

Application for Metered Standpipe Hire and/or Bulk Water Sales
 2019 - 2020

- Pool Filling**
 (go to Section 2)
 Bulk Water Contractor
 (go to Section 3 and 4)
 Standpipe Hire
 (go to Section 4)

Notes

1. Council cannot guarantee the quality of water after it is taken from Councils hydrant
2. Bulk water charge \$4.53 per 1000L within Tweed Shire Boundary
3. Bulk water charge external to Tweed Shire Boundary \$9.06 per 1000 L

1. Applicant Details

Surname/s Other Name/s

Company Name / Address

Postal Address

Phone Email

2. Swimming Pool Details (internal to Tweed Shire Boundary only)

Address of pool

Indicate the approximate size, in litres, of the pool to be filled Litres

Bulk water sales internal (1000L x \$4.53 in excess of 50,000L) \$

Add filling fee \$ 358.00

Total amount due \$ (now to Cashier)

3. For Bulkwater Tanker Contractor

Vehicle Description Vehicle Registration

Vehicle Size kL Complete Section 4 and 5

4. Metered Standpipe Details

Required metered standpipe size 25 mm 65 mm

Expected length of Hire

- 65 mm Metered Standpipe No. of months x \$142.70
 65 mm Permanent Hire \$428.00 annual charge (non-refundable) (financial year 1 July to 30 June)
 25 mm Metered Standpipe No. of months \$63.30
 25 mm Permanent Hire \$190.00 annual charge (non-refundable) (financial year 1 July to 30 June)
 50mm x 25 m Lay Flat Hose Hire (weekly) \$17.30 per week per hose

Description of Standpipe Use

Notes

1. The applicable fee will be added to the bi monthly water consumption accounts for each month in excess of the nominated hire period.
2. Hirers will pay any standpipe repair or replacement costs resulting from damage or wear to a maximum \$1136.00 for 65mm and 25mm standpipes.

5. Extraction Point Details Within the Shire External to Tweed Shire Both

Preferred Location

Date Required Length of time required

For details on allowable extraction locations contact Technical Assistant 0407 290 209
 Please read Standpipe Hire Agreement and ensure registered user details are completed (page 6 and page 7)
 Please now take this form to the Customer Service Counter at either Council's
 Tweed Heads Office (Brett Street, Tweed Heads) or Murwillumbah Office (Tumbulgum Road, Murwillumbah)

6. Cashier Use Only (GL Receipt Mnemonic is StandpipeHireChg)

Cashier date received	<input type="text"/>	Receipt No.	<input type="text"/>
Pool filling fee	(refer to box 3 above)	\$	Job No. Pool Fill Fee
Standpipe/meter hire charge	(refer to box 4 above)	\$	Job No. Standpipe Hire Charge
Bulk Water Sales	(refer to box 3 above)	\$	Job No. Bulk Water Sales
Total Amount Paid		\$	
Signature of Cashier	<input type="text"/>		

7. Water Operators Use Only

Standpipe No. Date of Issue

Meter No. Meter Reading on Issue

Adaptor QLD to NSW Yes No Adaptor NSW to 50 mm BSP Yes No

Weekly hose hire 25 m Yes No No. of hoses

Water Carter Registration No. Signature and Date of Installation

Water Operators Signature Name of Receiving Agent (print and sign)

Date of Meter Return

Meter Reading on Return

Meter Reading on Issues

Consumption(KLs)

Condition of Standpipe on Return Satisfactory Needs Repair

Return of Adaptor Yes No

W&WWU Officer Signature Name of Returning Agent (print and sign)

8. Revenue Officer

Total Charge at	<input type="text"/>	Cents kL	\$	<input type="text"/>
Hose hire	\$	<input type="text"/>		
Cost of repairs	\$	<input type="text"/>		
Amount owing	\$	<input type="text"/>		
or Refund due	\$	<input type="text"/>		

STANDPIPE HIRE AGREEMENT

This Standpipe Hire Agreement applies to the hire of stand-alone metered standpipes used to extract water from Tweed Shire Council's reticulated water supply. It does not apply to registered water carters.

GENERAL HIRE CONDITIONS

- The annual hire period is from 1 July to 30 June each financial year.
- All registered standpipe users will provide Council with a current email address and current mobile telephone number to which reminders and other information can be sent.
- For enquiries relating to reporting, standpipe returns, faults and training requirements contact Technical Assistant – Meters on 0407 290 209 or email: StandPipes@tweed.nsw.gov.au.
- Council will provide training to registered standpipe users. Available training includes how to read the standpipe meter and how to use the standpipe correctly.

REPORTING CONDITIONS

- Monthly reporting of standpipe meter readings is required. All registered standpipe users must report the standpipe meter reading/s for all standpipes registered in their name.
- The standpipe meter reading/s is/are to be recorded on the Standpipe Meter Report.
- The Standpipe Meter Report must be forwarded to Council:
 - by phone to: Technical Assistant – Meters on 0407 290 209
 - by email to: StandPipes@tweed.nsw.gov.au
 - by post to: Tweed Shire Council, Water and Wastewater Unit, PO Box 816, Murwillumbah NSW 2484
- A Standpipe Meter Report is required every month **whether or not** the standpipe/s is/are used during the month.
- The Standpipe Meter Report is available on Council's website at <http://www.tweed.nsw.gov.au/Forms>.
- The Standpipe Meter Report must be submitted between the 20th and 25th day of the calendar month.

NOTIFICATIONS

- Council will notify registered standpipe users as shown in the table below:

Notification (by phone or email)	To Whom	When
Failure to submit a Standpipe Meter Report	Registered standpipes users who have failed to submit a Report by the 25 th day of the month	By the 30 th day of the calendar month or nearest week day i.e. Mon-Fri.
Intention to levy non-compliance penalty fee	Registered standpipe users who have failed to submit a Report after the previous notification	By the 5 th day of the following calendar month or nearest week day i.e. Mon-Fri
Reminder that all standpipes must be presented for an annual inspection by 31 May	All registered standpipe users	By the 30 April every year or nearest week day i.e. Mon-Fri
Failure to submit a standpipe for annual inspection	Registered standpipe users who have failed to present a standpipe for inspection by 31 May	By the 30 June every year or nearest week day i.e. Mon-Fri
Intention to levy non-compliance penalty fee	Registered standpipe users who have failed to present a standpipe for inspection after the previous notification	By the 14 July every year or nearest week day i.e. Mon-Fri

NON-COMPLIANCE WITH REPORTING CONDITIONS

- Registered standpipe users who fail to submit a Standpipe Meter Report by the 5th day of the following calendar month will be charged the non-compliance penalty fee as listed in Council's Fees and Charges.
- Once the non-compliance penalty fee is levied, it will not be revoked for any reason.

FAILURE TO PROVIDE STANDPIPE METER REPORTS

- Council will revoke the Standpipe Hire Agreement and retrieve the standpipe/s registered to anyone who fails to provide a Standpipe Meter Report for three (3) consecutive months.

RESPONSIBILITIES

- The registered standpipe user is responsible for ensuring that monthly Standpipe Meter Reports are provided to Council irrespective of personal or staff holidays, illness, relocation and all other reasons.
- The registered standpipe user must delegate the responsibility for providing monthly reports to Council in the event that the registered user is unable to do so.
- The registered standpipe user is responsible for ensuring that they and other staff who read standpipe meters registered under their name are doing so correctly.

USE OF UNAUTHORISED STANDPIPES

- An authorised standpipe is a metered standpipe hired from Tweed Shire Council and covered by a current Standpipe Hire Agreement.
- Council will immediately revoke the Standpipe Hire Agreement and retrieve the standpipe/s registered to anyone found to be using an unauthorised standpipe.
- Under Sect 637 of the Local Government Act 1993 Council may issue a fine to anyone found to be using an unauthorised standpipe.

DAMAGED AND FAULTY STANDPIPES

- Damage to standpipes and faults must be reported immediately to the Technical Assistant – Meters on 0407 290 209 or StandPipes@tweed.nsw.gov.au
- Damaged and faulty standpipes will be assessed by Council.
- Repairs to any damage or fault not attributed to a manufacturing or inherent mechanical fault will be charged at cost to the registered user up to the maximum replacement fee listed in Council's Fees and Charges.
- The replacement of damaged or stolen standpipes will be charged to the registered user at the maximum replacement fee listed in Council's Fees and Charges.

ANNUAL INSPECTION

- All standpipes must be presented to Council for inspection once a year before 31 May.
- The registered standpipe user must contact the Technical Assistant – Meters on 0407 290 209 or StandPipes@tweed.nsw.gov.au to arrange a suitable day, time and location for the inspection.
- Registered standpipe users who fail to present a standpipe registered in their name for annual inspection by 31 May each year will be charged the non-compliance penalty fee.

BACKFLOW PREVENTION

- Registered standpipe users must comply with the backflow prevention requirements specified in AS/NZS 3500.1: *Plumbing and Drainage Part 1 – Water Services* at all times whilst using standpipes.
- Registered standpipe users filling tanks or other containers must either:
 - present the tank/s and/or container/s along with the standpipe/s for annual inspection; or
 - provide a current backflow compliance certificate to Council at the annual inspection

REGISTERED USER DETAILS

(To be completed by the Registered User. This is the person who will take responsibility for the standpipe/s covered by this Standpipe Hire Agreement)

Name of Registered User	
Business Name (if applicable)	
Residential Address of Registered User	
Postal Address of Registered User	
Phone No. (business hours)	
Mobile	
Email	

Standpipe and Meter Details

(To be completed by a Tweed Shire Council officer upon collection of standpipe/s by the Registered User)

This Standpipe Hire Agreement relates to the following standpipes:

Standpipe / Meter 1 Number	
Meter Reading (kL)	
Date of Reading	
Standpipe / Meter 2 Number	
Meter Reading (kL)	
Date of Reading	

Property Details

(To be completed by a Tweed Shire Council officer.)

The standpipe/s listed above relate/s to the following property:

Property Number	
Property Description	

Signature of Registered User

I agree to the hire conditions outlined in this Standpipe Hire Agreement and understand that the conditions apply to all hired standpipes used to extract water from the Tweed Shire Council reticulated water supply system.

Signature		Date	
-----------	--	------	--

Signature of Council Representative

Signature		Date	
-----------	--	------	--