

Network Operator and Retail Supplier Licence Application Form

Water Industry Competition Act 2006 (NSW)

Application Form
June 2013

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1 Instructions

The *Water Industry Competition Act 2006* (NSW) (the WIC Act or Act) came into operation on 8 August 2008 and, among other things, provides for the licensing of private sector water utilities.

Under the WIC Act, the Minister for Finance and Services (the Minister) is responsible for granting the following licences:

- ▼ **Network Operator's Licence** for constructing, maintaining and operating water industry infrastructure.
- ▼ **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 and for the ongoing administration and enforcement of licences.

1.1 Who should complete this form?

This form is for corporations that wish to become licencees 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 is available on the NSW Government's legislation website at www.legislation.nsw.gov.au.

1.2 Information on filling out and submitting this form

1.2.1 General instructions to applicants

The questions asked in the application form are designed to allow you to establish your capacity and expertise to carry out the proposed activities in compliance with your licence (if granted), the WIC Act and the *Water Industry Competition (General) Regulation 2008* (NSW) (the General Regulation).

Your response should include sufficient information to demonstrate an extensive understanding of the activities you are proposing to undertake, the issues or impacts associated with these activities, and the processes required to address or manage these issues or impacts. The information provided in your application should reflect the type, size, complexity and level of risk associated with the activities to be licenced.¹

¹ For example, a recycled water scheme involving a single source, basic treatment, and single pipeline to one commercial customer will be less complex and therefore require less supporting information than a multi-source scheme, with complex treatment and a pipe network ultimately supplying a mix of commercial and residential customers.

Following each question in the application form is an explanation (in italics) as to why we have requested the information and how it will be assessed in relation to the requirements of the WIC Act and the General Regulation. These explanations are provided as a general guide to help applicants understand the main ways in which the information sought is likely to be relevant for the assessment of their application. However, we may use the information provided for any other relevant purpose when we assess your application.

We will also have regard to the following licensing principles, in accordance with section 7 of the WIC Act:

- ▼ the protection of public health, the environment, public safety and consumers generally
- ▼ the encouragement of competition in the supply of water and the provision of sewerage services
- ▼ the ensuring of sustainability of water resources
- ▼ the promotion of production and use of recycled water
- ▼ the promotion of policies set out in any prescribed water policy document
- ▼ the potential for adverse financial implications for small retail customers generally arising from the activities proposed to be covered by the licence, and
- ▼ the promotion of the equitable sharing among participants in the drinking water market of the costs of water industry infrastructure that significantly contributes to water security.

Where more extensive information is required in response to a question (i.e., example plans), the information is requested to be included as an appendix to the question. Unless indicated otherwise the appendices must be attached to the application to ensure there is sufficient information for IPART to make an assessment in accordance with the relevant legislation. An application that does not attach the necessary appendices may be considered to be an incomplete application resulting in a delay in processing. All appendices should be labelled as per the instructions.

1.2.2 Confidential information

IPART uses open public processes to consider applications and must invite submissions on applications from the public. Unless they are confidential, we treat your applications and appendices as public documents. We publish these documents on our website and distribute them to interested parties as appropriate.

Subject to our disclosure obligations (referred to below), we will treat as confidential the financial information that we request for the purposes of your application. We may share that information with our consultants, but will do so on a confidential basis.

You should let us know if you consider other aspects of your application to be confidential so that we can discuss your confidentiality concerns with you.

You should provide separate confidential and public copies of your application. In particular, you should provide:

- ▼ **a confidential application**, which is clearly marked “confidential” and clearly identifies the confidential information that should not be publicly released, and
- ▼ **a public application**, which does not contain the confidential information, for publication and distribution by IPART.

If we agree with all your confidentiality concerns, we will only publish the public application on our website. However, we will furnish a copy of the confidential application to the Ministers specified by the WIC Act and General Regulation, as we are required to do under section 9(1)(b) of the WIC Act.

Please note that third parties may apply under the *Government Information (Public Access) Act 2009* for access to applications, including applications that contain confidential information. If we receive such an application, we will determine disclosure in accordance with that Act.

Where an application includes personal information, IPART will deal with that information in accordance with the information protection principles set out in the *Privacy and Personal Information Protection Act 1998*.

1.2.3 Is there an application fee?

The application fee for a network operator’s licence is \$2,500. The application fee for a retail supplier’s licence is \$2,500. If you are applying for both a network operator’s licence and retail supplier’s licence, the fee is \$5,000.

The appropriate licence application fee should be paid either by cheque made payable to the Independent Pricing and Regulatory Tribunal of NSW or by electronic transfer to:

Westpac Banking Corporation
BSB: 032-001
Account No: 205717
Reference: WICA app

If payment is made electronically, please provide a copy of the electronic transfer receipt with your licence application.

Please note that once an application has been submitted, the application fee(s) will not be refunded if the application is rejected or withdrawn.

1.2.4 How do you submit the application?

You must submit one hard copy and one electronic copy of each of the versions (public and confidential) of the completed application form and appendices. You may wish to password protect your electronic confidential version. If so, we will contact you to request the password following submission of your application.

The electronic copy should consist of separate files for the application and the appendices for each of the sections. Where there is more than one appendix in a section, they should be combined into a single electronic file. For example, section 3 will have appendices 3.2.1 and 3.6.1 – these appendices should be combined into one electronic file. A summary of the appendices is included in attachment A to this form.

When you have completed your application, you should mark it to the attention of the Water Licensing team, and submit it to IPART in person, via email or via post:

In person	Via email	Via post
Attention: Water Licensing Independent Pricing and Regulatory Tribunal Level 15 2-24 Rawson Place Sydney NSW 2000	Attention: Water Licensing Independent Pricing and Regulatory Tribunal compliance@ipart.nsw.gov.au	Attention: Water Licensing Independent Pricing and Regulatory Tribunal PO Box K35 Haymarket Post Shop NSW 1230

1.3 If you require further information

If you have further questions about your application, you can contact the Water Licensing team in IPART by:

- ▼ emailing: compliance@ipart.nsw.gov.au, or
- ▼ telephoning: (02) 9290-8400 (general number).

We encourage you to discuss your licence application form and obtain assistance from the Water Licensing team *prior* to formally submitting your application. Once we receive your application, we will assign you a contact officer, who will manage your application and remain in contact with you throughout the process.

1.4 Where to from here?

1.4.1 What will happen next?

IPART will check that your application form is complete and that you have supplied all the necessary information and supporting documentation.

If your application is complete, we will undertake consultation and a detailed assessment before preparing a recommendation to the Minister to either grant or refuse the licence(s).

If the application is incomplete, it will not be processed and you will be asked in writing to supply the outstanding information. This is likely to delay the detailed assessment of your application. We may also request additional information in response to submission or our detailed assessment of your application.

If you wish you can withdraw your application at any stage during the process.

IPART uses our best endeavours to process applications quickly. Complete applications are generally processed between 6 to 8 months depending on the complexity of the project.

1.4.2 Audits and ongoing compliance obligations

Licensing obligations are set out in the *Water Industry Competition Act 2006* (NSW) and *Water Industry Competition (General) Regulation 2008* (NSW), which also sets out standard licence conditions.

IPART has also prepared a series of fact sheets explaining the audit and compliance obligations following the grant of a WIC Act licence.

It is particularly important to note that the granting of a network licence does not allow the licensee to bring any *new* water or sewerage infrastructure into immediate commercial operation. **A licensee must also obtain approval from the Minister before commencing commercial operation of new water or sewerage infrastructure.**

For further information, please refer to the following fact sheets or contact the Water Licensing team at IPART on the details provided above.

Fact sheets:

- ▼ *Summary of Audit Framework*
- ▼ *Commercial operation of new infrastructure*
- ▼ *Register of licences and other publicly available information*
- ▼ *Potable water services - public health requirements*
- ▼ *Water recycling - public health requirement.*

These documents can be downloaded from the IPART website, at <http://www.ipart.nsw.gov.au/water/private-sector-licensing/private-sector-licensing.asp>.

2 Contact Information

To be completed by all applicants

2.1 Contact Details

You need to nominate a primary contact person for all communication and correspondence between the corporation applying for a licence and IPART. This person must be a senior officer of the applicant corporation and not an external consultant. Ideally, this person's role within the corporation will be related to the project/activity to be licenced, and they must have the authority to speak on behalf of the applicant.

PRIMARY CONTACT

Full name

Gregor Riese

Position title

Regulatory Coordinator

Email address

gregor@aquacell.com.au

Business telephone number

(02) 4721-0545

Mobile telephone number

0400 457 926

Postal address for correspondence

ADDRESS

PO Box 7

Crows Nest

STATE

NSW

POST CODE

2065

SECONDARY CONTACT

☒ Please check if the secondary contact should be copied into all correspondence.

Full name

Colin Fisher

Position title

Director

Email address

colinf@aquacell.com.au

Business telephone number

(02) 4721-0545

Mobile telephone number

0409 393 389

Postal address for correspondence

ADDRESS

PO Box 7

Crows Nest

STATE

NSW

POST CODE

2065

3 General Information

To be completed by all applicants

3.1 Applicant Details

3.1.1 Please provide the following information for the corporation applying for the licence. Please note an application may only be made by or on behalf of a corporation (s8(1)).

Your response to this question is used in ASIC, ITSA and CATSI searches conducted as part of our assessment of your application. The information will also be used to specify the corporation that holds the licence (Act s.6(1)(a)), if a licence is granted.*

** These are searches of databases kept by the Australian Securities and Investments Commission (ASIC), Insolvency and Trustee Service Australia (ITSA), and Office of the Registrar of Indigenous Corporations (for corporations registered under the Corporations (Aboriginal and Torres Strait Islander) Act 2006 (CATSI))*

Corporation name

Aquacell Pty Ltd

ABN/ARBN

ACN

79 072 487 015

072 487 015

Corporation's registered office

ADDRESS

Suite 4, 95 Henry Street

PENRITH

STATE

POST CODE

NSW

2750

Corporation's principal place of business

ADDRESS

Suite 602, 6A Glen Street

Milsons Point

STATE

POST CODE

NSW

2061

3.1.2 Please provide the following information for the Chief Executive Officer and ALL Directors of the applicant corporation

Your response to this question is used in ASIC, ITSA and CATSI searches to determine that the named individual(s) are not disqualified individual(s) and that the applicant corporation is not a disqualified corporation (Act, s10(3)). The information will also be used to assess, among other things, the applicant corporation's organisational capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).

PERSON ONE

Full name

Colin Fisher

Position title

Director

Date of birth

■■■■■■■■■■

Residential address	
ADDRESS	
[REDACTED]	
[REDACTED]	
STATE	POST CODE
[REDACTED]	[REDACTED]
PERSON TWO	
Full name	N/A
Position title	
Date of birth	
Residential address	
ADDRESS	
STATE	POST CODE

3.2 Activities for which a licence is sought

Please check ALL the applicable boxes for which you are seeking a licence

Your response to this question will be used to specify the activities that the applicant corporation will be authorised to undertake (Act s.6(1) and s.11(1)), if a licence is granted. The response to this question is a requirement for any network operator's licence application (Reg cl.6(1)(a) and 6(2)(a)) and for any retail supplier's licence application (Reg cl.10(1)(a) and 10(2)(a)).

3.2.1 **NETWORK OPERATOR** (to construct, maintain and operate water industry infrastructure)

☐ Water infrastructure - drinking water

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

☒ Sewerage infrastructure

3.2.2 **RETAIL SUPPLIERS** (to supply water or provide sewerage services)

☐ Supply of drinking water

☐ Supply of non-potable water

☒ Provision of sewerage services

3.2.3 Have you commenced any of the activities for which you are seeking a licence?

For example, you may have commenced construction, commercial operation and/or supply of services to customers.

☐ Yes please go to 3.2.4

☒ No please go to 3.2.5

3.2.4 Please briefly describe the activities that you have commenced including the date(s) on which they commenced.

Your response to the following question will be used to determine whether transitional arrangements apply to the project.

No activities have commenced on site.

3.2.5 Please outline the approximate date you anticipate commencing the activities for which you are seeking a licence, if they have not yet commenced. For example, construction of the network infrastructure July 2014, construction of the water treatment plant December 2014, operation of the water treatment plant June 2015, supply to small retail customers August 2015.

Your response to the following question will be used as background information for the project.

WICA licence is a requirement for issuing of the Construction Certificate (Condition 27 of consent at Appendix 3.5.1.2). The following timelines are anticipated following the approval of the WICA licence:

allow 6 weeks for obtaining Construction Certificate

- allow 4-6 weeks for installation of drainage lines following granting of Construction Certificate

- allow 6 months following installation of drainage lines for the installation of the waste water system

3.3 Insurance Details	
3.3.1	<p>What types of insurance do you have or intend to obtain particularly in relation to the activities for which you are seeking a licence? Provide details of the level (i.e. amount) of insurance you are covered or intend to be covered by for each type. Include a summary of itemised inclusions and exclusions for each type of insurance you hold. Attach copies of all relevant insurance certificates in Appendix 3.3.1.</p> <p>Types of insurance may include but are not limited to professional indemnity insurance, public liability insurance, workers' compensation and product liability insurance.</p> <p><i>Your response to this question will be used to ascertain whether the applicant corporation has made appropriate arrangements with respect to insurance (Act s10(4)(c)).</i></p> <p>Professional Indemnity Insurance Public Liability Business Insurance Workers Compensation Insurance</p> <p>Attached: Appendix 3.3.1</p>
3.3.2	<p>Explain why the level of cover provided or proposed by your insurer is sufficient for the size and nature of your proposed activities</p> <p>For existing (brownfield) schemes, you must provide us with a report from an independent insurance broker which holds an Australian financial services licence under Part 7.6 of the <i>Corporations Act 2001 (Cth)</i> for the provision of insurance broking services ("Insurance Expert"), that:</p> <ul style="list-style-type: none"> (a) identifies the key risks of undertaking the activities to be authorised under the licence (if granted) (b) sets out the types and levels of insurance obtained by you in relation to the activities being undertaken (c) certifies whether, in the Insurance Expert's opinion, the type and level of insurance obtained by you is appropriate for the size and nature of the activities to be authorised under the licence (d) provides reasons as to why the types and levels of insurance are appropriate for the size and nature of the activities being undertaken, and (e) if any risks arising from undertaking the activities remain uninsured, provides reasons as to why. <p><i>Your response to this question will be used to ascertain whether the applicant corporation has made appropriate arrangements with respect to insurance (Act s.10(4)(c)).</i></p> <p>Aquacell undertakes comprehensive whole-of-business and project-specific assessments annually to ensure that its insurance arrangements are adequate for its requirements. This has been reviewed by our insurance broker under the requirements for ensuring Aquacell's obligations under the WICA licence are met.</p>

3.4 Third parties undertaking activities

3.4.1 If you intend on using third parties to undertake any **significant** activities for which you are seeking a licence (e.g., construction of the reticulation network, management of the billing system) please provide their details below. If there are multiple third parties please provide the details for each party as well as an explanation of the activities it will be undertaking.

Third parties undertaking minor sub-contracting works on behalf of the applicant corporation such as electrical or plumbing contractors do not need to be named in the application. If you are unsure of whether the works are significant or otherwise please include the details or contact IPART.

Your response to this question will be used to determine whether any other persons should be specified on the licence (Act s.6(1)(a)), if a licence is granted. Where applicable, information from those third parties named may also be used to assess the applicant corporation's technical, organisational and financial capacity to undertake the activities for which it is seeking a licence.

Corporation name

PRJM Pty Ltd

ABN/ARBN

65133002829

ACN

133 002 829

Corporation's registered office

ADDRESS

7 Ferncreek Court,

KELLYVILLE

STATE

NSW

POST CODE

2155

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

Civil Works including earthworks, pavements, kerb and guttering, stormwater drainage.

Co-ordination and management of subcontracting works for: water supply tanks and reticulation, sewer reticulation, electrical infrastructure works external to the site.

Design of water supply and sewer reticulation for the development.

Installation of sub-soil irrigation system including pumps and connection to the sewage treatment facility

Installation of water supply and sewer reticulation for the development:

- Water supply storage tanks and pumps
- Water supply pipe reticulation, valves and hydrants
- Sewer manholes
- Sewer pipe reticulation

Installation of internal electrical conduits, cabling, switchboards, lighting and pits for the development.

3.4.3 Please provide details of the contractual arrangements the applicant corporation has in place with the third party, named above, to ensure the third party undertakes the activities in accordance with the licence (if granted).

Aquacell has been contracted by PRJM for the construction, operation and maintenance of the blackwater treatment plant. PRJM will subcontract the civil works to specialist companies with extensive experience in their respective fields who can guarantee their work and have the appropriate insurances. A copy of the heads of agreement between Aquacell and PJRM is provided at Appendix 3.4.3.1. This will be developed into a formal contract once the licence is granted.

An additional water balance has been provided by Martens at appendix 4.3.8.2

3.5 Other regulatory approvals

3.5.1 Please list any other regulatory approvals that have been obtained (or are being sought) for any of the activities for which the applicant corporation is seeking a licence. Include any regulatory approvals also related to the activities or the project. Such approvals may include development consents for a housing development under the *Environmental Planning and Assessment Act 1979*, section 68 approval under the *Local Government Act 1993*, an Environment Protection Licence under the *Protection of the Environment Operations Act 1997*. **Provide a copy of any other regulatory approvals and/or licences in Appendix 3.5.1.**

Your response to this question will be used to determine whether IPART needs to co-ordinate this approvals process with other regulatory authorities. Information required in other approval processes may also be requested and used by us in determining this licence application.

Planning approval granted by the Land & Environment Court on 30 June 2017 (PRJM Pty Ltd v Hawkesbury City Council) with supplementary approval granted on 15 August 2017 (PRJM Pty Ltd v Hawkesbury City Council (No.2)) clarifying the requirement for a WICA licence. Issuing of the WICA licence is a requirement prior to the issuing of the Construction Certificate (Condition 27 of the Development Consent).

Appendices:

3.5.1.1 LEC 1339

- 3.5.1.2 LEC 1434

- 3.5.1.3 Condition of Consent DA0830/15 - 37 Lot Subdivision of 67 Kurrajong Rd, Kurrajong.

3.6 Monopoly supply

3.6.1 In your opinion, will the supply of water and/ or sewage services to customers be a monopoly service? If yes, please specify whether the monopoly service is in relation to:

- ▼ a specified water supply or sewerage service
- ▼ a specified area, and
- ▼ a specified class of customers.

Your response to this question will be used to determine whether the Minister should consider declaring the licensee a monopoly supplier in accordance with section 51 of the WIC Act.

Aquacell does not believe the supply of services to the customers will be a monopoly service. This project has been approved on the basis of a local sewer management system, however, with respect to the long-term management and operation of the system, there are other companies that provide similar services to those provided by Aquacell. It is possible for the customers to change to another provider at the end of the service agreement.

3.7 Licensing principles

- 3.7.1 How does your proposed activity address the following principles (if applicable):
- ▼ The protection of public health, the environment, public safety and consumers generally
 - ▼ The encouragement of competition in the supply of water and the provision of sewerage services
 - ▼ The ensuring of sustainability of water resources
 - ▼ The promotion of production and use of recycled water
 - ▼ The promotion of policies set out in any prescribed water policy document
 - ▼ The potential for adverse financial implications for small retail customers generally arising from the activities proposed to be covered by the licence, and
 - ▼ The promotion of the equitable sharing among participants in the drinking water market of the costs of water industry infrastructure that significantly contributes to water security?

Your response to this question will be used in consideration of the licensing principles, in accordance with section 7 of the WICA Act

- ▼ Public health, public safety and consumers will be protected through the following:
 - Aquacell will only supply treated water for sub-surface irrigation which fully complies with all relevant Australian standards and guidelines.
 - Customers will be protected under our Customer Service Charter (Aquacell IMS Document CS010-2) attached which outlines our commitment and policies in relation to Customer enquiries and complaints. This document has been reviewed as part of previous Aquacell WICA applications and audits.
- ▼ The encouragement of competition in the supply of water and the provision of sewerage services

The proposed scheme is consistent with the principles of WICA, in that it encourages private sector participation. Without a WICA licence, the options for this development would be limited. The only alternative to their development would require each customer to have their own single-dwelling treatment system, which would make the development unsustainable due to lot size. No public utility connection is available at this site. The option of a single sewage treatment plant to service this small community under WICA facilitates the development of a new residential community and encourages competition against single-dwelling service providers.
- ▼ The ensuring of sustainability of water resources

The licence will provide a sustainable and drought proof supply of irrigation water to communal areas and private allotments.
- ▼ The promotion of production and use of recycled water

This project is similar in scale and character to an existing Kurrajong WICA licenced development (Tallowood - Network Operator's Licence No: 15-032) that has demonstrated to the local community the effectiveness of small-scale sewerage treatment systems to produce recycled water.

- ▼ The promotion of policies set out in any prescribed water policy document

Aquacell have a Recycled Water Policy document as part of their internal IMS quality assurance system (Appendix 3.7.1.2). Aquacell support and promote the responsible use of recycled water and the application of a management approach that consistently meets the Australian Guidelines for Water Recycling.

- ▼ The potential for adverse financial implications for small retail customers generally arising from the activities proposed to be covered by the licence, and

The potential of adverse financial events is partially addressed in the Asset Replacement Risk Assessment contained in the Infrastructure Operating Plan (IOP attached in Appendix 4.3.10.2) and the Aquacell Customer Service Charter (attached in Appendix 3.7.1.1). The key principles applied are:

- Customers are protected from monopoly pricing as other competitors could be approached to provide competitive pricing for the services (WICA licencees).
- Costs for the operation and maintenance of the sewerage treatment system will be borne equally amongst residents of the residential estate.

- ▼ the promotion of the equitable sharing among participants in the drinking water market of the costs of water industry infrastructure that significantly contributes to water security?
- ▼ drinking water will be provided by the local utility and Aquacell is not responsible for potable water services.

Appendices:

- 3.7.1.1 - Aquacell Customer Service Charter
- 3.7.1.2 - Aquacell Recycled Water Policy

4 Network Operator

You need to complete the following section of this form if the applicant corporation is seeking a network operator's licence. Please note the sections are divided into the types of infrastructure as follows:

- ▼ 4.1 Water infrastructure - drinking water
- ▼ 4.2 Water infrastructure - non-potable water (including recycled water and stormwater reuse)
- ▼ 4.3 Sewerage infrastructure.

Please complete only those sections that relate to your response in question 3.2.1 above.

4.1 Water infrastructure – drinking water

Only provide a response to the questions in the following section if the applicant corporation is seeking a licence for the construction, maintenance and operation of water infrastructure for the supply of drinking water.

- | | |
|-------|---|
| 4.1.1 | Describe the proposed drinking water infrastructure from the source of the drinking water through to the end use (i.e. catchment to tap). Please include in your description all of the infrastructure for which the applicant corporation is seeking a licence. This will include any infrastructure that is to be used for the production, treatment, filtration, storage, conveyance or reticulation of the drinking water. Please list all sources and end uses in the description. Identify the infrastructure for which the applicant corporation is seeking a licence. Provide a detailed process flow diagram of the proposed infrastructure from source to end use in Appendix 4.1.1. |
|-------|---|

You must attach a process flow diagram in response to this question. The process flow diagram should only include the drinking water infrastructure where the scheme includes more than one type of infrastructure and must cover the process from source to end use. You may also include a piping and instrumentation diagram for additional information.

The response to this question will be used to draft a proposed licence. The licence will specify the type of water industry infrastructure, if a licence is granted (Act s.6(1)(a)). The response will also be used to ensure you have applied for the correct licence(s) and as a context for our assessment of the applicant corporation's technical, organisational and financial capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).

N/A

- | | |
|-------|---|
| 4.1.2 | Describe whether the infrastructure is existing infrastructure or is to be constructed. If the infrastructure is existing, please describe its current condition and operability. If the infrastructure is a mixture of existing and to be constructed identify the infrastructure as existing or to be constructed on the process flow diagram in Appendix 4.1.1. |
|-------|---|

The response to this question will be used as a context for the assessment of environmental risks from the proposed scheme (Act s.10(4)(e), Reg cl.7).

N/A

- | | |
|-------|---|
| 4.1.3 | Describe the <u>location</u> of the proposed infrastructure. For example, include: <ul style="list-style-type: none"> ▼ the identification of specific lot descriptors (e.g. lot and DP numbers) for the production, treatment, filtration and/or storage infrastructure. ▼ the location of infrastructure for the conveyance and/or reticulation of drinking water by street name, local government area or other description as appropriate to the size of the scheme. Provide a map showing the location of the proposed infrastructure from source to end use in Appendix 4.1.3. |
|-------|---|

The map may include all water industry infrastructure (i.e., drinking water, non-potable water and/or sewerage) where the scheme includes more than one type of infrastructure.

The response to this question is a requirement for any network operator's licence (Reg cl.6(1)(a)). The response to this question will be used to specify the authorised area of operations (Act s.11(1)), if a licence is granted. The response will also be used as a context for the assessment of environmental risks from the proposed scheme (Act s.10(4)(e), Reg cl.7).

N/A	
4.1.4	Describe any interconnections between the proposed drinking water infrastructure and other infrastructure not part of this scheme (e.g., interconnections with other licenced network operators or public utilities). Identify in your description who is responsible for the construction, operation and maintenance of which infrastructure. Identify all interconnections with other infrastructure on the process flow diagram in Appendix 4.1.1 and the map in Appendix 4.1.3.
<i>The response to this question will be used to ensure the correct area of operation is specified in the licence, if a licence is granted (Act s.11(1)). The response will also be used as a context for the assessment of risks from the proposed scheme and to identify possible additional licence conditions relating to the inter-connected systems and responsibilities for risks.</i>	
N/A	
4.1.5	Where applicable, describe the connection point to customers or end users (e.g. the customer connection point may be a water meter). Identify in your description who is responsible for the construction, operation and maintenance of which infrastructure. Identify all customer and/or end user connections on the process flow diagram in Appendix 4.1.1 and the map in Appendix 4.1.3.
<i>The response to this question will be used to ensure the correct area of operation is specified in the licence, if a licence is granted (Act s.11(1)). The response will also be used as a context for the assessment of risks from the proposed scheme.</i>	
N/A	
4.1.6	What volume of water is available from the proposed source? Where applicable, please provide the capacity of the source and the (allowable) average daily extraction rate from the source. If there is more than one source, please 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 4.1.6.
<i>The response will also be used as a context for the assessment of the technical, organisational and financial capacity of the applicant corporation (Act s.10(4)(a)).</i>	
N/A	
4.1.7	What volume of water will be treated by the scheme? Please provide the average and peak daily flow rates <u>treated by</u> the scheme.
<i>This information will be used to determine the fee category for the scheme, if a licence is granted. The response to this question may be used to draft a proposed licence, if a licence is granted.</i>	
N/A	

4.1.8	What volume of drinking water will be produced by the scheme? Please provide the average and peak daily volume supplied to end users or retail suppliers.
<i>This information will be used to assess the retail supplier's obligation not to over commit, if a licence is granted. The response to this question may be used to draft a proposed licence, if a licence is granted.</i>	
N/A	
4.1.9	<p>Provide your preliminary risk assessment for the scheme from source to end use in Appendix 4.1.9. It is important that your preliminary risk assessment accurately identifies any hazards present in the source water or likely to result from the proposed treatment process. The risk assessment will also address the intended, inadvertent and unauthorised end uses (and therefore routes of exposure) to the water. The preliminary risk assessment will identify any reasonably foreseeable risk event with the potential to expose people or the environment to hazards. The preliminary risk assessment will 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.</p> <p>The risk assessment must 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>
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 31000:2009 (Risk management – Principles and guidelines), which is consistent with the approach outlined in the Australian Drinking Water Guidelines (element 2).	
<i>The response to this question is a requirement for any network operator's licence for water infrastructure (Reg cl.6(1)(b) and cl.6(1)(c)(ii)). The response to this question will be used to determine whether there are any issues of public interest arising from the proposed scheme (Act s.10(4)(f)). The response to this question will also be used to draft a proposed licence. The licence will specify the purpose for which the infrastructure can be used, if a licence is granted (Act s.6(1)(a)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i>	
N/A	
4.1.10	Describe how the 12 elements of the framework for the management of drinking water quality, as detailed in the Australian Drinking Water Guidelines (ADWG), have been addressed and will be implemented and maintained. Provide evidence of the applicant corporation's capacity to implement the 12 elements of the framework in the ADWG in Appendix 4.1.10.
The evidence should be in the form of management plans for either the proposed scheme or other similar schemes undertaken by the applicant corporation, or in a comprehensive statement detailing the process by which the management plan will be developed. For existing (brownfield) schemes you should provide the actual water quality plan for the site.	

<p><i>The response to this question is a requirement for any network operator licence for water infrastructure (Reg cl.6(1)(d)(i)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
N/A	
4.1.11	How will the continuity of supply of the drinking water be ensured? What contingency plans are in place in the case of failure of the infrastructure? What alternative supplies of drinking water will be used when the infrastructure is inoperable?
<p><i>The response to this question is a requirement for any network operator's licence for water infrastructure (Reg cl.6(1)(c)). The response to this question will be used to determine whether there are any issues of public interest arising from the proposed scheme (Act s.10(4)(f)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
N/A	
4.1.12	Describe the systems and processes that the applicant corporation will have in place to manage the water infrastructure. Provide evidence of the applicant corporation's capacity to develop and implement an infrastructure operating plan in Appendix 4.1.12.
<p>The evidence may include examples of processes and procedures for either the proposed scheme or other similar schemes undertaken by the applicant corporation. The processes and/or procedures should demonstrate good operational practice including life cycle planning, system redundancy, contingency planning, condition monitoring, management maintenance processes and processes of supporting skills needs. The examples should demonstrate links to a risk management process. For existing (brownfield) schemes you should provide the actual water quality plan for the site.</p>	
<p><i>The response to this question is a requirement for any network operator's licence for water infrastructure (Reg cl.6(1)(c)). The response will be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
N/A	
4.1.13	Describe the studies that have been completed to investigate any environmental impacts (including but not limited to 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? Provide a copy of any environmental study and/or risk assessment in Appendix 4.1.13.

<p>As a minimum, an application must be accompanied by a statement of environmental effects (SEE) (unless the development is 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 SEE may be prepared by the applicant corporation or by a consultant acting on behalf of the applicant. The SEE must identify the environmental impacts of the proposed scheme, and the steps which will be taken to protect the environment or reduce the harm. Where the study is in the form of a comprehensive environmental assessment or EIS, please include only the executive summary.</p>	
<p><i>The response to this question will be used to determine whether the activities authorised by a licence (if granted) present a significant risk of harm to the environment (Reg cl.7). The response to this question may be used to draft a proposed licence, if a licence is granted.</i></p>	
<p>N/A</p>	
4.1.14	<p>If a treatment process forms part of the infrastructure for which the applicant corporation is seeking a licence, what waste streams will be generated by the proposed treatment plant and how will the waste be disposed of or handled?</p>
<p><i>The response to this question will be used to determine whether the activities authorised by a licence (if granted) present a significant risk of harm to the environment (Reg cl.7). The response will also be used as a context for our assessment of the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s. 10(4)(a)).</i></p>	
<p>N/A</p>	

4.2 Water infrastructure – non-potable water

Only provide a response to the questions in the following section if the applicant corporation is seeking a licence for the construction, maintenance and operation of water infrastructure for the supply of non-potable water.

- 4.2.1 Describe the proposed non-potable water infrastructure from the source of the water through to the end use (i.e., catchment to tap). Please include in your description all of the infrastructure for which the applicant corporation is seeking a licence. This will include any infrastructure that is to be used for the production, treatment, filtration, storage, conveyance or reticulation of the non-potable water. Please list all sources and end uses in the description. Identify the infrastructure for which the applicant corporation is seeking a licence. **Provide a detailed process flow diagram of the proposed infrastructure from source to end use in Appendix 4.2.1.**

You must attach a process flow diagram in response to this question. The process flow diagram should only include the non-potable water infrastructure where the scheme includes more than one type of infrastructure and must cover the process from source to end use. You may also include a piping and instrumentation diagram for additional information.

The response to this question will be used to draft a proposed licence. The licence will specify the type of water industry infrastructure, if a licence is granted (Act s.6(1)(a)). The response will also be used to ensure you have applied for the correct licence(s) and as a context for our assessment of the applicant corporation's technical, organisational and financial capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).

N/A

- 4.2.2 Describe whether the infrastructure is existing infrastructure or is to be constructed. If the infrastructure is existing, please describe its current condition and operability. If the infrastructure is a mixture of existing and to be constructed **identify the infrastructure as existing or to be constructed on the process flow diagram in Appendix 4.2.1.**

The response to this question will be used as a context for the assessment of environmental risks from the proposed scheme (Act s.10(4)(e), Reg cl.7).

N/A

- 4.2.3 Describe the location of the proposed infrastructure. For example, include:
- ▼ The identification of specific lot descriptors (e.g., lot and DP numbers) for the production, treatment, filtration and/or storage infrastructure.
 - ▼ The location of infrastructure for the conveyance and/or reticulation of non-potable water by street name, local government area or other description as appropriate to the size of the scheme.
- Provide a map showing the location of the proposed infrastructure from source to end use in Appendix 4.2.3.**

The map may include all water industry infrastructure (i.e., drinking water, non-potable water and/or sewerage) where the scheme includes more than one type of infrastructure.

<p><i>The response to this question is a requirement for any network operator's licence for water infrastructure (Reg cl.6(1)(a)). The response to this question will be used to specify the authorised area of operations (Act s.11(1)), if a licence is granted. The response will also be used as a context for the assessment of environmental risks from the proposed scheme (Act s.10(4)(e), Reg cl.7).</i></p>	
N/A	
4.2.4	<p>Describe any interconnections between the proposed non-potable water infrastructure and other infrastructure not part of this scheme (e.g., interconnections with other licenced network operators or public utilities such as sewers or water mains). Identify in your description who is responsible for the construction, operation and maintenance of which infrastructure. Identify all interconnections with other infrastructure on the process flow diagram in Appendix 4.2.1 and the map in Appendix 4.2.3.</p>
<p>Examples of interconnections may include potable water top up or trade waste disposal, as well as to other network operators.</p>	
<p><i>The response to this question will be used to ensure the correct area of operation is specified in the licence, if a licence is granted (Act s.11(1)). The response will also be used as a context for the assessment of risks from the proposed scheme and to identify possible additional licence conditions relating to the inter-connected systems and responsibilities for risks.</i></p>	
N/A	
4.2.5	<p>Where applicable, describe the connection point to customers or end users (e.g., the customer connection point may be a water meter). Identify in your description who is responsible for the construction, operation and maintenance of which infrastructure. Identify all customer and/or end user connections on the process flow diagram in Appendix 4.2.1 and the map in Appendix 4.2.3.</p>
<p><i>The response to this question will be used to ensure the correct area of operation is specified in the licence, if a licence is granted (Act s.11(1)). The response will also be used as a context for the assessment of risks from the proposed scheme.</i></p>	
N/A	
4.2.6	<p>What volume of water is available from the proposed source? Where applicable, please provide the capacity of the source and the (allowable) average daily extraction rate from the source. If there is more than one source, please 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 4.2.6.</p>
<p><i>The response will also be used as a context for the assessment of the technical, organisational and financial capacity of the applicant corporation (Act s.10(4)(a)).</i></p>	
N/A	
4.2.7	<p>What volume of water will be treated by the scheme? Please provide the average and peak daily flow rates <u>treated by the scheme</u>.</p>

<p><i>This information will be used to determine the fee category for the scheme, if a licence is granted. The response to this question may be used to draft a proposed licence, if a licence is granted.</i></p>	
<p>N/A</p>	
<p>4.2.8 What volume of non-potable water will be produced by the scheme? Please provide the average and peak daily volume supplied to end users or retail suppliers.</p>	
<p><i>This information will be used to assess the retail supplier's obligation not to over commit, if a licence is granted. The response to this question may be used to draft a proposed licence, if a licence is granted.</i></p>	
<p>N/A</p>	
<p>4.2.9 List all the intended end uses for the non-potable water generated by the scheme.</p>	
<p><i>The response to this question will be used to determine whether there are any issues of public interest arising from the proposed scheme (Act s.10(4)(f)). The response to this question will also be used to draft a proposed licence. The licence will specify the purpose for which the infrastructure can be used, if a licence is granted (Act s.6(1)(a), Reg cl.8(1)).</i></p>	
<p>N/A</p>	
<p>4.2.10 Provide your preliminary risk assessment for the scheme from source to end use in Appendix 4.2.10. It is important that your preliminary risk assessment accurately identifies any hazards present in the source water or likely to result from the proposed treatment process. The risk assessment will also address the intended, inadvertent and unauthorised end uses (and therefore routes of exposure) to the non-potable water. The preliminary risk assessment will identify any reasonably foreseeable risk event with the potential to expose people or the environment to hazards. The preliminary risk assessment will 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.</p> <p>The risk assessment must 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 AS/NZS ISO 31000:2009 (Risk management – Principles and guidelines), which is consistent with the approach outlined in the Australian Guidelines for Water Recycling (element 2).</p>	

<p><i>The response to this question is a requirement for any network operator's licence for water infrastructure (Reg cl.6(1)(b) and cl.6(1)(c)(ii)). The response to this question will be used to determine whether there are any issues of public interest arising from the proposed scheme (Act s.10(4)(f)). The response to this question will also be used to draft a proposed licence. The licence will specify the purpose for which the infrastructure can be used, if a licence is granted (Act s.6(1)(a), Reg. cl.8(1)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
N/A	
4.2.11	<p>Describe how the 12 elements of the framework for the management of recycled water, as detailed in the Australian Guidelines for Water Recycling (AGWR), have been addressed and will be implemented and maintained. Provide evidence of the applicant corporation's capacity to implement the 12 elements of the framework in the AGWR in Appendix 4.2.11.</p>
<p>The evidence should be in the form of management plans for either the proposed scheme or other similar schemes undertaken by the applicant corporation, or in a comprehensive statement detailing the process by which the management plan will be developed. For existing (brownfield) schemes you should provide the actual water quality plan for the site.</p>	
<p><i>The response to this question is a requirement for any network operator's licence for water infrastructure (Reg cl.6(1)(d)(i)). The response to this question will also be used to draft a proposed licence. The licence will specify the purpose for which the infrastructure can be used, if a licence is granted (Act s.6(1)(a), Reg. cl.8(2)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence.</i></p>	
N/A	
4.2.12	<p>How will the continuity of supply of the non-potable water be ensured? What contingency plans are in place in the case of failure of the infrastructure? What alternative supplies of non-potable water will be used when the infrastructure is inoperable?</p>
<p><i>The response to this question is a requirement for any network operator's licence for water infrastructure (Reg cl.6(1)(c)). The response to this question will be used to determine whether there are any issues of public interest arising from the proposed scheme (Act s.10(4)(f)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
N/A	
4.2.13	<p>Describe the systems and processes that the applicant corporation will have in place to manage the non-potable water infrastructure. Provide evidence of the applicant corporation's capacity to develop and implement an infrastructure operating plan in Appendix 4.2.13.</p>

<p>The evidence may include examples of processes and procedures for either the proposed scheme or other similar schemes undertaken by the applicant corporation. The processes and/or procedures should demonstrate good operational practice including life cycle planning, system redundancy, contingency planning, condition monitoring, management maintenance processes and processes of supporting skills needs. The examples should demonstrate links to a risk management process. For existing (brownfield) schemes you should provide the actual water quality plan for the site.</p>	
<p><i>The response to this question is a requirement for any network operator's licence for water infrastructure (Reg cl.6(1)(c)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
<p>N/A</p>	
4.2.14	<p>Describe the studies that have been completed to investigate any environmental impacts (including but not limited to 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? Provide a copy of any environmental study and/or risk assessment in Appendix 4.2.14.</p>
<p>As a minimum an application must be accompanied by a statement of environmental effects (SEE) (unless the development is 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 SEE may be prepared by the applicant corporation or by a consultant acting on behalf of the applicant. The SEE must identify the environmental impacts of the proposed scheme, and the steps which will be taken to protect the environment or reduce the harm. Where the study is in the form of a comprehensive environmental assessment or EIS, please include only the executive summary.</p>	
<p><i>The response to this question may be used to draft a proposed licence, if a licence is granted. The response to this question will be used to determine whether the activities authorised by a licence (if granted) present a significant risk of harm to the environment (Reg cl.7).</i></p>	
<p>N/A</p>	
4.2.15	<p>If a treatment process forms part of the infrastructure for which the applicant corporation is seeking a licence, what waste streams will be generated by the proposed treatment plant and how will the waste be disposed of or handled?</p>
<p><i>The response to this question will be used to determine whether the activities authorised by a licence (if granted) present a significant risk of harm to the environment (Reg cl.7). The response will also be used as a context for our assessment of the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
<p>N/A</p>	

4.3 Sewerage infrastructure

Only provide a response to the questions in the following section if the applicant corporation is seeking a licence for the construction, maintenance and operation of sewerage infrastructure.

4.3.1	Describe the proposed sewerage infrastructure from the collection to disposal or reuse. Include in your description all of the sewerage infrastructure for which the applicant corporation is seeking a licence. This will include any infrastructure that is to be used for the collection, treatment, filtration, storage, conveyance or disposal of the sewerage or treated effluent. Provide a detailed process flow diagram of the proposed infrastructure from collection to disposal or reuse in Appendix 4.3.1.
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You must attach a process flow diagram in response to this question. The process flow diagram should only include the sewerage infrastructure where the scheme includes more than one type of infrastructure and must cover the process from source to end use. You may also include a piping and instrumentation diagram for additional information.

The response to this question will be used to draft a proposed licence. The response to this question is a requirement for any network operator's licence for sewerage infrastructure (Reg cl.6(2)(d)(ii)). The licence will specify the type of water industry infrastructure, if a licence is granted (Act s.6(1)(a)). The response will also be used to ensure you have applied for the correct licence(s) and as a context for our assessment of the applicant corporation's technical, organisational and financial capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).

The infrastructure will consist of gravity sewer lines, buffer tank, mechanical screen, an activated sludge treatment plant, ultra-filtration, storage tanks, sludge tank and subsurface irrigation pump and lines.

The system also includes a pumping station for the properties unable to gravity drain on the north and west side of the subdivision. A total of 18 lots drain to the pumping station and 17 lots drain directly to the treatment plant refer appendix 4.3.3.1.

The sewage will be treated in an Aquacell blackwater treatment plant. Following treatment, the water will be disposed of via sub surface irrigation. The sewage will be collected from the residences of a 37-lot subdivision located at 67 Kurrajong Road, Kurrajong and piped to a buffer tank.

The plant will treat up to 21kL per day of effluent for disposal by subsurface irrigation. Refer to the attachment Process Flow Diagram (Appendix 4.3.1.1)

Aquacell can achieve the recommended operational compliance values as stipulated in Table 2 of the re-issued Martens report (Appendix 4.3.8.1) by utilizing an MBR (membrane bioreactor) without UV Treatment.

The MBR system without UV is the same process as used in the current Tallowood Treatment System. The MBR System chosen since the issuing of the original Martens report in December 2016 treats wastewater to a far higher standard than SBP or idea alone.

Note the Martens specification report at Appendix 4.3.5.1 highlights all three treatment systems as acceptable options.

4.3.2	Describe whether the infrastructure is existing infrastructure or is to be constructed. If the infrastructure is existing, please describe its current condition and operability. If the infrastructure is a mixture of existing and to be constructed identify the infrastructure as existing or to be constructed on the process flow diagram in Appendix 4.3.1.
<i>The response to this question will be used as a context for the assessment of environmental risks from the proposed scheme (Act s.10(4)(e), Reg cl.7).</i>	
The entire infrastructure is new and will be constructed subject to the WICA approval.	
4.3.3	Describe the <u>location</u> of the proposed infrastructure. For example, include: <ul style="list-style-type: none"> ▼ the identification of specific lot descriptors (e.g., lot and DP numbers) for the collection, treatment, filtration and/or storage infrastructure ▼ the location of infrastructure for the conveyance and/or reticulation of sewage by street name, local government area or other description as appropriate to the size of the scheme. Provide a map showing the location of the proposed infrastructure from source to end use in Appendix 4.3.3.
The map may include all water industry infrastructure (i.e., drinking water, non-potable water and/or sewerage) where the scheme includes more than one type of infrastructure.	
<i>The response to this question is a requirement for any network operator's licence for sewerage infrastructure (Reg cl.6(2)(a)). The response to this question will be used to specify the authorised area of operations (Act s.11(1)), if a licence is granted. The response will also be used as a context for the assessment of environmental risks from the proposed scheme (Act s.10(4)(e), Reg cl.7).</i>	
<p>The development is located at 67 Kurrajong Rd, Kurrajong with a property description formally defined as Lot 1 in DP1185012.</p> <p>A locality plan and the property details are shown in attachment 4.3.12.1 - SEE prepared by Nexus in 26 July 2016. (The original see for 52 Lots has been replaced).</p> <p>The Jewel Phase 1 Report has also been included in the Appendices at 4.3.12.2. The report notes that groundwater is between 60 to 130 metres below ground level and the nearest groundwater bore is over 700m from the development site to the south-east.</p> <p>The location of the treatment plant is shown in Appendix 4.3.3.1 Location of treatment plant – overview and Appendix 4.3.3.2 Location of treatment plant – detail.</p> <p>Appendix 4.3.3.3 shows the residences that are to be connected to the Aquacell blackwater treatment plant and wastewater dispersion areas.</p> <p>Individual properties will have an approximately 200sqm sub-surface wastewater dispersion area on its title, as an easement accessible to Aquacell (as the WICA licensee) for inspection purposes. Properties may also be required to apply for s68 approval from Hawkesbury City Council for the irrigation system prior to connection to the system.</p> <p>The following measures have been put in place to minimise any adverse effects on the residents:</p> <ul style="list-style-type: none"> ☑ The sewage buffer tank is a covered tank, minimising odours from escaping to the environment. This collection tank also has a mixer installed to mix the sewage and prevent the development of anaerobic conditions. ☑ The inlet screen, including the solids discharge outlet, is an enclosed system to minimising 	

significant odours escaping.

☑ The treatment system is fully aerated and produces no offensive odours when operating.

Submersible pumps have been used where possible, to minimise noise.

☑ The blowers are housed in an acoustic enclosure to reduce noise levels for nearby neighbours.

☑ The plant will be enclosed within a building which provides additional noise suppression and reduces visual impact (refer Appendix 4.3.3.4).

The above risks and mitigating strategies are further described in the risk assessment covered under section 4.3.9 - HACCP and HAZOP analysis.

In relation to noise and odour control, the Martens response to the RFI addresses the issues raised by IPART (refer "noise & odour" in Appendix 4.3.8.2). Aquacell is in support of the suggestion for activated carbon filters and these will be incorporated into the design.

Please note that the MBR system is the same design as the Tallowood Treatment System where no complaints or issues have been raised by local residents to date (Operational since 2013). Tallowood is an MBR blackwater treatment plant close to the proposed 67 Kurrajong Rd site. The system at Tallowood uses an MBR and ultrafiltration to treat the water for sub-surface irrigation. Please refer to appendix 4.3.3.5 Tallowood Process Flow Diagram. The system at Tallowood was approved under a similar license, and has been in operation since 2013, passing all of its audits.

This demonstrated track-record gives some support for the statement that "no detrimental odours will affect the community". Please refer to appendix 4.3.3.6, which outlines the odour study conducted at Tallowood, for a comparative odour assessment. Please refer to appendix 4.3.3.7, which outlines the noise study conducted at Tallowood, for a comparative noise assessment.

In relation to pumping out of the sludge from the tanks - this activity is infrequent and expected to occur less than twice per annum. Pump out will be done via camlock hard connection to the tank, per the Tallowood procedure and done by certified contractor. The hard connection mitigates the risk of any odour escaping, and is done in adherence with regulations imposed on the contractor.

4.3.4	Describe any interconnections between the proposed sewerage infrastructure and other infrastructure not part of this scheme (e.g., interconnections with other licenced network operators or public utilities such as sewers). Identify in your description who is responsible for the construction, operation and maintenance of which infrastructure. Identify all interconnections with other infrastructure on the process flow diagram in Appendix 4.3.1 and the map in Appendix 4.3.3.
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The response to this question will be used to ensure the correct area of operation is specified in the licence, if a licence is granted (Act s.11(1)). The response will also be used as a context for the assessment of risks from the proposed scheme and to identify possible additional licence conditions relating to the inter-connected systems and responsibilities for risks.

There are no interconnections with any other infrastructure.

4.3.5	What volume of sewage will be treated by the scheme? Please provide the average and peak daily (hydraulic and biological, where relevant) flow rates <u>treated by</u> the scheme.
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This information will be used to determine the fee category for the scheme, if a licence is granted. The response to this question may be used to draft a proposed licence, if a licence is granted.

The subdivision is for a total of 35 [CORRECTED] dwellings allowing for 450L generated effluent per dwelling plus 25% increase as buffer.

Hydraulic flows allowed for are:

- 15.8 kL/day expected flows
- 21 kL/day designed flows
- 30 kL/day peak dry weather
- 150 kL/day wet weather flow
- 1-2 kL/day low flow during initial operation.

The treatment system will be designed to treat 21 KL/day effluent based on an expected generation of 15.8 kL/Day. The effluent will be stored in a buffer tank holding a minimum 6 days storage capacity of 100 kL.

The sewage plant specification has been calculated by Michael Dumas of Martens Consulting Engineering and has been attached at Appendix 4.3.5.1.

4.3.6 What volume of treated effluent will be disposed of from the scheme? Please provide the average and peak daily disposal rates disposed from the scheme.

The response will be used as a context for the assessment of environmental risks from the proposed scheme (Act s. 10(4)(e), Reg cl. 7). The response to this question may be used to draft a proposed licence, if a licence is granted.

The volume of treated effluent to be disposed of will equal the volume of feed received. The expected average volume to be disposed of with full occupancy will be 15.8 kL/day, although the plant will have capacity to treat up to 21 kL/day. The flow of treated water to be disposed of will be the average daily flow as the buffer tank is easily large enough to smooth daily peaks. The recycled water reservoir will be 250 KL in size and can accommodate 15 days production of recycled water.

4.3.7 How will the treated effluent be disposed of from the scheme?

The response to this question may be used to draft a proposed licence, if a licence is granted. The response will also be used as a context for the assessment of environmental risks from the proposed scheme (Act s. 10(4)(e), Reg cl. 7).

The treated effluent will be disposed of via sub-surface irrigation.

4.3.8 What wastewater and/or catchment characterisation studies have been undertaken? **Provide a summary report of any wastewater characterisation or catchment studies including results in Appendix 4.3.8.**

This information will be used as a context to the potential health and environmental risks posed by the scheme.

A "Concept Recycled Water Management Scheme" was prepared by Michael Dumas of Martens Consulting Engineers.

The report covers:

- An overview of the development
- Regulatory requirements
- Site description including soils, geology, topography and drainage
- A description of the scheme in terms of capacity, recycled water quality and irrigation rates

- Scheme components and operation
- Preliminary risk assessment to human health and the environment

A copy of the report is attached as Appendix 4.3.8.1.

Revised report has been re-issued with corrected Lot/DP references.

The Sewage Management Plan has been reissued with the following amendments:

- Reduction of dwellings from 37 to 35
- Amendment of table 6.2 to meet Martens performance specification on page 2 of Appendix 4.3.5.1

Please note that Table 2 of the Martens report are the recommended operational compliance and monitoring requirements from NSW DWE 2008. The Martens performance specification is based on this specific site. Our SMP has been amended to reflect this standard.

In relation to the water balance, an additional water balance has been provided by Martens at Appendix 4.3.8.2.

In relation to the irrigation area, an easement will be placed on the title of the properties restricting use of the 200sqm irrigation area. Signage will also be included notifying residents of non-potable subsurface irrigation on that portion of the property and to limit disturbance of ground in that area.

We draw your attention to the comments in the Martens RFI response (Appendix 4.3.8.2) where the system includes a storage tank of 250kl and this exceeds volume required. The Aquacell design currently provides a minimum of 132kl of wet weather storage. The sewage management plan has been amended to reflect these requirements.

In relation to the sewage pumping station volume, please refer the Martens response to the RFI which provide details around the capacity of the system (Appendix 4.3.8.2). the system will provide 2.4 days capacity under the adopted conservative peak flow.

4.3.9	<p>Provide your preliminary risk assessment for the scheme from collection to disposal in Appendix 4.3.9. It is important that your preliminary risk assessment accurately identifies any hazards present in the sewage or likely to result from the proposed treatment process. The risk assessment should also address the intended method of disposal and any inadvertent releases (and therefore routes of exposure) to the treated effluent. The preliminary risk assessment will identify any reasonably foreseeable risk event with the potential to expose people or the environment to hazards. The preliminary risk assessment will 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.</p> <p>The risk assessment must 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 AS/NZS ISO 31000:2009 (Risk management – Principles and guidelines). Where relevant, the risk assessment should identify and include any environmental risks and/or management actions identified in the development approval.</p>	
<p><i>The response to this question is a requirement for any network operator's licence for sewerage infrastructure (Reg cl.6(2)(b), cl.6(2)(c)(ii), cl.6(2)(d)(i)). The response to this question will be used to determine whether there are any issues of public interest arising from the proposed scheme (Act s.10(4)(f)). The response to this question will also be used to draft a proposed licence. The licence will specify the purpose for which the infrastructure can be used, if a licence is granted (Act s.6(1)(a)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
<p>A preliminary HCCP and HAZOP risk assessment is attached as Appendix 4.3.9.1.</p>	
4.3.10	<p>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 4.3.10.</p>
<p>The evidence may include examples of processes and procedures for either the proposed scheme or other similar schemes undertaken by the applicant corporation. The processes and/or procedures should demonstrate good operational practice including life cycle planning, system redundancy, contingency planning, condition monitoring, management maintenance processes and processes of supporting skills needs. The examples should demonstrate links to a risk management process. For existing (brownfield) schemes you should provide the actual water quality plan for the site.</p>	
<p><i>The response to this question is a requirement for any network operator's licence for sewerage infrastructure (Reg cl.6(2)(c)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
<p>Aquacell has previously submitted to IPART audited Infrastructure Operating Plans for the nearby Tallwood Residential Development (Network Operator's Licence No: 15-032). The IOP for Kurrajong follow with the same format including a sewage management plan. A draft IOP and a Sewage Management Plan are both attached as Appendix 4.3.10.1 and Appendix 4.3.10.2 respectively.</p>	
4.3.11	<p>How will the continuity of the provision of sewerage services be ensured? What contingency plans are in place in the case of failure of the infrastructure?</p>
<p><i>The response to this question is a requirement for any network operator's licence for sewerage infrastructure (Reg cl.6(2)(c)). The response to this question will be used to determine whether there are any issues of public interest arising from the proposed scheme (Act s.10(4)(f)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (act s.10(4)(a)).</i></p>	
<p>There are multiple redundancies built into the plant, as identified in the Risk Assessment at Appendix 4.3.9.1. For example, if the treatment plant fails, there is approximately 6 days in which to rectify the problem as the buffer tank has a capacity of 100 kL and the expected maximum sewage generation volume is 15.8 kL per day. Once this buffer tank is full the excess waste water can be trucked off site in the region with pump-out capability.</p>	

4.3.12	<p>Describe the studies that have been completed to investigate any environmental impacts (including but not limited to water quality, quantity, air, 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?</p> <p>Provide a copy of any environmental study and/or risk assessment in Appendix 4.3.12.</p>
<p>As a minimum an application must be accompanied by a statement of environmental effects (SEE) (unless the development is 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 SEE may be prepared by the applicant corporation or by a consultant acting on behalf of the applicant. The SEE must identify the environmental impacts of the proposed scheme, and the steps which will be taken to protect the environment or reduce the harm. Where the study is in the form of a comprehensive environmental assessment or EIS, please include only the executive summary.</p>	
<p><i>The response to this question may be used to draft a proposed licence, if a licence is granted. The response to this question will be used to determine whether the activities authorised by a licence (if granted) present a significant risk of harm to the environment (Reg cl.7).</i></p>	
<p>A SEE from December 2015 is attached as Appendix 4.3.12.1, which provided an overview of environmental issues associated with the development. The land is zoned R2 Low Density Residential under the Hawkesbury LEP 2012.</p> <p>Additional information on the review of the impacts of irrigation is provided in the report by the Martens Report attached at Appendix 4.3.8.1. These reports also confirm no adverse impacts for the proposed treated water disposal plan.</p> <p>The draft Sewage Management Plan (Appendix 4.3.10.1) also addresses issues around the mitigation and management of environmental impacts such as odour, noise, and truck movements as well as ongoing monitoring, recording and reporting plans.</p>	
4.3.13	<p>Where relevant, what land capability assessments have been undertaken on the proposed land disposal area? Provide a copy of any soil capability assessment in Appendix 4.3.13.</p>
<p><i>The response to this question may be used to draft a proposed licence, if a licence is granted. The response to this question will be used to determine whether the activities authorised by a licence (if granted) present a significant risk of harm to the environment (Reg cl.7).</i></p>	
<p>The land and soil capability are addressed in the Martens Report at Appendix 4.3.8.1.</p>	
4.3.14	<p>If a treatment process forms part of the infrastructure for which the applicant corporation is seeking a licence, what waste streams will be generated by the proposed treatment plant (such as screenings and biosolids but not including the treated effluent) and how will the waste be disposed of or handled?</p>
<p><i>The response to this question will be used to determine whether the activities authorised by a licence (if granted) present a significant risk of harm to the environment (Reg cl.7). The response will also be used as a context for our assessment of the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s. 10(4)(a)).</i></p>	

Waste streams that will be generated include screenings from the mechanical screen and wasted sludge from the biological process. The screenings are dewatered and sent to landfill. Waste sludge is collected in the sludge tank and pumped out by tanker as required for treatment off-site. Neutralized chemical from the semi-annual chemical clean will also be removed via the sludge tank. The volume of liquid waste generated is low and the truck movements are expected to be no more than one per month during normal operation.

5 Retail Supplier

Only to be completed by applicants seeking a retail supplier's licence.

Note a retail supplier's licence may only be granted if sufficient quantities of the water supplied will have been obtained otherwise than from a public water utility (Act s.10(4)(d)).

5.1 Supply of water	
Please provide a response to the questions in the following section if you are seeking a licence for the <u>supply of water</u> by means of any water industry infrastructure. This section applies to the supply of drinking water and non-potable water.	
5.1.1	Describe the water industry infrastructure that the applicant corporation will access to supply water.
<i>The response to this question is a requirement for any retail supplier's licence for water industry infrastructure (Reg cl.10(1)(a)). The response will also be used to ensure you have applied for the correct licence(s)).</i>	
N/A	
5.1.2	What volume of water is available from the proposed source? Where applicable, please provide the capacity of the source and the (allowable) average daily extraction rate from the source. If there is more than one source, please 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 5.1.2.
<i>The response to this question will be used to determine whether sufficient quantities of the water supplied will have been obtained otherwise than from a public water utility (Act s.10(4)(d)).</i>	
N/A	
5.1.3	What customers or classes of customers does the applicant corporation propose to supply with water?
Classes of customers may include residential, industrial, commercial or agricultural.	
<i>The response to this question is a requirement for any retail supplier's licence (Act s.6(1)(b)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i>	
N/A	
5.1.4	Will you be supplying small retail customers with water (i.e., less than 15Ml/year)?
A person is a small retail customer in relation to water supply if the maximum rate at which water is supplied, pursuant to one or more water supply contracts, to all premises that the person owns, leases or occupies is less than 15 megalitres per year.	

<p><i>The response will be used as context to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)). The response will also be used as a context for the assessment of risks from the proposed scheme and to identify possible additional licence conditions relating to the supply of water to small retail customers.</i></p>	
N/A	
5.1.5	<p>Provide your preliminary risk assessment for the retail activities related to the scheme in Appendix 5.1.5. 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), 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. We strongly recommend that the applicant corporation utilises an established risk management system such as outlined in AS/NZS 4360 (Risk Management).</p>	
<p><i>The response to this question is a requirement for any retail supplier's licence (Reg cl.10(1)(b)). The response to this question will be used to determine whether there are any issues of public interest arising from the proposed scheme (Act s.10(4)(f)).</i></p>	
N/A	
5.1.6	<p>How will the continuity of the supply of water to customers be ensured? What contingency plans are in place in the case of failure of the infrastructure?</p>
<p>The continuity of supply may differ between customer classes. If this is the case for your project please define the different levels of service for each customer class and how the continuity of supply of water, relevant to that class of customer, will be maintained.</p>	
<p><i>The response to this question is a requirement for any retail supplier's licence (Reg cl.10(1)(b)(iii)). The response to this question will be used to determine whether there are any issues of public interest arising from the proposed scheme (Act s.10(4)(f)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
N/A	
5.1.7	<p>Describe the systems and processes that the applicant corporation will have in place to manage retail activities including billing systems, complaint and debt recovery procedures. Provide evidence of the applicant corporation's capacity to develop and implement a retail supply management plan in Appendix 5.1.7.</p>
<p>The evidence may include examples of processes and procedures for either the proposed scheme or other similar schemes undertaken by the applicant corporation. The examples should demonstrate links to a risk management process. For existing (brownfield) schemes you should provide the actual systems and procedures.</p>	
<p><i>The response to this question is a requirement for any retail supplier's licence (Reg cl.10(1)(b)(iv)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
N/A	

5.2 Provision of sewerage services

Please provide a response to the questions in the following section if you are seeking a licence for the provision of sewerage services by means of any water industry infrastructure.

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

The response to this question is a requirement for any retail supplier's licence for water industry infrastructure (Reg cl.10(2)(a)). The response will also be used to ensure you have applied for the correct licence(s).

This is a new residential development. The entire sewerage infrastructure is new, and specific to this development. There is no third-party sewerage service available to this site.

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

Classes of customers may include residential, industrial, commercial or agricultural. The licence may also specify whether the customers are small retail customers.

The response to this question is a requirement for any retail supplier's licence (Act s.6(1)(b)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).

Residential customers. This project is being developed as a community title with a community association responsible for the ongoing needs of the residents. Aquacell's customer will be the community association, known as 67 Kurrajong Rd Community Association (KCA).

5.2.3 Will you be providing small retail customers with sewerage services (i.e. less than 10.5 ML/year)?

A person is a small retail customer in relation to the provision of sewerage services if the maximum rate at which sewage is discharged, pursuant to one or more sewerage service contracts, from all premises that the person owns, leases or occupies is less than 10.5 megalitres per year, as determined in accordance with guidelines issued by IPART.

The response will be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)). The response will also be used as a context for the assessment of risks from the proposed scheme and to identify possible additional licence conditions relating to the supply of water to small retail customers.

Yes, the customer will be a small retail customer.

5.2.4 **Provide your preliminary risk assessment for the retail activities related to the scheme in Appendix 5.2.4.** The risk assessment must 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>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 4360 (Risk Management).</p>	
<p><i>The response to this question is a requirement for any retail supplier's licence (Reg cl.10(2)(b)). The response to this question will be used to determine whether there are any issues of public interest arising from the proposed scheme (Act s.10(4)(f)).</i></p>	
<p>A preliminary retail Risk Assessment has been conducted and attached as Appendix 4.3.9.1.</p>	
5.2.5	<p>How will the continuity of the provision of sewerage services be ensured? What contingency plans are in place in the case of failure of the infrastructure?</p>
<p><i>The response to this question is a requirement for any retail supplier's licence (Reg cl.10(2)(b)(iii)). The response to this question will be used to determine whether there are any issues of public interest arising from the proposed scheme (Act s.10(4)(f)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
<p>Refer Risk Assessment Appendix 4.3.9.1</p>	
5.2.6	<p>Describe the systems and processes that the applicant corporation will have in place to manage retail activities including billing systems, complaint and debt recovery procedures. Provide evidence of the applicant corporation's capacity to develop and implement a retail supply management plan in Appendix 5.2.6.</p>
<p>The evidence may include examples of processes and procedures for either the proposed scheme or other similar schemes undertaken by the applicant corporation. The examples should demonstrate links to a risk management process. For existing (brownfield) schemes you should provide the actual systems and procedures.</p>	
<p><i>The response to this question is a requirement for any retail supplier's licence (Reg cl.10(2)(b)(iv)). The response will also be used to assess the applicant corporation's technical capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
<p>Aquacell has previously submitted to IPART audited Retail Supply Management Plans (RSMP) for the Tallowood development (Tallowood Community Association). The Retail Supply Management Plan for Kurrajong will follow a similar format. We anticipate that our existing RSMP will be adjusted to manage this scheme.</p>	
<p>We also draw IPART's attention to section 4.2.1 of the report to the minister addressing Aquacell's technical capacity to provide sewerage services.</p>	

6 Applicant experience and systems

The response will be used to assess the applicant corporation's technical and organisational capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).

6.1 Network operator

Only provide a response to the questions in the following section if the applicant corporation is seeking a network operator's licence

6.1.1 Describe the structure of the applicant corporation. Include in the description a list of the entities that have an ownership interest in the applicant corporation, whether legal or equitable. **Provide an organisational diagram in an Appendix 6.1.1.** The diagram should clearly show all entities that have an ownership interest in the applicant corporation,

The response will be used to assess the applicant corporation's technical and organisational capacity to undertake the activities for which you are seeking a licence (Act s. 10(4)(a)).

The Applicant Corporation is 100% privately owned, has no parent company, and no operating subsidiaries. All shares are owned by Colin and Libby Fisher.

6.1.2 Describe the applicant corporation's (and, where relevant, the nominated third parties) current experience in the construction, maintenance and operation of water and/or other utility infrastructure such as gas, electricity or telecommunications.

The response will be used to assess the applicant corporation's technical and organisational capacity to undertake the activities for which you are seeking a licence (Act s. 10(4)(a)).

Aquacell is a current WICA licensee and are specialists in sewage and greywater treatment and reuse schemes, having established numerous commercial schemes across Australia and in USA. We therefore have the knowledge and experience to confidently deliver a successful scheme for this project.

Aquacell is the current WICA licensee for the Tallowood housing development, approximately 1 km east of the current development (15-032). This WICA licence was granted in 26 July 2015 and has been audited on several occasions by IPART approved auditors.

In addition to Aquacell, PRJM Pty Ltd will be utilising experienced specialist subcontractors to provide project management, sewerage infrastructure design and irrigation system design and installation subject to the granting of the WICA licence.

A company profile of PRJM Pty Ltd is contained in Appendix 6.1.2.1. Michael McCarthy is the principal and Director of PRJM and has 35 years' experience in the property and construction industry. A recent ASIC company extract is attached in Appendix 6.1.2.2.

6.1.3 List the key personnel involved in each of the significant activities (construction, maintenance and operation) and summarise their required skills, qualifications and experience. **Provide a position description for each of the key personnel positions in Appendix 6.1.3.**

<p>Clearly identify whether the key personnel are employees of the applicant corporation or, where relevant, the nominated third party. It is not necessary to list all the employees. Ensure that the key personnel include the person or persons responsible for managing the applicant corporation's compliance with their legislative responsibilities.</p>	
<p><i>The response will be used to assess the applicant corporation's technical and organisational capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
<p>The key personnel roles for this project are:</p> <ul style="list-style-type: none"> - Aquacell Technical Manager - Aquacell Operations Manager - Aquacell Project Manager - Aquacell Service Technician <p>An Organisational Chart is attached as Appendix 6.1.3.1 and biographies of key personnel are attached as Appendix 6.1.3.2.</p>	
6.1.4	<p>Please provide details of any other regulatory approvals or licences the applicant corporation or nominated third party holds in relation to the infrastructure activities for which you are seeking a licence.</p>
<p>Include relevant approvals for similar projects interstate or overseas to demonstrate the experience of the applicant corporation. We may seek confirmation of your compliance history in relation to other regulatory approvals or licences as part of our assessment.</p>	
<p><i>The response will be used to assess the applicant corporation's technical and organisational capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
<p>Refer section 3.5.1 for a summary of regulatory approvals obtained to date. The current approval requires the issuing of a WICA licence for the development prior to the issuing of a Construction Certificate and for any building activity to occur on site.</p>	
6.1.5	<p>What business systems will the applicant corporation have in place to ensure they can comply with your regulatory requirements? Are any of the systems certified or will they be certified?</p>
<p>Business systems may include but not be limited to quality assurance, asset management and environmental management systems.</p>	
<p><i>The response will be used to assess the applicant corporation's technical and organisational capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i></p>	
<p>Aquacell employs an Integrated Management System (IMS) which is based on the ISO 9001 system. This system is currently not certified but is a goal of the company in the future. It has been audited under our current WICA licence obligations on several occasions.</p>	

6.2 Retail supplier

Only provide a response to the questions in the following section if the applicant corporation is seeking a retail supplier's licence

- 6.2.1 Describe the structure of the applicant corporation. Include in the description a list of the entities that have an ownership interest in the applicant corporation, whether legal or equitable, and a list of the entities that the applicant corporation has an ownership interest in. **Provide an organisational diagram in Appendix 6.2.1.** The diagram should clearly show all entities that have an ownership interest in the applicant corporation.

The response will be used to assess the applicant corporation's technical and organisational capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).

The Applicant Corporation is 100% privately owned, has no parent company, and no operating subsidiaries. All shares are owned by Colin and Libby Fisher. No organisational diagram has been attached in addition to the Organizational Chart provided at Appendix 6.1.3.1

- 6.2.2 Describe the applicant corporation's (and, where relevant, the nominated third parties) current experience in the supply of water or the provision of sewerage services. Please also outline any previous experience in the retailing of other services such as gas, electricity or telecommunications.

The response will be used to assess the applicant corporation's technical and organisational capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).

Aquacell is a current WICA licensee and are specialists in sewage and greywater treatment and reuse schemes, having established numerous commercial schemes across Australia, including NSW, VIC, ACT, QLD and WA as well as in the USA.

Aquacell is the current WICA licensee for the Tallowood housing development, approximately 1 km east of the current development. This WICA licence was granted in July 2015 and has been audited on several occasions by IPART approved auditors.

Aquacell therefore has the knowledge and experience to confidently deliver a successful scheme for this project.

- 6.2.3 List the key personnel involved in the retail activities and summarise their required skills, qualifications and experience. **Provide a position description for each of the key personnel positions in Appendix 6.2.3.**

Clearly identify whether the key personnel are employees of the applicant corporation or, where relevant, the nominated third party. Ensure that the key personnel include the person or persons responsible for managing the applicant corporation's compliance with their legislative responsibilities.

The response will be used to assess the applicant corporation's technical and organisational capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).

Position descriptions with roles and responsibilities are provided at Appendix 6.1.3.2

Aquacell Pty Ltd will be undertaking the retail activities.

6.2.4	Please provide details of any other regulatory approvals or licences the applicant corporation or nominated third party holds in relation to the retail activities for which you are seeking a licence.
Include relevant approvals for similar projects interstate or overseas to demonstrate the experience of the applicant corporation. We may seek confirmation of your compliance history in relation to other regulatory approvals or licences as part of our assessment.	
<i>The response will be used to assess the applicant corporation's technical and organisational capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i>	
Refer section 3.5.1 for a summary of regulatory approvals obtained to date. The current approval requires the issuing of a WICA licence for the development prior to the issuing of a Construction Certificate and for any building activity to occur on site.	
6.2.5	What business systems will the applicant corporation have in place to ensure they can comply with your regulatory requirements? Are any of the systems certified or will they be certified?
Business systems may include but not be limited to quality assurance and environmental management systems. Retail systems such as billing and complaint management should be included in the response to this question.	
<i>The response will be used to assess the applicant corporation's technical and organisational capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).</i>	
Aquacell employs an Integrated Management System (IMS) which is based on the ISO 9001 system. This system is currently not certified, but is a goal of the company in the future. It has been audited under our current WICA licence obligations.	

7 Financial capacity

The response to the following questions will be used to assess the applicant corporation's financial capacity to undertake the activities for which you are seeking a licence (Act s.10(4)(a)).

Provide a response to the financial questions according to the following matrix:

	Question					
	7.1	7.2	7.3	7.4	7.5	7.6
Retail supply licence only	✓	✓	✓			
Network operator licence						
For infrastructure used for self-supply	✓	✓				
For infrastructure used to supply large retail customers	✓	✓	✓			
For infrastructure used to supply small retail customers with non-essential services	✓	✓	✓	✓	✓	
For infrastructure used to supply small retail customers with essential services ^a	✓	✓	✓	✓	✓	✓

^a Applicant corporations who are providing essential services to small retail customers will be required to meet with our financial assessment team following submission of the application to discuss the information requirements for making the financial capacity assessment.

7.1 How will the applicant corporation finance the proposed activity?

7.1.1	Describe the mechanisms by which the applicant corporation's activities are financed or to be financed. Provide evidence of any financial guarantees or commitment of financial support in Appendix 7.1.1.
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Evidence of financial support may include, but is not limited to; a letter from a financial institution (being a bank, credit union or the government) confirming indicative financing of the applicant corporation's activities, including:

- ▼ the nature of finance (e.g., bridging, long term, corporate debt, government funding)
- ▼ type and limit of the facility
- ▼ type and limit of any guarantee, and
- ▼ terms and conditions.

Aquacell will be paid for all services on a cost-plus basis for construction of the infrastructure by the developer. Once the 67 Kurrajong Rd Community Association (KCA) is established, the cost for ongoing operations, maintenance and asset replacement will be funded through levies from the owners to the KCA. Aquacell (as the WICA licensee) will be contracted by the KCA to provide the operations and maintenance services. The proposed contractual arrangements envisaged for the operation, maintenance and asset replacement functions are yet to be finalised but would be expected to be similar to the existing Tallowood arrangement.

Aquacell Pty Ltd.'s financial capacity is supported by documentation in Appendix 7.1.1.1

PJRM Pty Ltd.'s financial capacity is supported by documentation in Appendix 7.1.1.2.

7.2 Are there any events that could affect the applicant corporation's future financial capacity?

7.2.1 Are there any events or circumstances, that you are currently aware of, that could affect the applicant corporation's future financial capacity? If applicable, provide details of all such events relevant to the applicant corporation for the last 3 years from the date of this application.

Events and circumstances may include but are not limited to:

- ▼ Government or other investigation of the applicant corporation or related entities
- ▼ Contract terminated
- ▼ Factors which might impact on the applicant corporation such as significant litigation, business commitments, contingent liabilities, collections by debt collection agencies on behalf of creditors or liquidation proceedings
- ▼ Any outstanding tax liabilities
- ▼ Any other particulars which are likely to adversely affect the applicant corporation's capacity to undertake the services under the licence (if granted).

No such events exist or are reasonably anticipated.

7.3 What is the projected financial performance of the proposed activities?

7.3.1 Summarise the projected cash flows (net EBITDA), including key financial modelling assumptions, such as capex, for the first 5 years of operation (at minimum). Provide the projected cash flows for a minimum of the next five (5) years of operation (including projected closing balance sheets and profit and loss statements), taking into account the licensing agreements, with details of all key financial modelling assumptions in **Appendix 7.3.1**.

If necessary, a longer period may be provided to demonstrate financial viability of the project.

See Appendix 7.3.1 of the financial submission

7.3.2 Where the applicant corporation is seeking a network operator's licence, who is the owner of the infrastructure for which the applicant corporation is seeking a licence?

PJRM Pty Ltd, then once established, the community association (KCA). It is not anticipated at this stage that Aquacell Pty Ltd will become the owner of the infrastructure.

7.3.3	Where the applicant corporation is applying for a retail supplier's licence to supply water or provide sewerage service to residential households, provide an estimate of the cost per household per year to supply water and/or provide sewerage services (as is relevant). Who will pay the cost? What is the proposed price level and structure for the first five years of operation?
<i>The response to this question will be used to determine whether there are any issues of public interest arising from the proposed scheme (Act s. 10(4)(f)).</i>	
Refer 7.1.1 and 7.3.1.	
7.4 What is the applicant corporation's financial history?	
7.4.1	Does the applicant corporation have a financial history? If not, explain why.
Yes – established in 1996.	
7.4.2	Where the applicant is a new corporation, supported by one or more parent entities, provide a copy of guarantee or cross deed of indemnity provided by the parent entity, and financial statements for the parent entity for the last 3 years in Appendix 7.4.2 .
Please include any parent entity with more than 20 per cent of equity in the applicant corporation.	
Not applicable. Refer 6.2.1	
7.4.3	Where the applicant is a new corporation financed through alternative arrangements (e.g., 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, and a copy of guarantee or cross deed of indemnity provided by an entity such as a holding company or Director (provide financial statements demonstrating the financial viability of the guarantor) in Appendix 7.4.3 .
Not applicable. Refer 7.4.1	
7.4.4	Where the applicant is not a new corporation, summarise the performance of the applicant corporation over the past 3 years below. Provide copies of tax returns for the corporation for the last 3 years in Appendix 7.4.4(a) . Provide financial statements for the last 3 years in Appendix 7.4.4(b) . Where the latest annual financial statements are more than 3 months old, provide the latest available management reports showing: <ul style="list-style-type: none"> ▼ a trading statement ▼ a profit and loss statement, and ▼ a trial balance.

It is preferable that these financial statements are audited. It is recognised that not all corporations are required to have their annual financial statements audited. However, where you are required to lodge audited financial statements with the Australian Securities and Investments Commission (ASIC), provide copies of these statements. (Note: consolidated accounts for the parent organisation or group to which the applicant corporation belongs would not be considered acceptable)

Refer 7.1.1

7.4.5 If applicable, what is the applicant corporation's credit rating? Provide the applicant corporation's Credit rating memorandum (e.g., Standard & Poor's, Moody's or Fitch), if available in **Appendix 7.4.5**.

Not applicable.

7.4.6 Provide details of the applicant corporation's debt/equity finance and any debt covenants on existing borrowings.

Refer Appendix 7.1.1

7.5 Contacts

7.5.1 Does the applicant corporation have an accountant? If yes, what are the accountant's contact details?

Direct Accounting - Dianne Azzopardi - ph: 02 4722 9999

7.5.2 Does the applicant corporation have an external auditor? If yes, what are the external auditor's contact details?

As above

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

Yes

7.6 Internal accounting records

7.6.1 Provide bank reconciliations, aged accounts receivable reports, and aged accounts payable reports in **Appendix 7.6.1** at the dates of:

- ▼ The latest management accounting reports (if applicable) and annual financial statements
- ▼ 30 September (most recent)
- ▼ 31 December (most recent)

	<ul style="list-style-type: none"> ▼ 31 March (most recent), and ▼ 30 June (most recent) for the applicant corporation.
Refer 7.1.1	
7.6.2	Provide an extract of the superannuation payable ledger in Appendix 7.6.2 for: <ul style="list-style-type: none"> ▼ the 12 months ending on the date of the latest annual financial statements, and ▼ the period commencing on the date of the latest annual financial statements and ending on the date of the latest management accounting reports (if applicable) ▼ for the applicant corporation.
Refer 7.1.1	
7.6.3	Provide bank statements for the 3 months to the date of the latest management accounting reports (if applicable) or annual financial statements for the applicant corporation, whichever has been submitted with the application in Appendix 7.6.3.
Refer 7.1.1	

8 Statutory declaration and acknowledgement

To be completed by all applicants

8.1 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 not a disqualified corporation and that no director or person concerned in the management of the applicant corporation is or would be a disqualified individual within the meaning of the WIC Act.

A statutory declaration must be signed by an authorised witness.

This is a list of NSW authorised witnesses:

- ▼ 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; and
- ▼ a person by law authorised to administer an oath (e.g., authorised witnesses in other jurisdictions).

Attachment B: 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
- ▼ for the purpose of section 10(3)(b) of the WIC Act, 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.

A statutory declaration must be signed by an authorised witness.

This is a list of NSW authorised witnesses:

- ▼ 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; and
- ▼ 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 (named in the application form accompanying this declaration);
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 (named in the application form accompanying this declaration);

and 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: COLIN EDWARD FISHER.

Title of person making the application: SOLE DIRECTOR and SOLE SECRETARY

Signature of person making the declaration: [Signature]

Declared at [place]: 6A GLEN STREET MILSONS POINT NSW 2061

On [date]: 2 NOVEMBER 2018

In the presence of an authorised witness, who states:

I [insert name of authorised witness] KIARA SURGUY,

a [insert qualification to be authorised witness] JUSTICE OF THE PEACE NSW NO. 181841

certify the following matters concerning the making of this statutory declaration by the person who made it: [* please 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]
NSW Licence 731840

Signature of authorised witness: [Signature] Date: 2/11/2018.

8.2 Acknowledgement

An acknowledgement should be provided by:

- (a) company secretary and a director, or
- (b) 2 directors, or
- (c) in the case of a sole director, the sole director, or
- (d) such other person that IPART agrees may provide the acknowledgement.

The applicant (named in the application form accompanying this acknowledgement) agrees to IPART furnishing a copy of the applicant'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)
- the Minister administering the *Public Health Act 1991* (NSW)
- the Minister administering Chapter 2 of the *Water Management Act 2000* (NSW)
- the Minister administering the *Environmental Planning and Assessment Act 1979* (NSW), and
- the 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 expediting the processing of your application, would you please indicate below whether 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 with 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: _____ Colin Fisher

Title of person making the acknowledgement: _____ Sole Director and Sole Secretary
[Director / Company Secretary]

On [date]: 22 March 2018

Signature of person making the acknowledgement:



Attachment A: Summary of appendices

Applicant:	Aquacell Pty Ltd
Scheme name:	67 Kurrajong Road Kurrajong
Date:	22 March 2018

Are the following supporting documents labelled and attached as appendices?

Item	Confirm complete
Part 3: general information	
■ Copies of relevant insurance certificates (Appendix 3.3.1)	Complete
■ Other regulatory approvals/licences (Appendix 3.5.1)	Complete
Part 4: network operator (if applicable)	
For drinking water infrastructure	
■ A process flow diagram from source to end use showing infrastructure that is existing or to be constructed, interconnections and customers and/or end users (Appendix 4.1.1)	Not relevant
■ A map of the proposed infrastructure from source to end use showing interconnections and customers and/or end users (Appendix 4.1.3)	Not relevant
■ Where relevant, a copy of any agreements and/or licences to access the source water (Appendix 4.1.6)	Not relevant
■ A preliminary risk assessment for the scheme from source to end use (Appendix 4.1.9)	Not relevant
■ Evidence of the applicant's capacity to implement the 12 elements of the Australian Drinking Water Guidelines Framework (Appendix 4.1.10)	Not relevant
■ Evidence of the applicant's capacity to develop and implement an infrastructure operating plan (Appendix 4.1.12)	Not relevant
■ Any environmental study and/or risk assessment (Appendix 4.1.13)	Not relevant
For non-potable water infrastructure	
■ A process flow diagram from source to end use showing infrastructure that is existing or to be constructed, interconnections and customers and/or end users (Appendix 4.2.1)	Not relevant
■ A map of the proposed infrastructure from source to end use showing interconnections and customers and/or end users (Appendix 4.2.3)	Not relevant

Item	Confirm complete
■ Where relevant, a copy of any agreements and/or licences to access the source water (Appendix 4.2.6)	Not relevant
■ A preliminary risk assessment for the scheme from source to end use (Appendix 4.2.10)	Not relevant
■ Evidence of the applicant's capacity to implement the 12 elements of the Australian Guidelines for Water Recycling Framework (Appendix 4.2.11)	Not relevant
■ Evidence of the applicant's capacity to develop and implement an infrastructure operating plan (Appendix 4.2.13)	Not relevant
■ Any environmental study and/or risk assessment (Appendix 4.2.14)	Not relevant
For sewerage infrastructure	
■ A process flow diagram from collection to disposal or reuse showing infrastructure that is existing or to be constructed, and interconnections (Appendix 4.3.1)	Completed
■ A map of the proposed infrastructure from collection to disposal or reuse showing interconnections (Appendix 4.3.3)	Completed
■ A summary report of any wastewater characterisation or catchment studies (Appendix 4.3.8)	Completed
■ A preliminary risk assessment for the scheme from collection to disposal (Appendix 4.3.9)	Completed
■ Evidence of the applicant's capacity to develop and implement an infrastructure operating plan (Appendix 4.3.10)	Completed
■ Any environmental study and/or risk assessment (Appendix 4.3.12)	Completed
■ Where relevant, a copy of a soil capability assessment (Appendix 4.3.13)	Refer 4.3.8
Pat 5: retail supplier (if applicable)	
For the supply of water	
■ Where relevant, a copy of any agreements and/or licences to access the source water (Appendix 5.1.2)	Not relevant
■ A preliminary risk assessment for the retail activities related to the scheme (Appendix 5.1.5)	Not relevant
■ Evidence of the applicant's capacity to develop and implement a retail supply management plan (Appendix 5.1.7)	Not relevant
For the provision of sewerage services	
■ A preliminary risk assessment for the retail activities related to the scheme (Appendix 5.2.4)	Refer 4.3.9
■ Evidence of the applicant's capacity to develop and implement a retail supply management plan (Appendix 5.2.6)	Refer comments in 5.2.6.

Item	Confirm complete
Part 6: applicant experience and systems	
For a network operator (if applicable)	
■ An organisational diagram (Appendix 6.1.1)	Complete
■ Position descriptions for each of the key personnel positions (Appendix 6.1.3)	Completed
For a retail supplier (if applicable)	
■ An organisational diagram (Appendix 6.2.1)	Refer 6.1.1
■ Position descriptions for each of the key personnel positions (Appendix 6.2.3)	Refer 6.1.3
Part 7: financial capacity	
■ Evidence of any financial guarantees or commitment of financial support (Appendix 7.1.1)	Complete
■ Where relevant, projected cash flows for minimum 5 years and key financial modelling assumptions (Appendix 7.3.1)	Complete
■ Where relevant, the guarantee or cross deed of indemnity provided by the parent entity, and financial statements for the parent entity for the last 3 years (Appendix 7.4.2)	Not relevant
■ Where relevant, evidence of alternative funding arrangements such as a letter, guarantee or cross deed of indemnity provided by the guarantor (Appendix 7.4.3)	Complete
■ Where relevant, tax return for the applicant for the last 3 years (Appendix 7.4.4(a))	Not relevant
■ Where relevant, financial statements for the applicant for the last 3 years (Appendix 7.4.4(b))	Not relevant
■ Where relevant, the applicant's credit rating memorandum (Appendix 7.4.5)	Not relevant
■ Where relevant, bank reconciliations, aged accounts receivable reports, and aged accounts payable reports (Appendix 7.6.1)	Complete
■ Where relevant, extracts of the superannuation payable ledger (Appendix 7.6.2)	Not relevant
■ Where relevant, bank statements for the 3 months to date or annual financial statements (Appendix 7.6.3)	Not relevant