

DRINKING WATER SUPPLY CARTERS POLICY

Introduction

Water carters provide a drinking water supply in areas where other water supplies are insufficient or temporarily unsuitable.

Policy Objective

To regulate water carting businesses that operate in the Narromine Local Government Area to ensure they comply with all relevant environmental, public health and financial requirements associated with drawing drinking water and selling this water to consumers.

This policy *does not* apply to those persons who transport drinking water for their own domestic use nor those who transport drinking water for the sale as non-potable water.

Policy Statement

1. Definition

Water Carter

For the purposes of this policy, a Water Carter is a person or business who receives water from a drinking water supply and transports and sells that water to consumers.

Drinking Water

Potable water complying with Australian Drinking Water Guideline standards

Non-Potable Water

Water that is not fit or suitable for drinking

Drinking Water supply

Narromine Shire Council (Council) supplies drinking water from two locations:-

- Narromine standpipe (Nymagee Street)
- Trangie Standpipe (Cnr Temoin and Harris Street).

The use of street standpipes/hydrants is strictly prohibited.

2. Water Carters

The following applies to drinking water carters:

- Must be registered with Council.
- Must be registered with NSW Food Authority as a food business.
- Comply with the NSW Health/NSW Food Authority Guidelines for Water Carters.
- Must source their water from an approved standpipe location.
- Undergo an annual inspection and if required, water sampling by Council.
- Keep a logbook and provide access and/or a copy whenever requested by an authorised officer

- Develop and adhere to a 'Quality Assurance Program' as required by the Public Health Act 2010 and the Public Health Regulation 2022
- Must at all times have a copy of current NSW Food Authority Registration certificate.

3. Tank and Vehicle

Ideally, the water tank should be used only for the transport of drinking water. If this is not possible, then at a minimum the tank must not be used for transport of effluent (treated or otherwise), petroleum products, or other potentially hazardous materials that may be harmful to health.

Where the tank has been used for transport of non-hazardous materials other than drinking water, the tank must be cleaned and disinfected prior to filling with drinking water in accordance with NSW Guidelines for Water Carters. Details of this shall be recorded in the log books. (*Guidelines for Water Carters – NSW Health*).

All tanks constructed of mild steel should be coated or lined with a material that complies with *AS/NZS 4020:2018 Testing of products for use in contact with drinking water*.

The vehicle tank and apparatus should be submitted once every twelve months for inspection by Council's Environmental Health section.

4. Hoses and Fittings

Hoses must be made of food grade material. Hoses and fittings must be capped or stored in a dust proof container during transport and when not being used.

Where the tank has been used for transport of non-hazardous materials other than drinking water, the hoses, fittings and dust proof container must be;

- cleaned, flushed out and
- then disinfected by filling with water and chlorinated to at least 5.0 mg/L chlorine for a minimum of 30 minutes.

5. Log Books

A log book must be kept by the water carter in each vehicle and a copy provided whenever requested.

Details should include the following:

- The name of each supplier of drinking from whom the water carter receives water
- The place, date, and time at which water is supplied to the water carter
- The name and address of each person to whom the water carter supplies water

- The place, date and time at which the water is supplied to that person
- The volume of water supplied to that person,
- Details of any substances other than drinking water transported in the water tank used by the water carter
- The dates on which any water tank used by the water carter is cleaned.
- Identification detail for temporary mounted tanks. (e.g. serial number if applicable)
- Chlorine level at the time of filling or re-chlorination
- Additional chlorine added (if applicable)

6. Council Register

Council must keep a record of all registered water carters (Key Holders), detailing;

- Name of business owner
- Name of business
- Contact details of the business owner.
- Details of water carting vehicles, make, model, registration, tank volume, tank type (e.g. temporary or mounted)
- Date and results of last inspection of each vehicle

7. Drinking Water Carting Approvals

Water Carters must obtain approval from Council. Approvals are valid for a maximum of 3 years, with inspections occurring annually.

Water carters permitted under this policy shall comply with all relevant Acts, Regulations and Council Policies and nothing herein shall be taken as the granting of consent under the Environmental Planning & Assessment Act 1979.

8. Water Sampling Analyses

Water samples should be tested at a laboratory accredited by the National Association of Testing Authorities (NATA) to ensure the highest level of accuracy.

Initial water sampling will occur within three (3) months of issue of approval. Random sampling will occur throughout the approval period, when necessary.

9. Public Liability

The proprietor must provide Council with a copy of their current Public Liability Insurance policy for not less than \$20 million dollars indemnifying Narromine Shire Council against any claims that arise from the operation of the water carter business.

10. Fees

The annual inspection fees payable are adopted by Council and published in Council's Fees & Charges.

Exceptions

None

Legislation

NSW Public Health Act 2010

NSW Public Health Regulation 2022

NSW Local Government Act 1993

NSW Local Government (General) Regulation 2021

NSW Food Act 2003

Related Documents

Guidelines for Water Carters – NSW Health/NSW Food Authority (2012)

Australian Drinking Water Guidelines (2011)

Version No	Created By	First Adopted	Resolution No	Review Period
1.0	Corporate, Community & Regulatory Services	12 August 2015	2015/205	4 Years
2.0	General Manager's Department	May 2020	2020/073	4 Years
3.0	Governance	13 August 2025	2025/440	4 Years

Water Carter - Registration Application
Use of **Drinking** Water Supply From Standpipe

Applicant's Details

Business Name: _____

Address: _____

Ph: _____ Mob: _____

Fax: _____

Email: _____

ABN: _____

Emergency Contact (24hrs)

Name: _____

Ph: _____ Mob: _____

NSW Food Authority

Registration No. _____

Tanker Details

Make: _____ Model: _____

Rego: _____ Type (Temp/Fixed): _____

Construction Plastic ☐ Metal (Steel) ☐

Dimensions: _____ Volume: _____Lts

Vehicle Insurance Details

Insurer: _____

Policy No: _____

Copy attached Y ☐ N ☐

Water Carter - Registration Application (cont'd)

Pre-Council inspection Check

1. Has the tank, container, hoses or fittings been used to cart hazardous material such as recycled water, petrochemicals or human or animal waste? Y/N
If 'Yes', do not use the equipment for carting drinking water.
2. Has the tank, container, hoses or fittings been used to cart any non-hazardous substance other than drinking water, for example milk or wine? Y/N
If 'Yes', clean and disinfect all equipment in accordance with the NSW Guidelines for Water Carters.

Public Liability Details

Insurer: _____

Policy No: _____

Copy attached Y ☐ N ☐

Standpipe Location

Narromine ☐ Trangie ☐

On signing this registration form I thereby acknowledge that;

- I understand my obligations as a *drinking water supply* carter both under the NSW Health/NSW Food Authority Guidelines for Water Carters and Council's Drinking Water Supply Carting Policy I understand my obligations under Chain of Responsibility laws and will utilise a Safety Management System as part of water carting operations
- I agree to only draw water from Nymagee St, Narromine or Cnr Temoin & Harris Street, Trangie standpipes only.
- I will report any damage at the standpipe to Council within 24 hours.
- I will secure the standpipe after each use
- I will not duplicate the key or provide the key to any other person.
- I understand that approval may be withdrawn or restricted if I do not fully comply with this policy.

Signature: _____

Date: _____

APPROVAL

Office Use	Received	Insurance Details Attached/Received	Inspection Result	Digital Key No.
Initial & Date				
Approval Date/No.			Re-inspection Date	

Water Carter
Initial Pre-Use Inspection Checklist

Date: _____ Time: _____

Location: _____

Driver's Name: _____

Ph: _____ Mob: _____

Tanker Details

Make: _____ Model: _____

Rego: _____

Construction Plastic ☐ Metal (Steel) ☐

Est. Volume: _____ Lts

NSW Food Authority Rego No : _____

Equipment Check

1. Has the tank, container hoses or fittings been used to cart hazardous material such as recycled water, petrochemicals or human or animal waste? Y/N
If 'Yes', do not use the equipment for carting drinking water.
2. Has the tank, container hoses or fittings been used to cart any non-hazardous substances other than drinking water, for example milk or wine? Y/N
If 'Yes', clean and disinfect all equipment in accordance with the NSW Guidelines for Water Carters.
3. Visually inspect all equipment to ensure that is clean and that the tank is empty.
Findings: _____
4. Sight log Book Y/N
5. Sight copy of Council approval. Y/N
7. Sight copy of both NSW Health/NSW Food Authority Guidelines for Water Carters and Narromine Shire Council's s Drinking Water Supply Carters Policy Y/N
8. Sight copy NSW Food Authority Registration certificate. Y/N
9. Sight copy of Chain of Responsibility Safety Management Plan Y/N



Comments/Issues

Satisfactory Y/N

Signature: _____

Date: _____