

1 Policy History

Revision No.	Council Meeting Date	Minute No.	Adoption Date
1	11/05/2010	0142	11/05/2010
2	26/08/2014	0267	26/08/2014
3	14/03/2017	17/054	14/03/2017
4	09/06/2020	20/156	17/07/2020
5	09/07/2024	24/182	08/08/2024

2 Policy Objective

This Policy Statement defines the application of pressure sewer technology within the Griffith City Council local government area.

This Policy Manual details how pressure sewerage technology is administered and operated and includes information on current and future responsibilities of both Griffith City Council, landowners and other stakeholders.

3 Policy Statement

Griffith City Council will allow the use of pressure sewerage systems in parts of the Griffith City area to provide sewerage services.

In general, applications of pressure sewer systems will only be where other forms of sewerage management cannot be effectively implemented or where pressure sewer systems have particular additional environmental, economic or social benefits, which Council may be seeking.

Traditional gravity systems will take priority over all other systems unless proven otherwise.

This document sets out the way the pressure sewerage system is to be used within the Griffith City Council area and outlines Council's formal policy in relation to the technology including various supporting documents for the purpose of appropriate management of existing, new and evolving schemes to meet acceptable industry practice.

Council will at all times determine the appropriate type of sewerage system to be used in backlog applications or for new developments within the area serviced by Council's reticulated sewerage systems.

Adoption of any type of sewerage system should not be assumed in any application.

The Policy Manual has the following attachments

- Appendix 1 - Pressure Sewerage System Home Owners' Manual;
- Appendix 2 - Pressure Sewerage System Quick Reference Guide;
- Appendix 3 - What you need to know about Pressure Sewerage;

- Appendix 4 - Owners Agreement - unconnected dwelling;
- Appendix 5 - Owners agreement - new owner;
- Appendix 6 - Owners agreement - vacant land;
- Appendix 7 - Information Pack for Developers;
- Appendix 8 - Information pack for owners of property with newly constructed pressure sewer infrastructure;
- Appendix 9 - Information pack for owners of property serviced by pressure sewer.

Definition

A pressure sewer system is a specially designed sewerage system that comprises the following key elements:

- A pressure sewer unit for each property comprising a property boundary kit, collection tank, grinder pump, alarm panel, pump control cable and property service line to discharge sewage from a house or business to a reticulated network;
- The grinder pump is powered from the alarm panel mounted on an external wall of the dwelling or on a stand near the collection tank and connected to the building's main switchboard.
- A fully sealed pressure sewer reticulated network that accepts sewage flow pumped from each property and discharges either directly to a treatment facility or to a sewerage transfer system that may include transfer pump station(s) transfer mains and /or gravity mains.

Responsible Officer

The Director Utilities is responsible for the implementation and maintenance of this policy.

The role of the Director Utilities is to ensure this Policy is reviewed and updated periodically by the appropriate areas of the organisation.

Key Definitions

These definitions are to be used in all Griffith City Council pressure sewerage documentation. Griffith City Council will not be responsible for any misinterpretation.

Name	Description
Accredited Installer	Installer accredited by Council and trained by the pressure sewer hardware supplier to be able to install a pressure sewer unit complete on a property to meet the supplier's requirements and validate warranty status.
Alarm Panel	The power and control panel that controls operation of the grinder pump and which contains audible and visual alarm components. The panel contains a circuit breaker that allows isolation of the grinder pump.

Name	Description
Backlog area	An existing residential areas that does not have a centralised (or reticulated) sewerage system.
Black water	Domestic wastewater that is expected to be contaminated by faeces or urine or with other biological contaminants
Boundary kit	A fitting assembly that: (a) connects a pressure sewer lateral to a property discharge line; and (b) provides a means of isolating pressure sewerage reticulation from a property discharge line and associated pump unit (c) provides a means to prevent back flow of sewage from the pressure sewerage reticulation to individual properties
Collection tank	That part of a pump unit which collects and stores flows from the customer sanitary drain(s) and houses the grinder pump. The collection tank provides emergency storage capacity in the event that inflow into the grinder pump exceeds pump capacity, or the grinder pump fails.
Commissioning	The running of the pump unit to ensure flow through the collection and pumping system, carrying out any necessary testing and adjustments until the system is ready and suitable for normal operating conditions
Connection point	Point of connection between the collection tank and the customer sanitary drain. Also called property connection point.
Designer	Person(s) or firm responsible for a design output. Such person or firm may be accountable to a Project Manager or other person having responsibility under a contract or otherwise
Electrical supply cable	Dedicated hardwire from the property MSB to the alarm panel. Property of the homeowner
Finished surface level	Ground level at the completion of construction and landscaping
Fixture	A receptacle with necessary appurtenances designed for a specific purpose, the use or operation of which results in discharge into the customer sanitary drain
GCC, Council	This term should be interpreted to mean Griffith City Council and its successors.
Grade	Ratio between the vertical and horizontal projections of a pipe length; may also be expressed as a percentage
Grey Water	Domestic wastewater arising out of the use of sinks, showers, laundry and hand washing facilities. Also referred to as sullage.

Name	Description
Grinder pump	A mechanical device designed to pump liquid and in the process reduce the size of solids contained in the sewage into a liquid slurry
GWRP	Griffith Water Reclamation Plant
Hardware supplier	That company which supplies the pressure sewer equipment. This company may be the manufacturer of the hardware or an appointed agent of the manufacturer.
High Level Alarm	This is both an audio and visual alarm system activated when the level of the sewage in the collection tank reaches the alarm volume level.
House drain	A pipeline installed by a licensed plumber and constructed to plumbing code standards within the property boundary and operated by the property owner to convey sewage from buildings to the connection point; Also called house drain, house service line, house sewer, sanitary connection, property drain or sanitary drain. (See also property drain.)
Inspection Opening or I/O	Capped inspection opening adjacent to the collection tank that is the limit of responsibility for Council. Council owns the I/O
Low Pressure Sewerage Scheme	This is a different name also often used to describe pressure sewerage schemes.
Overflow	Condition where sewage overflows from a sewerage system due to blockage, choke or hydraulic overloading and either discharges to the environment or enters buildings.
Overflow relief Gully ORG	An open fixture within the household drainage system that allows for surcharge relief in the event blockage in the property drainage system or an overflow condition of the collection tank. The ORG prevents backflow into the house through plumbing fixtures and floor wastes.
MSB	Metered supply board. A board that disseminates the main power supply to the property and is the primary source for metering. Property of the customer.
Pipe	A pipeline component of uniform bore, normally straight in axis, having socket, spigot, flanged ends or welded joints.
Pressure sewerage reticulation	A network of mains including pressure sewer laterals and property boundary kits which transports sewage from properties to a sewage treatment facility or another sewerage system.
Pressure Sewerage System	A complete system wherein macerated sewage is conveyed under pressure generated by pumping units located on each property to a sewage treatment facility or another sewerage system
Property drain	A gravity sewer that collects household sewage from the internal fixtures and conveys it to the collection tank. The

Name	Description
	property drain is owned and maintained by the property owner. (See also house drain)
Property discharge line	A pressure sewer line located on private property that connects the pump unit to the property boundary kit
Property works or On-property Works	Works carried out on the residential/ commercial/ industrial property and include any excavation, installation, compaction and restoration associated with the installation of a pressure sewer unit.
PSU Pressure Sewerage Unit	A complete on site pressure sewer system comprising boundary kit, property discharge line, collection tank, grinder pump, pump control cable, alarm panel other appurtenances within the unit
Pump control/power cable	A cable which delivers power from the electrical control panel to the grinder pump located within the collection tank and transmits control signals between the panel and the pump
Pump unit	Collection tank and grinder pump as a unit
Pressure Sewer hardware supplier	A company that supplies pump units, technology (primarily grinder pumps) and knowledge and guarantees the performance of the individual items within the pump unit
Sewage	Any waste containing human excreta or domestic waste water
Sewerage	The infrastructure system associated with the collection and distribution of sewage
Sullage	Household grey water that does not contain human excreta, but may still contain many of the harmful pathogens, nutrients and other chemicals contained in black water waste
Waste Water	Includes all domestic sewage and sullage.

Application of Pressure Sewer Technology in Griffith City Council

Griffith City Council will include the use of pressure sewer as an option to provide a viable sewerage alternative within the Griffith City Council local government area.

Upon receiving an application to provide sewerage services to an area, Council will evaluate sewerage options and make a binding directive regarding the sewerage methodology for any area.

Pressure Sewer Hardware

Griffith City Council supplies pressure sewer hardware for use within the greater Council area.

All units provided by Griffith City Council comply with the conditions and technical requirements of the Supply Contract between Council and the hardware supplier.

Current supplier is Enviro One and hardware purchased, stored and distributed by Council include the following components;-

- E/One PE collection tank including grommet and PVC electrical adaptor;
- E/One Extreme series grinder pump;
- E/One Sentry Protect alarm panel;
- E/One 32mm boundary kit complete with PE box and lid;
- E/ One pump control cable;

There is a variety of collection tanks and alarm panels to cater for different applications with options for duplex, quad and squat tanks with multiple pump cores.

Council also holds a small quantity of consumables to ensure availability of special fittings and pipe for installation of units carried out by accredited installers on behalf of Council.

Capital Contributions for Sewerage Works

Properties within any proposed sewerage scheme are required to contribute to the Capital Cost of the scheme as detailed in its Revenue Policy.

Council Tariffs

Properties within an area that are serviced by pressure sewer or are in proximity of a reticulated pressure sewer system are liable to pay Griffith City Council annual sewerage tariffs.

Separate tariffs apply to connected and unconnected properties.

Property Unable To Be Serviced

Where a landowner believes they are in possession of land that cannot be developed and is in proximity of a pressure sewer network, the land owner can request to be excluded from a scheme by providing supporting evidence regarding the inability to develop the land.

Griffith City Council may consider excluding the property from the scheme.

Commercial Trade Waste

An annual charge in accordance with Griffith City Council notice of tariffs applies to all registered owners discharging trade waste into the sewerage system. A fee is also applicable upon lodgement of the initial application along with any additional infrastructure costs that may be required for pre-treatment prior to discharge.

Commercial customers shall note the contents of the Home Owner's Manual regarding prohibited discharges to a pressure sewer system.

Power Supply Costs

Property owners are responsible for the ongoing electricity cost to operate the grinder pump.

Power to the alarm panel must remain switched on at all times even when a property is not occupied. If power has been deliberately isolated, the **owner** will be responsible for any spills that may occur.

Easements

Griffith City Council is not required to acquire an easement over individuals' properties where infrastructure on each property is installed to service only that property. Should individual circumstances arise where access arrangements are not suitable, Griffith City Council may take out an easement to ensure adequate space to carry out maintenance and servicing functions.

Ownership of Assets within Private Property

The following pressure sewer hardware located within serviced properties belong to Griffith City Council:

- Boundary kit and property discharge line to the collection tank;
- Collection tank;
- Grinder pump located within the collection tank;
- Alarm panel;
- Pump control cable between the alarm panel and the collection tank; and
- I/S adjacent to the collection tank and inlet pipe into the tank from the I/S.

These assets will be maintained by Griffith City Council as part of its normal servicing functions including the replacement of the grinder pump or any other faulty component where required.

The resident and/or owner must not open, access or move any of these assets. Residents who ignore these warnings are in breach of Section 365 of the Local Government Act and may be liable for prosecution and cost of repairs.

The home owner is responsible for the maintenance of the drainage system upstream of the tank inlet I/S.

The alarm panel must remain on an exterior wall of the dwelling or on a remote stand, be accessible to Griffith City Council personnel at all times and be visible from the pump unit.

Diagram 1 provides a plan showing a typical connection detailing what Griffith City Council is and the owner is responsible for.

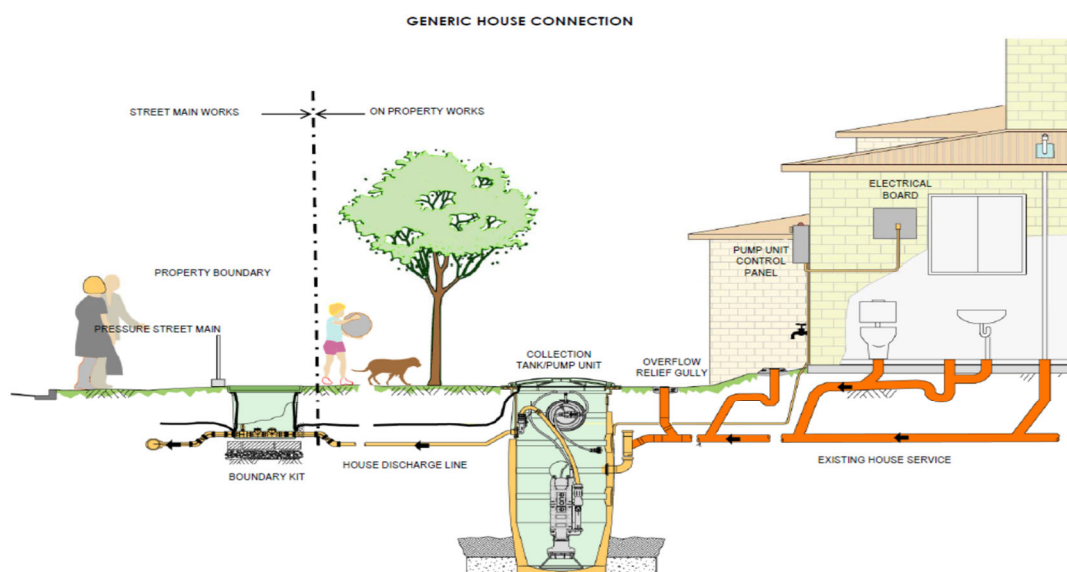


Diagram 1

The collection tank lid is bolted closed and residents are not permitted to access any equipment inside the tank, or the alarm panel.

Backlog Areas

Griffith City Council may seek to provide sewerage services to developed residential areas that contain on site traditional type sewage treatment systems.

Council's powers in respect to the provision of sewer to an area is given below;

- Under s.191A of the LG Act a council employee (or other person) authorised by a council may enter any premises to carry out water supply work, sewerage work or stormwater drainage work on or under the premises (being work that the council is authorised by the LG Act or any other Act to carry out).
- The provision of water supply, stormwater drainage and sewerage infrastructure are service function which the council is authorised to carry out under s.24 of the LG Act. Section 355(a) of the LG Act provides that a function of a council may also be exercised by the council's contractors.

Griffith City Council will determine an area where a Backlog Scheme is appropriate and timely.

Property Works In Backlog Applications

All works carried out as part of a backlog sewerage scheme shall comply with relevant Aus/NZ codes and Griffith City Council requirements.

Application of industry standards shall only apply to installation works to the point of interconnection with existing property infrastructure as described in the scope of works for the scheme.

The extent of obligations of the landowner to carry out upgrade to the property services prior to the commencement of the backlog scheme will be assessed on a case by case basis by Griffith City Council

Vacant properties or properties with partially completed developments within a backlog scheme area will not be connected until a Development Application for a new compliant premises has been submitted and completion of construction is imminent.

Owners of vacant lot(s) or partially completed developments within a backlog scheme area will be furnished with a certificate outlining hardware and installation entitlements at the completion of the works that will remain current until the lot is developed with a formal application to connect made at the time.

Alternative Sewage Treatment Systems

Griffith City Council's preference is to have all customers within a backlog sewerage scheme connect property grey and black water to the reticulated pressure sewerage system. Customers are allowed to install a composting toilet which does not require connection to Griffith City Council's water or sewerage systems, providing that it complies with all environmental and Council requirements. Grey water may only be diverted for non-drinking purposes subject to compliance with relevant environmental and Council requirements.

If a customer chooses to retain these types of systems on their property, they must provide the necessary supporting approval documentation confirming that the system meets all requirements. Griffith City Council will record this information to ensure that future purchasers are aware that the system is not connected to the reticulated sewer system.

A property that has an approved alternative sewerage treatment system will be liable for annual sewerage tariffs and, where the property is part of a designated backlog scheme, Council may revoke any commitments to install pressure sewer hardware on the property as outlined in the scope of works for the scheme, should the Owner elect to continue with the alternative sewage treatment system.

Existing Properties In Other Than Backlog Areas

An existing property that is not serviced by a Griffith City Council reticulated system and is in proximity to pressure sewer may apply to connect to Council's pressure sewer network. Fees and charges will apply and costs determined in accordance with Council's revenue policy that is updated annually as part of the budget deliberations.

Griffith City Council may reject an application.

New Developments

When considering the types of sewerage services to be provided to new developments that includes either gravity or pressure sewer, Griffith City Council may:

- Consider fit for purpose service options;
- Identify the costs and benefits to the Council's customers and community and the risks to Council;
- Not agree to service options that unreasonably transfer costs from the developer to Council's customers;
- Consider the impact on the community;
- Ensure the service is provided in the interests of public health or the environment.

In issuing conditional approval for a development that requires sewerage services, Council will determine the type of system in accordance with the formal policy statement.

The developer of any land will be liable for all scheduled fees and tariffs applicable at the time together with head works charges and full infrastructure costs.

Griffith City Council will be responsible for the maintenance of the assets once the infrastructure is formally accepted by Council.

Standard Griffith City Council policies apply for any land or unit development. In the case of units, a decision of the best method of service will be decided on a case by case basis taking into account the number of dwellings, fixtures etc.

Where the Developer is required to install pressure sewer to service a development, the developer shall provide for:

- Transfer pipelines from the development to an existing reticulated sewerage network as designated by Griffith City Council;
- Installation of pressure sewer reticulation to service the development;
- Prepay current day cost for the future installation of the boundary kit, collection tank, grinder pump, property discharge line, alarm panel, pump control cable and hot tap at the time of connection in accordance with the revenue policy.

Griffith City Council will:

- Quarantine the developer installation contribution and, upon application from the landowner, arrange for the installation of all pressure sewer hardware for the property;
- Purchase and store key pressure sewer hardware in preparation for installation;
- Release hardware and manage the installation and commissioning of the pressure sewer system for each eligible property within the development;
- Once in operation, maintain the pressure sewer system as part of the normal operations and maintenance functions.

Levels of Service

A Pressure Sewerage System's collection tank has a reserve storage capacity and therefore can generally be serviced during normal working hours in the event of a pump fault or the

like. Response to any pressure sewerage system malfunction will comply with the levels of service detailed in the home owner's manual.

Information Statements

Where a property is serviced by pressure sewer and when a customer applies for an Information Statement they will be advised either of the following clauses –

“This property is serviced by a pressure sewerage system. Potential buyers must acquaint themselves with the obligations attached to this service which are detailed in the Home Owner’s Manual and the Pressure Sewer Quick Reference guide (enclosed). The property owner is responsible for the power usage of the pumping unit. .”

or

“This Property is serviced by a pressure sewerage however is not connected. To have this property connected you will need to initiate an application by telephoning Griffith City Council on (02) 6962 8100. Connection charges are applicable. Potential purchasers should acquaint themselves with the requirements of pressure sewer systems by referring to the enclosed information brochure titled “What you need to know about pressure sewerage systems”. The property owner is responsible for the power supply and usage of the pumping unit. “

Upon change of ownership, the new owner will receive a copy of the Homeowners Manual, Quick Reference Guide and What you need to know about Pressure Sewer and will be required to sign a fresh Home Owners agreement.

4 Policy Application

4.1 Responsibilities for Application

All employees and contractors of Griffith City Council are responsible for operating within the boundaries of Griffith City Council policy.

4.2 Approving Body

This policy is approved by the Griffith City Council General Management Team.

4.3 Review

To be reviewed by the Director Utilities as per policy GOV-CP-311.

5 Exceptions

Nil

6 Legislation

Local Government Act 1993
Water Management (Water Supply Authorities) Regulation 2004

7 Related Documents

GCC - Pressure Sewerage Guidelines
GCC policy – Supply and Charges
AS/NZS 3500 – Plumbing & Drainage
AS/NZS 3000 - Wiring Rules

8 Directorate

Utilities

Appendix 1 – Home Owners' Manual

GRIFFITH CITY COUNCIL



Home Owners Pressure Sewer Manual

It is strongly recommended that you read this manual and thereafter keep it in a safe, but readily accessible place. You should re-familiarise yourself with it each year. If the property is rented then the manual should be provided to the tenant along with instructions for them to familiarise themselves with the document. Additional copies of the document are available from Council.

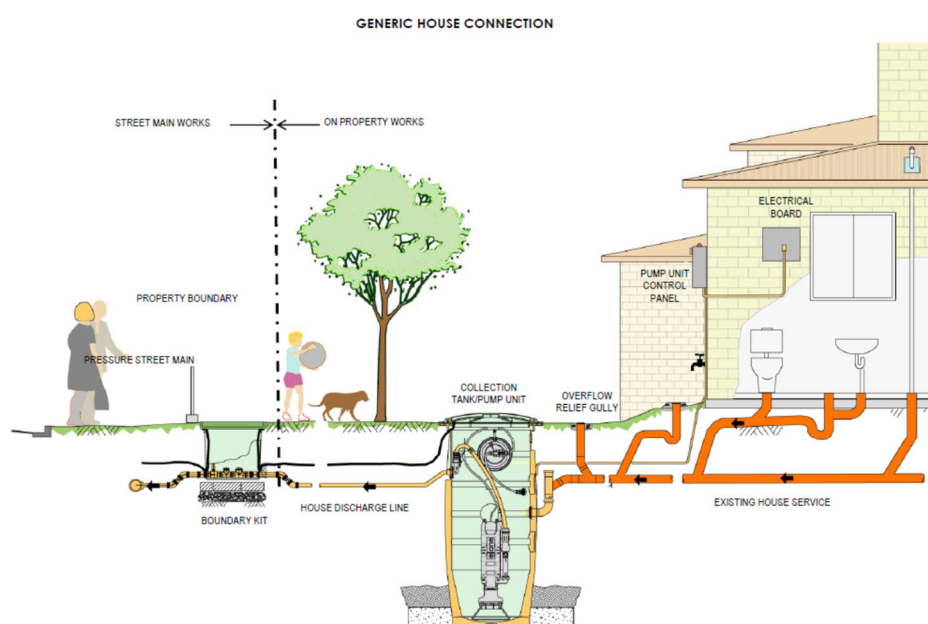
1 INTRODUCTION

This manual has been put together to assist you on how to operate your pressure sewerage system, what to do if things go wrong and what not to do.

Your property's sewerage service is provided by a Pressure Sewerage System. A typical system is shown below.

These systems have been in operation for around 10 years within the Griffith City Council area and should require little more thought or effort on the part of the resident than for a more conventional sewer system, excepting that the resident is required to contact Council if the alarm sounds.

2 COMPONENTS OF THE SYSTEM



The pressure sewerage system shown above essentially comprises of 4 main elements:

- A property boundary kit
- A pump unit, including grinder pump and collection tank
- A pump alarm/alarm panel
- A property service line or property discharge line

2.1 Property boundary kit

Under no circumstances should you attempt to operate the valve within the property boundary kit located at the front of the property. Griffith City Council will operate this valve when required.

2.2 Pump unit

The pump unit consist of a small tank placed on your property, a small grinder pump to break solids and allow them to be pumped through the house discharge line and a mechanical and electrical system to coordinate the operation of your system. The collection tank is buried within your property, but the top needs to protrude from the ground. This will facilitate repairs and service particularly if an emergency response is required. ***The collection tank lid is not to be buried and must be accessible at all times.*** Burying the lid may lead to system failures.

2.3 Electrical alarm panel

Power to the pump unit is provided from your electrical distribution box. The operation of the grinder pump is alarmed by the electrical alarm panel. The electrical alarm panel also provides an audible and alarm to give you adequate warning that the pump to be serviced. ***Under no circumstances is the panel to be accessed, obstructed, moved or removed by the property owner.***



The visual needs alarm

2.4 House discharge line

The house discharge line connects the property boundary kit to the pump unit. This line is used to discharge the sewage off the property.

2.5 Maintenance to customer's plumbing system

Under no circumstance should a customer or their contractor undertake any maintenance works within 1 metre of the collection tank or associated works. For further information, customers should contact Griffith City Council on the numbers given below.

3. EMERGENCY CONTACT NUMBERS

For repairs to your pump unit and house discharge from the pump unit, Griffith City Council should be contacted on **the following numbers;-**

Time	Contact N°
Monday to Friday 8:30am – 5:00pm	6962 8100
Outside Business Hours	6964 0886

If an issue arises with the operation of the unit and there is a need to contact Council, the caller should describe the problem to the Customer Contact Officer who will then ascertain

the best course of action. Griffith City Council is committed to respond to emergency calls within 1 hour during business hours and 2 hours outside of business hours.

When you are speaking to the Service Operator you need to confirm if there is an urgent need for the repairs to be carried out immediately. The normal method of repairs is to carry out next day servicing to:-

- Minimise the inconvenience to the residents and their neighbours;
- Minimise any potential damage to the householder's property (particularly the landscaping) by carrying out servicing during daylight hours;
- Contains servicing costs by avoiding after hours call outs;

4 WHAT TO DO IF THE ALARM SOUNDS

If the pump unit alarm sounds, you should take the following steps:



4.1 Turning off the audible alarm

Turn off the audible alarm by pressing the silence button on the alarm panel. This audible alarm has a time switch and will only operate for approximately 10 minutes. You cannot turn off the red light. It will turn off when the fault is cleared and the pump unit is functioning correctly, or the pump lowers the water level in the tank to below the alarm set point. If the red light has been activated for more than 1 hour, contact Griffith City Council on the numbers given in part 3 and report that the alarm has been activated.

4.2 Power failures and blackouts

If the alarm sounds immediately after a power failure, wait for one hour after power has been restored before calling Griffith City Council. (The alarm can be silenced in accordance with 4.1 above). The alarm may sound when the power is restored simply due to the fact that the sewage has built up to a high level and there has been no pumping during the blackout. You are advised to minimise wastewater flows (refer to 4.4) during and immediately after power failures to allow the system to clear.

4.3 Floods and Storms

During a flood or storm event, the customer is not required to make any alteration to the normal operation of the pressure sewer unit. In the event that the collection tank is inundated with stormwater, the pump alarm may activate, however this should clear within a short period of time after a storm event when the alarm should reset. The customer is

requested to contact Griffith City Council on the numbers given in part 3 if the alarm does not reset itself within 1 hour.

4.4 Minimising wastewater

You can minimise wastewater when the alarm is on by:

- Keeping showers to a minimum.
- After taking a bath, leaving the plug in or bucket out the water onto the lawn.
- Switch off any drainage (automated or not) from swimming pools and spas.
- Practice good water savings techniques such as not leaving taps running.
- Do not use washing machines.
- Do not use automated dishwashers.

Minimising wastewater generation does not mean you cannot use the system. Toilets can still be flushed and normal cooking can proceed.

4.5 Frequent sounding alarms

If you notice that the alarm sounds frequently and then turns off and **investigate**.

Determine if there is any;-

- Sewerage coming from the Overflow Relief Gully. (An inspection opening just upstream of the pumping unit.);
- Discharge coming from the ground around the tank lid?
- Perceptible odour problems?
- Power failure and have you waited the suggested 1 hour before calling;
- Unusual pump noises?
- Sudden household discharge;
- Heavy rainfall event;

If the frequent alarms continue you are asked to report this to Griffith City Council on the numbers given in part 3. In the meantime keep using the unit as normal and switch off the audible alarm when it occurs. The light will go off when there is no longer an alarm condition.

5 THE GOLDEN RULES

There are a few golden rules pertaining to the operation of the pressure sewerage systems that you need to be aware of, and comply with at all times. These are:

1. **Do not attempt to repair the unit yourself.** Council is maintaining your unit on your behalf (as part of your sewer rates). Your actions may void the warranties attached to the system.
2. **Do not take off the lid or enter the pumping unit** The inside of the pumping unit represents a confined space working environment that could be lethal.

3. **Do not discharge any of the prohibited substances set out below into the pressure sewerage system**
4. **Do not connect your roof or yard drains into to the pressure sewerage system.** The pressure sewer system is not designed to accommodate stormwater flows.
5. **When going on holidays, flush the pressure sewerage system.**
6. **If evacuating in an emergency, turn off all power, including the power to the pumping unit.**
7. **When in doubt about your pressure sewerage system, ask Council.**

6 REPAIRS TO THE SYSTEM

Griffith City Council will arrange for the repairs to all parts of the pressure sewer system. All repairs to the pump unit and property discharge line are usually the responsibility of the Griffith City Council. Repairs on the owner's plumbing upstream from Inspection Point upstream of the entry to the pump unit and nominally within 1 metre of the tank are at the owner's expense, as for any other form of sewerage system.

6.1 Access

You must ensure that Griffith City Council has 24 hours access to the pump unit, alarm panel and boundary kit and associated infrastructure. This means that the resident should ensure that pets can be contained, gates are accessible and there is unrestricted access to the tank/pump and the alarm panel. Should Griffith City Council make arrangements with the resident/property owner to access the property, however on arrival, access to the system cannot be achieved, Council reserves the right to charge a service call.

6.2 Warranty and repair costs

Maintenance of the system is at no additional cost to you. The exceptions to this may be if you have:

- Discharged matter into the pump unit that you have been advised not to (refer to part 7 below)
- Accessed the pump unit – i.e. either the collection tank or the alarm box.
- Interfered with the property service line or property boundary assembly.
- Sealed off the venting to the unit.
- Moved/relocated the alarm box.

6.3 Burst pipes



If the property service line from the pump unit bursts (this will become evident by wet ground or water eruptions from the ground), you should immediately contact Griffith City Council on the numbers given in part 3 and turn off the power to the pump, this is achieved by turning the switch (circuit breaker) off in your main electrical distribution box. You should then minimise wastewater generation as previously suggested (refer to 4.4).

6.4 Wet areas around the tank

If you notice that the ground immediately around the pumping unit is wet, you should contact Griffith City Council on the numbers given in part 3 and have them inspect the site. You should then minimise wastewater as previously suggested (refer to 4.4).

6.5 The alarm is activated when you are not at home

It is advisable to notify your neighbours of the location of your new unit and its alarm/alarm panel, so that if your alarm is activated when you are not home, they can contact Griffith City Council on the numbers given in part 3 who will inspect the property.

7 WASTE NOT TO BE DISCHARGED INTO THE SEWER

Certain substances are not to be discharged into this or any other household sewerage system under any circumstances. To do so may result in a blockage of the property service line.

These include:

- | | |
|--|--|
| ▪ Cooking oil and fats | ▪ Plastic or wooden objects |
| ▪ Glass | ▪ Paints (water and oil based) |
| ▪ Metal | ▪ Sanitary napkins or tampons |
| ▪ Seafood Shells | ▪ Kitty litter |
| ▪ Rocks | ▪ Flammable materials |
| ▪ Nappies, socks, rags or clothes | ▪ Lubricating oil and/or grease |
| ▪ Chemicals* | ▪ Petrol, diesel |
| ▪ Storm Water | ▪ Salt water (sea water) |



* Other than those used in normal domestic products such as dishwashing powder, Detergents & hair dyes.

As with any waste water treatment system that discharges to the environment, Griffith City Council encourages the use of low sodium and low phosphorus products to minimise the impact that these chemicals have on the environment such as algal blooms and salinity.

If you are in any doubt about any substances

entering the sewerage system you should call Griffith City Council on the numbers given in part 3.

8 SPECIAL PRECAUTIONS

8.1 Entry to collection tanks

Customers are warned that they **must never** access any of Griffith City Council's assets on their property including the collection tank and the property boundary kit.

There is no need for the resident to enter the system. Should Griffith City Council believe that access has been gained then the customer may receive a written warning from Griffith City Council and may also attract an administration fee.

8.2 Overflow Relief Gully

It is recommended, as with conventional gravity sewerage systems, that the overflow relief gully is kept clear at all times to ensure that if a blockage causes a backflow, sewage will not enter the dwelling through internal fixtures (refer Diagram in part 2).

8.3 Unoccupied house

In a situation where the home will be unoccupied for more than one week, the pump unit will need to be flushed out as this will ensure that it does not become a source of odours. It is suggested that:

- You run about 50 Litres of clean water into the pump unit until the pump activates and runs for about 1 minute (typically this can be achieved by running the water into the bathtub and then releasing it into the sewerage system). After that time, turn off the water and allow the pump to run until it shuts off automatically.
- It is preferred that the power to the pump unit is **not** switched off, however, if you wish to turn the power off, it is recommended that water supply to the house is also turned off at the stop tap to avoid the risk of collection tank overflow. Customers should note that if the power is turned off to the pump, the alarm will not operate and if an alarm condition arises, a sewage overflow may occur. Council will not be liable for any costs or other

actions in the case where the electricity supply to the unit has been intentionally interrupted by the owner and/or occupier.

- Where Council receives a foul odour complaint arising out of a customer's failure to flush the unit prior to an extended absence from the property, it may choose to recover costs from the resident to carry out work to mitigate the nuisance.

8.4 Council Access to the Pressure Sewer Equipment

The minimal requirements for access by Council repair service people are set out in section 2.6. However some key aspects in respect to access that need to be noted are:

1. The unit is not to be buried, paved, concreted over nor permanently covered with any material
2. When the Council repair agent comes to repair the unit, it must be accessible. If Council officers are unable to locate the unit because it has been covered, Council may refuse to carry out repairs until the owner exposes the unit and Council may apply a service charge to the resident.

At minimum, Council may pass any costs on to the resident for it to locate and uncover the pumping unit and it may choose to impose the fines for this covering of the asset under section 635 of the Local Government Act (1993).

3. If pets are not secured, Council officers may refuse to enter the property and carry out any repair works. In this instance Council will not be held liable for any repairs unable to be carried out and it may elect to apply a service charge.
4. Access to the pumping unit for a trolley/lifting device will be required. The officer will need to place a lifting frame above the pumping station to lift out the pump and then carry the pumps away to their vehicle requiring a path for the trolley. Any resident that closes off access may be responsible for any additional costs incurred including additional equipment, such as cranes etc. Council will not be held to next day responses in these instances.
5. Residents with properties that have restricted access must be present to allow Council service staff access to the pump unit and alarm panel at the agreed time.

8.5 Council not liable

Council will not be held liable for any overflows that may occur on the property where the resident has failed to notify Council. Residents will be liable for any flows that discharge from their property and may be prosecuted for environmental breaches if they have failed to notify Council. A record of all notifications will be maintained by Council.

Appendix 2 – Pressure Sewer Quick Reference Guide

The alarm goes off when it rains

This means that rainwater may be getting into your system and overloading it. Call Council to check whether rainwater is entering the system via defective or inappropriate plumbing. If this is the case, it is the property owner's responsibility to fund repair costs.

The neighbours are away and their system's alarm is sounding

Call Council to investigate and take appropriate action.

The power supply has been interrupted

In this instance, the alarm may keep sounding until the unit clears itself. Press the 'silence' button to mute the alarm until the unit clears itself. If the alarm stays on for more than 60 minutes after the power has been restored, call the council or follow the steps under 'Helpful tips'.

The alarm goes off after backwashing my pool

Backwashing a pool or spa may cause the alarm to activate and remain activated until a quantity of water is cleared through the system. Press the 'silence' button to mute the alarm until the unit clears itself. If the alarm stays on for more than 60 minutes, call Council.

All Sewer System equipment provided are backed by Enviroment Once Corporation (E/One) and carries certification through ISO19001:2008

Disclaimer: This information was correct at the time of printing and is subject to change

Home Owners Guide to Pressure Sewer Systems

Enviro One

Services & Installations

The Solution in Sanitation



Pressure Sewer Quick Reference Guide

Your property has been equipped with a pressure sewer system. This replaces a septic system and was chosen as a practical and affordable alternative to a conventional gravity sewer.

The ownership and maintenance responsibilities for these pressure sewer systems vary depending on the development conditions that existed at the time each system was installed. If you are unsure of your responsibilities, please contact Griffith City Council for clarification.

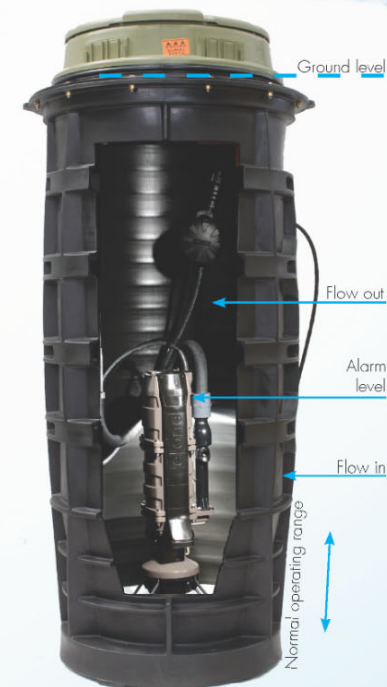
The system consists of a below-ground collection chamber/pump unit which stores, grinds and pumps sewage under pressure into council's sewer. This sewage comes from your toilet, sink, shower, bath, dishwasher and washing machine, and is pumped to a sewage treatment plant in your region.

Under normal running conditions your tank stores a maximum of 112 litres and it is then pumped down to 80 litres. In case of a fault and depending on your water usage the tank has a storage capacity of about 24 hours of usage.

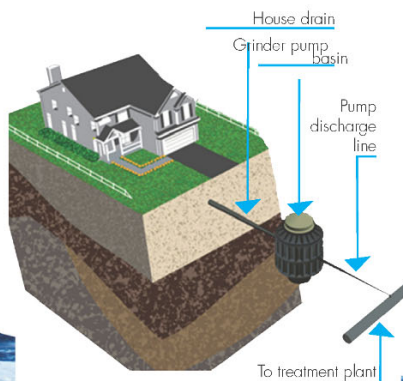
The unit is wired to your household's electricity supply and typical costs are minimal. It is operated by a control panel that features audible and visible alarms, which are activated if there are any issues with the system.

Wet wipes is a major problem for the system as they are responsible for 80% of all sewer blockages. It can cost thousands of dollars to repair and if they occur in people's private plumbing the cost may be incurred by the customer.

While the unit is robust and reliable and there is very little that can go wrong, this brochure spells out some handy tips for operating your pressure sewer system.



The pump unit stores, grinds and pumps sewage from your house to the sewer network.



Your responsibilities

- Respond promptly to any alarms (see 'What to do if the alarm is triggered' section for full instructions).
- Consult with Council when proposing to carry out any works within your property.
- Take care when digging near the unit or the discharge pipe. If you accidentally break a pipeline, call Griffith City Council. The property owner is responsible for the cost of these repairs. For safety reasons, do not attempt to repair the break yourself.
- Maintain clear access to the collection chamber/unit at all times by keeping the area free of plant growth, debris or other obstacles.
- Flush the system if no one will be at the property for more than a month. Do this prior to leaving to prevent odours building up in the pressure sewer system. To flush the system, run water down your sink for a couple of minutes.

Caring for your system

To avoid blockages and damage to the pump unit, **DO NOT** put the following items into the system:

- wipes of any description, repairs cost may be incurred by the customer
- sanitary napkins, tampons or contraceptive devices
- nappies
- cotton buds
- coffee grinds
- seafood shells
- kitty litter
- plastic, glass or metal
- gravel or sand
- rags or cloths
- explosive or flammable material
- fats, oils or grease
- chemicals and pesticides
- solvents, paint or turpentine
- petrol or diesel
- storm-water runoff

To protect the pressure sewer system from damage, **DO NOT**:

- cover the lid on the collection chamber/pump unit;
- walk on the lid of the collection chamber/pump unit or put heavy objects on the lid;
- interfere with any valves or switches;
- turn off the power to the pump (unless in response to a broken discharge pipe); or
- obstruct the vent on the pump unit if fitted.

Helpful tips: What to do if the alarm is triggered

If the alarm on your pressure sewer system goes off, do not attempt to repair the unit yourself.

In the case of a power outage, the grinder pump will automatically clear itself within an hour upon restarting. If the alarm is not due to a power outage, follow the steps below:

1. Press the button



The audible alarm will switch off when you press the 'silence' button underneath the alarm panel. The alarm light will continue to be visible.

2. Wait one hour



After this time, check to see if the alarm light is still on. If the light is off, no further action is required. If the light is still on, go to step 3.

3. Call Griffith City Council

For technical information please refer to your home owners guide or phone Griffith City Council on 6962 8100 from 8.30am - 5.00pm or 6964 0886 outside business hours.



Limit your sewage generation

4. Until repairs are carried out, limit the amount of sewage going into the system. You can do this by:



- only use water for vital activities such as toilet flushing or short showers;
- not using dishwashers or washing machines; and
- not leaving taps running.

Troubleshooting tips

A pipe is broken

If a break occurs in the sewer discharge pipe, turn off the power to the pump and call the council immediately. Minimize sewage from your household until the break is repaired.

If the break is in your water supply, turn off your water supply and contact the council to arrange repair. The property owner is responsible for leaks on the property side of the water meter.

The unit is emitting strong odours

When operating normally, there should be no strong odours coming from the pressure sewer system. If you can smell odours coming from the unit, run water down the sink for a few minutes to flush the unit. It is also recommended you do this if you are going on holidays or staying away from your property more than one month. If the odour persists, call Council.

There are wet patches around the plumping unit or discharge pipe

Wet spots should not occur as the pumping unit and discharge pipe are totally sealed. If you notice any wet patches around the pumping unit or discharge pipe, and there has not been any recent rainfall, call the Council.

For Technical Information

Please phone Griffith City Council on: 6962 8100 Monday - Friday 8:30am - 5:00pm or 6964 0886 Outside Business Hours

Appendix 3 – What you need to know about pressure sewer

What You Need to Know about Pressure Sewerage Systems A Householders Guide

This brochure is intended to provide a basic guide to real estate agents and perspective homeowners to better understand what is involved where a pressure sewerage unit is installed on a property.

What are Pressure Sewerage Systems?

Pressure sewerage systems comprise a small on property pumping unit (just a bit smaller than a septic tank) that pumps the household sewerage into a reticulation system of small diameter pipes laid at minimum depth. The reticulation pipes then carry the sewage to the treatment plant either directly or by a central pump station.

The pumping unit is normally a plastic/fibreglass collection tank of differing storage capacities. There is also a small alarm panel incorporating alarms and monitoring features, which is either mounted on a steel post near the unit or to the side of the dwelling.

Household sewage flows through the property drainage system into the collection tank and when the volume in the tank reaches a pre-set level, the pump will automatically turn on and pump out the sewage. Typically the pump will operate for one to two minutes at a time again turning off at a pre-set level.

If the pump fails to operate, the volume in the collection tank will build up to a level where an alarm sounds and, if after waiting for an hour, the alarm persists, the resident is then asked to contact Griffith City Council who will carry out the repairs on the unit.

There is normally around one day additional storage above the alarm level and the unit can still operate for a limited period before service. The pressure sewer system is essentially the same as a conventional gravity system, only requiring that the owner/occupier contact Griffith City Council if the alarm sounds. The audible alarm will turn off in 10 minutes or can be silenced before then.

Are Pressure Sewerage Systems Second Class Sewerage Systems

No! Pressure sewerage systems are one of a number of viable sewerage service alternatives that are available to Council. Pressure sewer is normally used where it represents a more suitable alternative than conventional sewerage systems, and this generally occurs where the area to be served:

- Is flat requiring a large number of expensive central pump stations.
- Has unstable soils and/or requires deep excavations
- Has a high water table
- Is in rocky conditions
- Has a large distance between the properties to be constructed.
- Requires minimal disturbance of the existing area for unique reasons

Pressure sewerage systems might also be installed in areas where inflow and infiltration are causing problems for conventional sewerage systems

Have the Units Been Installed Elsewhere?

There are in excess of 1 Million of these units installed world-wide with the technology having been in the USA for 40 years and in Europe for around 30 years.

Griffith City Council already has a number of these units in service.

Will a Pressure Sewerage System Impact the Value of My Property?

Yes it will increase the value of your property in the same manner as having conventional sewerage connected to your house will.

Who Pays for the Power?

The alarm panel is normally wired into the household power board and power costs to run the system is paid by the resident as part of their normal household electricity bill.

Typically this will see an increase in power usage of up to 75 kilowatt hours per annum for the average household.

What happens if the Unit breaks down or there is a Power Failure?

If the pumping unit fails, the audible alarm will normally sound and this can be silenced by activating a switch located on the alarm panel. The alarm light will remain until the fault condition is cleared.

One of the benefits of pressure sewerage is that any system blockage outside the property will not back up into individual properties and therefore the only persons who can contribute to any overflow are the property residents themselves. When the alarm sounds there will still be sufficient storage to allow the resident to use household facilities with some limitations. The resident on each property will receive a Home Owner's Manual and Quick Reference Guide to assist the resident in knowing what to do in relation to the pressure sewerage unit on the property.

Experience has indicated that the units will require some form of maintenance. The normal method of repair is for Griffith City Council to replace the unit with a spare pump and take the defective unit back to the workshop for repairs. This process takes less than one hour from when the maintenance crew arrive on site

Are there any Special Precautions or Restrictions with these Systems?

Essentially the answer is no. They have none of the septic tank type limitations on lifestyle. There are some materials such as petroleum products, abrasives, rags etc. that should not be put down the system but these should not be discharged into a conventional system either.

The homeowner is required to enter into a Homeowners Agreement with Griffith City Council that, in conjunction with the Home Owner's Manual and the Quick Reference Guide, will detail what can and cannot be safely discharged into the Pressure Sewer system.

The Pressure Sewer units also have some increased flexibility regarding the location of the various components to accommodate swimming pools, large spas or house extensions. These are evaluated on a case by case basis



Where Do I Go To Get More Information

If you require further information regarding pressure sewer systems, Council Policy or other supporting documents, please search the Griffith City Council web site – www.griffith.nsw.gov.au or phone Griffith City Council on (02) 6962 8100

Appendix 4 – Owners’ agreement for unconnected dwelling

Appendix 4 Owners agreement for unconnected dwelling

Parcel ID:.....

Property Address 1 Black Stump Way, Black Stump 9999

- I/we ... **Name(s) of owner(s)**.... am/are the Owner(s) of the Property identified in the Schedule on the back of this Agreement ("the Schedule").
- Principal(Griffith City Council) intends to construct a reticulated sewerage system and related works to service **The black stump village** in accordance with the plans ("the System"), a copy of which are available for inspection upon request.

I/we agree that:-

1. Griffith City Council will undertake the Works (as detailed on the back of this Agreement) ("the Works") generally in accordance with the attached plan. I/we consent to the Works being undertaken and the resultant pressure sewerage system servicing the Property to be maintained and grant access to the Property for these purposes. I/we agree to immediately comply with the conditions of Griffith City Council ("Installation Conditions").
2. Griffith City Council responsibility for electrical matters extends only to the installation of a new electrical distribution box if required by the Griffith City Council and connection of the electricity supply to the Works. I will be responsible for paying the cost of the electricity used in running the grinder pump, once installed.
3. Griffith City Council owns the Pump Unit, Electrical Alarm Panel and the property service line from the collection tank to the reticulated sewerage main including the Boundary Kit (collectively "the Property Assets") and will be responsible for maintaining, repairing or replacing the Property Assets. I/we must not attempt to repair nor in any way interfere with the Property Assets.
4. I/we will be responsible for any costs to Griffith City Council for maintenance, repair or replacement of the Property Assets resulting from their damage, destruction or my failure to act in accordance with the requirements of the Home Owner's Manual ("the Procedures") (receipt of which is acknowledged) not arising from fair, wear and tear or any act or omission of Griffith City Council or its employees, agents or contractors.
5. I/we will report all failures and faults of the System or the Property Assets to Griffith City Council and will provide 24 hour access in accordance with the Procedures.
6. I/we will be required to pay the amount determined by the Payment Option in the Schedule chosen by me upon request by Griffith City Council.
7. Griffith City Council does not require an easement over the Property Assets.
8. If an upgrade of the Property's internal plumbing or electrical system by the customer is an Installation Condition:-
 - 8.1 I/we am responsible for arranging and paying for this upgrade; and
 - 8.2 The Property will not be permitted to connect to the reticulated sewerage system until any identified upgrade works are completed in accordance with the Plumbing and Electrical requirements of NSW Fair Trading.

Note: I/we acknowledge that Griffith City Council may give me notice to connect the Property to the System, failure to do so enabling Griffith City Council to meet the Installation Conditions at my cost.



Signed by the Owner:

Date: ____/____/20??

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Signature of Owner(s)

Print name

Print address

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Signature of Owner(s)

Print name

Print address

Schedule

Property Description **Address 1 Black Stump Way, Black Stump 9999** ("Property")

Installation Conditions

1.

2.

Payment Option - *\$??????? on request

OR *\$??????? per annum for 20 years

*Delete whichever inapplicable.

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Works to be undertaken by Griffith City Council for the **The black stump village** Pressure Sewerage Scheme ("the Works")

- Inspect and investigate the Property and improvements to assess the site, determine the appropriate location of the required Principal(Griffith City Council) Assets on the Property and the suitability of the existing electrical distribution box for the power connection to the pressure grinder pump;
- Install a new property drain from the residence to the collection tank;
- Replace the existing customer's electrical distribution box if Griffith City Council determines that this is necessary;
- Install a power connection from the customer's electrical distribution box to the electrical alarm panel of the pump unit;
- Install the collection tank and grinder pump;
- Test and commission all works;
- Take samples of any waste that is to be received by Griffith City Council;
- Pump out and dispose of the existing septic waste; Griffith City Council;
- Backfill and decommission the septic tank on the Property;
- Remove or replace any part or all of the Griffith City Council Property Assets at any time; and
- Undertake maintenance of the pressure sewerage system.

Appendix 5 – Owners’ agreement connected dwelling

Appendix 5 Owners agreement connected dwelling

Parcel ID:.....

Property Address 1 Black Stump Way, Black Stump 9999

- I/we ... **Name(s) of owner(s)**.... am/are the Owner(s) of the Property identified in the Schedule of this Agreement ("the Schedule").
- Principal(Griffith City Council) has constructed a reticulated pressure sewerage system (the System) and related works that service this property in accordance with the plans, a copy of which are available for inspection upon request.

I/we agree that:-

- Griffith City Council responsibility for electrical matters extends only to the installation of the electrical alarm panel and connection of the electricity supply to the panel. I will be responsible for paying the cost of the electricity used in running the grinder pump.
- Griffith City Council owns the Pump Unit, Electrical Alarm Panel and the property service line from the collection tank to the reticulated sewerage main including the Boundary Kit (collectively "the Property Assets") and is responsible for maintaining, repairing or replacing the Property Assets. I/we must not attempt to repair nor in any way interfere with the Property Assets.
- I/we will be responsible for any costs to Griffith City Council for maintenance, repair or replacement of the Property Assets resulting from their damage, destruction or my failure to act in accordance with the requirements of the Home Owner's Manual (the Procedures and receipt of which is acknowledged) not arising from fair, wear and tear or any act or omission of Griffith City Council or its employees, agents or contractors.
- I/we will report all failures and faults of the System or the Property Assets to Griffith City Council and will provide 24 hour access in accordance with the Procedures.
- Griffith City Council does not require an easement over the Property Assets.

Signed by the Owner:

Date: ___/___/20??

.....	Signature of Owner(s)
.....	Print name
.....	Print address
.....	
.....	Signature of Owner(s)
.....	Print name
.....	Print address
.....	

Schedule

Property Description Address 1 Black Stump Way, Black Stump 9999 ("Property")

Appendix 6 – Owners' agreement for a vacant lot

Appendix 6 Owners agreement for a vacant lot

Parcel ID:.....

Property Address 1 Black Stump Way, Black Stump 9999

- I/we ... **Name(s) of owner(s)**.... am/are the Owner(s) of the Property identified in the Schedule on the back of this Agreement ("the Schedule").
- Principal(Griffith City Council) has constructed a reticulated sewerage system and related works that service this property in accordance with the plans ("the System"), a copy of which are available for inspection upon request.

I/we agree that:-

1. Griffith City Council will undertake the Works (as detailed on the back of this Agreement) ("the Works") generally in accordance with the attached plan. I/we consent to the Works being undertaken and the resultant pressure sewerage system servicing the Property to be maintained and grant access to the Property for these purposes. I/we agree to immediately comply with the conditions of Griffith City Council ("Installation Conditions").
2. Griffith City Council responsibility for electrical matters extends only to the installation of a new electrical control panel and connection of that panel to the electricity supply. I will be responsible for paying the cost of the electricity used in running the grinder pump, once installed.
3. Griffith City Council owns the Pump Unit, Electrical Control Panel and the property service line from the collection tank to the reticulated sewerage main including the Boundary Kit (collectively "the Property Assets") and will be responsible for maintaining, repairing or replacing the Property Assets. I/we must not attempt to repair nor in any way interfere with the Property Assets.
4. I/we will be responsible for any costs to Griffith City Council for maintenance, repair or replacement of the Property Assets resulting from their damage, destruction or my failure to act in accordance with the requirements of the Home Owner's Manual ("the Procedures") (receipt of which is acknowledged) not arising from fair, wear and tear or any act or omission of Griffith City Council or its employees, agents or contractors.
5. I/we will report all failures and faults of the System or the Property Assets to Griffith City Council and will provide 24 hour access in accordance with the Procedures.
6. I/we will be required to pay the amount determined by the Payment Option in the Schedule chosen by me upon request by Griffith City Council.
7. Griffith City Council does not require an easement over the Property Assets.

Note: I/we acknowledge that Griffith City Council may give me notice to connect the Property to the System, failure to do so enabling Griffith City Council to meet the Installation Conditions at my cost.



Signed by the Owner:

Date: ____/____/20??

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Signature of Owner(s)

Print name

Print address

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Signature of Owner(s)

Print name

Print address

Schedule

Property Description **Address 1 Black Stump Way, Black Stump 9999** ("Property")

Installation Conditions

1.

2.

Payment Option - *\$??????? on request

OR *\$??????? per annum for 20 years

*Delete whichever inapplicable.

---ooo000ooo---

Works to be undertaken by Griffith City Council for the **The black stump village** Pressure Sewerage Scheme ("the Works")

- Investigate the Property and proposed improvements to assess the site, determine the appropriate location of the required Principal(Griffith City Council) Assets on the Property;
- Install the electrical control panel of the pump unit at the agreed location using dedicated supply cable supplied by others;
- Provide connection to the reticulated pressure sewer system and install Boundary Kit at the agreed location within the property;
- Install the property discharge pipe and connect to the Boundary Kit;
- Install the collection tank and grinder pump;
- Test and commission all of the works;
- Take samples of any waste that is to be received by Griffith City Council;
- Remove or replace any part or all of the Griffith City Council Property Assets at any time; and
- Undertake maintenance of the pressure sewerage system.

Appendix 7 – Information pack for developers

Date

To the Customer

Proposed development serviced by Pressure Sewerage

Council notes that a development is proposed within an area that is serviced by pressure sewer.

If you are proposing to connect to Council's reticulated sewerage system, and the development is located within the nominated pressure sewer area, there is a need to prepare the site and make allowance for the installation of the pressure sewer hardware.

Council provides this introduction pack to assist you in understanding the concept and requirements pertaining to pressure sewer systems.

This pack includes copies of the following documents:-

- What you need to know about pressure sewer systems. A Householders Guide;
- Pressure Sewer Quick Reference Guide;
- Home Owners Pressure Sewer Manual;

Your contribution toward the installation, inspection and commissioning costs may vary depending on the pressure sewer pumping equipment needed for the development and the physical characteristics of the site.

Contribution costs are determined in accordance with Council's Revenue Policy that is updated periodically as part of the Annual Budget deliberations and will take into account any prepaid moneys held by Council as part of the land development works if applicable.

A statement of development costs for the installation of the pressure sewer system for development will be provided on request once the type of the facility and expected site sewage discharge flow is known.

In respect to site and building works carried out prior to pressure sewer installation works on the property, Council draws your attention to Form WS-FO-338 and attachments that refer to your obligations to enable installation and commissioning works to proceed.

In addition you should note that the applicant completing Form WS-FO-338 is the person in control of the site and would normally be the builder. It is the responsibility of the applicant to coordinate the works with the property owner and other contractors to ensure that the preparation of the site meets Council's requirements allowing for a minimum notice period of 20 days as detailed on the form.

Yours Sincerely

Graham Gordon
Director Utilities

Appendix 8 – Information pack for owners of properties with newly constructed pressure sewer infrastructure

Date

To the Customer

Address

INSTALLATION OF PRESSURE SEWER INFRASTRUCTURE ON YOUR PROPERTY

You are advised that your property has recently had a pressure sewer pump and associated infrastructure installed on your property.

The pressure sewer system comprises a boundary kit, property discharge line, collection tank containing a grinder pump, alarm panel and pump control cable all of which are assets of Council and will be maintained by Council as part of its normal functions.

I attach herewith a site plan that shows the approximate location of the assets on your property and a certificate of electrical compliance for your records and information.

I also provide the following documents for your perusal;

- What you need to know about pressure sewer:
- Quick Reference Guide;
- Homeowners Manual;

Please make yourself aware of the contents of these three documents as they relate to on site management of the system including alarms, service times and obligations of Council and the customer.

Particular attention should be made to what can and can't be discharged to the sewer and actions that Council can take when required to make service calls when the guidelines have been breached.

Should you misplace any of the above documents you can access the information on Councils website or contact Council by phone on 6962 8100 during business hours or 6964 0886 after hours for emergency matters.

Yours Sincerely,

Graham Gordon
Director Utilities

Appendix 9 – Information pack for owners of properties serviced by pressure sewer infrastructure

Date

To the Customer

Address

PRESSURE SEWER INFRASTRUCTURE ON YOUR PROPERTY

You are advised that your property has a pressure sewer pump and associated infrastructure installed on your property.

The pressure sewer system comprises a boundary kit, property discharge line, collection tank containing a grinder pump, alarm panel and pump control cable all of which are assets of Council and will be maintained by Council as part of its normal functions.

I provide the following documents for your perusal;

- What you need to know about pressure sewer:
- Quick Reference Guide;
- Homeowners Manual;

Please make yourself aware of the contents of these three documents as they relate to on site management of the system including alarms, service times and obligations of Council and the customer.

Particular attention should be made to what can and can't be discharged to the sewer and actions that Council can take when required to make service calls when the guidelines have been breached.

Should you misplace any of the above documents you can access the information on Councils website or contact Council by phone on 6962 8100 during business hours or 6964 0886 after hours for emergency matters.

Yours Sincerely,

Graham Gordon
Director Utilities