

Policy title	Water Carting
Responsible manager(s)	Director Infrastructure Services
Contact officer(s)	Division Manager Water and Sewer
Directorate	Infrastructure Services
Approval date	22 November 2022
Outcome area	2 Our community that welcomes, celebrates, and supports everyone.
Strategy	2.4 Foster a safe community
Delivery Program link	2.4.2 Deliver legislated health protection and regulatory programs
Operational Plan link	2.4.2.4 Monitor, inspect and respond to issues in relation to public safety

Purpose

Section 68 of the *Local Government Act 1993* requires that a person may draw water from a Council water supply or a standpipe or sell water so drawn only with the prior approval of the Council, except in so far as a local policy adopted under Chapter 7, Part 3 of the Act allows the activity to be carried out without an approval.

Policy aims

- Protect the health of the community by managing the risk of contamination of Council's water supply and/or drinking water delivered to rural consumers.
- Promote an integrated framework for dealing with water carting applications within Eurobodalla Shire Council.
- Ensure consistency and fairness in the manner in which the Council deals with water carters.
- Ensure compliance with legislative requirements under the Local Government Act 1993.
- Promote awareness of the requirements of the Act with respect to the granting of approvals.
- Make the Council's policies and requirements for water carting readily accessible and understandable to the public.

Policy details

1	Application This policy applies to all persons drawing water from Council's water supply.
2	Legislation This policy ensures Eurobodalla Shire Council's compliance with the <i>Local Government Act 1993, Public Health Act 2010 and the Food Act 2003</i> .
3	Exemptions The following persons may draw water from a water supply system or standpipe without the prior approval of the council: a) Council's Water and Sewer employees acting in the course of his or her employment. b) NSW Rural Fire Service and NSW Fire and Rescue personnel drawing

Implementation

Requirements		Responsibility
1	Code of Practice This policy will be implemented by following Council's <i>Water Carting Code of Practice</i> which specifies in detail the procedures to be followed for approving and managing access to Council's water supply by water carters.	Council officers

<p>2</p>	<p>General Requirements</p> <p>a) Risk to Council’s water supply: Water may only be drawn from:</p> <ul style="list-style-type: none"> • an authorised water filling station, or • the reticulation system using a removable standpipe, but only with the prior approval of the Director Infrastructure Services, Division Manager Water and Sewer or the Water and Sewer Operations Engineer. <p>b) Risk to consumers:</p> <ul style="list-style-type: none"> • Tanks used for carting drinking water should only be used for that purpose. • Tanks used for carting drinking water must not be used for transport of effluent (treated or otherwise), petroleum products, or other potentially hazardous materials that may be harmful to health. • Tanks may be used for carting water from non-potable sources eg; from dams or rivers, provided that the tank, hoses and fittings are cleaned and disinfected prior to filling with drinking water. • Tanks, hoses and fittings shall be made of, or lined with, a material that will not contaminate drinking water. • Hoses and fittings shall be stored in a dust proof container during transport or when not being used. • Tanks shall be cleaned and disinfected at least every three months and hoses and fittings shall be cleaned and disinfected at least every month, by following the procedures detailed in the <i>NSW Guidelines for Water Carters</i>. <p>c) Other requirements:</p> <ul style="list-style-type: none"> • Tanks shall have an aperture of such size to permit easy inspection and thorough cleaning of the interior. • Water carters shall keep a log book to record information on deliveries and cleaning. <p>Council officers shall inspect tanks approved for carting drinking water at least annually.</p>	<p>Council officers Water carters</p>
<p>3</p>	<p>Applications</p> <p>Applications for an approval to draw water from Council’s water supply shall be in accordance with the procedure detailed in Council’s <i>Water Carting Code of Practice</i>.</p> <p>Staff will follow the approvals process detailed in the <i>Water Carting Code of Practice</i> when determining whether to grant an approval or to refuse an application.</p>	<p>Council officers Water carters</p>
<p>4</p>	<p>Fees and Charges</p> <p>The following fees and charges are payable in accordance Council’s <i>Water Carting Code of Practice</i>:</p> <ol style="list-style-type: none"> a) Inspection fee b) Access Key Purchase (new/replacement) c) Bulk Water Sales 	<p>Water carters</p>

5	<p>Staff Under supervision, applicable Council staff will be responsible for ensuring that policies are implemented appropriately within their work area, after they have received relevant training to do so.</p>	Council officers
6	<p>Concerns Public concerns communicated to Council in relation to this policy will be recorded on Council’s records system and handled in accordance with Council’s Customer Service or Complaints policy. These records will be used to determine any follow-up actions and analyse the history of reported public concerns.</p>	Council officers
7	<p>Consultation Any consultation deemed necessary will occur as required with key stakeholders, which may include (but not be limited to) the community, other agencies, statutory and industry bodies. Public submissions regarding this policy are invited for consideration during the exhibition period.</p>	As applicable

Review

This policy may be reviewed and updated as necessary when legislation requires it; or Council’s functions, structure or activities change; or when technological advances or new systems change the way that Council manages water carting.

The policy may be revoked at the expiration of twelve months after the declaration of the poll for the next general NSW local government election, unless Council revokes it sooner. **Note:** *The next general local government election is expected to be held in September 2024.*

Reviews of the effectiveness of this policy could include the following:

Performance indicator	Data source(s)
Delivery Program/ Operational Plan outcomes achieved	Council reporting
Concerns or complaints registered	Council records
Customer feedback, survey responses	Surveys
Internal or external review	Audit

Governance

This policy should be read in conjunction with any related legislation, codes of practice, relevant internal policies, and guidelines.

Related legislation and policies

Name	Link
Related Council Policy or Code of Practice	https://www.esc.nsw.gov.au/council/governance/council-policies
Local Government Act 1993	https://legislation.nsw.gov.au/view/html/inforce/current/act-1993-030.nsw.gov.au/view/html/inforce/current/act-1993-030
Public Health Act 2010	www.austlii.edu.au/au/legis/nsw/consol_act/pha2010126
Food Act 2003	www.austlii.edu.au/au/legis/nsw/consol_act/fa200357

Related external references

Name	Link
Office of Local Government	www.olg.nsw.gov.au

Supporting documents

Name	Link
NSW Guidelines for Water Carters	https://www.health.nsw.gov.au/environment/Publications/nsw-guidelines-for-water-carters.pdf

Change history

Version	Approval date	Approved by	Min No	File No	Change
1	22 Sep 2009	Council	09/29 1	E06.0113	Policy commenced
2	10 Sep 2013	Council	13/27 2	E13.7095 E06.0113	Reviewed and updated (start of new Council term)
3	25 Jul 2017	Council	17/237	E16.0297 E06.0113	Reviewed and updated (start of new Council term)
4	22 November 2022	Council	22/313	S004- T00060	Reviewed and updated (start of new Council term) Report

Internal use

Responsible officer	Director Infrastructure Services		Approved by	Council	
Minute	22/313	Report	GMR22/111	Effective date	22 November 2022
File	S004- T00060	Review date	22 November 2022	Pages	4