



SCOTLAND ISLAND EMERGENCY WATER SUPPLY Information & Guidelines

Water Monitors @ June, 2009				
LINE 1	Bell, via Carol's, Eastern to Pathilda Reserve	Thursday Friday Saturday	Nathalie Muir P.O. Box 263, C.P.	9999 4449
LINE 2	Bell, via Cargo, Tennis to Pathilda Reserve	Sunday Monday Tuesday – Day	Cass Gye P.O. Box 52, C.P. cassgye@spin.net.au	9979 5853 0418 220 107
LINE 3	Bell, via Top of Island to Kevin Street	Tuesday - Night Wednesday	Cass Gye P.O. Box 52, C.P. cassgye@spin.net.au	9979 5853 0418 220 107

BOOKING LIMITS MAY BE NECESSARY DURING DROUGHT

How to Book

Prior to Booking – you must sign an **Agreement for Sale of Water** and be a current **SIRA** member

Book in advance – do not wait until tank is low / empty

Telephone Line Monitor – between 8 a.m. and 8 p.m. only, with the following information:

- Your Name / Address / Telephone number
- Your tank capacity – advise in **litres**
- Your preferred booking time and number of hours required

Ask for Name / Telephone Number – of bookings before and after you to keep in contact

Cancellations – a minimum 24 hours cancellation notice is required or booking fee of **\$10.00** will be charged, plus any water metered during booking period

How to Get Water

First Time Users

- Walk the line with your neighbour
- Locate meters under cage on platform @ Bell Wharf steps – Lines 1 / 2 / 3
- Main Line valves are found on each line near platform – Lines 1 & 3 towards Carol's to left side of platform / Line 2 towards Cargo to right side of steps

Phone to Confirm Booking – 24 hours before allocated time and check any booking changes

Take Meter Readings – at start and finish of booking from **correct line meter**

- If no meter readings provided – readings reported by others must be accepted

Close Off Main Line Valve – past your standpipe to block water and maximise flow to your tank

Turn On Standpipe Valve – **check that water is flowing into your tank**

- **IF NOT** ...walk the Main Line and check all valves and/or locate any problems or leaks

Check Collection Regularly – water metered during booking is your responsibility!

Finished Booking – close standpipe valve / re-open Main Line valve / take readings

Any Problems - reset your connections and turn off your Main Line valve @ Bell!

Advise Meter Readings – phone your Monitor within 24-hours

How to Connect

To connect to Main Line Standpipe – will need to purchase the following:

- **1 x 40mm (1½ inch) BSP female fitting** (nut & tail); and
- **1 x meter braided clear polyurethane flexible pipe** – plus s/steel clamps for each end
Flexible pipe gives clear visual access to water flow, makes attachment to standpipe easier to manage and reduces strain on standpipe when turning valve on/off
- **Individual Fittings** – to connect to your existing pipe system, as required
- **We Recommend** – that you upgrade your existing pipe to 40mm to maximise flow
- **Fittings Available** - The Water Warehouse, North Narrabeen or any major plumbing supplier

How to be Responsible

- **Water Lost for Any Reason** – is your responsibility so be vigilant and monitor your flow
- **Finished Early** – make contact with next person **OR** turn off your Main Line valve @ Bell
- **Finished Booking** – reset all valves so Line is ready for use by next person
- **Disconnect Fitting** – to your standpipe, do not leave it connected!
- **Connections to the Main Line** – are by standpipes only with non-permanent fittings

Problem Solving

- **Any Problems** – reset all valves and turn off your Main Line valve @ Bell
- **Ring Monitor Immediately** – to notify there is a problem / breaks or leaks
- **Contact Next Person** – to advise water is turned off!
- **Repairs to the Main Line/Standpipes** – will be actioned as soon as possible after inspection

Charges and Conditions

- **S.I.R.A. Water Charge** – \$4.00 per 1,000 litres
- **Booking Fee** – \$10.00 per booking
- **No Accounts Issued** – Monitor will advise your charges, receipts available upon request
- **Payment – must be received within 7 days**
- **Late Fee of \$10.00** – applies to overdue payments
- **Outstanding Accounts** – bookings will not be accepted **and/or** pre-payment will be required
- **Cancellations** – a minimum 24 hours cancellation notice is required or booking fee of **\$10.00** will be charged, plus any water metered during booking period

How to Pay

- **By Cheque** – made payable to Scotland Island Residents' Association sent to your Monitor
- **By Cash** – to be made in person to your Monitor **DO NOT SEND CASH BY MAIL**
- **By Internet Transfer** – an arrangement with your Monitor only

IMPORTANT NOTE

⚙️ **Please remember - Monitors work hard to keep you happy!! Your understanding, civility and prompt payment is greatly appreciated!**

⚙️ **Monitors reserve the right to refuse bookings to any person who is unco-operative and/or abusive!!**

⚙️ **Any person found “taxing” the water line will have their property “tagged” as a problem source and made known to others on that line!**