



Application for Approval to Operate System of Sewage Management

For information regarding application fees please see
Council's website: www.thehills.nsw.gov.au

SECTION 68, LOCAL GOVERNMENT ACT 1993.

OFFICE USE ONLY

Lic No.	Date
Debtor No.	Receipt No.
Account: 731.1000.3448	

SECTION 1 - TYPE OF SYSTEM (Please tick ✓)

<input type="checkbox"/> Aerated wastewater treatment system	<input type="checkbox"/> Biological filtering system
<input type="checkbox"/> Septic tank with pump-out	<input type="checkbox"/> Septic tank with land disposal
<input type="checkbox"/> Greywater treatment system	<input type="checkbox"/> Other

SECTION 2 - APPLICANT INFORMATION

Name		
Street		
Suburb		Postcode
Home Phone	Mobile	Work Phone
Email		

SECTION 3 - PROPERTY DETAILS

Lot(s)	DP/SP
Street	House No.
Suburb	Postcode

SECTION 4 - OWNER'S DETAILS

Name		
Street		
Suburb		Postcode
Home Phone	Mobile	Work Phone
Email		
Owner's signature		Date

I/We own the subject land and consent to Council officers entering the premises for the purpose of carrying out inspections in conjunction with this application, without first giving written notice.

SECTION 5 - LOCATION OF YOUR SYSTEM OF SEWAGE

Please provide a sketch showing the location of your system of sewage management.

WHAT HAPPENS NEXT?

Once your application is received by Council, an Environmental Health Officer will contact you to arrange an inspection, and if satisfactory, an approval to operate will be issued for a period of up to 5 years.

WHAT IF I DON'T MAKE AN APPLICATION?

It is an offence to operate a system of sewage management without an approval to operate. You may be fined \$330 or taken to Court.

WHAT IF MY SYSTEM IS FAILING?

You will be required to repair the system so that it does not cause a risk to public health & safety, or the environment

SECTION 6 - PAYMENT OPTIONS

Council does not accept cash or cheque payments. Credit card and EFTPOS accepted.

IN PERSON AT

Council Administration Building
3 Columbia Court, Norwest
8.30 – 4.30, Monday - Friday

Council's Library Branches
See www.thehills.nsw.gov.au for
branch locations and opening hours.

BY PHONE

(02) 9843 0555

LODGEMENT OPTIONS

In person at Council Administration Building: 3 Columbia Court Norwest 2153

By email: council@thehills.nsw.gov.au

SECTION 7 - PRIVACY NOTIFICATION

Note: You are advised that this application form is a public document. The personal information that Council has collected or is collecting from you is personal information for the purposes of the *Privacy and Personal Information Protection Act 1998*. The intended recipients of the personal information are:

- Officers within the Council
- Data service providers engaged by the Council from time to time
- Any other agent/contractor of the Council and
- Other Statutory Authorities.

The supply of the information by you is voluntary. If you cannot provide or do not wish to provide the information sought, the Council may be limited in dealing with your request etc. Council has collected this personal information from you in order to process your request/application etc. You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the PPIPA. Council is to be regarded as the agency that holds the information. Enquiries concerning this matter can be addressed by the Privacy Officer on ph: 9843 0555.