EPA on 9 July 2013

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4	Total volume monitoring	Total volume monitoring from sewage treatment plant as labelled "final effluent monitoring point; volume & quality at discharge flume" on the map titled "Young Sewerage Scheme WwTP Augmentation" (Drawing No. 0701798-4A) received by the EPA on 9 July 2013
5	Discharge to utilisation area	Pipeline at the premises boundary from the reclaimed water pumping station as labelled "Connect to Rising Main to Golf Course" on the map titled "Young Sewerage Scheme WwTP Augmentation" (Drawing No. 0701798-4A) received by the EPA on 9 July 2013
6	Discharge to utilisation area	Pipeline at the premises boundary from the reclaimed water pumping station as labelled "Rising Main to Burrangong Oval" on the map titled "Young Sewerage Scheme WwTP Augmentation" (Drawing No. 0701798-4A) received by the EPA on 9 July 2013
7	Total volume monitoring	Total volume monitoring to utilisation area (Golf Course) as labelled "Flow Meter 2" on the map titled "Young Sewerage WwTP Augmentation" (Drawing No. 0701798-4A) received by the EPA on 9 July 2013
8	Total volume monitoring	Total volume monitoring to utilisation area (Burrangong Oval) as labelled "Flow Meter 3" on the map titled "Young Sewerage WwTP Augmentation" (Drawing No. 0701798-4A) received by the EPA on 9 July 2013
9	Environmental Monitoring	500 metres upstream of Point 1 in Burrangong Creek
10	Environmental monitoring	500 metres downstream of Point 1 in Burrangong Creek

## 3 Limit Conditions

### L1 Pollution of waters

L1.1 Except as may be expressly provided in any other condition of this licence, the licensee must comply with section 120 of the Protection of the Environment Operations Act 1997.

L1.2 The licensee may only discharge untreated or partially treated sewage from the sewage treatment plant



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and/or the reticulation system subject to the conditions of this licence, including O1 and O2.

## L2 Load limits

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

Assessable Pollutant	Load limit (kg)
BOD (Enclosed Water)	10750.00
Nitrogen (total) (Enclosed Water)	10750.00
Oil and Grease (Enclosed Water)	2150.00
Phosphorus (total) (Enclosed Water)	550.00
Total suspended solids (Enclosed Water)	16150.00

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

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

## L3 Concentration limits

- L3.1 For each monitoring/discharge point or utilisation area specified in the table below (by a point number), the concentration of a pollutant discharged at that point, or applied to that area, must not exceed the concentration limits specified for that pollutant in the table.
- L3.2 Where a pH quality limit is specified in the table, the specified percentage of samples must be within the specified ranges.
- L3.3 To avoid any doubt, this condition does not authorise the pollution of waters by any pollutant other than those specified in the table.
- L3.4 Water and/or Land Concentration Limits

## POINT 1

Pollutant	Units of Measure	50 percentile concentration limit	90 percentile concentration limit	3DGM concentration limit	100 percentile concentration limit

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Biochemical oxygen demand	milligrams per litre	10	
Faecal Coliforms	colony forming units per 100 millilitres	200	
Nitrogen (ammonia)	milligrams per litre	2	
Nitrogen (total)	milligrams per litre	10	
Oil and Grease	milligrams per litre	2	10
pH	pH		6.5 - 8.5
Phosphorus (total)	milligrams per litre	0.5	
Total suspended solids	milligrams per litre	15	

## L4 Volume and mass limits

- L4.1 For each discharge point or utilisation area specified below (by a point number), the volume/mass of:
- liquids discharged to water; or
  - solids or liquids applied to the area;
- must not exceed the volume/mass limit specified for that discharge point or area.

Point	Unit of Measure	Volume/Mass Limit
1	kilolitres per day	8035

## L5 Waste

- L5.1 The licensee must not cause, permit or allow any waste to be received at the premises, except the wastes expressly referred to in the column titled "Waste" and meeting the definition, if any, in the column titled "Description" in the table below.
- Any waste received at the premises must only be used for the activities referred to in relation to that waste in the column titled "Activity" in the table below.
- Any waste received at the premises is subject to those limits or conditions, if any, referred to in relation to that waste contained in the column titled "Other Limits" in the table below.
- This condition does not limit any other conditions in this licence.

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Code	Waste	Description	Activity	Other Limits
NA	General or Specific exempted waste	Waste that meets all the conditions of a resource recovery exemption under Clause 92 of the Protection of the Environment Operations (Waste) Regulation 2014	As specified in each particular resource recovery exemption	NA
NA	Waste	Any waste received on site that is below licensing thresholds in Schedule 1 of the POEO Act, as in force from time to time		NA
K130	Sewage sludge & residues	Septic tank sludge	Waste storage Sewage Treatment	NA
K110	Grease trap waste	As defined in Schedule 1 of the POEO Act, as in force from time to time	Waste processing (non-thermal treatment)	NA
NA	Effluent	As defined in Schedule 1 of the POEO Act, as in force from time to time	Sewage Treatment	NA

## L6 Potentially offensive odour

L6.1 No condition in this licence identifies a potentially offensive odour for the purposes of section 129 of the Protection of the Environment Operations Act 1997.

Note: Section 129 of the Protection of the Environment Operations Act 1997 provides that the licensee must not cause or permit the emission of any offensive odour from the premises but provides a defence if the emission is identified in the relevant environment protection licence as a potentially offensive odour and the odour was emitted in accordance with the conditions of a licence directed at minimising odour.

## 4 Operating Conditions

### O1 Activities must be carried out in a competent manner

O1.1 Licensed activities must be carried out in a competent manner.

This includes:

- the processing, handling, movement and storage of materials and substances used to carry out the activity; and
- the treatment, storage, processing, reprocessing, transport and disposal of waste generated by the activity.

Note: The requirements of O1.1 apply to the whole of the premises, including the reticulation system.

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O1.2 Biosolids at the premises must be stored, treated, processed, classified, transported and disposed in accordance with the Biosolids Guidelines, or as otherwise approved in writing by the EPA.

Note: This condition does not apply to the reuse or disposal of biosolids by the licensee at locations other than the premises.

## O2 Maintenance of plant and equipment

O2.1 All plant and equipment installed at the premises or used in connection with the licensed activity:  
 a) must be maintained in a proper and efficient condition; and  
 b) must be operated in a proper and efficient manner.

Note: The requirements of O2.1 apply to the whole of the premises, including the reticulation system.

## O3 Emergency response

O3.1 In the event of an overflow or bypass that harms or is likely to harm the environment, the licensee must use all practicable measures to minimise the impact of the overflow or bypass on the environment and public health. These measures are to be implemented as soon as practical after the licensee or one of the licensee's employees or agents becomes aware of the overflow or bypass.

## O4 Processes and management

### O4.1 Appropriate Treatment Processes

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

The flows specified in the table below are the inflow to the sewage treatment plant.

Required treatment process	Flow range
Screening, degritting, aeration and UV disinfection	All liquid waste inflow

O4.2 However the licensee is not taken to have breached condition O4.1 if the licensee can demonstrate:  
 a) the failure to treat the liquid waste as required was solely as a result of a failure of the power supply to the premises, or a failure of essential equipment;  
 b) the failure of power supply or equipment could not reasonably have been prevented; and  
 c) normal operating conditions were restored as soon as possible after the power supply failure or the failure of essential equipment.

O4.3 The licensee must ensure that any extensions to the reticulation system after January 2004 are planned, designed, constructed and installed to prevent as far as practicable overflows from the premises.

Note: "The premises" includes both the new and the previously existing parts of the sewage treatment system.

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## O5 Other operating conditions

### O5.1 Prohibition on acceptance of pesticides

The licensee must not consent to the receipt of organochlorine pesticides (including dieldrin, heptachlor and chlordane) into the sewage treatment system after October 2003.

### O5.2 New sewage pumping stations

Dry weather overflows resulting in pollution of waters from any sewage pumping station(s) installed within the sewage treatment system after January 2004 are not permitted.

## 5 Monitoring and Recording Conditions

### M1 Monitoring records

M1.1 The results of any monitoring required to be conducted by this licence or a load calculation protocol must be recorded and retained as set out in this condition.

M1.2 All records required to be kept by this licence must be:

- a) in a legible form, or in a form that can readily be reduced to a legible form;
- b) kept for at least 4 years after the monitoring or event to which they relate took place; and
- c) produced in a legible form to any authorised officer of the EPA who asks to see them.

M1.3 The following records must be kept in respect of any samples required to be collected for the purposes of this licence:

- a) the date(s) on which the sample was taken;
- b) the time(s) at which the sample was collected;
- c) the point at which the sample was taken; and
- d) the name of the person who collected the sample.

### M2 Requirement to monitor concentration of pollutants discharged

M2.1 For each monitoring/discharge point or utilisation area specified below (by a point number), the licensee must monitor (by sampling and obtaining results by analysis) the concentration of each pollutant specified in Column 1. The licensee must use the sampling method, units of measure, and sample at the frequency, specified opposite in the other columns:

M2.2 Water and/ or Land Monitoring Requirements

#### POINT 3

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

## POINT 9,10

Pollutant	Units of measure	Frequency	Sampling Method
Biochemical oxygen demand	milligrams per litre	Monthly	Grab sample
Nitrogen (ammonia)	milligrams per litre	Monthly	Grab sample
Nitrogen (total)	milligrams per litre	Monthly	Grab sample
Oil and Grease	milligrams per litre	Monthly	Grab sample
pH	pH	Monthly	Grab sample
Phosphorus (total)	milligrams per litre	Monthly	Grab sample
Total suspended solids	milligrams per litre	Monthly	Grab sample

M2.3 The monitoring at point 3 as required by condition M2.1 is conducted to determine compliance with the limits specified by condition L3.1 for discharges to point 1.

## M3 Testing methods - concentration limits

M3.1 Subject to any express provision to the contrary in this licence, monitoring for the concentration of a pollutant discharged to waters or applied to a utilisation area must be done in accordance with the Approved Methods Publication unless another method has been approved by the EPA in writing before any tests are conducted.

M3.2 The requirements of condition M3.1 also apply to the monitoring of the concentration of pollutants in waters.

## M4 Testing methods - load limits

Note: Division 3 of the *Protection of the Environment Operations (General) Regulation 2009* requires that monitoring of actual loads of assessable pollutants listed in L2.2 must be carried out in accordance with the relevant load calculation protocol set out for the fee-based activity classification listed in the Administrative Conditions of this licence.

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## **M5 Recording of pollution complaints**

- M5.1 The licensee must keep a legible record of all complaints made to the licensee or any employee or agent of the licensee in relation to pollution arising from any activity to which this licence applies.
- M5.2 The record must include details of the following:
- a) the date and time of the complaint;
  - b) the method by which the complaint was made;
  - c) any personal details of the complainant which were provided by the complainant or, if no such details were provided, a note to that effect;
  - d) the nature of the complaint;
  - e) the action taken by the licensee in relation to the complaint, including any follow-up contact with the complainant; and
  - f) if no action was taken by the licensee, the reasons why no action was taken.
- M5.3 The record of a complaint must be kept for at least 4 years after the complaint was made.
- M5.4 The record must be produced to any authorised officer of the EPA who asks to see them.

## **M6 Telephone complaints line**

- M6.1 The licensee must operate during its operating hours a telephone complaints line for the purpose of receiving any complaints from members of the public in relation to activities conducted at the premises or by the vehicle or mobile plant, unless otherwise specified in the licence.
- M6.2 The licensee must notify the public of the complaints line telephone number and the fact that it is a complaints line so that the impacted community knows how to make a complaint.
- M6.3 The preceding two conditions do not apply until 3 months after: the date of the issue of this licence.
- M6.4 For the purpose of condition M5.1, operating hours are defined as twenty-four hours a day, seven days a week.
- M6.5 The public notification referred to in condition M5.2 must include specific reference to the fact that the complaints line may be used by the community for the reporting of overflows.

## **M7 Requirement to monitor volume or mass**

- M7.1 For each discharge point or utilisation area specified below, the licensee must monitor:
- a) the volume of liquids discharged to water or applied to the area;
  - b) the mass of solids applied to the area;
  - c) the mass of pollutants emitted to the air;
- at the frequency and using the method and units of measure, specified below.

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POINT 2,4,7,8

Frequency	Unit of Measure	Sampling Method
Continuous	kilolitres per day	In line instrumentation

- M7.2 The monitoring at points 4 and 2 as required by condition M7.1 is conducted to determine compliance with the limits specified by condition L4.1 for discharges to point 1.
- M7.3 In the event that the licensee cannot comply with a volume monitoring method as required by this licence solely due to the failure or malfunction of essential monitoring equipment, volume may be estimated using another agreed method approved in writing by the EPA. This provision only applies for the duration of the failure or malfunction. The licensee is to rectify the failure or malfunction as soon as practicable.
- M7.4 The licensee must:
- submit in writing to the EPA a proposal for a method of volume estimation; or
  - use a method of volume estimation already approved in writing by the EPA,
- to be used in the event that essential monitoring equipment referred to in the previous condition has failed or malfunctioned.

## M8 Requirement to record bypass incidents from sewage treatment plants

- M8.1 The licensee must record the following details in respect of each bypass of any of the appropriate treatment processes required by condition O4 which may be reasonably expected to adversely affect the quality of the final discharge:
- the EPA point identification number through which the bypass discharged;
  - the date, estimated start time and estimated duration of the bypass;
  - the estimated volume of the bypass;
  - the level of treatment of the sewage at the STP prior to discharge;
  - the probable cause of the bypass;
  - any actions taken to stop the bypass happening; and
  - any actions taken to prevent the bypass happening again.
- M8.2 In addition to the details listed in the previous condition, the licensee must also record classification as a wet or dry weather bypass in respect of each bypass referred to in the previous condition. A dry weather bypass is a bypass that occurs when the flow rate of sewage at the inflow volume monitoring point of the STP does not exceed 8035 kilolitres per day and a wet weather bypass occurs when this flow is equalled or exceeded at any time during the bypass event.
- M8.3 From April 2004 the licensee must record the following details in relation to each observed or reported overflow from the reticulation system and from the sewage treatment plant:
- the location of the overflow;
  - the date, estimated start time and estimated duration of the overflow;
  - the estimated volume of the overflow;
  - a description of the receiving environment of the overflow;



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- e) classification as a dry or wet weather overflow;
- f) the probable cause of the overflow;
- g) any actions taken to stop the overflow happening;
- h) any actions taken to clean up the overflow; and
- i) any actions taken to prevent the overflow happening again.

## **M9 Other monitoring and recording conditions**

M9.1 Biosolids at the premises must be recorded, monitored and classified in accordance with the Biosolids Guidelines, to the extent that those Guidelines are applicable, or as otherwise approved in writing by the EPA.

Note: This condition does not apply to the reuse or disposal of biosolids by the licensee at locations other than the premises.

## **6 Reporting Conditions**

### **R1 Annual return documents**

- R1.1 The licensee must complete and supply to the EPA an Annual Return in the approved form comprising:
1. a Statement of Compliance,
  2. a Monitoring and Complaints Summary,
  3. a Statement of Compliance - Licence Conditions,
  4. a Statement of Compliance - Load based Fee,
  5. a Statement of Compliance - Requirement to Prepare Pollution Incident Response Management Plan,
  6. a Statement of Compliance - Requirement to Publish Pollution Monitoring Data; and
  7. a Statement of Compliance - Environmental Management Systems and Practices.

At the end of each reporting period, the EPA will provide to the licensee a copy of the form that must be completed and returned to the EPA.

R1.2 An Annual Return must be prepared in respect of each reporting period, except as provided below.

R1.3 Where this licence is transferred from the licensee to a new licensee:

- a) the transferring licensee must prepare an Annual Return for the period commencing on the first day of the reporting period and ending on the date the application for the transfer of the licence to the new licensee is granted; and
- b) the new licensee must prepare an Annual Return for the period commencing on the date the application for the transfer of the licence is granted and ending on the last day of the reporting period.

R1.4 Where this licence is surrendered by the licensee or revoked by the EPA or Minister, the licensee must prepare an Annual Return in respect of the period commencing on the first day of the reporting period and ending on:

- a) in relation to the surrender of a licence - the date when notice in writing of approval of the surrender is given; or
- b) in relation to the revocation of the licence - the date from which notice revoking the licence operates.

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- R1.5 The Annual Return for the reporting period must be supplied to the EPA via eConnect *EPA* or by registered post not later than 60 days after the end of each reporting period or in the case of a transferring licence not later than 60 days after the date the transfer was granted (the 'due date').
- R1.6 Where the licensee is unable to complete a part of the Annual Return by the due date because the licensee was unable to calculate the actual load of a pollutant due to circumstances beyond the licensee's control, the licensee must notify the EPA in writing as soon as practicable, and in any event not later than the due date. The notification must specify:
- a) the assessable pollutants for which the actual load could not be calculated; and
  - b) the relevant circumstances that were beyond the control of the licensee.
- R1.7 The licensee must retain a copy of the Annual Return supplied to the EPA for a period of at least 4 years after the Annual Return was due to be supplied to the EPA.
- R1.8 Within the Annual Return, the Statements of Compliance must be certified and the Monitoring and Complaints Summary must be signed by:
- a) the licence holder; or
  - b) by a person approved in writing by the EPA to sign on behalf of the licence holder.

Note: The term "reporting period" is defined in the dictionary at the end of this licence. Do not complete the Annual Return until after the end of the reporting period.

Note: An application to transfer a licence must be made in the approved form for this purpose.

## **R2 Notification of environmental harm**

- R2.1 Notifications must be made by telephoning the Environment Line service on 131 555.
- R2.2 The licensee must provide written details of the notification to the EPA within 7 days of the date on which the incident occurred.

Note: The licensee or its employees must notify all relevant authorities of incidents causing or threatening material harm to the environment immediately after the person becomes aware of the incident in accordance with the requirements of Part 5.7 of the Act.

## **R3 Written report**

- R3.1 Where an authorised officer of the EPA suspects on reasonable grounds that:
- a) where this licence applies to premises, an event has occurred at the premises; or
  - b) where this licence applies to vehicles or mobile plant, an event has occurred in connection with the carrying out of the activities authorised by this licence,
- and the event has caused, is causing or is likely to cause material harm to the environment (whether the harm occurs on or off premises to which the licence applies), the authorised officer may request a written report of the event.
- R3.2 The licensee must make all reasonable inquiries in relation to the event and supply the report to the EPA within such time as may be specified in the request.

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- R3.3 The request may require a report which includes any or all of the following information:
- a) the cause, time and duration of the event;
  - b) the type, volume and concentration of every pollutant discharged as a result of the event;
  - c) the name, address and business hours telephone number of employees or agents of the licensee, or a specified class of them, who witnessed the event;
  - d) the name, address and business hours telephone number of every other person (of whom the licensee is aware) who witnessed the event, unless the licensee has been unable to obtain that information after making reasonable effort;
  - e) action taken by the licensee in relation to the event, including any follow-up contact with any complainants;
  - f) details of any measure taken or proposed to be taken to prevent or mitigate against a recurrence of such an event; and
  - g) any other relevant matters.
- R3.4 The EPA may make a written request for further details in relation to any of the above matters if it is not satisfied with the report provided by the licensee. The licensee must provide such further details to the EPA within the time specified in the request.

## R4 Other notifications

- R4.1 Where either:
- a) sewage or partially treated sewage is discharged from the premises as a result of a bypass of the sewage treatment plant, or
  - b) an observed or reported overflow has occurred from the reticulation system, and overflow or bypass may pose a risk to public health, the licensee is to promptly give appropriate notification to any parties that are likely to be affected, including:
    - i) the potentially affected community,
    - ii) the Safe Food NSW Shellfish Quality Assurance Program, where the bypass or overflow could have potential impacts on shellfish production; and
    - iii) the Department of Health.

## R5 Annual system performance report

- R5.1 The licensee must supply to the EPA an Annual System Performance Report not later than 60 days after the end of each reporting period.
- R5.2 The report is to supplement the Annual Return and must include but need not be limited to:
- a) the 50 percentile, 90 percentile, 100 percentile and 3DGM values calculated from the monitoring data required by this licence for the reporting period for each pollutant which has corresponding concentration limits specified in this licence;
  - b) the total amounts of biosolids, as classified in the Biosolids Guideline, disposed of on-site, off-site and to landfill during the reporting period;
  - c) a diagram showing the major process elements, discharge points and monitoring points at the premises' sewage treatment plant(s), where there has been any significant change since the previous reporting period or this information has not been provided previously to the EPA;
  - d) the number of dry and wet weather bypasses recorded over the reporting period (recorded in

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accordance with condition M7);

e) a breakdown of the total number of complaints received by the licensee during the reporting period in relation to the premises into categories of “odours – sewage treatment plant”, “odours – reticulation system”, “water pollution – sewage treatment plant”, “water pollution – reticulation system” and any other category indicated by the complaints;

f) a summary of observed, reported or recorded wet weather overflows and observed, reported or recorded dry weather overflows and sewage treatment plant bypasses. These data are to be for the current reporting period and for the four previous twelve-month periods, for which data has been collected. Any significant actions taken to address bypasses or overflows are to be noted; and

g) the amount of rainfall measured at a rain gauge at the STP, or at the rain gauge closest to the centre of the catchment of the sewage treatment system, for each month of the reporting period.

R5.3 The Annual System Performance Report must be presented in a format approved in writing by the EPA.

R5.4 The requirements of R5.2 (d), (e), (f) and (g) apply to the part of the reporting period beginning three months after the date the licence is varied to include this condition.

## R6 Other reporting conditions

R6.1 When the licensee notifies the Department of Health or Safe Food NSW Shellfish Quality Assurance Program of a bypass or overflow incident, the licensee must also notify the EPA by telephoning its Pollution Line service on 131 555. Notifications are to be given as soon as practicable after the licensee or one of the licensee’s employees or agents becomes aware of the incident, and must include all relevant information including the information required under condition M7.1 or M7.3.

## 7 General Conditions

### G1 Copy of licence kept at the premises or plant

G1.1 A copy of this licence must be kept at the premises to which the licence applies.

G1.2 The licence must be produced to any authorised officer of the EPA who asks to see it.

G1.3 The licence must be available for inspection by any employee or agent of the licensee working at the premises.

Note: For the purposes of this condition, “the premises” refers to each Sewage Treatment Plant(s) described in condition A2.1.

### G2 Contact number for incidents and responsible employees

G2.1 The licensee must operate 24-hour telephone contact lines for the purpose of enabling the EPA to directly contact one or more representatives of the licensee who can:

- a) respond at all times to incidents relating to the premises; and
- b) contact the licensee’s senior employees or agents authorised at all times to:

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- i) speak on behalf of the licensee; and
- ii) provide any information or document required under this licence.

G2.2 The licensee is to inform the EPA in writing of the appointment of any subsequent contact persons, or changes to the person's contact details as soon as practicable and in any event within fourteen days of the appointment or change.

### **G3 Signage**

G3.1 The location of EPA point number(s) 1, 2, 3, 4, 5, 6, 7 and 8 must be clearly marked by signs that indicate the point identification number used in this licence and be located as close as practical to the point.

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## Dictionary

### General Dictionary

<b>3DGM [in relation to a concentration limit]</b>	Means the three day geometric mean, which is calculated by multiplying the results of the analysis of three samples collected on consecutive days and then taking the cubed root of that amount. Where one or more of the samples is zero or below the detection limit for the analysis, then 1 or the detection limit respectively should be used in place of those samples
<b>Act</b>	Means the Protection of the Environment Operations Act 1997
<b>activity</b>	Means a scheduled or non-scheduled activity within the meaning of the Protection of the Environment Operations Act 1997
<b>actual load</b>	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
<b>AM</b>	Together with a number, means an ambient air monitoring method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .
<b>AMG</b>	Australian Map Grid
<b>anniversary date</b>	The anniversary date is the anniversary each year of the date of issue of the licence. In the case of a licence continued in force by the Protection of the Environment Operations Act 1997, the date of issue of the licence is the first anniversary of the date of issue or last renewal of the licence following the commencement of the Act.
<b>annual return</b>	Is defined in R1.1
<b>Approved Methods Publication</b>	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
<b>assessable pollutants</b>	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
<b>BOD</b>	Means biochemical oxygen demand
<b>CEM</b>	Together with a number, means a continuous emission monitoring method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .
<b>COD</b>	Means chemical oxygen demand
<b>composite sample</b>	Unless otherwise specifically approved in writing by the EPA, a sample consisting of 24 individual samples collected at hourly intervals and each having an equivalent volume.
<b>cond.</b>	Means conductivity
<b>environment</b>	Has the same meaning as in the Protection of the Environment Operations Act 1997
<b>environment protection legislation</b>	Has the same meaning as in the Protection of the Environment Administration Act 1991
<b>EPA</b>	Means Environment Protection Authority of New South Wales.
<b>fee-based activity classification</b>	Means the numbered short descriptions in Schedule 1 of the Protection of the Environment Operations (General) Regulation 2009.
<b>general solid waste (non-putrescible)</b>	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997

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<b>flow weighted composite sample</b>	Means a sample whose composites are sized in proportion to the flow at each composites time of collection.
<b>general solid waste (putrescible)</b>	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
<b>grab sample</b>	Means a single sample taken at a point at a single time
<b>hazardous waste</b>	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
<b>licensee</b>	Means the licence holder described at the front of this licence
<b>load calculation protocol</b>	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
<b>local authority</b>	Has the same meaning as in the Protection of the Environment Operations Act 1997
<b>material harm</b>	Has the same meaning as in section 147 Protection of the Environment Operations Act 1997
<b>MBAS</b>	Means methylene blue active substances
<b>Minister</b>	Means the Minister administering the Protection of the Environment Operations Act 1997
<b>mobile plant</b>	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
<b>motor vehicle</b>	Has the same meaning as in the Protection of the Environment Operations Act 1997
<b>O&amp;G</b>	Means oil and grease
<b>percentile [in relation to a concentration limit of a sample]</b>	Means that percentage [eg.50%] of the number of samples taken that must meet the concentration limit specified in the licence for that pollutant over a specified period of time. In this licence, the specified period of time is the Reporting Period unless otherwise stated in this licence.
<b>plant</b>	Includes all plant within the meaning of the Protection of the Environment Operations Act 1997 as well as motor vehicles.
<b>pollution of waters [or water pollution]</b>	Has the same meaning as in the Protection of the Environment Operations Act 1997
<b>premises</b>	Means the premises described in condition A2.1
<b>public authority</b>	Has the same meaning as in the Protection of the Environment Operations Act 1997
<b>regional office</b>	Means the relevant EPA office referred to in the Contacting the EPA document accompanying this licence
<b>reporting period</b>	For the purposes of this licence, the reporting period means the period of 12 months after the issue of the licence, and each subsequent period of 12 months. In the case of a licence continued in force by the Protection of the Environment Operations Act 1997, the date of issue of the licence is the first anniversary of the date of issue or last renewal of the licence following the commencement of the Act.
<b>restricted solid waste</b>	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
<b>scheduled activity</b>	Means an activity listed in Schedule 1 of the Protection of the Environment Operations Act 1997
<b>special waste</b>	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
<b>TM</b>	Together with a number, means a test method of that number prescribed by the <i>Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales</i> .

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

Mr Tim Gilbert

Environment Protection Authority

(By Delegation)

Date of this edition: 16-June-2000



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## End Notes

- 1 Licence varied by notice V/M upgrade, issued on 07-Jul-2000, which came into effect on 07-Jul-2000.
- 2 Licence varied by change to contact details, issued on 03-Jul-2001, which came into effect on 03-Jul-2001.
- 3 Licence varied by notice 1009506, issued on 03-Aug-2001, which came into effect on 28-Aug-2001.
- 4 Licence varied by notice 1012039, issued on 04-Jun-2002, which came into effect on 29-Jun-2002.
- 5 Licence varied by notice 1019329, issued on 20-Feb-2004, which came into effect on 16-Mar-2004.
- 6 EPA Condition ID S40934 amended 13-08-04
- 7 Licence varied by notice 1060651, issued on 30-Jun-2006, which came into effect on 30-Jun-2006.
- 8 Licence varied by notice 1125239, issued on 23-Feb-2011, which came into effect on 23-Feb-2011.
- 9 Licence varied by notice 1515112 issued on 01-Aug-2013
- 10 Licence varied by notice 1516083 issued on 07-Aug-2013
- 11 Licence format updated on 10-Feb-2016
- 12 Licence varied by notice 1539725 issued on 02-May-2016
- 13 Licence varied by notice 1542461 issued on 20-Jul-2016
- 14 Licence transferred through application 1542962 approved on 25-Jul-2016 , which came into effect on 12-May-2016