

# 2019/20 Draw Water from a Council Hydrant with a Standpipe Application

**Lodge Applications** at Ballina Shire Council • 40 Cherry Street Ballina (Mon-Fri 8.15am to 3.00pm)  
mail PO Box 450 Ballina 2478 • e council@ballina.nsw.gov.au • abn 53 929 887 369  
t 1300 864 444 • w ballina.nsw.gov.au • credit card payments e terminal22@ballina.nsw.gov.au

One vehicle per application only. All details must be completed.

## Applicant Details

Applicant's Name

Business Address

Postal Address

Email Address

Telephone *mobile*

Telephone *business hours*

Nominated Vehicle Make & Model

Vehicle Colour

Vehicle Registration No.

Applicant Signature

Date

## Standpipe Details

Type of Standpipe:

Hired Standpipe

Private Standpipe

Type of Use:

Drinking Water Carter

Directional Drilling

Vacuum Excavation

Other

Water Type:

Drinking Water

Recycled Water

1. Standpipe Meter Number

2. Standpipe Meter Number

3. Standpipe Meter Number

1. Current Meter Read

2. Current Meter Read

3. Current Meter Read

Backflow Prevention Fitted:  Yes  No

*application will not be processed unless an appropriate backflow prevention device is fitted to each standpipe*

## Office Use Only

2019/20 Standpipe Hire Bond: \$1800 Receipt Code 604 Trust Category 5 Ref: Applicant Name

2019/20 Standpipe Weekly Hire: \$100 per week Receipt Code 191 - to be invoiced

2019/20 Drinking Water Fee (private standpipe): \$580 Code 191 includes S68 application and up to 125kl water usage

2019/20 Recycled Water Fee (private standpipe): \$177 Code 191 includes S68 application, recycled volumetric consumption

\$ Amount paid

Date received

Receipt number

## Privacy Protection Notice

The applicant by signing this form agrees to comply with all council requirements and confirms that all details provided are accurate. The completed application form contains personal information which is being collected for the purpose of assessing this application. The information will be processed by the Civil Services Division of Ballina Shire Council and may be made available to public enquiries under the Government Information (Public Access) Act. The information supplied is required under the Environmental Planning & Assessment Act. The information will be stored in Councils electronic document management system.

## Terms and Conditions *extract from Backflow Prevention Policy*

- 7.1** There are three (3) Rous Water Overhead Fill Stations in the Ballina Shire located at Kay's Lane Alstonville; in front of the Ballina Shire Council depot located at Southern Cross Drive; in front of the Wardell Recreational Grounds Bath St Wardell. Council recommends that persons/companies wishing to access these fill stations contact The Rous Water Authority.
- 7.2** An application under Section 68 of The Local Government Act 1993 may be made to Council for permission to draw water from Council mains via a Private non-fixed standpipe. Each application will require a fee to be submitted along with detailed information of the applicant and their proposed use of the water. The application will be determined and assessed on a merit based approval process.
- 7.3** If approved to draw water from Councils mains, access shall only be by a Council fire hydrant. The Approval will be issued for the financial year only. Any application made during the year will be for the remaining balance of that financial year, with the applicable fee unchanged.
- Standpipes must be provided by the applicant at their own cost, and shall meet the following minimum requirements:
- 7.3.1** In good working order with a water meter fitted to the standpipe
- 7.3.2** Be clearly labelled with the applicant's name, contact details, and individual identification numbered tag. This numbered tag will be supplied to the applicant by Council and must be fitted to the standpipe in such away so as not to be prone to be damaged or lost. Tags will be exclusive to each standpipe and financial year and must always be fitted to the standpipe. Old tags must be removed at the end of the financial year and a new tag fitted on renewal of the approval. Tags are not transferable between standpipes
- 7.3.3** Be fitted with a Council approved backflow prevention device
- 7.3.4** Camlock fittings are to be used to connect the standpipe to the outlet hose
- 7.3.5** The outlet hose must be in good condition with no leaks
- 7.3.6** If the standpipe is to be used for potable water supply all fittings including the outlet hose must be regularly cleaned and sanitised by the applicant
- 7.3.7** If the standpipe is to be used for potable water supply the outlet hose must be constructed of food grade quality material
- 7.3.8** Hoses used to draw water from Councils mains via the standpipe must not be used for any other purpose
- 7.3.9** Recycled water must be accessed via a metered lilac coloured standpipe with suitable backflow device fitted and dedicated for recycled water use only.
- 7.3.10** Recycled water standpipes must not be used to access drinking water. Drinking water standpipes must not be used to access recycled water.
- 7.4** Applicants will be required to submit standpipe reads to Council:
- When applying for an approval to draw water
  - When applying to renew an approval to draw water
  - On request by a Council officer
  - At the end of each financial year.
- 7.5** Each approval will be linked to the registration number of the applicant's water tanker/truck, details of which must be supplied on the application.
- 7.6** The nominated vehicle must have the company's/business name clearly sign written on each side of the

vehicle and at both the rear and front of the vehicle. Signage must be clearly visible and easily read with contact details listed.

- 7.7** The approval will not be transferable to any other business or vehicle. Any variations will require another application and fee to be submitted to Council.
- 7.8** All employees must be fully trained by the applicant in the correct and safe operation for accessing water from a hydrant with standpipe.  
Staff/contractors must be made aware by the applicant of all Council conditions within the approval.
- 7.9** A copy of the approval document must be kept within the vehicle and produced upon request by a Council officer.
- 7.10** Excess water usage not covered by the annual fee may be charged to the applicant upon receipt of the annual meter standpipe meter reads, this will be applied once a threshold greater than 20% of the application fee amount is exceeded.
- 7.11** A list of approved persons/companies will be issued to Council's water and Sewer staff. Council staff may undertake random inspections, and check compliance with the approval at any given time. The approved standpipes relevant to the vehicle/approval must be presented for inspection upon request.
- 7.12** Any breach of approval conditions or unsatisfactory performance as measured against this policy, Council may:
- Cancel the approval
  - Issue an Order under Section 124 of the *Local Government Act 1993*
  - Take action under the prevention of the *Environment Operations Act 1997*
  - Issue an on the spot Penalty Infringement Notice (PIN) or Prosecution under *Section 637 of The Local Government Act 1993*, as outlined in Council's Enforcement Policy 2009.