

Private Sewer Pump Station Policy

1 Purpose

This Policy details:

1. The City of Coffs Harbour's (City) expectations regarding the installation of private pump stations
2. Responsibilities of developer/individual property owners regarding construction, maintenance and operation of associated infrastructure
3. A basic guide to the City's requirements for such a system

2 Policy

A private sewer pump station is a sewerage pump system located on private land which services only a single title property and is connected to a nominated discharge point in the City's sewer system. Construction, maintenance and operation of private sewer pump station and associated infrastructure are at all times the sole responsibility of the property owner. The following is the City's policy regarding private sewer pump stations:

1. The City will only permit private sewer pump stations to be installed and to discharge into City's sewer system where:
 - a) All other opportunities to connect to the City sewer by gravity have been exhausted, and
 - b) A qualified designer demonstrates that a gravity connection is not possible, or
 - c) Where the pump station will have environmental or social benefits.
2. Design, construction, installation and use of a private sewer pump station must meet the requirements of the relevant codes, standards and City's policies including but not limited to the following:
 - a) Pressure Sewerage Code of Australia WSA - 04
 - b) Construction in the Vicinity and Protection of the Council Underground Assets Policy
 - c) Private Pump Station Procedure
 - d) Backflow Prevention and Cross Connection Control Policy
3. A private sewer pump station must also:
 - a) Be appropriately designed according to the individual capacity of the property fixtures on each private allotment
 - b) Be specified by a qualified hydraulic designer for the purpose
 - c) Contain a grinder to minimise blockages in the pipe systems.
 - d) Have an alarm system installed to warn the resident that the unit is not operating within pre-set parameters.
 - e) Service only a single title property.
 - f) Be connected to the City's sewerage system via a private rising main with approval for installation and maintenance in accordance with the Private Sewer Pump Station Procedure.

4. The City has different requirements for private sewer pump stations depending on their application. These requirements are further outlined in the City’s Private Sewer Pump Station Procedure.

3 Application for Installation of Private Pump Station

Under Section 68 of the *Local Government Act 1993*, the property owner requires approval from the City to install or modify a private sewer pump station. City will assess the application to install and issue Approval to Carry out Private Pump Station Work for construction to commence.

4 Approval to Operate a Private Pump Station

Following installation, commissioning and provision of all relevant documentation to the City, the property owner will be given an initial approval to operate the private pump station for a designated period depending on the risk category. The property owner is required to maintain current approval to operate their private sewer pump station at all times. Annual management charges in accordance with the City’s risk category and current Schedule of Fees and Charges will apply.

5 Definitions

Refer to the Private Pump Station Procedures for a full list of definitions.

6 Key Responsibilities

Position	Directorate	Responsibility
Mayor	Council	To lead councillors in their understanding of, and compliance with, this policy and guidelines.
General Manager	Executive	To lead staff (either directly or through delegated authority) in their understanding of, and compliance with, this policy and guidelines.
Directors	All Directorates	To communicate, implement and comply with this policy and related guidelines.
City’s Leaders	All Directorates	To implement this policy and related procedures.
Technical Officer officials	City	To comply with this policy guidelines and related procedures.

7 References

- City’s Private Pump Station Procedures
- City’s Backflow Prevention and Cross Connection Control Policy – Containment Only
- Construction in the Vicinity of and Protection of Council Underground Assets
- Developer Service Plan 2019 – Appendix B – Schedule of Equivalent Tenements Loadings
- *Local Government Act 1993*
- *Local Government (General) Regulation 2021*
- New South Wales Department of Health On-site single domestic wastewater management
- New South Wales Fair Trading (Notice of Works & Certificate of Compliance)
- Pressure Sewerage Code of Australia (WSAA07)
- Protection of the Environment Operations Act 1997
- *Roads Act 1993*

8 Sewage Pumping Station Code of Practice (WSSA04)

- **Approval date:** 8/12/2022
- **Responsible Group:** Strategic Asset Management Group
- **Responsible Section:** Water and Sewer
- **Superseded policies/procedures:**
- **Next review date:** 28/08/2025

Table of amendments

Amendment	Authoriser	Approval ref	Date
After review the following amendments were made: <ul style="list-style-type: none"> • Added section 3, application for installation of Private Pump Station • Added section 4 Approval to Operate a Private Pump Station • Updated the references. 	Council	2022/298	08/12/2022

9 Appendix

Private Sewer Pump Stations are addressed in full by the following the City’s Private Sewer Pump Station Procedure