

» commercial ossm applications >10EP Guide for consultants

OSSM Factsheet 10

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» Assessment steps and information to include in applications

1. Conduct an appropriate desktop study

Refer to soil maps, drinking water catchment maps, Rous Water On-Site Wastewater Management Guidelines, Ballina Shire Council's OSSM Strategy, soil stability and climate data etc. Ensure these documents are referenced if applicable.

2. Determine the effluent quality needed for the development

Effluent quality is to be based on several factors eg the intended end use of the effluent, if land application (sub-surface) or recycled, site constraints, receiving environment, sensitive area (oyster aquaculture farming), drinking water catchment area, high groundwater table, soil types, slope, registered groundwater bore location, drinking water supply source, buffers from site constraints etc. State how you determined the level of effluent quality needed for the development and provide supporting information/documentation (eg risk assessment method).

3. Nominate the type of OSSM system that can treat the maximum volume of wastewater generated and achieve the effluent quality required

Provide documentation to support that the nominated OSSM system can treat the wastewater volumes and achieve the effluent compliance eg include any state government or private accreditation, manufactured components with standards and/or water marks, certification from a wastewater engineer, and/or request to conduct an in-situ validation and verification accreditation monitoring program (eg refer to Part 7 of NSW Guidelines for Management of Private Recycled Water Schemes, for guidance with this process).

4. Conduct an appropriate site and soil assessment on the property

To be in accordance with AS/NZS1547:2012 On-Site Domestic Wastewater Management or other suitable equivalent technical document.

See next page for more information ...

5. Calculate the effluent land application area required

Include hydraulic and nutrient balance model/spreadsheet/calculations and select the most limiting constraint for the size of area needed (ie largest area).

6. Detail how the effluent is to be applied evenly to the land

Provide irrigation design and pump calculations, details of flush points, details on any alternate effluent irrigation areas to provide rest periods etc.

7. Site plan indicating the location of all OSSM facilities and setback distances from site constraints

8. Other supporting documentation

Include any photos, reports, previous approvals, technical documents that will support your application.

9. Certification of the OSSM system at design, installation and commissioning stages

A suitably qualified person is to provide certification of the OSSM system at appropriate stages of the development.

10. Operation and maintenance management plan

Provide an OSSM treatment train process flow chart and nominate all critical points in the process that will need to be monitored. Then include details on:

- What is to be monitored?
- How it is to be monitored?
- When is it to be monitored?
- Who is to monitor?

Include education information that details how the OSSM system works, what to do, what not to do and training

awareness programs. Provide details of an education program that includes responsibilities for the owners, staff and general public. A maintenance plan is needed that will include information on trouble shooting, if something goes wrong with the OSSM system, and emergency procedures and contacts etc.

11. OSSM servicing requirements

Detail how often the OSSM system will need to be serviced, provide a copy of the standard service report check list, state the qualifications of the service person and the time intervals to send service reports to council's Development and Environmental Health Group.

12. Monitoring and auditing

Council's Development and Environmental Health group are to monitor and audit the OSSM system.

This audit interval is to be determined based on a risk assessment process. All servicing, monitoring and audit records are to be kept on-site and with council's Development and Environmental Health Group.



If you have any questions or concerns please contact:

**Ballina Shire Council, Development and Environmental Health
Phone 6686 1210**

