



UrbanUtilities

NETWORK ACCESS PERMIT GUIDELINES

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Quick Links

Email addresses

Audit bookings: development.audit@urbanutilities.com.au

Network Access Permit queries: development.permits@urbanutilities.com.au

Urban Utilities' Critical Customer Team: commercialcustomerteam@urbanutilities.com.au

Urban Utilities' Community Engagement: community.feedback@urbanutilities.com.au

Weblinks

Developer Services website (forms, guide & portal) - <https://urbanutilities.com.au/development>

Accredited valve operators - <https://urbanutilities.com.au/development/help-and-advice/find-a-contractor>

Phone numbers

Urban Utilities' 24/7 Control Room: 3856 7179

Developer Services (8:30am - 4:30pm weekdays): 07 3432 2200

Terms, acronyms and definitions

TERM	DEFINITION
Connection Certificate	Urban Utilities certification confirming Water Approval compliance.
Development Approval (DA)	A Development Approval is a permit issued by a local council for development works. Where a Development Approval is required (e.g. reconfiguration of a lot or material change of use), a Water Approval is also typically required.
GIS	Geographic Information System
NAP	Network Access Permit
SCADA	Supervisory Control and Data Acquisition - a digital system for gathering and analysing real-time information to monitor and manage critical equipment.
SEQ Code	The South East Queensland Water Supply and Sewerage Design and Construction Code, detail design and construction standards for new distributor-retailer water supply and sewerage reticulated infrastructure in participating South East Queensland Council areas.
UPCIC	Under-Pressure Cut-In Connection

Version control/updates

V1.0	Creation of document	B Brentzell	Apr 2019
V2.1	Formatting changes	B Brentzell	Nov 2020
V2.2	Changes and details about: Under Pressure Cut in Connection (UPCIC), live tap clarification, pre-Design Approval Network investigations, failed shuts process management, Alternate Isolation methods (Aquistops etc).	B Brentzell	Mar 2021
V2.3	NAP process change due to portal introduction, with meter info, Infrastructure Charges and NAP fees.	B Brentzell	Jun 2023
V2.4	Removal of incorrect link	A Doyle	July 2023

We welcome feedback on these guidelines. Send your comments to: DevelopmentEnquiries@urbanutilities.com.au

What is a Network Access Permit?

A Network Access Permit (NAP) is permission for working, or conducting testing, on or within two metres (<2 m) of Urban Utilities' water and/or wastewater infrastructure.

A NAP also provides approval conditions specific to a development, such as a Water Isolation (Shut) Plan, Wastewater Flow Control Plan, local community notification, and/or alternative water supply requirements. For an Urban Utilities' Water Approval process, a NAP is required at the construct/connection stage.



Figure 1: Urban Utilities Water Approval Process Overview

Types of Network Access Permits

There are three (3) types of Network Access Permits:

Type 1	Permission to undertake work near, i.e. within two metres, of Urban Utilities' network <u>with no contact</u> with Urban Utilities' infrastructure.
Type 2	Permission to access and/or alter Urban Utilities' network <u>without interruption</u> to water or wastewater operations.
Type 3 (Water)	Permission to access and/or alter Urban Utilities' network <u>with an interruption</u> to water operation. Type 3 Water NAPs will require a Water Shut Plan.
Type 3 (Wastewater)	Permission to access and/or alter Urban Utilities' network <u>with an interruption</u> to wastewater operation. Type 3 Wastewater NAPs may require a Wastewater Flow Control Plan.

Water Shut Plans and Wastewater Flow Control Plans

Water Shut Plans and Wastewater Flow Control Plans are plans for network isolations. These plans outline the terms, conditions and requirements to perform work or testing on/near Urban Utilities infrastructure. Full or partial isolation of the water/wastewater network is to ensure safe and efficient works. Urban Utilities will determine the requirement for a Water Shut Plan or Wastewater Flow Control Plan during assessment of the NAP request. As a guide:

- **Water Shut Plans** are typically required to install a new hydrant or water main or service connection with a diameter of 100mm or larger.
- **Wastewater Flow Control Plans** are typically required where the existing wastewater main or service is a rising main, pump, or is larger than 160mm in diameter.
- **Wastewater Flow Control Plans** may not be required for the following (based on individual assessment):
 - connection to an existing/unused stub or junction
 - connection to a manhole above the flow, with benching modification completed above the flow
 - installation of a junction or construction of a manhole over a sewer up to 225mm diameter. It is assumed the contractor will work through the flow, or undertake simple plug, monitor and release. [Plugging instructions for DN100-225 sewer lines](#) are included as an appendix in this document.

Note: Where a sewer pump station exists upstream, Urban Utilities will review the request and confirm isolation of the sewer pump station for the duration of the works.

Water Shut Plans are created from the data in our Geographic Information System (GIS). In some cases, such as with greenfield projects, GIS data may not be current because of network changes or submission of as-constructed packages from other developers. Therefore, it is important to provide as much information as possible to assist with the development of successful Water Shut Plans or Wastewater Flow Control Plans and reduce the likelihood of delays.

Under Pressure Cut-in Connections (live taps)

For new water property and network connections greater than or equal to DN 100mm, an under pressure cut-in connection (UPCIC), also known as a live tap or hot tap, may be requested. UPCICs allow new service pipes to be connected to a live (i.e. under pressure) host pipe, minimising the disruption to surrounding customers.

Due to the additional risk working on a live network imposes, UPCICs are not the preferred method of connection and **approvals for an UPCIC will be only considered when traditional cut-in methods (i.e. through a Shut Plan) may not be practical.** Requests for an UPCIC are considered when the [Network Access Permit - Under Pressure Cut-In Connection \(Live Tap\) Application](#) is submitted with the NAP application via the Developer Services Portal; they are processed as Type 2 Water NAPs.

Urban Utilities will assess Consultant/Contractor requests for UPCICs against the South East Queensland Water Supply and Sewerage Design and Construction Code (*SEQ Code*). UPCICs are assessed for:

- branch capacity and hydraulic performance (new connections are smaller than the host connection and have pipe diameter restrictions)
- valving requirements on the host main, based on the number of dwellings that would be isolated during a water shut
- host and connection pipes suitability (pipe age, material type & flanged off-take clamp size).

To apply for an UPCIC, download the [Network Access Permit - Under Pressure Cut-In Connection \(Live Tap\) Application](#) from the Development forms section of the Urban Utilities website.

For UPCIC enquiries, email development.permits@urbanutilities.com.au. Host pipe conditions need to be verified in the field by the consulting RPEQ engineer prior to Water Approval application. If the host pipe is unsuitable for connection, the consultant will need to amend their design and apply for a Type 3 Water NAP (i.e. Water Shut Plan).

To apply for an UPCIC, download the Network Access Permit - Under Pressure Cut-In Connection (Live Tap) Application from the Development > Forms section of Urban Utilities' website. For UPCIC enquiries, email development.permits@urbanutilities.com.au.

IMPORTANT NOTE: For approved UPCICs, an Urban Utilities Assurance Officer will need to be booked at least 3 business days prior to connection to verify the host pipe's condition (development.audit@urbanutilities.com.au). While it is the sole responsibility of the RPEQ engineer to evaluate whether to proceed with the UPCIC, the Assurance Officer may deny the connection if the host pipe is determined to be unsuitable.

Complex Shut Plans (Major Works)

A Complex Shut Plan is a Shut Plan sub-category that involves the isolation of Urban Utilities infrastructure critical to a water supply zone (i.e. reservoirs, pump stations and trunk mains). Typically for development works, Complex Shut Plans will involve mains greater than 225mm in diameter (see also Developer Services Customer Price List description).

When an asset requires isolation, portions of the water supply zone may need to be re-directed to ensure contingency supply to the broader network. Due to the potential for large customer impact, a higher degree of planning and scheduling is required in the creation of Complex Shut Plans; this may include field checks and data logging.

At the Design Stage of a Water Approval (Major Works) process, where a Design Approval application is a condition of the Water Approval, the assessing Design Engineer will advise if the isolation to enable connection is likely to be complex (as identified in the Developer Services Customer Price List). If identified as complex (Type 3 NAP), the Network Interventions team will be contacted, to scope potential design changes to accommodate the shut, scope the cost and time of a shut plan and you will be advised of these details. Where design changes can be incorporated at the Design Assessment stage they will.

The actual Shut Plan can be created post Design Approval, depending on the developer's project scheduling, once payment is made and necessary NAP application requirements are provided. If your works have been identified to connect to a trunk main or other major water asset, you will need to provide a detailed construction methodology with the NAP application. See the [Supporting information](#) in these guidelines for more detail.

Following issue of Urban Utilities' Design Approval, a 'prestart meeting' must be booked with the Engineer and an Urban Utilities Assurance Officer. A minimum of three (3) business days is required to book a meeting by emailing: development.audit@urbanutilities.com.au

If a pre-start meeting has not been held, you will be able to apply for a Network Access Permit, but you will not be able to book the required live works.

Key timeframes

NAP currency period & extensions

Urban Utilities water and wastewater networks are constantly evolving due to modifications, maintenance and small- and large- scale capital improvements. As a result, NAPs are valid for a currency period of **180 days (approx. 6 months) from the date of issue**.

Where the currency has lapsed, the NAP and/or associated Shut Plan must be reviewed to assess network changes that may have occurred since the original request. Contact: development.permits@urbanutilities.com.au with your NAP reference to organise an extension.

Processing times

The following table summarises the standard timeframes for NAP processing. These timeframes apply from the receipt of a complete and accurate NAP application and receipt of application fees. Ensuring your NAP application is complete and accurate avoids delay and additional expense.

Type 1	10 business days
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Type 2	10 business days
Type 3 (Water - not involving major water assets)	10 business days
Type 3 (Water – involving major water assets ie trunk mains >300mm)	Up to 3 months
Type 3 (Wastewater)	15 business days

Fees and charges

NAP application fees and Infrastructure Charges

We accept NAP applications and begin assessment once the NAP application fee and all required information has been received.

Infrastructure Charges associated with the Water Approval, if applicable, must be paid at this connection stage to obtain the NAP and associated Shut Plan. Contact ICNenquiries@urbanutilities.com.au if you have any questions related to Infrastructure Charges, including requesting an Itemised Breakdown (invoice) for payment.

If trunk infrastructure is being delivered as part of the Water Approval and/or associated Water Infrastructure Agreement, you'll be able to confirm this during the NAP application and consideration can then be made as to whether Infrastructure Charges are required at the NAP application stage.

NAP application process

IMPORTANT NOTE: Urban Utilities will not endorse a Network Access Permit for connections to infrastructure where that infrastructure is not yet compliant (i.e. where a Connection Certificate has not been issued). This usually impacts major multi stage developments, though may also affect adjacent, non-related projects of other developers.

1. Supporting information

Before you start the NAP application in the Developer Services Portal, you will be required to provide the following information:

- **For all application types**
 - Duration of network isolation, if required
 - Contractor details (they won't receive any notifications and will be contacted only if there is an on-site issue)
 - Meter installer details (they won't receive any notifications and will be contacted only if there is an issue during the post-construction compliance stage)
 - Identification of the following high risk activities -
 - hazards or risk of workers being in the 'line of fire' of stored or uncontrolled release of energy

- hazards or risks associated with working on the water or sewer mains under pressure
 - hazards or risk of drowning, engulfment, or a requirement to enter confined space/s or
 - no high risk activities are being undertaken under this permit
- All metering information including serial number etc for new, removed or re-used meters.
- **Minor Works Applications**
 - All information above for all application types and
 - 'For Construction' drawings, with live works table and locality plan overview.
- **Major Works Applications**
 - All information above for all application types and
 - Brownfield sites (i.e. sites that have been previously developed)
 - 'For Construction' drawings, with a live works table and locality plan overview
 - Greenfield sites (i.e. sites that have not been built on prior)

As per brownfield sites, plus:

 - Urban Utilities approved design drawing with proposed valves to be operated to enable isolation
 - Commissioning plan for multi stage developments and developments where GIS is not available for connecting infrastructure. Commissioning plan must include:
 - a. coded status of mains (i.e. live vs. not live)
 - b. status of completion summary (are field audits complete?)
 - c. Scope of Works Plan including mark-ups of Urban Utilities GIS water and/or sewer network and GIS reference point. If GIS is not available then a detailed map is required
 - d. detailed map clearly indicating boundaries of relevant Property and Network Connection (PNT) applications
 - e. sequencing of works to indicate go live staging
 - f. detailed commissioning summary of scope of works, including commentary.
- **Under Pressure Cut-In Connections**
 - Complete and accurate [Under Pressure Cut-In Connection \(Live tap\) Application](#) form.
- **Major water asset/trunk shuts – as above for Major Works and the following:**
 - Scope of Works (construction process and staging to complete works)
 - Time duration to complete connection/works (excluding the network shut down duration)
 - 'Contingency time' i.e. time if works take longer than expected
 - Complete and accurate Network Access Permit Application.

Note: Only submit drawings of the relevant asset type e.g. if the NAP asset type is only water, ensure only water drawing/s is/are provided.

2. Log in to the Developer Services Portal

The **Endorsed or Consulting Engineer** is to submit the NAP application - *contractors are not permitted to submit NAP requests.*

Log into the application using the Water Approval application number e.g. 23-PNT-12345 and select the Network Access Permit button. Follow the prompts onscreen to create a NAP application. Please note, when the NAP is finalised, it will come with its own Permit ID reference which will differ from the PNT reference number. If you have a NAP related query, use the NAP ID when communicating on NAP matters with our team.

If connection points are in separate locations, you will need to apply for separate NAPs for each connection. Where the connections are in the same or similar locations, please use the Workscope section in the Developer Services Portal.

3. Payment of all fees and charges

The NAP application fee is to be received before a review of the NAP application commences. All outstanding fees and charges related to the Water Approval, including Infrastructure Charges, are to be paid prior to the release of the NAP and any associated Shut Plan. Most fees and charges are payable online through the Developer Services Portal.

All fees and charges related to the Network Access Permit Type and associated Shut Plan (if applicable) are detailed on the [Developer Customer Price List](https://urbanutilities.com.au/development/help-and-advice/fees-and-services) on the Urban Utilities Website: <https://urbanutilities.com.au/development/help-and-advice/fees-and-services>.

Your Itemised Breakdown (invoice) has instructions on how to pay required infrastructure charges.

4. Review of the NAP application

Once the NAP application has been lodged and associated fees received, we will undertake an initial check to confirm all required information has been included.

If the application is missing information or incorrectly completed, Urban Utilities will issue an Information Request (IR) via the Developer Services Portal. Initial review of the NAP application will commence after all relevant material has been received via return Information Request (IR). Where required information is not provided, the application may be rejected, requiring resubmission of a full and complete NAP package and further NAP application fees may apply.

Once the application is complete and accurate and associated fees received, the NAP will be processed. Throughout this process, Urban Utilities will update all involved parties of the status of the NAP application through notifications sent from the Developer Services Portal.

Next steps once you have received your NAP

- Review your NAP and the conditions in your Water Shut Plan or Wastewater Flow Control Plan. If the permit does not meet your requirements or if you notice unexpected details, contact development.permits@urbanutilities.com.au as soon as possible.

Please note: It is the responsibility of the Consulting Engineer to ensure the Owner/Developer and Contractor are aware of conditions of the NAP and/or associated Shut Plan before commencement of works.

- Confirm the classification, Non Standard Water Approval (Major Works or Minor Works), of your new or altered connection. If you are unaware of the classification, contact the Endorsed Consultant or Consulting Engineer. The classification identifies who is to audit, supervise and certify the construction as follows:
 - *Major Works*: construction audited by an Urban Utilities Assurance Officer and certified by the Consulting Engineer
 - *Minor Works*: construction supervised and certified by an Urban Utilities Endorsed Consultant (privately engaged).

If unsure of how the classification affects site audit requirements, refer to either the:

- [Major Works Construction and Compliance Guidelines](#); or
 - [Minor Works Construction and Compliance Guidelines](#).
- For approved UPCICs, an Urban Utilities Assurance Officer will need to be booked at least 3 business days prior to connection to verify the host pipe's condition (development.audit@urbanutilities.com.au).
 - Notify all affected properties as per the conditions of the NAP (refer to [Water Outage Notifications](#) below).
 - Arrange a trial valve shut and then main shut with an Urban Utilities accredited valve operator (refer to [Trial Valve Shuts](#) below).

Water Outage Notifications

When a section of the water main is isolated under a Shut Plan (i.e. Type 3 Water NAPs), other properties may lose water temporarily while a trial shut and/or live works are completed.

Prior to carrying out a Water Shut Plan, it is critical that **all affected properties are notified, by the contractor, with at least three (3) business days' notice**, e.g. a property must be notified by Monday 5:00pm for a water shut occurring on Thursday of the same week. This is a condition for Urban Utilities network access. As a result of the notifications, if a customer requests water for the period of the outage, it is a requirement that the contractor provides water for that customer, at the contractor's expense.

In addition to supplying a water outage notification (which forms part of the NAP approval documents), Urban Utilities-identified critical customers (including large commercial properties such as hospitals, schools and manufacturers) **must also be engaged as early as possible**, by the contractor, to provide an alternative water supply during the trial and live shuts.

It is strongly recommended the isolation area is also scoped for water reliant businesses (e.g. hairdressers, cafes etc.) and they are engaged to negotiate suitable timing for the trial and/or live works shut. This will help mitigate unnecessary complaints on the day of isolation.

Urban Utilities' Community Engagement (community.feedback@urbanutilities.com.au) and Commercial Customer teams (commercialcustomerteam@urbanutilities.com.au) **must also be**

provided with five (5) business days' notice. All timeframes for customer and Urban Utilities notifications may change based on the conditions of the Shut Plan, so it is important to read all conditions of each NAP, upon receipt.

All impacted properties are to be notified through a letter 'drop' using a standard Urban Utilities water outage notification template, which is found with the NAP approval documents. A copy of a populated water outage notice should be provided to Urban Utilities as well as proof of delivery e.g. a GIS mapping record, other recording software, used to record the 'streets walked' within the area to be isolated during the Shut Plan; this, along with other documents and files can be uploaded into the Developer Services Portal.

Trial valve shuts

All Shut Plans for **Type 3 Water NAPs** include the condition for a trial valve shut to test the Shut Plan before live works, and to ensure all impacted customers have been identified. The trial helps to resolve potential issues and enable the live connection to take place without incident.

Trial valve shut requirements

The contractor is responsible for booking an Urban Utilities-accredited valve operator (see below) and undertaking a trial water shut prior to the day of live works connection. NAP conditions also apply to trial shuts, including providing at least three (3) business days' notice to properties impacted by the disruption to supply, and arranging alternative water supply for Urban Utilities-identified critical customers and any other customers who request it.

Unless specified in the NAP, an Urban Utilities Assurance Officer or the Endorsed or Consulting Engineer is not required to be onsite during the trial shut.

Accredited valve operators

Only accredited valve operators, authorised by Urban Utilities, are permitted to turn network valves. Accredited valve operators will be able to assist with:

- review of Shut Plans
- isolation services
- trial shuts and valve audits
- report trial findings
- water off notice delivery
- liaison with Urban Utilities regarding critical customers.

Please contact the [accredited valve turners](#) listed on our website for current service rates and inclusions, minimum charge requirements and cancellation fees.

Revision of Water Shut Plan due to failure

Occasionally, a Shut Plan may fail to completely isolate the water from the area of works, either during a trial shut or live works.

These failures are usually due to the following:

- discovery of assets or network infrastructure different to the information in Urban Utilities GIS/mapping data
- damaged or broken valves allowing water into the main(s) isolated by the Shut Plan

- unauthorised changes to the network in the field.

Process for managing failed shuts

For all failed Shut Plans, the **Valve Operator must:**

- **call Urban Utilities 24/7 Control Room immediately** on 3856 7179 (the Control Room may also advise you to contact further Urban Utilities departments)
- **within two (2) business days** of the attempted shut notify network.access@urbanutilities.com.au and development.permits@urbanutilities.com.au with a PDF failure report (see below).

Failure Report

The failure report should include:

- the site address
- NAP reference number and the Shut Plan reference number
- customer (company) name, responsible party & contact information
- date and time of attempted isolation
- IDs of all assets operated, with an indication of damaged asset(s) & description of failure
- marked-up copy of the GIS Shut Plan overview with indication of 'failed asset' i.e. valve missing, broken valve, low pressure outside of boundary
- photos of the damaged asset where applicable.

Failed Shut Plans are then reassigned to Urban Utilities' Network Investigations team for amendment. The Shut Plan may be expanded to include nearby valves where the increase to affected customers is minimal or issued for investigation/repair in higher customer impact zones. The NAP will then be re-issued to the contractor with an amended Shut Plan design by Urban Utilities' Development Permits team.

Note: Failed Shut Plans are prioritised by Urban Utilities to minimise delays.

Alternate isolation methods

If it is not possible to execute a Shut Plan due to network conditions, critical customers or other issues, then it is reasonable to consider an alternate network isolation solution. This can include the following:

Company & Website	Product & Size range	Contact
K&J Civil	S-Gate Valve DN80 - 450	sgatevalve@kandjcivil.com.au
Interflow	INFRASTOP® DN80 - 150	mail@interflow.com.au
AVK Australia Civil	AquaStop™, HydraStop, Insta Valve DN80 - 500	sales@avkcts.com.au

Consultants or Contractors requesting to use alternate network isolation solutions to complete their live works will need to engage the particular technology supplier and supply amended design drawings (including alternate isolation solution detail) for Shut Plan approval from Urban Utilities.

The use of alternate isolation solutions will be assessed on a case-by-case basis, with any associated costs, including hardware and installation, covered by the Developer/Consulting Engineer/Contractor. Following Shut Plan approval and completion of live works, any alternate isolation solutions remaining in the network will also need to be represented in the as-constructed package.

Live works connection

Prior to live works connection

1. To ensure Urban Utilities is aware of planned network activities, you must register your proposed live works by emailing development.audit@urbanutilities.com.au prior to commencement (as per conditions of the NAP). A **minimum of three (3) business days' notice** is required to make audit bookings. The following information is required:
 - estimated construction start date and time
 - anticipated construction completion date and time
 - anticipated live works date
 - specified hold points
 - NAP ID number
 - indication of minor (possible live works audit) or major works (mandatory live works audit).
2. The contractor is responsible for booking an Urban Utilities accredited valve turner for the day of live works connection.
3. **You must provide outage notification to all affected customers. See the Water Outage Notification section**

Note: It is recommended that the isolation area is scoped for water reliant businesses (e.g. hairdressers, cafes etc.) and they are engaged to negotiate suitable timing for the trial or live works shut. This will help mitigate unnecessary complaints on the day of isolation.

4. **You must also engage with Urban Utilities-identified critical customers See the Water Outage Notification section**
5. If the development is serviced by any new water mains, perform quality assurance (bacterial and pressure tests*). The results of these tests must be provided to Development Audits development.audit@urbanutilities.com.au for review and acceptance **one (1) business day prior to connection.**

**Both bacterial and pressure tests must be taken by a National Association of Testing Authorities, Australia (NATA) Accredited Tester. Please refer to SEQ Code for testing parameters.*

IMPORTANT NOTE: Pressure testing must be noted as “Pass” on the test result documents provided. Bacterial test results must also be current (no more than 14 days old) and pass within the parameters provided on the SEQ Code.

If the results are outside these parameters the planned connection cannot proceed.

On the day of live works connection

Type 2 Water NAPs (Under Pressure Cut-In Connections)

Prior to undertaking an UPCIC, the host pipe must be verified by the on-site RPEQ Engineer to be structurally sound. If the host pipe is not in a condition suitable for an UPCIC, you will need to reapply for a Type 3 Water NAP (i.e. Shut Plan).

Type 3 NAPs

For Type 3 NAPs with either a Water Shut Plan or Wastewater Flow Control Plan, you **must notify Urban Utilities' 24/7 Control Room** on [07 3856 7179](tel:0738567179) and quote the NAP number and anticipated completion time prior to live works commencing, **each day**.

Ensure you are fully prepared with alternative water sources (if you have a Shut Plan) as per conditions of the NAP and/or customer requests.

Upon completion of live works

On the day of work and prior to leaving the site on the day of live works connection you must:

- contact Urban Utilities' 24/7 Control Room to advise works are complete
- provide as-constructed survey data to the Endorsed or Consulting Engineer.

If the Shut Plan fails or extends beyond approved timeframes

Contractors must phone **Urban Utilities' 24/7 Control Room** on [07 3856 7179](tel:0738567179) to provide:

- estimated timeframe to complete the works
- detail of site issues
- contact telephone number of site personnel.

Appendix - Plugging Instructions for DN100 – 225 sewers

Where required, plug the manhole upstream of the job site. Monitor the appropriate upstream manhole and ensure the **maximum flow depth remains at or below 500mm** from the invert level **AND** a **minimum freeboard of 500mm** is achieved (Refer to Figure 2).

If either condition cannot be satisfied, contact networkaccess@urbanutilities.com.au.

These instructions can only be used when there is no pump station upstream of the job site.

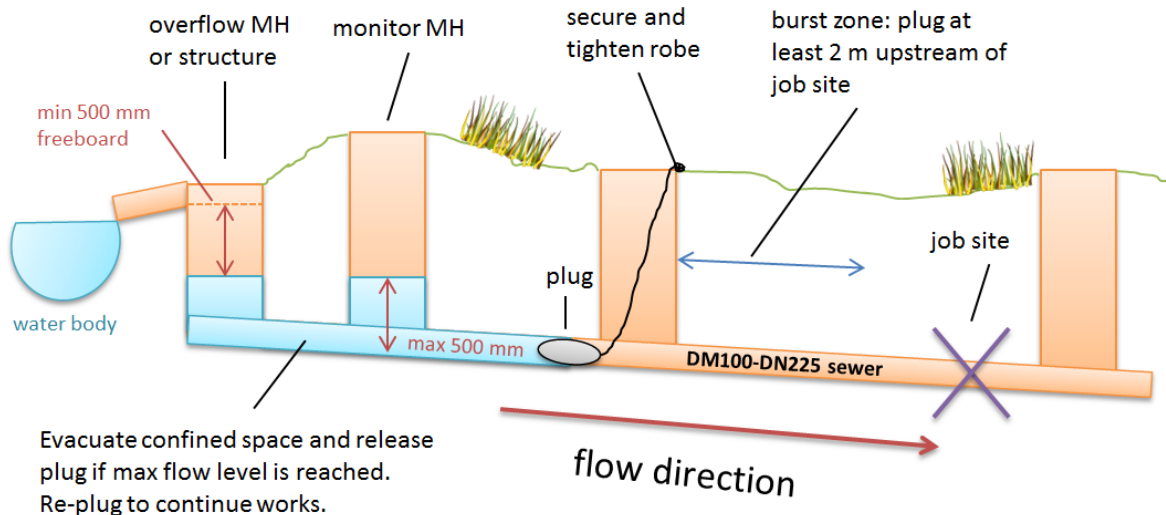


Figure 2: Plugging of DN100-225 sewers

In addition, the following conditions must be satisfied:

- person installing the plug must satisfy themselves that installing this plug and monitoring will not cause a surcharge
- install a plug suitable for the size of pipe to be plugged
- confirm the pipe the plug is to be installed into, is clean and free of defects: i.e. cracks, broken bits of pipe and/or debris
- ensure safe inflation pressure of the plug is known
- ensure safe back pressure the plug can hold unrestrained is known
- ensure a good quality air pressure gauge is used to ensure the plug is inflated to pressure and not over inflated
- monitor air pressure gauge inside the plug
- confirm restraint cable or rope is secured and is under tension, rather than slack, to ensure the plug does not get washed into the downstream sewer pipe, particularly during deflation
- special care must be taken in the use of Schrader valves to ensure the inflation hose is securely attached and the hose is not pulled to retrieve the plug and
- when the maximum flow level is reached, evacuate the confined space and release (deflate) the plug. Re-plug (inflate) to continue works. Refer to Figure 2 for further details.

In the event of a forecast of rain event within the catchment, in excess of 10mm, work must not proceed. In the event of actual rainfall exceeding 10mm (as indicated from the nearest Bureau of Meteorology rain gauge), work must be delayed until the flow has visually returned to normal conditions and can be confirmed on SCADA, else work must be delayed until three (3) days after the rain event.