Policy 4.02 Onsite Wastewater~~Sewage~~ Management

Directorate	Community, Environment and Planning
Responsible Officer	Manager Certification and Compliance

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Record of Administrative Amendments

Amendment Version No.:	Description of Administrative Amendment	Date Reviewed
4.2	Review of policy in accordance with Section 165 of the *Local Government Act 1993* Placed on Public Exhibition 23 July 2025	July 2025
4.1	Review of policy in accordance with Section 165 of the *Local Government Act 1993* Workshopped by Councillors on 18 June 2025	June 2025
4	Adopted by Council (D22/87959)	21/09/2022

1 Introduction

1.1 Scope

Onsite WastewaterSewage Management Systems (OSMOWMS) capture and treat wastewater in unsewered areas. Failure of eOWMSnsite wastewater management OSM can result in contamination of water supplies, land and aquaculture, with subsequent public and environmental health impacts. Regulation of these systems is therefore aimed at prevention of public health risk, protection of land and community amenity, protection of surface waters and groundwaters, and conservation and reuse of resources.

Bega Valley Shire Council is the regulatory authority for domestic and unlicensed onsite sewage management systemsOWMS within its local government area. The *Local Government Act 1993* specifies Council's responsibilities with regard to approval of new systems, and inspection and ongoing approval to operate of existing systems.

This policy applies to all land within the Bega Valley Shire where a reticulated sewerage service is not available, and to all domestic and unlicensed onsite sewage management systems (OSM)OWMS in the Bega Valley Shire Local Government area, with the exception of National Parks. as outlined in the Department of Local Government Circular 99/59.

This includes but is not limited to:

- septic tanks, aerated wastewater treatment systems (AWTS), package treatment plants, worm farms, pit and composting systems, unless the system is required to be licensed under the *Protection of the Environment Operations Act 1997* *Schedule 1*
- effluent pump out systems
- domestic greywater treatment and reuse systems
-
- greywater disposal systems.

The scope of this policy demonstrates direct commitment to the following strategic guiding principles.

- Accountable | ~~c~~Clear accountability set for reporting; explaining and answering for the consequence of decisions; commitment to risk management and compliance; proactive consultation and engagement organisation wide and externally with key stakeholders~~.~~
- Financially sustainable |P~~p~~rovision of services fit for purpose, with a focus on resilience, future capability and sustainability
- Transparent | C~~c~~ommitment to open communication; nurturing a trusting and supportive partnership with community and~~,~~ local businesses
- Responsive | T~~t~~imely and accurate information sharing with community and stakeholders; adapting better practice in management and service delivery~~.~~
- Equitable and inclusive | N~~n~~urturing a culture of collaboration, consultation and communication in C~~c~~ouncil business practices and service delivery, advancing organisational values, strong consideration of the needs of all stakeholders~~.~~
- Effective and efficient -| C~~c~~lear connection between policy and implementation, improved collaboration and partnership between community, business, neighbouring councils and other government bodies

1.2 Purpose

The purpose of this policy is to:

- ensure design and performance of onsite sewage systems complies with current ~~to current~~ legislative requirements ~~, AS/NZ Standards,~~ and recommended practices
- ~~protect and enhance the quality of public health and amenity within the shire~~
- ~~protect and enhance the environment within the shire, including surface water, groundwater, land, and flora and fauna~~
- ~~provide sustainable options for wastewater management~~
- provide guidance to industry and property owners in preparing onsite sewage management applications to Council~~.~~
-
- s~~S~~afeguard and improve the quality of surrounding environments and catchments including groundwater, surface water and~~,~~ land and vegetation through selection and maintenance of site suitable on~~-~~site wastewater systems~~.~~
- p~~P~~revent and manage current and long-term public health risks posed by on~~-~~site wastewater disposal~~.~~
- p~~P~~rotect drinking water supply sources and aquaculture catchments from potential effluent and nutrient contamination~~.~~
- e~~E~~nsure the principles of ecologically sustainable development are upheld in decision-making processes.

1.3 Definitions

Word or Terminology	Description
OWMS~~OSM~~	Onsite wastewater ~~sewage~~ management system – a system for treating human excreta and other wastewater
~~OSM~~	~~Onsite sewage management system~~

Word or Terminology	Description
AWTS	Aerated wastewater treatment system-. One system that provides secondary treatment to wastewater.
ATO	Approval to operate-. Approval to operate an OWMS given by Council under Section 68 of the *Local Government Act 1993.*
SCA	Sydney Catchment Authority
Greywater	Wastewater from baths, showers, basins and laundries
Blackwater	Wastewater from a kitchen, toilet, urinal or bidet.
Suitably qualified servicing agent	A suitably qualified servicing agent must: • have completed a course on servicing and maintenance of the system; and have some supervised servicing experience, or extensive unsupervised servicing experience • not perform electrical work or enter confined spaces unless qualified to do so • be either employed or authorised by the manufacturer • must service the system in accordance with the manufacturers service requirements specified in the service manual.
Principles of ecologically sustainable development	Pprinciples of ecologically sustainable development as defined in the *Local Government Act 1993*-, as followsmeans the following statements of principle:— Ecologically sustainable development requires the effective integration of economic and environmental considerations in decision-making processes. Ecologically sustainable development can be achieved through the implementation of the following principles and programs— (a) the precautionary principle—namely, that if there are threats of serious or irreversible environmental damage, lack of full scientific certainty should not be used as a reason for postponing measures to prevent environmental degradation. In the application of the precautionary principle, public and private decisions should be guided by— (i) careful evaluation to avoid, wherever practicable, serious or irreversible damage to the environment, and (ii) an assessment of the risk-weighted consequences of various options, (b) inter-generational equity—namely, that the present generation should ensure that the health, diversity and productivity of the environment is maintained or enhanced for the benefit of future generations, (c) conservation of biological diversity and ecological integrity—namely, that conservation of biological diversity and ecological integrity should be a fundamental consideration, (d) improved valuation, pricing and incentive mechanisms—namely, that environmental factors should be included in the valuation of assets and services, such as— (i) polluter pays—that is, those who generate pollution and waste should bear the cost of containment, avoidance or abatement,

Word or Terminology	Description
	(ii) the users of goods and services should pay prices based on the full life cycle of costs of providing goods and services, including the use of natural resources and assets and the ultimate disposal of any waste, (iii) environmental goals, having been established, should be pursued in the most cost effective way, by establishing incentive structures, including market mechanisms, that enable those best placed to maximise benefits or minimise costs to develop their own solutions and responses to environmental problems.
Environmentally sensitive area	Environmentally sensitive areas are defined ~~as per~~in the *Local Government (General) Regulation 2021* as: (a) land or an area listed in the definition of environmentally sensitive area in Part 4 of Schedule 3 to the *Environmental Planning and Assessment Regulation 2000*, and (b) any land or area— i. within 100 metres of a natural waterbody, wetland or coastal dune field, or ii. with a high watertable, or iii. with highly permeable soils or acid sulphate, sodic or saline soils, or iv. within a drinking water catchment, or v. within the water catchment area of an estuary where the entrance to the sea is intermittently open.
Nominated Waterways	As per Table 'Nominated Waterways in the Bega Valley Shire' in the Bega Valley Development Control Plan, as follows: **Nominated waterways in the Bega Valley Shire** Back Lake Bega River Blackfellows Lagoon Cuttagee Lake Middle Lake Nelson Lake Pambula Lake Wallaga Lake Bermagui River Curalo Lagoon Merimbula Lake Murrah Lake Myrtle Creek Nullica River Pambula River Kiah River Towamba River Wallagoot Lake

Word or Terminology	Description	
	Wapengo Lake	Wonboyn Lake (from the confluence of Wonboyn River and Bull Creek to Bay Cliff)
	Barragoot Lake	Yowaka River
Potential bedroom	As defined in SCA "Neutral or beneficial effect on water quality assessment guideline" A potential bedroom is a room that could reasonably be used as a bedroom. A room with a closable door, at least one window and a minimum of 8 m2-. A room in a separate building such as a studio could be a potential bedroom if it has a toilet and washing facilities or close access to same.	

2 Legislation

This policy should be read in conjunction with the latest editions or revisions of the following:

- *Local Government Act 1993*
- Local Government (General) Regulation 2005
- *Environmental Planning and Assessment Act 1979*
- Environmental Planning and Assessment Regulation 2000
- *Protection of the Environment Operations Act 1997*
- Bega Valley Shire Council Local Environment Plan 2013
- Bega Valley Shire Council Development Control Plan 2013

Standards and Guidelines:

- NSW Health Wastewater System Accreditation Certificates
- AS/NZ 1546: 1-3 Onsite domestic wastewater treatment units
- AS/NZ 1547:2012 Onsite domestic wastewater management
- AS/NZ 3500:2012 Plumbing and Drainage
- Plumbing Code of Australia 2016
- Environment and Health Protection Guidelines: Onsite WastewaterSewage Management for Households ('the Silver Bullet') NSW Department of Local Government, 20251998
- Healthy Estuaries for Healthy Oysters Guidelines, NSW Department of Primary Industries, 2017
- Neutral or Beneficial Effect on Water Quality Assessment Guideline (NorBE), Sydney Catchment Authority, 2015
- NSW Guidelines for Greywater Reuse in Sewered, Single Household Residential Premises, NSW Department of Energy, Utilities and Sustainability, 2008
- Australian National Guidelines for Water Recycling
- NSW Health Servicing of Single Domestic Sewage Management Facilities, Advisory Note 5
- Water Sensitive Design Guide for Rural Residential Subdivisions, Sydney Catchment Authority, 2011
- NSW Health Advisory Note 3 – May 2006: Destruction, Removal or Reuse of Septic Tanks, Collection Wells, Aerated Wastewater Treatment Systems, and other Sewage Management Facility Vessels

3 Implementation

3.1 Onsite Wastewater ~~Sewage~~ Management

Council will assess all applications to install, alter and operate an onsite wastewater~~sewage~~ management system in accordance with the stated policy purpose and objectives, ~~and~~ referenced legislation, guidelines and standards.

Council approval of ~~Systems of~~ on-site wastewater management systems must be obtained ~~Council approval~~ under Section 68 of the *Local Government Act 1993* for both:

a. installation/alteration, and

b. operation.

3.1.1 Section 68 Applications to Install/Alter a System of Onsite Wastewater Management - ~~Performance~~ Design Standards

The following design ~~performance~~ standards apply for the design, installation and construction methods for applications to install/alter ~~and operate~~ an onsite wastewater ~~sewage~~ management system.

Applications to Install/Alter a System of Onsite Wastewater Management, made outside of the Voluntary Upgrade program, are to be made through the NSW Planning Portal.

Design~~Performance~~ Criteria	**Acceptable Solutions**
~~**P1** Proposed system complies with clauses 40, 41 and 44 of the *Local Government (General) Regulation 2005*~~	~~**A1**~~ ~~a) The system has NSW Health accreditation, or~~ ~~b) Is exempt under the Regulation and NSW Advisory note 1, and~~ ~~Is approved by NSW Fair Trading as an alternative solution~~
D~~P~~12 Restrictions on Land Title The development is consistent with the requirements of any BVSC instrument on title under Part 6, Division 4 of the *Conveyancing Act 1919*	**A12** a) Proposal is consistent with any existing e~~E~~ffluent management area and/or effluent application exclusion area ~~is~~ identified on the title ~~and is consistent with the proposal,~~ or b) Where the Instrument is to Council's benefit, that an equal or superior solution is presented

Design~~Performance~~ Criteria	Acceptable Solutions
D2~~1~~ Type of Wastewater Management System Proposed system complies with clauses 40, 41 and 44 of the *Local Government (General) Regulation 2005*	**A2~~1~~** a) The system has NSW Health accreditation, or b) Is exempt under the Regulation and NSW Advisory note 1, and Is approved by NSW Fair Trading as an alternative solution~~n~~ c) On-site wastewater management systems proposed within 100m of an environmentally sensitive area, or 150m of a nominated waterway, or within a 2-kilometre radius upstream of a town water supply shall treat wastewater to a minimum secondary standard, or provide risk-based rationale for alternative proposals. **Note:** Council will consider all forms of on-site wastewater management systems, however systems must be practical, approved by or capable of being approved by NSW Health, and capable of easy maintenance by future owners. ~~-~~System design should consider the value of wastewater and waste-solids, and potential for reuse of these resources.
D3~~2~~ Greywater treatment~~-~~/ disposal Proposal includes or for separate greywater treatment/disposal	**A3~~13~~** a) Approval under s68 of the *Local Government Act 1993* is required unless the property is exempt b) To be exempt, the property must be connected to sewer and a greywater diversion device is installed in accordance with clause 75A(2) of the Local Government (General) Regulation 2005 and the '*NSW Guidelines for Greywater Reuse in Sewered, Single Household Residential Premises'* (NSW Government, 2008) c) If not exempt, all applications for greywater treatment or disposal must include a full site and soil assessment as per D6~~X~~ below. *Note: Greywater diversion cannot be used to reduce the hydraulic load used to calculate the size of the required effluent disposal system*

Design~~Performance~~ Criteria	Acceptable Solutions
D4 Provision for Ongoing Maintenance and Servicing of Systems The nominated system requires regular servicing or regular contractor maintenance, including sludge pump out.	**A4** a) Access for future maintenance of the system has been provided, and b) An appropriately qualified service technician is available in the area for servicing and repairs, and c) All servicing and maintenance of the system, and any associated costs is the owner's responsibility, and d) Owners must be provided with adequate information on the operation and maintenance of the system
~~**P3** Proposal is for an effluent pump out system~~ ~~*NOTE: Development relying on pump-out systems is not a viable option in the long term. They may be considered on a case-by-case basis where acceptable solutions are demonstrated*~~	~~**A3**~~ ~~a) Area is proposed to be connected to reticulated sewer in the near future; or~~ ~~b) Existing lot cannot support full on-site effluent disposal, and~~ ~~c) Partial on-site wastewater disposal has been considered, and~~ ~~d) Collection well(s) fitted with an alarm, and~~ ~~e) Collection wells sized as per Table 2. of the 'Designing and Installing On-site Wastewater Systems (SCA, 2012)' below:~~ ~~Collection well size (litres)~~ ~~Number of bedrooms~~ / ~~Tank water~~ / ~~Reticulated/bore water~~ ~~3~~ / ~~10,000~~ / ~~16,000~~ ~~4~~ / ~~14,000~~ / ~~21,000~~ ~~5~~ / ~~16,000~~ / ~~24,000~~ ~~6~~ / ~~18,000~~ / ~~26,000~~ ~~Development where an increase in the intensity of occupancy is proposed (eg single to dual occupancy) shall not rely solely on an effluent pump out system~~

DP54 Subdivisions The proposal is for a subdivision.	**A54** 1.The capacity of the site to provide sustainable on-site wastewater management must inform lot yields, layout, and dimensions. 2. All proposed subdivision developments must demonstrate a sustainable onsite sewage management option for each proposed lot a) Assessment is undertaken in accordance with Appendix C in AS/NZS1547:2012 23. The modelled hydraulic load for each proposed lot shall be a minimum of 1200L/day where lots will have access to reticulated water, and a minimum of 1000L/day where lots will be reliant on rainwater supply. 43. The assessment shall be supported by soil sampling representative of each proposed lot. 54. A water balance for the hydraulic load shall be provided based on local rainfall and the most appropriate evaporation data as per D5. 65. Each proposed lot must have sufficient space for an equally sized primary and reserve wastewater disposal area. 76. If wastewater disposal areas are proposed within 100m of a water supply bore or within 2 kilometres radius upstream of a drinking water supply, suitable drawdown analysis or viral die-off modelling assessing this risk must accompany the proposal. 87. Where the lots are to be located within the catchment of a nominated waterway, nutrient balance modelling must accompany the proposal. 98. Based on the findings of the site and soil assessment, a wastewater disposal envelope will be clearly identified on the lots via a restriction on title (S88B instrument) with Council as the sole authority nominated to release, vary or modify the instrument. 109. Council will not support proposals for new wastewater management systems located below the 3m AHD coastal hazards contour, or within the flood planning area. 110. Council will not support the creation of new lots where: a) the proposed land application area is within 100m of an environmentally sensitive area; or

Design~~Performance~~ Criteria	Acceptable Solutions
	b) the proposed land application area is within 150m of a nominated waterway (see Table 5.3); c) subdivisions creating 3 or more lots are located within 2km upstream radius of a town drinking water supply and are not accompanied by investigations sufficient to ensure no increased risk to that water supply. ~~Assessment is undertaken in accordance with Appendix C in AS/NZS1547:2012~~ ~~Chapter 3 in the 'Water Sensitive Design Guide for Rural Residential Subdivisions' (SCA, 2011) has been used for effluent management areas and loadings~~ ~~An effluent management area of 1600m2 will generally be required for nominated sites~~ ~~Minimum loadings of 1200L/d (reticulated/bore water) or 800L/d (tank water) are to be used for calculated hydraulic disposal areas~~ ~~All proposed subdivision developments must demonstrate a sustainable onsite sewage management option for each proposed lot~~
DP~~65~~ Site and Soil Assessment Site and soil assessment has~~ve~~ been undertaken to appropriate industry standard.	**A~~65~~** a) Assessment has been undertaken in accordance with AS/NSZ 1547:2012 and/or Section 2 of 'Designing and Installing Onsite Wastewater Systems' (SCA, 2012). ~~and/or AS/NSZ 1547:2012,~~ including assessment of site factors, soil category, and soil properties. ~~b)~~ Appropriate design loading rate (DLR) or design irrigation rate (DIR) is used according to the limiting layer soil description as per either Table L1, M1, or N1 of AS/NZS 1547:2012 depending on proposed method of disposal ~~c)~~b) ~~Water balance is calculated in accordance with local median rainfall and evaporation records where available, or using the data in Table 1 (at end of Performance Standards)~~

Design~~Performance~~ Criteria	Acceptable Solutions
~~-~~Site and Soil Assessment – Water Balance Water balance is calculated according to considerations listed.	~~a)~~ Water balance is calculated in accordance with methods in AS/NZS 1547:2012 a) ~~b)~~ Water balance calculations use local 90% percentile rainfall data, appropriate crop factor, and geographically nearest evaporation records. b) c) If local rainfall data is not available, clear rationale for choice of record must be provided.
Site and Soil Assessment – ~~P6~~ Design Hydraulic Loadings Potential Bedrooms Design daily loadings are appropriate for the development.	~~a) A6~~ ~~b)~~a) Daily loadings per potential bedroom are as per Table 2.1 of 'Designing and Installing Onsite Wastewater Systems' (SCA, 2012) below: Design Wastewater Loading for each potential bedroom / Reticulated/Bore Water (L/d) / Tank Water (L/d) 1-2 potential bedrooms / 600 / 400 3 potential bedrooms / 900 / 600 4 potential bedrooms / 1200 / 800 More than 4 potential bedrooms / 1200 plus 150 for each additional bedroom / 800 plus 100 for each additional bedroom ~~c)~~b) Ancillary structure – refer table below.~~to A7~~ ~~d)~~c) Separation of waste streams – greywater loading shall be taken as 65% of the total loading d) A potential bedroom is that defined in the '*Neutral or Beneficial Effect on Water Quality Assessment Guideline*' (SCA, 2015) e) Secondary dwellings shall be assessed separately, and not listed as additional potential bedrooms. ~~e)~~f) Campgrounds shall be assessed with consideration given to indicative flow allowances in Table H4 of AS/NZS 1547:2012
Site and Soil Assessment – ~~P7~~ Design Hydraulic Loadings – **Non Habitable Ancillary Structures** Proposal addresses all wastewater generated on the site	a) ~~A7~~ Loadings from non-habitable serviced ancillary structures shall be calculated using Table H2 from AS/NZS 1547:2012

Design~~Performance~~ Criteria	Acceptable Solutions
Site and Soil Assessment **Septic Tank Capacity –**Proposal considers the capacity of the septic tank to ensure minimum settling volumes and protection of disposal area from solids. ~~.~~	a)~~-~~The capacity of primary treatment tanks shall be determined taking into consideration the minimum capacities for all waste, greywater and blackwater septic tanks in Table J1, J2 and J3 from. AS/NZS 1547:2012
~~**P8**~~ **Slope Factors – Site and Soil Assessment** Proposed disposal method is appropriate for the slope	~~**A8**~~ a) Is less than maximum slope requirements as outlined in Table K1 of AS/NZS, and ~~b) Design includes methods of preventing surface water flow onto effluent management areas, and~~ ~~c)~~b) Subsurface irrigation DIR is reduced with increasing slope in accordance with Table M2 of AS/NZS 1547:2012
Stormwater Management – Site and Soil Assessment	a) Design includes methods of preventing surface water flow onto effluent management areas
~~**P9**~~ **Buffer or Setback Distances – Site and Soil Assessment** Buffer distances are appropriate to the development, and take into account Bega Valley environmentally sensitive areas and nominated waterways.	~~**A9**~~ a) Buffers meet those outlined in Table 2.4 of the '*Designing and Installing Onsite Wastewater Systems*' (SCA, 2012), and b) Buffers apply to the entire effluent management area, and c) Additional buffers to site specific factors may be applied (such as to significant vegetation); and Variations to buffers with assessment using Tables R1 and R2 of AS/NZS 1547:2012 may be considered Where feasible, residential development that is proposed within 100m of an environmentally sensitive area, or 150m of a nominated waterway, or within a 2-kilometre radius upstream from a town water supply, will have the final reuse of treated wastewater from systems of on-site wastewater management located outside of the environmentally sensitive area with an appropriate buffer area ~~c)~~d)
~~**P10** The nominated system requires regular servicing~~	~~**A10**~~ ~~a) An appropriately qualified service technician is available in the area for servicing and repairs, and~~ ~~b) All servicing and maintenance of the system, and any associated costs is the owner's responsibility, and~~ ~~c) Owners must be provided with adequate information on the operation and maintenance of the system~~

<table>
<tr><th>Design~~Performance~~ Criteria</th><th>Acceptable Solutions</th></tr>
<tr><td>~~P11~~ D7 Nutrient Management

Where surface, shallow subsurface, or low pressure effluent distribution disposal is nominated, nutrients are contained onsite and within buffers.</td><td>A7~~A11~~

a) The minimum area method as outlined in 'Environment and Health Protection Guidelines: Onsite Sewage Management for Single Households' is preferred
b) Where this method is not applied, the hydraulic irrigation area shall be sized in accordance with AS/NZS 1547:2012 and an area for the calculated nutrient uptake to be reserved downslope following the natural flow
c) Where wastewater nutrient concentrations are not specified in the NSW Health Certificate of Accreditation for the system, then the design parameters as shown below shall be used:

<table>
<tr><th>Parameter</th><th>Septic Tank Effluent</th><th>Greywater Effluent</th><th>AWTS Effluent</th><th>Critical Loading Rate of Nutrient</th></tr>
<tr><td>Total Nitrogen</td><td>55mg/L</td><td>15mg/L</td><td>30mg/L</td><td>25mg/m2/d</td></tr>
<tr><td>Total Phosphorus</td><td>12mg/L</td><td>10mg/L</td><td>12mg/L</td><td>2.8 mg/m2/d</td></tr>
</table>
</td></tr>
<tr><td>~~P12 Risk rating assessment has been undertaken~~</td><td>~~A12 The risk rating is determined on the potential of the system's impact to public health and the environment in accordance with the OSM Risk Categories detailed in the BVSC Onsite Sewage Management procedures~~</td></tr>
<tr><td></td><td>~~A13~~

~~d) Approval under s68 of the Local Government Act 1993 is required unless the property is exempt~~
~~e) To be exempt, the property must be connected to sewer and a greywater diversion device is installed in accordance with clause 75A(2) of the Local Government (General) Regulation 2005 and the 'NSW Guidelines for Greywater Reuse in Sewered, Single Household Residential Premises' (NSW Government, 2008)~~
~~f) All applications must include a full site and soil assessment as per P5 above~~

~~Note: Greywater diversion cannot be used to reduce the hydraulic load used to calculate the size of the required effluent disposal system~~</td></tr>
</table>

Design~~Performance~~ Criteria	Acceptable Solutions
D8 Large OSWM or Commercial Package Treatment Plants Systems producing wastewater of > over 2000L/day < 750KL/day o~~O~~r catering for less than 2500 equivalent persons.	A8 Development producing an estimated wastewater volume of over 2000L/day or requiring a commercial size on-site sewage management system will: a. Provide site and soil evaluation and engineering design as above. ~~a.~~b. Include~~: in the site and soil evaluation and engineering design~~: i. Detailed calculations of hydraulic load including peaks and troughs. ii. Characterisation of the expected inflow wastewater quality iii. Details of sludge, solids and other waste requiring off-site disposal. ~~iii.~~ National Guidelines for Water Recycling risk management framework. ~~b.~~c. Be supported with an On-site Wastewater Management Plan, inclusive of: i. clear provisions for ongoing operation and maintenance ii. operation manuals and staff training protocols iii. procedures for verification testing of treated wastewater iv. emergency management procedures.

Design~~Performance~~ Criteria	Acceptable Solutions
~~D3~~ D9 ~~-~~Pump Out Systems Proposal is for an effluent pump out system *NOTE: Development relying on pump-out systems is not a viable option in the long term. They may be considered on a case-by-case basis where acceptable solutions are demonstrated*	**A~~93~~** a) Area is proposed to be connected to reticulated sewer in the near future; or ~~a)~~ Existing lot cannot support full on-site effluent disposal, and b) ~~b)~~ Partial on-site wastewater disposal has been considered, and c) ~~c)~~ Collection well(s) fitted with an audio visual high level alarm, and d) ~~d)~~e) Collection wells sized as per Table 2. of the 'Designing and Installing On-site Wastewater Systems (SCA, 2012)' below: or f) Sized for a minimum seven days' storage plus two additional days on a minimum weekly pump out contract with a licensed waste disposal contractor g) Regardless, enter into a pump out contract with a licensed waste disposal contractor Non domestic wastewater must have pretreatment in accordance with the NSW Liquid Trade Waste Guidelines. h) Note:~~;~~ Development where an increase in the intensity of occupancy is proposed (eg single to dual occupancy) shall not rely solely on an effluent pump out system.

	Collection well size (litres)	
Number of bedrooms	Tank water	Reticulated/bore water
3	10,000	16,000
4	14,000	21,000
5	16,000	24,000
6	18,000	26,000

Where acceptable solutions in the Performance Standards are not adopted, the proponent must submit an alternate solution prepared by a suitably qualified and experienced person for assessment by Council. Any variation must demonstrate an equal or superior outcome to those detailed in the Performance Standards.

~~**Table 1: Precipitation, Evaporation and Crop Factor**~~

~~Month~~	~~Days Per Month~~	~~Daily Pan Evaporation (mm)~~	~~Median Rainfall (mm/month)~~	~~Crop Factor~~
~~January~~	~~31~~	~~6.3~~	~~75.3~~	~~0.8~~
~~February~~	~~28~~	~~5.7~~	~~66.7~~	~~0.8~~
~~March~~	~~31~~	~~4.7~~	~~40.7~~	~~0.8~~
~~April~~	~~20~~	~~4~~	~~54.9~~	~~0.8~~
~~May~~	~~31~~	~~3.1~~	~~55.8~~	~~0.7~~
~~June~~	~~30~~	~~2.9~~	~~47.8~~	~~0.6~~
~~July~~	~~31~~	~~3~~	~~34.3~~	~~0.6~~
~~August~~	~~31~~	~~4.1~~	~~27.9~~	~~0.6~~
~~September~~	~~30~~	~~4.9~~	~~44.3~~	~~0.7~~
~~October~~	~~31~~	~~5.7~~	~~57.7~~	~~0.8~~
~~November~~	~~30~~	~~6.1~~	~~63~~	~~0.8~~
~~December~~	~~31~~	~~6.7~~	~~58.5~~	~~0.8~~

3.1.2 Section 68 Approvals to Operate: Performance Standards

P1 Performance Standards for Operation Operating performance standards for all systems of onsite wastewater management.	**A1** A system of sewage management must be operated in a manner that achieves the following performance standards— • the prevention of the spread of disease by micro-organisms, • the prevention of the spread of foul odours, • the prevention of contamination of water, • the prevention of degradation of soil and vegetation, • the discouragement of insects and vermin, • ensuring that persons do not come into contact with untreated sewage or effluent (whether treated or not) in their ordinary activities on the premises concerned, • the minimisation of any adverse impacts on the amenity of the premises and surrounding lands, • if appropriate, provision for the re-use of resources (including nutrients, organic matter and water). Failure to comply with standards above is not a breach of that performance standard if the failure was due to circumstances beyond the control of the person operating the system of sewage management (such as a fire, flood, storm, earthquake, explosion, accident, epidemic or warlike action). A system of sewage management must be operated— • in accordance with the relevant operating specifications and procedures (if any) for the sewage management facilities used for the purpose, and • so as to allow the removal of any treated sewage (and any by-product of any sewage) in a safe and sanitary manner.
P2 Servicing of Systems The nominated system requires regular servicing, and information provided to Council.	**A2** • An appropriately qualified service technician is available in the area for servicing and repairs, and • All servicing and maintenance of the system, and any associated costs is the owner's responsibility, and • Owners must be provided with adequate information on the operation and maintenance of the system • Copies of quarterly service reports are provided to Council.

~~3.1.2~~3.1.3 System Risk Ratings

New systems~~ites~~ shall be given a risk rating in accordance with BVSC risk classifications at time of approval to install/alter.~~,~~ ~~or i~~In the case of an existing system, the assigned risk rating shall be reviewed at routine inspection, or through periodic catchment audits. Risk ratings may change with voluntary upgrades, in response to system poor performance, or in response to intensification of the site.

~~at the time of most recent inspection.~~

~~The risk rating shall determine the frequency of inspections, which are:~~

- ~~Critical – inspected annually~~
- ~~High – inspected every three years~~
- ~~Low – inspected on complaint, or transfer of property ownership, or at time of BVSC area audit.~~

~~Details of risk classification are contained within the Onsite Sewage Management Procedure.~~

Primary Criterion for Risk Classification are listed in the table below:

Critical Risk Criterion	**High Risk Criterion**	**Low Risk Criterion**
Located within 150m of aquaculture area	Future Urban Zone	Any area not identified as critical or high risk~~.~~
Located within 2km upstream of town water supply	Village if connected to reticulated water	
Located within 150m of aquaculture or nominated waterways.	Within 100m of an environmentally sensitive area	
Allotments smaller than 2000m2	Unable to meet minimum setback distances, or site constraints including slope, soil characteristics present	
Any site within an environmentally sensitive area	History of poor system performance~~.~~	
	~~Site constraints including high slope, low soil~~	
	Effluent management area is within 100m of a drinking water bore	

~~The risk rating shall determine the frequency of inspections, which are:~~

~~Critical – inspected annually~~
~~High – inspected every three years~~
~~Low – inspected on complaint, or transfer of property ownership, or at time of BVSC area audit.~~

~~3.1.3~~ Onsite Sewage Management Inspection Program

3.1.4 ~~Details of Council's routine inspection program, inclusive of enforcement procedures, are contained within the Onsite Sewage Management Procedure.~~

The system risk rating shall determine the frequency of routine inspections under the Onsite Wastewater Management Inspection Program, which are:

- Critical – inspected annually
- High – inspected every three years
- Low – inspected on complaint, or transfer of property ownership, or at time of BVSC area audit.

Council may undertake auditing programs from time to time to ensure the performance and servicing standard of the systems meets the required performance criteria contained in the system's NSW Health Accreditation Certificate.

Inspections may also be requested at point of property sale.

~~Fees and charges relating to onsite sewage management are contained within Council's annual Fees and Charges document.~~

Well managed onsite sewage management systems are of benefit to the community and the environment. To this end, Council provides informal education to owners of systems onsite through the inspection program, distribution of factsheets, and Council's website.

3.1.5 Voluntary Upgrades to Onsite Wastewater Management Systems

Council encourages owner of OWMS to consider voluntary upgrades to their system that result in higher performance.

~~these~~ Voluntary upgrades ~~are~~do not attract any application or inspection fees ~~may be in this regard~~to encourage people to upgrade their OWMS voluntarily.~~an~~

Voluntary upgrades still require approval via the Section 68 Approval to Install/ Alter process, but do not have to be submitted through the NSW Planning Portal.

A time limited offer of voluntary upgrade may be made when routine inspection identifies performance issues with an existing OWMS.

3.1.6 Onsite Wastewater Management Fees and Charges

Specific f~~F~~ees and charges relating to onsite sewage management are contained within Council's annual Fees and Charges document~~.~~

Applications to install a new system, or alter an existing system when associated with building works/increased hydraulic load attract application and inspection fees.

~~Voluntary upgrades to existing systems to a higher performance standard do not attract any application or inspection fees.~~

The cost of routine risk-based inspections for issue of Approval to Operate is covered by the Onsite Sewage Management fee specified on the Rates Notice.

If a system is found to be causing pollution, costs will be applied as per the relevant legislation, Council's Fees and Charges document and Policy 4.05 Compliance and Enforcement.

~~on Council's website~~

3.2 Responsibilities

3.2.1 Elected Council

Review the policy to ensure ~~that~~ it is in the public interest and can be reasonably administered by Council.

Determine any requests for variation to Development Control Plan requirements reported to Council with reference to o~~O~~nsite ~~Sewag~~W~~w~~astewatere ~~M~~m~~anagement ~~Policy~~.

~~Consider sustainable onsite wastewater sewage management in all strategies for future unsewered land development.~~

3.2.2 Chief Executive Officer (CEO), Leadership Executive Group (LEG)

Review the policy to ensure that it is in the public interest, is consistent with other legislation and Council policies, and that the CEP directorate is resourced to administer it.

Consider sustainable onsite wastewater management in all strategies for future unsewered land development.

~~Assess strategic and/or development proposals with regard to implications for onsite wastewatersewage management.~~

3.2.3 Certification and Compliance Manager

Oversee r~~R~~eview of policy and procedures in light of future legislative changes, ~~and~~ technical improvements, and strategic/operational direction. Provide~~with~~ data and risk assessment to inform resource allocation for programs.

3.2.4 Environmental Health team

~~Assess and approve applications to install, alter or operate onsite sewage management systems. Inspect onsite sewage management systems within the Bega Valley Shire on risk based frequency, point of sale, and on receipt of complaint or occurrence of pollution incident. Provide education to owners and users of onsite sewage management systems to increase system performance.~~ Administer the p~~P~~olicy, and collect and provide Manager with data and risk assessment to support program evaluation. ~~Assess~~Provide onsite wastewater management referral advice to Planning team for strategic and/or development proposals. ~~with regard to implications for onsite wastewater management.~~

3.2.5 Designers

Ensure applications for installation or alteration of OWMS are consistent with this pPolicy.

3.2.6 Owners/Operators of Onsite Wastewater Management Systems

Ensure operation and maintenance of the OWMS system in accordance with the Section 68 Approval to Operate.

3.2.7 Real Estate Agents / Managing Agents / Solicitors / Conveyancers

All agents handling the sale, purchase, or letting of properties and facilities serviced by OWMS should ensure that they are aware of the OWMS for each property and facility, and the conditions of the relevant Section 68 Approval to Operate, and communicate these to purchasers, owners, occupiers, or tenants.

4 Supporting documents

4.1 BVSC procedures that relate to this policy

Procedure No.:	Procedure Name	External or Internal Procedure
4.02.01	Approvals to operate and reinspection program	
4.02.02	Onsite Sewage Management Interpretations	Internal
4.02.3	Restricted development in unsewered villages	Internal

4.24.1 BVSC policies, strategies, plans that relate to this policy

Policy No.:	Policy, s Strategy or Pplan Nname
4.12	Environmental and Public Health
3.07	Climate Change
4.07	Water and Sewerage Services
4.05	Enforcement and Compliance Policy
3.05	Environmental Sustainability for Council Operations
3.01	Development Administration
3.02	Environmental Management
3.14	Flood and Sea Level Rise Policy

	Water and Sewerage Servicing Strategies
	Rural Residential Land Strategy
	Coastal Management Plans

Note: *Policy details may change from time to time. To ensure you are viewing the most recent version please view Council's adopted policies and procedures on the Council's website.*