

Explanatory notes and instructions

Drinking Water Quality: Current Monitoring Program

February 2011

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Water Supply (Safety and Reliability) Act 2008—section 630

These explanatory notes will assist drinking water service providers to complete the attached form—Drinking Water Quality: Current Monitoring Program. Completion of this form is required to provide information to the regulator on whether or not you have a current monitoring program(s) for your drinking water scheme and provide details of any current monitoring program(s) under section 630 of the *Water Supply (Safety and Reliability) Act 2008* (the Act).

The terms and definitions, as defined in the Act and used in the form, are provided in Appendix A to these notes.

Before completing the form, you should familiarise yourself with the relevant sections of the legislation affecting your drinking water service. The legislation can be viewed at the Office of the Parliamentary Counsel website at <www.legislation.qld.gov.au>.

To access an electronic copy of the Act:

1. Go to the website (this can be done by holding down the control key and clicking on the hyperlink above or manually typing in the address in the web browser)
2. Click on the Acts, SL as in force heading
3. Click on W and scroll down the list of Acts to *Water Supply (Safety and Reliability) Act 2008*
4. Click on *Water Supply (Safety and Reliability) Act 2008* to open the document. Note—as the document is in PDF format, you will need to have Acrobat Reader installed on your computer to view it
5. Follow step (2) to (4) to access other legislation or regulations.

Copies of Queensland Legislation are also available from the Queensland Government Bookshop—phone toll free 13 QGOV (13 74 68).

Purpose of the Drinking Water Quality: Current Monitoring Program form

Use this form to advise the regulator whether or not you have current monitoring program(s) for your drinking water scheme and provide details of any current monitoring program(s).

Instructions for completing the form

Note—you are required to complete a separate form for each drinking water scheme.

This form can be completed by hand or electronically. If completing the form electronically, please note the PDF cannot be saved or emailed, and must be printed for signing. To submit the completed form electronically, the hard copy must be scanned and emailed as an attachment. Alternatively, the form can be submitted via fax or post.

If completing the form by hand, please:

- print neatly in BLOCK LETTERS
- use a black ballpoint pen only
- do not use correction fluid or tape
- initial any alterations
- ensure the relevant boxes are ticked and leave all other boxes blank
- complete all relevant sections of the form.

If additional information is to be provided, please use separate sheets and attach them to the form.

If completing the form electronically, please:

- ensure the relevant boxes are ticked and leave all other boxes blank
- complete all relevant sections of the form.

Should you have any queries when completing this form, please contact the Office of the Water Supply Regulator on (07) 3247 0375 (business hours Monday to Friday).

1. Drinking water service provider details

Drinking water service provider

Please enter your registered service provider name as per the regulator's service provider register.

Service provider identification (SPID) number

Please enter your registered SPID number on the form in the boxes provided. Your SPID number can be obtained from the monitoring notice and/or previous correspondence.

Drinking water scheme

Please enter the name of the drinking water scheme to which this current monitoring program relates. The definition of a drinking water scheme is available in Appendix A.

2. Contact details

Contact person (for this current monitoring program)

This is the first person who will be contacted by the regulator as an initial point of contact in relation to your current monitoring program. Details to be provided include:

- the name of the contact person
- the title of the position occupied by the contact person within your organisation
- phone, fax and mobile numbers and postal and email address details of the contact person to enable the regulator to contact them.

3. Drinking water scheme details

When completing this section, please identify the water source(s) and level(s) of treatment/disinfection for your scheme by ticking the appropriate box(es). If your water source or level of treatment/disinfection is not listed in the form, please provide details in the Other—please specify section.

In some schemes, there will be no treatment e.g. in some artesian or groundwater sources. However, a form must still be completed for these schemes as they are classed as distributing or reticulating drinking water.

4. Monitoring program

Please advise whether you are currently undertaking a routine monitoring program for your drinking water scheme.

If you are not currently monitoring, please skip section 5 and go on to complete sections 6(c) and 7.

Should you have a current monitoring program, please complete sections 5, 6 and 7.

5. Details of current monitoring program

For each parameter monitored, please indicate where the monitoring takes place and how often it is monitored (refer to examples). For any parameters not being monitored, please leave the field blank.

If you provide information on a parameter or frequency in the Other—please specify section, please clearly specify the parameter and frequency.

If the scheme has:

- more than one water source
- more than one treatment plant supplying water to the scheme

please identify the different water sources or treatment plants on the form and provide monitoring details separately for them.

If your scheme has more than two water sources or treatment plants, please use an additional form to provide these details. Monitoring details for transmission and reticulation components of the scheme need only be entered on one form.

6. Public Health Regulation 2005—requirements for monitoring *Escherichia coli*

There is an obligation for monitoring *Escherichia coli* (*E. coli*) under section 18AC and Schedule 3A of the Public Health Regulation 2005 (the Regulation). The Regulation specifies a standard of nil cfu/100mL of *E. coli* in a reticulation system of the drinking water service.

Section 6(a):

If your current monitoring program for *E. coli* meets those requirements of the Regulation, please tick Yes and complete section 7.

If your current monitoring program for *E. coli* does not meet the requirements of the Regulation, please tick No and go to section 6(b).

Section 6(b):

If you are able to modify your monitoring program for *E. coli* to meet the requirements of the Regulation, please tick Yes and complete section 7.

Please tick No if you have a current monitoring program that does not meet the *E. coli* requirements and you are not able to change this program to meet the requirements of the Regulation. You should also complete and submit the form Drinking Water Quality—Potential Issues with Meeting Monitoring Requirements for *Escherichia coli* (*E. coli*).

In completing the Drinking Water Quality—Potential Issues with Meeting Monitoring Requirements for *Escherichia coli* (*E. coli*) form, you are not exempt from meeting your obligation under the Regulation. The information supplied will be used by the regulator to assess your situation, and in collaboration with you, identify options to overcome these issues whilst meeting the legislative requirements of this Act.

Section 6(c):

If you do not have a current monitoring program for *E. coli*, but you are able to establish a monitoring program for *E. coli* to meet the requirements of the Regulation, please tick Yes and complete section 7.

Please tick No if you do not have a current monitoring program for *E. coli*, and you are not able to establish a monitoring program to meet the requirements of the Regulation. You should also complete and submit the form Drinking Water Quality—Potential Issues with Meeting Monitoring Requirements for *Escherichia coli* (*E. coli*).

In completing this form, you are not exempt from meeting your obligation under the Regulation. The information supplied will be used by the regulator to assess your situation, and in collaboration with you, identify options to overcome these issues whilst meeting the legislative requirements of this Act.

7. Declaration

This form is to be signed and dated on the day of completion by an officer with appropriate authority to sign on behalf of the drinking water service provider, prior to submitting it to the regulator. In signing this form, you are declaring that the information is true and accurate.

8. Submission

The form is to be returned to the regulator by post, fax or email. These details are located on the form.

Appendix A

Definitions from the *Water Supply (Safety and Reliability) Act 2008* and terms used in the *Water Quality and Reporting Guideline for a Drinking Water Service*

approved drinking water quality management plan means a drinking water quality management plan approved by the regulator under Chapter 2, part 4, division 3.

Australian Drinking Water Guidelines (ADWG) provides advice on the types of parameters, monitoring methodology, sampling locations and sampling frequency that should be considered.

current monitoring program means a routine monitoring program for your drinking water scheme.

drinking water—

1. Drinking water means water, for human consumption, intended primarily as water for drinking, whether or not the water is used for other purposes.
2. Drinking water does not include—
 - (a) water that is food as defined under the *Food Act 2006*; or
 - (b) water taken or supplied for domestic purposes under the *Water Act 2000*.

drinking water scheme means infrastructure owned by a drinking water service provider for single or multiple combinations of the individual components of treatment, transmission, reticulation, or the storage of recycled water to augment a drinking water supply.

drinking water service means a water service that is—

- (a) the treatment, transmission or reticulation of water for supply as drinking water; or
- (b) water collection in a water storage, if the water in the storage—
 - (i) includes recycled water, other than coal seam gas water; and
 - (ii) is used to augment a drinking water supply.

drinking water service provider means a water service provider for a drinking water service.

Public Health Regulation is the subordinate legislation to the *Public Health Act 2005* and is administered by Queensland Health.

regulator is the chief executive of the Department of Environment and Resource Management (the department).

Service provider identification (SPID) number is a number generated through the department's Water Industry Compliance Database (WICD) to identify the service provider.

Water Quality and Reporting Guideline for a Drinking Water Service is a regulatory guideline prepared by the regulator under the *Water Supply (Safety and Reliability) Act 2008*.

water quality criteria—

- (a) for drinking water, means all of the following—
 - (i) the standards for the quality of drinking water prescribed in a regulation under the *Public Health Act*;
 - (ii) the criteria stated in a guideline, if any, made by the regulator about the quality of drinking water;
 - (iii) the criteria for the quality of drinking water stated in a condition applying to a drinking water quality management plan.

water service provider means a person registered under Chapter 2, part 3, as a service provider for a water service.

s 20 Who must apply for registration as a service provider

1. The following persons must, before starting to operate as the supplier of a water service, apply for registration as a service provider—
 - (a) a local government that owns infrastructure for supplying water or sewerage services;
 - (b) a water authority that owns infrastructure for supplying water or sewerage services;
 - (c) each person who is—
 - (i) the owner of 1 or more elements of infrastructure for supplying water or sewerage services for which a charge is intended to be made; or
 - (ii) if a person is nominated in a regulation as a related entity of a person mentioned in subparagraph (i)—the person nominated.

2. However, subsection (1) does not apply to a person who owns infrastructure that produces and supplies recycled water, or that supplies recycled water that is coal seam gas water, unless the person also owns other infrastructure for supplying a water or sewerage service.