

POLICY NAME: METERED STANDPIPES
POLICY REF: M04
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OBJECTIVE

The purpose of this policy is to define Council's and customers' responsibilities in drawing water from Council's mains using a metered standpipe. This policy applies to Council's drinking and recycled water supplies.

POLICY

Applications

An application may be made to Council for permission to draw drinking or recycled water from Council mains via a private non-fixed metered standpipe under *Section 68 of The Local Government Act 1993*. An application form (*Draw Water from a Council Hydrant*) is available from Council's website: ballina.nsw.gov.au

Each application will require a fee to be submitted along with detailed information of the applicant and their proposed use of the water.

If approved to draw water from Council's mains, access shall only be by a Council fire hydrant in the Ballina Shire Council Local Government area. The approval will be issued for one 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

Standpipes must be provided by the applicant at their own cost, and shall meet the following minimum requirements:

- Be in good working order with a water meter fitted to the standpipe.
- Be clearly labelled with the applicant's name, contact details, and individual numbered tag. This numbered tag will be supplied to the applicant by Council and must be fitted to the standpipe in such a way so as not 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.
- Be fitted with a Council approved backflow prevention device suitable for the degree of risk.
- Camlock fittings are to be used to connect the standpipe to the outlet hose.
- The outlet hose must be in good condition with no leaks.
- 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.
- If the standpipe is to be used for potable water supply the outlet hose must be constructed of food grade quality material.
- Hoses used to draw water from Council's mains via the standpipe must not be used for any other purpose.

Standpipe Meter Readings

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 and
- at the end of each financial year.

Excess water usage not covered by the annual fee may be charged to the applicant upon receipt of the annual meter standpipe meter reads.

Water Tankers

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.

The nominated vehicle must have the company's business name clearly signed 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.

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.

A copy of the approval document must be kept within the vehicle and produced upon request by a Council officer.

All employees must be fully trained by the applicant in the correct and safe operation for accessing water from a hydrant with a standpipe.

Costs associated with any damage to hydrants or any council infrastructure by the approved applicant or their staff/agents will be borne by the applicant and recovered from the applicant by Council. Staff/contractors must be made aware by the applicant of all Council conditions and requirements within the approval.

Compliance Monitoring

A list of approved persons/companies will be issued to Council's Water and Wastewater 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.

If a breach of approval conditions or unsatisfactory performance as measured against this policy is found, Council may:

- Cancel the approval, and/or
- Issue an Order under Section 124 of the Local Government Act 1993, and/or
- Take action under the Protection of the Environment Operations Act 1997, and/or
- 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.

Standpipes for Hire

Council has metered standpipes available for hire for short term use. An application for hire of a standpipe will include payment of a bond, and information on the intended use of the water, and intended access point to Council's mains.

BACKGROUND

The withdrawal of water or recycled water from Council's mains is not permitted, unless through a metered standpipe approved by Council. Water drawn from fire hydrants by fire services is not regulated.

DEFINITIONS

Standpipe A standpipe is a free-standing pipe with a tap, which can be used to dispense water directly from water hydrants or extraction points throughout the Shire. Council-approved standpipes are fitted with a meter for measuring the amount of water extracted from the water supply.

SCOPE OF POLICY

This policy applies to:

- Council employees
- Councillors
- Community members
- Council owned-businesses
- Committees of Council
- Consultants/Contractors

RELATED DOCUMENTATION

Related documents, policies and legislation:

- *Local Government Act 1993*
- *Protection of the Environment Operations Act 1997*
- *Council's Enforcement Policy 2017*

REVIEW

The Metered Standpipes Policy is to be reviewed every four years.