

**POLICY NAME:** (REVIEW)  
**BACKLOG SEWER PROGRAM**

**POLICY REF:** B05

**MEETING ADOPTED:** 23 July 2015 | Resolution No 230715/26

**POLICY HISTORY:** 261109/14; 240108/35; 270111/9



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### **OBJECTIVE**

This policy provides a framework for implementation of Council's backlog sewer program.

In particular, it details the responsibilities of Council, and affected property owners, with respect to the construction, maintenance and operation of associated infrastructure.

### **POLICY**

#### **1. What does this policy apply to?**

This policy applies to the construction, maintenance and operation of sewerage infrastructure related to Council's backlog sewer program.

#### **2. Where does this policy apply?**

This policy applies to properties within the following precincts, identified for inclusion in Council's backlog sewer program:

- i) North Creek Road/Corks Lane, North Ballina
- ii) Pacific Highway/Emigrant Creek Lane/Smith Drive, West Ballina
- iii) Camp Drewe, Lennox Head
- iv) Gallans Road/Pacific Highway, North Ballina
- v) Summerhill Crescent, Cumbalum
- vi) Bruxner Highway, Alstonville
- vii) Greenfield Road, Lennox Head

The exact boundaries of the above precincts are shown on the locality maps - Appendix A of this policy.

#### **3. How is it proposed to service the various precincts in the backlog sewer program?**

It is proposed that precincts (i) to (vi) inclusive shall be serviced by pressure sewer systems with precinct (vii) serviced by a conventional gravity sewer system.

#### **4. What are the responsibilities of Council and affected property owners during the construction phase of the backlog sewerage program?**

The respective responsibilities of both Council and affected property owners, during the construction phase of the backlog sewer program, are outlined below:

##### **4.1 Council's Responsibilities**

Council's responsibilities, within precincts (i) to (vi) inclusive, are as follows:

- install sewage pump stations on each property, including wet well, pump, electrical control cabinet and associated fittings. Location of pump wells is to comply with the Plan of Sanitary Drainage for each property as provided in the design documentation.

- provide electrical connection between property switchboard and electrical control cabinet of pump station.
- construction of all pressurised sewer mains and associated fittings, including boundary kits and boundary kit boxes.

Council responsibilities, within precinct (vii) Greenfield Road, are as follows:

- construction of gravity mains within road reserve of Greenfield Road, including provision of a sewer junction and service line to each property. Individual service lines to each property will terminate just inside the front boundary of each property.

#### **4.2 Property Owners' Responsibilities**

Property owners' responsibilities, within precincts (i) to (vi) inclusive, are:

- divert existing plumbing so as to ensure sewage from existing development on property discharges to the inlet of new pump station instead of discharging to the existing on-site sewage management facility (septic tank or other) located on the property.
- decommission existing on-site sewage management facility.
- upgrade property's electrical switchboard and power supply, if applicable. This only applies to a small number of properties, as identified during property audits conducted by Council as part of the design process.

Property owners' responsibilities, within precinct (vii) Greenfield Road, are as follows:

- divert existing plumbing, so as to ensure sewage from existing development on the property discharges to the new sewer service line located at the front boundary of the property. This shall include provision of a boundary riser shaft at the point of connection.
- decommission existing on-site sewage management facility.

#### **5. What are the responsibilities of Council and affected property owners following construction of the backlog sewer program?**

The respective responsibilities of both Council and affected property owners, following construction of the backlog sewer program, are as follows:

##### **5.1 Council's Responsibilities**

Council's responsibilities, within precincts (i) to (vi) inclusive, are to operate and maintain the following items of infrastructure:

- individual sewage pump stations on each property, including the pump well, pump, electrical control cabinet and associated fittings.

- all pressurised sewerage mains and associated fittings, including boundary kits and boundary kit boxes.

Should any of these items require replacement, Council shall be responsible for the replacement of these items.

Council's responsibilities within precinct (vii) Greenfield Road, are to maintain the gravity mains, junctions and service lines located in the road reserve of Greenfield Road, up to the boundary riser shaft located just within the front boundary of each property.

### **5.2 Property Owners' / Occupier's Responsibilities**

Property owners' responsibilities, within precincts (i) to (vi) inclusive are as follows:

- maintenance of the electrical connection to the electrical control cabinet of the sewage pump station located on the property.
- provision of electrical power to the pump station, including payment of associated power bills.
- maintenance of gravity plumbing on the property, up to the inlet of the pump station wet well.
- entering an agreement providing Council access to their property, for the purpose of operation, maintenance and/or replacement of pressure sewerage infrastructure located on their property.
- notifying Council immediately if any alarms are generated within the electrical control cabinet of the pump station, or of any other problems with the performance of the pressure sewer system.
- ensuring no materials which would harm the pressure sewer system are discharged to the sewer.
- payment of annual sewer charges. These shall apply from the time the connection to the sewer is made.
- Residential properties will pay 20% of the scheme costs. This cost will be charged over a five year period of equal instalments.
- Commercial properties will pay 100% of the scheme costs. This cost will be charged over a five year period of equal instalments.
- Camp Drewe Lennox Head will not receive any subsidy. All costs associated with the connection of Camp Drewe will be charged to the State Government.
- providing Council access to the property, for the purpose of operation, maintenance or replacement of pressure sewerage infrastructure located on the property.

- where existing capacity is deemed to be available, Council may allow an upgraded connection to the backlog sewer to meet the demands of approved development or subdivision
- if approval is provided for an upgraded connection to the backlog sewer to meet the demands of development or subdivision, the Development Charge - Backlog Sewer will apply in accordance with Council's schedule of fees and charges.

The property owner shall be responsible for communicating the above responsibilities to any tenant.

Property owners' responsibilities within precinct (vii) Greenfield Road are as follows:

- Maintenance of the gravity plumbing on property, up to the boundary riser shaft located just within the front boundary of the property.
- Ensuring no deleterious materials are discharged to the sewer.
- Payment of annual sewerage charges. These shall apply from the time the connection to the sewer is made.
- Residential properties will pay 20% of the scheme costs. This cost will be charged over a five year period of equal instalments.
- Commercial properties will pay 100% of the scheme costs. This cost will be charged over a ten year period of equal instalments.
- where existing capacity is deemed to be available, Council may allow an upgraded connection to the backlog sewer to meet the demands of approved development or subdivision
- if approval is provided for an upgraded connection to the backlog sewer to meet the demands of development or subdivision, the Development Charge - Backlog Sewer will apply in accordance with Council's schedule of fees and charges.

**6. How are the responsibilities outlined within Sections 4 and 5 above to be formalised?**

Prior to work being undertaken on properties in precincts (i) to (vi), or prior to provision of sewer connections to properties in precinct (vii), property owners shall be required to enter into an agreement with Council. This agreement will define the responsibilities of both Council and property owners.

Examples of pro forma agreements to be used for this purpose are attached to this policy. Separate agreements will apply for properties in precincts (i) to (vi), and properties located in precinct (vii).

**7. How are responsibilities to be transferred in the event that a property is sold?**

For properties located in precincts (i) to (vi), any new property owners will be required to enter into a new agreement with Council, covering the continued operation and maintenance of pressure sewer infrastructure located on the property. An example of the pro forma agreement to be used for this purpose is attached to this policy.

Council will include a statement within any Section 149 Certificates, issued with respect to the Property, advising of the need for any new owner to enter such an agreement with Council.

Property owners shall be required to inform real estate agents, or prospective purchasers, of the nature of the pressure sewer system located on their property and the need for any new owners to enter into an agreement with Council for the continued maintenance and operation of this infrastructure.

The above requirements are specified within the agreement entered into between Council and property owners.

There is no need for any ongoing agreements to be entered into with future purchasers of properties located within precinct (vii) Greenfield Road.

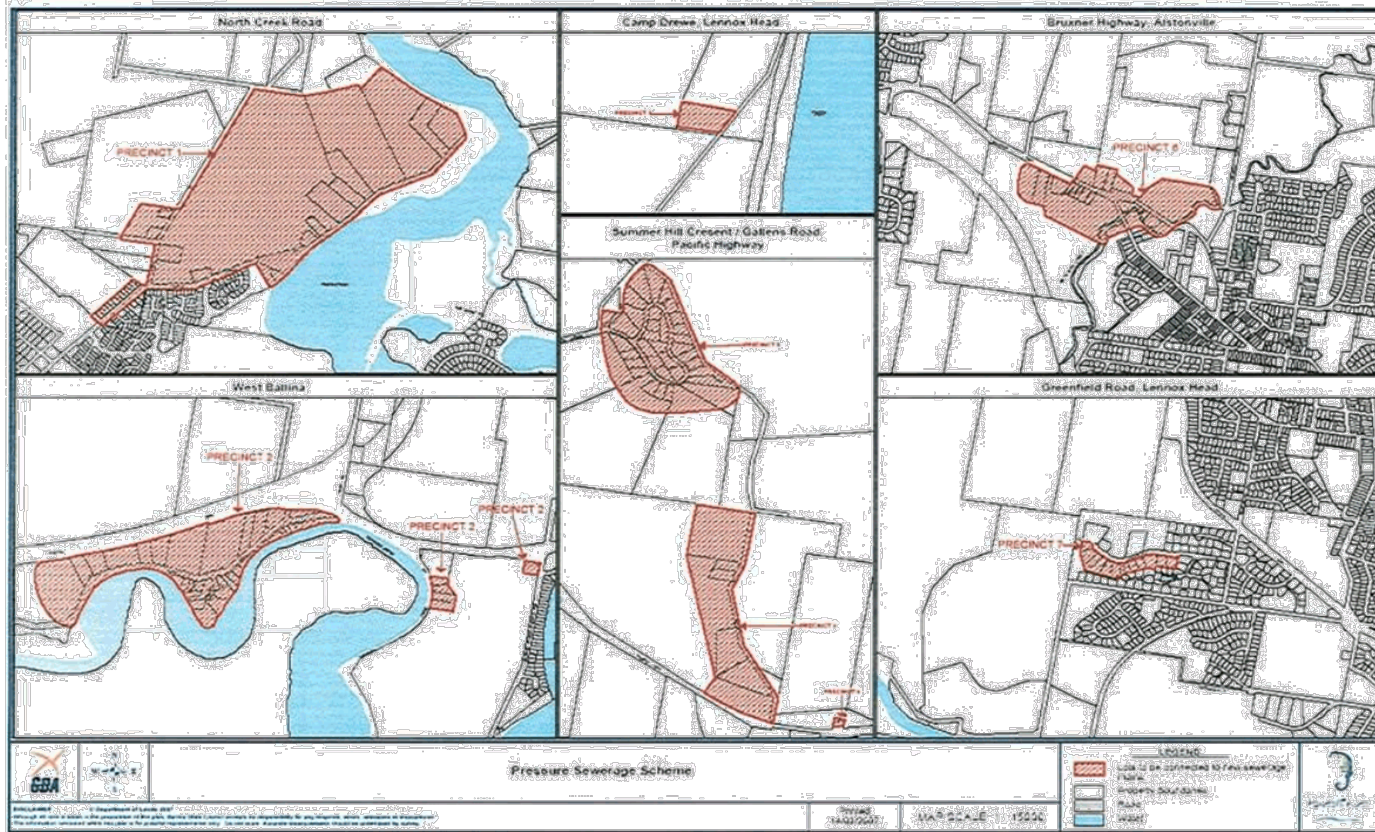
### **BACKGROUND**

The backlog sewer program seeks to connect unsewered areas, located on the fringe of Council's existing sewer area, to Council's sewer. In doing so, it seeks to address significant environmental and health concerns regarding the continued operation of on-site sewage treatment systems in areas which are environmentally sensitive.

Seven distinct areas, or precincts, have been identified for inclusion in this program based on environmental and technical considerations. Six of these areas are to be serviced by pressure sewer systems with the seventh, Greenfield Road, serviced by a conventional gravity sewer system. Greenfield Road was the only precinct considered to be a viable option for the conventional gravity system.

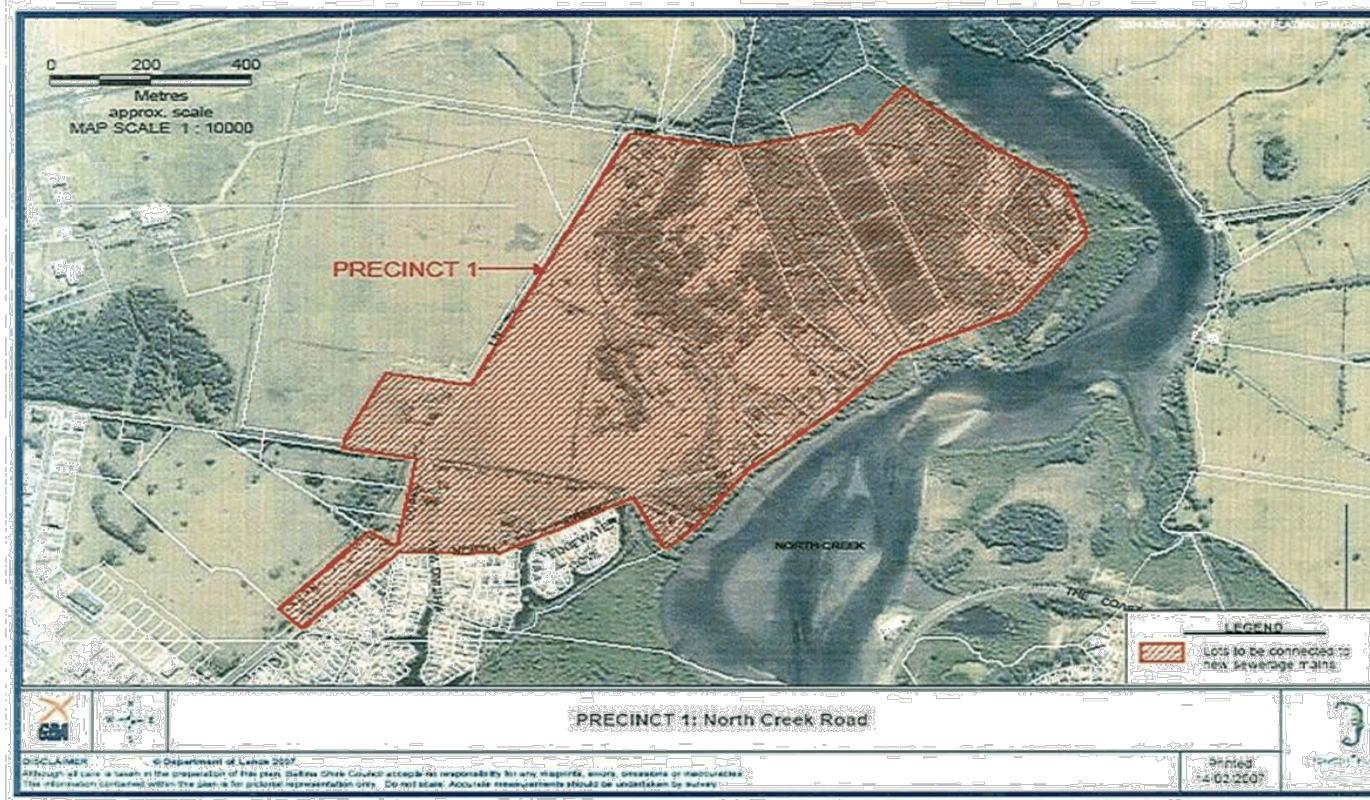
Pressure sewer systems are an alternative system for providing sewer services to a development, which involves the installation of small sewage pump stations on each individual property. Further general information regarding pressure sewer systems is included in Council's "Pressure Sewer Policy".

Appendix A - Identified backlog Precincts



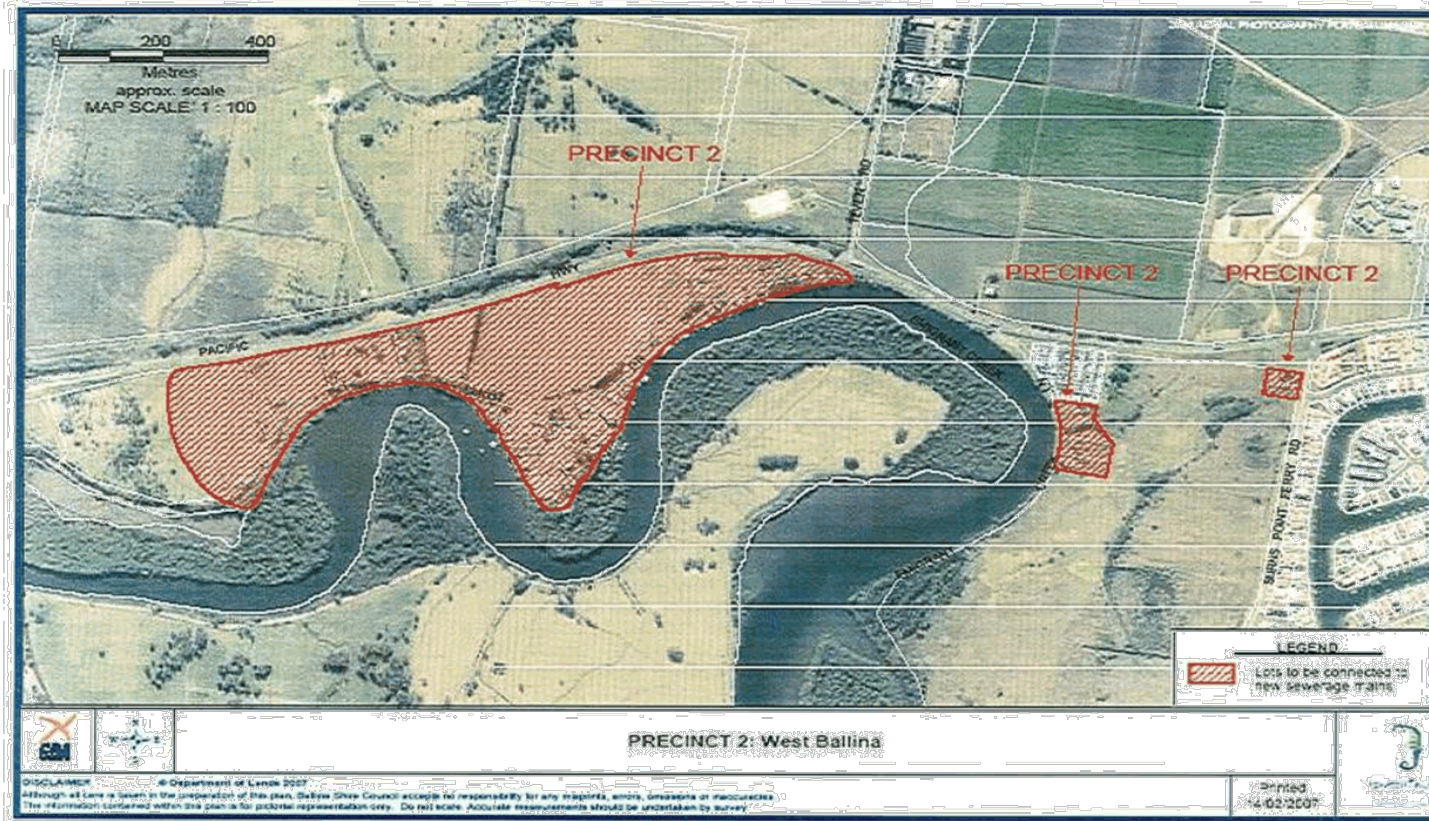


Precinct 1 – North Creek Rd

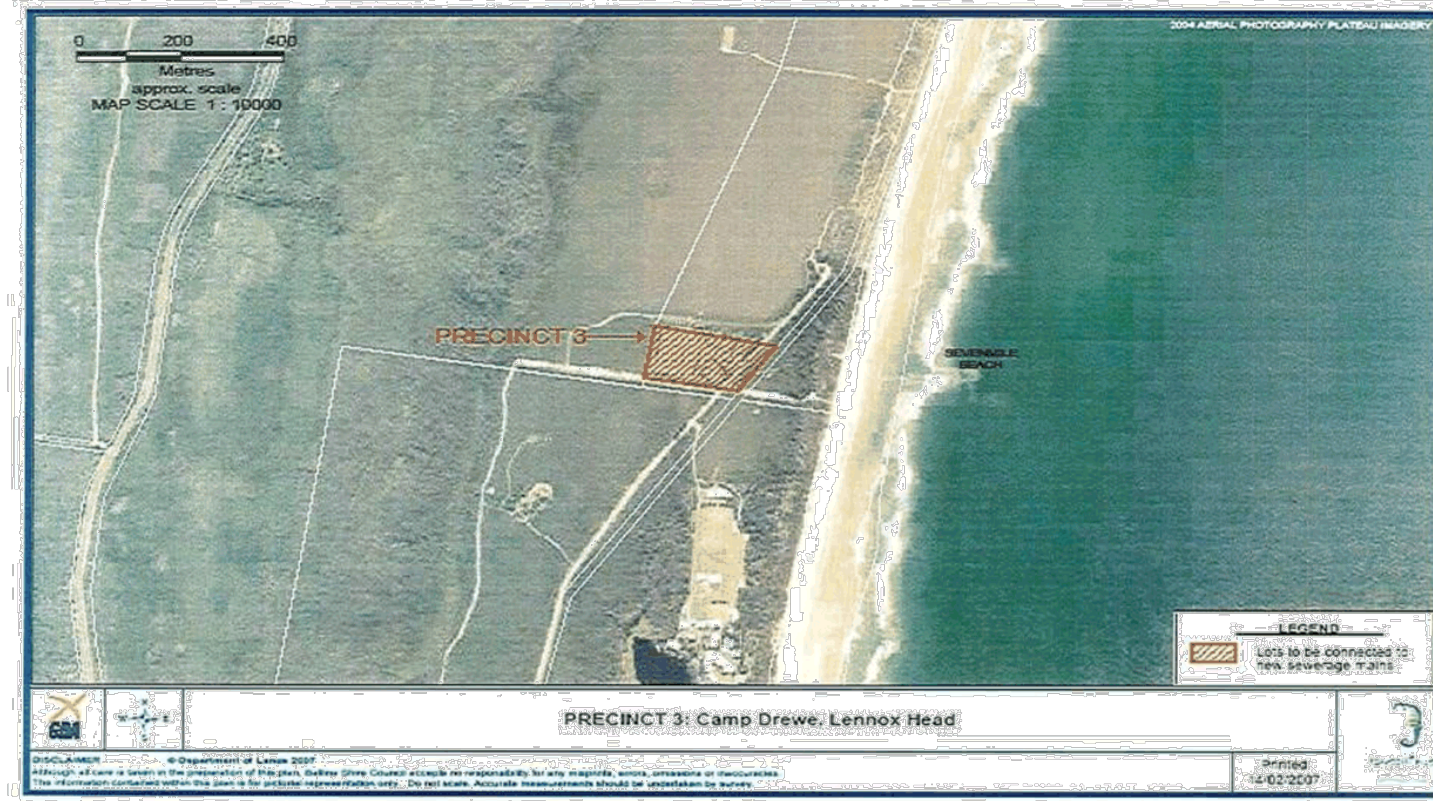




**Precinct 2 – West Ballina**



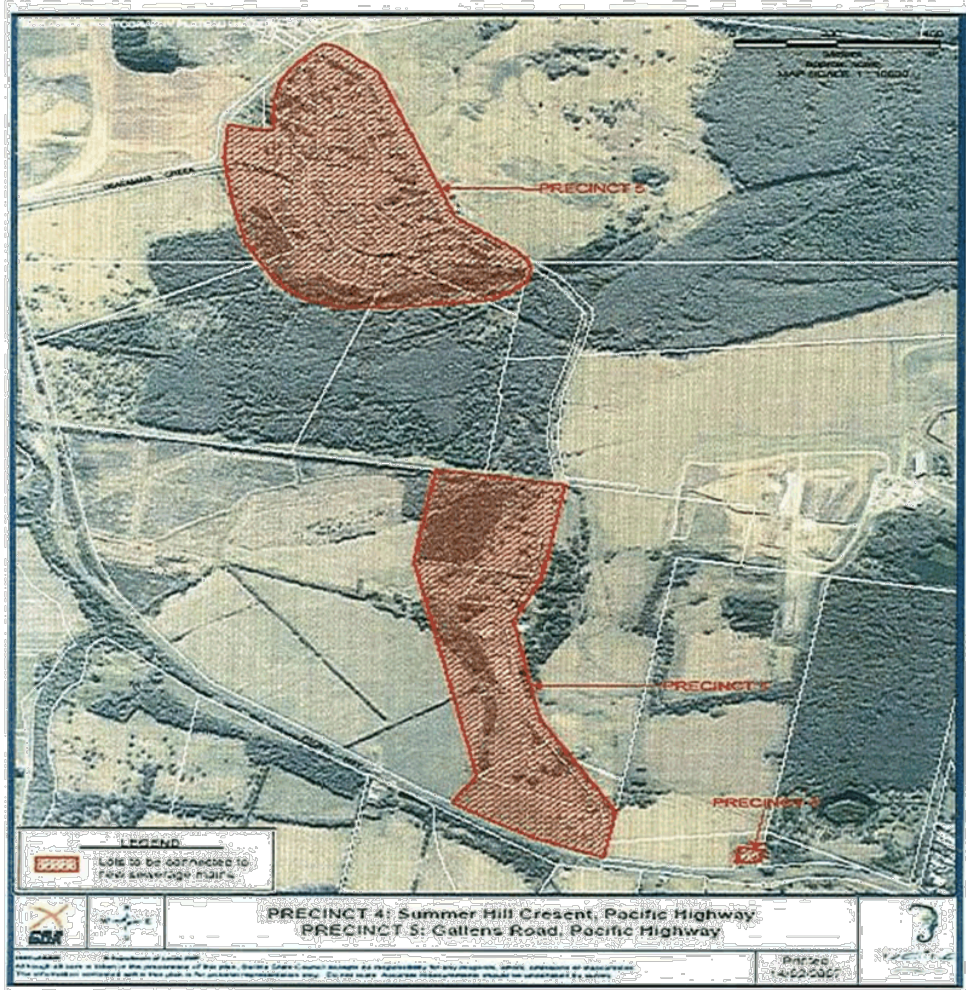
**Precinct 3 – Camp Drewe**



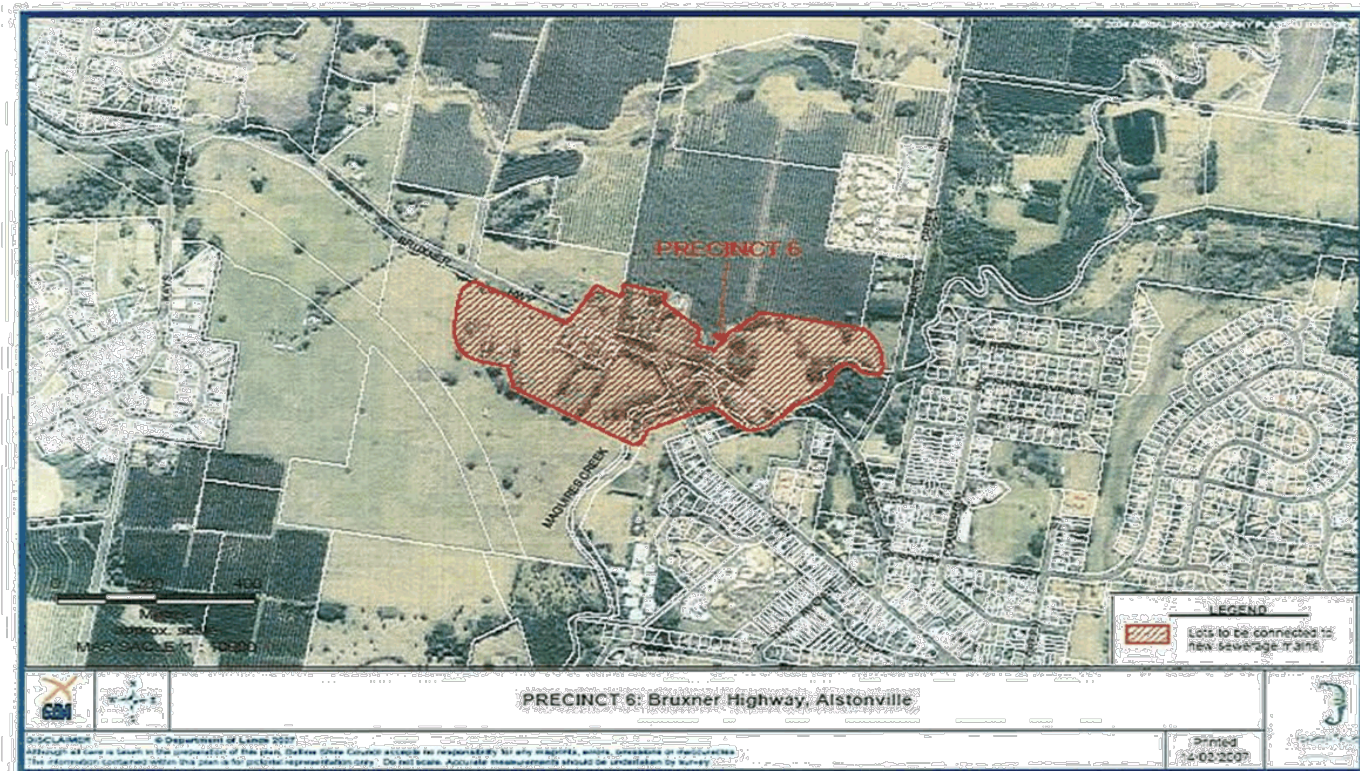


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Precinct 4 & 5 – Gallans Rd, Summerhill Cres

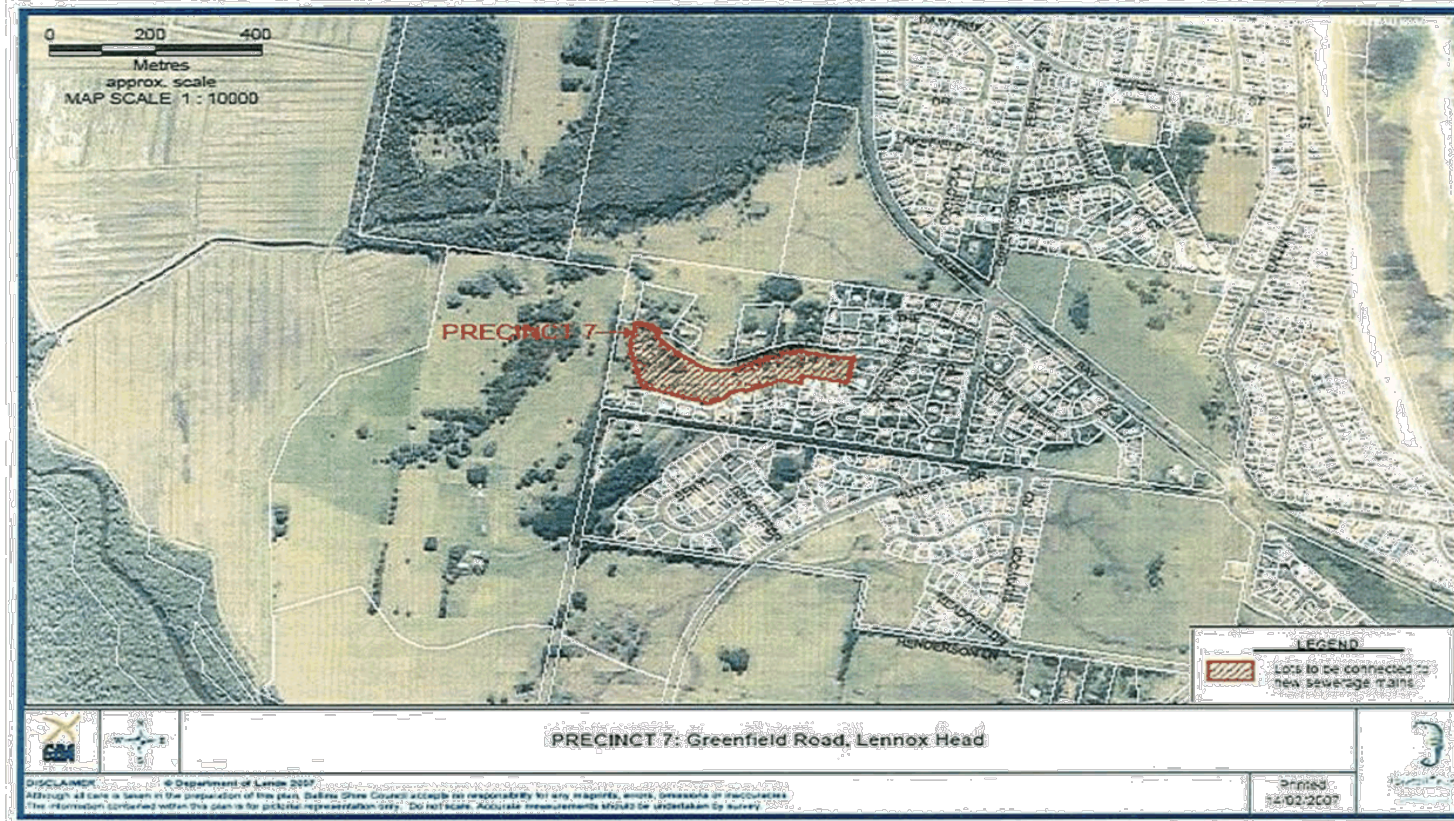


**Precinct 6 – Bruxner Hwy Alstonville**  
**Precinct 6 – Bruxner Hwy Alstonville**





**Precinct 7 – Greenfield Rd Lennox Head – Gravity Sewer**





**(REVIEW)**  
**AGREEMENT FOR PROVISION OF PRESSURE SEWER SERVICE**  
**Backlog Precincts 1 to 6**

**TO LOT..... DP.....**

This agreement is made between Ballina Shire Council (the Council) and  
..... (the Owner)  
It relates to Lot ..... DP .....  
..... (the Property).  
(street address & locality)

Council and the Owner agree that:

1. The Property is to be connected to Council's sewer using a pressure sewer system. As part of this pressure sewer system, a sewage pump station, pressurised sewer pipeline and associated fittings are to be located on the Property.

*Note further information regarding pressure sewer systems is available within the following Council documents:*

- *Ballina Shire Council Backlog Sewer Policy*
  - *Ballina Shire Council Pressure Sewer Policy*
  - *Ballina Shire Council Pressure Sewer Guidelines*
  - *Ballina Shire Council Pressure Sewer Home Owners / Occupiers Manual.*
2. Council shall be responsible for the installation of the following items of sewerage infrastructure on the property.
    - sewage pump station, including wet well, pump, electrical control cabinet and associated fittings. The location of the pump well is to comply with the Plan of Sanitary Drainage for the Property prepared by Pressure Sewer Solutions Pty Ltd.
    - electrical connection between property switchboard and electrical control cabinet of pump station.
    - pressurised sewer main and associated fittings, including boundary kit and boundary kit box.
  3. The Owner shall be responsible for provision of the following items, necessary for connection of the Property to sewer.
    - diversion of existing plumbing so as to ensure sewage from existing development on the Property discharges to the inlet of new pump station instead of discharging to the existing on-site sewage management facility (ie. septic tank or similar) located on the Property.
    - decommissioning of the existing on-site sewage management facility located on the Property.
    - upgrading of existing electrical switchboard and power supply to the Property, if applicable.
  4. Following construction, Council shall be responsible for the operation and maintenance of the following items of infrastructure located on the Property:
    - sewage pump station, including the pump well, pump, electrical control cabinet and associated fittings.

**10.3 Policy (Review) - Backlog Sewer Program.DOC**

- pressurised sewerage main and associated fittings, including boundary kit and boundary kit box.

Should any of these items require replacement, Council shall be responsible for the replacement of these items.

5. Following connection of the Property to sewer, the Owner shall be responsible for:

- maintenance of the electrical connection to the electrical control cabinet of the sewage pump station located on the Property.
- provision of electrical power to the pump station, including payment of associated power bills.
- maintenance of gravity plumbing on the Property, up to the inlet of the pump station wet well.
- providing Council with access to the Property, for the purpose of operation, maintenance or replacement of pressure sewerage infrastructure located on the Property.
- ensuring no materials which would harm the pressure sewer system are discharged to the sewer.
- notifying Council immediately if any alarms are generated within the electrical control cabinet of the pump station, or of any other problems with the performance of the pressure sewer system.
- payment of annual sewerage charges. These shall be applicable from the time potential for connection to the sewer is made available.
- Residential properties will pay 20% of the scheme costs. This cost will be charged over a five year period of equal instalments.
- Commercial properties will pay 100% of the scheme costs. This cost will be charged over a five year period of equal instalments.
- Precinct 3 Camp Drewe Lennox Head will not receive any subsidy. All costs associated with the connection of Camp Drewe will be charged to the State Government.

The property owner shall be responsible for communicating the above responsibilities to the lessee.

6. In the event that the Property is sold, any new owner will be required to enter into an agreement with Council, similar to this Agreement, covering the continued operation and maintenance of pressure sewer infrastructure located on the Property.

Council will include a statement within any Section 149 Certificates, issued with respect to the Property, advising of the need for any new owner to enter such an agreement with Council.

In the event of the proposed sale of the Property, the Owner shall inform real estate agents or prospective purchasers of the nature of the pressure sewer system located on the Property and the need for any new owner to enter into an agreement with Council for the continued maintenance and operation of this infrastructure.

Signed: ..... Signed: .....

Name: ..... Name: .....  
On behalf of Ballina Shire Council

Witness: ..... Witness: .....

Name: ..... Name: .....

**(REVIEW)**  
**AGREEMENT FOR PROVISION OF PRESSURE SEWER SERVICE**  
**Backlog Precincts 7 Greenfield Road, Lennox Head**

**TO LOT..... DP.....**

This agreement is made between Ballina Shire Council (the Council) and  
..... (the Owner)  
It relates to Lot ..... DP .....  
..... (the Property).  
(street address & locality)

Council and the Owner agree that:

1. The Property is to be connected to Council's sewer by the use of conventional gravity sewerage. This shall involve the extension of gravity sewer mains within the road reserve of Greenfield Road and the provision of a sewer junction and service line to the Property.
2. Council shall be responsible for the construction of the following items of sewerage infrastructure:
  - construction of gravity mains within the road reserve of Greenfield Road, including provision of a sewer junction and service line to the Property. The service line to the Property will be terminated just inside the front boundary of the Property.
3. The Owner shall be responsible for provision of the following items, necessary for connection of the Property to sewer.
  - diversion of existing plumbing, so as to ensure sewage from existing development on the Property discharges to the new sewer service line located at the front boundary of the Property. This shall include provision of a boundary riser shaft at the point of connection.
  - decommissioning of existing on-site sewage management facility (ie. septic tank or similar) located on the Property.
4. Following construction, Council shall be responsible for the operation and maintenance of the following items of infrastructure:
  - gravity sewer mains, junctions and service lines located in the road reserve of Greenfield Road; up to the boundary riser shaft located just within the front boundary of the Property.
5. Following connection of the Property to sewer, the Owner shall be responsible for:
  - maintenance of the gravity plumbing on the Property, up to the boundary riser shaft located just within the front boundary of the property.
  - ensuring no materials which would harm the pressure sewer system are discharged to the sewer.
  - payment of annual sewerage charges. These shall apply from the time potential for connection to the sewer is made available.

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- Residential properties will pay 20% of the scheme costs. This cost will be charged over a five year period of equal instalments.
- Commercial properties will pay 100% of the scheme costs. This cost will be charged over a five year period of equal instalments.

Signed: ..... Signed: .....  
Name: ..... Name: .....  
On behalf of Ballina Shire Council  
Witness: ..... Witness: .....  
Name: ..... Name: .....