

# TRADE WASTE APPLICATION – INDUSTRIAL NON-FOOD PREMISES



Pursuant to the Hutt Valley Trade Wastes Bylaw 2016

- Find out more about Trade Waste discharge here: [Trade Waste | Hutt City Council](#)
- You can renew your trade waste consent online at: [online payments - renewals](#)
- Trade waste discharge consent fees and charges: [hutt.city/TW-Fees](#)

## 1 APPLICANT DETAILS

Applicant/company ( <i>legal entity name and trading name</i> )	
Postal address	
Post code	
Telephone	Mobile
Email/other	

## 2 PREMISES DETAILS

Premises known as	
Street address	
Post code	
Name of authorised contact	
Position	
Telephone	
Email/other	
Name of premise owner contact and details	
Description of main trade activity	<b>OFFICE USE ONLY:</b> Premises ID ..... Invoice number ..... Consent category ..... Consent fee ..... Consent type .....
Rates assessment number	

This is an application for

a proposed new discharge
  Renewal of a trade waste licence  
 variation to an existing trade waste licence
  An existing discharge for which no licence exists

Describe the variation or proposed new discharge

Current point or place of discharge

### 3 DISCHARGE VOLUME, SUBSTANCES AND PROTECTIVE MEASURES

The source of water used on the premises is

from  Council  m<sup>3</sup>/working day (*estimated usage*)  
 from other sources (*state source, eg bore*)  m<sup>3</sup>/working day

The wastes  do/  do not, contain condensing water or storm water and the layout of drains on the premises  is/  is not, such as to reasonably exclude the possibility of such becoming mixed with trade wastes.

**Proposed method for flow/volume measurement** (*please tick one*)

a permanent installation of suitable flow measuring equipment  
 based on water usage as measure by meter  
 other (*specify*)

Do domestic waste water and trade wastes discharge at the same point?  Yes  No

**Volume of wastewater**

Average daily volume  m<sup>3</sup>

Maximum daily volume  m<sup>3</sup>

Maximum volume in any eight (8) hour period  m<sup>3</sup>

If batch discharges

Quantity  m<sup>3</sup>

Frequency  m<sup>3</sup>

Rate of discharge  L/s

List any substances contained in Schedule 1 or 2 of the Bylaw which are stored, used, or generated on the premises

Describe mitigation measures employed to prevent accidental spillages of these substances from entering the public sewer or storm water system or contaminating the ground

#### 4 DESCRIPTION OF TRADE WASTES AND PROCESSES UNDERTAKEN

General characteristics of wastes	Typical	Range
Temperature (°C)	<input type="text"/>	<input type="text"/>
BOD5 (mg/L)	<input type="text"/>	<input type="text"/>
COD (mg/L)	<input type="text"/>	<input type="text"/>
Suspended solids (mg/L)	<input type="text"/>	<input type="text"/>
pH	<input type="text"/>	<input type="text"/>
Oil and greases	<input type="text"/>	<input type="text"/>
Metals	<input type="text"/>	<input type="text"/>
Miscellaneous ( <i>please state</i> )	<input type="text"/>	<input type="text"/>
Miscellaneous ( <i>please state</i> )	<input type="text"/>	<input type="text"/>

Please provide details of the process and attach typical analyses for wastewater created

Any further related comments

The following steps  have been/  will be taken to improve the trade process as part of a strategy of cleaner production

Date of improvements

Site plans of the premises are attached which clearly show the location of the following as appropriate

- |  |  |
|--|--|
| <input type="checkbox"/> Process areas               | <input type="checkbox"/> Flow measuring devices                    |
| <input type="checkbox"/> Trade waste drains          | <input type="checkbox"/> Emergency spill devices                   |
| <input type="checkbox"/> Domestic waste water drains | <input type="checkbox"/> Open areas draining to trade waste drains |
| <input type="checkbox"/> Storm water drains          | <input type="checkbox"/> Emergency spill containment               |
| <input type="checkbox"/> Water meters                | <input type="checkbox"/> Other ( <i>specify</i> )                  |

Detailed drawings and descriptions for the following are attached as appropriate

- Pre-treatment systems (*eg screens, pH control, grease traps, chemical or bio treatment*)
- Flow measuring devices (*eg water meters, bore meters, flow meters*)
- Emergency spill containment
- Sampling points
- Method of flow meter calibration

## 5 DISCHARGE MANAGEMENT AND MONITORING

A Discharge Management Plan  is/  is not attached.

The health and safety requirements and security arrangements for trade waste officer and sampling staff entering the premises are as follows (*please specify*)

If monitoring for compliance is required the frequency and test schedule will be determined by the trade waste officer and performed under the trade waste officer's direction. All costs associated are at the discharger's expense.

## 6 AUTHORISED SIGNATURE

Company name
Position
Full name

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

Signature	Date
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### Privacy statement

We collect, use and disclose personal information you provided:

- for the purpose(s) specified at the point of collection
- to communicate with you for council purposes
- to tell you about products and services we believe may be of interest to you, and
- to enable us to maintain our records and carry out statutory functions.

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or have it corrected, please contact us at [informationmanagementteam@huttcity.govt.nz](mailto:informationmanagementteam@huttcity.govt.nz) or come in and see us at 30 Laings Road, Lower Hutt 5010. For more information see [huttcity.govt.nz/council/contact-us/privacy](https://huttcity.govt.nz/council/contact-us/privacy).