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|---|--|------------------------------|------------------------------|
|  | <b>Community Wastewater<br/>Management Systems<br/>Policy</b><br><i>Policy No. ENVPOL 05</i> | <b>Version No:</b>           | 2.1                          |
|   |  | <b>Responsible Officer/s</b> | Environmental Health Manager |
|   |  | <b>Issued:</b>               | 4 May 2015                   |
|   |  | <b>Next Review:</b>          | June 2019                    |

## 1. Purpose

This policy is to establish a framework for the operation and maintenance of Council's Community Wastewater Management Systems (CWMS). The adoption of this policy will assist in ensuring the provision of a sustainable CWMS network throughout the Council area that meets the needs of the community while complying with relevant legislation and standards.

CMWS is a system designed to collect, treat, re-use and/or dispose of primary treated effluent from septic tanks on individual properties. Council as the manager of CMWS assets, is responsible for the operation, maintenance, upgrading and replacement of the existing systems within the Council area. Council will maintain a plan of its CWMS networks and schedule regular regular upgrades/maintenance of the systems.

## 2. Scope

This policy applies to CWMS located in the townships of Port MacDonnell, Tarpeena, Allendale East, Donovans, Pelican Point and Cape Douglas, in addition to the construction of new schemes. The policy aims to provide a framework for; fees, service charges, rebates, connection periods, desludging programmes, additional connection points and easements.

## 3. Definitions

**Access to CWMS** means the ability for an allotment to be physically connected to the scheme via the installation of a CWMS connection point to the allotment boundary.

**AWTP** stands for Aerated Wastewater Treatment Plant

**Council** means District Council of Grant.

**CWMS** means Community Wastewater Management System for the disposal of wastewater.

**CWMS Infrastructure** means all the facilities owned by the Council and used for the purpose of collecting, treating and re-use/disposal of wastewater. It includes the connection point provided at each property.

**CWMS Connection Point** means the infrastructure that joins the CWMS mains to a specific allotment. The extent of a "connection point" runs from the CWMS main to the property boundary.

**Effluent** means the primary treated liquid leaving a septic tank.

**Septic tank** is a single or multiple chambered tank through which wastewater is allowed to flow slowly to permit suspended matter to settle and be retained, and that organic matter contained therein can be partially decomposed by anaerobic bacterial action. The term covers the tanks that are used to treat all wastewater, greywater and blackwater.

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**Wastewater** means water which is collected and transported through waste pipes and sewers and includes water from domestic, commercial and industrial sources. It includes effluent.

#### 4. Policy

##### 4.1 Fees

###### 4.1.1 Connection Fees

A connection fee will be applied per allotment (or per connection for multiple units) on all additional allotments created by a land division and per allotment on all additional allotments connected through an extension of an existing scheme. The fee will be reviewed through the schedule of fees and charges annually. This fee covers the right to connect to the system and does not cover any costs to physically install the connection (refer to 4.6).

###### 4.1.2 Application Fees

Council will waive application fees for connection to CWMS, for existing properties, for a period of two years from the scheme's commissioning date. If at the time of an initial pre-connection inspection, the existing septic tank is deemed to need replacing, an application to replace the septic tank is to be lodged with Council, but with no application fee applied.

##### 4.2 CWMS Service Charges

In accordance with the Local Government Act 1999, Council may impose a service charge on every property whereby access to the CWMS has been provided. Properties will be classified as either Occupied or Vacant as outlined below. Service charges will be reviewed each financial year, taking into account operating, maintenance and depreciation costs as well as providing funds for capital replacement of the networks.

###### 4.2.1 CWMS Occupied Service Charge

An occupied property is considered to be a premise upon which a dwelling, commercial/industrial structure or approved temporary living arrangement is located.

###### 4.2.2 CWMS Vacant Service Charge

A vacant property is considered to be a premise upon which no dwelling, commercial structure or industrial premise (or any other habitable structure) is located.

##### 4.3 Rebates

###### 4.3.1 Properties with Existing AWTP

Properties with an approved, working AWTP will not be required to connect to a CWMS if;

- The system complies with SA Health's regulation & codes; and
- The system has been serviced regularly by a contractor (every 3 months) and Council receives a copy of the service report; and

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- The system & irrigation area has been installed according to the Council approved plans; and
- The system operated in a safe manner not creating any health issues and to Council's satisfaction.

If property owners continue to comply with the conditions above, a rebate of 75% will be applied to the CWMS service charge on the property rates. No new AWTP systems are to be installed in a township that is serviced by a CWMS.

#### **4.3.2 Properties with individual Pump Sumps**

Existing properties connected to the Allendale and Port MacDonnell CWMS who require a pump sump to pump into the system will receive a rebate, which will be determined annually and applied to the CWMS service charge on the property rates.

#### **4.4 Compulsory Connection Period**

A grace period for connection into new schemes will be for a period of 2 years from commissioning. After that period, Council officers will assess the need to issue Notices on properties in accordance with Section 9 of the South Australian Public Health (Wastewater) Regulations 2013.

#### **4.5 Septic Tank Desludging**

Council will operate a septic tank desludging (pump-out) program and maintain a database of when septic tanks connected to the CWMS are desludged. The following pumping regime will be conducted for the Donovans, Allendale East, Cape Douglas, Pelican Point and Tarpeena schemes;

- 3000L tanks pumped out every 4 years
- 1600L tanks, pumped out every 4 years

Due to SA Water requirements for accepting effluent from the Port Mac Donnell CWMS, the following pumping regime will be conducted for the Port MacDonnell scheme only;

- 3000L tanks pumped out every 3 years
- 1600L tanks, pumped out every 3 years; and
- 900L tanks, pumped every 3 years

Any additional pump outs of septic tanks between the 3 & 4 year cycles will be the responsibility of the landowner to make necessary arrangements with a private contract, including payment. This reflects an equitable approach to pump outs, and recognises a different and/or beneficial initial capital cost to the landowner of smaller septic tanks.

#### **4.6 Additional connections to CWMS**

**All** costs for the physical connection of a new allotment(s) to the CWMS main will be the responsibility of the applicant/owner or developer. Consultation with Council Officers is required prior to any works being carried out.

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#### 4.7 Access to Easements/ Building over Easements

Council will grant approval to build over a CWMS easement provided the structure to be placed over the easement is of a prefabricated kind, such as a steel garage/shed, carport or pergola; not of solid construction and subject to;

- Any section of flooring placed in the structure, directly over the CWMS drain, being removable (eg. paving, bricks);
- Any inspection opening or flushing point along the CWMS drain line within the easement, must remain accessible at all times; and
- Where any building or flooring requires removal for maintenance or replacement of the CWMS drain, then the cost of removal and reinstatement of any building or portion of a building or flooring, shall be totally borne by the property owner.

#### 4.8 New CWMS Schemes

Prior to any new schemes being considered by Council, a comprehensive assessment of capital costs, and future life of scheme costs will be undertaken.

It is expected that any new scheme will be fully funded by landowners connected or able to be connected to the scheme, including full cost recovery of operational costs.

Formal agreement from landowners would be required to pay an annual service charge based on full cost recovery prior to any commencement of scheme planning or construction.

### 5. Responsibilities

The Environmental Health Manager & Works Manager are responsible for ensuring the requirements of this Policy are met.

### 6. References:

#### State Legislation

Local Government Act 1999, Section 155 & 188  
 South Australian Public Health Act 2011  
 South Australian Public Health (Wastewater) Regulations 2013  
 Environmental Protection Act 1993

#### Other Related References

On-site Wastewater Systems Code 2013  
 District Council of Grant Asset Management Policy

### 7. Review

This Policy shall be reviewed by the District Council of Grant at minimum every four (4) years, within 12 months of a general election (or on significant change to legislation or other matters which could affect this policy).

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| <b>Action</b>      | <b>Date</b>      | <b>Minute Reference</b> |
|--------------------|------------------|-------------------------|
| Adopted by Council | 2 December 2013  | 13144.1.2.6             |
| Reviewed           | 4 May 2015       | 15059.2.2               |
| Amended            | 7 September 2015 | 15113.3                 |
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