

Central Coast Council

Recycled Water Policy

Date Adopted: XX/XX/20XX
Revision: 1.0



DRAFT

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1. Policy Objectives

- 1.1.** The purpose of this Policy is to demonstrate Central Coast Council's (Council's) commitment to responsible and sustainable management and use of recycled water that is consistent with the requirements of the [National Water Quality Management Strategy: Australian Guidelines for Water Recycling](#), and other regulatory requirements.
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2. Policy Scope

- 2.1.** This Policy covers all Council employees and contractors involved with the management and supply of recycled water to customers, including harvesting, treatment, reticulation, end use requirements, and ancillary support associated with the safe and sustainable use of recycled water.
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3. Policy Background

- 3.1.** This Policy has been developed in alignment with best practice standards, drawing upon a nationally recognised template developed for the water industry under the Australian Guidelines for Water Recycling.
- 3.2.** The Australian Guidelines for Water Recycling are designed to provide an authoritative reference that can be used to support beneficial and sustainable recycling of waters generated from sewage, grey water, and stormwater.
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4. General

Council supports and promotes the responsible, safe, and sustainable management and use of recycled water, and the application of a best practice multi-barrier management approach that consistently meets the Australian Guidelines for Water Recycling, as well as recycled water user and regulatory requirements.

- 4.1.** To achieve this, in collaboration and consultation with stakeholders and relevant agencies, Council will:

- 4.1.1 ensure that protection of public and environmental health is paramount,
- 4.1.2 apply the principles of sustainability at all points along the delivery chain from source to recycled water use,
- 4.1.3 use a multi-barrier risk-based approach in which potential risks, hazards, and threats to water quality are identified, assessed, and controlled,
- 4.1.4 integrate the needs and expectations of stakeholders in the production, supply and use of recycled water, including but not limited to recycled water end-users, the community, regulators, and employees, into planning and decision-making processes,
- 4.1.5 manage recycled water quality at all points along the delivery chain from source to recycled water end-users and the community,

- 4.1.6 prepare, implement, and periodically review Recycled Water End-User Agreements, End-User Management Plans and Recycled Water Quality Management Plans to guide our activities and end-users on the safe use and handling of recycled water to minimise risks,
 - 4.1.7 maintain communication, engagement and partnerships with the community and all other relevant stakeholders,
 - 4.1.8 provide training to operators, employees contractors, end-users, and all other relevant staff associated with the planning, operation, maintenance, and governance of the recycled water system from treatment to end-user supply,
 - 4.1.9 perform regular monitoring of control measures and recycled water quality, and establish effective reporting mechanisms to provide relevant and timely information, and promote confidence in the recycled water supply and its management,
 - 4.1.10 develop and maintain appropriate contingency planning and incident response capability, including investigation and reporting of incidents and review of response plans, procedures, and protocols, to ensure continuous improvement of the recycled water management system,
 - 4.1.11 participate in and support relevant research and development activities, and join professional associations and industry peak organisations to ensure continued understanding of recycled water quality issues and improvement of performance,
 - 4.1.12 undertake regular audits to ensure the robustness and operational preparedness of the processes associated with Policy and guidelines to manage critical events,
 - 4.1.13 contribute to the development and setting of industry regulations, guidelines and other standards relevant to recycled water, membership and participation in professional associations dealing with management and use of recycled water is encouraged,
 - 4.1.14 continually improve our practices by regularly assessing performance against regulatory requirements, corporate commitments, and stakeholder expectations.
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5. Responsibilities

Compliance, monitoring and review

- 5.1.** Compliance with the Policy is the responsibility of elected members of Council, all personnel employed by Council, any person or organisation contracted to or acting on behalf of Council, and any person or organisation employed to work on Council premises or facilities.

5.2. Suspected breaches or misuse of this Policy are to be reported to the Chief Executive Officer. Alleged breaches of this Policy shall be dealt with by the processes outlined for breaches of the [Code of Conduct](#), as detailed in the Code of Conduct and in the Procedures for the Administration of the Code of Conduct.

5.3. This Policy will be reviewed, at a minimum, every four years or within six months of material change in legislation or regulation associated with protection, distribution and supply of recycled water.

Records Management

5.4. Staff must maintain all records relevant to administering this protocol in accordance with Council's [Information and Records Management Policy](#).

6. Policy Definitions

Australian Guidelines for Water Recycling	Guidelines that are designed to provide an authoritative reference that can be used to support beneficial and sustainable recycling of waters generated from sewage, grey water and stormwater.
Council	means Central Coast Council
Council Official	means Councillors and their delegates, Council staff, volunteers and contracts
National Water Quality Management Strategy	Strategy to protect the Australia's water resources by maintaining and improving water quality, while supporting dependent aquatic and terrestrial ecosystems, agricultural and urban communities, and industry.

7. Policy Administration

Business Group	Water and Sewer
Responsible Officer	Unit Manager Headworks and Treatment
Associated Procedure (if any, reference document(s) number(s))	N/A
Policy Review Date	<i>TBA</i>
File Number / Document Number	<<Enter text...>>
Relevant Legislation (reference specific sections)	<i>Public Health Act 2010</i> <i>Local Government Act 1993</i>
Link to Community Strategic Plan	Our Environment Goal EN3: Climate change is mitigated, and communities are prepared and supported through natural disasters.
Related Policies / Protocols / Procedures / Documents (reference document numbers)	▪ Information and Records Management Policy (D14025241) ▪ Council's Code of Conduct ▪ Delegations Register ▪ Australian Guidelines for Water Recycling: Managing Health and Environmental Risks ▪ Australian Guidelines for Water Recycling: Stormwater Harvesting and Reuse ▪ NSW Recycled Water Roadmap

8. Policy Authorisations

No.	Authorised Function	Authorised Business Unit / Role(s)
<<Enter text...>>	<<Enter text...>>	<<Enter text...>>

9. Policy History

Revision	Date Approved / Authority	Description Of Changes
1.0	TBA	The policy has been reviewed to ensure alignment with Council's current recycled water initiatives. Modifications have been made to enhance clarity and maintain relevance to the organisation's operational context, while ensuring consistency with best-practice standards.