

Independent Pricing and Regulatory Tribunal
New South Wales

Licence Application Form

Network Operator and Retail Supplier Licence
Water Industry Competition Act 2006 (NSW)

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Public



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Tribunal Members

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1 Introduction

The *Water Industry Competition Act 2006* (NSW) (WIC Act) came into force on 8 August 2008 and includes provisions for the licensing of private sector water utilities.

Under the WIC Act, the responsible portfolio Minister¹ (the Minister) is in charge of making decisions on granting or refusing the following licences:

- ▼ A **network operator's licence** for constructing, maintaining and operating water industry infrastructure
- ▼ A **retail supplier's licence** to supply water or provide sewerage services, by means of water industry infrastructure.

The Independent Pricing and Regulatory Tribunal of NSW (IPART) is responsible for receiving and assessing licence applications for these licences. It is also responsible for the ongoing administration and enforcement of these licences.

1.1 Who should complete this form?

This form is for corporations applying to become licensees under the WIC Act. Under section 8(1) of the WIC Act, an application for a licence can only be made by, or on behalf of, a corporation.

A copy of the WIC Act and the Water Industry Competition (General) Regulation 2008 (WIC Regulation) are available on the NSW Government's legislation website at www.legislation.nsw.gov.au.

You should complete this form according to the instructions outlined in the Application Form Guidance Document: Network Operator and Retail Supplier Licence, Water Industry Competition Act 2006 (NSW) (the Guidance Document). The Guidance Document and the Application Form are available on our website at www.ipart.nsw.gov.au.

Direct any questions to the Director, Regulation and Compliance via email, wica@ipart.nsw.gov.au or telephone, (02) 9113 7778.

1.2 How this form is structured

This form is structured into the following parts:

- ▼ Part 1 provides an introduction to the form
- ▼ Part 2 contains the Statutory Declaration that must accompany the application form
- ▼ Part 3 contains the Acknowledgement that must accompany the application form

¹ Currently the Minister for Energy and Utilities, December 2018.

- ▼ Part 4 contains the licence application form schedules. These schedules are:
 - A) Applicant corporation information (to be completed by all applicants corporation)
 - B) Financial capacity (to be completed by all applicant corporations)
 - C) Network operator's licence – technical capacity
 - D) Retail supplier's licence – technical capacity – water supply
 - E) Retail supplier's licence – technical capacity – sewerage services.

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2 Statutory declaration

A statutory declaration must be completed by all applicant corporations and submitted with their application.

Statutory declaration

Provide a statutory declaration from:

- a) The Chief Executive Officer and a director of the applicant corporation (each must complete a separate declaration); or
- b) The sole director and Chief Executive Officer of the applicant corporation; or
- c) Such other person that IPART agrees may provide the statutory declaration(s); to the effect that the information provided in the application is true and correct.

For the purposes of Part 3 of this application form, the statutory declaration should also state that the applicant corporation is neither:

- ▼ A disqualified corporation for the purpose of section 10(3)(a) of the *Water Industry Competition Act 2006 (NSW) (WIC Act)*, nor
- ▼ A related entity of a disqualified corporation that would have a direct or indirect interest in, or influence on, the carrying out of the activities that the licence (the subject of the application in relation to which this declaration is made), if granted, would authorise, for the purpose of section 10(3)(b) of the WIC Act.

A statutory declaration must be certified by a NSW authorised witness from the following list:

- ▼ a justice of the peace
- ▼ a solicitor or barrister with a current New South Wales or interstate practising certificate
- ▼ a commissioner of the court for taking affidavits
- ▼ a notary public, or
- ▼ a person by law authorised to administer an oath (eg, authorised witnesses in other jurisdictions).

I, do solemnly and sincerely declare that:

1. I am a director/~~the Chief Executive Officer/the sole director and Chief Executive Officer~~ [delete as applicable] of the applicant corporation (named in this application form).
2. The information provided in this application is true and correct to the best of my knowledge.
3. I am aware of the requirements under the *Water Industry Competition Act 2006* (NSW) (WIC Act) for the licence being applied for.
4. The applicant corporation is not, for the purpose of section 10(3)(a) of the WIC Act, a disqualified corporation (as defined in the Dictionary of the WIC Act).
5. The applicant corporation is not, for the purpose of section 10(3)(b) of the WIC Act, a related entity of a disqualified corporation (as defined in the Dictionary of the WIC Act) that would have a direct or indirect interest in, or influence on, the carrying out of the activities that the licence (the subject of the application in relation to which this declaration is made), if granted, would authorise.
6. I have the authority to make this application on behalf of the applicant corporation (named in this application form).

I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1900* (NSW).

Name of person making the declaration:

Alan Paul Carmody

Title of person making the declaration:

Director

Signature of person making the declaration:



Declared at

[place]:

Canberra

On [date]:

12 November 2019

In the presence of an authorised witness, who states:

I [insert name of authorised witness]

John Chamberlain

a [insert qualification to be authorised witness]

Solicitor

certify the following matters concerning the making of this statutory declaration by the person who made it: [*cross out any text that does not apply]

1. *I saw the face of the person or ~~*I did not see the face of the person because the person was wearing a face covering, but I am satisfied that the person had a special justification for not removing the covering.~~
2. *I have known the person for at least 12 months or ~~*I have confirmed the person's identity using an identification document and the document I relied on was~~

~~[describe identification document relied on]~~

Signature of authorised witness:



Date:

12/11/2019

I, do solemnly and sincerely declare that:

3. I am a director/~~the Chief Executive Officer/the sole director and Chief Executive Officer~~ [delete as applicable] of the applicant corporation (named in this application form).
4. The information provided in this application is true and correct to the best of my knowledge.
5. I am aware of the requirements under the *Water Industry Competition Act 2006* (NSW) (WIC Act) for the licence being applied for.
6. The applicant corporation is not, for the purpose of section 10(3)(a) of the WIC Act, a disqualified corporation (as defined in the Dictionary of the WIC Act).
7. The applicant corporation is not, for the purpose of section 10(3)(b) of the WIC Act, a related entity of a disqualified corporation (as defined in the Dictionary of the WIC Act) that would have a direct or indirect interest in, or influence on, the carrying out of the activities that the licence (the subject of the application in relation to which this declaration is made), if granted, would authorise.
8. I have the authority to make this application on behalf of the applicant corporation (named in this application form).

I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1900* (NSW).

Name of person making the declaration:

Marjorie Paulene Carmody

Title of person making the declaration:

Director

Signature of person making the declaration:



Declared at

[place]: Canberra

On [date]: 12 November 2019

In the presence of an authorised witness, who states:

I [insert name of authorised witness]

John Chamberlain

a [insert qualification to be authorised witness]

Solicitor

certify the following matters concerning the making of this statutory declaration by the person who made it: [*cross out any text that does not apply]

9. *I saw the face of the person ~~or *I did not see the face of the person because the person was wearing a face covering, but I am satisfied that the person had a special justification for not removing the covering.~~
10. *I have known the person for at least 12 months ~~or *I have confirmed the person's identity using an identification document and the document I relied on was~~

~~[describe identification document relied on]~~

Signature of authorised witness:



Date: 12/11/2019

3 Acknowledgement

All applicant corporations must sign an acknowledgement of IPART's intention to give copies of the application to relevant stakeholders.

An acknowledgement should be provided by:

- ▼ Company secretary and a director
- ▼ Two directors
- ▼ In the case of a sole director, the sole director, or
- ▼ Such other person that IPART agrees may provide the acknowledgement.

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Acknowledgement

The applicant corporation (as named in the application form accompanying this acknowledgement) acknowledges that IPART will give a copy of the applicant corporation's completed application form, including any confidential information contained in that application form, to the:

- ▼ Minister administering the *Water Industry Competition Act 2006* (NSW) (except Part 3)
 - ▼ Minister administering the *Public Health Act 2010* (NSW)
 - ▼ Minister administering Chapter 2 of the *Water Management Act 2000* (NSW)
 - ▼ Minister administering the *Environmental Planning and Assessment Act 1979* (NSW)
 - ▼ Minister administering the *Protection of the Environment Operations Act 1997* (NSW),
- in accordance with section 9(1) of the *Water Industry Competition Act 2006* (NSW) and clause 17 of the *Water Industry Competition (General) Regulation 2008* (NSW).

In the interest of streamlining the processing of your application, indicate below whether or not you agree to a copy of your completed application form (including any confidential information contained in that application form) being provided on a confidential basis directly to relevant departmental staff who have the responsibility to advise the Ministers named above on issues relating to the provision of water and sewerage services.

☒ **I agree** that a copy of my completed application form (including any confidential information contained in that application form) may be provided to relevant departmental staff as outlined above.

☐ **I do not agree** that a copy of my completed application form (including any confidential information contained in that application form) may be provided to relevant departmental staff as outlined above.

Name of person making the acknowledgement:

Alan Paul Carmody

Title of person making the acknowledgement:

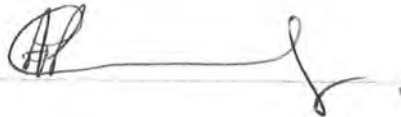
[Director / Company Secretary]

Director

On [date]:

12/11/2019

Signature of person making the acknowledgement:



Name of person making the acknowledgement:

Marjorie Paulene Carmody

Title of person making the acknowledgement:

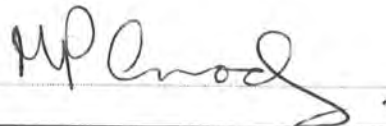
[Director / Company Secretary]

Director

On [date]:

12/11/19.

Signature of person making the acknowledgement:



4 Licence application form schedules

All applicant corporations must complete the licence application form schedules relevant to its application for a licence.

Template documents to assist applicant corporations in completing the licence application form schedules are available in the Guidance Document.²

There are two types of licence covered by the licence application form schedules:

- ▼ A network operator's licence
- ▼ A retail supplier's licence.

4.1 Network operator's licence

Under the WIC Act, a network operator's licence is required by proponents who wish to construct, maintain and operate water industry infrastructure. This includes all infrastructure required to produce, filter, store, convey, reticulate or treat water and sewage, and to dispose of any waste produced. Water includes potable (drinking) water and non-potable (recycled) water.

Applicant corporations applying for a network operator's licence must complete the following schedules (see Table 4.1):

- A. Applicant corporation information**
- B. Financial capacity**
- C. Network operator's licence – technical capacity.**

4.2 Retail supplier's licence

Under the WIC Act a retail supplier's licence is required by proponents who wish to supply water or provide sewerage retailing services.

Applicant corporations applying for a retail supplier's licence must complete the following schedules (see Table 4.1):

- A. Applicant corporation information**
- B. Financial capacity.**

² IPART, *Application Form – Guidance Document*, March 2019.

Applicant corporations applying for a retail supplier's licence that will supply water (including drinking water and/or non-potable water) must also complete the following schedule (see Table 4.1):














D. Retail supplier's licence – technical capacity – water supply.

Applicant corporations applying for a retail supplier's licence that will supply sewerage services must also complete the following schedule (see Table 4.1):

E. Retail supplier's licence – technical capacity – sewerage supply.

Applicant corporations applying for a retail supplier's licence that will supply both water and sewerage services must also complete both of schedules D and E (see Table 4.1).

Table 4.1 Completing the licence application form schedules

Applies to	Licence application form schedule				
	A	B	C	D	E
Network operator's licence					
Retail supplier's licence					
Water supply (drinking water and/or non-potable water)					
Sewerage services					
Both water supply and sewerage services					

A Applicant corporation information

Table A.1 Corporation details

Provide applicant corporation's name, ABN/ACN, registered and business addresses.	
Corporation name	Kyeema Wastewater Pty Ltd
ABN	64 635 577 105
ACN	635 577 105
Address of registered office	4078 Gundaroo Road, Gundaroo, NSW, 2620
Address of principal place of business	4078 Gundaroo Road, Gundaroo, NSW, 2620

Table A.2 Contact details

Provide primary and secondary contacts, with all relevant details (ie, names, addresses, email and telephone/mobile phone contacts).	
Primary Contact	
Full name and position/title	Alan <u>Paul</u> Carmody Director
Business telephone number	0410 424 236
Mobile number	
Email	
Postal address	4078 Gundaroo Road, Gundaroo, NSW, 2620
Secondary Contact	
Full name and position/title	
Business telephone number	
Mobile number	
Email	
Postal address	

Table A.3 Directors

Provide the following information (details may be included in an Appendix A3).	
a) The names, position title, date of birth and address of the Chief Financial Officer, Chief Executive Officer and any other persons concerned in the management of the applicant corporation.	
For each person	
Full name	Alan <u>Paul</u> Carmody
Position title	Director
Date of birth	
Residential address	

Full name	Marjorie Carmody
Position title	Director
Date of birth	
Residential address	

- b) A chart outlining the relationship between the applicant corporation and its ultimate Australian holding company, including the names of any intermediate holding companies.
Attach the organisation chart as Appendix A3(b).

The applicant company is Kyeema Wastewater Pty Ltd with two directors; Alan Paul Carmody and Marjorie Paulene Carmody as listed in this application.

The applicant corporation is 100% privately owned, has no parent company, and no operating subsidiaries.

See Appendix A3(b).

- c) Resumes for CEO (or equivalent) and relevant key managers outlining relevant local and international experience in the water industry and matching role descriptions.
Attach resumes/CVs/experience and role descriptions as Appendix A3(c).

Innoflow Australia Pty Ltd will be contracted by Kyeema Wastewater Pty Ltd as a Third Party to provide Technical Capacity including the design, construction, operation and maintenance of the sewage system for the first five years.

Innoflow Australia Pty Ltd as the nominated third party are specialists in sewage and greywater treatment and reuse schemes, having established schemes in NSW, Queensland, Victoria and New Zealand. Through its contractual relationship with Innoflow Australia Pty Ltd, Kyeema Wastewater Pty Ltd has the knowledge and experience to confidently deliver a successful sewage system for this project.

Kyeema Wastewater Pty Ltd will provide the Retail Supplier services to manage retail activities, including billing systems and compliant and debt recovery procedures.

See Appendix A3(c).

- d) Referees for relevant schemes. **Attach the list of referees/schemes as Appendix A3(d).**

See Appendix A3(d).

Table A.4 Scheme summary

Provide scheme details below.	
Scheme name	Kyeema Wastewater
Location (include local government area, Lot and DPs)	
<p>The proposed sewage system will service a 50-lot subdivision of Lots 1 & 2 DP 850916 at 4056 and 4078 Gundaroo Road, Gundaroo, NSW within Yass Valley Local Government Area.</p> <p>The proposed development will be located on Lots 3, 5, 12, 13 and 14 of the subdivision (DA185092) and comprise of 50 proposed lots. The proposed Sewage Treatment Plant (STP) and designated effluent irrigation area will be located wholly on Lot 5 DA 185092.</p>	
Describe the scheme:	
<p>Provide a summary of each type of product to be captured by the scheme (eg, drinking water, recycled water, sewage, stormwater), the volumes generated and the treatment process to be used, including average and maximum capacity.</p> <p>The scheme is a residential sewage treatment system. It has been designed for the following conservative estimates of daily wastewater production from the subdivision:</p> <ul style="list-style-type: none">- Average Dry Weather Design Flow: 32m³/day;- Peak Weekly Design Flow (1.75 x wet weather peaking factor): 56m³/day; and- Peak Daily Design Flow (2.5 x wet weather peaking factor): 80m³/day. <p>The proposed sewage treatment system consists of the following elements:</p> <ol style="list-style-type: none">1. Collection and primary treatment of sewage on each individual lot;2. Sewer line;3. Communal sewage treatment plant;4. Effluent irrigation system; and5. Wet weather storage. <p>Elements 1-3 are discussed below and further detail is provided in Appendix C1.</p> <p>1. <u>Collection and primary treatment of sewage on each individual lot</u></p> <p>Wastewater from each dwelling will be collected in a septic tank effluent pumping (STEP) tank located on each Lot. The purpose of the STEP tank is to collect the raw wastewater, provide primary treatment by screening solids, and pump screened wastewater to a central sewage treatment plant. The STEP tanks are designed for a sufficient hydraulic retention time of 6-24 hours and will provide a minimum of 24 hours storage above the high-level alarm. The STEP tanks are designed to be low maintenance and should require no homeowner intervention. De-sludging will be required periodically and assuming continuous occupancy this will typically be between 8-12 years, A control panel for the STEP tank will be installed on each Lot.</p> <p>2. <u>Sewer line</u></p> <p>Wastewater from the STEP tank will be connected to the main effluent sewer line via a service connection. This service connection protects the house from back-pressure and allows the house to be isolated from the effluent sewer in an emergency. The main effluent sewer line connects the wastewater from the individual Lots to the communal sewage treatment plant via an effluent sewer network.</p> <p>3. <u>Communal wastewater treatment plant</u></p> <p>A centralised recirculating textile packed bed reactor (PBR) sewage treatment plant (STP) is proposed for the scheme. The STP will comprise of the following:</p>	

Provide scheme details below.

- Pre-anoxic tank for denitrification;
- Dry chemical feed system for alkalinity dosing into the pre-anoxic tank;
- Phosphorus reduction system: coagulant added to the contact and mixing tank, followed by the clarification tank with sludge return;
- Recirculation tank;
- Packed bed reactor pods;
- Treated effluent storage tank; and
- UV disinfection.

Describe end uses

Elements 4 and 5 of the wastewater treatment system are discussed below and further detail is provided in Appendix C1.

4. Effluent irrigation system

The proposed irrigation strategy is a 100% reuse irrigation scheme with provision of wet weather storage. The treated effluent will be reused onsite within Lot 5 DA 185092 via a sub-surface irrigation system. The proposed use of irrigation is pasture for fodder or some other non-edible crop.

No discharge to waterways is proposed.

5. Wet weather storage

The irrigation system will include wet weather storage of treated effluent.

The existing surface water dam onsite is proposed to be used. This dam will be lined to enable conversion for effluent storage. Modelling has confirmed that the dam is sized to prevent overflow in a 1% annual exceedance probability (AEP), which reduces any need for controlled environmental discharges. The dam has the capacity to be expanded if required.

Describe effluent/ waste products and disposal options (include volumes generated)

The average effluent quality is as follows:

Parameter	Average	95%ile
BOD ₅	10mg/L	20mg/L
Total Suspended Solids	10mg/L	30mg/L
Total Nitrogen	35mg/L	No target
Total Phosphorous	12mg/L	No target
E.coli	<100 cfu/100mL	No target

The proposed irrigation strategy is a 100% reuse irrigation scheme with provision of wet weather storage. No discharge to waterways is proposed.

Provide scheme details below.

List of all planning, environmental and other legislative approvals already obtained and those that are still required

Development Consent, DA 185092, issued by Yass Valley Council for a staged 13 lot neighbouring subdivision (Lots 1 and 2 DP 850916) on 21 December 2018.

Deferred Commencement Development Consent DA 190011 for a stage 50-lot residential subdivision issued by Yass Valley Council on 22 May 2019.

Outstanding approvals:

- WICA licence from IPART.

List the staging of works, including a program of the main stages

It is proposed to stage the development of the 50 lots (2,000-3,000m²) in five (5) stages as follows.

- Stage 1: Lots 32,33,34,37,38,40,42,44,46,49 and 50. Construction of the wastewater treatment plant. Construction of Stage 1 irrigation area (1.5ha), with additional irrigation area to be installed as per the requirements of each stage up to the ultimate 6.5ha irrigation area for complete build-out.
- Stage 2: Lots 30,31,35,36,39,41,43,45,47 and 48.
- Stage 3: 12,13,16,17,19,21,23,25,28 and 29.
- Stage 4: 10,11,14,15,18,20,22,24,26 and 27.
- Stage 5: Lots 1,2,3,4,5,6,7,8, and 9.

List the total number and type of customers to be serviced

150 residential customers (3 persons x 50 lots).

Describe the preferred timeline for the licensing of each stage of the work

Development of the proposed 50 lots (2,000-3,000m²) is indicatively staged across five (5) stages as follows:

Stage	Development Activities	Timeframe
Stage 1	11 Lots. Construction of the wastewater treatment plant. Construction of 1.5ha Stage 1 irrigation area	April 2020
Stage 2	10 Lots. Additional irrigation area to be installed as per the requirements of each stage up to the complete 6.5ha irrigation area.	January 2021
Stage 3	10 Lots. Additional irrigation area to be installed as per the requirements of each stage up to the complete 6.5ha irrigation area.	Post June 2021
Stage 4	10 Lots. Additional irrigation area to be installed as per the requirements of each stage up to the complete 6.5ha irrigation area.	2022/23
Stage 5	9 Lots. Additional irrigation area to be installed as per the requirements of each stage up to the complete 6.5ha irrigation area.	2023/24

Provide scheme details below.

Table A.5.1 Experience – Network Operator

Provide the following information (details may be included in Appendices A5.1(a) and A5.1(b)).

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| <p>a) Describe the applicant corporation's current experience in (and, where relevant, the nominated third parties' experience in):</p> <ul style="list-style-type: none">– Construction, maintenance and operation of water and/or other utility infrastructure such as gas, electricity or telecommunications– Environmental management activities relevant to the construction of water infrastructure. Evidence may include: extracts from environmental impact assessments, construction environmental management plans, operational environmental management plans, environmental management systems. This can include interstate and international experience. | <p>Provide full and complete details in Appendix A5.1(a).</p> |
| <p>b) Provide resumes/CVs for key personnel (including nominated third parties) outlining relevant local and international experience and necessary skills for each of the following activities:</p> <ul style="list-style-type: none">– Construction, operations and maintenance– Environmental management. | <p>Provide full and complete details for relevant personnel in Appendix A5.1(b).</p> |

Table A.5.2 Experience – Retail Supplier

Provide the following information (details may be included in Appendices A5.2(a) and A5.2(b)).

- | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| <p>a) Describe the applicant corporation's current experience in (and, where relevant, the nominated third parties' experience in):</p> <ul style="list-style-type: none">– the supply of water or the provision of sewerage services. Also outline any previous experience in the retailing of other services such as gas, electricity or telecommunications. | <p>Provide full and complete details in Appendix A5.2(a).</p> |
| <p>b) Provide resumes/CVs for key personnel (including nominated third parties) outlining relevant local and international experience and necessary skills for each of the activities to be licensed:</p> <ul style="list-style-type: none">– Retailing activities relevant to operating a utility. | <p>Provide full and complete details for relevant personnel in Appendix A5.2(b).</p> |

Table A.6 Corporate structure

Provide an organisational management chart and an ownership chart in Appendix A6.

Describe the structure of the applicant corporation, including a list of the entities that have an ownership interest in the applicant corporation, whether legal or equitable. The charts should clearly show how the corporation is managed, and all entities that have an ownership interest in the applicant corporation.

The applicant company is Kyeema Wastewater Pty Ltd. The applicant corporation is 100% privately owned, has no parent company and no operating subsidiaries. See Appendix A6.

Table A.7 Disqualified corporations

Provide the completed disqualified corporations and related entities chart in Appendix A7.

Provide additional information, **as described in Appendix B of the Guidance Document**, to allow a search for and assessment of each Director, the applicant corporation, and any related entities that would have a direct or indirect interest in, or influence on, the carrying out of the activities that the licence would authorise, if granted.

See Appendix A7.

Table A.8 Insurances

Attach copies of all relevant insurance certificates and relevant policy schedules and policy wording (eg, Product Disclosure Statements) in Appendix A8.

- a) Describe the types of insurance the applicant corporation has or intends to obtain for the activities to be licensed (including the level of cover (amount) the applicant corporation has or intends to have) for the:
 - Construction phase
 - Operations phase.
- b) Where available, provide:
 - Certificates of currency for all existing insurance policies
 - Relevant policy schedules and policy wording for current and future policies. Ensure the inclusions and exclusions of the policies are mentioned.
- c) Include a summary of itemised inclusions and exclusions for each type of insurance the applicant corporation holds.
- d) Explain why the type and level of cover provided or proposed by the applicant corporation's insurer is sufficient and appropriate for the size and nature of the applicant corporation's proposed activities across all phases of the scheme. Your explanation should show how the proposed insurance policies appropriately cover the risks of the applicant corporation's risk assessment. You should also obtain a letter or report from an insurance broker to support your explanation on the appropriate level of cover for the applicant corporation's scheme.
- e) If the corporation applying for a licence is a subsidiary of another corporation and is covered by the parent corporation's insurance policy/ies, provide certificates of currency and relevant policy schedules and policy wording demonstrating that the subsidiary will be covered by the parent company's policies.

See Appendix A8.

Table A.9 Other relevant information

Provide any additional relevant information in Appendix A9.

Provide other relevant information to outline the applicant corporation's organisational capacity to undertake the activities that the licence will authorise. These may include:

- ▼ Business and management systems, and whether they are certified or consistent with an appropriate standard
- ▼ Business risk assessments
- ▼ Cross-organisational guarantees and third party agreements.

See Appendix A9.

Table A.10 Third party activities

If the applicant corporation intends to use third parties to undertake any **significant** activities for which the applicant corporation is seeking a licence, (eg, construction of the reticulation network, management of the billing system), provide their details below. If there are multiple third parties, provide the details for each party as well as an explanation of the activities it will be undertaking.

Corporation name

Innoflow Australia Pty Ltd

ABN/ARBN

73 119 991 954

ACN

119 991 954

Corporation's registered office address

Rose Bay NSW 2029

Provide a detailed description of the activities that the third party, named above, will undertake on the applicant corporation's behalf.

Design, construct, operate and maintain the wastewater treatment system for 5 years post commissioning. See Appendix A10.

B Financial capacity

The responses to the following questions will be used to assess the applicant corporation's financial capacity to undertake the activities the licence will approve (WIC Act section 10(4)(a)).

See the Guidance Document for further information on our assessment of financial capacity.

Table B.1 Financial capacity of the applicant corporation

How will the applicant corporation's activities be financed?
Is the applicant corporation a new corporation, or does it have a financial history? (An applicant corporation may not have a financial history if it is a newly formed corporation).
If the applicant corporation is a newly formed corporation (ie, without financial history), provide the following: <ul style="list-style-type: none"> ▼ Copies of any financial guarantee, deed of indemnity or any other instrument that supports the applicant corporation's financial capacity. ▼ If a guarantee is to be provided by a parent or related entity, provide financial statements for the guarantor entity for the latest three financial reporting years. ▼ If the applicant corporation is a new corporation financed through alternative arrangements (eg, debt or equity), provide a letter from a financial institution (eg, bank, credit union or the government) certifying an existing or proposed line of credit or financial support. Also provide a copy of any guarantee or deed of indemnity provided by an entity, such as a holding company or Director. Provide financial statements for the latest three financial reporting years demonstrating the financial viability of the guarantor.
For all applications provide (for the applicant corporation or a guarantor): <ul style="list-style-type: none"> ▼ The latest three years of historical financial statements, including: <ul style="list-style-type: none"> – Profit and Loss Statement, also called the Statement of Financial Performance – Balance Sheet, also called the Statement of Financial Position – Cash Flow Statement, also called the Statement of Cash Flows. ▼ To ensure that financial reports are accurate the accounts should be accompanied by: <ul style="list-style-type: none"> – A registered company auditor's report confirming the accounts are accurate, and/or – Tax return documents for the last three years which can be used to verify the income and expenses in the financial statements. ▼ Where the reporting date of the most recent financial statements is more than three months prior to the application date, provide management accounts (eg, a profit and loss statement, trial balance or trading statement). These should be supported by the most recent bank reconciliation and a copy of the relevant bank statement. ▼ From the most recent accounts, an aged creditors report. ▼ From the most recent accounts, an aged debtors report. ▼ A list of suppliers, identifying any major or critical suppliers. ▼ A list of customers, identifying any major or critical customers. ▼ A three year forecast of profitability for the applicant corporation, including a forecast Profit and Loss Statement, Balance Sheet and Cash Flow Statement.
Provide all requested information in Appendix B1.

See confidential appendix B1.

Table B.2 Financial viability of the scheme**What is the projected financial performance of the scheme?**

For the scheme, provide at least ten years of detailed forecast cash flows. The cash flow forecast should include:

- ▼ Major income and expense items including (as relevant):
 - Customer fees and charges income
 - Connection fees income
 - Developer contributions/subsidies
 - Capital expenditure
 - Operating and management costs
 - Bulk services charges and/or network operator fees and charges
 - Overheads and management fees
 - Sinking funds/contingency
 - Compliance costs.
- ▼ If the scheme is to be conducted in stages, the cash flow forecast should reflect this.
- ▼ Any provisions made for unexpected operational costs or non-planned maintenance.
- ▼ Key assumptions, including forecast (as relevant):
 - Lot sales
 - Occupancy rates or any other drivers of cash inflows
 - Rates paid for bulk services (eg, bulk water or sewerage)
 - Waste disposal fees, and/or
 - Any other relevant key assumptions.

Provide the information in spreadsheet form (eg, Excel spreadsheet) in Appendix B2.

See confidential Appendix B2.

Table B.3 Contextual information**Provide other relevant information that may inform the assessment of financial capacity of the applicant corporation.**

For the applicant corporation, in addition to information already provided regarding financial support (eg, guarantees, debt and equity), provide:

- ▼ Where the licensee is a part of a corporate group, the corporate group structure (including parent corporate group and details of ownership)
- ▼ Equity structure (ie, equity holders, types of shares, options, quantities of shares and options etc)
- ▼ Agreements, contracts or covenants that may impact the financial capability of the licensee, and/or
- ▼ Any other information that may inform the assessment of financial capacity of the applicant corporation.

Provide all requested information in Appendix B3.

See confidential Appendix B3

Table B.4 Estimated price for services

For retail supplier licence applications, how much will the applicant corporation charge for its services?

Where the applicant corporation is applying for a **retail supplier's licence to supply water or provide sewerage service to residential households**, provide:

- ▼ Ten year forecasts of the cost to the licensee, per household, per year, to supply water and/or provide sewerage services (as is relevant).
- ▼ Details of how this cost would be recovered - that is, what are the details of who is expected to pay fees and charges (eg, customers, developers and/or grants and subsidies)?
- ▼ The proposed price levels and structure for the first ten years of operation.

Provide all requested information in Appendix B4.

See confidential Appendix B4.

Table B.5 Contacts

For all applications, provide contact details for an authorised representative to clarify financial information provided in the application.

Does the applicant corporation have an accountant? If yes, provide the accountant's contact details.

Yes. See confidential Appendix B5.

Does the applicant corporation have an external auditor? If yes, provide the external auditor's contact details.

No.

If required, may we contact the accountant and/or external auditor to clarify any information provided?

Yes.

Table B.6 Other information

Provide superannuation information as noted below.

For the applicant corporation, provide an extract of the superannuation payable ledger for the:

- ▼ 12 months ending on the date of the latest annual financial statements
- ▼ Period commencing on the date of the latest annual financial statements and ending on the date of the latest management accounting reports (if applicable).

Provide all requested information in Appendix B6.

See confidential Appendix B6.

C Network operator's licence – technical capacity

The responses to the following questions will be used to assess the applicant corporation's technical capacity to undertake the activities the licence will approve (Act s.10(4)(a)).

See the Guidance Document for further information on our assessment of technical capacity.

Select the appropriate boxes for the infrastructure the corporation is applying for.

- ☐ Water infrastructure – drinking water
- ☐ Water infrastructure – non potable water (including recycled water)
- ☒ Sewerage infrastructure

Table C.1 Scheme description

Describe the proposed scheme in detail.

Include all infrastructure from catchment/treatment plant to tap/end user. You must:

- ▼ Include a full description of any infrastructure used in the capture, storage, conveyance/reticulation, and treatment of water and/or sewage.
- ▼ Provide a full description of all end uses (including irrigation, dust suppression and other broad-acre uses), waste disposal streams and disposal options, and any end uses requiring Environment Protection Licences (EPLs) or other regulatory approvals or licences.
- ▼ Describe any staging requirements for the proposed scheme with a supporting works program.
- ▼ Provide relevant water source type, identification and characterisation studies.

Your description should include the relevant concept design drawings, site plans, process flow diagrams and general arrangement drawings.

Provide all relevant documents in Appendix C1.

Refer to Table A.4. See Appendix C1.

Table C.2 Existing activities

Has the corporation commenced any of the activities for which it is seeking a licence?

- ☐ YES ☒ NO

If yes:

- ▼ Briefly describe the activities that the applicant corporation has commenced (ie, built and/or operating) including the date(s) on which the activities commenced, and the customers being serviced *eg, construction of the network infrastructure July 2015, construction of the water treatment plant December 2015, operation of the water treatment plant June 2016, supply to small retail customers August 2016.*
- ▼ Provide an indicative timeline outlining the dates for the commencement of any other activities for which the applicant corporation is seeking a licence.

If **no**, provide an indicative timeline outlining the major development milestones and dates for the commencement of the activities for which the applicant corporation is seeking a licence, if they have not yet commenced. *Eg, construction of the network infrastructure July 2020, construction of the water treatment plant December 2020, operation of the water treatment plant June 2021, supply to small retail customers August 2021.*

Provide all relevant documents and information in Appendix C2.

See Appendix C2.

Table C.3 Area of operations

Describe the location of the proposed infrastructure.

This description should include:

- ▼ Specific lot descriptors (eg, lot and DP numbers) that identify the location of the production, treatment, filtration and/or storage infrastructure.
- ▼ The location of infrastructure for the conveyance and/or reticulation of water by street name, local government area or other description as appropriate to the size of the scheme.
- ▼ The location of identified irrigation areas for disposal of recycled water.

You should provide detailed maps to support the description of the area of operations. The map(s) should show the location of the proposed infrastructure from source to end use. Also provide any maps approved by the relevant planning authority.

Provide these maps and descriptions in Appendix C3.

The proposed development will be located on Lots 3, 5, 12, 13 and 14 of the subdivision of Lots 1 & 2 DP 850916 at 4056 and 4078 Gundaroo Road, Gundaroo, NSW within the Yass Valley Local Government Area.

The proposed STP, wet weather storage (dam), and effluent irrigation areas are located wholly on Lot 5 DA 185092.

The development, sewage treatment plant, and irrigation areas are shown on *Plan of Subdivision Lots 1 & 2 DP850916 4056-4078 Gundaroo Road, Gundaroo* dated August 2019.

See Appendix C3.

Table C.4 Interconnections

Describe any interconnections between the proposed water infrastructure and other infrastructure not part of this scheme (eg, interconnections with other licensed network operators or public utilities)

In your description, identify who is responsible for the construction, operation and maintenance of which infrastructure.

Where applicable, describe the connection point to customers or end users (eg, the customer connection point may be a water meter). In your description, identify who is responsible for the construction, operation and maintenance of each piece of infrastructure.

Identify all interconnections with other infrastructure and/or end users on the process flow diagram.

Provide all relevant documents in Appendix C4.

The proposed Wastewater Treatment System is a standalone system. There are no interconnections between the proposed sewage treatment system and other infrastructure not part of this scheme.

See Appendix C4.

Table C.5 End uses

Identify all intended end uses for each product supplied and waste products generated.
Provide evidence to support the proposed volumes of water expected to be generated and used.
Provide evidence to support the proposed quantity of waste products generated, and how the applicant corporation will dispose of it. Include any agreements with third parties, and regulatory approvals/licences.
Provide additional information in Appendix C5.
See Appendix C5.

Table C.6 Water balance

Provide a detailed water balance for all products and all scheme stages.
Water balances are required for each stage of works, and must provide (as a minimum):
<ul style="list-style-type: none"> ▼ All assumptions used for modelling, and if assumptions do not meet industry standards, you must provide a statement of evidence to support the deviation ▼ A sensitivity analysis around end use assumptions, including future disposal pathways, eg, optional take up of recycled use in washing machines ▼ Any storage requirements ▼ All input and output volumes including peaking factors ▼ All waste streams and fate of waste/s
Irrigation models should be run on the median and 95%-tile rainfall scenarios. Irrigation of treated effluent/recycled water should have zero runoff and no more than 15mm deep percolation (inland) or zero (coastal) – as per the <i>EPA Guideline – Use of Effluent by Irrigation (2004)</i> .
Ensure that all water/sewage supplied and/or treated is accounted for.
Where relevant, support your assumptions by catchment and/or wastewater characterisation studies.
For all products supplied, provide detailed information on waste products generated and disposal options.
Provide a copy of the detailed water balance and assumptions, as well as any agreements and/or licences to access the source water in Appendix C6.
DWC has completed long-term daily water, nutrient and salt balance modelling using Model for Effluent Disposal by Land Irrigation (MEDLI). Full details of the modelling, including the modelling outputs, are provided in the <i>Kyeema Subdivision: Sewage Management Plan</i> dated 18 January 2019.
See Appendix C6.

Table C.7 Volume details for services supplied

Describe the volume of water available from the proposed source.
For drinking water provide detailed information regarding the volume of water the applicant corporation will supply, agreements in place with other utilities and how the applicant corporation will ensure continuity of supply.
For recycled/non-potable water provide detailed information regarding the volume of water the applicant corporation will supply through treatment, agreements in place with other utilities and/or other recycled water users, and how the applicant corporation will ensure continuity of supply.

Describe the volume of water available from the proposed source.

For sewage provide detailed information regarding the volume of sewage the applicant corporation will collect and treat, how the applicant corporation will dispose of waste products, and any agreements in place regarding the collection, storage and treatment of sewage. Also detail how the applicant corporation will ensure continuity of service.

Provide details in a separate Appendix C7.

Refer to Appendix C1 for detailed information regarding the volume of sewage the applicant corporation will collect and treat and how the applicant corporation will dispose of waste products.

Kyeema Wastewater Pty Ltd is committed to minimising the incidence and inconvenience to customers associated with the potential for discontinuity of service. The design of Kyeema Wastewater Pty Ltd infrastructure has allowed for adequate redundancy to increase the reliability of system processes. Redundancy provision allows for equipment failure and for equipment to be taken off-line for programmed and un-programmed maintenance without compromising the level of service provided by the system. A number of additional controls have been incorporated to mitigate the risk associated with continuity of supply. These include:

- Automated operation, remote monitoring and alarm systems through the remote telemetry system;
- Provision of adequate storage within the wastewater system; and
- Regular asset inspections, monitoring and asset maintenance.

The system has been designed with the ability to isolate any breakages and allow the redundancy in the pressure sewer system to store the sewage load until the problem has been fixed or to allow pump outs to occur.

In the unlikely case of complete system failure with all available storage at capacity – tankering would be initiated until the system could be brought back into operation.

See Appendix C7.

Table C.8 Risk assessment

Provide the preliminary risk assessment for the scheme from source to end use.

The preliminary risk assessment should:

- ▼ Accurately identify any hazards present in the source water or likely to result from the proposed treatment process
- ▼ Address intended, inadvertent and unauthorised end uses (and therefore routes of exposure) to the water
- ▼ Identify any reasonably foreseeable risk event with the potential to expose people or the environment to hazards
- ▼ Outline the broad mitigation measures where the risk of exposure to a hazard is unacceptable to human health or the environment in order to reduce the risk of exposure
- ▼ Identify critical control points (CCPs) and water quality targets.

The preliminary risk assessment should also identify the events and circumstances that could adversely affect the applicant corporation's ability to carry out the activities for which the licence is sought (including any activities undertaken by a nominated third party), the probability of the occurrence of any such event or circumstance, and the measures to be taken by the applicant corporation to prevent or minimise the likelihood of any such event or circumstance.

The preliminary risk assessment should demonstrate the application of a consistent methodology for identifying hazards and assessing potential impacts and risks to health and the environment. We strongly recommend that the applicant corporation utilises an established risk management system, such as outlined in *AS/NZS ISO 31000 (Risk management – Principles and Guidelines)*, which is consistent with the approach outlined in:

Provide the preliminary risk assessment for the scheme from source to end use.

- ▼ The *Australian Drinking Water Guidelines* (ADWG)(element 2), for drinking water
- ▼ The *Australian Guidelines for Water Recycling* (AGWR)(element 2), for non-potable water.

The preliminary risk assessment should consider risks specific to the area of operations for which an application is sought. It should also address business and financial risks, and demonstrate/contain a statement that the licensee has consulted with NSW Health and the NSW Environment Protection Authority regarding health and environmental matters. A statement noting that the proposed treatment system meet the water quality targets for the intended end uses should also be included with the preliminary risk assessment.

Provide the preliminary risk assessment in Appendix C8.

See Appendix C8.

Table C.9 Management systems and processes – water

Describe the systems and processes the applicant corporation will have in place to manage the water infrastructure.

Describe how the 12 elements of the framework for the management of:

- a) Drinking water quality, as detailed in the ADWG, and/or
- b) Recycled water quality, as detailed in the AGWR

have been addressed and will be implemented and maintained. Your response should include a clear description (with supporting evidence) of how and where the risk assessment has informed/will inform your water quality management plans(s).

Provide evidence of the applicant corporation's capacity to develop and implement relevant management plans, including an Infrastructure Operating Plan and Water Quality Management Plan (based on the 12 elements of the relevant framework) in Appendix C9.

See Appendix C9.

Table C.10 Management systems and processes - sewerage

Describe the systems and processes that the applicant corporation will have in place to manage the sewerage infrastructure.

Provide evidence of the applicant corporation's capacity to develop and implement an infrastructure operating plan in Appendix C10.

See Appendix C10.

Table C.11 Contingency plans

How will the applicant corporation ensure the continuity of the supply of water or the provision of sewerage services to customers? What contingency plans are in place in the case of failure of the infrastructure?

Provide a contingency plan in Appendix C11.

See Appendix C11.

Table C.12 Regulatory approvals

List all relevant regulatory approvals.
For the activities to be licensed, provide a list of all of the regulatory approvals that have been obtained and/or are required to be obtained under: <ul style="list-style-type: none">▼ The <i>Environmental Planning and Assessment Act 1979</i>▼ The <i>Protection of the Environment Operations Act 1997</i>▼ Any other relevant legislation.
Attach copies of each approval (if granted) and any reports from the approval body.
Such approvals may include: <ul style="list-style-type: none">▼ Development consents for a housing development under the <i>Environmental Planning and Assessment Act 1979</i>▼ Section 68 approval under the <i>Local Government Act 1993</i>▼ Environment Protection Licence under the <i>Protection of the Environment Operations Act 1997</i>▼ Any and all subsequent approved modifications.
Provide a copy of any regulatory approvals and/or licences in Appendix C12.
See appendix C12.

Table C.13 Development consents and determinations

Has the scheme been dealt with under either Part 3A (now repealed), Part 4 or Part 5 of the <i>Environmental Planning and Assessment Act 1979</i> (EP&A Act)? Refer to section 3.2 and Appendix C of the Guidance Document to inform your answer to this question.
Provide details of all relevant details in Appendix C13.
See Appendix C13.

Table C.14 Environmental impact assessments

Describe the studies that have been completed to investigate any environmental impacts (including water quality, quantity, air, odour, noise, sea level rise, biodiversity and Aboriginal cultural heritage) from the construction and operation of the infrastructure.
Have the studies identified any significant environmental impacts from the scheme? If so, how are the environmental impacts proposed to be managed?
As a minimum, your application must be accompanied by a Review of Environmental Factors (REF) (unless the development is a designated development, Part 5 development, or a major project, in which case either an environmental impact statement (EIS) or comprehensive environmental assessment is required). The REF must identify the environmental impacts of the proposed scheme, and the steps which will be taken to protect the environment or reduce harm to the environment.
Where relevant, what land capability and/or site suitability assessments have been undertaken on the proposed land disposal (including irrigation) area?
Provide a copy of any: <ul style="list-style-type: none">▼ Environmental study▼ Land capability or site suitability assessment▼ Environmental risk assessment▼ Determination reports in Appendix C14.

See Appendix C14.

Public

D Retail supplier's licence – technical capacity – water supply

Table D.1 Scheme description

Describe the water infrastructure that the applicant corporation will access to supply water.

Not applicable.

Table D.2 Volume of water

What volume of water is available from the proposed source?

Where applicable, provide the capacity of the source and the (allowable) average daily extraction rate from the source. If there is more than one source, provide the requested information for each of the sources.

Where relevant, provide a copy of any agreements and/or licences to access the source water in Appendix D2.

Not applicable.

Table D.3 Class of customer

What customers or classes of customers does the applicant corporation propose to supply with water?

Will the applicant corporation be supplying small retail customers with water (ie, less than 15ML/year)?

Not applicable.

Table D.4 Risk assessment

Provide the preliminary risk assessment for the retail activities related to the scheme.

The risk assessment **must identify the events and circumstances** that could adversely affect the applicant corporation's ability to carry out the activities for which the licence is sought (including any activities undertaken by a nominated third party). It must also identify the probability of the occurrence of any such event or circumstance and the measures to be taken by the applicant corporation to prevent or minimise the likelihood of any such event or circumstance.

The preliminary risk assessment should demonstrate the application of a consistent methodology for identifying hazards and assessing potential impacts and risks. We strongly recommend that the applicant corporation utilises an established risk management system such as outlined in *AS/NZS ISO 31000 (Risk Management– Principles and Guidelines)*.

Provide the risk assessment in Appendix D4.

Not applicable.

Table D.5 Contingency plan

How will the applicant corporation ensure continuity of the supply of water to customers?

What contingency plans are in place in the case of failure of the infrastructure? If the continuity of supply differs between customer classes, explain why, and define how the applicant corporation will maintain the different levels of service.

Provide a contingency plan in Appendix D5.

Not applicable.

Table D.6 Management systems and processes

Describe the systems and processes that the applicant corporation will have in place to manage retail activities including billing systems and complaint and debt recovery procedures.

Provide evidence of the applicant corporation's capacity to develop and implement a retail supply management plan in Appendix D6.

Not applicable.

E Retail supplier's licence – technical capacity – sewerage services

For applicant corporations applying for a retail supplier's licence for supply of sewerage services.

Table E.1 Scheme description

Describe the sewerage infrastructure that the applicant corporation will access to provide sewerage services.

See Table A.4 of this application.

Table E.2 Class of customer

What customers or classes of customers does the applicant corporation propose to supply with sewerage services?

Will the applicant corporation be supplying small retail customers with sewerage services (ie, less than 10.5 ML/yr)?

The applicant corporation will be supplying sewage services to residential customers. The applicant will treat approximately 10.95ML/yr (200L/person/day).

Table E.3 Risk assessment

Provide the preliminary risk assessment for the retail activities related to the scheme.

The risk assessment **must identify the events and circumstances** that could adversely affect the applicant corporation's ability to carry out the activities for which the licence is sought (including any activities undertaken by a nominated third party). It must also identify the probability of the occurrence of any such event or circumstance and the measures to be taken by the applicant corporation to prevent or minimise the likelihood of any such event or circumstance.

The preliminary risk assessment should demonstrate the application of a consistent methodology for identifying hazards and assessing potential impacts and risks. We strongly recommend that the applicant corporation utilises an established risk management system such as outlined in *AS/NZS ISO 31000 (Risk Management– Principles and Guidelines)*.

Provide the risk assessment in Appendix E3.

See Appendix E3.

Table E.4 Contingency plan

What contingency plans are in place in the case of failure of the infrastructure?

How will the applicant corporation ensure continuity of the provision of sewerage services to customers?
Provide a contingency plan in Appendix E4.

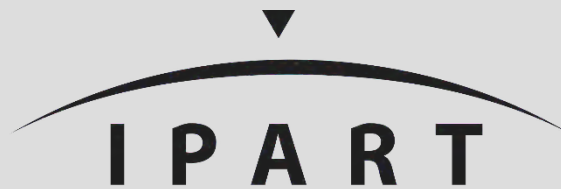
See Appendix E4.

Table E.5 Management systems and processes

Describe the systems and processes that the applicant corporation will have in place to manage retail activities including billing systems, and complaint and debt recovery procedures.

Provide evidence of the applicant corporation's capacity to develop and implement a retail supply management plan in Appendix E5.

See Appendix E5.



Independent Pricing and Regulatory Tribunal
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Appendix A3b

Network Operator and Retail Supplier Licence
Water Industry Competition Act 2006 (NSW)

Application
Kyeema Wastewater Pty Ltd

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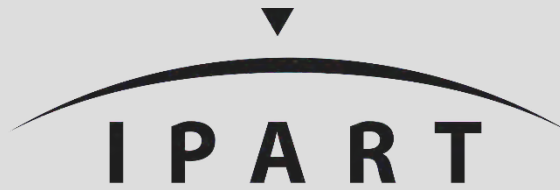
- b) A chart outlining the relationship between the applicant corporation and its ultimate Australian holding company, including the names of any intermediate holding companies.
Attach the organisation chart as Appendix A3(b).
-

The applicant company is Kyeema Wastewater Pty Ltd with two directors; Alan Paul Carmody and Marjorie Paulene Carmody as listed in this application.

The applicant corporation is 100% privately owned, has no parent company, and no operating subsidiaries.

Kyeema Wastewater Pty Ltd

Public



Independent Pricing and Regulatory Tribunal
New South Wales

Appendix A3c and A3d

Network Operator and Retail Supplier Licence
Water Industry Competition Act 2006 (NSW)

Application
Kyeema Wastewater Pty Ltd

November 2019

- c) Resumes for CEO (or equivalent) and relevant key managers outlining relevant local and international experience in the water industry and matching role descriptions.

Attach resumes/CVs/experience and role descriptions as Appendix A3(c).

- d) Referees for relevant schemes. **Attach the list of referees/schemes as Appendix A3(d).**

Retail Supplier Services

Kyeema Wastewater Pty Ltd will provide the Retail Supplier services to manage retail activities, including billing systems, payment, refunds, and compliant debt recovery procedures.

The CV of Paul Carmody, Director of Kyeema Wastewater Pty Ltd, outlines his relevant skills and experience and is provided below.

Roles

- Billing
- Customer enquiries
- Customer feedback
- Payment, refunds, and debt recovery

Network Operator

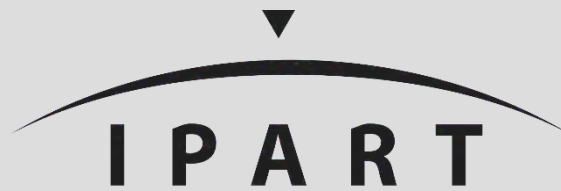
Innoflow Australia Pty Ltd will be contracted by Kyeema Wastewater Pty Ltd as a Third Party to provide Technical Capacity including the design, construction, operation and maintenance of the sewage system for the first five years.

Innoflow Australia Pty Ltd as the nominated third party are specialists in sewage and greywater treatment and reuse schemes, having established schemes in NSW, Queensland, Victoria and New Zealand. Through its contractual relationship with Innoflow Australia Pty Ltd, Kyeema Wastewater Pty Ltd has the knowledge and experience to confidently deliver a successful sewage system for this project.

The capability and experience of Innoflow Australia Pty Ltd, along with CV's of key personnel, is provided below.

Roles

- Design the Wastewater Treatment System
- Construct the Wastewater Treatment System
- Commission the Wastewater Treatment System
- Operate the Wastewater Treatment System (5 years)
- Maintain the Wastewater Treatment System (5 years)



Independent Pricing and Regulatory Tribunal
New South Wales

Appendix A5a and 5b

Network Operator and Retail Supplier Licence
Water Industry Competition Act 2006 (NSW)

Application
Water

November 2019

Table A.5.1 Experience – Network Operator

Provide the following information (details may be included in Appendices A5.1(a) and A5.1(b)).	
<p>a) Describe the applicant corporation's current experience in (and, where relevant, the nominated third parties' experience in):</p> <ul style="list-style-type: none"> – Construction, maintenance and operation of water and/or other utility infrastructure such as gas, electricity or telecommunications – Environmental management activities relevant to the construction of water infrastructure. Evidence may include: extracts from environmental impact assessments, construction environmental management plans, operational environmental management plans, environmental management systems. This can include interstate and international experience. 	Provide full and complete details in Appendix A5.1(a).
<p>b) Provide resumes/CVs for key personnel (including nominated third parties) outlining relevant local and international experience and necessary skills for each of the following activities:</p> <ul style="list-style-type: none"> – Construction, operations and maintenance – Environmental management. 	Provide full and complete details for relevant personnel in Appendix A5.1(b).

Table A.5.2 Experience – Retail Supplier

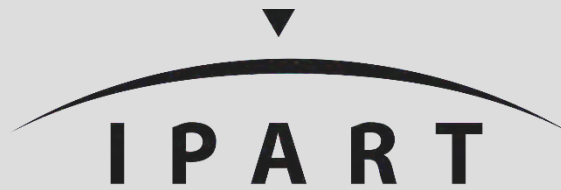
Provide the following information (details may be included in Appendices A5.2(a) and A5.2(b)).	
<p>a) Describe the applicant corporation's current experience in (and, where relevant, the nominated third parties' experience in):</p> <ul style="list-style-type: none"> – the supply of water or the provision of sewerage services. Also outline any previous experience in the retailing of other services such as gas, electricity or telecommunications. 	Provide full and complete details in Appendix A5.2(a).
<p>b) Provide resumes/CVs for key personnel (including nominated third parties) outlining relevant local and international experience and necessary skills for each of the activities to be licensed:</p> <ul style="list-style-type: none"> – Retailing activities relevant to operating a utility. 	Provide full and complete details for relevant personnel in Appendix A5.2(b).

Experience – Network Operator

Innoflow Australia Pty Ltd are specialists in sewage and greywater treatment and reuse schemes, having established schemes in NSW, Queensland, Victoria and New Zealand. Through its contractual relationship with Innoflow Australia Pty Ltd, Kyeema Wastewater Pty Ltd has the knowledge and experience to confidently deliver a successful sewage system for this project. Further information on Innoflow's experience in designing, constructing, commissioning, and operating similar sewage treatment schemes can be found at <https://www.innoflow.co.nz>.

Experience – Retail Supply

Kyeema Wastewater Pty Ltd will provide the Retail Supplier services to manage retail activities, including billing systems and compliant and debt recovery procedures.



Independent Pricing and Regulatory Tribunal
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Appendix A6

Network Operator and Retail Supplier Licence
Water Industry Competition Act 2006 (NSW)

Application
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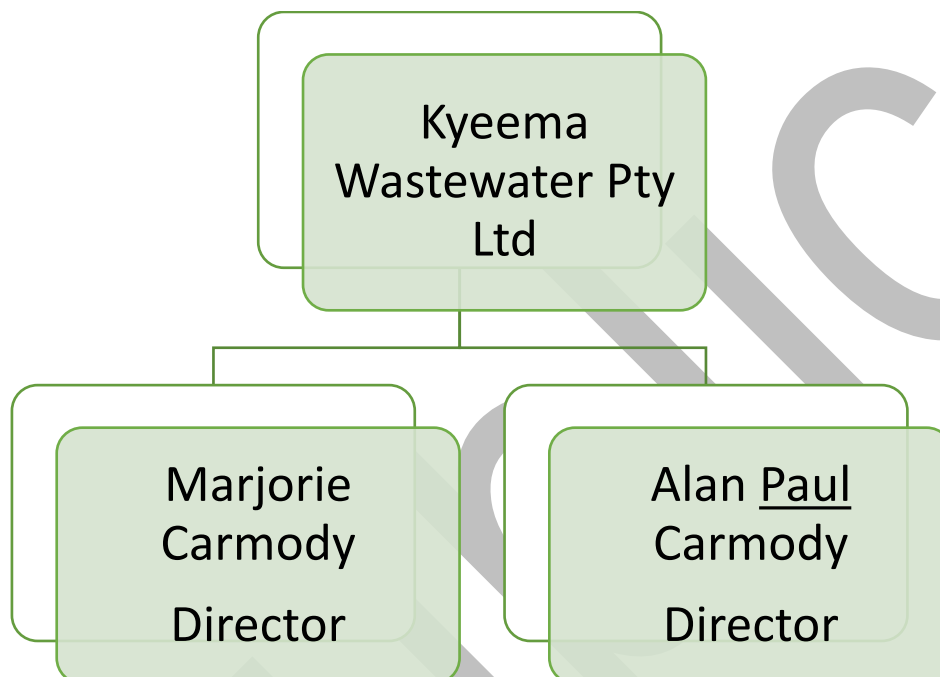
Table A.6 Corporate structure

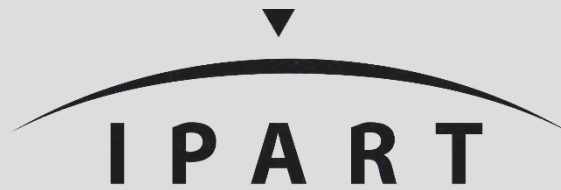
Provide an organisational management chart and an ownership chart in Appendix A6.

Describe the structure of the applicant corporation, including a list of the entities that have an ownership interest in the applicant corporation, whether legal or equitable. The charts should clearly show how the corporation is managed, and all entities that have an ownership interest in the applicant corporation.

The applicant company is Kyeema Wastewater Pty Ltd with two directors; Alan Paul Carmody and Marjorie Paulene Carmody as listed in this application.

The applicant corporation is 100% privately owned, has no parent company and no operating subsidiaries.





Independent Pricing and Regulatory Tribunal
New South Wales

Appendix A7

Network Operator and Retail Supplier Licence
Water Industry Competition Act 2006 (NSW)

Application
Water

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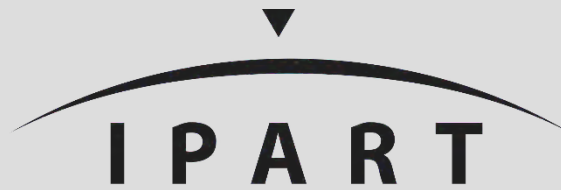
Table A.7 Disqualified corporations

Provide the completed disqualified corporations and related entities chart in Appendix A7.

Provide additional information, **as described in Appendix B of the Guidance Document**, to allow a search for and assessment of each Director, the applicant corporation, and any related entities that would have a direct or indirect interest in, or influence on, the carrying out of the activities that the licence would authorise, if granted.

Table Error! Use the Home tab to apply Heading 6 to the text that you want to appear here..1Disqualified corporation checks: Kyeema Wastewater Pty Ltd

	Company name and ABN/ACN	Individual names	WIC Act (disqualified/not disqualified)	ASIC banned and disqualified (disqualified/not disqualified)	D&B Public record inquiry (adverse information)
Applicant corporation					
	Kyeema Wastewater Pty Ltd ABN 64 635 577 105 ACN 635 577 105	Alan Paul Carmody Marjorie Paulene Carmody	Not disqualified	Not disqualified	Not disqualified
Relevant related entities					
	Innoflow Australia Pty Ltd ABN 73 119 991 954 ACN 119 991 954	Brent Hawthorn – Technical Manager Kevin Higham – CEO and Project Manager Angus Morris – Servicing Manager Roberta Cazeiro - Engineer Michael Allen - Board Simon Allen - Board Michael Stiassny - Board Ross Munro – Board Director	Not disqualified	Not disqualified	Not disqualified



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Appendix A8

Network Operator and Retail Supplier Licence
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Table A.8 Insurances

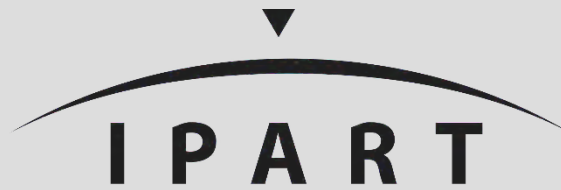
Attach copies of all relevant insurance certificates and relevant policy schedules and policy wording (eg, Product Disclosure Statements) in Appendix A8.

- a) Describe the types of insurance the applicant corporation has or intends to obtain for the activities to be licensed (including the level of cover (amount) the applicant corporation has or intends to have) for the:
 - Construction phase
 - Operations phase.
- b) Where available, provide:
 - Certificates of currency for all existing insurance policies
 - Relevant policy schedules and policy wording for current and future policies. Ensure the inclusions and exclusions of the policies are mentioned.
- c) Include a summary of itemised inclusions and exclusions for each type of insurance the applicant corporation holds.
- d) Explain why the type and level of cover provided or proposed by the applicant corporation's insurer is sufficient and appropriate for the size and nature of the applicant corporation's proposed activities across all phases of the scheme. Your explanation should show how the proposed insurance policies appropriately cover the risks of the applicant corporation's risk assessment. You should also obtain a letter or report from an insurance broker to support your explanation on the appropriate level of cover for the applicant corporation's scheme.
- e) If the corporation applying for a licence is a subsidiary of another corporation and is covered by the parent corporation's insurance policy/ies, provide certificates of currency and relevant policy schedules and policy wording demonstrating that the subsidiary will be covered by the parent company's policies.

Kyeema Wastewater Pty Ltd will have the following insurances in place during the construction and operations phase.

- Professional Indemnity (Design & Construct)
- General Liability / Environmental Liability
- Workers Compensation (NSW)
- Cyber Insurance (Data Loss)
- Machinery/Electronic Equipment Breakdown

Copies of the insurance certificates can be made available to IPART on request (once secured).



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Appendix A9

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Table A.9 Other relevant information

Provide any additional relevant information in Appendix A9.

Provide other relevant information to outline the applicant corporation's organisational capacity to undertake the activities that the licence will authorise. These may include:

- ▼ Business and management systems, and whether they are certified or consistent with an appropriate standard
- ▼ Business risk assessments
- ▼ Cross-organisational guarantees and third-party agreements.

Kyeema Wastewater Pty Ltd will operate using a business management system that addresses the requirements of ISO 14001 Environmental Management Standard, and AS/NZS ISO 31000 Risk Management.

Kyeema Wastewater Pty Ltd is supported by a business advisory panel of business advisory panel of people who bring environmental, business advisory, technical, financial, billing and accounts management, insurance, and legal expertise.



Appendix C1

Network Operator and Retail Supplier Licence
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Table C.1 Scheme description

Describe the proposed scheme in detail.
<p>Include all infrastructure from catchment/treatment plant to tap/end user. You must:</p> <ul style="list-style-type: none"> ▼ Include a full description of any infrastructure used in the capture, storage, conveyance/reticulation, and treatment of water and/or sewage. ▼ Provide a full description of all end uses (including irrigation, dust suppression and other broad-acre uses), waste disposal streams and disposal options, and any end uses requiring Environment Protection Licences (EPLs) or other regulatory approvals or licences. ▼ Describe any staging requirements for the proposed scheme with a supporting works program. ▼ Provide relevant water source type, identification and characterisation studies. <p>Your description should include the relevant concept design drawings, site plans, process flow diagrams and general arrangement drawings.</p>
Provide all relevant documents in Appendix C1.
<p>Kyeema Subdivision consists of 52 residential lots ranging from 2,000 – 3,400 m² as shown in <i>Plan of Subdivision Lots 1 & 2 DP850916 4056-4078 Gundaroo Road, Gundaroo</i> dated August 2019. The sewage system for the development consists of a Septic Tank Effluent Pump (STEP) / Septic Tank Effluent Gravity (STEG) effluent sewer conveying primary treated effluent to a central Sewage Treatment Plant (STP) consisting of an AdvantexTM Recirculating Packed Bed Reactor, wet weather storage facility and reuse by irrigation of non-edible crop, pasture or woodlot.</p> <p><u>Design assumptions</u></p> <p>The scheme has been designed for the following conservative estimates of daily wastewater production from the subdivision:</p> <ul style="list-style-type: none"> - Average Dry Weather Design Flow: 32m³/day; - Peak Weekly Design Flow (1.75 x wet weather peaking factor): 56m³/day; and - Peak Daily Design Flow (2.5 x wet weather peaking factor): 80m³/day. <p>For design purposes it has been assumed that:</p> <ul style="list-style-type: none"> - 200L/EP/day - Average household size of 3 people (based on ABS data for Gundaroo) - a peak daily flow shall occur no more than once in any seven-day period; - an average flow is a 30-day average; and - the maximum design influent parameters for the average dry weather flow are as follows: <ul style="list-style-type: none"> - BOD₅: <460mg/L - TSS: <460mg/L - Ammonia-N: <100mg/L - Total Phosphorus: <17mg/L <p><u>System overview</u></p> <p>The proposed sewage treatment system consists of the following elements;</p> <ol style="list-style-type: none"> 1. Collection and primary treatment of sewage on each individual lot 2. Sewer line 3. Communal sewage treatment plant 4. Effluent irrigation system 5. Wet weather storage <p>Each element is discussed further below:</p> <ol style="list-style-type: none"> 1. <i>Collection and primary treatment of sewage on each individual lot</i>

Wastewater from each dwelling will be collected in a septic tank effluent pumping (STEP) tank located on each Lot. The purpose of the STEP tank is to collect the raw wastewater, provide primary treatment by screening solids, and pump screened wastewater to a central sewage treatment plant. The STEP tanks are designed for a sufficient hydraulic retention time of 6-24 hours and will provide a minimum of 24 hours storage above the high-level alarm. The STEP tanks are designed to be low maintenance and should require no homeowner intervention. De-sludging will be required periodically and assuming continuous occupancy this will typically be between 8-12 years. A control panel for the STEP tank will be installed on each Lot.

2. Sewer Line

Liquid waste only will be pumped from the STEP tanks to the central sewage treatment plant via an Orenco effluent sewer network. The effluent sewer is based on the peak flow rates, with PE100 SDR 11 pipe with a nominal pressure rating of PN16 proposed to be installed as per AS/NZS 4130:2003. It is proposed to align the effluent sewer mainlines within the common services trenches where possible to reduce installation costs.

Refer to diagram 43 for a typical isolation valve and diagram 44 for a typical cleanout port.

3. Communal sewage treatment plant

A centralised Orenco Systems Incorporated AdvanTex recirculating (two stage) textile packed bed reactor (PBR) sewage treatment plant is proposed for the scheme. The STP will be designed and installed by Innoflow.

The STP will comprise of the following:

- Pre-anoxic tank for denitrification;
- Dry chemical feed system for alkalinity dosing into the pre-anoxic tank;
- Phosphorus reduction system: coagulant added to the contact and mixing tank, followed by the clarification tank with sludge return;
- Recirculation tank;
- Packed bed reactor pods;
- Treated effluent storage tank;
- UV disinfection;
- Custom control panel with remote telemetry; and
- Shed to house the control panel and other ancillary electrical equipment.

The AdvanTex™ rPBR pod is a bed of specifically engineered textile nestles in a pre-made pod to which effluent is uniformly dosed through a pressure distribution system using a controlled dosing regimen. The accumulation of the AdvanTex™ PBR pods provides a large surface area of textile. The aerobic environment of the pods promotes the natural population of nitrifiers on the textile fibres to mediate nitrification.

A custom control panel will control the functions and requirements of the STP with telemetry providing remote measuring and reporting of information, including SMS or email alerts.

Refer to diagram 10 for the configuration of the sewage treatment plant.

4. Effluent irrigation system

A full deficit irrigation scheme is proposed with the high-quality effluent to provide beneficial reuse on the property. The treated effluent will be stored within a wet weather storage facility (surface dam) and reused onsite within proposed Lot 5 DA 185092 by pressure-compensating subsurface irrigation of non-edible crop, pasture or woodlot (proposed pasture).

The effluent quality targets from the proposed STP are as follows:

Parameter	Average	95%ile
BOD ₅	10mg/L	20mg/L
Total Suspended Solids	10mg/L	30mg/L

Total Nitrogen	35mg/L	No target
Total Phosphorous	12mg/L	No target
E.coli	<100 cfu/100mL	No target

The effluent application area shall be installed in accordance with the Land Capability Assessment by Franklin Consulting Pty Ltd (July 2018), and the Sewage Management Plan by Decentralised Water Consulting (DWC) (January 2019).

The nominated 6.5ha irrigation area will be divided up into multiple irrigation zones for periodic resting. The full 6.5ha is required during winter periods of wet years as per *Environmental Guidelines: Use of Effluent by Irrigation* (DEC2004); however, summer periods would allow for periodic resting of zones.

The maximum irrigation rate for the site soils is 2mm/day; however, given the large identified irrigation area, the average annual irrigation rate is anticipated to be 0.46mm/day, considerably lower than the design 2mm/day.

5. Wet weather storage

Modelling has confirmed that the dam is sized to prevent overflow in a 1% annual exceedance probability (AEP), which reduces any need for controlled environmental discharges. The dam has the capacity to be expanded if required. Catchment flows will be diverted around the dam as per Controlled Activity Permit from NSW Natural Resources Access Regulator.

Environment protection licensing

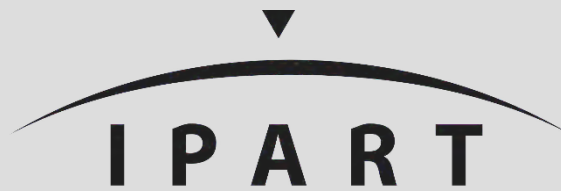
Based on the scale of the proposed Sewerage System, an Environment Protection Licence (EPL) under the *Protection of the Environment Operations Act 1999* is not required.

Staging

Development of the proposed 50 lots (2,000-3,000m²) is indicatively staged across five (5) stages as follows:

Stage	Development Activities	Timeframe
Stage 1	11 Lots. Construction of the wastewater treatment plant. Construction of 1.5ha Stage 1 irrigation area	April 2020
Stage 2	10 Lots. Additional irrigation area to be installed as per the requirements of each stage up to the complete 6.5ha irrigation area.	January 2021
Stage 3	10 Lots. Additional irrigation area to be installed as per the requirements of each stage up to the complete 6.5ha irrigation area.	Post June 2021
Stage 4	10 Lots. Additional irrigation area to be installed as per the requirements of each stage up to the complete 6.5ha irrigation area.	2022/23
Stage 5	9 Lots. Additional irrigation area to be installed as per the requirements of each stage up to the complete 6.5ha irrigation area.	2023/24

The stages are shown diagrammatically on *Plan of Subdivision Lots 1 & 2 DP850916 4056-4078 Gundaroo Road, Gundaroo* dated August 2019.



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Appendix C2

Network Operator and Retail Supplier Licence
Water Industry Competition Act 2006 (NSW)

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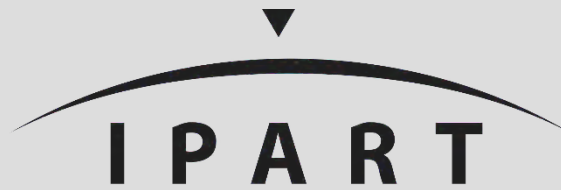
November 2019

Table C.2 Existing activities

Has the corporation commenced any of the activities for which it is seeking a licence?	
<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
<p>If yes:</p> <ul style="list-style-type: none"> ▼ Briefly describe the activities that the applicant corporation has commenced (ie, built and/or operating) including the date(s) on which the activities commenced, and the customers being serviced <i>eg, construction of the network infrastructure July 2015, construction of the water treatment plant December 2015, operation of the water treatment plant June 2016, supply to small retail customers August 2016.</i> ▼ Provide an indicative timeline outlining the dates for the commencement of any other activities for which the applicant corporation is seeking a licence. 	
<p>If no, provide an indicative timeline outlining the major development milestones and dates for the commencement of the activities for which the applicant corporation is seeking a licence, if they have not yet commenced. <i>Eg, construction of the network infrastructure July 2020, construction of the water treatment plant December 2020, operation of the water treatment plant June 2021, supply to small retail customers August 2021.</i></p>	
Provide all relevant documents and information in Appendix C2.	

Development of the proposed 50 lots (2,000-3,000m²) is indicatively staged across five (5) stages as follows:

Stage	Development Activities	Timeframe
Stage 1	11 Lots. Construction of the wastewater treatment plant. Construction of 1.5ha Stage 1 irrigation area	April 2020
Stage 2	10 Lots. Additional irrigation area to be installed as per the requirements of each stage up to the complete 6.5ha irrigation area.	January 2021
Stage 3	10 Lots. Additional irrigation area to be installed as per the requirements of each stage up to the complete 6.5ha irrigation area.	Post June 2021
Stage 4	10 Lots. Additional irrigation area to be installed as per the requirements of each stage up to the complete 6.5ha irrigation area.	2022/23
Stage 5	9 Lots. Additional irrigation area to be installed as per the requirements of each stage up to the complete 6.5ha irrigation area.	2023/24



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Appendix C3

Network Operator and Retail Supplier Licence
Water Industry Competition Act 2006 (NSW)

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Table C.3 Area of operations

Describe the location of the proposed infrastructure.
<p>This description should include:</p> <ul style="list-style-type: none">▼ Specific lot descriptors (eg, lot and DP numbers) that identify the location of the production, treatment, filtration and/or storage infrastructure.▼ The location of infrastructure for the conveyance and/or reticulation of water by street name, local government area or other description as appropriate to the size of the scheme.▼ The location of identified irrigation areas for disposal of recycled water. <p>You should provide detailed maps to support the description of the area of operations. The map(s) should show the location of the proposed infrastructure from source to end use. Also provide any maps approved by the relevant planning authority.</p> <p>Provide these maps and descriptions in Appendix C3.</p>

The proposed development will be located on Lots 3, 5, 12, 13 and 14 of the subdivision of Lots 1 & 2 DP 850916 at 4056 and 4078 Gundaroo Road, Gundaroo, NSW within the Yass Valley Local Government Area.

The proposed STP, wet weather storage (dam), and effluent irrigation areas are located wholly on Lot 5 DA 185092.

The development, sewage treatment plant, and irrigation areas are shown on *Plan of Subdivision Lots 1 & 2 DP850916 4056-4078 Gundaroo Road, Gundaroo* dated August 2019.



PLAN OF SUBDIVISION LOTS 1 & 2 DP850916 4056-4078 GUNDAROO ROAD GUNDAROO	CLIENT:		PAUL CARMODY
	A2 SHEET	1 OF 1	
	DATE OF SURVEY	JULY 2019	
	JOB REFERENCE	2007	
	COMPUTER REFERENCE	2007_PPS7A.dwg	
	LEVEL DATUM	AHD	
	ORIGINS OF LEVEL	PM84789	R.L. 580.995
	CONTOUR INTERVAL	0.25m	
	IMPORTANT NOTE		
	THIS PLAN WAS PREPARED FOR PAUL CARMODY, AS A PROPOSED SUBDIVISION TO ACCOMPANY A DEVELOPMENT APPLICATION TO YASS VALLEY COUNCIL AND SHOULD NOT BE USED FOR ANY OTHER PURPOSE. THE DIMENSIONS AND AREAS SHOWN HEREON ARE SUBJECT TO SURVEY AND ALSO TO THE REQUIREMENTS OF COUNCIL AND ANY OTHER RELEVANT AUTHORITY WHICH MAY HAVE REQUIREMENTS UNDER ANY RELEVANT LEGISLATION. THE DETAIL INFORMATION SHOWN IS APPROXIMATE ONLY. IN PARTICULAR, NO RELIANCE SHOULD BE PLACED ON THE INFORMATION ON THIS PLAN FOR FINANCIAL DEALINGS INVOLVING THIS LAND. THIS NOTE IS AN INTEGRAL PART OF THIS PLAN.		

DPS

DIVERSE PROJECT SOLUTIONS

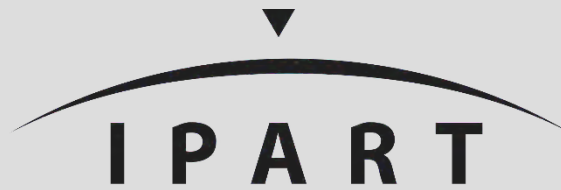
10 CRAGO STREET, YASS NSW 2582

P.O. BOX 5, YASS NSW 2582

(PH) 02 6226 3322 (FAX) 02 6100 9968

info@dpsyass.com.au

ABN: 31 602 010 006



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Appendix C4

Network Operator and Retail Supplier Licence
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Table C.4 Interconnections

Describe any interconnections between the proposed water infrastructure and other infrastructure not part of this scheme (eg, interconnections with other licensed network operators or public utilities)

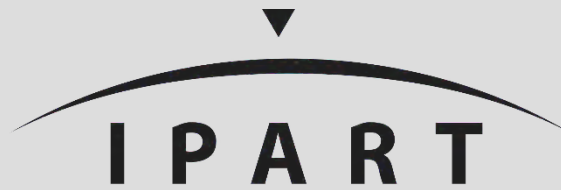
In your description, identify who is responsible for the construction, operation and maintenance of which infrastructure.

Where applicable, describe the connection point to customers or end users (eg, the customer connection point may be a water meter). In your description, identify who is responsible for the construction, operation and maintenance of each piece of infrastructure.

Identify all interconnections with other infrastructure and/or end users on the process flow diagram.

Provide all relevant documents in Appendix C4.

The proposed Wastewater Treatment System is a standalone system. There are no interconnections between the proposed sewage treatment system and other infrastructure not part of this scheme.



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Appendix C5

Network Operator and Retail Supplier Licence
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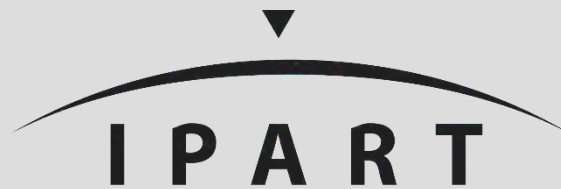
November 2019

Table C.5 End uses

Identify all intended end uses for each product supplied and waste products generated.
Provide evidence to support the proposed volumes of water expected to be generated and used.
Provide evidence to support the proposed quantity of waste products generated, and how the applicant corporation will dispose of it. Include any agreements with third parties, and regulatory approvals/licences.
Provide additional information in Appendix C5.

Refer to Appendix C1 for details on the waste products generated and the intended end uses.

Public



Independent Pricing and Regulatory Tribunal
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Appendix C6

Network Operator and Retail Supplier Licence
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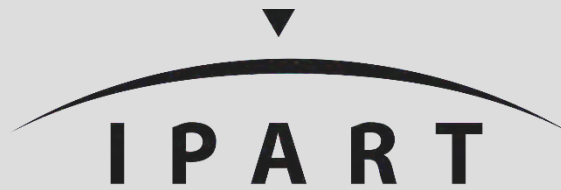
Application
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Table C.6 Water balance

Provide a detailed water balance for all products and all scheme stages.
<p>Water balances are required for each stage of works, and must provide (as a minimum):</p> <ul style="list-style-type: none"> ▼ All assumptions used for modelling, and if assumptions do not meet industry standards, you must provide a statement of evidence to support the deviation ▼ A sensitivity analysis around end use assumptions, including future disposal pathways, eg, optional take up of recycled use in washing machines ▼ Any storage requirements ▼ All input and output volumes including peaking factors ▼ All waste streams and fate of waste/s <p>Irrigation models should be run on the median and 95%-tile rainfall scenarios. Irrigation of treated effluent/recycled water should have zero runoff and no more than 15mm deep percolation (inland) or zero (coastal) – as per the <i>EPA Guideline – Use of Effluent by Irrigation (2004)</i>.</p> <p>Ensure that all water/sewage supplied and/or treated is accounted for.</p> <p>Where relevant, support your assumptions by catchment and/or wastewater characterisation studies.</p> <p>For all products supplied, provide detailed information on waste products generated and disposal options.</p> <p>Provide a copy of the detailed water balance and assumptions, as well as any agreements and/or licences to access the source water in Appendix C6.</p>

DWC has completed long-term daily water, nutrient and salt balance modelling using Model for Effluent Disposal by Land Irrigation (MEDLI). Full details of the modelling, including the modelling outputs, are provided in the *Kyeema Subdivision: Sewage Management Plan* dated 18 January 2019.



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Appendix C7

Network Operator and Retail Supplier Licence
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Table C.7 Volume details for services supplied

Describe the volume of water available from the proposed source.
<p>For drinking water provide detailed information regarding the volume of water the applicant corporation will supply, agreements in place with other utilities and how the applicant corporation will ensure continuity of supply.</p>
<p>For recycled/non-potable water provide detailed information regarding the volume of water the applicant corporation will supply through treatment, agreements in place with other utilities and/or other recycled water users, and how the applicant corporation will ensure continuity of supply.</p>
<p>For sewage provide detailed information regarding the volume of sewage the applicant corporation will collect and treat, how the applicant corporation will dispose of waste products, and any agreements in place regarding the collection, storage and treatment of sewage. Also detail how the applicant corporation will ensure continuity of service.</p>
<p>Provide details in a separate Appendix C7.</p>

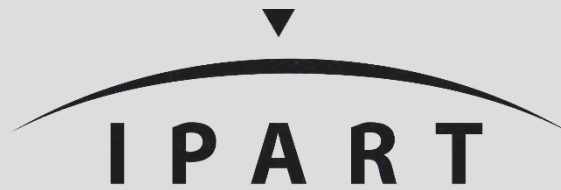
Refer to Appendix C1 for detailed information regarding the volume of sewage the applicant corporation will collect and treat and how the applicant corporation will dispose of waste products.

Kyeema Wastewater Pty Ltd is committed to minimising the incidence and inconvenience to customers associated with the potential for discontinuity of service. The design of Kyeema Wastewater Pty Ltd infrastructure has allowed for adequate redundancy to increase the reliability of system processes. Redundancy provision allows for equipment failure and for equipment to be taken off-line for programmed and un-programmed maintenance without compromising the level of service provided by the system. A number of additional controls have been incorporated to mitigate the risk associated with continuity of supply. These include:

- Automated operation, remote monitoring and alarm systems through the remote telemetry system;
- Provision of adequate storage within the wastewater system; and
- Regular asset inspections, monitoring and asset maintenance.

The system has been designed with the ability to isolate any breakages and allow the redundancy in the pressure sewer system to store the sewage load until the problem has been fixed or to allow pump outs to occur.

In the unlikely case of complete system failure with all available storage at capacity – tankering would be initiated until the system could be brought back into operation.



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Appendix C8

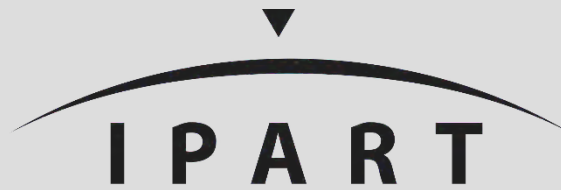
Network Operator and Retail Supplier Licence
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Table C.8 Risk assessment

Provide the preliminary risk assessment for the scheme from source to end use.
<p>The preliminary risk assessment should:</p> <ul style="list-style-type: none"> ▼ Accurately identify any hazards present in the source water or likely to result from the proposed treatment process ▼ Address intended, inadvertent and unauthorised end uses (and therefore routes of exposure) to the water ▼ Identify any reasonably foreseeable risk event with the potential to expose people or the environment to hazards ▼ Outline the broad mitigation measures where the risk of exposure to a hazard is unacceptable to human health or the environment in order to reduce the risk of exposure ▼ Identify critical control points (CCPs) and water quality targets.
<p>The preliminary risk assessment should also identify the events and circumstances that could adversely affect the applicant corporation's ability to carry out the activities for which the licence is sought (including any activities undertaken by a nominated third party), the probability of the occurrence of any such event or circumstance, and the measures to be taken by the applicant corporation to prevent or minimise the likelihood of any such event or circumstance.</p>
<p>The preliminary risk assessment should demonstrate the application of a consistent methodology for identifying hazards and assessing potential impacts and risks to health and the environment. We strongly recommend that the applicant corporation utilises an established risk management system, such as outlined in <i>AS/NZS ISO 31000 (Risk management – Principles and Guidelines)</i>, which is consistent with the approach outlined in:</p> <ul style="list-style-type: none"> ▼ The <i>Australian Drinking Water Guidelines</i> (ADWG)(element 2), for drinking water ▼ The <i>Australian Guidelines for Water Recycling</i> (AGWR)(element 2), for non-potable water.
<p>The preliminary risk assessment should consider risks specific to the area of operations for which an application is sought. It should also address business and financial risks, and demonstrate/contain a statement that the licensee has consulted with NSW Health and the NSW Environment Protection Authority regarding health and environmental matters. A statement noting that the proposed treatment system meet the water quality targets for the intended end uses should also be included with the preliminary risk assessment.</p>
Provide the preliminary risk assessment in Appendix C8.
<p>The size of the proposed sewage treatment system does not trigger the requirement for an Environment Protection Licence issued under the <i>Protection of the Environment Operations Act 1999</i>. Therefore, no consultation has been undertaken by the applicant with the NSW Environment Protection Authority regarding this licence application.</p>
<p>The draft preliminary risk assessment has considered the risks, impacts, risk ratings, controls, and mitigated risk ratings for the following activities:</p> <ul style="list-style-type: none"> • Sewer line; • STEP tanks; • Pump station; • Treatment plant; • Disposal field; and • Maintenance.
<p>The risk assessment will be refined once all necessary regulatory approvals have been granted and detailed design is finalised.</p>



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Appendix C9

Network Operator and Retail Supplier Licence
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Table C.9 Management systems and processes – water

Describe the systems and processes the applicant corporation will have in place to manage the water infrastructure.

Describe how the 12 elements of the framework for the management of:

c) Drinking water quality, as detailed in the ADWG, and/or

f) Recycled water quality, as detailed in the AGWR

have been addressed and will be implemented and maintained. Your response should include a clear description (with supporting evidence) of how and where the risk assessment has informed/will inform your water quality management plans(s).

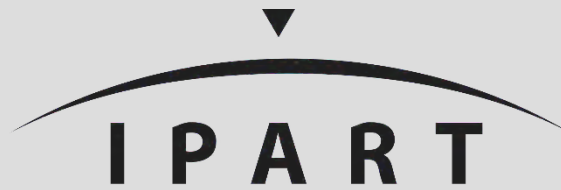
Provide evidence of the applicant corporation's capacity to develop and implement relevant management plans, including an Infrastructure Operating Plan and Water Quality Management Plan (based on the 12 elements of the relevant framework) in Appendix C9.

The attached table of contents from the draft Infrastructure Operating Plan demonstrates the applicant's capacity to develop and implement relevant management plans based on the 12 elements of the Australian Guidelines for Water Recycling.

Contents

1	Introduction
1.1	AGWR
1.2	Roles and Responsibilities
1.3	Performance of Service
2	Description of the Scheme
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2.1.1	Wastewater Collection and Primary Treatment
2.1.2	Effluent Sewer
2.2	Centralised Sewage Treatment Plant
2.3	End-Uses
3	Water Quality Objectives
3.1	Legislation and Guidelines
3.2	Water Quality requirements
3.3	End-use Objectives
4	Asset Management
4.1	Asset Lifecycle Management
5	Sewage Management Plan
6	Retail Supply Management Plan
7	Operational Procedures
7.1	Operation and Maintenance
7.2	Monitoring
8	Emergency and Incident Management
8.1	Incidents and Impacts
8.2	Incident Notification
9	Documentation and Reporting
9.1	Operation and Maintenance Manual
9.2	Record Keeping
9.3	Document Control
10	Employee and Operator Awareness Training
11	Audit, Review and Improvement
12	Appendices

The draft Infrastructure Operating Plan will be reviewed and finalised on receipt of all necessary regulatory approvals and final detailed design.



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Appendix C10

Network Operator and Retail Supplier Licence
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Table C.10 Management systems and processes - sewerage

Describe the systems and processes that the applicant corporation will have in place to manage the sewerage infrastructure.

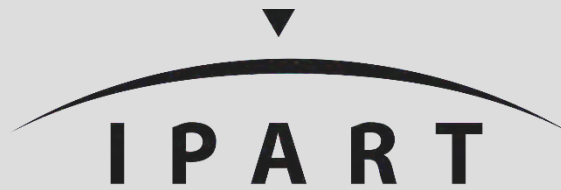
Provide evidence of the applicant corporation's capacity to develop and implement an infrastructure operating plan in Appendix C10.

The attached table of contents from the draft Infrastructure Operating Plan demonstrates the applicant's capacity implement an infrastructure operating plan.

Contents

1	Introduction
1.1	AGWR
1.2	Roles and Responsibilities
1.3	Performance of Service
2	Description of the Scheme
2.1	Wastewater Collection and Conveyance
2.1.1	Wastewater Collection and Primary Treatment
2.1.2	Effluent Sewer
2.2	Centralised Sewage Treatment Plant
2.3	End-Uses
3	Water Quality Objectives
3.1	Legislation and Guidelines
3.2	Water Quality requirements
3.3	End-use Objectives
4	Asset Management
4.1	Asset Lifecycle Management
5	Sewage Management Plan
6	Retail Supply Management Plan
7	Operational Procedures
7.1	Operation and Maintenance
7.2	Monitoring
8	Emergency and Incident Management
8.1	Incidents and Impacts
8.2	Incident Notification
9	Documentation and Reporting
9.1	Operation and Maintenance Manual
9.2	Record Keeping
9.3	Document Control
10	Employee and Operator Awareness Training
11	Audit, Review and Improvement
12	Appendices

The draft Infrastructure Operating Plan will be reviewed and finalised on receipt of all necessary regulatory approvals and final detailed design.



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Appendix C11

Network Operator and Retail Supplier Licence
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Table C.11 Contingency plans

How will the applicant corporation ensure the continuity of the supply of water or the provision of sewerage services to customers? What contingency plans are in place in the case of failure of the infrastructure?

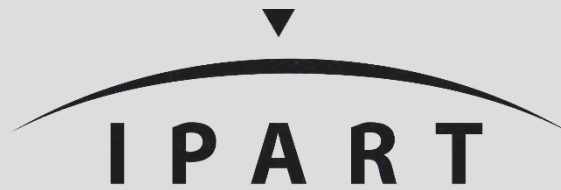
Provide a contingency plan in Appendix C11.

Kyeema Wastewater Pty Ltd is committed to minimising the incidence and inconvenience to customers associated with the potential for discontinuity of service. The design of Kyeema Wastewater Pty Ltd infrastructure has allowed for adequate redundancy to increase the reliability of system processes. Redundancy provision allows for equipment failure and for equipment to be taken off-line for programmed and un-programmed maintenance without compromising the level of service provided by the system. A number of additional controls have been incorporated to mitigate the risk associated with continuity of supply. These include:

- Automated operation, remote monitoring and alarm systems through the remote telemetry system;
- Provision of adequate storage within the wastewater system; and
- Regular asset inspections, monitoring and asset maintenance.

The system has been designed with the ability to isolate any breakages and allow the redundancy in the pressure sewer system to store the sewage load until the problem has been fixed or to allow pump outs to occur.

In the case of complete system failure with all available storage at capacity – tankering would be initiated until the system could be brought back into operation.



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Appendix C12

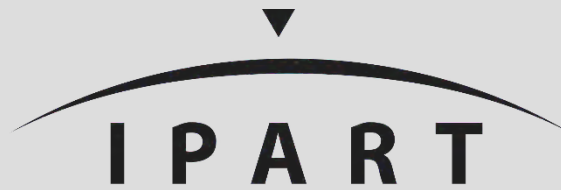
Network Operator and Retail Supplier Licence
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Table C.12 Regulatory approvals

List all relevant regulatory approvals.
<p>For the activities to be licensed, provide a list of all of the regulatory approvals that have been obtained and/or are required to be obtained under:</p> <ul style="list-style-type: none">▼ The <i>Environmental Planning and Assessment Act 1979</i>▼ The <i>Protection of the Environment Operations Act 1997</i>▼ Any other relevant legislation.
<p>Attach copies of each approval (if granted) and any reports from the approval body.</p>
<p>Such approvals may include:</p> <ul style="list-style-type: none">▼ Development consents for a housing development under the <i>Environmental Planning and Assessment Act 1979</i>▼ Section 68 approval under the <i>Local Government Act 1993</i>▼ Environment Protection Licence under the <i>Protection of the Environment Operations Act 1997</i>▼ Any and all subsequent approved modifications.
Provide a copy of any regulatory approvals and/or licences in Appendix C12.
<p>Development Consent, DA 185092, was issued by Yass Valley Council for a staged 13 lot neighbouring subdivision (Lots 1 and 2 DP 850916) on 21 December 2018.</p> <p>Deferred Commencement Development Consent DA 190011 for a stage 50-lot residential subdivision issued by Yass Valley Council on 22 May 2019.</p>



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Appendix C13

Network Operator and Retail Supplier Licence
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Table C.13 Development consents and determinations

Has the scheme been dealt with under either Part 3A (now repealed), Part 4 or Part 5 of the *Environmental Planning and Assessment Act 1979* (EP&A Act)? Refer to section 3.2 and Appendix C of the Guidance Document to inform your answer to this question.

Provide details of all relevant details in Appendix C13.

The subdivision of Lots 1 and 2 DP 850916 was assessed and approved under Part 4 of the *Environmental Planning and Assessment Act 1979* by Yass Valley Council. The development applications included the details of the sewage treatment plant and its associated supporting documentation including:

- *Kyeema Subdivision: Sewage Management Plan* dated 18 January 2019
- *Subdivision of 4056-4078 Gundaroo Road, Gundaroo NSW Biodiversity Management Plan* dated March 2019
- *Land Capability Assessment* dated July 2018
- *Statement of Environmental Effects* dated January 2019

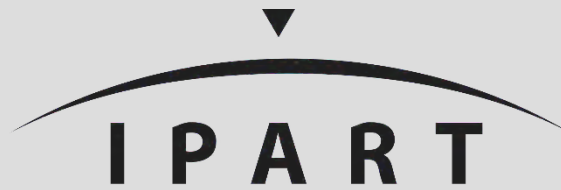
All listed documents, along with the associated maps and development application form were publically exhibited prior to Yass Valley Council making their final determination on the applications.

The proposed Sewage Treatment Plant is located on Lot 5 DA1850902 which is prescribed RU1 Primary Production. The Sewage Treatment Plant is permissible in the prescribed zone RU1 Primary Production (Clause 105) under the *State Environmental Planning Policy (Infrastructure) 2007* (Infrastructure SEPP).

It is proposed to utilise Clause 106(2) of the Infrastructure SEPP to allow for the creation of the sewage treatment plant.

Environmental approvals summary table

Infrastructure Component	Part 3A applicable?	Part 4 consent required or given?	Part 5 applicable?
Reticulated Sewage System	No	Yes	No – development consent was required under Part 4
Sewage Treatment Plant	No	No - development consent is not required Clause 106(2) of the Infrastructure SEPP as the land where the Sewage Treatment Plant is located is prescribed zone RU1 Primary Production.	Yes – development consent is not required Clause 106(2) of the Infrastructure SEPP as the land where the Sewage Treatment Plant is located is prescribed zone RU1 Primary Production.



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Appendix C14

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Table C.14 Environmental impact assessments

Describe the studies that have been completed to investigate any environmental impacts (including water quality, quantity, air, odour, noise, sea level rise, biodiversity and Aboriginal cultural heritage) from the construction and operation of the infrastructure.

Have the studies identified any significant environmental impacts from the scheme? If so, how are the environmental impacts proposed to be managed?

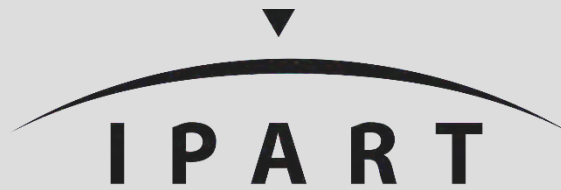
As a minimum, your application must be accompanied by a Review of Environmental Factors (REF) (unless the development is a designated development, Part 5 development, or a major project, in which case either an environmental impact statement (EIS) or comprehensive environmental assessment is required). The REF must identify the environmental impacts of the proposed scheme, and the steps which will be taken to protect the environment or reduce harm to the environment.

Where relevant, what land capability and/or site suitability assessments have been undertaken on the proposed land disposal (including irrigation) area?

Provide a copy of any:

- ▼ **Environmental study**
 - ▼ **Land capability or site suitability assessment**
 - ▼ **Environmental risk assessment**
 - ▼ **Determination reports**
- in Appendix C14.**

Refer to Appendix C13.



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Appendix E3

Network Operator and Retail Supplier Licence
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Table E.3 Risk assessment

Provide the preliminary risk assessment for the retail activities related to the scheme.

The risk assessment **must identify the events and circumstances** that could adversely affect the applicant corporation's ability to carry out the activities for which the licence is sought (including any activities undertaken by a nominated third party). It must also identify the probability of the occurrence of any such event or circumstance and the measures to be taken by the applicant corporation to prevent or minimise the likelihood of any such event or circumstance.

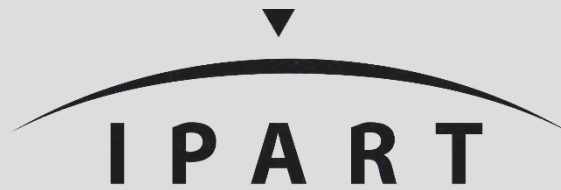
The preliminary risk assessment should demonstrate the application of a consistent methodology for identifying hazards and assessing potential impacts and risks. We strongly recommend that the applicant corporation utilises an established risk management system such as outlined in *AS/NZS ISO 31000 (Risk Management– Principles and Guidelines)*.

Provide the risk assessment in Appendix E3.

The draft preliminary risk assessment has considered the risks, impacts, risk ratings, controls, and mitigated risk ratings as follows:

Activity	Risk	Impact
Network Operations	Network Operator has infrastructure failure or interruption	Kyeema Wastewater unable to supply customers with service
Alternate Supplies	Alternate supply of services (sewerage,) not available when needed	Kyeema Wastewater unable to supply customers with full services
Business Operations	Business Interruption, e.g. fire, flood, natural disaster	Kyeema Wastewater unable to operate as a retail supplier
Business Operations	Unforeseen event at Kyeema Wastewater site or premises e.g. at the system level (noting that natural disasters are covered above)	Kyeema Wastewater incurs unexpected or unsustainable expenses and can no longer operate as a retail supplier
Business Operations	Financial Risk - Kyeema Wastewater Cash Flow	Kyeema Wastewater to operate as retail supplier due to cash flow shortfall
Business Operations	Resource - insufficient financial and human resources committed within Kyeema Wastewater	Delays to addressing service issues or billing of customers
Business Operations	Organisational - restructure, sale or transfer of utility business etc.	Kyeema Wastewater have resources reassigned and are unable to complete responsibilities as a retail supplier
Customer Relations	Customer complaint or dispute - invoicing	Customer unhappy. Kyeema Wastewater may not receive revenue for services
Customer Relations	Customer complaint or dispute - quality of service	Customer unhappy and may raise issues publicly and affect Kyeema Wastewater reputation

The risk assessment will be refined once all necessary regulatory approvals have been granted and detailed design is finalised.



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Appendix E4

Network Operator and Retail Supplier Licence
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Table E.4 Contingency plan

What contingency plans are in place in the case of failure of the infrastructure?

How will the applicant corporation ensure continuity of the provision of sewerage services to customers?

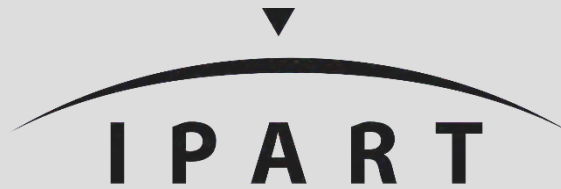
Provide a contingency plan in Appendix E4.

Kyeema Wastewater Pty Ltd is committed to minimising the incidence and inconvenience to customers associated with the potential for discontinuity of service. The design of Kyeema Wastewater Pty Ltd infrastructure has allowed for adequate redundancy to increase the reliability of system processes. Redundancy provision allows for equipment failure and for equipment to be taken off-line for programmed and un-programmed maintenance without compromising the level of service provided by the system. A number of additional controls have been incorporated to mitigate the risk associated with continuity of supply. These include:

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Appendix E5

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Table E.5 Management systems and processes

Describe the systems and processes that the applicant corporation will have in place to manage retail activities including billing systems, and complaint and debt recovery procedures.

Provide evidence of the applicant corporation's capacity to develop and implement a retail supply management plan in Appendix E5.

The draft Retail Supply Management Plan describes the systems and processes that Kyeema Wastewater Pty Ltd will have in place to manage retail activities including billing systems, and complaint and debt recovery procedures. The table of contents for the draft Retail Supply Management Plan includes:

- 1. Introduction
 - 1.1 General
 - 1.1.1 Scope
 - 1.1.2 Document Control and Review
 - 1.1.3 Key Documents
 - 1.2 Legal and Other Requirements
 - 1.2.1 Water Industry Competition Act (WICA) and Regulations (WICR)
 - 1.2.2 Licensed Retailer and Network Operator
 - 1.3 Purpose
- 2. Customer Services
 - 2.1 Customer Contact
 - 2.2 Customer contract
 - 2.3 Customer Enquiries and Complaints
 - 2.4 Missed Payments and Debt Recovery
- 3. Incident notification and responses
 - 3.1 Risk Management
 - 3.2 Continuity of sewage services
 - 3.2 Interruption due to incidents or asset failure
 - 3.3 Interruption to sewer services
- 4. Compliance
 - 4.1 Marketing Code of Conduct
 - 4.2 Transfer Code of Conduct
 - 4.3 Reporting requirements
- 5. Review and continuous improvement

The draft retail supply management plan will be refined once all necessary regulatory approvals have been granted. The final retail supply management plan will be available to Kyeema Wastewater customers and IPART.