



Backflow Prevention and Cross Connection Control Policy - Containment Only

Policy Statement

There has been growing concern for some time regarding the possibility of **backflow** of contaminated substances into Council's water supply system which if it occurs, can result in sickness and in some cases, death. Backflow is the reverse flow of waters or other liquids from a potentially polluted source into the town's water supply. This is caused by several conditions:

1. **Backsiphonage** – is where the pressure in the reticulation system becomes less than atmospheric, this causes water from connected properties to flow backwards into the town's supply. Eg. Watermain break
2. **Backpressure** – is when the consumer's water pressure is greater than the pressure in the town's water supply.
3. **Cross-Connection** – is a direct or indirect physical connection of a potable water supply to a line that is non-potable eg, town water supply to a non-potable bore.

Coffs Harbour as the supplier of water to the public undertakes to provide safe drinking water to the consumer's property. Council ensures this by protecting the systems from contamination or pollution. With this in mind Council is undertaking to make all new and existing water connections compliant with the Local Government Acts and Australian Standards.

The backflow policy adheres to:

- **Local Government Act 1993 Section 124 Order 5 (h)** States Local Government can take action as is necessary to bring into compliance with relevant standards or requirements set or made by or under this act relating to a water service or water meter.
- **Local Government (General) Regulation 2005 Part 4 Clause 22** States that a person must not connect a service pipe to a house that is connected to Council's water supply unless it is in accordance with *NSW Plumbing and Drainage Code of Practise*
- **NSW Plumbing & Drainage Code-** refers to Part 2.2.17 States the water authority may require all residential and non-residential premises connected to the water supply to be provided with backflow prevention protection at the property boundary.
- **Australian Standard AS3500- Section 4** Cross-Connection Control and Backflow Prevention states in water supply installations where there is a risk of unprotected cross-connections, additional protection shall be provided if required by the *regulatory authority* by the installation of supplementary containment, zone or individual backflow prevention devices.

<p>Related Legislation, Department of Local Government Circulars or Guideline:</p> <ul style="list-style-type: none"> ▪ Local Government Act 1993 ▪ Local Government (General) Regulation 2005 ▪ NSW Plumbing and Drainage Code of Practise ▪ Australian Standard AS3500 National Plumbing and Drainage Code ▪ Australian Standard AS2845 Backflow Prevention 	
<p>Does this Document Replace an Existing Policy, Procedure or Plan?</p> <p>Yes, this document replaces Council's:</p> <ul style="list-style-type: none"> ▪ Backflow Prevention and Cross Connection Control 23/5/2002 & 15/12/2005 ▪ 	
<p>Related Council Policy or Procedure</p> <ul style="list-style-type: none"> ▪ Water Meter / Service Installation 22/4/2000 & 15/12/2005 ▪ Urban Rainwater Tank Policy 16/6/2005 & 15/12/2005 	
<p>Application and Distribution</p> <p>It is mandatory for all Council officials to comply with this Policy.</p> <p>This Policy and Guidelines is available on Council's website under Council Policies.</p>	
<p>Approved by:</p> <p>Executive Team.....</p> <p>[Meeting date]</p> <p>Council</p> <p>[Meeting date & Resolution No.]</p> <p>24/09/2009 Resolution C52</p>	<p>Signature:</p> <p>_____</p> <p>General Manager</p>
<p>Effective: 24/09/2009</p>	<p>Review Date:</p>
<p>Distribution :</p>	<p>Record Number:</p>
<p>Responsible Council Department/Officer: Coffs Harbour Water</p>	
<p>Version History Table:</p>	

Key Responsibilities

<i>Position</i>	<i>Directorate</i>	<i>Responsibility</i>
Mayor	Council	To lead Councillors in their understanding of, and compliance with, this Policy and Guidelines.
General Manager	Executive	To lead staff (either directly or through delegated authority) in their understanding of, and compliance with, this Policy and Guidelines.

Position	Directorate	Responsibility
		To approve resources to develop, implement and review this Policy and Guidelines.
Manager Asset Systems		To maintain backflow records/register To ensure annual testing is carried out and register updated To proactively follow up new Water Service and Rainwater Tank installations regarding backflow compliance To investigate non compliance
Directors	All Directorates	To communicate, implement and comply with this Policy and related Guidelines.
Director of Corporate Services	Corporate Business	To ensure (directly or through delegation) the distribution and communication of the Policy and Guidelines to specified persons. To ensure (directly or through delegation) the approved Policy and Guidelines are available in hard copy and electronically on Council's website.
Executive Manager HR & Organisational Development	Corporate Business	Facilitate the provision of regular training to all Council officials on their role and responsibilities in relation to this Policy, Guidelines and related procedures.
Executive and Managers	All Directorates	To implement this Policy, Guidelines and related procedures. To lead staff in their understanding of, and compliance with, this Policy and Guidelines
Information Technology Manager	Corporate Business	To assist with the development of systems to support public access to this Policy, Guidelines and related information.
All Council officials	Council	To comply with this Policy, Guidelines and related procedures.

Backflow Prevention and Cross Connection Control Policy - Containment Only

Policy Procedure

1. Introduction

Policy Procedure:

The objectives of the backflow prevention and cross connection control policy are:

- To separate and protect the potable water supply from real or potential hazards by the installation of backflow devices
- To protect public health by providing a secure and safe water supply
- To manage cross connection and reduce the possibility of backflow
- To contain any real or potential hazard within the boundaries of the consumers property
- To ensure the integrity and safety of Councils water supply
- To ensure that non potable water from each end user does not infiltrate the Council water supply

Coffs Harbour City Council ensures the implementation of this policy by installing **LOW** hazard rated backflow prevention devices on all new 20 & 25mm domestic services. If these 20 & 25mm services meet high and medium hazard ratings it is up to the owners to ensure the correct device is installed. Council will also ensure that the owners or occupier's of services larger than 25 mm that have a high or medium hazard rating install the correct device. Existing properties that have been identified as having, **HIGH** or **MEDIUM** hazard ratings are the most urgent to ensure are compliant.

Requirements for Testable Devices

- All testable backflow devices must be registered with Council and tested on installation.
- All testable devices must be tested on an annual basis and results forwarded to Council.
- Council will be maintaining a database for all registered backflow devices.

Council's Rights

- Council has the right as the relevant authority to make any property owner install supplementary containment, zone or individual devices to guarantee that there will not be contamination of the town's water supply.
- Council has the right to recoup any costs that it incurs in the process of ensuring properties are compliant with the relevant codes and practises.

Hazard Ratings

- **High Hazard**

Any condition, device or practice within the water supply system and its operation, which has the potential to cause death.

4.3 Privacy and Confidentiality

- The principles of Council's Privacy Management Plan will be applied.

4.4 Integrity, Dignity and Respect

- Council treats all persons with courtesy and respect.
- Council will not tolerate rude or aggressive behaviour towards Council officials. In such circumstances, Council officials are entitled to terminate phone calls or meetings as appropriate. Wherever possible, Council officials will provide the person with initial warning that their conduct is inappropriate and that the meeting or conversation will be terminated.
- Council officials will demonstrate fair and consistent decision-making.