

3 WATERS

Permit to Use Fire Hydrants

Please email your application to IM@wmk.govt.nz or submit to one of our service centres.

Please note: In most cases the Council will only authorise use of tanker filling points. Refer to 'Permit to use Tanker Filling Points' for more information. Permit to Use Fire Hydrants issued subject to the conditions attached.

Applicant details

Full name: _____

Company: _____

Email address for enquiries: _____

Contact number for enquiries: _____

Intended use of the fire hydrant

To fill a swimming pool To fill a water tanker To supply for the purposes of drinking water

For subdivision works (please quote Resource Consent No.): _____

For construction works (if WDC contract, please quote Contract No.): _____

Other (please specify): _____

Project details

Address/location of works: _____

The date(s) of use of the fire hydrant: _____

The time(s) of use of the fire hydrant (if known): _____

Note: Fire hydrants shall not be operated during peak times or restrictions.

The estimated quantity of water that will be used (m³): _____

Asset number of preferred fire hydrant to use (if known): _____

Note: Water Engineer to decide which fire hydrant can be used.

Tick to confirm attachment(s) included.

Note: Please attach any maps, plans or drawings that may be of relevance.

Equipment details

How many standpipes will be used: _____

Applicant to provide a copy of backflow test certificate(s) for the standpipe(s) backflow device that will be used.

Tick to confirm attachment(s) included.

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Applicant sign off

I declare that I have read and understand the Conditions of Use for Fire Hydrants attached.

Note: The following conditions are critical to adhere to:

- A minimum 1% chlorine solution shall be used on all equipment prior to connecting onto the hydrant
- Use of a reduced pressure zone device (RPZ) that is compliant
- Hydrants must be turned on and off slowly
- All personnel accessing the fire hydrant have a copy of the permit with them at all times.

I declare that the details provided in this form are correct.

Signature: _____ Date: _____

PLEASE NOTE - A signature is not required if you submit this form electronically. By entering your name in the box above you are giving your authority for this application to proceed.

Please send your application to IM@wmk.govt.nz or submit to one of our service centres.

If you have any further enquiries or require assistance, please email water.asset@wmk.govt.nz or phone 0800 965 468.

Rangiora Service Centre

Waimakariri District Council
215 High Street
Private Bag 1005
Rangiora
Phone: 0800 965 458
(0800 WMK GOV)

Kaiapoi Service Centre

Waimakariri District Council
176 Williams Street
Kaiapoi
Phone: (03) 375 5009

Oxford Service Centre

Waimakariri District Council
34 Main Street
Oxford
Phone: (03) 311 9005

Office use only

Fire hydrant to be used:

NOTE: Please refer to the attached map.

You are hereby authorised to use the designated fire hydrant(s) within the district, as per the 'Conditions of Use for Fire Hydrants' for the following time period:

Start date: _____ End date: _____

Authorising officer name: _____

Signature: _____ Date: _____

3 WATERS

Conditions of Use for Fire Hydrants

Approved permit must be carried in vehicles at all times. If you require further assistance, please email water.asset@wmk.govt.nz or phone 0800 965 468.

Authorised users

The right to gain access to and draw water from a fire hydrant is restricted to:

- Waimakariri District Council staff
- Fire Service personnel
- Fire hydrant permit holders during the period for which the permit has been granted.

Offence

It is an offence to gain access to and draw water from fire hydrants by any other person or agency. The Council may confiscate any equipment used by an offender to gain access to or draw water from a fire hydrant. In most cases the Council will only authorise use of tanker filling points. Refer to 'Permit to Use Tanker Filling Points' for more information.

Permit conditions

The applicant must abide by the conditions set out in the permit including:

- Only accessing the listed fire hydrant(s) in the permit
- Only accessing the fire hydrant(s) during the period in the permit
- Only using the estimated quantity of water in the permit.

The applicant must apply for another permit if they seek to make changes to the above.

Health and safety

The applicant must ensure all hazards created to gain access to and draw water from the fire hydrant are managed by:

- The use of a traffic management plan where the fire hydrant is located on road reserve
- Having an appropriate health and safety plan in place
- Protecting vehicle and pedestrian traffic from the fire hydrant and any equipment used by the means of, but not limited to, cones, barriers and signage
- Identifying any other hazards and implementing measures to eliminate/minimise those hazards.

Equipment

The applicant must supply all equipment to gain access to and draw water from the fire hydrant including:

- Standpipes, fittings and hoses, which must be in good condition. Any excessive water wastage leaking from these may result in the cancellation of the permit.

- **A reduced pressure zone device (RPZ) that is compliant.** Proof of annual testing must be submitted with the permit for each device that will be used. The use of an expired reduced pressure zone device, or failure to use a reduced pressure zone device, will result in the immediate cancellation of the permit.

Contamination

The applicant must ensure that no contamination can enter the fire hydrant or water main as a result of using the fire hydrant. This is achieved by:

- Standpipes, fittings and hoses are to be kept on an impervious surface free of contaminants
- **A minimum 1% chlorine solution being used on all equipment prior to connecting onto the fire hydrant**
- Preventing any contaminants (backflow) from entering the water supply network by the use of a reduced pressure zone device
- Reinstalling the fire hydrant cap and lid after use.

Operation

Fire hydrants must be turned on and off slowly to prevent pressure surges (water hammer) developing in the water supply network which could cause the pipes to burst. This is achieved by:

- A minimum opening time of the fire hydrant of two minutes
- A minimum closing time of the fire hydrant of two minutes.

Damage

The applicant shall be held responsible for the cost of repairing any damage caused by:

- Incorrect operation damaging the fire hydrant
- Incorrect operation damaging the water supply network
- Damaging the surrounding area and/or road reserve when accessing the fire hydrant
- Third party damage as a result of failing to manage external hazards.

The applicant shall immediately contact the Waimakariri District Council on 0800 965 468 in the event of:

- The fire hydrant failing to operate correctly
- The fire hydrant or water supply network requiring repairs, or leaks are discovered
- Any damage that occurs as a result from the applicant or third party damage.

Permit copies

The applicant must ensure that **all personnel accessing the fire hydrant have a copy of the permit with them at all times.** This must be presented to Council staff upon request.

Public liability insurance

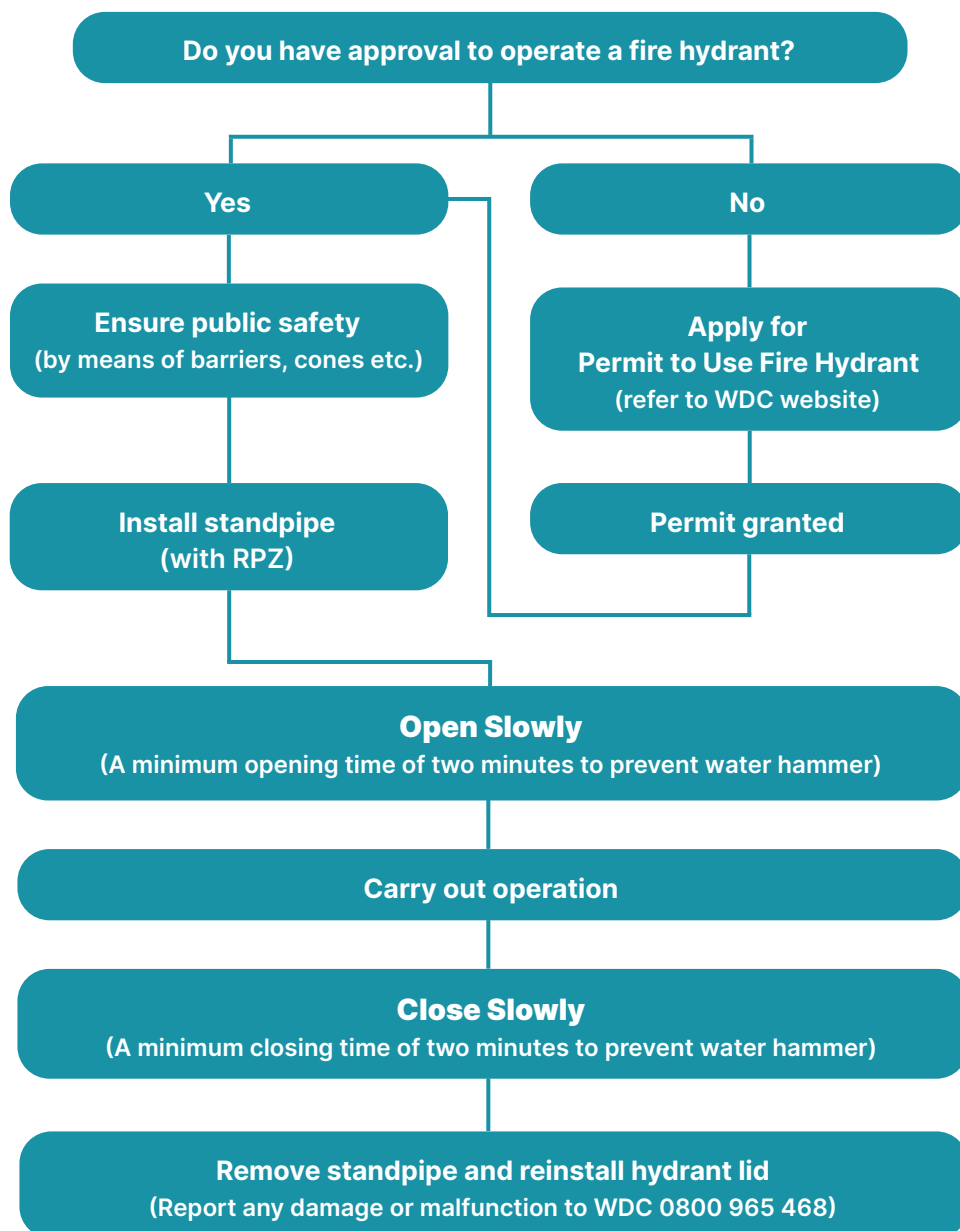
The applicant is responsible for public liability insurance. A minimum of \$1,000,000 being required.

Breach of conditions

Failure to comply with the above conditions, a false declaration, grossly inaccurate water estimates, excessive or unreasonable water use, or other actions which risk the safety and integrity of the water supply network shall result in immediate cancellation of the permit and will result in prosecution.

The Council reserves the right to amend the conditions of use at any time. All permit holders will be notified of any changes.

Fire Hydrant Operational Flowchart



Note: Your attention is drawn to the requirements of the following:

- Health (Drinking Water) Amendment Act 2007
- Crimes Act 1961, Section 220
- Waimakariri District Council Water Supply Bylaw 2018
- Local Government Act 2002, Sections 192, 224 and 225.