

Application for Trade Waste Discharge

Apply for a new consent, or to vary or renew an consent
Pursuant to Waikato District Council Trade Waste and
Wastewater Bylaw (2023)

Please complete and return this form to

Post: Waikato District Council , Private Bag 544,
Ngaruawahia 3742

Email: waikatotradewaste@water.co.nz

Phone: 0800 492 452

Website: www.waikatodistrict.govt.nz

Important information

Please complete all sections in this form, attach the required documents and email or post it to the address above. For information about fees to process this application and to monitor compliance, please visit www.waikatodistrict.govt.nz.

1. Application details

Full name (as registered with the
New Zealand Companies Office)

'Trading as' name (if applicable)

New Zealand company registration number

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Street address of trade premises:

Street number

Street name

Postcode

Postal address (required for billing purposes):

Street name or PO Box

Postcode

Person in company responsible for industrial wastewater (trade waste) discharge

Last name

Position in company

Email

Phone

Mobile

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2. What are you applying to do?

Council Connections:

Please tick one option:

☐ Temporary Discharge – Start _____ End _____

☐ Proposed New Discharge

☐ Renewal of a Consent Number _____

☐ Variation to an Existing Consent:

Nature of Variation:

Consent Number _____

Council Wastewater Network: Yes / No

Council Stormwater Network: Yes / No

Council Water Supply: Yes / No

Other Source of Water: Yes / No _____

Specify: _____

3. Site and process information - Please attach extra information if necessary

Please describe your company's main process or products, please tick one option:

☐ Food Premises

☐ Process/Manufacturing

☐ Healthcare

☐ Hair & Beauty Services

☐ Service Station/Car Wash

☐ Laundromat/Dry Cleaners ☐

Tanker

☐ Leachate/Landfill Wastes

Other; Specify: _____

Describe Processes and Main Trade Activity:

Does the discharge meet the Permitted Characteristics specified in Schedule 1A Waikato District Council? Yes / No

If No, please refer to Section 8.3 – Processing an Application Waikato District Council and provide all the necessary information to address all the items specified in these Sections. Please attach the additional information with this application.

List any substances which are stored, used and/or generated on the premise (e.g. chemicals, oil solvents, waste products, etc.). Attach Material Safety Data Sheets (MSDS) if necessary.

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Describe mitigation measures employed to prevent accidental spillages of these substances from entering the public sewer or stormwater systems. Attach additional information if necessary

☐

Continuous Discharge

OR

☐

Batch Discharge

List the maximum volume of trade waste discharged per 24 hours, m³ taken over peak usage periods, for each discharge point (m /24hrs)

m³/24hrs

m³/24hrs

List the average volume of trade waste discharged per 24 hours, m³ taken over extended periods of normal production, for each discharge point (m /24hrs)

m³/24hrs

m³/24hrs

List the maximum instantaneous flow rate of trade waste discharged for each discharge point (litres per second)

L/sec

L/sec

List the batch discharge volume (m³)

m³

List the frequency of batch discharge (if applicable)

Please give the company's operating days and hours:

List the company's peak discharge periods (hours/months):

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List the regular/annual shutdown periods (hours/months):

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☐

Proposed method of flow measurement:

☐

Permanent installation of Council-approved waste flow measuring equipment

Based on water usage as measured by a Council meter

Proposed Water Loss Factor:

Note: Attach supporting information regarding the calculation of the water loss factor

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4. Risk Management

PROPOSED/EXISTING PRE-TREATMENT DEVICES

☐ Screens ☐ Grease Removal System ☐ Flow Balance ☐ First-flush Diversion ☐ pH adjustment ☐ Amalgam Separator ☐

Chemical/Biological Treatment ☐ Oil and Grit Interceptor ☐ Balance/Holding Tank ☐ Complex Filtration System

☐ Another Pre-treatment:

Specify: _____

SPECIFICATION OF PRE-TREATMENT SYSTEM(S):

☐ Attach specification of proposed/existing pre-treatment device(s)

Type: _____ Make/Model: _____

Size: _____ (litres)

PRE-TREATMENT SERVICING

Contractor: _____

Contact Phone Number: _____

Frequency of Service: _____

LIQUID WASTE REMOVAL FROM SITE

List all Liquid Wastes(s) removed from site

Contractor: _____ Contact

Phone Number: _____

Frequency of Service: _____

REDUCING LIQUID AND SOLID WASTE

List all waste (liquid and solid wastes) minimisation and cleaner production initiatives that will be implemented in the premise; Attach further information if necessary.

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5. Checklist

Please note, this application will not be processed until all the information below is received.

Yes, I have:

☐ Provided material safety data sheets

☐ Provided induction requirements, hazard registers, PPE requires etc. for staff to enter site ☐

Completed and signed this application form

Waikato District Council Trade Waste Bylaw and Local Government Act 2002 allow the following:

All Authorised Officers or Authorised Agents of the Council, or any analysts, may enter any premise believed to be discharging trade waste at any time, in order to determine any characteristics of any actual or potential discharge by: a) Taking readings or measurements

b) Carrying out site inspection audits; and/or

c) Taking samples for testing, of any solids, liquid or gaseous material or any combination or mixture of such materials.

Authorisation

1. I am duly authorised to make this application
2. I declare that the information in this application is true and correct.

Name

Position

Date

DD / MM / YYYY

Signature

Privacy

We may use this information to process your application, update our records or help improve our services. We will not disclose it unless required by law. You have the right to access your information, and you can ask us to correct any errors. For office use only

<input type="checkbox"/> Permitted/Controlled	<input type="checkbox"/> Conditional	<input type="checkbox"/> Tanker	<input type="checkbox"/> Individual Agreement
Environmental Health Referral	Yes / No		
High Water user (>15 m3 per day)	Yes / No		
Council Meter Referral	Yes / No		