

POLICY NAME: METERED STANDPIPES
POLICY REF: M04
MEETING ADOPTED: 15 December 2022
Resolution No. 151222/17
POLICY HISTORY: 221118/29



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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

1. Applications

- 1.1. 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.
- 1.2. Complete an application form (*Draw Water from a Council Hydrant with a Standpipe Application Form*). This is available from Council's website: ballina.nsw.gov.au
- 1.3. Each application will require a fee to be submitted along with
 - detailed billing information of the applicant
 - ABN
 - nominated competent users
 - nominated vehicle
 - the standpipe(s) meter reading and meter unique identifier number
 - proposed backflow prevention provisions including current certificates for testable devices
 - intended access point to Council's mains (street address)
 - proposed use of the water
 - metered standpipe competency tickets (if applicable)
- 1.4. Each application will be considered on its merit. Incomplete applications will not be considered. All permit application fees for new applicants or renewals shall be paid in full and receipted before the application can be assessed.
- 1.5. The permit 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.
- 1.6. If approved to draw water from Council's mains, access shall only be by Council fire hydrant at an approved nominated location in the Ballina Shire Council Local Government area.
- 1.7. Standpipe users are subject to all regional water restrictions that may apply at the time.

2. 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.
- Have a unique identifying number engraved or stamped on the meter.
- Be fitted with a Council approved backflow prevention device suitable for the degree of risk; or

- Be used only in conjunction with a tanker mounted registered backflow device or registered air gap permanently fixed to the nominated vehicle.
- Water carters using a private standpipe shall fully comply with all sanitisation cleaning and disinfection for hoses and tanks in accordance with NSW Health Guidelines for Water Carters 2016.
- Recycled standpipes must be coloured lilac.
- 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.

3. Standpipe Meter Readings

3.1 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
- quarterly and at the end of each financial year.

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

4. Nominated Vehicles

1.1 Each approval permit will be linked to the registration number of the applicant's water tanker/truck, details of which must be supplied on the application.

1.2 The permit will not be transferable to any other business or vehicle. Any variations will require another application and fee to be submitted to Council

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

5. Competency & Training

5.1 All standpipe users including the applicant, or their staff/agents must have either a standpipe competency ticket or be inducted by Council in the correct and safe operation for accessing water from a hydrant with a standpipe. Records will be kept by Council. Metered standpipe tickets from an RTO will be accepted in lieu of the induction where evidence is submitted along with the application.

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

6. Compliance Monitoring

6.1 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.

- 6.2 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.

7. Standpipes for Hire

- 7.1 Council has a limited number of metered standpipes available for hire for short term use. Maximum hire term permitted is 3 months. An application for hire of a standpipe will include payment of a bond, along with all the information listed in Clause 1.3.

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 2022*

REVIEW

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